



# TOWN OF LEDYARD

## Town Council Meeting Minutes

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339-1551  
(860) 464-3203  
council@ledyardct.org

Chairman S. Naomi  
Rodriguez

### Regular Meeting

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Wednesday, December 13, 2023

7:00 PM

Town Hall Council Chambers

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**In-Person: Council Chambers Town Hall Annex**

**Remote: Information noted below:**

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

**<https://us06web.zoom.us/j/85845565056?pwd=HBW1wACvvuCbGwUPE6t7kV85xc6kvA.1>**

**Audio Only: Telephone: +1 646 558 8656; Meeting ID: 858 4556 5056; Passcode: 336618**

#### I. CALL TO ORDER

Chairman Rodriguez called the meeting to order at 7:00 p.m. at the Council Chambers, Town Hall Annex Building.

Chairman Rodriguez welcomed all to the Hybrid Meeting. She stated for the members of the Town Council and 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. PLEDGE OF ALLEGIANCE

#### III. ROLL CALL

**Present:** Councilor April Brunelle  
Councilor Jessica Buhle  
Councilor Kevin Dombrowski  
Councilor Carmen Garcia-Irizarry  
Councilor Gary Paul  
Chairman S. Naomi Rodriguez  
Councilor Tony Saccone  
Councilor Gary St. Vil  
**Excused:** Councilor Tim Ryan

#### IV. PRESENTATIONS

None.

V. RESIDENT & PROPERTY OWNERS (COMMENTS LIMITED TO THREE (3) MINUTES)

Mr. Eric Treaster, 10 Huntington Way, Ledyard, stated he attended the Finance Committee's December 6, 2023 meeting and that he would be delivering the same request to the Town Council this evening. He stated that he was present this evening to ask for money to support legal costs to enforce the Zoning Regulations, as they apply to violations that impact the quality of life of the neighbors, such as Short-Term Rental properties. He stated that he helped to write an Amendment to the Zoning Regulations that prohibit Short-Term Rentals in Ledyard; yet the Short-Term Rentals still exist in town. He stated writing the Zoning Regulation Amendment was a long arduous process, noting that a lot of residents testified who had been impacted by the nuisance factors of Short-Term Rental Properties. He went on to note that he was the Hearing Officer for Zoning Citations; and that he recently learned that although the Town had a prohibition on Short Term Rental Properties that the Zoning Regulations were not being enforced, because of the lack of funding that was budgeted in the Legal Fee Accounts. Therefore, he stated he was present this evening to requests the funding in the Legal Fees Account be increased to provide adequate funding to enforce the Town's Zoning Regulations in a fair and uniform manner.

Ms. Sheri Fernadez, 60 Kings Highway, Gales Ferry, stated that she was a tenant at the Kings Corner Manor Senior Citizens Housing Facility, and that she was present this evening to once again talk about the Smoking Issue at the Housing Facility. She stated at the October 18, 2023 Community Relations Committee Meeting the tenants were informed that the town would be putting in a sidewalk at the end of the driveway. She stated while she thanked them for their concern for the tenants safety this was like putting a Band-Aid on a gapping gushing wound that required stitches. She stated the tenants would still have to walk down a long driveway in all kinds of weather, with all the wild animals, with all their mobility issues. She questioned who would be liable if someone was to get hurt. However, she stated that she looked into the matter further and realized that the Kings Corner Manor was a public housing facility, which was the reason they received subsidizes. She stated by definition "*Subsidized Public Housing Faculties were owned by the State*". She stated it was her understanding that the State allocated the buildings to the Town who in turn appointed the Housing Authority to oversee the rental and maintenance of the buildings. However, she stated neither the Town or the Housing Authority owned the property, and therefore, had no legal right to dictate what can and cannot be done on the property. She stated because the Kings Corner Manor Senior Citizens Housing Facility was owned by the State that they only needed to abide by the Connecticut State Mandate for Smoking, which said that we must by 25-feet away from the all buildings and common areas. She stated if they insist on maintaining that the Kings Corner Manor Senior Housing Facility was a privately owned facility then the Housing Authority was guilty of using the Town's Attorney under false pretenses. She stated the Mayor himself would be liable for fraud for signing the Small Cities Grant when privately owned facilities were not eligible for the Small Cities Grant. Therefore, she stated that she was requesting an Addendum to the Kings Corner Manor Senior Housing Facility Lease to reinstate the Designated Smoking Area, as it was before; and to omit any clauses

pertaining to monetary fines or eviction if caught smoking on the property.

