

Oxford Housing Authority

Regular Board Meeting

May 20,2021

Call to Order – The meeting was called to order at 10:00 A.M. by Commissioner Elaine Barrett. The Pledge of Allegiance was recited by all present.

Attendance – Present: Chairperson Elaine Barrett
Vice Chairperson Robert Peck
Secretary Kathy O'Connell
Treasurer Peter Aiksnoras
Commission Member Ann Cummings

Also present was Jennifer Berry – Imagineers

Audience of Citizens – Tenants present: Liz Cotnoir, Ginny Sobolisky, Joan Stanko, June McDonald, Emily Inzitari, Louann Evon, Ray Schietinger, Kay Boyers, Marylee Bachhuber and Bonnie Chevarella.

Additions to the Agenda – No additions.

Minutes – Motion to accept meeting minutes from March 18, 2021 by Peter Aiksnoras and seconded by Kathy O'Connell. Elaine asked for vote by all and it was accepted. Bonnie Chevarella pointed out the minutes were not signed.

Correspondence – None.

Treasurer's Report – Comm. Aiksnoras read his report for April 2021:

Operating Cash:	\$55,793.
Petty Cash:	\$100.
Cash-Savings:	\$73,188.
STIF Account:	\$213,705.

Total Assets: **\$342,786.**

Old Business – Bonnie Cheveralla questioned if the \$10. a month increase was for every tenant and every year. Answer was yes it is for every tenant. It is the base rate that is being increased and will be reviewed every year. Increase will be effective 7-1-2021.

Maintenance person – Bonnie was questioning whether a person has been hired for 16 hrs. per week. Jennifer stated that an ad has been placed and had no success to date. New maintenance person – Pete Veilleux will be on site for a full day on Thursdays. Discussion continued regarding maintenance hours and facility repair issues.

Discussion on smaller propane heaters as an option in place of the larger units at a cost of \$980. Per unit and Peter is looking into where the funds drawn from, possibly from the STIF account.

2 residents moved out, 1 moved in.

Car in parking lot for the last 7 months is still an issue.

Dumpster for spring cleaning will be coming for a period of one week.

New Business: - Peter made a motion for a second estimate needed for power washing the deck. Jennifer will submit to the board by e-mail. Kathy O'Connell seconded. Motion carried.

Peter motioned to authorize Nature's Edge to have tick spraying done ASAP for \$800. No 2nd. All in favor.

Carpenter bees were treated on May 19, 2021.

Peter moved to have The Housing Authority Board approve matching the Tenant Association's collection up to \$300. for use at their discretion. This was seconded by Anne Cummings. Motion carried.

Jennifer explained the PHFA award in the amount of \$2000. has been received. It may be used for food or an event or gathering.

Discussion: personal property stored in common hallways must be removed per order of Oxford Fire Marshall as they pose safety issues.

Jenifer will be scheduling the annual apartment on a Thursday within the next 2 weeks.

Jennifer informed us that all propane invoices have been completed for the season and initial recertification notices went out as well as the follow up notices. Still waiting on 4 individuals but all others have been completed.

Elaine motioned to end meeting and go into executive session at 11:08 A.M.

Respectfully submitted

Susan Gahen