



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, CT 06339
<http://www.ledyardct.org>

Administration Committee

~ AGENDA ~

Chairman S. Naomi
Rodriguez

Regular Meeting

Wednesday, June 11, 2025

5:30 PM

Town Hall Annex- Hybrid Format

In -Person Location goes here

Join Zoom Meeting from your Computer, Smart Phone or Tablet:

<https://us06web.zoom.us/j/83175252192?pwd=EfyBoPvCYUbLQnAFKJ7qeQydRFhFYs.1>

Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 831 7525 2192; Passcode: 601320

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. APPROVAL OF MINUTES

Special Meeting Minutes of May 14, 2025

VI. OLD BUSINESS

1. Discussion and possible action to create an Ethics Commission for the Town of Ledyard.

Attachments: [DRAFT_ AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS COMMISSION-KEVIN-+ JESSICA-LETTER SIZE DRAFT_ AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS COMMISSION Acknowledgement Form-Code of Ethics-DRAFT.docx](#)
[Town Charter-Investigation-Conflict of Interest Fraud Policy - Adopted-2014-05-28](#)
[CGS - CHAPTER 10-ETHICS PUBLIC EMPLOYEES.docx](#)
[Ethics Commission- Fothergill-dmail-2024-09-13](#)
[Ethics Commission- Franzoni email-2024-09-13](#)
[Ethics Commission- Lyons-email-2024-09-13](#)
[Ethics Commission- Wilkinson-email-2024-09-13](#)
[Ethics Commission-Samos-email-2024-09-24](#)
[Ethics Commission - Wilkinson-email-2024-11-18](#)
[Ethics Commission-Edwards email-2024-12-07](#)
[Ethics Commission-Porazzi-email-2024-12-11](#)
[Ethics Commission-Schroeder ltr-2024-12-11](#)
[Jelden-Ethics Commission-email-2024-12-16](#)
[Murray - Ethics Commission-email-2025-1-08](#)
[Ethics Commission Ordinance-Ball email-2025-02-02](#)
[House of Representatives HB 6502 Ethics Reform 2008-07-09.pdf](#)
[ACC Municipal Ethics - Minimum Provisions \(2019\).docx](#)
[Representative France-Code of Ethics E-mail 2019-03-04.pdf](#)
[Ethics Commission-Ball-email-2025-02-02](#)
[Kil Ethics Commission email-2025-01-10](#)
[RTC Ethics Commission email-2025-01-10](#)
[S Pealer Ethics Commission email-2025-01-10](#)
[Saums Ethics Commission email-2025-01-10](#)
[Cherry-Ethics Commission Draft Ordinance-email-2025-02-12](#)
[D-Pealer-Ethics Commission-email-2025-02-12](#)
[Hellekson-Ethics Commission-email-2025-02-12](#)
[Lamb Third Party Flags-Ethics Commission--email- 2025-02-12](#)
[Cassidy -email-2025-02-11-Ethics Commission](#)
[D-Pealer Ethics Commission email-2025-02-11](#)
[Hurt-Ethics Commission- email-2025-02-11](#)
[Siegel-Miles-Ethics Commission--email-2025-02-11](#)
[Shelton email-Ethics Commission-2025-03-11](#)
[Roberts-Pierson-Ethics Commission-email-2025-04-01](#)
[Consolini -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Larson-Ethics Commission-2025-04-08](#)
[Schroeder -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Berry-Ethics Commission-ltr -2025-04-08- Page 1-](#)
[Berry-Ethics Commission-ltr -2025-04-08- Page 2-](#)

[Khors-Ethics Commission-ltr -2025-04-08](#)
[Christy-Fogg-DEI-In Schools-email-2025-04-08](#)
[Porazzi-Ethics Commission-ltr -2025-04-08](#)
[Zeronsa-Ethics Commission-ltr -2025-04-08](#)
[Atwood-Ethics Commission-email-2025-04-08](#)
[Franzone-Ethics Commission-ltr -2025-04-08](#)

2. Discussion and possible action to draft a resolution establishing a Sustainable CT Ad-hoc Committee.

Attachments: [RES- SUSTAINABLE CT-AC HOC CMT-DRFT-2025-03-27](#)
[RES- SUSTAINABLE CT-2020-03-11](#)
[East Haddam-Sustainable CT Resolution \(1-16-19\)](#)

3. Any Old Business proper to come before the Committee.

VII. NEW BUSINESS

1. MOTION to reappoint Mr. Ethan Foltz (D) 894 Colonel Ledyard Highway, Ledyard, as a regular member of the Ledyard Farmers' Market Committee, for three (3) year term ending May 9, 2028.

Attachments: [Re-appointment Endorsement-Farmers Mrkt-2025-05-23-2025-PCB](#)
[DTC Reappointment Farmers Market-2025-05-15](#)

2. MOTION to reappoint the following Members to the Parks, Recreation & Senior Citizens Commission for a three (3) year term ending June 28, 2028.

- Ms. Lauren Hawes, (U) 8 Wabler Way, Gales Ferry, as an Regular Member
- Ms. Paula Crocker (U) 1500 Route 12, Gales Ferry, as a Regular Member
- Ms. Stephanie Bacon (D) 6 Patricia Court, Gales Ferry, as an Alternate Member.

Attachments: [Re-appointment Endorsement-Parks-Recreation & Senior Citizens-2025-06-03-2025-KD](#)

3. MOTION to approve Mechanic II job description as presented in the draft dated May 16, 2024.

Attachments: [Mechanic II \(Draft\).doc](#)

4. MOTION to approve proposed updates to Fiscal Assistant II Finance Department position as presented in the draft dated February 19, 2025.

Attachments: [Fiscal Assistant II - Finance Department - revised description.doc](#)
[Fiscal Assistant II - Finance Department - revised description.pdf](#)

5. MOTION to approve proposed updates to the Fiscal Assistant II Finance and Human Resources job description as presented in the draft dated November 15, 2023.

Attachments: [Fiscal Assistant II Finance HR Payroll 11-15-23 Draft.doc](#)

6. MOTION to approve proposed updates to the Assistant to the Tax Collector Job Description as presented in the draft dated May 2025.

Attachments: [Assistant to Tax Collector Draft 2025.doc](#)

7. Any New Business proper to come before the Committee

IV ADJOURNMENT

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