



TOWN OF LEDYARD CONNECTICUT

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

Town Council ~ AGENDA ~

Chairman S. Naomi
Rodriguez

Regular Meeting

Wednesday, April 10, 2024

7:00 PM

Town Hall Council Chambers

In-Person: Council Chambers Town Hall Annex

Remote: Information noted below:

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

<https://us06web.zoom.us/j/86459813034?pwd=5g7QoHx1B6pb1lD7LHbEcLkBD1rIT1.1>

Audio Only: Telephone: +1 646 558 8656; Meeting ID: 864 5981 3034; Passcode: 456599

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. PRESENTATIONS
 - 1. Proclamation Recognizing April as the Month of the Military Child
 - 2. Proclamation Recognizing Gales Ferry Fire Chief Anthony Saccone, Sr.
 - 3. Executive Director Dave Aldridge - Southeastern Regional Resource Recovery Authority (SCRRRA)

Attachments: [Compost Facility Presentation to Ledyard Town Council Meeting 2024-04.pdf](#)
[Compost Facility Presentation to Ledyard Town Council Meeting 2024-04.pptx](#)

- V. RESIDENT & PROPERTY OWNERS (COMMENTS LIMITED TO THREE (3) MINUTES)
- VI. COMMITTEE COMMISSION AND BOARD REPORTS
- VII. COMMENTS OF TOWN COUNCILORS
- VIII. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the Town Council Regular Meeting Minutes of March 27, 2024

Attachments: [TC-MIN-2024-03-27.pdf](#)

IX. COMMUNICATIONS

Communications List - April 10, 2024

Attachments: [C-LIST-2024-04-10.pdf](#)
[East Drive Park-Jamison-Chief Rich email-2024-03-27.pdf](#)
[RETIREMENT-GANTZ-LIBRARY COMMISISON](#)
[LTR-2024-03-29.pdf](#)
[327 Pumpkin Hill Road-Stormwater Runoff-](#)
[St.Vil-Nemchek-email-2024-04-08.pdf](#)
[Action Letter WPCA Meeting-2024-03-26.pdf](#)
[APPOINT](#)
[APPLICATION-GARDINER-LUNDGREN-CEMETRY-2024-04-09.](#)
[pdf](#)
[Appointment Application-Hawes-Parks-Recreation-Senior](#)
[Citizens-2024-03-20.pdf](#)
[Budget Fiscal Year 2024-2025 email-Pearson-2024-04-09.pdf](#)
[Budget Fiscal Year 2024-2025 email-Jelden-2024-04-09.pdf](#)
[ACTION LTR-TOWN COUNCIL MTG-2024-03-27.pdf](#)
[APPOINT LTR-CAPON-WATER POLLUTION CONTROL](#)
[AUTHORITY \(WPCA \) 2024-03-28.pdf](#)
[APPOINT LTR-J-BALL-WATER POLLUTION CONTROL](#)
[AUTHORITY \(WPCA \) 2024-03-28.pdf](#)
[APPOINT LTR-LOZIER-SOUTHEASTERN CT REGIONAL](#)
[RESOURCES RECOVERY AUTHORITY \(SCRRRA \)](#)
[2024-03-28.pdf](#)
[APPOINT LTR-LYNCH-WATER POLLUTION CONTROL](#)
[AUTHORITY \(WPCA \) 2024-03-28.pdf](#)
[APPOINT LTR-MASALIN-SOUTHEASTERN CT REGIONAL](#)
[RESOURCES RECOVERY AUTHORITY \(SCRRRA \)](#)
[2024-03-28.pdf](#)
[APPOINT LTR-TEWFIK -WATER POLLUTION CONTROL](#)
[AUTHORITY \(WPCA \) 2024-03-28.pdf](#)
[APPOINT LTR-WADECKI-WATER POLLUTION CONTROL](#)
[AUTHORITY \(WPCA \) 2024-03-28.pdf](#)
[SOUTHEASTERN CT REGIONAL RESOURCES RECOVERY](#)
[AUTHORITY \(SCRRRA \) APPOINT LEDYARD](#)
[REPRESENTATIVES- 2024-03-28.pdf](#)
[APPOINT](#)
[APPLICATION-GARDINER-LUNDGREN-CEMETRY-2024-04-09.](#)
[pdf](#)

X. REFFERALS

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
6. Liaison Reports

XII. REPORT OF THE MAYOR:

Attachments: [Mayors Report 3-27-24.docx](#)

1. Administration Committee
2. Community Relations Committee

XII. REPORT OF THE MAYOR

XIII. OLD BUSINESS

XIV. NEW BUSINESS

Finance Committee

1. MOTION to authorize the Mayor to submit the following Grant Applications to expand the Libraries Children's Collections with modern interactive and audiobook options:
 - Dollar General Literacy Toniebox Grant in the amount of \$4,000;
 - Ledyard Rotary Wonderbook Grant in the amount of \$1,000;
 - New London Kiwanis in the amount of \$500.

Attachments: [Library Grants-Rotary-Kiwanis-Dollar General-email-2024-03-21 Grant](#)

2. MOTION to grant a Bid Waiver to Groton Utilities in an amount not to exceed \$25,000 for work to supervise the moving of fire hydrants for the Multi-Use Pathway (along Colonel Ledyard Highway from the Bill Library to Ledyard High School) and associated work required during the Pathway Construction, as the Water Pollution Control Authority's water services provider.

Attachments: [Groton Utilites Proposal Ledyard Multi Use Path_-2024-03-.pdf](#)

3. MOTION to authorize the Finance Director to revise the tracking of the American Rescue Plan Act (ARPA) Funding in Account #21010103-53301-G0014 (Sewer Line Serwer Phase I- Sewer Capital- Construction Services) by reducing the amount from \$1.2 million to \$1.1 million.

In addition, authorize the Finance Director to move \$90,000 from Account #21010103-53301-G0014 (Sewer Line Serwer Phase I- Sewer Capital- Construction Services) to a new established ARPA Funding Tracking Account titled "Multi-Use Pathway Administration and Engineering" to pay for Administrative Engineering Work (approximately \$65,000); and associated work with relocating Fire Hydrants (up-to

\$25,000).

4. MOTION to authorize 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.

Attachments: [Congressional Directed Spending-COPS Grant-2024-04-03.pdf Grant](#)

- 5 MOTION to appoint CliftonLarsonAllen LLP to conduct auditing services for the General Government, WPCA, and Schools for the fiscal year ending June 30, 2024, in accordance with Chapter III, Section 11 of the Town Charter for a fee not to exceed \$71,900.

Attachments: [Appointment](#)

Land Use/Planning/Public Works Committee

6. 8-24 Review to accept the conveyance/transfer of the parcels and easement areas to the town as depicted on the plan entitled “Proposed Boundary Line Adjustments In the Area of Route 12 and Thamesview Pentway, Gales Ferry Connecticut” prepared by CLA Engineers, and approved by the Director of Planning in the Boundary Line Adjustment Application No. ZP#5946:

Attachments: [7516_Overall Adjustment Plan-Thamesview Pentway-2024-03-27 Stamped.pdf](#)
[APPLICATION ZP#5946 - 1764 ROUTE 12 & THAMES VIEW PENTWAY.pdf](#)
[APPLICATION ZP#5946 - 1764 ROUTE 12 & THAMES VIEW PENTWAY-PLANNING DIRECTOAR EMAIL-2024-03-26.pdf](#)
[1764 Route 12-Easement D Description.docx](#)
[1764 Route 12-Parcel B Description.docx](#)
[Thamesview Easement E Description.docx](#)
[Thamesview Pentway -Parcel A Description.docx](#)
[Thamesview Pentway -Parcel C Description.docx](#)
[ORD-#300-028-Ledyard Pentway Ordinance-2019-09-25.doc](#)

7. MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date on May 8, 2024 at 6:15 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, in accordance with CGS 07-163e; to receive comments and recommendations regarding the following:

For the Town of Ledyard to accept the conveyance/transfer of the following parcel and easement areas as depicted on plan entitled “Proposed Boundary Line Adjustments In the Area of Route 12 and Thamesview Pentway, Gales Ferry Connecticut” for no compensation, prepared by CLA Engineers, and approved by the Director of Planning in the Boundary Line Adjustment Application No. ZP#5946:

(1) The 0.4 acres shown as “Parcel C” on above-referenced map, a portion of Thamesview Pentway to be conveyed to the Town from Mr. Noah Cardinal.

(2) The 259.08 square feet area shown as “Easement Area D” to be conveyed from Daniel W. Stanavage (1764 Route. 12) to the Town for the purpose of snow removal/snow stacking.

(3) The 685.67 square feet area shown as “Easement Area E” on above-referenced map, to be conveyed to the Town from Mr. Noah Cardinal... (2 Thamesview Pentway) for the purpose of snow removal/snow stacking.

(3)

In addition, set a Hybrid (In-Person & Video Conference) Special Town Meeting on May 8, 2024 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to consider, discuss and vote upon the following:

“Shall the Town of Ledyard accept the conveyance/transfer of the following parcel and easement areas for no compensation, as depicted on plan entitled “Proposed Boundary Line Adjustments In the Area of Route 12 and Thamesview Pentway, Gales Ferry Connecticut” prepared by CLA Engineers, and approved by the Director of Planning in the Boundary Line Adjustment Application No. ZP#5946:

(1) The 0.4 acres shown as “Parcel C” on above-referenced map, a portion of Thamesview Pentway to be conveyed to the Town from Mr. Noah Cardinal

(2) The 259.08 square feet area shown as “Easement Area D” to be conveyed from Daniel W. Stanavage (1764 Route. 12) to the Town for the purpose of snow removal/snow stacking.

(3) The 685.67 square feet area shown as “Easement Area E” on above-referenced map, to be conveyed to the Town from Mr. Noah Cardinal (2 Thamesview Pentway) for the purpose of snow removal/snow stacking.?”.

Attachments: [CGS-7-163e- Sale of Town Property- Public Hearing.docx](#)
[CHAPTER VII.-SALE-PURCHASE-TRANSFER PROPERTY.docx.docx](#)
[7516_Overall Adjustment Plan-Thamesview Pentway-2024-03-27](#)
[Stamped.pdf](#)
[APPLICATION ZP#5946 - 1764 ROUTE 12 & THAMES VIEW](#)
[PENTWAY.pdf](#)
[APPLICATION ZP#5946 - 1764 ROUTE 12 & THAMES VIEW](#)
[PENTWAY-PLANNING DIRECTOR EMAIL-2024-03-26.pdf](#)
[1764 Route 12-Easement D Description.docx](#)
[1764 Route 12-Parcel B Description.docx](#)
[Thamesview Easement E Description.docx](#)
[Thamesview Pentway -Parcel A Description.docx](#)
[Thamesview Pentway -Parcel C Description.docx](#)
[ORD-#300-028-Ledyard Pentway Ordinance-2019-09-25.doc](#)

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

File #: 24-0319

Agenda Date: 4/10/2024

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Proclamation Recognizing April as the Month of the Military Child

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0320

Agenda Date: 4/10/2024

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Proclamation Recognizing Gales Ferry Fire Chief Anthony Saccone, Sr.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0314

Agenda Date: 4/10/2024

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Executive Director Dave Aldridge - Southeastern Regional Resource Recovery Authority (SCRRRA)

Background:

Link to SCRRRA Compost Facility Presentation:

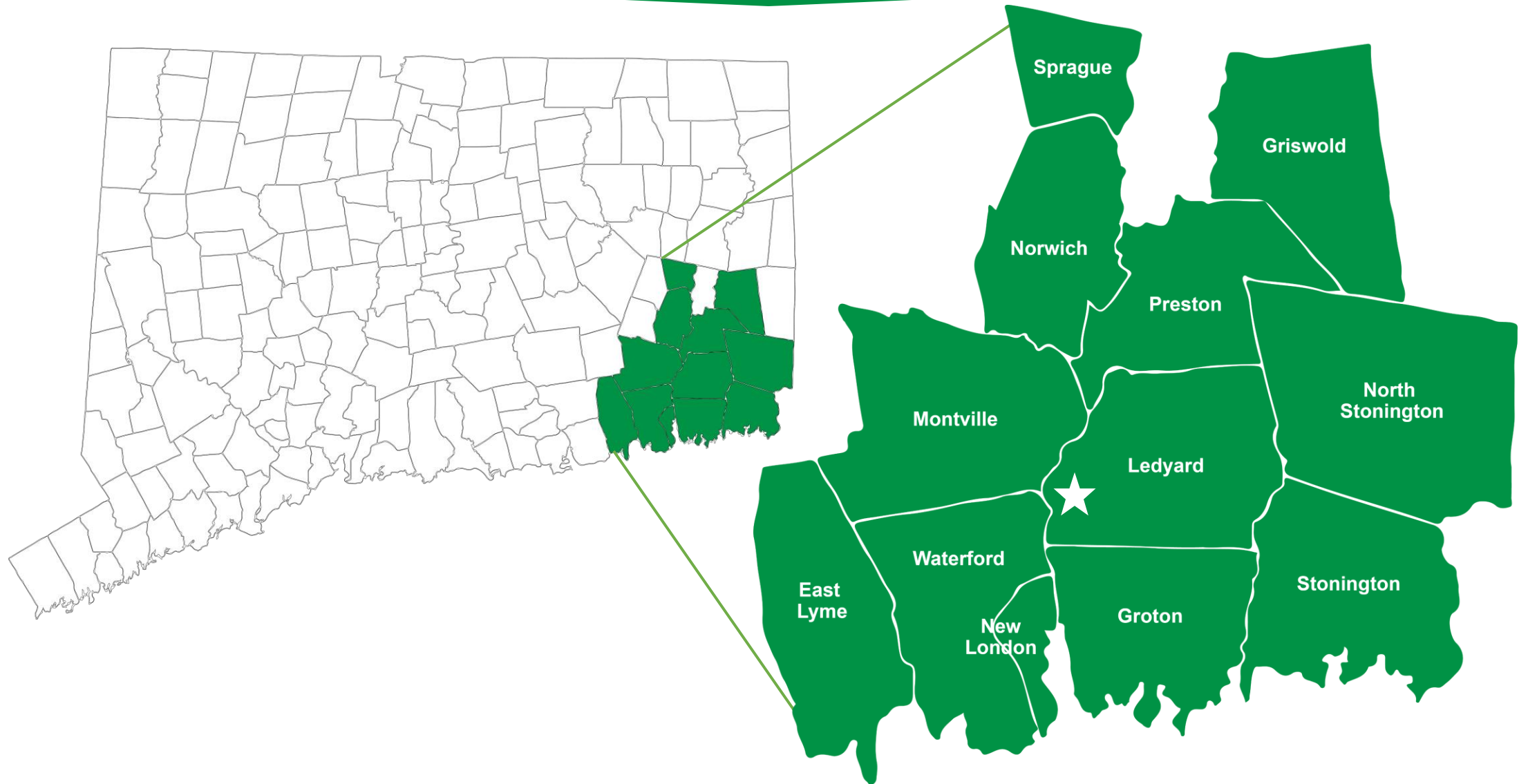
https://sctrrra.sharepoint.com/:p:/g/EVPtq0dupgxNrJ_TVkU5d-oBLy0DUdGCYA3jIUGZulaYlw?e=4XdZgk

Department Comment/Recommendation:

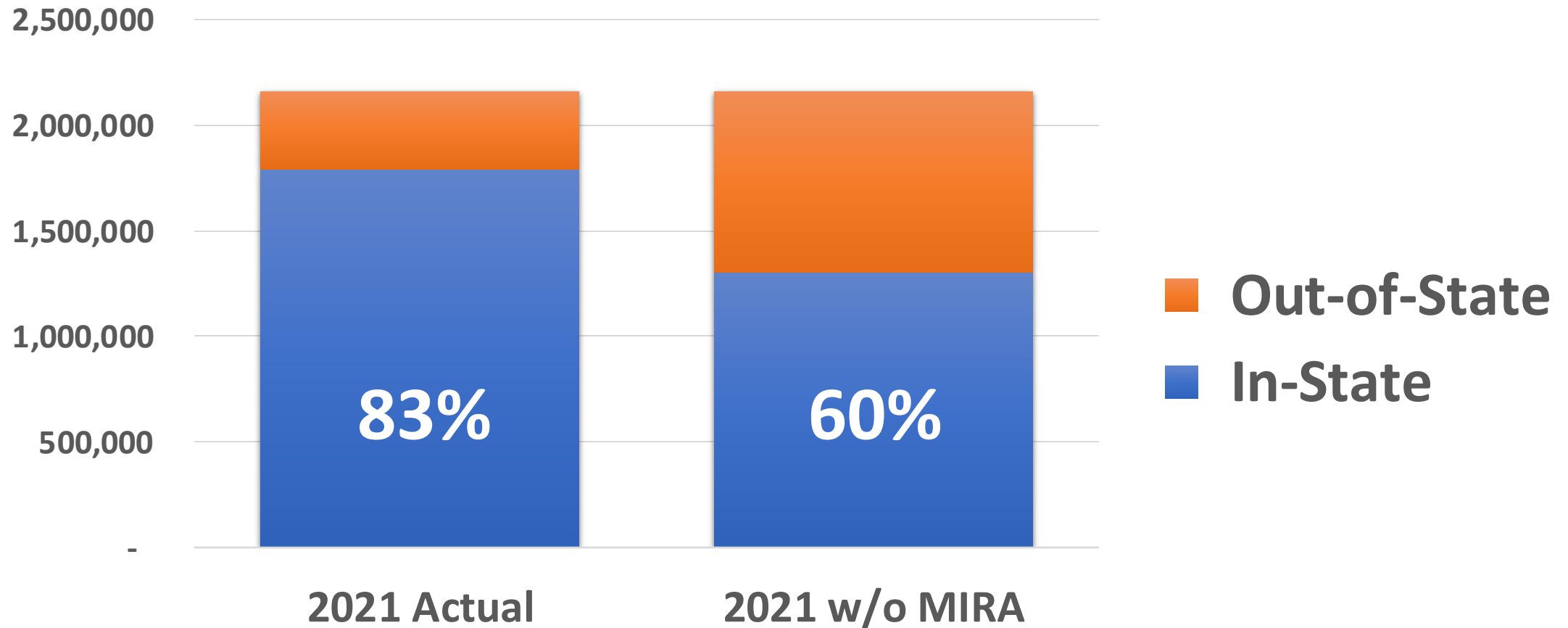
(type text here)



