

Ridgefield Housing Authority Board Meeting

Approved Minutes

Wednesday, November 6, 2019 at 8:00am

Commissioners Present: Frank Coyle, Jan Hebert and John Kukulka

Commissioner Absent: Vincent Liscio, Elaine Freistadt

Konover Management: None present at this meeting

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

A Motion to Approve Minutes from October 2, 2019 was made by Ms. Hebert and 2nd by Mr. Kukulka
Approved by all.

A Motion to Approve Increase in Replacement Reserves was made by Ms. Hebert and 2nd by Mr. Kukulka –
all approved.

Financial Report – Mr. Coyle gave overview of distributed financials with those Board Members present. He indicated that he wanted to increase the Replacement Reserves by \$100K and a motion was approved.

Old Business – **Elevator at Congregate** broke down 3 weeks ago and was out all told for 12 days. The elevator was built in 1991 and only one was required per code. Did several things to make residents secure during this time; food was delivered to units; offered to pay for peapod; had firemen on duty for 4 hours per day to assist with transport; a call to the office would provide resident with accompanied transport on elevator. The maintenance company was ineffective in finding the parts needed and gratefully Mr. Sfraga was able to locate the needed part over the internet and have shipped from California in no time. We are looking into changing Maintenance Company due to their unsatisfactory handling of this situation. We still don't have the needed control panel. Estimate for modernization of the elevator which will make "as good as new" is estimated to cost about \$100K or more. We will look into this as well as the purchase of new elevator. Up to this point, elevator has not been out of order for more than 3 hours at a time. We have also looked into the possibility of mobility chair on stairs, but due to stairway configuration, does not appear to be feasible. Ms. Hebert suggested that we put together an Emergency Plan for any future situations of this type or natural disasters. The suggestion was well received.

Ballard Green Walkways – Discussion on "reasonable accommodation" for tenants during blacktopping. A decision was made that the better black top would be used in spite of the fact that it emits heavy fumes. Residents will problems concerning this will be offered a room at local hotel until odor subsides. We plan to do this next spring.

Cameras – Full campus camera coverage at Ballard Green would cost approximately \$15K and at Congregate would be \$30K. There have been some additional episodes of food stealing. Mr. Coyle has requested additional estimates.

Pavilion – Application is in with Planning/Zoning Board. They will be coming out on Sunday to review property/plans with clearances adjusted due to playground. Survey has been completed.

Ms. Debra Franceschini, Chair of the Commission on the Aging stopped by to ask a few questions about the elevator situation. The following points were discussed: Circumstances surrounding elevator issues, notification to residents; procedures put in place for residents to offer safety, accommodations, reassurance and activities. Modernization vs. Replacement. The repairs that were done. Perhaps a new maintenance company. Two issues: water in shaft during rains and control panel. Mr. Sfraga looking into new companies and their

costs for elevator and maintenance coverages. Get emergency plan in place. How quickly we can get the best solution and put into place.

Other subject came up and small discussions occurred: Door sticking at Guard's Station at Congregate. Residents resistant to leave their apartments; different programs that could be offered to residents; spoke about hoarder issues and how we can assist residents dealing with same.

Minutes Respectfully Prepared by Secretary, Patricia Harney