Chairman Rodriguez thanked the residents for their comments.

VI. COMMITTEE COMMISSION AND BOARD REPORTS

None.

VII. COMMENTS OF TOWN COUNCILORS

Councilor Dombrowski stated that he periodically commented on drivers not following the *Rules of the Road* such as *Stop Signs* and *No Turn on Red*. He stated Stop Signs and Red Lights mean “*Stop*”. He stated that he has seen residents drive through a Red Light to make a right-hand turn without stopping first. He stated on his way home from work earlier this evening that he was aghast when he was driving up Route 117 and he saw a truck drive through a Stop Sign and make a left-hand turn onto-Route 117 (Colonel Ledyard Highway). He stated drivers, who seemingly to be inconvenienced by having to stop at a Stop Sign, were putting other people’s lives at risk. He stated motorists need to obey the Traffic Laws, noting that Stop Signs were there for public safety, and motorists should not be cut off by other vehicles making illegal left-hand turns.

VIII. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the following:

- Town Council Regular Meeting Minutes of November 8, 2023
- Town Council Organizational Minutes of December 4, 2023

Moved by Councilor Dombrowski, seconded by Councilor Saccone

VOTE: 8 - 0 Approved and so declared

**RESULT:** APPROVED AND SO DECLARED

IX. COMMUNICATIONS

Communications List - December 13, 2023

Chairman Rodriguez stated a Communications List has been provided on the meeting portal for tonight’s meeting and she noted the referral listed.

X. REFERRALS

XI. COUNCIL SUB COMMITTEE, LIAISON REPORTS

1. Administration Committee

Councilor Garcia-Irizary stated the Administration Committee held their Organizational

Meeting earlier this evening at which they set their 2024 Meeting Schedule to be the second Wednesday of the month. She went on to note the Committee also held a Regular Meeting this evening and forwarded a couple of items to the Town Council that would be included on their January 10, 2024 Agenda.

**RESULT:** .

**2. Community Relations Committee**

Councilor Brunelle stated the Community Relations Committee would hold their Organizational Meeting on Wednesday, December 20, 2023; which would be followed by their Regular Meeting later that evening.

**RESULT:** .

**3. Finance Committee**

Councilor Saccone stated the Finance Committee held their Organizational Meeting on December 6, 2023 at which time they set their 2024 Meeting schedule to be the first and third Wednesday of each month. He stated the Committee also held their Regular Meeting that same evening and he noted in addition to the items on tonight's Agenda the Finance Committee also discussed the following: (1) Fiscal Year Audit Ending June 30, 2023 - Councilor Saccone stated Finance Director Matthew Bonin reported that he was currently reviewing the Draft Audit Report; (2) Revenue and Expenditure Reports - Councilor Saccone stated Finance Director Matthew Bonin provided an overview of the Reports noting the following: (a) Revenues - Property Tax Collection was at 57% of what was budgeted; Nursing Revenue was projected to fall short of the \$100,000 budgeted; Interest on Deposits received \$344,000; which was already \$44,000 over the \$300,000 that was budgeted; (b) Expenditures - Board of Education - Because the Board of Education had a turnover in staffing that some expenses were posted to incorrect accounts and that Mr. Bonin was working with the Board of Education Staff to correct the postings; Utilities Expenses were trending in a good direction, noting that the town was currently paying less for propane than last year; Nursing Expenses were over budget. With the closure of the Ledyard Visiting Nursing Association that there were some expenses such as contracts that needed to be paid off; (3) ARPA Funded Projects List - Councilor Saccone noted that Finance Director Matthew Bonin provided a brief overview of the status of the Projects and the remaining funding. He also noted that Mr. Bonin explained that the ARPA Funding had to be Allocated to a project by December 31, 2024 and that the funding had to be fully Expended by December, 31, 2026. He stated any ARPA Funding that was not used by December 31, 2026 would have to be returned to the Federal Treasury. He stated that Mr. Bonin noted the Federal Treasury definition of "***Obligated Funds***" meant "***An order has been placed for property and services, or contracts, or some 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 once the funding was "***Obligated***" they had about two years to fully expended the funds; (4) Nip Bottle Surcharge Revenues received from Public Act No.21-58 "***An Act Concerning Solid Waste Management***" - Councilor Saccone stated the current balance in the Surcharge Revenue Account was about \$45,000. He stated that the Finance

Committee would continue to discuss ideas for the use of the funding noting that this year some of the Surcharge Revenues were used to lease a Streetsweeper to clean the roads. Councilor Saccone stated the Finance Committee's December 20, 2023 meeting would be cancelled.

