

Roxanne Maher

From: Ritter, Matthew D. <MRitter@goodwin.com>
Sent: Thursday, May 29, 2025 11:41 AM
To: Naomi Rodriguez; Fred Allyn, III
Cc: Roxanne Maher; Patricia A. Riley
Subject: RE: Permitted Department Head Salary Reductions

Naomi - I am in receipt of your email. I will respond soon after I have time to review everything. Thanks.



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From: Naomi Rodriguez <NaomiR@ledyardct.org>
Sent: Thursday, May 29, 2025 10:54 AM
To: Fred Allyn, III <mayor@ledyardct.org>
Cc: Roxanne Maher <council@ledyardct.org>; Patricia A. Riley <town.clerk@ledyardct.org>; Ritter, Matthew D. <MRitter@goodwin.com>
Subject: RE: Permitted Department Head Salary Reductions

CAUTION: EXTERNAL EMAIL: Please be cautious of links and attachments.

Town of Ledyard
Office Of The Mayor
741 Colonel Ledyard Hwy.
Ledyard, CT 06339

May 29, 2025

RE: Permitted Department Head Salary Reductions

Mayor Allyn,

I am in receipt of your letter addressed to the Ledyard Town Councilors dated May 28, 2025

regarding "Approved to adjust the following Account Lines in the proposed Fiscal Year 2025/2026 Budget:" The motion made by Councilor St. Vil and ultimately voted and approved by five Town Councilors is permitted pursuant to Chapter VIII, Section 2 of the Ledyard Town Charter. In the Administrator/

Department Head Resolution, filed with the Ledyard Town Clerk on February 23, 2023, page 4 states **WAGES AND COMPENSATION:** “Employees shall be paid at the rate as designated by the Mayor or contractually negotiated. Increases in wages shall be effective on the first day of July; and continuing until June 30, 2025, wage increases may not be less than the percentage of the highest union contracted increase for that fiscal year.” This ends on June 30, 2025.

The Town of Ledyard Employee Handbook states on page 4, Salary Administration: It is the Town’s policy to provide equitable compensation for each employee based on the responsibilities of the individual’s position and performance.

Non-union salaries are established by the Mayor with the approval of the Town Council on an annual basis and are based on the education and experience required to perform the duties and the responsibilities of the position and how those responsibilities relate to those responsibilities of other Town positions.

In order to maintain a fair and consistent pay structure, the Town may participate in local salary surveys to compare Town salaries with those of similar positions in other similar municipalities.

It has been the practice of the Town to implement salary increases to non-union employees, as recommended by the Mayor, effective July 1 of each year. This practice is only a guideline and does not create a binding commitment. The percentage of salary increases given is determined during the Town’s budget deliberations.

Also, the Town of Ledyard Charter, effective December 3, 2018, states in Chapter III, Section 4. **General Powers And Duties:** Such Town Council may by ordinance regulate the internal operation of boards, commissions, and offices which it fills by appointment, and shall fix the compensation and conditions of employment of all officers and employees not in the classified service as hereinafter provided in Chapter VIII, Section 2. Said Town Council shall also fix the compensation and may fix the conditions of employment (not in conflict with the General Statutes) of the Registrars of Voters. Said Town Council may fix the charges, if any, to be made for services rendered by the Town or for the execution of powers vested in the Town as provided in Chapter I, Section 3 of this Charter.

Town of Ledyard Charter, Chapter VII, Section 5. **Duties Of The Town Council On The Budget: Third paragraph states, The Town Council shall have the power to revise any of the proposed budget items.**

Town of Ledyard Charter, Chapter VIII, **The Classified Service, Section 2. The Classified Service:** The Classified Service shall include all full and part-time employees of the Town of Ledyard, except: elected officers and persons appointed to fill elective office vacancies; officers appointed by the Town Council; Town Attorney; those positions covered by the Town Council Resolution Establishing Administrator/Department Head Benefits; all part-time, temporary and special inquiry, study, or investigation; and superintendents, principals, teachers, and all non-certified employees in the school system of the Town. All non-certified employees in the school system may be included in the classified service by request of the Board of Education and upon approval by the Town Council.

It shall be the duty of the Mayor to cause to be prepared a job description of the duties and responsibilities for each position in the Classified Service including the minimum qualifications for such position. These job descriptions shall become effective upon approval by the Town Council and may be amended, upon recommendation of the Mayor, by the Town Council. New or additional job descriptions may be made by the Town Council upon the recommendation of the Mayor.

It shall be the duty of the Mayor to cause to be prepared annually as part of his budget submittal a pay plan for all positions not in the classified service.

The Town Councilors have voted for the Amendment to the Budget 5-4 and the overall Budget which included the amended salary increases by a vote of 7-2, a Bipartisan vote of the Ledyard Town Council.

I will send your letter and the attachments to the Town Attorney for his clarification since time is of the essence here. The second Budget Referendum is June 10, 2025 and the Registrar's and Town Clerk need to prepare the ballots. This issue is delaying time that is urgently needed for the Budget Referendum to happen on schedule. Delaying the process does not serve the residents of the Town who have stated loud and clear their desire for the Budget.

Respectfully,

S. Naomi Rodriguez, Chairman

Ledyard Town Council

And Deputy Mayor

Ledyard Charter - <http://www.ledyardct.org/DocumentCenter/view/1698/Town-Charter---Effective-1232018?bidid=ledyardct.org>

Cc: Town Attorney Ritter

Town Council Group

Roxanne Maher, Administrative Assistant

Patricia Riley, Town Clerk

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