



**Town of Ridgefield**  
**Board of Selectpersons Meeting**  
**Minutes**  
**UNAPPROVED**  
**March 4, 2026 at 6:30 p.m.**  
**Town Hall Large Conference Room**  
**400 Main Street, Ridgefield, Connecticut**

**NOTE: No video recording due to technical difficulty**

**Present:** Rudy Marconi, Maureen Kozlark, Geoffrey Morris, Barbara Manners (virtual)

**Absent:** Sean Connelly

Rudy Marconi called the meeting to order at 6:35pm

1. **Public comments** – No public comments
2. **Vendor Permit, Bridge Street Premium Ice Company LLC - Michael Cunningham**

Ed Baer commented that he supports and approves of Bridge Street Premium Ice Company LLC. Michael Cunningham appeared for the renewal of the Bridge Street Ice Cream vendor Permit renewal. Mr. Cunningham reviewed his previous years work. Mr. Morris asked what his business learning experience had been in Ridgefield which Mr. Cunningham reviewed. He will be purchasing a new cart for his business and that business has been good. Excited for the upcoming year.

**Maureen Kozlark moved to approve Vendor Permit, Bridge Street Premium Ice Company LLC - Michael Cunningham, Sean Connelly seconded, Motion carries 4-0. (Mr. Connelly absent)**

3. **Appointment/Reappointment**

**Architectural Advisory Committee** – appointment (alternate) Elizabeth Zieman. Mr. Marconi introduced Ms. Zieman to the BOS and asked for her to give an overview of her experience and why the AAC (Architectural Advisory Committee). Ms. Zieman reviewed her years of experience as an architect and specifically her familiarity with the Building Code and how it relates to design etc. She has the time available and would like to give back to the community using her experience.

**Maureen Kozlark moved to approve the Appointment (alternate) Elizabeth Zieman – Architectural Advisory Committee, Geoffrey Morris seconded. Motion carries 4-0.**

#### **4. RHA - update on accomplishments and future (Vincent Liscio)**

Attending:

Mr. Vincent Liscio - Chair  
Mr. Paul Janerico - Treasurer (soon to retire)  
Mr. Ed Baird - Board member  
Ms. Maree MacPherson - Board member and Tenant Representative  
Mr. Derick Shirm - recently appointed Board member  
Mr. Indra Sen - recently appointed Board member and future Treasurer.

Mr. Wade Lockwood – REM Management Company as well as Wesley Robinson. Mr. Liscio gave an introductory overview of the Ridgefield Housing Authority and submitted a review of 2025. He then turned the presentation over to Mr. Janerico who went into a financial detail of the Housing Authority. The Housing Authority is now in excellent financial condition with very few vacancies. (see attached report).

**Maureen Kozlark moved to change the order of agenda item #5 Veterans Exemption to # 6. Geoffrey Morris seconded, Motion carries 4-0.**

- 5. Conservation Commission – Pound Street Extension Parking** – Mr. Erik Keller Chair of the Conservation Commission, to request authority by the Commission to install a gravel entrance approximately 100 feet into newly donated open space located at the end of Pound Street Ext. Maps were reviewed and a letter has been sent to all neighbors notifying them of this request. Anyone with questions or concerns Should attend the Conservation Commission meeting on March 9 or call (203) 431-2713 or email conservation@ridgefieldct.gov.

- 6. Veterans Exemption** – Connecticut State statute has been amended to allow a 100% property tax exemption for veterans who are 100% disabled. Mr. Garzi, Assessor provided a breakdown of costs associated with this exemption in Ridgefield. The Town currently has approximately 14 individuals classified 100% disabled and who now receive a house only deduction. The amended statute allows for an additional two (2) acres maximum and will cost an approximate \$99,000. There was no motion. The BOS would like for a full attendance of the Board for this vote which will be scheduled for March 18.