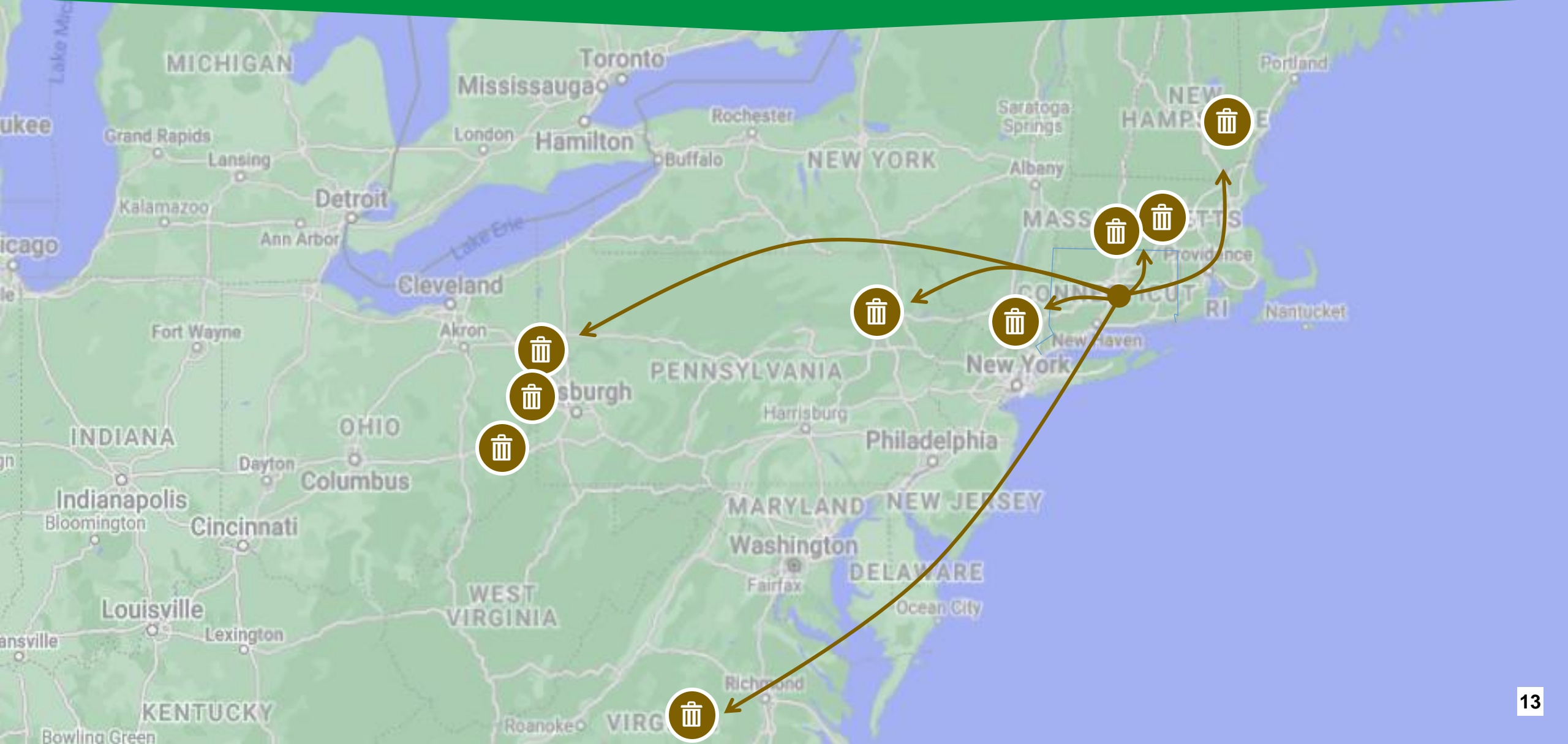
SCRRRA Member Municipalities



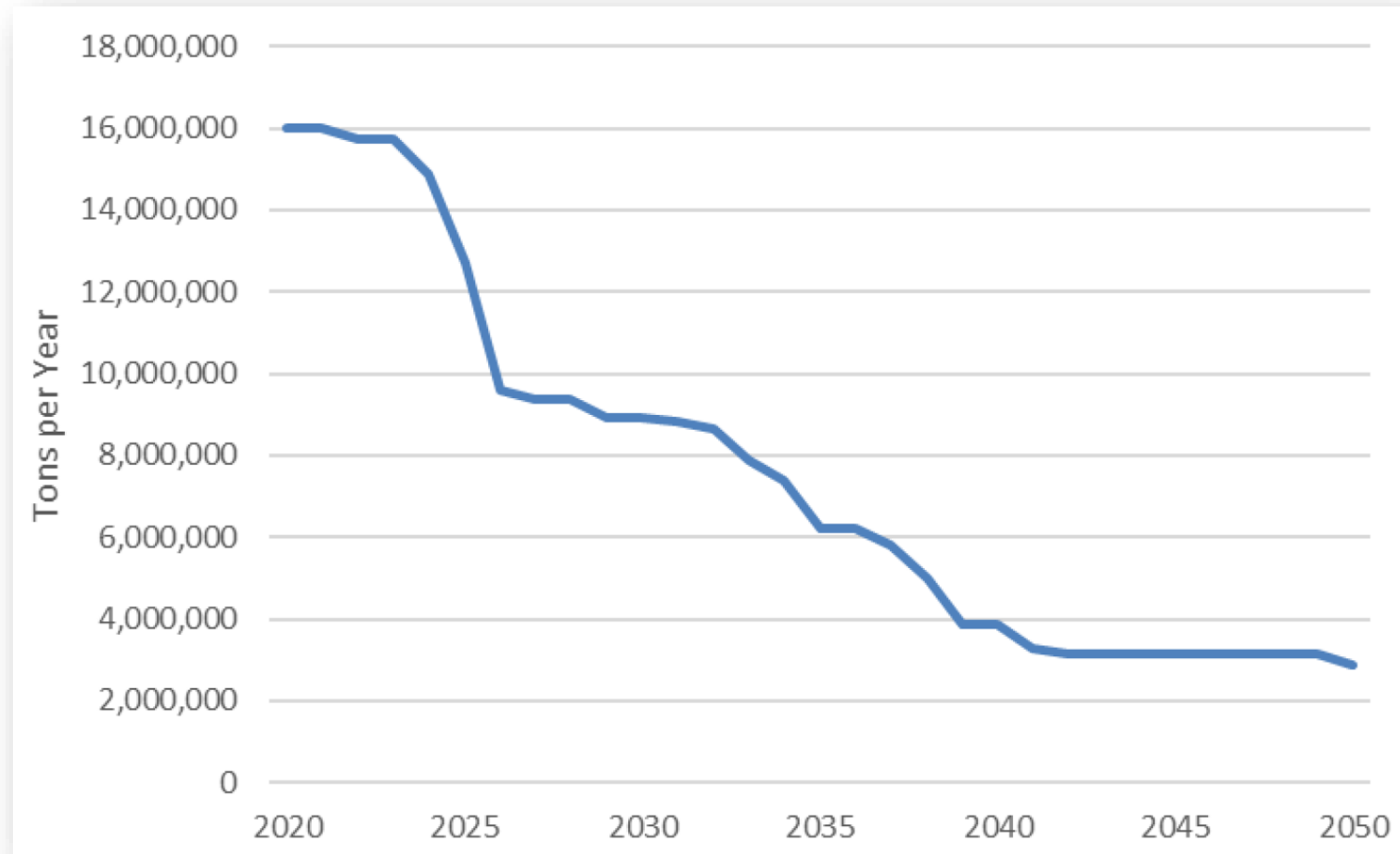
In-State Disposal Capacity Reduction



Out-of-State Waste Disposal



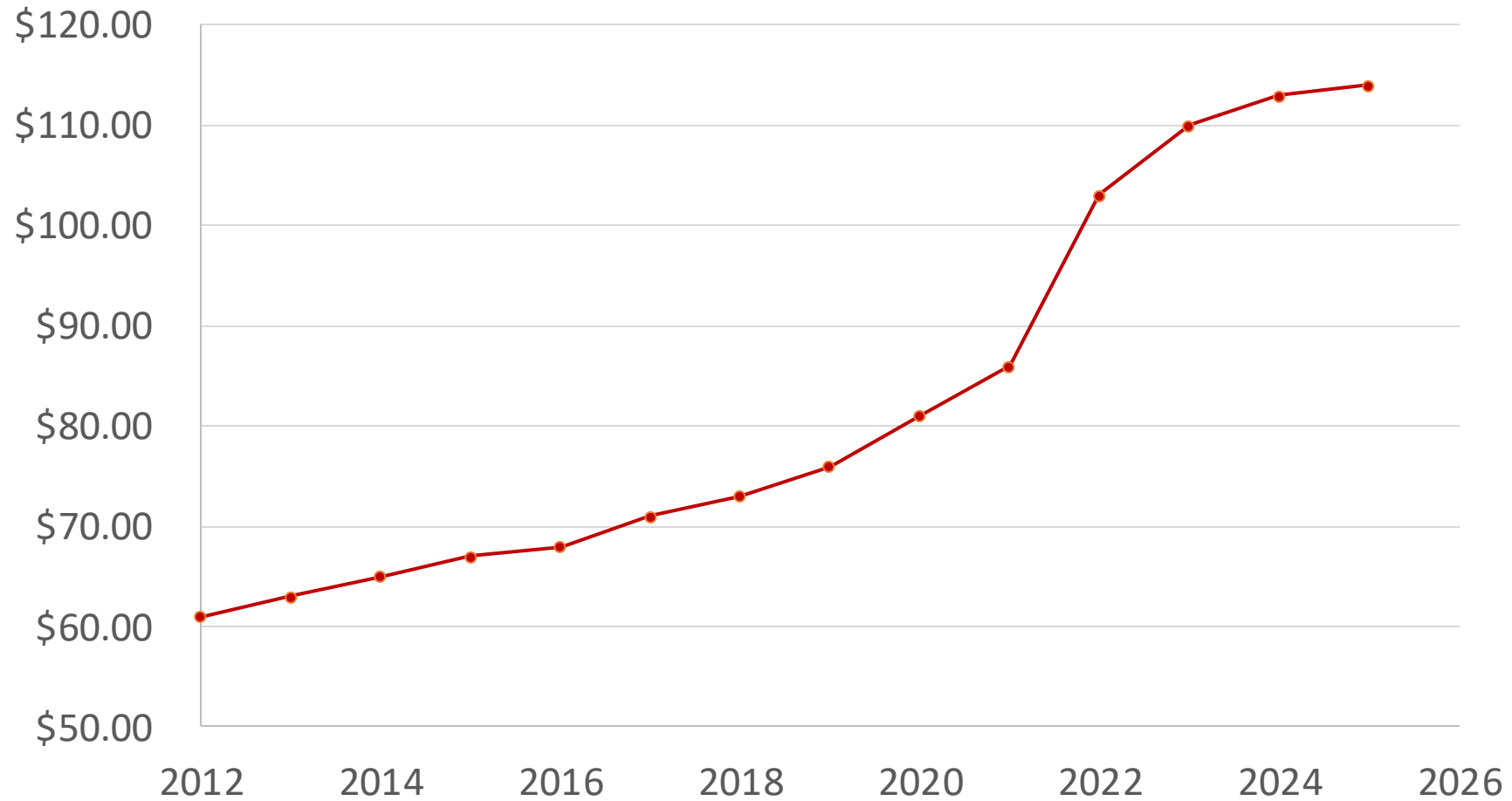
Projected Northeast Landfill Capacity



Projected Northeast Landfill Capacity Through 2050 (ME, MA, NH, VT, RI, CT, NY)

Source: CMMS Amendment, CTDEEP, 2023

CT Average Tip Fees

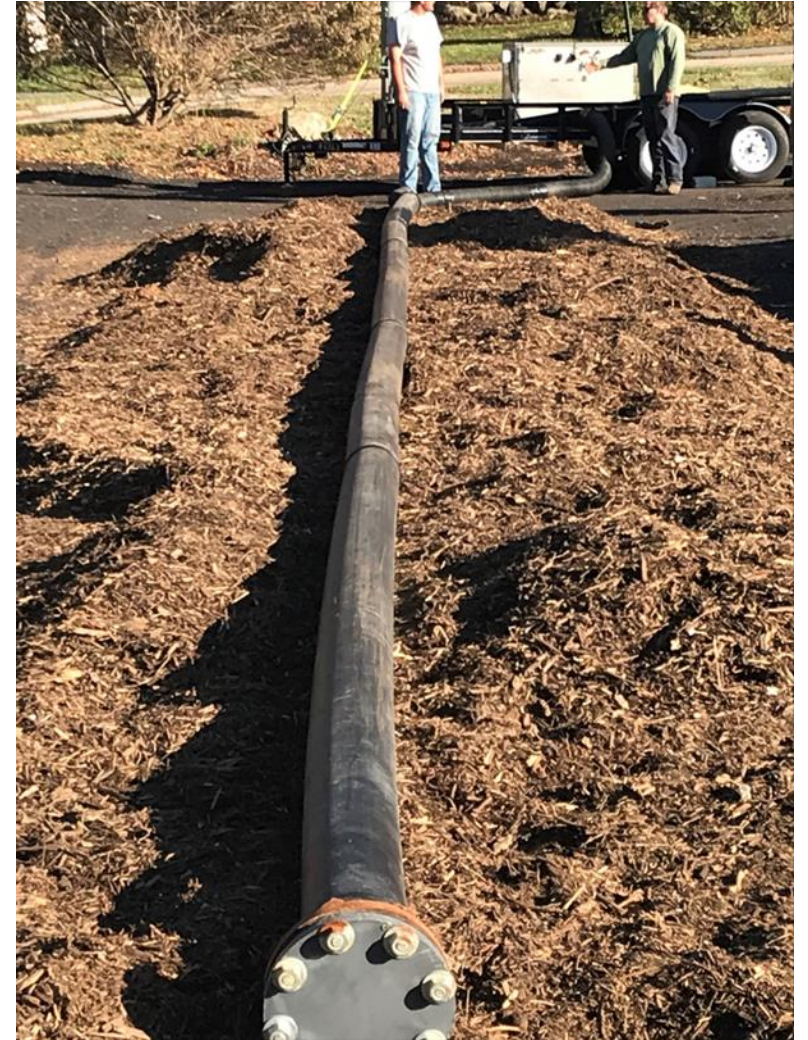


Source: CMMS Amendment, CTDEEP, 2021¹⁵

Compost Pilot Test

- **Coordination with DEEP**
 - Batch #1: 30 tons of food scraps
 - Batch #2: 40 tons of food scraps
 - May 2020 to March 2021; 11-month process for a pilot test!
- **Test Facility Layout and Construction**
 - September to October 2020
- **Pilot Test Operation**
 - June 2021 to December 2021
- **Test Data**
 - Near-continuous temperature readings
 - Compost samples at 0, 4, 6, and 10 weeks



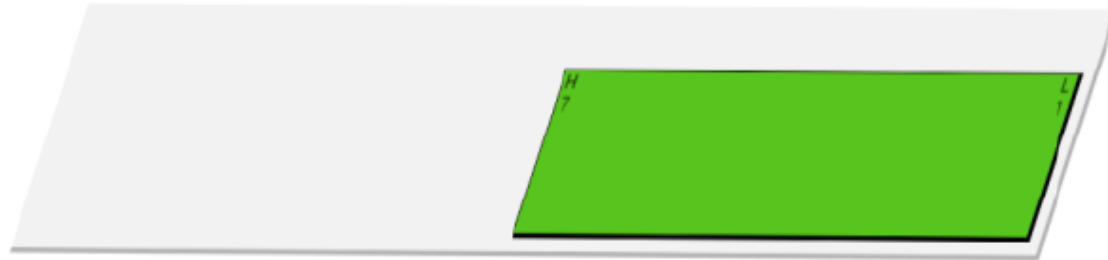






SITE OVERVIEW

■ Phase I
 ■ Phase II
 ■ Phase III
 ■ Available
 ■ Alert



ACTIVE HEAP

BUNKER	HEAP	PHASE	PFRP	BLOWER	BLOWER MODE	BLOWER STATUS
L1	H7	1	Y	OFF	Interval	OFF Mode

HEAP 7

Status

PFRP: Y 07/04 02:54

Avg Temp: 154.68°F 07/06 15:55

Current 0°: 13.93 07/06 15:55

Blower Status: OFF Mode OFF

Activity

05 July, 2021 11:52 AM

Heap [H7] - Blower Mode changed from I to I
Mins On: changed from 1 to 1
Mins Off: changed from 10 to 8

[ADD NOTES](#) [HISTORY](#)

Configuration

Bunker

L1

Phase

Phase I

Content

Choose here

Blower Mode

Interval

Minutes On

1

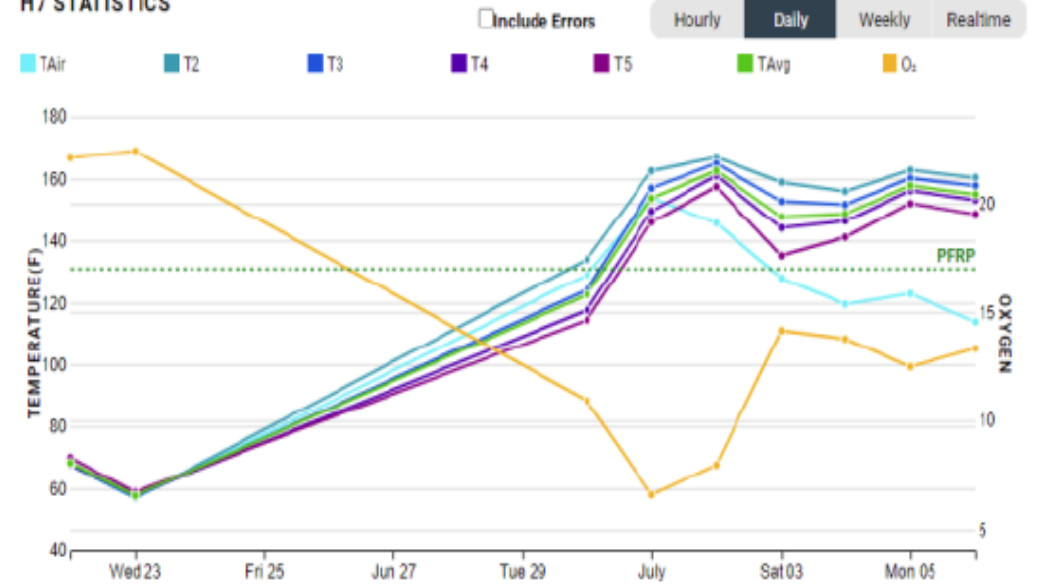
Minutes Off

8

[CALIBRATE O₂](#)
[SAVE](#)

BUNKER 7

H7 STATISTICS



STA Lab Test Results

- Very safe regarding pathogens, a result of the high temperatures that were maintained
- Safe as a soil amendment with low heavy metals detected
- Very stable, well cured, finished compost with no odors or plant toxicity
- Very mature, safe for containers, which means it could be marketed as a bagged product, increasing its value
- Carbon-to-nitrogen ration was normal, so it will release available nitrogen to the soil
- Good source of nutrients and organic matter
- Salinity was low, again, safe for plants



Local Site Plan Approval

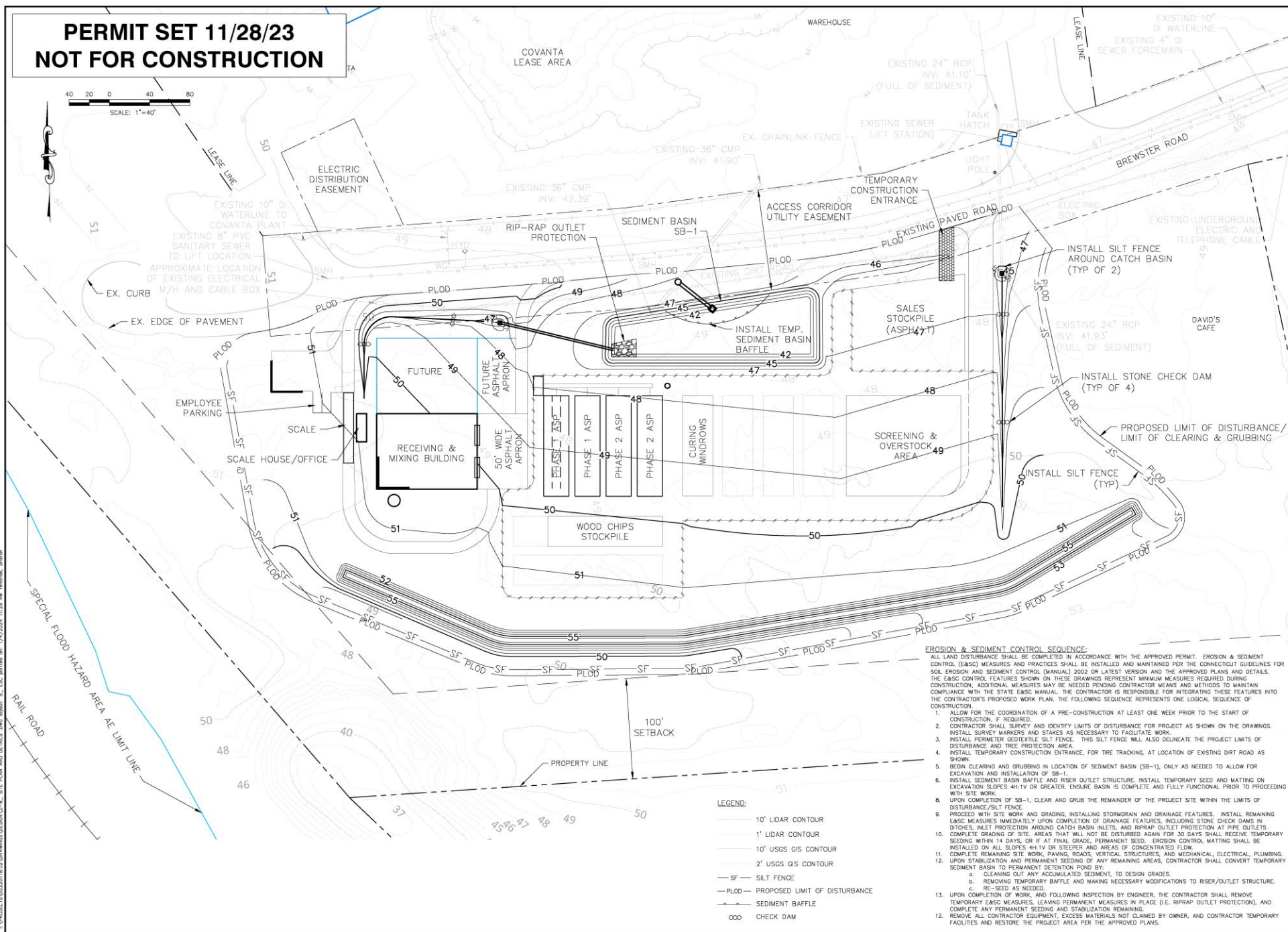
- Initial meeting with the town: June 2023
- Initial application: November 2023
- Response to comments: January 2024
- Board meeting and approval: January 2024

Onondaga County Resource Recovery Agency (OCRRA) Amboy Compost Site - Camillus, New York





PERMIT SET 11/28/23 NOT FOR CONSTRUCTION



EROSION & SEDIMENT CONTROL SEQUENCE:
ALL LAND DISTURBANCE SHALL BE COMPLETED IN ACCORDANCE WITH THE APPROVED PERMIT. EROSION & SEDIMENT CONTROL (EASC) MEASURES AND PRACTICES SHALL BE INSTALLED AND MAINTAINED PER THE CONNECTICUT GUIDELINES FOR SOIL EROSION AND SEDIMENT CONTROL (ANNUAL) 2022 OR LATEST VERSION AND THE APPROVED PLANS AND DETAILS. THE EASC CONTROL FEATURES SHOWN ON THESE DRAWINGS REPRESENT MINIMUM MEASURES REQUIRED DURING CONSTRUCTION; ADDITIONAL MEASURES MAY BE NEEDED PENDING CONTRACTOR MEANS AND METHODS TO MAINTAIN COMPLIANCE WITH THE STATE EASC MANUAL. THE CONTRACTOR IS RESPONSIBLE FOR INTEGRATING THESE FEATURES INTO THE CONTRACTOR'S PROPOSED WORK PLAN. THE FOLLOWING SEQUENCE REPRESENTS ONE LOGICAL SEQUENCE OF CONSTRUCTION:

