

Oxford Housing Authority

Regular Board Meeting

July 24, 2015

Call to Order:

The meeting was called to order at 2:03 p.m. by Commission Chairman Bill Burns, prior to the pledge of allegiance.

Attendance:

Present: Commissioners Bill Burns, Kathy O'Connell, Peter Aiksnoras, and Bob Peck. Also present was Don Smith Jr., P.E, David Keyser (Executive Director), Lori Caruso (Property Manager), Harry Whitcher (Maintenance), and Bonnie Chevarella (Resident Services Coordinator).

Additions to the Agenda:

There were no additions to the agenda.

Minutes:

Chairman Burns entertained a motion to accept the minutes. Commissioner Aiksnoras made a motion to accept the June 26, 2015 minutes as stated. Commissioner O'Connell seconded the motion. Chairman Burns asked all those in favor of the motion to vote Aye. All were in favor.

Audience of Citizens:

Tenants present: Frank Tomis, Beverly Blakeman, Kathlyn Boyers, Helen Kovalsky, Trish Gribbens, and Muriel Sabetta.

Correspondence:

There will be a meeting with Silver/Petrucelli on August 5th, 2015 at 10:00 a.m. to conduct the wish list and unit inspection scheduling.

On July 6th, the residents in A1 vacated completely. We are about 2 hours away from the apartment being prepared for the new resident, who currently has the lease and key.

The shrub removal has begun. The Stakum Circle side has been done, and next week Dunn Drive will be completed.

Bonnie Chevarella (RSC) has begun the chair exercise with 8 residents. She will continue

to come twice a week.

The fire alarm panel has been completed.

Treasurer's Report:

Commissioner Aiksnoras gave his report for June as follows:

Petty Cash: \$100

Operating Cash: \$128,007.52

Stiff Account: \$234,473.63

Total: \$362,481.15

Chairman Burns entertained a motion to accept the treasurer's report. Commissioner O'Connell made a motion to accept the treasurer's report, and was seconded by Commissioner Peck. Chairman Burns asked all those in favor of the motion to vote Aye. All were in favor.

Management and Budget:

In answer to the concern from last month's meeting regarding the insurance, it was just a misposting.

Security System Review:

All of the fire alarm work has been completed. It was all checked by the Fire Marshall. All heat detectors and call for aides is now unit specific to the exact building and apartment.

A final change order for the bond fees for \$3,050 was recommended for approval.

The contactor requisition #16 for \$8,277.31 is for 100% completion of the work and all change orders with the exception of this last one.

Old Business: Chairman Burns entertained a motion to accept application #16 for the \$8,277.31. Commissioner Aiksnoras made a motion to accept the requisition, and was seconded by Commissioner O'Connell.

Commissioner Aiksnoras made a motion to approve the final change order and was seconded by Commissioner Peck. Chairman Burns asked all those in favor of the motion to vote Aye. All were in favor.

The locks are to be replaced with CNA's.

The funds Commissioner Peck requested be transferred have been transferred.

New Business:

On October 1, 2015 the sprinklers will be checked.

Adjournment:

Chairman Burns entertained a motion to adjourn the meeting at 2:46 p.m. Commissioner Aiksnoras made a motion to adjourn the meeting and was seconded by Commissioner O'Connell.

Oxford Housing Authority
Balance Sheet for June 2015
Program: CT State Elderly Project: E197 - Crestview Ridge

	Period Amount	Balance
LIABILITIES AND SURPLUS		
LIABILITIES		
ACCOUNTS PAYABLE		
Accounts Payable - Vendors	19,042.07	15,533.80
Sundry Accounts Payable	0.00	2,766.15
TOTAL ACCOUNTS PAYABLE	19,042.07	18,299.95
TOTAL LIABILITIES	19,042.07	18,299.95
SURPLUS		
2810 Capital Grant by State of Connecticut	0.00	3,000,000.00
2813 Valuation of Fixed Assets	0.00	43,625.85
2814 Contributions by the Municipality	0.00	314,198.92
2820.1 Rehab Funds Authorized No.1	0.00	1,197,379.00
2820.2 Rehab Funds Authorized No.2	0.00	195,360.00
2821 Capital Grant - St. of CT Rehabilitation	0.00	840,807.68
2827.1 RAP Unissued	0.00	13,512.00
2828.1 RSC Unissued	3,731.00	7,462.00
RETAINED EARNINGS		
Unappropriated	3,603.98	71,340.75
Appropriated	0.00	254,545.02
TOTAL RETAINED EARNINGS	3,603.98	325,885.77
TOTAL SURPLUS	7,334.98	5,938,231.22
TOTAL LIABILITIES AND SURPLUS	26,377.05	5,956,531.17
PROOF	0.00	0.00

15 JUL 29 PM 12:40
TOWN OF OXFORD, CT
Angela A. Clark
TOWN CLERK