

Ridgefield Housing Authority

Ballard Green

25 Gilbert Street

Congregate Housing

51 Prospect St.

Ridgefield, CT 06877

Approved Minutes

The February 8, 2017, meeting of the Ridgefield Housing Authority (RHA) took place at Ballard Green and was called to order by Chairman, Bob Hebert at 8:02 AM. Commissioners present, Frank Coyle, John W. Kukulka, Vinny Liscio. Cathleen Savery was absent.

Approval of Minutes

None

General Discussion/Financials/Old and New Business

Mr. Coyle reported that he had contacted CHFA regarding funding options for planned renovations. CHFA indicated that we would have to take down Replacement Reserves prior to our use of state funds for renovations.

He also indicated that RHA will be able to take down the remaining Developer Fee from the work on Meadows. As a result, RHA will have a surfeit cash so we should plan to utilize about \$100,000 per year for upgrades/maintenance as outlined in our Capital Needs Survey.

A general discussion ensued regarding the needs of various buildings, specifically the Congregate Building entrance the rail system to the septic area and the heating and air conditioning needs of the 3rd and 4th floors of Congregate as well as the roof over the porch. Phil was tasked with the responsibility to make a list of needs which will allow the BOD to prioritize repairs in a 5 year plan.

BOD will meet with the Accountants to determine the Capital Needs desired by the BOD and the Financial Plan for execution.

New staff member, Raul Pereles, Jr.: Comes to us from New Haven Housing Authority. He is an experienced Property Manager highly motivated and ready for the upcoming re-certification push to begin next month.

Occupancy is great at this time – 100%. Looking at last year we had a 93.84% occupancy rate. While decent, according to Phil, for our type of housing it should be around 98% to 100%. We have a waiting list and the issue is the turnover time it takes to get a new tenant in place when an former tenant departs.

Phil reports that the Gym Room will be opened February 21/22 for the tenants. They have expressed a desire to use the room and wish to have a TV installed.

Phil also reported that the average age of the population of RHA in general has gotten younger, it is now 79.5 at Congregate at Ballard Green it is 77.5

Finally, the permit for the demolition of the shed will be obtained the week of February 13th.

With no further business, a motion was made by Mr. Liscio to close the meeting at 9:40AM, seconded by Mr. Kukulka and unanimously approved.

Respectfully submitted,

John W. Kukulka

John W. Kukulka, Secretary