



TOWN OF LEDYARD
CONNECTICUT
LEDYARD HOUSING AUTHORITY

Chairman Charles Duzy

MINUTES
LEDYARD HOUSING AUTHORITY - REGULAR MEETING
Monday, May 2, 2022; 7:00 PM; KINGS CORNER MANOR

OUTSIDE IN PERSON MEETING (IF WEATHER PERMITS) – IF weather does not permit an outside meeting, the meeting will be held inside
Unvaccinated participants must social distance and wear masks

I CALL TO ORDER –

- *Meeting called to order at 7:00 by Charles Duzy*

II ROLL CALL – *Tenants present/Apartment 16, 4, 3, 14, 26*

III OPENING AND CLOSING OF FLOOR TO TENANTS – (Comments limited to three (3) minutes) Total Time Allotted Thirty (30) Minutes.

- *#3 - Request to change tenant comments to the end of meeting. This was previous discussed and it will remain as it is.*
- *#3 - Request to make the agenda more specific.*
- *#4 - Apartment has been cleaned and smoke smell still lingers so he will continue to open his windows to help the smell.*

IV REVIEW AND APPROVAL OF PRIOR MEETING

MOTION to approve the Regular Meeting Minutes of April

Motion to approve Meeting Minutes of April 4

RESULT: CARRIED 4-0
MOVER: Dayna Waterhouse
SECONDER: Member Paula Crocker
AYES: Thomas Cassabria, Dayna Waterhouse, Charles Duzy, and Member Paula Crocker
ABSENT: Hilary Evans

V PAYMENT OF BILLS AND FINANCIAL REPORT – Motion to accept the Payment of Bills and Financial report

- 1 *Motion to approve payment of bills and financial reports*

VI COMMUNICATIONS – Executive Director Comments

Eagle will be mowing the lawn this season. As of 4/27/2022 they plan to be here on Tuesdays weather permitting.

Plants donated through Eastern CT Community Gardens Association will be arriving soon for the raised veggie beds.

Reminder - seed, suet and hummingbird feeders are permitted. Never feed wild/stray animals, do not leave bread or any other food items out, do not throw bird seed on the ground.

Tenants requested to call the office to schedule an appointment to sign your annual recertification paperwork, 860-464-7365.

Hartstrings will come again at the end of May to pick up donations, date to be determined Renters Rebate began April 1, applications on the bulletin board.

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 - *New secured box is located outside of office*
 - *In person meetings do not need to be recorded. One tenant was recording the meeting.*

VII OLD BUSINESS

3 CDBG Small Cities Grant

FAQ's are being gathered, please submit any questions on the blue Tenant Renovation Question/Concern form located in the community building hallway. Meeting with the consultant, architect and winning bidder on 5/3/2022. An informational session will be scheduled later in May.

- 4 Discuss and possible action to set the maximum monthly rent charged at Kings Corner Manor to be based on 2022 HUD's Office of Policy Development and Research, Current Fair Market Rent for a one bedroom is \$1006.00 in Ledyard/Gales Ferry and adjust yearly. Income limits for a single person \$55,950 (30% of income would be \$1334 after the \$65 utility allowance), for a couple \$63,950 (30% of income would be \$1534 after the \$65 utility allowance).

Motion to set the maximum monthly rent charged at Kings Corner Manor to be based on 2022 HUD's Office of Policy Development and Research, Current Fair Market Rent for a one bedroom, \$1006.00 in Ledyard/Gales Ferry and adjust yearly.

RESULT: CARRIED 3-0 MOVER: Charles Duzy SECONDER: Member Paula Crocker AYES: Thomas Cassabria, Charles Duzy, and Member Paula Crocker ABSTAINED: Dayna Waterhouse ABSENT: Hilary Evans

- 5 Any other Old Business proper to come before the Board.

VIII NEW BUSINESS

6 Suggestion Box

None

- 7 Reports of the Chairman
Work Orders, Concern Forms, Blue Tenant Renovation Question/Concern Forms located in the hallway, should be filled out and put in green box by the office.
- 8 Motion and possible action to raise grandfathered rents \$25 per month beginning August 1, 2022 through July 31, 2023. Grandfathered rents are \$162/\$172 they would increase to \$187/\$197.

Motion to increase grandfathered rents by \$25.00, new rents \$187/\$197

RESULT: CARRIED 3-0 MOVER: Charles Duzy SECONDER: Thomas Cassabria AYES: Thomas Cassabria, Charles Duzy, and Member Paula Crocker ABSTAINED: Dayna Waterhouse ABSENT: Hilary Evans

- 9 Motion and possible action to adopt Tenant Commissioner Election Procedure and supporting documents.
- *Will make changes and consolidate the Tenant Commissioner Procedure and bring to next meeting*
- 10 Motion and possible action to adopt a Yard Policy and supporting documents.
- *Will make the yard policy more specific to define sheds and will discuss at next meeting.*
- 11 Motion and possible action to approve credit, criminal, eviction and income verification checks on prospective tenants via ONLINE Rental Exchange.

Motion to approve verification checks for new tenants at a cost of \$45 - \$75

RESULT: CARRIED 4-0 MOVER: Charles Duzy SECONDER: Thomas Cassabria AYES: Thomas Cassabria, Dayna Waterhouse, Charles Duzy, and Member Paula Crocker ABSENT: Hilary Evans

- 12 Any other New Business proper to come before the Board.
- *Unit inspections will be held twice a year - May Safety and Cleanliness and October Fire Marshall*

Motion to adopt the HUD Maximum Income Numbers for 2022: single person \$62,600, two persons \$71,550

RESULT: CARRIED 3-0
MOVER: Charles Duzy
SECONDER: Member Paula Crocker
AYES: Thomas Cassabria, Charles Duzy, and Member Paula Crocker
ABSTAINED: Dayna Waterhouse
ABSENT: Hilary Evans

IX TENANT REPRESENTATIVE COMMENTS –

- *Would like to recognize Steve for a good job*

X ADJOURNMENT

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Motion to adjourn at 7:43

RESULT: CARRIED 4-0
MOVER: Charles Duzy
SECONDER: Dayna Waterhouse
AYES: Thomas Cassabria, Dayna Waterhouse, Charles Duzy, and Member Paula Crocker
ABSENT: Hilary Evans