



# TOWN OF LEDYARD

## Land Use/Planning/Public Works Committee

### Meeting Minutes

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

Chairman Gary St. Vil

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**Monday, October 6, 2025**

**6:00 PM**

**Town Hall Annex - Hybrid Format**

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In -Person Location goes here

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

**<https://us06web.zoom.us/j/88579193964?pwd=x3FWmETfxUSPfAarwtDghGJc7oQPTV.1>**  
**Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 885 7919 3964; Passcode: 816759**

**I CALL TO ORDER**

The meeting was called to order by Councilor Garcia-Irizarry at 6:00 p.m. at the Town Hall Annex Building.

Councilor Garcia-Irizarry welcomed all to the Hybird 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**

**Present:** Kevin Dombrowski  
Carmen Garcia-Irizarry  
**Excused:** Adrienne Parad

In addition, the following were present:

Elizabeth BurdickLand Use Director/Town Planner  
Michael MarelliConservation Commission Chairman  
Karen ParkinsonHistoric District Commission  
Doug KelleyHistoric District Commission  
Bruce GarstkaAgricultural Commission  
Dennis MairAvalonia Land Conservancy President  
Roxanne MaAdministrative Assistant

**III. RESIDENTS & PROPERTY OWNERS COMMENTS**

None.

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IV. PRESENTATIONS / INFORMATIONAL ITEMS

None.

V. APPROVAL OF MINUTES

MOTION to approve the Land Use/Planning/Public Works Committee Minutes of August 4, 2025

Moved by Councilor Dombrowski, seconded by Councilor Garcia-Irizarry

**VOTE: 2 - 0 Approved and so declared**

**RESULT: APPROVED AND SO DECLARED**

**MOVER:** Kevin Dombrowski

**SECONDER:** Carmen Garcia-Irizarry

VI. OLD BUSINESS

1. Continued discussion regarding the progress of enforcing regulations to address blight issues.

Land Use Director/Town Planner Elizabeth Burdick stated that Zoning Enforcement Officer Hannah Gienau provided an updated Blight Report for tonight's meeting and she asked whether the LUPPW Committee had any questions

Councilor Dombrowski noted there were two new Blighted Properties on the List as follows:

- 153 Meeting House Lane - The Bank Foreclosed on the Property and cleaned-up the property.
- Cartway Property - Route 12 - Land Use Director/Town Planner Elizabeth Burdick noted the following actions were in the process of being done:
  - ✓ Donation Boxes would be removed.
  - ✓ Buildings would be demolished - Ms. Burdick explained because of the proximity to wetlands properties that they would need to test the buildings for asbestos before demolition.
  - ✓ Batting Cages would be removed.
  - ✓ Pipes run through the parking lot to the culvert - Ms. Burdick stated that this has made the property challenging.

Ms. Burdick stated because the property owners have been cooperative that they have not cited them. She stated once the buildings were removed from the property the owners would be listing the property for sale.

**RESULT: CONTINUE**

2. Spicer Homestead Ruins - Historical Research and Photos.

*Mrs. Karen Parkinson*, 55 Rose Hill Road, Ledyard, Historic District Commission Member thanked the LUPPW Committee for their patience, noting with the passing of her husband Kieth Parkinson this past year that some things have been placed on the

back burner. Mrs. Parkinson continued to provide an overview of the status of their work regarding the preparation to seek a Historic Designation of an area of the Spicer Homestead

Ruins as follows:

- Working to prepare the Package to submit to the State Historic Preservation Office.

Mrs. Parkinson noted with the upcoming November 4, 2025 General Election that she would like to request the LUPPW Committee keep this request to seek a Historic Designation for the Spicer Homestead Ruins on their Agenda. She explained that the Historic Commission would most likely not have their Package ready until December, 2025 or January, 2026

Councilor Dombrowski explained the reason Chairman St. Vil sent the LUPPW Committee's August 21, 2025 letter to the Historic District Commission was because the LUPPW Committee wanted to make the Historic District Commission was lined up for success. He reminded the Historic District Commission that once they submit their Package to the State that the 65-day clock would start; noting that they would have to do a number of things including scheduling a Public Hearing. Therefore, he stated that he would agree with keeping the Spicer Homestead Ruins on their Agenda; instead of taking it off and then having to put it back on the Agenda.

