

**Minutes  
of the  
MERIDEN HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Held on  
February 22, 2021**

Chairman Cornelius Ivers called the Regular Board of Commissioners' meeting to order at 5:35 PM. Meeting held via video conference. As a quorum was present the meeting commenced.

**1. ROLL CALL:**

**PRESENT:** Cornelius J. Ivers, Chairman  
Scott Griffith, Vice Chairman  
Carlos Ruiz, Treasurer  
Nancy Rosado, Resident Commissioner  
Lawrence Kendzior, Commissioner

**STAFF PRESENT:** Robert Cappelletti, Executive Director, David Sunshine, and Jamie Urkevic

**OTHERS PRESENT:** Hayley Fetrow, HSF Consulting, LLC.

**2. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:**

None

**3. RESIDENT ASSOCIATION STATUS:**

**A. Community Towers Tenant Organization:**

None

**4. PREVIOUS MONTH'S MINUTES**

**A. Minutes of the Regular Board of Commissioners' meetings held January 25, 2021.**

Vice Chairman Scott Griffith made a motion to accept the minutes of the Regular Board of Commissioners' meeting held January 25, 2021. Commissioner Lawrence Kendzior seconded the motion. No discussion. A vote was called. The vote was Ayes – 5, Nays – 0. The minutes were accepted.

Ayes - 5

Nays - 0

Cornelius J. Ivers, Chairman  
Scott Griffith, Vice Chairman  
Carlos Ruiz, Treasurer  
Nancy Rosado, Resident Commissioner  
Lawrence Kendzior, Commissioner

**5. TREASURER'S REPORT:**

**A. January 2021 FYE 9/30/2021**

Hayley Fetrow of HSF Consulting, LLC provided a brief summary of the financial report. Ms. Fetrow discussed availability of Payroll Protection Loan Program funding. Ms. Fetrow stated PPP Loan funds would be utilized to help support non-federal subsidized programs to be expended over a 24 week period. Brief discussion continued.

**6. CHAIRMAN'S REPORT:**

None

**7. MANAGEMENT REPORTS:**

**A. Executive Director's Report:**

Executive Director R. Cappelletti discussed VASH voucher lease up activities at Hanover Place. Executive Director Cappelletti reported donations continued to be received for the development's community room as well as for individual tenants. Donations included furniture, food, baby supplies etc. Close out of development was reported to be in process with DOH. Process expected to take two months to finalize at that point final payments to vendors are to be made. Yale Acres lease up going extremely well. 100 units reported to have been leased up with 63 in the process. 100% lease up anticipated by end of May-June. Close out of Yale Acres development to follow in July. Close out process anticipated to take 6 months. Rental assistance programs discussed. February's unusual inclement weather necessitated staff working around the clock addressing hazards throughout developments. It was reported that an increase in overtime and supplies and materials would result. Welcome to new leased housing specialist to Section 8 team. Ms. Cortes comes with 10 years' experience in field. Yale Acres Community Center remains working with City for approvals. Funding options discussed.

**B. Program Reporting Operations:**

None

**C. Resident Services Report:**

David Sunshine reported working in coordination with CHC in effort to arrange onsite Covid vaccination and testing.

**8. EXECUTIVE SESSION:**

None

**9. NEW BUSINESS:**

None

**10. OLD BUSINESS:**

None

**11. OTHER ITEMS OF INTEREST:**

None

**12. MATTERS NOT ON THE AGENDA:**

Chairman Cornelius Ivers made a motion to add a matter not on the agenda, Commissioner Lawrence Kendzior seconded the motion. A vote was called. The vote was unanimous.

Chairman Cornelius Ivers made a motion to add Resolution 1137: Application and Acceptance of Paycheck Protection Loan Program. Vice Chairman Scott Griffith seconded the motion. No discussion. A vote was called. The vote was unanimous.

Commissioner Lawrence Kendzior made a motion to adopt Resolution 1137, Treasurer Carlos Ruiz seconded the motion. A vote was called. The vote was unanimous. Resolution 1137 was adopted.

Ayes - 5

Nays - 0

Cornelius J. Ivers, Chairman  
Scott Griffith, Vice Chairman  
Carlos Ruiz, Treasurer  
Nancy Rosado, Resident Commissioner  
Lawrence Kendzior, Commissioner

**13. ADJOURNMENT:**

Vice Chairman Scott Griffith made a motion to adjourn, Commissioner Lawrence Kendzior seconded the motion. A vote was called. The vote was unanimous. The meeting adjourned at 6:15 PM.