



Chairperson
Margaret Boyd

TOWN OF LEDYARD

Housing Authority

Meeting Minutes - Draft Minutes

60 Kings Highway
Kings Corner Manor
Gales Ferry, Connecticut 06335

Regular Meeting

Monday, October 6, 2025

7:00 PM

Kings Corner Manor

I. CALL TO ORDER

Chairperson Boyd called the meeting to order at 7:00 p.m.

II. ROLL CALL

Present Board Member Dayna Waterhouse
Chairperson Margaret Boyd
Recording Secretary Sherry Gruzowski
Treasurer Charles Duzy

Excused Vice Chair Thomas Cassabria

In addition, the following were present:
Tenants Present - #14
Colleen Lauer - Executive Director

III. OPENING AND CLOSING THE FLOOR TO TENANTS

Ms. Rapson stated she appreciates all the help she was given during a small stove fire. She stated she has made some changes to keep herself safer.

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

IV. RESIDENTS AND PROPERTY OWNERS COMMENTS

None

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

V. BOARD MEMBER COMMENTS

Mr. Duzy noted that we are all thankful that no one was hurt. Mr. Duzy states that he liked the Fire Inspection forms that were sent out with a summary of the Fire Inspection results.

VI. REPORTS

- 1. Motion to accept the Payment of Bills and Financial Reports of August 2025 and September 2025

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Sherry Gruzkowski

AYE 3 Boyd Gruzkowski Duzy

EXCUSED 1 Cassabria

ABSTAIN 1 Waterhouse

- 2. Reports of the Executive Director

Newsletters walked around

We had 2 units vacate in September, one was rented October 1st, the second will be rented November 1st.

Unit inspections went well. Many issues are from the renovations that need to be addressed (windows tough to close, shower control loose, storm door needs adjusting, stove drawer off the tracks.) We are also in the process of replacing the oldest water heaters.

Fire Marshall completed inspections and forms delivered to tenants.

Exterior power washing of the buildings and gutter guards are scheduled for October.

TVCCA Energy Assistance was on site to take applications in September.

Lots of fun things scheduled-see the newsletter- *Coffee Tea and goodies bring a craft to work on *Movie days with Fran

*Harvest Luncheon October 23rd, at 12:30pm sign up in the community room.

Reminder-

If you are not a guest of the food pantry and want to sign up for a holiday basket please complete an application (forms are in the hallway of the community building) The holiday basket forms are not out yet but will be out soon.

- 3. Reports of the Chairperson

None

- 4. Tenant Commissioner Comments

None

VII. APPROVAL OF MINUTES

- 1. Motion to approve the Ledyard Housing Authority Minutes of August 4, 2025

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Sherry Gruzkowski

AYE 4 Waterhouse Boyd Gruzkowski Duzy

EXCUSED 1 Cassabria

VIII. OLD BUSINESS

1. Suggestion Box

Pumpkin/Squash luncheon - luncheon is scheduled in October

2. Renovation Updates

Sidewalks are being addressed now, work began last week and should be done by the end of the week. Bathroom fans still being addresses.

RESULT: CONTINUE

3. Any Old Business Proper to come before the Board

None

IX. NEW BUSINESS

1. Motion to approve replacement of existing CCTV System, Environmental Systems Co \$15,900.00. Ledyard Housing Authority applied for and has been chosen as a recipient of the HAI Group Insurance 2025 Loss Prevention Fund. This is a reimbursable grant, LHA funds the project and submits receipts for reimbursement.

Mrs. Lauer stated the system we currently have has served us well but it is better suited for a small business/store. We received multiple quotes, this was the lowest quote. This company also installed the system at the Rocky Hill HA, and they are very happy with the quality of the system.

RESULT: APPROVED AND SO DECLARED

MOVER: Margaret Boyd

SECONDER: Charles Duzy

AYE 4 Waterhouse Boyd Gruzkowski Duzy

EXCUSED 1 Cassabria

2. Any New Business Proper to come before the Board

None

X. ADJOURNMENT

Chairperson Boyd moved the meeting be adjourned, seconded by Mr. Duzy

The meeting adjourned at 7:21 p.m.

VOTE: 4-0 Approved and so declared