Land Use Director/Town Planner Elizabeth Burdick questioned whether a 8-24 Review by the Planning & Zoning Commission was required. Councilor Dombrowski stated that an 8-24 Review would be required for any changes to town property to ensure that it was in compliance with the Plan of Conservation & Development (POCD).

- Working with Avalonia Land Conservancy and the Tri-Town Trail Association in a cooperative spirit on their vision for Ledyard.
- Discrepancy in the A2 Survey Map and the area the Historic Commission would like to preserve.

Councilor Dombrowski stated the A2 Survey Map was 4.2 acres. Land Use Director/Town Planner Elizabeth Burdick questioned the area of the Spicer Homestead Ruins site that the Historic District Commission would like to preserve. She explained that the A2 Survey Map would need to match with the Package they would be sending to the State. She suggested they schedule a meeting with the Mayor to discuss the A2 Survey Map.

Councilor Garcia-Irizarry stated that she also agreed with keeping the Spicer Homestead Historic Designation on the LUPPW Committee's Agenda and she asked

that the Historic District Commission to come back in January, 2026. She noted as Councilor Dombrowski mentioned that the reason the LUPPW Committee sent their August 21, 2025 letter to the Historic District Commission to was to request an update because the LUPPW Committee wanted the Historic District Commission to be successful on this initiative.

**RESULT: CONTINUE**

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

None.

**VII. NEW BUSINESS**

1. Discussion and possible action regarding the Agricultural Commission's memo dated August 27, 2025 regarding their interest to develop a list criterial for the leasing of town-owned property such as the Clark Farm and former Norwich State Property.

*Mr. Bruce Garsta*, 10 Pleasant View, Ledyard, Agricultural Commission Chairman, noted his August 27, 2025 Memo regarding the Commission's interest to create a List of Criteria for the Leasing of Town-Own Land such as Clark Farm and former Norwich State Hospital Property to encourage the properties continue to be used for Agricultural purposes and to prevent them from going fallow.

Mr. Gartska continued by noting that currently Mr. Majcher has been leasing a portion of the Clark Farm for agricultural use for many years. He stated the five-year lease would expire on March 15, 2026; and he noted that Mr. Majcher was not interested in continuing to lease the property.

The LUPPW Committee agreed that it was a good idea for the Agricultural Commission to take on this initiative.

MOTION to authorize the Agricultural Commission to develop a List of Criteria for the Leasing of Town-Own Land such as Clark Farm and former Norwich State Hospital Property to encourage the properties continue to be used for Agricultural purposes; to prevent the Properties from going fallow; and to provide of list of potential future tenants.

Moved by Councilor Dombrowski, seconded by Councilor Garcia-Irizarry  
Discussion: The LUPPW Committee asked when the Agricultural Commission has completed their work that Mr. Garstka come back and present the List of Criteria for the Leasing of Town-Owned Land to the LUPPW Committee to review and make a recommendation to the Town Council for approval.

Land Use Director/Town Planner Elizabeth Burdick questioned whether there were any other town-owned properties the Agricultural Commission was looking to lease for Agricultural purposes. Mr. Garstka replied "No".

