



# 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

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Wednesday, September 11, 2024

7:00 PM

Town Hall Council Chambers

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

**Remote: Information noted below:**

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

**<https://us06web.zoom.us/j/81701443760?pwd=Q4SesqG3iMaF8UU9JiDlwBbenFfsce.1>**

**Audio Only: Telephone: +1 646 558 8656; Meeting ID: 817 0144 3760; Passcode: 196242**

- 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 following Town Council Minutes:

- Special Meeting of August 14, 2024
- Regular Meeting Minutes of August 14, 2024
- Special Meeting Minutes of September 4, 2024

**Attachments:** [TC-MIN-2024-08-14-EXECUTIVE SESSION](#)  
[TC-MIN-2024-08-14](#)  
[TC-MIN-2024-09-04-EXECUTIVE SESSION](#)

- IX. COMMUNICATIONS

Communications List - September 11, 2024

**Attachments:** [C-LIST-2024-09-11](#)

[PMBC Special Meeting 8.12.2024 Action LTR](#)  
[Governance Training-email thread-Ribe-Ryan-St Vil-2024-08-19](#)  
[Action ltr Retirement Mtg-2024-08-20](#)  
[Request Experts Quarry - Mount Decatur-Roberts Pierson -Burdkick email threadr-2024-08-20](#)  
[Quarry Application-Roberts-Pierson - Staff Report-email-2024-08-22](#)  
[APPOINT LTR-CHERRY-EDC-2024-08-08](#)  
[APPOINT LTR-DREIMILLER -EDC-2024-08-27](#)  
[APPOINT LTR-SCHNEIDER -EDC-2024-08-27](#)  
[APPOINT LTR-VINCENT -EDC-2024-08-27](#)  
[Action Letter WPCA-2024-08-27](#)  
[RESIGN-CRONIN-LIBRARY COMMISSION LTR-2024-09-03](#)  
[RESIGN-NASH-LIBRARY COMMISSION LTR-2024-09-03](#)  
[Attorney Memo--Memo Re Flag Flying-2024-09-09](#)  
[Quarry Application-Mount Decatur-email-2024-09-10](#)  
[Quarry-Cashman Application-Mount Decatur-Request](#)  
[Recusal-Roberts-Pierson-email-2024-09-10](#)  
[Quarry-Onorato-ltr-2024-09-09](#)  
[Quarry-Cashman Application-Mount Decatur-Wilkinson-email-2024-09-10](#)  
[Infrastructure Study-Board of Education email-2024-0-10](#)  
[Permanent Municipal Building Committee-Temporary Board of Education Member-email-2024-09-11](#)  
[ACTION LTR-TOWN COUNCIL MTG-2024-08-14](#)  
[ACTION LTR-TOWN COUNCIL MTG-2024-09-04](#)  
[PMBC Special Meeting 8.12.2024 Action LTR](#)  
[Town Council Action- Additonal ASTE & Impact Aid Funding FY23-24-Ltr-2024-08-15](#)  
[Town Council Action- BOE Child & Family Agency-Funding -Mental Health Serivces JWL-GHS-ltr-2024-08-15](#)  
[ASSIGNMENT OF DUTIES-CHAIRMAN](#)  
[PRO-TEM-MEMO-2024-08-15](#)  
[Noise Ordinance-Johnston-Rodriguez-email thread-2024-08-15](#)

## X. REFERALS

## XI. COUNCIL SUB COMMITTEE, LIAISON REPORTS

1. Administration Committee
2. Community Relations Committee for Diversity, Equity, & Inclusion
3. Finance Committee
4. Land Use/Planning/Public Works Committee

5. Liaison Reports

**XII. REPORT OF THE MAYOR:****XIII. OLD BUSINESS**Finance Committee

1. MOTION to authorize the town to proceed with the engineering design of sewer mains along Fairway/Colby Drives (\$108,000) and Route 117 (\$137,500), respectively, per Weston & Sampson Engineers, Inc. Bid No. 2021-03 Amendments 3 and 4.

In addition, transfer and appropriate ARPA and/or other funding in the total amount of \$245,500 from Account # 0210-10-1210-12101-58915 (CNR Undesignated) for said purpose.

**Attachments:** [Ledyard Sewer - Fairway 7-25-24.pdf](#)  
[Ledyard Sewer - Route 117 7-25-24.pdf](#)  
[Weston & Sampson Engineering-Multi-Use Pathway](#)  
[Sewer Extension Engineering Design Work-Garcia-Irrizarry](#)  
[email2024-08-02](#)  
[CNR Undesignated Balance-2024-08-26](#)

**XIV. NEW BUSINESS**Finance Committee

1. MOTION to approve a special appropriation in the amount of \$75,000 from Undesignated Fund Balance to Land Use Professional/Tech Services account # 10114301-53300 in order engage project specific consultants to support the Land Use Department for the remainder of the fiscal year (2024/2025).
2. MOTION to approve a tax refund to June Munch, 119 Whalehead Rd., Gales Ferry, CT 06335 in the amount of \$3,817.82.

**Attachments:** [AIR 24-0739 Tax Refund](#)

**XV. 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 #:** 24-0749

**Agenda Date:** 9/11/2024

**Agenda #:**

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## MINUTES

### Minutes:

MOTION to approve the following Town Council Minutes:

- Special Meeting of August 14, 2024
- Regular Meeting Minutes of August 14, 2024
- Special Meeting Minutes of September 4, 2024





**TOWN OF LEDYARD**  
CONNECTICUT  
TOWN COUNCIL

Chairman S. Naomi Rodriguez

**MINUTES**  
**LEDYARD TOWN COUNCIL – SPECIAL MEETING**  
**WEDNESDAY, AUGUST 14, 2024; 6:30 PM**

**DRAFT**

- I. CALL TO ORDER – Chairman Rodriguez called the meeting to order at 6:30 p.m. at the Council Chambers, Town Hall Annex Building.
- II. 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	Excused	
Kevin Dombrowski	Town Councilor	Present	In-Person
Gary Paul	Town Councilor	Present	In-Person
S. Naomi Rodriguez	Town Councilor	Present	In-Person
Tim Ryan	Town Councilor	Present	In-Person
Tony Saccone	Town Councilor	Present	In-Person
Gary St. Vil	Town Councilor	Present	In-Person

III. BUSINESS OF THE MEETING

1. MOTION to enter into executive session to discuss pending litigation regarding town-owned property.

The executive session to include all Town Councilors present, and Mayor Allyn, III, and Administrative Assistant Roxanne Maher.

Moved by Chairman Rodriguez, seconded by Councilor Dombrowski

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

RESULT:	APPROVED 8 - 0
MOVER:	S. Naomi Rodriguez, Chairman
SECONDER	Kevin Dombrowski, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

Entered into executive session at 6:31 p.m.

Came out of executive session at 6:57 p.m.

IV. ADJOURNMENT

Councilor Buhle moved to adjourn, seconded by Councilor Ryan.

**VOTE: 8- 0 Approved and so declared. The meeting adjourned at 6:57 p.m.**

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

I, S. Naomi Rodriguez, Chairman of the Ledyard Town Council,  
hereby certify that the above and foregoing is a true and correct copy of  
the minutes of the Special Town Council Meeting held on August 14, 2024

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



TOWN OF LEDYARD  
CONNECTICUT  
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES  
LEDYARD TOWN COUNCIL – REGULAR MEETING  
WEDNESDAY, AUGUST 14, 2024; 7:00 PM  
HYBRID FORMAT  
VIDEO CONFERENCE VIA ZOOM

DRAFT

- I. CALL TO ORDER – Chairman Rodriguez called the meeting to order at 7:06 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	Excused	
Kevin Dombrowski	Town Councilor	Present	In-Person
Gary Paul	Town Councilor	Present	In-Person
S. Naomi Rodriguez	Town Councilor	Present	In-Person
Tim Ryan	Town Councilor	Present	In-Person
Tony Saccone	Town Councilor	Present	In-Person
Gary St. Vil	Town Councilor	Present	In-Person

- IV. INFORMATIONAL ITEMS/PRESENTATIONS – None.

- V. RESIDENTS AND PROPERTY OWNERS

**Ms. Anne Roberts-Pierson**, 4 Anderson Drive, Gales Ferry, thanked the members serving on the Town Council, noting that they all know that it was a tremendous job and that they appreciated it. She stated that she was present this evening to provide an update regarding her July 16, 2024 letter to the Town Planner on which the Town Council was copied (cc’d). She stated in her letter she had a lengthy request for the town to hire Experts for the third iteration of the Gales Ferry Intermodal (GFI) Quarry Application; and that the Town Council also received a slew of letters from other residents on the same topic around that same time. She stated since then that she has repeatedly asked the same question. She stated that she received a response from Town Planner Elizabeth Burdick today, and that she wanted to share Ms. Burdick’s response with the Town Council. Ms. Roberts-Pierson read the following:

*“Good Afternoon, this Office is making progress in retaining various experts for an Independent Review of Application 24-8-SUP-24-9CAN with GFI, LLC; as submitted. I will post the Staff Report updating my progress soon.”*

Ms. Roberts-Pierson stated that although she was pleased to hear that progress was being made, that it was now August 14, 2024, and a month later. She stated in response to her question about where she should look for the Staff Report, Ms. Burdick stated that the Report would be included on the Application Exhibit List, on the meeting portal. Ms. Roberts-Pierson stated that she hoped Ms. Burdick would provide her Staff Report by Monday, August 19; or Tuesday, August 20, 2024.

Ms. Roberts-Pierson stated the first Public Hearing for the third iteration of the Gales Ferry Intermodal (GFI) Quarry Application would be held on September 12, 2024. She stated that she was glad to hear that progress has been made. However, she stated that she was looking forward to hearing that Experts have been retained, and which ones they were, and that they had the Application in their hands and were working on them.

Ms. Roberts-Pierson noted the Town Council July 24, 2024 Draft Minutes, stating that she hoped to receive clarification regarding a statement Councilor St. Vil made during his Planning & Zoning Commission Liaison Report. She noted that she did not want to think ill of the statement; or ill of Councilor St. Vil, without offering him a chance clarify the following statement:

*“He stated our resources, (Ms. Roberts-Pierson stated meaning the Land Use Office) were going to get overwhelmed by the community; and therefore, he questioned how the Town could support the Land Use Department”.*

Ms. Roberts-Pierson stated that she was glad Councilor St. Vil asked that question, however, she asked if Councilor St. Vil could expand upon how the Land Use Office’s resources were going to get overwhelmed by the community.

Chairman Rodriguez noted that Ms. Roberts-Pierson’s time was up, and she asked if she would mind if Councilor St. Vil sent her a letter. Ms. Roberts-Pierson noted that the Town Council had her email address from her July 16, 2024 correspondence; and she thanked Councilor St. Vil.

**Mr. Kevin Davis**, 7 Ramblewood Drive, Gales Ferry, stated he was present this evening to obtain clarification regarding the following question:

**Zoning Regulations** – Mr. Davis questioned if the Zoning Regulations have changed in the Military Highway area to allow for the construction of buildings taller than thirty-five-feet to include a 350-unit Apartment Complex; or whether this was being considered, and whether a Wastewater Treatment Facility was being considered in that general area of Gales Ferry or Gales Ferry District?

Councilor Dombrowski replied to Mr. Davis stating that the Town Council had nothing to do with Zoning, noting that they would have neither the expertise nor the knowledge to answer his question. Councilor Ryan suggested Mr. Davis attend the next Planning & Zoning Commission meeting. Mr. Davis replied, stating that the response was fair.

Mr. Davis continued by stating that he was interested in knowing, in writing, what their thoughts would be as members of the Town Council, pertaining to the rezoning of that location, for those purposes.

Councilor Dombrowski stated per State Statute members of the Town Council can have no influence, or comment on zoning matters. Mr. Davis stated that he would like to know their personal opinions pertaining to the establishment of 350 housing units in that area and a wastewater treatment facility in that area, so that the town would have a better understanding of what the Town Council believes of that establishment. He stated that he would also like to understand if the Town Council has been approached regarding any of following things pertaining to that potential project: traffic, safety, parks, green areas, schools, additional congestion, ability to access affordable groceries that were not from a Dollar Store, and safety along Route 12. He stated 350 housing units would have 500 cars, and 1,000 people, noting that it sounded dangerous for kids to be in that area and crossing any of those roads. He stated that he looked forward to hearing from the members of the Town Council about their personal opinions. Thank you.

Chairman Rodriguez thanked the residents for their comments.

IV. COMMITTEE COMMISSION AND BOARD REPORTS – None.

VI. COMMENTS OF TOWN COUNCILORS

Chairman Rodriguez announced that the Ledyard Senior Citizens Center was having a Prom on Friday, September 13, 2024, noting that Tickets were On-Sale for \$10.00.

Councilor Brunelle stated that she was happy they were getting to the end of August, noting it was an exciting time for the children who were getting ready to go back to school. She encouraged them to enjoy the next couple of weeks of their summer vacation.

Councilor Brunelle continued by stating that members of the Town Council may have opinions on many things that they cannot say, because they want to perform their roles as professionally and honestly as they can. She stated as elected officials that there were many times when they cannot express their personal opinions, because they were not here for their own personal lives, they were here to serve the community. Therefore, she stated that there were times when they cannot speak their minds, stating that it was not because they do not care, and it was not because they do not feel things, it was because they were here to serve the community. She concluded by stating that the Town Council was listening, so keep talking.

Councilor Ryan stated while he was at the Farmers Market earlier this evening he talked with Parks, Recreation & Senior Citizens Director Scott Johnson, Jr. Councilor Ryan noted that his daughters participated in the Summer Camp Program, noting that the Program was expertly run. He stated this year they added a seventh week, which helped parents. He stated that Mr. Johnson and his Team put together an amazing Program every year, and that all the kids come away smiling. He stated it was an incredible Program for a reasonable price, and he thanked Mr. Johnson and his Team.

Chairman Rodriguez stated that she attended a meeting this morning at the Parks, Recreation & Senior Citizens Center Facility, noting that all the Staff were there and actively participating in planning the Senior's Prom. She stated they wanted this event to be special for the Seniors. She gave kudos to the Staff at the Parks, Recreation & Senior Citizens Department.

Councilor Saccone stated he recently visited the State of Alaska, noting that the sites and resources were amazing. He stated as citizens of the United States of America that we all own the 6.2-million-acre Denali National Park. He stated many people like to visit other countries, including himself, however, he stated the opportunity to visit other states in our own country was incredible, and he urged folks to visit our country including Alaska, noting that it was well worth it.

Councilor Buhle noted Councilor Ryan's comments regarding the Parks & Recreation Department; and she stated that she also wanted to give a full hearted *Thank You* to the Parks & Recreation Department. She stated this year the Department added Adults to provide Behavioral Support beyond the teenage Counselors at their Summer Camp Program. She stated this was exceptionally wonderful for a family who may have a child with special needs and required additional behavioral support, which was not provided outside of the school year. She noted her son absolutely loved Summer Camp and that he was disappointed that it was now over.

Councilor Buhle went on to report at their April 10, 2024 meeting the Town Council authorized the Mayor to submit a *COPS Law Enforcement Technology and Equipment Grant* in the amount of up-to \$240,000 through the Congressionally Directed Spending initiative, to replace the Ledyard Dispatch Emergency Communications CAD/RMS System. She stated that Congressman Courtney's Office notified the town that Ledyard's Application has passed through the Appropriations Committee and that it had one more step to obtain final approval. She stated obtaining this Grant Funding would be a huge help because it would remove this much needed equipment upgrade from the Capital Improvement Plan (CIP).

Councilor St. Vil stated as the Town Council Liaison to the Planning & Zoning Commission and the Inland Wetlands and Watercourses Commission that he has attended a few passionate meetings over the last few weeks. He stated that he appreciated the Rules of Decorum that were posted in the Council Chambers, and in the Annex Meeting Room, noting that they were an appropriate reminder during a time of passion. He stated although he thought passion was good, that debate and discussion was better, noting that was how they collectively raise the bar in their community for the better. He stated that Groton issued Rules for Decorum, however, he stated that he did not think that Ledyard would need to do something similar. He stated prior to the start of the Planning & Zoning Commission's August 8, 2024 meeting Chairman Capon reminded everyone what was appropriate in Town Hall, and in the forum of their meetings in the Council Chambers. Councilor St. Vil stated that he thought it was a good reminder.

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the following:

Special Meeting Minutes of July 24, 2024

Regular Meeting Minutes of July 24, 2024

Moved by Councilor Dombrowski, seconded by Councilor Buhle

**VOTE: 8 – 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 referrals were listed.

X. COUNCIL SUB COMMITTEE, LIAISON REPORTS

Administration Committee

Chairman Rodriguez stated Councilor Garcia-Irizarry was visiting family in Puerto Rico, where they were having a hurricane.

Community Relations Committee for Diversity Equity & Inclusion

Councilor Brunelle stated the Community Relations Committee for Diversity, Equity & Inclusion has not met since the last Town Council meeting. She noted the Committee's next meeting was scheduled for Wednesday, August 21, 2024.

Finance Committee

Councilor Saccone stated the Finance Committee met earlier this evening and they have a number of items on tonight's agenda.

Land Use/Planning/Public Works Committee

Councilor St. Vil stated the LUPPW Committee met on August 5, 2024, and they discussed items related to Blight Properties in town. He stated those items, where necessary, were elevated to the Planning Director.

Conservation Commission

Councilor Paul stated the Conservation Commission met on August 13, 2024, and discussed the following: (1) Avalonia Land Conservancy was awarded a Grant to purchase the Rowling Property on Stoddards Wharf Road. The property would be preserved as Open Space; and (2) Continued to work on the draft Regional Open Space Plan from Southeastern Connecticut Council of Governments (SCCOG).

Housing Authority

Councilor Paul stated the Ledyard Housing Authority met on August 5, 2024, and addressed the following: (1) Rules & Regulations for the 2025 Leases; (2) Contentious Issues – Councilor Paul noted earlier this year there had been some contentious issues at the Kings Corner Manor. However, he stated the Tenant Member of the Housing Authority commented that since the improvements/renovation work has been completed, and through meetings, that the community was coming together. He noted that the tenants were smiling and talking to each other again. He stated a lot of work was done to the Apartments, noting that Director Colleen Lauer did a great job managing the project with the grant funding they received. He stated the Kings Corner Manor Senior Citizens Housing Facility looked great and he encouraged folks to stop by. He stated the Board had a good, short meeting.

Gales Ferry Fire Department

Councilor Saccone stated the Gales Ferry Fire Department's generator was out of service. He stated they were currently renting an emergency backup generator at a cost of \$1,300 per month, noting that the Fire Station served as a Cooling Center and Heating Center when the area loses power. He stated the Fire Department was working to consider how to address replacing the generator, which would cost about \$100,000. He stated the Fire Chief had requested funding in the Department's Fiscal Year 2024/2025 Budget to replace the generator.

### Retirement Board

Chairman Rodriguez stated the Retirement Board would be meeting on Tuesday, August 20, 2024.

### Farmers Market Committee

Chairman Rodriguez stated the Farmers Market Committee met on August 12, 2024, and went into executive session. She noted the Farmers Market was being held on Wednesdays from 4:00 – 7:00 p.m. at the Lower Town Green, noting that it was a lot of fun; and she encouraged residents who have not yet visited the Farmers Market to stop by.

Chairman Rodriguez noted in her absence that Councilor Garcia-Irizarry provided two Liaison Reports, and she asked Councilor Buhle to read the Reports this evening.

### Library Commission

Councilor Buhle read the following report:

The Library Commission canceled their August 19, 2024 meeting. She stated their next meeting was scheduled for September 16, 2024.

### Board of Education

Councilor Buhle read the following report:

The Board of Education met on August 13, 2024, and that while everything discussed during the meeting was important that **items #5 & #6 noted in bold italic font** were especially noteworthy: (1) Chromebooks – Starting this School Year the Sixth Grade Students will not be receiving Chromebooks. Students would now begin to receive the Chromebooks in Seventh Grade. One of the reasons for this change was because there was significant physical damage to the Chromebooks that were being used by the sixth-grade students. Also, the New Policy took into consideration the parents feedback regarding the use of technology by the students; (2) New Committee Assignments - The Board of Education made some New Assignments to include Ms. DiPalma-Herb who was recently appointed to fill the vacancy left by Mr. Rode; (3) Juliet W. Long School Heating Ventilation & Air Condition (HVAC) Replacement - The Permanent Municipal Building Committee (PMBC) approved the Plans for the Juliet W. Long School HVAC project. The Plans need to be approved by the State before the PMBC could solicit Bids for contractors; (4) Reduced Lunch Program - Students who qualify for the reduced lunch program would get free breakfast and lunch during the school year; **(5) New Proposed Housing Developments & Potential Impact on Schools – Their Agenda included a discussion regarding the impact that the new proposed housing developments would have on the schools. During the meeting, it was mentioned that several hundred units were proposed for Ledyard Center by the person that purchased the Ledyard Center School building. In addition, 120-units were expected to be constructed behind the Holdridge's Property; and that 350-units (this number was mentioned during the meeting) in Gales Ferry (Sweet Hill Farm property). During the meeting, Superintendent of Schools Mr. Hartling mentioned the number of students enrolled in Ledyard Public Schools (LPS) that reside in Fox Run Apartments, Pheasant Run Apartments, and Lakeside Apartments. The Board of Education was concerned about the influx of new students that could result from these housing developments. One Board Member mentioned that she attended the last Planning & Zoning Commission Meeting and that during the meeting the overall message was that the schools have a responsibility to absorb the new student population from those projects. While the BOE was aware of this, there were several concerns such as space. It was noted that space in Ledyard's School Facilities, with the present enrollment, was very limited at the Gallup Hill School and Ledyard Middle School. Also, additional services and staff would be needed and right now Ledyard was one of the lowest Per Pupil funded School Districts. This would increase the school budget. The Board of Education agreed that a study needed to be done to understand what the impact from these housing developments would put on the schools and/or the Town Council should**

*do a study to determine the impact, not just on the schools, but on all town services; (6) Additional Impact Aid and ASTE Funding Received for Fiscal Year 2023/2024 – The Board of Education discussed Town Council Chairman Rodriguez’s July 30, 2024 letter regarding the additional funding and its intended use. There was quite a bit of discussion as the Board of Education mentioned that the use of the funding falls under the Board of Education’s responsibility and that it should not be under the Town Council’s responsibility. Board of Education Chairman Anthony Favry mentioned that while this was the first time they have received a letter such as this one, that it was under the Town Council purview to make such a request. Board members asked what would happen if a higher priority item suddenly made the top of the list and it was not one of the projects mentioned in Chairman Rodriguez’s letter. The Board of Education considered the following options: (a) Not to take any action and wait to receive a mandate from the Town Council; or (b) Send a letter to the Town Council with the details of what they would use the money for. The Board of Education approved a motion to include the word “use” and not “committed” regarding how the funds would be used. After the Board of Education’s meeting, Chairman Favry sent an email to Chairman Rodriguez with the specifics of how the Board of Education intended to use the additional money.*

Councilor Buhle continued to read the report in which Councilor Garcia-Irizarry noted that after the Board of Education’s meeting, she sent an email to the Board of Education, in which she copied (cc’d) the Town Council, to provide clarification regarding the additional revenues that were received for Fiscal Year 2023/2024; and to mention that the Finance Committee included a discussion regarding the additional ASTE Funding and Impact Aid funding on their August 14, 2024 Agenda.

