

Oxford Housing Authority

Regular Board Meeting

January 25, 2019

**Call to Order** - The meeting was called to order at 2:30 p.m. by Commissioner Elaine Barrett prior to the pledge of allegiance.

**Attendance** - Present: Commissioners Kathy O'Connell, Elaine Barrett, Peter Aiksnoras, and Bob Peck. Also present was David Keyser (Property Director) and Cody Taylor (Property Manager).

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

**Minutes** - Commissioner Elaine Barrett entertained a motion to accept the December 21, 2018 minutes as stated. Commissioner Peck made a motion to accept the December 21, 2018 minutes as stated, and was seconded by Commissioner O'Connell. Commissioner Elaine Barrett asked all those in favor to vote Aye. All were in favor.

**Audience of Citizens** - Tenants present: MaryLou Bachhuber, Kay Boyers, Bonnie Chevarella, and Virginia Keane.

**Correspondence** - There was none.

**Treasurer's Report** - Commissioner Aiksnoras gave his report for December 2018 as follows:

Petty Cash: \$100

Operating Cash: \$26,547.25

Development Account: \$73,187.60

Total Operating Cash: \$99,834.85

Stiff Account: \$207,748.02

Total Cash: \$307,582.87

Commissioner Elaine Barrett entertained a motion to accept the December 2018 treasurer's report. Commissioner Peck made a motion to accept the December 2018 treasurer's report as stated, and was seconded by Commissioner O'Connell. Commissioner Elaine Barrett asked all those in favor to vote Aye. All were in favor.

**Management and Budget** - There is one vacancy at Crestview Ridge.

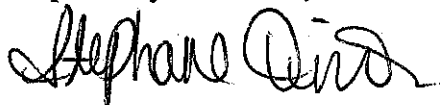
- There are 71 people on the elderly waitlist and 18 people on the elderly disabled waitlist.
- There were no unit inspections during this period.
- During this period, there were 3 work orders; 3 have been completed. It took a total of 1.00 days with an average of 1 day to complete.
- A preventative maintenance was scheduled for February 16, 2019 with Bullock Access for the elevator lift.
- An inspection was scheduled for January 28, 2019 with Barnum Engineering.
- Dave Steeves repaired the damages to the roof and removed the cupola.
- Dave Steeves gave us a quote of \$3,375 for repairs that need to be done to the lightning protection on Building C.
- Cody Taylor and Bill Burns attended a meeting that was held with Biondi Sales to integrate the main entry doors to the fobs that give the tenants access to their apartments. Also to discuss adding a couple doors to the fob system and putting software on the laptop onto the main office computer and other ways to make the system easier to use.
- On January 23, 2019 there was a Tenant and Management Meeting. The following items were discussed:
  - *Tenants are concerned about the long wait until the current vacancy.*
  - *The tenants were happy with the work that the Nature's Edge did during and after the last storm.*

**Old Business** – There was none to discuss.

**New Business** – In regards to the copiers – we have received 2 quotes; one for renting one and one for buying one.

**Adjournment** – Commissioner Elaine Barrett entertained a motion to adjourn at 2:56 p.m. and go into executive session. Commissioner Elaine Barrett made a motion to adjourn at 2:56 p.m. and go into executive session and was seconded by Commissioner O'Connell. David Keyser was asked to stay. Commissioner Elaine Barrett asked all those in favor to vote Aye. All were in favor.

Respectfully Submitted,



Stephanie Dimon

Clerk

19 FEB 19 PM 2:03  
TOWN OF OXFORD, CT  
TOWN CLERK  
*Stephanie A. Dimon*

**Oxford Housing Authority**

**Balance Sheet**

**December 2018**

**Program: CT State Elderly**

**Project: Consolidated**

	<b>Period Amount</b>	<b>Balance</b>
<b>LIABILITIES AND SURPLUS</b>		
<b>TOTAL SURPLUS</b>	<b>5,046.94</b>	<b>2,214,160.48</b>
<b>TOTAL LIABILITIES AND SURPLUS</b>	<b>8,905.60</b>	<b>2,431,642.69</b>
<b>PROOF</b>	<b>0.00</b>	<b>0.00</b>