



# TOWN OF LEDYARD CONNECTICUT

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

## Town Council ~ AGENDA ~

Chairman S. Naomi  
Rodriguez

Regular Meeting

Wednesday, March 13, 2024

7:00 PM

Town Hall Council Chambers

**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/84071097152?pwd=cKp29yYpR2bCZlVqqYlOReeuWlO4qj.1>**

**Audio Only: Telephone: +1 646 558 8656; Meeting ID: 840 7109 7152; Passcode: 297987**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. PRESENTATIONS
- V. RESIDENT & PROPERTY OWNERS (COMMENTS LIMITED TO THREE (3) MINUTES)
- VI. COMMITTEE COMMISSION AND BOARD REPORTS
- VII. COMMENTS OF TOWN COUNCILORS
- VIII. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the Town Council Regular Meeting Minutes of February 28, 2024

**Attachments:** [TC-MIN-2024-02-28.pdf](#)

- IX. COMMUNICATIONS

Communications List - March 13, 2024

- Attachments:** [C-LIST-2024-03-13.pdf](#)  
[Action Letter WPCA 2024-02-27.pdf](#)  
[APPOINT LAND USE ATTORNEY-MAYOR](#)  
[EMAIL-2024-02-29.pdf](#)  
[BUDGET TRANSFERS-BOARD OF EDUCATION](#)  
[LTR-2024-02-15.pdf](#)  
[Re-Appoint Endorsments-Water Pollution Control Authority \( WPPCA \)-DTC-2024-02-20.pdf](#)  
[ACTION LTR-TOWN COUNCIL MTG-2024-02-28.pdf](#)  
[APPOINT LTR-K-LAMB-HISTORIC](#)  
[COMMISSION-2024-02-29.pdf](#)  
[APPOINT LTR-PARKINSON- HISTORIC](#)  
[COMMISSION-2024-02-29.pdf](#)  
[APPOINT LTR-V-CHITTIM- HISTORIC](#)  
[COMMISSION-2024-02-29.pdf](#)  
[APPOINT LTR-V-GODINO- HISTORIC](#)  
[COMMISSION-2024-02-29.pdf](#)  
[BOARD OF EDUCATION SURPLUS FY 22-23 & CAPITAL FUND](#)  
[-TOWN COUNCIL ACTIONS MTG-2024-02-28.pdf](#)  
[Re APPOINT LTR-CASSABRIA-HOUSING AUTHORITY-](#)  
[2024-02-29.pdf](#)  
[Re APPOINT LTR-HOSEY-PERMANENT MUNICIPAL](#)  
[BUILIDNG CMT \( PMBC \)-2024-02-29.pdf](#)  
[Re APPOINT LTR-THORNE-RETIRMENT BOARD-2024-02-29.pdf](#)  
[THANK YOU-S-GODINO-CEMERTY CMT SERVICE-](#)  
[LTR-2024-02-27.pdf](#)  
[MEETING SCHEDULE-2024 REVISED FARMERS MARKET](#)  
[CMT-MEMO-2024-03-11pdf.pdf](#)

- X. REFERALS
- XI. COUNCIL SUB COMMITTEE, LIAISON REPORTS
  - 1. Administration Committee
  - 2. Community Relations Committee
  - 3. Finance Committee
  - 4. Land Use/Planning/Public Works Committee

- 2. Community Relations Committee
- 5. Liaison Reports

X. REPORT OF THE MAYOR:

- XII. OLD BUSINESS
- XII. NEW BUSINESS

1. CONSENT CALENDAR

\*1. MOTION to approve six tax refunds in the combined total amount of \$22,426.00 with each exceeding \$2,400.00 in accordance with tax collector departmental procedures.

· Allen, Lisa &/or John	\$2,811.11
· Arthur, Barbara	\$3,256.25
· Esposito, Charles &/or Mary	\$4,197.31
· Kineo Properties LLC	\$3,602.19
· Nerurkar, Sheela	\$4,254.17
· Opalenik, Matthew &/or Holly	\$4,304.97
TOTAL:	\$22,426.00

**Attachments:** [24-0024 Six Tax Refunds](#)

\*2. MOTION to approve the following two tax refunds in the combined total amount of \$5,874.55 with each exceeding \$2,400.00 in accordance with tax collector departmental procedures.

· Helming, John C.	\$3,033.20
· MPTN Finance Department	\$2,841.35
TOTAL:	\$5,874.55

**Attachments:** [24-0024 TWO TAX REFUNDS](#)

Administration Committee

3. MOTION to adopt a proposed “An Ordinance Establishing a Farmers Market for the Town of Ledyard” as presented in the draft dated January 17, 2024.

**Attachments:** [ORDINANCE FARMERS MARKET CMT 2024-01-17-Letter size .docx](#)  
[2019-10-09-Resolution Farmers Market Cmt.docx](#)  
[Legal Opinion - Draft Ordinance - Farmers Market Cmt email dated 12020/2023](#)  
[Ordinance](#)

4. MOTION to appoint the following to the Farmers Market Committee in accordance with adoption of proposed “An Ordinance Establishing a Farmers Market for the Town of Ledyard”:

Regular Members:

- Pamela Ball (D) 674 Shewville Road, Ledyard, for a term ending March 13, 2027
- Ethan Foltz (D) 894 Colonel Ledyard Highway, Ledyard, for a term ending March 13, 2025
- Ellin Grenger (D) 15 Bittersweet Drive, Gales Ferry, for a term ending March 13, 2027
- Sarah Martic (R) 59R Long Cove Road, Ledyard for a term ending March 13, 2026
- Allison Troy (D) 548 Pumpkin Hill Road Ledyard, for a term ending March 13, 2026

Alternate Members

- William Thorne (R) 3 Adios Lane, Ledyard, for a term ending March 13, 2026.

**Attachments:** [Appointment Ordinance Farmers Market Cmt-Draft-2023-01-17](#)

3. Finance Committee

5. MOTION to authorize a bid waiver for W. R. Allen & Co., Inc. of Uncasville, CT, in the amount of \$28,250 for Bid No. 2024-02 (Food Pantry Siding Improvements) due to lack of three bids, in accordance with Ordinance #200-001 (rev 1) “An Ordinance for Purchasing”.

**Attachments:** [Bid 2024-02 Results Summary.pdf](#)

6. MOTION to authorize a bid waiver for Guaranteed Roofing of Canterbury, CT, in the amount of \$38,477 for Bid No. 2024-01 (Senior Center Re-shingling) due to lack of three bids, in accordance with Ordinance #200-001 (rev 1) “An Ordinance for Purchasing”.

7. MOTION to update the American Rescue Plan Act (ARPA) Projects List and allocations as follows:

(1). Add the \$300,000 Sandy Hollow Road Guardrail Replacement Project.

(2). Transfer \$35,000 from the Gales Ferry Sidewalk Project (remove spreadsheet line 45) to the Gales Ferry Corridor Study (spreadsheet line 25) for an updated total allocation of \$50,000.

**Attachments:** [Sandy Hollow Guardrail quote- updated 2-28-24.pdf](#)

[ARPA project accounting 3.6.24.xlsx](#)

[ARPA - Obligation Interim Final Rule Quick Reference Guide 2023.pdf](#)

General Business

8. MOTION to approve the Mayor’s appointment of Attorney Robert Avena of the Law Firm Suisman-Shapiro, New London, for Land Use matters, in accordance with Chapter VI; Section 1 of the Town Charter.

**Attachments:** [APPOINT LAND USE ATTORNEY-MAYOR EMAIL-2024-02-29.pdf](#)

[RESIGNATION -ATTORNEY LANDOLINA LTR-2024-0221](#)

[Appointment](#)

XIV. ADJOURNMENT

**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.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0245

**Agenda Date:** 3/13/2024

**Agenda #:**

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## MINUTES

**Minutes:**

MOTION to approve the Town Council Regular Meeting Minutes of February 28, 2024



TOWN OF LEDYARD  
CONNECTICUT  
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES  
LEDARD TOWN COUNCIL – REGULAR MEETING  
WEDNESDAY, FEBRUARY 28, 2024; 7:00 PM  
HYBRID FORMAT  
VIDEO CONFERENCE VIA ZOOM

**DRAFT**

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 –

Attendee Name	Title	Status	Location
April Brunelle	Town Councilor	Present	In-Person
Jessica Buhle	Town Councilor	Present	In-Person
Carmen Garcia-Irizarry	Town Councilor	Present	In-Person
Kevin Dombrowski	Town Councilor	Excused	
Gary Paul	Town Councilor	Present	Remote
S. Naomi Rodriguez	Town Councilor	Present	In-Person
Tim Ryan	Town Councilor	Excused	
Tony Saccone	Town Councilor	Present	In-Person
Gary St. Vil	Town Councilor	Present	In-Person

IV. INFORMATIONAL ITEMS/PRESENTATIONS

***Rabbi Marc E. Ekstrand, Temple Emanu-El; Waterford, Connecticut***

Chairman Rodriguez stated in November 2023 she had a conversation with Dr. Adrienne Parad who lives in Ledyard, during which time she asked Dr. Parad questions regarding certain statements and chants. She noted that Dr. Parad kindly told her what the statements and chants meant and how she felt as a Jewish woman and the experiences that her children were having in the school system. She noted that Dr. Parad informed her that Rabbi Ekstrand had come to a past Town Council meeting in 2020 to discuss Anti-Semitism when a Swastika was found spray painted in our town. Chairman Rodriguez told Dr. Parad that it would be a good idea for Rabbi Ekstrand to give an updated presentation to the Town Council in light of what her children were experiencing. She stated that she and Dr. Parad were in contact with each other during the past couple of months and Rabbi Ekstrand chose the Town Council’s February 28, 2024 meeting to give his presentation. She welcomed Rabbi Marc E. Ekstrand, of Temple Emanu-El; Waterford, Connecticut, to tonight’s meeting, noting that she looked forward to hearing his presentation

Rabbi Ekstrand thanked Chairman Rodriguez and the Town Council for having him at their meeting this evening, noting that he recognized some members of the Town Council from his last visit. He stated that he has come to Ledyard many times, noting that although he enjoyed coming to Ledyard, that he did not enjoy having to talk about the subject of Anti-Semitism and how it affects the Jewish community. He stated his Congregation *Temple Emanu-El* has members from the Connecticut River north to past the Rhode Island border, noting that there were quite a few members who reside in Ledyard. He stated when he attended the Town Council’s February 12, 2020 meeting it was to speak about a particular incident that had occurred. However, he stated during that intervening time that he visited the Ledyard Middle School, and that he has been listening to his congregants and hearing about their experiences, noting that during the past couple of years there has been a steady state of Anti-Semitism. He stated since October 7, 2023 when there was the terrible situation in the country of Israel that Anti-Semitism has peaked, not only here in Southeastern Connecticut but throughout our nation and around the world. He stated this Anti-Semitism has your friends and neighbors fearful and nervous

about their safety and the safety of their children in school. He commended Middle School Principal Ryan Earley for being open to discussion and for the positive actions he has taken to change this situation in the school, noting that he has been a good partner, but that there was still work to be done. He provided a pamphlet from *T'ruah* which was the Rabbinic call for Human Rights, noting that they published a brief guide on Anti-Semitism. He noted there was often confusion regarding what Anti-Semitism was; and what Anti-Semitism was not, and he provided some history regarding Anti-Semitism, noting examples of both. However, he stated the most recent/prevalent was associating all Jews with the actions and things that were going on in the State of Israel. He stated most of the Jew's we encounter in our communities are not Israeli Citizens, noting that there might be one or two who have dual citizenship; or there might be an Israeli or two who might be living in the United States on a long-term basis. However, he stated most Jews in our communities were citizens of the United States, just like you, and their loyalty was to this country. He stated tying things that were going on half a world away was placing criticisms on people who have nothing to do with those issues.

Rabbi Ekstrand continued by addressing the notion that all Jews were liberal and were constantly fighting against conservative values. He stated this notion was not true, noting the whole political spectrum was represented in his congregation *Temple Emanu-El*. He stated this made it interesting in delivering sermons, noting that he has to walk the tight rope of political ideals. He stated the way he does that was to talk about values, noting that we all care about the safety of our communities, we all care about educating our children, we all care about uplifting our communities, economic development, and he noted that these were not a right-left-conservative-liberal thing. He stated these values were being a citizen of the Town of Ledyard, being a citizen of the State of Connecticut, being a citizen of the United States, its being a member of the community.

Rabbi Ekstrand went on to talk about the most common form of Anti-Semitism right now, which was the issues that surrounded Israel and Palestine. He explained that the following were potentially Anti-Semitism things that might come up during conversations or in things that people might see: (1) Portraying Israel as an ultimate evil or grossly exaggerating its actual influence in the world – Rabbi Ekstrand stated Israel was a tiny nation, however, it gets a lot of Press. He stated Israel's influence was not as big as some make it out to be. He stated Israel has done some wonderful things for the world, but that it also had its problems just like any other nation; (2) Holding Jews collectively responsible for Israel's conduct; (3) Treating Jews as agents of Israel, simply because they were Jewish; (4) Referring to Jews as Zionists, when they really mean Jew; (5) Denying Jewish history, denying that they have a connection to the land of Israel; (6) Claiming that today's Jews were not real Jews; (7) Claiming that Jews' presence in the land of Israel was colonist endeavors. He stated that all these things were not true, were Anti-Semitic, and had no place in our conversations.

Rabbi Ekstrand also talked about what was not Anti-Semitic and were perfectly reasonable as follows: (1) To criticize or be opposed to the idea of Zionism; (2) Support arrangements that call for the full equity of both Israelis and Palestinians; (3) Calling for a two-state solution; or one-state solution; or binational state; (4) Being concerned for Palestinians who live in the occupied territory, or Gaza; and pointing out their terrible situation; (5) Calls for non-violence protests against the things that were happening in Israel, including boycotts; and divestment in sanctions; (6) They should be careful not to create double standards, where they hold one group of people to a higher standard than they hold other people to; or that they hold other nations to; or even to ourselves. However, he stated holding Israel to some standards was not Anti-Semitic. Rabbi Ekstrand stated all of these things were only criticism and were based on evidence of the things that were actually going on in Israel, noting in his opinion that they were not Anti-Semitic, however, he stated that there was some controversy about these things. He stated these things were all part of the discourse that they should be having about important issues that were going on in the world.

Rabbi Ekstrand noted that he was concerned about all minorities, noting that he had friends that were Islamic and Palestinian. He stated Jews and other Minorities were no different than you and that they should be recognized as your friends and neighbors. He stated Jews and other Minorities concerns and interests were largely the same as your concerns, noting that they wanted to make our communities a welcoming, wonderful, successful place to live, where everyone was safe, and where every citizen felt valued. He stated this could be achieved by welcoming Jews and other Minorities into their communities. He stated that Ledyard has done that in a lot of ways, noting evidence of that was inviting him to speak at

tonight's Town Council Meeting, or his audience with the Middle School Principal, and being invited to give an Invocation at a Veterans Day event in Ledyard. He suggested that Ledyard and other communities continue to do these types of things. He suggested communities find ways to uplift all minorities, whether it be recognizing their holidays in some way, or asking them to do culturally significant things in their community, and to let people know what they were about and to understand their traditions, etc.

Rabbi Ekstrand stated the Town Council's business was to make their local community the best it could be. He stated there would be people who would be asking the Town Council to make statements about things that were going on in the much wider world, about things that were going on with Israel, Hamas, and with the Palestinians. He stated there were places to make those statements. However, he suggested the place to make those statements was not here at the Local Level. He stated the right place to make those statements would be at the Federal Level. He noted those who are involved in government at any level know making statements at the local level was not their job, noting that it occurred at the Federal level. He stated the State Department was in charge of the Administration of Foreign Policy for our Nation, noting that they were experts on that; and that we should leave that work to them. He asked the Town of Ledyard to resist the call to make statements regarding this matter. He stated by doing so would not mean that the Town does not care about Palestinians or Israelis. He stated that they would be recognizing that there was a higher level of government, which was the on the national level, stating that was their job and they had the expertise to do that. He stated that did not mean that they cannot have opinions as individuals, noting that as citizens of the world that we should have opinions. However, he stated we should place the responsibility to make those statements about what they would like Israel to do; or not do; or what we would like to see for the Palestinian people, to the people in Washington D.C. in the State Department.

Rabbi Ekstrand concluded his remarks by thanking the Town Council for having him this evening. He stated that he deeply appreciated being invited for a second time and that he was a resource for them. He stated should the Town Council like to discuss how to uplift minorities in their community; or specific Anti-Semitic Incidents that he was available to help. He stated people listen and respect their Elected Officials and what they say matters. He noted that there were other organizations in Southeastern Connecticut who were also available and allies to help such as the Jewish Federation of Eastern Connecticut; the Antidefamation League; and the Jewish Community.

Chairman Rodriguez thanked Rabbi Ekstrand for his insightful presentation. She stated for a small community such as Ledyard, that we can learn from each other so that we can coexist with respect and understanding for all, as a community should. She again thanked Rabbi Ekstrand for taking time out of his busy schedule for the Town of Ledyard.

### ***Board of Education Proposed Fiscal Year 2024/2025 Budget***

Chairman Rodriguez noted that the Board of Education submitted its proposed Fiscal Year 2024/2025 Budget to the Mayor's Office on Monday, February 26, 2024 in accordance with Chapter VII; Section 4 of the Town Charter. She invited Board of Education Finance Committee Chairman Joanne Kelley to present the Board of Education's proposed budget this evening.

Board of Education Finance Committee Chairman Joanne Kelley stated before she began her presentation that she wanted to thank Rabbi Ekstrand for his comments this evening. She stated it was gratifying to hear that Ledyard's Middle School Principal was welcoming, open to speaking with Rabbi Ekstrand, and was doing the right things for their students.

Ms. Kelley thanked the Town Council for the opportunity to present the Board of Education's proposed Fiscal Year 2024/2025 Budget this evening in the amount of \$38,369,823; noting that this was an increase of \$2,461,455 or 6.85% over the current year's budget.

Ms. Kelley stated the proposed budget was a result of a careful and methodical budget process which showed that the Board of Education continued to be good stewards of the resources allocated to them. She stated the PowerPoint Presentation would illustrate that over 90% of the proposed budget increase



reflected contractual obligations, inflationary increases for existing line items, and other non-negotiable obligations such as State Mandates for programming. She noted as Superintendent Hartling stated in his Budget Transmittal Letter that the Board of Education’s proposed Fiscal Year 2024/2025 budget primarily funded the status quo.

Ms. Kelley stated the Board of Education believed that the proposed Fiscal Year 2024/2025 in the amount of \$38,369,823 supported the following:

- The critical and increasing needs relative to the academic achievement with the continuation of a year long implementation of a multi-tiered system of targeted intervention to address the persistent failure to meet grade level learning expectations in Literacy and Math.
- It recognizes and takes on critical mental health needs for our children in a school-based student centric environment.

Ms. Kelley stated the mental health crisis in our schools was not only a Ledyard problem, noting as everyone was aware. However, she stated that Ledyard was taking some meaningful steps to address it in the upcoming proposed budget.

Ms. Kelley began her presentation of the Board of Education’s Fiscal Year 2024/2025 Budget by providing an overview of their Mission Statement as follows:

#### ❖ **Mission Statement**

*“Ledyard Public Schools provides every child with the experiences, support, and opportunism necessary for life and success in our diverse and evolving world.”*

#### ❖ **Values**

Ms. Kelley noted the Board of Education’s Values were part of their upcoming Strategic Plan:

- Belonging  
Ledyard’s Schools promote and instill a sense of belonging for all by creating a safe, caring, respectful environment where diversity is acknowledged, encouraged, and celebrated.
- Partnerships  
Ledyard’s Schools reflect the beliefs, values, and aspirations of the community and are most successful when true partnerships exist within and beyond our schools.
- Learning  
Ledyard’s Schools provide multiple opportunities within and outside the classroom for rigorous and relevant learning experiences that allow students to develop and pursue their passions.
- Critical Thinking  
Ledyard’s Schools encourage students and staff to ask questions, explore, and persevere, to advance understanding, and solve problems.
- Achievement  
Ledyard’s schools support students to achieve academically, socially, and emotionally, while developing the skills necessary for learning and success throughout one’s lifetime.

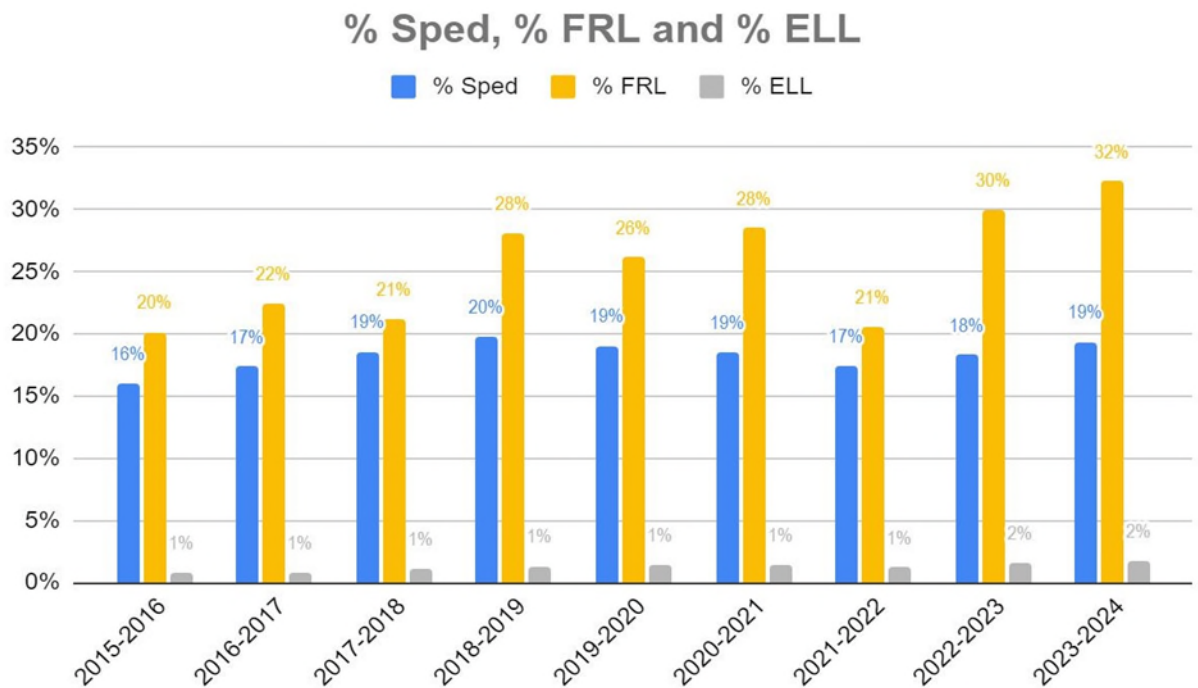
#### ❖ **Increasing Needs of Students**

Ms. Kelley stated the demand for programming, intervention, and other support would not disappear anytime soon. She reviewed the “*General State of Connecticut Indications for At-Risk Students*” noting the following percentages:

- 19% Special Education Students
- 32% Students receiving Free and Reduced Lunch Program
- 2% Language acquisition – English Language Learners

Ms. Kelley reviewed and explained the following *General State of Connecticut Indications for At-Risk Students* Graph:

### General State of CT Indicators of at Risk Students



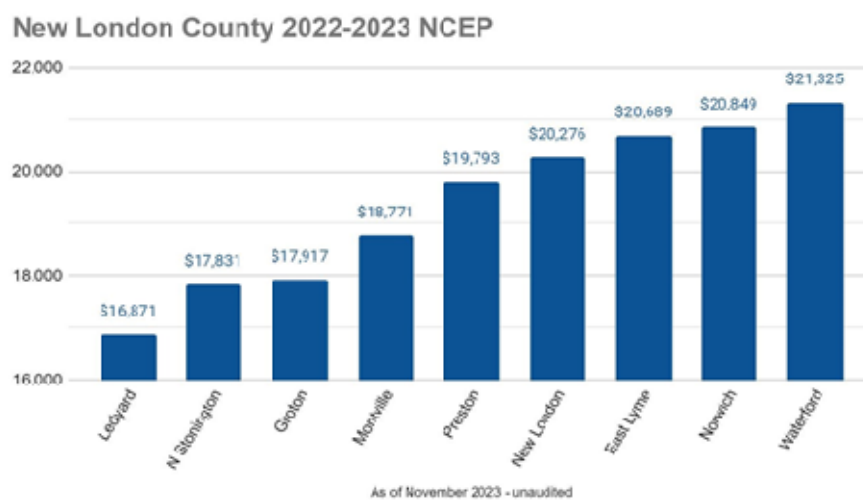
**Blue Metric** – Illustrated the work Ledyard has done to stabilize the increase of needs by appropriately identifying their students and providing them with the services that would eventually allow them to exit out of the special education program if appropriate.

**Orange Metric:** Illustrated the Free or Reduced Lunch population which was over 30% for this current school year. The State of Connecticut and Federal Government used the Free or Reduced Lunch population to measure the level of poverty in the community.

### ❖ *Per Pupil Expenditures*

Ms. Kelley presented the Per Pupil Expenditure Graph noting that Ledyard continued to be in the lowest 10% of Connecticut’s 169 towns. She noted Ledyard’s Per Pupil Expenditure at \$16,871 was the lowest in our area, noting as a comparison that Waterford’s Per Pupil Expenditure was \$21,235.

### Per Pupil Expenditure



Ms. Kelley provided a *Comparison of School Districts Relative to Support* which provided a breakdown of the Per Pupil Expenditures. She stated that Ledyard continued to have the highest Student per Adult Ratio noting that Ledyard’s ratio was 7.5 students to one Adult, compared to Norwich which had 4.4 Students per Adult. She explained the student to adult ratio data included the following:

- Certified Student Support
- Certified General Education
- Para-Professionals
- Other

**Comparison of School Districts Relative to Support**

District	#Students	NCEP-Rank	NCEP-\$·FY23	Certified·Student·Support	Certified·General·Education	Para-professionals	Other	Students·per·adult
Groton	4104	142	\$17,916.69	141.7	284.2	222.6	277	5.2
Norwich	3348	75	\$20,849.37	126.4	240.9	282	236.5	4.4
East-Lyme	2617	79	\$20,688.74	76.9	195.5	103.5	139.1	6.0
Ledyard	2421	153	\$16,871.20	59.8	156.3	64.7	101.4	7.5
Waterford	2338	73	\$21,325.37	61.1	166.3	86	110.7	6.4
Montville	2017	122	\$18,770.85	59.6	151.3	96.5	149.5	5.1
Stonington	1800	66	\$21,585.72	53.2	143	83.2	86.1	5.8

*Information obtained from [EdSight](#)*

**❖ Budget Priorities**

Ms. Kelley stated the proposed Fiscal Year 2024/2025 Education Budget addressed the following priorities:

- Continue the evolution of literacy and numeracy instruction and the ongoing profession growth of our educators.
- Continue enhancements and evolution of the Interventionist Model.
- Continue to address and ameliorate achievement gaps and the number of students below basic on the Smarter Balanced Assessment Chart (SBAC)

**❖ Key Changes**

Ms. Kelley reviewed the following Key Changes:

- \$150,000 Savings related to three (3.0) known teacher retirements (Full-Time Teachers would be retained).
- Increase Substitute Teacher wages from \$100 to \$125 per day; and to provide an additional 10% coverage – Ms. Kelley explained at \$100 per day that Ledyard was paying the lowest rate for substitute teachers in the area, noting that they were not able to get the substitute teachers when needed. However, she stated increasing the substitute teacher wages to \$150.00 would not necessarily solve that problem.
- Increase Multi-tiered Support Systems (MTSS) with the addition of a Full-time Coordinator - Ms. Kelley stated the Board of Education added a Full-time Coordinator for the MTSS, noting that they needed the additional position last year, but they put it off a year. She explained the Coordinator would help to expand their Interventionist Programs that had been bolstered by the Department of Defense Education Agency Grant funding (DoDEA). She stated the Interventionist Programs were essential to meet the increased needs of their students who were requiring targeted interventions to meet grade level learning expectations. She explained that the MTSS Program has been implemented over several years ( 6 – 7 years) with incremental additions of Interventionists in their

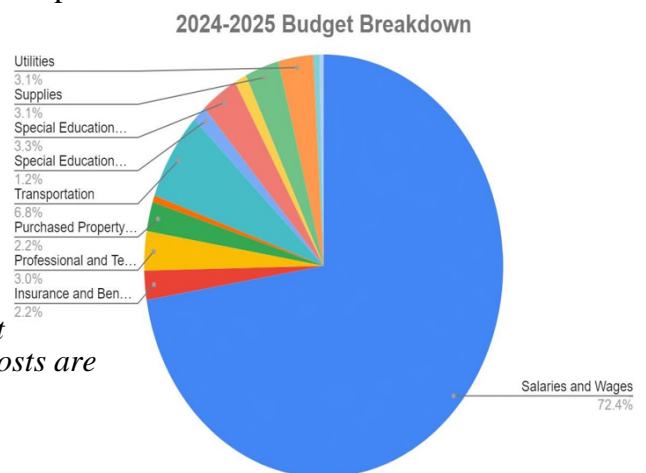
Schools System. She stated they now have baseline coverage with Literacy and Math Interventionist in each school building. She stated the final piece of the MTSS was the addition of the Coordinator, who would proactively assess students for what was needed, coordinate the targeted interventions, monitor progress, and making data driven decisions on how to best intervene for each individual student.