- ALLOW FOR THE COORDINATION OF A PRE-CONSTRUCTION AT LEAST ONE WEEK PRIOR TO THE START OF CONSTRUCTION, IF REQUIRED.
- CONTRACTOR SHALL SURVEY AND IDENTIFY LIMITS OF DISTURBANCE FOR PROJECT AS SHOWN ON THE DRAWINGS. INSTALL SURVEY MARKERS AND STAKES AS NECESSARY TO FACILITATE WORK.
- INSTALL PERIMETER GEOTEXTILE SILT FENCE. THIS SILT FENCE WILL ALSO DELINEATE THE PROJECT LIMITS OF DISTURBANCE AND TREE PROTECTION AREA.
- INSTALL TEMPORARY CONSTRUCTION ENTRANCE, FOR TIRE TRACKING, AT LOCATION OF EXISTING DIRT ROAD AS SHOWN.
- BEGIN CLEARING AND GRUBBING IN LOCATION OF SEDIMENT BASIN (SB-1), ONLY AS NEEDED TO ALLOW FOR EXCAVATION AND INSTALLATION OF SB-1.
- INSTALL SEDIMENT BASIN BAFFLE AND RISER/OUTLET STRUCTURE. INSTALL TEMPORARY SEED AND MATTING ON EXCAVATION SLOPES 4H:1V OR GREATER. ENSURE BASIN IS COMPLETE AND FULLY FUNCTIONAL PRIOR TO PROCEEDING WITH SITE WORK.
- UPON COMPLETION OF SB-1, CLEAR AND GRUB THE REMAINDER OF THE PROJECT SITE WITHIN THE LIMITS OF DISTURBANCE/SILT FENCE.
- PROCEED WITH SITE WORK AND GRADING, INSTALLING STORMDRAIN AND DRAINAGE FEATURES. INSTALL REMAINING EASC MEASURES IMMEDIATELY UPON COMPLETION OF DRAINAGE FEATURES, INCLUDING STONE CHECK DAMS IN DITCHES, INLET PROTECTION AROUND CATCH BASIN INLETS, AND RIPRAP OUTLET PROTECTION AT PIPE OUTLETS.
- COMPLETE GRADING OF SITE. AREAS THAT WILL NOT BE DISTURBED AGAIN FOR 30 DAYS SHALL RECEIVE TEMPORARY SEEDING WITHIN 14 DAYS, OR IF AT FINAL GRADE, PERMANENT SEED. EROSION CONTROL MATTING SHALL BE INSTALLED ON ALL SLOPES 4H:1V OR STEEPER AND AREAS OF CONCENTRATED FLOW.
- COMPLETE REMAINING SITE WORK, PARKING, ROADS, VERTICAL STRUCTURES, AND MECHANICAL, ELECTRICAL, PLUMBING.
- UPON STABILIZATION AND PERMANENT SEEDING OF ANY REMAINING AREAS, CONTRACTOR SHALL CONVERT TEMPORARY SEDIMENT BASIN TO PERMANENT DETENTION POND BY:
 - CLEANING OUT ANY ACCUMULATED SEDIMENT, TO DESIGN GRADES.
 - REMOVING TEMPORARY BAFFLE AND MAKING NECESSARY MODIFICATIONS TO RISER/OUTLET STRUCTURE.
 - RE-SEED AS NEEDED.
- UPON COMPLETION OF WORK, AND FOLLOWING INSPECTION BY ENGINEER, THE CONTRACTOR SHALL REMOVE TEMPORARY EASC MEASURES, LEAVING PERMANENT MEASURES IN PLACE (I.E. RIPRAP OUTLET PROTECTION), AND COMPLETE ANY PERMANENT SEEDING AND STABILIZATION REMAINING.
- REMOVE ALL CONTRACTOR EQUIPMENT, EXCESS MATERIALS NOT CLAIMED BY OWNER, AND CONTRACTOR TEMPORARY FACILITIES AND RESTORE THE PROJECT AREA PER THE APPROVED PLANS.

- LEGEND:**
- 10' LIDAR CONTOUR
 - 1' LIDAR CONTOUR
 - 10' USGS GIS CONTOUR
 - 2' USGS GIS CONTOUR
 - SF SILT FENCE
 - PLOD PROPOSED LIMIT OF DISTURBANCE
 - SEDIMENT BAFFLE
 - CD CHECK DAM

CLIENT	SOUTHWEST CONNECTICUT REGIONAL RESOURCE RECOVERY AUTHORITY	
	7 HURLBUTT ROAD GALES FERRY, CONNECTICUT 06335	
SHEET TITLE	EROSION & SEDIMENT CONTROL PLAN	
	ASP COMPOST FACILITY 132 ROUTE 12 TOWN OF PRESTON, CONN	
DATE	11/28/23	
SCALE	AS SHOWN	
DRAWING NO.	5	of 8

I:\PROJECTS\2022\20210118.02\DRAWINGS\VERSION3-4 SITE PLAN AND DETAILS (RNG) Layout - E.DSC plotted on: 1/1/2024 11:29 AM Verheide, Sharon

Discussion & Questions



David Aldridge
Executive Director

www.SCRRA.org



SCRRA



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0315

Agenda Date: 4/10/2024

Agenda #:

MINUTES

Minutes:

MOTION to approve the Town Council Regular Meeting Minutes of March 27, 2024



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES
LEDYARD TOWN COUNCIL – REGULAR MEETING
WEDNESDAY, MARCH 27, 2024; 7:00 PM
HYBRID FORMAT
VIDEO CONFERENCE VIA ZOOM

DRAFT

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

Chairman Rodriguez welcomed all to the Hybrid Meeting. She stated for the members of the Town Council and the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town’s Website – Granicus-Legistar Meeting Portal.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL –

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

IV. INFORMATIONAL ITEMS/PRESENTATIONS

• 2024 Black History Month Essay and Poster Contest Awards

Chairman Rodriguez introduced herself and welcomed all to tonight’s Town Council meeting. She provided some background noting that the 2024 Black History Month Activities was the third year Ledyard hosted the Program, which involved an Essay Contest for the High School and Middle School Students, along with a Poster Contest for the Elementary School Students. She stated the Contest was open to all students in Ledyard including Magnet School Students and Home School Students. She stated the Contests were voluntary and was held from February 1 – February 23, 2024.

Chairman Rodriguez continued by thanking the following Contest Judges for participating in the process: Library Commission Member Mr. Ralph Hightower, Police Sergeant Michael McKinney, who was being represented this evening by Sergeant Matthew Andrade, Board of Education Chairman Alex Rode, Town Councilor Gary St. Vil, and herself. She noted that some of the Judges were present this evening to award the prizes.

Chairman Rodriguez proceeded by thanking all who participated in the Contest and for attending tonight’s Town Council meeting. She stated since the Town Council’s Community Relations Committee began hosting the Black History Month Poster and Essay Contest that they looked forward to the Program because of the learning experience. She stated that Black History is American History, and that she was humbled and grateful for the work the students did in writing their essays, noting that they were inspirational, educational, and sincere. She stated the Judges were impressed by the essays and it was hard to find just one winner, noting that this year they had a couple of ties. She stated the students, and their parents should be proud of their accomplishments.

Chairman Rodriguez asked Councilor Brunelle, Councilor St. Vil, and Sergent Andrade to join her in presenting the prizes this evening:

Essay Contest:

Ledyard Middle School (Essay Contest)

- ✓ First Place (Tie) \$100.00 – Annabella Miner and Elianys Zoe Vazquez Malave.
- ✓ Second Place (Tie) \$50.00 – Anaya Chumpitazi and Madeline Litwin-Gaccione.
- ✓ Third Place \$25.00 – Zixuan Lin.

High School (Essay Contest)

- ✓ First Place (Tie) \$100.00 - Ephraim Medic, Adrian Beltre, and Mackenzie Hope.
- ✓ Second Place (Tie) \$50.00 - Sophia Holloway and Teagan Caviness.
- ✓ Third Place (Tie) \$25.00 - Aleecia Helme and Roan Fothergill.

Poster Contest:

Chairman Rodriguez noted that in addition to tonight’s recognition amongst the students’ family, friends, and the community, that the following Poster Contest Winners would also be announced at their respective Schools on April 3, 2024 among their peers and teachers:

Grades K-2 - Poster Contest

- ✓ First Place (Tie) – Nora Veara & Kaylee West both 2nd Grade - Gallup Hill School– Teacher Ms. Florez.
- ✓ Second Place – Nyarie Torres– 2nd Grade – Gallup Hill School – Teacher Ms. Florez.
- ✓ Third Place – Marcy Gallagher– 2nd Grade – Gallup Hill School – Teacher Ms. Florez.

Grades 3-5 - Poster Contest

- ✓ First Place – Mason Mitsko – 3rd Grade – Gallup Hill School – Teacher Mrs. Gennells.
- ✓ First Place – Renaja McLeod– 5th Grade – Juliet W. Long School – Teacher Mrs. Hills.
- ✓ Second Place – Olivia Wardell – 3rd Grade – Gallup Hill School – Teacher Mrs. Thomas.
- ✓ Second Place - Lesley Jean – 5th Grade – Juliet W. Long School – Teacher Mrs. McVeigh.
- ✓ Third Place - Emilia King – 5th Grade – Juliet W. Long School – Teacher Mrs. Hills.

Chairman Rodriguez noted that this concluded the 2024 Black History Month Activities. She thanked all the students who participated in the contests, the Town Council, the Community Relations Committee, and the Judges for their involvement in the 2024 Black History Month Contest.

Chairman Rodriguez again Congratulated all the winners, stating that it was wonderful to see all the talented young people that Ledyard has. She encouraged all of the students to keep-up their good work. She went on to state that she would also like to again thank the Community Relations Committee and Councilor St. Vil for their work and time involved in planning and hosting the 2024 Black History Month Essay and Poster Contest.

V. RESIDENTS AND PROPERTY OWNERS

Ms. Wendy Hellekson, 14-L Lakeside Drive, Ledyard, stated that she wanted to comment on the Black History Month Contest, noting that it made her proud to see how hard the students worked on their posters and essays, noting that they did a Great Job!

IV. COMMITTEE COMMISSION AND BOARD REPORTS – None.

VI. COMMENTS OF TOWN COUNCILORS

Councilor Brunelle noted the tragic accident that occurred yesterday with DALI Cargo Ship that collided with the Francis Scott Key Bridge in Baltimore, Maryland, causing the bridge to collapse. She stated that her heart goes out to all those who were affected by the accident.

Councilor Saccone stated the Town provided a great response to a structure fire that occurred this week at the Mystic Paper Beast/Dragon’s Egg Studio on Shewville Road. He stated Ledyard was fortunate that they could call in their paid firefighters; and he thanked the Fire Chief and the town’s volunteer firefighters, who respond to emergency calls after they have come home from work. He explained because there were no fire hydrants in that area they had to call in multiple Mutal Aide fire units to assist, noting that they all did a good job.

Councilor Buhle stated she attended Ledyard High School's production of *Clue the Musical*. She stated she was impressed with everything the High School's Music Department has done and she encouraged folks to make time to attend their productions, noting that they were amazing.

Chairman Rodriguez announced that April was *National Volunteer Appreciation Month*. She provided each Town Councilor with Appreciation Message Flyers; and she asked them to attend their assigned Liaison Committees in April to thank all of Ledyard's Volunteers for the service they provide to the Town. She also encouraged Councilors in addition to giving each volunteer a flyer that they also do something special to show they were appreciated, noting that it could be a simple gesture such as baking them cookies. She stated Ledyard would not be able to run without their dedicated volunteers. She continued by thanking each of the members of the Town Council, who were also volunteers, noting that none of the town's volunteers were paid a stipend or paid a salary. She stated that she appreciated everyone who dedicated their time to volunteer to serve the Town of Ledyard.

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the following:
Public Hearing Minutes of March 13, 2024
Regular Meeting Minutes of March 13, 2024
Moved by Councilor Buhle, seconded by Councilor St. Vil

VOTE: 6 – 0 Approved and so declared

IX. COMMUNICATIONS

Chairman Rodriguez stated a Communications List has been provided on the meeting portal for tonight's meeting; and she noted there were no referrals listed. She stated in their absence that Councilor Paul and Councilor Ryan submitted written comments this afternoon for tonight's meeting. She asked that the Councilors written comments be included on the Correspondence List, as Councilor Ryan requested that his letter be submitted; and that Councilor Paul asked that his comments regarding Item #5 on tonight's agenda be read during the meeting. She asked Councilor Brunelle to read Councilor Paul's comments at the appropriate time this evening.

X. COUNCIL SUB COMMITTEE, LIAISON REPORTS

Administration Committee

Councilor Garcia-Irizarry stated although the Administration Committee has not met since the last Town Council meeting they have a couple of items on tonight's Agenda.

Community Relations Committee

Councilor Brunelle stated the Community Relations Committee met on March 20, 2024 and she noted the following: (1) 2024 Black History Month – Councilor Brunelle stated earlier this evening they saw the great results of this year's Poster and Essay Contest; (2) March was Women's History Month – Councilor Brunelle stated their second Poetry Slam was held at Lucille's Restaurant in Ledyard Center, noting that it was well attended; (3) National Volunteer Appreciation Month – Councilor Brunelle stated as Chairman Rodriguez stated earlier this evening, April was National Volunteer Appreciation Month, and that she looked forward to getting out to thank all of Ledyard's Volunteers to let them know that they were appreciated.

Finance Committee

Councilor Saccone stated the Finance Committee met on March 20, 2024 and also held a Special Meeting on March 25, 2024. He noted the Committee had a number of items on tonight's agenda which included the proposed Fiscal Year 2024/2025 Budget.

Land Use/Planning/Public Works Committee

Councilor St. Vil stated the LUPPW Committee's next meeting was scheduled for April 1, 2024 at 6:00 p.m.

Ledyard Fire Department

Councilor Saccone stated the Ledyard Fire Department would be meeting next week.

Gales Ferry Fire Department

Councilor Saccone stated at their last meeting the Gales Ferry Fire Department elected Jeff Erhart as their new Fire Chief, effective April 1, 2024. He stated Mr. Erhart was a twenty-year member of the Gales Ferry Fire Company and lifelong resident of the Town of Ledyard.

Public Safety Commission

Councilor Saccone stated the Public Safety Commission were continuing to work to transition the town's emergency communications radio system over to the State-wide frequency system. He stated this project was funded by a \$284,000 Grant.

Chairman Rodriguez stated that Councilor Dombrowski, Councilor Paul, Councilor Ryan and Mayor Allyn, III, were not present this evening; and that she wished them all well.

Water Pollution Control Authority

Chairman Rodriguez read Councilor Dombrowski's WPCA Liaison Report as follows: The WPCA met on March 26, 2024 and addressed the following: (1) Water Rate Increase: The WPCA approved to set a Public Hearing date for April 23, 2024 at 6:00 p.m. to receive comments regarding a proposed 5% Water Rate Increase that would become effective July 1, 2024; (2) Approved payment of the Cortex Invoice dated February 29, 2024 in the amount of \$3,386.00 for ROV Inspection-Holmberg Orchard-Concrete Reservoir; (3) Approved to request the Town Council grant a Bid Waiver to Groton Utilities in an amount not to exceed \$25,000 for work to supervise the moving of one fire hydrant for the Multi-Use Pathway (along Colonel Ledyard Highway from the Bill Library to Ledyard High School) and the associated work required during the Pathway Construction, as Groton Utilities was the Water Pollution Control Authority's water services provider; (4) Approved the payment of Groton Utilities Invoice dated February 27, 2024 in the amount of \$82.08 for Lead Inventory.

Economic Development Commission

Councilor Buhle stated the EDC's next meeting was scheduled for April 2, 2024 at 6:00 p.m.

Library Commission

Councilor Garcia-Irizarry stated the Library Commission met on March 18, 2024 and addressed the following: (1) Libraries Consortium – Councilor Garcia-Irizarry stated the Commission established an Ad Hoc Committee to evaluate/compare the services provided by both their current on-line consortium membership *Libraries On Line* (LION) which cost about \$50,000 and the *Library Connection Inc.* (LCI) which cost about \$25,000 (LCI); (2) Working to update the Community Room Usage Rules; (3) Libraries Transforming Communities Grant – Councilor Garcia-Irizarry noted that the Library applied for and received Grant funding from both Round I & Round II of the Libraries Transforming Communities Grant for a total of \$40,000. She stated the Commission discussed the use of the grant funding noting that they planned to expand programs for those with disabilities and to replace the circulation desk, which would also be handicap accessible.

XI. MAYOR'S REPORT

Chairman Rodriguez stated in Mayor Allyn's, III, absence that he provided the following report: (1) Structure Fires – Ledyard had two structure fires in one week as follows: A house fire on Inchcliffe Drive, and a fire at the Mystic Paper Beast/Dragon's Egg Studio on Shewville Road. Chairman Rodriguez noted that Mayor Allyn wished to thank both the Ledyard Center Fire Department and the Gales Ferry Fire Department, as well as the Mutual Aide that provided regional assistance with the tanker brigade; (2) Blight Enforcement Update: Zoning Enforcement Officer Alex Samalot has been working with residents to bring blighted properties into compliance. Recently the Christy Hill residence has come into compliance; however, a property on Colonel Ledyard Highway was proceeding through the Court System; (3) School(s) Consolidation/Improvement Projects (Middle School & Gallup Hill School) – The School(s) Project Reimbursement Package prepared by Colliers Project Leaders was submitted to the State's Department of Administrative Services (DAS) for the disbursement of funding to the Town; and for the State to conduct the Final Project Audit; (4) School Roof Projects Bonding Package - Preparations were underway for the Town to borrow/bond up-to \$10 million for the replacement of the School Roof Projects that

were approved by the townspeople at a February 22, 2022 Referendum; and later increased the dollar at the October 17, 2023 Referendum. Bond Anticipation Notes (BAN) would come due again; if the State does not release the Grant Funding soon; (5) Ledyard Police Department Promotions and Awards – Chairman Rodriguez noted that Mayor Allyn congratulated Matthew Andrade for his promotion to Sergeant; (6) Early Voting for presidential Primary - Early voting began on March 26, 2024 for the Presidential Primary. The Early Voting was being held at the Registrar’s Office located in the Lower Level of the Town Hall and would run for four- days, including Saturday March 30, 2024. They had a very light turnout on the first day with 22 voters; (7) Local Transportation Capital Improvement (LOTICIP) Grant Funding – Mayor Allyn attended a meeting on March 26, 2024 to learn about upcoming LOTICIP Grant Funding opportunities; (8) Connecticut Conference of Municipalities (CCM) Legislative Update – Mayor Allyn participated in a CCM Conference Call in which they received an updates on several proposed Bills and their possible impacts; (9) Southeastern Connecticut Enterprise Region (seCTer) Board Meeting – March 27, 2024 – The following Grant Programs were available: (a) Rural Innovation Stronger Economy (RISE) was offering \$10,000 – \$25,000 that businesses could be for equipment, etc.; (b) BOOST Loans were offering up-to \$500,000 at 4.5% interest rate – The Connecticut Small Business Boost Fund provides small business owners access to flexible funding for capital expenditures and working capital, and would connect business with support services; (c) Connecticut Port Authority provides Grant Funding in the amount of up-to \$5 million to assist municipalities improve small ports, harbors and marinas. Currently Ledyard businesses only have two loans through SeCTer. These grant programs were a Great Opportunity!

Chairman Rodriguez noted the Ledyard Police Department’s Promotion and Award Ceremony that was held earlier today at the Senior Citizens/Parks & Recreation Facility. She stated that she was honored to attend Sergeant Matthew Andrade’s promotion, noting that many other Ledyard Police Officers were also recognized for their outstanding work and received Awards as well.

Questions to the Mayor - None.

XII. OLD BUSINESS – None.

XI. NEW BUSINESS

CONSENT CALENDAR

*1. MOTION to appoint the following as the Town of Ledyard’s Representatives to serve on Southeastern Connecticut Regional Resource Recovery Authority (SCRRA) for a three (3) year term as follows:

- Public Works Director Mr. Steve Masalin as a Regular Member to complete a term ending January 31, 2027.
- Mr. Joseph Lozier (R) 198 Gallup Hill Road, Ledyard, as an Alternate Member to complete a term ending January 31, 2025.

*2. MOTION to reappoint the following members to the Water Pollution Control Authority for a three (3) year term ending April 11, 2027:

- Mr. Monir Tewfik (U) 33 Seabury Avenue, Ledyard (Regular Member)
- Ms. Sharon Wadecki (D) 44 Fanning Road, Ledyard (Regular Member)
- Mr. Edmond Lynch (D) 11 Red Brook Lane, Ledyard (Regular Member)
- Mr. J.A. Capon (D) 37 Silas Dean Road (Alternate Member)
- Mr. James Ball (D) 674R Shewville Road, Ledyard (Alternate Member)

*3. MOTION to approve appropriations from the receipt of sales of vehicles through GovDeals in the total amount of \$8,185.00 to the Pooled Vehicles CNR Account #21040101-57315.

*4. MOTION to recommend the Town Council approve two tax refunds in the combined total amount of \$5,892.30 with each exceeding \$2,400.00 in accordance with tax collector departmental procedures.

- Attorney Ellin Grenger \$2,438.56
- Wayne Korteweg \$3,453.74

Moved by Councilor Buhle, seconded by Councilor St. Vil

VOTE: 6 – 0 Approved and so declared

RESULT: APPROVED 6 - 0
 MOVER: Jessica Buhle, Town Councilor
 SECONDER Gary St. Vil, Town Councilor
 AYES: Brunelle, Buhle, Garcia-Irizarry, Rodriguez, Saccone, St. Vil
 EXCUSED: Dombrowski, Paul, Ryan

Community Relations Committee

5. MOTION to approve an Addendum – 2024 to the “*Resolution Establishing the Rules of Procedure for the Twenty-seventh Town Council*”: Paragraph 12 pertaining to Town Council Standing Committees to the revise the name of the Community Relations Committee to the “*Community Relations Committee for Diversity, Equity and Inclusion*” as presented in the draft dated March 20, 2024.