**Geoffrey Morris moved to approve Conservation Commission – Pound Street Extension Parking. Maureen Kozlark seconded, Motion carries 3-1 (Barbara voted no)**

#### **7. Approval of Meeting minutes**

- a. February 18, 2026

**Maureen Kozlark moved to approve the February 18, 2026 Meeting minutes as amended. Geoffrey Morris seconded, Motion carries 3-0-1 (Barbara Manners abstained).**

**Maureen Kozlark moved to adjourn meeting at 9:30pm.. Geoffrey Morris seconded, Motion carries 4-0.**



# Ridgefield Housing Authority

2025 Year in Review  
Presentation to the Board of  
Selectpersons



## Words from the Chair

- 2025 was a year of meaningful progress, operational discipline, and resident-centered improvements
- Continued collaboration with the Town strengthened our ability to deliver safe, high-quality, and affordable housing.
- We remain committed to transparency, fiscal responsibility, and long-term sustainability

### RHA Fiscal Success Metrics

	Pre-REM <sup>(1)</sup>	REM YTD 2025
Occupancy Rate (152 Units = 100%) (actual)	(June 2021) 88.0%	98.7%
Vacancy Rate (budget)	(June 2021) 11.8%	1.3% <sup>(2)</sup>
	(2021 Est)	4.0%
Vacancy Units	(Peak) 18	2
Vacancy Income Loss	(YTD 2021) \$127.0k	\$14.0k
Bad Debt (Write-offs) (actual)	(10 mos. 2022) \$23.0k	\$2.2k
(budget)	(12 mos 2022) \$8.5k	\$14.0k
Accounts Receivable > 90-days	\$61.0k	\$2.0k
Capital Reserves	(Dec 2020) \$1.55mm	\$2.2mm <sup>(3)</sup>
Interest Income on Cash Reserves	(Dec 2020) \$400	\$59,106
Management Fees plus Software Fees	(RHA did not own data) 7.80%	5.00% <sup>(4)</sup> (RHA owns data)

<sup>(1)</sup> Due to these results, unanimous Commission consent to search and replace prior Management concluding with installment of Real Estate Masters in November 2022.

<sup>(2)</sup> Current, newly vacant units are receiving complete renovation including floors and appliances

<sup>(3)</sup> Reserves though they continue to strengthen over this term, was at the expense of deferring maintenance and addressing major unplanned capital expenditures (e.g. Buried oil tank removal & environmental remediation, Congregate elevator replacement, etc.)

<sup>(4)</sup> REM's initial fee for 1st year = 4.5% understanding it was a transition year full of disruption

## Affordable Housing of Ridgefield (RHA), Inc

- Created August 2024 as replacement to existing Limited Partner, Boston Capital
- Purchased Boston Capital's position for \$1 after exhaustion of their tax credits
- Affordable Housing of Ridgefield (RHA), Inc (AHR) organized as 501(c)(3) entity
- Registered Nonprofit Organization exclusively for charitable support of RHA
- Managed by members of RHA Commission
- Donations to AHR are 100% tax deductible to donors
- Since formation, applied for & "safe harbored" solar tax rebate (40% of cost)
- Expectation is for AHR to pursue grant, tax deductible donations and similar activities that will financially support RHA, its mission and benefit of current and future resident



# Ridgefield Housing Authority / Affordable Housing of Ridgefield (RHA), Inc

## PurePoint Energy Solar Installation Proposal

- Initially began considering solarization of RHA properties in early 2023
- Put on hold until departure of previous Limited Partner (Boston Financial) due to the ownership of assets
- Decision to Purchase Solar Installation vs Leasing Rooftops where majority of benefit would go to investors

<u>Cost Estimates</u>	
Gross	\$725k
Less: Tax Rebate	<\$290k>
Net	<u>\$435k</u>

### Income Estimates

	<u>Eversource Contracted Rate</u>	
	<u>Annual</u>	<u>20-Year Term</u>
Tenant Utility Statement Credit (20%)	\$16k	\$ 315k
RHA Quarterly Income Cashflow (8C)	\$63k	\$1.26mm
Estimated Payback (excluding Tenant Credit)		6.9 years
Estimated IRR( RHA only excluding Tenant Credit)		12.15%
Estimated IRR( Total RHA and including Tenant Crex)		15.71%

## Key Financial Highlights

- High occupancy across all developments, driving stable revenue.
- Vacancy rent loss decreased 13% year-over-year, reflecting improved leasing and reduced turnover
- Tenant delinquencies declined through active collection practices and appropriate enforcement.
- 100% of annual recertifications completed on time, ensuring timely subsidy adjustments and financial compliance.

## Occupancy Rates by Development

Development	2025 Occupancy
Ballard Green	99%
Congregate	98.5%
General Apartments	100%
Meadows	99%

### Key Drivers

- Faster unit turns
- Reduced vacancies
- Strong applicant pipeline
- Improved tenant retention

## Management & Operational Performance

- Strengthened leasing and collections processes
- Implemented consistent late fee assessments and legal actions only when necessary.
- Improved communication with residents regarding recertifications, compliance, and support services.
- Enhanced coordination with maintenance to reduce downtime between unit turnovers.

