

**Oxford Housing Authority
Board Meeting
February 17, 2022**

Call to Order - The meeting was called to order at 10:17 AM by Chair Peter Aiksnoras. The Pledge of Allegiance was recited by all present.

Attendance – Present: Chair Peter Aiksnoras
Vice Chair Kathy Johnson
Secretary Kathy O’Connell
Also present was Jennifer Berry and Janay Jeter – Imagineers, LLC

Audience of Citizens – Tenants present: Kathryn Boyers and Mary Lee Bachhuber

Minutes – Motion to accept meeting minutes from January Meeting by Kathy O’Connell. Kathy Johnson seconds. All were in favor.

Correspondence – Applications continue to be mailed out, as requested, each week.

Treasurer’s Report –
Operating Cash: \$32,584
Petty Cash: \$100
Cash-Savings: \$73,523
STIF Account: \$213,838
Total Assets: \$320,045

Old Business – Flooring Project – We discussed the potential to install new flooring in all units in the community over several years. This could be done over the next five years, with three or four units completed per year. Based on tenant tenure, D23, C19, D27, and E32 would be completed in Phase 1. Materials costs have increased, and the cost to move furniture would bring the cost per unit to be between \$3,150 and \$3,580. The flooring has a 30-year residential warranty. Schedule of work provided to Board. Peter entertained motion to move forward with project. Kathy O’Connell makes motion to approve. Kathy Johnson seconds. All in favor.

Quote for the painting of the common hallways and doors (quote enclosed). A verbal quote was given by Rosvel Services at \$6,000, paint not included. Jen to inquire with Imagineers Maintenance if a second day with Ruben can be scheduled for the painting.

The handbook was updated and provided at the November meeting for the Board’s review.

Signs with contact information for maintenance emergencies were created and hung in each building’s hallways

New Business – Barnum advised that the fire alarm communicator needs to be replaced. Pricing and additional information is enclosed. Motion made to approve this installation. All in favor.

Progressive Energy Consultants, the current supplier for electricity, sent over the enclosed quote to try to lock in prices for when the contract expires in October of 2022. For this term length, it appears to be the best rate. The closest on EnergizeCT would be Constellation at .1049 for 36 months. Motion made to approve this contract. All in favor.

Recertification notices to be provided in March.

The quarterly RSC report was submitted to the state.

The routine service for the generator was completed.

The annual fire extinguisher inspection was completed.

13 work orders have been completed since the last meeting.

2022-2023 Budget – Peter to research current expenditures. Capital project expenses can be reclassified from the operating budget.

Peter moved to adjourn at 10:45 AM.