

Ridgefield Housing Authority
Ridgefield, CT 06877

RHA Approved Meeting Minutes
Wednesday, June 21, 2023 at 7:00PM
In person meeting at Ballard Green
25 Gilbert St., Ridgefield, CT 06877

Commissioners Present: Vincent Liscio, Paul Janerico, Jan Hebert, John Burke, Ed Baird

REM Staff: Wade Rockwood, Monica Stromwall

RHA Residents: Nancy Higgins, Krisann Benson, Barbara Beaulieu, Linda Shackelford, Isette Brendza, Susan Proctor, Maree Macpherson, Jackie Rostow, Jean Konecny

Guests: Kurt Carr, Jeremy Quittner

A Motion to Approve RHA Meeting Minutes from May 17, as written, was made by Ms. Hebert and was seconded by Mr. Janerico - all present approved.

A Motion to Approve RHA Meeting Minutes from June 7, as written, was made by Ms. Hebert and was seconded by Mr. Janerico - all present approved.

A Motion to Approve Management Report - made by Ms. Hebert and seconded by Mr. Liscio – all present approved.

A Motion to Approve Tenant Commissioner Report – was made by Ms. Hebert and seconded by Mr. Liscio, all present approved.

A Motion to Vote on the **Insurance Resolution**, was made by Ms. Hebert

A Motion for the Adoption of the Resolution to be read (**Combined Omnibus Resolution**), with discussion to follow, was made by Mr. Janerico and seconded by Mr. Liscio, all present approved.

A Motion to approve Adoption of Resolution, with stipulation, (for Annual Insurance) was made by Mr. Liscio and seconded by Ms. Hebert with the individual votes listed as follows: Ms. Hebert – aye; Mr. Janerico – aye, Mr. Burke – abstain, Mr. Liscio – aye, Mr. Baird – aye; the “aye’s” have it with more than 2/3 approval

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

Mr. Liscio called to order the RHA live and in person Board Meeting of June 21, 2023 and read the Mission Statement aloud. He then requested a Motion to Approve Meeting Minutes of May 17, 2023 and June 7, 2023, which were completed. He then announced the appointment of Mr. Ed Baird as a New Commissioner and welcomed him, with his much-needed talents, to the RHA Board of Commissioners.

Management Report

Property Update

Property Update

Vacant Units - We have (1) vacant unit for Ballard Green that has lease in process. We have 1 upcoming vacancy. We have (2) vacancy in Congregate. We have a move in on June 29th. The other vacancy is in process of being filled. We have 1 upcoming vacancy. We have (2) vacancies in General Apartments, one is filled with move in on the 22nd, a second unit we are actively showing the unit. We have 2 vacancies opening up this month and next month. There are no vacancies in Meadows. Overall, we are at 97% occupancy.

Recertifications - We have been scheduling lease renewal signings with residents of Ballard Green and Congregate with a renewal date of July 1, 2023. We have processed and have renewal leases signed for 82% of Ballard Green, and 56% of Congregate as of June 20, 2023. Goal to have recerts done by end of June.

Legal – there is one new pretermination notice that has been issued.

Mr. Burke commented that the Court Order with delinquencies taking a long time – yes, they are very time consuming. Also, the two units that appear to have their residences being used as a storage facility and not as a resident abode. Mr. Rockwell is gathering data to bring this forward legally, but that also takes time.

Resident Service Coordinator

Once again, the Ridgefield Housing Authority June Activities started with our signature “Ridge”

and "Green"; programming, which includes various activities from the walking club, arts and crafts, movie nights, coffee and conversations, sit & be fit programming, get hooked, games, and paint and sip all to encourage our residents to maintain ways to stay physically, mentally, and emotionally healthy.

June events include 34 programs for the residents of Prospect Ridge, which included an Art Show and Dining Hall Refresh Reveal, a 6th grade class day of services where they sang songs, played violin and helped unload produce from mobile pantry, a mother/daughter team from National Charity League during coffee/conversation hour and a musical duet from the Ridgefield Symphony Orchestra during a recent lunch. Ballard Green had 33 programming events which began with the installation of our brand-new raised planter beds, located adjacent to the community room across the Meals on Wheels building. The raised bed is a product of the grant that Ridgefield Garden Club and RSC, Ms. Stromwall worked together to support the residents of Ballard Green. Plants will be delivered by the week's end to begin planting. Residents welcomed Ridgefield's CHIRP concert series and participated in Make Music Ridgefield with Mad Hatter Barbershop Chorus.

Residents at Prospect Ridge and Ballard Green had the opportunity to attend many events throughout June, such as the Pancake Breakfast hosted by Ridgefield Little League, and Informational Session from Catholic Charities, Voting and Election Information with Secretary of State Stephanie Thomas, a visit from Exceptional Sidekick Therapy Dog Stanley and his owner Teresa, Folk Music at the Library, The Aldrich Contemporary Art Museum Senior Tour, Movies at the Playhouse with the Commission on Aging. Still to come this month include another visit from Exceptional Sidekick Service Dog Coco and her owner Helen, Peter Parley Schoolhouse Open house and RVNA Healthcare Know Your Numbers Clinic.