Res: 001–2023/Dec 4
Addendum: 2024/Mar 27

ADDENDUM – 2024

RESOLUTION ESTABLISHING THE
RULES OF PROCEDURE FOR THE TWENTY-SEVENTH TOWN COUNCIL

WHEREAS: The Ledyard Town Council would like the title of the Community Relations Committee to more accurately reflect the Committee’s *Mission Statement* that was adopted on September 21, 2022;

NOW THEREFORE BE IT RESOLVED: Effective April 1, 2024: “*Resolution Establishing the Rules of Procedure for the Twenty-Seventh Town Council*”; Paragraph12 “*Standing Committees of the Town Council*” is hereby amended to rename the Community Relations Committee to be as follows: “*Community Relations Committee for Diversity, Equity and Inclusion*”.

Addendum Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Moved by Councilor Brunelle, seconded by Councilor St. Vil

Discussion: Councilor Brunelle read Councilor Paul’s written comments as follows:

“Respectfully Subitted for Town Council Meeting 03/27/2024 by Councilor Gary Paul Remarks with respect to Agenda Item #5:

I would like to first apologize that I was absent from the Community Relations Committee’s March 20, 2024 meeting due to illness. However, I am both confused and a bit disappointed about why the Committee would choose to make a motion to rename the Committee. When I became Chair of the Committee for the last Town Council, we discussed at great length the role of the committee originally created due to some social and racial issues that many surrounding communities were dealing with at the

time. Before my term there were discussions about disbanding the committee due to lack of interest or involvement. My committee looked at ways that we could actively engage with the community by being a true resource for ALL of the community. We believed there were many areas in our committee we could help and be a resource.

Our committee believed in not only standing up to racism and discrimination, but in also helping the community connect to services such as financial help, the food pantry, heating assistance, and mental health information while also helping to educate the community about how the town operates by holding public informational forums with various departments in town. I don't feel or believe that changing the name to the "Community Relations Committee for Diversity, Equity and Inclusion (DEI)" promotes what the previous committee worked so hard to accomplish or aligns with our current mission statement. In fact, I would say it excludes some. I do not want anyone to feel excluded by putting a label on the name that some may feel has been "Politicalized". I personally want all people to feel welcome, and as government officials be the resource we were voted-in to be and uphold our mission statement.

Community Relations Committee Mission Statement

"The Community Relations Committee is tasked with being both an advocate and a resource for the community by listening, communicating, and engaging with the community, educating ourselves, standing up to discrimination and racism in all forms.

We do this by encouraging dialogue, promoting unity and understanding, and learning from one another as we continue to build a strong community together, making sure no-one is left behind."

I personally believe, as I know we all do, that there is no place for racism or hate in anyway shape or form in our community, but I would encourage more dialogue before changing the name and continuing to ask the right questions before doing so, such as "what is this committee's role?" "Does the name change really reflect our mission statement?" "How does a name change encourage and engage our community?" If the intent were to change the mission statement, then I would recommend the committee discuss formulating a new mission statement to reflect a name change, this name change in my opinion does not."

Councilor Brunelle responded to Councilor Paul's questions as follows:

- ***What is this Committee's Role*** – Councilor Brunelle noted as Councilor Paul stated in his written comments, the Committee's role was to promote dialogue, promote unity, and promote understanding, and that she agreed with Councilor Paul's words.
- ***Does the name change really reflect our mission statement*** - Councilor Brunelle stated that she believed in the Community Relations Committee's Mission Statement, and that she believed renaming the Committee to "*Community Relations Committee for Diversity, Equity and Inclusion*" reflected their Mission Statement, for the reasons Councilor Paul stated in his written comments (see above).

Councilor Brunelle stated renaming the Committee reflected the Mission Statement for the reasons that they saw this evening, noting that the Council Chambers was full of so many Diverse people who were all Equally Included in the Black History Month Activities and were all present to celebrate the winners of the Black History Month Poster and Essay Contest. She noted what they saw this evening was ***Diversity, Equity, & Inclusion (DEI)***. She stated there was nothing wrong with these words; and that it was not a political statement.

Councilor Brunelle went on to state that she was proud to serve as the Committee's Chairman; and she was proud of what the Committee has accomplished this year, thus far. She noted the following sentence of the Mission Statement: "*...and learning from one another as we continue to build a strong community together, making sure no-one is left behind."*

- ***How does a name change encourage and engage our community*** – Councilor Brunelle stated it engages our community because we want everyone to feel included and feel that they had an equal opportunity to come and participate, speak their minds, and be heard, and volunteer to serve their community, and to acknowledge our diversity, and to embrace it. She stated Ledyard was a diverse community, we should be treating everyone equally, and we should be inclusive in everything that we do. She stated getting different perspectives was how a community grows and allowed them to move forward together.

Councilor Brunelle concluded her comments by stating that she supported renaming the Committee to “*Community Relations Committee for Diversity, Equity and Inclusion*”. She stated the proposed Committee name would give Ledyard greater opportunities, not only within our community, but with help from the State as well. She stated that she has been attending the Connecticut Conference of Municipalities (CCM) Program to become a Certified Connecticut Elected Official noting that one of the courses was on *Diversity, Equity, & Inclusion (DEI)*. She went on to explain the State offered a matching Grant Program for DEI Initiatives. Therefore, she stated the next program/event Ledyard has that they would be eligible to apply to the State to obtain some matching grant funding to help support initiatives that would give back to their community. She stated that she saw updating the Committee’s name to “*Community Relations Committee for Diversity, Equity and Inclusion*” as a good thing.

Councilor St. Vil stated that Councilor Brunelle’s comments hit the nail on the head in addressing what was at the heart of changing the Committee’s name to “*Community Relations Committee for Diversity, Equity and Inclusion*”. He stated the name of the Committee was to ensure that everyone was aware that the Community Relations Committee was here for the Community in every aspect of their town. He stated as an engineer that he was very literal and so he looked up the definition of the specific words: “*Diversity, Equity, & Inclusion*”, noting that he did not find anything that would exclude a member of their community. He noted Councilor Brunelle’s comments: “*look at what we saw this evening*” as an example of what we can accomplish together. He stated renaming the Committee to “*Community Relations Committee for Diversity, Equity and Inclusion*” was a furtherance of that goal.

Councilor Saccone stated he was in-favor of renaming the Committee to “*Community Relations Committee for Diversity, Equity and Inclusion*”. He stated the proposed name was not political, and he noted that Ledyard was a diverse and inclusive community. He stated the name of “*Community Relations Committee*” was outdated terminology. He stated by renaming the Committee it was telling everyone both in our community and outside of our community that Ledyard was *Diverse, Equitable, & Inclusive* and that it would bring Ledyard into the 21st Century.

Councilor Buhle stated renaming the Committee to “*Community Relations Committee for Diversity, Equity and Inclusion*” was not a political statement. She stated there were benefactors that wanted us to think that Diversity and Equity were political terms. She stated that these were not political terms; and were the way we should all be treating our neighbors in our community.

Councilor Garcia-Irizarry thanked Councilor Brunelle, Councilor St. Vil, and Councilor Paul for their work on the Black History Month Activities which included the time involved to judge all of the Posters and Essays. She noted as Councilor Brunelle stated in presenting the Black History Month Contest Awards to the winners this evening, they saw a diverse crowd. She stated that it was wonderful to see all the kids who submitted contest entries noting that they were from all different backgrounds. She stated that she wished they could have more events like the Black History Month Program, because it encouraged people from all different backgrounds to feel welcome and participate in their community. She concluded by stating renaming the Committee to “*Community Relations Committee for Diversity, Equity and Inclusion*” reflected the goals of the Mission Statement.

VOTE:

6 – 0 Approved and so declared

RESULT:	APPROVED 6 - 0
MOVER:	April Brunelle, Town Councilor
SECONDER	Gary St. Vil, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Paul, Ryan

Finance Committee

6. MOTION to adopt a proposed Fiscal Year 2024/2025 Budget in the amount of \$67,430,573 comprised of:
- General Government: \$29,060,750
 - Board of Education: \$38,369,823.

Moved by Councilor Buhle, seconded by Councilor St. Vil

Discussion: Councilor Saccone provided some background explaining that the Finance Committee held three Budget Work Sessions on March 7, 11, & 14, 2024 noting they spent many hours meeting with the Mayor and the Department Heads to discuss their proposed budgets. He stated the Annual Budget was a reflection of the community's values relative to what they needed and what they wanted. He stated many of the proposed budget increases were to allow the Town to continue to be progressive, and to address things that needed to be done.

Councilor Saccone continued by noting there were a number of expenses that were competing for funding; and therefore, some items were not included in the proposed Fiscal Year 2024/2025 Budget because of funding constraints such as: (1) Replacing the High School Fire Alarm System - Councilor Saccone stated that he wanted to be clear that the Fire Alarm was 100% in-service and was safe. However, he explained the system was nearing the end of its operational life and so they were beginning to plan for its replacement by allocating funding over the next three-years; (2) High School Elevator – Councilor Saccone stated the town would begin allocating funding over a three-year period to update the elevator. He noted that these were just a couple of items that they did not fund in the upcoming Fiscal Year 2024/2025 Budget. However, he stated that there were a number of projects that have been funded such as: (1) Contractual obligations for services and operating expenses such as utilities, which included labor contracts for both the General Government and Board of Education Employees; and (2) Capital Improvement Plan (CIP) which allocated funding on an incremental annual basis for facility projects and large expenses such as Road Improvements; Replacement of Public Works Heavy Equipment, Replacement of Emergency Services Apparatus, Upgrades to town buildings and schools facilities to rebuild their infrastructure, and to ensure their kids were getting a good education; as well as maintain and expand their community spaces such as the Town Green and the construction of Pickleball Courts. Councilor Saccone stated the Pickleball Courts would be built using Parks & Recreation funding, not tax dollars.

Councilor Saccone went on to explain that Ledyard was working to continue to share services, noting that inflation has hurt our residents, and it has hurt the town. He stated the Grant List for October 1, 2023 increased by 4.5%. He also noted that Finance Director Matthew Bonin approached the bank and was able to obtain a higher interest earning rate on the town's funds. He stated to date the town has earned nearly \$400,000 in interest on those funds, noting that these were the types of things Ledyard's employees were doing for our town.

Councilor Saccone concluded his remarks by thanking Finance Committee Members Councilor Buhle and Councilor Ryan for their work to consider, prioritize, and to try to meet all of the competing needs to ensure they were continuing to move the town forward. He noted they did a fantastic job in trying to control the massive inflation we have seen over the past few years. He noted the proposed Fiscal Year 2024/2025 Budget in the amount of \$67,430,573 would be an increase of \$2,889,633 or 4.48%; over the current year's budget. He stated this would require an estimated .65 mil increase for a new projected mil rate of 35.21. He stated a house with an assessed value of \$250,000 would see an approximate increase of \$162.00 in their yearly taxes; and a house with an assessed value of \$425,000 would see an approximate increase of \$242.00 in their yearly taxes.

Councilor Buhle noted Councilor Saccone's comments explaining what residents could expect for an increase in their taxes was based on the *assessed value* of their homes. Therefore, she stated a home with an *assessed value* of \$250,000 was worth about \$360,000; and a house with an *assessed value* of \$425,000 was worth about \$600,000, noting that she wanted to provide clarification for folks watching or reading the minutes of this meeting.

Councilor Buhle proceeded to state that as most of you know, this was her first term as a Town Councilor. She stated while she was running to serve on the Town Council, that she, along with her colleagues on the Town Council and the Board of Education, spoke to hundreds, if not thousands of voters, and residents between door knocking, social media, and events. She stated that consistently residents asked for improvements in our schools, especially with regard to the need for more substitute teachers and higher pay for the substitute teachers, to bring Ledyard into a comparable market with neighboring school districts. She stated that it was important to note that the voters in the last election overwhelmingly supported change in our town government, and elected a Board of Education they believed would facilitate the improvements they were looking for. She stated to follow the Superintendent's proposed Fiscal Year 2024/2025 Budget instead of the elected Board of Education's proposed budget would be a disservice to all of our residents who voted to support a new Board of Education.

Councilor Buhle went on to state that while our town had the third highest mil rate in the county, behind only New London and Norwich; that Ledyard was consistently in the bottom 10% for our per pupil expenditures. She stated the cuts to the Board of Education Budget that Councilor Ryan proposed at the Finance Committee's March 25, 2024 meeting would have reduce our mil rate increase by approximately .15 mils; but would cost our students greatly by reducing some of the improvements that were brought forward by the Board of Education. She stated this reduction would have further worsened our ranking in how much we spend per student, especially as school districts all around the state were significantly increasing their Board of Education Budgets, while Ledyard has been nearly stagnant for years.

Councilor Buhle continued by stating that increasing the mil rate was never a goal for any elected official, but that she believed the proposed increase for the upcoming fiscal year was modest and the delta between the current Finance Committee's approved budget and Councilor Ryan's suggested amount was reasonable and worth the additional investment in our students. She stated based on Councilor Ryan's proposed Board of Education Budget versus the Budget the Finance Committee approved to forward to the Town Council, that depending on the assessed value for a homeowner living in the Highlands, the savings would amount to approximately a \$15-\$20 per year. She went onto state for a homeowner in Birdland, the savings would be approximately a \$25-\$35 a year. She stated as a parent who lived in Birdland, and would have saved \$31 per year, if they enacted Councilor Ryan's suggestions, that she would personally rather pay the \$2.60 per month for her son and other students in our town to receive better educational services. She commented that the \$2.60 per month increase in her taxes would be about the same amount that Netflix went up last year. Therefore, she stated that she believed that she would see much more value for her money by paying the additional \$2.60 per month to invest in her community, than the value she would see in paying the increased cost for Netflix.

Councilor Buhle addressed inflation, noting that we all know that we have seen increases in our own utility costs, food costs, fuel costs, and everything else. Similarly to our own homes, the town and schools were seeing increased costs in fuel, utilities, and other expenses, aside from contractual increases that we cannot change. She stated because we know that so many of our budget increases were inflationary, it was even harder to go back and suggest further reductions, because many of these increases were not something we could control. She stated during this budget preparation process the Finance Committee chose to include funding for the Ledyard Middle School Recommissioning, which at a cost of \$24,000, was projected to save taxpayers up to \$21,000 per year for years to come. She stated that we all know our personal costs were increasing due to inflation, and it was unrealistic to expect that the town would not see inflationary increases as well.

Councilor Buhle stated lastly that she wanted to acknowledge the proposed Fiscal Year 2024/2025 Budget as a whole. She stated when the *Committee to Review the Budget Process* met and worked together, with Councilor Ryan as their Chairman, comments were made that there was nearly nowhere to cut in our budget. She stated Ledyard has been running very lean budgets, with very lean increases for years. She stated Ledyard does not have a spending problem; we have an income problem. We know that Ledyard's Grand List had 10% less of commercial and industrial properties than Montville and Colchester have. She stated that we

were also very aware that the burden of paying for town services and our schools falls on our residents, as it has for decades. She stated with the suggested reductions to the Board of Education budget, it was clear that our mil rate would still be in the top 3 highest mil rates in New London County. She stated our residents deserve investments in our schools for the amount of taxes they were paying.

Councilor Buhle concluded her remarks by noting as Dr. Martin Luther King, Jr, once said, “*Budgets are moral documents.*” She stated when we write a budget for our town government, we are making statements of our values and priorities. She stated that she believed the proposed Fiscal Year 2024/2025 Budget would show that our children and students were worth the investment.

Chairman Rodriguez thanked Mayor Allyn, III, the Town Council, Superintendent Hartling, and the members of the Board of Education for their hard work in putting the proposed Fiscal Year 2024/2025 budget together. She stated that no one wanted to see increases, however, they have to recognize that Ledyard has been holding the line for many years with \$0 increases, or extremely minimal increases in past years. Therefore, she stated that they knew at some point the town was going to see a bigger increase. She stated that she believed they all have worked diligently to put together a responsible budget for the upcoming year. She thanked everyone for their time and hard work.

Councilor Garcia-Irizarry addressed the Board of Education’s proposed Fiscal Year 2024/2025 Budget. She explained when Superintendent Hartling submitted his proposed Budget that he highlighted some savings he was trying to accomplish by eliminating and/or consolidating Bus Routes, and some other general adjustments that amounted to \$168,212. She stated most of the Education Budget was comprised of Transportation; Utilities; Services, and Special Education, etc. She stated some of the increases were due to the addition of positions, and materials that were necessary for the students, such as a new Social Worker position, a full-time Unified Art Teacher; Classroom Equipment; Curriculum, increases in the Substitute Teachers salary, noting that these were a few of the items that were added to the upcoming budget. She stated although the proposed Board of Education’s Budget included an increase of \$2,461,455 or 6.85% over the current year’s budget that there were a number of expenses that were not included such as: a Special Education Teacher, a full-time Math Coach, Transition Kindergarten Teachers, General Interventionists; English Language (ELA) Interventionists; a full-time English Teacher; a Literacy Paraprofessional; Director of Curriculum, Late Buses, a full-time Mathematics Teacher; a full-time Family Consumer Science Teacher; etc. She stated that she could continue to add to the list of things that were not funded in the upcoming budget, because they were trying to be responsible with their taxpayers’ dollars. Therefore, she stated the proposed Education Budget was lean, while still trying to meet a certain level to provide for the kid’s needs. She stated the Board of Education spent a lot of time and work to develop the proposed budget. She thanked the Board of Education for thinking about the students needs.

Councilor Garcia-Irizarry continued by addressing the General Government’s proposed Fiscal Year 2024/2025 Budget in the amount of \$29,060,750; an increase of \$428,178 over the current year’s budget was also very lean. She stated that she hears residents question what the town was doing with their taxes; and therefore, she believed they needed to do a better job at educating the residents about what they were doing with their money. She stated Ledyard was running a very tight ship, noting that because they have kicked things down the road to the next year, and then to the next year to try to save money, and to keep the mil rate low; that it was going to end up costing the town and its taxpayers more money than if they had addressed things when they needed to be done.

Councilor St. Vil stated he has taken the time to review the proposed Fiscal Year 2024/2025 Budget, to understand the decisions that were made in working to prepare a proposed budget. He noted the decisions that he was referring to were the line items that had to be reduced and the line items that had to be left behind. He stated the proposed Fiscal Year 2024/2025 in the amount of \$67,430,573 would require a .65 mil increase. He stated he did not think anyone of them wanted to implement an increase to the mil rate. However, he stated it was the minimum that was required to do what was

right for this town and what was right for their community. He stated that he wanted to advocate for the town noting that the proposed budget increase was not a wish list fulfilled, however, he stated that it represented the minimum that was required to successfully run the town; and successfully fund their education system, which was our future.

The proposed Fiscal Year 2024/2025 Budget in the amount of \$67,430,573 as approved by the Town Council this evening would be presented to the townspeople at a Public Hearing in April, to obtain residents input. After the Public Hearing the Town Council would review the public comments received prior to forwarding a proposed Fiscal Year 2024/2025 to the townspeople to vote on in May.

VOTE: 6 – 0 Approved and so declared

RESULT:	APPROVED 6 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER	Gary St. Vil, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Paul, Ryan

- 7. MOTION to set a Hybrid Format (Video Conference and In-Person) Public Hearing date to be held on April 15, 2024 at 7:00 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed Fiscal Year 2024/2025 Budget.

Moved by Councilor Buhle, seconded by Councilor St. Vil
Discussion: None.

VOTE: 6 – 0 Approved and so declared

RESULT:	APPROVED 6 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER	Gary St. Vil, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Paul, Ryan

- 8. MOTION to set the Annual Town Meeting to be a Hybrid Format (Video Conference & In-Person) regarding the proposed Fiscal Year 2024/2025 Budget on May 20, 2024 at 7:00 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway; and to adjourn to a Referendum to be held on May 21, 2024 between the hours of 6:00 a.m. and 8:00 p.m.

In addition, should the referendum fail, the subsequent Referenda will be held between the hours of 12:00 p.m. and 8:00 p.m.; in accordance with Chapter VII, Section 6 of the Town Charter.

Moved by Councilor Saccone, seconded by Councilor Buhle
Discussion: None.

VOTE: 6 – 0 Approved and so declared

RESULT:	APPROVED 6 - 0
MOVER:	Tony Saccone, Town Councilor
SECONDER	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Paul, Ryan

- 9. MOTION to adopt a proposed Fiscal Year 2024/2025 Water Operations Budget in the amount \$1,517,183.62.

Moved by Councilor Buhle, seconded by Councilor St. Vil
Discussion: None.

VOTE: 6 – 0 Approved and so declared

RESULT:	APPROVED 6 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER	Gary St. Vil, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Paul, Ryan

XV. ADJOURNMENT

VOTE: Councilor Buhle moved to adjourn, seconded by Councilor St. Vil
6 - 0 Approved and so declared. The meeting adjourned at 8:04 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 March 27, 2024.

