

Oxford Housing Authority

Regular Board Meeting

February 22, 2019

Call to Order - The meeting was called to order at 2:30 p.m. by Commission Chairman Bill Burns prior to the pledge of allegiance.

Attendance - Present: Commission Chairman Bill Burns, Commissioners Kathy O'Connell, Elaine Barrett, and Peter Aiksnoras. Also present was David Keyser, Cody Taylor (Property Manager), and Stephanie Dimon (Clerk).

Additions to the Agenda - There were none.

Minutes – There was one modification. To add that the Commissioners went into executive session at 2:56pm, exited at 3:30 pm and adjourned at 3:35 pm.

Commission Chairman Burns entertained a motion to accept the January 25, 2019 minutes with one modification. Commissioner Barrett made a motion to accept the January 25, 2019 minutes with the one modification, and was seconded by Commissioner O'Connell. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor with one abstention; Commission Chairman Bill Burns was not at the January 25, 2019 meeting.

Audience of Citizens - Tenants present: MaryLou Bachhuber, Rita Wilson, Kay Boyers, Bonnie Chevarella, Helen Jurgens, and Virginia Keane.

Correspondence – There was none.

Treasurer's Report - Commissioner Aiksnoras gave his report for January 2019 as follows:

Petty Cash: \$100

Operating Cash: \$35,068.63

Development Account: \$73,187.60

Total Operating Cash: \$108,356.23

Stiff Account: \$208,178.19

Total Cash: \$316,534.42

Commission Chairman Burns entertained a motion to accept the January 2019 treasurer's report. Commissioner Barrett made a motion to accept the January 2019 treasurer's report as stated, and

was seconded by Commissioner O'Connell. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor.

Management and Budget – There are 2 vacancies 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 6 work orders; 6 have been completed. It took a total of 1 day with an average of 1 day to complete.
- Bullock Access came to service the chair lift.
- Barnum Engineered Systems performed the annual fire alarm inspection.
- Chairman Burns and Cody Taylor met with the Oxford Fire Department to give them a walkthrough of the facility.
- The recertification process started at the beginning of the month.
- Apartment D26 was leased up. Now we have apartments A4 and B13 to fill.

- On February 20, 2019 there was a Tenant and Management Meeting. The following items were discussed:

- The tenants expressed concerns about hearing mice in the maintenance room.

- The tenants were wondering if there are any restrictions about guests bringing dogs onto the property.

- Tenants don't feel the stairwells at buildings A, B, D, and E are not being cleaned properly.

Old Business – There are 2 quotes (both around \$2,500) to get fobs for 3 doors in Building C (Maintenance room, storage room next to it, and the electrical room).

Commission Chairman Burns entertained a motion to get fobs for 3 doors in Building C and not to exceed \$2,500. Commissioner Barrett made a motion to get fobs for 3 doors in Building C and not to exceed \$2,500 and was seconded by Commissioner O'Connell. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor.

In terms of the expansion, Kathy O'Neil and Chairman Bill Burns went to meet with the acting state commissioner for the department of housing to discuss prior CHAMP funding to find out what need to be updated so they can apply to build the new building.

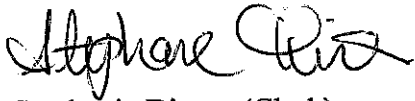
New Business – There is none.

Adjournment - Commission Chairman Burns entertained a motion to adjourn at 3:05 p.m. and go into executive session to discuss Commissioner Terms. Commissioner Barrett made a motion to adjourn at 3:05 p.m. and go into executive session and was seconded by Commissioner

O'Connell. Dave Keyser was invited to stay to Commission Chairman Burns asked all those in favor to vote Aye. All were in favor.

Executive Session – The Commissioners exited executive session at 3:35 pm and adjourned at 3:36 pm.

Respectfully Submitted,



Stephanie Dimon (Clerk)

19 MAR -14 PM 5:43
TOWN OF OXFORD, CT
Stephanie Dimon
TOWN CLERK

Oxford Housing Authority

Balance Sheet

January 2019

Program: CT State Elderly

Project: Consolidated

	Period Amount	Balance
LIABILITIES AND SURPLUS		
TOTAL SURPLUS	8,189.03	2,222,349.51
TOTAL LIABILITIES AND SURPLUS	9,820.63	2,441,463.22
PROOF	0.00	0.00