

Ridgefield Housing Authority Board Meeting

Approved Minutes

Wednesday March 6, 2018 at 8:00AM

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

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

Konover Management Personnel Present: Philip Sfraga (made short appearance for questions)

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

A Motion to Approve Minutes from February 13, 2018 was made by Ms. Hebert, 2nd by Mr. Liscio, all approved

A Motion to Adjourn Meeting was made by Ms. Hebert, 2nd by Mr. Liscio all remaining members approved

Financial Report: Difference of a couple thousand dollars but details not available as yet. Will supply as soon as possible.

Old Business

Capital Projects: AC and Entry at Congregate; Pavilion at Ballard

AC - Tim, engineer point person, is handling the bidding process. There was very little activity at this time in the meeting, however, Phil updated status a bit later in the meeting that additional bids had been received but they hadn't been thoroughly reviewed as yet. The AC was being put out in 2 separate bids: one for 3-4 floors which is a more needed and larger job and other bid includes all floors; the first and second floors not needing as much work. To possibly include all floors 1-4; the first two floors are under consideration and may require major work and over budget expenditures.

Congregate Entry had two bids lower than anticipated so it needed to be reviewed to ensure all requirements were included.

Pavilion – questions now surfacing about changing the size, and the materials to be used on the roof and siding. More discussion needed. Also, question asked about the lighting in the Pavilion and the costs and issues to facilitate that, which could be a problem, however, discussion ensued about solar lighting down the road.

Grant seeking for Pavilion – Fairfield County Bank President regretfully stated that this year wouldn't work. Head of Thrift Shop – makes “gift” decisions a bit later in the year, but the meeting was a good one. They plan to use Ballard meeting space for their meetings. Discussion concerning “historical display” site sign on property and also showing tangible recognition for any donations that might be given.

Mr. Coyle asked Ms. Freistadt to look into claims that a resident made concerning a feeling that there was a declining sense of community at Ballard.

Marine Corps Tenant, who has rented space since 1993 and covers all maintenance for building, has asked if they could change the name on their lease. Mr. Coyle suggested that they gather the paperwork and make appointment to discuss in person with town officials. This brought up a discussion concerning Insurance which is being reviewed for an upcoming renewal – the types we use (liability on all buildings but what further insurance may/may not be needed) and if it should be changed or if tenants should be liable for additional coverage.

New Business

Benches were removed (for safety reasons) earlier this year when resident claimed to have been ejected from the bench by another resident moving onto/off the same bench. Number of issues present – emergency services access, and also the buying of more expensive benches that can be staked but moved when necessary would be too expensive. Present benches cannot be permanently placed and then moved for mowing. Where benches can be placed also presents problems. It was decided to secure presently owned benches on grass to ensure stability, but allow them to be moved for maintenance, etc.

Plantings around smoking center where resident complained about it being unsightly and folks in center could look into her unit. Mr. Sfraga will discuss type of plantings the tenant might enjoy with her mother or her guardian either of which communicate with the tenant more easily. We will try to accommodate the resident.

Grants for Tax Abatement for Meadows was discussed at length. There is a \$30K operating problem and it's believed that the town has unrealistic expectations concerning the funding to pay a pilot. Investigation has been done, but the Board will examine further to ensure that they have explored all possible avenues to accomplish this. Appears as though while there may be monies available for "sticks and bricks", the same does not apply for operating expenses. More to come.

Dean Miller – Meals on Wheels – Questions/Proposal

They have been using our building space since 1983. They have about 75 clients each week and served 83,000 meals last year. They have 5 part-time employees that work Monday, Wednesday and Friday and a cleaning crew in the evenings. Their lease is up in 2021.

Dean suggested enlarging the building in some way to accommodate the increase in their business, either pushing out on the side of the building or going up one floor. Discussion ensued about what might be realistic.

Board suggested that Dean go to Town Planning/Zoning to see if any building can be even be done on this site. Frank promised to introduce Dean to the appropriate individual. If they can build, potential area should be staked and plans drawn up. A meeting would then be planned with the residents affected to discuss the proposition and have Dean present at a meeting for residents input.

Minutes Respectfully Submitted by Secretary Patricia Harney