S. Naomi Rodriguez, Chairman



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0316

Agenda Date: 4/10/2024

Agenda #:

AGENDA ITEM
CORRESPONDENCE

Subject:

Communications List - April 10, 2024

Correspondence List:

(type text here)

COMMUNICATIONS LISTING FOR APRIL 10, 2024

INCOMING CORRESPONDENCE

1. Mr. Jamison-Chief Rich- P&R Director Johnson email thread dated 3/28/2024 re: East Drive Park (Christy Hill Park)
2. Ms. Ganz ltr dated 3/29/2024 re: Resign Library Commission
3. Mr. Diette Appointment Application dated 4/4/2024 re: Library Commission
4. Ms. Hawes Appointment Application dated 3/20/2024 re: Parks, Recreation & Senior Citizens Commission
5. Ms. Gardiner-Lundgren Appointment Application dated 4/9/2024 re: Cemetery Committee
6. Mr. Pearson email dated 4/9/2024 re: Fiscal Year 2024/2025 Budget
7. Mr. Jelden email dated 4/9/2025 re: Fiscal Year 2024/2025 Budget

OUT GOING CORRESPONDENCE

1. Admin Asst ltr to Mayor dated 3/28/2024 re: Action ltr. Town Council Regular Meeting of March 27, 2024.
8. LTC ltr to Masalin (Public Works Director) dated 3/28/2024 re: Reappointment to Southeastern Connecticut Regional Resource Recovery Authority (SCRRA)
9. LTC ltr to Lozier dated 3/28/2024 re: Reappointment to Southeastern Connecticut Regional Resource Recovery Authority (SCRRA)
10. Admin Asst ltr to SCRRA dated 3/28/2024 re: Reappointment of Ledyard Representatives Masalin, Lozier
11. LTC ltr to Tewfik dated 3/28/2024 re: Reappointment to Water Pollution Control Authority (WPCA)
12. LTC ltr to Wadecki dated 3/28/2024 re: Reappointment to Water Pollution Control Authority (WPCA)
13. LTC ltr to Lynch dated 3/28/2024 re: Reappointment to Water Pollution Control Authority (WPCA)
14. LTC ltr to Capon dated 3/28/2024 re: Reappointment to Water Pollution Control Authority (WPCA)
15. LTC ltr to Ball dated 3/28/2024 re: Reappointment to Water Pollution Control Authority (WPCA)
16. Councilor St. Vil email to Nemchek dated 4/8/2024 re: 327 Pumpkin Hill Stormwater runoff

NOTICE OF AGENDAS

1. Permanent Municipal Building Cmt Agenda 4/1/2024
2. Housing Authority Agenda 4/1/2024
3. Ledyard Beautification Cmt Agenda 4/2/2024 - Cancelled
4. Economic Development Commission Agenda 4/2/2024
5. Inland Wetland & Water Courses Commission Agenda 4/2/2024
6. Farmers Market Committee Agenda 4/3/2024
7. Planning & Zoning Commission Agenda 4/11/2024
8. Cemetery Committee Agenda 4/9/2024
9. Conservation Commission Agenda 4/9/2024
10. Finance Cmt Agenda 4/3/2024
11. LUPPW Cmt Agenda 4/1/2024

12. Admin Cmt Agenda 4/10/2024 - Cancelled
13. Town Council Agenda 4/10/2024

MINUTES

1. Permanent Municipal Building Cmt Minutes 3/4/2024
2. Housing Authority Minutes 3/4/2024
3. Ledyard Beautification Cmt Minutes 3/5/2024
4. Economic Development Commission Minutes 3/5/2024
5. Inland Wetland & Water Courses Commission Minutes 3/5/2024
6. Farmers Market Committee Minutes 3/6/2024; Sp. Mtg 3/20/2024
7. Planning & Zoning Commission Minutes 1/11/2024
8. Conservation Commission Minutes 3/12/2024
9. Cemetery Committee Minutes 2/21/2024
10. Finance Cmt Minutes 3/20/2024; Sp. Mtg 3/25/2024
11. LUPPW Cmt Minutes 2/5/2024
12. Town Council Minutes 3/27/2024

MISCELLANEOUS

REFERRALS

Administration Committee

1. Ms. Ganz ltr dated 4/1/2024 re: Resign Library Commission
2. Mr. Diette Appointment Application dated 4/4/2024 re: Library Commission

Roxanne Maher

From: Naomi Rodriguez
Sent: Thursday, March 28, 2024 2:15 PM
To: William Jamieson Jr; Scott Johnson; Fred Allyn, III; John Rich; Blakely Elizabeth Jamieson; Town Council Group; Roxanne Maher; Gary St. Vil
Subject: Re: East Drive Park

Hello Mr. Jamieson,

Thank you for bringing this matter to our attention. Your diligence to this matter is commendable and very much appreciated.

Thank you Chief Rich and Mr. Johnson for your quick action. I will refer this matter to the Land Use Committee.

Thank you again Sir.

Respectfully,

Naomi Rodriguez, Chairman
Ledyard Town Council

From: William Jamieson Jr <williamjamiesonjr@gmail.com>
Sent: Wednesday, March 27, 2024 3:37 PM
To: Scott Johnson <Scott@ledyardct.org>; Fred Allyn, III <mayor@ledyardct.org>; John Rich <chief.rich@ledyardct.org>; Blakely Elizabeth Jamieson <blakelyelizabethjamieson@gmail.com>; Town Council Group <TownCouncil@ledyardct.org>
Subject: East Drive Park

Good Afternoon All,

Last night around 9:30pm we had a pickup truck pull into the East Drive playground parking lot and park for several minutes. Then the truck began to rev the engine excessively and proceed to do donuts in the parking lot before exiting the park. A neighbor called us to ask if we had heard the disturbance as well immediately following.

Sadly, the park had not been locked for the evening allowing this to happen and it occurred just 15 minutes after an LPD vehicle had driven by and checked on the park.

I went to look at the gate and realized that someone vandalized the eyelet that the lock secures the chain to, making it impossible to lock the gate now. Additionally, only the water company lock is still there, the parks and rec padlock is missing. I'm hoping we can have this resolved quickly before we begin to have more recurring issues there. Perhaps a sign at the entrance stating the park is closed at dusk would help as well or some cameras to catch this behavior with better angles than we can provide.

I have attached photos of the damage done to the parking lot last night and a video where you can hear the truck and see the activity described above.

Respectfully,

William Jamieson
860-383-9008

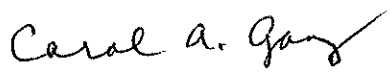
March 30, 2024
Ledyard, Connecticut

Dear Members of Ledyard Town Council:

Please accept my resignation from the Ledyard Library Commission effective April 1, 2024. After about seventeen years of serving on the Commission, various committees and several years as Treasurer, I feel it is now time to step away and prioritize my health and some other obligations. I was appointed in April 2007 to fill a vacancy. It has been my pleasure to serve the town in this way for all these years.

I have very much enjoyed working with the other Commissioners, and have made some lasting friendships, as well as receiving the satisfaction of helping provide the citizens of Ledyard with our excellent library system.

Sincerely,



Carol A. Ganz

Cc: John Bolduc, Library Commission Chair
Mayor Fred Allyn

Roxanne Maher

From: Gary St. Vil
Sent: Monday, April 08, 2024 7:22 PM
To: stringbassist@comcast.net
Cc: Steve Masalin; Roxanne Maher
Subject: Fw: Damage from Stormwater Runoff at 327 Pumpkin Hill Road

Hello Rob,

I spoke to our Public Works Director, Steve Masalin about your request and he has offered to continue discussions with you on the proposal below. Steve is committed to helping you to the maximum extent allowable and he's the right person to implement a solution on behalf of the Town.

Steve's phone number is (860) 464-3238 and his e-mail is pwd@ledyardct.org, as always please let me know if I can be of further assistance.

Respectfully,

Gary St. Vil
Ledyard Town Council

From: Steve Masalin <pwd@ledyardct.org>
Sent: Wednesday, March 27, 2024 1:35 PM
To: Gary St. Vil <GSVil@ledyardct.org>
Subject: FW: Damage from Stormwater Runoff at 327 Pumpkin Hill Road

Hi Gary,
Thanks for reaching out about the matter at 327 Pumpkin Hill Rd. Below is my last response to Mr. Nemchek. I'm happy to discuss the issue further at your convenience after you have had a chance to read and consider this.
Regards,
Steve

Steven E. Masalin, P.E.



Public Works Director, Town of Ledyard
741 Colonel Ledyard Hwy.
Ledyard, CT 06339
(860) 464-3238
www.ledyardct.org

From: Steve Masalin
Sent: Wednesday, February 07, 2024 12:22 PM
To: stringbassist@comcast.net
Cc: Joseph Tillman <hwy.supt@ledyardct.org>
Subject: RE: Damage from Stormwater Runoff at 327 Pumpkin Hill Road

Dear Mr. Nemchek,

As related to you previously, this is a situation where we would not install curbing, as the nature of the runoff and its effects are not concentrated. More particularly regarding this, the road area in question is at a high point where flows off the road are not concentrated and sheet off along the length of the edge. Placing curbing would concentrate the flow, which would have to be conveyed to a low point. This would actually exacerbate any issue that may exist with sheet flow by introducing a channelized flow into your or someone else's yard. Similar to creating a point pipe discharge, this is where the Town would incur liability. We have also noted that both 333 and 337 are situated in similar fashion to your home. No curbing is placed there.

Again, as previously noted, the primary reason for the problem is the lack of grass or other ground cover on the downgrade side of the wall. The shade cast by the evergreens in that area seems to hinder the establishment of grass, which itself would eliminate the problem. The volume of water affecting the area at the toe of the slope near your home includes even more runoff coming off of your yard itself. We suggest that you consider landscaping options under the evergreen trees to mitigate the problem.

I visited the site with the Highway Superintendent, who has suggested something we could do. We could go as far as lining the based of both sides of the stone wall with mulch to mitigate the rate of flows at the wall. I observed of our property records that the Town right-of-way boundary is actually 5' to 10' beyond the stone wall toward the house. So we would be working totally within Town property. We would also shave the shoulder at the edge of pavement along your frontage to level out the distribution of flows where long-term build-up of material has hindered this. We would not be able to do this until we replenish our mulch pile this May. Please let us know if that is agreeable.

Sincerely,
Steve

Steven E. Masalin, P.E.



Public Works Director, Town of Ledyard
741 Colonel Ledyard Hwy.
Ledyard, CT 06339
(860) 464-3238
www.ledyardct.org

From: stringbassist@comcast.net <stringbassist@comcast.net>
Sent: Monday, February 05, 2024 8:35 PM
To: Steve Masalin <pwd@ledyardct.org>
Subject: Damage from Stormwater Runoff at 327 Pumpkin Hill Road

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

Mr. Masalin:

Would you please help me with controlling stormwater from Pumpkin Hill Road? Runoff from last month's rain has now damaged my front lawn; the attached photo shows silt and erosion opposite the breezeway in front of my house.

My neighbors to the north (starting at about 339 Pumpkin Hill Road) and further south (in Groton) have asphalt curbing along the road in front of their houses. In Ledyard, asphalt curbing extends from at least Red Brook north to Paint Mill.

Is Pumpkin Hill Road in Ledyard a county road or state highway? What is Ledyard's responsibility for controlling runoff across private property?

In 2017, Ledyard installed asphalt curbing in front of the mailboxes to prevent stormwater cascading down my driveway; this is essentially the same problem, only 50-100 feet further south.

Best regards,

Rob

Robert Nemchek
327 Pumpkin Hill Road
Ledyard, CT 06339
(H) 860-245-5484
(C) 720-391-6089
stringbassist@comcast.net



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:
wpcal.ledyard@ledyardct.org

March 27, 2024

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

Dear Mayor Allyn:

At its Regular Meeting held on March 26, 2024, the WPCA took the following actions. Please feel free to contact Chairman Lynch should you have any questions regarding this meeting.

- Approved setting a Public Hearing for April 23, 2024, at 6:00 p.m. (prior to the Regular Meeting) to receive oral and written comments regarding a proposed five percent water rate increase effective July 1, 2024.
- Approved payment of CorrTech invoice #16805 02, dated February 29, 2024, in the amount of \$3,386.00, for ROV inspection Holmberg Orchard Concrete Reservoir with Report.
- Approved requesting a bid waiver from the Town Council for no more than \$25,000.00, to Groton Utilities for Ledyard Multi-Use Pathway inspection, and installation of a tapping sleeve valve for one fire hydrant by Groton Utilities' Distribution crew (hydrant to be re-located by others).
- Approved payment of Groton Utilities invoice #0023880, dated February 27, 2024, in the amount of \$82.08, for lead inventory.

Respectfully submitted,

Christina Hostetler
 Christina Hostetler
 Town Hall Assistant

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

Application Form**Profile**

Kristie _____ M _____ Gardiner-Lundgren _____
 First Name Middle Initial Last Name

kristielundgren@hotmail.com _____
 Email Address

70 Iron St _____ Suite or Apt _____
 Home Address

Ledyard _____ CT _____ 06339 _____
 City State Postal Code

Home: (360) 620-7192 _____
 Primary Phone Alternate Phone

Which Boards would you like to apply for?

Cemetery Committee: Submitted

Education & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I enjoy the duties maintaining the abandoned cemeteries my family and I have already accepted for the committee. I would like to offer more time and assume more responsibility in caring for the town's cemeteries.

Community Involvement

Currently a volunteer maintaining cemeteries in Ledyard.

Educational Background

Self-employed _____ Artist _____
 Employer Job Title

Upload a Resume _____

Party Affiliation

Party Affiliation *

Unaffiliated

Disclaimer & FOIA Information

Your attendance and active participation is important for the Committee to conduct its business. Any member of a Committee/Commission/Board who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Committee and the vacancy shall be filled, except that the Committee may vote to waive attendance requirements in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements. It shall be the responsibility of the Chairman of the Committee to notify the Town Council or Mayor's office when a member has not properly performed his/her duties.

Please Agree with the Following Statement

If selected as a board member, I understand that information on this application is subject to the Freedom of Information Act (FOIA) and may be disclosed to anyone requesting this information.

I Agree

Signature (type full name below)

Kristie Gardiner-Lundgren

Application Form

Profile

Lauren	B	Hawes
First Name	Middle Initial	Last Name

hawes.lauren@gmail.com
 Email Address

8 Warbler Way	
Home Address	Suite or Apt

Gales Ferry	CT	06335
City	State	Postal Code

Mobile: (959) 242-3971	
Primary Phone	Alternate Phone

Which Boards would you like to apply for?

Parks, Recreation & Senior Citizens Commission: Submitted

Education & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

Ledyard has been an amazing place to live, work, and raise my son. We have a fantastic team of representatives to help aim our town toward its most important investments, and we need community members to support these and other initiatives to help our community thrive. There are so many opportunities for growth and development that take the strength of the community as a whole- from volunteers sprucing up some gardens to keep our town looking as impressive as it feels, to rallying support and ideas for programs like Parks and Recreation. In order for Ledyard to continue to be the best place to thrive and grow, we need to work together to support the recreational needs of our entire population. Ledyard's Parks and Recreation & Senior Center Commission will benefit from diverse advisors who have knowledge and experience in all aspects of our community and all the moving parts involved with park maintenance, recreational programs for youth and adult populations, and senior programming. I would be honored for my knowledge and experiences to benefit the recreational opportunities Ledyard has to offer its citizens and the local community. The recreational agenda has been pushed off the table in many communities in the wake of COVID-19. Unfortunately, Ledyard is one of them. Lack of recreational opportunities is leading to both physical and mental health crises across the nation. Entities such as the World Health Organization and the US Military have been citing low activity levels as a mounting National Emergency for over a decade. Schools cite a lack of opportunities for lessons through sports on subjects such as teamwork, focus, and communication for attention and behavioral issues among school children. Doctors cite low activity levels among aging populations as a "killer." Towns that were known for their sports prowess are going bankrupt because the sports programs are not bringing money into the communities anymore. Fortunately, many organizations have seen this need and are offering grants and other funds to assist communities like ours in making sure we can take care of our citizens. Not only that, many local businesses and people see there is a need and don't know how they can help. As a U10 soccer and basketball coach, I know these kids are capable of so much, yet they're losing games and getting in fights due to not having practice space and coaching time. As a Personal Trainer, I can't stress enough how important it is that everyone in our community is given every possible opportunity to keep moving in any way they love. As a Corrective Exercise Specialist working with the elderly population, it scares me that our community members know their survival depends on their continued athleticism, but they don't have the opportunities to do what they love. As an employee of a local business, I wonder what positive financial implications a tremendous recreational program would bring to our area. As an entrepreneur, I wonder what I can do to help - whether it's re-strategizing fundraising efforts or simply having the right conversations with the right people. As a mom, I worry when parents say they'll be enrolling their children in programs in other towns due to the lack of space and programming Ledyard offers. As a member of our community, I see others criticizing our lack of initiative toward youth and community recreation programming. Our community deserves better, and I'd like to help.

Community Involvement

Ledyard Soccer Club U10 Assistant Coach Ledyard Youth Basketball League Head Coach Supporting Parks & Recreation events as Ann McBride Real Estate, Inc. Community Liaison for Ann McBride Real Estate, Inc. Every school party and event ever Private investigation of resources to help Parks & Recreation acquire monetary/land donations for more facility space

Educational Background

Guilford High School class of 2005 Associates of Sciences from Full Sail University in Show Production and Touring Certified Personal Trainer Corrective Exercise Specialist Youth Exercise Specialist USA Weightlifting Level 1 Coach Team USA (Olympics) Coaching Kids Certifications (all ages and divisions) STAR Customer Service Training Former employee of US Navy's MWR Fitness Department at Subbase New London

Ann McBride Real Estate, Inc.
Employer

Office Administrator
Job Title

Lauren B Hawes

Party Affiliation

Party Affiliation *

Unaffiliated

Disclaimer & FOIA Information

Your attendance and active participation is important for the Committee to conduct its business. Any member of a Committee/Commission/Board who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Committee and the vacancy shall be filled, except that the Committee may vote to waive attendance requirements in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements. It shall be the responsibility of the Chairman of the Committee to notify the Town Council or Mayor's office when a member has not properly performed his/her duties.

Please Agree with the Following Statement

If selected as a board member, I understand that information on this application is subject to the Freedom of Information Act (FOIA) and may be disclosed to anyone requesting this information.

I Agree

Signature (type full name below)

Lauren Brunjes Hawes

Roxanne Maher

From: Aaron Pearson <aaronpearson@gmail.com>
Sent: Tuesday, April 09, 2024 3:24 PM
To: Town Council Group; council@ledyard.org; boe@ledyard.net
Subject: Budget

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

Please support the proposed 2024 ledyard budget. If anyone wants to make cuts or add, they need to have REAL solutions, not just naysaying for the sake of dissing the new Council. A good budget is just that regardless of who proposes it.

Aaron Pearson
Ledyard voter

Roxanne Maher

From: Chris Jelden <chrisjelden@gmail.com>
Sent: Tuesday, April 09, 2024 6:58 PM
To: Town Council Group; council@ledyard.org
Subject: Strong Endorsement for Proposed Budget, Especially Board of Education Increases

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

Dear Members of the Town Council,

I hope this email finds you well. I am writing to express my strong support for the proposed budget currently under consideration, particularly emphasizing the allocations for the Board of Education.

The requests for increases from the Board of Education are not only justified but essential for the continued growth and success of our schools. Specifically, this budget addresses critical needs for student support, including interventions in literacy and math, as well as the pressing mental health needs of our students. The unanimous support from the Ledyard Board of Education underscores the urgency and importance of these provisions.

Moreover, a well-funded education system benefits not only our students but also our entire community. Strong schools enhance property values, attract businesses, and contribute to the overall prosperity and vitality of our town. By prioritizing these increases, we are making a commitment to the future prosperity of our community.

I urge you to support the proposed budget, particularly the allocations for the Board of Education. These investments are vital for the continued growth and success of our schools, as well as the overall well-being of our community. Thank you for your dedication to serving our town, and for considering my input on this matter.

Sincerely, Christopher Jelden 3 Whalehead Drive, Gales Ferry Phone: 860 501 1548



Chairman S. Naomi Rodriguez

TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

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

March 28, 2024

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

Dear Mayor Allyn:

At its Regular Meeting held on March 27, 2024 the Town Council took the following actions:

- Adopted a proposed Fiscal Year 2024/2025 Budget in the amount of \$67,430,573 comprised of:
 - General Government: \$29,060,750
 - Board of Education: \$38,369,823.
- Set a Hybrid Format (Video Conference and In-Person) Public Hearing date to be held on April 15, 2024 at 7:00 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed Fiscal Year 2024/2025 Budget.
- Set the Annual Town Meeting to be a Hybrid Format (Video Conference & In-Person) regarding the proposed Fiscal Year 2024/2025 Budget on May 20, 2024 at 7:00 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway and to adjourn to a Referendum to be held on May 21, 2024 between the hours of 6:00 a.m. 8:00 p.m.

In addition, should the referendum fail, the subsequent Referenda will be held between the hours of 12:00 p.m. and 8:00 p.m.; in accordance with Chapter VII, Section 6 of the Town Charter.

- Adopted a proposed Fiscal Year 2024/2025 Water Operations Budget in the amount \$1,517,183.62
- Appointed the following as the Town of Ledyard's Representatives to serve on Southeastern Connecticut Regional Resource Recovery Authority (SCRRA) for a three (3) year term as follows:
 - ✓ Public Works Director Mr. Steve Masalin as a Regular Member to complete a term ending January 31, 2027.

