



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, CT 06339
<http://www.ledyardct.org>

Administration Committee ~ AMENDED AGENDA ~

Chairman Gary St. Vil

Regular Meeting

Wednesday, December 10, 2025

5:30 PM

Town Hall Annex- Hybrid Format

In -Person: Council Chambers, Town Hall Annex Building

Remote Participation: Information Noted Below:

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

<https://ledyardct.zoom.us/j/87178574568?pwd=Za6A6a2Bmc47tvYUtkJiA89aXNUkBB.1>

Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 871 7857 4568; Passcode: 177322

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. APPROVAL OF MINUTES

MOTION to approve the Administration Committee Meeting Minutes of November 12, 2025

VI. OLD BUSINESS

VII. NEW BUSINESS

1. MOTION to remove from the Table the
MOTION to recommend the Town Council appoint Mr. Joshua Mackin (U) 546 Colonel Ledyard Highway, Ledyard to the Planning & Zoning Commission as an Alternate Member to complete a two (2) year term ending December 31, 2026 filling a vacancy left by Mr. Woody.
 2. MOTION to appoint Mr. Joshua Mackin (I) 546 Colonel Ledyard Highway, Ledyard to the Planning & Zoning Commission as an Alternate Member to complete a two (2) year term ending December 31, 2026 filling a vacancy left by Mr. Woody.

Attachments: [Appointment Applicationmackin-Planning & Zoning-2025-10-27](#)
[Joshua Mackin Resume](#)
[PLANNING & ZONING-2025-11-05](#)
 3. Discussion and possible action to Establish an Ad Hoc Committee to Develop Process for Capital Improvement Building Projects.
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Attachments: [RES-AG-AD HOC CMT-BUILDING PROJECTS=DRAFT-2025-12-01](#)
[Process for School Projects-2025-01-30](#)
[BUILDING BLOCKS FOR BUILDING PROJECTS](#)
[BUILDING PROJECTS-MUNICIPAL CHECK LIST- 1990](#)
[BOARD OF EDUCATION REQUEST TOWN COUNCIL ESTABLISH](#)
[AD HOC COMMITTEE FOR BUILDING PROJECTS](#)
[PROCESS-EMAIL-2025-10-21](#)
[Gush-Support Ad Hoc Building Cmt-email-2025-10-22](#)

4. MOTION appoint Mechelle Barber (D) 20 Quakertown Meadows, Ledyard, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2028 filling a vacancy left by Ms. Brousseau.

Attachments: [Mechelle Barber-Application-Beautification Cmt-2025-10-08](#)
[LEDYARD BEAUTIFICATION COMMITTEE-2025-11-05](#)

5. MOTION to appoint Michelle Hagerty (D) 6 Greyston Court, Ledyard, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2027 filling a vacancy left by Ms. Holdsworth.

Attachments: [Michelle Hagerty-Appointment-Beautification-2025-10-08](#)
[LEDYARD BEAUTIFICATION COMMITTEE-2025-11-05](#)

6. MOTION to reappoint the following members to the Historic District Commission for a five (5) year term ending December 3, 2030.

- Mr. Douglas Kelley (D) 40 Pinelock Drive, Gales Ferry (Regular Member)
- Mr. Kenneth Geer (U) 23 Thomas Road, Ledyard (Alternate Member)

Attachments: [Historic Commission- Reappointment Recommendation-2025-11-12](#)

7. MOTION to appoint Ms. Rebecca Watford (R) 429 Colonel Ledyard Highway, Ledyard as a Regular Member to the Historic District Commission to complete a five (5) year term ending December 6, 2027 filling a vacancy left by Mr. Lamb.

Attachments: [Historic District Commission-Appoint Alternate Member Watford to](#)
[Regular Member-Lamb-email-2025-11-11](#)
[Appointment-Watford-Histoirc District Commisison- Regular](#)
[Member-RTC-Recommenation-email-2025-11-23](#)
[RESIGNATION-LAMB-HISTORIC DISTRICT](#)
[COMMISSION-2025-11-11](#)
[HISTORIC DISTRICT COMMISSION-2025-11-24](#)

8. MOTION to appoint Ms. Anne Roberts-Pierson (U)) 4 Andersson Drive, Gales Ferry 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. Watford.

