



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

Legislation Text

File #: 22-064, Version: 2

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Background:

From: Fred Allyn, III <mayor@ledyardct.org <<mailto:mayor@ledyardct.org>>>

Sent: Monday, March 04, 2024 10:58 AM

To: Roxanne Maher <council@ledyardct.org <<mailto:council@ledyardct.org>>>

Subject: Sandy Hollow guardrail quote attached

Attached is the updated Sandy Hollow Road guardrail project for the Finance Committee's March 6, 2024 as part of the ARPA discussions. The plan is that, pending approval, \$300K would come from ARPA and the balance from existing "TAR Maintenance" grant line. The reduced costs reflect PW doing the rip out of existing and providing traffic control as well as a reduction of 575 LF of rail (see attached) .

Best,

Fred

Additional Background:

The Town has been slated to receive approximately \$4,327,000 from the American Rescue Plan Act.

- Local governments would receive funding in two tranches (2nd tranche May/June 2022)
 - Funds must be "*obligated*" by the end of calendar year 2024, "*liquidated*" by end of calendar year 2026.
- Although the federal guidelines did not require approval by the taxpayers for the use of the American Rescue Plan Act (ARPA) Funding that the Finance Committee decided to include projects that were not time-sensitive in the Capital Improvement Plan (CIP) that would be presented and voted on by the taxpayers as part of the May 17, 2022 Budget Referendum

To ensure that each project and all suggestions were given their due diligence that over the past year the Finance

Committee developed a rubric to evaluate/rate each project, held an Information Forum on February 15, 2022 to receive and comments and suggestions on the proposed ARPA Projects, and received input from town departments and residents through conversations, and other sources such as social media

- ❖ Final rule defines five (5) broad eligible categories:
 - Responding to the public health emergency and the negative economic impacts of COVID-19
 - Replacement of lost revenue
 - Provide premium pay
 - Water and sewer infrastructure
 - Broadband infrastructure
- ❖ Responding to the public health emergency and the negative economic impacts of COVID-19 (subcategories)
 - public health
 - assistance to households
 - assistance to small businesses
 - assistance to nonprofits
 - aid to impacted industries
 - public sector capacity
- ❖ Why not just “give the money back”?
 - Funds cannot be used to reduce taxes
 - Each resident would receive \$288
 - Current plan supports all of the above categories, invests in the community, and generates a return on the investment.

During the ARPA Projects evaluation process the Town Council approved to allocate ARPA Funding for some projects or expenses that were safety issues or time sensitive issues that could not wait until the May Budget Referendum. He presented the List of ARPA Projects the Town Council approved funding for as follows:

Project	Location	Estimated Cost	Funds Committed	Date Approved
Sewer line extension Phase I	Ledyard Center to LHS	1,200,000	Yes	4/27/2022
Skid mounted sewer pumps	Ledyard WPCA	175,000	Yes	4/27/2022
Add funds to Housing Rehab Grant	Town wide	100,000	Yes	12/8/2021
Town Hall A/C Replacement	741 Colonel Ledyard Hwy	80,000	Yes	4/13/2022
Town Green Improvements	Ledyard Center	75,000	Yes	2/9/2022
Concrete floor	Pole Barn, lower Town Green	55,000	Yes	12/8/2021
LLHD	Town wide	43,270	Yes	1/26/2022
Thames Valley Council for Community Action	Town wide	15,000	Yes	12/8/2021
Replace brackets on lamp poles	Ledyard Center	2,520	Yes	4/27/2022

Balance of funds for OwlPro meeting camera	Town wide	831	Yes	12/8/2021
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The following initiatives were presented and included as part of the Annual Fiscal Year 2022/2023 Budget process for the use of the ARPA Funding:

Project	Location	Estimated Cost
Court of Probate	Town wide	TBD
Sewer line extension Phase III	Ledyard Center	950,000
Ledyard Center sewer line extension Phase II	Ledyard Center	612,500
Sandy Hollow Guardrails	Sandy Hollow Road	225,000
Funding for youth mental health clinicians	Town wide	190,000
Ledyard Up/Down Sawmill	Ledyard	125,000
Replace 2 dispatch stations in Emergency Ops Center	Town wide	75,000
Playscape replacement	13 Winthrop, Gales Ferry	65,000
Erickson Park enhancements	Gales Ferry	55,000
Athletic Field Fence	Education	55,000
Police radio replacement	Town wide	46,125
Nathan Lester House repairs	Ledyard	40,000
LED Sign Panel, Gales Ferry	Gales Ferry	35,000
Sidewalk infill	Ledyard Center	35,000
Sidewalks	Gales Ferry	35,000

Project	Location	Estimated Cost
LED Sign Panel, Ledyard Center	Ledyard Center	35,000
Lead Abatement project	Nathan Lester House	30,000
SCCOG recovery planner	Town wide	28,399
SE Cultural Coalition	Town wide	28,399
Replace food pantry roof	Ledyard Town Green	25,000
Southeastern Council on Alcoholism and Drug Addiction	Town wide	25,000
Replace 6 doors in Town Hall	741 Colonel Ledyard Hwy	23,000
Electric Vehicle charging stations	Gales Ferry	20,000
Re-vinyl side food pantry	Ledyard Town Green	17,500
Gales Ferry Corridor Study	Gales Ferry	15,000

