

Oxford Housing Authority

Meeting Minutes

Thursday, January 21, 2021

10 am

Call to Order: Meeting called to order by Elaine Barrett at 10:10AM

Members present: Ann Cummings(new); Elaine Barrett; Robert Peck; Kathleen O'Connell; Peter Aiksnoras. Others in attendance were: Teila Lanci; Phuong Murray; Jennifer Berry; Heather Haney.

Election of Officers: First order of business was to elect officers: Treasurer: Peter Aiksnoras; Vice-Chairman: Robert Peck; Chairman: Elaine Barrett; Secretary: Kathleen O'Connell. Vote passed unanimously.

Phuong Murray brought up possibility of conflict of having both Vice Chairman & Chairman on same Board? Discussion followed.

Approval of Minutes: No minutes available from Nov. 2020 meeting.

Additions to Agenda: None

Audience of Citizens: None

Correspondence: Jennifer Berry sent out letters to people on waiting list, 45 regular and 3 handicapped. Robert Peck suggested keep lower end of waiting list active; 5 ready to move in when vacancy exists.

Treasures Report: None

Management & Budget: 2 vacant units, 1 now & 1 in Feb. Heather Haney confirmed paving of roads/curving. Fire inspection being done Jan.26th. Annual septic cleaning done last month.

Old Business: vacant units turned over.

New Business: When new tenant moves in, given a manual of rules of complex. Last time updated was 2014. Robert Peck recommended meeting the sufficient quantity requirement of manuals given to tenants(at least 34).

Elaine stated lost copy of waste removal requirements(cardboard boxes?); not clear what cannot be put in bins; needs to be stated clearly; add addendums now since New Year.

Robert Peck stated that last summer manual was approved & ready to be circulated; needs to be circulated now.

Phuong Murray stated that what management appropriated hopes to roll out by second week of Feb.

Adjournment: Meeting was adjourned at 10:35AM, and committee members went into Executive Session.

Respectfully Submitted,
Lois Caprio
Lois Caprio

Clerk

21 FEB 12 AM 8:58
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK