

Oxford Housing Authority

Regular Board Meeting

May 24, 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 (Arrived at 2:40 p.m.). Also present was David Keyser, Cody Taylor (Property Manager), Stephanie Dimon (Clerk), Teila Cheever (RSC), Rachael Rosario and Phuong Murray (Imagincers).

Additions to the Agenda - There were none.

Minutes – Commissioner Elaine Barrett entertained a motion to accept the April 24, 2019 minutes as stated. Commissioner Kathy O'Connell made a motion to accept the April 24, 2019 minutes as stated, and was seconded by Commissioner Barrett. Commissioner Elaine Barrett asked all those in favor to vote Aye. All were in favor.

Audience of Citizens - Tenants present: Mary Lee Bachhuber, Muriel Sabbetta, Kay Boyers, Lou Anne Evon, Frank Tomis, Jeanette Laird, Virginia Sobolisky, Ray Schietenger, and Bonnie Chevarella.

- Virginia said that she had a problem with her cable and was wondering what to do – Commissioner Barrett said she will give her the number to call.
- Ray mentioned the outside stairwell at the top of the stairs and the landing- this will be addressed.
- There is clutter in the back of the property that has been requested to be cleaned up, the sheds.
- The outside lights on the upper level of the property are currently not turned on, it was decided before to keep them off, but the topic will be revisited.
- The light pole has been out of order since the tornado/storm of last year.
- Garbage/Recycling- It has been requested that a notice be put up to inform people what garbage is allowed and to break down the cardboard so the bins don't get filled up so fast.

Correspondence – One correspondence from CHFA – they informed the Housing Authority that there will be no additional RAPP money for the 2020 budget.

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

Petty Cash: \$100

Operating Cash: \$31,721.89

Development Account: \$73,187.60

Total Operating Cash: \$105,009.49

Stiff Account: \$209,423.75

Total Cash: \$314,433.24

Commissioner Elaine Barrett entertained a motion to accept the April 2019 treasurer's report. Commissioner Peck made a motion to accept the April 2019 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 68 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; 5 have been completed, with one uncompleted. It took a total of 5.00 days with an average of 1 day to complete.
 - Unit A4 has been leased up.
 - Buddy's fuel has shut off the pilots for the propane.
 - The 3 benches that were purchased were assembled and placed at the requested locations.
 - We are finishing up recertifications.
- On May 22, 2019 there was a Tenant and Management Meeting. The following items were discussed:
- *Tenants asked about the A/C covers being removed. They are scheduled to be removed Friday May 24, 2019.*
 - *A tenant saw a rat outside the maintenance room. The exterminator was called and he set up new traps in the maintenance room and added bait to the bait stations around the property.*
 - *The tenants requested the property be treated for ticks – We are waiting to hear back about someone that The Nature's Edge knows in regards to a price for the treatment and a price.*
 - *Tenants were wondering if the benches can be removed from the slabs so they can be moved freely.*
 - *Now that the weather has gotten a little nicer, it has been brought up about the*

window stops being put on the bottom floor windows.

- The tenants have requested new labels on the mailboxes and the entry doors.

- The tenants would like the picnic table to be cleaned and an umbrella to be put up. The umbrella is in really bad condition –A new one should be purchased.

- The tenants have requested a new grill cover.

Old Business – The minutes/ public comment for the May 17, 2019 tenant hearing regarding the \$50 rent increase was presented. There were no written comments.

- The 2020 proposed budget – They went through and explained the budget. Commissioner Barrett entertained a motion to accept the proposed 2020 budget. Commissioner O'Connell made a motion to accept the proposed 2020 budget, and was seconded by Commissioner Peck. Commissioner Peck and Commissioner Aiksnoras voted in favor of the motion, with 2 abstentions; Commissioner Elaine Barrett and Commissioner Kathy O'Connell.
- Commissioner Aiksnoras entertained a motion to accept the contract from Imagineers upon final approval from our attorney, Fred Stanek. Commissioner Aiksnoras made a motion to accept the contract from Imagineers upon final approval from our attorney, Fred Stanek, and was seconded by Commissioner Peck. Commissioner Barrett asked all those in favor to vote Aye. All were in favor.

New Business – There was none.

Adjournment – Commissioner Elaine Barrett entertained a motion to go into executive session at 3:13 p.m. for personnel reasons. Commissioner Elaine Barrett made a motion to go into executive session at 3:13 p.m. for personnel reasons and was seconded by Commissioner O'Connell. Commissioner Elaine Barrett asked all those in favor to vote Aye. All were in favor.

Executive Session- Exited executive session at 3:42 p.m.

MOTION: to adjourn at 3:42 p.m.

PASSED UNANIMOUSLY: 4 FOR 0 OPPOSED

Respectfully Submitted,



Stephanie Dimon

Clerk

19 JUN 10 PM 12:31
TOWN OF OXFORD, CT
TOWN CLERK
Stephanie Dimon

Oxford Housing Authority

Balance Sheet

April 2019

Program: CT State Elderly

Project: Consolidated

	Period Amount	Balance
LIABILITIES AND SURPLUS		
TOTAL SURPLUS	8,594.63	2,222,266.96
TOTAL LIABILITIES AND SURPLUS	10,517.34	2,441,585.98
PROOF	0.00	0.00