

**Ridgefield Housing Authority (RHA) Meeting Minutes for April 26, 2017  
(Approved)  
Congregate Housing – 51 Prospect Ridge – 7:00 p.m.**

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Commissioners: Frank Coyle (Chair), Jan Hebert, Cathleen Savery and John Kukulka  
Absent: Vincent Liscio  
Housing Officials: Philip Sfraga, Property Manager, Raul Pereles, Assistant Property Manager  
Kimberly Henderson, Resident Service Coordinator

**AGENDA**

1. Call to Order
  2. Approval of Minutes
  3. Treasurer's Report
  4. Tenant Commissioner Report
  5. Management Report
  6. Old Business
    - a) State Subsidies to Ballard Green Apartments
  7. New Business
  8. Public Session
  9. Executive Session: Individual Tenant Issues (if required)
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1. Call to Order

Mr. Coyle called the meeting to order at 7:02 p.m.

2. Approval of Minutes

Copies of the March 22 2017 and April 12 2017 minutes were previously distributed to the RHA commissioners.

**Mr. Coyle moved and Mr. Kukulka seconded a motion to approve the March 22 2017 and April 12 2017 minutes. The Ridgefield Housing Authority voted 3-0. Ms. Savery abstained. Motion passed.**

3. Treasurer's Report

Mr. Coyle, Treasurer, presented the March 2017 Financial Report.

**Mr. Coyle moved and Ms. Savery seconded a motion to approve the March 2017 Treasurer's Report. The Ridgefield Housing Authority voted 4-0. Motion passed.**

4. Tenant Commissioner Report

Ms. Savery presented the March 2017 Tenant Commissioner Report.

**Mrs. Hebert moved and Mr. Kukulka seconded a motion to approve the March 2017 Tenant Commissioner Report. The Ridgefield Housing Authority voted 4-0. Motion passed.**

5. Management Report

Ms. Henderson presented the Residential Service Coordinator report.

Mr. Sfraga presented the Management Report. There were discussions on:

- A. **Maintenance Calls** –Responsiveness rate
- B. **Pump House** – Update on possible replacement with a pavilion
- C. **Ballard Green Traffic Control Gates**- Update on various choices

**Mr. Kukulka moved and Ms. Savery seconded a motion to approve the March 2017 Management Report. The Ridgefield Housing Authority voted 4-0. Motion passed.**

6. Old Business – a) State Subsidies to Ballard Green Apartments

Mr. Coyle explained the three options the State gave the Commissioners with reducing the State subsidies given to some of the Ballard Green residents.

**Ms. Savery moved and Mr. Kukulka seconded a motion to implement the ‘affordability’ option in implementing the State subsidy reduction given the three options presented to the Board by the State. However, if the State were to agree on a possible 4<sup>th</sup> option, the Board would prefer to equally reduce the subsidy a given percentage equally amongst those tenants currently receiving the rent subsidy. The Ridgefield Housing Authority voted 4-0. Motion passed.**

Mr. Coyle briefly discussed Capital Projects Above Budget. Namely, the possible Maintenance Truck and Congregate Entrance capital projects.

7. New Business

- A. **Hydroponic Planting** – Mrs. Hebert will follow up.

8. Public Session

Wendy Boyco asked about lighting and housekeeping. Ms. Savery will discuss this with her.

Isette Brendza asked about her specific rent subsidy. Mr. Sfraga will discuss this with her.

Susan Proctor asked about the rent subsidy choices. Mr. Coyle advised dollar amounts to be reduced was not given at this time. Ms. Proctor asked about the other Capital Projects not discussed. Mr. Coyle advised they were ongoing and to check the prior month’s minutes. Ms. Proctor asked if the Board knew about the Alternative High School plans. Mr. Coyle advised the Board had not been advised to date.

Coco Barron brought up the incorrect traffic flow in the parking lot. Mr. Coyle advised this should be reported to the office.

Nancy Higgins discussed the new pavilion. Mr. Coyle advised it would be open and handicap accessible.

Sister Martha asked if there were phone issues. Mr. Coyle advised her to put in a work order.

9. Executive Session

The meeting did not move to Executive session as there were no individual tenant issues.

Mr. Kukulka moved and Mrs. Hebert seconded a motion to adjourn the Ridgefield Housing meeting at 8:22 p.m. The motion passed 4-0.

Respectfully submitted,

Nancy Fields  
Recording Secretary