#### Ledyard Center Fire Department

Councilor Saccone stated three new members joined the Ledyard Center Fire Department last month. He noted that the new members were Ledyard residents, which was good for the Department because they would be staying in-town. He explained the reason he mentioned that the new members were Ledyard residents, was because the Gales Ferry Fire Department often has members who were active-duty members from the subbase, which was super. However, he stated they lose their Navy volunteers when they were transferred to a new assignment.

#### Inland Wetland and Watercourses Commission

Councilor St. Vil stated the IWWC met on August 6, 2024, and addressed the Military Highway (Sweet Hill Farm Property) Application. He stated the IWWC scheduled a Site Walk of the Property to be held on August 24, 2024; and he noted that a Public Hearing would be scheduled at a later date.

#### Planning & Zoning Commission

Councilor St. Vil stated the Planning & Zoning Commission met on August 8, 2024, and continued to keep the Public Hearing open regarding an Application that was before them. He stated the Commission scheduled a Special Meeting for August 22, 2024.

Councilor St. Vil went on to state there has been a lot of attention and care from the community regarding these Land Use Applications; as well as a desire to provide their input to the Commissions. He stated that there was a common theme and opportunity in both Commission Meetings (IWWC & P&Z) which he spoke to Land Use Director/Town Planner Elizabeth Burdick about. He stated at the upcoming Community Relations Committee for Diversity, Equity and Inclusion’s August 21, 2024 meeting that they planned to develop a forum and/or program/mechanism to share with the community what was allowed and what was not allowed to be taken under consideration by these various Commissions, what data points were relevant, what data points were irrelevant, and to provide the community an opportunity ask their open questions, which would not delay the nature and purpose of these on-going meetings. He concluded by noting the Town Council would be working to develop some type of public relations to share what was allowed with these pending Applications.

#### Agricultural Commission

Councilor Dombrowski stated the Agricultural Commission cancelled their August 20, 2024 meeting.

#### Water Pollution Control Authority

Councilor Dombrowski stated the WPCA's next meeting was scheduled for August 27, 2024.

### XI. MAYOR'S REPORT

Mayor Allyn, III, reported on the following: (1) Bond Anticipation Notes (BAN) Sale \$5.5 million for School/Central Office Roof/Solar/HVAC Projects – Mayor Allyn stated the Town received a 3.5% interest rate on one-year BANS for the Various Board of Education Projects that were initially approved by the voters on February 22, 2022; and approved again on October 17, 2023 to increase the funding for the Projects to provide for the redesign of the Heating Ventilation and Air Condition System (HVAC) for the Juliet W. Long School; (2) Gov.Deals Sale – Mayor Allyn stated that they were continuing to sell the Board of Education's surplus equipment using the on-line auction site and to put those funds back into the Board of Education's Capital Accounts to be used toward new equipment purchases; (3) Hurricane Preparedness – Mayor Allyn urged residents to be prepared for Hurricane Season by having batteries, emergency back-up power such as a generator for those who may be on oxygen machines, or dialysis machines, to have non-perishable foods, and fresh/drinking water on hand for those who were on private wells. He stated should the area lose electricity those with wells would not have water. He also mentioned that it was not the town's responsibility to provide generators to residents who required medical equipment; (4) School Roof Projects – Mayor Allyn stated although the Gales Ferry School Roof was water tight that the work might not be completed before the first day of school (August 29, 2024); (5) State Audit - School Improvement/Consolidation Project(s) (Middle School & Gallup Hill School) – Mayor Allyn stated the State Audit was scheduled for mid-November, 2024, explaining that the Auditors would be at the Town Hall Annex for about a week, where they would go through Banker Boxes full of documentation and sample the work that was done. He stated once the State Audit was completed that they would finalize the Projects and release the final Grant Payment to the Town. He stated thereafter the Town would Bond (borrow) funding for the two “*Renovate as New School Projects*”; (6) Human Resources Director Position – Mayor Allyn stated unfortunately Human Resources Director Marisa Iannella-Rodriguez, who was with Ledyard for just one year, has taken a job closer to home and with better pay. He stated Ledyard received 26 Applications for the position and that interviews were scheduled for next week. He stated earlier this evening during the Finance Committee meeting that he mentioned that two-years ago he had a conversation with the Finance Committee and the Town Council about making the pay for Ledyard's Department Heads more competitive, noting that they were currently at the bottom of the Market Pay Scale. He stated he obtained a Salary Study that was recently conducted by ten towns. He stated they were working through the data to see how it impacted some of Ledyard's salaries, understanding that some of their Department Heads wear many hats, which played a role in setting the appropriate salary; (7) Connecticut Interlocal Risk Management Agency (CIRMA) Equity Distribution – Mayor Allyn explained that 163 of the 169 Connecticut Municipalities were part of CIRMA (Insurance Provider). He stated when they have a good year the Municipalities receive an equity distribution, noting that this year Ledyard received a \$17,929 distribution check from CIRMA. However, he stated when they do not have a good year, such as last year, Ledyard did not receive a CIRMA Distribution Check because of a \$20 million claim against a school roof for one of the Member Towns; (8) Multi-Use Pathway- Mayor Allyn stated the project was moving along. However, he stated they had to bring in a very large machine because they ran into an incredible amount of ledge in the area at by the Board of Education Central Office on Colonel Ledyard Highway. Therefore, he stated that they were working in the area of the High School so there would not be any interruptions at the driveways when school opened on August 29, 2024. He stated within the next 7-10-days they would put down the process gravel and then begin paving at the Trail Head, which was located by the Congregational Church in Ledyard Center; (9) Route 12 Corridor Study Bid #2025-01 – Mayor Allyn stated the Bid Opening for the Route 12/Gales Ferry Corridor Study was scheduled for August 15, 2024, noting that the town has received interest from a number of Design and Engineering Companies, and



therefore, he hoped that they would receive multiple proposals. He stated American Rescue Plan Act (ARPA) Funding would be used to pay for the Corridor Study; explaining the importance of having an updated Study to be eligible to apply for and receive Small Town Economic Assistance Program (STEAP) Grant Funding to be used for the construction work to provide improvements on Route 12. He stated currently the Governor has not proposed any STEAP Grants for this year; (10) First Day of School On August 29, 2024 - Mayor Allyn urged motorists to be mindful that students and school buses would be on the roads.

**Questions to the Mayor**

Councilor Ryan noted the Route 12/Gales Ferry Corridor Study, and he stated that this was one of many opportunities to obligate the remaining American Rescue Plan Act Funding (ARPA). He stated that they were coming into the home stretch and that they needed to ensure the town has obligated all of the Funds by December 31, 2024 ARPA Deadline.

Councilor Buhle addressed the Department Heads Salary Study, and she questioned whether the salaries would take into consideration the Town Hall’s 4-day work week. She stated the 4-day work week was a benefit, noting that some Department Heads have chosen to work for Ledyard knowing that their salaries were lower because of the 4-day work week. Mayor Allyn stated Town Hall employees work a forty-hour work week, noting that they work 10-hour days; and often longer because of attending night meetings. He stated in addition to the Salary Study that was conducted by ten-towns, that he was also going to obtain the Connecticut Conference of Municipalities (CCM) Salary Study. He stated Councilor Buhle’s comments was something that he would consider.

Chairman Rodriguez addressed the school Roof Projects questioning the contingency plan if the projects were not completed before the first day of school on August 29, 2024. Mayor Allyn stated the Juliet W. Long School, and the Gales Ferry School had different contractors because the style of roofs and materials were different. He stated the Schools could consider waiving the “*No Overhead Work Policy when the Building was Occupied*” for the period of time it would take to complete the roof. He noted because the students were in the buildings until 3:30 p.m. and with the days getting shorter, that there would not be enough time to complete the work. However, he stated that this was a Board of Education and Permanent Municipal Building Committee (PMBC) matter, noting that although he provided comments to Chairman Rodriguez’s question, that the decision would need to be made by the Board of Education. Chairman Rodriguez stated she attended the PMBC August 12, 2024 meeting, noting it was disturbing to hear that the Roof Projects would not be completed before the start of school. Mayor Allyn agreed that it was disturbing, and disappointing because they received a number of bids for the projects, and they were doing all the right things with having an Owners Representative. However, he stated they could not have possibly known that the Contractor was not paying their bills, which caused the Subcontractors to pull back.

Councilor Buhle expressed concern with having work done overhead during the school day, especially at the Juliet W. Long School, noting that it would be disruptive for the students because they did not have air-conditioning, and therefore, they would have their windows open. Mayor Allyn stated the Juliet W. Long School Roof should be completed before the first day of school (August 29, 2024). However, he stated the Gales Ferry School had a pitched roof that used steel materials.

XII. OLD BUSINESS – None.

XI. NEW BUSINESS

- MOTION to amend the Agenda to add the following two Items:
  - (1) MOTION to authorize the town to proceed with the supplemental engineering services for the Colonel Ledyard Multi-Use Pathway for additional geotechnical services (\$15,300) and additional construction design services (\$15,000) per the August 12, 2024 Weston & Sampson Engineers, Inc. Amendment to Bid No. 2021-03.

In addition, transfer and appropriate American Rescue Plan Act (ARPA) funding in the total amount of \$30,300 for said purpose. Source of ARPA funding transfer to be determined.
  - (2) MOTION to appropriate \$90,888 to the Child and Family Agency to provide Clinicians

at the Gales Ferry School and Juliet W. Long School for one year, from the American Rescue Plan Act (ARPA) Funding designated for Youth Mental Health Clinicians.

Moved by Councilor Buhle, seconded by Councilor Ryan

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

RESULT:	APPROVED 8 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	Tim Ryan, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

Chairman Rodriguez noted that these two items would be added to the Agenda as Items #10 & #11.

Administration Committee

- MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date on September 11, 2024, at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding the following:
  - Proposed “*An Ordinance Providing Tax Relief for Gold Star Families in the Town of Ledyard*” as presented in the draft dated May 14, 2024.
  - Proposed amendments to Ordinance #100-011 “*An Ordinance Establishing ~~A Youth &~~ Social Services Board for the Town of Ledyard*” as presented in the draft dated June 4, 2024.

Moved by Councilor Brunelle, seconded by Councilor Dombrowski  
Discussion: Councilor Dombrowski stated in accordance with Chapter III; Section 5 of the Town Charter that “.....one public hearing shall be held by the Town Council before any ordinance shall be passed. This motion was only to set the Public Hearing date.

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

RESULT:	APPROVED 8 - 0
MOVER:	April Brunelle, Town Councilor
SECONDER:	Kevin Dombrowski, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

Finance Committee

- MOTION to add Courville’s Garage to the Fiscal Year 2024-2025 Standing Bid Waiver List.  
Moved by Councilor Buhle, seconded by Councilor Ryan  
Discussion: Councilor Saccone explained that the Gales Ferry Fire Company had been using Bulldog Fire Apparatus for their fire truck repairs, because they were familiar with the town’s apparatus, and because of the confidence they had with their lead mechanic, who had been working on their equipment for well over ten-years. However, he stated the lead mechanic was now working for Courville’s Garage and although the Fire Department had requested Courville’s Garage be added to the Fiscal Year 2024/2025 Standing Bid Waiver List that it was overlooked. Therefore, he stated this item would add the Vendor to the Standing Bid Waiver List.

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

RESULT:	APPROVED 8 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	Tim Ryan, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

- MOTION to transfer additional revenues received for Fiscal Year 2023/2024 as follows:

- \$39,502 received from the ASTE Program to Account #22570101 (BOE ASTE CNR) to be used as requested in the Board of Education’s email dated August 8, 2024 as follows.
  - ✓ \$27,000 Ag-Classroom multimedia equipment and interactive projector replacements
  - ✓ \$12,500 Update to the lightening system in the classrooms to LED
- \$304,635 received from Impact Aid to Account #22570101 (BOE CNR Reserve Fund) to be used for the following in accordance with the Board of Education’s Fiscal Year 2024/2025 Capital Improvement Plan (CIP):
  - ✓ \$210,000 Ledyard High School Existing Elevator Replacement
  - ✓ \$73,300 Gallup Hill School Recommissioning
  - ✓ \$21,335 Juliet W. Long School-Gales Ferry School Playground

Moved by Councilor Ryan, seconded by Councilor Buhle

Background: The Town received more grant revenue for the Agri-Science Program and for the Impact Aid Program, than the dollar amount that had been projected in the Fiscal Year 2023/2024 Budget. Therefore, this request would pass the funds through from the General Government ledger to the Board of Education’s ledger. In a letter dated July 30, 2024, Chairman Rodriguez provided some suggestions for the use of the additional revenues and requested the Board of Education provide a Plan on how they would like to spend the funds. In an email dated August 13, 2024, Board of Education Chairman Favry forwarded the Board of Education’s Plan on how they would use the additional funding, which included two of the Town Council’s suggestions, as noted in the motion above.

Discussion: Councilor Saccone explained the School Recommissioning was an analysis of the electrical systems, and other Building Maintenance Systems (BMS) such as the Heating Ventilation and Air Conditioning (HVAC) system. He stated Eversource would conduct an analysis to provide adjustments to have all the equipment operating more efficiently. He stated that Eversource indicated that the cost to conduct the Recommissioning would pay for itself in a couple of years because of the savings they would see by having the equipment operating efficiently.

Councilor Buhle stated the Fiscal Year 2024/2025 Capital Improvement Plan (CIP) included \$24,840 to conduct the Recommissioning of the Ledyard Middle School. Therefore, she stated she was pleased to see they were moving forward to fund the Recommissioning of the Juliet W. Long School, noting that they could cross this expense off the Capital Plan Projects (CIP) List.

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

RESULT:	APPROVED 8 - 0
MOVER:	Tim Ryan, Town Councilor
SECONDER:	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

4. MOTION to grant a bid waiver to Vision Government Solutions in the amount of \$257,000 for Revaluation Services. due to receiving fewer than the required three bids in response to Bid 2024-04 (Revaluation) in accordance with Ordinance #200-001 (rev 1) "*An Ordinance for Purchasing*".  
 Moved by Councilor Saccone, seconded by Councilor Buhle  
 Discussion: Mayor Allyn, III, explained in accordance with State Statutes Ledyard was required to conduct a full Revaluation this year. He stated in preparation for the Revaluation they had been allocating funding to the Capital Improvement Plan (CIP) for the past few years. He stated based on an estimated cost for the Revaluation they had a total budget of \$187,000 to conduct this work. He stated in soliciting bids they thought they had three bids, however, he explained that one envelope was only a letter stating that the company was not going to submit a bid. Therefore, he stated they only received two bids, and the numbers came in substantially higher than the amount that was budgeted.

Mayor Allyn went on to state Vision Government Solutions was both the better value and lower cost, noting that they were a good vendor. He stated this work would include door to door home

inspections including sheds, decks, finished basements, etc. He stated the town used a different contractor the last time they conducted a full Revaluation and that they were not confident that the company got inside many houses. He stated Vision Government Solutions would begin their work this fall, and the new property valuations would take effect for the October 2025 Grand List.

Councilor Ryan noted that they were going to be about \$100,000 short, therefore, he questioned whether they could pay Vision Government Solutions for half of the contract in Fiscal Year 2024/2025 and the other half of the contract in Fiscal Year 2025/2026. Mayor Allyn explained because all the work would be completed before the end of May 2025, that they would not be able to span the payment over two budget cycles.

Councilor Buhle addressed homeowners fear of allowing the Assessment Company into their homes. However, she explained when everyone’s house was being assessed for the true value, they would be on a level playing field. She stated by ensuring that their assessed values matched up that it would result in everyone paying their fair share. She stated that this was something they needed to make clear to homeowners, when the Assessment Company was conducting their work.

Councilor Ryan noted when New London conducted their full Revaluation that although the Mil Rate went down, that the property owners’ taxes dramatically increased. Therefore, he stated that this would be on the minds of residents, noting that he agreed with Councilor Buhle, in-that more communication would be beneficial.

Councilor St. Vil stated the background information noted that there may be a savings of about \$10,000. Mayor Allyn explained because Vision Government Solutions charged on a per photo basis; and because Ledyard already had a lot of updated property photos that there would be some savings. He also noted that should they pick-up on sheds, decks or finished basements for work that may or may not have had permits; and/or were not picked-up during the last Revaluation, that those things would be taxed. Therefore, he stated what they find in the full Revaluation could offset increase in the cost of the Revaluation.

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

RESULT:	APPROVED 8 - 0
MOVER:	Tony Saccone, Town Councilor
SECONDER:	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

5. MOTION to appropriate from the receipt of sales of vehicles through GovDeals in the total amount of \$7,250 to the following capital accounts:
- \$2,575 to Public Works Small Trucks (21040101-57313);
  - \$3,610 to Pooled Vehicles (21040101-57315);
  - \$1,065 to Building Upgrade Reserve (21040111-58240).

Moved by Councilor Buhle, seconded by Councilor Ryan  
Discussion: Mayor Allyn, III, stated the town has significantly increased their revenues by selling their surplus equipment using the on-line auction site Gov.Deals instead of the sealed bid process they previously used to sell surplus equipment. He stated this sale included the following: retired Parks & Recreation truck; former Fire Chief’s Explorer that was inoperable; and Solar Panels that were removed from the Senior Citizens Center, when the roof was replaced. He explained rather than reinstall the Solar Panels, which had less than 50% of their useful life remaining, the Solar Panels were sold.

Mayor Allyn went on to state as he mentioned during his Report earlier this evening, he has been working to help the Board of Education sell their surplus equipment using the Gov.Deals on-line auction site. Therefore, he the Town Council would also be seeing a request from the Board of Education to allocate the revenues received from the sale of their equipment to capital accounts.

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

RESULT:	APPROVED 8 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	Tim Ryan, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

6. MOTION to approve the purchase of a new Elgin Pelican Sweeper through the Sourcewell Lease/Purchase provider over a term of five (5) years at \$66,467.49 per year.

Moved by Councilor Ryan, seconded by Councilor Buhle

Discussion: Councilor Saccone explained that Municipalities were required to sweep their streets each year. He stated Ledyard and Preston would be sharing the cost (2/3- Ledyard; and 1/3 Preston) to purchase a new Elgin Pelican Sweeper. He deferred to Public Works Director/Town Engineer Steve Masalin to provide more details regarding the arrangement.

Public Works Director/Town Engineer Steve Masalin provided some background explaining the Town of Ledyard sold its 22-year-old Street Sweeper in 2022 with the thought that the Department could better and more economically cover the Town's annual sweeping needs through a rental. He stated the Town rented a Street Sweeper in 2023 and 2024, using the Beverage ("Nip") Container Surcharges Revenue, which by Legislation was an explicit use of the funding. However, he stated the results substantially failed to meet their expectations for a number of reasons. He stated that they also learned that the availability of rental units to sweep roads has declined significantly, with no prospects of increasing.

Mr. Masalin went on to state in-light of this predicament, they now felt that owning a Street Sweeper would be the best, and most economical way to meet their needs. He continued by explaining that the Town of Preston was coincidentally in need of replacing its Street Sweeper, which has reached the end of its service life. He stated this has offered the opportunity to purchase a shared unit that would cover the annual scope of work for each town, and that the Street Sweeper would also be available for spot needs throughout the year. He stated the cost share would be allocated proportionally based on paved road mileage which would result in 2/3 for Ledyard and 1/3 for Preston.

Mr. Masalin stated prior to the Special Finance Committee meeting that was held earlier this evening he had a telephone conversation with Preston First Selectwoman Sandra Allyn-Gothier to follow-up with Preston's interest regarding a shared arrangement between Ledyard and Preston. He reported that Selectwoman Allyn-Gothier stated that Preston was on-board with the shared arrangement. He stated the Five-Year Lease/Purchase Annual Payment would be \$66,000 which included about a 4.7% annual interest rate. He stated the Town of Preston would pay approximately \$22,000 toward the annual lease payment; and Ledyard would pay about \$44,000. He noted the Beverage ("Nip") Container Surcharge Account had a current balance of about \$44,000 and by the time the first payment was due, which would be when the Street Sweeper was delivered (March, 2025) that the Beverage ("Nip") Container Surcharges Account would have an approximate balance of \$75,000; which would most likely cover their payment for the first two years. He stated going forward, that in addition to using the Beverage ("Nip") Container Surcharges Revenue that some funds could be drawn from Account 21040101-57311 (Public Works Heavy Equipment Capital Reserve), which has been funded at \$85,000 annually.