**RESULT:** .

**4. Land Use/Planning/Public Works Committee**

Councilor St. Vil stated the LUPPW Committee held their Organizational Meeting on December 11, 2023 at which time the Committee: (1) Set their 2024 Meeting Schedule to be the first Monday of each month; and (2) Reviewed and accepted to continue to work on the outstanding business items that were forwarded to the Committee from the Twenty-Sixth Town Council.

Councilor St. Vil went on to note at a Special Meeting that was held that same evening the LUPPW Committee addressed the Spicer Homestead Ruins site. He stated the LUPPW Committee received a briefing from Historic District Commission Member Earl (Ty) Lamb and Tri-Town Trail Association President Karen Parkinson during which they discussed a proposal to designate the Spicer Homestead Ruins as a Historic Site on the State's Registry. He stated Spicer Homestead Ruins was within the Clark Property, noting that currently this was an idea and that in the coming months that this would hopefully develop into a Plan.

**RESULT:** .

**5. Liaison Reports**

**Fire Department/Emergency Services**

Councilor Saccone reported that the Gales Ferry Fire Department received a \$10,000 Grant from ChemTrec, which was a chemical organization that assisted First Responders, via telephone calls on hazardous materials incidents. He stated the Fire Department planned to use the funding to purchase meters to monitor the atmosphere at hazardous materials incidents to determine whether it was hazardous or not hazardous. He stated as part of the Grant that ChemTrec would be providing a meal from Paul's Pasta at tomorrow night's meeting for the volunteers.

**RESULT:** .

**Economic Development Commission**

Councilor Buhle stated she attended the EDC Meeting on December 5, 2023 noting that they finalized the new Town Promotional Marketing Video with a few minor changes. She stated the video was created at no cost to the town, noting that local businesses provided advertisements which paid for the Promotional Marketing Video. She stated the video highlighted some of the great things Ledyard had to offer. She stated the video would be available on the town's website.

**RESULT:** .

## Planning &amp; Zoning Commission

Councilor St. Vil stated the Planning & Zoning Commission would be holding a Public Hearing at the Middle School Auditorium on Thursday, December 14, 2023 at 6:00 p.m. regarding proposed work at the former Dow Chemical Site, which was located off Route 12 in Gales Ferry.

**RESULT:** .

## Library Commission

Councilor Garcia-Irizarry stated at the Library Commission's December 11, 2023 meeting they discussed the Fiscal Year 2024/2025 Budget Preparation which included salaries increases, books, Libraries On Line Incorporated (LION) Consortium, and equipment improvements.

**RESULT:** .**XII. REPORT OF THE MAYOR:**

Mayor Allyn, III, reported on the following: (1) Multi-Model Use Pathway Bid Opening and American Rescue Plan Act Funding (ARPA) - Mayor Allyn stated the Bid Process for this project was completed, noting that the Town Council would be addressing an item regarding to award a Bid Waiver for the project later this evening. He stated the town began the Local Transportation Capital Improvement Plan Grant Program (LoTCIP) Grant Application in July, 2019, noting that it has been a lengthy process. He stated if they have a mild winter like last year that work on the project could begin soon noting that the goal was to have the project completed by the end of November, 2024; (2) Sale of 332 Colonel Ledyard Highway - Mayor Allyn stated at the September 27, 2023 Special Town Meeting the Townspeople approved to sell the residential house that the town acquired through a foreclosure to Mr. Leonard D. Sherman for \$280,000. He stated he executed the deed for 332 Colonel Ledyard Highway; and the final property transaction/closing was held on November 9, 2023. He stated that he would be coming to the January 4, 2024 Finance Committee to appropriate the proceeds in the amount of \$260,895 from the sale of the property; (3) Southeastern Connecticut Enterprise Region (SeCTer) - Mayor Allyn stated on November 29, 2023 he was named a Director for the SeCTer Board of Directors; (3) Southeastern Connecticut Council of Governments (SCCOG) Legislative Committee - Mayor Allyn stated he was named Chairman of the SCCOG Legislative Committee. He stated the Legislative Committee puts together SCCOG's Agenda for the State's Legislative Session. He noted that this year would be a Short-Session, stating the House and Senate would begin their work on February 7, 2024 and the Session would adjourn in May, 2024. He stated the SCCOG Legislative Committee would be meeting with their State Delegation to discuss and to obtain their support regarding the important issues that were identified for their communities; (4) Legislative Working Group - Taxation of Non-Tribal Property at the Mashantucket Foxwoods Casino - Mayor Allyn stated at the last meeting with the State's House of Representatives and the State Senate regarding the taxation of non-tribal property at Mashantucket that there was no real consensus of what

