

Minutes of Special Meeting
Oxford Housing Authority
July 30, 2014

Meeting called to order at 2:05pm.

Please see attached sheet for attendees.

Chairman Bill Burns requested renovation reports from Kathleen O'Neill and Don Smith.

Kathleen O'Neill reported that requisitions # 8 has been received and approved. Requisition # 9 has been received and is ready to go.

Seven change orders have been presented. Commissioner Aikens moved that Change Orders #3, 4, 5, 6, 8, 9 and 10 be approved. 2nd, Commissioner O'Connell. Voted 5 in favor. Total Cost ~ 41,000.

Kathleen reported that all documentation on work being done is current and on site.

Don Smith reported that half of the units are complete with new Kitchen cabinets. Four of Five units have electrical completed. Outside lighting still to be done, Cabinets being installed are going smoothly.

Minutes of June 23, 2014 meeting read.

Commissioner Barrett moved to accept. 2nd Commissioner O'Connell. One correction noted: Chairman Bill Burns to decide on flower box issue, not management.

Minutes approved as corrected. Voted 5

Audience of Criticisms:

- 1.) Tynd Gribben put forth a letter regarding the cabinets. Concerns noted have been addressed. Concerned over lack of grass - To be checked in Fall after work is completed. All hood switches now work. "Lazy Susans" have been fixed.
- 2.) Still an issue about flower boxes on railings. Chairman Bill Burns to view.
- 3.) Irene Uhelshy - Post lights not working. They, evidently, tripped off. Harry has reset them, but there appears to be an electric issue. To be looked at.
- 4.) Fraugh Tomiz - Complained that work has taken almost a year. Should have been done in 9 months. Concerned over the weight of doors. Questioned disposal of "old" generator. He was told the removal was part of the contract for the new one. His opinion: "Executive Director's" job should be advertised. Voiced the fact that he was upset that the O.H.A. did not attend Bd. of Selectman's meeting on July 3.

Correspondence:

Letter from Irene Uhelshy re: Kitchen stove would like a stove with side hinged door. Management and contractor are researching availability.

Treasurer's Report:

Checking Account: 122,960.48
 STIF Account: 174,200.32
 Petty Cash: 100.00

Total Cash: 297,260.80

Quotations were ~~over~~ approved and have been submitted to the State.

Chairman Bill Burns moved to accept Treasurer's Report, 2nd Commissioner Barrett, Voted 5.

Commissioner Barrett moved approval of quotations 2nd Commissioner O'Connell. Voted 5.

Management + Budget

Report presented by Donna Lane.

- 1.) Unit A 3 will be leased beginning Aug. 13. Delay necessitated by need for carpet removal.
- 2.) Garbage Containers: In order to address tenant concerns, recommended we switch vendors to Winter Brothers to provide 4 large garbage containers and 1 large recycling container in each enclosure. This will be a 3 yr. contract. Cost will be \$252 more per year.
- 3.) Exterior pole lights will be induction lights instead of LED.
- 4.) Donna will be on vacation 8/4-8/8. SHA will provide coverage.
- 5.) Building B has infestation of carpenter ants due to birdseed being scattered on lawn. Tenants cannot put birdseed out. Exterminator costs have exceeded \$500.

Old Business:

Commissioner Aikawa moved to take motion regarding "fund transfer" that was done at May 23 meeting and tabled, off the table for discussion and action. 2nd by commissioner Barrett. Motion was to transfer 25,000 from checking to STIF account. Voted 5 in favor.

Motion made by Commissioner Barrett to contract with Wintor Brothers for 16 garbage containers and 4 recycling containers at an increased cost of \$252/yr. This is a 3 yr. contract 2nd by commissioner O'Bonnell. Effective date, Sept. 1, 2014 if possible. Voted 5 in favor. Relationships with Springers to be terminated.

Lightning Rods. - Management presented 2 quotes on installation of rods on Building C. Bd. requested more information and at least one more quote. Perhaps all 5 buildings should be done.

Sanitorial Services have improved dramatically according to Comm. Barrett.

Chairman Bill Burns reported on Bd of Selectman's meeting held on July 3. Letter had been sent to First Selectman indicating that due to the short notice, OHA and its contractors would not be at the meeting. The minutes of The Bd. of Selectman's meeting erroneously reported that David Keyser, SHA director, was present. He was not.

Chairman Bill Burns met briefly with The First Selectman on July 9. Building inspectors are to monitor renovations. No issues to date. Sign offs have been documented.

Chairman Peck reported that the Building Committee indicated all is proceeding well.

O.H.A. did not receive additional funding for the ramps + bridges. Management will look into quotes for repairs on the bridges.

Discussion of Langon's bill took place. Commission did not authorize payment of bill.

It was reported that the OHA office was broken into again. New bolts have been installed.

New computer has been installed for management. Some discussion on installing cameras in office.

New Business:

O.H.A. is in need of a clerk, desperately. Meetings should be taped.

Meeting Adjourned at 4:35pm.

Respectfully Submitted,

Peter Aikson

Sec. pro-temp

July 30, 2014

Special Board Meeting

PLEASE SIGN IN

* Robert Fink

* Kathy O'Connell

* Laure Barrett

Nancy Tulluhala

Kathleen O'Neil

Mayke Bachhuber

Trish Gribben

Marilyn Sabotta

John Toms

Lenore Lyder

Gene Wheeler

* Peter Aiksnoras

* Bill Burns (Bill Burns)

Brenda Balaban

Don Smith

o Donna Lane

14 AUG - 1 PM 2:24
TOWN OF GARDEN CITY, CT
TOWN CLERK
Gina M. H. West

* Bd. members

o Management - SHA

Guests