

Ridgefield Housing Authority Board Meeting
Approved Minutes
Wednesday, January 4, 2023 at 8:00AM
Meeting held on Conference Call Line
805 706 5480

Commissioners Present: Vincent Liscio, Paul Janerico, John Burke, Jan Hebert
Commissioner Not Present: Frank Coyle
CT Housing Present: Robert Weiss
REM Staff: Wade Rockwood
RHA Residents: Nancy Higgins, Coco Barron, Krisann Benson

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

A Motion to Approve RHA Meeting Minutes from December 21, 2022, as written, was made by Mr. Janerico and seconded by Mr. Burke -the aforementioned and Mr. Liscio approved.

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

Mr. Liscio began the meeting at 8:00AM asking if anyone had comments about the Meeting Minutes of 12/21/2022. He then asked for Motion to Approve Minutes with Mr. Janerico initiating and seconded by Mr. Burke.

Financial Report: Still in transition, Mr. Janerico does not have a formal report to offer at this time. However, he and Mr. Weiss discussed several aspects of the transition regarding the financial status to include: Konover and REM have an issue presently with what has been paid and what has not; closing phases of transition; invoices have been written, many checks have been sent; Certificates of Insurance will have to be rewritten for all, as well as new W-9's needed and Konover will send list of vendors that get 1099's. Mr. Weiss has worked with Jason, RHA's Auditor, for 10 years and familiar with him. Expects Financial Report to be made available by Mid to late January. Mr. Lockwood will forward new budget to all Board Members later today. Suggested that ARPA funds be put into low risk but interest-bearing account. Mr. Lockwood was asked to comment on outstanding rent issues.

Budget: Mr. Lockwood to send out to Board later today and will also send to Boston Financial.

Tenant Commissioner: No report at this time.

Old Business

Ballard Walkways: Mr. Lockwood spoke with Doug about sump pumps for areas of walkway, but Doug unaware of pooling issues. Will make note, check with Mr. Burke for details, and investigate further. Will speak with Ricky from Town Hall about the pros and cons of using concrete instead of black top for walkways – maybe more expensive initially but more durable and lasting. Will research this.

Carriage Barn Windows – working with REM team to draft a contract with CMSA. Discussion about how payment will be made ensued.

In addition to above, Mr. Janerico will look into cash flow. Does REM have contact sample?

Food Rescue: Nothing new.

Emergency Plan: deferred till next meeting. Still more discussion needed to finalize. Want to be sure REM can execute all phases of the plan before finalizing.

BG Cameras: Deferred till next meeting.

BG Signs and Maps: – Mr. Lockwood will discuss with John Burke; Ms. Hebert suggested more thought be placed into this. We do have many signs on property and maybe some can be merged so grounds are not so cluttered.

Community Room Use for Theater Barn: – moving forward and will approve 5PM to 8PM on Wednesday and Sunday evenings with thorough cleaning the following mornings. Theater Barn personnel will wear masks. In thanks for residents' kindness, Theater Barn will give one ticket to each resident to use anytime within the year for the performance of their choosing.

Aquila Donation: – 2 HP Chromebook laptops received and one will be located in community room of Congregate and Ballard Green. Training will be provided to the residents and launch date is February for "going live".

Ballard Green Holiday Party: being held on Friday, January 20th from 5-7PM.

Mr. Lockwood stated that **Recertification packages** have been sent to all affected parties. Assistance will be given to residents to meet April 1, 2023 deadline. One vacant unit needs to be completed; Doug will have done later this week. **Vacancies:** REM showing units actively for five available units. **Delinquencies** – Ms. Hebert suggested Mr. Lockwood learn process used previously with residents in delinquent status and be actively involved with this. Mr. Liscio reiterated to Mr. Lockwood that his primary responsibilities right now are vacancies, delinquencies and Re-certs. Then other items.

Cameras at Ballard deferred for time being; WIFI holding due to possible action of the Town. Request to Ridgefield Thrift Shop – new chairs for Congregate's Community Room (40) possible. Will look in to RTS Grant process.

New Business

RSC: RSC LaJoya Sanford resigned her position. Actively pursuing replacement.

Mr. Janerico left meeting at 9AM.

Motion to Adjourn at 9:15AM was made by Ms. Hebert and seconded by Mr. Burke.

Minutes respectfully submitted by Patricia Harney, Recording Secretary.

**NEXT MEETING January 18, 2023 AT 7:00PM
Via Conference Call**

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

AUDIO LINK: <https://fccdl.in/mlMrVGxIRY>