would come out of the Working Group. He stated during the meeting there was a lot of discussion to continue to study the situation. However, he stated that he did not know whether subject of Taxation of Non-Tribal Property at the Mashantucket Foxwoods Casino would be moved in the upcoming Legislative Session; (5) Gales Ferry Library - Mayor Allyn stated he read a Childrens' book to a group of young readers in late November. He stated it was a good group of kids and Moms and Dads; (6) Thanksgiving Basket Distribution was held on November 21, 2023 at the Gales Ferry Fire Department. Mayor Allyn stated 74 families received baskets, noting it was the most baskets the town has ever distributed. He thanked the Gales Ferry Fire Department for hosting the event including the paid and volunteer firefighters, noting that it was well organized. He stated town has used the Fire Station on Route 12 in Gales Ferry in the past noting that it was a great location for the event; (7) Connecticut Conference of Municipalities (CCM) Annual Convention - November 28, 2023 - Mayor Allyn stated he along with Chairman Rodriguez attended the CCM Annual Convention at the Mohegan Sun Casino. He stated that almost every town in Connecticut was represented at the Convention, noting that it was a good opportunity to meet with colleagues (Selectman, Mayors and Councilors) and to obtain some good information; (8) Solid Waste Sub Committee - Mayor Allyn stated he Chaired the Southeastern Connecticut Council of Governments (SCCCOG) Solid Waste Sub Committee meeting on November 12, 2023. He explained that this Committee has been discussing the crisis they have regarding the disposal of waste. He stated the Materials Innovation & Recycling Authority (MIRA) in East Hartford which was a "*Waste to Energy Plant*" closed in June, 2022 reducing the number of Waste Plants in the State from six to four. He stated with the closure of this facility that 30 Municipalities had to find a new place to truck their waste. He stated Connecticut was now trucking between 800 -900 tons of waste out of the state to Pennsylvania, Ohio, and West Virginia every year. He stated this was a horrible way to address the issue, noting that the Solid Waste Sub Committee was working to develop proposals to alleviate this issue. He stated the Wheelabrator Waste to Energy Plant in Lisbon and the Plant in Bristol had the capacity to have an additional burner. Therefore, he stated the Solid Waste Sub Committee would be advocating for the Connecticut Department of Energy and Environmental Protection (DEEP) to fast track the approval process for the additional burners at these Plants. He stated the Plants were already approved facilities and had the space for the additional burners. He stated that this was just one of the number of things the Solid Waste Sub Committee was addressing; (9) Dow Chemical Pier Ribbon Cutting - December 12, 2023 - Mayor Allyn stated he attended the Ribbon Cutting for the new Pier at the former Dow Chemical -Styrenics Site that was hosted by the Eastern Connecticut Chamber of Commerce. He stated the upgraded pier was a \$4 million investment for large ships and barges to access the port, noting that the old wooden pier was upgraded to steel and concrete. He stated they plan to also rebuild the southern pier which would be a great asset to the rail and deep water; (10) Town Hall Renovations - Office Space Reconfiguration - Mayor Allyn stated that the Tax Collector's Office and the Tax Assessor's Office would be merged into one office space. He stated most often residents have to go from one office to the next, and he stated having them both in one office would provide residents with one-stop. He stated the renovation work included making an area of the counter American Disability Act (ADA) accessible. He stated the Tax Collector's Office and Tax Assessor's Office have been temporarily relocated to the lower level of the Town Hall; (11) Deer Strikes - Mayor Allyn noted between September 1st and the end of December, 2022 there were 129 Deer Strikes in Ledyard. He stated there was

deer strike this evening by the High School. He cautioned residents to drive carefully noting that the deer were moving around; (12) Road Surface Rating (RSR) - Mayor Allyn stated BETA Engineering has been working with the Town since 2011. He stated each year BETA Engineering evaluated the road surfaces throughout the town using equipment that has infrared technology to map the surface quality. He stated this year Ledyard's road rating came in at 86.5 which was slightly higher than their goal of 82 - 84. He stated part of this was attributed to having a mild winter last year and to the use of some of the American Rescue Plan Act (ARPA) funding for road maintenance/resurfacing. He stated BETA Engineering reported that Ledyard had one of the highest Road Surface Rating (RSR) in Eastern Connecticut.

