



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, October 7, 2024**

**7:00 PM**

**Kings Corner Manor**

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

Chairman Duzy called the meeting to order at 7:01 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, #7, #24, #27

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

#24, Ms. Feagin, stated that she still has a few things that need to be done and has turned in the paperwork and would like a follow-up

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

#### **IV. RESIDENTS AND PROPERTY OWNER COMMENTS**

None

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

#### **V. BOARD MEMBER COMMENTS**

Ms. Crocker stated that the Beautification Committee would be doing wreaths again this year and would need to know how many tenants would like them and how many would

need the hangers to hang them on.

## VI. REPORTS

1. MOTION to accept the Payments of Bills and Financial Reports of August 2024 and September 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

Newsletter was walked around and emailed

Working to prep 3 units, last 2 units will be rented November 1, 2024

We are still having issues with the mail ending up in the wrong boxes. I have spoken to The Ledyard Post Office about the issue. Please be patient and look at mail before you open it.

We had a potluck in August that was well attended, we'll be having another on Halloween sign up sheets are in the community room.

We have had some great crafting sessions. In August we had a paper flower and paper star class. In September we had a crochet bookmark class and last week we had a fabric wreath class.

Audible fire alarm testing is scheduled for Thursday, October 10th beginning at 10:00 am

Fire Marshall will be here Monday October 14th to conduct inspections of all the units beginning at 10:00 am. We will be entering all units if you are not home to conduct the inspections.

Mini Split service will be scheduled soon, waiting on a quote/date.

Power washing will be done later this month.

The Ledyard Senior Center has a lot to offer, classes, rides and food! See their newsletter in the hall and check them out online at <https://seniorcenterct.org/Ledyard> Tomorrow they have a pop up class - \$5.00 for cardio, balance & stability done while standing up.

If you were not able to meet with TVCCA when they were here and still need to apply for energy assistance please reach out to TVCCA, info was in the newsletter

You need to be a guest of the Ledyard Social Services to receive holiday baskets. Info was in the newsletter if you would like to become a guest, guests also have the ability to shop the pantry via a list once or twice a month depending on whether you are a drive up or homebound guest.

Dogs Scouts Halloween parade will be 6:00 pm on Sunday, October 27

**Reminders** - coffee/tea and goodies October 14th at 10:00 am. Random movie days in October in the community room

3. Reports of the Chairman

Mr. Duzy stated that everyone should keep an eye on the apartment complex proposal as they have withdrawn their application and expect they the will come back with a new one

4. Tenant Representative Comments

None

**VII. APPROVAL OF MINUTES**

1. MOTION to approve the Ledyard Housing Authority Regular Meeting minutes of August 5, 2024

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Charles Duzy

**SECONDER:** Margaret Boyd

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

**VIII. OLD BUSINESS**

1. Suggestion Box

Place for people to sell things. There is a bulletin board in the hall for tenants to post items they would like to sell/give away or post info to share

2. Renovation Updates

Still waiting on hardware for front entry door

Damaged items - another email was sent on Sept. 30th and they are reviewing

**RESULT:** CONTINUE

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

Motion to contact attorney and approve the cost of attorney for a legal opinion on line in caregiver

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Margaret Boyd

**SECONDER:** Thomas Cassabria

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

5. Any Old Business Proper to come before the Board

None

## **XI. NEW BUSINESS**

1. MOTION to set the Ledyard Housing Authority's 2025 Regular Meeting schedule

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Charles Duzy

**SECONDER:** Paula Crocker

**AYE** 5 Cassabria Waterhouse Duzy Crocker Boyd

2. Any New Business Proper to come before the Board

None

## **X. ADJOURNMENT**

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

The meeting adjourned at 7:21 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.