Mr. Masalin stated in parallel with the purchase of the Street Sweeper that he would be working to secure a Memorandum of Understanding (MOU) with the Town of Preston outlining the details of the shared arrangement. He stated the Street Sweeper would last about fifteen years; noting that would provide about ten years during which time the town could accumulate funding from the Beverage ("Nip") Container Surcharge Revenues in anticipation of having to replace the piece of equipment.

Councilor Ryan stated although some may believe that a Street Sweeper was a luxury, that to maintain its MS4 (Municipal Separate Storm Sewer System) Permit Certifications, that the town had to sweep the streets, even if they did not own a Street Sweeper.

Councilor Ryan went on to state understanding that Mr. Masalin had a verbal commitment from Preston, that the Town Council was considering the purchase of a new Elgin Pelican Street Sweeper ahead of having an official Memorandum of Understanding (MOU) in place with Preston. Therefore, he questioned the following:

- **Memorandum of Understanding (MOU)** – Councilor Ryan asked whether Mr. Masalin was comfortable with proceeding with the purchase based on Preston’s verbal commitment. Mr. Masalin stated that he was comfortable with moving forward at this time, noting that Preston was also in need of a new Street Sweeper; and they did not want to bear the full cost to purchase a new piece of equipment. Therefore, he stated it was a favorable opportunity for Preston.
- **Maintenance Costs** - Councilor Ryan questioned whether the town would be responsible for the maintenance costs during the time of the five-year lease; and how the maintenance costs would be shared with Preston. Mr. Masalin explained although there would be some things covered by the warranty, that the town would be responsible for the maintenance of wear items such as replacing the brushes, consumable parts, and routine maintenance, etc., which would cost a few thousand dollars each year. He stated the town has been involved with two lease/purchase agreements in the past; and by the end of the lease the equipment would be paid for/purchased. He went on to explain that Ledyard’s Public Works was maintaining (mechanic services) Preston’s Fleet, stating they currently have a Memorandum of Understanding (MOU) in place to provide those services to Preston.
- **Revenue Source** – Councilor Ryan questioned whether Mr. Masalin has considered using the Street Sweeper as a revenue source by leasing it out for private events. Mr. Masalin stated the Street Sweeper was not the type of equipment they would want to rent out, noting that they would not send it out without one of their operators. He explained the Street Sweeper was the type of equipment that consumes itself; however, he stated that they could leave the door open.

Councilor Ryan stated once the Street Sweeper was paid off in five years, and assuming the Legislation would not make any changes to the Beverage (“Nip”) Container Surcharge Program, that this revenue source should pay to maintain the Street Sweeper. He stated that he was pleased to see the town was purchasing a Street Sweeper, but at the same time, disappointed to see that it would use all the Nip Bottle Revenues. He thanked Mr. Masalin for all the work he has done to facilitate the lease/purchase of the Street Sweeper and the shared costs with Preston.

Mr. Masalin addressed the MS4 Program (Municipal Separate Storm Sewer System) relative to the need for a Street Sweeper, explaining that there were technical requirements for stormwater enforcement and stormwater protection. He noted that this was the second year the town successfully completed contracting services for catch basin cleaning, noting that it has worked well. He went on to state although both towns (Ledyard and Preston) have shifted to treated salt for winter operations, that with the elimination of the sand that was previously used to accompany their road treatment, that there still remained a considerable amount of debris that collected along the road edges from other sources. He stated for the 2024 sweeping season, thirty-two (32) large dump truck loads (about 100 tons) of debris were collected off our roads. Also, annual sweeping was a requirement of the Municipal Separate Storm Sewer System (MS4) Program.

Councilor St. Vil stated partnering with and an adjacent town to share the cost to purchase the Street Sweeper was a great idea. However, he questioned the exit strategy with Preston, noting as an example how they would proceed should Ledyard feel that the Street Sweeper was at the end of its useful life, but Preston still wanted to hold on to the Street Sweeper. Mr. Masalin stated the Memorandum of Understanding (MOU) would include an explicit term noting that they would prorate the value that was left. He stated the Memorandum of Understanding (MOU) would cover everything.

Councilor Buhle stated one of the benefits of owning a Street Sweeper was that they could use the equipment anytime during the year should they have a special environmental issue or specific need. Mr. Masalin stated in years past they have deployed the Street Sweeper when specific events (storms, etc.) have happened.

Councilor Saccone addressed the American Rescue Plan Act (ARPA) Funding, and he questioned if they had ARPA funding that was not committed whether they could use those funds to pay off the Street Sweeper, noting that they would save the interest costs. Mr. Masalin stated the town could pay in-full at any time, with no penalty.

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

RESULT:	APPROVED 8 - 0
MOVER:	Tim Ryan, Town Councilor
SECONDER:	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

7. No Action on the Discussion and possible action on the MOTION to authorize the town to proceed with the engineering design of sewer mains along Fairway/Colby Drives (\$108,000) and Route 117 (\$137,500), respectively, per Weston & Sampson Engineers, Inc. Bid No. 2021-03 Amendments 3 and 4.

In addition, transfer and appropriate ARPA and/or other funding in the total amount of \$245,500 for said purpose. Source of ARPA funding transfer and other funding to be determined.

Councilor Saccone noted that the Finance Committee tabled Item #7 earlier this evening. Therefore, he asked that the Town Council not act on the Motion; noting that the Committee was not prepared to move the request.

<b>RESULT: NO ACTION</b>
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8. MOTION to approve the following Salary Adjustments effective July 1, 2024:

- \$80,217 Account #1010101-51602 (Administrative Assistant)
- \$56,952 Account #1010201-51607 (Executive Assistant)

In addition, authorize retroactive payments in the total amount of \$2,692; and appropriate \$20,000 from #Account 10110107-56100 (Undesignated) to the respective accounts.

Moved by Councilor Buhle, seconded by Councilor Ryan

Discussion: Mayor Allyn, III, explained as he mentioned during his Report earlier this evening, the town had a number of Department Heads whose salaries were behind where they should be. He stated these two positions warranted attention right-a-way; those being the Town Council Administrative Assistant Roxanne Maher; and the Mayor’s Executive Assistant Kristen Chapman. He stated this Motion was the first step in working to adjust the Department Head Salaries, noting that he has obtained a Salary Survey that was done by ten area towns; and that he planned to obtain a Salary Study from the Connecticut Conference of Municipalities (CCM). He stated providing the Department Heads with fair wages for the work that they do would cost about \$80,000 - \$90,000 per year, which was not a lot in their overall budget. He stated he valued all their Department Heads, noting that these two positions were certainly worthy of these salary adjustments.

Chairman Rodriguez stated that she agreed with Mayor Allyn’s comments, noting that she could attest that both of these two employees were committed, professional, hardworking, and loyal to this town. She stated that she supported these two salary adjustments.

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

RESULT:	APPROVED 8 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	Tim Ryan, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

9. MOTION to appropriate \$3,000 to Account #10114301-51610 (Land Use Supervisors) in connection with \$3,000 received from fines assessed in accordance with Ordinance #300-012 (rev.2) “*An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard*”.
- Moved by Councilor Ryan, seconded by Councilor Buhle
- Discussion: Mayor Allyn, III, stated the Blight Enforcement Officer had been working to address a blighted property on Crestview Drive, Gales Ferry. He stated the goal of Ordinance #300-012 (rev.2) “*An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard*” was to bring blighted properties into voluntary compliance, and not to fine property owners. Therefore, he stated the Blight Enforcement Officer tries to work with property owners so that homes were respectable for the neighbors, the neighborhood, and for the town as a whole. He stated the fine was substantially more than the dollar amount that was settled on, explaining that through the Town Attorney they worked to find a solution that both the property owner and the town could work with, noting that this was the source of the \$3,000.

Mayor Allyn went on to explain allocating these funds to the Land Use Department would be useful because they were working to contract with consultants for different projects, and to assist with Plan Reviews, because there were some large Plans that could be coming their way, that would require additional assistance. He also noted that there may be some additional Blight Fees collected for one other property.

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

RESULT:	APPROVED 8 - 0
MOVER:	Tim Ryan, Town Councilor
SECONDER:	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

10. MOTION to authorize the town to proceed with the supplemental engineering services for the Colonel Ledyard Multi-Use Pathway for additional geotechnical services (\$15,300) and additional construction design services (\$15,000) per the August 12, 2024 Weston & Sampson Engineers, Inc. Amendment to Bid No. 2021-03.

In addition, transfer and appropriate American Rescue Plan Act (ARPA) funding in the total amount of \$30,300 for said purpose. Source of ARPA funding transfer to be determined.

Moved by Councilor Buhle, seconded by Councilor Saccone

Discussion: Public Works Director/Town Engineer Steve Masalin provided some background evening, explaining the Finance Committee tabled Item #7 (see above) at their meeting earlier this because more information was needed in considering the appropriate funding source to pay the \$245,000 for engineering design of the sewer mains along Fairway/Colby Drives (\$108,000) and Route 117 (\$137,500), noting that there would not be enough American Rescue Plan Act (ARPA) to pay for this work.

Mr. Masalin continued by explaining that during the construction of the Multi-Use Pathway they discovered that additional geotechnical validation was needed in the area of the large retaining wall at the intersection of Gallup Hill Road and Colonel Ledyard Highway. Therefore, he stated the construction work in this location has been halted pending the results of the geotechnical work and the associated design. He stated Weston & Sampson has submitted a proposal for the geotechnical validation services for a lump sum fee of \$15,300 and a proposal in the amount of an additional \$15,000 to cover the balance of the construction effort.

Mr. Masalin went on to explain that the balance for the original construction design engineering for the Multi-Use Pathway has been exhausted, because of various construction eventualities. He stated because the Multi-Use Pathway (LoTCIP Funding) and Phase I of the Sewer Extension Project (ARPA Funding) were running along the same path and were being done simultaneously, that there was some savings in the engineering design work that could be used to pay for the additional \$30,300 needed for the geotechnical validation and to cover the balance of the construction effort.



Mr. Masalin reviewed the Multi-Use Pathway and the Sewer Extension Project noting the following:

- Phase I – Sewer Extension Project – Ledyard Center to the High School (currently under way).
- Phase II -Sewer Extension Project – Ledyard Center Commercial District
- Phase III- Sewer Extension Project – Mr. Masalin noted Phase III would replace the inadequate sewer line from the High School to Pennywise Lane and would tie into the service lines that go to the Wastewater Sewer Treatment Facility. He stated the engineering design work has been funded; and the drawings were ready to go to the Contractor within the next couple of weeks for them to prepare cost estimates for the construction. He stated this would allow the town to hopefully keep the Contractor on-board and have a favorable contract in place by the December 31, 2024 ARPA Deadline, and weather permitting they would be able to work through the winter.

Mr. Masalin presented an analysis of the Multi-Use Pathway and the Sewer Extension Project as follows:

Project	ARPA Allocation	Balance
Sewer Extension Projects	\$2.15 Million	\$90,000.
Other ARPA Projects		<u>(\$55,000)</u>
Total ARPA Balance:		\$30,000

Mr. Masalin stated that the ARPA Balance in the amount of \$30,000 could be used to pay for the geotechnical validation and to cover the balance of the Multi-Use Pathway construction effort and keep Phase I of the Sewer Extension Project moving forward. He stated because the geotechnical work would take about three weeks that this funding was an urgent need. He stated the reason they were seeking the use of these ARPA funds was because the engineering expenses during the Multi-Use Pathway construction was not eligible for LoTCIP Grant reimbursement, and because this work was needed to keep Phase I - Sewer Extension Projects moving forward.

Councilor Ryan noted the ARPA Funding Analysis Mr. Masalin provided this evening only addressed the Sewer Extension Projects. However, he stated within the whole of the ARPA Projects List that there was actually \$1.5 million at-risk, which included projects that were not yet fully expended, and projects not started yet (Phase III of the Sewer Extension Project). Mr. Masalin responded noting as he previously stated, the engineering work would be done soon, and they could have a contract in-place for Phase III Sewer Extension Project before the December 31, 2024 ARPA Deadline.

Councilor Ryan asked Mayor Allyn whether there was any in-progress ARPA Projects that currently had ARPA Funding remaining; or projects that would be returning unused ARPA Funding. Mayor Allyn, III, noted the following ARPA Projects:

- LED Message Sign in Ledyard Center \$35,000 – Mayor Allyn stated the digital sign and installation may come in \$4,000 under the amount allocated.
- Erickson Park Improvements \$55,000 – Mayor Allyn stated the Contractor would be starting on the project soon.
- Ledyard Center Sidewalk In-Fill \$35,000 – Public Works Director/Town Engineer Steve Masalin stated they were working to have the engineering design for the sidewalk and permit in-place. However, he stated he did not believe that the ARPA Funding allocation would be enough to do any meaningful work.

Councilor Buhle noted during the Finance Committee meeting earlier this evening they determined that the source of \$30,300 to pay for the geotechnical validation work and to pay the balance of the construction effort for the Multi-Use Pathway, would be drawn from the ARPA Funding for Phase I of the Sewer Extension Project.

Mayor Allyn explained the geotechnical work was to validate that the base of a massive retaining wall was structurally sound. He stated if it was not structurally sound it would fail, which they do not want to happen.

Councilor St. Vil asked who was questioning the structure of the retaining wall, the construction contractor or the engineer. Mr. Masalin stated the construction contractor questioned the soundness and the placement of the toe of the wall, based on what they were seeing when they cleared the vegetation. He stated that there were some areas that needed to be realigned, independent of the geotechnical analysis. He stated he met with the engineer and several agents of the construction contractor on-site last week, noting that this was the result of that on-site effort. Councilor St. Vil questioned the cost of the baseline design contract. Mr. Masalin stated the baseline engineering contract cost was \$85,950; however, he stated there were additional changes that came along and were authorized for various reasons. He stated in response to a pointed conversation he had with the Engineer, that the Engineer explained this work was for services that were not included in the original design because they made some assumptions, noting that they did borings in the road; however, the borings were not on the outside of the guiderails, where the shoulder of the Multi-Use Pathway would go. Therefore, the Engineer wanted to know that when they put the walls in and the fill that what was there would remain structurally sound; and that he did not expect the wall design to change.

Councilor St. Vil stated the additional engineering work was costing about 20% of the original contract; and he questioned whether there were any other risk areas. Mr. Masalin stated the subsurface work was mostly done, which was where they had the uncertainties of ledge, and rock. He stated once they get to the surface work there would be very little uncertainty. He stated this was the biggest issue remaining, noting that everything else was moving along well. He stated the digging for the sewer main was going well, noting that this was all part of Phase I of the Sewer Extension Project.

Mayor Allyn stated the good news was that Phase III of the Sewer Extension Project was going to follow the existing sewer line path. He stated assuming they did not backfill the trench with bad fill when they put in the existing line, that it should be an easy dig. Mr. Masalin stated that there would be some departure from the footprint of the current sewer line, because they were going to have to keep the sewer in-service while they were running the new sewer line.

Councilor Ryan stated if they moved forward with appropriating \$30,300 from the ARPA Funding for Phase I of the Sewer Extension Project to pay for the geotechnical validation work and the balance of the construction work for the Multi-Use Pathway, that the ARPA Funding would be running at a negative of \$100,000; with the intention, as Mr. Masalin mentioned, that the ARPA Funding would be in a positive position by the time projects come to close.

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

RESULT:	APPROVED 8 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	Tony Saccone, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

11. MOTION to appropriate \$90,888 to the Child and Family Agency to provide Clinicians at the Gales Ferry School and Juliet W. Long School for one year, from the American Rescue Plan Act (ARPA) Funding designated for Youth Mental Health Clinicians.  
Moved by Councilor Buhle, seconded by Councilor Ryan  
Discussion: Councilor Buhle stated as part of the American Rescue Plan Act (ARPA) Projects status review the Finance Committee has been discussing the \$190,000 that had been earmarked to provide mental health services to the youth in our community. She stated the Finance Committee questioned the reason the funding was not being used at rate for it to be fully committed by the December 31, 2024 ARPA Deadline, because there was a need for mental health services. She noted the Clinicians at the elementary schools had full caseloads of ten students, and there were kids on a waiting list for services.

Councilor Buhle went on to state in speaking with School Superintendent Jason Hartling, at the Finance Committee’s July 17, 2024 meeting they learned that Clinician Pat Frost, who took over from Kate Sikorski-Maynard, was providing services for both the High School

and Middle School students, but that she was not comfortable with administering services to younger age children. She stated they also learned that although the State of Connecticut Child and Family Agency provided funding to support the School Based Health Program, which included Mental Health Services, for the upcoming school year (2024/2025) at the High School, Middle School, and Gallup Hill School, that the State did not provide funding to continue the same level of mental health services at the Gales Ferry School and Juliet W. Long School.

Councilor Buhle stated based on their discussion Mr. Hartling contacted the Child and Family Agency to find out how much it would cost to provide a Clinician at the Juliet W. Long School and Gales Ferry School for the upcoming school year. She stated the cost for the salaries including fringe benefits was \$90,885. She stated the Board of Education also discussed the need to provide mental health services at the Juliet W. Long School and Gallup Hill School. She noted in his July 18, 2024 email Board of Education Chairman Anthony Favry encouraged the Town Council to consider providing funding to support mental health services in these two schools.

Councilor Buhle continued by addressing the importance to provide equitable services at all their schools. She also noted for full disclosure that her son received services from the Child and Family Agency at the Juliet W. Long School, noting that he was one of the children impacted by this disparity, but that he was certainly not the only child. She stated this was a worthwhile use of the ARPA Funds for the Fiscal Year 2024/2025 School year, while Ledyard continued to work to secure funding going forward to ensure all Ledyard Schools would have the School Based Health Program, which included Mental Health Services, through the Child and Family Agency.

Councilor Dombrowski stated these ARPA Funds were provided specifically for mental health. However, he stated because the Town was not going to be able to fully expend these ARPA funds; and because there was a need at the schools for mental health services; that the Board of Education could use the funds for their intended purpose.

Councilor Ryan stated when the Finance Committee began discussing the use of the \$4,327,093.49 American Rescue Plan Act (ARPA) Funding that Ledyard received that he clearly stated that he would not support programs that created jobs. He explained because the ARPA Funding was only available for a certain amount of time, that if they used the funding to create jobs that once the funding was fully expended, the town would have an unfunded liability; or that person would be out of a job.

Councilor Buhle addressed Councilor Ryan's comment about using ARPA Funding to support Mental Health Clinicians at the Juliet W. Long School and Gales Ferry School. She stated in this particular arrangement that the Clinicians would not be Town of Ledyard employees, noting that they were Child and Family Agency Employees, who the Town would be contracting with.

Councilor Ryan questioned how the Mental Health Clinicians would not be Town employees. Mayor Allyn, III, explained that Superintendent of Schools Mr. Hartling contacted the Child and Family Agency and found out that it would cost \$90,885 (salary and fringe benefits). He stated that Mr. Hartling asked Child and Family Agency if they would be willing to invoice the Town of Ledyard directly for those services; and that Child and Family Agency stated that they could. Therefore, he stated that the Child and Family Agency would invoice the Town of Ledyard for \$90,885 for one school year (one-time) to provide services for the upcoming school year. He stated what ever happens next year would be strictly between the Board of Education and the Child and Family Agency.

Councilor Buhle noted last year was the first year the Child and Family Agency provided the School Based Health Program. Therefore, she stated that she could not understand how after only one-year the State could decide that the program should not be funded at certain schools. She stated one year was not enough data to determine that services were not needed.

Councilor Ryan questioned whether the Board of Education discussed how they would proceed if the State did not provide funding to Ledyard to support the services next year. Councilor Buhle stated that she did not know if the Board of Education has discussed that. However, she stated the Board of Education did not provide any notice to parents that the Child and Family Agency services were not going to be provided at the Juliet W. Long and Gales Ferry School next year.

Councilor Ryan stated the only reason he agreed to appropriate the \$190,000 ARPA Funds for the Youth Mental Health Clinician was because it included a Sunset Plan. He stated that he was not hearing that they had a Sunset Plan for contracting with the Child and Family Agency to provide services. Mayor Allyn and Councilor Buhle both stated that there was a Sunset Plan, noting that they were only providing funding for one-school year. Councilor Buhle stated the Board of Education would be very clear in telling the Child and Family Agency that they would not be able to fund the program in future years, but that they would like to have them at all of Ledyard’s Schools. Councilor Ryan commented that it should be the Board of Education fighting for the funding to facilitate the Child and Family Agency services at all the schools. Mayor Allyn stated the Board of Education invested money in each of the schools to set up the School Based Health Program/Clinician Pods, noting that they were stunned to learn that some of the funding had been pulled. Therefore, he stated that he believed Superintendent Hartling was actively working with Senator Osten to get those funds restored.

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

RESULT:	APPROVED 8 - 0
MOVER:	Tim Ryan, Town Councilor
SECONDER:	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil
EXCUSED:	Garcia-Irizarry

XV.   ADJOURNMENT

Councilor Buhle moved to adjourn, seconded by Councilor Paul.

**VOTE:**           **8 - 0 Approved and so declared.** The meeting adjourned at 8:38 p.m.

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

I, S. Naomi Rodriguez, Chairman of the Ledyard Town Council,  
hereby certify that the above and foregoing is a true and  
correct copy of the minutes of the Regular Town Council  
Meeting held on August 14, 2024.