**VOTE: 2- 0 Approved and so declared**

2. MOTION to recommend the Town of Ledyard transfer town-owned property located at 19 Avery Hill Road Extension, Ledyard Connecticut (Parcel ID: 50/130/19), known as the "Kettle Hole" property to Avalonia Land Conservancy for no consideration to be combined with other lands of the DDJJM, LLC., at 173 Stoddards Wharf Road and 175 Stoddards Wharf Road to be transferred to Avalonia Land Conservancy, to remain open to the public for passive recreation and to be protected in perpetuity under the Conservancy care with the following conditions:
  - 1) Avalonia Land Conservancy will pay for all conveyances and fees regarding the transfer of the property.
  - 2) In the event Avalonia Land Conservancy determines they no longer wish to own or no longer can own the so-called "Kettle Hole" property, Avalonia Land Conservancy will first offer the property back to the Town of Ledyard as the last owner of record. Such conveyance will be at no cost to the Town, other than customary recording and legal fees. The Town shall have 120 days to accept or reject re-acquisition. The Town shall notify Avalonia Land Conservancy in writing of its intent to accept or reject. Should the Town choose not to accept the property back, Avalonia Land Conservancy will then have the right to convey the parcel to a third party of their choice.

Moved by Councilor Dombrowski, seconded by Councilor Garcia-Irizarry  
Discussion: Land Use Director/Town Planner Elizabeth Burdick, noted that Avalonia Land Conservancy President Dennis Main was also present this evening via Zoom to answer questions.

Ms. Burdick proceeded by providing some background stating that the property located at 19 Avery Hill Road Extension was 4.978. acres; known as the "Kettle Hole", was donated to the Town of Ledyard by Mr. Main's parents. She stated that Avalonia Land Conservancy has requested that Ledyard transfer 19 Avery Hill Road Extension to their Organization to be added to other Open Space parcels they currently own and maintain

Ms. Burdick went on to note at their September 11, 2025 meeting the Planning & Zoning Commission conducted an 824 Review and provided a Favorable Recommendation with some conditions as noted in the Motion. She explained that a Planning & Zoning Commission Referral was required prior to the transfer of any town-owned property, noting that in accordance with changes to Connecticut General Statutes that this has already been done.

Ms. Burdick reviewed the property maps that were attached to the Agenda on the meeting portal as follows:

**RESULT:** RECOMMENDED FOR APPROVAL  
**MOVER:** Kevin Dombrowski  
**SECONDER:** Carmen Garcia-Irizarry

**AYE:** 2 Dombrowski and Garcia-Irizarry

**EXCUSED:** 1 Parad

3. MOTION to recommend the Town of Ledyard transfer town-owned property located at 13 Applewood Drive (parcel ID: 99-530-13) to Avalonia Land Conservancy for no consideration, to be combined with the Avalonia Land Conservancy “Pike Marshall Preserve to remain open to the public for passive recreation and to be protected in perpetuity under the Conservancy care with the following conditions:

- 1). The 10-foot wide access to the property shall be clearly marked in the field by a Land Surveyor engaged by Avalonia Land Conservancy.
- 2) Appropriate signage identifying the open space parcel shall be installed by Avalonia Land Conservancy.
- 3) Avalonia Land Conservancy will pay for all conveyances and fees regarding the transfer of the property.
- 4) In the event Avalonia Land Conservancy determines they no longer wish to own or no longer can own 13 Applewood Drive property (parcel ID:99-530-13), Avalonia Land Conservancy will first offer the property back to the Town of Ledyard as the last owner of record. Such conveyance will be at no cost to the Town, other than customary recording and legal fees. The Town shall have 120 days to accept or reject re-acquisition. The Town shall notify Avalonia Land Conservancy in writing of its intent to accept or reject. Should the Town choose not to accept the property back, Avalonia Land Conservancy will then have the right to convey the parcel to a third party of their choice.

Moved by Councilor Garcia-Irizarry, seconded by Councilor Dombrowski

Discussion: Land Use Director/Town Planner Elizabeth Burdick provided some background stating that Avalonia Land Conservancy has submitted a proposal to the Town requesting the transfer 13 Applewood Drive to their Organization to be combined with their 272-acre “Pike Marshall Preserve” which included 104 Gallup Hill Road, 104R Gallup Hill Road, 199 Lambtown Road, 49 Pumpkin Hill Road, and 480 Pumpkin Hill Road. She stated 13 Applewood Drive was a 1.7 acre open space lot that was part of the Applewood Subdivision Association.

