

Ridgefield Housing Authority
Ridgefield, CT 06877

Approved RHA Meeting Minutes

Wednesday, March 6, 2024
Ridgefield, CT 06877

Meeting via Zoom– 305 224-1968 (266 192 1953)

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

Commissioner Absent: Jan Hebert (JH)

REM Staff: Wade Rockwood (WR)

RHA Residents: Krisann Benson, Nancy Higgins

A motion to approve RHA Regular Meeting Minutes from February 21, 2024, with no changes, was made by Ms. Macpherson and seconded by Mr. Janerico, all present approved except for Mr. Baird who abstained since he was not present at the meeting.

A motion to adjourn the RHA Meeting was made by Ms. Macpherson and seconded by Mr. Janerico, all present approved.

Mr. Liscio called the Meeting to order at 8:16AM and read the Mission Statement and asked for approval of meeting minutes, which was approved.

Management Report: Wanted to bring forward that the Annual Recertifications are upcoming. Preparing and putting out packets that will be hand delivered to Ballard Green and Congregate. July is annual certification. VL asked Mr. Rockwood that sometime in April/May to be notified of any rent increases that would be necessary. The Board would need to vote and ensure they have time to look at information. Mr. Janerico: Robert from office will put together something and get to us.

Financial Update: Budget approved – requested REM reissue January financials with budget included. REM's Accounting / Office Staff has been/is ill but will update. Paul will provide financial analysis to the Commission by the end of month. LP Exit - REM is working through the legal process and is close. Final documentation is being prepared. LP Investment Fee closer to \$39K was 36K. Real estate transfer taxes involved. Will get out additional information to Board as soon as available. WR to PRJ: Regarding reserves for each of the developments, is there information that you have available? PRJ: Should have good numbers to estimate reserve needs relative to CNA projects by the end of the month, once February Reports are received.

Tenant Commissioner: No Report at this time.

Old Business

Ballard Green Walkways – Contract executed on 3/1 and in process of discussing next steps. MP weather could be a problem, yes. VL is there a timeframe? Yes, April.

Emergency Plan – No changes from last update. We have meeting tomorrow – should result in final plan and then execute.

Prospect Ridge Cameras – Just completed interior and exterior wiring to monitor stairwells on each floor, parking and dumpsters. Wiring at Meadows next week and then back to Ballard Green. Doing set up – don't know about range as yet. General coverage outside of Building A also from Meadows – entrances parking lots and dumpsters. Will it cover by gazebo, no, but we can do going forward.

CNA Update: Working with CHFA – good news. They didn't commit to an amount but did commit to critical need at Congregate – back walkway. Thinking of creative options and quotes. Not sure what they will do. Not critical area where tank was removed -need parking lot needs to be replaced. Need third party to affirm (fire marshal) need. Other projects – siding, not being considered as critical need, process needed - hire architect, etc. VL Great job on what you have accomplished. Maybe contractor from Ballard Green can look at Congregate and see what they might be able to do. Let's go through process and see if worth monies to do. Paul, is there a specific amount in reserves for Congregate? Paul explained how reserves are designated. Meetings will be rescheduled with Doug and Maree and include Ed. Maree has been very helpful and engaged with TC duties and conflict resolution.

Facebook: - No update as of today.

LP Exit: PJ – in fire mode – checklist of items they are working through. Boston Financial wants to resolve ASAP.

Refrigerator: No fridge yet, contractor coming out to look at old fridge to see how they plan to remove without breaking through walls, etc. Then we can talk about new fridge. MM might be a funny piece in newsletter.

Other:

Ballard Entrance – haven't had time to look at this. VL Maybe some Spring beautification for time being, Maree, landscaping crews, etc., may be able to add some insight. MM going to Town Hall to discuss front entrance.

New Business

None

Mr. Liscio then asked for a vote to adjourn meeting at 8:52AM

RHA Minutes Respectfully submitted by Patricia Harney, Recording Secretary.

Next Meeting March 20, 2024 at 7PM

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 Visual Link:

<https://us06web.zoom.us/rec/share/vZLJdzbFipkYITU9h04vPpvSGkgROCPbDwvZaHqXi32ORWHitdmntN0ivCWPXWk.RQ4fle5IB1GHtfr3>