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



MINUTES  
LEDYARD TOWN COUNCIL – SPECIAL MEETING  
WEDNESDAY, SEPTEMBER 4, 2024; 5:45 PM

IV. ADJOURNMENT

Councilor Buhle moved to adjourn, seconded by Councilor Paul.  
VOTE: 9- 0 Approved and so declared. The meeting adjourned at 6:10 p.m.

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

I, S. Naomi Rodriguez, Chairman of the Ledyard Town Council,  
hereby certify that the above and foregoing is a true and correct copy of  
the minutes of the Special Town Council Meeting held on September 4, 2024

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



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0771

**Agenda Date:** 9/11/2024

**Agenda #:**

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AGENDA ITEM  
CORRESPONDENCE

**Subject:**

Communications List - September 11, 2024

**Correspondence List:**

(type text here)

## COMMUNICATIONS LISTING FOR SEPTEMBER 11, 2024

### INCOMING CORRESPONDENCE

1. Permanent Municipal Building Cmt ltr dated 8/21//2024 re: PMBC Actions Mtg 8/12/2024
2. Ms. Ribe email dated 8/19/2024 re: Meeting with New London re: Governance Training Program
3. Retirement Board ltr dated 8/21//2024 re: Retirement Board Actions Mtg 8/20/2024
4. Ms. Roberts-Pierson – Town Planner email thread dated 8/20/2024 re: Inland Wetland & Water Courses 3<sup>rd</sup> Application Quarry- Mount Decatur (former Dow-Styrenics Property) Route 12 – Hire Experts
5. Ms. Roberts-Pierson email thread dated 8/22/2024 re: Land Use Director-Town Planner Staff Report – Planning & Zoning Commission Agenda
6. Mayor Ltr dated 8/8/2024 re: Appoint Cherry to Economic Development Commission (EDC)
7. Mayor Ltr dated 8/27/2024 re: Reappoint Drimiller to Economic Development Commission (EDC)
8. Mayor Ltr dated 8/27/2024 re: Reappoint Schneider to Economic Development Commission (EDC)
9. Water Pollution Control Authority ltr dated 8/29/2024 re: WPCA Actions Mtg 8/27/2024
10. Mr. Cronin ltr dated 9/3/2024 re: Resignation – Library Commission
11. Ms. Nash ltr dated 9/3/2024 re: Resignation – Library Commission Town Attorney Memo dated 9/9/2024 re: Municipal Display of Flags & First Amendment
12. Ms. Wilkinson email dated 9/10/2024 re: Quarry Application-Cashman- Mount Decatur
13. Mr. Casse email dated 9/10/2024 re: Quarry Application-Cashman- Mount Decatur
14. Ms. Onorato ltr dated 9/10/2024 re: Quarry Application-Cashman- Mount Decatur
15. Ms. Roberts-Pierson email dated 9/10/2024 re: Quarry Application-Cashman- Mount Decatur- Request Recusals
16. Board of Education Chairman email dated 9/10/2024 re: Request Comprehensive Infrastructure Study – Proposed New Housing Developments
17. Board of Education Chairman email dated 9/11/2024 re: Proposed Amendments Ordinance 100-015 Permanent Municipal Building Cmt- Appointment of Temporary Board of Education Members
18. Ms. Healy ltr dated 9/10/2024 re: Third Party Flags

### OUT GOING CORRESPONDENCE

1. Admin Asst ltr to Mayor dated 8/15/2024 re: Action ltr. Town Council Regular Meeting of August 14, 2024.
2. Admin Asst ltr to Mayor dated 9/5/2024 re: Action ltr. Town Council Special Meeting of September 4, 2024.
3. LTC ltr to Board of Education dated 8/15/2024 re: Approved pass through of Fiscal Year 2023/2024 Additional Funding ASTE Program & Impact Aid
4. LTC ltr to Board of Education dated 8/15/2024 re: Approved \$90,888 - American Rescue Plan Act (ARPA) for Child and Family Agency – Mental Health Services Juliet W. Long & Gales Ferry School
5. Chairman Rodriguez ltr dated 8/15/2024 re: Assignment of Duties – Chairman Pro-tem Councilor Garcia-Irizarry 8/16/2024 – 9/1/2024
6. Chairman Rodriguez to Ms. Johnson email thread dated 8/16/2024 re: Request for Noise Ordinance – Referred to LUPPW



7. Councilor St. Vil to Mr. Davis email dated 8/19/2024 re: Plan of Conservation & Development (POCD)
8. Councilor Brunelle email to Ms. Ribe dated 8/22/2024 re: Community Relations Cmt For Diversity, Equity & Inclusion – 8/21/2024 meeting - Governance Training Videos
9. Admin Asst ltr(s) to Commission & DTC re: Request Reappointment Endorsement Agricultural Commission Members
10. Admin Asst ltr(s) to Commission & DTC re: Request Reappointment Endorsement Beautification Committee Commission Members
11. Admin Asst ltr(s) to Commission & DTC re: Request Reappointment Endorsement Historic District Commission
12. Admin Asst ltr(s) to Commission – DTC-RTC re: Request Reappointment Endorsement  
Admin Asst ltr(s) to Commission & DTC re: Request Reappointment Endorsement Planning & Zoning Commission Members
13. Admin Asst ltr(s) to Commission & DTC re: Request Reappointment Endorsement Library Commission Members

#### NOTICE OF AGENDAS

1. Retirement Board Agenda 8/20/2024
2. Parks, Recreation & Senior Citizens Agenda 8/20/2024
3. Agricultural Commission Agenda 8/20/2024
4. Historic District Commission Agenda 8/20/2024
5. Library Commission Agenda 8/19/2024 - Cancelled
6. Zoning Board of Appeals Agenda 8/21/2024
7. Water Pollution Control Authority 8/27/2024
8. Housing Authority Agenda 9/3/2024- Cancelled
9. Ledyard Beautification Cmt Agenda 9/3/2024
10. Economic Development Commission Agenda 9/3/2024 - Cancelled
11. Inland Wetland & Water Courses Commission Agenda 9/3/2024
12. Farmers Market Committee Agenda 9/5/2024 – Cancelled
13. Permanent Municipal Building Cmt Agenda 9/9/2024
14. Conservation Commission Agenda 9/10/2024
15. Cemetery Committee Agenda 9/10/2024
16. Planning & Zoning Commission Agenda 9/12/2024
17. LUPPW Cmt Agenda 9/9/2024
18. Finance Cmt Agenda 8/21/4/2024- Cancelled
19. Community Relations Cmt for Diversity, Equity & Inclusion 8/21/2024
20. Finance Cmt Agenda 9/4/2024
21. Admin Cmt Agenda 9/11/2024
22. Public Hearing Agenda 9/11/2024
23. Town Council Agenda 9/11/2024

#### MINUTES

1. Retirement Board Minutes 6/18/2024
2. Parks, Recreation & Senior Citizens Minutes 8/20/2024
3. Agricultural Commission Minutes 7/16/2024
4. Historic District Commission minutes 7/15/2024
5. Zoning Board of Appeals Minutes 12/20/2023
6. Water Pollution Control Authority Minutes 7/23/2024
7. LUPPW Cmt Minutes 6/3/2024
8. Finance Cmt Minutes 8/7/2024

9. Permanent Municipal Building Cmt Sp. Minutes 8/12/2024
10. Ledyard Beautification Cmt Minutes 8/6/2024
11. Inland Wetland & Water Courses Commission Minutes 8/6/2024
12. Planning & Zoning Commission Minutes 8/8/2024
13. Conservation Commission Minutes 8/13//2024
14. LUPPW Cmt Minutes 8/5/2024
15. Finance Cmt Sp. Minutes 8/14/2024
16. Admin Cmt Sp. Mtg & Work Session Minutes 7/24/2024
17. Town Council Sp. Minutes 8/14/2024
18. Town Council Sp. Minutes 9/4/2024
19. Town Council Minutes 8/14/2024

## REFERRALS

### Administration Committee

1. Board of Education Chairman email dated 9/112024 re: Proposed Amendments Ordinance 100-015 Permanent Municipal Building Cmt- Appointment of Temporary Board of Education Members
2. Mr. Cronin ltr dated 9/3/2024 re: Resignation – Library Commission
3. Ms. Nash ltr dated 9/3/2024 re: Resignation – Library Commission

### Land Use/Planning/Public Works Committee



**TOWN OF LEDYARD  
CONNECTICUT  
PERMANENT MUNICIPAL BUILDING COMMITTEE**

741 Colonel Ledyard Hwy  
Ledyard, Connecticut 06339

Chairman  
Gary Schnieder

August 14, 2024

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

Dear Mayor Allyn:

At its Special Meeting held on August 12, 2024, The Permanent Municipal Building Committee took the following actions:

- Approved Silver Petrucelli & Associates Inv #24-870 dated 8.1.2024 in the amount of \$945.00 for Project 22.331 Ledyard-Juliet Long Roof & PV
- Approved Siler Petrucelli & Associates Inv #24-869 dated 8.1.2024 in the amount of \$945.00 for Project 22.331 Ledyard Gales Ferry Roof and PV
- Approved Imperial Company Restoration Contractor, Inc. Payment Application dated 7.31.2024 in the amount of \$113,925.00 for Ledyard BOE Offices Project 24-137
- Approved Imperial Company Restoration Contractor, Inc. Payment Application dated 7.31.2024 in the amount of \$67,239.00 for Project 24-135 Gales Ferry School
- Approved Gold Seal Roofing LLC Application and Certification for Payment dated 7.31.2024 in the amount of \$140,986.33 for Juliet Long School – Roof Replacement and Photovoltaic Project 24-139
- Approved Project Drawings & Specifications as presented by Friar Architecture Inc. and Van Zelm, Haywood & Shadford, Inc. for Juliet Long School State Project #072-001 HVACN
- Approved Friar Architecture Inc. Inv #2023-121A dated 7.31.2024 in the amount of \$67,725.00 for Project 2023-121A - Ledyard - Juliet Long HVAC

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

Respectfully submitted,

Kristen Chapman  
Executive Assistant to the Mayor  
PMBC Support Staff

cc: Town Council, Director of Finance, Director of Facilities - BOE, Silver Petrucelli & Assoc., STV

## Roxanne Maher

---

**From:** Beth Ribe <beth\_ribe@live.com>  
**Sent:** Monday, August 19, 2024 9:39 PM  
**To:** Gary St. Vil  
**Cc:** Timothy Ryan; Elizabeth Burdick; April Brunelle; Town Council Group; Roxanne Maher  
**Subject:** Re: Community Relations Commission: Town Governance - training

Some people who received this message don't often get email from beth\_ribe@live.com. [Learn why this is important](#)

Folks,

I reached out to Yamilla Mateo at New London Neighborhood a couple weeks ago and we have a meeting scheduled for Wednesday this week. I will be glad to share any info I garner from that meeting with the Community Relations Committee and the Town Council that may help the committees determine next steps in providing an educational forum on governance for the residents of the town of Ledyard.

Thank you!

Regards,  
Beth Ribe

Sent from my iPhone

On Aug 19, 2024, at 9:03 PM, Gary St. Vil <GSVil@ledyardct.org> wrote:

April and Beth,

I've spoken to Liz Burdic on this topic, and she has some ideas/resources that we can leverage to develop and deploy a PZC/IWWC information session.

I'm on business travel this week but will reach out to Liz next week to capture / document her thoughts.

R,

Gary St. Vil

---

**From:** Timothy Ryan <tryan@ledyardct.org>  
**Sent:** Wednesday, August 14, 2024 4:30 PM  
**To:** Beth Ribe <beth\_ribe@live.com>  
**Cc:** April Brunelle <ABru@ledyardct.org>; Town Council Group <TownCouncil@ledyardct.org>  
**Subject:** Re: Community Relations Commission: Town Governance - training

Beth - I'm sorry that I missed this!

Unfortunately, a different person was running the program when I took it eight or nine years ago; they have since left. According to the website below, you can contact the new coordinator, Yamilla Mateo, at 860-437-6394 or ymateo@newlondonct.org.

Neighborhood Academy  
newlondonct.org

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-Tim  
Timothy Ryan

On Aug 3, 2024, at 8:47 AM, Beth Ribe <beth\_ribe@live.com> wrote:

Some people who received this message don't often get email from beth\_ribe@live.com. [Learn why this is important](#)

Hi Tim,

Do you have any contacts from the New London Neighborhood Academy? I'd be happy to reach out to them and start to try to understand the process.

Regards,  
Beth Ribe

Sent from my iPhone

On Jul 24, 2024, at 8:41 AM, Timothy Ryan  
<tryan@ledyardct.org> wrote:

Beth;

I fully support this idea, and have actually been a participant in a very similar program in New London called the Neighborhood Academy:

Neighborhood Academy  
newlondonct.org

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I'd be happy to participate in fleshing this idea out further for Ledyard. It might also be worth reaching out to the coordinators for the New London program for advice/counsel.

-Tim

Timothy Ryan

On Jul 22, 2024, at 3:22 PM, Beth Ribe  
<beth\_ribe@live.com> wrote:

Some people who received this message don't often get email from beth\_ribe@live.com. [Learn why this is important](#)

Dear Chairperson Brunelle,

In my experience to date on different committees/commissions and the review of meeting minutes; in addition to observations regarding voter turnout and community feedback/backlash, it's become apparent that there needs to be a more strident, directed, deliberate and persistent attempt at community relations as it pertains to transparency of the workings of local governance. Town government is a complex, highly matrixed and diverse as well as also rigid process. It is not an intuitive engagement.

This complexity and the fact that modern times has in itself become more complex demands that our town adjust and adapt to accommodate and try to reach as many of our residents as possible. We need to be able to provide well-intentioned, well-thought-out and broad overview of our town government: how it is shaped, governed and our oversight. In our town, we have several individuals who have dedicated a good part of their lives in their civic duty to this town and we could perhaps enlist them as subject-matter experts or at the least, help us shape this community outreach program.

It would not be the first attempt to develop broad engagement with residents. There are many existing and previous councilors and commissioners who have tried to

make town government accessible. The resounding feedback is that residents simply don't take advantage of the outreach that the town has provided. This is particularly felt around budget referendum season - there are always an alarming amount of residents who are enraged about the perceived lack of transparency with the process, even though the process is a year's long one with numerous methods of communication and many steps taken throughout the process. Voter turnout also suggests that residents do not prioritize town business.

Our residents are our assets and are those that we serve within the confines of the legal and regulatory parameters which are mostly unknown to the public at large, despite the very public nature of our governance. Still - and despite - it is in the town's best interest to continuously strive to create an informed public. We need to foster a sense of community and engagement and create stakeholders and enrich our processes and the solutions to our town's very unique (and not so unique) complex problems. Our residents in return can confidently engage in town governance in a meaningful, productive way.

With that said, I submit a recommendation to create a temporary committee/commission structured similarly as the Committee to Review the Budget Process. This committee can invest in and research the viability and execution of the following:

**PURPOSE:**

To provide for our residents an opportunity to become more knowledgeable and involved in local town

governance by holding workshop(s). The substance of this workshop(s) would provide for a high level overview of how our town government works, focusing on the process and the parties/commissions and their functions, including but not limited to:

1. State of CT General Statutes
2. Town of Ledyard Charter and Ordinances.
3. Town of Ledyard Commissions - Rules and Regulations: overview of each, what functions they perform, how they perform them, who is involved, how to be involved, etc.
4. Special Meetings: key stakeholders, requirements, purpose and process
5. Public Hearings: key stakeholders, requirements, purpose and process
6. Town Budgets: key stakeholders, requirements, purpose and process

METHOD(s):

1. In person presentations at Town Hall Annex and via zoom.
- 2 Pre-recorded and uploaded to town website.
3. Provide handouts/info with pertinent links, contacts, etc
4. Each town commission, at each monthly meeting will promote the workshops and date of the workshops and encourage resident involvement.
5. The workshops/video are to be promoted on the official Town Website, social media, and text alert, along with registration link and info.
6. Other

It is my hope that we can foster improved community engagement and accountability while strengthening and



reinforcing the integrity of our town government, in all its forms.

Thank you for your time and consideration on this matter!

Respectfully submitted,

Beth Ribe

Sent from my iPad



Chairman John Rodolico

# TOWN OF LEDYARD CONNECTICUT RETIREMENT BOARD

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3220

August 20, 2024

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

Dear Mayor Allyn:

At its Regular Meeting held on August 20, 2024, the Retirement Board took the following actions.

- Approved a monthly retirement benefit for Karen Goetchius in the amount of \$3,207.60 as of September 1, 2024, payable in the normal form of a Modified Cash Refund Annuity based on her service and earnings through this retirement date.
- Approved a monthly retirement benefit for Mark Yuells in the amount of \$1,308.30 as of September 1, 2024, payable in the normal form of a Modified Cash Refund Annuity based on his service and earnings through this retirement date.
- Approved payment of USI invoice # 90097419, dated June 30, 2024, for Karen Goetchius Benefit Calculation in the amount of \$400.00 and Core Installment Fee/Actuarial Services in the amount of \$2,900.00, for a total of \$3,300.00.

Respectfully submitted,

Christina Hostetler  
Town Hall Assistant

cc: Director of Finance  
Director of Human Resources  
Treasurer  
Town Council

## Roxanne Maher

---

**From:** Anne Roberts-Pierson <ar-pierson@att.net>  
**Sent:** Tuesday, August 20, 2024 8:42 PM  
**To:** Elizabeth Burdick  
**Cc:** Town Council Group; Alex Samalot; Anna Wynn; Fred Allyn, III  
**Subject:** Re: Retention of experts for 3rd GFI quarry application ?

Liz,  
Thank you for sharing this courtesy copy of your staff report that will be posted on the Town website tomorrow as an exhibit to the 3rd iteration of P/Z quarry application. I am sure all the folks who reached out to you requesting the retention of experts will be glad to see it there.

While we await the retention of said experts for the Town, and I look forward to perhaps seeing your next staff report about which experts have been retained for the Town, I do have a question.

Will these experts retained for the Town be simply submitting their reports to you electronically for posting or will they also be presenting their findings for the Town in person at the various sessions of the public hearing that will start on September 12, 2024 ?

Yours sincerely,  
Anne Roberts-Pierson

On Tuesday, August 20, 2024 at 05:49:22 PM EDT, Elizabeth Burdick <planner@ledyardct.org> wrote:

8/20/24 Good afternoon, Anne, I advised you that I would complete my staff report regarding experts by Monday or Tuesday and I have done so. My day ends well after my staff leaves and so it will be posted on the website tomorrow. As a courtesy I have attached a copy to this email. It should be noted that this is a complex application that requires qualified firms/professionals with expertise in multiple disciplines making retention of experts a time consuming & challenging endeavor. Thank you for your understanding and patience.

Regards,

***Liz Burdick***

Director of Land Use & Planning

Town of Ledyard

741 Colonel Ledyard Highway, Ledyard, CT 06339

Telephone: (860) 464-3215 ~ Email: [planner@ledyardct.org](mailto:planner@ledyardct.org)

TOWN HALL HOURS: MON-THURS, 7:30AM – 4:45PM

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**From:** Anne Roberts-Pierson <ar-pierson@att.net>

**Sent:** Tuesday, August 20, 2024 5:28 PM

**To:** Elizabeth Burdick <planner@ledyardct.org>

**Cc:** Town Council Group <TownCouncil@ledyardct.org>; Alex Samalot <zoning.official@ledyardct.org>; Anna Wynn <land.use.asst@ledyardct.org>

**Subject:** Retention of experts for 3rd GFI quarry application ?

Dear Liz,

Have I missed your staff report updating any progress regarding retention of experts for the Town of Ledyard, paid for by the applicant, GFI, for review of the 3rd quarry application in front of the Planning and Zoning Commission ?

Last week, you said that notwithstanding any unforeseen delays, you were hoping to post a staff report updating any progress in this regard. You indicated Aug 19 or Aug 20 might be when this report could be seen.

I have checked the quarry application "file" as it were, last found on the P/Z agenda for August 8, 2024.

Should I be looking elsewhere ?

To note: my original written request on this matter is dated July 16, 2024. We are now August 20, 2024.

The public hearing on this application begins on September 12, 2024.

Thank you for any information you may have to share on this request.

Yours sincerely,

Anne Roberts-Pierson

4 Anderson Drive

Gales Ferry, CT 06335

869-464-8101

## Roxanne Maher

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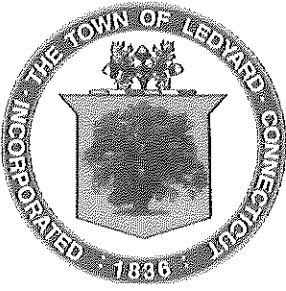
**From:** Anne Roberts-Pierson <ar-pierson@att.net>  
**Sent:** Thursday, August 22, 2024 11:50 AM  
**To:** Elizabeth Burdick  
**Cc:** Town Council Group; Anna Wynn  
**Subject:** Posting of staff memorandum for the record #2 ?

Liz,  
I am looking at the P/Z agenda for this evening, 8-22-24, and the Old Business section has the quarry application listed but I do not yet see the exhibit for your **staff memorandum for the record #2**, the document that you sent me a courtesy copy of on Tuesday night.

Am I looking in the right place ? Perhaps this will be posted today and the agenda amended for tonight ?

Thanks for any clarification.

Anne Roberts-Pierson



# TOWN OF LEDYARD CONNECTICUT OFFICE OF THE MAYOR

Fred B. Allyn III  
Mayor

Kristen Chapman  
Executive Assistant to the Mayor

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3222  
FAX (860) 464-1126

August 8, 2024

Micheal Cherry  
5 Whippoorwill Drive  
Gales Ferry, CT 06335

Dear Mr. Cherry:

It is my pleasure to appoint you as a regular member of the Economic Development Commission, to complete a three-year term ending September 1, 2025 to fill a vacancy left by Mr. Vince Whittle.