Ms. Burdick stated at their September 11, 2025 meeting the Planning& Zoning Commission conducted an 824 Review and provided a Favorable Recommendation with four Conditions, explaining that prior to the transfer of any town-owned property it had to go to the Planning and Zoning Commission for an 8-24 Referral.

**RESULT:** RECOMMENDED FOR APPROVAL

**MOVER:** Carmen Garcia-Irizarry

**SECONDER:** Kevin Dombrowski

**AYE:** 2 Dombrowski and Garcia-Irizarry

**EXCUSED:** 1 Parad

4. MOTION to schedule a Hybird (in-Person and Video Conference) Public Hearing date for November 12, 2025 at 6:15 p.m., in accordance with CGS 07-163e, to receive comment and recommendation on the following:

(1) The transfer town-owned property located at 19 Avery Hill Road Extension, Ledyard Connecticut (Parcel ID:50/130/19), known as the “Kettle Hole” property to Avalonia Land Conservancy for no consideration, to be combined with other lands of the DDJJM, LLC., at 173 Stoddards Wharf Road and 175 Stoddards Wharf Road to be transferred to Avalonia Land Conservancy, to remain open to the public for passive recreation and to be protected in perpetuity under the Conservancy care with the following conditions:

1). Avalonia Land Conservancy will pay for all conveyances and fees regarding the transfer of the property.

2). In the event Avalonia Land Conservancy determines they no longer wish to own or no longer can own the so-called “Kettle Hole” property, Avalonia Land Conservancy will first offer the property back to the Town of Ledyard as the last owner of record. Such conveyance will be at no cost to the Town, other than customary recording and legal fees. The Town shall have 120 days to accept or reject re-acquisition. The Town shall notify Avalonia Land Conservancy in writing of its intent to accept or reject. Should the Town choose not to accept the property back, Avalonia Land Conservancy will then have the right to convey the parcel to a third party of their choice.

(2) The transfer town-owned property located at 13 Applewood Drive(parcel ID:99-530-13) to Avalonia Land Conservancy for no consideration, to be combined with the Avalonia Land Conservancy “Pike Marshall Preserve to remain open to the public for passive recreation and to be protected in perpetuity under the Conservancy care with the following conditions:

1). The 10-foot wide access to the property shall be clearly marked in the filed by a Land Surveyor engaged by Avalonia Land Conservancy.

2). Appropriate signage identifying the open space parcel shall be installed by Avalonia Land Conservancy.

3). Avalonia Land Conservancy will pay for all conveyances and fees regarding the transfer of the property.

4). In the event Avalonia Land Conservancy determines they no longer wish to own or no longer can own 13 Applewood Drive property (parcel ID:99-530-13), Avalonia Land Conservancy will first offer the property back to the Town of Ledyard as the last owner of record. Such conveyance will be at no cost to the Town, other than customary recording and legal fees. The Town shall have 120 days to accept or reject acquisition. The Town shall

notify Avalonia Land Conservancy in writing of its intent to accept or reject. Should the Town choose not to accept the property back, Avalonia Land Conservancy will then have the right to convey the parcel to a third party of their choice.

Moved by Councilor Dombrowski, seconded by Councilor Garcia-Irizarry

Discussion: Councilor Dombrowski stated in accordance with CGS 07-163e; a Public Hearing was required to receive comments and recommendations regarding the transfer, sale, or lease of town owned property. He stated that this motion was only to set the Public Hearing date.

**VOTE: 2- 0 Approved and so declared**

**RESULT: RECOMMENDED FOR APPROVAL**

**MOVER:** Kevin Dombrowski

**SECONDER:** Carmen Garcia-Irizarry

**AYE:** 2 Dombrowski and Garcia-Irizarry

**EXCUSED:** 1 Parad

**5. MOTION** to schedule a Hybird Format ( In-Person & Video Conference) Special Town Meeting date for November 12, 2025 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to consider, discuss and vote upon the following:

(1) "Shall the Town of Ledyard transfer town-owned property located at 19 Avery Hill Road Extension, Ledyard Connecticut (Parcel ID:50/130/19), known as the "Kettle Hole" property to Avalonia Land Conservancy for no consideration, to be combined with other lands of the DDJJM, LLC., at 173 Stoddards Wharf Road and 175 Stoddards Wharf Road to be transferred to Avalonia Land Conservancy, to remain open to the public for passive recreation and to be protected in perpetuity under the Conservancy care with the following conditions:

1). Avalonia Land Conservancy will pay for all conveyances and fees regarding the transfer of the property.

