

Ridgefield Housing Authority  
Ridgefield, CT 06877

RHA Unapproved Meeting Minutes  
Wednesday, July 19, 2023  
In-person meeting at Ballard Green  
25 Gilbert Street, Ridgefield, CT 06877

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Commissioners Present: Paul Janerico, Jan Hebert, John Burke

Commissioners Absent: Vinny Liscio, Ed Baird

REM Staff: Wade Rockwood, Monica Stromwall

RHA Residents: Nancy Higgins, Krisann Benson, Susan Proctor, Barbara Beaulieu, JoAnn Lynch, Louise Massie, Phyllis Lorca,

Guests: Kirk Carr, Jackie Rostow, Laura Castellucio

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**A motion to approve RHA Meeting Minutes** from June 21, as written was made by Ms. Hebert and seconded by Mr. Burke-all present approved.

**A motion to approve Management Report** was made by Ms. Hebert and seconded by Mr. Burke-all present approved.

**A motion to approve the Financial Report** was made by Mr. Burke and seconded by Ms. Hebert- all present approved.

**A motion was made to adjourn the RHA meeting** by Ms. Hebert and seconded by Mr. Janerico-all present approved.

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Mr. Janerico called to order the in-person meeting of the Ridgefield Housing Authority @ 7:01pm. He read the mission statement of the RHA aloud. He then requested a motion to approve the minutes of June 21, 2023.

**Management Report (Property Update)**

Vacant units: There is 1 vacant unit in Ballard with 1 lease in process and 1 upcoming vacancy. There is 1 vacant unit at Congregate and a lease in process and one upcoming vacancy. There are three vacancies in General with move ins expected by mid—August and one upcoming vacancy. Overall, the property is at 97%.

**Legal**

We continue to send out collection notices and do phone outreach. Several residents are on payment plans. 100% of General apts.>90 days are part of court stipulated agreements, and 75% Meadows > 90 days is in legal. We have 1 new pertermination notice.

**Work Orders**

There were 56 work orders completed in June.

**Waitlists**

There are 163 housing applications for Ballard, 24 for Congregate, 142 for General and 94 for Meadows.

**Resident Service Manager**

Monica Stromwall was promoted to Resident Service Manager. In her work for the month of June, she had 32 programs at Prospect Ridge and 29 for Ballard Green to include museum tours and information on town events. Upcoming events include visits from the Ridgefield Symphony Orchestra. Therapy horses and therapy dogs. Ms. Stromwall extended her gratitude to the many town partners who have supported events on the properties such as the RVNA. Aldrich museum, NCL, Food Rescue USA and many more.

### **Financial Report**

Mr. Janerico expressed that he is still working with REM to get the financial report which is not going smoothly. He noted that the transition to the PHA Web is a challenge as it does not format easily. Meeting to be held with PHA Web. Mr. Janerico spoke to Robert at REM early today who expressed that the expenses are in good shape relative to budget and believes that the cash is stable, and nothing needs to be moved from reserves. Reserves are completely funded. Robert at REM explained that PHA Web is very responsive to any inquiries. A meeting was held with the auditor. Ms. Hebert inquired if Jason was satisfied with the current financial issues and Mr. Janerico says that he is.

### **Tenant Commissioner**

Mr. Burke had not report. He expressed concerns about struggles between residents.

### **Old Business**

- a. Walkways-No report
- b. Emergency Plans-Mr. Rockwood will pull the team together and continue the discussions this week
- c. Cameras- Mr. Rockwood met with vendors for cameras for Ballard Green and Prospect Ridge to assess needs the facilitate creating an RFP for the project.
- d. Signs and Maps-The Sign at Ballard Green has been put up.
- e. Capital Needs-Two reports have been completed, one critical and one noncritical. Mr. Burke and Mr. Baird will work together with Mr. Rockwood to determine how to proceed. They will begin with critical needs.
- f. NCL-Ms. Hebert and Ms. Stromwall have discussed ways to spend the grant from NCL. Ms. Hebert expressed that the funds would benefit all residents and that Ms. Stromwall will decide how to best do that.
- g. Solarizing-Project is currently on hold
- h. Hybrid meetings are on hold until August.
- i. 27 Abbott Lane-Mr. Rockwood will continue to work with residents re: concern for the building of this property. Mr. Burke was asked to join this endeavor.
- j. Items in this list will be discussed with the committee on Capital Needs.

### **Business**

No new business

### **Public Session**

**Susan Proctor (BG D4)**-she has a friend who has grant for solar. She also questioned why the Board of Selectmen get to commission for RHA when the program is not part of the town

**Laura Castaluccio** (Abbott Lane)-She noted that the residents of Ballard Green have been very helpful in their efforts to support the resident of Abbott Lane in their work to prevents multiple housing that abuts our property.

**Krisann Benson**- nothing to mention

**Nancy Higgins (BG D9)** Nancy expressed her concern re: 27 Abbott and the long-term effects it will have on the environment

**Barbara Beaulieu** (BG E8) Barbara questioned what can be done if Emergency Plan is still not in place. Ms. Hebert explained that many of the Emergency effort are all in place, but it is the review of the original plan that is taking place to see if it is complete. She also noted that the alarms were going off for some building. Mr. Rockwood noted that security is coming out to check on them.

**JoAnn Lynch** (BG D 11)- Ms. Lynch would like to have the dumpsters moved back away from the driveway to give better access. Mr. Rockwood will speak to vendor.

**Jackie Rostow** (Abbott Lane)- She suggested that the Inland Wetlands Board should look at wildlife over more than one season to see if proposed project is feasible.

**Kirk Carr** (Prospect Ridge)-He wondered why the board is not concerned more about financials.

The meeting was adjourned promptly at 8:05pm.

Respectfully submitted,

Jan Hebert  
Secretary