

Ridgefield Housing Authority
Ridgefield, CT 06877

RHA Unapproved Meeting Minutes
Wednesday, May 17, at 7:00PM
On Conference Call
805 706 5480

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

Guest: Ed Baird

REM Staff: Wade Rockwood

RHA Residents: Sondra Bearden, Nancy Higgins, Georgette Colletto, Krisann Benson, Barbara Beaulieu, Christine McDermott, Nancy Nuzzo, Veena Khanna, Patti Soltani, Rosemary Gasper, Carla Beeney, Marshall Ballou, Lutz Hilbrich, Kurt Carr

A Motion to Approve RHA Meeting Minutes from May 3, as written, was made by Ms. Hebert and was seconded by Mr. Janerico - all present approved.

A Motion to Approve Management Report - made by Mr. Janerico and seconded by Mr. Burke - all present approved.

A Motion to Approve Financial Report - was made by Ms. Hebert and seconded by Mr. Burke, all present approved.

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

A Motion for the adoption of the Resolution has been read (**Combined Omnibus Resolution**) with **discussion to follow**, was made by Ms. Hebert and seconded by Mr. Janerico, all present approved.

A Vote on the Adoption of Resolution (for Rent Increase) proceeded, Ms. Hebert - aye; Mr. Janerico - aye, Mr. Burke - abstain, Mr. Liscio - 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. Burke- all present approved.

Mr. Liscio began the meeting at 7:00PM requesting a Motion to approve Minutes from May 3, 2023. The next order of business was the Management Report.

Management Report: Mr. Rockwood had the following to report:

Property Update

Vacant Units - We have (1) vacant unit for Ballard Green that has been filled with move-in occurring this week. We have (1) vacancy opening at the end of May. We have (2) vacancy in Congregate. We are in process of filing these units. We have no upcoming vacancies for Congregate. We have (3) vacancies in General Apartments, one is filled with move in this week, a second unit has a move-in schedule for June 1st, and the 3rd unit is in process to be filled. We have (1) vacancy opening up at the end of May. There are no vacancies in Meadows.

Delinquency - We continue to send out collection notices and perform phone outreach. We have several residents on payments plans to bring their balance current.

Legal - We have 2 Notice to quit, and 1 court ordered stipulation agreement.

Annual Recertification - We are continuing to prepare the annual recertification for Ballard Green and Congregate with a renewal date of July 1, 2023.

Mr. Janerico requested that we change delinquencies to month over month. . .last day of one month to last day of next month. Mr. Rockwood will comply.

Ms. Hebert asked time involved for Court cases: A little hard to determine, but mediation is first tried, then to Court, maybe 30 or so days before Court ordered stipulation agreement.

Mr. Liscio commented on the fact that on this date, only 2 units will be available by end of the month? Great work! Mr. Burke questioned why information was redacted on some submitted reports. It's being done for the privacy of the residents.

Resident Service Coordinator Report

Ms. Stromwall could not attend the meeting tonight, but Mr. Rockwood shared her accomplishments since our last meeting. The Ridgefield Housing Authority May 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, be fit programming, get hooked, games, and book club all to encourage our residents to maintain ways to stay physically, mentally, and emotionally healthy. May events include 27 programs for the residents of Prospect Ridge. Ballard Green has 22 programs. Programming this month for Prospect Ridge residents began with a guided tour of the Keeler Tavern Museum with John Bradley, followed by a presentation by Master Wildlife Conservationist Ginny Apple from the DEEP on Co-Existing with Connecticut Wildlife. Later this month, Prospect Ridge residents will have a visit from Master Wildlife Conservationist Felicia Ortnier called the Bear Reality on Connecticut’s Black Bear population. Ballard Green residents’ programming includes a visit from Woodcock Nature Center and Catherine Violet Hubbard Animal Sanctuary with a signup to enroll residents in their Senior Paw program, which allows for free medical care and food to registered participants. All residents 60 years and older had the opportunity to enjoy the Aldrich Contemporary Art Museum Senior Tour, which occurred today. Museum educator Holly Lapine led the guided tour. Later this week, Karen Gaudian, the Municipal Agent for the Elderly, will host a Medicare information session for Prospect Ridge and Ballard Green residents. Also, RVNA Health is hosting a Lunch & Learn on May 31st from 12-1 pm on “How to live a healthy brain lifestyle.” Residents must register to attend the free event. Lunch will be provided. Many events are in the planning for next month and we want to thank our community partners for ensuring the success of our programming. We are saddened by Ballard Green resident Leah Stewart’s loss this month. We offer her family and friends our deepest condolences. We welcome our new residents to Ridgefield Housing Authority and are excited about the upcoming summer programming.

Financial Report: Mr. Janerico still experiencing difficulties with getting the monthly reports. He believes he will have January to May monthly reports in June. He has reached out to Jason, who is preparing the Audit, and expects final in June as well. At that point they will have a meeting with the year-end adjustments forthcoming. It’s so important we have consistent analytics. Mr. Burke asked if all Commissioners had access to PHA Web and the numbers. Mr. Liscio asked Mr. Rockwood to ensure that each Commissioner had read access to the site.

Tenant Commissioner Report: While Mr. Burke had no formal input for the Board today, he did have some news to share. After we have a full Board, he would like to offer his resignation and hopeful that an election can be held during the summer timeframe. Mr. Liscio thanked Mr. Burke for this service and complimented him highly on his exception contributions made to RHA.

