

Approved
Ridgefield Housing Authority
Special Meeting Minutes
December 17, 2025 – 4:30 pm via Zoom

Commissioners Present: Vincent Liscio (VL), Paul Janerico (PJ), Derick Schirm (DS), Ed Baird (EB), Maree Macpherson (MM), all on Zoom

REM: Wade Rockwood (WR), Wesley Robinson (WR2)

A motion to approve the RHA Meeting Minutes of December 3, 2025, without changes, was made by Maree Macpherson and seconded by Derick Schirm, all Board members approved.

A motion to approve Management Report was made by Vincent Liscio and seconded by Maree Macpherson, all Board members approved.

I move that the Ridgefield Housing Authority authorize management proceed with issuing and paying a new invoice to Purepoint Energy in an amount sufficient to meet the federal ‘safe harbor’ requirements for the solar project, not to exceed \$32,5628.96, bringing the total amount paid toward equipment to approximately 10% of the total project cost.

This authorization includes the purchase of project-specific solar equipment, delivery and storage of that equipment in accordance with federal safe harbor regulations, and the documentation of a transfer of title to the Ridgefield Housing Authority, as necessary to preserve the project’s eligibility under the current federal solar tax credit rules. The motion was brought forward by Mr. Liscio and seconded by Ms. Macpherson; all Board members approved.

A motion to approve Financial Report was made by Maree Macpherson and seconded by Ed Baird, all Board members approved.

A motion to approve that we signed the new updated agreement from the attorney that REM has also agreed to for continuing REM as our Management company for 4 years, was made by Vincent Liscio and seconded by Derick Schirm, all Board members approved.

A motion to adjourn was made by Derick Schirm and seconded by Ed Baird, all Board members approved.

Mr. Liscio opened the meeting at 4:33pm by reading the Mission Statement and then requested approval of the Minutes from the RHA Meeting of December 3, 2025, which was obtained. He then asked Mr. Rockwood to give his Management Report.

Management Report

Mr. Rockwood stated that he had three specific items that he wanted to present to the Board. The first being SPHERE. The Board is interested in partnering with SPHERE and they provided a Letter of Intent to us for review by our legal staff for concurrence. SPHERE had questions concerning the lease agreement and it became clear that additional discussions needed to be had and additional information needed to be provided to SPHERE.

The second item brought forward was the stove in Congregate. The vendor has indicated that the stove is not operational at all and needs to be replaced. Repair person found that the stove is not able to be repaired and should be replaced. The suggestion is to replace with a Garland stove. The cost of such a purchase would be between \$3K and \$8K. Since the stove is 7 years old, Mr. Baird was convinced that the age of the stove didn’t warrant a replacement and discussion ensued concerning this. Mr. Baird will investigate replacement opportunities as well as repairs before a final decision is made. However, Mr. Liscio believes that a replacement will be the way to go. Mr. Rockwood will keep all abreast.

Solar Project – Initially we were told that a down payment of \$40K would be sufficient to ensure a “safe harbor” situation in regard to the RHA solar project. Mr. Rockwood was advised via email on December 11, 2025, that new tax credit rules had been issued and an additional \$32.6K was needed to reset new delivery time to safeguard the “safe harbor” under the new regulations as well as ensure equipment for the project has been purchased. This last minute revelation was concerning and upsetting to the Board. Why were we advised to make a payment by year end with only 20 days’ notice, why wasn’t there equipment purchased, or work started if that was the criteria for the safe harbor? What are our guarantees that by giving Purepoint the additional monies, that will ensure we are not at risk? Mr. Liscio had several concerns that he wanted immediately addressed by Purepoint and a zoom meeting will be held with the owner of Purepoint and their representatives involved, along with two of our Board Members and Mr. Rockwood to discuss and receive written guarantees that situations such as this would not be overlooked in the future and Purepoint needed to be held responsible for any future lapses. Also, when they purchase the equipment

to be used on the project, ensure that it is American made. Can foresee that being a concern going forward. Mr. Liscio stated that the Board needed to vote on this tonight and read the following: **"I move that the Ridgefield Housing Authority authorize management** to proceed with issuing and paying a new invoice to Purepoint Energy in an amount sufficient to meet the federal 'safe harbor" requirements for the solar project, not to exceed and \$32,5628.96, bringing the total amount paid toward equipment to approximately 10% of the total project cost. This authorization includes the purchase of project-specific solar equipment, delivery and storage of that equipment in accordance with federal safe harbor regulations, and the documentation of a transfer of title to the Ridgefield Housing Authority, as necessary to preserve the project's eligibility under the current federal solar tax credit rules." Mr. Rockwood will transfer funds from RHA to LP. Funds coming from RHA reserves to Affordable Housing then check to Purepoint.

Financial Report

I'll start with the good news. If we look at year to date vs budget our budget had a \$92K deficit – our current budget has excess of \$330K since we haven't spent on capital expenditures. We have the cash, would like Marilyn to move monies to reserves and begin spending using this in 2026. \$165K on income coming from rent income due to higher occupancies. Collections are ahead. REM back office doing a great job.

Tenant Commissioner

Not at this time.

Old Business

RHA/REM Contract – Agreement sent to all Commissioners – only update with salary table. Date changed to January 1, 2026, start. An agreement covered the gap time was created. Mr. Liscio asked for a motion to approve the contract and that was accomplished.

Meeting adjourned at 5:22pm

RHA Minutes Respectfully submitted by Patricia Harney, Recording Secretary

Next Meeting January 21, 2025, at 6:30pm

Minutes available in Hardcopy at REM Office, Gilbert Street, or outside REM Office at Prospect Ridge, or with this link to Town Site [http://www.ridgefieldct.org/housing authority](http://www.ridgefieldct.org/housing_authority)