Solar charging station	Town Green, Bill Library GF Lib	12,000
Add ClearGov modules	Town wide	10,500
Homeless Hospitality Center of New London	Town wide	10,000
Parks and Rec Summer Scholarships	Town wide	10,000
Replace Firehouse software	Ledyard / Gales Ferry Fire Stations	8,000
Solar powered crosswalk signs	Ledyard Center	7,500
Town promotional video	Town wide	6,000
Install wi-fi in pantry	Pantry, Town Green	2,500

Since the townspeople's May 17, 2022 approval of the \$63,484,221 Fiscal Year 2022/2023 Budget Accounts have been setup for all of the approved ARPA Projects and staff has been assigned to manage and oversee each of the Projects. Due to inflation rates the costs of the projects have increased significantly since the town began the process last October-November, 2021. Therefore, the town has been working to monitor costs to determine which projects to proceed with and whether they should hold off on other projects.

Meeting Detail Action:

Finance Committee Meeting 06/07/2023:

File #: [22064](#) Version: 1

Type: General Discussion

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Action: Reviewed/Discussed

Minute Note:

No Action

Finance Committee Meeting 05/17/2023:

File #: [22064](#) Version: 1

Type: General Discussion

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Action: Reviewed/Discussed

Minute Note:

Public Works/Town Engineer Steve Masalin provided an update on the following projects:

- HVAC Systems have been completed and were operational at the Senior Citizens Center and the Emergency Services Building.
- HVAC System at the Town Hall - They were waiting for some administrative work from the State to complete the HVAC System for the Vault because of its purpose to store sensitive and historical documents. Also, some warrantee work needed to be completed as well.
- Streetlight Banner Brackets have been installed in Ledyard Center and the new Banners were now in place. Because the wreaths that they were previously using for the Holiday Season do not fit the size of the brackets that the Beautification Committee was considering winter/seasonal banners instead of the wreaths. Councilor Ingalls, Liaison to the Beautification Committee stated the wreaths were a creative solution for the first year, noting that they were inexpensive and were not meant to be used as a long-term holiday decoration.
- Automated Doors at the Senior Citizens Center - The doors have been installed and were operational.
- Sidewalk Infill - No activity has been engaged for the sidewalk work in Ledyard Center or Gales Ferry. Mr. Masalin stated although \$35,000 was earmarked for this work, that he did not know if any meaningful work could be done with the \$35,000.
- Town Hall Door Replacement - Considering augmenting the funding to install automated doors in the front of the Town Hall building. Buildings and Grounds Forman Shawn Ruszcyk met with the contractor this week to scope out the project.

Councilor Ryan thanked Mr. Masalin for the update regarding the ARPA Funded Projects noting that based on his report this evening that three more projects have been completed; and he stated this was Good News!

Action: Reviewed/Discussed

Finance Committee Meeting 05/02/2023:

File #: [22064](#) Version: 1

Type: General Discussion

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Action: Reviewed/Discussed

Minute Note:

The Finance Committee reviewed the updated ARPA Projects Status Spreadsheet as follows:

Total ARPA Allocation:										
Request	Department	Approval Process	Date	ARPA Funds Appropriated	ARPA Funds Expended FY'22	ARPA Funds Expended FY'23	Total ARPA Funds Expended	ARPA Funds Remaining	Status	Notes
Sewer Line Extension	WPCA	Town Committee Action	04/27/22	1,200,000.00	-	85,200.00	85,200.00	1,114,800.00	In Progress	need to verify - all Sewer Feasibility expenses
Sewer Line Extension III	WPCA	Budget Referen	05/17/22	950,000.00	-	-	-	950,000.00	Not Started	
Emergency Services HVAC system replacement	Public Works	Town Committee Action	02/08/22	200,000.00	-	190,000.00	190,000.00	10,000.00	In Progress	
Funding youth mental health clinic	Youth Services	Budget Referen	05/17/22	190,000.00	-	5,816.75	5,816.75	184,183.25	In Progress	
Skidmore Sewer Project	WPCA	Town Committee Action	04/27/22	175,000.00	2,234.60	113,943.80	116,178.40	58,821.60	In Progress	
Park & Senior Center HVAC system replacement	Public Works	Town Committee Action	02/08/22	155,000.00	-	148,443.58	148,443.58	6,556.42	In Progress	
Ledyard Up/Dow Sawmill	Historic	Budget Referen	05/17/22	125,000.00	-	3,000.00	3,000.00	122,000.00	In Progress	
Road Repair Fund	Public Works	Budget Referen	05/17/22	114,885.00	-	114,885.00	114,885.00	-	Completed	
Housing Grant - 4th funding	Land Use Planning	Town Committee Action	12/08/21	100,000.00	-	23,618.90	23,618.90	76,381.10	In Progress	
Concrete Pole Bar	Public Works	Town Committee Action	12/08/21	100,000.00	-	100,000.00	100,000.00	-	Completed	
Town Hall system replacement	Public Works	Town Committee Action	04/13/22	80,000.00	-	67,728.06	67,728.06	12,271.94	In Progress	
Town Garage Upgrade	Public Works	Town Committee Action	02/09/22	75,000.00	49,154.50	25,845.50	75,000.00	-	Completed	
Replace Stations EOC	Emergency Management	Budget Referen	05/17/22	75,000.00	3,854.38	56,632.60	60,486.98	14,513.02	Completed	