- Compliance with State “*Right to Read Program*” Requirements - Ms. Kelley explained that this was a State Mandated Curriculum. She stated The Board of Education attempted to obtain a waiver, because they believed that their curriculum met all of the requirements of the *Right to Read Program*. However, she stated the State has only approved specific curriculum packages for the Program. Therefore, she stated like many other schools that Ledyard would continue to seek waivers, noting that in the meantime it was going to cost Ledyard about \$200,000 to implement the *Right to Read Program* to comply with the unfunded mandate.
- Add Teacher at Middle School to reduce classroom overcrowding - Ms. Kelley explained this would add a Family Consumer Science Teacher.
- Add Social Worker at the Middle School to replace an outside provider - The Elementary & Secondary School Emergency Relief Grant (ESSR) funding would end in 2024. This was a critical position to their Mental Health Team.
- Clinical Supervision – Ms. Kelley stated this position would complete their school-based Student Centrix Mental Health Team. She noted that this area was critical and as she mentioned earlier this evening mental health was not only a Ledyard issue.
- Literacy Interventionist – Ms. Kelley stated the addition to the Literacy Interventionist would be the final complement to the Literacy Team.
- \$75,000 Savings with the Elimination of “*Over the River*” choice transportation – Ms. Kelley stated the elimination of the choice transportation was due to the decrease in grant funding and a reduction in ridership.

❖ **Budget Expenditures**

Ms. Kelley provided an overview of the Budget Expense Breakdown as follows:

- 72.4 % Salary and Wages
- 3.1% Utilities
- 3.1 % Supplies
- 1.2% Special Education
- 6.8% Transportation
- 2.2% Purchases Property Services
- 3.0% Professional Technology
- 2.2% Insurance and Benefits (*This does not include Healthcare costs. The healthcare costs are carried on the General Government side of the Ledger*)



❖ **Inflationary Budget Adjustments**

Ms. Kelley noted that inflation has impacted the Board of Education’s expenses specifically Transportation and Energy costs, which have put a stress on the Education budget. She reviewed the breakdown of the Inflationary Budget Adjustments as follows:

• **Budget Increases:**

- Salary Increases \$983,842
- Inflationary Adjustments:
  - ✓ Transportation/Utilities \$407,900
  - ✓ Services \$155,267
  - ✓ Year 1 State Mandated Reading Curriculum \$100,000

• **Total Increases:** **\$1,735,293**

- **Budget Decrease/ Savings:**

- Budget Reductions/Savings
  - ✓ Teacher Retirements \$105,000
  - ✓ Other Budget Requests \$532,105

- **Total Budget Savings:** \$637,105

❖ **Unbudgeted District Needs**

Ms. Kelley stated as they have been doing for the past several; years the Board of Education has continued their “Needs Assessment” activities with the Administrators of each school to prioritize their request and needs. She stated although many of items in the yellow area were important, that they: (1) May not be able to secure funding; (2) May not be able to secure staffing; or (3) May not have the structure in place to fully utilize the program.

Ms. Kelley stated that they would not be funding the requests noted below:

**2024/2025 Unbudgeted District Needs by Tier**  
**YELLOW** Considered for inclusions in budget \$878,042 **935,562**  
**RED** considered for future inclusion in budget \$1,021,449 **1,018,949**  
 Proposed Strategic Plan Implementation Costs +/- \$1,055,000

Request	Estimated Cost	Location	Type
Behavior interventionist (2)	\$72,772	Student Services	Salary
BCBA	\$85,000	Student Services	Salary
Grade level field experience	\$15,500	LMS	Prof Serv
General interventionist, est MA3	\$57,520	LMS	Salary
Transition Kindergarten teacher, est MA3	\$57,520	GFS/JWL	Salary
Transition Kindergarten teacher, est MA3	\$57,520	GHS	Salary
Math Coach (2)	\$190,000	GFS/JWL	Salary
Assistive Technology Coordinator	\$75,000	Curriculum	Salary
Content Facilitator Stipends	\$2,296	LMS	Salary
Summer School -- VLP licenses and teacher hourly	\$16,312	LHS	Other
Assistant Maintenance Director	\$75,000	Maintenance	Salary
Special Education Teacher FTE	\$65,000	LMS	Salary
Expand Curriculum Coordinators - per diem pay similar to guidance counselors	\$21,122	Curriculum	Salary
LEAP Home Visitors	\$15,000	Student Services	Prof Serv
Wrestling Mats	\$10,000	LMS	Equipment
Laminator and Supplies	\$5,000	LMS	Equipment
Literacy Paraprofessional	\$20,000	LMS	Salary
1.0 FTE English teacher	\$65,000	LHS	Salary
add .5 School Counselor to become 1.0 School Counselor	\$30,000	LHS	Salary

Ms. Kelley stated the District Requests in Red were needs that have been identified; however, they recognize that they most likely would not be included in Ledyard’s Education Budget for the foreseeable future.

Director of Curriculum	\$140,000	Curriculum	Salary
Late bus	\$65,000	Transportation	Prof Serv
Musical instrument updates	\$75,000	Curriculum	Equipment
Expanded prek; 3 teachers and 6 paraprofessionals	\$345,000	Student Services	Salary
Virtual learning proctor	\$65,000	LHS	Salary
1.0 FTE mathematics teacher	\$65,000	LHS	Salary
1.0 FTE Family and Consumer Science	\$65,000	LHS	Salary
Disc Golf Course - permanent installation	\$5,700	LHS	Equipment
Printers in each T&O classroom	\$2,500	LHS	Equipment
2 Elementary World Language Teachers	\$127,166	Curriculum	Salary
Elementary Instrumental Music Teacher	\$63,583	Curriculum	Salary

❖ **Projected Revenues:**

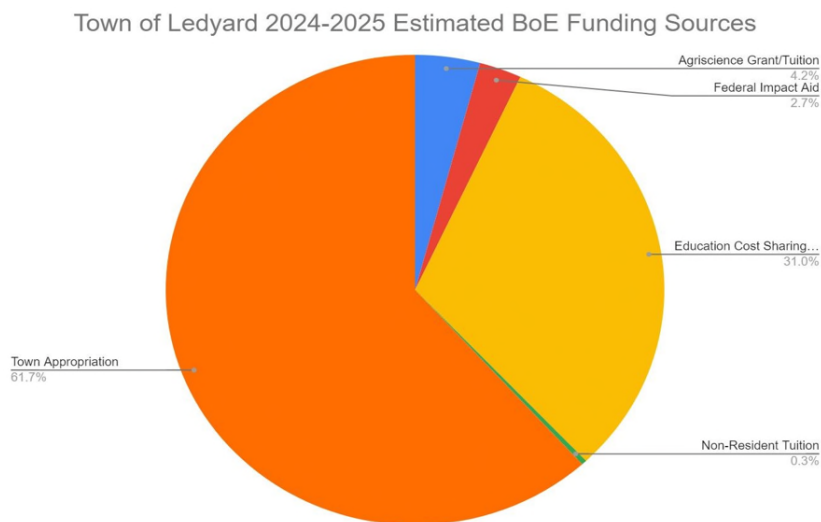
Ms. Kelley explained that the Board of Education’s Projected Revenue were estimates of what they expected as follows:

State/Federal Revenues						
	Town Budget 2021-22 (MUNIS)	Actual 2021-22	Town Budget 2022-23 (MUNIS)	Actual 2022-23	Town Budget 2023-24 (MUNIS)	Superintendent Proposed Budget 2024-25
FPL 503 (Impact Aid)	\$1,500,000	\$1,387,082	\$1,500,000	\$1,558,207	\$1,500,000	\$1,050,000
AgriScience Operating	\$695,736	\$997,429	\$850,000	\$1,051,239	\$850,000	\$850,000
Education Cost Sharing (ECS)	\$11,492,516	\$11,438,366	\$11,492,516	\$11,475,245	\$11,624,199	\$11,904,199
<b>Total</b>	<b>\$13,688,252</b>	<b>\$13,822,877</b>	<b>\$13,842,516</b>	<b>\$14,084,691</b>	<b>\$13,974,199</b>	<b>\$13,804,199</b>

Tuition Based Revenues				
	Actual 2021-22	Actual 2022-23	Town Budget 2023-24 (MUNIS)	Superintendent Proposed Budget 2024-25
Non-Resident Reg Ed Tuition	\$34,648	\$43,470	\$57,960	\$44,772
Non-Resident Spec Ed Tuition	\$82,089	\$126,736	\$37,437	\$82,086
AgriScience Tuition	\$717,110	\$728,355	\$764,176	\$764,176
<b>Total</b>	<b>\$833,846</b>	<b>\$898,561</b>	<b>\$859,573</b>	<b>\$891,034</b>

Ms. Kelly provided an overview of the expected Revenue Sources by percentage as follows:

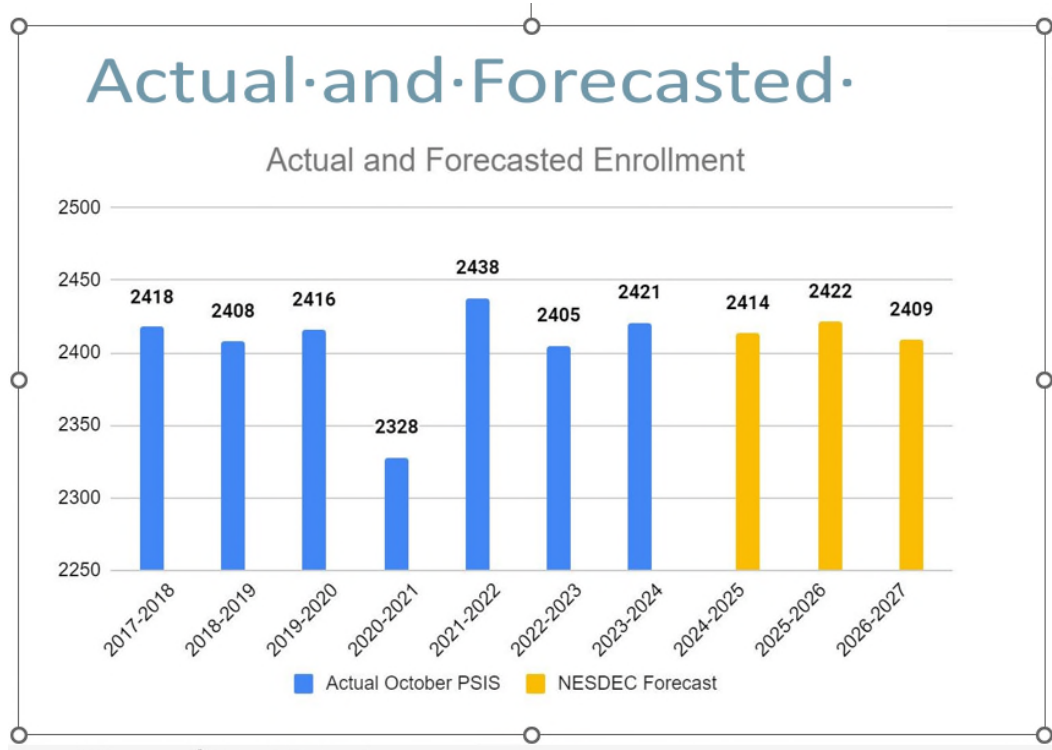
- 61.7% Town Appropriation (Tax Revenue) an increase of 2.7% over the current year.
- 31.0% Education Cost Sharing – A slight decrease in ECS Funding in the amount of 0.7% from the current year.
- 2.7 % Federal Impact Aid – Ms. Kelly explained for Fiscal Year 2022/2023 they projected Impact Aid to come in at \$1,500,000. However, the actual amount came in higher than projected at \$1,558,207. She noted that the Board of Education has been working to maximize the Impact Aid by trying to increase awareness in the value of completing the request forms to identify eligible families. However, she noted these revenues were projected estimates.
- 4.2% Agri-Science – slight decrease of 0.2 % from the current year.
- 0.3% Non-Resident Tuition - slight decrease of 0.3 % from the current year.



• **Enrollment**

Ms. Kelley stated although Ledyard’s enrollment oscillated slightly from year to year, that it was typically steady with a total enrollment between 2,400 - 2420, with the exception of the 2020/2021 School year because of the Covid-19 Pandemic, noting that their enrollment dropped with many students being homeschooled.

Ms. Kelley went on to explain that the Enrollment was only one data point of many that impacted their budget. She stated with seeing all of the new three-to-four-bedroom homes being constructed in Ledyard that she anticipated that they would see some growth with the school’s enrollment numbers.



Ms. Kelly stated the following charts showed the number of students per class, noting that there was not much change.

**Actual vs. Projected Elementary Enrollment**

2023-24 Actuals (December 2023)							2024-25 Projected						
School	K	1	2	3	4	5	School	K	1	2	3	4	5
Gales Ferry/Juliet Long	16	18	21	18	23	21	Gales Ferry/Juliet Long	14	18	18	21	19	24
	17	19	20	19	25	21		15	18	18	21	19	25
	18	17	22	19	25	19		15	18	19	21	19	25
	19	17	21	19	25	20		15	18	19	21	19	25
<b>Total</b>	70	71	84	75	98	81	<b>Total</b>	59	72	74	84	76	99
Gallup Hill School	18	16	21	18	23	23	Gallup Hill School	14	20	21	21	19	22
	20	16	20	20	22	24		15	20	21	21	20	23
	19	17	21	19	23	22		15	20	21	21	20	23
	20	17	21	19	22	21		15	20	21	22	20	23
	21	15	20					15	21		22		
<b>Total</b>	98	81	103	76	90	90	<b>Total</b>	74	101	84	107	79	91
<b>K-5 Total</b>	168	152	187	151	188	171	<b>K-5 Total</b>	133	173	158	191	155	190

(Subject to change based on actual student enrollment)

GRADE	Actuals-2023-24 (Dec-23)	Projected-2024-25
6	197	175
7	170	203
8	191	174
<b>Total 6-8</b>	<b>558</b>	<b>552</b>
9	185	196
10	190	185
11	179	189
12	188	184
<b>Total 9-12</b>	<b>742</b>	<b>754</b>

Ms. Kelley stated that she was excited about the Board of Education’s proposed Fiscal Year 2024/2025 Budget in the amount of \$38,369,823 because it would provide critical resources to meet their students’ needs. She stated that she has had children in Ledyard Public Schools for over forty years, noting her youngest child was 7-years old when her first grandchild was born. She stated that she currently had a High School Senior and a grandchild who was

attending the Pre-K program. She stated during the past 7-years, with the support of the Board of Education Central Office Administration and the support of the Town Council that the Ledyard Public Schools has come so far in what they offer their students. She stated about five-years ago in speaking with a Specialist about a family member who needed some support in school that the Specialist suggested she get the student into another school because they would not get the type of support they needed from the Ledyard School System. Ms. Kelley stated that this was very disheartening because she loved Ledyard Schools, noting she educated all of her kids here. She stated that she could have moved to any town, noting there was nothing holding her to Ledyard. However, she stated the reason she has stayed in Ledyard was because of the schools, and she commented that she believed most people come to Ledyard because of their schools.

Ms. Kelley continued by noting that she hears residents say that they pay a lot of money in taxes and yet question why the students test scores were not that good, or why Ledyard Schools were not top notch when they look at the List of School Ratings. Ms. Kelley stated although they do pay a lot in taxes that Ledyard has always funded their Schools at a low level. However, she stated it was not just about money, explaining that the commitment that has been made to their students over the past 6-7 years to improve outcomes in literacy, numeracy, social and emotional areas has been phenomenal. She stated this work was not done overnight, stating that they have incrementally done a lot. She stated that Ledyard was now on parity with a lot of schools in our area, that they were not measuring up to 5-6 years ago. She stated that they were already seeing improvement in test scores, noting that previously they had been persistently not reaching grade level. She stated that they owed Ledyard taxpayers a quality performing School District, noting that she believed that they were getting there. She stated that she realized that a 6.85% education budget increase was high for this town. She stated that in the upcoming budget year the Board of Education would be providing an Interventionist and the MTSS Coordinator, stating the reason they were not included in the current year's budget (fy 23/24) was because the Board of Education was mindful of the budget number and they brought the education budget in with a 3.92% increase, when towns all around Ledyard were coming in with much higher budget increases. She asked that the Town Council average the education budget increase from the current year and the upcoming year, noting that she believed that the Board of Education's Fiscal Year 2024/2025 Budget was fair and reasonable, and it would get Ledyard Public Schools to where they needed to be. She stated that there were plenty of other things the Board of Education would like to see happen, noting that what they have included in the proposed Fiscal Year 2024/2025 Budget would make a significant difference for their students. She stated to put any of their requests off would be a disservice to the students.

The Town Council, Board of Education Finance Committee Chairman Joanne Kelley, and Superintendent of Schools Jason Hartling discussed the following in further detail:

***Clinical Mental Health Supervisor*** would oversee 8-Staff members (4 Clinical Social Workers and 4 Psychologists). School Districts were taking on a larger role in the mental health aspect of their students' growth. Ledyard's Social Workers were Licensed Clinical Social Workers who deliver mental health services.

***Federal Impact Aid Revenue \$1,050,000*** was based on the number of students that the Mashantucket Pequot Tribal Nation (MPTN) certified were living on tribal land. The Federal Impact Aid goes directly to the Town of Ledyard; and was not managed by the Board of Education. The funds were treated as a "Pass-thru"; the Town's Finance Director and the Board of Education's Finance Director worked together to manage the Federal Impact Aid funding and move the funds from the Town to the Board of Education's expenditures. The grant funding was drawn down from the specific grant account to directly off-set a portion of the expenditures associated with each pupil. Ledyard's per pupil cost was \$16,871, and the Federal Government was providing the town \$4,050 to off-set those per pupil costs.

***Utilities Electricity Increase \$407,900*** the current rate was favorable and would carry into December, 2024. The Central Office actively reviews the utility market for commodities and has locked-in a new rate that would begin in January, 2025 which was higher than what they



were currently paying. The Purchase Power Agreement associated with the solar panels on the High School, Middle School and Gallup Hill School, does help to mitigate the increased costs of electricity. Solar panels would also be installed with new roofs on the Juliet W. Long School which would generate 60% of the electricity load, and at the Gales Ferry School, which would generate 90% of the electricity load.

**Grant Funding** comes into specific Grant Accounts and could only be used for the specific program that they were received for. The grant funding was drawn down from the specific grant account to directly pay for the expenses for which the grant funding was received for. If the grant funding came in higher than projected that the funding would reside in the grant account until the funding was drawn down. The grant funding could not be used for any other purpose.

**Board of Education Budget** once approved by the townspeople that the Board of Education would have their funding (current year fy 23/24 - \$35,908,368), which they would use to pay for all of the expenditures for the School District. The source of the revenues, whether it was tax revenue, grant funding from the Federal Government, State of Connecticut, Out of Town Tuition, Agri-Science Grant Funding, etc. were all managed by the Town.

**Special Education Grant Funding** (SPED) was the only revenue that impacted the Board of Education because they received the grant funding directly from the State; therefore, they had full responsibility and liability for these funds. The increase in the Special Education costs were related to the out placements of students; and increased needs for specialized services that were outside the scope that Ledyard could provide for students in the district. The Board of Education has built well designed programming; however, there were still some services they could not provide. In addition, the State Legislature increased the age for School District's responsibility for special education students from 21 to the end of age 22. Because these were students that could not be serviced within Ledyard Public Schools that they go to a specialized placement school. The costs ranged between \$60,000 - \$250,000 per student, which did not include transportation costs. The other variable that impacts special education costs were students transferring from another school district to Ledyard. Ledyard has appealed to their State Delegation to allow the special education funds to follow the student.

**District Wide Teacher Account Lines** had a significant increase. In Fiscal Year 2022/2023 the expense was \$500,373; but for Fiscal Year 2024/2025 the expense was \$818,342. The District Wide Teacher Salary Accounts were primarily listed for the elementary schools, because that was how the expenses were bucketed, noting at the elementary school they shared some interventionists and some teachers for things such as music/instrumental, art, etc., and shared some interventionists. One of the Board of Education's goals was to clean this up with the addition of the Interventionist and the MTSS Coordinator in the upcoming budget (fy 24/25) to more accurately reflect the expenses for each school.

**Family Consumer Science Teacher** was being funded for the Middle School in the proposed Fiscal Year 2024/2025 Budget. However, there was also a Family Consumer Science Teacher for the High School, which was not funded and was included on the 2024/2025 *Unbudgeted District Needs by Tier- Red Table*. Mr. Hartling explained that during the 2017 School Year some positions were cut at the High School. Long-term the Board of Education would like to restore the Family Consumer Science Teacher for the High School, which was the reason the position for the High School was included on the *Unbudgeted District Needs by Tier- Red Table*.

**Tuition Public Expenses** was to pay tuition for Ledyard students who were attending Magnet Schools providers, such as LEARN in New London; and to pay tuition to schools around the state for Ledyard students who were placed at those schools by the Department of Children and Families (DCF). Also, if Ledyard students attending Magnet Schools have disabilities that Ledyard also pays for those Special Education costs.

**Tuition Non-Public Expenses** was to pay tuition to Specialized Schools for students with disabilities, such as Johsua Center, and others.

**Education Cost Sharing Revenue (ECS)** projected increase in the amount of \$428,954 (Fiscal Year 2022/2023 \$11,475,245 – Fiscal Year 2024/2025 \$11,904,199) would mitigate the projected reduction in the Federal Impact Aid. The projected ECS Grant Funding dollar amount included in the proposed revenue was taken from the State’s Biennium Budget that was passed last year by the State of Connecticut. Although State funding was not guaranteed, the Board of Education provided revenue estimates as a starting point based on the information they had at the time their proposed budget was submitted. The Mayor and The Town Council would then make adjustments/decisions in establishing the Mil Rate. Both the Education Cost Sharing (ECS) and the Agri-Science Grant Funding could change. Although the State was in the second year of the Biennium Budget that the Legislation would continue to work to finetune the numbers. Prior to this year’s Legislative Session, the Governor proposed reducing the proposed increase for the ECS Grant funding by \$150 million.

**Agri-Science Grant Funding** was funding that came from both the State and from out-of-town students attending Ledyard’s Agri-Science Program. Should the Agri-Science Grant Funding come in above the projected budgeted amount those funds would be used for capital purchases/improvements for the Program, upon the approval of the Town Council.

**Inflationary Adjustments** (Transportation, Utilities, Services) were based on market changes and the cost of commodities. The increases were not based on a general Cost of Living increase. The Board of Education was currently in negotiations with their Transportation provider and may decide to solicit bids depending on the results of the negotiations. Natural Gas which was the fuel source to heat the schools increased by \$50,000.

**Net Current Expenditure Per Pupil (NCEP) Chart** indicated that the closest Ledyard was to the State’s Average Per Pupil Expenditure was in Fiscal Year 2022/2023. The numbers in the five-year chart provided in the Fiscal Year 2024/2025 Budget PowerPoint presentation this evening were based on unaudited actuals and those numbers fluctuate depending on date.

**Interest Revenue** projected for the General Government budget was \$500,000 for the upcoming Fiscal Year 2024/2025. The Capital Reserve Funds for things such as fire trucks, public works equipment, large purchases, etc., resided in interest bearing accounts. These funds were in the State Investment Fund (STIF) which was currently earning 5.20% interest. The Operating Funds for salaries, etc., do not reside in a long-term interest-bearing account. The Board of Education did not have any money in the bank that would carry interest.

**Purchase Property Services** (copier leases, fiber network maintenance, technology services, etc.) included an increase of \$185,000. The reason these expenses were considered operating expenses was because they were not tangible property assets. Capital expenses would be things that were depreciable assets, such as new roof or stools for the science lab.

**Instructional Supplies incurred to comply with the State Mandated “Right to Read Program” Requirements** would be paid using an \$86,000 State Grant that was received after the Board of Education submitted its proposed Fiscal Year 2024/2025 Budget. Assistant Superintendent of Schools Anne Hogston and staff would be reworking the Department of Defense Education Agency Grant (DoDEA) to help mitigate the cost to implement the first year of the *Right to Read Program*. The reason the instructional supplies expenditure account fluctuated from year to year was because it included all the School District’s curriculum materials. The purchase of textbooks and other supplies vary from year to year based on what was purchased the previous year and the needs for the upcoming year.

**\$2,921,000 Grant Funding** in the Board of Educations’ proposed Fiscal Year 2024/2025 Budget was not reflected on the Revenue Pie Chart in the Board’s PowerPoint presentation because those revenues go directly to, and were managed by the Board of Education. Therefore, the Board of Education’s proposed Fiscal Year 2024/2025 Budget in the amount of \$38,369,823 was actually \$2,921,000 higher with the addition of this *Grant Funding*. These grant funds paid for expenses such as salaries and costs associated with the Individuals with Disabilities Education Act (IDEA) Grant Funding. Because these grant funds have remained flat some of the expenses for the students with disabilities would be paid by town allocations.

**Salary Budget Lines** provided in the Munis Financial budget report do not delineate the number of staff that were being paid from a particular salary line. Knowing the number of teachers the salary lines included would provide some perspective in understanding the dollar amount. Superintendent Hartling stated the Board of Education's Executive Summary, and the Projected Salary Section (page 18) of their budget may help to understand those numbers. However, he stated that he would try to get those numbers from the Munis Financial System for the Town Council.

**Capital Projects** included \$7.6 million in bonded projects that were requested in the current year's budget (fy 23/24) with the projects spanning over multiple years. Several of those bond project requests were then moved forward to the upcoming Fiscal Year 2024/2025 Budget; and now go out to 2026; 2027; 2028. Bonded projects such as: (1) High School Parking Lot; (2) High School Window Replacement; (3) Middle School Cafeteria Expansion; (4) High School Classroom ventilation and air conditioning were pushed to subsequent years because they recognized the fiscal realities the Town of Ledyard faced relative to the costs of those projects. The Board of Education approved and submits a Capital Plan to the Town and then the Town decides which projects they were going to fund based on the available funding. The budget included the following Capital Accounts: (1) Capital Non-Recurring which was funded by the Board of Education's budget surplus from the previous year; (2) Town Allocation on an annual basis; (3) Bonded Items for larger projects such as roof replacements etc.; (4) Operating Capital Account that addressed things such as parking lot repairs, etc.; (5) Agri-Science Capital which was funded by grant funding received for the Ag-Science that came in higher than the amount budgeted, as discussed earlier this evening. The Board of Education's approved Capital Projects were listed in the Town's Spending Plan.

Board of Education Finance Committee Chairman Joanne Kelley noted that the *Committee to Review the Budget Process* discussed the Budget Format and the Munis Financial Reports. She stated the Committee considered formatting the Board of Education's budget by each school building. However, she stated the Committee found that because none of the schools were the same (size, number of students, energy costs, etc.) that they decided there was no benefit to changing the format.

Chairman Rodriguez stated that she attended one of the Board of Education's Budget Workshops. She noted that she was disheartened to hear a Member comment that the proposed 6.85% budget increase would increase residents taxes by about \$100, implying that it was not that much money. She stated as Town Councilors their role was to serve as the financial stewards of the residents tax dollars; and therefore, they needed to make sure the Board of Education's proposed Fiscal Year 2024/2025 Budget was the best they could do. She stated \$100 was a lot of money for someone who was living just above the poverty level, or for a senior citizen; or a disabled person who was on a fixed income. Therefore, she asked if the proposed Fiscal Year 2024/2025 Budget in the amount of \$38,369,823 was the best they could do. Ms. Kelley stated the Board of Education took its time to discuss and deliberate their expenses. She stated the Board of Education found that they needed to finish some of the initiatives that they had been working on for years in the area of the Intervention Program and the Mental Health Program. She stated not to fund the services that were included in the proposed Fiscal Year 2024/2025 Education Budget would be detrimental to their students, noting that they had a legal obligation to educate their students.

Chairman Rodriguez thanked Ms. Kelley, Superintendent Hartling, and the members of the Board of Education for their hard work in preparing a proposed Fiscal Year 2024/2025 Education Budget. She stated although no one wanted to see increases, that they needed to recognize that the Board of Education has been holding the line for many years, with minimal increases in years past; and therefore, they knew at some time they were going to see increases. She stated the Board of Education's proposed Fiscal Year 2024/2025 Budget in the amount of \$38,369,823 has been received and filed. Thank you.

