

Ridgefield Housing Authority Board Meeting

Approved Minutes

Wednesday, January 8, 2020 at 8:00am

Commissioners Present: Frank Coyle, Vincent Liscio and Elaine Freistadt with Jan Hebert on phone

Konover Management: Philip Sfraga joined meeting at 8:15am

The meeting was called to order by Mr. Coyle at 8:05am

A Motion to Approve Minutes from December 18, 2019 was made by Ms. Hebert and 2nd by Ms. Freistadt Approved by all.

A Motion to Approve Resolution that Frank Coyle seek funds from State in the amount of \$20K for Pavilion was made by Mr. Liscio and 2nd by Ms. Freistadt – all approved.

Financial Report – Mr. Coyle responded to a question from Mr. Liscio presented at the previous meeting concerning noted increase in capital reserves which was to appear by EOY. It was instead done in November causing the differences.

Mr. Coyle requested Mr. Sfraga to give him estimates in writing concerning all activities pertaining to the Patio and Pavilion to prepare for State request.

New Business – Concerns have been expressed by the residents at Congregate that the food being served has deteriorated severely since Chef Richard has been on sick leave due to cancer. While Richard does have backup installed, they are not performing to the standards that Richard had established. Discussion ensued about describing the problem which is that the substitutes are not keeping up with the printed menu, food quality is really very poor, same things being served day after day and meals are not cooked properly or thoroughly. Decision was made that Mr. Sfraga and Ms. Freistadt, Tenant Commissioner, would meet with residents after lunch on Friday to see what suggestions the residents had to improve menu selection and that Mr. Sfraga would suggest shopping for the menu items at Costco, where the quality is perceived to be better. Mr. Sfraga will speak to all café employees involved and keep a watchful eye on progress.

Old Business – A telecom was held with our elevator consultant, John Muntz, President – Sterling, to discuss the three bids received for the elevator upgrade. He relayed some points of importance concerning the upcoming job. (1) Generally 20-25 years of life for an elevator – Congregate upgraded 1991. (2) Consider modernizing elevator now with all new electronics and hydraulic components. Estimate of \$185K (3) do you want cab redone – 25K? (4) Cylinder doesn't need to be replaced right now since it appears to be operating well and passed inspection. But, better to do when you modernize since it will take longer and cost more if you have to do it separately later. However, can't guarantee life of cylinder so new one could break faster than present one or a leak can happen at any time. (5) Elevator modernization could take 6-8 weeks and if a cylinder replacement was done, that would extend time to 8-10 weeks of non-operation. (6) What to do with residents that cannot stay in building, and how to assist those that do stay but will have their lives disrupted in one way or another. An accelerated work schedule might be possible where the team works 6 days a week for 10 hours a day, but that will bring extra costs to the overall job. (7) Two of the three bids do not include time schedules and what is included in subsequent contracts. We need more details on this from each.

The above presented more questions. MRO (Machine Room Lift) is the new elevator system that does not use hydraulics. Is this more cost effective than what we now have? Cost actually will be less but what issues could present? Is this the way to proceed so that parts in the future might be more difficult to get with the hydraulic?

Realization that the answers given today resulted in more questions. Board has asked for the true and complete costs of each solution (modernization vs. MRO) with detailed time schedules.

Brief questions about the State Aid that Mr. Coyle will be pursuing; resident placement during elevator construction (Special Meeting with Konover on 1.22.2020); and short update on Pavilion.

Meeting Adjourned at 10:05am

Minutes Respectfully Prepared by Secretary, Patricia Harney