Playscape Replace 13 Wint Gales Fe	Park & F	Budget Referen	05/17/2	60,000.00	-	27,296.00	27,296.00	32,704.00	In Progress	
Erickson Enhance	Park & F	Budget Referen	05/17/2	55,000.00	-	-	-	55,000.00	Not Started	
Police R Interope	Police	Budget Referen	05/17/2	46,125.00	-	-	-	46,125.00	In Progress	funds encumbered
Ledge Li Health D support initiative	Finance	Town Co Action	01/26/2	43,270.00	-	43,270.00	43,270.00	-	Completed	
Nathan House r	Historic	Budget Referen	05/17/2	40,000.00	-	7,449.00	7,449.00	32,551.00	In Progress	
LED Sign Gales Fe	Mayors	Budget Referen	05/17/2	35,000.00	-	-	17,500.00	17,500.00	In Progress	
LED Sign Ledyard	Mayors	Budget Referen	05/17/2	35,000.00	-	-	17,500.00	17,500.00	In Progress	
Sidewalk Ledyard	Public W	Budget Referen	05/17/2	35,000.00	-	-	-	35,000.00	Not Started	
Add Sid Gales Fe	ON HOL	Budget Referen	05/17/2	35,000.00	-	-	-	35,000.00	Not Started	
Replace Pantry R	Mayors	Budget Referen	05/17/2	25,000.00	-	8,700.00	8,700.00	16,300.00	Completed	

		Approval		ARPA Funds	ARPA Funds Expended	ARPA Funds Expended	Total ARPA Funds	ARPA Funds		
Request Title	Department	Process	Date	Appropriated	FY'22	FY'23	Expended	Remaining	Status	Notes
Exterior Doors (TH and Annex) w/ Electronic Locking Systems	Public Works	Budget Referendum	05/17/22	23,000.00	-	-	-	23,000.00	Not Started	
Electric Vehicle charging stations	Mayors Office	Budget Referendum	05/17/22	20,000.00	-	-	-	20,000.00	Not Started	
Vinyl Re-siding of Food Pantry	Mayors office	Budget Referendum	05/17/22	17,500.00	-	-	-	17,500.00	Not Started	
Gales Ferry Corridor Study	Land Use / Planning	Budget Referendum	05/17/22	15,000.00	-	-	-	15,000.00	Not Started	
TVCCA - Commissary project	Finance	Town Council Action	12/08/21	15,000.00	-	15,000.00	15,000.00	-	Completed	
Solar Charging Stations	Mayors office	Budget Referendum	05/17/22	12,000.00	-	5,496.00	5,496.00	6,504.00	In Progress	Units purchased - awaiting install
Added ClearGov Modules	MIS	Budget Referendum	05/17/22	10,500.00	-	10,500.00	10,500.00	-	Completed	
Parks and Rec Summer Scholarships	Parks and Recreation	Budget Referendum	05/17/22	10,000.00	2,087.50	-	2,087.50	7,912.50	In Progress	
Homeless Hospitality Center of New London	Finance	Budget Referendum	05/17/22	10,000.00	-	10,000.00	10,000.00	-	Completed	
Replace Firehouse software	AES	Budget Referendum	05/17/22	8,000.00	-	8,000.00	8,000.00	-	Completed	
Request Title	Department	Process	Date	Appropriated	FY'22	FY'23	Expended	Remaining	Status	Notes

Automated Doors - Senior Center	Public Works	Budget Referendum	05/17/22	5,000.00	-	-	-	5,000.00	Not Started	funds encumbered
Replace brackets on streetlight poles	Public Works	Town Council Action	04/27/22	2,520.00	2,476.84	43.16	2,520.00	-	Completed	
Install WI-FI in Food Pantry	MIS	Budget Referendum	05/17/22	2,500.00	2,640.76	-	2,640.76	(140.76)	Completed	
Balance of funding for Owl Pro	MIS	Town Council Action	12/08/21	831.00	831.00	-	831.00	-	Completed	
TOTALS										
Total Committed				4,101,131.00						
Total Expended					63,279.58	1,070,868.35	1,168,147.93			
Committed Remaining								2,901,310.81		
Uncommitted Balance								225,962.49		
Completed to be Reallocated								30,672.26		

The Group discussed the following:

- Progress to date:
 - ✓ 13 Projects Completed
 - ✓ 13 Projects In-Process
 - ✓ 8 Projects Not-Started
- Senior Citizens ARPA Funding \$29,000 - Mayor Allyn noted as he reported at the Town Council's April 26, 2023 meeting the Federal Government designated ARPA Funding specifically for Senior Citizens Centers. He stated Ledyard would be receiving \$29,000, noting that it was based on a per capita allotment. He stated the town had 18 months to designate the use of the funding and that the funds needed to be spent by 2026.

Councilor Saums addressed the \$29,000 in American Rescue Plan Act (ARPA) Funding and he noted that the town had allocated \$160,000 to be used for the replacement of the Heating and Air Condition System (HVAC) (\$155,000) and doors (\$5,000) at the Senior Center. He suggested the town apply the \$29,000 Senior Citizens ARPA Funding toward these Projects at the Senior Citizens Center, noting that it would free up \$29,000 for cost overruns on other town ARPA Projects. Mayor Allyn stated that Councilor Saums' suggestion was a good approach.