Ballard Green Walkways, Emergency Plan, and Ballard Green Cameras are being held off till the mid-July meeting. The office has so many items going on just now that are vitally important and of a more urgent nature, that their focus must be on the residents and their needs.

Site Signs and Map – Mr. Rockwood hit a roadblock with the ariel picture that they believed would be the answer to this. Ms. Hebert, however, had a suggestion to use her influence with a friend to perhaps take a new ariel shot. She will pursue this.

National Charity – Ms. Hebert will attend event on May 24, accept the gift, and also present them with an appropriate thank you for their generosity.

Prospect Ridge Chairs – Mr. Liscio secured that grant from RTS for the purchase of the chairs for the Dining Room and they have been delivered. A fresh “new look” is in process with the room and a “grand re-opening” is planned for the residents.

New Commissioner – Mr. Baird, our recommendation for new Commissioner, has sent a letter to Rudy requesting a meeting. with him and then a spot on the Board of Selectman Agenda. He has started the process and we wish him well.

CNA- Mr. Rockwood has notified AEI they have been selected to conduct the Audit and they plan to come to each facility in early June to conduct their inspections. As soon as scheduled agreed upon, residents will be notified. Mr. Liscio asked that Doug have his own listing of items he feels should be addressed, and their timing, to see if they match AEI.

Alternative High School- No further action from the school at this point. Mr. Liscio did give them how the Board felt about their plans and what we suggested as an alternative.

Solarizing- Mr. Janerico had to cancel a recent meeting due to illness and it has been rescheduled to May 18. Given proposal, should we continue or reevaluate?

Hybrid Meetings- We will not have any hybrid meetings until the new equipment is thoroughly tested

Contracts, leases and insurance – Reference to all outside entities put on hold till July.

“Other”- Items will be put in priority order in July.

New Business:

Social Services Update – SPIF – want this to remain confidential until ready to announce to the public.

Rent Discussion Resolution

Mr. Liscio began. . .The Board and REM/CHP have been working very hard to gain a full understanding of the current fiscal numbers considering the impact of current inflation on the RHA Properties and its Residents. There have been continuous and in-depth meetings and conversations considering all current and past financial experience, keeping in mind the desire to protect the RHA property for its current and future Residents and keep it maintained and able to “pay the bills” so our Residents continue to receive all the services they are accustomed to. We were Blessed that former Chair and Commissioner Frank Coyle gave us much time and input in this process.

With that said, and guided by Roberts Rules of Order of which the RHA Board is directed to operate within by the Town of Ridgefield, I ask for a Motion to Vote on the “Combined Omnibus Resolution” that I will read and present first. May I have a Motion for the vote? (This does NOT require a “Second” in this case). Ms. Hebert made the Motion.

Resolution Attached and read to Meeting Attendees

Are there any requests for modification to the Resolution? (The Chair, or Acting Chair has the right to accept the suggestions or not) If they are accepted, that portion of the Resolution must be restated with the modification.

The Chair then states “I move the adoption of the Resolution as has been read” I ask for a Motion and a Second and then we will proceed with the discussion of the Resolution as proposed. May I have a Motion? A Second? Ms. Hebert made the Motion and it was seconded by Mr. Janerico.

Discussion will now begin... Paul as Treasurer, Jan as Secretary, John as Tenant Commissioner, REM staff, Frank if available, VL as Chair. No more than 10 min each and no more than two comment periods from each. Please keep comments limited to the immediate pending question. A 2/3rds vote of the quorum present is required to pass the Resolution. Please begin.

Mr. Janerico began by stating that Meadows and General Affordable consistent with prior years. Ballard Green and Congregate budgets by Konover and modified by REM – negative cash flow. COLA OF 8.9 – should stay at 5.9. Ms. Hebert echo’s and agrees with Mr. Janerico. Mr. Burke states that RHA are privileged with subsidies. What did CT Housing suggest? REM CT Housing partners suggested as much as 17%. The CT Housing does not make suggestions in this regard. They may challenge when documents submitted.

After discussion the Chair asks “Are you ready for the question?”

Chair: “The question is on the adoption of the Resolution” (which the Chair Reads without the Whereas).

As I call each Commissioners name, please answer either Aye in the affirmative or no if opposed. Ms. Hebert is aye, Mr. Janerico is aye, Mr. Burke abstains, Mr. Liscio is aye. “The ayes have it, and the resolution is adopted”.

Public Session

Sondra Bearden – no comment at this time.

Nancy Higgins – Can’t say enough about new management – thank you!

Georgette Colletto – So very nice for Congregate. Would appreciate consideration into getting an awning for the back patio for some shade. Thanks to all.

Krisann Benson – No comment at this time except to say thank you!

Barbara Beaulieu – RHA needs to know, and Town needs proper legal address, to advise us of any/all meetings that are taking place. Mr. Rockwood will advise Town. Amazing new management staff!

Christine McDermott – No longer available

Nancy Nuzzo – No comment at this time.

Veena Khanna – No longer available

Rosemary Gasper – No longer available

Carla Beeney – No comment at this time.

Marshall Ballou – Is disturbed by proposed rent increase

Kurt Carr – asked for several items, but Mr. Liscio stated they will require some investigation so he requested Mr. Carr send him an email.

Rent Resolution attached.

Meeting was adjourned at 8:30PM

Minutes respectfully submitted by Patricia Harney, Recording Secretary

Next Meeting June7, 2023 at 8AM

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: <https://fccdl.in/BijWFq2pyu>

[Vinny, would you attach the Resolution? When I copied it got scrambled and I think you could attach whole document easily. I'm going to delete what printed below.](#)