## V. RESIDENTS AND PROPERTY OWNERS

**Mr. Mike Cherry**, 5 Whippoorwill Drive, Gales Ferry, stated he was not an educator and that he was not an educational administrator, therefore, he assumed that a lot of work went into preparing the Board of Education's proposed Fiscal Year 2024/2025 Budget, and that these

were the minimum needs the town had. He stated that he thought a number of the expenses listed in *2024/2025 Unbudgeted District Needs by Tier* in the yellow and red charts should be funded. He stated over the years that he has had discussions with Superintendent of Schools Mr. Hartling about what the cost would be to increase their Per Pupil Expenditures to “Average”. He provided the following cost scenarios based on this year’s proposed Education Budget numbers: (1) Fund Per Pupil Expenditures at *Average* would increase the Per Pupil Expenditures by \$3,000 per student for a total education budget of \$7.2 million which was a 5-mil rate increase which would require an additional \$150 a month for residents who lived in a home that was valued at \$300,000; (2) Fund Per Pupil Expenditures at *Median* would increase the Per Pupil Expenditures by \$4,000 per student for a total education budget of \$9.6 million, which would require an additional \$200 per month for residents who lived in a home that was valued at \$300,000. He stated that he did not think the town could afford to do this; and he stated that the question was “*How do we fix this?*” He stated the Mil Rate/Taxes were based on their Grand List, which in Ledyard was almost exclusively residential and automobile, with only 5% of the Grand List coming from commercial/industrial. He stated the way out of this situation was for the Economic Development Commission to help the Mayor build their Grand List. He stated the Board of Education did an excellent job on the proposed Fiscal Year 2024/2025 Budget.

Mr. Cherry continued by commending Board of Education Member Joanne Kelley and Town Councilor Jessica Buhle, noting that they responded to questions that were posted on Facebook asking how the Covid Pandemic Funding was used. He stated that Ms. Kelley and Ms. Buhle provided answers the same day that the questions were posted, noting that the responses were specific and showed that Ledyard met the criteria for the use of the funds as well as the deadlines. He thanked those who made the decisions on how to spend the Covid Pandemic funding noting that Ledyard did not use the money for recurring expenses that they would then have to provide for going forward.

Mr. Cherry concluded his comments by suggesting the town not support the budget by taking money from the Rainy-Day Fund or the Mil Rate Stabilization Fund, noting that these funds were in-place to off-set one-time expenses, not reoccurring expenses. He stated if these funds were used this year that it would only put the town in worse shape for next year. He concluded his remarks by thanking everyone who worked on the proposed Board of Education Fiscal Year 2024/2025 Budget.

Chairman Rodriguez thanked Mr. Cherry for his comments.

Mr. Earl (Ty) Lamb, 95 Lambtown Road, Ledyard, noted that Ledyard was very fortunate to have exceptional residents who have volunteered to serve their town. He noted that Mr. and Mrs. Godino were some of those exceptional residents. He recognized Mrs. Sheila Godino’s letter dated February 21, 2024 in which she stepped down from serving as Chairman of the Cemetery Committee; and the item on tonight’s Agenda in which Mr. Vincent Godino was being reassigned to continue to serve on the Historic District Commission. He stated that Mr. and Mrs. Godino were two examples of dedicated residents who have served the Town of Ledyard for many years. He stated it was people like Mr. and Mrs. Godino and all the other volunteers who chose to serve their community making Ledyard a little better than a lot of other towns. He concluded his comments by stating that he wanted to recognize Vincent and Sheila (Rusty) Godino for all the different Committees and Commissions they have served on.

Chairman Rodriguez thanked Mr. Lamb for this comments, noting that she sent Mrs. Sheila (Rusty) Godino a letter to thank her for her many years of service to the Ledyard.

**Mr. Andy Parad**, 5 Birch Street, Ledyard, thanked Rabbi Ekstrand for attending tonight’s Town Council meeting. He noted that he agreed with Rabbi Ekstrand’s comments regarding focusing on local issues and building communities with that in-mind. Mr. Parad continued by stating that he was present this evening to talk about Pickleball. He stated that he has been playing Pickleball for about 5-years, noting that he plays against Pickleballers from all over New England. He stated that he has traveled to Dallas, Texas, for a national tournament a few months ago. He stated that we were probably all aware of the increasing popularity of pickleball, both for good and not as good reasons. He stated that it was his opinion that the best thing about pickleball, was that it brings people together to be active who otherwise would not be active or have that social connection. He went on to state, as he traveled to other towns to play pickleball, and in getting to know people from other towns who have undertaken building pickleball courts in their own town, he has learned a lot about pickleball courts. He stated with the building of pickleball courts invariably coming up in Ledyard, that he wanted to bring up a few points so that Ledyard does not mess this up.

Mr. Parad continued by explaining that tennis and pickleball were not the same sport, noting that the net requirements were different. Tennis players do not like having the pickleball lines on the courts and the need to readjust the nets. Also, pickleball players do not like using temporary nets or chasing the ball all the way to the back of the tennis court. Pickleball needs dedicated courts. He stated that Stonington was the only town in the area that he was aware of that has redone their tennis courts and has put in dedicated pickleball courts at their High School. However, he stated Stonington made a huge mistake, because they only put in 2 pickleball courts when they had the room to put in at least 6, if not more, and he noted that the people who play at the Stonington pickleball courts were not happy that more courts were not built. He stated once they started the process to construct the pickleball courts that in terms of cost, that it proportionally made sense to build more than two-courts. He stated that he believed the same mistake was made when the four tennis courts were built at Ledyard High School. He stated every other high school in the area has at least 6 tennis courts. He stated that he has had some difficulty getting more information, but from what he understood for legal reasons the two courts at Blonders Park cannot be used, at least for matches. He stated the last time he was at Blonders Park he noticed that the courts were not well maintained. He stated according to someone with knowledge from when the four courts were built, he noted the following a quote: *“Town Council said it would cost more to build the 6 courts than 4 courts”*. However, Mr. Parad stated that it would have been pennies for the taxpayers, commenting to save a buck they burden two sports programs for decades.

Mr. Parad suggested to learn from Ledyard history and not make the same recent mistake that Stonington did, that they should add 2 tennis courts and as part of that project build essentially as many pickleball courts, probably 6 or 8, that would fit on the plot of land by the current tennis courts. He stated that while the 2 courts at Blonders Park could be resurfaced and turned into probably 4 pickleball courts at a lower cost, that it would not take into account that pickleball in the coming years was going to become at least an intramural sport and probably a team sport. He stated that because they would be needing the pickleball courts at the High School, that was where they should be focused, rather than building town pickleball courts. He stated that it would be a benefit for our community and our High School athletes. He stated the town needed to start planning now for the future and do the right thing, so we do not end up with decades of regrets and spending more money later.

Mr. Parad concluded by stating that grant funding was available, noting that he and some other people around town would be happy to explore this further. However, he stated that they would need to know if seeking grant funding for the construction of pickleball courts at the High School was something that would be supported by the Town Council and the Board of Education before they started to proceed down that path.

Chairman Rodriguez thanked Mr. Parad for his comments.

Mayor Allyn, III, addressed Mr. Parad’s comments regarding the construction of Pickleball Courts, noting that the Parks & Recreation Commission has included funding in their budget for the upcoming fiscal year (24/25) to construct six pickleball courts. He stated tax dollars would not be used for the project, noting that the funds would be coming from the Parks & Recreation Capital Account (Fund 0203) that was funded by Ordinance #200-009 *“An Ordinance Providing for the Transfer of Certain Revenue From the Real Estate Conveyance Tax to Specific Town of Ledyard Funds”* which allocated 40% percentage of the Conveyance Tax from the Real Estate Transactions to the Parks & Recreation Capital Account. He suggested Mr. Parad provide input to Parks & Recreation regarding the Pickleball Courts.

IV. COMMITTEE COMMISSION AND BOARD REPORTS – None.

VI. COMMENTS OF TOWN COUNCILORS

Councilor Brunelle stated she noticed a video that showcased Ledyard that was posted on Town’s website earlier today. She suggested people watch the video, noting that it was nicely done.

Councilor Saccone noted a few weeks ago the Town’s Fire Companies responded to a fatal accident that occurred on Route 12, in Gales Ferry. He recognized the Volunteer Fire Companies for an outstanding job in assessing the situation and in the handling of the three patients that were involved. He stated although the outcome was unfortunate, the volunteers did an outstanding job.

Councilor Buhle noted the town video that Councilor Brunelle mentioned. She stated the Town Marketing Video was an Economic Development Commission project. She thanked EDC Member Peter Hary for his involvement with the project and she noted that she took the pictures of the submarines.

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of February 14, 2024  
Moved by Councilor Buhle, seconded by Councilor Saccone

VOTE: 7 – 0 Approved and so declared

IX. COMMUNICATIONS

Chairman Rodriguez stated a Communications List has been provided on the meeting portal for tonight's meeting and she noted there were referrals listed.

**COMMUNICATIONS LISTING FOR FEBRUARY 28, 2024**

INCOMING CORRESPONDENCE

1. Mayor email dated 2/21/2024 re: Appointment of Town Representatives to Southeastern Connecticut Resource Recovery Recycling Authority (SCRRRA)
2. Mrs. Godino ltr dated 2/13/2024 re: Resign – Cemetery Committee
3. Retirement Board ltr dated 2/20/2024 re: Meeting of February 20, 2024

OUT GOING CORRESPONDENCE

1. Admin Asst ltr to Mayor dated 2/15/2024 re: Action ltr. Town Council Regular Meeting of February 14, 2024.
4. LTC ltr to Board of Education dated 2/15/2024 re: Ledyard Administrators Association Contract – July 1, 2024 – June 30, 2027 (LAA)

NOTICE OF AGENDAS

1. Retirement Board Agenda 2/20/2024
2. Parks, Recreation & Senior Citizens Agenda 2/20/2024
3. Agricultural Commission Agenda 2/20/2024
4. Historic District Commission Agenda 2/26/2024
5. Water Pollution Control Authority Agenda 2/27/2024
6. Library Commission Agenda 2/26/2024
7. Zoning Board of Appeals Agenda 2/1/2024 - Cancelled
8. Finance Cmt Agenda 2/21/2024
9. Community Relations Cmt Agenda 2/21/2024 - Cancelled
10. Town Council Agenda 2/28/2024

MINUTES

1. Retirement Board Sp. Minutes 1/23/2024
2. Parks, Recreation & Senior Citizens Agenda 1/16/2024– Cancelled
3. Parks, Recreation & Senior Citizens Sp. Minutes
4. Agricultural Commission Minutes 11/21//2024
5. Historic District Commission Minutes 1/22/2024
6. Water Pollution Control Authority Minutes 1/23/2024
7. Library Commission Minutes 1/22/2024
8. Finance Cmt Minutes 2/7/2024
9. Town Council Agenda 2/14/2024

REFERRALS

Administration Committee

1. Mayor email dated 2/21/2024 re: Appointment Town Representatives to Southeastern Connecticut Resource Recovery Recycling Authority (SCRRRA)

X. COUNCIL SUB COMMITTEE, LIAISON REPORTS

Administration Committee

Councilor Garcia-Irizarry stated although the Administration Committee has not met since the last Town Council meeting they had a number of items on tonight's agenda that she would address later this evening.

Community Relations Committee

Councilor Brunelle stated the Community Relations Committee has not met since the last Town Council meeting. However, she stated the Black History Month Activities/Contest were going well. She stated the Poetry Slam that was held at Lucille's Restaurant in Ledyard Center on Monday, February 19, 2024 went great. She noted Kia Baird sang *Lift Every Voice* at the event, noting that she did a great job. She stated for those who may have missed the Poetry Slam that they planned to have more of these types of events.

Finance Committee

Councilor Saccone stated the Finance Committee met on February 21, 2024. He stated in addition to the items on tonight's Agenda the Committee also discussed the following: (1) Public Act No.21-58 "*An Act Concerning Solid Waste Management*" in accordance with "*Resolution Regarding Revenues Received from Beverage Container (Nip Bottles) Surcharges*"- Councilor Saccone stated the Finance Committee continued to discuss the Surcharge Revenues the Town has been and would continue to receive from the State, noting that Councilor Buhle suggested they consider purchasing *Bigbelly Solar Powered Trash Compactors* to be used at various town properties such as the Lower Town Green. He noted the Finance Committee would continue review the information provided at their March 6, 2024 meeting; (2) American Rescue Plan Act (ARPA) Funding Project List – Councilor Saccone stated the Committee discussed the reallocation of surplus funds from completed ARPA Projects in an effort to prioritize "*Add-On Projects*". He noted the following projects were discussed: Route 12 Corridor Study; Guard Rails for Sandy Hollow Road; Wastewater Treatment Facility additional equipment; Ledyard Center Sewer Extension Project Phase I & II; (3) Potential uses of the funding received from National Opioid Settlement Payments – Councilor Saccone stated at their September 27, 2023 meeting the Town Council appropriated \$36,100 to Ledge Light Health District/ Ledyard Prevention

Coalition to implement and expand access to opioid use disorder prevention, intervention, treatment and recovery options. He noted that the Ledyard Prevention Coalition provided a Report noting that from January, 2023 to February, 2024 that there were 40 Overdoses and one Fatal Overdose in Ledyard/Gales Ferry. In addition, the Committee discussed the placement of the Emergency Overdose Kits in town.

Land Use/Planning/Public Works Committee

Councilor St. Vil stated the LUPPW Committee has not met since the last Town Council meeting. The LUPPW Committee's March 4, 2024 meeting would be canceled.

Permanent Municipal Building Committee

Councilor Brunelle stated the PMBC was continuing their work on the School Roof projects at Juliet W. Long School and the Gales Ferry School.

Public Safety Commission

Councilor Saccone noted that work has begun to change the town's emergency radio system over to the State-wide system, which was being funded by \$284,000 Grant.

Library Commission

Councilor Garcia-Irizarry reported that the Library Commission's February 26, 2024 was rescheduled to February 29, 2024 due to the lack of a quorum.

Board of Education

Councilor Garcia-Irizarry stated the Board of Education held a special meeting on February 27, 2024 at which they discussed the Gales Ferry School and Juliet W. Long School Roof Projects.

XI. MAYOR’S REPORT

Mayor Allyn, III, reported on the following: (1) Retirement Board February 20, 2024 meeting – Mayor Allyn explained that the Defined Benefit Plan which closed in 2012 for new employees as funded at 88.7%, which was among the top 10 funded pension plans in the State of Connecticut. The Retirement Board has recommended the Fiscal Year 2024/2025 include \$850,000 for Defined Benefit Plan, noting that the program was funded on an annual basis; (2) Ledyard Prevention Coalition February 20, 2024 Meeting – Mayor Allyn stated during the meeting they discussed the Opioid Settlement Funds. He stated Ledyard would be receiving another tranch of funding from Walmart and other Retailers, noting that the town would be receiving Opioid Settlement funding through the year 2037. He stated that the Town Council would continue to work to identify needs for the use/distribution of these funds. He stated the Ledyard Prevention Coalition had Emergency Overdose Kits ready to be deployed noting that one kit would be located in Gales Ferry and one kit would be in Ledyard. He stated an Overdose Map was provided at the meeting which helped to identify potential areas in town for the location of the Emergency Kits. He stated Parks, Recreation & Senior Citizens Director Scott Johnson, Jr., was working with the Ledyard Prevention Coalition, and Police Chief John Rich on the two locations; (3) Electric Boat (EB) Legislative Breakfast February 22, 2024 – Mayor Allyn stated Electric Boat President Kevin Grainey gave an excellent update, noting that the Norwich-New London Labor Market grew by 3.2% and was the second highest employment growth in New England; (4) Bid Openings for Bid #2024-01 (Senior Center Re-shingling) and Bid #2024-02 (Food Pantry Siding Improvements) were held on February 22, 2024 – Mayor Allyn stated the bids came in under the estimated budget. However, he stated because the town did not receive the required three bids in accordance with Ordinance #200-001 (rev. 1) “An Ordinance for Purchasing” that Public Works Director/Town Engineer would be seeking bid waivers for both projects; (5) Economic Development Commission Marketing Video – Mayor Allyn stated the EDC completed their Marketing Video project, noting as mentioned earlier this evening, the video was on the Town’s website. He thanked EDC Member Peter Hary for his work on the project; (6) Multi-Use Pathway Project – Mayor Allyn stated the work to construct the Multi-Use (pedestrian and non-motorized bicycles) Pathway from the Bill Library to the High School was scheduled to begin next week with the clearing and grubbing of the shoulder of the road. The work would include realigning how Gallup Hill Road comes into Colonel Ledyard Highway. He stated instead of a “Y” configured intersection, it would now be a “T” intersection; (7) Town Hall Improvements – Mayor Allyn stated the Public Works Crew has been painting and replacing the carpet in Town Hall, which has not been done in about 25-years. This project also included the consolidation and reconfiguration of some Departments.

Questions to the Mayor - None.

XII. OLD BUSINESS – None.

XI. NEW BUSINESS

CONSENT CALENDAR

- \*1. MOTION to reappoint Mr. George Hosey (U) 2 Lucienne Way, Ledyard, to the Permanent Municipal Building Committee for a three (3) year term ending March 26, 2027.
- \*2. MOTION to reappoint Mr. William Thorne (R) 3 Adios Lane, Ledyard to the Retirement Board for a three (3) year term ending January 20, 2027.
- \*3. MOTION to reappoint Mr. Thomas Cassabria (R) 18 Silas Deane Road, Ledyard to the Housing Authority for a five (5) year term ending March 31, 2029.

Moved by Councilor Buhle, seconded by Councilor St. Vil

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER	Gary St. Vil, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan



Administration Committee

4. MOTION to appoint the following to the Historic District Commission:

- Mr. Vincent Godino (D) 1906 Center Groton Road, as an Alternate Member for a five (5) year term ending, December 6, 2024, filling a vacancy left by Mr. Lamb
- Ms. Kelly Lamb (U) 93R Lambtown Road, Ledyard, as a Regular Member for a five-year (5) year term, ending December 6, 2024, filling a vacancy left by Mr. Godino.

Moved by Councilor Garcia-Irizarry, seconded by Councilor Brunelle

Discussion: None.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Carmen Garcia-Irizarry, Town Councilor
SECONDER	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

5. MOTION to appoint Ms. Ammie M. Chittim (D) 972 Shewville Road, Ledyard, as a Regular Member to the Historic District Commission to complete a five (5) year term ending December 6, 2028, filling a vacancy left by Ms. Dyson.

Moved by Councilor Garcia-Irizarry, seconded by Councilor Brunelle

Discussion: None.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Carmen Garcia-Irizarry, Town Councilor
SECONDER	Councilor Buhle, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

6. MOTION to appoint Mrs. Karen Parkinson (R) 55 Rose Hill Road, Ledyard, as an Alternate Member to the Historic District Commission to complete a five (5) year term ending December 6, 2028, filling a vacancy left by Ms. Lamb.

Moved by Councilor Brunelle, seconded by Councilor Buhle

Discussion: Councilor Buhle stated that she has talked with Mrs. Parkinson on several occasions and she noted that she would be an asset to the Historic District Commission.

Chairman Rodriguez noted Mrs. Parkinson’s background, enthusiasm, and energy, noting that she would be a great addition to the Historic District Commission.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	April Brunelle, Town Councilor
SECONDER	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

7. MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date on March 13, 2024 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed “An Ordinance Establishing a Farmers Market for the Town of Ledyard” as presented in the draft dated January 17, 2024.

Moved by Councilor Garcia-Irizarry, seconded by Councilor St. Vil

Discussion: None.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Carman Garcia-Irizarry, Town Councilor
SECONDER	Gary St. Vil, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

Finance Committee

8. MOTION to grant a Bid Waiver to Quiet Corner Restoration LLC, of Hampton, Connecticut, the amount of \$83,025.17 due to receiving fewer than the required three bids in response to Bid 2024-03 (Nathan Lester House Exterior Rehabilitation ) in accordance with Ordinance #200-001 (rev 1) “An Ordinance for Purchasing”.

Moved by Councilor Buhle, seconded by Councilor Saccone

Discussion: Councilor Buhle stated in response to Bid #2024-03 RFP (Nathan Lester House Exterior Rehabilitation) that only two Bids were received from the following: (1) Proulx Building & Remodeling, LLC in the amount of \$111,240.00; and (2) Quiet Corner Restoration, LLC in the amount of \$83,025.17. She stated that the Quiet Corner Restoration, LLC proposal was reasonable.

Chairman Rodriguez questioned whether Historic District Commission Chairman Earl (Ty) Lamb would like to add any additional information regarding the Commission’s bid waiver request. Mr. Lamb noted that he attended the Finance Committee’s February 21, 2024 at which they asked the appropriate questions regarding the project. He stated the exterior work was needed to keep the Nathan Lester House in good shape.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER	Tony Saccone, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

9. MOTION to authorize the Finance Director to revise the tracking of the American Rescue Plan Act (ARPA) in Account #21010103-54500-G0014 (Historic District – Building Maintenance-ARPA) to move \$55,575.17 from the Sawmill Projects to the Nathan Lester House Projects to facilitate the Nathan Lester House Exterior Rehabilitation Work (Bid #2024-03).

Moved by Councilor Saccone, seconded by Councilor Buhle

Discussion: Historic District Commission Chairman Earl (Ty) Lamb, 97 Lambtown Road, explained in allocating the American Rescue Plan Act (ARPA) for the Historic District Commission that the funding was being tracked by two separate accounts; one Account designated for the Nathan Lester House projects; and one Account designated for the Up-Down Sawmill projects. However, he stated in soliciting bids for the Nathan Lester House Exterior Rehabilitation Work the cost was more than they initially estimated. Therefore, he stated the Historic District Commission decided that the best approach for all of their projects was to request these funds be transferred from the Up-Down Sawmill account to the Nathan Lester House account.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Tony Saccone, Town Councilor
SECONDER	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

10. MOTION to appropriate and transfer the Board of Education Fiscal Year 2022/2023 audited surplus of \$217,387 from unrestricted fund balance to Account #21070101-58250 (BOE Reserve Fund) in accordance with “Resolution Creating a Funding Mechanism for Making Annual Appropriations to a Capital Reserve Fund for the Board of Education” adopted on September 28, 1988.

Moved by Councilor Buhle, seconded by Councilor Saccone

Discussion: Councilor Buhle explained with the receipt of the Annual Audit for the Fiscal Year Ending June 30, 2023 that in accordance with the “Resolution Creating a Funding Mechanism for Making Annual Appropriations to a Capital Reserve Fund for the Board of Education” it has been the Town Council’s practice to annually transfer the Board of Education’s surplus to their Reserve Capital Fund to be used for capital projects. She stated that this was an administrative action to document on the record the transfer of the surplus funds.

Councilor Buhle continued by noting in discussing the process to allocate these surplus funds from the Board of Education’s Capital Account with Finance Director Matthew Bonin, that Mr. Bonin explained that when the Board of Education submitted its Capital Projects List they note that all the funding to support their projects would be coming from the tax levy. However, she stated in preparing the budget for the upcoming fiscal year that Mr. Bonin explained that the amount of tax levy needed to support the Board of Education's Capital Projects request would be reduced by their surplus amount for the upcoming fiscal year budget, noting that this has been the practice for many years.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER	Tony Saccone, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

- 11. MOTION to authorize the Finance Director to set-up a new, stand alone, Board of Education Capital Fund for Non-Bonded Board of Education Capital Items to reside outside of the Town’s Capital Nonrecurring Fund (CNR Fund 210).

Moved by Councilor Saccone, seconded by Councilor Buhle

Discussion: Mayor Allyn, III, explained that Finance Director Matthew Bonin has recommended the Board of Education’s Capital Lines for non-bonded expenses be taken out of the General Government’s Capital Nonrecurring Fund (CNR) and moved into the Board of Education’s side of the ledger to manage these funds. He explained that currently the Board of Education had five non-bonded capital lines that were nested within the Town’s CNR Fund 210. He stated by moving these capital accounts to the Board of Education that it would provide them with more flexibility. He stated that Finance Director Matthew Bonin would continue to have the same visibility of these capital accounts that he currently has.

Councilor Saccone stated that it would also make it easier to track the projects and funding.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Tony Saccone, Town Councilor
SECONDER	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

XV. ADJOURNMENT

Councilor Buhle moved to adjourn, seconded by Councilor Paul  
7- 0 Approved and so declared. The meeting adjourned at 9:07 p.m.

VOTE:

\_\_\_\_\_  
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 February 28, 2024.

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



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0246

**Agenda Date:** 3/13/2024

**Agenda #:**

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AGENDA ITEM  
CORRESPONDENCE

**Subject:**

Communications List - March 13, 2024

**Correspondence List:**

(type text here)

## COMMUNICATIONS LISTING FORMARCH 13, 2024

### INCOMING CORRESPONDENCE

1. WPCA Ltr dated 2/27/2024 re: Actions – Water Pollution Control Authority Meeting 2/26/2024
2. Mayor email dated 2/28/2024 re: Land Use Attorney Landolina Retiring. Appoint Suisman-Shapiro as Land Use Attorney (Robert Avena)
3. Board of education ltr dated 2/15/2024 re: Budget Transfers
4. WPCA-DTC ltr dated 3/4/2024 re: Endorse Reappointment of Water Pollution Control Authority Members (WPCA)

### OUT GOING CORRESPONDENCE

1. Admin Asst ltr to Mayor dated 2/29/2024 re: Action ltr. Town Council Regular Meeting of February 28, 2024.
5. LTC ltr to Hosey dated 2/29/2024 re: Reappointment to Permanent Municipal Building Committee (PMBC)
6. LTC ltr to Thorne dated 2/29/2024 re: Reappointment to Retirement Board
7. LTC ltr to Cassabria dated 2/29/2024 re: Reappointment to Housing Authority
8. LTC ltr to V. Godino dated 2/29/2024 re: Appointed as Alternate Member to Historic District Commission
9. LTC ltr to K. Lamb dated 2/29/2024 re: Appointed as Regular Member to Historic District Commission
10. LTC ltr to Chittim dated 2/29/2024 re: Appointed as Regular Member to Historic District Commission
11. LTC ltr to Parkinson dated 2/29/2024 re: Appointed as Alternate Member to Historic District Commission
12. LTC ltr to Board of Education dated 2/29/2024 re: Transfer Surplus \$217,387 to Capital Account; Set up new Board of Education Capital Fund for Non-Bonded capital expenses
13. LTC ltr to S. Godino dated 2/27/2024 re: Thank you Mrs. Godino for service to the Town
14. Admin Asst Memo dated 3/11/2024 to T. Clerk re: Farmers' Market Cmt Revised 2024 Meeting Schedule

### NOTICE OF AGENDAS

1. Permanent Municipal Building Cmt Agenda 3/4/2024
2. Housing Authority Agenda 3/4/2024
3. Ledyard Beautification Cmt Agenda 3/5/2024
4. Economic Development Commission Agenda 3/5/2024
5. Inland Wetland & Water Courses Commission Agenda 3/5/2024
6. Farmers Market Committee Agenda 3/6/2024
7. Planning & Zoning Commission Agenda 3/14/2024 - Cancelled
8. Conservation Commission Agenda 3/12/2024
9. Finance Cmt Agenda 3/6/2024
10. Fiscal Year 2024/2024 Budget Work Session Agendas: 3/7/2024; 3/11/2024; 3/14/2024
11. LUPPW Cmt 3/4/2024- Cancelled
12. Admin Cmt Agenda 3/13/2024
13. Town Council Agenda 3/13/2024

### MINUTES

1. Permanent Municipal Building Cmt Minutes 2/20/2024
2. Housing Authority Minutes 2/5/2024
3. Ledyard Beautification Cmt Minutes 2/6/2024
4. Economic Development Commission Minutes 2/6/2024
5. Inland Wetland & Water Courses Commission Minutes 2/6/2024
6. Farmers Market Committee Minutes 2/1/2024
7. Conservation Commission Minutes 2/13/2024
8. Finance Cmt Minutes 2/21/2024
9. Admin Cmt Minutes 2/14/2024
10. Town Council Minutes 2/28/2024

## MISCELLANEOUS

### REFERRALS

#### Administration Committee

1. WPCA-DTC ltr dated 3/4/2024 re: Endorse Reappointment of Water Pollution Control Authority Members (WPCA)



**TOWN OF LEDYARD**  
**CONNECTICUT**  
**WATER POLLUTION CONTROL AUTHORITY**

Chairman Ed Lynch

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3220  
E-Mail Address:  
[wpc.ledyard@ledyardct.org](mailto:wpc.ledyard@ledyardct.org)

February 29, 2024

Mayor Fred B. Allyn, III  
741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

Dear Mayor Allyn:

At its Regular Meeting held on February 27, 2024, the WPCA took the following actions. Please feel free to contact Chairman Lynch should you have any questions regarding this meeting.

- Approved a proposed Fiscal Year 2024/2025 Water budget of \$1,517,183.62 with a five percent water rate increase. Public hearing date TBD.
- Approved a Fiscal Year 2024/2025 Sewer budget of \$671,749,34.

