

Oxford Housing Authority

Regular Board Meeting

September 28, 2018

Call to Order - The meeting was called to order at 2:30 p.m. by Commission Chairman Bill Burns prior to the pledge of allegiance.

Attendance - Present: Commission Chairman Bill Burns, Commissioners Kathy O'Connell, Elaine Barrett, Peter Aiksnoras, and Bob Peck. Also present was Cody Taylor (Property Manager), and Stephanie Dimon (Clerk).

Additions to the Agenda - There were none. There will be no Executive Session.

Minutes - Commission Chairman Burns entertained a motion to accept the August 24, 2018 minutes as stated. Commissioner Aiksnoras made a motion to accept the August 24, 2018 minutes as stated, and was seconded by Commissioner O'Connell. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor.

Audience of Citizens - Tenants present: MaryLou Bachhuber, Lou Anne Evon, Kay Boyers, Jeanette Laird, Helen Jurgens, and Virginia Keane.

Correspondence - There was none.

Treasurer's Report - Commissioner Aiksnoras gave his report for August 2018 as follows:

Petty Cash: \$100

Operating Cash: \$92,278.22

Stiff Account: \$206,232.06

Total Cash: \$298,510.28

Commission Chairman Burns entertained a motion to accept the August 2018 treasurer's report. Commissioner Barrett made a motion to accept the August 2018 treasurer's report as stated, and was seconded by Commissioner O'Connell. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor.

Management and Budget - There are no vacancies at Crestview Ridge.

- There are 71 people on the elderly waitlist and 18 people on the elderly disabled waitlist.
- There were no unit inspections during this period.
- During this period, there were 12 work orders; eight have been completed and four have

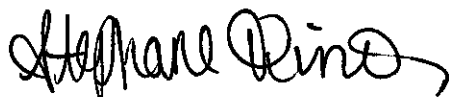
- not. It took a total of 8 days with an average of 1 day to complete.
- The park benches have arrived and they will be assembled next week. It just needs to be discussed where they will be placed on the property.
 - The shelving for the storage room was assembled by Seymour Housing Authority. Radovich Builders secured the shelving to the wall.
 - 2 new deodorizers were purchased after one was stolen from the community room.
- On September 26, 2018 there was a Tenant and Management Meeting. The following items were discussed:
- *The Natures Edge will clear the brush between buildings.*
 - *Belletti will be contacted about weeding and mulching around the trees that were planted.*
 - *Fire Marshall Inspection preparation.*
 - *Forming a fire evacuation plan.*
 - *Dehumidifiers – To put in the lower level tenants apartments.*

Old Business – There is an idea put on the table to expand by 8 units. We will try to request the funding from the state.

New Business – It was asked if it would be possible to get a set date that Teila, the Resident Services Coordinator will be at Crestview Ridge due to people continuing to miss her when she is at Crestview Ridge.

Adjournment - Commission Chairman Burns entertained a motion to adjourn at 3:38 p.m. Commissioner Barrett made a motion to adjourn at 3:38 p.m. and was seconded by Commissioner O'Connell. Commission Chairman Burns asked all those in favor to vote Aye. All were in favor.

Respectfully Submitted,



Stephanie Dimon

Clerk

18 OCT 10 AM 11:54
TOWN OF OXFORD, CT
Magistrate's Office
TOWN CLERK

Oxford Housing Authority
Balance Sheet for August 2018
Program: CT State Elderly Project: Consolidated

| | Period Amount | Balance |
|---|-----------------|---------------------|
| LIABILITIES AND SURPLUS | | |
| LIABILITIES | | |
| ACCOUNTS PAYABLE | | |
| Accounts Payable - Vendors | 1,044.71 | 3,333.00 |
| Sundry Accounts Payable | 0.00 | (809.79) |
| TOTAL ACCOUNTS PAYABLE | <u>1,044.71</u> | <u>2,523.21</u> |
| TOTAL LIABILITIES | <u>1,044.71</u> | <u>2,523.21</u> |
| SURPLUS | | |
| 2810 Capital Grant by State of Connecticut | 0.00 | 3,000,000.00 |
| 2813 Valuation of Fixed Assets | 0.00 | 44,213.79 |
| 2814 Contributions by the Municipality | 0.00 | 314,548.92 |
| 2820.2 Rehab Funds Authorized No.2 | 0.00 | 195,360.00 |
| 2821 Capital Grant - St. of CT Rehabilitation | 0.00 | 840,807.68 |
| 2821.13 Capital Grant by St of CT | 0.00 | 1,147,811.18 |
| RETAINED EARNINGS | | |
| Unappropriated | 7,684.63 | 35,337.62 |
| Appropriated | (1,374.36) | 218,749.28 |
| TOTAL RETAINED EARNINGS | <u>6,310.27</u> | <u>254,086.90</u> |
| TOTAL SURPLUS | <u>6,310.27</u> | <u>5,796,828.47</u> |
| TOTAL LIABILITIES AND SURPLUS | <u>7,364.98</u> | <u>5,799,351.68</u> |
| PROOF | <u>0.00</u> | <u>0.00</u> |