



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, April 6, 2026

7:00 PM

Kings Corner Manor

I. CALL TO ORDER

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

Present Board Member Dayna Waterhouse
Recording Secretary Sherry Gruzkowski
Treasurer Charles Duzy
Vice Chair Margaret Boyd

Excused Vice Chair Thomas Cassabria

II. ROLL CALL

In addition, the following were present: Colleen Lauer, Executive Director

III. OPENING AND CLOSING THE FLOOR TO TENANTS

None

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

IV. RESIDENTS & PROPERTY OWNERS COMMENTS

None

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

V. BOARD MEMBER COMMENTS

Chairperson Boyd asked if this year the Board needed to attend a training session, Ms. Lauer will check and get back to the Board.

VI. REPORTS

1. Motion to accept the Payment of Bills and Financial Reports of Jan, Feb, Mar 2026

RESULT: APPROVED AND SO DECLARED

MOVER: Margaret Boyd

SECONDER: Charles Duzy

AYE 3 Gruzkowski Duzy Boyd

EXCUSED 1 Cassabria

ABSTAIN 1 Waterhouse

2. Report of the Executive Director

Ledyard Housing Authority Annual Report 2026 CHFA 3/1/2026

1. Ledyard Housing Authority has one property located at 60 Kings Hwy Gales Ferry, CT with 30 elderly/disabled housing units: 22 singles approximately 420 square feet, 5 doubles approximately 520 square feet and 3 handicap units approximately 620 square feet. As of March 1, 2026 all units are occupied with a total of 33 tenants.
2. No new construction projects are being undertaken by the authority at this time.
3. No rental housing was sold, leased or transferred during the period of the report.
4. No additional information at this time.

Newsletters walked around, 1 unit open at this time, contacting waiting list applicants. Ran quarterly waiting list lottery and have 64 on the current waiting list which includes 10 applicants with 2 occupants. Replacing hot water heaters based on age

3. Report of the Chairperson

None

4. Tenant Commissioner Comments

Ms. Waterhouse said the grounds are looking great.

VII. APPROVAL OF MINUTES

1. Motion to approve the Ledyard Housing Authority Minutes of January 2026

RESULT: APPROVED AND SO DECLARED

MOVER: Margaret Boyd

SECONDER: Sherry Gruzkowski

AYE 4 Waterhouse Gruzkowski Duzy Boyd

EXCUSED 1 Cassabria

VIII. OLD BUSINESS

1. Suggestion Box

None

2. Any Old Business Proper to come before the Board

None

IX. NEW BUSINESS

1. Nomination and Election of the Ledyard Housing Authority Commission Board Positions

M Boyd nominated C Duzy for Treasurer-S Gruskowski seconded -all voted aye, C Duzy nominated M Boyd for Chairperson-D Waterhouse seconded -all voted aye, M Boyd nominated S Gruskowski for secretary-C Duzy seconded-all voted aye,

C Duzy nominated D Waterhouse as a Tenant Representative board member-M Boyd seconded- all voted aye,

T Cassabria nominated for Vice Chairman by S Gruskowski, seconded by C Duzy all voted aye, Will check the status Cassabria and report back next month.

2. Discussion and possible action to increase the Grandfathered Tenants base rents \$25 per month. Current Grandfathered rents are \$262/\$272 and would increase to \$287/\$297 on August 1, 2026.

Mr. Duzy asked how many grandfathered tenants, Ms. Lauer stated 14. Ms. Lauer stated in 2019 CHFA said it was \$412 a month per unit to maintain the property. LHA stratified the rents for new tenants coming in & grandfathered tenants rent would be raised \$25 a year until it reached \$412. Grandfathered tenants base rents will increase \$25 on August 1, 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Margaret Boyd

SECONDER: Charles Duzy

AYE 3 Gruzkowski Duzy Boyd

EXCUSED 1 Cassabria

ABSTAIN 1 Waterhouse

3. MOTION to adopt HUD (Housing and Urban Development) Fiscal Year 2026 Income Limits for Occupancy.

HUD 2026 income limits are not available yet.

RESULT: CONTINUE

4. Discussion and possible action to adjust the maximum monthly rent charged at King’s Corner Manor, currently based on 2022 HUD’s (Housing and Urban Development) Office of Policy Development and Research at \$1006. 2026 HUD current Fair Market Rent for one bedroom, \$1496 in Ledyard/Gales Ferry.

Mr. Duzy stated LHA max rent rate has been the same for 4 years, he agreed LHA should still have a max rent, & suggested using the 2025 Fair Market rent (FMR) for Ledyard/Gales Ferry of \$1326. Ms. Lauer stated a tenant making the 2025 max income of \$63,700 rent would be \$1527, a couple making the max income of \$72,800 rent would be \$1755. Ms. Lauer also stated no other housing authority she found caps

their rent, they go by 30%, & one housing authority is at 32%. Mr.Duzy stated since we have given the tenants a break in the past we should continue to do so. Ms. Gruzkowski asked about increasing it a little each year, Ms. Lauer stated it's still 2 years behind the FMR and was capped at \$1006 prior to the renovation. LHA rent cap will increase to 2025 FMR for Ledyard/Gales Ferry of \$1326 effective August 1, 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Margaret Boyd

SECONDER: Charles Duzy

AYE 3 Gruzkowski Duzy Boyd

EXCUSED 1 Cassabria

ABSTAIN 1 Waterhouse

5. Discussion and possible action to update the Inclement Winter Weather Policy

Chairperson Boyd discussed the liability of tenants clearing the snow during a storm. Ms. Lauer reached out to the insurance carrier, claims would be investigated to see if the tenant followed the policy. Mr. Duzy asked if the policy can be updated if the tenant wants to clear the snow, Chairperson Boyd stated it should be a signed acknowledgement. Work group will update the Inclement Winter Weather Policy for review and present a revision at the August 2026 meeting

RESULT: TABLED

6. Any New Business Proper to come before the Board

None

X. ADJOURNMENT

Chairperson Boyd moved the meeting be adjourned.

The meeting adjourned at 7:35pm

VOTE: 4-0 Approved and so declared

Respectively Submitted,

Chairperson Boyd
Ledyard Housing Authority