As you are aware, the Town's Meeting Portal (InSite) will aid you in preparation for the Economic Development Commission meetings by providing materials and supporting documentation, daily 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 Economic Development 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.

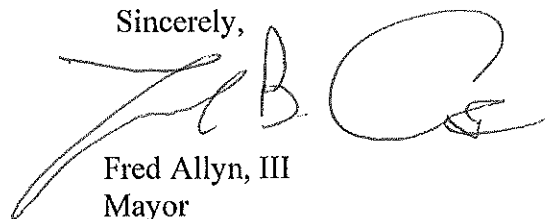
It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible. Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

I would like to take this opportunity to thank you for your willingness to volunteer for this board and for helping to make the Town of Ledyard a better place to live.

Please do not hesitate to contact me if there are any issues that you would like to discuss.

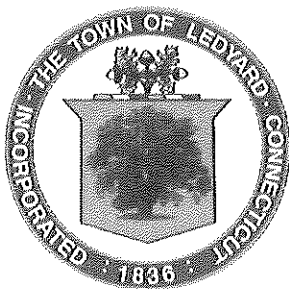
*Much appreciated  
Mike!*

Sincerely,



Fred Allyn, III  
Mayor

cc: Town Clerk  
Town Council  
Economic Development Commission



**TOWN OF LEDYARD  
CONNECTICUT  
OFFICE OF THE MAYOR**

Fred B. Allyn III  
Mayor

Kristen Chapman  
Executive Assistant to the Mayor

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3222  
FAX (860) 464-1126

August 27, 2024

Michael Dreimiller  
37 Norman Drive  
Gales Ferry, CT 06335

Dear Mr. Dreimiller:

It is my pleasure to reappoint you as a regular member of the Economic Development Commission, to complete a three-year term ending September 1, 2027.

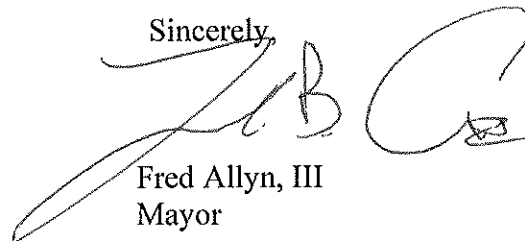
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I would like to take this opportunity to thank you for your continuing willingness to volunteer for this commission and for helping to make the Town of Ledyard a better place to live.

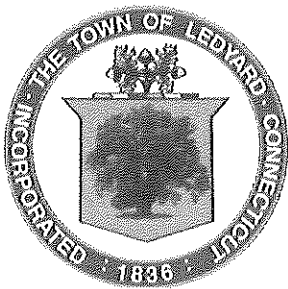
Please do not hesitate to contact me if there are any issues that you would like to discuss.

Sincerely,



Fred Allyn, III  
Mayor

cc: Town Clerk  
Town Council  
Economic Development Commission



**TOWN OF LEDYARD  
CONNECTICUT  
OFFICE OF THE MAYOR**

Fred B. Allyn III  
Mayor

Kristen Chapman  
Executive Assistant to the Mayor

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3222  
FAX (860) 464-1126

August 27, 2024

Carol Schneider  
101 Inchcliffe Drive  
Gales Ferry, CT 06335

Dear Ms. Schneider:

It is my pleasure to reappoint you as a regular member of the Economic Development Commission, to complete a three-year term ending September 1, 2027.

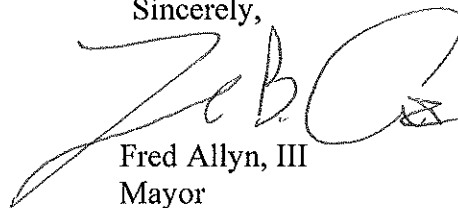
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Please do not hesitate to contact me if there are any issues that you would like to discuss.

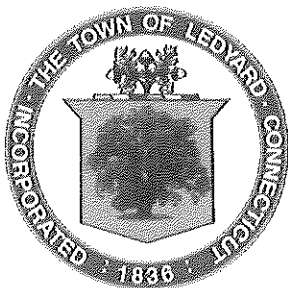
Sincerely,



Fred Allyn, III  
Mayor

cc: Town Clerk  
Town Council  
Economic Development Commission





**TOWN OF LEDYARD  
CONNECTICUT  
OFFICE OF THE MAYOR**

Fred B. Allyn III  
Mayor

Kristen Chapman  
Executive Assistant to the Mayor

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1551  
(860) 464-3222  
FAX (860) 464-1126

August 27, 2024

John Vincent  
19 Friar Tuck Drive  
Gales Ferry, CT 06335

Dear Mr. Vincent:

It is my pleasure to reappoint you as a regular member of the Economic Development Commission, to complete a three-year term ending September 1, 2027.

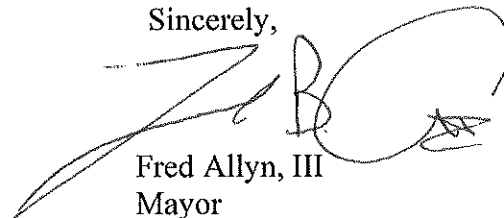
As you are aware, the Town's Meeting Portal (InSite) will aid you in preparation for the Economic Development Commission meetings by providing materials and supporting documentation, daily and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Economic Development 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.

I would like to take this opportunity to thank you for your continuing willingness to volunteer for this commission and for helping to make the Town of Ledyard a better place to live.

Please do not hesitate to contact me if there are any issues that you would like to discuss.

Sincerely,



Fred Allyn, III  
Mayor

cc: Town Clerk  
Town Council  
Economic Development Commission



# 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:

[wpca.ledyard@ledyardct.org](mailto:wpca.ledyard@ledyardct.org)

August 29, 2024

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

Dear Mayor Allyn:

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

- Approved payment to Groton Utilities invoice #0024190, dated July 31, 2024, in the amount of \$1,201.86, for lead inventory.
- Approved payment to Ti-Sales invoice #INV0174094, dated August 12, 2024, in the amount of \$361.67, for Neptune meter purchase.
- Approved a recommendation for Town Council approval of the preliminary Weston and Sampson Amendment 4 Rt. 117 design subject to availability of funding.
- Approved a recommendation for Town Council approval of the preliminary Weston and Sampson Amendment 3 Rt. 117 design subject to availability of funding after funding Amendment 4.

Respectfully submitted,

Christina Hostetler  
Town Hall Assistant

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

## Roxanne Maher

---

**From:** Cronin, Brian J <Brian.J.Cronin@pfizer.com>  
**Sent:** Tuesday, September 3, 2024 2:09 PM  
**To:** Town Council Group  
**Cc:** Jen Smith; 'John Bolduc'; Barbara Candler; Elizabeth Rumery; Ellin Grenger; Peter Diette; Ralph Hightower; 'Rolf Racich'; 'Rebecca Nash'  
**Subject:** Brian Cronin Library Commission Resignation

Some people who received this message don't often get email from brian.j.cronin@pfizer.com. [Learn why this is important](#)

To the Ledyard Town Council,

I am writing to inform the Town Council of Ledyard that I am not longer able to represent the town on the Library Commission. Changes in my responsibilities at work and at home have made it difficult for me to manage all my obligations. I regret that my participation in Library Commission is one of the obligations I need to step away from. Please accept my resignation from Town of Ledyard Library Commission effective today.

It has been a privilege and an honor to represent the town and to work with such a dedicated group of people in support of our Library over the years. I am proud to have seen our library evolve and meet the needs of our community through years of challenges, pandemics and constant technological advancements not withstanding. Over the years I have been on the Library Commission, one thing that remained constant and was a source of fulfillment for me, was the unified commitment to the importance of maintaining a town library that is accessible and useful to our community.

Libraries, like schools, museums and galleries enrich the communities they are a part of in ways that are sometimes hard to quantify and often underestimated or even overlooked when budgets are tight. I have faith that the library is in good hands with our new director and that the current commission will continue to advocate the importance of maintaining the library as an oasis of knowledge, opportunity and resources that provide the foundations for endless possibilities to our community now and into the future.

Sincerely  
Brian Cronin  
12 Erin's Way  
Ledyard, CT

Rebecca Nash  
8 Osprey Drive  
Gales Ferry CT 06335

September 3, 2024

Attn: Ledyard Town Council  
CC: Mayor Fred Allyn, Library Director Jen Smith and Commission Chair John Bolduc  
Sent via email

I am writing to confirm my decision not to be reappointed to the Ledyard Library Commission when my term ends on November 7. During my twenty years of service to the commission, I have had the privilege to work with countless other dedicated commission members and I have appreciated their support, mentorship and friendship.

In addition to being a commission member, I have served as recording secretary, vice chair and chair. My four years as chair included some truly challenging times for the library – staff layoffs, a global pandemic and a transition in leadership for the library. I am proud to have led the commission through those times and to have helped the library come out even stronger.

Serving with Gale Bradbury during half of her 40 year tenure was a true pleasure. Similarly, I am thrilled to have been part of the hiring process that brought Jen Smith to Ledyard Library. I feel confident stepping away from the commission at this time knowing that the library is in such good hands. Similarly, the commission itself is a great blend of newer and more seasoned members who will continue to thoughtfully advocate for and support the library's mission.

My last meeting with the commission will be October 21, 2024 and I will step down November 7, 2024 when my term expires. My connection with the library will continue, as it has since I first moved to Ledyard and was greeted by name on my second visit to the library. I remain grateful to the Ledyard Library staff and volunteers who continue to make the library a vibrant heart of our community.

With my continued good wishes,

*Rebecca*

Rebecca Nash



## MEMORANDUM

TO: Fred B. Allyn, III, Mayor, Town of Ledyard

FROM: Matt Ritter and/or Dori Pagé Antonetti

RE: Municipal Displays of Flags and the First Amendment

DATE: September 10, 2024

---

You recently shared that the Town of Ledyard (“Town”) currently flies only the United States, State of Connecticut, and military flags on Town flagpoles, and that the Town Council is considering whether to adopt an ordinance regarding the flying of flags on Town property. You asked for legal advice regarding flag-flying policies and the legal issues regarding same.

### **I. BACKGROUND**

It is our understanding that the Town currently does not maintain a written policy or ordinance regarding flag flying but has consistently and uniformly permitted only the United States, State of Connecticut, and military flags (“Official Flags”) to be flown on Town flagpoles (“Town Flagpoles”). Recently, the Town received requests that the Town also raise affinity flags. It is our further understanding that the Town is still considering these requests, and as part of the process, the Town’s Administration Committee has the following item on its September 11, 2024 agenda: “Discussion and possible action to draft an Ordinance regarding the raising of Unofficial-Third-Party Flags on Town Property.”

### **II. MUNICIPAL FLAG-FLYING**

As a threshold matter, given its current and longstanding practice, the Town has no legal obligation to fly any “unofficial third party flags” on Town Flagpoles. Therefore, the question is whether the Town wishes to permit flags other than the Official Flags to be flown on Town Flagpoles.

If the Town wishes to fly flags other than the Official Flags, it may choose to do so in either of two ways: (1) as government speech (in which case the flags are no longer unofficial third party flags, but express the views of the government on a particular matter), or (2) as private speech (in which case the flags represent private views but are allowed to be flown in a forum that has been opened for that purpose). If flags are flown as government speech, then the Town can choose what flags to fly, and what flags not to fly; in other words, the Town could refuse a flag based on its viewpoint. If, however, the Town creates a limited public forum for

private expression, then the government is constrained by the First Amendment. *See Amer. Italian Women v. City of New Haven*, 2022 WL 1912853, and \*8 (D. Conn. 2022).

In *Shurtleff v. City of Boston, Mass. et al.*, 596 U.S. 243 (2022), the United States Supreme Court recently considered the issue of flag-flying pursuant to a government-sponsored program. On City Hall Plaza, the City of Boston hoisted flags on three flagpoles: (1) the American flag, (2) the Commonwealth of Massachusetts flag, and (3) (usually) the City of Boston's flag. The City also allowed groups to hold ceremonies on the plaza, during which groups were permitted to hoist their own flag (rather than the City of Boston flag) on the third flagpole. Over a twelve-year period, the City of Boston permitted the flying of fifty unique flags in almost 300 different ceremonies. However, it refused the request of a group to fly the "Christian Flag." When the group making the request sued, alleging a violation of its First Amendment rights, the City defended its actions on the basis that its decisions as to what flags would fly above City Hall constituted government speech. If the City was successful in making this argument, the City would be within its rights to prohibit certain flags based on their viewpoint.

In analyzing the City's argument, the Court clarified the scope of "government speech". As explained by the Court, the First Amendment does not prohibit the government from declining to express a view. "When the government wishes to state an opinion, to speak for the community, to formulate policies, or to implement programs, it naturally chooses what to say and what not to say." *Id.* at 251. The Court also noted that "the line between government speech and private expression can blur when ... a government invites the people to participate in a program." *Id.* at 252. In reviewing such speech, the Court noted that there must be a fact-specific inquiry to determine whether the government is speaking for itself or creating a forum for private speech. *See id.* This inquiry involves an examination of: (1) the history of the expression at issue (here, flag flying on a government plaza as part of a flag-flying program); (2) whether the public would tend to view the speech as attributable to the government or a private citizen/organization; and (3) the extent to which the government controlled the flag flying and shaped the messages being sent.

After reviewing these factors, the Court found that the first two were non-dispositive, but as to the third, the City did not engage in any meaningful consideration of the various requests to fly flags until the petitioner's request. Indeed, the City had no "meaningful involvement in the selection of flags or the crafting of their messages," and therefore the Court rejected the claim that the flags permitted to fly over City Hall should be considered government speech. Instead, the practice of permitting various flags to fly over City Hall was considered a limited public forum, and the Court concluded that the City violated the First Amendment, and engaged in impermissible viewpoint discrimination, by refusing to allow the petitioner to access to that forum and fly its "Christian Flag."

This case provides helpful guidance in evaluating three options that the Town may consider as related to flag flying on Town Flagpoles: (1) maintain the Town's current approach of flying only Official Flags as government speech, (2) allow additional flags to be flown as government speech, or (3) create a limited public forum and allow citizens to fly flags as an

expressions of their private speech. Each of these options involves different legal considerations and practical concerns, and we address each in turn below.

### **III. OPTIONS FOR CONSIDERATION**

#### **A. Option One: Maintain Current Approach and Display Only Official Government (U.S., State, and Military) Flags**

The government (here, the Town of Ledyard) has the right to express its views on a particular matter and engage in government speech. Courts have held that government speech that expresses the view of government officials on particular topics does not create a limited forum for other speech.

As noted above, our understanding is that the Town currently does not maintain a written policy or ordinance regarding flag flying but has consistently and uniformly permitted only the Official Flags to be flown on Town Flagpoles. Consistent with the First Amendment, the Town may continue with this practice and deny requests by other organizations to fly flags on Town property.

This approach offers little legal exposure, as long as it is consistently and uniformly followed. In light of *Shurtleff*, however, if the Town wishes to maintain this approach, it may wish to adopt a resolution or ordinance to make clear that only the Official Flags will be flown on Town Flagpoles, and that the Town Flagpoles are in no way intended as a forum for speech.

#### **B. Option Two: Allow Additional Flag(s) to be Flown as Government Speech and Display Only Those Flags Selected by the Town**

The Town may choose to adopt an ordinance or pass a resolution that identifies the Official Flags – and other flags identified by the Town -- to be flown on Town Flagpoles as government speech. If the Town decides to pursue this approach, the Town is well advised, in light of *Shurtleff*, to ensure that it engage in meaningful consideration and active control of any flags proposed to be flown on Town property. These options are recommended for two reasons: (1) to ensure that no limited public forum (as discussed below) is inadvertently created, and (2) to ensure that the Town wishes to endorse each flag approved to be flown as its own speech.

If the Town wishes to pursue this approach, it should consider whether it will adopt an ordinance or resolution identifying, at the outset, the flags that will be flown as government speech or whether it will establish a policy and process for determining whether and how flags will be considered for approval as government speech. Such policy and procedure would need to be carefully written, and consistently implemented, to ensure that the Town engaged in meaningful consideration and active control of which flags were approved, lest it inadvertently open up a forum for other speech (in which case the limited public forum analysis, below, would apply).

This approach would allow the Town to express messages in a symbolic way. Practically, however, this approach raises a number of considerations, including but not limited

to: (1) the possibility that the process of determining whether certain flags should be flown as an expression of the government's views could, in and of itself, become divisive and/or consume Town resources and attention;<sup>1</sup> (2) whether and what types of restrictions and guidelines would be in place for flags other than the Official Flags (*e.g.*, size, quality, duration of display, etc.); and (3) how requests would be processed and approved by the Town.

### **C. Option Three: Create a Limited Public Forum by Allowing Citizens to Fly Flags on Town Flagpoles as Private Speech**

The Town may choose to create a limited public forum and allow outside organizations to fly flags in order to express their own private speech. In such instance, the First Amendment would prohibit the Town from discriminating against citizen speakers based on their viewpoint, including religious viewpoint, and may prohibit the Town from excluding certain classes of speech. *Rosenberger v. Rector and Visitors of Univ. of Virginia*, 515 U.S. 819 (1995) (“Once it has opened a limited forum, however, the State must respect the lawful boundaries it has itself set. The State may not exclude speech where its distinction is not “reasonable in light of the purpose served by the forum,” nor may it discriminate against speech on the basis of its viewpoint.”) (further citations omitted).

When considering this option, the Town is advised to be mindful that individuals and organizations may request a wide variety of viewpoints and perspectives to be placed on display on the Town Flagpoles, and determining whether and when any restrictions could lawfully be implemented could be time-consuming, disruptive, and costly.

\* \* \*

We hope that this analysis is helpful to you. Please let me know whether and how we may be of further assistance as the Town considers these important issues. Thank you.

---

<sup>1</sup> See, *e.g.*, Jane Caffrey, “Dozens speak out amid debate over flying the ‘Thin Blue Line’ flag at Wethersfield town hall” (June 18, 2024), available at <https://www.nbcconnecticut.com/news/local/dozens-speak-out-amid-debate-over-flying-the-thin-blue-line-flag-at-wethersfield-town-hall/3315859/>.



Dear Zoning Board & Town Council Members:

As a resident of Gales Ferry, father of three young children, college professor, and Iraq War veteran (2003-2004), I strongly oppose the application under consideration to permit blasting near Fort Decatur. As others have noted in the previous zoning meeting, there are countless veterans in our town. Of the few houses on our cul de sac, two of my neighbors are also veterans; one with 100% disability due to PTSD, the other a Marine veteran with multiple tours. Our street is a mere mile downriver from the proposed site, and, as we know, sound travels far over the wide and unobstructed space of the Thames River. As an Iraq War Veteran and scholar who has read extensively and published articles on forms of trauma, I can provide special insight into why this will be a problem: why something innocuous to most people, loud explosions, will likely alter the quality of life for myself and for many others.

My own research focuses mainly on how veteran writers of WWI attempted to articulate, grapple with, and understand the then widely misunderstood impacts of extreme trauma. Both the British and American governments had neither the medical framework nor the policies to address and care for men experiencing the paralyzing effects of war. More recently, Hollywood continues to take its cue from WWI, with depictions of veterans as deeply disturbed, thereby reifying a narrowly conceived understanding of PTSD. In reality, most of us are not diving for cover, but our bodies may nonetheless experience chemical changes. Twenty years ago, I spent most of my yearlong deployment in one of Iraq's most deadly cities, Ar Ramadi. In fact, our combat outpost was situated just outside the urban center and experienced mortar attacks on an almost nightly basis. Between incoming rounds and outgoing artillery counter-barrages, most (if not all) of us developed what psychologists call a "conditioned response" that is, certain stimuli can have an associative response. In other words, sensory inputs (i.e. loud noises) are closely associated in the brain with traumatic memory. When I returned home, I experienced what's called hypervigilance—an inability to relax or sleep at times, a sense of always being on the edge, overreactions to aggressive drivers, etc. This often-overlooked aspect of PTSD was probably present in every returning veteran who spent a year or more embedded in a combat environment. Importantly, chemical changes likely lurk beneath the surface of most forms of hypervigilance, such as chronic bouts with acute stress response and hyperarousal, which are marked by elevated cortisol and adrenaline levels as well as spikes in anxiety, heart rate, and blood pressure. While my own experience with hypervigilance has gradually lessened with time, it resurfaces in certain situations. When I hear loud noises (e.g. explosions), even today, I may seem fine on the outside, but my blood pressure, heart rate, and mood certainly change. To put it in frank terms, I feel an irrational, aggressive, teeth grinding, blindingly combative urge to fight. With the proposed blasting right up the river from my porch, should I expect my peaceful weekends to be shattered by noise pollution that brings me back to those days in Ar Ramadi?

It appears Jay Cashman Inc. has no concern for those who sacrificed a great deal for this country. I ask those on the Town Zoning Commission to be more considerate of their veteran neighbors and deny any future blasting in this town. In the very least, hire a wide range of outside consultants at the expense of the applicant to assess the various adverse impacts we face.

As a father of three, I find the proposed blasting plan especially reprehensible. Silica dust, a known carcinogen, is 100 times smaller than a grain of sand, and so, my wife and I worry that our three children (Adelaide 8; Declan 5, and Colette 1.) may one day be on the playground at school, inhaling microscopic particles that become trapped in lung tissue, impeding one's ability to breathe, with long term prognoses like lung cancer, Chronic Obstructive Pulmonary Disease, Kidney Disease, and/or silicosis (CDC). Gales Ferry School, Juliet W. Long, and the middle school are only 1.2 miles from the proposed blasting jobsite. Since silica is 10 micrometers in diameter and can remain airborne for days, will even a gentle northerly breeze of about 5 knots, common on the Thames, carry that material to school grounds? For roughly ten years, we should expect one truck every five minutes to rumble down route 12 right by school property: will the busted and jostling material from those dumps further deliver a perpetual cloud of silica to our children?

