

MINUTES  
OXFORD HOUSING AUTHORITY at CRESTVIEW RIDGE

**9-28-2012**  
**2:00 P.M.**  
**REGULAR MEETING**

1. Call to Order/Roll Call.  
Chairman Bill Burns called the meeting to order at 2:01 P.M. Present were Elaine Barrett, Willard Revaz, Donna Lane, Harry Witcher, Bill Burns, Peter Aiksnoras, (Mr. Aiksnoras arrived at 3:40 P.M.), David Keyser, Kathy O'Neil, Bob Peck, Chris Brooks. The Pledge of Allegiance was recited.
2. Agenda Update.  
It was requested by Bob Peck that Kathy O'Neil's presentation concerning the two Grants that she is working on be moved from Item 8 Old Business, to a point in the meeting after Item 4. This was agreed to.
3. Review and Acceptance of Minutes.  
A motion was made by Elaine Barrett and seconded by Willard Revaz to accept the minutes of the meeting of 8-24-2012 as read, with the comment that the spelling of Mr. Timmons name be corrected. The spelling herein shown is correct. All were in agreement.
4. Audience of Citizens.  
Present were Frank Tomis, John Timmons, Kathy O'Connell, and Jeannette Laird. Animated discussions ensued, with washing machines, snow plowing, grounds keeping time, and windows, among other things, being referred to. The Commission is always pleased to hear the residents' concerns, and, in addition, would appreciate a list of these items which can then be used to show to others what needs to be done.  
  
At this point, Kathy O'Neil's report concerning the two grants was heard. Some changes concerning details have taken place, but no decisions as yet. Kathy reports that the DEEP is denying our septic system report for the proposed expansion of Crestview Ridge. The Commission has written them a letter asking for an exemption from their metrics.
5. Correspondence.  
Several items of correspondence had been received and were discussed in detail. These concerned the grants but did not result in decisions.
6. Treasurers Report.  
Willard Revaz moved to accept the Treasurer's report as read. Elaine Barrett seconded. All were in agreement.

*Exhibit 1*

**Oxford Housing Authority  
General Ledger Account Check Register Report**

Filter Criteria Includes: 1) Bank Account: Oxford - Operating 1000, 2) Check Numbers From: 0 to 999999, 3) Date From: 9/1/2012 to 9/30/2012

Check Num	Check Date	Recipient	Check Description	Voided	Cleared	Amount
8717	09/05/2012	american express	acct 3727-130876-34000	No	No	\$607.60
8718	09/05/2012	Friends of Fur, LLC	treat unit C22	No	No	\$150.00
8719	09/05/2012	Great American Leasing	august copier	No	No	\$77.98
8720	09/05/2012	Radovich Builders LLP	Clean all gutters & repair/replace	No	No	\$1260.00
8721	09/05/2012	Security Solutions Inc.	repair smoke in hall	No	No	\$125.00
8722	09/05/2012	Seymour Housing Authority	August management fee	No	No	\$2500.00
8723	09/05/2012	Seymour Janitorial Services	august cleanings & strip/wax flrs b	No	No	\$1725.88
8724	09/05/2012	treasurer, state of Connecticut	master ins 7/1/12-7/1/13	No	No	\$232.56
8725	09/20/2012	AT&T	acct 203 881-9555 141	No	No	\$132.09
8726	09/20/2012	comcast	acct 8773 40 215 0026439	No	No	\$56.39
8727	09/20/2012	Comcast	acct 8773 40 215 0015754	No	No	\$575.05
8728	09/20/2012	Connecticut Light & Power	acct 51673693024 bldg C	No	No	\$105.91
8729	09/20/2012	Connecticut Light & Power	acct 51178593018 bldg E	No	No	\$1.07
8730	09/20/2012	Connecticut Light & Power	acct 51817693054 bldg D	No	No	\$1.93
8731	09/20/2012	Connecticut Light & Power	acct 51023793078 bldg B	No	No	\$5.81
8732	09/20/2012	Connecticut Light & Power	acct 51789793007 bldg A	No	No	\$11.73
8733	09/20/2012	Great American Leasing	september copier	No	No	\$77.98
8734	09/20/2012	HD Supply Facilities Maintenance,	maintenance supplies	No	No	\$295.26
8735	09/20/2012	Home Depot	also inv 5023911 & 4024076	No	No	\$239.28
8736	09/20/2012	Hope & Hernandez	conference call charges	No	No	\$37.50
8737	09/20/2012	Office Depot	office supplies	No	No	\$101.46
8738	09/20/2012	Springer's Sanitation Inc.	august container service	No	No	\$304.00
8739	09/20/2012	Valley Electric Supply & Lighting	emergency bulbs	No	No	\$26.28
8740	09/28/2012	Seymour Housing Authority	September management fee	No	No	\$2500.00
8741	09/28/2012	Seymour Janitorial Services	September cleanings 4@ \$135	No	No	\$540.00
8742	09/28/2012	Stepney hardware	10 gallons interior paint	No	No	\$138.98
Cleared: 0						\$0.00
Uncleared: 26						\$11,829.74
Total Payments: 26						\$11,829.74

*End of Report*

7. Management and Budget.  
The recent break-in at the office was discussed. Preventive measures have been taken.  
A Vendor Accounting Check Register was received showing recent checks issued. Please see Exhibit 1.  
Management has requested a policy concerning feeders, "No feeders of any kind for any wild life." This will be taken up at the next meeting, and will be incorporated into the Tenant Handbook.
8. Old Business.  
Old business has been previously covered.
9. New Business.  
There was no new business.
10. Adjournment.  
Elaine Barrett moved to adjourn the meeting at 4:12 P.M. Willard Revaz seconded. All were in agreement.

Albert Broome

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