**Questions to the Mayor** - None.

**RESULT:** .

XIII. OLD BUSINESS

None.

XIV. NEW BUSINESS

Finance Committee

Meeting went into Recess

1. MOTION to appropriate \$12,707.59 to Account #21020301-57300-G0015 (Fire Marshall - New Equipment- State Grant).

In addition, authorize the expenditure of up to \$12,707.59 for the purchase of various equipment (Computers, SMART Board, etc.) for the Emergency Operations Center.

Moved by Councilor Saccone, seconded by Councilor Dombrowski

Discussion: Councilor Saccone provided some background stating that annually the town received the Department of Emergency Management and Homeland Security (DEMHS) Grant which was used to purchase equipment to upgrade and support the Emergency Operations Center (EOC).

Chairman Rodriguez noted that Director of Emergency Management Jim Mann was attending the meeting remotely via Zoom to answer questions.

Director of Emergency Management Jim Mann stated as noted in the Motion the funding would be used to purchase Computers, SMART Board, etc. for the Emergency Operations Center. He stated he has been serving as the Director of Emergency Management for the past three years and that each year the town has received the Department of Emergency Management and Homeland Security (DEMHS) Grant to cover the full cost of the equipment upgrades.

Chairman Rodriguez stated that Director of Emergency Management Jim Mann gave her a tour of the Emergency Operations Center (EOC) and that this equipment was much needed. She



thanked Mr. Mann for attending tonight's meeting.

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Tony Saccone

**SECONDER:** Kevin Dombrowski

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

2. MOTION to authorize a bid waiver for Gerber Construction Inc. for Bid No. L071-0001 (Ledyard High School Multi-Use Pathway and Sidewalk Extension) due to lack of three bids, in accordance with Ordinance #200-001 (rev 1) "An Ordinance for Purchasing".

Moved by Councilor Buhle, seconded by Councilor Garcia-Irizarry

Discussion: Mayor Allyn, III stated the Town solicited bids for the Local Transportation Capital Improvement Plan Grant Program (LoTCIP) for the Ledyard High School Multi-Use Pathway and Sidewalk Extension Project, which also included the installation of the sewer main piping along most of the length of the pathway.

Mayor Allyn went on to explain that in response to Bid #L071-001 (Ledyard High School Multi-Use Pathway and Sidewalk Extension) the town only received two bids as follows: (1) Gerber Construction, Ellington, CT \$3,023,168; and (2) B&W Paving & Landscaping from Oakdale, CT \$3,818,805. Therefore, he stated in accordance with Ordinance #200-001 (rev 1) "*An Ordinance for Purchasing*" a Bid Waiver was being requested because the town did not receive the required three bids for the project.

Mayor Allyn continued by providing some background noting that the town submitted its LoTCIP Grant Application in July, 2019 for the Ledyard High School Multi-Use Pathway and Sidewalk Extension, stating that this has been a long process which involved multiple reviews, approvals, and reauthorizations by the State Department of Transportation (DOT). He stated although LoTCIP Grant was funded by the State that it was being administered thru the Southeastern Connecticut Council of Governments (SCCOG).

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

3. MOTION to extend the standing bid waiver for Police Vehicles to the purchase of general pool vehicles for the Town's fleet for various Departmental needs.

Moved by Councilor Saccone, seconded by Councilor Buhle

Discussion: Councilor Saccone stated each year the Town Council approved a Standing Bid

Waiver List to purchase a variety of things such as continuing services for proprietary software, to Scott Air pack's; which were Self-Contained Breathing Apparatus (SCBA) for Emergency Services.

Councilor Saccone continued by explaining that the current Standing Bid Waiver List included provisions for the Police Department to purchase vehicles to meet their fleet needs from MHQ, which was a company that provided vehicles for Public Safety, Public Works, and Commercial markets. He noted the vehicles were well built and that the town was able to get better pricing than if they were to purchase vehicles from Car Dealerships. He went on to explain that Public Works Director/Town Engineer Steve Masalin has requested authorization to piggy-back on the standing bid waiver assigned to the Police Department to purchase vehicles to replace some of the town's fleet vehicles that were at the end of their useful life.