Attachments: [Appoint Appl-Roberts-Pierson-Historic District Commision-2025-11-23](#)
[HISTORIC DISTRICT COMMISSION-2025-11-24](#)

****ADD ON****

9. MOTION to reappoint Ms. Sharon Wadecki (D) 44 Fanning Road, Ledyard, to the Retirement Board for a three (3) year term ending January 20, 2029.

Attachments: [Reappointment Recommendation-Retirement Board-2025-12-06](#)

****ADD ON****

10. MOTION to reappoint Mr. Greg Lockhart, (D) 30 Tanager Lane, Gales Ferry, as an Alternate Member, to the Planning & Zoning Commission for a three (3) year term ending December 31, 2028.

Attachments: [Reappointment Recommendation-Planning & Zoning Commission-2025-12-06](#)

****ADD ON****

11. MOTION to appoint Councilor Jessica Buhle (D) 65 Pheasant Run Drive, Gales Ferry, as the Land Use/Planning/Public Works Committee Member to the Sustainable CT Ad Hoc Committee to complete a two (2) year term ending December 15, 2027 filling a vacancy left by Councilor Garcia-Irizarry.

Attachments: [SUSTAINABLE CT-MEMBERS-EMAIL-2025-09-15](#)
[Sustainable CT Ad Hoc Committee- Memo- Request Noninations-2027-10](#)

12. Discussion and possible action to review and update the Res#001-2023/Feb 22 “Resolution Establishing Administrator Department Head Benefits”
13. Discussion and possible action on the proposed “ Ordinance Establishing a Town of Ledyard Code of Ethics and Ethics Commission”.

Attachments: [10-29 Clean Copy with Employee and Public Feedback-TRACK CHANGES](#)
[Amendments to Ethics Ordinance](#)
[10-29 Clean Copy with Employee Feedback](#)
[BUHLE EMAIL-2025-10-28-TRANSMITTING ADDITIONAL CORRESPONDENCE-REDLINE](#)
[Secondary Attorney Revisions Clean Copy 10-28](#)
[Secondary Attorney Revisions Redline 10-28](#)
[Final Draft with Attorney Revisions - Clean Copy](#)
[BUHLE-ATTORNEY-PROPOSED ETHICS ORDINANCE-EMAIL COMMUNICATION-2025-10-27](#)
[Modified Draft with Attorney Revisions](#)
[Modified Draft with Attorney Revisions-with communications email](#)
[Redline Glastonbury to Ledyard ordinance](#)
[Ethics Ordinance DRAFT-2025-10-27](#)
[Code of Ethics Searchable Version-GLASTONBURY](#)
[Attorney Legal Opinion-Ethics Ordinance Adopted](#)
[October8-2025-email-2025-10-22](#)
[MEMO TRANSMITTING MAYOR LTR VETO-ORDINANCE ESTABLISHING ETHICS COMMISSION-2025-10-16](#)
[Exhibit 1 Comments to Ordinance MRitter 10.15.2025](#)
[Exhibit 2 Parks & Recreation Director Ordinance Comments 10.14.2025](#)
[Exhibit 3 JBuhle Correspondence 10.9.2025](#)
[TC-MIN-2025-09-24-PUBLIC HEARING](#)
[DRAFT CODE OF ETHICS AND ETHICS COMMISSION-ADMIN MTG-2025-09-10](#)
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS-ATTORNEY RED LINE DRAFT](#)
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS-RITTER-22434477-v2](#)
[Ethics Ordinance - FAQ- J-Buhle-2025-09-10](#)
[DRAFT CODE OF ETHICS AND ETHICS COMMISSION-JESSICA-2025-09-08](#)
[Town Attorney-Ethics Ordinance-email-2025-07-24](#)
[DRAFT AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS COMMISSIONDRAFT-2025-06-11-CLEAN COPY](#)
[SCHROEDER - Proposed Changes CoE 9_10_2025](#)
[Ball-Ethics Commission email-2025-08-21](#)
[Schroeder ltr-Proposed Ordinance Creating a Code of Ethics & Ethics Commission-Attorney Comments-2025-08-06](#)
[Acknowledgement Form-Code of Ethics-DRAFT.docx](#)
[Town Charter-Investigation-Conflict of Interest](#)
[Fraud Policy - Adopted-2014-05-28](#)

