

Oxford Housing Authority

Regular Board Meeting

November 20, 2015

Call to Order: The meeting was called to order at 2:08 p.m. by Commission Chairman Bill Burns prior to the pledge of allegiance.

Attendance: Present: Commissioners Bill Burns, Elaine Barrett, Kathy O'Connell, and Peter Aiksnoras. Also present was David Keyser (Executive Director), Lori Caruso (Property Manager), Harry Witcher (Maintenance) and John Tuzz.

Additions to the Agenda: John Tuzz presented the "Draft copy" of the CNA's. This draft is the overview and basic format of what needs to go to CHFA for the study. He wanted everyone to look it over during the next week or so before he starts putting in the numbers, to make sure there are no corrections or changes.

The locks and the lighting are main priorities within this assessment.

By December 1, 2015 all the Commissioners should have looked over the CNA's and submitted to John any changes or comments.

Commissioner Burns entertained a motion to approve expenditures in replacing the lock sets subject to review of estimates by the Commissioners. Commissioner Barrett made a motion to approve the expenditures and was seconded by Commissioner O'Connell. Commissioner Burns asked all those in favor to vote Aye. All were in favor.

Minutes: Commissioner Burns entertained a motion to accept the October 23, 2015 minutes. Commissioner Barrett made a motion to accept the minutes for October 23, 2015 as stated and was seconded by Commissioner O'Connell. Commissioner Burns asked all those in favor to vote Aye. All were in favor.

Audience of Citizens: Tenants present: Virginia Sobolisky, Helen Kovalsky, and Jack Timmons.

Helen Kovalsky requested that we put apartment # plaques on the walls near the entrance as to direct people to the apartments easier.

Correspondence: There was a letter forwarded by Commissioner Burns regarding the request to the Board of Selectman for Commissioner Aiksnoras's reappointment.

Treasurer's Report: Commissioner Aiksnoras gave his report for October as follows:

Petty Cash: \$100

Operating Cash: \$209,152.62

Stiff Account: \$234,563.08

Total Cash: \$443,715.70

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

As of November 20, 2015 the annual audit has begun to take place.

Management and Budget: The \$4,160 over in the budget is for Contractual Services for the recent shrub removal. The \$175 in legal needs to be recapped as well.

Old Business: Commissioner Burns requested that next month we have a preliminary fire evacuation policy to look over.

New Business: Commissioner Barrett has raised \$1,200 and has requested that they get the \$300 match for the development fund. This will be reviewed and verified by Commissioner Aiksnoras.

Commissioner Burns entertained a motion to move \$30,000 over to the stiff account. Commissioner Barrett made a motion to move \$30,000 to the stiff account and was seconded by Commissioner O'Connell. Commissioner Burns asked all those in favor to vote Aye. All were in favor.

We are preparing for the winter months. We've ordered ice melt, tuned the snow removal machinery and tools, and we are covering air conditioning units next week.

Adjournment: Commissioner Burns entertained a motion to adjourn at 2:58 p.m. Commissioner Barret made a motion to adjourn at 2:58 p.m. and was seconded by Commissioner O'Connell. Commissioner Burns asked all those in favor to vote Aye. All were in favor.

Respectfully Submitted,



Stephanie Dimon

15 DEC -3 PM 4:45
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK

Oxford Housing Authority
Balance Sheet for October 2015
Program: CT State Elderly Project: Consolidated

	Period Amount	Balance
LIABILITIES AND SURPLUS		
LIABILITIES		
ACCOUNTS PAYABLE		
Accounts Payable - Vendors		
Sundry Accounts Payable	(2,031.26)	47,484.91
TOTAL ACCOUNTS PAYABLE	0.00	229.00
TOTAL LIABILITIES	(2,031.26)	47,713.91
SURPLUS	(2,031.26)	47,713.91
2810 Capital Grant by State of Connecticut		
2813 Valuation of Fixed Assets	0.00	3,000,000.00
2814 Contributions by the Municipality	0.00	43,625.85
2820.1 Rehab Funds Authorized No.1	0.00	314,198.92
2820.2 Rehab Funds Authorized No.2	0.00	1,197,379.00
2821 Capital Grant - St. of CT Rehabilitation	0.00	195,360.00
RETAINED EARNINGS	0.00	840,807.68
Unappropriated		
Appropriated	1,564.73	77,766.09
TOTAL RETAINED EARNINGS	0.00	264,219.26
TOTAL SURPLUS	1,564.73	341,985.35
TOTAL LIABILITIES AND SURPLUS	1,564.73	5,933,356.80
PROOF	(466.53)	5,981,070.71
	0.00	0.00