



Chairman  
Charles Duzy

# TOWN OF LEDYARD

## Housing Authority

### Meeting Minutes - Draft Minutes

60 Kings Highway  
Kings Corner Manor  
Gales Ferry, Connecticut 06335

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**Monday, July 1, 2024**

**7:00 PM**

**Kings Corner Manor**

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#### **I. CALL TO ORDER**

Chairman Duzy called the meeting to order at 7:00 p.m.

#### **II. ROLL CALL**

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

In addition, the following were present:

Colleen Lauer - Housing Director

Tenants present: #6, #15, #24, #27

#### **III. OPENING AND CLOSING THE FLOOR TO TENANTS**

(Comments limited to (3) minutes) Total Time Allotted (30) Minutes

#24 stated the she filled out a work order form a long time ago and has heard nothing back for corners on walls. Ms. Lauer responded that they had to order them and it would take time. #6 stated that there was some kind of animal poop in her yard, she is not sure what animal it was. #15 stated that they have had problems with raccoons in the past and that spraying bug spray seems to help

#### **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 Payments of Bills and Financial Report of June 2024

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Charles Duzy

**SECONDER:** Margaret Boyd

**AYE** 4 Cassabria Duzy Crocker Boyd

**ABSTAIN** 1 Waterhouse

2. Reports of the Chairman

None

3. Reports of the Executive Director

Newsletter was walked around and emailed

Kevin the mailman has retired. Bear with the new mailman and they may have split the complex.

Lease Addendums are ready to sign and the new rents go into effective August 1,2024.

Unit Inspections have been completed.

Seedlings are growing good in the garden and there is lettuce for anyone who take that was picked today.

We made \$109.00 at the Town Wide Yard Sale for the Community Room.

The picnic will be held July 11. Please sign up on the sign-up sheet in the community room.

Use of the laundry facilities can be cashless by downloading the app. You will receive \$5.00 towards your first use for downloading. The increase to \$1.50 will begin August 1, 2024.

Renter's Rebate contact Karen

Coffee/Tea and goodies July 3rd, 15th and 26th

Random movie dates in July

**RESULT:** RECEIVED AND FILED

4. Tenant Representative Comments

**VII. APPROVAL OF MINUTES**

1. MOTION to approve the Ledyard Housing Authority regular meeting minutes of May 6, 2024

**RESULT:** APPROVED AND SO DECLARED

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**MOVER:** Charles Duzy  
**SECONDER:** Thomas Cassabria

**AYE** 4 Cassabria Waterhouse Duzy Boyd

**NAY** 1 Crocker

2. MOTION to approve the Ledyard Housing Authority regular meeting minutes of June 3, 2024

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Charles Duzy

**SECONDER:** Thomas Cassabria

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

### VIII. OLD BUSINESS

1. MOTION to elect the following slate of Board Officers:

Chairman - Charles Duzy

Vice-Chairman - Thomas Cassabria

Treasurer - Margaret Boyd

Secretary - Paula Crocker

Tenant Commissioner - Dayna Waterhouse

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Thomas Cassabria

**SECONDER:** Charles Duzy

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

2. Suggestion Box

It was suggested to have a picnic which is scheduled for July 11th

**RESULT:** CONTINUE

3. Renovation Updates

BRD came back to apply salt guard to sidewalks. Mr. Duzy stated to remember you cannot put rock salt on the walks and you can purchase the correct solutions at Job Lot

**RESULT:** CONTINUE

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

Ms. Waterhouse and Ms. Crocker will begin work on the Lease and Addendums. Other groups will be assigned as necessary

**RESULT:** CONTINUE

5. Any Old Business Proper to come before the Board

None

**IX. NEW BUSINESS****1. Discussion and possible action on Live-In Caregiver Policy**

Ms. Crocker stated that she was not comfortable putting anything into place until more research was done. Some concerns were, should the caregiver be certified or can it be anyone such as a friend of a friend. Ms. Lauer stated she will reach out to other housing authorities for their policy and Ms. Crocker stated she would assist in researching

**RESULT:** CONTINUE

**2. Any New Business Proper to come before the Board**

None

**X. ADJOURNMENT**

Mr. Duzy moved the meeting be adjourned, seconded by Mrs. Crocker

The meeting adjourned at 7:24 p.m.

VOTE: 5 - 0 Approved and so declared

Respectively Submitted,

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Chairman Duzy  
Housing Authority

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