[CGS - CHAPTER 10-ETHICS PUBLIC EMPLOYEES.docx](#)
[Ethics Commission- Fothergill-dmail-2024-09-13](#)
[Ethics Commission- Franzone email-2024-09-13](#)
[Ethics Commission- Lyons-email-2024-09-13](#)
[Ethics Commission- Wilkinson-email-2024-09-13](#)
[Ethics Commission-Samos-email-2024-09-24](#)
[Ethics Commisison - Wilkinson-email-2024-11-18](#)
[Ethics Commission-Edwards email-2024-12-07](#)
[EThis Commission-Porazzi-email-2024-12-11](#)
[Ethics Commisison-Schroeder ltr-2024-12-11](#)
[Jelden-Ethics Commission-email-2024-12-16](#)
[Murray - Ethics Commission-email-2025-1-08](#)
[Ethics Commission Ordinance-Ball email-2025-02-02](#)
[House of Representatives HB 6502 Ethics Reform 2008-07-09.pdf](#)
[ACC Municipal Ethics - Minimum Provisions \(2019\).docx](#)
[Representative France-Code of Ethics E-mail 2019-03-04.pdf](#)
[Ethics Commisison-Ball-email-2025-02-02](#)
[Kil Ethics Commission email-2025-01-10](#)
[RTC Ethics Commission email-2025-01-10](#)
[S Pealer Ethics Commission email-2025-01-10](#)
[Saums Ethics Commission email-2025-01-10](#)
[Cherry-Ethics Commission Draft Ordinance-email-2025-02-12](#)
[D-Pealer-Ethics Commission-email-2025-02-12](#)
[Hellekson-Ethics Commissioneemail-2025-02-12](#)
[Lamb Third Party Flags-Ethics Commission--email- 2025-02-12](#)
[Cassidy -email-2025-02-11-Ethics Commission](#)
[D-Pealer Ethics Commission email-2025-02-11](#)
[Hurt-Ethics Commission- email-2025-02-11](#)
[Siegel-Miles-Ethics Commission--email-2025-02-11](#)
[Shelton email-Ethics Commission-2025-03-11](#)
[Roberts-Pierson-Ethics Commision-email-2025-04-01](#)
[Consolini -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Larson-Ethics Commission-2025-04-08](#)
[Schroeder -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Berry-Ethics Commisstion-ltr -2025-04-08- Page 1-](#)
[Berry-Ethics Commisstion-ltr -2025-04-08- Page 2-](#)
[Khors-Ethics Commisstion-ltr -2025-04-08](#)
[Christy-Fogg-DEI-In Schools-email-2025-04-08](#)
[Porazzi-Ethics Commisstion-ltr -2025-04-08](#)
[Zeronsa-Ethics Commisstion-ltr -2025-04-08](#)
[Atwood-Ethics Commission-email-2025-04-08](#)
[Franzone-Ethics Commisstion-ltr -2025-04-08](#)
[MURRAY-PROPOSED ORDINANCE ETHICS](#)
[COMMISSION-PUBIC HEARING-EMAIL-2025-10-28](#)

[Administrator of Emergency Services -Buhle email thread-Comments on Ethics Ordinance-2025-`0-28](#)

[Administrator of Emergency Services -Buhle-Mayor email thread-Comments on Ethics Ordinance-Vehicle Usage Policy-2025-`0-28](#)

[Police Chief -Buhle--email thread-Comments on Ethics Ordinance-2025-`0-29-Vehicle Usage Policy](#)

[Buhle-Attorney -email thread-Comments on Ethics Ordinance-2025-`0-29-Vehicle Usage Policy](#)

[Mayor-Comments Proposed Ethics Ordinance ltr-2025-10-29](#)

14.. Any New Business proper to come before the Committee

IV ADJOURNMENT

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