- Linda C. Davis Food Pantry Vinyl Siding \$170,000 - Mayor Allyn explained that the residing the Food Panty has not been done yet because the Food Panty would like to make some changes to the building to provide a covered area outside the door so that volunteers would be out of the weather when providing curbside pick-ups and when receiving deliveries. He stated the weather protection overhang would be about 12-feet wide and would project out 8-feet. He stated that they were also looking to install a concrete pad for a "Market Cart" in that same area.

Mayor Allyn went on to explain the *Market Cart* was for food that nearing the expiration date, that the Food

Pantry would make available to clients when they were picking up their regular food orders, noting that the clients could pick up extra supplies from the *Market Cart*. He stated the weather protection covering would be on the side of the building facing where the tennis courts use to be located. He stated once this work was completed that they would proceed with residing the building.

Finance Director Matthew Bonin noted the following:

- ✓ Completed Projects: \$31,000 Remaining
- ✓ Not Yet Committee: \$226,000
- Total Available: \$256,000 to be committed to other projects.

Mr. Bonin noted the Federal Treasury definition of “**Obligated Funds**” meant “**An order has been placed for property and services, or contracts, or some arm awards were made**”. He stated just saying that the funds were going to be used for a particular project, was not considered “**Obligated**” and did not meet the Treasury’s definition. He stated they had to contracts or Purchase Orders in place.

Action: Reviewed/Discussed

Finance Committee Meeting 03/21/2023:

File #: [22064](#) Version: 1

Type: General Discussion

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Action: Reviewed/Discussed

Minute Note:

The Finance Committee reviewed the status of the ARPA Funded Projects as noted below:

Total ARPA Allocation: 4,327,										
Request	Department	Approval Process	Date	ARPA Funds Approved	ARPA Funds Expended FY'22	ARPA Funds Expended FY'23	Total ARPA Funds Expended	ARPA Funds Remaining	Status	Notes
Sewer Line Extension	WPCA	Town Committee Action	04/27/22	1,200,000	-	85,200.00	85,200.00	1,114,800.00	In Progress	need to verify - all Sewer Feasibility expenses
Sewer Line Extension III	WPCA	Budget Reference	05/17/22	950,000	-	-	-	950,000.00	Not Started	

Funding Youth Se	Budget	05/17/22	190,000.-	4,661.75	4,661.75	185,338.25	In Progress			
mental h	Referenc									
clinicians										
Skid Mou	WPCA	Town Co	04/27/22	175,000.-	2,234.60	113,943.80	116,178.40	58,821.60	In Progress	
Sewer Pu	Action									
Ledyard	Historic	Budget	05/17/22	125,000.-	3,000.00	3,000.00	122,000.00	In Progress		
Up/Dow	Districts	Referenc								
Sawmill										
Road Res	Public W	Budget	05/17/22	114,885.-	114,885.00	114,885.00	-	Completed		
Fund		Referenc								
Housing	Land Use	Town Co	12/08/21	100,000.-	5,913.90	5,913.90	94,086.10	In Progress		
Grant - a	Planning	Action								
funding										
Emergen	Public W	Town Co	02/08/23	200,000.-	95,000.00	95,000.00	105,000.00	In Progress		
Services		Action								
HVAC sys										
replacem										
Park & R	Public W	Town Co	02/08/23	155,000.-	74,943.58	74,943.58	80,056.42	In Progress		
Senior Ce		Action								
HVAC sys										
replacem										
Town Ha	Public W	Town Co	04/13/22	80,000.0-	67,728.06	67,728.06	12,271.94	In Progress		
system		Action								
replacem										
Town Gr	Public W	Town Co	02/09/22	75,000.0	49,154.5	25,845.50	75,000.00	-	Completed	
Upgrade		Action								

Replace Dispatch	Emergency	Budget	05/17/22	75,000.00	3,854.38	56,632.60	60,486.98	14,513.02	Completed	
Stations (2) in	Management	Referendum								
EOC										
Playscape	Park & Rec	Budget	05/17/22	60,000.00	-	27,296.00	27,296.00	32,704.00	In Progress	
Replacement at		Referendum								
13 Winthrop,										
Gales Ferry										
Erickson Park	Park & Rec	Budget	05/17/22	55,000.00	-	-	-	55,000.00	Not Started	
Enhancements		Referendum								
Concrete Floor -	Public Works	Town Council	12/08/21	100,000.00	-	100,000.00	100,000.00	-	Completed	
Pole Barn		Action								
Police Radio	Police	Budget	05/17/22	46,125.00	-	-	-	46,125.00	Not Started	
Interoperability		Referendum								
Ledge Light	Finance	Town Council	01/26/22	43,270.00	-	43,270.00	43,270.00	-	Completed	
Health District -		Action								
support COVID										
initiatives										
Nathan Lester	Historic	Budget	05/17/22	40,000.00	-	7,449.00	7,449.00	32,551.00	In Progress	
House repairs	Districts	Referendum								
LED Sign Panel,	Mayors office	Budget	05/17/22	35,000.00	-	-	-	35,000.00	In Progress	Bid
Gales Ferry		Referendum								awarded
LED Sign Panel,	Mayors Office	Budget	05/17/22	35,000.00	-	-	-	35,000.00	In Progress	Bid
Ledyard Center		Referendum								awarded
Sidewalk Infill in	Public Works	Budget	05/17/22	35,000.00	-	-	-	35,000.00	Not Started	
Ledyard Center		Referendum								
Add Sidewalks in	ON HOLD	Budget	05/17/22	35,000.00	-	-	-	35,000.00	Not Started	
Gales Ferry		Referendum								
Replace Food	Mayors office	Budget	05/17/22	25,000.00	-	8,700.00	8,700.00	16,300.00	Completed	
Pantry Roof		Referendum								