Respectfully submitted,

Christina Hostetler  
Town Hall Assistant

cc: Mayor  
Director of Finance  
Treasurer/Assistant Director of Finance  
Town Council

## Roxanne Maher

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**From:** Fred Allyn, III  
**Sent:** Thursday, February 29, 2024 4:38 PM  
**To:** Roxanne Maher  
**Subject:** Agenda item for upcoming Council meeting  
**Attachments:** letter of resignation- Carl Landolina.pdf

Rox,

Our land use attorney, Carl Landolina has resigned as he is winding down his practice. I am seeking Council approval to hire Suisman-Shapiro, specifically Robert Avena as our new land use attorney.

I have attached the letter of resignation received from Carl.

Best,

Fred

*Fred B. Allyn III*



Mayor, Town of Ledyard, CT  
741 Colonel Ledyard Hwy.  
Ledyard, CT 06339  
Tel (860) 464-3221  
[www.ledyardct.org](http://www.ledyardct.org)

NOTICE\* Effective June 11, 2018  
Town Hall hours are 7:30AM-4:45PM Mon-Thurs  
**CLOSED FRIDAYS**





# Ledyard Public Schools

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Administrative Offices

February 15, 2024

Ledyard Town Council  
Town of Ledyard  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

I have enclosed a copy of the 2023-2024 Budget Transfer requests as reviewed and approved by the Ledyard Board of Education at its Regular Meeting on February 15, 2024.

Sincerely,

Joanne Kelley  
Finance Committee Chairman  
Ledyard Board of Education

Enclosure 1: Requested Transfers FY 2024

cc: Ledyard Board of Education  
Mr. Jason Hartling, Superintendent of Schools  
Mr. Kenneth Knight, Director of Finance

BUDGET TRANSFER		AMOUNT	INCREASE	DECREASE	ACTION
Move from foreign lang textbooks to general textbooks		\$2,500.00	2081000 56400	2081006 56400	Budget Transfer
Move from math textbooks to general textbooks		\$3,000.00	2081001 56400	2081011 56400	Budget Transfer
Move from soc studies textbooks to general textbooks		\$500.00	2081002 56400	2081015 56400	Budget Transfer
Move from instructional supplies to textbooks		\$8,500.00	2081001 56400	2161601 56110	Budget Transfer
Move non-instructional supplies		\$5,000.00	2082500 56900	2081000 56900	Budget Transfer
Allocate funds to student accident insurance from prof services		\$2,550.00	2082500 55200	2082310 53400	Budget Transfer
Allocate funds to magnet choice tuition from district travel		\$10,000.00	2086110 55660	2082500 55800	Budget Transfer
Allocate funds to magnet choice tuition from staff PD		\$13,400.00	2086110 55660	2082213 53300	Budget Transfer
Allocate funds to maintenance dept PD from maint repair		\$1,000.00	2112600 53300	2112600 54300	Budget Transfer
Allocate funds to natural gas from heating oil		\$37,500.00	2112600 56210	2112600 56200	Budget Transfer
Move from health services to nursing supplies		\$1,250.00	2102130 56900	2102130 54900	Budget Transfer
Move from technical repair to equipment maintenance		\$50,000.00	2122230 54310	2122230 54320	Budget Transfer
Move from technology supplies to software		\$2,800.00	2082500 57350	2082500 56890	Budget Transfer
Move from sped doctors to OT		\$20,000.00	2092190 53440	2092190 53460	Budget Transfer
Move from sped dues & fees to other sped purchased services		\$7,000.00	2091200 54900	2091200 58100	Budget Transfer
Move from sped new equipment to sped testing supplies		\$5,000.00	2091200 56800	2091200 57300	Budget Transfer
Move from public tuition to non-public tuition		\$75,000.00	2096130 55700	2096110 55600	Budget Transfer



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339-1551  
(860) 464-3200

Chairman S. Naomi Rodriguez

January 10, 2024

Mr. Edmond Lynch, Chairman  
Water Pollution Control Authority  
11 Red Brook Lane  
Ledyard, Connecticut 06339

Dear Mr. Lynch:

Members of the Water Pollution Control Authority are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office. .

**Water Pollution Control Authority**

**3 Year Term**

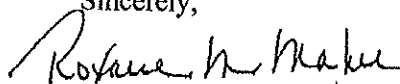
Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Commitment Endorsement	Attendance
Mr. Monir Tewfik 33 Seabury Avenue Ledyard, CT 06339	U	4/11/2024	(Y) N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mrs. Sharon Wadecki 44 Fanning Road Ledyard, CT 06339	D	4/11/2024	Y N	(Y) N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Edmond Lynch 11 Red Brook Lane Ledyard, CT 06339	D	4/11/2024	Y N	(Y) N	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. J.A. Capon (Alternate) 37 Silas Dean Road Ledyard, CT 06339	D	4/11/2024	Y N	(Y) N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. James Ball 674R Shewville Road Ledyard, CT 06339	D	4/11/2024	Y N	(Y) N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Committee Comments:

All members including alternates contribute significantly to the WPCA

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,



Roxanne M. Maher  
Administrative Assistant



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339-1551  
(860) 464-3200

Chairman S. Naomi Rodriguez

January 10, 2024

Ms. S. Naomi Rodriguez  
Democratic Nominating Committee  
6 Saint Peters Court  
Ledyard, Connecticut 06339

Dear Chairman Rodriguez:

Members of the Water Pollution Control Authority are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office. .

**Water Pollution Control Authority**

**3 Year Term**

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. Monir Tewfik 33 Seabury Avenue Ledyard, CT 06339	U	4/11/2024	Y N	Y N	{ } Excellent { } Good { } Fair { } Poor
Mrs. Sharon Wadecki 44 Fanning Road Ledyard, CT 06339	D	4/11/2024	(Y) N	Y N	{X} Excellent { } Good { } Fair { } Poor
Mr. Edmond Lynch 11 Red Brook Lane Ledyard, CT 06339	D	4/11/2024	(Y) N	Y N	{X} Excellent { } Good { } Fair { } Poor
Mr. J.A. Capon (Alternate) 37 Silas Dean Road Ledyard, CT 06339	D	4/11/2024	(Y) N	Y N	{X} Excellent { } Good { } Fair { } Poor
Mr. James Ball 674R Shewville Road Ledyard, CT 06339	D	4/11/2024	(Y) N	Y N	{X} Excellent { } Good { } Fair { } Poor

Committee Comments:

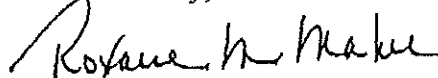
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Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,



Roxanne M. Maher  
Administrative Assistant



Chairman S. Naomi Rodriguez

# TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3203  
[council@ledyardct.org](mailto:council@ledyardct.org)

February 29, 2024

Mayor Fred Allyn, III  
Town of Ledyard  
741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

Dear Mayor Allyn:

At its Regular Meeting held on February 28, 2024 the Town Council took the following actions

- Reappointed Mr. George Hosey (U) 2 Lucienne Way, Ledyard, to the Permanent Municipal Building Committee for a three (3) year term ending March 26, 2027.
- Reappointed Mr. William Thorne (R) 3 Adios Lane, Ledyard to the Retirement Board for a three (3) year term ending January 20, 2027.
- Reappointed Mr. Thomas Cassabria (R) Devonshire Drive, Gales Ferry, to the Housing Authority for a five (5) year term ending March 31, 2029.
- Appointed the following to the Historic District Commission:
  - ✓ Mr. Vincent Godino (D) 1906 Center Groton Road, as an Alternate Member for a five (5) year term ending, December 6, 2024, filling a vacancy left by Mr. Lamb
  - ✓ Ms. Kelly Lamb (U) 93R Lambtown Road, Ledyard, as a Regular Member for a five year (5) year term, ending December 6, 2024, filling a vacancy left by Mr. Godino.
- Appointed Ms. Ammie M. Chittim (D) 972 Shewville Road, Ledyard, as a Regular Member to the Historic District Commission to complete a five (5) year term ending December 6, 2028, filling a vacancy left by Ms. Dyson.
- Appointed Mrs. Karen Parkinson (R) 55 Rose Hill Road, Ledyard, as an Alternate Member to the Historic District Commission to complete a five (5) year term ending December 6, 2028, filling a vacancy left by Ms. Lamb.
- Set a Hybrid (In-Person & Video Conference) Public Hearing date on March 13, 2024 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed "*An Ordinance Establishing a Farmers Market for the Town of Ledyard*" as presented in the draft dated January 17, 2024.

- Granted a Bid Waiver to Quiet Corner Restoration LLC, of Hampton, Connecticut, the amount of \$83,025.17 due to receiving fewer than the required three bids in response to Bid 2024-03 (Nathan Lester House Exterior Rehabilitation ) in accordance with Ordinance #200-001 (rev 1) “*An Ordinance for Purchasing*”.
- Authorized the Finance Director to revise the tracking of the American Rescue Plan Act (ARPA) in Account #21010103-54500-G0014 (Historic District – Building Maintenance-ARPA) to move \$55,575.17 from the Sawmill Projects to the Nathan Lester House Projects to facilitate the Nathan Lester House Exterior Rehabilitation work (Bid #2024-03).
- Appropriated and transferred the Board of Education Fiscal Year 2022/2023 audited surplus of \$217,387 from unrestricted fund balance to Account #21070101-58250 (BOE Reserve Fund) in accordance with “Resolution Creating a Funding Mechanism for Making Annual Appropriations to a Capital Reserve Fund for the Board of Education” adopted on September 28, 1988.
- Set-up a new, stand alone, Board of Education Capital Fund for Non-Bonded Board of Education Capital Items to reside outside of the Town’s Capital Nonrecurring Fund (CNR Fund 210).

Please feel free to contact Chairman Rodriguez should you have any questions regarding this meeting.

Respectfully submitted,



Roxanne M. Maher  
Administrative Assistant  
to the Ledyard Town Council

cc: Director of Finance  
Treasurer  
Board of Education  
Historic District Commission





# TOWN OF LEDYARD

## CONNECTICUT

### TOWN COUNCIL

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

February 29, 2024

Ms. Kelly Lamb  
93R Lambtown Road  
Ledyard, Connecticut 06339

Dear Ms. Lamb:

CONGRATULATIONS! The Town Council, at its meeting on February 28, 2024 appointed you as a Regular Member of the Historic District Commission, to complete a five (5) year term ending December 6, 2024; to replace Mr. Godino who has requested he be moved to an Alterante Member.

As you are aware, the Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Historic District Commission meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Historic District Commission scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible.

Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
Chairman

cc: Town Clerk  
Historic District Commission



**TOWN OF LEDYARD**  
**CONNECTICUT**  
**TOWN COUNCIL**

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
 Ledyard, CT 06339  
 (860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

February 29, 2024

Mrs. Karen Parkinson  
 55 Rose Hill Road  
 Ledyard, Connecticut 06339

Dear Mrs. Parkinson:

CONGRATULATIONS! The Town Council, at its meeting on February 28, 2024 appointed you as an Alternate Member of the Historic District Commission, to complete a five (5) year term ending December 4, 2028 filling a vacancy left by Ms. Kelly Lamb.

The Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Historic District Commission meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Historic District Commission scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

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Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
 Chairman

cc: Town Clerk  
 Historic District Commission



# TOWN OF LEDYARD

## CONNECTICUT

### TOWN COUNCIL

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

February 29, 2024

Ms. Ammie M. Chittim  
972 Shewville Road  
Ledyard, Connecticut 06339

Dear Ms. Chittim:

CONGRATULATIONS! The Town Council, at its meeting on February 28, 2024 appointed you as a regular member of the Historic District Commission, to complete a five (5) year term ending December 4, 2028 filling a vacancy left by Ms. Dyson.

The Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Historic District Commission meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Historic District Commission scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

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Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
Chairman

cc: Town Clerk  
Historic District Commission



# TOWN OF LEDYARD

## CONNECTICUT

### TOWN COUNCIL

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

February 29, 2024

Mr. Vincent Godino  
1906 Center Groton Road  
Ledyard, Connecticut 06339

Dear Mr. Godino:

Per your request, the Town Council, at its meeting on February 28, 2024 appointed (moved) you as an Alternate Member of the Historic District Commission, to complete a five (5) year term ending December 6, 2024 to fill a vacancy left by Mr. Earl (Ty) Lamb.

As you are aware, the Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Historic District Commission meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Historic District Commission scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

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Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
Chairman

cc: Town Clerk  
Historic District Commission



Chairman S. Naomi Rodriguez

# TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3203  
[council@ledyardct.org](mailto:council@ledyardct.org)

February 29, 2024

Mr. Alex Rode, Chairman  
Ledyard Board of Education  
4 Blonders Boulevard  
Ledyard, Connecticut 06339

Dear Chairman Rode:

With the receipt of the Annual Audit for the Fiscal Year Ending June 30, 2023, as presented by CliftonLarsonAllen, LLC at the Finance Committee's February 7, 2024 meeting, the Town Council approved to appropriate and transfer the Board of Education Fiscal Year 2022/2023 audited surplus in the amount of \$217,387 from the unrestricted fund balance to Account #21070101-58250 (BOE Reserve Fund); in accordance with the attached "*Resolution Creating a Funding Mechanism for Making Annual Appropriations to a Capital Reserve Fund for the Board of Education*" adopted on September 28, 1988.

As been done in prior years these yearend surplus funds will be applied toward the tax levy needed to support the Board of Education's Capital Projects, as presented in your request for the upcoming Fiscal Year 2024/2025 Budget.

In addition, at our February 28, 2024 meeting the Town Council approved to set-up a new, stand alone, *Board of Education Capital Fund for Non-Bonded Board of Education Capital Items* to reside outside of the Town's Capital Nonrecurring Fund (CNR Fund 210).

The intent of establishing a stand-alone Capital Fund for non-bonded capital expenses was to streamline processes and increase efficiencies within both the Board of Education and General Government Finance Departments. With the management of this new Board of Education Capital Fund the Town Council trusts that Board of Education will be mindful to adhere to Regulation #3320 "*Purchasing Procedures Guidelines for Bids and Quotes*" and to maintain an up-to-date accounting of this Fund.

Our concerted efforts to ensure that our taxpayers' dollars were being spent as intended is essential, as we have been entrusted to be watchful stewards of the town's funds.

Should you have any questions regarding these actions, please do not hesitate to contact me at telephone (860) 910-9918; or email: [naomir@ledyardct.org](mailto:naomir@ledyardct.org).

Sincerely,

S. Naomi Rodriguez  
Chairman

#### Attachments

cc: Mayor Allyn, III, Director of Finance, Treasurer, Superintendent Hartling, BOE Finance Director, Board of Education

**A Resolution Creating a Funding Mechanism for Making Annual Appropriations to a Capital Reserve Fund for the Board of Education**

WHEREAS, The Town Council is the budget making authority and the legislative body of the town and has all the powers and duties contained in Chapter 108 of the General Statutes, as amended, of the State of Connecticut for the creation of a "Reserve Fund for Capital and Non-Recurring Expenditures"; and

WHEREAS, There is no funding mechanism within the Board of Education's authority under Chapter 170, Section 10-222 (vide supra) to allocate expenditures beyond the budgetary year for capital needs; and

WHEREAS, A Five Year Capital Plan for Repair and Refurbishment of the Ledyard Public Schools has been issued by the Superintendent of Schools with periodic updating; and

WHEREAS, Funding for repair and refurbishment of Ledyard's schools is not always conducted in a timely manner because of other educational priorities; and

WHEREAS, Unanticipated capital expenditures may also occur during subsequent budget years; and

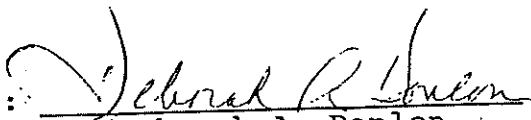
WHEREAS, Annual surpluses may accumulate within the Board of Education's budget; and

WHEREAS, The Board of Education may elect not to return surplus funds to the General Fund, because it lacks the authority to appropriate funds beyond the current fiscal year, and therefore may decide to spend all or portions of this surplus at the close of the fiscal year;

NOW, THEREFORE BE IT RESOLVED That the Town Council of Ledyard shall establish a separate line item under the Capital Non-Recurring Account: Capital Expenditures for the Board of Education. All surplus funds returned to the General Fund by the Board of Education are to be deposited in the Capital Reserve Fund for the Board of Education starting with the end of the 1987-1988 budgetary year. Surplus funds shall be defined as reserves accumulated by the Board of Education according to their year-end audit statement.

Approved by Ledyard Town Council on September 28, 1988.

Attest:

  
Deborah A. Donlon  
Council Clerk

## Board of Education Regulation 3320

### Purchasing Procedures Guidelines for Bids and Quotes

1. Goods and Services Estimated to Cost between \$5,000 and \$14,999

The administrator in charge must obtain at least three (3) quotes from separate vendors. These quotes will be kept on file for a year after purchase.

2. Goods and Services Estimated to Cost between \$15,000 and \$29,999 The district will obtain written quotes for these items. General specifications will be drawn up, and quotes will be solicited from reasonable vendors, but legal advertising will not be required. The Superintendent shall award the bid.

3. Goods and Services Estimated to Cost in excess of \$30,000 These items will require formal bid procedures that include legal advertisements, solicitation from all reasonable vendors, sealed bids with a public opening, and evaluation of quotes/proposals. The Superintendent shall award the bid.

4. Professional Services Bids for professional services will be determined on price and scope of work following an assessment of the qualified bidder's overall approach to the project and past performance.

5. Exceptions

It will not be necessary to follow these procedures for "sole source" goods e.g., items on the State or other recognized bid lists, items purchased directly from the manufacturer, or for items that have the same price regardless of the vendor.

Any other exceptions to these regulations must have the Superintendent's prior approval. When it is deemed in the best interest of the school district more stringent bid procedures may be applied.

#### **Bid Process**

1. The Business Manager or designee shall periodically estimate requirements of standard items or classes of items and make quantity purchases, in order to save money. Whenever storage facilities or other conditions make it impractical to receive an entire order at one time, the total quantity should be bid and staggered delivery dates made a part of the bid specifications, or estimated quantities bid with deliveries to be made as requested.
2. Bid instructions and specifications should be clear and complete, setting forth all necessary conditions conducive to competitive bidding.
3. The Business Manager or designee shall seek bids from those sources able to offer the best prices, consistent with quality, delivery and service.
4. The sealed bids shall be opened in public at the prescribed time and place and tabulated for review. Whether or not bid opening occurs exactly at the time advertised, no bids may be accepted after said advertised time. The official time shall be the clock within the Board of Education's Superintendent's Office.

5. After the bids have been opened and tabulated, they will be available for those interested to copy or examine. Original documents shall not, however, be removed from the Board of Education office. Any reproduction charges shall be in accordance with Board policy and state statutes.





**TOWN OF LEDYARD**  
**CONNECTICUT**  
**TOWN COUNCIL**

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
 Ledyard, CT 06339  
 (860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

February 29, 2024

Mr. Thomas Cassabria  
 18 Silas Deane Road  
 Ledyard, Connecticut 06335

Dear Mr. Cassabria:

CONGRATULATIONS! The Town Council, at its meeting on February 28, 2024 reappointed you as a member of the Housing Authority, to complete a five (5) year term ending March 31, 2029.

As you are aware, the Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Housing Authority meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Housing Authority scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible.

Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
 Chairman

cc: Town Clerk  
 Housing Authority



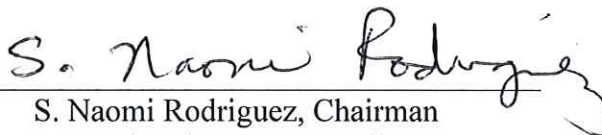
**TOWN OF LEDYARD**  
**CONNECTICUT**  
**TOWN COUNCIL**

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3203  
[council@ledyardct.org](mailto:council@ledyardct.org)

**CERTIFICATE OF APPOINTMENT TO THE HOUSING AUTHORITY  
OF THE TOWN OF LEDYARD**

***THIS IS TO CERTIFY*** that pursuant to Section 8-41 of the General Statutes of the State of Connecticut, as amended, Mr. Thomas Cassabria was reappointed as a member of the Ledyard Housing Authority, from March 31, 2024 to March 31, 2029; and to hold office until he has been reappointed or his successor has been appointed and has been duly qualified.



S. Naomi Rodriguez, Chairman  
Ledyard Town Council

Dated this 29<sup>th</sup> day of February, 2024 in Ledyard, Connecticut



# TOWN OF LEDYARD

## CONNECTICUT

### TOWN COUNCIL

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

February 29, 2024

Mr. George Hosey  
2 Lucienne Way  
Ledyard, Connecticut 06339

Dear Mr. Hosey:

CONGRATULATIONS! The Town Council, at its meeting on February 28, 2024 reappointed you as a regular member of the Permanent Municipal Building Committee, to complete a three (3) year term ending March 26, 2027.

As you are aware, the Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Permanent Municipal Building Committee meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Permanent Municipal Building Committee scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible.

Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
Chairman

cc: Town Clerk  
Permanent Municipal Building Committee



**TOWN OF LEDYARD**  
**CONNECTICUT**  
**TOWN COUNCIL**

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
 Ledyard, CT 06339  
 (860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

February 29, 2024

Mr. William Thorne  
 3 Adios Lane  
 Ledyard, Connecticut 06339

Dear Mr. Thorne:

CONGRATULATIONS! The Town Council, at its meeting on February 28, 2024 reappointed you as a regular member of the Retirement Board, to complete a three (3) year term ending January 20, 2027.

As you are aware, the Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Retirement (Pension) Board meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Retirement (Pension) Board scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible.

Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
 Chairman

cc: Town Clerk  
 Retirement (Pension) Board



# TOWN OF LEDYARD

## CONNECTICUT

### TOWN COUNCIL

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

Chairman S. Naomi Rodriguez

February 27, 2024

Mrs. Sheila (Rusty) Godino  
 1906 Center Groton Road  
 Ledyard, Connecticut 06339

Dear Mrs. Godino:

With the receipt of your February 13, 2024 resignation from the Cemetery Committee the Town Council would like to take this opportunity to thank you for your dedication to the town during your more than thirty-years of serving as the Chairman of the Committee.

The Town Council appreciates your forethought, perspective, and contributions in diligently working to maintain our public cemeteries with the implementation of the *Adopt a Cemetery Program* ensuring that abandoned and historic cemeteries would not fall into neglect; and to honor our veterans with the organization and mobilization of countless volunteers to place American flags on each of their gravesites on Memorial Day, recognizing those who gave so much for our country, and making sure our fallen service members were not forgotten.

Ledyard's volunteers such as yourself are the backbone that has made our community a great place to live and to lay to rest our loved ones. The Town of Ledyard has benefited from your many years of commitment and leadership. Your dedicated stewardship has been of significant value, and has not gone unnoticed, and for that we are truly grateful.

Your compassion to care for the gravesites of those who no longer have family to look after them will not be forgotten.

With Our Sincere Thanks,

S. Naomi Rodriguez  
 Chairman

cc: Cemetery Committee



Chairman Pamela Ball

# TOWN OF LEDYARD CONNECTICUT

## FARMERS MARKET COMMITTEE

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

### MEMORANDUM

Date: March 11, 2024  
To: Town Clerk, Patricia Riley  
From: Town Council Administrative Assistant, Roxanne M. Maher *Roxanne M. Maher*

Subject: Revised 2024 Calendar Meeting Dates – Farmers’ Market Committee

RE: General State Statutes of Connecticut Section-1-225

At their March 5, 2024 meeting the Farmers Market Committee revised their 2024 Meeting Schedule.

The revised meeting schedule as noted below is resubmitted in accordance with Statute 1-225 the following meeting dates are reported:

#### 2024 CALENDAR MEETING SCHEDULE

Ledyard Farmers’ Market Committee (1<sup>st</sup> Wednesday; 5:30 p.m. Town Hall Annex Building)

April 3	May 1	June 6	July*	August*
September*	October 2	November 6	December 4	
January 8, 2025 (moved to second week due to New Year Day Holiday)				

- ^ Denotes meeting scheduled on Thursday
- \* Denotes no meeting scheduled



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 23-1861

**Agenda Date:** 3/13/2024

**Agenda #:** 1.

---

REPORT  
ADMINISTRATION COMMITTEE

**Fiscal Year 2023/2024 Report:**  
Administration Committee

**Meeting Action Detail:**

**Town Council Meeting 07/26/2023**

**File #:** [23-1861](#) Version: 1

**Type:** Report

**Title:** Administration Committee Report

**Minute Note:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 23-1862

**Agenda Date:** 3/13/2024

**Agenda #:** 2.

---

REPORT  
COMMUNITY RELATIONS COMMITTEE

**Fiscal Year 2023/2024 Report:**  
Community Relations Committee

**Meeting Action Detail:**

**Town Council Meeting 07/26/2023**

**File #:** [22-1862](#) Version: 11

**Type:** Report

**Title:** Community Relations Committee Report

**Minute Note:**





# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 23-1863

**Agenda Date:** 3/13/2024

**Agenda #:** 3.

---

REPORT  
FINANCE COMMITTEE

**Fiscal Year 2023/2024 Report:**  
Finance Committee

**Meeting Action Detail:**

**Town Council Meeting 07/29/2023:**

**File #:** [23-1864](#) Version: 1

**Type:** Report

**Title:** Finance Committee Report

**Minute Note:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 23-1864

**Agenda Date:** 3/13/2024

**Agenda #:** 4.

---

REPORT  
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE

**Fiscal Year 2023/2024 Report:**

Land Use/Planning/Public Works Committee

**Meeting Action Detail:**

**Town Council Meeting 07/26/2023:**

**File #:** [23-1864](#) Version: 1

**Type:** Report

**Title:** Land Use/Planning/Public Works Committee Report

**Minute Note:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 23-1882

**Agenda Date:** 3/13/2024

**Agenda #:** X.

---

## REPORT

### **REPORT OF THE MAYOR: REPORT OF THE MAYOR**

#### **Mayor Report Fiscal Year 2023/2024:**

#### **Meeting Action Detail:**

#### **Town Council Meeting 07/26/2023:**

**File #:** [23-1882](#) Version: 1

**Type:** Report

**Title:** Mayor's Report

**Minute Note:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

**File #:** 24-0192

**Agenda Date:** 3/13/2024

**Agenda #:** \*1.

## TAX REFUND

**Motion/Request:**

MOTION to approve six tax refunds in the combined total amount of \$22,426.00 with each exceeding \$2,400.00 in accordance with tax collector departmental procedures.

• Allen, Lisa &/or John	\$2,811.11
• Arthur, Barbara	\$3,256.25
• Esposito, Charles &/or Mary	\$4,197.31
• Kineo Properties LLC	\$3,602.19
• Nerurkar, Sheela	\$4,254.17
• Opalenik, Matthew &/or Holly	<u>\$4,304.97</u>
TOTAL:	\$22,426.00

**Background:**

In accordance with policies established by the Tax Collection Department, refunds to taxpayers exceeding \$2,400 are to be approved by the Town Council.

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)

# Application for Refund of Taxes Paid

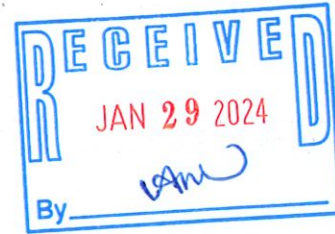
Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund

\$2,811.11

**Date: January 18, 2024**

<i>Lisa or John Allen</i>
<i>665 Shewville Rd</i>
<i>Ledyard, CT 06339</i>



### PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

✓ *Jise B. Allen* \_\_\_\_\_  
**Signature of Applicant/Agent** **Tax Collector's Signature**  
 (Title of agent, where applicable)

✓ *1/22/24* \_\_\_\_\_  
**Date Signed** **Date**

### Do Not Write Below This Box -- Office Use Only

Date of Payment: <i>1/5/20204</i>	Tax Type: <i>MV PP RE SMV</i>
Grand List Year: <i>2022</i>	Reason: <i>Over payment</i>
Grand List Number: <i>91620</i>	Property Owner: <i>Lisa or John Allen</i>
Payment Type: <i>Check</i>	Property Location: <i>665 Shewville Rd</i>
<input checked="" type="checkbox"/> <i>Received by mail/email</i>	<input type="checkbox"/> <i>Hand delivered in the office</i>

### **ACTION TAKEN BY GOVERNING BODY**

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$ \_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
S. Naomi Rodriguez

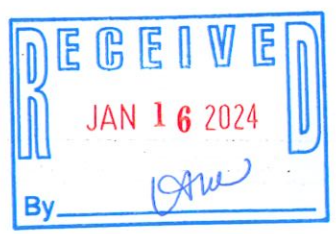
# Application for Refund of Taxes Paid

Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund  
**\$3,256.25**

Date: January 4, 2024

<i>Barbara Arthur</i>
<i>10 Robin Hood Dr</i>
<i>Gales Ferry, CT 06335</i>



### PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

<input checked="" type="checkbox"/> <i>Barbara Arthur</i> Signature of Applicant/Agent (Title of agent, where applicable)	_____ Tax Collector's Signature
<input checked="" type="checkbox"/> <i>Jan 13, 2024</i> Date Signed	_____ Date

### **Do Not Write Below This Box -- Office Use Only**

Date of Payment: 7/11/2023	Tax Type: <i>MV</i> <i>PP</i> <u><i>RE</i></u> <i>SMV</i>
Grand List Year: 2022	Reason: <i>over payment</i>
Grand List Number: 6050	Property Owner: <i>Barbara Arthur</i>
Payment Type: <i>Check</i>	Property Location: <i>10 Robin Hood Dr</i>
<input checked="" type="checkbox"/> <i>Received by mail/email</i>	<input type="checkbox"/> <i>Hand delivered in the office</i>

### **ACTION TAKEN BY GOVERNING BODY**

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$ \_\_\_\_\_ to \_\_\_\_\_.

