

**Oxford Housing Authority
Board Meeting
April 21, 2022**

Call to Order - The meeting was called to order at 10:01 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 and Janay Jeter – Imagineers, LLC

Audience of Citizens – Tenants present: Virginia Sobolisky, Dorothy McDonald, Bonnie Chevarella, Kathryn Boyers, Catherine Cervera, Emily Inzitari, Lou Anne Evon, Carol Gliford, and Mary Lee Bachhuber. Also present was First Selectman George Temple, Kristyn Rosa, and Bob Peck.

Virginia asked for status of the damage that occurred to her vehicle. Will follow up with Nature’s Edge.

Carol Gliford stated the water pressure in the shower is low. Plumber to be contacted. The electrician is replacing a thermostat once it is received from the supplier. Request for reimbursement for the electricity bill. Peter advised he will look into it. She asked for status on the common hallway painting. The last Board Meeting’s discussions led the painting project to be placed on hold until all of the common door thresholds were replaced.

Dorothy was happy with the painting that maintenance has done in her unit.

Bonnie asked for status on a fan replacement for the freezer. Maintenance received the part and will install it.

Mary Lee asked about the thresholds for the handicap buildings. The current thresholds are the lowest profile option, so we are looking into purchasing mats that can assist with the transition from the exterior to inside of the building.

Catherine stated that new flags should be ordered. Will contact the vendor.

Minutes – Motion to accept meeting minutes from March Meeting by Kathy O’Connell. Kathy Johnson seconds. All were in favor. Peter summarized the minutes for the residents.

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

Treasurer’s Report –

Operating Cash: \$17,969
Petty Cash: \$100
Cash-Savings: \$73,523
STIF Account: \$213,884
Total Assets: \$305,476

Old Business – Peter advised we looked at how many hours are needed for maintenance, and it was found that 8 hours meets the community's needs. This fits the monthly budget, and larger items become a secondary priority for urgent work orders. An analysis of hours was performed, and it was found that it would not be in the community's best interest to have maintenance onsite every day. The expense would require a significant increase in rent.

Budget – certain expenditures were separated into their own line items, such as snow removal and grounds maintenance. Expenses must match the total income. Peter entertained motion, and Kathy O. made motion to accept. Kathy J seconded. All in favor.

Concrete repair quotes received. Kathy O. made motion to go with MAS Masonry. Peter seconds. All in favor.

Parking bumpers were inspected by maintenance and are on order.

Ruben has resumed with the installation of the thresholds.

Work order forms have been provided for resident's use.

Postcards with the maintenance emergency contact information were created and provided to all residents.

Fob Policy – Kathy O. brought policy. Will review before next meeting.

Recertifications continue to be processed.

New Business – 18 work orders have been completed since the last meeting.

Pricing for tree debris removal received - \$875. Kathy O. made motion. All in favor.

The RSC quarterly report and final payment request was submitted.

A water meter for the C Building was replaced.

All propane billbacks have been processed.

A/C Covers – to be removed in Mid-May.

Propane shut off for the season – to be completed in Mid-May.

First Selectman advised that the code to the C Building may need to be posted for the meetings, and the town can be a resource for the community.

Motion to adjourn at 11:00 AM. All in favor.

Respectfully Submitted,

Jen Berry
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