Some of next month's events include the downtown farmers market and street fair, Ridgefield's family firework celebration, The Aldrich Contemporary Art Museum Senior Tour, Movies at the Playhouse with the Commission on Aging, and Rising Starr Horse Rescue visit and Ballard Green 4th of July Party.

Thank you to our fantastic community partners for ensuring the success of our programming.

We are saddened by the loss of Ballard Green resident Russell LeClair this month. We offer his family and friends our deepest condolences.

Financial Report

At the time, Mr. Janerico was on phone line and there were problems with the connection. Mr. Liscio stated that they were hopeful for the Financial Reports to be done by 15th of July. A meeting had been scheduled for June 28th which would include our auditor Jason to smooth out the reports which have been an issue trying to utilize REMs software and gather the same information and format from the previous Konover statements.

Tenant Commissioner Report

Mr. Burke remarked that there is still no action from Meals on Wheels to put some sort of fencing around the generator. A suggestion was made that perhaps flowers could mask the generator, but he was advised that flowers were not permitted as a solution here.

Mr. Burke is very anxious for the Financial Reports in July.

Old Business

a., b., and c. are being held till July

Ballard Green Walkways - No update

Emergency Plan - No update

BG Camera - No Update

BG signs and MAP – Mr. Rockwood has been working with a vendor to have the Ballard Green Map created. They have provided him the proof for review, approval and ultimate posting.

Capital Improvement Needs/CNA Date update - The capital needs assessment has been completed. AEI emailed Mr. Rockwood draft copies of the Capital Needs Assessment yesterday for Meadows and Prospect Ridge location. They are waiting on the Gilbert Street location's report. Once in possession of all the reports Mr. Rockwood will share them with the board and setup a meeting to review.

National Charity – Ms. Hebert has nothing to report at this time.

Alternative HS: The Superintendent's office reached out to Mr. Liscio. Joe Mortis who works for Susie Da Silva the Superintendent, is currently working with their architect on the conceptual renderings for the building addition. They would like to present to the Board and others involved in the coming weeks. Mr. Liscio asks that all interested to please keep an eye out for when presentation is scheduled. It may or may not be at a regularly scheduled meeting, if so, a special meeting will be announced.

Solarizing: on hold till CNA completed.

Hybrid Meetings: Test did not work well tonight. When we get system set up and working properly, there must be 48 hours notice, in advance, with Town Hall.

Contacts/Leases/Insurance was on hold till July; however, it will be dealt with tonight and the following procedure will be utilized. First, Mr. Liscio will ask the Board to vote for an approval of the resolution as read, then he will read the resolution, then there will be discussion, then there will be a vote to accept as written, accept with changes or not accept. The vote will be a roll call vote and the commissioners will answer either in the positive with a "yay", the negative with a "No" or a "No Decision" vote by saying no vote. Mr. Liscio started the process with asking for an approval of the following resolution, see attached. (See above process)

Social Services Update: Ms. Hebert remarked that this was on hold.

27 Abbott Avenue: Wetlands Zoom Meeting tomorrow evening and will be set up in the Community Room at Ballard. Residents are strongly opposed to this but only owners can vote, however, Mr. Liscio encouraged all residents to be actively involved in this process, gather information and disseminate to REM so informed positions can be taken. If the residents want the Board to vote on this, as the owner, the Board will do the wishes of the residents.

Other: Congregate elevator tower facing, Prospect gazebo and generator, internet/cable service, Camera's Prospect, Ballard Entrance, RHA Web Presence and Facebook Page. (Will prioritize in July)

New Business: None

Public Session

Barbara Beaulieu – No comment. Barbara later returned to mention about the Retention Pond transfer of property to Virginia Gate on May 8, 1984.

Nancy Higgins – Didn't know about Wetlands which involves so many aspects. Please study this and know what's going on.

Isette Brendza- Is it possible to go up? Yes, that's what was recommended by Ms. Hebert and relayed to Superintendent for consideration. Tenant in a unit causing a problem for Ms. Brendza. She was directed to contact Mr. Rockwood in the office to discuss and try to solution.

Susan Proctor- To the two units using Ballard Green as storage, add a third one. Noted by Mr. Rockwood. Mr. Liscio's visits are very much appreciated.

Maree Macpherson- concerned about 27 Abbott, etc., thank you.

Jeremy Quittner- concerns about proposed building at 27 Abbott; someone involved with this project is facing trial in the summer.

Jackie Rostow- 27 Abbott - concerned; disaster waiting to happen.

Krisann Benson Inland/Wetland Board Meeting tomorrow evening (Mr. Burke) will set up for Zoom in the BG Community Room for all interested. We need to reserve the right to comment. Ms. Hebert will attend the meeting remotely.

Jean Konecny Doesn't understand why Board would not be concerned about dumping and filling retention pond. She has pictures of property with endangered species. Mr. Liscio stated that the Board is interested in this issue but is not versed in all facets of the problem. Suggested residents filter any information they learn to REM office so it can be gathered for information and use.

The meeting was adjourned promptly at 9:05PM.

RHA Minutes Respectfully submitted by Patricia Harney, Recording Secretary.

Next Meeting **July 19, 2023** at 7PM

Minutes available in Hardcopy at REM Office, Gilbert Street, or outside REM Office at Prospect Ridge, or with this link on Town site:

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

Audio/video link