



Chairman
Charles Duzy

TOWN OF LEDYARD

Housing Authority

Meeting Minutes - Draft Minutes

60 Kings Highway
Kings Corner Manor
Gales Ferry, Connecticut 06335

Regular Meeting

Monday, March 6, 2023

7:00 PM

Kings Corner Manor

I. CALL TO ORDER

Chairman Duzy called the meeting to order at 7:01p.m.

II. ROLL CALL

Present Board Member Thomas Cassabria
Board Member Dayna Waterhouse
Board Member Paula Crocker
Chairman Charles Duzy

Absent Board Member Hilary Evans

In addition, the following were present:
Colleen Lauer - Housing Director
Mary McGratten - Town Council Liaison
Tenants Present/Apartments: 26, 9, 24, 16, 13

III. OPENING AND CLOSING FLOOR TO TENANTS

No Comments

Comments limited to three (3) minutes Total time allotted thirty (30) minutes

IV. BOARD MEMBER COMMENTS

No Comments

V. REPORTS

1. Motion to accept the Payments of Bills and Financial Report

RESULT: RECEIVED AND FILED

MOVER: Thomas Cassabria

SECONDER: Paula Crocker

AYE 3 Cassabria Crocker Duzy

ABSENT 1 Evans

ABSTAIN 1 Waterhouse

2. Reports of the Executive Director

Complete Care was here March 2nd provided information on healthy eating.

Newsletter was distributed

American Heritage girls will be here April 1

Recycling rules and regulations will be distributed this week, this continues to be a problem.

Recertification's in progress, a few need to turn in paperwork.

If you have a concern/issue, there is a tenant concern form that must be filled out prior to any action being taken. If I don't know there is an issue I can not attempt to correct it.

Tenants are not to remove any information from any of the bulletin boards

Laundry room needs to be wiped down better after use

RESULT: CONTINUE

3. Reports of the Chairman

None

RESULT: CONTINUE

4. Tenant Representative Comments

No Comments

RESULT: CONTINUE

VI. APPROVAL OF MINUTES

Motion to approve the Housing Authority regular meeting minutes of February 6, 2023

RESULT: APPROVED AND SO DECLARED

MOVER: Thomas Cassabria

SECONDER: Charles Duzy

AYE 3 Cassabria Crocker Duzy

ABSENT 1 Evans

ABSTAIN 1 Waterhouse

VII. OLD BUSINESS

1. Suggestion Box

None

RESULT: CONTINUE

2. Renovation Updates

Renovations moving along slowly, cabinets and windows have been a challenge
Mockup of siding and windows were done noting that a complication with the wood in between the windows, will need to order a different window to conform better
Shop drawings for kitchen were completed and a display of cabinet is in the community room
All kitchens will be measured by the cabinet company
Many items have been ordered
No actual start date yet
Contractor may put the storage containers in an offsite location

RESULT: CONTINUE

3. Discussion and possible action regarding the smoking policy

Updates to the smoking policy were reviewed and new smoking policy will be written into the lease/rules & regulations taking effect 8/1/2023

RESULT: APPROVED AND SO DECLARED

MOVER: Thomas Cassabria

SECONDER: Charles Duzy

AYE 4 Cassabria Waterhouse Crocker Duzy

ABSENT 1 Evans

Any Old Business proper to come before the Committee

None

XI. NEW BUSINESS

1. Motion and possible action to raise grandfathered rents \$25 per month beginning August 1, 2023 through July 31, 2024. Grandfathered rents are \$187/\$197 they would increase to \$212/\$222

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Paula Crocker

AYE 3 Cassabria Crocker Duzy

ABSENT 1 Evans

ABSTAIN 1 Waterhouse

2. Motion and possible action to raise base rents beginning August 1, 2023 through July 31, 2024. Current base rents are \$400/\$500/\$600 a month or 30% of gross income minus allowable

expenses.

Motion to increase the current base rents of \$400/\$500/\$600 or 30% of the gross income minus allowable expense to \$550/\$650 or 30% of the gross income minus allowable expense to \$550/\$650

RESULT: CONTINUE
MOVER: Thomas Cassabria
SECONDER: Charles Duzy

AYE 3 Cassabria Crocker Duzy

ABSENT 1 Evans

ABSTAIN 1 Waterhouse

Any New Business proper to come before the Committee

None

X. ADJOURNMENT

Motion to adjourn @8:00 pm

Motion by Thomas Cassabria, Seconded by Charles Duzy

Paula Crocker AYE, Dayna Waterhouse AYE, Thomas Cassabria AYE, Charles Duzy AYE, Hilary Evans ABSENT

Respectively Submitted,

Chairman Duzy
Ledyard Housing Authority

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.