Exterior Doors (TH and Annex) w/ Electronic Locking Systems	Public Works	Budget Referendum	05/17/22	23,000.00	-	-	-	23,000.00	Not Started	
Electric Vehicle charging stations	Mayors Office	Budget Referendum	05/17/22	20,000.00	-	-	-	20,000.00	Not Started	
Vinyl Re-siding of Food Pantry	Mayors office	Budget Referendum	05/17/22	17,500.00	-	-	-	17,500.00	Not Started	
Gales Ferry Corridor Study	Land Use / Planning	Budget Referendum	05/17/22	15,000.00	-	-	-	15,000.00	Not Started	
TVCCA - Commissary project	Finance	Town Council Action	12/08/21	15,000.00	-	15,000.00	15,000.00	-	Completed	
Solar Charging Stations	Mayors office	Budget Referendum	05/17/22	12,000.00	-	5,496.00	5,496.00	6,504.00	In Progress	Units purchased - awaiting install
Added ClearGov Modules	MIS	Budget Referendum	05/17/22	10,500.00	-	10,500.00	10,500.00	-	Completed	
Parks and Rec Summer Scholarships	Parks and Recreation	Budget Referendum	05/17/22	10,000.00	2,087.50	-	2,087.50	7,912.50	In Progress	
Homeless Hospitality Center of New London	Finance	Budget Referendum	05/17/22	10,000.00	-	10,000.00	10,000.00	-	Completed	
Replace Firehouse software	AES	Budget Referendum	05/17/22	8,000.00	-	8,000.00	8,000.00	-	Completed	

Automated Doors - Senior Center	Public Works	Budget Referendum	05/17/22	5,000.00	-	-	-	5,000.00	Not Started	
Replace brackets on streetlight poles	Public Works	Town Council Action	04/27/22	2,520.00	2,476.84	43.16	2,520.00	-	Completed	
Install WI-FI in Food Pantry	MIS	Budget Referendum	05/17/22	2,500.00	2,640.76	-	2,640.76	(140.76)	Completed	
Balance of funding for Owl Pro	MIS	Town Council Action	12/08/21	831.00	831.00	-	831.00	-	Completed	
TOTALS		Total Committed		4,101,131.00						
		Total Expended			63,279.58	883,508.35	946,787.93			
		Total Uncommitted		225,962.49						
									Committed Remaining	

								225,962.49	Uncommitted Balance
								-	Completed to be reallocated
								3,154,343.07	proof
original approval was \$55,000 - additional \$45,000 approved by Town Council 10/12/22									

Action: Reviewed/Discussed

Finance Committee Meeting 02/01/2023:

File #: [22064](#) Version: 1

Type: General Discussion

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Action: Reviewed/Discussed

Minute Note:

Councilor Saums stated Finance Director Matthew Bonin provided an updated spreadsheet regarding the status and funding for the ARPA Projects.

The Finance Committee, Mayor Allyn, and Finance Director Matt Bonin reviewed the ARPA Project Status Spreadsheet.

Total ARPA All											
4,327,093.49											
Request Title	Depart	Munis Acct Name	Approv Proces	Date		AR Ap	Total ARPA Funds Expended	ARPA Funds Remaining	Status	Notes	

Sewer Line Extension Phase I	WPCA	Sewer Capital - Construction Services	Town Council Action	04/27/		1,281,150.00	1,118,850.00	In Progress	need to verify - all Sewer Feasibility expenses
Sewer Line Extension Phase III	WPCA	Sewer Capital - Construction Services	Budget Referen	05/17/		950,-	950,000.00	Not Started	
Funding for youth mental health clinicians	Youth Services	Counselor	Budget Referen	05/17/		190,543.75	189,456.25	In Progress	
Skid Mounted Sewer Pumps	WPCA	Sewer Capital - Construction Services	Town Council Action	04/27/		175,12,819.70	162,180.30	In Progress	
(Continued)									
Request Title	Dept	Munis Acct Name	Approv Proces	Date		ARPA Funds Expended	ARPA Funds Remaining	Status	Notes
Ledyard Up/Down Sawmill	Historic Districts	Hist. Districts - Building Maintenance	Budget Referen	05/17/		125,3,200.00	121,800.00	In Progress	
Road Restoration Fund	Public Works	Public Works - Road Restoration	Budget Referen	05/17/		114,114,885.00	-	Completed	
Housing Rehab Grant - additional funding	Land Use / Planning	Housing - Program Expenditures	Town Council Action	12/08/		100,761.00	99,239.00	In Progress	small amount of admin activity
Town Hall HVAC system replacement	Public Works	Public Works - Building Upgrade Reserve	Town Council Action	04/13/		80,35,101.00	44,899.00	In Progress	
Town Green Upgrade Project	Public Works	Planning Dept - Town Green Upgrade	Town Council Action	02/09/		75,75,000.00	-	Completed	
Replace Dispatch Stations (2) in EOC	Emergency Managemen	Dispatch - New Equipment	Budget Referen	05/17/		75,60,486.98	14,513.02	Completed	
Playscape Replacement at 13 Winthrop, Gales Ferry	Park & Rec	Park & Rec - Site Improvement	Budget Referen	05/17/		60,27,296.00	32,704.00	In Progress	
Erickson Park Enhancements	Park & Rec	Park & Rec - Site Improvement	Budget Referen	05/17/		55,-	55,000.00	Not Started	
Concrete Floor - Pole Barn	Public Works	Planning Dept - Town Green Upgrade	Town Council Action	12/08/1		100,100,000.00	-	Completed	

