



Chairman
Charles Duzy

TOWN OF LEDYARD

Housing Authority

Meeting Minutes - Draft Minutes

60 Kings Highway
Kings Corner Manor
Gales Ferry, Connecticut 06335

Monday, December 2, 2024

7:00 PM

Kings Corner Manor

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 Margaret Boyd

In addition, the following were present:
Colleen Lauer, Housing Director
Tenants Present, #7
Sherry Gruszkowski

III. OPENING AND CLOSING THE FLOOR TO TENANTS OWNERS COMMENTS

None

(Comments limited to three (3) minutes) Total Time allotted thirty (30) Minutes

IV. RESIDENTS AND PROPERTY OWNER COMMENTS

The room and area look lovely

(Comments limited to three (3) minutes) Total Time allotted thirty (30) Minutes

V. BOARD MEMBER COMMENTS

None

VI. REPORTS

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

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Margaret Boyd

AYE 3 Cassabria Duzy Boyd

ABSTAIN 1 Waterhouse

2. Reports of the Executive Director

*Potluck on 11/26 went well.

*December Newsletter was walked around and emailed.

*Sailors will be back on 12/4 to finish work on rock wall feature, they were "rained out" last time they were here

*Mini splits will be cleaned-internal by Frank. Waiting for estimates for external service.

*There will be painting of attic hatches

*Cookie swap/decorating in December, as referenced in newsletter, will also include crafts.

*Dog Scouts parade will be back sing holiday carols, as referenced in newsletter

*The American Heritage Girls will be here on December 20th to sing holiday carols.

*Recertification is coming up and information was referenced in the newsletter.

*The copier is now working and available to residents

*There will be holiday music days, as well as holiday movie days

3. Reports of the Chairman

Chairman Duzy stated Paula Crocker, Secretary LHA Board member has resigned, effective 11/25/2024.

Chairman Duzy stated it needs to be recognized and stated that Ms. Crocker was a big help to the board. Ms. Crocker worked hard on projects, and it can be a tough job, which is voluntary, and she did it very well.

4. Tenant Representative Comments

None

VII. APPROVAL OF MINUTES

1. MOTION to approve the Ledyard Housing Authority Regular Meeting minutes of November 4, 2024

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 2 Duzy Boyd

ABSENT 1 Waterhouse

ABSTAIN 1 Cassabria

VIII. OLD BUSINESS**1. Suggestion Box**

Suggestion made to put up notice in Laundry Room what to do if the pull-chord for aid is pulled. A notice with instructions on what to do has been posted in the Laundry Room, notice was sent out and was included in the newsletter.

A notice will be sent out to encourage residents to turn on the exhaust fan in the bathroom when using hot water.

2. Renovation Updates

BRD was on site last week and today to work on bathroom vents and fans. All units were inspected. Proper venting was installed in 3 units and reattached in additional 3 units. Remaining funding has still not been released to BRD.

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

XI. NEW BUSINESS**1. Discussion and possible action on a MOTION to adopt the Ledyard Housing Authority proposed FY2025 budget.**

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 3 Cassabria Duzy Boyd

ABSTAIN 1 Waterhouse

2. Any New Business Proper to come before the Board

Discussion and possible action on a Motion to accept and engage services of Costello Company, LLC to perform audits.

Costello Company has been chosen to complete the renovation cost cert audit and can use

that information to also complete our needed audits. The grant will cover the cost of the construction cost certification, \$7500, we will pay for the 2022 compilation, estimated at \$1200 and 2023 audit, estimated at \$3000, hopefully a bit less because they will be able to use info gained from the construction cost certification.

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 3 Cassabria Duzy Boyd

ABSTAIN 1 Waterhouse

X. ADJOURNMENT

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

The meeting adjourned at 7:25 p.m.

VOTE: 4 -0 Approved and so declared

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