

MINUTES
OXFORD HOUSING AUTHORITY
at
CRESTVIEW RIDGE

REGULAR MEETING

3-22-2013

1. Call to Order/Roll Call.
The meeting was called to order at 2:05 P.M. The Pledge of Allegiance was recited.
Commissioners present were:
Bill Burns, Elaine Barrett, Peter Aiksnoras, and Bob Peck,
Also present were Harry Whitcher, Donna Lane, and Chris Brooks
2. Additions to Agenda.
There were no additions to the Agenda.
3. Review and Acceptance of Minutes.
Elaine, seconded by Peter, moved to accept the minutes of the meeting of 2-22-2013 as read. All were in agreement.
4. Audience of Citizens.
John Timmons, Kathy O'Connell, Jeannette Laird, Frank Tomis, Ray Scheitinger, and Muriel Sabata were in attendance.
5. Correspondence.
A letter was received from DECD stating that the Pre Development Loan Application has been received.
6. Treasurer.
The Treasurer's Report was at hand. A Vendor Accounting Check Register was received showing recent checks issued. Please see Exhibit 1.
Balances for the Checking Account and the S.T.I.F. Account are as follows;

Checking Account	\$77542.56	
S.T.I.F account.	<u>\$173898.36</u>	(Short Term Investment Fund)
Total	\$251440.92	

Elaine moved, seconded by Bob, to accept the Treasurer's Report as read.
All were in agreement.

Exh. b. + 1

Oxford Housing Authority General Ledger Account Check Register Report

Filter Criteria Includes: 1) Bank Account: Oxford - Operating 1000, 2) Check Numbers From: 0 to 999999, 3) Date From: 2/1/2013 to 2/28/2013

Check Num	Check Date	Recipient	Check Description	Voided	Cleared	Amount
8842	02/15/2013	AT&T	acct 203 881-9555	No	No	\$130.11
8843	02/15/2013	comcast	acct 8773 40 215 0026439	No	Yes	\$59.39
8844	02/15/2013	Comcast	acct 8773 40 215 0015754	No	Yes	\$606.85
8845	02/15/2013	Connecticut Light & Power	acct 51673693024 bldg C	No	Yes	\$725.39
8846	02/15/2013	Connecticut Light & Power	acct 51178593018 Bldg E	No	Yes	\$48.89
8847	02/15/2013	Connecticut Light & Power	act 51817693054 bldg D	No	Yes	\$97.27
8848	02/15/2013	Connecticut Light & Power	acct 51023793078 bldg B	No	Yes	\$106.15
8849	02/15/2013	Connecticut Light & Power	acct 51789793007 bldg A	No	Yes	\$83.71
8850	02/15/2013	General Electric Co	Refrigerator GTS16BBSLWW	No	Yes	\$431.00
8851	02/15/2013	HD Supply Facilities Maintenance,	inv 9120193028	No	Yes	\$640.83
8852	02/15/2013	Home Depot	maintenance supplies	No	Yes	\$24.00
8853	02/15/2013	Little River Power Equipment	repair chain saw gas leak	No	Yes	\$42.39
8854	02/15/2013	Security Solutions Inc.	work done for call for aids	No	Yes	\$385.00
8855	02/15/2013	Sloss Electrical Contracting LLC	unit B9 outlet changes	No	Yes	\$425.00
8856	02/15/2013	Springer's Sanitation Inc.	container service for january	No	Yes	\$304.00
8857	02/15/2013	Treelands Inc.	60 bags calcium chloride	No	No	\$957.00
8858	02/15/2013	Seymour Housing Authority	January management fee	No	Yes	\$2700.00
8859	02/27/2013	Fuss & O'Neill	full radon test per DECD	No	No	\$860.00
8860	02/27/2013	Great American Leasing	February copier lease	No	No	\$77.98
8861	02/27/2013	Seymour Housing Authority	February management fee	No	No	\$2700.00
8862	02/27/2013	Seymour Janitorial Services	February common area cleanings	No	No	\$540.00
8863	02/27/2013	Spath Bjorklund Associates, Inc.	meeting with Deep/prints & mileag	No	No	\$1053.75
8864	02/27/2013	Staffworks, Inc.	temp shovelers for storm charlotte	No	No	\$276.76
Cleared: 15						\$6,679.87
Uncleared: 8						\$6,595.60
Total Payments: 23						\$13,275.47

Printed Report

7. Management and Budget.
Propane heaters will not be turned off until May 1, due to the unusual cold. Notification was received from Naugatuck Savings Bank concerning increases in fees. More information will be forthcoming and decisions will be made based on that info.
8. Old Business.
A mural for the wall in the Community Room has been the subject of conversation at recent meetings. Elaine presented the members with a proposed sketch of the idea. Peter, moved, seconded by Bob, to authorize the expense in the amount of \$350.00 for this project contingent upon the artist providing the Board with a "Hold Harmless" form, as the artist will be seen as a Contractor. All were in agreement.
9. New Business.
There was no New Business.
10. Executive Session.
At 3:01 P.M. Elaine, seconded by Peter, moved to go into Executive Session as mentioned in item 2 of the Agenda, for the purpose of discussing Grant Writer and Grant Administrator. Donna Lane was invited to attend. All ayes.

At 4:13 P.M. Peter, seconded by Elaine, moved to exit the Executive Session and return to the Regular Meeting. Passed 4 - 0

At 4:14 P.M., Peter, seconded by Bob, moved to authorize payment of the two invoices from O'Neil Associates. One invoice for \$500.00 for continuous updates regarding Crestview Renovation II Application. One invoice for \$795.00 for the Pre Development Application for the proposed Crestview Expansion. Passed 4-0.
11. At 4:15 P.M. Elaine, seconded by Peter, moved to adjourn. Passed 4 - 0

Respectfully submitted, subject to approval.



Chris Brooks
Clerk
Oxford Housing Authority

13 MAR 26 PM 1:23
TOWN OF OXFORD, CT
Angela A. West
TOWN CLERK