2). In the event Avalonia Land Conservancy determines they no longer wish to own or no longer can own the so-called "Kettle Hole" property, Avalonia Land Conservancy will first offer the property back to the Town of Ledyard as the last owner of record. Such conveyance will be at no cost to the Town, other than customary recording and legal fees. The Town shall have 120 days to accept or reject re-acquisition. The Town shall notify Avalonia Land Conservancy in writing of its intent to accept or reject. Should the Town choose not to accept the property back, Avalonia Land Conservancy will then have the right to convey the parcel to a third party of their choice?".

(2) "Shall the Town of Ledyard transfer town-owned property located at 13 Applewood Drive(parcel ID:99-530-13) to Avalonia Land Conservancy for no consideration, to be

combined with the Avalonia Land Conservancy "Pike Marshall Preserve to remain open to the public for passive recreation and to be protected in perpetuity under the Conservancy care with the following conditions:

- 1). The 10-foot wide access to the property shall be clearly marked in the field by a Land Surveyor engaged by Avalonia Land Conservancy.
- 2). Appropriate signage identifying the open space parcel shall be installed by Avalonia Land Conservancy.
- 3). Avalonia Land Conservancy will pay for all conveyances and fees regarding the transfer of the property.
- 4). In the event Avalonia Land Conservancy determines they no longer wish to own or no longer can own 13 Applewood Drive property (parcel ID:99-530-13), Avalonia Land Conservancy will first offer the property back to the Town of Ledyard as the last owner of record. Such conveyance will be at no cost to the Town, other than customary recording and legal fees. The Town shall have 120 days to accept or reject re-acquisition. The Town shall notify Avalonia Land Conservancy in writing of its intent to accept or reject. Should the Town choose not to accept the property back, Avalonia Land Conservancy will then have the right to convey the parcel to a third party of their choice?"..

Moved by Councilor Garcia-Irizarry, seconded by Councilor Dombrowski

Discussion: Councilor Dombrowski stated in accordance with Chapter VII; Section 9 of the Town Charter: "*Any resolution making a non-budgeted appropriation of more than one (1) percent of the current tax levy, but less than five (5) percent for any purpose, any resolution authorizing the issuance of bonds or notes or other borrowing of less than five (5) percent of the current tax levy, except notes in anticipation of taxes to be paid within the fiscal year in which issued, and any sale or purchase of real estate or interest therein shall become effective only after it has been approved by the Town Council and adopted at a Town meeting by a majority vote of the qualified voters present and voting at such meeting.*" Councilor Dombrowski that this motion was to schedule the Special Town Meeting.

**VOTE: 2- 0 Approved and so declared**

**RESULT: RECOMMENDED FOR APPROVAL**

**MOVER:** Carmen Garcia-Irizarry

**SECONDER:** Kevin Dombrowski

**AYE:** 2 Dombrowski and Garcia-Irizarry

**EXCUSED:** 1 Parad

6. MOTION to extend Archery Hunting on Certain Town Owned Lands and Certain Open Space Properties for one-year in accordance with provisions in Ordinance#100-018 (rev. 1) "An Ordinance Providing Archery Hunting on Certain Town Owned Lands and Certain Open Space Properties"

In addition, amend Ordinance #100-018 “Appendix A - Town of Ledyard Hunting Rules and Regulations” to paragraph (5) as follows:

