

Ridgefield Housing Authority Board Meeting

Approved Minutes

Thursday, November 1st, 2018 at 8:00AM

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

Commissioners Present: Frank Coyle, Vincent Liscio and John Kukulka

Commissioner Absent: Jan Hebert

Konover Management Personnel Present: Philip Sfraga, Janet Mollette

Guest: Cathleen Savery, Jason Ferrandino

The meeting was called to order by Mr. Coyle at 8:04 AM

Election for Tenant Commissioner was discussed and rescheduled for Wednesday, November 28th at each site (Ballard Green & Prospect Ridge/Congregate) between the hours of 4 PM and 6 PM. There will be Absentee Ballots available upon request and accommodations will be made for Homebound residents to vote. The Election will be directed and overseen by independent contractor Ms. Pat Harney.

Financial Report: A report was handed in by Mr. Coyle to summarize the General and Detailed budget review given by Konover Management for the Meadows, General, Congregate and Ballard Green properties. Other than detailed budgets, Konover informed RHA that all significant capital projects that are complex and/or expensive should have an engineer and/or architect to detail a statement of work as well as manage the bidding process. Engineer Tim Wins and Architect Dave Queensbury were suggested. Along with their names, David McCarthy & Barry Cunningham were suggested for Real Estate and Tax consulting, and the names of lawyers Randy Kavakoff and Peter Sorocina of Logan-Naussau were mentioned to use for negotiations going forward.

Pavilion and Congregate Entrance: The Board met with contractor Jason Ferrandino on the site where the Pavilion will be built. There was discussion. Mr. Ferrandino will submit a new bid with updates. Mr. Ferrandino also discussed the work that is being proposed for the Congregate entrance and will submit an additional bid for Congregate.

Grants and Donations: Discussion took place. Mr. Kukulka will continue investigating possible Grants. Mr. Coyle and Mr. Liscio will pursue local donations toward the Pavilion.

Concert: Ms. Mollette informed the Board that she has made arrangements for a one-hour concert on November 14th for the residents. The concert will be held first at the Congregate at 1:00 PM and then, immediately afterwards, at Ballard Green at 2:30 PM.

Old Business:

--- **Curb cut-out:** Mr. Sfraga informed the Board that the curb cutout at Ballard Green for the path to the Smoking Shelter can not be done. Mr. Sfraga will look into creating a ramp to go over the curb which will eliminate that parking spot.

--- **Congregate Flooring:** The appropriate materials have now been agreed to with the contractor and ordered. Plans are for late afternoon installation once the material arrives.

--- **New Tables** will be ordered for the dining room in the Congregate that will have a center pedestal to accommodate wheelchairs and maximize space for residents at tables.

--- **Computer:** The computer at Ballard Green was destroyed by a virus and also had the Internet stick broken. There will be a new computer installed. There will be only one.

Mr. Coyle called the meeting to an end at 11:35 AM

Minutes Respectfully submitted by Secretary Commissioner Vincent Liscio