## **Newly Activated Capital Maintenance Program**

**Goal:** Implementation of defined Capital Maintenance Program

- **Multi-year Capital Maintenance Program launched; currently in Year 2 of a 5-year plan**
- Focus on cost-effective upgrades that improve resident experience and reduce long-term capital risk.
- Systematic replacement of aging appliances for existing residents.

### **2025 Progress**

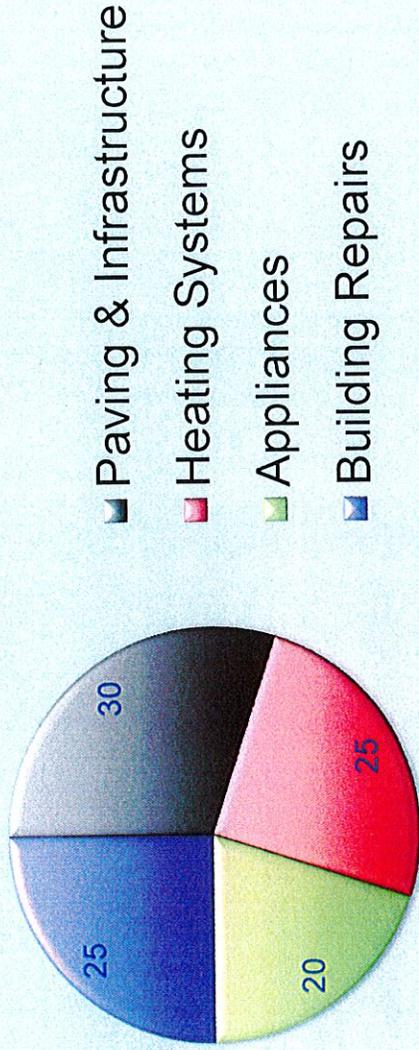
- **Over 40% of Congregate units fully renovated**
- Full renovation of units during vacancy

## **Additional Special Projects**

- Power washing of exterior areas and stairwells
- Installation of Gutter Guards at Ballard Green
- Installed bicycle storage
- Implemented trip hazard & railing improvements
- Repaired exterior at Gilbert Street

## Capital Projects & Infrastructure

2025



- Prospect Ridge Paving Project completed (October 2025)
- New boiler systems installed at Ballard Green and Meadows
- Industrial kitchen appliances installed in the Congregate kitchen
- Decking and stairwell maintenance completed at Congregate

## Strategic Initiatives & Sustainability

### Gilbert Street Solar Project

- Contract executed with PurePoint.
- Roof inspections and utility applications completed.
- Resident kickoff meeting held October 16.
- Target completion: **Late Q3 2026**.
- Expected **40% tax rebate**.
- Cost recovery projected in ~8 years under a 20-year Eversource contract.
- **20% of power generation** credited to residents' utility bills.
- **80% of power generation** supports RHA programs

### Additional 2025–26 Initiatives

- New Congregate meal vendor selected for 2026: Herb & Spices
- Monitoring Alternate School transition; positioning SPHERE to lease building
- Improved snow removal services through New England Landscape

## Resident Services – 2025 Highlights

### Program Areas

- **Health & Wellness:** Screenings, behavioral health hours, safety training (RVNA Health, Nuvance Health, DMHAS).
- **Food Security:** Expanded food rescue partnerships and mobile food truck program.
- **Social Programs:** Monthly celebrations, intergenerational partnerships, enrichment events.
- **Case Management:** Benefits assistance, 18+ medical rides monthly, wellness checks, aging-in-place support.

## **Resident Services – Continued**

### **Community Programming**

- Enhanced Congregate dining experience.
- Monthly social, educational, and creative programs.
- Seasonal events and enrichment series.

### **Case Management & Support**

- Assistance with benefits and entitlement programs.
- Coordination of medical transportation.
- Home care referrals and regular wellness checks.
- Support for independence and aging in place.

## Looking Ahead to 2026

- Advancing Congregate side-facing repairs and gazebo roof replacement
- Continuing heating system upgrades and unit renovations
- Implementing the Gilbert Street solar project
- Expanding resident services, transportation, and health education
- Strengthening volunteer and intergenerational engagement
- Maintaining focus on safe, high-quality, affordable housing

