



Chairman  
Charles Duzy

# TOWN OF LEDYARD

## Housing Authority

### Meeting Minutes - Draft Minutes

60 Kings Highway  
Kings Corner Manor  
Gales Ferry, Connecticut 06335

#### Special Meeting

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**Monday, November 20, 2023**

**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

#### **III. OPENING AND CLOSING THE FLOOR TO TENANTS, RESIDENTS & PROPERTY OWNERS COMMENTS**

Comments limited to (3) three minutes. Total Time (30) minutes

Ms. Sonn Unit # 19 asked why this was a special meeting?

Mr. Duzy responded that the regular meeting was cancelled due to lack of quorum and any meeting other than a regular meeting is a special meeting.

Mr. Ed Murray referred to Connecticut law regarding tenant representatives. Mr. Murray referred to the minutes of August 21, 2022. He stated that under new business there was a motion and possible action to adopt tenant commissioner election procedures and supporting documents. Mr. Murray added that the motion was approved and after there was no further mention of this action and perhaps it was discussed offline. Mr. Murray added as a reminder under State Statute 841B the Authority shall designate a tenant organization and it implies that it is the Authorities responsibility to make sure the tenants understand they have a right to have an organization and how to establish that organization. Mr. Murray added this would allow the tenant organization to make decisions as a group and designate who the representative would be.

Ms. Eleanor Murray referred to the smoking policy that sends tenants down to the end of the street to an abandoned building at Stonington Institute where they are not welcome to smoke. Ms. Murray stated it is her understanding residents have been stopped at least twice by police. Ms. Murray stated she understands that there will be a sidewalk built at the Town's expense down to the Mayor's apartment building. Ms. Murray believes this quite an adjustment for

people to make in the bad weather. Should anyone get sick or hurt in the snow or otherwise hassled by the Police there will be liability to be concerned about. Ms. Murray hopes her comments will be on the record and reflected accurately. Ms. Murray stated that every other housing authority has a spot 25 feet from a building, in a little gazebo where people can smoke quite nicely. Ms. Murray referred to the issues of power outages. Ms. Murray stated that tenants should be able to have a little power pack or battery in their apartments when the power is out so that oxygenators and wheel chairs can be recharged. Ms. Murray added that batteries are safe.

Ms. Fernandez Unit #3 suggested the extra shed be moved to the farther end of the parking lot to be used as a smoking area. This would be closer than walking to the end of the driveway.

Ms. Sonn Unit #19 stated although she is opposed to smoking, she would like to second the suggestion of Ms. Fernandez for the safety and well being of the people that live here and it would be a safe and fiscally responsible way to deal with the issue.

#### **IV. BOARD MEMBER COMMENTS**

None

#### **V. REPORTS**

##### **1. MOTION to accept the payment of Bills and Financial Report**

Discussion

Mr. Duzy asked for the balance in the STIF account. Mr. Lauer stated that the balance is \$1000 more than the month before and she will get the number before the end of the meeting.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Charles Duzy

**SECONDER:** Margaret Boyd

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

##### **2. Reports of the Executive Director**

- Ledyard Social Services will be providing holiday baskets this year to Ledyard Food Pantry guests. If you are not currently a guest of the LFP please fill out an application (in the community building hallway) and return to Kristen at the Town Hall. Christmas basket forms need to be returned by 11/21.
- We are negotiating a contract with the laundry company, we were able to keep the increase down to just 25 cents. When the new machines are installed it will be \$1.25 to wash/dry.
- Ms. Lauer spoke with the Mayor, the town will be installing a sidewalk and a bump out in the easement that will attach to the current sidewalk by the condos. Call before you dig has been notified, the town is waiting on 3 bids per their procurement policy and then the work will be completed.

- Sean Condon from Ageless Insurance is available to come do a presentation or speak one on one with tenants about the Medicare plans available. Let me know if there is any interest.
- Recertification packets will be going out soon. Save your October/November/December and possibly January bank statements as these are needed for your recertification with your December 31st bank balance.
- The Beautification Committee will be delivering the wreaths to tenants that signed up on Saturday December 2 at 1:00 pm.
- The Ledyard Lights Jeep tour is Sunday, December 10th.
- American Heritage Girls will be caroling December 22nd.
- Now that the interior renovations are complete we have a few units that are empty. We will offer current tenants the opportunity to transfer to another unit as we did when the renovations began. The transfer request form is available in the hallway. If you are interested please see me, walking round a paper tomorrow, these transfers will have to happen in December so that we can get units rented out at the beginning of the year.

3. Reports of the Chairman

None

4. Tenant Representative Comments

Ms. Waterhouse stated that she did not find anything in the minutes that were incorrect. Ms. Waterhouse stated maybe there was a miswording or misunderstanding but she could not find anything wrong.