Police Radio Interoperability	Police	Radios	Budget Referral	05/17/		46,-	46,125.00	Not Started	
Ledge Light Health District - support COVID initiatives	Finance	Misc. - Professional / Technical Services	Town Council Action	01/26/		43,43,270.00	-	Completed	
Nathan Lester House repairs	Historic Districts	Hist. Districts - Building Maintenance	Budget Referral	05/17/		40,2,599.00	37,401.00	In Progress	
(Continued)									
Request Title	Dept.	Munis Acct Name	Approval Process	Date		ARPA Funds Expended	Total ARPA Funds Remaining	Status	Notes
LED Sign Panel, Gales Ferry	Mayor Office	LED Signs	Budget Referral	05/17/		35,-	35,000.00	In Progress	RFP in motion
LED Sign Panel, Ledyard Center	Mayors Office	LED Signs	Budget Referral	05/17/		35,-	35,000.00	In Progress	
Sidewalk Infill in Ledyard Center	Public Works	LC Sidewalk Infill	Budget Referral	05/17/		35,-	35,000.00	Not Started	
Add Sidewalks in Gales Ferry	ON HOLD		Budget Referral	05/17/		35,-	35,000.00	Not Started	
Replace Food Pantry Roof	Mayors Office	Food Pantry Improvements	Budget Referral	05/17/		25,8,700.00	16,300.00	Completed	
Exterior Doors (TH and Annex) w/ Electronic Locking Systems	Public Works	TH/Annex Doors/Locks	Budget Referral	05/17/		23,-	23,000.00	Not Started	
Electric Vehicle charging stations	Mayors Office	Electric Car Charge Stations	Budget Referral	05/17/		20,-	20,000.00	Not Started	
Vinyl Residing of Food Pantry	Mayors Office	Food Pantry Improvements	Budget Referral	05/17/		17,-	17,500.00	Not Started	
Gales Ferry Corridor Study	Land Use / Planning	Gales Ferry Corridor Study	Budget Referral	05/17/		15,-	15,000.00	Not Started	

TVCCA - Commissary project	Finance	Misc. - Professional / Technical Services	Town Council Action	12/08/		15,15,000.00	-	Completed	
Solar Charging Stations	Mayors Office	Solar Charging Stations	Budget Refere m	05/17/		12,5,496.00	6,504.00	In Progress	not sure if completed
Added ClearGov Modules	MIS	Computer Software	Budget Refere m	05/17/		10,10,500.00	-	Completed	
Parks & Rec Summer Scholarships	Parks & Rec.	LYS Enrichment Grant	Budget Refere m	05/17/		10,2,087.50	7,912.50	In Progress	
(Continued)									
Request Title	Dept	Munis Acct Name	Approv Proces	Date		AR Total ARPA Ap Funds Expended	ARPA Funds Remaining	Status	Notes
Homeless Hospitality Center of New London	Finance	Misc. - Professional / Technical Services	Budget Refere m	05/17/		10,10,000.00	-	Completed	
Replace Firehouse software	AES	Computer Software	Budget Refere m	05/17/		8,04,000.00	4,000.00	In Progress	LFD complete, GFD in process
Automated Doors - Senior Center	Public Works	Senior Center Facility	Budget Refere m	05/17/		5,0-	5,000.00	Not Started	
Replace brackets on streetlight poles	Public Works	Public Works - Building and Grounds Misc.	Town Council Action	04/27/		2,52,476.84	43.16	In Progress	
Install WI-FI in Food Pantry	MIS	MIS - Replacement Equipment	Budget Refere m	05/17/		2,52,640.76	(140.76)	Completed	
Balance of funding for Owl Pro	MIS	MIS - Replacement Equipment	Town Council Action	12/08/		83,831.00	-	Completed	
TOTALS			Total Allocat			3,7			
			Total Allocat			3,7			
			Total Expend			63,279.58	555,564.95	618,844.53	3,127,286.47
			Balance Availab			580		580,962.49	Uncommitted Balance

									3,708,248.96	Total Unexpended

Councilor Ryan noted that a number of American Rescue Plan Act (ARPA) Project have not been started yet. He questioned other than reasons such as seasonal, why some projects have not been started, noting that the ARPA Funding had to be obligated by 2024 and expended by 2026.

The Group noted the following:

- **Linda C. Davis Food Pantry Improvements-** The new roof has been installed; however, the new siding has not been installed yet. Mayor Allyn explained the Food Pantry Volunteers requested a weather shelter covered entry area be added to the building; therefore, they were waiting for this work to be done before they installed the new siding on the building.
- **Town Hall HVAC** - Has been completed, the air conditioning will not be turned on and tested until this summer (2023).
- **Skid Mounted Sewer Pump** - has been delivered; it will be installed this spring (2023).
- **Gales Ferry Sidewalks** - Does not have an assigned owner, does not have a sidewalk plan. The town needs to conduct a Gales Ferry Corridor Study, to have a recommendation regarding where the sidewalks should be placed in Gales Ferry.

