



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, February 3, 2025

7:00 PM

Kings Corner Manor

I. CALL TO ORDER

Chairman Duzy called the meeting to order at 7:00pm

II. ROLL CALL

Present Board Member Thomas Cassabria
Board Member Dayna Waterhouse
Chairman Charles Duzy
Board Member Margaret Boyd

In addition, the following were present:
Colleen Lauer - Housing Director
Tenants Present - #15, #27
Jeffrey Erhart, Gales Ferry Fire Chief

III. RESIDENTS & PROPERTY OWNERS COMMENTS

(Comments limited to three (3) minutes) Total Time allotted thirty (30) minutes
None

IV. RESIDENTS & PROPERTY OWNERS COMMENTS

(Comments limited to three (3) minutes) Total Time allotted thirty (30) minutes
None

V. BOARD MEMBER COMMENTS

None

VI. REPORTS

1. MOTION to accept the Payment of Bills and Financial Reports of December 2024

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 3 Cassabria Duzy Boyd

ABSTAIN 1 Waterhouse

2. MOTION to accept the Payment of Bills and Financial Reports of January 2025

Mr. Duzy questioned the "Crime Policy" listed under Other Insurance in the amount of \$471.31. Ms. Lauer explained it is part of the liability insurance we have always had.

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 3 Cassabria Duzy Boyd

ABSTAIN 1 Waterhouse

3. Reports of the Executive Director

Mini split filters cleaned and will be services in the Spring.
Attic hatches have been painted
Recycle guidelines are posted, please follow
February Newsletter was walked around and emailed
A steak dinner will be provided by Gallup Hill Baptist Church Youth on Feb. 15th, sign up by Feb. 7th.
Winter weather policy, please follow - posted in hallway and by the mailboxes
February there is a potluck, Coffee/Tea conversations, crafts and check out the Ledyard Senior Center.
Sailors were here to finish work on rock wall feature, due to weather, they were unable to complete it but will return in the Spring. Recertification is due by March 1st and information was referenced in the newsletter. The copier is working and available to tenants.

4. Reports of the Chairman

Chairman Duzy said there was an interesting article in The Day newspaper regarding recycling that is worth a read to learn how trash is dealt with in the state.

5. Tenant Representative Comments

Ms. Waterhouse hopes that the tenants are receptive to all the activities that are being offered.

VII. APPROVAL OF MINUTES

1. Motion to approve the Ledyard Housing Authority Regular Meeting Minutes of Dec 2, 2024

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 4 Cassabria Waterhouse Duzy Boyd

VIII. OLD BUSINESS

1. Suggestion Box

None

2. Renovation Updates

Meeting with BRD February 6th, details to follow

3. Small work groups to review and update Housing Authority Lease, Rules, Regulations and Policies.

RESULT: CONTINUE

4. Discussion and possible action on Live-In Caregiver Policy

RESULT: CONTINUE

5. Any Old Business Proper to come before the Board

None

IX. NEW BUSINESS

1. Discussion and possible action regarding changes in the call for aid system.

Jeffrey Erhart, Gales Ferry Fire Chief addressed the LHA board and tenants:

Fire Chief as of April 2024, been with the Gales Ferry Fire House for 22 years. He was asked to speak about the most recent alarm system installed and monitored by Integrated Security Systems at King's Corner Manor. Last year there were 38 false alarms, the alarm is activated by pulling a cord in the unit. This results in instant activation which transmits to dispatch and initiates an immediate response. If it was pulled in error, a reset must be done, and the tenant needs to call dispatch to declare an accidental activation.

They can put a "delay" in the system, approximately 10 seconds to allow time for a response from the tenant to do a manual reset, if an official letter is received from the responding Fire Chief. This is an accepted practice elsewhere and helps to lower the liability and costs associated with these accidental activations.

DISCUSSION:

Mr. Duzy: Understands the need to extend the time to reset from false alarms. Maybe 7 seconds would be better, as 10 seconds is a long time.

Mr. Cassabria: Clarification needed on how alarm is activated, is there a chord and a switch? It was clarified by Fire Chief Erhart, it was only a cord to pull.

Ms. Boyd: Suggested a brief demonstration with each tenant on how the alarm is activated and

how it is reset and what to do, and the response time.

Resident, Unit #15: If the alarm is reset within the 10 seconds, will the tenant still need to call dispatch?

Fire Chief Erhart said he would need to confirm as to whether a call would be needed.

RESULT: CONTINUE

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 4 Cassabria Waterhouse Duzy Boyd

2. Any New business Proper to come before the Board

None

X. ADJOURNMENT

Mr. Duzy moved the meeting be adjourned, seconded by Mr. Cassabria

The meeting adjourned at 7:24p.m.

VOTE: 4 -0 Approved and so declared

Respectively Submitted,

Chairman Duzy

Ledyard Housing Authority

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