

**Ridgefield Housing Authority Board Meeting**  
**Approved Minutes**  
**Wednesday, September 21, 2022 at 7:00PM**  
**Meeting held on New Conference Call Number**  
**805 706 5480**

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**Commissioners Present: Vincent Liscio, Frank Coyle, Paul Janerico, John Burke and Jan Hebert**

**Konover Present: Bob Williamson, Michelle Palmer**

**Attendees: Nancy Higgins, Susan Proctor, Carla Beeney, Phyllis Lloren, Nancy Nuzzo, Katherine Dwyer, Coco Barron, Joann Lynch, Rosemary Gasper, Maureen McGraw, Irene Lagowski**

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

**A Motion to Approve Minutes** from September 7, 2022, as written, was made by Ms. Janerico and seconded by Mr. Burke; all present approved.

**A Motion to Approve Management Report** was made by Mr. Coyle and seconded by Ms. Hebert; all present approved.

**A Motion to Approve Resident Commissioner Report** was made by Mr. Janerico and seconded by Ms. Hebert – all present approved.

**A Motion to Adjourn** was made by Mr. Janerico, seconded by Ms. Hebert, and all present approved.

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**Management Report:**

**Vacancies** – There are now 7 vacancies – it's been a rough month – however, all but 1 has been approved. There are 2 upcoming vacancies. Applicant numbers are up.

**Delinquencies** – Up by 15%. 3K not included in numbers – 15K past. There is a pending eviction notice in General Affordable which is now 4,300, which we will write off, but it will grow through eviction process.

**Marketing** – Working in accordance with our marketing plan.

**Congregate Meal Service RFP** – The current vendor has been advised of termination of services effective 11/30. New vendor, Winfield, has been made aware of a 12/1 start date. Draft contract is in preliminary review before sending for Board approval.

**Capital Projects-**

**Ballard Walkway** – three proposals have been received and Proposal Summary sent for Board review. The lowest bid is 48% over budget.

**CB Windows** – Management has been advised that the windows will be part of the Eversource Energy Upgrade Incentive Program. We do not yet know the percentage funded by Eversource. As a parallel effort, we are in the process of drafting an RFP.

**Work Orders** – parts availability – no pattern, very random.

Ms. Hebert questioned additives that would be added to the materials being used to resurface walkways. Mr. Williamson will get clarification and report. Mr. Liscio asked about timeframe to do job and whether potential vendors had been vetted. Mr. Williamson will conduct vetting now.

**Ms. Palmer** has been working with the residents on a number of personal issues they are experiencing such as rides to medical appointments, etc., successful pantry on the first of the month. Patio donation made to Congregate and residents have been enjoying very much.

**Financial Report: Mr. Janerico**

Analytics received very recently and not yet completed. Mr. Williamson's report most current. Energy Audit – no update from Eversource at this point. Mr. Janerico questioned Mr. Williamson on specifics for delinquencies. Mr. Williamson reported that much is old debt from 2020. UniteCT helped a lot but we just received last bit of assistance from them. Most residents are on payment plans, but due to fixed income situations, their payments are small, however, everyone on payment plan is keeping up to date. Mr. Janerico asked further - How long can this take? Mr. Williamson - We try to complete in a year's time and we involve resident in the planning of monthly payment. If they fall behind, eviction is next.

### **Resident Commissioner Report: Mr. Burke**

Comcast and Congregate WIFI appears to be a dead issue. We may have to try another company, or kill project. Serious complaints about alarm going off in very early hours disturbing residents. Apparently, it was a piece of defective equipment in alarm that caused problem. Alarm company came in early and replaced defective equipment. Ms. Hebert mentioned that she believed the Town is trying to install WIFI. Mr. Burke is aware of this but it would only involve Main Street, at least according to what he has learned. Mr. Coyle mentioned an RTS grant and to keep an open mind for WIFI.

### **Old Business-**

Ballard Walkway- Most points covered in Management Report. Can we make decision in the current environment? Mr. Coyle believes we should, even though bids over budget. He believes we should get release from capital reserves. There is a process for that – go to Boston Financial and ask for full amount to cover walkway project. He believes we can do this quickly since projection is that things will only get worse and we can get to Boston quickly. He requested cash projection for this job now.

Alternative High School – Activity put on hold indefinitely. We will remove this item from our agenda going forward.

Ms. Hebert commented that the weeds are overgrown on the property facing the Pavilion. Keeping up with landscaping is in their contract and Mr. Williamson should address with HS.

WIFI – Mr. Burke addressed in his report.

Food Rescue- Ms. Hebert reported that a pilot will be conducted at Congregate.