Mayor Allyn stated the Land Use Department has not been fully staffed for some time; and the Land Use Director was overburdened with a tremendous amount of work. Therefore, no progress has been made toward conducting the Gales Ferry Corridor Study. He suggested the town solicit the Southeastern Connecticut Council of Governments (SCCOG) to conduct the Gales Ferry Corridor Study. He noted that Land Use Director Juliet Hodge recently completed the Comprehensive Zoning Regulations Rewrite, and that she had to finish the Subdivision Regulations Rewrite to be in alliance with the new the Zoning Regulations. In addition, with the townspeople's November 6, 2022 approval of the sale of recreational marijuana that Zoning Regulations that permit the sale of marijuana in town have to be drafted/completed by June 30, 2023 in accordance with state statute.

- **Ledyard Center Sidewalk fill-in** There are a few places in Ledyard Center such as in front of Holdridge's where there are sections of the sidewalks that are missing.
- **Electric Vehicle Charging (EV) Stations** - Work need to be done to determine where the Electric Vehicle Charging Stations should be located.
- **LED Signs** - The Request for Proposals (RFP) for the LED Signs would be posted on February 16, 2023. The Bid Opening would be in early March, the Bid would be awarded, and the project should be completed by the end of May, 2023.
- **Playscape at 13 Winthrop** - The Playscape was delivered in November, 2022. The Playscape would be installed in the Spring, 2023. Instead of woodchips they plan to pour a rubberized pad around the equipment.

- ***Erickson Park Enhancements*** - Public Works would be doing some work to install a retaining wall and create some additional parking.

Councilor Ryan noted that he has seen a number of people kayaking at Erickson Park. He suggested that the launch be regraded, noting that it was quite steep.

- ***Lester House Repairs and Up-Down Sawmill*** - The spreadsheet indicated that these projects were in-progress.

Finance Director Matthew Bonin noted that the Historic District Commission received a Grant to conduct a structural engineering review of the Sawmill. He noted that the Report would provide recommendations on the areas that need to be addressed. He stated that he would follow-up with Historic District Commission Chairman Vincent Godino to check on the status of these projects.

- ***Replace Dispatch Console Stations*** - Project has been completed \$14,513 under budget. Mayor Allyn explained that some projects may come in under budget and other projects may come-in over budget. Therefore, he stated for the projects that come-in under budget that the funds would be added to the undesignated balance to be used toward other projects that come in over budget. He noted as an example of a project that may have a cost overrun from the amount that was initially budgeted was the Ledyard Center Sewer Extension Project noting that the cost of the ductile piping has increased by 200%.
- ***Solar Charging Stations*** - Mayor Allyn stated the town purchased four solar charging stations, noting that they came in under budget. He explained that some solar charging stations were deployed at the Town Green, Bill Library, Gales Ferry Library to see how they worked. He stated the charging stations were secured and bolted to the ground in concrete.

The Finance Committee thanked the Finance Director for his work on the ARPA Spreadsheet.

Councilor Rodriguez questioned whether the Mayor had any updates on the Federal Infrastructure Funding for Municipalities.

Mayor Allyn stated the Federal Government has prioritized the roll out of Infrastructure Funding over a five-year projection. He noted as an example:

- Funding for Airports and Railway would be disbursed one year.
- Funding for Bridges and Culverts would be disbursed in 2024.
- Funding for Multi-Model Pedestrian Access would be disbursed another year.

Mayor Allyn stated Mark Boughton was heading up the Federal Infrastructure Funding for the State of Connecticut. He stated Mr. Boughton spoke at the Southeastern Connecticut Council of Governments (SCCOG) meeting and he explained that this year's focus was to make sure your town's project was with an adjacent community. He stated a singular town project would go to the bottom of the pile.

Councilor Saums stated State Senator Cathy Osten, Representative Kevin Ryan, Representative Craig Howard, and Representative Brian Lanoue have introduced the following two House Bills: (1) \$265,000 to be used for Heating Ventilation, Air Conditioning, and other equipment for the Emergency Services Building; and (2) \$350,000 to be used for a Roof and Apparatus for the Gales Ferry Fire Department. He stated the second Bill was a result of Gales Ferry Fire Chief Tony Saccone asking if they could ask the State for funding for Apparatus.

Mayor Allyn stated one of the apparatus items that was supposed to be included in the \$350,000 Bill was natural gas generator for the Parks and Recreation/Senior Citizens Facility. He stated he would contact Senator Osten to ensure the generator was included in the “Apparatus” Bill. He stated because there was a natural gas line that runs up to the Parks and Recreation/Senior Citizens Facility that the thought was if they had a whole building generator that the facility could be used during a crisis or bad storm because they had a commercial kitchen, bathroom facilities, etc.

