



Chairman
Charles Duzy

TOWN OF LEDYARD

Housing Authority

Meeting Minutes - Draft Minutes

60 Kings Highway
Kings Corner Manor
Gales Ferry, Connecticut 06335

Monday, March 4, 2024

7:00 PM

Kings Corner Manor

I. CALL TO ORDER

The Meeting was called to order at 7:00 p.m. by Chairman Duzy.

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: #7, #12, #13, #15, #19, #27

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

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

Ms. Jean Martin #15 stated that she is new here and is delighted to be here. She finds it nice and awesome and everyone has been so nice. She has nothing but good things to say.

Ms. Gay Sonn welcomed and thanked Jean for assisting her with a fall in the parking lot. Ms. Sonn shared that she had a fall that she believes the board may have heard about. Ms. Sonn stated she will be undergoing (6) six weeks of physical therapy and has received cortisone injections. Ms. Sonn shared her concerns about the parking space, specifically the space between the passenger side and the sidewalk to step and turn. Ms. Sonn stated that it took four people from rescue to clear the ice get her out and they shared concerns about the size of the space. Ms. Sonn added that she has the names of the rescue responders.

IV. BOARD MEMBER COMMENTS

Ms. Crocker stated that she would like to thank the Ledyard Beautification Committee for the valentine surprises that were delivered to all tenants for Valentine's Day.

V. REPORTS

1. MOTION to accept the Payments of Bills and Financial Report of February 2024.

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Thomas Cassabria

AYE 4 Cassabria Duzy Crocker Boyd

ABSTAIN 1 Waterhouse

2. Reports of the Executive Director

- The last two units have been rented and we are now at full capacity
- The newsletter was walked around last week.
- Recertification packets were due by March 1.
- Renters rebate is coming up in April.
- They will be doing touch up painting, notices will do out with dates/times.
- They will be inspecting the mini splits and ensuring they are being properly used.

3. Reports of the Chairman

None

4. Tenant Representative Comments

None

VI. APPROVAL OF MINUTES

1. MOTION to approve the Ledyard Housing Authority regular meeting minutes of February 5, 2024.

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Dayna Waterhouse

VII. OLD BUSINESS

1. Suggestion Box

None

RESULT: CONTINUE

2. Renovation Updates

- The final walk through was done today.
- Arrangements will be made to finish up.
- Eversource will be here March 12 to inspect the mini splits and ensure they are being used properly so that LHA will receive the incentives.
- If there are any damages please submit a list.
- We are finally on the down side.

RESULT: CONTINUE

3. Discussion and possible action regarding the Smoking Policy

There will be no discussion until the Town has finished the sidewalk and that should take place this month.

RESULT: CONTINUE

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 3/4/2024 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

A vote was taken by the tenants as to what they requested for meeting location and recording. All but 3 tenants voted to keep the meeting at Kings Corner Manor and to audio record it with the Town's equipment when available. Meetings will be held at Kings Corner Manor and recorded with Town equipment on loan when available.

RESULT: DISCUSSED

VIII. NEW BUSINESS

1. Discussion and possible action to raise grandfathered rents \$25 per month beginning August 1, 2024 through July 31, 2025. Grandfathered rents would increase from \$212/\$222 to \$237/\$247.

Mr. Duzy stated that our rents are below CHFA guidelines which was \$400.00 per month in 2019 and the \$25.00 per year increase gets us closer to those guidelines for grandfathered tenants.

Ms. Crocker asked how many units this involves. Ms. Lauer responded with 19 units.

MOTION to raise grandfathered rents \$25 per month beginning in August 1st, 2024 through July 31, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Thomas Cassabria

SECONDER: Charles Duzy

AYE 4 Cassabria Duzy Crocker Boyd

ABSTAIN 1 Waterhouse

2. Discussion and possible action on Ledyard Housing Authority Rules of Procedure.

Mr. Duzy stated he liked the one from the Town but would like to insert an additional paragraph addressing meetings get out of hand.

Motion to Approve the Ledyard Housing Authority Rules of Procedure as amended.

RESULT: APPROVED AND SO DECLARED

MOVER: Charles Duzy

SECONDER: Paula Crocker

AYE 5 Cassabria Waterhouse Duzy Crocker Boyd

3. Any New Business Proper to come before the Commission

None

IX. ADJOURNMENT

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

The meeting adjourned at 7:25 p.m.

VOTE: 5-0 Approved and so declared

Respectively Submitted,

Chairman Duzy
Housing Authority

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