- ✓ Mr. Joseph Lozier (R) 198 Gallup Hill Road, Ledyard, as an Alternate Member to complete a term ending January 31, 2025.
- Reappointed the following members to the Water Pollution Control Authority for a three (3) year term ending April 11, 2027:
 - ✓ Mr. Monir Tewfik (U) 33 Seabury Avenue, Ledyard (Regular Member)
 - ✓ Ms. Sharon Wadecki (D) 44 Fanning Road, Ledyard (Regular Member)
 - ✓ Mr. Edmond Lynch (D) 11 Red Brook Lane, Ledyard (Regular Member)
 - ✓ Mr. J.A. Capon (D) 37 Silas Dean Road (Alternate Member)
 - ✓ Mr. James Ball (D) 674R Shewville Road, Ledyard (Alternate Member)
- Approved appropriations from the receipt of sales of vehicles through GovDeals in the total amount of \$8,185.00 to the Pooled Vehicles CNR Account #21040101-57315.
- Approved two tax refunds in the combined total amount of \$5,892.30 with each exceeding \$2,400.00 in accordance with tax collector departmental procedures.
 - ✓ Attorney Ellin Grenger \$2,438.56
 - ✓ Wayne Korteweg \$3,453.74
- Approved an Addendum – 2024 to the “*Resolution Establishing the Rules of Procedure for the Twenty-seventh Town Council*”: Paragraph 12 pertaining to Town Council Standing Committees to the revise the name of the Community Relations Committee to the “*Community Relations Committee for Diversity, Equity and Inclusion*” as presented in the draft dated March 20, 2024.

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
 Public Works Director/Town Engineer
 Tax Collector
 Water Pollution Control Authority



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. J.A. (Tony) Capon
37 Silas Deane Road
Ledyard, Connecticut 06339

Dear Mr. Capon:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 reappointed you as an alternate member of the Water Pollution Control Authority, to complete a three (3) term ending April 11, 2027.

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

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Water Pollution Control Authority



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. James A. Ball
674 R Shewville Road
Ledyard, Connecticut 06339

Dear Mr. Ball:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 reappointed you as an alternate member of the Water Pollution Control Authority, to complete a three (3) term ending April 11, 2027.

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Water Pollution Control Authority



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. Joseph Lozier
P.O. Box 275
198 Gallup Hill Road
Ledyard, Connecticut 06339

Dear Mr. Lozier:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 appointed you as an Alternate Member, to serve as as one of Ledyard's Representatives, on the Southeastern CT Regional Resource Recovery Authority, to complete a three (3) term ending January 31, 2025.

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Southeastern CT Regional Resource Recovery Authority



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. Edmond Lynch
11 Red Brook Lane
Ledyard, Connecticut 06339

Dear Mr. Lynch:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 reappointed you as a regular member of the Water Pollution Control Authority, to complete a three (3) term ending April 11, 2027.

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Water Pollution Control Authority



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. Steve Masalin
Town of Ledyard Public Works Director
741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Dear Mr. Masalin:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 appointed you as a Regular Member, to serve as as one of Ledyard's Representatives, on the Southeastern CT Regional Resource Recovery Authority, for a three (3) term ending January 31, 2027.

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Southeastern CT Regional Resource Recovery Authority



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. Monir Twefik
33 Seabury Avenue
Ledyard, Connecticut 06339

Dear Mr. Twefik:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 reappointed you as a regular member of the Water Pollution Control Authority, to complete a three (3) term ending April 11, 2027.

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

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Water Pollution Control Authority



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mrs. Sharon Wadecki
44 Fanning Road
Ledyard, Connecticut 06339

Dear Mrs. Wadecki:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 reappointed you as a regular member of the Water Pollution Control Authority, to complete a three (3) term ending April 11, 2027.

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

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Water Pollution Control Authority



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. Dave Aldridge, Executive Director
SCRRRA
7 Hurlbutt Road, Suite 1
Gales Ferry, Connecticut 06335

Dear Mr. Aldridge:

At its meeting on March 27, 2024 the Ledyard Town Council made the following appointments to serve as Ledyard's Representatives on Southeastern Connecticut Regional Resources Recovery Authority Board (SCRRRA):

- Public Works Director Mr. Steve Masalin, Regular Member, for a three-year term ending January 31, 2027.
- Mr. Joseph Lozier, Alternate Member, to complete a term ending January 31, 2025.

Should you have any questions, please feel free to contact me at telephone (860) 464-3203.

Sincerely,

Roxanne M. Maher
Administrative Assistant
To the Ledyard Town Council

Attachments

cc:

Mayor
Public Works Director Steve Masalin

/rm



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. Steve Masalin
Town of Ledyard Public Works Director
741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Dear Mr. Masalin:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 appointed you as a Regular Member, to serve as one of Ledyard's Representatives, on the Southeastern CT Regional Resource Recovery Authority, for a three (3) term ending January 31, 2027.

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Southeastern CT Regional Resource Recovery Authority



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

March 28, 2024

Mr. Joseph Lozier
P.O. Box 275
198 Gallup Hill Road
Ledyard, Connecticut 06339

Dear Mr. Lozier:

CONGRATULATIONS! The Town Council, at its meeting on March 27, 2024 appointed you as an Alternate Member, to serve as as one of Ledyard's Representatives, on the Southeastern CT Regional Resource Recovery Authority, to complete a three (3) term ending January 31, 2025.

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

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

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

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Southeastern CT Regional Resource Recovery Authority

Application Form

Profile

Kristie _____ M _____ Gardiner-Lundgren _____
First Name Middle Initial Last Name

kristielundgren@hotmail.com _____
Email Address

70 Iron St _____ Suite or Apt _____
Home Address

Ledyard _____ CT _____ 06339 _____
City State Postal Code

Home: (360) 620-7192 _____
Primary Phone Alternate Phone

Which Boards would you like to apply for?

Cemetery Committee: Submitted

Education & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I enjoy the duties maintaining the abandoned cemeteries my family and I have already accepted for the committee. I would like to offer more time and assume more responsibility in caring for the town's cemeteries.

Community Involvement

Currently a volunteer maintaining cemeteries in Ledyard.

Educational Background

Self-employed _____ Artist _____
Employer Job Title

Upload a Resume _____

Party Affiliation

Party Affiliation *

Unaffiliated

Disclaimer & FOIA Information

Your attendance and active participation is important for the Committee to conduct its business. Any member of a Committee/Commission/Board who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Committee and the vacancy shall be filled, except that the Committee may vote to waive attendance requirements in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements. It shall be the responsibility of the Chairman of the Committee to notify the Town Council or Mayor's office when a member has not properly performed his/her duties.

Please Agree with the Following Statement

If selected as a board member, I understand that information on this application is subject to the Freedom of Information Act (FOIA) and may be disclosed to anyone requesting this information.

I Agree

Signature (type full name below)

Kristie Gardiner-Lundgren



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1861

Agenda Date: 4/10/2024

Agenda #: 1.

REPORT
ADMINISTRATION COMMITTEE

Fiscal Year 2023/2024 Report:
Administration Committee

Meeting Action Detail:

Town Council Meeting 07/26/2023

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

Type: Report

Title: Administration Committee Report

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1862

Agenda Date: 4/10/2024

Agenda #: 2.

REPORT
COMMUNITY RELATIONS COMMITTEE

Fiscal Year 2023/2024 Report:

Community Relations Committee for Diversity, Equity, & Inclusion

Meeting Action Detail:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1863

Agenda Date: 4/10/2024

Agenda #: 3.

REPORT
FINANCE COMMITTEE

Fiscal Year 2023/2024 Report:
Finance Committee

Meeting Action Detail:

Town Council Meeting 07/29/2023:

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

Type: Report

Title: Finance Committee Report

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1864

Agenda Date: 4/10/2024

Agenda #: 4.

REPORT
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE

Fiscal Year 2023/2024 Report:

Land Use/Planning/Public Works Committee

Meeting Action Detail:

Town Council Meeting 07/26/2023:

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

Type: Report

Title: Land Use/Planning/Public Works Committee Report

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1882

Agenda Date: 4/10/2024

Agenda #: XII.

REPORT

REPORT OF THE MAYOR:

REPORT OF THE MAYOR

Mayor Report Fiscal Year 2023/2024:

Meeting Action Detail:

Town Council Meeting 07/26/2023:

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

Type: Report

Title: Mayor's Report

Minute Note:

Mayor's Report

3-27-24

- **Two structure fires in one week: House fire on Inchcliffe, followed by Mystic Paper Beast / Dragon's Egg Studio on Shewville Road. Thank you to Ledyard/GF Fire Co's as well as the regional assistance of the tanker brigade.**
- **Blight update: Christy Hill residence in compliance. Col. Led. Property is proceeding in Court**
- **School project reimbursement package submitted to DAS for funding and final audit.**
- **Boding preparation underway to borrow up to \$10MM for roofs, school funding (if State doesn't pay soon, these obligation come due again).**
- **Congrats to SGT Matt Andrade, newly promoted at Ledyard PD.**
- **Early voting began yesterday (Presidential primary) 4 days, incl. Saturday. Very light turnout on day 1 (22 voters)**
- **Attended LOTCIP Funding opportunities meeting yesterday.**
- **Had a conference call with CCM re: several proposed bills and possible impacts.**
- **SeCTer BoD meeting today. RISE Grant- \$10k-\$25k equip, int. fit out, BOOST Loans up to \$500K, 4.5% interest. Port Authority Marina grants up to \$5MM. Ledyard businesses only have two loans with SeCTer right now. Great opportunity!**



File #: 24-0283

Agenda Date: 4/10/2024

Agenda #: 1.

GRANT REQUEST

Type Motion/Request here and complete the Grant Request Form Below:

MOTION to authorize the Mayor to submit the following Grant Applications to expand the Libraries Children’s Collections with modern interactive and audiobook options:

- Dollar General Literacy Toniebox Grant in the amount of \$4,000;
- Ledyard Rotary Wonderbook Grant in the amount of \$1,000;
- New London Kiwanis in the amount of \$500.

Background:

Ledyard Libraries (Bill Library and Gales Ferry Library) have the opportunity to apply for Grant Funding from the following Organizations.

There are no local matching funds required.

Also there will not be any required reoccurring annual expenses related to the items that these grants would be used toward. (please see attached email dated 3/21/2024)

- ***Dollar General Literacy Toniebox Grant \$4,000 Application due by April 25, 2024***

Toniebox is a child-friendly audio system that allows kids to listen to music and stories using their own portable speaker called a Toniebox which is operated using colorful figures called Tonies. The library is the perfect place to have these systems as parents like to “try before they buy”. I’ve had many discussion with patrons that would love the option of using a toniebox from the library. Parents are also interested in Tonies because it is a way for children to experience storytelling in a digital age that stimulates their imagination while being educational and fun but also, it is a screen-free experience

- ***Ledyard Rotary- Grant \$1,000 Application due by May 15, 2024***

The Ledyard Rotary Grant would be used to purchase **Wonderbooks**. The *Wonderbooks* are print books with a ready-to-play audiobook inside. Kids can press play to read along with their favorite books and then switch to a learning mode for literacy learning and fun. *Wonderbooks* are built for circulation.

<https://playaway.com/wonderbook/>

- ***The New London Kiwanis Grant \$500 does not have an Application due date***

These Grant opportunities would allow the Libraries to expand the Children’s Collections with modern

audiobook options.

Department Comments/Recommendation:

(Type text here)

Finance Director Comments/Recommendation:

(Type text here)

Mayor Comments/Recommendation:

(Type text here)

Please Complete the Grant Request Form Below:

TOWN OF LEDYARD
GENERAL GOVERNMENT
GRANT APPLICATION POLICY AND PROCESS

The Ledyard Town Council will approve all grant applications submitted by the Town to any governmental agency or private foundation on behalf of the Town; and any items that are offered to the Town by any entity, and items taken in forfeiture by the Town. Every department, commission, or board acting on behalf of the Town of Ledyard when seeking grants or responding to an offer to the Town of grant funds or items must follow this policy and process.

Grants, for these purposes include:

1. Grants that require a Town match -- whether the match is a dollar figure, an in-kind contribution, or a combination thereof
2. Grants that are 100% funded
3. Items or services that are offered (“gifted”) to the Town such as land, equipment, buildings, or vehicles
4. Items that are taken by forfeiture and intended to be retained by the Town
5. Items granted to a fire company’s 501(c)3 organization but expected to be maintained and/or insured by Town operating dollars

When applying for any grant, the grant seeker will create a legislative file and attach a completed GRANT REQUEST FORM and any pertinent information about the grant and grantor. The legislative file will be set up to go the Town Council using the Finance Committee workflow.

When applying for Federal funding, the grant seeker must include acknowledgement in the GRANT REQUEST FORM that they have read and understand the Federal Government procurement standards for federal funding in 2 CFR 200.318 through 200.325 (See Attachment 1).

Amended and Approved by the Town Council: on: July 22, 2020

Linda C Davis

Linda C. Davis, Chairman

Revisions: "General Government Grant Application Policy and Process" Adopted: May 8, 2018.

History: Paragraph 5 added the following: "When applying for Federal funding, the grant seeker must include acknowledgement in the GRANT REQUEST FORM that they have read and understand the Federal Government procurement standards for federal funding in 2 CFR 200.318 through 200.325 (See Attachment I)."

Below the Form added: FOR FEDERAL GRANTS: "I confirm that I have read and understand the federal general procurement standards in 2 CFR § 200.318 through 200.325"

Added to the Policy Attachment 1 "Code of Federal Regulations: 2 CFR" to Policy.

GRANT REQUEST FORM

Requestor Jennifer Smith, Library Director Date 3/21/2024

Dept/Commission/Board Ledyard Libraries

Name of Grant 1) Dollar General \$4,000
2) Ledyard Rotary \$1,000
3) New London Kiwanis \$ 500.00

Type of Grant (State of CT, Federal, Private Foundation, Individual - if combination, explain)

Non-Profit Organizations and Private

Reason for Applying for this Grant
To expand the Libraries Children's Collections with modern interactive and audiobook options.

Amount of Town Match None.

Source of Town Match N/A

In-Kind Match - Explain

N/A

FOR FEDERAL GRANTS: I confirm that I have read and understand the federal general procurement standards in 2 CFR § 200.318 through 200.325 (Appendix 1)

Signed Name

Printed Name

Date

ATTACHMENT 1

Code of Federal Regulations: 2 CFR

§200.318 General procurement standards.

(a) The non-Federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in this part.

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(c)(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use

of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.213 Suspension and debarment.

(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)(1) The non-Federal entity may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 43309, July 22, 2015]

§200.319 Competition.

(a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate

unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

- (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
- (2) Requiring unnecessary experience and excessive bonding;
- (3) Noncompetitive pricing practices between firms or between affiliated companies;
- (4) Noncompetitive contracts to consultants that are on retainer contracts;
- (5) Organizational conflicts of interest;
- (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
- (7) Any arbitrary action in the procurement process.

(b) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(c) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(d) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.320 Methods of procurement to be followed.

The non-Federal entity must use one of the following methods of procurement.

(a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

(b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

(c) Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

(1) In order for sealed bidding to be feasible, the following conditions should be present:

(i) A complete, adequate, and realistic specification or purchase description is available;

(ii) Two or more responsible bidders are willing and able to compete effectively for the business; and

(iii) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(2) If sealed bids are used, the following requirements apply:

(i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

(ii) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

(iii) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;

(iv) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(v) Any or all bids may be rejected if there is a sound documented reason.

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

(1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(2) Proposals must be solicited from an adequate number of qualified sources;

(3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

(4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

(5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

(e) [Reserved]

(f) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

(1) The item is available only from a single source;

(2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

(3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or

(4) After solicitation of a number of sources, competition is determined inadequate.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 54409, Sept. 10, 2015]

§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit

maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

§200.322 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.323 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under Subpart E-Cost Principles of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.324 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-

through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

(1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;

(3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a “brand name” product;

(4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.325 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying

a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.326 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200-Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

Roxanne Maher

From: Jen Smith <jsmith@ledyardlibrary.org>
Sent: Thursday, March 21, 2024 2:03 PM
To: Roxanne Maher
Subject: April 3 - Finance Committee agenda

Hi Roxanne:

Here are the details for the Finance Committee agenda on April 3. As mentioned, I'd like to discuss three grant opportunities for the library.

Ledyard Rotary... \$1000.00 **Wonderbook collection** Post marked by May 15
New London Kiwanis....\$500.00 **Tonies no deadline, just a form you fill out when you are ready to apply**
Dollar General Literacy Grant.....\$4,000.00 **Wonderbooks and Tonies, April 25 deadline**

Toniebox is a child-friendly audio system that allows kids to listen to music and stories using their own portable speaker called a Toniebox which is operated using colorful figures called Tonies. The library is the perfect place to have these systems as parents like to "try before they buy". I've had many discussion with patrons that would love the option of using a toniebox from the library. Parents are also interested in Tonies because it is a way for children to experience storytelling in a digital age that stimulates their imagination while being educational and fun but also, it is a screen-free experience.

Every **Wonderbook** is a print book with a ready-to-play audiobook inside. Kids will press play to read along with their favorite books and then switch to learning mode for literacy learning and fun. Wonderbooks are built for circulation. <https://playaway.com/wonderbook/>

Both Toniebox and Wonderbooks would be fabulous and popular additions to our circulating library collection.

Let me know if you need anything else for the agenda.

Thanks Roxanne,
Jen

Jennifer Smith (she/her)
Library Director
Ledyard Public Library
Ledyard, CT 06339
860-464-9917 | LedyardLibrary.org

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Jennifer Smith (she/her)
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TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0295

Agenda Date: 4/10/2024

Agenda #: 2.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to grant a Bid Waiver to Groton Utilities in an amount not to exceed \$25,000 for work to supervise the moving of fire hydrants for the Multi-Use Pathway (along Colonel Ledyard Highway from the Bill Library to Ledyard High School) and associated work required during the Pathway Construction, as the Water Pollution Control Authority's water services provider.

Background:

The Water Pollution Control Authority has requested a Bid Waiver to Groton Utilities to supervise the moving of Fire Hydrants for the Multi-Use Pathway that was being constructed along Colonel Ledyard Highway from the Bill Library to Ledyard High School.

Groton Utilities estimate for the work was \$18,975. However, the WPCA has requested the Bid Waiver to be in the amount of Not To Exceed of \$25,000 proposal in order to accommodate any additional work required during the trail construction.

Groton Utilities is the WPCA water service provider.

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



GROTON UTILITIES

File

March 7th, 2024

Ledyard WPCA
Attn: Ed Lynch
741 Colonel Ledyard Highway
Ledyard, CT 06339-1511

Re: Ledyard Multi-Use Pathway

Dear Mr. Lynch,

The receipt of your request for Groton Utilities Project Management, inspection labor at Col. Ledyard Highway, for the proposed Multi-Use Pathway & Sidewalk is acknowledged and installation of a tapping sleeve valve for 1 fire hydrant by Groton Utilities' Distribution crew (hydrant to be re-located by others). We have prepared the following **ESTIMATE** based upon our discussions for your use:

Estimated charges from Groton Utilities: = \$18,975.00

Groton Utilities will provide the following:

- 12" x 6" Tapping Sleeve Valve
- Tapping Service
- Inspection of all water service, fire service, and main crossings
- Updates to all records as needed indicating crossing location and separation measurements
- Valve operation as needed for isolating section of main and fire hydrant services

This **estimate** of cost prepared by the Engineering Department is provided for informational purposes only. You will be responsible for the **actual cost** of any work done by this Department. Actual cost shall be understood to include all Department charges for labor, material, and equipment with an applicable markup on labor to cover overhead expenses. Any charges from outside contractors will be billed at actual cost.

Should you have any questions concerning this estimate, please feel free to contact me at 860-460-0595.

Sincerely,

GROTON UTILITIES

Cesar Osuba
Project Manager



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0322

Agenda Date: 4/10/2024

Agenda #: 3.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to authorize the Finance Director to revise the tracking of the American Rescue Plan Act (ARPA) Funding in Account #21010103-53301-G0014 (Sewer Line Serwer Phase I- Sewer Capital- Construction Services) by reducing the amount from \$1.2 million to \$1.1 million.

In addition, authorize the Finance Director to move \$90,000 from Account #21010103-53301-G0014 (Sewer Line Serwer Phase I- Sewer Capital- Construction Services) to a new established ARPA Funding Tracking Account titled “*Multi-Use Pathway Administration and Engineering*” to pay for Administrative Engineering Work (approximately \$65,000); and associated work with relocating Fire Hydrants (up-to \$25,000).

Background:

Phase I of the Ledyard Center Sewer Line Extension Project coincides with the Multi-Use Pathway in the area from the Bill Library to the High School.

American Rescue Plan Act (ARPA) funding in the amount of \$1.2 was allocated for the Phase I of the Sewer; however, the costs came in lower than initially projected because there was savings with the overlap of work between the two projects (Multi-Use Pathway & Phase I Sewer Project).

Ledyard received a Local Transportation Capital Improvement Program (LoTCIP) Grant in the amount of \$3,190,724 to construct the Multi-Model Pathway from Ledyard Center to Ledyard High School. However, the LoTCIP Grant does not cover some Administrative Costs, estimated to cost about \$65,000.

In addition, these two projects would also require the moving of fire hydrants. As the Water Pollution Control Water Authority’s water service provider Groton Utilities would be providing support at a cost of up-to \$25,000 (see Bid Waiver Request LF# 24-)

Therefore, this request was to reduce the reduce the ARPA allocation for Phase I of the Ledyard Sewer Line Project from \$1.2 million to \$1.1 million; and to establish a new ARPA Funding Tracking Account titled “*Multi-Use Pathway Administration and Engineering*” to pay for Administrative Engineering Work (approximately \$65,000); and associated work with relocating Fire Hydrants (up-to \$25,000).

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

File #: 24-0321

Agenda Date: 4/10/2024

Agenda #: 4.

GRANT REQUEST

Type Motion/Request here and complete the Grant Request Form Below:

MOTION to authorize 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.