Action: Reviewed/Discussed

Finance Committee Meeting 12/7/2022:

File #: [22064](#) Version: 1

Type: General Discussion

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Action: Discussed/Continued

Minute Note:

Councilor Ryan noted the ARPA Projects spreadsheet columns included “*Funds Appropriated*” and “*Balance Available*”. He questioned whether the funds available took into account completed projects that have come in under budget. Finance Director Matthew Bonin stated the spreadsheet that was attached to tonight’s meeting packet was not the most up-to-date spreadsheet, noting that he was maintaining a more detailed spreadsheet to track the projects as they were progressing. Councilor Ryan stated it would be good for the Finance Committee to see the rolling balance so that they could reallocate funds from completed projects that came in under budget, to projects that may be coming in over budget or to projects that were on the ARPA List but were not budgeted yet. He noted the ARPA Funding had to be appropriated before the end of 2024.

Action: Discussed/Continued

Finance Committee Meeting 11/2/2022

File #: [22064 <https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5725357&GUID=5B74E3A2-A070-4240-AE66-3D26A65C96BD>](https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5725357&GUID=5B74E3A2-A070-4240-AE66-3D26A65C96BD) Version: 1

Type: General Discussion ☐

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the American Rescue Act Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding. ☐

Minutes Note:

No Action

Action : No Action (Continued)

Finance Committee Meeting 10/19/2022

File #: [22064](#)

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3D26A65C96BD>

Version: 1

Type: General Discussion ☐

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the American Rescue Act Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding. ☐

Action : Discussed

Minute Note:

Finance Director Matthew Bonin, Mayor Allyn, III and the Finance Committee reviewed the status and progress of the ARPA Projects as noted below:

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Td	St	Td	02	75	49	25
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Re	Ja	Bu	05	75	60	14
St	Re					
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GaJu	Bu	05	15	15	Not Started	
Co	Re					
SoKr	Bu	05	12	12	Not Started	
StCh	Re					

				ARPA Funds	ARPA Funds	ARPA Funds	
Request Title	Dept. Head / Owner	Approval Process	Date	Appropriated	Expended	Remaining	Status
Added ClearGov Modules	Regina Brulotte	Budget Referendum	05/17/22	10,500.00		10,500.00	Completed
Homeless Hospitality Center of New London	Matt Bonin	Budget Referendum	05/17/22	10,000.00	10,000.00	-	Completed
Parks and Rec Summer Scholarships	Kristen Chapman	Budget Referendum	05/17/22	10,000.00	2,087.50	7,912.50	In Progress
Replace Firehouse software	Steve Holyfield	Budget Referendum	05/17/22	8,000.00		8,000.00	In Progress
Automated Doors - Senior Center	Steve Masalin	Budget Referendum	05/17/22	5,000.00		5,000.00	Not Started
Replace brackets on streetlight poles	Steve Masalin	Town Council Action	04/27/22	2,520.00	2,476.84	43.16	Purchased-Not Installed
Install WI-FI in Food Pantry	Regina Brulotte	Budget Referendum	05/17/22	2,500.00	2,640.76	(140.76)	In-Progress
Balance of funding for Owl Pro	Regina Brulotte	Town Council Action	12/08/21	831.00	831.00	-	Completed

Concrete Floor - Pole Barn (additional funding)	Steve Masalin	Town Council Action	10/12/22	45,000.00		45,000.00	In-Progress
TOTALS		Total Allocated		3,746,131.00			
		Total Expended			353,313.85		
		Balance Available		580,962.49			

Key:

- **In-Progress - Work was currently being done.**
- **Underway - Preparing for project (obtaining cost estimates, working to solicit bids, etc.).**
- **Completed - Project complete, and funds have been expended.**

The Group discussed ARPA Projects that came in under budget to-date, such as the Linda C. Davis Food Pantry Roof. The also discussed the importance to redirect the unused funds to projects that may come-in over the estimated budget costs, and/or to redirect the unused funds to projects that were not funded such as Phase II & III of the Ledyard Center Sewer Extension Project.

Finance Director Matthew Bonin stated of the ARPA Projects that have been completed to-date that there was an excess of \$31,000 funds that could be reappropriated.

The Group noted that the ARPA funding had to be obligated by 2024 and fully expended by 2026.

Action: Discussed

Finance Committee Meeting 10/5/2022

File #: [22064 <https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5725357&GUID=5B74E3A2-A070-4240-AE66-3D26A65C96BD>](https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5725357&GUID=5B74E3A2-A070-4240-AE66-3D26A65C96BD) Version: 1

Type: General Discussion ☐

Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the American Rescue Act Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding. ☐

Minutes Note:

Councilor Saums suggested the Committee deferred discussion regarding the ARPA Funded projects to their September 21, 2022 meeting, noting that he would like Mayor Allyn, III to be present for their discussion.

Action : No Action (Continued)

Finance Committee Meeting 9/21/2022

File #: [22064](#)

<https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5725357&GUID=5B74E3A2-A070-4240-AE66-3D26A65C96BD>

Version: 1

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Minutes Note:

Councilor Saums suggested the Committee deferred discussion regarding the ARPA Funded projects to their September 21, 2022 meeting, noting that he would like Mayor Allyn, III to be present for their discussion.

Action : No Action (Continued)

Finance Cmt Meeting 9/7/2022

File #: [22064](#)

<https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5725357&GUID=5B74E3A2-A070-4240-AE66-3D26A65C96BD>

Version: 1

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Title: Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the American Rescue Act Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding. ☐

Action: No Action ☐

Minutes Note:

Councilor Saums suggested the Committee deferred discussion regarding the ARPA Funded projects to their September 21, 2022 meeting, noting that he would like Councilor Ingalls to participate in their discussion.

Action: No Action (Continued)