

**Ridgefield Housing Authority (RHA) Meeting Minutes for March1, 2018**  
**Approved**  
**Ballard Green – 25 Gilbert Street – 8:00am**

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Commissioners present: Frank Coyle, Cathleen Savery, Jan Hebert, John Kululka

Management Present: Phil Sfraga

Meeting was called to order at 8:05am by Frank Coyle.

Action items, Old Business, and New Business items discussed:

- Finance: Mr. Coyle gave a detailed explanation of the financials for the LP, Meadows, General, Ballard and Congregate and explained that the RHA is not over the planned budget spending. He noted that revenue growth is very small as the rents charged are at legal maximum allowable
- Mr. Coyle and Mr. Sfraga will meet with Planning and Zoning next week re: expansion of properties.
- Mr. Kululka explained that he submitted a scope of work to Mr. Sfraga. Some changes to this will be made and then will be sent out for bid
- The air conditioners for the 3<sup>rd</sup> and 4<sup>th</sup> floor of Congregate will be installed this summer
- Ms. Savery held her tenant commission meeting on Feb 28, 2018. She noted there were many questions re: mold in the buildings. There is a plan for a company to present to the residents on mold.
- Mr. Sfraga explained that the key fobs are still not working on community room doors due to a software problem. He is working with company to remedy as the system will need new software.
- The kitchen permit has not yet been attained and Mr. Sfraga will do it in person as it was able to be done online.
- Mr. Sfraga reported that a new truck has been found but will continue to look for a truck with a V6 engine. It was suggested to see if we can use the town contract at Pamby Motors for pricing.
- The Pump House was removed. Once the slab was removed, the old pump is still in place. Mr. Sfraga will see if it requires removal or if filling the hole will be the best remedy.
- The Commissioners moved into Executive Session.

Ms. Savery made a motion to close the meeting, 2<sup>nd</sup> by Ms. Hebert. Mr. Coyle closed the meeting at 9:39am.

Minutes respectfully submitted by Acting Commissioner Secretary Jan Hebert.