The answer to all these questions is "likely," but we don't know yet. If history is our guide, industries have constantly exploited any uncertainty in "the science" to push through their agenda until the ramifications are plainly visible and legislators put measures in place to protect public health, local ecosystems, etc. As many of my neighbors have pointed out in the previous townhall meeting, Cashman Dredging cannot contain all (or likely even most) of the silica dust. Take their lawyer's careful crafting of words, for example. On many occasions, he uttered the word "mitigate." According to the *Oxford English Dictionary*, the term "mitigate" means "to alleviate or give relief from (an illness or symptom, pain, suffering, sorrow, etc.); to lessen the trouble caused by (an evil or...)" ("mitigate" *OED*). In other words, the best and most diligent engineers in the world can only hope to *lessen* exposure, not eliminate it. The air quality, the Thames watershed, local fisheries and wildlife, our community, and our children stand to lose when "mitigation" is the best and only option.

What we do know about silica dust exposure is concerning. According to the California Department of Industrial Relations, 300 workers per year die, thousands are diagnosed, and countless others remain off the estimated record due to mis- and underdiagnosis. While the U.S. requires protection for its workers and exposure limits, several advanced countries are far more stringent on all accounts. Current regulations do not seem to permit a massive quarry at the heart of a residential area, but even so, regulations in general usually provide a minimum safeguard, especially in our nation. Comparatively, U.S. regulations are far from comprehensive and instead offer gaps where the private sector can seek huge profits before the public becomes aware of the risks (e.g. the tobacco industry, oil & gas, the ongoing opioid litigation involving the Sackler family, etc.). The list goes on, and, frankly, the FDA, OSHA, and most regulatory bodies are reactive, not proactive. What's more, current regulations that require exposure limits during 8-hour shifts as well as protective masks are intended to cover workers, not the nearby residents. Our children won't wear protective gear on the playground. Jay Cashman Inc. won't invest millions in detection technologies all over town (assuming they exist). Realistically, we will just wait and see what happens.

For ten years, my wife and I have lived on a ledge overlooking the Thames near the historic Harvard boathouse. Beyond raising three young children, we have busy occupations at our

respective colleges, so we had paid little attention to Cashman's entry into our small town, that is, until we began doing our own research. During casual conversation over dinner, we expressed disappointment that the town missed the opportunity to rezone the area for more advantageous commercial use, not unlike the Mohegan's plans for the old Norwich Hospital grounds. Other towns have been far more strategic than ours, becoming tourist destinations with posh reputations that enrich the town's coffers while making it a highly desirable place to live. When Jay Cashman, Inc.'s dredging company arrived, we shrugged, resigned to the fact that our town likely wouldn't transform itself the way Mystic did fifty years ago. It would take incredible patience, civic leadership, organizing, and federal grant funding to rezone, clean, and repurpose that site. But the alternative is grim: Jay Cashman Inc. has gradually revealed its true intentions for purchasing the old Dow Chemical grounds in recent weeks. Frankly, we were surprised, if not appalled, that someone would blast and sell off 40 acres of the historic Mount Decatur site. And it didn't add up: the earnings from that material seemed slender compared to the multiple, multi-million-dollar contracts Jay Cashman Inc. manages each year. Then, at the last town meeting, Jay Cashman Inc. laid all the cards on the table during their lawyer's closing argument in which he pitched expanding the footprint (from 10 to about 50 acres, I assume) for expansive industrial use, opening the door to more industries, more applications, and, ultimately, unchecked industrial creep that would prohibit the town from any future plans of reimagining that area of town as a commercial waterfront destination. While the taxes are high in Gales Ferry, we would never trade our idyllic town and our home's panoramic view of the Thames for an industrial polluter and eyesore that may one day rival the Electric Boat stretch of the Sound in Groton. Would residents of Groton Long Point, Noank, Black Point, Lord's Point, or Stonington Borough allow this in their beautiful shoreline communities?

Even if Gales Ferry/Ledyard community members stand shoulder-to-shoulder in opposition, I remain concerned that Cashman, who is a multi-millionaire with deep pockets and a reputation for walking over small towns, will stay the course and eventually obtain whatever he wants. For nearly a decade, residents of Brockton, Massachusetts unanimously opposed the development of a power plant. In an interview, Cashman, who became a substantial partner in Brockton Power Co. LLC, disclosed his plans to push through his agenda with advertising, personal PR appearances, and a 68-million-dollar lawsuit that alleges his proposal wasn't given due process.<sup>1</sup> To put this plainly, Brockton elected 11 town councilors, 10 of whom voted against the project, but democratically elected officials and the voice of the people matter little when the other team has enormous financial resources. In fact, Jay Cashman Inc. is no stranger to leveraging their financial advantages in court to earn even more money. The company was jointly awarded \$183 million in 2014 after suing the Massachusetts Transportation Department for "escalating costs" during Boston's "Big Dig," a 15-billion-dollar infrastructure project.<sup>2</sup> In 2019, a Massachusetts jury awarded his company another \$21.3 million in a lawsuit against the Massachusetts Clean Energy Center because they had encountered a boulder when dredging and demanded more compensation on top of the \$113 million dollar project.

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<sup>1</sup> [Quincy developer Jay Cashman enters Brockton power plant fight \(patriotledger.com\)](https://patriotledger.com/quincy-developer-jay-cashman-enters-brockton-power-plant-fight/)

<sup>2</sup> [Joint Venture Recovers \\$183 million in Big Dig's Final Lawsuit - Hinckley Allen](https://www.bostonherald.com/2019/07/11/joint-venture-recovers-183-million-in-big-digs-final-lawsuit-hinckley-allen/)

Jay Cashman, Inc. has a reputation for disregarding regulations, willing to pay tens of thousands of dollars in fines when the company is estimated to have an **annual revenue of \$300 million.** Here is a brief sample of Cashman's fines: In 2010, the company was fined \$50, 000 on multiple violations of the Ocean Dumping Act, including being caught dumping sediment in Beverly Harbor. According to the EPA, the company illegally dumped sediment on 28 occasions, effectively damaging important fisheries habitat and a vital cornerstone of the ecosystem, eelgrass.<sup>3</sup> The Occupational Health and Safety Administration also levied fines against Cashman for not properly securing its cranes to barges. \$85, 000 of the \$191,000 fine was for repeat offenses.<sup>4</sup> Jay Cashman, Inc.'s disregard for safety and environmental regulations is a pattern, not a one-off accident. Again, we cannot assume regulations will deter any company with a penchant to take shortcuts for the sake of faster profits. Expect this to happen in our community in the near future.

My purpose here is to profile a powerful, ultra-wealthy, and out-of-touch company with no regard for the communities it damages. The abovementioned fines and regulatory agencies as well as the small towns that voice opposition are perhaps mere nuisances to man who can afford to spend over \$30 million of his own personal wealth renovating a castle in County Kildare, Ireland into a luxury hotel. After paying a genealogist to lay some claim on Irish lineage, Cashman appears to have exploited Ireland's economic hard times by purchasing Kilkea Castle in Castledermot from a family that had owned it for 800 years. In Ireland, Cashman feels welcome, admitting that "I've been involved in a lot of controversial projects, so I'm just used to a kind of 'unwelcomeness' sometimes; it's just part of what I do," he said. "Here? I'm the most liked person in town. I've never done anything where the people have been so grateful." In a PR profile published on the hotel's webpage, Cashman marvels that "we were Irish peasants here." Come winter, the Cashman's of today can now hunker down in their castle for Christmas, surrounded by their paid and agreeable Irish help as well as amenities such as "falconry, skeet shooting, and a variety of tailored spa treatments." Once a month, Jay and Christy cross the Atlantic to return to their castle sanctuary for a week, where they can partake in "equestrian excursions" through the 180-acres of their "lush woodland." While Christy roams through her "rose-filled gardens," my children may one day breathe in the toxic dust that adds another \$4 to 6 million dollars to their family's enormous assets. While Jay tee's off on his "world-class" golf course, my neighbors will hear the constant crushing of boulders, contend with an estimated 500 hundred trucks per week on the busy (and occasionally fatal) route 12, and settle into quiet despair as their property value plummets.<sup>5</sup>

For the record, my wife and I oppose blasting and any application Jay Cashman, Inc. submits or attempts to litigate and push through the zoning commission and town council. We believe it's in our town's best interest to limit the scope of any industrial expansion beyond Cashman's current dredging operations. Preventing an expanded footprint that will result from blasting is our only recourse to "mitigate" further industrialization. We also advise town leadership to hire lawyers

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<sup>3</sup> [Dredging of rivers leads to \\$50K fine against firm | Local News | salemnews.com](#)

<sup>4</sup> [EPA hits Quincy's Cashman Dredging with \\$185,000 fine \(patriotledger.com\) OSHA fines contractor \\$191,000 after accident \(southcoasttoday.com\)](#)

<sup>5</sup> [Boston developer turns old Irish castle into posh hotel - Kilkea Castle Estate & Golf Club](#)

and proceed with the utmost care when dealing with this organization. A man who runs away from angry neighbors to hide in a castle may fancy himself a king. And kings don't take kindly to "peasants" who say no.

Sincerely,

Christopher J. La Casse, Ph.D. (local peasant of 10 Mull Berry Dr.)

Meghan La Casse, 10 Mull Berry Dr., Gales Ferry

Danielle La Casse, 5 Parkwood, Gales Ferry

Todd & April Startz, 9 Mull Berry Dr., Gales Ferry

Todd Rice, 12 Mull Berry Dr., Gales Ferry





[Boston developer turns old Irish castle into posh hotel - Kilkea Castle Estate & Golf Club](#)

September 10, 2024

To: Liz Burdick, Director of Ledyard Land Use & Planning

Tony Capon, Chairman, Ledyard Planning & Zoning Commission

741 Colonel Ledyard Highway, Ledyard, CT 06339

Re: Conflicts of Interest necessitating recusals, two requests

Dear Ms. Burdick and Mr. Capon,

I write to specifically request that Ledyard Planning & Zoning Commissioner Mr. Paul Whitescarver recuse himself completely from the administration of Gales Ferry Intermodal (GFI) P/Z application PZ#24-8SUP and PZ#24-9CAM regarding the proposed excavation and processing of aggregate at 1731 and 1761 CT Rte 12 (Mount Decatur).

Mr. Whitescarver has a conflict of interest here in that he serves as the paid Executive Director of the Southeastern CT Enterprise Region (seCTer) which advocates for offshore wind development. Mr. Whitescarver is also Board Secretary of the new regional non-profit Connecticut Wind Collaborative which is tasked with working with the government, industry, labor, and academia, along with neighboring states, to help drive offshore wind toward becoming a major economic driver in the state.

It is generally understood that GFI plans to excavate and sell large quantities of gravel and aggregate which make up Mount Decatur to the offshore wind industry and elsewhere. Under state statute Mr. Whitescarver is ineligible to participate in this P/Z decision. Please visit CGS 8-21 and Section 6 Conflicts of Interest in Ledyard's Town Charter.

As well, I would like to request that land use attorney, Robert Avena, and the entire firm of Suisman Shapiro, recuse themselves from representing the Ledyard Planning & Zoning Commission during the hearings and deliberations of Gales Ferry Intermodal proposed quarry application as well as from the IWWC/P&Z applications for project(s) proposed by C.R. Klewin LLC and Sweet Hill Acres LLC.

This request is based on my understanding that Suisman Shapiro Attorneys-at-Law based in New London, CT act as an agent for the Connecticut Wind Collaborative of which P/Z Commissioner Whitescarver serves as a Board director. Suisman Shapiro also acts as an agent for Avalonia Land Conservancy who is an abutter to Sweet Hill Farm where an application is currently in play before the Ledyard Inland Wetlands & Watercourses Commission.

Thank you all for your attention in this matter.

Yours Sincerely,

Anne T. Roberts-Pierson, 4 Anderson Drive, Gales Ferry, CT 06335



## Roxanne Maher

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**From:** LYNN WILKINSON <lynnwilkinson57@comcast.net>  
**Sent:** Tuesday, September 10, 2024 2:23 PM  
**To:** Elizabeth Burdick; Town Council Group  
**Subject:** Cashman/Gales Ferry Intermodal

Some people who received this message don't often get email from lynnwilkinson57@comcast.net. [Learn why this is important](#)

9/8/2024

Lynn S. Wilkinson  
57Terry Road  
Gales Ferry, CT 06382

Ledyard Planning and Zoning Commissioners  
Liz Burdick, Ledyard Director Land Use and Planning  
Ledyard, CT

Dear Commission and Ms. Burdick,  
I am writing in opposition to the proposal for a quarry in the center of our historic district, with its proximity to homes, schools, and water sources.

I have many concerns, although I will try to limit them to a few here.  
My house is within the one mile radius of the proposed project. From any given room, I can hear the trains, the Sub Base, and the Waterford Speed Bowl. For most a year, I could hear Eversource drilling at the Vinegar Hill / Whalehead intersection, over a mile from me. According to regulations 9.2.C and 9.2.C.3, excess or unreasonable noise would not be permissible. I submit that blasting and rock processing will absolutely impact the noise levels in our area. Even with the proposed hours of operation/blasting, many people in town work second and third shifts.

Regulations 11.3.4.C, 11.3.4.F, and 9.2.C.1 ( and .2, .3 .4 ) all deal with pollution of various types and public health. Is there a 100% guarantee that silica dust will not be released into the air our families breathe? That vibrations from blasting will not affect home foundations? The calcium chloride that is supposed to suppress dust is highly toxic, especially in large concentrations. I respectfully request the commissioners read the following link, and consider how likely it is that there will be zero environmental contamination in this scenario. <https://camachem.com/en/blog/post/hazards-of-calcium-chloride#:~:text=Ingestion%20of%20calcium%20chloride%20can,when%20ingested%20in%20large%20quantities>.

Finally, some questions.

How many barges are expected per day to transport this material ? Who is responsible for their safe operation and material handling ? How much pollution can we expect to emanate from them ?

How long is this quarrying operation expected to last? If it's 7 to 10 years, will that truly have no effect on property values, as asserted by the McCormick study? I would also like to know if the properties referenced in their report were sold during or after the the quarrying was complete, as well is if they were bought by people planning to live there, or people planning to rent them out ....or commercial

interests. If McCormack is not an independent expert, I would respectfully request that the town hire one at the applicant's expense.

Who is going to monitor the levels of noise, vibration, dust, etc. from this operation? Are we relying on Cashman/GFI to self report? If so, who would they report to, and how frequently? Do property owners have to wait for calcium chloride in the groundwater or cracks in foundations to find out there is an issue? Should we wait a decade for a pulmonary or kidney disease diagnosis?

If this application is approved, will it set a precedent for what is allowed in other areas of town, setting up other neighborhoods for the same issues ?

It is all well and good for the applicant to put forth idealized plans, but projects rarely proceed perfectly. Cashman/GFI may be on the hook for penalties if something goes wrong, but the damage will already have been done, and we will have to live with the consequences. Zoning regulation 113.4.F states that "...proposed uses would not cause any unreasonable *pollution, impairment, or destruction of the air, water, and other natural resources of this state.*" I do not believe that the applicant can guarantee compliance with this, or the previously noted regulations. For this reason, I respectfully ask that the application be denied.

Lynn Wilkinson

## Roxanne Maher

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**From:** Anthony Favry <afavry@ledyard.net>  
**Sent:** Tuesday, September 10, 2024 6:31 PM  
**To:** Town Council Group  
**Cc:** BoE Members  
**Subject:** Comprehensive Infrastructure Study

You don't often get email from afavry@ledyard.net. [Learn why this is important](#)

Good Evening Chairman Rodriguez & Councilors,

It was raised at a recent Board Meeting that multi-residential developments were being proposed across Gales Ferry and Ledyard. Depending on the timeline for when these developments are expected to break ground and complete, the general population growth could bring with it strain on the infrastructure within our community, inclusive of our schools.

The Board of Education would like to request of Town Council that a comprehensive infrastructure study be conducted, inclusive of our school facilities, in order to better understand what the projected growth rates are and where there may be investments needed to the facilities supporting our community and students. As you may be aware, space is limited across multiple of our school facilities and any major fluctuations in the student population could put significant strain on our ability to serve students and the faculty and staff the support them. We believe this type of comprehensive analysis is necessary to provide Town Council and the Board of Education with insight that will likely inform recommendations and decisions that will need to be made in the future to support this growth.

We appreciate your consideration of our request

Thank You,  
Anthony Favry  
Chairman, Ledyard Board of Education

## Roxanne Maher

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**From:** Anthony Favry <afavry@ledyard.net>  
**Sent:** Wednesday, September 11, 2024 7:00 AM  
**To:** Town Council Group; town council  
**Cc:** BoE Members  
**Subject:** Temporary Board of Education Membership; PMBC

Good Morning Chairman Rodriguez & Town Councilors,

We understand that the Administrative Committee is meeting tonight and one of the actions on the agenda is regarding Board of Education temporary membership on PMBC. Based on agenda posted, it references that the temporary Board of Education member shall be appointed by Town Council.

It is the understanding of the Board of Education that based on House Bill 5524, which was signed by the Governor this Legislative session and effective 7/1/24, that temporary member of the building committee (PMBC) shall be the School Board Chair or a designee appointed by the Chair. Reference below:

§ 168 — SCHOOL BUILDING COMMITTEE MEMBERSHIP

Requires that school building committees established to undertake a school building project as defined

in Section 10-282 include the school board chair or a designee.

The Board wants to make sure Town Council was aware of this prior to tonight's meeting, especially given that this state requirement impacts state reimbursements for costs associated with school projects.

We appreciate your attention to this matter.

Thank You,  
Anthony Favry  
Chairman, Ledyard Board of Education



# TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

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

Chairman S. Naomi Rodriguez

August 15, 2024

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

Dear Mayor Allyn:

At its Regular Meeting held on August 14, 2024 the Town Council took the following actions:

- Amended the Agenda to add the following two Items:
  - (1) MOTION to authorize the town to proceed with the supplemental engineering services for the Colonel Ledyard Multi-Use Pathway for additional geotechnical services (\$15,300) and additional construction design services (\$15,000) per the August 12, 2024 Weston & Sampson Engineers, Inc. Amendment to Bid No. 2021-03.

In addition, transfer and appropriate American Rescue Plan Act (ARPA) funding in the total amount of \$30,300 for said purpose. Source of ARPA funding transfer to be determined.

  - (2) MOTION to appropriate \$90,888 to the Child and Family Agency to provide Clinicians at the Gales Ferry School and Juliet W. Long School for one year, from the American Rescue Plan Act (ARPA) Funding designated for Youth Mental Health Clinicians.
- Set a Hybrid (In-Person & Video Conference) Public Hearing date on September 11, 2024, at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding the following:
  - ✓ Proposed “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*” as presented in the draft dated May 14, 2024.
  - ✓ Proposed amendments to Ordinance #100-011 “*An Ordinance Establishing ~~A Youth &~~ Social Services Board For the Town of Ledyard*” as presented in the draft dated June 4, 2024.
- Added Courville’s Garage to the Fiscal Year 2024-2025 Standing Bid Waiver List.

- Transfer additional revenues received for Fiscal Year 2023/2024 as follows:
  - \$39,502 received from the ASTE Program to Account #22570101 (BOE ASTE CNR) to be used as requested in the Board of Education's email dated August 8, 2024 as follows.
    - ✓ \$27,000 Ag Classroom multimedia equipment and interactive projector replacements
    - ✓ \$12,500 Update to the lightening system in the classrooms to LED
  - \$304,635 received from Impact Aid to Account #22570101 (BOE CNR Reserve Fund) to be used for the following in accordance with the Board of Education's Fiscal Year 2024/2025 Capital Improvement Plan (CIP):
    - ✓ \$210,000 Ledyard High School Existing Elevator Replacement
    - ✓ \$73,300 Gallup Hill School Recommissioning
    - ✓ \$21,335 Juliet W. Long School-Gales Ferry School Playground
- Granted a bid waiver to Vision Government Solutions in the amount of \$257,000 for Revaluation Services. due to receiving fewer than the required three bids in response to Bid 2024-04 (Revaluation) in accordance with Ordinance #200-001 (rev 1) "*An Ordinance for Purchasing*".
- Appropriated from the receipt of sales of vehicles through GovDeals in the total amount of \$7,250 to the following capital accounts:
  - ✓ \$2,575 to Public Works Small Trucks (21040101-57313);
  - ✓ \$3,610 to Pooled Vehicles (21040101-57315);
  - ✓ \$1,065 to Building Upgrade Reserve (21040111-58240).
- Approved the purchase of a new Elgin Pelican Sweeper through the Sourcewell Lease/Purchase provider over a term of five (5) years at \$66,467.49 per year.
- Approved the following Salary Adjustments effective July 1, 2024:
  - ✓ \$80,217 Account #1010101-51602 (Administrative Assistant)
  - ✓ \$56,952 Account #1010201-51607 (Executive Assistant)

In addition, authorized retroactive payments in the total amount of \$2,692; and appropriate \$20,000 from #Account 10110107-56100 (Undesignated) to the respective accounts.

- Appropriated \$3,000 to Account #10114301-51610 (Land Use Supervisors) in connection with \$3,000 received from fines assessed in accordance with Ordinance #300-012 (rev.2) "*An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard*".
- Authorized the town to proceed with the supplemental engineering services for the Colonel Ledyard Multi-Use Pathway for additional geotechnical services (\$15,300) and additional construction design services (\$15,000) per the August 12, 2024 Weston & Sampson Engineers, Inc. amendment to Bid No. 2021-03.