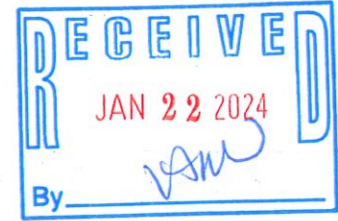
\_\_\_\_\_  
S. Naomi Rodriguez

# Application for Refund of Taxes Paid

Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund  
**\$4,197.31**

**Date: January 16, 2024**



<i>Charles and Mary Esposito</i>
<i>5 Cornell CT</i>
<i>Gales Ferry, CT 06335</i>

### PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

✓ *Charles R Esposito* \_\_\_\_\_ Tax Collector's Signature  
**Signature of Applicant/Agent**  
 (Title of agent, where applicable)

✓ *1/19/2024* \_\_\_\_\_ Date  
**Date Signed** Date

### **Do Not Write Below This Box -- Office Use Only**

Date of Payment: <i>1/2/2024</i>	Tax Type: <i>MV PP RE SMV</i>
Grand List Year: <i>2022</i>	Reason: <i>Double payment</i>
Grand List Number: <i>123676</i>	Property Owner: <i>Charles and Mary Esposito</i>
Payment Type: <i>Check</i>	Property Location: <i>5 Cornell CT</i>
<input type="checkbox"/> <i>Received by mail/email</i>	<input type="checkbox"/> <i>Hand delivered in the office</i>

### **ACTION TAKEN BY GOVERNING BODY**

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$ \_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
S. Naomi Rodriguez

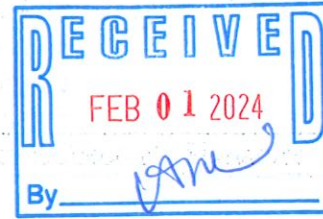
# Application for Refund of Taxes Paid

Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund  
**\$3,602.19**

Date: January 25, 2024

<i>Kineo Properties LLC</i>
<i>74 Crosswinds Dr</i>
<i>Noank, CT 06340</i>



### PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

√ <i>[Signature]</i>	_____	_____
<b>Signature of Applicant/Agent</b> (Title of agent, where applicable)		<b>Tax Collector's Signature</b>
√ <i>2/1/24</i>	_____	_____
<b>Date Signed</b>		<b>Date</b>

### Do Not Write Below This Box -- Office Use Only

Date of Payment: <i>8/2/2023</i>	Tax Type: <i>MV PP RE SMV</i>
Grand List Year: <i>2022</i>	Reason: <i>triple payment</i>
Grand List Number: <i>163612</i>	Property Owner: <i>Kineo Properties</i>
Payment Type: <i>Check</i>	Property Location: <i>2 Colby Dr</i>
<input type="checkbox"/> <i>Received by mail/email</i>	<input checked="" type="checkbox"/> <i>Hand delivered in the office</i>

### ACTION TAKEN BY GOVERNING BODY

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$ \_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
S. Naomi Rodriguez



# Application for Refund of Taxes Paid

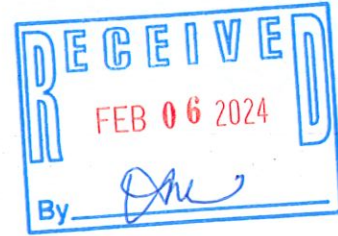
Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund

\$4,254.17

**Date: January 23, 2024**

<i>Sheela Nerurkar</i>
<i>4 Kerrie CT</i>
<i>Gales Ferry, CT 06335</i>



**PLEASE READ, SIGN, AND DATE BELOW:**

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

✓ *Sheela Nerurkar*  
**Signature of Applicant/Agent**  
 (Title of agent, where applicable)

\_\_\_\_\_  
Tax Collector's Signature

✓ *02/01/2024*  
**Date Signed**

\_\_\_\_\_  
Date

**Do Not Write Below This Box -- Office Use Only**

Date of Payment: <i>7/17/2023</i>	Tax Type: <i>MV PP RE SMV</i>
Grand List Year: <i>2022</i>	Reason: <i>Over payment</i>
Grand List Number: <i>164615</i>	Property Owner: <i>Sheela Nerurkar</i>
Payment Type: <i>Check</i>	Property Location: <i>4 Kerrie CT</i>
<input checked="" type="checkbox"/> <i>Received by mail/email</i>	<input type="checkbox"/> <i>Hand delivered in the office</i>

**ACTION TAKEN BY GOVERNING BODY**

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$\_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
S. Naomi Rodriguez

# Application for Refund of Taxes Paid

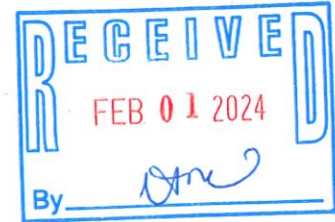
Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund

**\$4,304.97**

**Date: January 23, 2024**

<i>Matthew or Holly Opalenik</i>
<i>30 Vinegar Hill Rd</i>
<i>Gales Ferry, CT 06335</i>



**PLEASE READ, SIGN, AND DATE BELOW:**

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

✓ *Matthew Opalenik*  
**Signature of Applicant/Agent**  
 (Title of agent, where applicable)

\_\_\_\_\_  
Tax Collector's Signature

✓ *28-Jan-2024*  
**Date Signed**

\_\_\_\_\_  
Date

**Do Not Write Below This Box -- Office Use Only**

Date of Payment: <i>1/12/2024</i>	Tax Type: <i>MV PP RE SMV</i>
Grand List Year: <i>2022</i>	Reason: <i>Over payment</i>
Grand List Number: <i>32601</i>	Property Owner: <i>Matthew or Holly Opalenik</i>
Payment Type: <i>Check</i>	Property Location: <i>30 Vinegar Hill Rd</i>
<input checked="" type="checkbox"/> <i>Received by mail/email</i>	<input type="checkbox"/> <i>Hand delivered in the office</i>
<i>Envelope 2 Refunds</i>	

**ACTION TAKEN BY GOVERNING BODY**

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$ \_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
S. Naomi Rodriguez



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0024

**Agenda Date:** 3/13/2024

**Agenda #:** \*2.

---

## TAX REFUND

### **Motion/Request:**

MOTION to approve the following two tax refunds in the combined total amount of \$5,874.55 with each exceeding \$2,400.00 in accordance with tax collector departmental procedures.

• Helming, John C.	\$3,033.20
• MPTN Finance Department	\$2,841.35
TOTAL:	\$5,874.55

### **Background:**

In accordance with policies established for the Tax Collection Department, refunds to taxpayer exceeding \$2,400 are to be approved by the Town Council.

### **Finance Director Comment/Recommendation:**

(type text here)

### **Mayor Comment/Recommendation:**

(type text here)

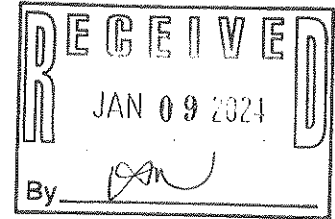
# Application for Refund of Taxes Paid

Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund  
**\$3,033.20**

Date: January 4, 2024

<i>John C Helming</i>
<i>57 Homestead Rd</i>
<i>Ledyard, CT 06339</i>



### PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

*John C. Helming*  
 Signature of Applicant/Agent  
 (Title of agent, where applicable)

*[Signature]*  
 Tax Collector's Signature

*1/9/2024*  
 Date Signed

*1/9/2024*  
 Date

### **Do Not Write Below This Box -- Office Use Only**

Date of Payment: <i>7/10/2023</i>	Tax Type: <i>MV PP <u>RE</u> SMV</i>
Grand List Year: <i>2022</i>	Reason: <i>Triple payment</i>
Grand List Number: <i>77350</i>	Property Owner: <i>John Helming</i>
Payment Type: <i>Check</i>	Property Location: <i>57 Homestead Rd</i>
<input type="checkbox"/> <i>Received by mail/email</i>	<input checked="" type="checkbox"/> <i>Hand delivered in the office</i>

### **ACTION TAKEN BY GOVERNING BODY**

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$ \_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
 S. Naomi Rodriguez

Air - 24-0024

# Application for Refund of Taxes Paid

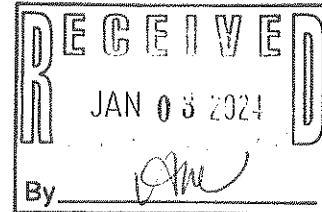
Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund

\$2,841.35

Date: January 2, 2024

MPTN Finance Department
P O Box 3008
Mashantucket, CT 06338
Attn: Cheryl Barrett



### PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.  
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.  
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

*[Signature]*  
 Signature of Applicant/Agent  
 (Title of agent, where applicable)

*[Signature]*  
 Tax Collector's Signature

✓ 1-2-2024  
 Date Signed

1/9/2024  
 Date

### **Do Not Write Below This Box -- Office Use Only**

Date of Payment: 12/26/2023	Tax Type: <i>MV</i> <i>PP</i> <u><i>RE</i></u> <i>SMV</i>
Grand List Year: 2022	Reason: <i>Triple payment</i>
Grand List Number: 59230	Property Owner: <i>Kendra Perry</i>
Payment Type: <i>Check</i>	Property Location: <i>83 Indiantown Rd</i>
<input checked="" type="checkbox"/> <i>Received by mail/email</i>	<input type="checkbox"/> <i>Hand delivered in the office</i>

### **ACTION TAKEN BY GOVERNING BODY**

At a regular meeting of the Ledyard Town Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, it was voted to refund property taxes amounting to \$\_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_  
 S. Naomi Rodriguez



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

**File #:** 23-2138

**Agenda Date:** 3/13/2024

**Agenda #:** 3.

## ORDINANCE

### **Motion/Request:**

MOTION to adopt a proposed “*An Ordinance Establishing a Farmers Market for the Town of Ledyard*” as presented in the draft dated January 17, 2024.

### **Background:**

The Farmers Market Committee was initially established in 2018 per a Resolution. Because the Farmers Market Committee has been very successful, and has become an on-going Committee it was time to convert/codify the authorizing document into an Ordinance.

**Resolutions** are used to establish short-term Committee for specific Projects, and therefore, terms all end at the same time, which was when The project was completed.

**Ordinances** are used for long-term ongoing Committees, which would be more appropriate for the Farmers Market Committee.

The proposed Ordinance mirrored the “*Resolution Establishing the Farmers’ Market Committee*” except that it has changed the Committee’s Membership from Nine Regular Members to Five Regular Members and Four Alternate Members.

### **Mayor Comment/Recommendation:**

(type text here)

### **Body:**

**DRAFT:1/17/2024**

Ordinance # 100-xxx

## AN ORDINANCE ESTABLISHING A FARMERS MAREKT COMMITTEE FOR THE TOWN OF LEDYARD

Be it Ordained by the Town Council of the Town of Ledyard the Ledyard Farmers’ Market Committee is hereby established.

Section 1. Authority

Pursuant to Chapter IV, Section 5 of the Town Charter, there is hereby established a Farmers Market Committee for the Town of Ledyard.

#### Section 2. Purpose

The purpose of this Ordinance “*An Ordinance Establishing a Farmers Market for the Town of Ledyard*” is to codify, update and facilitate the “*Resolution Establishing a Farmers Market Committee*” adopted by the Town Council on May 9, 2018 and amended and adopted on October 10, 2019.

#### Section: 3. Objective

The Farmers’ Market is to create, promote, and operate a CT Grown ([www.ctgrown.gov](http://www.ctgrown.gov) <<http://www.ctgrown.gov>>) Farmers’ Market in the Town of Ledyard that will provide residents access to fresh, nutritious food, encourage community activity in Ledyard, and stimulate public interest and awareness in local farm products, thereby supporting local agricultural producers and rural life in Ledyard, Connecticut. (what if something changes and we are not certified?)

The Farmers Market Committee may function with the support of the Parks and Recreation Commission.

#### Section 4. Membership

The Farmers Market Committee shall consist of five (5) regular members and four (4) alternate members who shall be electors of the town and appointed by the Town Council; and to the extent possible be representative of a broad cross section of the community which it serves, including but not limited to:

- CT Grown producer(s)
- Community Artisan(s)
- Community-at-Large

Quorum: A quorum shall consist of a majority of voting members.

#### Section 5. Terms of Appointment

Members shall be appointed by the Town Council for a term of three (3) years and shall commence to serve their terms immediately upon appointment and shall serve until they have been reappointed, their successor has qualified; or are removed by the Town Council.

Thereafter, vacancies shall be filled for a three (3) year term.

Any vacancy on the Committee, other than by expiration of term, shall be filled for the unexpired portion of the term by the Town Council with priority given to maintain the structure above.

The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter. Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting.

Any member of the Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission and the vacancy shall be filled as hereinbefore provided, except that the Commission may vote to waive the requirements of the section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action

It shall be the responsibility of the Chairman of the Committee to notify the Town Council when a member has not properly performed his duties.

The regular members of the *Farmers Market Committee* shall elect a Chairman, Vice Chairman, Secretary and Treasurer. Any vacancy in any such office shall be filled from its membership.

#### Section 6. Implementation

With the adoption of this Ordinance current members of the Farmers' Market Committee shall be reappointed to designate regular members, alternate members and to adjust terms to provide continuity and eliminate all terms ending on the same date.

- Two Regular Members shall be appointed for three (3) years
- Two Regular Member shall be appointed for two (2) years
- One Regular Member shall be appointed for one (1) year
- Two Alternate Members shall be appointed for two (2) years
- Two Alternate Member shall be appointed for one (1) year

Thereafter, vacancies shall be filled for a three (3) year term.

#### Section 7. Powers and Duties

- Oversee the operation of the market, and set policy for the Committee, including but not limited to:
  - Establish Market Rules and Guidelines;
  - Establish, review, and approve/disapprove applications for Vendor(s) and Community Organization(s) interested in participating in the Farmers' Market;
  - Establish and collect Market Fees;
  - Handle immediate situations concerning the market, including resolving conflicts among members/vendors, and resolving consumer complaints;
  - Ensure the market area stays clean and vendors abide by market rules;
  - Assist vendors in compliance with all State and Federal rules and regulations;



- Establish and adopt Committee Rules of Procedure.
  
- Arrange all meetings of the general membership;
  
- Administer the Committee’s activities;
  
- Create working group assignments (e.g., market theme days, children’s activities, fundraising, advertising, etc.) and designate leads as necessary;
  
- Investigate any suspicion of questionable practices or violation of market rules employed by any seller. If verified, the Committee is authorized to immediately enforce corrective action as necessary, up to and including revoking vendor’s authorization to participate in the Farmers’ Market without refund of Market Fees.

Section 8. Revenue, Funding, and Monetary Gifts

The *Ledyard Farmers’ Market Committee* is authorized to accept Market Fees, gifts, or other monetary donations to further the mission of the Farmers’ Market.

Monies received by the Town of Ledyard, from whatever source and by whatever means (e.g., Market Fees, gifts, donation, etc.) shall be deposited into a Farmers Market Fund 020810201-54201-24201. These funds shall be in the custody of the Town Treasurer. Annually, the Town Treasurer annually shall submit to the *Farmers’ Market Committee* and the Legislative Body of the Town a complete and detailed report of the Farmers’ Market Fund.

Upon the Farmers’ Market Committee’s authorization, money that has been received may be expended directly from this fund for the operation, development, promotion, and marketing of the Farmers’ Market within the community. Funds that were designated for a specific purpose when received must be expended for that specific purpose.

*The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.*

*Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds.*

Section. 9. Severability

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 10. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: \_\_\_\_\_

Approve/Disapprove on: \_\_\_\_\_

\_\_\_\_\_  
, Chairman

\_\_\_\_\_  
Fred B. Allyn, III, Mayor

Published on:

Effective Date:

\_\_\_\_\_  
Patricia A. Riley, Town Clerk

\*\*\*\*\*

Revisions: Initially established under the *Resolution Establishing a Farmers Market Committee for the Town of Ledyard*” on May 9, 2018; Amended on October 9, 2019 to increase membership from seven members to nine members.

History:

“*Resolution Establishing a Farmers Market Committee for the Town of Ledyard*” was replaced by Ordinance #

3/13/2023:

When the Ledyard Farmers Market Committee was originally established in 2018 it was done using a Resolution.

The Farmers Market Committee has been very successful and it was time to convert the authorizing document into an Ordinance.

**Resolutions** are used to establish short-term Committee for specific Projects, and therefore, terms all end at the same time, which was when The project was completed.

**Ordinances** are used for long-term ongoing Committees, which would be more appropriate for the Farmers Market Committee.

The proposed Ordinance mirrors the *Resolution Establishing the Farmers’ Market Committee* with the following updates:

- Members - Reduce the members from the current nine members to five Regular Members and four Alternate Members.
- The following language has been added to Section 6:

***“The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.*”**

***Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds”.***

AN ORDINANCE  
ESTABLISHING A FARMERS MAREKT COMMITTEE  
FOR THE TOWN OF LEDYARD

Be it Ordained by the Town Council of the Town of Ledyard the Ledyard Farmers' Market Committee is hereby established.

Section 1. Authority

Pursuant to Chapter IV, Section 5 of the Town Charter, there is hereby established a Farmers Market Committee for the Town of Ledyard.

Section 2. Purpose

The purpose of this Ordinance "*An Ordinance Establishing a Farmers Market for the Town of Ledyard*" is to is to codify, update and facilitate the "*Resolution Establishing a Farmers Market Committee*" adopted by the Town Council on May 9, 2018 and amended and adopted on October 10, 2019.

Section: 3. Objective

The Farmers' Market is to create, promote, and operate a CT Grown ([www.ctgrown.gov](http://www.ctgrown.gov)) Farmers' Market in the Town of Ledyard that will provide residents access to fresh, nutritious food, encourage community activity in Ledyard, and stimulate public interest and awareness in local farm products, thereby supporting local agricultural producers and rural life in Ledyard, Connecticut. (what if something changes and we are not certified?)

The Farmers Market Committee may function with the support of the Parks and Recreation Commission.

Section 4. Membership

The Farmers Market Committee shall consist of five (5) regular members and four (4) alternate members who shall be electors of the town and appointed by the Town Council; and to the extent possible be representative of a broad cross section of the community which it serves, including but not limited to:

- CT Grown producer(s)
- Community Artisan(s)
- Community-at-Large

Quorum: A quorum shall consist of a majority of voting members.

## Section 5. Terms of Appointment

Members shall be appointed by the Town Council for a term of three (3) years and shall commence to serve their terms immediately upon appointment and shall serve until they have been reappointed, their successor has qualified; or are removed by the Town Council.

Thereafter, vacancies shall be filled for a three (3) year term.

Any vacancy on the Committee, other than by expiration of term, shall be filled for the unexpired portion of the term by the Town Council with priority given to maintain the structure above.

The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter. Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting.

Any member of the Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission and the vacancy shall be filled as hereinbefore provided, except that the Commission may vote to waive the requirements of the section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action

It shall be the responsibility of the Chairman of the Committee to notify the Town Council when a member has not properly performed his duties.

The regular members of the *Farmers Market Committee* shall elect a Chairman, Vice Chairman, Secretary and Treasurer. Any vacancy in any such office shall be filled from its membership.

## Section 6. Implementation

With the adoption of this Ordinance current members of the Farmers' Market Committee shall be reappointed to designate regular members, alternate members and to adjust terms to provide continuity and eliminate all terms ending on the same date.

- Two Regular Members shall be appointed for three (3) years
- Two Regular Member shall be appointed for two (2) years
- One Regular Member shall be appointed for one (1) year
- Two Alternate Members shall be appointed for two (2) years
- Two Alternate Member shall be appointed for one (1) year

Thereafter, vacancies shall be filled for a three (3) year term.

#### Section 7. Powers and Duties

- Oversee the operation of the market, and set policy for the Committee, including but not limited to:
  - Establish Market Rules and Guidelines;
  - Establish, review, and approve/disapprove applications for Vendor(s) and Community Organization(s) interested in participating in the Farmers' Market;
  - Establish and collect Market Fees;
  - Handle immediate situations concerning the market, including resolving conflicts among members/vendors, and resolving consumer complaints;
  - Ensure the market area stays clean and vendors abide by market rules;
  - Assist vendors in compliance with all State and Federal rules and regulations;
  - Establish and adopt Committee Rules of Procedure.
- Arrange all meetings of the general membership;
- Administer the Committee's activities;
- Create working group assignments (*e.g.*, market theme days, children's activities, fundraising, advertising, etc.) and designate leads as necessary;
- Investigate any suspicion of questionable practices or violation of market rules employed by any seller. If verified, the Committee is authorized to immediately enforce corrective action as necessary, up to and including revoking vendor's authorization to participate in the Farmers' Market without refund of Market Fees.

#### Section 8. Revenue, Funding, and Monetary Gifts

The *Ledyard Farmers' Market Committee* is authorized to accept Market Fees, gifts, or other monetary donations to further the mission of the Farmers' Market.

Monies received by the Town of Ledyard, from whatever source and by whatever means (*e.g.*, Market Fees, gifts, donation, etc.) shall be deposited into a Farmers Market Fund 020810201-54201-24201. These funds shall be in the custody of the Town Treasurer. Annually, the Town Treasurer annually shall submit to the *Farmers' Market Committee* and the Legislative Body of the Town a complete and detailed report of the Farmers' Market Fund.

Upon the Farmers' Market Committee's authorization, money that has been received may be expended directly from this fund for the operation, development, promotion, and marketing of the Farmers' Market within the community. Funds that were designated for a specific purpose when received must be expended for that specific purpose.

*The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.*

*Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds.*

Section. 9. Severability

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 10. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: \_\_\_\_\_

\_\_\_\_\_  
, Chairman

Approve/Disapprove on: \_\_\_\_\_

\_\_\_\_\_  
Fred B. Allyn, III, Mayor

Published on:

Effective Date:

\_\_\_\_\_  
Patricia A. Riley, Town Clerk

\*\*\*\*\*

Revisions: Initially established under the *Resolution Establishing a Farmers Market Committee for the Town of Ledyard*” on May 9, 2018; Amended on October 9, 2019 to increase membership from seven members to nine members.

History:

“*Resolution Establishing a Farmers Market Committee for the Town of Ledyard*” was replaced by Ordinance # \_\_\_\_\_

**3/13/2023:**

When the Ledyard Farmers Market Committee was originally established in 2018 it was done using a Resolution.

The Farmers Market Committee has been very successful and it was time to convert the authorizing document into an Ordinance.

**Resolutions** are used to establish short-term Committee for specific Projects, and therefore, terms all end at the same time, which was when The project was completed.

Ordinances are used for long-term ongoing Committees, which would be more appropriate for the Farmers Market Committee.

The proposed Ordinance mirrors the *Resolution Establishing the Farmers' Market Committee* with the following updates:

- Members – Reduce the members from the current nine members to five Regular Members and four Alternate Members.
- The following language has been added to Section 6:

*“The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.*

*Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds”.*

RESOLUTION  
ESTABLISHING A LEDYARD  
FARMERS' MARKET COMMITTEE

WHEREAS: The Town Council supports creating, promoting, and operating a CT Grown ([www.ctgrown.gov](http://www.ctgrown.gov)) farmers' market in Ledyard that will provide residents access to fresh, nutritious food, encourage community activity in Ledyard, and stimulate public interest and awareness in local farm products, thereby supporting local agricultural producers and rural life in Ledyard, Connecticut;

WHEREAS: The Town Council recognizes that its citizens, community groups and organizations are a valuable asset to our town as they are instrumental in planning and participating in community events making Ledyard a great and place to live;

WHEREAS: The Town Council welcomes the talents of our residents who have expressed an interest in participating in the operation of a Farmers' Market in our community;

NOW, THEREFORE, BE IT RESOLVED: That there is hereby established a *Ledyard Farmers' Market Committee*, that will function with the support of the Parks and Recreation Commission. The Farmers Market Committee will be comprised of nine (9) members appointed by the Town Council. Members shall be electors of the town and to the extent possible be representative of a broad cross section of the community which it serves, including but not limited to:

- CT Grown producer(s)
- Community Artisan(s)
- Community-at-Large

Regular members shall be appointed by the Town Council for a term of three (3) years. Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or are removed by the Town Council.

Any vacancy on the Committee, other than by expiration of term, shall be filled for the unexpired portion of the term by the Town Council with priority given to maintain the structure above.

The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter. Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting, failure to act in the best interests of the Committee, or lack of sympathy with the stated purpose of the Committee. It shall be the responsibility of the Chairman of the Committee to notify the Town Council when a member has not properly performed his duties.

Any member of the Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission and the vacancy shall be filled as hereinbefore provided, except that the Commission may vote to waive the requirements of the section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action

The regular members of the *Ledyard Farmers' Market Committee* shall annually elect a Market Manager, an Assistant Market Manager/Secretary and a Treasurer. Additional positions may be developed as needed. Any vacancy in any such office shall be absorbed by or distributed among the remaining members.

BE IT FURTHER RESOLVED: That the *Ledyard Farmers' Market Committee* shall be authorized to:

- Oversee the operation of the market, and set policy for the Committee, including but not limited to:
- Establish Market Rules and Guidelines;



- Establish, review, and approve/disapprove applications for Vendor(s) and Community Organization(s) interested in participating in the Farmers' Market
- Establish and collect Market Fees;
- Handle immediate situations concerning the market, including resolving conflicts among members/vendors, and resolving consumer complaints;
- Ensure the market area stays clean and vendors abide by market rules;
- Assist vendors in compliance with all State and Federal rules and regulations;
- Arrange all meetings of the general membership;
- Administer the Committee's activities;
- Create and disband special sub-committees (e.g. market theme days, children's activities, fundraising, advertising, etc.) and appoint leads as necessary;
- Investigate any suspicion of questionable practices or violation of market rules employed by any seller. If verified, the Committee is authorized to immediately enforce corrective action as necessary, up to and including revoking vendor's authorization to participate in the Farmers' Market without refund of Market Fees.

ADDITIONALLY: The *Ledyard Farmers' Market Committee* is authorized to accept Market Fees, gifts, or other monetary donations to further the mission of the Farmers' Market.

All monies received by the Town of Ledyard, from whatever source and by whatever means (e.g. Market Fees, gifts, donation, etc.) shall be deposited into a Farmers Market Fund 0208-24201. These funds shall be in the custody of the Town Treasurer. Annually, the Town Treasurer shall submit to the *Farmers' Market Committee* and the Legislative Body of the Town a complete and detailed report of the Farmers' Market Fund.

Upon the *Farmers' Market Committee's* authorization, money that has been received may be expended directly from this fund for the operation, development, promotion, and marketing of the Farmers' Market within the community. Funds that were designated for a specific purpose when received must be expended for that specific purpose.

BE IT FURTHER RESOLVED: That within thirty (30) days of the appointment of this Committee that an Organizational Meeting of said Committee shall be held at which members shall choose a Market Manager, Assistant Market Manager/Secretary and Treasurer;

BE IT FURTHER RESOLVED: That said Committee shall provide a semi-annual report before the opening and at the closing of the market season; and provide an annual report to the Town Council.

Amended and Adopted by the Ledyard Town Council on: October 9, 2019

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Linda C. Davis, Chairman

.....

Revisions: 2017-05-09 *Resolution Establishing a Ledyard Farmers' Market Committee* Adopted: May 9, 2018.

History: The Farmers Market Committee was established in 2018 to assist this non-profit organization with staff support, procedures and mechanisms to receive and expend funds to facilitate an Agricultural Market in Ledyard.

2019: Increased members from seven (7) to nine (9). Added language regarding attendance, resignation to be consistent with the town's committee, commission, board attendance requirements. Added the word "annually" regarding the election of officers.

