

Ridgefield Housing Authority Board Meeting
Approved Minutes
Wednesday, January 16th, 2019 at 7:00 PM
Congregate, 51 Prospect Ave, Ridgefield, CT 06877-

Commissioners Present: Frank Coyle, Elaine Freistadt, John Kukulka, Vinny Liscio and Jan Hebert

Konover Management Personnel Present: Philip Sfraga, Michelle Palmer

Agenda items and Voting in Bold Print

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

Mr. Coyle welcomed Ms. Freistadt to her first RHA evening meeting with residents.

Approval of Minutes: the minutes for the January 2nd meeting were adjusted and there was a **VOTE** to approve them. Motion by Ms. Hebert, 2nd Ms. Freistadt, Approved by All

Management Report: by Mr. Sfraga. Overall Occupancy is at 97% thru 1/15. Ballard, Meadows (1 anticipated eviction) and Congregate (1 anticipated vacancy) are currently at 100%; General is at 93% with 2 vacant units, one to be occupied on 1/24, other is under repair. Maintenance: the flooring installation has begun, and a new Telecom system will be installed in Congregate, along with a new mobile phone for the guard to be reached by residents there and additional interior cameras. Property wide Energy efficiency upgrades to begin on 1/17 for 5 weeks. Transition to Yardi Software was on 1/7/19 and a new color copier was brought in to replace old copier that is off lease.

RSC portion of Management report was given by Ms. Palmer, the new RSC: There was a Meet & Greet with music by Don Anthony attended by many. Both Christmas parties at Ballard and Congregate were very well attended. There was Christmas caroling with NCL. There was a wonderful lunch and entertainment event with Stern-at-Home Physical Therapy at Ballard and one is being scheduled for Congregate. There will be a Tenant Commissioner meeting with Ms. Freistadt on January 30th, 7PM, at Ballard. There was a Motion to accept the Management Reports by Mr. Kukulka, 2nd Ms. Hebert. **VOTE** by all to accept.

Financial Report: None yet due to new Yardi Software just having been installed.

Tenant Commissioner Report: None due to New Commissioner has just taken over.

Old Business: Signs for Ballard entries have been approved and will be ordered. Pavilion was discussed and meeting arranged between Mr. Coyle, Mr. Liscio and Mr. Sfraga to complete grant application forms for Thrift Shop and Fairfield County Bank. Mr. Kukulka will pursue grants for Meadows Operational Funding. The landscaping around the smoking shelters was brought up by Ms. Freistadt and discussed.

New Business: Ms. Hebert brought up the idea of utilizing Stop Signs in the Ballard Green Parking lots to help slow traffic down. Discussion ensued.

Maintaining the February 6th Meeting was discussed and a **VOTE** to cancel it was taken and approved by All. There will be a Feb 13th meeting as Scheduled.

PUBLIC SESSION:

Ms. Susan Proctor (D4) asked about the grant progress with Leir Corporation and also brought up the point that the new RSC, Ms. Palmer, has some experience with Grant writing. Ms. Proctor also brought up the temperature setting of the heat in the BG community room. It was discussed and decided to be set at 69 degrees going forward.

Ms. Marshall Ballou (G8) expressed her gratitude to the Commissioners for all their hard work and time spent. She was a resident at Congregate and is now at Ballard Green and is very happy. She also brought up a problem with the cold floors in her unit and a few other issues that the Management has been helpful with having repaired, but the floors are still an issue as is the plumbing noise between apartments. Discussion ensued. Mr. Sfraga will look in to the cost of carpeting for the apartment for Ms. Ballou.

Other Residents in attendance were: Ms. Stilwell, Ms. Bacon, Ms. Maczka and Ms. London.

A Motion to Adjourn the meeting was made by Mr. Coyle, 2nd by Mr. Kukulka, and **VOTED** yes by all. The meeting was adjourned at 8:20 PM.

Minutes Respectfully submitted by Secretary Commissioner Mr. Vincent Liscio