

Oxford Housing Authority

Regular Board Meeting

March 23, 2018

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: Commissioners Bob Peck, Kathy O’Connell, and Peter Aiksnoras. Also present was Kevin Brown (Property Manager), and David Keyser (Executive Director).

Additions to the Agenda – There were none.

Minutes – There were no corrections. Commissioner Aiksnoras entertained a motion to accept the February 23, 2018 minutes as stated. Commissioner Peck made a motion to accept the February 23, 2018 minutes as stated and was seconded by Commissioner Aiksnoras. Commissioner Aiksnoras asked all those in favor to vote Aye. All were in favor, with one abstention; Commissioner O’Connell was not present at the February 23, 2018 meeting.

Audience of Citizens – Tenants present: Gary Blow, Muriel Sabetta, LouAnne Evon, Bonnie Chevarrella, Virginia Sobolisky and Virginia Keane.

- It was requested that the tenants be allowed to have bird feeders again from Thanksgiving to St. Patrick’s Day; it was decided to stop having them before because tenants were putting out table scraps and it was attracting skunks, racoons, etc. Management will take a walk around the property, and the topic will be discussed at next month’s meeting.

Correspondence – There were two obituaries for Genevieve Crocamo and Frank Charney Jr.

Treasurer’s Report – Commissioner Aiksnoras gave his report for February as follows:

Petty Cash: \$100

Operating Cash: \$82,064.49

Stiff Account: \$204,363.15

Total: \$286,427.64

Commissioner Aiksnoras entertained a motion to accept the treasurers report. Commissioner O’Connell made a motion to accept the February treasurer’s report and was seconded by Commissioner Peck. Commissioner Aiksnoras asked all those in favor to vote Aye. All were in favor.

Management and Budget – Currently there are no vacancies at Crestview Ridge. However, as of April 1, 2018, there will be one vacancy; unit 34. Kevin sent out letters to the next 10 people on the waiting list and has only had one response. He will possibly be sending out another 10 letters.

- There are currently 68 people on the elderly waitlist and 18 people on the elderly disabled waitlist.
- There were 2 work orders this period that were both completed. They took a total of 3 days to complete and an average of 1.5 days.
- In relation to the January 24, 2018 Tenant and Management meeting there were some issues discussed that were addressed this period: In Building D-2, there was a Fob reader that was inoperable; the card reader and the back box was replaced. Kevin sent out memos to everyone informing them that Radovich Builders will begin installation of the new fan motors and will be cleaning the assemblies.
- When the weather breaks, the window shutters will be replaced by The Nature's Edge.
- On March 21, 2018 there was a Tenant and Management meeting. There were some items discussed:
 1. Regarding snow removal, it will be requested of The Nature's Edge that they not put snow on the upper level islands.
 2. Cycle Painting – The painting of tenant's apartments that have been at Crestview Ridge for more than 5 years.
 3. The installation of the Automatic Door adjacent to the elevator lift- The contractor hasn't returned Kevin's call yet.

Old Business – There is no new information on the parquet floors yet.

New Business – There is no new business.

Adjournment – Commissioner Aiksnoras entertained a motion to adjourn at 3:27 p.m. Commissioner O'Connell made a motion to adjourn at 3:27 p.m. and was seconded by Commissioner Peck. Commissioner Aiksnoras asked all those in favor to vote Aye. All were in favor.

Respectfully Submitted,



Stephanie Dimon

18 APR -2 PM 2:00
TOWN OF OXFORD, CT
TOWN CLERK
Stephanie Dimon

Oxford Housing Authority
Balance Sheet for February 2018
Program: CT State Elderly Project: Consolidated

	Period Amount	Balance
LIABILITIES AND SURPLUS		
LIABILITIES		
ACCOUNTS PAYABLE		
Accounts Payable - Vendors	(825.00)	0.00
TOTAL ACCOUNTS PAYABLE	(825.00)	0.00
TOTAL LIABILITIES	(825.00)	0.00
SURPLUS		
2810 Capital Grant by State of Connecticut	0.00	3,000,000.00
2813 Valuation of Fixed Assets	0.00	44,213.79
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
RETAINED EARNINGS		
Unappropriated	(4,787.71)	37,149.38
Appropriated	(65,620.21)	152,071.93
TOTAL RETAINED EARNINGS	(70,407.92)	189,221.31
TOTAL SURPLUS	(70,407.92)	5,731,612.88
TOTAL LIABILITIES AND SURPLUS	(71,232.92)	5,731,612.88
PROOF	0.00	0.00