## Roxanne Maher

---

**From:** Roxanne Maher  
**Sent:** Friday, December 22, 2023 3:42 AM  
**To:** nemmrac@netscape.net; april@aprilkneadsdough.com; Kevin J. Dombrowski  
**Cc:** Allison Troy; Bill Thorne; Ellin Grenger (egrenger@gmail.com); Pam Ball; Roxanne Maher; Sarah Martic; Naomi Rodriguez  
**Subject:** FW: Draft Ordinance Farmers Market - Request Legal Review

**Tracking:**

**Recipient**

**Read**

nemmrac@netscape.net  
april@aprilkneadsdough.com  
Kevin J. Dombrowski  
Allison Troy  
Bill Thorne  
Ellin Grenger (egrenger@gmail.com)  
Pam Ball  
Roxanne Maher  
Sarah Martic  
Naomi Rodriguez

Read: 12/23/2023 11:48 PM

Hello Administration Committee:

Please see the legal opinion below regarding the proposed *Ordinance Establishing a Ledyard Farmers Market Committee*.

Based on the Attorney's comments the following language regarding "Friends of the Market" will have to be removed:

***"In addition, the Farmers Market Committee may, by a two-thirds vote of the Committee, select and engage "Friends of the Market" who may not be electors of the town. "Friends of the Market" may attend and participate in Committee meetings, and at the Markets. Friends of the Market shall not have any voting rights or carry any weight or influence the decisions of the Committee."***

I will prepare an updated Draft Ordinance to remove this language for your review and consideration for the January 10, 2024 Meeting.

Thank you,  
Roxanne

Roxanne M. Maher



*Administrative Assistant to  
the Ledyard Town Council  
(860) 464-3203  
council@ledyardct.org*

**Town Hall Hours:**  
**Monday – Thursday 7:30 a.m. to 4:45 p.m.**  
**CLOSED FRIDAYS**

---

**From:** Kristen Chapman <mayoral.asst@ledyardct.org>  
**Sent:** Thursday, December 21, 2023 8:43 AM  
**To:** Roxanne Maher <council@ledyardct.org>  
**Cc:** Fred Allyn, III <mayor@ledyardct.org>  
**Subject:** FW: Draft Ordinance Farmers Market - Request Legal Review

Roxanne,

Please see below from the Town Attorney.

Regards,  
Kristen

---

**From:** Ritter, Matthew D. <MRitter@goodwin.com>  
**Sent:** Wednesday, December 20, 2023 1:24 PM  
**To:** Kristen Chapman <mayoral.asst@ledyardct.org>  
**Cc:** Fred Allyn, III <mayor@ledyardct.org>  
**Subject:** RE: Draft Ordinance Farmers Market - Request Legal Review

Thanks, Kristen.

Mayor – I think this proposal has a few issues.

For starters, the ability to “attend and participate” in committee meetings is essentially being an ad hoc member of the committee. An ad hoc member is still a member of the committee and you need to comply with the Town Charter and state law in that regard (including minority representation).

I think there is a far simpler way to approach this – they should reduce the size to 5 members and simply invite the public/interested farmers to attend their meetings. At each meeting they can have “Public Discussion” on the agenda and committee members and anyone from the public can discuss various matters. This informal approach meets their goals and avoids any state law or Charter issues.

I also question the ability of the Committee to “invite” (i.e. appoint) any members since that authority also rests with the Town Council.

Let me know your thoughts please. Thanks, Matt



**Matthew D. Ritter**  
Shipman & Goodwin LLP  
Partner  
One Constitution Plaza  
Hartford, CT 06103-1919

Tel: (860) 251-5092  
Fax: (860) 251-5212  
MRitter@goodwin.com  
[www.shipmangoodwin.com](http://www.shipmangoodwin.com)

*Shipman & Goodwin LLP is a 2022 Mansfield Certified Plus Firm*

Disclaimer: Privileged and confidential. If received in error, please notify me by e-mail and delete the message.

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**From:** Kristen Chapman <[mayoral.asst@ledyardct.org](mailto:mayoral.asst@ledyardct.org)>  
**Sent:** Wednesday, December 20, 2023 10:06 AM  
**To:** Ritter, Matthew D. <[MRitter@goodwin.com](mailto:MRitter@goodwin.com)>  
**Cc:** Fred Allyn, III <[mayor@ledyardct.org](mailto:mayor@ledyardct.org)>  
**Subject:** FW: Draft Ordinance Farmers Market - Request Legal Review

**\*EXTERNAL EMAIL\***

Good morning Matt,

We are working to create a new Ordinance governing The Ledyard Farmers Market Committee. We are seeking a Legal opinion to allow for “Friends of the Market” in regards to Chapter IV; Section 9 of the Town Charter and Connecticut General Statute 9-167a. Minority Representation. Please let me know if you require any further information from the Town.

Kind Regards,  
Kristen

*Kristen Chapman*



Executive Assistant to the Mayor/  
Social Services Coordinator  
Town of Ledyard  
741 Colonel Ledyard Highway  
Ledyard, CT 06339  
860-464-3222  
[mayoral.asst@ledyardct.org](mailto:mayoral.asst@ledyardct.org)

**Town Hall Hours:**  
**Monday – Thursday 7:30 a.m. to 4:45 p.m.**  
**CLOSED FRIDAYS**

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**From:** Roxanne Maher <[council@ledyardct.org](mailto:council@ledyardct.org)>  
**Sent:** Thursday, December 7, 2023 9:20 AM  
**To:** Kristen Chapman <[mayoral.asst@ledyardct.org](mailto:mayoral.asst@ledyardct.org)>  
**Cc:** Roxanne Maher <[council@ledyardct.org](mailto:council@ledyardct.org)>; Pam Ball <[kpsoap@earthlink.net](mailto:kpsoap@earthlink.net)>; Fred Allyn, III <[mayor@ledyardct.org](mailto:mayor@ledyardct.org)>; Carmen Garcia Irizarry <[CGIri@ledyardct.org](mailto:CGIri@ledyardct.org)>; [nemmrac@netscape.net](mailto:nemmrac@netscape.net); [april@aprilkneadsdough.com](mailto:april@aprilkneadsdough.com); Kevin J. Dombrowski <[KJDom@ledyardct.org](mailto:KJDom@ledyardct.org)>; Naomi Rodriguez <[NaomiR@ledyardct.org](mailto:NaomiR@ledyardct.org)>; Roxanne Maher <[council@ledyardct.org](mailto:council@ledyardct.org)>  
**Subject:** Draft Ordinance Farmers Market - Request Legal Review

Good Morning Kristen:

As you are aware we are working to help the Farmers Market Committee continue their work by addressing some of the issues they have been faced with in trying to have a quorum at their meetings and in having volunteers help them to put-on the Farmers Market each week from June thru September, which has been drawing over 1,200 each week.

The Committee involves a lot of hands-on work and after Committee Members/Volunteers experience the commitment and the amount of work involved some stop showing up at meetings.

In trying to help alleviate this issue we will be changing their Membership from nine (9) Regular Members

To five (5) Regular Members and four (4) Alternate Members; which would make having a quorum more obtainable.

In addition, there are Farmers from neighboring communities that are interested and would be of help to the Ledyard Farmers Market Committee. However, per Chapter IV; Section 9 of the Town Charter: *[“Members of Town Committees/Commissions shall be electors of the Town”](#)*. (see attached)

Therefore, we are looking to provide for **“Friends of the Market”** who **may not** be electors of the Town, and would like to include the following language in the Ordinance to allow for this idea.

***“In addition, the Farmers Market Committee may, by a two-thirds vote of the Committee, select and engage “Friends of the Market” who may not be electors of the town. “Friends of the Market” may attend and participate in Committee meetings, and at the Markets. Friends of the Market shall not have any voting rights or carry any weight or influence the decisions of the Committee.”***

The Farmers Market Committee is not trying to circumvent the Town Charter but would like to have the ability to increase their Volunteer Workforce to help with putting on the weekly

Farmers' Markets, which has become a fantastic event, being listed in the Connecticut Magazine as being in the Top Three Farmers Market in the State.

Could you please forward this language (see attached draft Ordinance 9/27/2023) to the Town Attorney for their review and legal opinion/recommendation. The language of most concern is as follows: *or carry any weight or influence the decisions of the Committee.* The Committee believes that "**Friends of the Market**" being involved in the Committee discussions would be of help in identifying areas for improvement that they may come across during the Markets. However, all the decisions would be made by the appointed (electors of the town) Farmers' Market Committee.

Thanks so much for your assistance,

Roxanne

*Roxanne M. Maher*



*Administrative Assistant to  
the Ledyard Town Council*

*(860) 464-3203*

*[council@ledyardct.org](mailto:council@ledyardct.org)*

**Town Hall Hours:**

**Monday - Thursday 7:30 a.m. to 4:45 p.m.**

**CLOSED FRIDAYS**



# TOWN OF LEDYARD

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1511

**File #:** 24-0128

**Agenda Date:** 3/13/2024

**Agenda #:** 4.

## APPOINTMENT

### **Motion/Request:**

MOTION to appoint the following to the Farmers Market Committee in accordance with adoption of proposed “*An Ordinance Establishing a Farmers Market for the Town of Ledyard*”:

#### **Regular Members:**

- Pamela Ball (D) 674 Shewville Road, Ledyard, for a term ending March 13, 2027
- Ethan Foltz (D) 894 Colonel Ledyard Highway, Ledyard, for a term ending March 13, 2025
- Ellin Grenger (D) 15 Bittersweet Drive, Gales Ferry, for a term ending March 13, 2027
- Sarah Martic (R) 59R Long Cove Road, Ledyard for a term ending March 13, 2026
- Allison Troy (D) 548 Pumpkin Hill Road Ledyard, for a term ending March 13, 2026

#### **Alternate Members**

- William Thorne (R) 3 Adios Lane, Ledyard, for a term ending March 13, 2026.

### **Background:**

The Town Council has been working to draft “*An Ordinance Establishing a Farmers Market for the Town of Ledyard*” which will replace the current Resolution, which had initially established the Committee in 2018.

The Ordinance has been scheduled to be presented at a Public Hearing on March 13, 2024, with a vote to adopt the proposal thereafter.

The proposed “*An Ordinance Establishing a Farmers Market for the Town of Ledyard*” would change the current membership structure from current Nine Regular Members to Five Regular Members and Four Alternate Members.

In addition, upon the adoption of the Ordinance the Committee Members are required to be appointed (reappointed) to implement staggered terms to avoid all Committee Members terms from ending at the same time, to provide for continuity.

In preparation for the implementation of the new Ordinance, the Farmers’ Market Committee forwarded recommendations for Regular Members and Alternate Members from their current Roster. (Please see attached memo dated 2/6/2024)

### **Administrative Notes:**

(type text here)

**Nominating Committee Recommendation:**

(type text here)

**Minority Representation - CGS 9-167a:**

In accordance with Chapter IV; Section 8 of the Town Charter “Except as otherwise provided for in this Charter, the Town Council may appoint members to fill vacancies in other offices, boards, and commissions established by this Charter and by ordinance as vacancies may occur, and appointing members to such offices, boards, and commissions as may be created in the future. Such appointments shall be made by the Town Council for such terms and upon such conditions as provided in the respective ordinance”.

Chapter IV, Section 9: “In making appointments and removals, the Town Council shall act by the affirmative votes of at least a majority of all its members.

All members of boards, commissions, and committees contained in this Charter, or subsequently created under this Charter, except members of the Building Code Board of Appeals, the Fire Marshal, and the Deputy Fire Marshal(s), shall be electors of the Town at the time of their appointment and during their terms of office.”

**Connecticut General Statutes**

Sec. 9-167a. Minority representation. (a) (1) Except as provided in subdivision (2) of this subsection, the maximum number of members of any board, commission, legislative body, committee or similar body of the state or any political subdivision thereof, whether elective or appointive, who may be members of the same political party, shall be as specified in the following table:

Total Membership	Maximum from One Party
3	2
4	3
5	4
6	4
7	5
8	5
9	6
More than 9 Two-thirds of total membership	

(2) The provisions of this section shall not apply (A) to any such board, commission, committee or body whose members are elected wholly or partially on the basis of a geographical division of the state or political subdivision, (B) to a legislative body of a municipality (i) having a town meeting as its legislative body or (ii) for which the charter or a special act, on January 1, 1987, provided otherwise or (C) to the city council of an unconsolidated city within a town and the town council of such town if the town has a town council and a representative town meeting, the town charter provides for some form of minority representation in the election of members of the representative town meeting, and the city has a city council and a body having the attributes of a town meeting or (D) to the board of directors and other officers of any district, as defined in section 7-324, having annual receipts from all sources not in excess of two hundred fifty Thousand dollars.



(b) Prior to any election for or appointment to any such body, the municipal clerk, in cases of elections, and the appointing authority, in cases of appointments, shall determine the maximum number of members of any political party who may be elected or appointed to such body at such election or appointment. Such maximum number shall be determined for each political party in the following manner: From the number of members of one political party who are members of such body at the time of the election or appointment, subtract the number of members of such political party whose terms expire prior to the commencement of the terms for which such election or appointment is being held or made and subtract the balance thus arrived at from the appropriate number specified in column II of subsection (a) of this section.



# TOWN OF LEDYARD CONNECTICUT FARMERS MARKET COMMITTEE

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

Chairman Pamela Ball

## MEMORANDUM

Date: February 6, 2024  
To: Administration Committee  
From: Pamela Ball, Chairman Pro-Tem

Subject: Farmers' Market Committee Members

The Farmers' Market Committee would like to take this opportunity to express our appreciation for the research, time, and effort the Administration Committee has spent to carefully draft the proposed "*An Ordinance Establishing a Farmers Market for the Town of Ledyard*".

At our February 1, 2024 meeting the Farmers Market Committee noted that the proposed Ordinance called for five Regular Members and four Alternate Members. In an effort to provide for a seamless transition from the current membership of nine Regular Members to the new membership requirements, the Committee respectfully submits the following appointment recommendations from our current Members, to commence with the adoption of the proposed Ordinance:

### Regular Members:

- Pamela Ball (D) 674 Shewville Road, Ledyard
- Ethan Foltz (D) 894 Colonel Ledyard Highway, Ledyard
- Ellin Grenger (D) 15 Bittersweet Drive, Gales Ferry
- Sarah Martic (R) 59R Long Cove Road, Ledyard
- Allison Troy (D) 548 Pumpkin Hill Road Ledyard

### Alternate Members

- William Thorne (R) 3 Adios Lane, Ledyard

With these appointments (reappointments) the Committee would appreciate your assistance in making appointments to fill the remaining three Alternate Member vacancies.

Should you have any questions or require additional information regarding our request, please do not hesitate to contact me at email: [ledyardfarmersmarket@gmail.com](mailto:ledyardfarmersmarket@gmail.com)

Thank you.

AN ORDINANCE  
ESTABLISHING A FARMERS MAREKT COMMITTEE  
FOR THE TOWN OF LEDYARD

Be it Ordained by the Town Council of the Town of Ledyard the Ledyard Farmers' Market Committee is hereby established.

Section 1. Authority

Pursuant to Chapter IV, Section 5 of the Town Charter, there is hereby established a Farmers Market Committee for the Town of Ledyard.

Section 2. Purpose

The purpose of this Ordinance "*An Ordinance Establishing a Farmers Market for the Town of Ledyard*" is to is to codify, update and facilitate the "*Resolution Establishing a Farmers Market Committee*" adopted by the Town Council on May 9, 2018 and amended and adopted on October 10, 2019.

Section: 3. Objective

The Farmers' Market is to create, promote, and operate a CT Grown ([www.ctgrown.gov](http://www.ctgrown.gov)) Farmers' Market in the Town of Ledyard that will provide residents access to fresh, nutritious food, encourage community activity in Ledyard, and stimulate public interest and awareness in local farm products, thereby supporting local agricultural producers and rural life in Ledyard, Connecticut. (what if something changes and we are not certified?)

The Farmers Market Committee will function with the support of the Parks and Recreation Commission.

Section 3. Membership

The Farmers Market Committee shall consist of five (5) regular members and four (4) alternate members who shall be electors of the town and appointed by the Town Council; and to the extent possible be representative of a broad cross section of the community which it serves, including but not limited to:

- CT Grown producer(s)
- Community Artisan(s)
- Community-at-Large

Quorum: A quorum shall consist of a majority of voting members.

#### Section 4. Terms of Appointment

Members shall be appointed by the Town Council for a term of three (3) years and shall commence to serve their terms immediately upon appointment and shall serve until they have been reappointed, their successor has qualified; or are removed by the Town Council.

Thereafter, vacancies shall be filled for a three (3) year term.

Any vacancy on the Committee, other than by expiration of term, shall be filled for the unexpired portion of the term by the Town Council with priority given to maintain the structure above.

The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter. Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting.

Any member of the Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission and the vacancy shall be filled as hereinbefore provided, except that the Commission may vote to waive the requirements of the section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action

It shall be the responsibility of the Chairman of the Committee to notify the Town Council when a member has not properly performed his duties.

The regular members of the *Farmers Market Committee* shall elect a Chairman, Vice Chairman, Secretary and Treasurer. Any vacancy in any such office shall be filled from its membership.

#### Section 5. Implementation

With the adoption of this Ordinance current members of the Farmers' Market Committee shall be reappointed to designate regular members, alternate members and to adjust terms to provide continuity and eliminate all terms ending on the same date.

- Two Regular Members shall be appointed for three (3) years
- Two Regular Member shall be appointed for two (2) years
- One Regular Member shall be appointed for one (1) year
- Two Alternate Members shall be appointed for two (2) years
- Two Alternate Member shall be appointed for one (1) year

Thereafter, vacancies shall be filled for a three (3) year term.

#### Section 5. Powers and Duties

- Oversee the operation of the market, and set policy for the Committee, including but not limited to:
  - Establish Market Rules and Guidelines;
  - Establish, review, and approve/disapprove applications for Vendor(s) and Community Organization(s) interested in participating in the Farmers' Market;
  - Establish and collect Market Fees;
  - Handle immediate situations concerning the market, including resolving conflicts among members/vendors, and resolving consumer complaints;
  - Ensure the market area stays clean and vendors abide by market rules;
  - Assist vendors in compliance with all State and Federal rules and regulations;
  - Establish and adopt Committee Rules of Procedure.
- Arrange all meetings of the general membership;
- Administer the Committee's activities;
- Create working group assignments (*e.g.*, market theme days, children's activities, fundraising, advertising, etc.) and designate leads as necessary;
- Investigate any suspicion of questionable practices or violation of market rules employed by any seller. If verified, the Committee is authorized to immediately enforce corrective action as necessary, up to and including revoking vendor's authorization to participate in the Farmers' Market without refund of Market Fees.

#### Section 6. Revenue, Funding, and Monetary Gifts

The *Ledyard Farmers' Market Committee* is authorized to accept Market Fees, gifts, or other monetary donations to further the mission of the Farmers' Market.

Monies received by the Town of Ledyard, from whatever source and by whatever means (*e.g.*, Market Fees, gifts, donation, etc.) shall be deposited into a Farmers Market Fund 020810201-54201-24201. These funds shall be in the custody of the Town Treasurer. Annually, the Town Treasurer annually shall submit to the *Farmers' Market Committee* and the Legislative Body of the Town a complete and detailed report of the Farmers' Market Fund.

Upon the Farmers' Market Committee's authorization, money that has been received may be expended directly from this fund for the operation, development, promotion, and marketing of the Farmers' Market within the community. Funds that were designated for a specific purpose when received must be expended for that specific purpose.

*The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.*

~~In addition, upon the annual approval of the Farmers Market Committee, stipends may be issued to the Market Manager and Committee Members. The Committee shall annually determine and approve the amount of the stipends.~~

*Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds.*

Section. 7. Severability

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: \_\_\_\_\_

\_\_\_\_\_  
, Chairman

Approve/Disapprove on: \_\_\_\_\_

\_\_\_\_\_  
Fred B. Allyn, III, Mayor

Published on:

Effective Date:

\_\_\_\_\_  
Patricia A. Riley, Town Clerk

\*\*\*\*\*

Revisions: Initially established under the *Resolution Establishing a Farmers Market Committee for the Town of Ledyard*” on May 9, 2018; Amended on October 9, 2019 to increase membership from seven members to nine members.

History:

“*Resolution Establishing a Farmers Market Committee for the Town of Ledyard*” was replaced by Ordinance # \_\_\_\_\_

12/22/2023:

When the Ledyard Farmers Market Committee was originally established in 2018 it was done using a Resolution.

The Farmers Market Committee has been very successful and it was time to convert the authorizing document into an Ordinance.

Resolutions are used to establish short-term Committee for specific Projects, and therefore, terms all end at the same time, which was when The project was completed.

Ordinances are used for long-term ongoing Committees, which would be more appropriate for the Farmers Market Committee.

The proposed Ordinance mirrors the *Resolution Establishing the Farmers' Market Committee* with the following updates:

- Members – Reduce the members from the current nine members to five Regular Members and four Alternate Members.
- The following language has been added to Section 6:

*“The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.*

*Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds”.*



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0215

**Agenda Date:** 3/13/2024

**Agenda #:** 5.

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## FINANCIAL BUSINESS REQUEST (FBR)

### **Motion/Request:**

MOTION to authorize a bid waiver for W. R. Allen & Co., Inc. of Uncasville, CT, in the amount of \$28,250 for Bid No. 2024-02 (Food Pantry Siding Improvements) due to lack of three bids, in accordance with Ordinance #200-001 (rev 1) "*An Ordinance for Purchasing*".

### **Background:**

The Town went out to bid for siding and other improvements for the Food Pantry at 728 Colonel Ledyard Highway. We only received two (2) bids as shown on the attached bid summary sheet.

### **Department Comment/Recommendation:**

I recommend approval of a bid waiver to W. R. Allen & Co., Inc. for the Food Pantry siding and other improvements in accordance with Bid No. 2024-02. The bid value of \$28,250 is within the available funding that has been set aside for the work.

### **Finance Director Comment/Recommendation:**

(type text here)

### **Mayor Comment/Recommendation:**

### **Meeting Action Detail:**



**BID #2024-02**  
**Food Pantry Siding Improvements**

February 22, 2024 - 2:30 PM

**Attendees:**

Matthew Bonin, Director of Finance, Town of Ledyard

Ian Stammel, Assistant Director of Finance

Nancy M. Richard ~~as~~ Fiscal Assistant  
 Shawn Ryszczuk PWD  
 Steve Masalin PW Director

Bidder Information		BID PROPOSAL
Company:	WR Allen & Co Inc.	\$28,250
Address:	88 Norwich New London Tpke Uncasville, CT 06382	
Bidder Information		BID PROPOSAL
Company:	Turner Home Improvement	38,602.35
Address:	182 Oakwood Dr. Glastenbury, CT 06033	
Bidder Information		BID PROPOSAL
Company:		
Address:		
Bidder Information		BID PROPOSAL
Company:		
Address:		
Bidder Information		BID PROPOSAL
Company:		
Address:		



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0216

**Agenda Date:** 3/13/2024

**Agenda #:** 2.

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## FINANCIAL BUSINESS REQUEST (FBR)

### **Motion/Request:**

MOTION to authorize a bid waiver for Guaranteed Roofing of Canterbury, CT, in the amount of \$38,477 for Bid No. 2024-01 (Senior Center Re-shingling) due to lack of three bids, in accordance with Ordinance #200-001 (rev 1) "*An Ordinance for Purchasing*".

### **Background:**

The Town went out to bid for re-shingling of the Senior Center roof at 12 Van Tassell Drive. We only received one (1) bid in the amount of \$38,477. The Buildings & Ground Foreman had originally secured quotes for the work that ranged from about \$37,500 to \$75,000.

### **Department Comment/Recommendation:**

I recommend approval of a bid waiver to Guaranteed Roofing for Senior Center Reshingling in accordance with Bid No. 2024-01. The bid value is only nominally above the lowest quote originally received and is well within the estimate/budget established for the project.

### **Finance Director Comment/Recommendation:**

(type text here)

### **Mayor Comment/Recommendation:**

### **Meeting Action Detail:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0243

**Agenda Date:** 3/13/2024

**Agenda #:** 7.

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AFINANCIAL BUSIENSS REQUEST  
(FBR)

**Subject:**

MOTION to update the American Rescue Plan Act (ARPA) Projects List and allocations as follows:

- (1). Add the \$300,000 Sandy Hollow Road Guardrail Replacement Project.
  
- (2). Transfer \$35,000 from the Gales Ferry Sidewalk Project (remove spreadsheet line 45) to the Gales Ferry Corridor Study (spreadsheet line 25) for an updated total allocation of \$50,000.

**Background:**

**From:** Fred Allyn, III <[mayor@ledyardct.org](mailto: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) <<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

**Finance Cmt Meeting 2/21/2024**

- ***Sandy Hollow Guiderail Replacement Project \$390,000*** - Mayor Allyn stated because the guiderail was 7,000 feet that he asked Public Works Director/Town Engineer Steve Masalin to identify the critical components of the 1.5-mile stretch of road. He stated although Sandy Hollow Road has not been designated as a *Scenic Road*, that it was quite scenic. Therefore, he stated that he would suggest that they install the Rusted Metal Guiderails that would blend into the natural rural setting.

Councilor Ryan stated although the *Sandy Hollow Guiderail Replacement Project* was included in the initial ARPA Projects List that it was currently not on the List. Mayor Allyn stated the replacement of these guiderails have been requested in the Capital Improvement Plan (CIP) for several years, however, he stated due to budget constraints that the project was annually taken out of the Plan.

Councilor Saccone noted when they began talking about the *Sandy Hollow Guiderail Replacement Project* several years ago the cost was about \$225,000. However, he stated over the years that the costs have

continued to increase, noting that the project was now going to cost \$165,000 more than it would have if they replaced the guiderails years ago.

Councilor Buhle questioned the cost for the regular guiderails. Mayor Allyn noted the following cost estimates:

- \$1.1 million - Wood Guiderails, similar to the type that were on the Merit Parkway.
- \$312,000 - Galvanized Guiderails
- \$390,000 - Rusted Metal Guiderails that would blend into the natural rural setting.

Mayor Allyn, stated that he would ask Public Works Director/Town Engineer Steve Masalin to obtain quotes from the State Bid Contract List.

Councilor Ryan stated they had an *Uncommitted ARPA Balance in the amount of \$225,962.49*. Therefore, he stated if they wanted to move forward with the replacement of the Sandy Hollow Guiderails this year that they would need to include the project in the Fiscal Year 2024/2025 Capital Improvement Plan (CIP) Budget with \$225,962.49 coming from ARPA and the balance in the amount of \$164,037 coming from the tax levy. He stated another option would be to replace as much of the guiderail as they could with the \$225,962 ARPA Funding.

Councilor Buhle questioned the reason Groton Utilities has not been willing to help pay for the replacement of the guiderails, noting that it would make sense that they would want to keep vehicles that may go off the road from going into the reservoir property, noting that this project had been included on the town's Capital Improvement Plan for many years. Mayor Allyn stated he has talked with Groton Utilities about co-sharing the cost to replace the guiderails and he stated that Groton Utilities' response was an absolute "No".

Councilor Saccone addressed the need to replace the dilapidated Guiderails on Sandy Hollow Road. He commented on the safety/protection for motorists stating that it would not take much to push through the current guiderails. He stated spending the money to replace the guiderails on Sandy Hollow Road would go a long way toward protecting their residents.

- ***Gales Ferry Route 12 Corridor Study \$15,000*** - Mayor Allyn explained that they have learned that \$15,000 was not adequate, noting that \$50,000 was going to be needed to obtain a suitable Study that the town could use to later apply for Grants to facilitate improvements in that area.

Director of Planning & Development Juliet Hodge explained because of the data needed, the cost to conduct the Route 12 Corridor Study was going to cost \$50,000. She stated there was a lot happening in Gales Ferry, with a lot more on the way, therefore, this Study was going to be crucial. She noted the \$35,000 ARPA funding that was included on the Projects List for the sidewalks in Gales Ferry could be reallocated to be used toward the Gales Ferry Route 12 Corridor Study, noting by adding the \$35,000 to the \$15,000 already assigned for the Study that they would have the \$50,000 needed to produce the type of Study needed.

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 (2<sup>nd</sup> 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

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.