Mayor Allyn, III, explained in past years the Town was able to purchase used State vehicles directly from their assets that had been retired to surplus. He stated being able to purchase the State's retired surplus vehicles with very low mileage at a cost of anywhere between \$500 -\$1,500; provided the town with value and favorable pricing, without exceeding the town's \$5,000 bid limit. However, he stated the State has since changed their approach to using a third-party auction process with no opportunity for towns to directly purchase vehicles and equipment from the State. He stated the process the State was now using was similar to what the town has done with selling their surplus equipment on GovDeals.com. Therefore, he stated the opportunity for the town to purchase vehicles from the State at a low cost was no longer available.

Mayor Allyn went on to explain that the town was now at the point where only three of the six (minimum) needed pool vehicles were safe for the road, noting that the vehicles were at the end of their useful life with high mileage (one had 220,000 miles) and mechanical or frame failures, which were safety issues. He stated to bring the fleet up to the town's needed inventory, that they would be faced with purchasing vehicles at a cost that would exceed the town's \$5,000 bid limit. Therefore, he stated that Public Works Director/Town Engineer Steve Masalin was seeking authorization to piggyback onto Police Vehicles that was currently included on the Standing Bid Waiver List for this year; to replace the vehicles in the town's pooled fleet.

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Tony Saccone

**SECONDER:** Jessica Buhle

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

4. MOTION to approve appropriations from the receipt of sales of vehicles and equipment through

GovDeals in the total amount of \$4,650 as follows:

\$4,650 to the Public Works Heavy Equipment CNR Account #21040101-57311.

Moved by Councilor Buhle, seconded by Councilor Saccone

Discussion: Councilor Buhle stated that recently the town sold the 30-year Drive-on Truck Lift at the Public Works Highway Garage using the GovDeals.com on-line auction site and received \$4,650.

Mayor Allyn, II, I stated that it has been the town's practice to appropriate the revenues from the sale of surplus equipment to the respective capital reserve fund to supplement/offset budgetary appropriations to meet lifecycle replacement costs and other needs. He stated the town has received a tremendous value for a piece of equipment that was 30-years old. He stated using the GovDeals.com on-line auction site has enabled the town to boost the revenue received from the sale of its old surplus equipment.

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Jessica Buhle

**SECONDER:** Tony Saccone

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

5. MOTION to approve a Letter of Directive to the Mayor and Board of Education for the preparation of the Fiscal Year 2024/202 Budget, as contained in the draft dated November 8, 2023.

Moved by Councilor Saccone, seconded by Councilor Buhle

Discussion: Councilor Saccone explained that the Budget Letter of Directive was sent to the Mayor and Board of Education to begin the Annual Budget Process. He stated the letter outlined the budget preparation process as provided in Chapter VII of the Town Charter.

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Tony Saccone

**SECONDER:** Jessica Buhle

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

6. MOTION to approve the Town Council Department Fiscal Year 2024/2025 Budget in the amount of \$191,356.

Moved by Councilor Buhle, seconded by Councilor Saccone

Discussion: None.

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Jessica Buhle

**SECONDER:** Tony Saccone

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

7. MOTION to approve the Town Council Department Fiscal Year 2024/2025 Capital Improvement Budget in the total amount of \$1,500.

Moved by Councilor Saccone, seconded by Councilor Buhle

Discussion: Councilor Saccone explained that each year the Town Council included \$1,500 in their Capital Improvement Budget to have funding to purchase laptop computers for members of the Town Council to participate in meetings conducting the business of the town.

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Tony Saccone

**SECONDER:** Jessica Buhle

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

General Business

8. MOTION to cancel the Town Council Regular Meeting of December 27, 2023 for the Holidays.

Moved by Councilor Buhle, seconded by Councilor St. Vil

Discussion: None.

**VOTE: 8 - 0 Approved and so declared**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Jessica Buhle

**SECONDER:** Gary St. Vil

**AYE:** 8 Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone, and St. Vil

**EXCUSED:** 1 Ryan

XV. ADJOURNMENT

Councilor Buhle moved to adjourn, seconded by Councilor Paul

VOTE: 8- 0 Approved and so declared. The meeting adjourned at 7:32 p.m.

Transcribed by \_\_\_\_\_  
Roxanne M. Maher  
Administrative Assistant to the Town Council

I, S. Naomi Rodriguez, Chairman of the Ledyard Town Council,  
hereby certify that the above and foregoing is a true and  
correct copy of the minutes of the Regular Town Council  
Meeting held on December 13, 2023.

\_\_\_\_\_  
S. Naomi Rodriguez, Chairman

**DISCLAIMER:**

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

The Town Council's Official Agenda and final Minutes will be on file in the Town Clerk's  
Office.