Background:

Ledyard is a Multi-Town Emergency Communications Dispatch Service providing 911- Support to both Ledyard and Preston.

The Computer Aided Dispatch and Records Management Systems provide public safety agencies with the ability to create and maintain digital records of all department activities and also provide modules for report writing, evidence and property management, prisoner processing and monitory, and crime reporting to state and federal agencies.

The Emergency Communications Dispatch/Police Department CAD/RMS System, administered by Central Square Technologies, is antiquated, outdated, and the company is sunsetting the product in the next two-years. Therefore, the Department needs to invest in an updated CAD.RMS System.

Although the Town Council has included a two-year funding plan as follows: 2025 \$45,000; 2026 \$89,500 to support the replacement of the CAD/RMS System the Town is seeking financial assistance to minimize the impact on its taxpayers by submitting an Application for a *COPS Law Enforcement Technology and Equipment Grant* in the amount of up-to \$240,000 through the Congressionally Directed Spending initiative.

This Grant Program does not require a local funding match.

The Grant Application Deadline is April 14, 2024

Department Comments/Recommendation:

(Type text here)

Finance Director Comments/Recommendation:

(Type text here)

Mayor Comments/Recommendation:

(Type text here)

Please Complete the Grant Request Form Below:

TOWN OF LEDYARD
GENERAL GOVERNMENT
GRANT APPLICATION POLICY AND PROCESS

The Ledyard Town Council will approve all grant applications submitted by the Town to any governmental agency or private foundation on behalf of the Town; and any items that are offered to the Town by any entity, and items taken in forfeiture by the Town. Every department, commission, or board acting on behalf of the Town of Ledyard when seeking grants or responding to an offer to the Town of grant funds or items must follow this policy and process.

Grants, for these purposes include:

1. Grants that require a Town match -- whether the match is a dollar figure, an in-kind contribution, or a combination thereof
2. Grants that are 100% funded
3. Items or services that are offered (“gifted”) to the Town such as land, equipment, buildings, or vehicles
4. Items that are taken by forfeiture and intended to be retained by the Town
5. Items granted to a fire company’s 501(c)3 organization but expected to be maintained and/or insured by Town operating dollars

When applying for any grant, the grant seeker will create a legislative file and attach a completed GRANT REQUEST FORM and any pertinent information about the grant and grantor. The legislative file will be set up to go to the Town Council using the Finance Committee workflow.

When applying for Federal funding, the grant seeker must include acknowledgement in the GRANT REQUEST FORM that they have read and understand the Federal Government procurement standards for federal funding in 2 CFR 200.318 through 200.325 (See Attachment 1).

Amended and Approved by the Town Council: on: July 22, 2020

Linda C Davis

Linda C. Davis, Chairman

Revisions: “General Government Grant Application Policy and Process” Adopted: May 8, 2018.

History: Paragraph 5 added the following: *“When applying for Federal funding, the grant seeker must include acknowledgement in the GRANT REQUEST FORM that they have read and understand the Federal Government procurement standards for federal funding in 2 CFR 200.318 through 200.325 (See Attachment 1).”*

Below the Form added: *FOR FEDERAL GRANTS: “I confirm that I have read and understand the federal general procurement standards in 2 CFR § 200.318 through 200.325”*

Added to the Policy Attachment 1 “Code of Federal Regulations: 2 CFR” to Policy.

GRANT REQUEST FORM

Requestor John Rich, Police Chief

Date April 4, 2024

Dept/Commission/Board

Police Department/Emergency Communications Dispatch

Name of Grant *COPS Law Enforcement Technology and Equipment Grant*

Type of Grant (State of CT, Federal, Private Foundation, Individual - if combination, explain)

Federal Grant through US Senator Richard Blumenthal & US Senator Chris Murphy’s Offices

Reason for Applying for this Grant

Ledyard is a Multi-Town Emergency Communications Dispatch Service providing 911- Support to both Ledyard and Preston

The Emergency Communications Dispatch/Police Department CAD/RMS System, administered by Central Square Technologies, is antiquated, outdated, and the company is sunsetting the product in the next two-years. Therefore, the Department is looking to invest in an updated CAD/RMS System.

Amount of Town Match

-0-

Source of Town Match

N/A

In-Kind Match - Explain

N/a

FOR FEDERAL GRANTS: I confirm that I have read and understand the federal general procurement standards in 2 CFR § 200.318 through 200.325 (Appendix 1)

Signed Name

Printed Name

Date

ATTACHMENT 1

Code of Federal Regulations: 2 CFR

§200.318 General procurement standards.

(a) The non-Federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in this part.

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(c)(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial

and technical resources. See also §200.213 Suspension and debarment.

(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)(1) The non-Federal entity may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 43309, July 22, 2015]

§200.319 Competition.

(a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;

(5) Organizational conflicts of interest;

(6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and

(7) Any arbitrary action in the procurement process.

(b) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(c) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(d) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.320 Methods of procurement to be followed.

The non-Federal entity must use one of the following methods of procurement.

(a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

(b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

(c) Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the

material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

(1) In order for sealed bidding to be feasible, the following conditions should be present:

(i) A complete, adequate, and realistic specification or purchase description is available;

(ii) Two or more responsible bidders are willing and able to compete effectively for the business; and

(iii) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(2) If sealed bids are used, the following requirements apply:

(i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

(ii) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

(iii) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;

(iv) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(v) Any or all bids may be rejected if there is a sound documented reason.

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

(1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(2) Proposals must be solicited from an adequate number of qualified sources;

(3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

(4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

(5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional

services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

(e) [Reserved]

(f) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

(1) The item is available only from a single source;

(2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

(3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or

(4) After solicitation of a number of sources, competition is determined inadequate.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 54409, Sept. 10, 2015]

§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

§200.322 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the

Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.323 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under Subpart E-Cost Principles of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.324 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

(1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;

(3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a “brand name” product;

(4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.325 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.326 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200-Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

CONGRESSIONALLY DIRECTED SPENDING

Office of U.S. Senator Richard Blumenthal

Office of U.S. Senator Chris Murphy

RULES AND REQUIREMENTS

- Generally speaking, this is funding requested for a specific project in a specific location.
- **No Member Financial Interest:** Members cannot make requests to further their financial interest (or that of their immediate family), must certify in writing that there is no such interest and make that certification public.
- **Request in Writing:** Members must make CDS requests in writing and include their name, the name and location of the intended recipient, and the purpose of the spending item.
- **Ban on For-Profits:** for-profit entities do not qualify for CDS funding;
- **Notice:** Require senators to post their CDS item requests online, as well as their financial certification disclosures attesting that they do not have any financial interest in any of the items requested
- **Audits:** The Committee will require the Government Accountability Office to audit a sample of enacted CDS items and report its findings to Congress.
- It is also referred to as Community Project Funding (CPF), Earmarks

PROCEDURE

- All entities interested in CDS funding must submit an application.
- On the Senate side, all applications are filed jointly. You will submit 1 application that will go to both Senators Blumenthal and Murphy. Both offices jointly submit the same projects for consideration in order to enhance the number of projects accepted by Committee.
- The House of Representatives has its own procedures. You are welcome to apply through your Representative as well, but that is a separate process. We recommend reaching out to the relevant office for details.
- Senators Blumenthal and Murphy endeavor to submit as many eligible applications to the Senate Appropriations Committee as possible. Once we submit to committee, it is up to them which projects to fund.
- CDS is a long process – you must first apply through our offices, then we must submit your project to committee, which selects projects for their bills. Once a bill passes out of committee, it still needs to be voted on and passed by the full Senate. Then, the Senate and House bills must be reconciled. All told, it will be at least a year before you receive your award, if you are selected.
- To see examples of projects we have submitted in the past, see our websites:
 - Senator Blumenthal: Blumenthal.senate.gov/services/federal-funding
 - Senator Murphy: murphy.senate.gov/services/appropriations

TYPICAL TIMELINE

- Continued Uncertainty for FY2024
- Process for FY2025 and Tentative Deadlines
- What happens after we submit an application?
- What happens when the appropriations bill is signed into law?
- When can I start expending funds?

WILL MY PROJECT HAVE A MATCHING REQUIREMENT?

- Some (but not all) CDS accounts have a matching requirement.
- For example, USDA – Rural Development, Distance Learning, Telemedicine, and Broadband Program Grants has a flat, 15% matching requirement for all projects.
- Prior to applying, it is important to determine if your project requires a match, and whether or not you are able to meet the matching requirement.

DEPARTMENT OF JUSTICE

- CDS requests may be submitted within the DOJ's Byrne Discretionary Program and the COPS Law Enforcement Program.
 - **DOJ Byrne Discretionary**: Provides additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice systems. This funding cannot be used for land acquisition or construction. Should refrain from specifying brand names for equipment to ensure fair and open competition.
 - **DOJ COPS Law Enforcement Technology**: Funds the development of technologies and automated systems to assist law enforcement agencies in investigating, responding to, and preventing crime. Recipients shall include state, local, tribal, and territorial governments and their public agencies (for example, police and/or sheriff's departments). Should refrain from specifying brand names for equipment to ensure fair and open competition. Should consider the full range of potential legal, constitutional, and civil liberties and privacy implications associated with generating, acquiring, or using technology or data.

DEPARTMENT OF COMMERCE - NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION:

- *NOAA Operations, Research, and Facilities—Special Projects*: This account funds projects related to fisheries, marine mammals, ocean, climate, weather, and atmospheric research and programs. This account cannot be used to fund construction projects.

DEPARTMENT OF JUSTICE:

- *Byrne Discretionary*: This account helps states, localities, and tribal law enforcement efforts prevent crime, improve the criminal justice system, and provide victims' services. Applicants can submit requests to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice systems.

Awarded grants will be subject to the requirements of 2 CFR Part 200 and the DOJ Grants Financial Guide. Allowable costs are those costs consistent with the principles set out in the 2 CFR Part 200, Subpart E, and those permitted by the grant program's authorizing legislation. To qualify for Federal awards, costs must be reasonable, allocable, and necessary to the project, and they must also comply with the funding statute and agency requirements. This funding cannot be used for land acquisition or construction.

- *COPS Law Enforcement Technology and Equipment*: This account provides funding the development of technologies and automated systems to assist law enforcement agencies in investigating, responding to, and preventing crime. Eligible recipients are states, localities, tribes, and territorial governments and their public agencies (for example, police and/or sheriff's departments). Allowable activities are limited to the statutorily allowable purpose areas under the COPS Office statute, including the procurement of equipment, technology, or support systems, and the development of new technologies to assist recipient entities in reorienting the emphasis of their activities from reacting to crime to preventing crime. Even though this line funds equipment, please do not specify brand names of equipment you are considering purchasing to ensure fair and open competition.

Awarded grants will be subject to the requirements of 2 CFR Part 200 and the DOJ Grants Financial Guide, and the applicable Award Owner's Manual. Applicants are cautioned against requests for vehicles and vessels that carry with them a high maintenance cost at the conclusion of the CDS request.

Applicants should consider the full range of potential implications of their request for legal, constitutional, and civil liberties and privacy. In addition, if applicants are looking to purchase unmanned aircraft systems, please review the federal guidance around safe



CT FY25 CDS Application for Commerce, Justice, & NASA (CAD/RMS

Dispatch)

Name & Contact Info

Jessica Buhle
Mobile: 708-307-6572
jbuh@ledyardct.org

Mailing Address

65 Pheasant Run Dr
Gales Ferry CT 06335

Permanent Address

65 Pheasant Run Dr
Gales Ferry CT 06335

** indicates a required field.*

Section 1. Funding Request

1. Name of Proposal *

Please name your project using the following convention: "[NAME OF ORGANIZATION] for [USE OF FUNDS]." For example, "Town of Stratford for Renovations to Senior Housing Facility"; "New Haven Food Pantry for Staffing Needs"; or "Stamford Hospital for HVAC Upgrades"

No answer.

2. Submitting Organization (the legal entity that would receive the grant) *

No answer.

3. Location in Connecticut *

No answer.

4. Congressionally Directed Spending Funding Request (in dollars) *

No answer.

5. Total Cost of Project (in dollars) *

No answer.

6. If you cannot receive the entire award, is there an amount of funding that would still enable you to move forward with your project? If so, please provide that minimum amount below (in dollars). *

No answer.

7. Please provide a five sentence description of how you will use federal funds. *

No answer.

8. Priority Ranking of Proposal *

NOTE: if you are only submitting one request, please enter 1.

No answer.

9. Was this request submitted to another member of the Connecticut Delegation? *

No answer.

9.1 Please select the member:

No answer.

10. Is your organization a for profit entity? *

NOTE: for-profits are not eligible for congressionally directed spending

No answer.

11. Please provide your organization's Employer Identification Number (EIN). *

No answer.

Section 2. Contact Information

NOTE: if awarded funds, the primary point of contact listed must be able to act as the organization's liaison with the federal agency administering your award. The individual listed should have responsibilities for overseeing and executing grants.

1. Name of Organization *

No answer.

2. Primary Point of Contact Name *

No answer.

3. Primary Point of Contact Title *

No answer.

4. Address Line One *

No answer.

5. Address Line Two *

No answer.

6. City *

No answer.

7. State *

No answer.

8. Zip *

No answer.

9. Primary Point of Contact Phone Number *

No answer.

10. Primary Point of Contact Email *

No answer.

Head of Organization/Department/Agency

11. Name *

No answer.

12. Title *

No answer.

13. Address Line One *

No answer.

14. Address Line Two

No answer.

15. City *

No answer.

16. State *

No answer.

17. Zip *

No answer.

18. Head of Organization/Department/Agency Phone Number *

No answer.

19. Head of Organization/Department/Agency Email *

No answer.

Section 3. Project Details and Need

- 1. Please identify which account your project fits within. NOTE: there are additional questions that you must complete specific to your account in the following section. ***

Community Oriented Policing Services (COPS) Law Enforcement Technology

- 2. Problem/Issue Statement ***

Using up to 250 words, please describe the problem or issue that you are trying to address through this request. If possible, describe how the problem could not be addressed without this federal funding.

No answer.

- 3. Description of Proposal for Use of Federal Funds ***

Using up to 250 words, please describe the services, products, research, or work that will be provided through this funding. Please use non-technical language where possible.

No answer.

- 4. Description of Impact to Connecticut ***

Briefly describe how your project will benefit Connecticut. If possible, include metrics such as jobs created, jobs maintained, areas protected, etc.

No answer.

- 5. Supporting and/or Partnering Organizations or Entities ***

Please list any organizations that support this project. NOTE: for projects submitted under the Byrne Discretionary and COPS Law Enforcement Technology Accounts, please specify any community-based organizations that support this project.

No answer.

6. Budget Breakdown *

Please include a specific breakdown of how the requested funding will be used (provide specific amounts for salaries, materials, equipment, etc. to the best of your ability). Please make sure to confirm that everything listed is an allowable expense under the selected account.

No answer.

7. Timeline *

Please include an anticipated timeline for project progress and, if relevant, completion date for the project or program.

No answer.

8. Does your project have a website? If so, please provide:

No answer.

Section 4. Additional Questions for Department of Commerce, NASA, and NOAA

NOTE: if you selected NIST STRS, NIST Construction of Research Facilities, NOAA ORF, or NASA SSMS in Section 2, please complete the required additional questions in the below section. Failure to complete the required additional questions may result in problems processing your application.

1. If you selected National Institute of Standards and Technology (NIST) Scientific and Technical Research Services (STRS) External Projects, your project must address standards-related research and technology development.

NOTE: projects that require construction are not eligible. Does your project meet these requirements?

No answer.

2. If you selected NIST Construction of Research Facilities, your project must be for construction projects for non-federal research facilities at research institutions and colleges and universities. Does your project meet these requirements?

No answer.

3. If you selected National Oceanic and Atmospheric Administration (NOAA) Operations, Research, and Facilities (ORF) Special Projects, your project must address fisheries, marine mammals, ocean, climate, weather, or atmospheric research and programs.

NOTE: projects that require construction are not eligible. Does your project meet these requirements?

No answer.

4. If you selected National Aeronautics and Space Administration (NASA) Security and Mission Support (SSMS), your project must focus on science education, research, and technology related to NASA's mission. Does your project meet these requirements?

NOTE: projects that require construction, medical research, or that are located in NASA-owned visitor's centers or state's designated Space Grant Consortium are not eligible.

No answer.

Section 5. Additional Questions for Department of Justice

NOTE: if you selected Department of Justice in Section 2, there are additional questions you need to complete in this section. Providing detailed justifications for these questions is vital to our application review process.

1. If you selected State and Local Law Enforcement, Byrne Discretionary, funding can be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice systems.
Please describe the focus of your project.

No answer.

2. If you selected State and Local Law Enforcement Assistance, Byrne Discretionary, funding cannot be used for land acquisition or construction. Does your project require land acquisition or construction?

No answer.

3. If you selected State and Local Law Enforcement Assistance, Byrne Discretionary, awarded grants will be subject to the requirements of Subpart E of 2 CFR Part 200 and the DOJ Grants Financial Guide. Allowable costs are those costs consistent with the principles set out Subpart E of 2 CFR Part 200 and those permitted by the grant program's authorizing legislation. Please describe how your project will comply with these requirements.

No answer.

4. If you selected COPS Law Enforcement Technology, funding can be used for projects to develop and purchase technologies and automated systems to assist law enforcement agencies in investigating, responding to, and preventing crime.
NOTE: COPS funding cannot be use for labor or planning costs. Please describe the focus of your project.

No answer.

5. If you selected COPS Law Enforcement Technology, you must be a state, local, tribal, or territorial governments and their public agencies, e.g., police and/or sheriff's departments. Are you an eligible recipient?

No answer.

6. If you selected COPS Law Enforcement Technology, project activities are limited to the statutorily allowable purpose areas under the COPS Office Statute (34 U.S. Code § 10381). This includes the procurement of equipment, technology, or support systems, and the development of new technologies to assist recipient entities in reorienting the emphasis of their activities from reacting to crime to preventing crime. Please describe how your project will meet the COPS Office Statute.

No answer.

7. If you selected COPS Law Enforcement Technology, does your project include a request for vehicles or vessels that carry with them a high maintenance cost at the conclusion of the grant?

No answer.

8. If you selected COPS Law Enforcement Technology, any project that involves generating, acquiring, or using technology or data recipients should consider the full range of potential legal, constitutional, and civil liberties and privacy implications.
For example, agencies who purchase unmanned aircraft systems must be aware of the Federal requirements and best practices for their effective and safe operation that is respectful of civil liberties and maximize the safety of citizens. Other technologies often carry similar privacy concerns to unmanned aircraft systems. How will you address these concerns? Providing a detailed justification to this question is vital to our application review process.

No answer.

9. Any projects awarded funding through the DOJ COPS Law Enforcement Technology account will be subject to Subpart E of 2 CFR Part 200, the DOJ Financial Guide and the applicable Award Owners Manual.

Please explain how your project will comply with these requirements.

No answer.

Section 6. Affirmations and Acknowledgements

- Submission of a request that meets the requirements of this form, as well as any subsequent requirements, does not guarantee the support of Senators Blumenthal or Murphy or the award of federal funding.
- This request and any information submitted in support of it may be made public in part or in its entirety.
- The requesting entity will comply with any request presented to it by the Government Accountability Office, the Office of the Inspector General of a Federal agency, Congress, and any other Federal entity performing an audit, investigation, or oversight function.
- Any support or funding award associated with this request does not guarantee support or funding in future fiscal years.

1. I affirm and acknowledge the above statements *

No answer.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0284

Agenda Date: 4/10/2024

Agenda #: 5

APPOINTMENT

Motion/Request:

MOTION to appoint CliftonLarsonAllen LLP to conduct auditing services for the General Government, WPCA, and Schools for the fiscal year ending June 30, 2024, in accordance with Chapter III, Section 11 of the Town Charter for a fee not to exceed \$71,900.

Background:

In accordance with Chapter III, Section 11 of the Town Charter: *“The Town Council **shall annually** designate an independent public accountant or firm of independent public accountants to audit the books and accounts of the Town in accordance with the provisions of the General Statutes”.*

In accordance CGS 7-396 and 4-232 the Office of Management and Policy (OPM) must be notified of the Municipalities Appointed Auditor 30 days (May 31st) before the end of the Fiscal Year.

Per the attached results of RFP #2022-09 (Auditing Services), CliftonLarsonAllen LLP was the sole bidder. The bid is for auditing services for FY 2022 and FY 2023 with two one-year options subject to satisfactory negotiation of terms.

With the Annual Audit for June 30, 2024 the town will be exercising the first one-year option.

\$71,900 Breakdown:

General Government: \$30,130

Board of Education: \$15,930

WPCA: \$9,700

State Single Audit: \$8,070

Federal Single Audit: \$8,070

TOTAL: \$71,900

Finance Director’s Notes:

This represents a 5% increase over the prior year audit fee.

Mayor Comments/Recommendation:

**I support this action. We have one option year remaining before going out to bid again.
It is noted, last RFP we had one bidder.**

Meeting Action Detail:

Town Council Meeting 05/24/2023:

File #: [23-1624](#) Version: 1

Type: Financial Business Request (FBR)

Title: MOTION to appoint CliftonLarsonAllen LLP to conduct auditing services for the General Government, WPCA, and Schools for the fiscal year ending June 30, 2023, in accordance with Chapter III, Section 11 of the Town Charter

Moved: Saums Seconded: Ingalls

Action: Approved and so declared

Minute Note:

Moved by Councilor Saums, seconded by Councilor Ingalls

Discussion: Councilor Saums provided some background noting that last year the town solicited Requests for Proposals (RFP#2022-09) for the Annual Audit. He stated because the town only received two bids a bid waiver was granted to CliftonLarsonAllen LLP last year. He stated although the contract was for two years (FY 2022 and FY 2023) with two one-year options, that in accordance with Chapter III, Section 11 of the Town Charter: *“The Town Council **shall annually** designate an independent public accountant or firm of independent public accountants to audit the books and accounts of the Town in accordance with the provisions of the General Statutes”*.