In addition, transferred and appropriated American Rescue Plan Act (ARPA) funding in the total amount of \$30,300 for said purpose. Source of ARPA funding transfer to be determined.

- Appropriated \$90,888 to Child and Family Agency to provide Clinicians at the Gales Ferry School and Juliet W. Long School for one year, from the American Rescue Plan Act (ARPA) Funding designated for Youth Mental Health Clinicians.

The Town Council did not act on the following:

- Discussion and possible action on the MOTION to authorize the town to proceed with the engineering design of sewer mains along Fairway/Colby Drives (\$108,000) and Route 117 (\$137,500), respectively, per Weston & Sampson Engineers, Inc. Bid No. 2021-03 Amendments 3 and 4.

In addition, transfer and appropriate ARPA and/or other funding in the total amount of \$245,500 for said purpose. Source of ARPA funding transfer and other funding to be determined.

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  
Administrator of Emergency Services  
Administrator Human Resources  
Land Use Director  
Public Works Director/Town Engineer  
Tax Assessor  
Waste Water Supervisor  
Water Pollution Control Authority





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)

September 5, 2024

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

Dear Mayor Allyn:

At its Special Meeting held on September 4, 2024 the Town Council took the following actions:

- Entered into executive session to discuss pending litigation regarding Land Use matters.  
  
The executive session included all Town Councilors present, Mayor Allyn, III, and Administrative Assistant Roxanne Maher.
- Appointed the Law Firm of Halloran & Sage LLP; of Hartford, Connecticut, as the Town's Alternate Land Use Attorney.

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: Finance Director  
Treasurer  
Land Use Director/Town Planner





**TOWN OF LEDYARD  
CONNECTICUT  
PERMANENT MUNICIPAL BUILDING COMMITTEE**

741 Colonel Ledyard Hwy  
Ledyard, Connecticut 06339

Chairman  
Gary Schnieder

August 14, 2024

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

Dear Mayor Allyn:

At its Special Meeting held on August 12, 2024, The Permanent Municipal Building Committee took the following actions:

- Approved Silver Petrucelli & Associates Inv #24-870 dated 8.1.2024 in the amount of \$945.00 for Project 22.331 Ledyard-Juliet Long Roof & PV
- Approved Siler Petrucelli & Associates Inv #24-869 dated 8.1.2024 in the amount of \$945.00 for Project 22.331 Ledyard Gales Ferry Roof and PV
- Approved Imperial Company Restoration Contractor, Inc. Payment Application dated 7.31.2024 in the amount of \$113,925.00 for Ledyard BOE Offices Project 24-137
- Approved Imperial Company Restoration Contractor, Inc. Payment Application dated 7.31.2024 in the amount of \$67,239.00 for Project 24-135 Gales Ferry School
- Approved Gold Seal Roofing LLC Application and Certification for Payment dated 7.31.2024 in the amount of \$140,986.33 for Juliet Long School – Roof Replacement and Photovoltaic Project 24-139
- Approved Project Drawings & Specifications as presented by Friar Architecture Inc. and Van Zelm, Haywood & Shadford, Inc. for Juliet Long School State Project #072-001 HVACN
- Approved Friar Architecture Inc. Inv #2023-121A dated 7.31.2024 in the amount of \$67,725.00 for Project 2023-121A - Ledyard - Juliet Long HVAC

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

Respectfully submitted,

Kristen Chapman  
Executive Assistant to the Mayor  
PMBC Support Staff

cc: Town Council, Director of Finance, Director of Facilities - BOE, Silver Petrucelli & Assoc., STV



# TOWN OF LEDYARD CONNECTICUT

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

Chairman S. Naomi Rodriguez

August 15, 2024

Chairman Anthony Favry  
Ledyard Board of Education  
1 Lucienne Way  
Ledyard, Connecticut 06339

Dear Chairman Favry:

Thank you for your August 13, 2024 email in response to the Town Council's July 30, 2024 request for the Board of Education to provide a written Plan on how they would like to use additional revenues that were received for Fiscal Year 2023/2024.

Based on your guidance, at our August 14, 2024 meeting, the Town Council approved to pass through the additional revenues to the Board of Education's Capital Accounts as follows:

- Agri-Science (ASTE) \$39,502 to Account #22570101 (BOE ASTE CNR) to be used as follows:
  - ✓ \$27,000 Agri-Science Classroom multimedia equipment and interactive projector replacements
  - ✓ \$12,500 Update the lightening system in the Agri-Science Classrooms to LED
- Federal Impact Aid \$304,635 to Account #22570101 (BOE CNR Reserve Fund) to be used as follows:
  - ✓ \$210,000 Ledyard High School Existing Elevator Replacement
  - ✓ \$73,300 Gallup Hill School Recommissioning
  - ✓ \$21,335 Juliet W. Long School-Gales Ferry School Playground

The Town Council was pleased that the Board of Education considered some of the initiatives we suggested the funds be used for, as we continue to work together to address critical capital improvements that were requested in the Board of Education's Fiscal Year 2024/2025 Capital Improvement Plan (CIP), but unfortunately were not funded at that time.

We look forward to our concerted efforts to ensure our school facilities and educational programs meet the needs of our students, while also being mindful to make the appropriate decisions regarding the spending of funds on behalf of our taxpayers.

Sincerely,

S. Naomi Rodriguez  
Chairman

cc: Mayor Fred Allyn, III; Superintendent Jason Hartling; Board of Education Members, Finance Director, Treasurer, BOE Director Finance





# TOWN OF LEDYARD CONNECTICUT

71

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

Chairman S. Naomi Rodriguez

August 15, 2024

Chairman Anthony Favry  
Ledyard Board of Education  
1 Lucienne Way  
Ledyard, Connecticut 06339

Dear Chairman Favry:

Recently the Town Council learned that although the State of Connecticut Child and Family Agency provided funding to support the School Based Health Program, which included Mental Health Services, for the upcoming school year (2024/2025) at the High School, Middle School, and Gallup Hill School, that funding was not provided to continue the same level of mental health services at the Gales Ferry School and Juliet W. Long School.

In light of this disparity, and based on the current caseload and wait list for mental health services at the Gales Ferry School and Juliet W. Long School; along with recognizing that mental health services make a difference in children reaching developmental and emotional milestones, as well as help them learn healthy social skills, the Town Council appropriated \$90,888 to the Child and Family Agency to provide Clinicians at the Gales Ferry School and Juliet W. Long School for one year.

The funding to support mental health services at these two elementary schools was being provided from the General Government's American Rescue Plan Act (ARPA) Funding that was designated for Youth Mental Health Clinicians. Therefore, this funding source will not be available going forward to support these important services.

The Town Council encourages the Board of Education to work with our State Delegation to secure adequate funding to equally support the School Based Health Program at all of Ledyard Public Schools in the coming years.

Mentally healthy children have a positive quality of life, function well at home, in school, and in their communities.

Please do not hesitate to contact the Town Council if we can be of any further assistance.

Sincerely,

S. Naomi Rodriguez  
Chairman

cc: Mayor Fred Allyn, III; Superintendent Jason Hartling; Board of Education Members, Finance Director, Treasurer, BOE Director Finance

SNR/rm

*Child & Family Agency – Mental Health Clinicians*



# TOWN OF LEDYARD CONNECTICUT

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

Chairman S. Naomi Rodriguez

DATE: August 15, 2024  
TO: Mayor Fred Allyn, III  
Ledyard Town Councilors  
FROM: Chairman S. Naomi Rodriguez *SNR*  
Re: Assignment of Duties – Chairman Pro-tem

I will be out of town beginning Friday, August 16, 2024 and returning on Sunday, September 1, 2024. Councilor Carmen Garcia-Irizarry is next on the Pro-tem listing and will act in my place during my absence as Chairman Pro tem.

cc: Dispatch  
Chairman BOE

## Roxanne Maher

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**From:** SUSAN JOHNSTON <sailrsu@aol.com>  
**Sent:** Friday, August 16, 2024 9:38 AM  
**To:** Naomi Rodriguez  
**Cc:** Roxanne Maher  
**Subject:** Re: Letter - Noise Ordinance

You don't often get email from sailrsu@aol.com. [Learn why this is important](#)

Hello, I will be able to come to your meeting from 6 to 6:30. I am a musician and I have a rehearsal at 7 o'clock that I cannot miss. Is it possible to put this in the beginning of the agenda so that I can be there when it's talked about and contribute if necessary.

Thank you very much,  
Susan Johnston  
Sent from my iPhone

On Aug 13, 2024, at 12:03 PM, Naomi Rodriguez <NaomiR@ledyardct.org> wrote:

Hello Ms. Johnston,

I have read your letter and I thank you for writing to the Town Council. We truly appreciate to hear from town residents. Regarding your letter referencing a Noise Ordinance, I have forwarded your letter to the Land Use/Planning/Public Works Committee so they can discuss this matter. It will be on their agenda for the September 9, 2024 meeting at 6:00 pm in the Town Hall Annex Council Chambers. I do hope you would attend, if you so choose. Please do not hesitate to contact me if you have any questions. Again, thank you for your letter and your time on this matter.

Respectfully,

Naomi Rodriguez, Chairman  
Ledyard Town Council



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0539

**Agenda Date:** 10/9/2024

**Agenda #:** 1.

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REPORT  
ADMINISTRATION COMMITTEE

**Fiscal Year 2024/202 Report:**  
Administration Committee

**Meeting Action Detail:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0540

**Agenda Date:** 10/9/2024

**Agenda #:** 2.

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REPORT  
COMMUNITY RELATIONS COMMITTEE

**Fiscal Year 2024/2025 Report:**

Community Relations Committee for Diversity, Equity, & Inclusion

**Meeting Action Detail:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0541

**Agenda Date:** 10/9/2024

**Agenda #:** 3.

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REPORT  
FINANCE COMMITTEE

**Fiscal Year 2024/2025 Report:**  
Finance Committee

**Meeting Action Detail:**





# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0542

**Agenda Date:** 10/9/2024

**Agenda #:** 4.

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REPORT  
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE

**Fiscal Year 2024/2025 Report:**  
Land Use/Planning/Public Works Committee

**Meeting Action Detail:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0561

**Agenda Date:** 10/9/2024

**Agenda #:** XII.

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## REPORT

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

### **Mayor Report Fiscal Year 2024/2025:**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0696

**Agenda Date:** 9/11/2024

**Agenda #:** 1.

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## FINANCIAL BUSINESS REQUEST (FBR)

### **Subject:**

MOTION to authorize the town to proceed with the engineering design of sewer mains along Fairway/Colby Drives (\$108,000) and Route 117 (\$137,500), respectively, per Weston & Sampson Engineers, Inc. Bid No. 2021-03 Amendments 3 and 4.

In addition, transfer and appropriate ARPA and/or other funding in the total amount of \$245,500 from Account # 0210-10-1210-12101-58915 (CNR Undesignated) for said purpose.

### **Background:**

The Town has been pursuing a phased approach to extension of sewer service to Ledyard Center according to the following project areas: Phase 1 - force main from Bill Library to Ledyard High School, Phase 2 - force mains serving Ledyard Center (Rt 117 and Fairway/Colby Drive properties), and Phase 3 - replacement of force main from Ledyard High School to Pennywise Lane. Phases 1 and 3 have received earmarked ARPA funding, presently \$1,110,000 and \$950,000, respectively. In order to meet the ultimate goal of the sewer main extension to Ledyard Center, pricing for engineering services for Phase 2 has been sought and acquired for consideration (attached).

Because of favorable construction bid pricing, some ARPA funding allotted to Phase 1 has been available for reallocation. The total cost of the proposals for the two service areas in Phase 2 is \$245,500. The final costs for Phase 1 (in process) and Phase 3 (presently under design) are unknown but may not afford sufficient further surplus ARPA funds to fully cover this cost.

**CNR Undesignated Account Balance : 8/26/2024:     \$755,730.11**

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

In keeping with the overall need prompting extension of sewer service to Ledyard Center, and the expressed interest by several property owners of existing and prospective candidates for connection within Ledyard Center, I recommend that funding be appropriated for the immediate initiation of design engineering for the Phase 2 service area.

AMENDMENT NO. 3  
TO  
AGREEMENT FOR ENGINEERING SERVICES  
BY AND BETWEEN

TOWN OF LEDYARD, CONNECTICUT  
AND  
WESTON & SAMPSON ENGINEERS, INC.  
FOR

LEDYARD CENTER SEWER (BID #2021-03)

The AGREEMENT for Ledyard Center Sewer (Bid #2021-03) made on the April 22, 2021 by and between the Town of Ledyard, Connecticut acting through its Mayor, hereinafter called the OWNER, and Weston & Sampson Engineers, Inc., with offices at 712 Brook Street, Suite 103, Rocky Hill, Connecticut, hereinafter called the ENGINEER is hereby amended in accordance with the provisions of said AGREEMENT.

The engineering services in this task amendment consists of the design of a low-pressure sewer extension from Colonel Ledyard Highway, north Fairway Drive and then east along Colby Drive, as requested by the OWNER. This amendment is issued to incorporate the following changes:

ARTICLE 2 - SERVICES OF THE ENGINEER is hereby amended as follows:

Immediately following Article 2.16, add the following new subsections to the contract:

2.17. Wetland Delineation (Sewer on Fairway)

1. Wetland limits will be identified and flagged for used in determining work within the upland review area areas. Based on preliminary review, there is a small freshwater wetland area adjacent to Fairway Drive north of the fire station.
2. Specifically, the freshwater wetlands and watercourses will be delineated, and soil series will be identified for the limits identified above. The wetlands will be identified by Connecticut criteria. "Soil Taxonomy" (USDA Handbook 436, Rev 1999), NRCS Web Soil Survey and available maps will be used. Soil borings will be dug with a soil auger to a depth of 2 to 4 feet to conduct this study.
3. A field map showing approximate wetland flag locations will be prepared. A Wetlands Report will not be prepared for this project because construction disturbances will be located within the existing paved roadway.

2.18. Soil Borings (Sewer on Fairway)

1. Up to 5 days of test probes and borings shall be provided, consisting of: 25@ 10-foot deep probes, 12@ 10-foot deep split spoon samples with blow counts – along Fairway and Colby Drive.
2. One day to mark-out the proposed locations of the borings/probes for Call Before You Dig.

3. ENGINEER will be present during the subsurface exploration to record the encountered conditions. The soil boring logs will be prepared for inclusion into contract bid documents and for the use with the design.
4. Traffic control is not anticipated, but can be billed separately to the Town at the direct cost with no markup.

2.19. Surveying (Sewer on Fairway)

1. The survey will record topographic and planimetric information accessible utilities and current existing feature conditions. The existing condition survey within the limits identified above will locate the following.
2. Temporary benchmarks will be set at approximately 500 feet intervals on the site and will be included on the plan.
3. Underground utilities with surficial structures (i.e., hydrants, manholes, grates, catch basins, hand holes, valve boxes, utility poles, transformers, and risers) for water, gas, sewer, drainage, electrical, telephone within the survey limits.
4. Measured inverts and pipe sizes will be recorded for storm and sanitary structures where possible.
5. Field survey presumptions regarding the scope and fee proposed herein include:
  - a. ENGINEER reserves the right to negotiate extra work fees for effort that may be required to confirm specifics about boundary, easements, rights-of-way, elevation, or sub surface utilities that may arise from the client or client's review of the initial map produced under the initial defined scope of services.
  - b. Real-time kinetic (RTK) GPS methods will be available to establish field control.
  - c. Traffic control (if necessary) to obtain invert data will be provided by the Town of Ledyard
  - d. Water, storm, and sanitary as-built mapping will be provided by OWNER.

2.20. Sewer Route Design (Sewer on Fairway)

1. Develop plan and profile sewer design drawings along Fairway and Colby Drive from survey information. The design will extend a 4-inch HDPE low pressure sewer (LPS) along Fairway Drive and a 2.5-inch LPS along Colby Drive. Design will be prepared as a dedicated set of construction documents (plan set and technical specifications, but no front-end contract requirements) separate from the multi-use pathway project.
2. Field Visit – Conduct a field visit to inspect the condition of the existing site features, review project area and potential utility conflicts, and prepare a photo log (as needed).
3. Existing Data – Review existing data provided by the municipality and the utilities, including street line mapping, utility locations, construction and as-built plans of the roadway and existing sewer force main.
4. Preliminary Design Plans – Prepare preliminary plans to consist of:
  - a. Cover Sheet (1 sheet)
  - b. Sedimentation and Erosion Control Plan (1 sheet)
  - c. Plan and Profiles (2 sheets)

- d. Construction Detail Sheets (up to 3 sheets)
  5. Preliminary Design Submission – Assemble and submit all the plans and estimates generated during the Preliminary Design phase.
  6. Resolve Preliminary Design Comments – Attend one preliminary design review meeting to discuss and resolve questions or comments that arise. Identify permit requirements and make initial contact (as needed).
  7. Coordination For Property Rights – None anticipated
  8. Drainage Analysis – None anticipated.
  9. Public Information Meeting – None anticipated.
  10. Quantity Estimate and Cost Estimate – Prepare an estimate of the quantities of all major items of construction. Develop an estimate of probable construction cost for the project based on the estimated quantities and unit prices.
  11. Technical Specifications – Reuse existing technical specifications that have been incorporated into the multiuse pathway construction project. A technical specification will be prepared for the odor control system.
  12. Final Design for Review – Assemble and submit the drawings, estimate, and technical specifications generated during final design.
  13. Final Submission – Package and submit certified plans, estimate, and technical specifications to the for administrative review.
  14. CTDOT District Coordination – None anticipated.
- 2.21. SCWA Review (Sewer on Fairway)
1. Submit progress design plans to utilities for review. Schedule and facilitate up to one on-site or virtual utility meeting.
  2. Identify potential conflicts and proposed test pit locations, if any, to be conducted by the contractor during construction.
  3. Address minor comments including coordination meetings with the utility.
- 2.22. Permitting (Sewer on Fairway)
1. Prepare and submit local inland wetland permit and prepare demonstration material and present project at up to two in-person commission meetings to present the project. The proposed pipe alignment along Fairway Drive (under the existing paved roadway) will be within the upland review area of adjacent wetlands.
  2. Coordinate with CTDEEP Wildlife. Prepare and provide to CTDEEP to review endangered species within the project site. Correspondence with CTDEEP to include recommendations.
  3. Preparation of an Archaeological Review for the State Historical Preservation Office is not included as part of this scope.
  4. Town/State permitting fees will be paid for directly by the Town.

ARTICLE 4 - TIME OF PROJECT is hereby amended as follows:

Append Article 4.1 to add the following:

The ENGINEER agrees to start the work of Task 2.17 thru 2.22 within 14 calendar days of authorization and complete the work within 150 calendar days thereafter (weather permitting).

ARTICLE 5 - PAYMENTS TO THE ENGINEER is hereby amended as follows:

A. Append to Table 5.1 with the following:

Table 5.1			
TASK	DESCRIPTION	FEE TYPE	FEE
2.17	Wetland Delineation (Sewer to Fairway)	Lump Sum	\$6,000
2.18	Soil Borings (Sewer to Fairway)	Lump Sum	\$22,000
2.19	Surveying (Sewer to Fairway)	Lump Sum	\$21,000
2.20	Sewer Route Design (Sewer to Fairway)	Lump Sum	\$39,000
2.21	SCWA Utility Review (Sewer to Fairway)	Hourly	\$8,000
2.22	Permitting (Sewer to Fairway)	Hourly	\$12,000
	INCREASE OF FEE:		\$ 108,000

B. Hourly tasks will be billed at employee hourly rate with 3.3 a multiplier.

AMENDMENT NO. 3  
TO  
AGREEMENT FOR ENGINEERING SERVICES  
BY AND BETWEEN

TOWN OF LEDYARD, CONNECTICUT  
AND  
WESTON & SAMPSON ENGINEERS, INC.  
FOR

LEDYARD CENTER SEWER (BID #2021-03)

IN WITNESS WHEREOF, the parties hereto have executed this AMENDMENT NO. 3  
this 26th day of July, 2024.

**ACCEPTED FOR:**

TOWN OF LEDYARD, CT

WESTON & SAMPSON ENGINEERS, INC.

By:

By:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
Robert Tedeschi, P.E. – Associate  
*Printed Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
7/26/2024  
*Date*



AMENDMENT NO. 4  
TO  
AGREEMENT FOR ENGINEERING SERVICES  
BY AND BETWEEN

TOWN OF LEDYARD, CONNECTICUT  
AND  
WESTON & SAMPSON ENGINEERS, INC.  
FOR

LEDYARD CENTER SEWER (BID #2021-03)

The AGREEMENT for Ledyard Center Sewer (Bid #2021-03) made on the April 22, 2021 by and between the Town of Ledyard, Connecticut acting through its Mayor, hereinafter called the OWNER, and Weston & Sampson Engineers, Inc., with offices at 712 Brook Street, Suite 103, Rocky Hill, Connecticut, hereinafter called the ENGINEER is hereby amended in accordance with the provisions of said AGREEMENT.

The engineering services in this task amendment consists of the design of a low-pressure sewer extension from Colonel Ledyard Highway, north along Route 117, terminating near the post office, as requested by the OWNER. This amendment is issued to incorporate the following changes:

ARTICLE 2 - SERVICES OF THE ENGINEER is hereby amended as follows:

Immediately following Article 2.22, add the following new subsections to the contract:

2.23. Soil Borings (Sewer on RT 117)

1. Up to 5 days of test probes and borings shall be provided, consisting of: 25@ 10-foot deep probes and 15@ 10-foot deep split spoon samples with blow counts – along the western edge of road in the easement of Route 117.
2. A ConnDOT encroachment permit is anticipated for this work – to be prepared by the drilling subcontractor.
3. One day to mark-out the proposed locations of the borings/probes for Call Before You Dig.
4. ENGINEER will be present during the subsurface exploration to record the encountered conditions. The soil boring logs will be prepared for inclusion into contract bid documents and for the use with the design.
5. A budget set aside of \$8,000 for traffic control (likely a ConnDOT requirement) that will be billed to the Town at the direct cost with no markup.

