

Ridgefield Housing Authority Board Meeting
Approved Minutes
Wednesday August 21, 2019 at 7:00PM
Ballard Green - 25 Gilbert Street, Ridgefield, CT06877

Commissioners Present: Frank Coyle, Vincent Liscio and Elaine Freistadt.

Commissioners Absent: Jan Hebert and John Kukulka

Konover Management Personnel Present: Philip Sfraga, Janet Mollette

Konover Management Personnel Absent: Michelle Palmer

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

A Motion to Approve Minutes from July 17, 2019 by Mr. Liscio and seconded by Ms. Freistadt. All approved.

A Motion to Approve Management Report and Service Coordinator Report was made by Mr. Liscio and seconded by Ms. Freistadt. All approved.

A Motion to Approve Tenant Commission Report was made by Mr. Liscio and seconded by Ms. Freistadt. All approved.

A Motion to Approve Financial Report was made by Mr. Liscio and seconded by Ms. Freistadt. All approved.

A Motion to Adjourn Meeting was made by Mr. Liscio and seconded by Ms. Freistadt - all approved

Financial Report: Provided report and explained details.

Management Report:

Occupancy is at 99% through 8/19. - Ballard Green 100% occupied with no anticipated vacancies. Prospect Ridge 100% occupied with no anticipated vacancies. General Apartments 100% occupied with no anticipated vacancies. Meadows 100% occupied with 1 eviction. 3BR LH Unit \$1242/mo. Anticipated Vacancy 9/30/19.

Maintenance Report – New A/C installed Unit 17; 21 Gilbert Rotten Window Trim Replaced; Building power washed and Front and Rear Porch repainted; Unit 9 W/D combo appliance replaced; Buildings A-H rotten Utility Door Trim replaced, Cedar Doors Repaired and all Doors repainted.

Management/Resident Updates – Residents at Congregate very pleased with new hallway A/C on 3 and 4 floors. Update on Congregate entrance was provided as well as description of potential new awning.

Resident Service Coordinator Report: Ms. Palmer is on Vacation. (a) Coffee Hours at both Ballard Green and Congregate 15 residents BG/24 residents PRC. (b) Creative Crew Thursday BG. Average weekly resident participation is 5 residents.

Tenant Commission Report: Meeting on July 30 brought the following resident comments. BG parking lot being policed by residents for violators. Board strongly advises not to confront any one. . .call police or call towing company. Monthly Birthday sweets will be provided for residents at the coffee hours or at an agreed upon time. Exterminator takes out screens but does not replace; Congregate Laundry Room without chair and waste basket; Roofs at Congregate having issue with bird droppings; Wooden bench at Congregate dangerous and needs replacement or a more sturdy environment; Food/Chef at Congregate appears to use the same meats all the time. Mr. Sfraga will address each of the issues brought forward but advised that a call to the office might bring solutions to residents in a more timely fashion.

Old Business

Pavilion – Mr. Liscio and Mr. Coyle did some investigating about the Pavilion and the patio surrounding. Mr. Liscio will get financial and building details from site in Pennsylvania and Mr. Coyle will pursue his contact in Danbury. It was decided that a 600 square foot pavilion would be more than adequate and ADA compliant is a must for

walkways. There was some talk about the finances, but since a decision had not yet been made about size, the numbers were simply estimates.

Tree on road by Firehouse – person living close by wants it removed. Have had a few persons come by to see the tree in question and all agree that a trim might be in order but taking the tree down unnecessary. Mr. Sfraga will contact the Warden to have him come by and give his expert opinion so a final decision can be made.

Leases for Marine's – need representative from National Organization to sign; Garden Club has been given the rights to the garage, however, there is a cart being housed there and Park's and Rec use that cart. The discussion of it staying will have to happen between the Garden Club and Parks and Rec.

CVS Gate – Significant discussion on this topic. The gate is now down and putting it back up will only result in it's coming down again. Ms. Hebert tried to speak with rep at CVS to see if they would finance a camera but received no response to her calls. Also learned that the current for a camera/internet is not sufficient in that area. Should tenants see any activity in that area, they should call 911 so police can investigate. Police very willing to come by to check unwarranted activities in this area.

Congregate elevator – when rainy, water collects in shaft; also a jerking motion at times – elevator is 28 years old and calls for service include little more than adding oil to gears. Mr. Straga believes there is still life in the elevator but will get an analysis from company.

New Business - None

Public Session:

JoAnn Lynch – why Pavilion and not Gazebo – Pavilion identified as safer for residents. Also, outside bench at Congregate is unsafe for residents. Mr. Sfraga will investigate.

Penny Frederick – Was in hospital and rehab for a period of time and doesn't understand why there are so many empty parking spaces now. Mr. Sfraga will explain new parking policy with her including if she feels her aide needs an assigned space, but Mr. Coyle explained the policy is in effect to make the parking lot available to residents first.

Susan Proctor – Spaces near school won't be available within next week or two. Concert parkers are using inappropriate spaces (call towing company or police); CVS fence activity (call 911); dead tree outside BG office – to report things like this, call office and it will be handled. Computer availability at both locations. Ms. Palmer will be notified to help decide on its necessity.

Nancy Nuzzo – How about Birthday recognition monthly. That will begin shortly. Can AA members be advised about parking policy – there are signs in their room but there are different attendees at each meeting. Call towing company if they are parked illegally at night and during the day call the office.

Krisann Benson – Put up more signs about parking and consequences – There are enough signs on property now. The spaces are designated and non-residents should notice the different designations and park accordingly. If not call the office during the day and towing after hours. Believes fencing at CVS site belongs to BG – but was advised it was owned by CVS. Saw fence down and called police which was the proper thing to do.

Barb Beaulieu – believes parking policy has helped in keeping the area more quiet with less traffic. Wants CVS gate re-installed since it deters motorcycles and electric scooters. Also mentioned hole in the fence near PO.

Nancy Higgins – Thanks to Board for saying "residents first" when discussing parking policy. CVS fence sign has been marked with graffiti and the fence is pushed off inappropriately.

Isette Brendza – Doesn't believe there is a problem with parking policy and mentioned that a resident wrote a "difficult" letter and asked the Town if ok to submit to newspaper and they said not. Suggested the individual shouldn't have asked permission – should have simply sent to newspaper.

Private Executive Meeting with Resident ensued after meeting.

Meeting Adjourned at 8:45 PM

Minutes Respectfully Submitted by Secretary Patricia Harney