

**Ridgefield Housing Authority Board Meeting**  
**Approved Minutes**  
**Wednesday, June 2, 2021 at 8:00AM**  
**Meeting held via Conference Call**  
**Conference Call 351 999 3184 (no code needed)**

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**Commissioners Present:** Frank Coyle, Paul Janerico, Vincent Liscio, Jan Hebert, John Burke  
**Residents:** Krisann Benson and Nancy Higgins

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The meeting was called to order by Mr. Coyle at 8:00AM

**A Motion to Approve Minutes** from May 19, 2021, as submitted, was made by Mr. Liscio and seconded by Mr. Janerico - all approved.

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

**A Motion to Adjoin Meeting** was made by Ms. Hebert and seconded by Mr. Burke – all approved.

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**Financial Report:** Mr. Janerico stated that the April numbers are a bit outdated due to the increased activity on filling vacancies. There were new residents moving in during June and anticipated in July as well which will alter the overall financial picture. Things are moving in the right direction.

**RHA LP (YTD including Ballard Green, Congregate & General Affordable)**

Revenue:	\$ 363k,	\$ 21k under budget (- Vacancy - Gov't Reimbursable)
Expenses:	\$ 591k,	\$ 86k above budget (- Cap Ex - Contract Service - Congregate)
Cash flow:	\$(228k),	\$108k below budget
Cash balance:	\$ 124k,	\$ 33k lower this month
Replacement reserve:	\$ 569k,	\$ 12k higher this month (\$521k + \$48k)
Operating reserve:	\$ 369k,	no change this month
Long term mortgages/loan	\$ 6.2m,	\$ 2k lower this month (\$0.6m FCB, \$3.9m DECD, \$1.0m HTCC, \$0.3m CHFA, and \$0.4m FHLB)

**Meadows (YTD)**

Revenue:	\$ 102k,	on budget
Expenses:	\$ 96k,	\$ on budget
Cash Flow:	\$ 6k,	\$ on budget
Cash balance:	\$ 109k,	3k higher this month
Replacement reserve:	\$ 200k,	2k higher this month
Long term mortgages:	\$ 1.5m,	\$ 5k lower this month
RHA funds infused to date	\$ 201k,	no change this month

**RHA**

Cash balance: \$ 615k, no change this month (also includes \$12.4k Comcast)

**Old Business:**

**Ridgefield Town Fair:** Will take place on Saturday, June 12<sup>th</sup> from 10AM to 2PM. Frank asked that each Board Member, under Mr. Liscio's direction, plan to spend an hour each at the table to address any questions from the public. Mr. Coyle will create narrative, and distribute to the Board prior to the Fair that will be available for distribution. Also recommended that applications be available and timely update on waitlist for properties should questions be presented.

**June Property Walk:** Mr. Coyle will schedule for one weekday morning this month so all needed participants are available.

**Emergency Plan:** Ms. Hebert sent a 49 page Emergency Plan document to Chief Myers, et.al., for his review and updates. Also resent plan to Board due to downloading issues. Will update when received from Town.

**Pavilion Signs:** Due to significantly less cost, the plan is to order signs from vendor in Pennsylvania. Awaiting additional information from vendor.

**Meadows Property Tax Agreement:** Being assessed by Mr. Coyle and Mr. Janerico. They will be looking at multiple years. Meadows actually in better condition than previous years – full update at next meeting.

**New Business**

**Generator at Congregate:** Question was asked as to whether the generator can backup elevator – is it powerful enough - and answer was yes – work order presently in process.

The meeting was adjourned by Mr. Coyle at 8:20AM.

Minutes Respectfully Submitted by Secretary Patricia Harney