2.24. Surveying (Sewer on RT 117)

1. The survey will record topographic and planimetric information accessible utilities and current existing feature conditions within the project area. The existing condition survey within the limits identified above will locate the following:
  - a. Temporary benchmarks will be set at approximately 500 feet intervals on the site and will be included on the plan.

- b. Underground utilities with surficial structures (i.e., hydrants, manholes, grates, catch basins, hand holes, valve boxes, utility poles, transformers, and risers) for water, gas, sewer, drainage, electrical, telephone within the survey limits.
  - c. Measured inverts and pipe sizes will be recorded for storm and sanitary structures where possible.
2. Field survey presumptions regarding the scope and fee proposed herein include:
- a. ENGINEER reserves the right to negotiate extra work fees for effort that may be required to confirm specifics about boundary, easements, rights-of-way, elevation, or sub surface utilities that may arise from the client or client's review of the initial map produced under the initial defined scope of services.
  - b. Real-time kinetic (RTK) GPS methods will be available to establish field control.
  - c. Traffic control (if necessary) to obtain invert data will be provided by the Town of Ledyard.
  - d. Water, storm, streetscape lighting, and sanitary as-built mapping will be provided by OWNER.

2.25. Sewer Route Design (Sewer on RT 117)

1. Develop plan and profile sewer design drawings from survey information. The design will extend:
  - a. A 4-inch HDPE low pressure sewer (LPS) along Route 117 from Colonel Ledyard Highway northerly,
  - b. A 3-inch LPS to the Town parcel driveway on the east,
  - c. A 2.5-inch LPS further north to the post office.
  - d. Note that the existing water main appears to be offroad along the east side of Route 117.
2. Design will be prepared as a dedicated set of construction documents (plan set and technical specifications, but no front-end contract requirements), separate from the multi-use pathway project.
3. Field Visit – Conduct a field visit to inspect the condition of the existing site features, review project area and potential utility conflicts, and prepare a photo log (as needed).
4. Existing Data – Review existing data provided by the municipality and the utilities, including street line mapping, utility locations, construction and as-built plans of the roadway and existing sewer force main.
5. Preliminary Design Plans – Prepare preliminary plans to consist of:
  - a. Cover Sheet (1 sheet)
  - b. Sedimentation and Erosion Control Plan (1 sheet)
  - c. Plan and Profiles (3 sheets)
  - d. Construction Detail Sheets (2 sheets)
  - e. CTDOT Standard Details (as needed)

6. Preliminary Design Submission – Assemble and submit all the plans and estimates generated during the Preliminary Design phase.
  7. Resolve Preliminary Design Comments – Attend one preliminary design review meeting to discuss and resolve questions or comments that arise. Identify permit requirements and make initial contact (as needed).
  8. Coordination For Property Rights – None anticipated.
  9. Drainage Analysis – None anticipated.
  10. Public Information Meeting – None anticipated.
  11. Quantity Estimate and Cost Estimate – Prepare an estimate of the quantities of all major items of construction. Develop an estimate of probable construction cost for the project based on the estimated quantities and unit prices.
  12. Technical Specifications – Reuse existing technical specifications that have been incorporated into the multiuse pathway construction project. A technical specification will be prepared for the odor control system.
  13. Final Design for Review – Assemble and submit the drawings, estimate, and technical specifications generated during final design.
  14. Final Submission – Package and submit certified plans, estimate, and technical specifications to the for administrative review.
- 2.26. Groton Utilities Review (Sewer on RT 117)
1. Submit progress design plans to utilities for review. Schedule and facilitate up to two on-site or virtual utility meetings.
  2. Identify potential conflicts and proposed test pit locations, if any, to be conducted by the contractor during construction.
  3. Address minor comments including coordination meetings with the utility.
- 2.27. DOT Permitting (Sewer on RT 117)
1. ConnDOT District Coordination – A future Encroachment Permit will be required by the Contractor for work to be performed within the State right of way. Early coordination with the District during design is recommended to limit future delays and design modifications by the future Contractor. Submit preliminary plans to District for review and coordination. Host up to three virtual utility coordination meetings to discuss comments.
  2. Coordinate with CTDEEP Wildlife. Prepare and provide to CTDEEP to review endangered species within the project site. Correspondence with CTDEEP to include recommendations.
  3. Preparation of an Archaeological Review for the State Historical Preservation Office is not included as part of this scope.
  4. Town/State permitting fees will be paid for directly by the Town.

ARTICLE 4 - TIME OF PROJECT is hereby amended as follows:

Append Article 4.1 to add the following:

The ENGINEER agrees to start the work of Task 2.23 thru 2.27 within 14 calendar days of authorization and complete the work within 180 calendar days thereafter (weather permitting).

ARTICLE 5 - PAYMENTS TO THE ENGINEER is hereby amended as follows:

A. Append to Table 5.1 with the following:

Table 5.1			
TASK	DESCRIPTION	FEE TYPE	FEE
2.23	Soil Borings (Sewer to RT 117)	Lump Sum	\$35,500
2.24	Surveying (Sewer to RT 117)	Lump Sum	\$22,000
2.25	Sewer Route Design (Sewer to RT 117)	Lump Sum	\$52,000
2.26	Groton Utilities Review (Sewer to RT 117)	Hourly	\$8,000
2.27	DOT Permitting (Sewer to RT 117)	Hourly	\$20,000
	INCREASE OF FEE:		\$ 137,500

B. Hourly tasks will be billed at employee hourly rate with 3.3 a multiplier.

AMENDMENT NO. 4  
TO  
AGREEMENT FOR ENGINEERING SERVICES  
BY AND BETWEEN

TOWN OF LEDYARD, CONNECTICUT  
AND  
WESTON & SAMPSON ENGINEERS, INC.  
FOR

LEDYARD CENTER SEWER (BID #2021-03)

IN WITNESS WHEREOF, the parties hereto have executed this AMENDMENT NO. 4  
this 26th day of July, 2024.

**ACCEPTED FOR:**

TOWN OF LEDYARD, CT

WESTON & SAMPSON ENGINEERS, INC.

By:

By:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
Robert Tedeschi, P.E. – Associate  
*Printed Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
7/26/2024  
*Date*



712 Brook Street, Suite 103, Rocky Hill, CT 06067  
Tel: 860.513.1473

August 12, 2024

Steven E. Masalin, PE  
Public Works Director  
Town of Ledyard  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Re: **Design Services During Construction**  
**Ledyard High School Multi-Use Pathway & Sidewalk Extension**

Dear Mr. Masalin:

We have prepared the attached scope for additional design services during construction for the Ledyard High School Multi-Use Pathway & Sidewalk Extension project. Since we have reached our previous contractual limit for design services during construction, this proposal forecasts the effort needed for the duration of construction. As discussed, an additional lump sum fee for geotechnical investigations and engineering is also included. The fees to complete the work described herein are summarized below on the fee schedule.

We look forward to completing this additional work for the Town for the remainder of construction. Should you have any questions or comments, please do not hesitate to contact me directly at [casalep@wseinc.com](mailto:casalep@wseinc.com) or 508-203-4211 or Nick DePalermo at [depalermn@wseinc.com](mailto:depalermn@wseinc.com) or 860-856-8966.

Sincerely,

WESTON & SAMPSON ENGINEERS, INC.

A blue ink signature of Nick DePalermo, written in a cursive style.

Nick DePalermo, PE  
Project Manager

A blue ink signature of Pompeo Casale, written in a cursive style.

Pompeo Casale, PE, M. ASCE  
Vice President

CC: Mike Joyce – [Joyce.Michael@wseinc.com](mailto:Joyce.Michael@wseinc.com)  
Matt Jermine – [Jermine.Matthew@wseinc.com](mailto:Jermine.Matthew@wseinc.com)  
Steve Spink – [SpinkS@wseinc.com](mailto:SpinkS@wseinc.com)

S. Masalin  
August 12, 2024  
Attachment

**Scope of Work  
Additional Engineering Services  
Ledyard High School Multi-Use Pathway & Sidewalk Extension**

**PHASE V. ADDITIONAL ENGINEERING SERVICES**

**E. Geotechnical Services**

During an initial site visit with the Contractor and Inspector at the beginning of June 2024, a discussion was held regarding the condition of the subsurface materials in the embankment where the retaining wall (site no. 4) is being proposed. The retained height of the wall above finished grade is planned to be up to about 6 feet and the wall will consist of a segmental block wall with horizontal geogrid reinforcement. Due to the unknown type and consistency of the existing roadway embankment fill, subsurface explorations and a global stability analysis of the proposed site soils are recommended.

Based on our understanding, access to the area will be provided by the General Contractor. Therefore, police details, flaggers and/or traffic controls are not anticipated and not included as part of our scope.

We propose to complete design level borings to provide information on subsurface conditions at the site. Information from the borings will be used to evaluate global slope stability based on proposed grades. We anticipate that our field work can be scheduled within approximately two weeks of receiving authorization. Our geotechnical engineering report can be submitted within approximately four weeks of completing field work. We will accelerate this schedule, if possible, based on subcontractor availability and can provide preliminary recommendations to the design team as they are developed.

**SCOPE OF GEOTECHNICAL SERVICES:**

Our specific scope of geotechnical engineering services will include the following items:

1. Visit the site to observe surface features exposed at the ground surface, assess site access for subsurface explorations, and mark out proposed exploration locations.
2. Engage a drilling subcontractor to explore subsurface conditions by advancing up to three (3) borings using an All-Terrain (ATV) mounted drill rig. Currently, we anticipate completing up to two borings near the top of the existing embankment and one boring near the toe of the embankment. Weston & Sampson will observe the explorations in the field, maintain logs of soil and groundwater conditions, prepare boring logs, and measure the as-drilled boring locations relative to existing site features.

For budgeting purposes, we have assumed that native soils suitable for foundation support are present within 15 feet of existing ground surface and borings will be advanced up to 25 ft or refusal, whichever is shallower. We anticipate the proposed drilling program can be completed in one (1) workday. Adjustment to the number and depth of borings could be required depending on actual conditions encountered.

Standard Penetration Tests (SPTs) will be conducted in the borings generally at two-foot intervals in fill and organic soils and five-foot intervals in underlying native materials. The boreholes will be backfilled with soil cuttings. Rock coring and the installation of groundwater monitoring wells are not included.

Since the multiuse path construction is currently in-progress, we assume access to boring locations will be provided by the General Contractor. Access to boring locations will require removal of guardrails and regrading of the existing roadway embankment. **Access to both the top and bottom of embankment slope will be required.**



S. Masalin  
August 12, 2024  
Attachment

Prior to mobilizing the drill rig to the site, our drilling subcontractor will contact Call-Before-You-Dig (CBYD) to "mark" below-grade utilities in public streets and easements in the project area. As this service is limited to participating utilities in public easements, we will need someone with knowledge of any private on-site utilities to approve proposed boring locations. The General Contractor should also "mark" any below-grade utilities within their project limits-of-work.

Drilling involves inherent risks such as potential damage to subsurface utilities. If desired, and for an additional fee, we can subcontract with a private utility locator or perform vacuum excavation to clear boring locations within the top few feet. Private utility location and vacuum excavation reduces but does not eliminate the risk associated with drilling.

3. We will retain a geotechnical testing laboratory and coordinate the submission of soil samples collected from the borings for laboratory testing. We will submit up to three (3) samples for grain size distribution analyses or Atterberg Limit testing to confirm field classifications.
4. Weston & Sampson will complete analyses related to global stability analysis. We will develop design and construction recommendations for earthwork and prepare a geotechnical report. The report will include the following items as applicable:
  - a. Descriptions of the site conditions and subsurface exploration program.
  - b. Site plan showing approximate boring locations.
  - c. Boring logs and laboratory test results.
  - d. A discussion of the subsurface conditions encountered at explorations including depth of fill, organic deposits, bearing soils, groundwater, and refusal if encountered.
  - e. A summary of the proposed grading, and other relevant information, as provided by the project design team.
  - f. A summary of the global slope stability analyses and results.

**Additional Field Work Related Assumptions:**

- Traffic control (e.g., flaggers, signage, etc.) and police details will not be required.
- Vacuum excavation and private utility location are not requested.
- Prevailing wage rates are required.
- Access to the site will be provided by others. Clearing, regrading, guard rail removal, permits, bonds, or other costs associated with site access are not required and have not been included.
- Location of completed borings will not be surveyed and will be approximate. Elevations will be interpolated from the topographic plan provided by the design team.
- Restoration of areas disturbed as a result of our fieldwork, including any depressions caused by the drill rig, is not included, beyond backfilling the test borings with cuttings. We assume Terra mats are not required to protect the surface from disturbance caused by the drill rig.
- Environmental characterization, environmental services, health & safety training, or drumming of spoils are not included.
- The exploration program, including the number of days of drilling, and number of laboratory samples are estimated based on our current understanding of the project and the general subsurface conditions anticipated for the site. The exploration program may need to be adjusted based on actual conditions encountered, such as shallow bedrock, or thick deposits of loose or compressible materials. We will contact you of changes to the exploration program requiring additional drilling days (if any) while driller is on site to discuss the situation with you and revise our scope, schedule, and fee estimate accordingly.
- Soil samples collected during the geotechnical subsurface exploration program will be retained for 3 months following submission of our geotechnical report. The soil samples will be discarded at this time unless the Client requests, in writing, for a longer storage period. Additional fees may apply.



S. Masalin  
August 12, 2024  
Attachment

**Additional Design Related Assumptions:**

- Construction cost estimating is not included in our scope.
- Our fee does not include attendance at meetings.

The above referenced Scope of Services for Phase V will be completed for a lump sum fee as summarized below and does not include structural design revisions based on the findings of the proposed subsurface explorations.

**PHASE VI. DESIGN SERVICES DURING CONSTRUCTION**

The initial hourly budget maximum of \$20,000 has been reached by Weston & Sampson for effort related to design services during construction from April through June of 2024. Moving forwards, the expectation is that design services during construction will be reduced but will still be necessary to aid in the construction of the project. Weston & Sampson has been billing an average of 20 hours/month and moving forwards we anticipate that number to drop to 12 hours/month. Weston & Sampson proposes a new hourly budget based on established billing rates up to a maximum of \$15,000, or until the total fee approaches that cap. The services that are expected are detailed below:

1. Attend bi-weekly progress meetings on site. Representative from the sewer group will not attend once the sewer force main construction is substantially completed.
2. Assist in the interpretation of project plans and specifications during the construction process.
3. Respond to Requests for Information from the contractor. Provide clarifications to the contractor regarding interpretations of plans and specifications.
4. Coordinate with the Town and issue necessary field directives to the contractor based on changes in the scope of the work or differing/unforeseen site conditions.
5. Assist the inspection team in reviewing change order proposals, analyze pay requests, and prepare/process change orders to be incorporated into the contract including requisite backup. Analyze test pit information and make any necessary changes to the proposed drainage design. Weston & Sampson will issue up to two (2) revisions of the contract documents.
6. Participate in additional site visits and meetings as requested by the Town on an as-needed basis.

The above referenced Scope of Services for Phase VI will be completed for Hourly Budget as summarized below.

S. Masalin  
August 12, 2024  
Attachment

## FEE SCHEDULE

Additional Work Tasks	Type	Cost
<b>PHASE V. ADDITIONAL ENGINEERING SERVICES</b>		
E. Geotechnical Services	Lump Sum Fee	\$ <u>15,300</u>
<b>PHASE V – TOTAL</b>		<b>\$ 15,300</b>

Additional Work Tasks	Type	Cost
<b>PHASE VI. DESIGN SERVICES DURING CONSTRUCTION</b>		
A. DSDC	Previous Budget	\$ <u>20,000</u>
	New Hourly (Budget)	\$ <u>15,000</u>
<b>PHASE VI – NEW TOTAL</b>		<b>\$ 35,000</b>

Approved by:

\_\_\_\_\_  
Town of Ledyard

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Printed Name and Title

## Roxanne Maher

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**From:** Carmen Garcia Irizarry  
**Sent:** Friday, August 2, 2024 8:58 PM  
**To:** Tony Saccone  
**Cc:** Roxanne Maher  
**Subject:** Finance Committee Meeting

Hi Tony,

Would it be possible to add an agenda item in the next finance committee meeting to discuss what studies, paperwork, and other things need to be done for the Ledyard Center Phase 2 Sewer Project. If we want to apply for grants we need to have all this work done before we can apply. For example, we could apply for a Congressional Spending grant and we know around what time the grant application is due. This is just an example. Also, can this email be added to the correspondence in the Agenda?

I hope you have a nice weekend.

Thanks,  
Carmen

Sent from my iPad

Roxanne Maher

From: Matthew Bonin  
Sent: Monday, August 26, 2024 8:48 AM  
To: Roxanne Maher  
Cc: Steve Masalin  
Subject: RE: CNR Undesignated Account #

Hi Roxanne,

Apologies for the delay.

See account details below. The current balance is in yellow. Please ignore the negative actual amount. That is an error that needs to be corrected.

Account Inquiry [Town and Schools of Ledyard]

Account

Fund

0210

CNR

Org

21090305

MISC CNR

Object

58915

UNDESIGNAT

Project

Acct

0210-10-1210-12101-58915 -

Acct name

UNDESIGNATED

Type

Expense

Status

Active

Rollup

Sub-Rollup

☐ MultiYr Fund

4 Year Comparison

Current Year

History

4 Year Graph

History Graph

Yr/Per 2024/12	Fiscal Year 2024		Fiscal Year 2023		Fiscal Year 2022	
Original Budget	605,755.28		.00		.00	
Transfers In	149,974.83		735,584.06		650,174.78	
Transfers Out	.00		-54,760.78		-80,185.00	
Revised Budget	755,730.11		680,823.28		569,989.78	
Actual (Memo)	-208.00		75,068.00		100.00	
Encumbrances	.00		.00		.00	
Requisitions	.00					
Available	755,938.11		605,755.28		569,889.78	
Percent used	-.03		11.03		.02	



Matthew Bonin, CPA  
Director of Finance  
Town of Ledyard  
741 Colonel Ledyard Highway  
Ledyard, CT 06339  
Office: (860) 464-3235  
[www.ledyardct.org](http://www.ledyardct.org)

Town Hall hours are 7:30AM-4:45PM Mon-Thurs  
**CLOSED FRIDAYS**

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**From:** Roxanne Maher <council@ledyardct.org>  
**Sent:** Thursday, August 22, 2024 4:18 PM  
**To:** Matthew Bonin <finance.director@ledyardct.org>  
**Cc:** Roxanne Maher <council@ledyardct.org>; Steve Masalin <pwd@ledyardct.org>  
**Subject:** CNR Undesignated Account #

Hi Matt:

Steve mentioned that the funding for the  
Engineering Design work for Phase II  
Of the Sewer Extension Line  
(Fairway Drive & Colby Drive) will be coming from  
CNR Undesignated.

Could you please give the Account Number, and  
I will update the language for the next Finance Cmt meeting.

I appreciate your help,

Thank you,  
Roxanne



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0738

**Agenda Date:** 9/11/2024

**Agenda #:** 1.

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## FINANCIAL BUSINESS REQUEST (FBR)

### **Motion/Request:**

MOTION to approve a special appropriation in the amount of \$75,000 from Undesignated Fund Balance to Land Use Professional/Tech Services account # 10114301-53300 in order engage project specific consultants to support the Land Use Department for the remainder of the fiscal year (2024/2025).

### **Background:**

Due to the volume of large projects, the Land Use Department is seeking funding to contract for consulting services over the next two years to support department operations.

This appropriation would pay for services for the remainder of fiscal year 2024/2025.

Expected funding needed for fiscal year 2025-2026 will be budgeted accordingly.

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

(type text here)

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

(type text here)

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

(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 24-0739

**Agenda Date:** 9/11/2024

**Agenda #:** 2.

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## TAX REFUND

### **Motion/Request:**

MOTION to approve a tax refund to June Munch, 119 Whalehead Rd., Gales Ferry, CT 06335 in the amount of \$3,817.82.

### **Background:**

In accordance with a policy established for the Tax Collector's Office, refunds to taxpayers exceeding \$2,400 are required to be approved by formal action of the Town Council.

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

(type text here)

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

(type text here)



# Application for Refund of Taxes Paid

Legisat# 8/27/24  
24-073-100

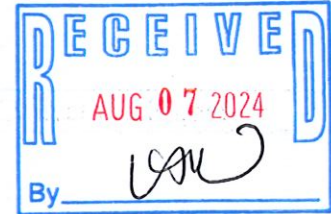
Return to: Ledyard Tax Collector's Office  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Amount of Refund

\$3,817.82

Date: August 5, 2024

<i>June Munch</i>
<i>119 Whalehead 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.

✓ *June Munch*  
Signature of Applicant/Agent  
(Title of agent, where applicable)

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

✓ 8-7-24  
Date Signed

\_\_\_\_\_  
Date

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

Date of Payment: *7/30/2024*  
Grand List Year: *2023*  
Grand List Number: *143109*  
Payment Type: *Web payment*  
\_\_\_\_ *Received by mail/email*

Tax Type: *MV PP RE SMV*  
Reason: *Triple payment*  
Property Owner: *June Munch*  
Property Location: *119 Whalehead Rd*  
*X* *Hand delivered in the office*

## **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