**ATLAS INDUSTRIAL SERVICES LLC  
 PROPOSED GUARDRAIL INSTALLATION  
 FOR THE TOWN OF Ledyard**

Ph# 860-464-9060 Fax# 860-464-9160

**BASED ON FIELD LAYOUT WITH Joe Tillman/Steve Maslin Date 2/28/24**

Fax # 203-315-4500 Weathering Steel

STREET	UNIT	RB TYP II ANCHOR		RB TYP I ANCHOR		RB-350 RAIDUS		RB-350 MBR		RB Posts		TERM ELEM		TRAF CONTROL		REMOVAL MBR		TOTALS
		EA	LF	EA	LF	EA	LF	EA	LF	EA	EA	EA	EA	EA	EA	EA	EA	
	DOT MAINT BID ITEM #	76		75		49B		24D		154		EA		EA		152A		
	COST/UNIT*	\$1,800.00		\$1,900.00		\$70.00		\$45.00		\$55.00		NC		186A		\$0.75		
Sandy Hollow rd						225		7087.5				18						\$335,857.50
						0		7087.5		0		0						\$0.00
						225						18						\$0.00
						0						0						\$0.00
																		\$0.00
																		\$335,857.50

\* Unit price based on low bid from the most recent CTDOT Maintenance Contract 18PSX0147 supplant #17

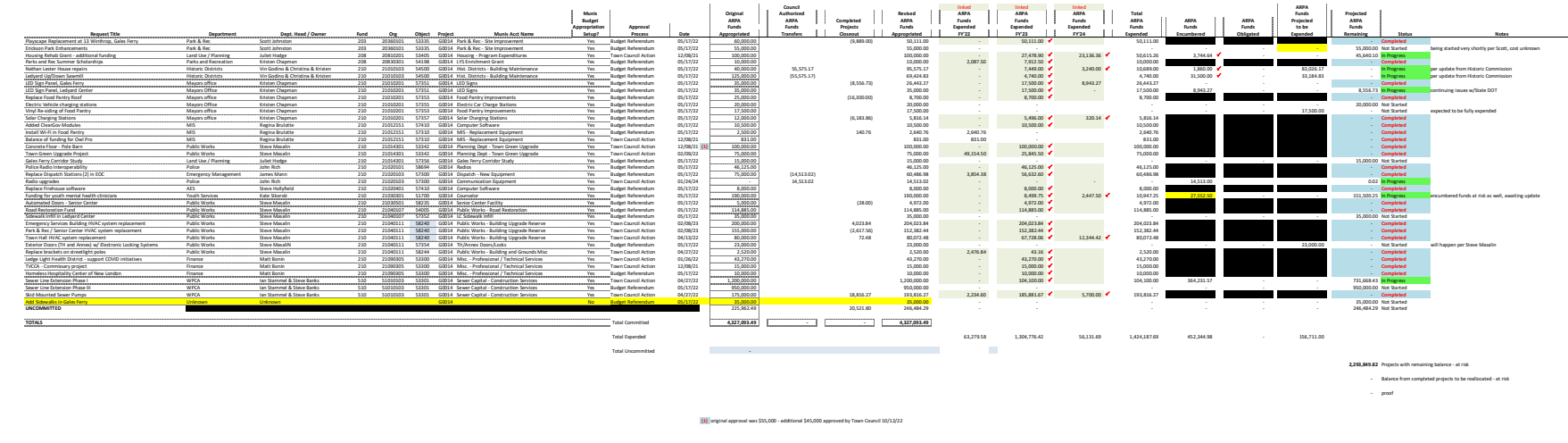
\*\* Unit price based on quantity over 5000 ft

Please sign and fax back this form so that we can proceed forward with scheduling the work. Thank you.

Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

Prepared by: Daniel T. Boone  
 Guardrail manager





<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>
21010201	57351	G0014	0210-10-1020-10201-57351 -G0014	LED SIGNS	2023

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>
21010201	57351	G0014	0210-10-1020-10201-57351 -G0014	LED SIGNS	2024

PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2
10	113	04/04/2023	API	1	905054		20233473

PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2
9		03/04/2024	API		905054		20243073

REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER	CARRY FORWARD
154008	W 040623T	35,000.00	Y	68756	040623T	157064	N
		35,000.00					
	Ledyard	17,500.00					
	Gales Ferry	17,500.00					

REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER	CARRY FORWARD
168146		8,943.27	N	0			N
		8,943.27					
	Ledyard	0.00					
	Gales Ferry	8,943.27					

<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
GRAPHICS UNLIMITED LLC	LED signs (2) - ARPA funded

<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
GRAPHICS UNLIMITED LLC	LED Signs - ARPA



<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
51010103	53301	G0014	0510-97-8510-90990-53301 -G0014	CONSTRUCTION SERVICES

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2022	12	789	06/29/2022	API	1	905126	
2022	12	110	06/10/2022	PRJ	1	IS	
2022	12	93	06/01/2022	API	1	905877	

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023	1	413	07/18/2022	API	1	902266	
2023	1	304	07/22/2022	PRJ	1	IS	
2023	1	574	07/25/2022	APM	1	902266	
2023	4	40	10/04/2022	API	1	902173	
2023	5	123	11/07/2022	APM	1	904146	
2023	5	122	11/07/2022	APM	1	904146	
2023	5	121	11/07/2022	APM	1	904146	
2023	5	415	11/29/2022	API	1	903071	
2023	6	331	12/27/2022	API	1	904146	
2023	7	501	01/24/2023	API	1	902054	
2023	8	118	02/06/2023	API	1	902173	
2023	9	164	03/07/2023	API	1	904146	
2023	11	60	05/02/2023	API	1	906144	
2023	11	60	05/02/2023	API	1	906144	
2023	11	60	05/02/2023	API	1	901418	
2023	11	149	05/12/2023	PRJ	1	IS	
2023	11	389	05/17/2023	API	1	902266	
2023	11	389	05/17/2023	API	1	905126	
2023	11	389	05/17/2023	API	1	903071	
2023	11	389	05/17/2023	API	1	903071	
2023	12	74	06/01/2023	API	1	902486	
2023	12	74	06/01/2023	API	1	902486	
2023	12	74	06/01/2023	API	1	902486	
2023	12	74	06/01/2023	API	1	902486	
2023	12	74	06/01/2023	API	1	905126	
2023	12	74	06/01/2023	API	1	903071	
2023	12	256	06/13/2023	API	1	905114	
2023	12	256	06/13/2023	API	1	902266	
2023	12	256	06/13/2023	API	1	902266	
2023	12	712	06/28/2023	API	1	903071	
2023	12	1551	06/30/2023	API	1	909352	
2023	12	1551	06/30/2023	API	1	904146	
2023	12	1477	06/30/2023	API	1	902486	
2023	12	1056	06/30/2023	API	1	902266	
2023	12	1056	06/30/2023	API	1	903071	



YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2024	6	177	12/11/2023	API	1	903390	

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT
20223185	141101	W 063022T	395.00	Y	66124	063022T
6061022	6061022	6061 PR06102022	1,539.60	Y	0	
20223184	140171	W 060622T	300.00	Y	65888	060622T

FY 22 2,234.60 Sewer Pump

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT
20230571	141983	W 072222CO	18.94	Y	0	
6072222	6072222	6072 PR07222022	1,060.00	Y	0	
20230571	141983	VOID	(18.94)	Y	0	
20231720	146342	W 100622T	4,220.90	Y	67123	100622T
20231087	147050	RCLS	6,585.00	Y	67294	102022T
20231087	143180	RCLS	20,285.00	Y	66573	081122T
20220540	139684	RCLS	6,158.00	Y	65781	051922T
20230432	148873	W 120122	5,304.20	Y	67688	120122
20231087	149980	W 122822T	48,122.00	Y	67901	122822T
20230565	150987	W 012523T	99,414.00	Y	68145	012523T
20230569	151493	W 020723T	3,944.70	Y	68185	020723T
20231087	152697	W 030823T	4,050.00	Y	68476	030823T
20233618	155059	W 050423T	260.74	Y	69028	050423T
20233618	155061	W 050423T	140.85	Y	69028	050423T
20233536	155152	W 050423T	1,452.63	Y	69053	050423T
6051223	6051223	6051 PR05122023	4,034.54	Y	0	
20230570	155689	W 051823T	2,875.52	Y	69125	051823T
20230590	155695	W 051823T	530.00	Y	69129	051823T
20230432	155865	W 051823T	775.35	Y	69176	051823T
20230432	155866	W 051823T	30.38	Y	69176	051823T
20230575	156431	W 060523T	6,003.15	Y	69307	060523T
20230574	156432	W 060523T	7,373.57	Y	69307	060523T
20230576	156433	W 060523T	5,884.90	Y	69307	060523T
20230573	156434	W 060523T	5,711.71	Y	69307	060523T
20230590	156294	W 060523T	820.00	Y	69276	060523T
20230432	156452	W 060523T	479.90	Y	69322	060523T
20233436	156753	W 061523T	3,960.00	Y	69425	061523T
20230571	156710	W 061523T	7,224.95	Y	69407	061523T
20230570	156711	W 061523T	6,775.24	Y	69407	061523T
20230432	157460	W 062923T	104.00	Y	69582	062923T
20230599	158598	W 080823T	5,000.00	Y	69931	080823T
20231087	158599	W 080823T	18,900.00	Y	69932	080823T
20233780	158268	W 072723T	7,266.00	Y	69830	072723T
20230571	157712	W 071323T	5,164.39	Y	69659	071323T
20230432	157805	W 071323T	70.05	Y	69700	071323T

FY 23 289,981.67

185,881.67 Sewer Pump

104,100.00 Phase I Sewer

- proof

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT
20241950	164502	W 121423T	5,700.00	Y	71234	121423T

FY 24 5,700.00

5,700.00 Sewer Pump

- Phase I Sewer

- proof

<b>VOUCHER</b>	<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>
143859	N	EAST COAST SIGN & SUPPLY INC
	N	
142900	N	TENNETT TREE SERVICE INC

<b>VOUCHER</b>	<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>
144792	N	DB ELECTRIC INC
	N	
144792	N	DB ELECTRIC INC
149311	N	HAYES PUMP INC
150022	N	WESTON & SAMPSON ENGINEERS IN
146062	N	WESTON & SAMPSON ENGINEERS IN
142403	N	WESTON & SAMPSON ENGINEERS IN
151864	N	THE JACK FARRELLY COMPANY
152984	N	WESTON & SAMPSON ENGINEERS IN
153997	N	SMITH & LOVELESS INC
154510	N	HAYES PUMP INC
155730	N	WESTON & SAMPSON ENGINEERS IN
158134	N	MCMASTER-CARR SUPPLY CO
158136	N	MCMASTER-CARR SUPPLY CO
158230	N	USABBLUEBOOK
	N	
158774	N	DB ELECTRIC INC
158780	N	EAST COAST SIGN & SUPPLY INC
158952	N	THE JACK FARRELLY COMPANY
158953	N	THE JACK FARRELLY COMPANY
159525	N	NEW LONDON COUNTY SEPTIC SERV
159526	N	NEW LONDON COUNTY SEPTIC SERV
159527	N	NEW LONDON COUNTY SEPTIC SERV
159528	N	NEW LONDON COUNTY SEPTIC SERV
159384	N	EAST COAST SIGN & SUPPLY INC
159546	N	THE JACK FARRELLY COMPANY
159855	N	INLAND WATERS LLC
159812	N	DB ELECTRIC INC
159813	N	DB ELECTRIC INC
160570	N	THE JACK FARRELLY COMPANY
161752	N	US AUTOMATION INC
161753	N	WESTON & SAMPSON ENGINEERS IN
161401	N	NEW LONDON COUNTY SEPTIC SERV
160828	N	DB ELECTRIC INC
160925	N	THE JACK FARRELLY COMPANY

<b>VOUCHER</b>	<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>
167806	N	OAK HILL CONTROLS LLC

**COMMENTS**

Pump Station Work - Air Blower  
WARRANT=061022 RUN=6 TOWN PAY  
Pump Station Work - Tree Remov

**COMMENTS**

Pump Station Work (ARPA)  
WARRANT=072222 RUN=6 TOWN PAY  
Pump Station Work (ARPA) 2023  
Mission Alarm System Pump Stat  
Sewer Feasibility Study  
Sewer Feasibility Study  
Sewer Feasibility Study  
Supplies  
Sewer Feasibility Study  
Sewer Feed Pump System Replace  
Pump Station Work - Pump  
Sewer Feasibility Study  
Pipe Fittings  
Pipe Fittings  
hose  
WARRANT=051223 RUN=6 TOWN PAY  
Decanter Repairs ARPA  
Pump Station Work - Air Blower  
Supplies  
Supplies  
Pump Station Work - Excavation  
Pump Station Work - Core Borin  
Pump Station Work - Pipe Insta  
Plant Water Pipe Repair (ARPA)  
Pump Station Work - Air Blower  
Supplies  
Cleaning Wet Well  
Pump Station Work (ARPA)  
Decanter Repairs ARPA  
Supplies  
Mission (ARPA)  
Sewer Feasibility Study  
Live Tap into Force Main  
Pump Station Work (ARPA)  
Supplies

**COMMENTS**  
SCADA Work

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2023

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2024
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2024
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2024
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2024
21030301	51700	G0014	0210-30-3030-30301-51700 -G0014	COUNSELOR	2024



PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2
6	331	12/27/2022	API	1	904938		20232801
7	419	01/23/2023	API	1	904938		20232801
8	225	02/08/2023	API	1	904938		20232801
8	378	02/21/2023	API	1	904938		20232801
9	164	03/07/2023	API	1	904938		20232801
9	362	03/20/2023	API	1	904938		20232801
10	44	04/03/2023	API	1	904938		20232801
10	294	04/17/2023	API	1	904938		20232801
11	30	05/01/2023	API	1	904938		20232801
11	343	05/15/2023	API	1	904938		20232801
11	658	05/30/2023	API	1	904938		20232801
12	204	06/12/2023	API	1	904938		20232801
12	984	06/30/2023	API	1	904938		20232801

PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2
6	177	12/11/2023	API	1	904485		20242065
8	27	02/05/2024	API	1	904485		20242065
8	250	02/22/2024	API	1	904485		20242065
8	250	02/22/2024	API	1	904485		20242065
9		03/04/2024	API		904485		20242065

REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER	CARRY FORWARD
149845	W 122822T	543.75	Y	67870	122822T	152847	N
150814	W 012423T	1,015.00	Y	68091	012423T	153823	N
151824	W 021423T	805.00	Y	68278	021423T	154845	N
152067	W 022223T	863.00	Y	68324	022223T	155093	N
152580	W 030823T	700.00	Y	68450	030823T	155613	N
153149	W 032123T	735.00	Y	68590	032123T	156191	N
153827	W 040423T	700.00	Y	68704	040423T	156879	N
154275	W 041823T	455.00	Y	68819	041823T	157337	N
154822	W 050223T	665.00	Y	68964	050223T	157895	N
155544	W 051623T	688.00	Y	69083	051623T	158625	N
156077	W 053123T	490.00	Y	69226	053123T	159165	N
156616	W 061323T	700.00	Y	69355	061323T	159717	N
157554	W 071123T	140.00	Y	69614	071123T	160666	N

8,499.75

REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER	CARRY FORWARD
164299	W 121423T	165.00	Y	71172	121423T	167603	N
166724	W 020824T	742.50	Y	71661	020824T	170076	N
167584	W 022624T	550.00	Y	71757	022624T	170954	N
167585	W 022624T	275.00	Y	71757	022624T	170955	N
167983		715.00	N	0			N

2,447.50

<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian
AZRA LUPACCHINO	Fee for service clincian

<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
PATRICIA CARMON-FROST	Fee for service clincian
PATRICIA CARMON-FROST	Fee for service clincian
PATRICIA CARMON-FROST	Fee for service clincian
PATRICIA CARMON-FROST	Fee for service clincian
PATRICIA CARMON-FROST	Fee for service clincian

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21020401	57410	G0014	0210-20-2040-00000-57410 -G0014	COMPUTER SOFTWARE
21020401	57410	G0014	0210-20-2040-00000-57410 -G0014	COMPUTER SOFTWARE

<b>YEAR</b>	<b>PER</b>	<b>JOURNAL</b>	<b>EFF DATE</b>	<b>SRC</b>	<b>T</b>	<b>REF1</b>	<b>PROJECT STRING</b>
2023	7	501	01/24/2023	API	1	902656	
2023	4	338	10/31/2022	API	1	902656	

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER
20232820	150902	W 012523T	4,000.00	Y	68127	012523T	153912
20231869	147502	W 110122T	4,000.00	Y	67318	110122T	150478

8,000.00

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	ESO SOLUTIONS INC	ESO software upgrade - ARPA po
N	ESO SOLUTIONS INC	ESO software upgrade

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21010201	57357	G0014	0210-10-1020-10201-57357 -G0014	SOLAR CHARGING STATIONS
21010201	57357	G0014	0210-10-1020-10201-57357 -G0014	SOLAR CHARGING STATIONS

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21010201	57357	G0014	0210-10-1020-10201-57357 -G0014	SOLAR CHARGING STATIONS
21010201	57357	G0014	0210-10-1020-10201-57357 -G0014	SOLAR CHARGING STATIONS
21010201	57357	G0014	0210-10-1020-10201-57357 -G0014	SOLAR CHARGING STATIONS



<b>YEAR</b>	<b>PER</b>	<b>JOURNAL</b>	<b>EFF DATE</b>	<b>SRC</b>	<b>T</b>	<b>REF1</b>	<b>PROJECT STRING</b>
2023	6	196	12/14/2022	API	1	904967	
2023	6	196	12/14/2022	API	1	904967	

<b>YEAR</b>	<b>PER</b>	<b>JOURNAL</b>	<b>EFF DATE</b>	<b>SRC</b>	<b>T</b>	<b>REF1</b>	<b>PROJECT STRING</b>
2024	5	30	11/01/2023	API	1	900872	
2024	4	260	10/18/2023	API	1	903903	
2024	4	260	10/18/2023	API	1	902342	

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20232698	149536	W 121522T	4,996.00	Y	67815	121522T	152534
20232697	149537	W 121522T	500.00	Y	67815	121522T	152535
			5,496.00				

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20242217	162867	W 110223T	14.32	Y	70885	110223T	166132
20241995	162113	W 101923T	239.98	Y	70755	101923T	165364
20241994	162074	W 101923T	65.84	Y	70736	101923T	165324
			320.14				

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	LEGACY CONSULTING, LLC	Solar Charging Stations
N	LEGACY CONSULTING, LLC	Legacy Consulting - LOGO Fee

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	HOLDRIDGE FARM NURSERY	Solar Charging Stations - ARP
N	RIVERHEAD BUILDING SUPPLY	Solar Charging Stations Instal
N	HOME DEPOT CREDIT SERVICES	Solar Charging Station Install



21014301	53342	G0014	0210-14-1430-14301-53342 -G0014	TOWN GREEN UPGRADE
21014301	53342	G0014	0210-14-1430-14301-53342 -G0014	TOWN GREEN UPGRADE
21014301	53342	G0014	0210-14-1430-14301-53342 -G0014	TOWN GREEN UPGRADE
21014301	53342	G0014	0210-14-1430-14301-53342 -G0014	TOWN GREEN UPGRADE
21014301	53342	G0014	0210-14-1430-14301-53342 -G0014	TOWN GREEN UPGRADE
21014301	53342	G0014	0210-14-1430-14301-53342 -G0014	TOWN GREEN UPGRADE
21014301	53342	G0014	0210-14-1430-14301-53342 -G0014	TOWN GREEN UPGRADE

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2022	12	1265	06/30/2022	API	1	900652	
2022	12	1179	06/30/2022	API	1	904593	
2022	12	393	06/14/2022	API	1	900652	
2022	12	393	06/14/2022	API	1	904593	
2022	12	393	06/14/2022	API	1	904586	
2022	12	313	06/13/2022	API	1	906568	
2022	12	93	06/01/2022	API	1	900872	
2022	12	93	06/01/2022	API	1	900872	
2022	12	93	06/01/2022	API	1	902342	
2022	11	394	05/18/2022	API	1	902077	
2022	10	294	04/19/2022	API	1	903449	
2022	10	294	04/19/2022	API	1	902342	
2022	10	294	04/19/2022	API	1	902077	
2022	6	744	12/01/2021	APM	1	902486	
2022	6	743	12/01/2021	APM	1	900872	
2022	5	440	11/16/2021	APM	1	901523	
2022	5	439	11/16/2021	APM	1	900872	
2022	5	438	11/03/2021	APM	1	902077	
2022	5	437	11/03/2021	APM	1	902342	
2022	4	466	10/20/2021	APM	1	903221	
2022	4	465	10/06/2021	APM	1	902266	
2022	3	449	09/21/2021	APM	1	909037	
2022	2	525	08/10/2021	APM	1	909037	
2022	2	524	08/10/2021	APM	1	909037	
2022	2	523	08/24/2021	APM	1	902342	
2022	2	522	08/10/2021	APM	1	902342	
2022	1	500	07/01/2021	GEN	1	KF	
2022	1	498	07/27/2021	APM	1	902342	
2022	1	497	07/27/2021	APM	1	902342	
2022	1	496	07/27/2021	APM	1	902342	

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023	6		12/28/2022	API		904593	
2023	5	415	11/29/2022	API	1	908851	
2023	5	415	11/29/2022	API	1	908851	
2023	5	415	11/29/2022	API	1	904917	
2023	5	415	11/29/2022	API	1	903504	
2023	5	292	11/17/2022	API	1	903619	
2023	5	292	11/17/2022	API	1	902342	
2023	5	292	11/17/2022	API	1	902342	
2023	5	292	11/17/2022	API	1	908851	
2023	5	292	11/17/2022	API	1	907237	

2023	5	274	11/15/2022	API	1	904290
2023	4	204	10/19/2022	API	1	904786
2023	4	204	10/19/2022	API	1	904420
2023	4	40	10/04/2022	API	1	900652
2023	1	588	07/01/2022	GEN	1	KF
2023	1	586	07/01/2022	GEN	1	KF
2023	1	482	07/28/2022	API	1	902342

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER
20223356	142087	W 072722T	1,250.00	Y	66323	072722T	144904
20222716	141604	W 071422T	4,638.83	Y	66265	071422T	144392
20223356	140411	W 061622T	1,250.00	Y	65969	061622T	143142
20222716	140419	W 061622T	512.82	Y	65972	061622T	143150
20222628	140571	W 061622T	30,146.36	Y	66026	061622T	143302
20223299	140386	W 061422T	422.89	Y	65962	061422T	143117
20222615	140111	W 060622T	11.69	Y	65868	060622T	142840
20222615	140112	W 060622T	21.59	Y	65868	060622T	142841
20222617	140118	W 060622T	7.80	Y	65869	060622T	142847
20222616	139656	W 051922T	311.56	Y	65767	051922T	142375
20222930	138274	W 042122T	65.00	Y	65489	042122T	140887
20222617	138291	W 042122T	27.40	Y	65497	042122T	140904
20222616	138335	W 042122T	324.26	Y	65515	042122T	140948
20221507	133156	RCLS	800.00	Y	64336	120221T	135685
20220963	133118	RCLS	18.89	Y	64329	120221T	135647
20221852	132703	RCLS	165.00	Y	64207	111821T	135228
20220963	132640	RCLS	10.78	Y	64181	111821T	135162
20221818	132231	RCLS	452.05	Y	64098	110421T	134758
20220877	132195	RCLS	82.94	Y	64075	110421T	134722
20220974	131516	RCLS	354.29	Y	63947	102121T	134038
20220968	130814	RCLS	1,155.49	Y	63794	100721T	133302
20220981	130137	RCLS	306.90	Y	63677	092321T	132604
20220981	128376	RCLS	88.29	Y	63271	081221T	130802
20220981	128375	RCLS	36.12	Y	63271	081221T	130801
20220877	129054	RCLS	28.14	Y	63438	082621T	131503
20220877	128455	RCLS	121.00	Y	63290	081221T	130881
Reclass	ARPA Eligible	Expense Re	6,294.47	Y	0		
20220877	127796	RCLS	87.72	Y	63151	072921T	130208
20220877	127794	RCLS	6.90	Y	63151	072921T	130206
20220877	127793	RCLS	155.32	Y	63151	072921T	130205
		FY 22	49,154.50				

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER
20232639	150011		2,771.91	N	0		
20232201	148854	CRED MEMO	-409.50	Y	67681	120122	151845
20232201	148855	W 120122	1,944.00	Y	67681	120122	151846
20232373	148866	W 120122	24,064.00	Y	67686	120122	151857
20232455	148927	W 120122	4,520.60	Y	67696	120122	151918
20232196	148403	W 112122T	61,433.07	Y	67540	112122T	151388
20230087	148479	W 112122T	12.32	Y	67566	112122T	151467
20230087	148481	W 112122T	36.96	Y	67566	112122T	151469
20232201	148509	W 112122T	4,387.50	Y	67572	112122T	151497
20232454	148530	W 112122T	4,950.00	Y	67581	112122T	151519



20232200	148260	W 111622T	5,098.72 Y	67464 111622T	151245
20231825	146833	W 102022T	14,574.00 Y	67238 102022T	149805
20232183	147017	W 102022T	2,255.00 Y	67286 102022T	149989
20230321	146221	W 100622T	180.00 Y	67107 100622T	149190
Correcting	Entry	TG Upgrade	-6,294.47 Y	0	
Expense Re	ARPA eligible	Reclass ex	6,294.47 Y	0	
20230087	142425	W 080122T	26.92 Y	66405 080122T	145260

Total FY 23 125,845.50

TG Upgrade portion 25,845.50

TG - Pole Barn 100,000.00

proof 0.00

Total 175,000.00

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	CLA ENGINEERS INC	Pole Barn Slab Design
N	CUSTOM FENCE DESIGN LLC	Pressure-Treated Guard Rail
N	CLA ENGINEERS INC	Pole Barn Slab Design
N	CUSTOM FENCE DESIGN LLC	Pressure-Treated Guard Rail
N	TOLLY'S CONSTRUCTION LLC	Pole Barn Renovations
N	LEDYARD WPCA	Water Usage
N	HOLDRIDGE FARM NURSERY	Misc Items
N	HOLDRIDGE FARM NURSERY	Misc Items
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	SITEONE LANDSCAPE SUPPLY LLC	Misc Landscaping Items
N	F.W. WEBB COMPANY	Misc Items
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	SITEONE LANDSCAPE SUPPLY LLC	Misc Landscaping Items
N	NEW LONDON COUNTY SEPTIC SERVICE IN	Landscaping Services
N	HOLDRIDGE FARM NURSERY	Misc Items
N	THIRTY MARKETING	STEAP Project Sign
N	HOLDRIDGE FARM NURSERY	Misc Items
N	SITEONE LANDSCAPE SUPPLY LLC	Misc Landscaping Items
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	GRAYBAR ELECTRIC COMPANY INC	Misc Items
N	DB ELECTRIC INC	Misc Items
N	ELECTRICAL WHOLESALERS INC	Misc Items
N	ELECTRICAL WHOLESALERS INC	Misc Items
N	ELECTRICAL WHOLESALERS INC	Misc Items
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	HOME DEPOT CREDIT SERVICES	Misc Items
N		Expense Reclass-ARPA eligible
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	HOME DEPOT CREDIT SERVICES	Misc Items

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	CUSTOM FENCE DESIGN LLC	Pole Barn Guiderail
N	MID CITY STEEL CORP	Concrete Slab Mesh
N	MID CITY STEEL CORP	Concrete Slab Mesh
N	RHODE ISLAND READY MIX LLC	Concrete
N	WESCON CORP OF CONN	Bituminous Asphalt
N	BMP CONSTRUCTION, INC.	Town Green Pole Barn Slab
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	HOME DEPOT CREDIT SERVICES	Misc Items
N	MID CITY STEEL CORP	Concrete Slab Mesh
N	SHERIDAN ASPHALT PAVING LLC	Paving Services

N	ADELMAN SAND & GRAVEL INC	Crushed Stone
N	BRETT PAWLAK BUILDERS LLC	Holdridge Pavilion Reroofing
N	ULTIPLAY - PARKS & PLAYGROUNDS INC	Trash Container Lids
N	CLA ENGINEERS INC	Engineering Design Services
N		Correcting Entry
N		Expense Reclass-ARPA eligible
N	HOME DEPOT CREDIT SERVICES	Misc Items

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES
20810201	53405	G0014	0208-00-1020-00000-53405 -G0014	PROGRAM EXPENDITURES

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023	6	334	12/28/2022	APM	1	903998	
2023	7	155	01/05/2023	APM	1	901344	
2023	7	249	01/10/2023	API	1	901344	
2023	7	831	01/30/2023	GEN	1	KF	
2023	9	164	03/07/2023	API	1	903998	
2023	9	362	03/20/2023	API	1	905039	
2023	10	113	04/04/2023	API	1	902486	
2023	10	353	04/19/2023	API	1	903998	
2023	10	353	04/19/2023	API	1	905039	
2023	12	712	06/28/2023	API	1	903998	
2023	12	1056	06/30/2023	API	1	903998	

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2024	7	449	01/23/2024	API	1	905357	
2024	7	449	01/23/2024	API	1	905357	
2024	6	177	12/11/2023	API	1	905554	
2024	4	260	10/18/2023	API	1	901344	
2024	4	27	10/03/2023	API	1	903998	
2024	4	27	10/03/2023	API	1	901344	
2024	4	27	10/03/2023	API	1	901344	

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20232485	148400	RCLS	761.00	Y	67537	112122T	151385
20230260	143104	RCLS	180.30	Y	66560	081122T	145986
20232835	150405	W 011223T	419.60	Y	68044	011223T	153411
AARPA	Wrong Acc	Reclass	3,106.00	Y		0	
20232485	152609	W 030823T	353.00	Y	68416	030823T	155642
20233341	153178	W 032123T	4,200.00	Y	68547	032123T	156220
20233463	154083	W 040623T	650.00	Y	68772	040623T	157142
20232485	154387	W 042023T	2,060.00	Y	68850	042023T	157450
20233578	154545	W 042023T	14,995.00	Y	68854	042023T	157612
20232485	157179	W 062923T	677.00	Y	69533	062923T	160286
20232485	157674	W 071323T	77.00	Y	69638	071323T	160787

