

**Ridgefield Housing Authority Board Meeting**

**Approved Minutes**

**Wednesday, June 6, 2018 at 8:00AM**

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

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**Commissioners Present: Frank Coyle, Cathleen Savery, Vincent Liscio and John Kukulka (until 10:00AM)**

**Absent: Jan Hebert**

**Konover Management Personnel Present: Philip Sfraga (called in at 11:15AM)**

**Jason Geel Accountant Presented Audit Review from 8:00AM to 10:00AM+**

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The meeting was called to order by Mr. Coyle at 8:02 AM

**A Motion to Accept** submission of RHA and RHA LP “Financial Statements” distributed by Jason Geel was made by John Kukulka, 2<sup>nd</sup> by Vinny Liscio, approved 4-0.

**A Motion to Approve ..... Minutes** from the May 16th, 2018 meeting was made by Vinny Liscio, 2<sup>nd</sup> by John Kukulka 3-0-1, Cathleen Savery abstained.

**A Proposal to Approve Placement of Pavillion at BG:** was made by Frank Coyle and 2<sup>nd</sup> by Cathleen Savery. 3-0.

**A Motion to Adjourn Meeting:** Vinny Liscio, 2<sup>nd</sup> by Cathleen Savery. 3.0.

Discussions .....:

- **Audit Review:** Mr. Geel presented to the Board . Questions, advice and suggestions were discussed.
- **Action Items/Old Business/New Business:**
- **Board Scheduling:** Summer Conflicts Identified and resolved as necessary.
- **Concert:** First concert held. No parking problems identified. Security guard presence a plus.
- **BG (Ballard Green) Pavilion Survey:** Completed and construction will begin shortly in area near G Building to include signage and restricted hours of operation
- **Rent Rules:** For Congregate approved by State; for BG still pending
- **Money Transfer:** Frank Coyle will transfer \$20K from RHA Konover to Meadows.
- **BG TV:** Need to locate another vendor to install. Issue with initial contractor.
- **Congregate Floors:** Anticipated this summer. Flooring secured; need contractor.
- **Lounge Floors:** At Congregate can be done now as well as baseboards.
- **AC's:** Being addressed at BG and Congregate over a three-year period; started last year.
- **BG Mold: Concern** identified in a couple of units. Will be addressed this week.
- **BG Speeding:** Will resume placing one gate at a time to discourage speeding.
- **Mold Awareness/Organizational Session for Seniors:** Planning for July. Will video for absences and future tenants.
- **CVS Fence and gate.** Being installed in about two weeks' time with appropriate signage.

- **BG Front Entrance Signs:** Verbiage needs approval from town. Will seek.
- **New Truck:** Decided it will be new Dodge Ram but will hold off for a couple months to handle other needs first.
- **Congregate Vacancies:** None for calendar year; good cash flow.
- **Congregate Smoking Shelter:** Issue with custom roof but should be completed by July 1st. Need walkway installed thereafter to shelter. Cost is high.
- **BG Handicap Space for Unloading:** Should have completed in next two weeks.
- **Congregate Bird Issues:** Installation of reflectors not as effective as hoped; will consider other options.
- **FOI Request:** 6K pages electronically transmitted.
- **Congregate Front Entrance:** Going out to bid.
- **Blacktop Cracks:** Working on it as needed; full press beginning next week.
- **Winter Snow Placement:** Identify with contractor where snow can be placed initially off parking lot to prevent constant movement of snow if heavy precipitation or several storms in short timeframe. Vendor contract renewal this year. Will either resign with present contractor or search another vendor.
- **Executive Session:** Discussion of how to properly handle on a regular basis.

The meeting was adjourned at 12:25PM

Minutes Respectfully submitted by Recording Secretary Patricia Harney