Prospect Ridge Laundry –The pedestals are in and installed making access much easier for the residents. A training will be scheduled for those in A wing that will be using credit cards.

Solarize on hold till energy audit and then reassess.

RHA Web Presence –Nothing to report – on hold for now.

Process Improvement Meeting -will report as meetings are held.

Replacement Items and Timeframes – keep on focus list but will not do this year.

ARPA – Mr. Liscio has heard nothing, however, Ms. Hebert thought that federal government was anxious to distribute.

Pilot Program/Town Meeting Presently scheduled for October 5 which is a Jewish Holiday. Perhaps may be rescheduled for October 6. Mr. Liscio polled Board for their attendance on October 6, if meeting was changed. All responded affirmatively except for Mr. Janerico who has a conflict. He offered his assistance with prep work prior to meeting.

RFP for Meal Service – addressed earlier vendors notified.

Food Rescue – Program that will bring leftover sandwiches, cookies, etc., to Congregate/Ballard for the pleasure of our residents that are within days of becoming expired.

Mission Statement - Mr. Coyle read the approved Mission Statement to all.

“The purpose of the Ridgefield Housing Authority is to provide pleasant affordable housing to our present and future residents”.

### **New Business**

None

### **Public Session**

Carla Beeney- Nothing at this time.

Katherine Dwyer- This situation began in early August and recently culminated in her receiving a bill for \$535.00 for repair to the tub in her apartment. In an effort to clean area where potential mold could collect, she removed strips close to floor area and it caused damage. She believes it unfair. Discussion ensued and it was suggested to Katherine that she complete a Resident Complaint Form and since it had already been discussed locally, the form should be immediately sent for further review and the next level.

Coco Barron- Coco reported that a male resident raised his cane aggressively and threatened Coco as she attempted to go into the Community Room on September 7. She was terrified and reported the event to Police (she was asked if she wanted to file a report but declined) and contacted John Burke, Resident Commissioner,

who told her that he couldn't get involved with this but she should report to Police. Mr. Burke also requested that she send her complaint in email, but Coco doesn't have computer/internet access and felt she was discriminated against for this. This situation with the male aggressor happened again on September 19. A lengthy discussion followed with apologies to Coco for this alleged abhorrent behavior, but the following suggestions were made. If she encounters this person again, she should immediately call the police and file a formal complaint so the police can investigate and it's on record. Additionally, file a Resident Complaint Form so this can be investigated. Coco also told that Mr. Burke cannot become involved with personal confrontations between residents.

**Joann Lynch**- Joann had three comments to share: 1. Return to Community; 2. Have no complaints with Konover and doesn't want to lose them as the Management Company and; 3. Resident using a valuable parking space but never moving their car to another space in a different part of park. Discussed with office and while the resident can park anywhere, they want and not move the vehicle if its legally registered and in working order, the office will try to request that resident comply with this request for the convenience of others. If she doesn't wish to, there is nothing that can be done.

**Rosemary Gasper** Not available when called.

**Maureen McGraw** – Not available when called.

**Susan Proctor** Rumors abound. . .is there a planned change in the Management Company? Mr. Liscio stated that contracts can be negotiated at any time, however, nothing to report.

**Phyllis Llorca**- Noting at this time.

**Nancy Higgins**- Huge concern about an additive that is contained in some of the proposed products that could potentially be used on the walkways. She begged that special attention be taken to investigate these additives and that they not be used. They are a threat to overall health. She also relayed her appreciation for everything being done for residents.

**Nancy Nuzzo**- Pass

**Irene Lagowski** -Vinny, I can't read my writing. Looks like "can't hear" but that doesn't make sense. Do you remember?

A Motion to adjourn the meeting was made.

Meeting Adjourned at 8:28PM

Minutes Respectfully Submitted by Patricia Harney, Recording Secretary.

**NEXT MEETING OCTOBER 12, 2022**

**Minutes available in Hardcopy at Konover Office, Gilbert Street, or with this link on Town site:**

**<https://www.ridgefieldct.org/housing-authority>**

Here's the link to the meeting audio: <https://fccdl.in/UZQUYQGZHq>

An explanation that the Audio was not started till a few minutes in to the meeting. The only items done prior to the beginning of the Audio were the "Welcome everyone to the RHA Wed eve meeting of September 21, 2022", then the "Call to Order" and "Approval of the minutes" from the last two meetings which had no changes. The audio begins with the beginning of the Konover Management report being given by Bob Williamson and then goes till the end of the meeting.

By the way, even if the Anne-Marie doesn't have a way to post a link that is clickable, she can still just have this in the minutes at the bottom and people who want to listen can copy the link, put it in their browser and then hit enter and it should come up. I just did that, so I know it works.