- 5) Hunting shall be limited to the following Town of Ledyard owned properties and open space properties not owned by the Town of Ledyard, as recorded on the Deed of the Land Records or with written consent of the property owner.
  - a) Clark Farm (1025 Colonel Ledyard Highway) (Town Owned Property)
  - b) Founders Preserve Parcel (REMOVE 332 - CHANGE TO 334 Colonel Ledyard Highway (Avalonia Land Conservancy)

Moved by Councilor Dombrowski, seconded by Councilor Garcia-Irizarry

Discussion: Councilor Dombroski provided some background explaining in 2018 the Town Council adopted Ordinance #100-018 *“An Ordinance Providing for Archery Hunting on Certain Town Owned Lands”*. He stated the two town-owned properties that would be used for archery hunting were: (1) Clark Farm located on Route 117 on the north end of town; and (2) Founders Preserve (fka -Paint Mill) Property located between Colonel Ledyard Highway and Pumpkin Hill Road on the south end of town (both properties were about 100 acres). He stated this Program was a Lottery System in which six people would win a lottery for each property to archery hunt; and that they would be required to be qualified for archery hunting by the State to qualify for Ledyard’s Program.

Councilor Dombrowski went on to explain that at a Special Town Meeting that was held on October 28, 2020 the townspeople approved to transfer the Founders Preserve (also formerly known as: Quakertown Preserve/Paint Mill) to Avalonia Land Conservancy. One of the terms for the land transfer was that Avalonia Land Conservancy would continue to allow archery hunting on the Founders Preserve property. He stated because the Founders Preserve would no longer be town-owned property that on April 25, 2021 Ordinance #100-108 (rev. 1) and its accompanying Appendix was amended to include provisions for *“non-town owned properties/certain open space properties”*.

Councilor Dombrowski stated in accordance with Section 4. *“Annual Expiration”* the Ordinance would expire annually at the end of the calendar year, unless a vote of the Town Council was taken to approve to extend it for one year. He went on to explain that this motion also included Amending *Appendix A*: because there were some property boundary adjustments regarding the properties located 332 & 334 Colonel Ledyard Highway that merged the two parcels. He stated the new address for the merged property was 334 Colonel Ledyard Highway. Therefore, *Appendix A* was being updated to reflect the correct number/address which was now 334 Colonel Ledyard Highway. He also noted that annually extending the archery hunting for one-year was an Administrative Action.

Councilor Garcia-Irizarry noted that the Tri-Town Trail passes through the Clark Farm

property, therefore, she questioned whether there was signage to alert hikers to wear bright colored clothing during hunting season. Councilor Dombrowski stated that the Tri-Town Trail has signage to alert hikers about the archery hunting on the property and to wear bright colored clothing.

Mr. Dennis Main, Avalonia Land Conservancy President, noted that their Organization has quite a bit of property that could be used for hunting and he questioned the process to add more Avalonia Properties to the Archery Hunting Program. Councilor Dombrowski suggested Mr. Main send a letter to the Town Council with a list of the open space properties that Avalonia Land Conservancy would like to make available for the Archery Hunting Program provided by Ordinance #100-018 (rev 1). Land Use Director-Town Planner Elizabeth Burdick suggested that Mr. Main also talk with the Town Clerk about the process to obtain a Hunting License for the properties he would like to add to the Archery Hunting Program. The Group noted that Mr. Main's question warranted additional discussion.

**VOTE: 2- 0 Approved and so declared**

**RESULT: RECOMMENDED FOR APPROVAL**

**MOVED:** Kevin Dombrowski

**SECONDER:** Carmen Garcia-Irizarry

**AYE:** 2 Dombrowski and Garcia-Irizarry

**EXCUSED:** 1 Parad

7. Any New Business proper to come before the Committee

None.

#### IV ADJOURNMENT

Councilor Garcia-Irizarry moved the meeting be adjourned, seconded by Councilor Dombrowski.

**VOTE: 2- 0 Approved and so declared**, the meeting was adjourned at 7:06 p.m.

Respectfully submitted,  
Carmen Garcia-Irizarry  
Committee Chairman  
Land Use/Planning/Public Works Committee

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