

Ridgefield Housing Authority Board Meeting
Approved Minutes
Wednesday, September 7, 2022 at 8:00AM
Meeting held on Conference Call Line
805 706 5480

Commissioners Present: Vincent Liscio, Frank Coyle, Paul Janerico, John Burke
Commissioner Absent: Jan Hebert

The meeting was called to order by Mr. Liscio at 8:00AM

A Motion to Approve Minutes from August 17, 2022, as written, was made by Mr. Janerico and seconded by Mr. Burke. All Board Members present approved.

A Motion to Approve Financial Report was made by Mr. Coyle and seconded by Mr. Burke. All Board Members present approved.

A Motion to Approve Tenant Commissioner Report was made by Mr. Liscio and seconded by Mr. Janerico – All Board Members present approved.

A Motion was made and seconded to Move into Executive Committee Meeting by Mr. Liscio and approved by all present.

A Vote was taken on the Congregate RFP, Winfield services was voted in as new provider by all Commissioners present.

A Motion to Adjourn was made by Mr. Burke and seconded by Mr. Janerico – all present approved

Call to Order: The meeting was called to order at 8:00 AM by Mr. Liscio

Approval of Minutes: the minutes from 8/17/22 were approved.

Financial Report: No additional items since last update – Bob/Kim – said rent rate increases functioning properly – collection happening. Cash management – no need to tap Boston Financial? Bob/Tina discussed and don't think they will need to approach BF for funds. Bob will update at next meeting. Expected \$12K write-off due to resident – UniteCT will not cover. Resident has been in arrears for some time.

Tenant Commissioner Report – Comcast/WiFi at Congregate. Hasn't come back with any plan/proposal. Mr. Burke still awaiting word but doesn't believe he will ever hear from Comcast on this subject. He has "discovered" an internet alternate for \$30 per month and he is using now and likes very much. Can offer to others to "try". A resident is upset about the Meals on Wheels electrical boxes coverings. Mr. Burke just learned about this last evening. He will try to work out the situation and update. Another unit at Ballard just became available. . .which now makes three – B6, A6 and G1. We are committed to a two- week turnover with this and Mr. Burke has concerns we are not meeting our own imposed deadlines.

Old Business:

Ballard Walkways and Carriage Barn Windows: We have three bids on this \$53K, \$50K and \$47K however non have included specific environmentally friendly products. CB windows: Contractor was on site on September 1; to measure windows, but we are still not sure what portion could be funded by Eversource.

Solarizing – On hold until after energy audit. Still waiting for Eversource report.

RHA Web Presence: No action yet.

Process Improvement Meeting – are proceeding as planned.

ARPA – No news yet. Board of Selectmen may be voting on this at their upcoming September meeting.

Pilot Meadows- Mr. Coyle and Mr. Burke will be available for the October 6 BOS meeting. Mr. Janerico will attempt to be there after work. Mr. Liscio will reach out to Mr. Marconi about scheduling. Mr. Janerico said Board should discuss prior to BOS meet.

Meal Service RFP – moved to Executive Session

Food Rescue- Ms. Hebert not here to update.

Mission Statement: Mr. Coyle went over one suggested change and discussion was had.

New Business: None.

Executive Session was moved into at 8:30AM.

The Board came out of Executive Session at 9:24AM.

A Motion was made to accept one of the bids for the Congregate Meal Service RFP. Discussion ensued. A Vote was taken on which provider would be given the contract. Winfred Coffee Services won by a vote of 4 yes to 0. Winfred will be awarded the contract.

A motion to adjourn was made by Mr. Burke, second by Mr. Janerico, all present voted in favor.

The meeting was adjourned.

Minutes Respectfully Submitted by Patricia Harney, Recording Secretary.

**NEXT MEETING September 21, 2022 AT 7:00PM
Via Conference Call**

Minutes available in Hardcopy at Konover Office, Gilbert Street, or with this link on Town site:
<https://www.ridgefieldct.org/housing-authority>

Audio of meeting. Will not appear on Town site.