



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL
HYBRID FORMAT

741 Colonel Ledyard Highway
Ledyard, CT 06339

860 464-3203
Roxanne Maher
Administrative Assistant

Chairman Gary St. Vil

MINUTES
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE –
REGULAR MEETING

Monday, March 2, 2026 6:00 PM Annex Meeting Room, Town Hall Annex

DRAFT

- I. CALL TO ORDER – The meeting was called to order by Councilor Thompson at 6:00 p.m. at the Town Hall Annex Building.

Councilor Thompson welcomed all to the Hybrid Meeting noting for the Town Council Land Use/Planning/Public Works Committee and members of the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town’s Website – Granicus-Legistar Meeting Portal.

- II. ROLL CALL –

Table with 6 columns: Attendee Name, Title, Status, Location, Arrived, Departed. Rows include Jessica Buhle, Ty (Earl) Lamb, James Thompson, and Roxanne Maher.

- III. CITIZENS' PETITIONS – None.
IV. PRESENTATIONS/INFORMATIONAL ITEMS – None.
V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the and Use/Planning/Public Works Minutes of February 2, 2026
Moved by Buhle seconded by Councilor Lamb

VOTE: 3 - 0 Approved and so declared

- IV. OLD BUSINESS

- 1. Progress regarding the enforcement of regulations to address blight issues.

Councilor Thompson noted that Zoning Official Hannha Gienau provided the Blight Report dated March 2, 2026 for tonight’s meeting.

Councilor Lamb stated he reviewed the last Blight Report, and he noted that the Land Use Department has been making progress on the Blighted Properties. He stated as the Legislative Body the Town Council drafted and approved Ordinance #300-012 (rev. 2) An Ordinance Concerning Blight And Public Nuisance for the Town of Ledyard” and the provisions in the Ordinance seemed to be working and running smoothly. He noted the Land Use Department was visiting properties, working with the property owners, and was conducting follow-ups. Therefore, he suggested that the Land Use/Planning/Public Works Committee remove this item from their future Agendas, noting if an issue arose that they could add the

review of the Blight Report back to their Agenda; or they could contact the Land Use Department to discuss the Blight Report.

Councilor Buhle and Councilor Thompson agreed with Councilor Lamb's suggestion.

By consensus the LUPPW Committee agreed to remove the discussion regarding the *Enforcement of regulations to address Blight Issues* from their future Agendas.

RESULT: COMPLETED

Remove from Agenda.

2. Process to designate the Spicer Homestead Ruins, within the Clark Farm property, as a Registered Historical Site.

Councilor Lamb stated Historic District Commission Chairman Karen Parkinson asked that he pass along the following messages:

- (1) The Historic District Commission thanked and appreciated the Land Use/Planning/Public Works Committee's involvement and for listening to the Historic District Commission's discussion; and for forwarding their request to the Town Council for action at the February 11, 2026 meeting.
- (2) Historic District Commission Chairman Parkinson thanked Councilors Garcia- Irizarry and Councilor Parad, who abstained from voting at the Town Council's February 11, 2026; noting after the meeting they took time to talk with her to learn more about the background of the Spicer Homestead Ruins.

Councilor Lamb continued by noting that the Historic District Commission was now working on Step 3Cc) in accordance with Connecticut State Statute Section 7-147 B(c) which was to put the full Report together. He explained because Step D was to submit the Report to the Planning & Zoning Commission and to the State of Connecticut at the same time, that the Historic District Commission thought that it would be advantageous to present their Draft Report to the Land Use/Planning/Public Works Committee; or to the Town Council to obtain feedback before they moved forward to submit their Report to the Planning & Zoning Commission and the State. He noted the Historic District Commission should have their Draft Report ready this Spring, 2026.

RESULT: CONTINUED

Next Meeting: 4/6/2026 6:00 p.m.

3. Continue to review Agricultural Commission's proposed *List of Criteria for the Leasing of Town-Owned Land* such as Clark Farm and former Norwich State Hospital Property to encourage the properties continue to be used for Agricultural purposes.

Councilor Thompson stated after the LUPPW Committee's February 2, 2026 meeting the proposed Clark Farm Lease was forwarded to the Mayor for his review and comments. He noted that the Mayor has not yet provided his comments.

Administrative Assistant Roxanne Maher provided an overview of the process as follows:

- Mayor provides comments regarding the proposed Clark Farm Lease;

- Land Use/Planning/Public Works Committee would review the draft Lease and forward it to the Town Council for their review and approval; and to provide authorization for the Mayor to seek Requests for Proposals (RFP) to Lease the Clark Farm Property.
- The Mayor’s Office would prepare and advertise/solicit Requests for Proposals (RFP) to Lease the Clark Farm Property for agricultural purposes.
- Proposals would be submitted/received; and the Mayor would make a recommendation to award of the Lease.
- The Land Use/Planning/Public Works Committee would review and forward a recommendation to the Town Council to approve the Lease and to set a Public Hearing; in accordance with CGS 07-163e :

Sec. 7-163e. Public hearing on the sale, lease or transfer of real property owned by a municipality:

(a) ***The legislative body of a municipality***, or in any municipality where the legislative body is a town meeting or representative town meeting, the board of selectmen, *shall conduct a public hearing on the sale, lease or transfer of real property owned by the municipality prior to final approval of such sale, lease or transfer.*

- Town Council would conduct a Public Hearing.
- Town Council would vote to authorize the Mayor to sign the Lease between the Town and the Lessee for the Clark Farm Property.

