

Ridgefield Housing Authority Board Meeting
Approved Minutes
Wednesday, January 19, 2022 at 7:00PM
Meeting held on Conference Call

Commissioners Present: Frank Coyle, Vincent Liscio (arrived at 7:28PM), Paul Janerico, Jan Hebert, John Burke

Konover Present: Bob Williamson

Attendees: Nancy Higgins, Marshall Ballou, Barbara Beaulieu, Coco Barron, Susan Proctor, Katherine Dwyer, Don Gardner, Nancy Nuzzo, Sandra Bearden, Louise Massie,

The meeting was called to order by Mr. Coyle at 7:00PM

A Motion to Approve Minutes from January 5, 2022, was made by Mr. Janerico and seconded by Mr. Burke - all present approved.

A Motion to Approve Management Report was made by Mr. Burke and seconded by Ms. Hebert - all present approved.

A Motion to Approve Financial Report was made by Ms. Hebert and seconded by Mr. Burke – all approved.

A Motion to Approve Resident Manager Report was made by Ms. Hebert and seconded by Mr. Janerico –all present approved.

A Motion to Adjourn was made by Ms. Hebert and seconded by Mr. Burke – all approved.

Management Report

Delinquencies are flat overall. Delinquency notices continue to be sent out monthly and will include breakdown going forward – 24 notices sent in December. Unite CT cases have stalled remaining at \$62,100 total to date. General and Meadows are processed through recertification at the anniversary date with zero outstanding for the month. Vacancies – One in General Affordable – applicant in process; One in Meadows – applicant in process; None in Ballard or Congregate and there are two upcoming with applicants in process for both. Marketing effort continues using our Affirmative Fair Housing Marketing Plan. Signs have been posted on property and ads and letters in process. Also using DOHCTHousingSearch.org to market our properties. Mr. Coyle suggested updating town website with stats so it's visible to anyone. Productive meeting with Paul Janerico, John Burke, Kim Pietrorazio and Bob Williamson. An action item log was created to ensure we are all in agreement with the path forward and also to provide a measure of performance with meeting expectations. Due dates will be mutually established. Capital Projects have been delayed until Spring but in the process of securing quotes for Ballard walkways and carriage barn windows. Complaint Form has been redone and either form or phone call should start process. Robo Calls quotes have been solicited and Mr. Williamson will review and decide which will be used.

Financial Report –

Just received report Monday. Mr. Williamson's report very comprehensive and more current. Vacancies under control but need focus on waitlist.

Resident Commissioner Report

Spreadsheet sent with open tenant issues that were forwarded by Mr. Burke. He believes 6 of the 9 deserve attention. Proposal for internet at Congregate is \$10,800 (see Thrift Shop Grant).

Old Business

Thrift Shop Grant- Mr. Burke met with Doug Shephard to discuss installation and monthly costs. The installation was \$10,800 which Mr. Burke believes he can negotiate as well as the monthly cost. Questions concerning whether residents can take full advantage of WiFi by getting rid of their cable bills and exclusively using WiFi. Mr. Coyle cautioned that we usually need 3 quotes and Mr. Williamson stated that isn't always necessary depending upon circumstances. Ms. Hebert thought this very expensive and suggested that perhaps it shouldn't be done or consider doing it in stages. Major discussion about quality of life for residents, to cost factors and how to handle that aspect to resident interest and education. It was decided that Mr. Coyle and Mr. Burke will develop a grant application to the Thrift Shop

New Business

Strategize ways to build "waitlist". Put page on townsite internet to advertise our housing options with costs. Mr. Janerico stated that a more comprehensive marketing plan should be developed.

Mr. Liscio was informed at the Town Selectmen meeting tonight that there was an issue about lack of heating at Congregate. Apparently, one unit had an issue that was handled by Doug (unlocked windows), but it brought up the issue about our heating systems and whether we had plans for their "end of life" and should/could we ask for Grants. Most charities will not give grant for boilers, but we have money in replacement reserve for such situations. Also, Mr. Coyle will research who holds "life expectancy" listing on large items and will we take this up at a future meeting.

Public Session

Coco Barone – Spoke of another tenant whose unit needed attention and she complained about Doug not handling. Poor heating system – sometimes too hot and sometimes too cold. Snow issues around cars. Needs to be addressed.

Susan Proctor – Not tech savvy on monthly expense for cable/internet/Wifi. John Burke will contact Susan offline to explain complexities. Snow plowing, especially around cars an issue. No spaces to move one's car to so spaces can be cleared.

Kathleen Dwyer- Bathroom sink almost overflowed and could have caused major damage in her unit as well as others. Should be a regular maintenance schedule to clear pipes of debris so this doesn't happen.

Don Gardner- Found mug!! Thank you!! Has same TV set up as Vinny and has saved \$150/mo.

Nancy Nuzzo – has hired some high schoolers to clear around her car but hopes we can find a more reliable solution.

Nancy Higgins – Also snow issues. No place to move cars. Maybe landscapers can be paid to do in snowy weather.

Sandra Bearden – Thanks for mug. Also hiring high schoolers to shovel.

Marshall Ballou - Loved mug but top hard to get off! Thank you. Phone meetings are appreciated. Leaves all around and shrubs not trimmed. We should have a dedicated snow team that residents pay but managements calls and organizes

Louise Massie- No comment

Barbara Beaulieu – Thanks for the mugs. . .very thoughtful. Encouraged by the amount of activity on tonight's meeting. Appreciate winter issues will be addressed at next meeting in February. Issues with storm doors on units that they are not fastened properly and drafts are really bad. Mr. Williamson will address.

Missing box of mugs for Congregate: Mr. Liscio will follow up and he asked all to be careful about traveling in icy/snowy weather.

The meeting was adjourned by Mr. Coyle at: 8:35PM

Minutes Respectfully Submitted by Recording Secretary Patricia Harney