27,478.90

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20242849	166543	W 012524T	7,991.00	Y	71527	012524T	169892
20242848	166544	W 012524T	12,015.00	Y	71528	012524T	169893
20242586	164617	W 121423T	675.00	Y	71274	121423T	167925
20241949	162129	W 101923T	263.12	Y	70764	101923T	165380
20240643	161286	W 100523T	1,818.00	Y	70581	100523T	164518
20241949	161403	W 100523T	190.16	Y	70631	100523T	164638
20241949	161404	W 100523T	184.08	Y	70631	100523T	164639

23,136.36

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	A & E SERVICES GROUP, LLC	consulting services - ARPA Hou
N	A & E SERVICES GROUP, LLC	consulting services - ARPA Hou
N	A & E SERVICES GROUP, LLC	consulting services - ARPA Hou
N	AMERICAN GENERAL BUILDING SERVICES, LLC	Roofing - 25 Washington Dr. -
N	NEW LONDON COUNTY SEPTIC SERVICE, INC.	Soil testing 25 Village Dr., L
N	AMERICAN GENERAL BUILDING SERVICES, LLC	Heating Unit - ARPA funded
N	A & E SERVICES GROUP, LLC	consulting services - ARPA Hou
N		Reclass to AARPA Expense Acct
N	THE DAY PUBLISHING COMPANY	RFP postings for ARPA Housing
N	THE DAY PUBLISHING COMPANY	Legal Notices - The New London
N	A & E SERVICES GROUP, LLC	consulting services - ARPA Hou

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	ALEXANDER MANUTA	ARPA Housing Rehab - 43 Blacks
N	ALEXANDER MANUTA	ARPA Housing Rehab - 46 Blacks
N	WASTEWATER SERVICES INC	Soil Testing - 48 Inchcliffe D
N	THE DAY PUBLISHING COMPANY	Legal ads - ARPA Housing Rehab
N	A & E SERVICES GROUP, LLC	consulting services - ARPA Hou
N	THE DAY PUBLISHING COMPANY	Legal ads - ARPA Housing Rehab
N	THE DAY PUBLISHING COMPANY	Legal ads - ARPA Housing Rehab

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE
21010103	54500	G0014	0210-14-1010-10103-54500 -G0014	BUILDING MAINTENANCE



YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023	4	204	10/19/2022	API	1	904803	
2023	5	292	11/17/2022	API	1	904803	
2023	5	292	11/17/2022	API	1	903831	
2023	7	249	01/10/2023	API	1	903831	
2023	8	225	02/08/2023	API	1	904757	
2023	11	658	05/30/2023	API	1	904803	

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2024	6	334	12/21/2023	APM	1	904803	
2024	6	177	12/11/2023	API	1	905004	

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER
20231935	146981	W 102022T	1,814.00	Y	67265	102022T	149953
20232198	148488	W 112122T	785.00	Y	67569	112122T	151476
20231936	148521	W 112122T	3,200.00	Y	67577	112122T	151510
20232410	150398	W 011223T	1,650.00	Y	68037	011223T	153404
20232446	151782	W 021423T	3,000.00	Y	68267	021423T	154802
20233458	156071	W 053123T	1,740.00	Y	69221	053123T	159159

Total 12,189.00

Sawmill 4,740.00

NLH 7,449.00

Proof -

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER
20241992	162082	rcls	240.00	Y	70739	101923T	165333
20242031	164528	W 121423T	3,000.00	Y	71256	121423T	167833

Total 3,240.00

Sawmill -

NLH 3,240.00

Proof -

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	KELLEY JOHN A	John Kelley - Historic
N	KELLEY JOHN A	John Kelley - Historic
N	PRO PLUMBING LLC	Pro Plumbing - Historic
N	PRO PLUMBING LLC	Pro-Plumbing - Historic
N	JAMES K GRANT ASSOCIATE	James Grant Associates - Histo
N	JOHN A KELLEY	John Kelly - Historic / Sawmil

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	JOHN A KELLEY	John Kelley - Historic
N	ROBERT B HURD	The Architects - Historic

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023
21040107	54005	G0014	0210-40-4010-40107-54005 -G0014	ROAD RESTORATION	2023

PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2
5	90	11/02/2022	API	1	908022		20230615
3	90	09/07/2022	API	1	908022		20230615
2	544	08/25/2022	API	1	900731		20230613
2	544	08/25/2022	API	1	900731		20230614
2	210	08/10/2022	API	1	904680		20230324
2	210	08/10/2022	API	1	903504		20230542
2	210	08/10/2022	API	1	903504		20230542
2	210	08/10/2022	API	1	904713		20230533
1	482	07/28/2022	API	1	900731		20230322
1	482	07/28/2022	API	1	900731		20230613
1	482	07/28/2022	API	1	900731		20230612
1	482	07/28/2022	API	1	904680		20230324
1	482	07/28/2022	API	1	904680		20230324

REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER	CARRY FORWARD
147787	W 110322T	26,338.15	Y	67409	110322T	150765	N
144745	W 090822T	58,880.05	Y	66804	090822T	147683	N
144018	W 082922T	600.00	Y	66695	082922T	146943	N
144024	W 082922T	2,200.00	Y	66695	082922T	146949	N
142879	W 081122T	1,290.00	Y	66514	081122T	145746	N
143174	W 081122T	2,024.40	Y	66571	081122T	146056	N
143176	W 081122T	351.40	Y	66571	081122T	146058	N
143085	W 081122T	741.00	Y	66549	081122T	145967	N
142451	W 080122T	7,500.00	Y	66426	080122T	145287	N
142452	W 080122T	3,000.00	Y	66426	080122T	145288	N
142453	W 080122T	2,500.00	Y	66426	080122T	145289	N
142314	W 080122T	5,160.00	Y	66382	080122T	145143	N
142315	W 080122T	4,300.00	Y	66382	080122T	145144	N
		114,885.00					

<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
PASTERYAK CHARLES JR INC ASPHALT PAVING	Road Resurfacing
PASTERYAK CHARLES JR INC ASPHALT PAVING	Road Resurfacing
T.D.C. EXCAVATING LLC	Drainage Work Misc Roads
T.D.C. EXCAVATING LLC	Drainage Work Van Tassell Dr
CONNECTICUT PRECAST CORPORATION	Misc CB Components
WESCON CORP OF CONN	Misc Asphalt
WESCON CORP OF CONN	Misc Asphalt
PRECISE TRAFFIC CONTROL LLC	Traffic Control Services
T.D.C. EXCAVATING LLC	Drainage Work
T.D.C. EXCAVATING LLC	Drainage Work Misc Roads
T.D.C. EXCAVATING LLC	Drainage Work Crocker Hill
CONNECTICUT PRECAST CORPORATION	Misc CB Components
CONNECTICUT PRECAST CORPORATION	Misc CB Components







YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023	2	544	08/25/2022	API	1	904612	
2023	3	90	09/07/2022	API	1	904612	
2023	7	419	01/23/2023	API	1	904983	
2023	8	225	02/08/2023	API	1	903449	
2023	8	505	02/22/2023	API	1	904983	
2023	8	505	02/22/2023	API	1	904983	
2023	8	505	02/22/2023	API	1	904983	
2023	8	525	02/27/2023	API	1	904983	
2023	9	239	03/01/2023	API	1	900575	
2023	9	404	03/22/2023	API	1	909037	
2023	9	404	03/22/2023	API	1	909037	
2023	9	404	03/22/2023	API	1	909037	
2023	9	404	03/22/2023	API	1	909037	
2023	9	404	03/22/2023	API	1	909037	
2023	9	404	03/22/2023	API	1	909037	
2023	10	113	04/04/2023	API	1	909037	
2023	10	353	04/19/2023	API	1	904983	
2023	10	353	04/19/2023	API	1	904983	
2023	10	613	04/26/2023	API	1	900575	
2023	10	613	04/26/2023	API	1	900575	
2023	11	343	05/15/2023	API	1	902266	
2023	11	651	05/31/2023	APM	1	900575	
2023	11	650	05/31/2023	APM	1	900575	
2023	12	256	06/13/2023	API	1	904983	

Budget

17,500.00

100,000.00

125,000.00

242,500.00

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2024	6	177	12/11/2023	API	1	902486	
2024	5	544	11/29/2023	API	1	904983	
2024	5	210	11/14/2023	API	1	902266	

Budget

(50,228.06)

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER
20230235	144033	W 082922T	27,153.19	Y	66698	082922T	146959
20230235	144755	W 090822T	7,947.81	Y	66812	090822T	147693
20232463	150828	W 012423T	20,000.00	Y	68077	012423T	153837
20232819	151779	W 021423T	2,852.06	Y	68264	021423T	154799
20232463	152124	W 022323T	9,775.00	Y	68347	022323T	155151
20233133	152125	W 022323T	73,500.00	Y	68347	022323T	155152
20233134	152126	W 022323T	5,000.00	Y	68347	022323T	155153
20233134	152408	W 022723T	90,000.00	Y	68412	022723T	155440
20233206	152525	W 030223T	1,443.58	Y	68542	030223T	155557
20233311	153353	W 032323T	1,515.79	Y	68645	032323T	156400
20233311	153354	W 032323T	225.30	Y	68645	032323T	156401
20233311	153355	W 032323T	22.46	Y	68645	032323T	156402
20233311	153356	W 032323T	971.89	Y	68645	032323T	156403
20233311	153357	W 032323T	2,842.06	Y	68645	032323T	156404
20233311	153358	CRED MEMO	(450.33)	Y	68645	032323T	156405
20233311	153960	W 040623T	542.27	Y	68747	040623T	157015
20233134	154389	W 042023T	95,000.00	Y	68852	042023T	157452
20233133	154390	W 042023T	73,500.00	Y	68852	042023T	157453
20233206	155481	CRED MEMO	(21.28)	Y	69060	050423T	158562
20233206	155482	W 050423T	17.82	Y	69060	050423T	158563
20232461	155568	W 051623T	2,625.64	Y	69068	051623T	158649
20233206	155481	RCLS	(28.72)	Y	69060	050423T	158562
20233206	155482	RCLS	239.43	Y	69060	050423T	158563
20233134	156667	W 061523T	9,460.37	Y	69380	061523T	159769

FY 23 total	424,134.34	Balance
Town Hall	67,728.06	(50,228.06)
ESB	204,023.84	#####
Senior	152,382.44	(27,382.44)
Proof	-	#####

PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER
20240194	164498	W 121423T	340.50	Y	71231	121423T	167802
20240195	163795	W 113023T	9,925.00	Y	71104	113023T	167084
20242375	163208	W 111623T	2,078.92	Y	70969	111623T	166480

FY 24 total	12,344.42	Balance
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Town Hall	12,344.42	(62,572.48)
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<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	TRANE US INC	HVAC System Equipment
N	TRANE US INC	HVAC System Equipment
N	AIR TEMP MECHANICAL SERVICES INC	Town Hall HVAC Improvements
N	F.W. WEBB COMPANY	MIS Room HVAC Unit
N	AIR TEMP MECHANICAL SERVICES INC	Town Hall HVAC Improvements
N	AIR TEMP MECHANICAL SERVICES INC	Senior Center HVAC Improvement
N	AIR TEMP MECHANICAL SERVICES INC	ESB HVAC Improvements
N	AIR TEMP MECHANICAL SERVICES INC	ESB HVAC Improvements
N	BANK OF AMERICA	Misc Items
N	ELECTRICAL WHOLESALERS INC	Misc Electrical Items
N	ELECTRICAL WHOLESALERS INC	Misc Electrical Items
N	ELECTRICAL WHOLESALERS INC	Misc Electrical Items
N	ELECTRICAL WHOLESALERS INC	Misc Electrical Items
N	ELECTRICAL WHOLESALERS INC	Misc Electrical Items
N	ELECTRICAL WHOLESALERS INC	Misc Electrical Items
N	ELECTRICAL WHOLESALERS INC	Misc Electrical Items
N	AIR TEMP MECHANICAL SERVICES INC	ESB HVAC Improvements
N	AIR TEMP MECHANICAL SERVICES INC	Senior Center HVAC Improvement
N	BANK OF AMERICA	Misc Items
N	BANK OF AMERICA	Misc Items
N	DB ELECTRIC INC	Electrician Services
N	BANK OF AMERICA	Misc Items
N	BANK OF AMERICA	Misc Items
N	AIR TEMP MECHANICAL SERVICES INC	ESB HVAC Improvements

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	NEW LONDON COUNTY SEPTIC SERVICE, INC.	Boring Services
N	AIR TEMP MECHANICAL SERVICES INC	Town Hall HVAC Improvements
N	DB ELECTRIC INC	Misc Electrical Services

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>	<b>PER</b>
21020103	57300	G0014	0210-20-2010-20103-57300 -G0014	NEW EQUIPMENT	2022	12
21020103	57300	G0014	0210-20-2010-20103-57300 -G0014	NEW EQUIPMENT	2022	12
21020103	57300	G0014	0210-20-2010-20103-57300 -G0014	NEW EQUIPMENT	2023	2

JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2	REF3	REFERENCE	AMOUNT	P
1825	06/30/2022	API	1	900575		20223495	144877	W 091522T	639.98	Y
1329	06/30/2022	API	1	902906		20223479	142720	W 080922T	3,214.40	Y
486	08/24/2022	API	1	906692		20231452	143799	W 082422T	56,632.60	Y

60,486.98



<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>	<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENT</b>
66827	091522T	147818	N	BANK OF AMERICA	Monitors fc
66462	080922T	145576	N	W.B. MASON CO INC	NEW CORN
66610	082422T	146716	N	COMMUNICATIONS PLUS LLC	Replace dis

**S**  
or new communication  
IER DESK

patch stations (2)

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>
21010201	57353	G0014	0210-10-1020-10201-57353 -G0014

DESCRIPTION	YEAR	PER	JOURNAL	EFF DATE	SRC	T
FOOD PANTRY IMPROVEMENTS	2023		2	08/16/2022	API	1

REF1	PROJECT STRING	PO/REF2	REF3	REFERENCE	AMOUNT	P	CHECK NO
904725		20231294	143202	W 081622T	8,700.00	Y	66578

<b>WARRANT</b>	<b>VOUCHER</b>	<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
081622T	146084	N	ANA CONTRACTING LLC	FP Roof - ARPA Funds

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21090305	53300	G0014	0210-10-1210-12101-53300 -G0014	PROFESSIONAL/TECH SERVICES
21090305	53300	G0014	0210-10-1210-12101-53300 -G0014	PROFESSIONAL/TECH SERVICES
21090305	53300	G0014	0210-10-1210-12101-53300 -G0014	PROFESSIONAL/TECH SERVICES

<b>YEAR</b>	<b>PER</b>	<b>JOURNAL</b>	<b>EFF DATE</b>	<b>SRC</b>	<b>T</b>	<b>REF1</b>	<b>PROJECT STRING</b>
2023	3	300	09/21/2022	API	1	904749	
2023	2	210	08/10/2022	API	1	901334	
2023	1	482	07/28/2022	API	1	901111	



<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20231420	145742	W 092622T	10,000.00	Y	66990	092622T	148701
20231273	143052	W 081122T	43,270.00	Y	66539	081122T	145927
20231074	142457	W 080122T	15,000.00	Y	66430	080122T	145293

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>
N	NEW LONDON HOMELESS HOSPITALITY CENTER
N	LEDGE LIGHT HEALTH DIST
N	TVCCA

**COMMENTS**

ARPA subrecipient award

ARPA subrecipient award

ARPA funding per 12/8/21 Counc

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>
20360101	53335	G0014	0203-60-6010-60101-53335 -G0014	SITE IMPROVEMENT	2023
20360101	53335	G0014	0203-60-6010-60101-53335 -G0014	SITE IMPROVEMENT	2023

PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2
4	19	10/03/2022	API	1	901271		20232092
12	74	06/01/2023	API	1	904727		20232103

REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER	CARRY FORWARD
146130	W 100422T	27,296.00	Y	67036	100422T	149098	N
156442	W 060523T	22,815.00	Y	69315	060523T	159536	N
		50,111.00					

<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
GAME TIME	2-5 Yr Old Playscape
RUBBER RECYCLE	Playground Safety Surfacing

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21012151	57410	G0014	0210-14-1215-12109-57410 -G0014	COMPUTER SOFTWARE



YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023		4	329	10/31/2022	APM	1	904144

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20230616	142290	RCLS	10,500.00	Y	66378	080122T	145119
			10,500.00				

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	CLEARGOV INC	ClearGov Digital Budget Book S

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21040111	58244	G0014	0210-40-4011-40111-58244 -G0014	BUILDING & GROUNDS MISC
21040111	58244	G0014	0210-40-4011-40111-58244 -G0014	BUILDING & GROUNDS MISC

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21040111	58244	G0014	0210-40-4011-40111-58244 -G0014	BUILDING & GROUNDS MISC

<b>YEAR</b>	<b>PER</b>	<b>JOURNAL</b>	<b>EFF DATE</b>	<b>SRC</b>	<b>T</b>	<b>REF1</b>	<b>PROJECT STRING</b>
2022	12	1433	06/30/2022	API	1	900575	
2022	12	543	06/21/2022	API	1	900575	

<b>YEAR</b>	<b>PER</b>	<b>JOURNAL</b>	<b>EFF DATE</b>	<b>SRC</b>	<b>T</b>	<b>REF1</b>	<b>PROJECT STRING</b>
2023	7	224	01/09/2023	API	1	903760	

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20220148	143245	W 081022T	2,445.00	Y	66579	081022T	146128
20220148	140778	W 062322T	31.84	Y	66037	062322T	143512
			2,476.84				

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20232096	150278	W 011023T	43.16	Y	67995	011023T	153284
			43.16				

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	BANK OF AMERICA	Misc Items
N	BANK OF AMERICA	Misc Items

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	UNITED RENTALS INC	Lift Rental

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
21030501	58235	G0014	0210-30-3050-30501-58235 -G0014	SENIOR CENTER FACILITY



YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023		12	06/01/2023	API		901687	

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
20233303	156291		4,972.00	N		0	
			4,972.00				

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N	DOOR CONTROL INC	Handicap Door Operator Install

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
20830301	54198	G0014	0208-00-3030-00000-54198 -G0014	LYS ENRICHMENT GRANT

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>
20830301	54198	G0014	0208-00-3030-00000-54198 -G0014	LYS ENRICHMENT GRANT
20830301	54198	G0014	0208-00-3030-00000-54198 -G0014	LYS ENRICHMENT GRANT

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2022	12	1257	06/30/2022	GEN	1	IS	

YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING
2023	2	923	08/31/2022	GEN	1	IS	
2023	12	1597	06/30/2023	GEN	1	IS	

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
Camp	Scholarships	P&R	2,087.50	Y		0	

<b>PO/REF2</b>	<b>REF3</b>	<b>REFERENCE</b>	<b>AMOUNT</b>	<b>P</b>	<b>CHECK NO</b>	<b>WARRANT</b>	<b>VOUCHER</b>
Camp	Scholarships	P&R	1,250.00	Y		0	
Camp	Grants	P&R	6,662.50	Y		0	
			7,912.50				

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N		FY22 P&R Camp Scholarships

<b>CARRY FORWARD</b>	<b>VDR NAME/ITEM DESC</b>	<b>COMMENTS</b>
N		July/Aug 2022 Scholarships
N		Summer Camp Grants ARPA

<b>ORG</b>	<b>OBJECT</b>	<b>PROJECT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YEAR</b>
21020101	58694	G0014	0210-20-2010-20101-58694 -G0014	RADIOS	2023



PER	JOURNAL	EFF DATE	SRC	T	REF1	PROJECT STRING	PO/REF2
12	712	06/28/2023	API	1	905031		20233298

REF3	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VOUCHER	CARRY FORWARD
157430	W 062923T	46,125.00	Y	69569	062923T	160539	N

**VDR NAME/ITEM DESC**

MARCUS COMMUNICATIONS, LLC

**COMMENTS**

Police Capital- Portable radio

## State and Local Fiscal Recovery Funds: Obligation IFR Quick Reference Guide

This Quick Reference Guide provides an overview of the [Obligation Interim Final Rule](#) (Obligation IFR) for informational purposes and is intended as a brief summary.

### **INTRODUCTION**

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), established by the American Rescue Plan, delivers \$350 billion to state, local, territorial, and Tribal governments to support the response to and recovery from the COVID-19 public health emergency.

In November 2023, Treasury issued the [Obligation IFR](#) to address recipients' questions and comments regarding the definition of obligation. The Obligation IFR revises the definition of "obligation" in Treasury's implementing regulations for the SLFRF program and provides related guidance to give additional flexibility and clarity to recipients to support their use of SLFRF funds.

The [Obligation IFR](#) does not alter the existing SLFRF obligation or expenditure deadlines. Recipients must obligate SLFRF funds by December 31, 2024, and expend obligated funds by December 31, 2026 (with the exception of projects under the Surface Transportation projects and Title I eligible use categories, for which funds must be expended by September 30, 2026). In addition, the Obligation IFR does not alter the eligible use categories described in the [2022 Final Rule](#) and the [2023 Interim Final Rule](#). Recipients seeking information about whether a specific project may be an eligible use of SLFRF funds should reference the rules, along with the [Overview of the 2022 Final Rule](#) and the [Overview of the 2023 Interim Final Rule](#).

Below is a summary of the Obligation IFR. Recipients should refer to the [Obligation IFR](#) for a complete description of the definition of obligation and associated requirements.

### **AMENDMENT TO THE DEFINITION OF "OBLIGATION" AT 31 CFR 35.3**

Under the revised definition of "obligation," the term continues to mean an order placed for property and services and entry into contracts, subawards, and similar transactions that require payment. Under the Obligation IFR, a recipient is also considered to have incurred an obligation by December 31, 2024, with respect to a requirement under federal law or regulation or a provision of the SLFRF award terms and conditions to which the recipient becomes subject as a result of receiving or expending SLFRF funds.

Accordingly, under the second part of the definition of obligation set out above, a recipient may use SLFRF funds to cover costs related to:

1. Reporting and compliance requirements, including subrecipient monitoring
2. Single Audit costs
3. Record retention and internal control requirements
4. Property standards
5. Environmental compliance requirements
6. Civil rights and nondiscrimination requirements

To take advantage of the additional flexibility to cover the costs of meeting these requirements, the Obligation IFR lists the information that a recipient must submit to Treasury regarding estimates of SLFRF funds that it will use to cover administrative and compliance related expenditures. Treasury will update the *SLFRF Compliance and Reporting Guidance* to reflect recipients' additional reporting regarding these estimated amounts.

The Obligation IFR also clarifies that recipients may continue to charge their current negotiated indirect costs rate agreement established with their federal cognizant agency or the de minimis rate of 10 percent of modified total direct costs pursuant to 2 CFR 200.414(f), after December 31, 2024 through December 31, 2026. Additionally, the Obligation IFR states that Treasury considered some recipients' comments to revise the rule to define "costs incurred" by reference to recipient appropriation, budget, or allocation processes, and explains that this approach would not provide a standard that could be applied consistently across recipients.

### **APPLICATION OF OBLIGATION DEADLINE TO SUBRECIPIENTS**

Subrecipients are not subject to the December 31, 2024 obligation deadline. The obligation deadline applies to the recipient of SLFRF funds, and a cost is considered to have been incurred once a recipient enters into a subaward or contract that obligates the recipient to cover that cost. Neither subrecipients nor contractors need to take additional steps to obligate SLFRF funds after entering into a subaward or contract with the recipient.

### **AMENDMENT AND REPLACEMENT OF CONTRACTS AND SUBAWARDS**

In general, recipients cannot re-obligate funds or obligate additional SLFRF funds after the obligation deadline of December 31, 2024. For instance, if a contractor makes a change order request after December 31, 2024, that necessitates a contract amendment, the recipient would not be permitted to obligate additional SLFRF funds to the project because the obligation deadline would have passed. However, after the obligation deadline, recipients are permitted to replace a contract or subaward that was entered into prior to December 31, 2024 under the following circumstances:

1. The recipient terminates the contract or subaward because of the contractor or subrecipient's default, the contractor or subrecipient goes out of business, or the recipient determines that the contractor or subrecipient will not be able to perform under the contract or carry out the subaward.
2. The recipient and contractor or subrecipient mutually agree to terminate the contract or subaward for convenience.
3. The recipient terminates the contract or subaward for convenience if the contract or subaward was not properly awarded (for example, if the contractor was not eligible to receive the contract), there is clear evidence that the contract or subaward was improper, the recipient documents the determination that it was not properly awarded, and the original contract or subaward was entered into by the recipient in good faith.

Treasury will update the [SLFRF Compliance and Reporting Guidance](#) for recipients to report any contract or subaward replacements after the December 31, 2024, obligation deadline.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

**File #:** 24-0162

**Agenda Date:** 3/13/2024

**Agenda #:** 8.

## APPOINTMENT

### **Motion/Request:**

MOTION to approve the Mayor’s appointment of Attorney Robert Avena of the Law Firm Suisman-Shapiro, New London, for Land Use matters, in accordance with Chapter VI; Section 1 of the Town Charter.

### **Background:**

The Town’s Land Use Attorney, Carl Landolina has resigned as he is winding down his practice.

Mayor Allyn ,III, was seeking the Town Council approval to hire Suisman-Shapiro, specifically Robert Avena as our new land use attorney. (please see attached letter dated 2/21/2024 & email dated 2/29/2024)

### **Town Charter - Chapter VI.**

#### SECTION 1. TOWN ATTORNEY

The Mayor shall, with the approval of the Town Council, appoint Attorneys for the Town. The Mayor may, with the approval of a two-thirds (2/3) majority of the Town Council, remove attorneys that have been appointed for the Town.

The Town Attorney(s) shall be an attorney-at-law admitted to practice law in the State. He shall appear for and protect the rights of the Town in all actions, suits, or proceedings brought by or against it or any of its department, officers, agencies, boards, or commissions.

He shall be the legal advisor of the Town Council, the Mayor, and all Town officers, boards and commissions in all matters affecting the Town and shall, upon written request, furnish them with a written opinion on any question of law involving their respective powers and duties. Upon request, he shall prepare or approve forms of contracts or other instruments to which the Town is a party or in which it has an interest. He shall have power, with approval of the Town Council, to appeal from orders, decisions, and judgments and, subject to the approval of the Town Council, to compromise or settle any claims by or against the Town.

The Town Attorney shall receive compensation as fixed by the Town Council.

If in special circumstances or for any investigation under Chapter III, Section 9, the Town Council deems it advisable, it may provide by resolution for the temporary employment of counsel other than the Town Attorney.

### **Mayor’s Recommendation/ Notes:**

(type text here)



## Roxanne Maher

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**From:** Fred Allyn, III  
**Sent:** Thursday, February 29, 2024 4:38 PM  
**To:** Roxanne Maher  
**Subject:** Agenda item for upcoming Council meeting  
**Attachments:** letter of resignation- Carl Landolina.pdf

Rox,

Our land use attorney, Carl Landolina has resigned as he is winding down his practice. I am seeking Council approval to hire Suisman-Shapiro, specifically Robert Avena as our new land use attorney.

I have attached the letter of resignation received from Carl.

Best,

Fred

*Fred B. Allyn III*



Mayor, Town of Ledyard, CT  
741 Colonel Ledyard Hwy.  
Ledyard, CT 06339  
Tel (860) 464-3221  
[www.ledyardct.org](http://www.ledyardct.org)

NOTICE\* Effective June 11, 2018  
Town Hall hours are 7:30AM-4:45PM Mon-Thurs  
**CLOSED FRIDAYS**



# Fahey & Landolina, Attorneys LLC

*A Connecticut Limited Liability Company*

Thomas W. Fahey, Jr.  
Carl T. Landolina

487 Spring Street  
Windsor Locks, Connecticut 06096  
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carl@faheyland.com

February 23, 2024

Hon. Fred Allyn III  
Town of Ledyard  
741 Colonel Ledyard Highway  
Ledyard CT 06339

Dear Mayor Allyn,

I write this letter to inform you that sometime later this year I intend to retire from the full-time practice of law. Accordingly, I will be resigning my position as special counsel to the Town in all land use matters, effective May 1, 2024. I am providing you with notice at this time so that you may find counsel to replace me. I will stay on until then but if you engage other counsel prior to that date I will resign upon their engagement.

It has been a pleasure working with you and the town staff these many years. I also wish to recognize the people who serve on the land use boards and commissions. Ledyard is very fortunate to have such engaged, thoughtful, and dedicated volunteers.

Best of Luck in the future!



Carl T. Landolina

cc: Ms. Juliet Hodge

## Roxanne Maher

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