**VI. APPROVAL OF MINUTES**

1. MOTION to approve the Housing Authority regular meeting minutes of September 5, 2023.

Mr. Duzy stated that there were comments about the September minutes at the last meeting and he asked for issues with the minutes to be submitted in writing. Mr. Duzy stated he understood that did not happen and after consultation with the Town if there are comments about the minutes those comments will be reflected in this meeting and the September minutes will be approved unless the Board thinks there is something wrong. Mr. Duzy asked if the Housing Director or the Board has received anything in writing. The Board and Director responded they had not received anything.

Ms. Lauer added she had provided Ms. Sonn with the portion of the minutes with her statements and asked for the minutes to be marked up and returned and that did not happen.

Ms. Sonn Unit #19 stated she is going blind and she cannot be told to write things up. Ms. Sonn stated there are accommodations in her home that are not working because Colleen, James and Lou plugged and unplugged plugs and did not know what they were doing. Ms. Sonn approached Ms Lauer and said four items in the notes that were misquoted, that these were not major but words were left out. Ms. Sonn stated she never said she had fire pits or tiki torches in

her backyard by her bedroom but that she does not want smoke from the fire pits or tiki torches in her back yard by her bedroom. Ms. Sonn stated that is a huge difference. Ms. Soon stated this has been brought to the attention of the police and the Department of Justice and if those notes are posted as previously written she will file an arrest warrant. Ms. Sonn continued to express her concerns regarding the minutes.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Charles Duzy

**SECONDER:** Margaret Boyd

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

2. MOTION to approve the Housing Authority regular meeting minutes of October 2, 2023

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Charles Duzy

**SECONDER:** Thomas Cassabria

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

## VII. OLD BUSINESS

1. Suggestion Box

None

2. Renovation Updates

- BRD's process to replace damaged items was received and posted. Any issues you have given me have been forwarded to BRD. If you have any damages that have not yet been reported please get them to me as soon as possible.
- Due to unforeseen circumstances the punch and back punch were not completed today. We are still waiting on the new day/time and I will get that out. The architects will be entering each unit whether you are home or not. The architect will again give a list to BRD for items that do not meet their standards.
- We are in the home stretch, the parking spaces have been lined. BRD turned over the last 3 units on the 17th. The Connex boxes are gone, the work trailer is scheduled to be picked up November 29th. There will still be workers here completing punch and back punch items. I will pass along the schedule BRD gives me and the work will be completed whether you are home or not. The architects will have to come and do one final punch for items that do not meet the architectural standards. Hoping to be out of here by mid December.

3. Discussion and possible action regarding the Smoking Policy

Mr. Duzy suggested that there be no further discussion until the Town puts in the sidewalk

4. Discussion and possible action on the Housing Authority monthly meeting location. Vote for the monthly meeting location - ballots are available in the office, 1 per tenant. Voting closes on 2/20/2024 and votes will be opened/counted at the 3/24/2024 meeting.

Monthly Meeting Survey - Please choose 1

\_\_\_\_ VOICE record the meetings at Kings Corner Manor with loaned equipment from the Town when available (No cost)

\_\_\_\_ Zoom Link (voice record/video) can join from computer/phone at home (Owl equipment \$1899.05+ and Laptop \$300+ required equipment)

\_\_\_\_ Move the meetings to the Town Hall Annex

Monthly Meeting Survey

A \_\_\_\_ Keep the meeting at Kings Corner Manor - 1st Monday of the month at 7pm

B \_\_\_\_ Keep the meeting at Kings Corner Manor - 1st Monday of the month at 7pm & record the meetings

C \_\_\_\_ Keep the meeting at Kings Corner Manor -1st Monday of the month at 7pm & provide a Zoom Link (record/video)

D \_\_\_\_ Move the meeting to the Town Hall Annex - First Monday of the month at 7pm

E \_\_\_\_ Move the meeting to the Town Hall Annex - New day & time

Tenants voted A - 9, B - 7, C - 7, D -0, E - 1 ... 2 votes checked multiple boxes (1 voted for A/B/C and 1 voted for A/B)

The Board discussed the options and determined that the best course of action was to redo the tenant monthly meeting voting survey. Mr. Duzy added that he would like to consult with the Town regarding recording requirements.

MOTION to redo the vote by tenants on the meeting location/recording of the meeting

**VIII. NEW BUSINESS**

1. Discussion and possible action to amend current late fee in lease/tenant rules & regulations

MOTION to amend the current late fee to \$5.00 per day due to State Statute change

2. MOTION to approve the Ledyard Housing Authority 2024 Meeting dates

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Dayna Waterhouse

**SECONDER:** Charles Duzy

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

Ms. Lauer briefly excited to meeting to obtain the STIF account balance. There was a back and forth discussion between the board and public in attendance regarding the ownership of the property and the smoking policy.

**IX. ADJOURNMENT**

Mr.Cassabria moved the meeting be adjourned, seconded by Ms. Crocker.

The meeting adjourned at 7:45 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.