

Ridgefield Housing Authority
25 Gilbert St.
Ridgefield, CT 06877

Approved Meeting Minutes for RHA Board for

Wednesday, June 17, 2026, at 6:30pm

Ballard Green Community Room
And on Zoom

Commissioners Present: Vincent Liscio, Derick Schirm, Indra Sen, Ed Baird
Commissioner Absent: Maree Macpherson
REM: Wade Rockwood, Monica Stromwall, Angel Falero
Board Guests: April Rademacher, Dwayne Escole
Residents: Nancy Higgins, Barbara Beaulieu, Jeanne Konecy, Paulene Cooney,
Krisann Benson

A motion to approve RHA Meeting Minutes of May 20, 2026, was made by Mr. Sen and seconded by Mr. Baird, all present Board Members approved.

A Motion for RHA to go to PurePoint for quote on safe harbor panels and if not accepted, then go to GreenBank for safe harbor panels for Prospect Ridge.

RHA Board has option to accept/reject any offers. Motion was made by Mr. Schirm and seconded by Mr. Sen, all present Board Members approved.

A Motion to approve Management Report was made by Mr. Sen and seconded by Mr. Baird, all present Board Members approved.

A Motion to approve Financial Report was made by Mr. Baird and seconded by Mr. Liscio, all present Board Members approved.

A Motion was made to approve the times for the RHA Meetings to 3:30pm on the previously scheduled dates for the remainder of 2026, was made by Mr. Schirm and seconded by Mr. Sen, all present Board Members approved. A Motion to adjourn was made by Mr. Sen and seconded by Mr. Baird, all Board members present approved.

Mr. Schirm, Acting Chairman, called the meeting to order at 6:32pm and read the Mission Statement aloud. He then asked for status on the Meeting Minutes from the last meeting and learning there were no changes needed, asked for the necessary motions to approve the notes, which were completed.

He then introduced Mr. Dwayne Escole who was our contact for PurePoint to accept their solar installation at Ballard Green. He was now at the meeting to discuss the process for solar installation for Prospect Ridge, with considerable financial savings, if we pursue by a July 3rd deadline. Mr. Escole gave a detailed presentation offering different scenarios to either work with PurePoint or have CT GreenBank orchestrate the details necessary to accomplish the deadline. Lively discussion ensued and a decision was made to pursue the suggested options, but ensuring RHA had the option to accept/reject any offers. A motion was made and approved to solidify this position.

Management Services

Vacancy levels increased during May due to several resident deaths bringing current vacancies of 7, upcoming vacancies to 3, with upcoming occupancy rate to 95.1%. Receivables are actively managed and collection procedures enforced. Current legal and payment status are 4 residents on court stipulated payment agreements, 1 resident on Notice to Quit, 1 resident has been sent to final stages of eviction. Staffing updates include Jordyn Brock who has accepted new position with CT Housing Partners, and we welcome back Angel Falero who has rejoined our team. We wish both well in their new positions and thank them for their support.

Resident Services

The Resident Service Coordination Program provides supportive services to promote housing stability, independent living, health and wellness, and access to community resources for residents of Ballad Green and Prospect Ridge Congregate. Services included case management, benefit enrollment assistance, crisis intervention, healthcare coordination, community programming, volunteer engagement, and referrals to local service providers. Ms. Stromwall routinely submits detailed activities in her role. Generally, her submissions are very lengthy, however, to document insight periodically, I am attaching her report for this month. (Attach report to Minutes).

Financial Report

Due to the date of this meeting, financial updates have not been received and will be reported at next meeting, however, there doesn't appear to be any risks or compliance issues to report. *Compliance: No compliance risks raised or surfaced by CHP or our accountant. *High Yield Savings: \$300K from our checking account was moved into our HYSA. We are in the middle of negotiating a higher savings rate with our partner bank with Vanguard and other institutions offering better alternatives. *Transition to simplified accounting: Marilyn has scheduled meetings with PHA web to assist with this **process**. *Alternative High School: Wade is procuring CNA quotes for the Alternative High School and Marine Corps building. Commissioner Schirm can provide color on this as well. Monica, I'm going to ask you to do, which is to think through different initiatives you think might be helpful to fundraise for. I can create a GoFundMe easily, that will be easily integrated into existing accounts. We can also plan for a fall mailer fundraiser. Work with Tony at Town Hall Social Services⁵ to investigate what actions might be an option for us.

Tenant Commissioner

Ms. Macpherson was absent from meeting today.

Old Business

Capital Needs Assessment

Congregate Tower Facing – Some delays this month due to weather, however construction continues to progress steadily.

Gazebo Roof Replacement – The roof has been replaced by Eagle Rivet Roof Services to the delight of the residents.

Heating Units – The boiler replacement project at Ballard Green is currently underway and progressing as planned. Three of five have been done with remaining two units scheduled for end of day on June 18. Upon completion of the Ballard Green project, the contractor will mobilize The Meadows to begin the second phase of boiler replacement program. This work will also include the approved drain trough alteration and waterproofing improvements that were incorporated.

Unit Refurbishments/renovation – Property Management continues to make significant progress in upgrading units throughout the portfolio as apartments become vacant and are prepared for re-occupancy. Mr. Rockwood provided a listing of each unit within RHA and the action thus far concerning the upgrades and what was included in each upgrade.

Solarizing – Construction activities continue to progress in accordance with the approved project schedule. Work completed to date includes ongoing installation activities, site coordination, and preparation of various solar system components.

Alternate High School – Property Management has begun the process of obtaining a Capital Needs Assessment (CNA/Physical Needs Assessment (PNA) for the two Housing Authority-owned buildings located at 25 Gilbert Street, currently leased to the Alternate High School and 31 Halpin Lane, currently leased to the Marine Corps. At this point we are awaiting cost proposals from firms contacted and will keep Board informed of progress.

RHA Website – A meeting will be scheduled in the upcoming weeks to discuss the website.

Maintenance Facility – No update since timing an issue for Doug with the uptick in vacancies/unit turns.

Meeting Changes – A survey was recently conducted to ascertain if changing the hours of our Board Meetings to encourage additional resident participation was warranted/desired. After the results have been secured, it is recommended transitioning to a meeting schedule of 3pm and adopting a hybrid meeting format to include remote access. After discussion, it was decided to accept a change of time to 3:30pm utilizing the hybrid meeting format. Mr. Rockwood will contact the Town Clerk to discuss any changes that might need to be adapted to effect this change.

Public Session

Nancy Higgins – Thank you so much for all you do!

Barbara Beaulieu – Ditto!

Jeanne Konecny – Create a “Friends of Ballard Green”, possibly under 501(c)(3), that will make the grounds of the property a green space and fund raise for that purpose. Secondly, get certified by the Audubon Society to create spaces for birds and enhance status of property.

Pauline Cooney – No comments

Meeting adjourned at 8:30 pm

Minutes respectfully submitted by Patricia Harney, Recording Secretary.

Next RHA Meeting, July 17, 2026, at 3:30PM

In person at Ballard Green Community Room

And via Zoom

Minutes available in Hardcopy at REM Office, Gilbert Street, or with this link on Town site: <https://www.ridgefieldct.org/housing-authority>

Ridgefield Housing Authority Board meetings will be conducted under Roberts Rules of Order, as instructed by the Town Clerk's Office of Ridgefield, CT, and all participants are expected to conduct themselves with dignity and treat all those present with respect, empathy, and civility.

