

**Oxford Housing Authority  
Board Meeting  
July 20, 2023**

**Call to Order** - The meeting was called to order at 10:00 AM by Chair Peter Aiksnoras. The Pledge of Allegiance was recited by all present.

**Attendance** – Present: Chair Peter Aiksnoras  
Vice Chair Kathy Johnson  
Secretary Kathy O’Connell  
Also present was Jennifer Berry – Imagineers, LLC

**Minutes** – Motion to accept meeting minutes from November Meeting by Kathy O’Connell. Kathy Johnson seconds. All were in favor.

**Audience of Citizens** – Residents present were Rita Casey, Judy Lungarini, Robin Ashe, Mary Lee Bachhuber, Carol Gliford, Bonnie Chevarella, and Kathryn Boyers. Items discussed were bush trimming, community room sink, ramp, lamp post, flooring, doors, painting, and refinishing of deck.

**Correspondence** – Applications continue to be mailed out, as requested, each week.

**Treasurer’s Report** –  
Operating Cash: \$36,720  
Petty Cash: \$20  
STIF Account: \$286,448  
**Total Assets: \$323,188**

**Old Business** – Recertification – completed and leases have been processed.

The new RSC started last month.

Construction/maintenance supervisor did a walkthrough of the property for preventative maintenance items. Most items found are siding (scheduled to be replaced in 2031 per the capital needs assessment).

Vendco representative contacted us regarding a free vending machine for the community. They would refill the machine at no added cost, and Oxford Housing would receive 10% commission. Kathy O’Connell advised that the residents are not interested.

B12 move in set for 8/1.

**New Business** – 23 work orders have been completed since the last meeting.

RSC and ERAP reports for the new fiscal year provided to CHFA.

Painting – handbook states that occupied units can be painted if not done within the last 6 years. Obtain quote for painting.

Unused office equipment – approval to donate.

Motion to move into Executive session at 11:07.

Motion to move out at 11:21.

Motion to hold special meeting on 8/17 to review maintenance quotes.

Motion to adjourn at 11:23 AM. All in favor.

Respectfully Submitted,

*Jen Berry*  
Jen Berry

2023 AUG 10 P 1:38  
TOWN OF OXFORD, CT  
TOWN CLERK