

Oxford Housing Authority

Regular Board Meeting

October 27, 2017

**Call to Order** – The meeting was called to order at 2:00 p.m. by Commission Chairman Bill Burns prior to the pledge of allegiance.

**Attendance** – Present: Commission Chairman Bill Burns, Commissioners Elaine Barrett, Kathy O'Connell, Bob Peck, and Peter Aiksnoras (Arrived at 2:30 p.m). Also present was David Keyser (Executive Director) and Kevin Brown (Property Manager).

**Additions to the Agenda** – There were none.

**Minutes** – There were no corrections. Commission Chairman Burns entertained a motion to accept the September 29, 2017 minutes as stated. Commissioner O'Connell made a motion to accept the September 29, 2017 minutes as stated, and was seconded by Commissioner Peck. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor, with one abstention; Bob Peck was not present at last month's meeting.

**Audience of Citizens** – Tenants present: Jeanette Laird, Helen Jurgens, Bonnie Chevarella, Muriel Sabetta, Virginia Keane, LouAnne Evon, Mary Lee Bachhuber, and Kay Boyers.

- Management will look into getting a definitive answer on whether or not tenants can get their apartments painted.
- Management is requesting that the tenants get rid of their mats outside their apartments; management will be replacing them with new rugs.

**Correspondence** – The newspaper article about the chair lift and the grant for the trees was presented.

- There is currently one vacancy.
- There are 69 people on the Elderly waitlist and 14 people on the Elderly Disabled waitlist.
- The patching of the holes in the driveway has been completed.
- The new deck door was installed.
- Pride Cleaning stripped, buffed, and waxed the common areas of Building C; hallways, community room, laundry and restrooms.
- Outstanding items include the replacement of the broken fence beams and damaged post
- Crestview tenants and OHA met on September 25, 2017 to discuss items of concern of the Crestview Ridge community. Present for the meeting was Kathryn Boyers, Kathy O'Connell, Elaine Barrett, Virginia Sobolisky, Mary Lee Bachhuber, David Keyser(Executive Director), Kevin Brown(Property Manager). They discussed the Welcome

packet for the new residents coming to Crestview Ridge and the contents. In regards to the annual calendar, there will only be the monthly calendar available. Also it was asked that the tenants not leave food out for the animals, batteries for the apartment thermostats (Kevin has to go pick them up), and to not give out the entry codes for Building C.

**Treasurer's Report** – Commissioner Aiksnoras gave his report for September as follows:

Petty Cash: \$100

Operating Cash: \$78,033.62

Stiff Account: \$203,268.22

Total: \$281,301.84

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

**Old Business** – The tester fan was installed in the tenants apartment and it works well they are very satisfied with the product. So now we will go ahead and buy more to replace the other fans that need to be replaced.

- In regards to the solar energy it seems a little expensive and management and the Chairman will look into the offer a little more before deciding.
- All the trees have been planted and Kevin has purchased a hose to water them.


**New Business** – Commission Chairman Burns would like to send a letter of thanks to Kathy O'Neil.

- It has been requested of the tenants that they move their cars after snowstorms when the snow plows come to plow the snow that they move their cars temporarily.

**Adjournment** – Commission Chairman Burns entertained a motion to adjourn at 2:40 p.m. and go into executive session. Commissioner Barrett made a motion to adjourn at 2:40 p.m. and go into executive session and was seconded by Commissioner O'Connell. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor.

Respectfully Submitted,

  
Stephanie Dimon

17 OCT 30 PM 4:38  
TOWN OF OXFORD, CT  
  
TOWN CLERK

**Oxford Housing Authority**  
**Balance Sheet for September 2017**  
**Program: CT State Elderly      Project: Consolidated**

	Period Amount	Balance
<b>LIABILITIES AND SURPLUS</b>		
<b>LIABILITIES</b>		
<b>ACCOUNTS PAYABLE</b>		
Accounts Payable - Vendors	29,598.52	987.09
<b>TOTAL ACCOUNTS PAYABLE</b>	<u>29,598.52</u>	<u>987.09</u>
<b>TOTAL LIABILITIES</b>	<u>29,598.52</u>	<u>987.09</u>
<b>SURPLUS</b>		
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
2820.2 Rehab Funds Authorized No.2	0.00	195,360.00
2821 Capital Grant - St. of CT Rehabilitation	0.00	840,807.68
2821.13 Capital Grant by St of CT	0.00	1,147,811.18
2827.1 RAP Unissued	0.00	8,340.00
<b>RETAINED EARNINGS</b>		
Unappropriated	30,110.16	47,753.53
Appropriated	(11,103.00)	210,399.71
<b>TOTAL RETAINED EARNINGS</b>	<u>19,007.16</u>	<u>258,153.24</u>
<b>TOTAL SURPLUS</b>	<u>19,007.16</u>	<u>5,808,296.87</u>
<b>TOTAL LIABILITIES AND SURPLUS</b>	<u>48,605.68</u>	<u>5,809,283.96</u>
<b>PROOF</b>	<u>0.00</u>	<u>0.00</u>