In accordance with the Town Charter:

Chapter III, Section 4;

*“Upon recommendation of the Mayor, the Town Council may authorize the Mayor to **contract for services** and **use of facilities**;....”*

Chapter V; Section 2

*“The Mayor shall be the **contracting** and hiring authority of the Town subject to the provisions of this Charter.....”*

RESULT: CONTINUED

Next Meeting: 4/6/2026 6:00 p.m.

4. Any other Old Business proper to come before the Committee.
- Establishment of a Long-Term Town-Wide Capital Plan for all of the town-owned facilities.

Councilor Lamb noted at the LUPPW Committee’s February 2, 2026 meeting he discussed the need for a Long-Term Town-Wide Capital Plan for all of the town-owned facilities. He stated that they now seemed to be having some conversations regarding a Long-Term Capital Improvement Plan (CIP); noting that the Board of Education presented their Capital Improvement Plan (CIP) at the Town Council’s February 11, 2026 meeting.

Councilor Lamb continued by noting in accordance with Chapter VIII; Section 2 (D) of the Town Charter:

*“As a part of the proposed budget the Mayor shall present a **program**, previously considered and acted upon by the **Town Planning Commission in accordance with the General Statutes**, concerning municipal improvements, **of proposed capital projects for the ensuing fiscal year and for the five fiscal years thereafter**, including an estimated cost of such improvements and projects. The Mayor shall recommend those projects to be undertaken during the ensuing fiscal year and the method of financing the same”.*

Councilor Lamb stated that he had concerns regarding the oversight and the ability to make comments regarding the Capital Improvement Plan. He stated when he served on the Board of Education he was the Finance Committee Chairman, noting that they had debates about what the Board of Education’s Capital Improvement Plan (CIP) really meant. He stated the Town Council needed to have a better understanding about how the Board Education makes their final Capital Improvement decisions. He noted as an example in the upcoming Fiscal Year 2026/2027 Budget the Board of Education included \$600,000; and for the following Fiscal Year 2027/2028 they projected \$45 million, noting that this was a ballpark number, stating that the cost could be up to \$100 million.

Councilor Lamb went on to state that his concern was that the Board of Education knew what their immediate needs were, however, he stated there were some other motivations as to why the Board of Education does not put those expenses in a real-time phase manner. Therefore, he stated the Town Council needed to get a better understanding of what the Board of Education’s Capital Improvement Plan was; or they should have the opportunity to provide comments to the Planning & Zoning Commission to have a town-wide conversation about what they were really doing. He questioned whether members of the Town Council could interject themselves into this process; and who would be the proper person to do that, noting that perhaps they should have this conversation with Chairman St. Vil; or with the full Town Council.

Councilor Lamb went on to note that he has had some conversations with Public Works Director/Town Engineer Steve Masalin and with Land Use Director Elizabeth Burdick to obtain the background they had regarding the Capital Improvement needs and process. He stated once he received that information he may be in a better position to understand the past practice. He asked that Councilor Thompson include this item on the LUPPW Committee’s April 6, 2026 Agenda, noting that as he begins to receive more information they could further discuss this matter; noting as the Finance Committee Chairman that Councilor Buhle may have some insight.

Councilor Buhle stated that there were a lot of players involved, noting as an example that Public Works Director/Town Engineer Steve Masalin would have a long list of capital needs; and that Board of Education Director of Facilities and Grounds Wayne Donaldson would also have a long list of capital needs. She stated in the past they had discussions about things that were in-need of repairs/replacement 5 – 6 years ago, but still have not been done, because the funding just was not available; and therefore, those things continue to get pushed down list while new items that needed repair/replacement continue to be added to the list. She stated that it was going to be a lot of work, and that she appreciated Councilor Lamb taking it on because it was necessary for them moving forward. She stated that she

was available to help if Councilor Lamb wanted to discuss this initiative further; or if she could be an asset.

Councilor Thompson stated that he would include the *Establishment of a Long-Term Town-Wide Capital Plan for all of the town-owned facilities* on the LUPPW Committee's April 6, 2026 Agenda; and that he looked forward to Councilor Lamb's next up date.

RESULT: CONTINUED

Next Meeting: 4/6/2026 6:00 p.m.

V. NEW BUSINESS

1. Any other New Business proper to come before the Committee. - None

IX. ADJOURNMENT-

VOTE: Councilor Buhle moved the meeting be adjourned, seconded by Councilor Lamb
3- 0 Approved and so declared, the meeting was adjourned at 6:21 p.m.

Respectfully submitted,

James Thompson
Committee Chairman
Land Use/Planning/Public Works Committee