

Ridgefield Housing Authority Board Meeting

Approved Minutes

Wednesday, December 5th, 2018 at 8:00AM

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

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

Konover Management Personnel Present: Philip Sfraga

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

A Motion to Approve the Minutes from the November 14th meeting was made by Ms. Hebert, 2nd by Mr. Liscio and approved 4-0-1 (this was Ms. Freistadt's first meeting so she was not able to vote approval of the last meetings minutes).

Financial Report: there was none due to the new system being implemented.

Grants: There was a discussion on pursuing Grants. Mr. Coyle is in contact with Fairfield County Bank, Ms. Hebert will connect with the Lear Corp, Mr. Kukulka will pursue Wells Fargo and Mr. Liscio is pursuing the possibility of the Ridgefield Thrift Shop. Mr. Sfraga was asked to have sketches and pricing for the new Pavilion to the Board by January 15th for use in pursuing Grants.

New Housing Expansion: was discussed. Mr. Kukulka will pursue a connection with Leslie Higgins Biddle for funding. There was an extensive discussion on the possibilities of growing the amount of Ridgefield Housing Authority units including speaking with Habitat for Humanity Kent Rohr. Mr. Coyle said that one of the main focuses going forward should also be additional funding for the Meadows.

Tenant Commissioner: Ms. Freistadt is the new Tenant Commissioner. This was her 1st meeting; therefore she has no report yet. Mr. Coyle will sit with Ms. Freistadt after the meeting and go over some instructions for going forward.

Capital Spending: Ms. Hebert asked Mr. Coyle if we would be moving the monies forward to next year that were designated for certain projects which were not completed in 2018; and if we would be adding additional monies to them from the 2019 budget so they could be completed. Mr. Coyle said yes as long as the projects come in at reasonable bid pricing.

Tenant Issues: The Board was informed that the Storage Unit was moved as per Ms. Rachael Wise request and the Board discussed how to address the concerns Ms. Wise had with the smoking shelter near her unit. There was also a discussion on the Hoarding issues that Management is dealing with.

New Business: Mr. Coyle brought up the Town of Ridgefield "Conservation and Development" survey for Committee heads and began a discussion on the need for additional Affordable Housing for the Ridgefield Community going forward. This will be brought up as part of his being interviewed as a Committee head. There is an

upcoming meeting on March 5th at 7:30PM with the Selectmen and State Representatives about multiple issues, and Housing needs will be one of those.

Management Report: Mr. Sfraga reported on:

Ms. Rachael Wise and her positions on the Pod and Smoking shelter.

Hording and how it is being approached. Ms. Hebert suggested a CBT specialist.

A possible new RSC that may start on December 10th once her background check is completed.

The new flooring in the Congregate was delayed due to implementation of the new Financial System and payments not being initiated yet from the new system.

Mr. Coyle addressed the AC in Congregate. Mr. Sfraga said Doug (Maintenance) has made measurements for the engineer and they are looking at possibilities for all 4 floors.

Mr. Coyle asked about the front entrance at the Congregate. Mr. Sfraga said the project is proceeding forward with the architect/engineer and it will be going out to bid again.

Pavilion: the Engineer is getting involved with this. Doug will do measurements so excavation could begin. The Board requested the drawings and cost estimates by January 15th to utilize in the Grant process.

Mr. Sfraga said there are two possible evictions coming up. One in the General Affordable Apartments that has a stipulation agreement in effect, and the other which has a Judgment where the eviction is immanent.

There will be a **Christmas Party** at both the Congregate (December 14th) and at Ballard Green (December 19th) from 6:00 PM- 9:00 PM. Please see upcoming Dec Calendar.

The Alternate High School will also be running a Luncheon and a Christmas movie for residents. The possible date is the 18th. Please see upcoming December Calendar.

There will be Mark Anthony Concerts in December at both Campuses. See Calendar.

The Girl Scouts will come to do Caroling. Please see December Calendar.

Old Business: Mr. Liscio showed mock-ups of the proposed signs for the street entrance and the Park entrance into Ballard Green. He will pursue one additional bid from a local printer.

There was a motion to close the meeting by Mr. Liscio at 11:25, seconded by Ms. Freistadt and approved 3-0. Please note that Mr. Kukulka had to leave the meeting at 9:35 AM as did Ms. Hebert at 10:15 AM.

Minutes Respectfully Submitted by Secretary Commissioner Vincent Liscio