

Ridgefield Housing Authority Board Meeting

Approved Minutes

Wednesday, May 16th, 2018 at 7:00 PM

Ballard Green Community Center, 25 Gilbert Street, Ridgefield, CT 06877-

Commissioners Present: Frank Coyle, Jan Hebert, Vincent Liscio and John Kukulka

Commissioner Absent: Cathleen Savery

Konover Management Personnel Present: Philip Sfraga, Janet Mollette

The meeting was called to order by Mr. Coyle at 7:04 PM

Agenda items below in bold: with discussion and Voting

-Motion to Approve 5-2-18 meeting Minutes by Ms. Hebert, 2nd, Mr Liscio, approved by all.

-Management Report: by Mr. Sfraga: Occupancy 99% thru 1st Q; Maintenance: Gutters & drain extenders, asphalt repairs, updating of units, 38 maintenance reports filed-4 still open. Resident care of community herb gardens; call boxes at Congregate & A Wing t/b installed; recertification completed; Meadows rent increases effective July 1; smoking shelters & signing of addendum. Bids to be out for Congregate Entrance next month; survey for pavilion to happen soon; Power of Empathy training done for Konover Management Personnel; BBQ location; Concert Parking.

- **RSC:** Renters Rebate meetings: Congregate, July 23rd & Ballard, July 24, 10AM-Noon; “Seeds of Kindness” Master garden; RSC/Resident Meetings posted on Resident Boards; Recognition of Residents with Military Service, May 23 at Congregate 11:00AM- 12:30, May 24 at Ballard Green at 11:30 during coffee hour.

Motion to approve Management Report by Ms. Hebert, 2nd Mr. Liscio, Approved by All

-Financial Report: Mr. Coyle reported that April LP Revenue was below budget by \$11k & expenses \$38k below budget & that snow removal was \$22k above budget, some budgeted items did not occur during April. MEADOWS: YTD Revenue \$13k below budget, expenses \$10k above budget, NOI therefore was \$23k below budget, Cash Balance-\$1k needs to be addressed. Discussion of wrapping Meadows in to new construction ensued.

Motion to approve Financial Report by Mr. Kukulka, 2nd Ms. Hebert, Approved by All.

Additional Old Business and Additional New Business NONE

-Public Session: Ms. Lynch questioned what the “LP” was; Ms. Brendza discussed musical concerts with Penny Franklin; Ms. Ballow commented on flooring at Congregate and Walkways at Ballard; Ms. Brendza asked about timing of smoking shelters; Ms. VandeVenter said thank you & commented on a personal issue; Ms. Higgins asked about gate installation between Ballard and CVS; Ms. Brendza brought up outside trucks dumping refuse in RHA dumpsters.

Motion to Adjourn: Mr. Kukulka, 2nd Ms. Hebert, Approved by All

The Commissioners then moved in to **Executive Session.**

Minutes Respectfully Submitted by Secretary Commissioner Vincent Liscio.