

Ridgefield Housing Authority Board Meeting
Unapproved Minutes
Wednesday July 15, 2020 at 7:00PM
Meeting held via Conference Call

Conference Call 351 999 3184 (no code needed)

Commissioners Present: Frank Coyle, Vincent Liscio, Jan Hebert, Elaine Freistadt, Paul Janerico
Konover Management Personnel Present: Tina Smith, Lola Robinson

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

A Motion to Approve Minutes from June 17, 2020 was made by Mr. Liscio and seconded by Ms. Hebert – all approved.

A Motion to Approve Financial Report was made by Ms. Hebert and seconded by Mr. Janerico – all approved.

A Motion to Approve Management Report was made by Mr. Liscio and seconded by Ms. Freistadt – all approved.

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

A Motion to Adjourn Meeting was made by Ms. Freistadt and seconded by Mr. Liscio – all approved

Financial Report: Mr. Coyle stated that June Report is not out yet but that income is close to target.

Konover Management Update – Many details listed on Ms. Robinson's Report. Further discussions included that litigations on hold due to COVID19. Office now open to residents with appointments scheduled and masks and social distancing practiced. Cameras at Ballard up and running. Looking for contractor to install cameras at Prospect Ridge to include Security System. Plantings waiting for estimates at General and Meadows. Elevator – postponed; gathering bids for power washing; also bids for gutters and tree branch removal. Been checking trash containers for overload but so far all is well. Will continue to monitor before making any changes to schedule. COVID19 may be responsible to increase in trash and recycling. There are gates against wall – can they be repositioned to better camouflage the trash container area. Congregate has cans of food being left out. Can they be removed and held for later distribution or perhaps given back to a food pantry for others to take. Ice cream socials very well received, especially at Congregate.

Tenant Commissioner: Lunch concerns at Congregate. Problems with substitutions. A meeting with Richard and his staff is being scheduled to discuss. Also, it appears some food items are missing from the pantry. Suggest camera be placed in area to monitor. Plantings outside Congregate – working on that now. Work on putting up awning first (still needs to be ordered and samples being sent now) and then planting and painting will be done. Also suggested that a Fire Drill be planned for Congregate. Will see if Lola can work with Fire Department to coordinate.

Old Business

Elevator – Mr. Liscio stated that there was approval given to purchase a mobile wheelchair for \$2750 that is FDA approved. Originally \$6K but with special and discounts quite a reduction in price. Only being used as a backup and he will be asking for volunteers to test it when it arrives for two-week demo. Will look for something further when modernization is planned.

Pavilion – On track for installation in September with work progressing now and until final stage. Ms. Smith noted that Contract has been revised and certificate of insurance and 1/3 deposit plus lien waiver must be in place to proceed. Will have meeting with Mr. Liscio to lock down details.

Other Items – Will be addressing each of the following items as quickly as feasible: Congregate Meals; Meadow planting/trash; Congregate Awning and painting on wall to enhance appearance but has some problems that need to be addressed first. We'll do walkaround at properties in August; Cameras at Ballard and Prospect; Walkways at Ballard is especially high on radar; BG Map, Camera Signs, and Front Entrance Map in queue; Meals on Wheels Expansion got approval from Planning and Zoning but needs approval of RHA Board before anything can go further. There will be meetings to discuss this with Meals on Wheels and then it will be presented to residents before any further action.

New Business

Park Concerts: Have begun and attendance has been less than prior years. Masks and social distancing are practiced and reservations (Barbara Manners) must be made for concert attendance and for Handicapped spaces to be utilized. Guard is at the gate to ensure compliance.

Resident Attendees:

Kathleen Dwyer -New resident as of 16 months ago and has requested some outside areas be cleaned up 3X with no results as of this time. Ms. Robinson will check contract to see what contractors are responsible for handling to see if something can be done to satisfy Ms. Dwyer.

Marshall Ballou – Thank you for looking into landscaping which makes me happy. Also, Ballard walkways which could be potentially hazardous and also the mobile chair.

Susan Proctor – Are you still taking a month off in the summer from having meetings? No, haven't done that in a few years. Have meetings 12 months a year. New FOBS – had to update for certain locals due to software program and compatibility. Only Ballard is involved. In a power outage, residents would meet in Community Room, now with COVID, what are instructions? Ms. Robinson will send out a note to residents outlining plans as well as creating additional guidelines.

Nancy Higgins – Thank you all for your hard work.

Krissanne Benson – Just a mention that the Concert went well and names were taken for contact tracing.

Coco Barrone – Salvation Army – no one likes the food. Please don't leave food in front of building. Doug removed and notice sent to residents for disposing of unwanted items. While the Community Pantry is no longer taking items, (per Susan Proctor) St. Stephen will take. Items can be left in Alcove. Agenda not seen for last two meetings. Ms. Palmer will be advised. Also wants to know expenses and fees for two lawyers that have handled a case in the past. Mr. Coyle suggested she send request into office for Freedom of Information so research can be done to answer her question.

Sondra Bearden – Thanks to all for what you do.

Terry Smith – (perhaps left meeting.)

Grace Scordino – Many thanks to all for making the residences so nice and homey. Very much appreciates everything done for resident.

Meeting Adjourned at 8:30 PM

Minutes Respectfully Submitted by Secretary Patricia Harney