Councilor Saums stated in attending the Connecticut Conference of Municipalities (CCM) Budget Preparation Shops that they strongly recommended Municipalities change their Accounting/Auditing Firms every few years. He stated because they were in a contract with CliftonLarsonAllen LLP that they would not be changing Accounting/Auditing Firms this year. However, he stated once this contract has ended that he would recommend the town solicit bids for their Annual Audit work.

Councilor Saums went on to state during the Finance Committee’s May 17, 2023 meeting Councilor Ryan questioned the cost breakdown for each of the entities for the Annual Audit work noting that although the Board of Education’s budget was significantly larger with a lot more budget lines that their shared cost for the Annual Audit was nearly \$14,000 less than the General Government’s cost. Councilor Saums went on to note that Finance Director Matthew Bonin explained that that although the education budget was greater than the town budget that it was audited as one line in the budget. Councilor Saums went on to state that although the education budget was considered one line in the overall budget that CliftonLarsonAllen LLP has done a fair amount of testing at the Board of Education and that they have found some areas for improvement. However, he stated given the size, number of employees, and complexity of the Board of Education budget that perhaps next year they should talk with the Auditors about the education budget possibly receiving more scrutiny.

Councilor Saums concluded by stating that the town has been pleased with the work of CliftonLarsonAllen LLP, noting that they have provided recommendations which the town has implemented. He stated the appointment of the CliftonLarsonAllen LLP for the second year of the contract was an Administrative Action.

VOTE: 7 - 0 Approved and so declared

Action: Approved and so declared

Finance Committee Meeting 05/17/2023:

File #: [23-1624](#) Version: 1

Type: Financial Business Request (FBR)

Title: MOTION to appoint CliftonLarsonAllen LLP to conduct auditing services for the General Government, WPCA, and Schools for the fiscal year ending June 30, 2023, in accordance with Chapter III, Section 11 of the Town Charter

Moved: Ingalls Seconded: Ryan

Action: Recommend to Approve

Minute Note:

Moved by Councilor Ingalls, seconded by Councilor Ryan

Discussion: Councilor Ryan stated last year the town solicited Requests for Proposals (RFP#2022-09) for the Annual Audit. He stated because the town only received two bids a bid waiver was granted to CliftonLarsonAllen LLP last year. He stated although the contract was for two year (FY 2022 and FY 2023) with two one-year options, that in accordance with Chapter III, Section 11 of the Town Charter: “*The Town Council shall annually designate an independent public accountant or firm of independent public accountants to audit the books and accounts of the Town in accordance with the provisions of the General Statutes*”. Therefore, Councilor Ryan stated that the appointment of the CliftonLarsonAllen LLP for the second year of the contract was an Administrative Action.

Finance Director Matthew Bonin noted that in accordance CGS 7-396 and 4-232 the Office of Management and Policy (OPM) must be notified of the Municipalities Appointed Auditor 30 days (May 31st) before the end of the Fiscal Year.

Councilor Ryan noted that the cost breakdown for each of the entities for the Annual Audit work was as follows:

Year 2 FYE 2023

- General Government: \$28,700
- Board of Education: \$14,920

- WPCA: \$9,225
 - State Single Audit: \$7,685
 - Federal Single Audit: \$7,685
- TOTAL: \$68,465**

Councilor Ryan questioned the reason the Board of Education's cost was less than the General Government's cost, noting that the education budget was far greater and had more line items than the town's budget.

Finance Director Matthew Bonin explained that although the education budget was greater than the town budget that it was audited as one line in the budget. He also explained that the Auditor determined the breakout costs for each of the audited entities.

VOTE: 2 - 0 Approved and so declared

Action: Recommend to Approve

TOWN CHARTER
CHAPTER III
THE TOWN COUNCIL

SECTION 11. ANNUAL AUDIT

The Town Council shall annually designate an independent public accountant or firm of independent public accountants to audit the books and accounts of the Town in accordance with the provisions of the General Statutes.



File #: 24-0297

Agenda Date: 4/11/2024

Agenda #: A.

LAND USE APPLICATION

Subject/Application:

MOTION to recommend the Town of Ledyard accept the conveyance/transfer of the following parcel and easement areas for no compensation, as depicted on plan entitled “*Proposed Boundary Line Adjustments In the Area of Route 12 and Thamesview Pentway, Gales Ferry Connecticut*” prepared by CLA Engineers, and approved by the Director of Planning in the Boundary Line Adjustment Application No. ZP#5946:

- (1) The 0.4 acres shown as “Parcel C” on above-referenced map, a portion of Thamesview Pentway to be conveyed to the Town from Mr. Noah Cardinal;
- (2) The 259.08 square feet area shown as “Easement Area D” to be conveyed from Daniel W. Stanavage (1764 Route 12) to the Town for the purpose of snow removal/snow stacking.
- (3) The 685.67 square feet area shown as “Easement Area E” on above-referenced map, to be conveyed to the Town from Mr. Noah Cardinal (2 Thamesview Pentway) for the purpose of snow removal/snow stacking.

Background:

There are three (3) different “areas” being conveyed to the Town; each at no cost to the Town.

- The first is shown as “Parcel C” on the map. It is .04 acres. This is a portion of 2 Thamesview Pentway that is currently owned by Noah Cardinal. In accordance with Ordinance: # 300-028 “*Town Of Ledyard Private Easements And Rights-Of-Way Ordinance*” the town was currently maintaining Thamesview Pentway; therefore, taking ownership of this area would not incur any additional costs to the town.
- The second is a 259.08 sf area identified as “Easement Area D” (259.08sf) located over a portion of 1764 Route 12, Gales Ferry, which was being conveyed from Dan Stanavage also to be used by the Town for the purpose of snow removal/snow stacking.
- The third is a 685.67 square feet area identified as “Easement Area E” that is being conveyed from Noah Cardinal. The Town was also using this area for the purpose of snow removal/snow stacking.

Land Use Director/Town Planner:

There are additional adjustments being made in this area as shown on the referenced map/plan to reduce the numerous non-conformities that exist and to eliminate the confusing scenario whereby a property owner owns a portion of a “road” that is used by many and actually maintained by the town.

The changes will enable the redevelopment of existing “garage” into a more conforming use in the Zone while still providing the required frontage for both of the lots involved.

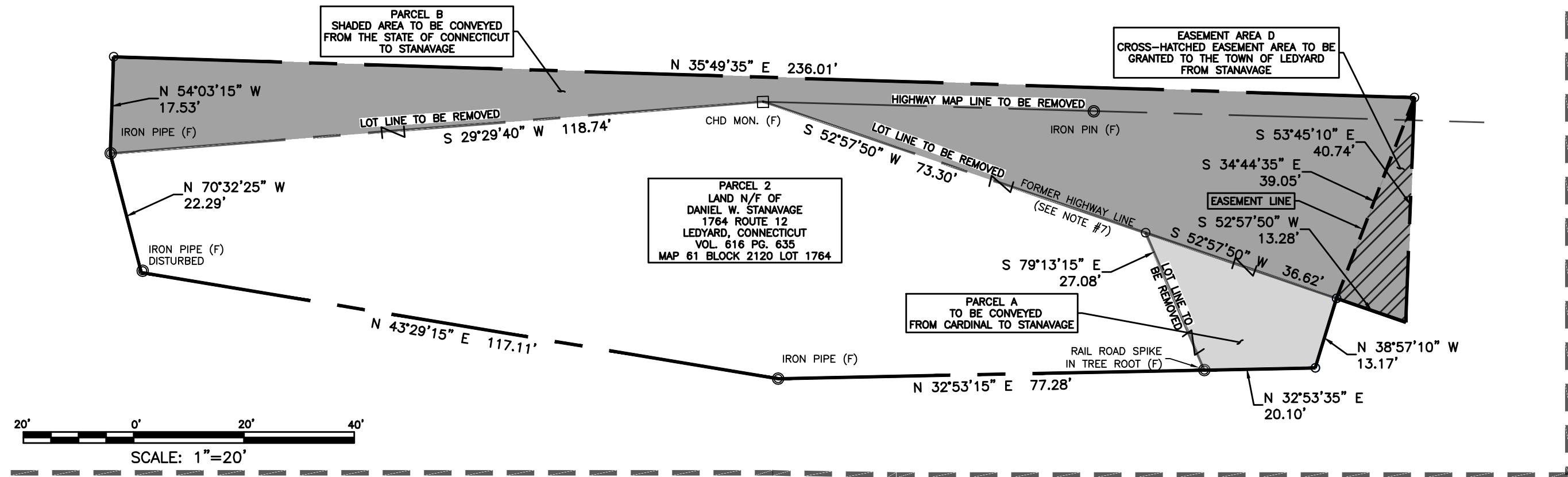
The plans have been reviewed several times with the applicant and Director of Public Works.

The deeds are being drafted and will be available prior to the meeting.

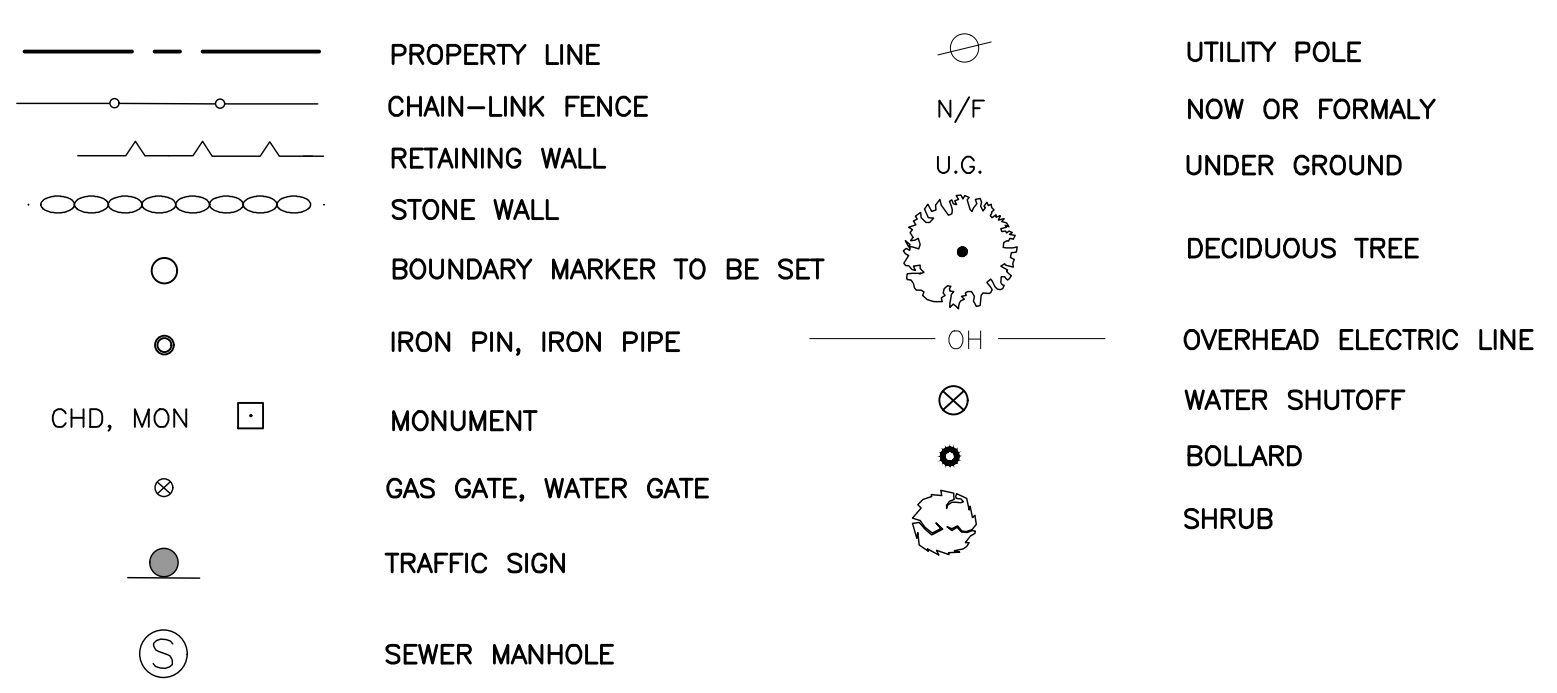
Mayor Recommendation:

(type text here)

**PARCEL B, A & EASEMENT
AREA D DETAIL**



LEGEND:



SURVEY NOTES

- THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTION 20-300b-1 THRU 20-300b-20 OF THE REGULATIONS FOR STATE AGENCIES "STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ENDORSED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC.
 - A. TYPE OF SURVEY: BOUNDARY SURVEY
 - B. BOUNDARY DETERMINATION CATEGORY: FIRST SURVEY
 - C. HORIZONTAL ACCURACY: A-2
 - VERTICAL ACCURACY: N/A
 - TOPOGRAPHIC ACCURACY: N/A
 - D. INTENT: TO DEPICT BOUNDARY LINES AND THE ADJUSTMENTS PROPOSED.
- DATE OF LATEST FIELD WORK: JULY 2023
- HORIZONTAL ORIENTATION IS CT N.A.D. 83 BASED ON FIELD GPS OBSERVATIONS
- BOUNDARY LINES OF ADJOINING PROPERTIES ARE NOT TO BE CONSTRUED AS ONLY THE RESULT OF A FIELD SURVEY AND ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY
- THE WORD "CERTIFY" IS UNDERSTOOD TO BE AN EXPRESSION OF THE PROFESSIONAL OPINION OF THE LAND SURVEYOR TO THE BEST OF THEIR KNOWLEDGE, INFORMATION AND BELIEF.
- STONE WALLS AND/OR FENCES SHOWN AS BOUNDARIES MAY HAVE IRREGULARITIES BETWEEN POINTS INDICATED ON THE SURVEY.
- STATE DOT MAPPING DEPICTS AN "OLD HIGHWAY LINE" FOR ROUTE 12 AND A CAREFUL EXAMINATION OF THE LAND RECORDS INDICATES THE STATE NEVER RELEASED THE LAND UP TO THE PRESENT HIGHWAY LINE. THEREFORE, IT IS THE SURVEYOR'S OPINION THAT THE "OLD HIGHWAY LINE" IS THE BOUNDARY LINE ALONG ROUTE 12
- THE SUBJECT PARCEL MAY BE SUBJECT TO OR BENEFIT BY THE FOLLOWING EASEMENTS, RIGHT OF WAYS OR AGREEMENTS:
 - A. VOL. 20 PG. 186 AN EASEMENT IN FAVOR OF THE SOUTHERN NEW ENGLAND TELEPHONE COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - B. VOL. 48 PG. 281 AN EASEMENT IN FAVOR OF THE CONNECTICUT LIGHT AND POWER COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - C. VOL. 155 PG. 928 A RIGHT OF WAY IN FAVOR OF 1758 THAMES VIEW PENTWAY (EXISTING ON PARCELS 1 & C)
 - D. VOL. 14 PG. 82 A RIGHT OF WAY IN FAVOR OF OTHERS TO THE MILITARY HIGHWAY (ROUTE 12) (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
- A PRINT OR MYLAR OF THIS MAP IS NOT VALID UNLESS IT CONTAINS THE SEAL AND LIVE SIGNATURE OF THE SURVEYOR

C.T. ROUTE 12
- NORWICH - GROTON ROAD -

PARCEL B SHADED AREA TO BE CONVEYED FROM STATE OF CONNECTICUT TO STANAVAGE
Area = 3961.22 SQ FT / 0.09 Acres

PARCEL A LIGHT-SHADED AREA TO BE CONVEYED FROM CARDINAL TO STANAVAGE
Area = 493.11 SQ FT / 0.01 Acres

EASEMENT AREA D TO BE GRANTED TO TOWN OF LEDYARD FROM STANAVAGE
AREA=259.08 SQ FT / .006 ACRES

FRONTAGE TABLE

	PARCEL 1	PARCEL 2
EXISTING	94.93'	192.04'
PROPOSED	77.12'	297.72'

AREA TABLE

	PARCEL 1	PARCEL 2
EXISTING	50526.38 SF	6853.25 SF
PARCEL A	-493.1 SF	+ 493.1 SF
PARCEL B	-3961.2 SF	+ 3961.2 SF
PARCEL C	-1718.96 SF	
PROPOSED	48314.32 SF	11307.55 SF

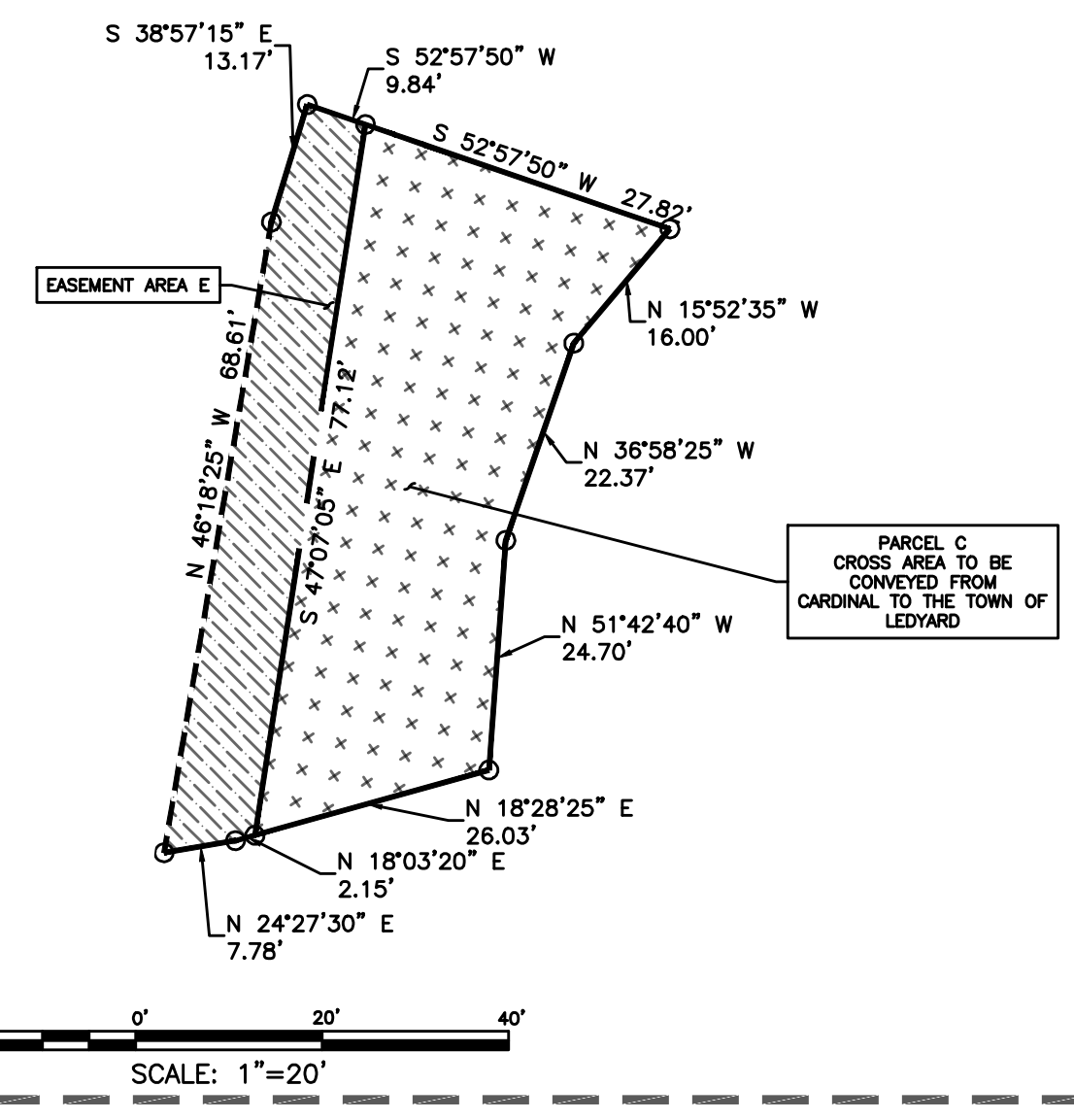
**ZONING CHART PARCEL 1
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ. FT.)	40,000 SF	50526.38 SF	48,314.32 SF
MIN. LOT WIDTH	150'	81'	73'
MIN. FRONT YARD SETBACK	30'	66'	27'
MIN. SIDE YARD SETBACK	15'	3'	3'
MIN. REAR SETBACK	25'	108'	108'
MAX. LOT COVERAGE	25%	13%	11%

**ZONING CHART PARCEL 2
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ. FT.)	40,000 SF	6853.25 SF	11307.55 SF
MIN. LOT WIDTH	150'	182'	283'
MIN. FRONT YARD SETBACK	30'	0.9'	10.5'
MIN. SIDE YARD SETBACK	15'	64'	64'
MIN. REAR SETBACK	25'	12.9'	12.9'
MAX. LOT COVERAGE	25%	14%	15%

**PARCEL C & EASEMENT
AREA E DETAIL**



MAP REFERENCES

- "PLAN SHOWING PROPOSED WATER CONNECTION, SEWAGE DISPOSAL SYSTEM AND DRIVEWAY PREPARED FOR DANIEL STANAVAGE 1764 CONNECTICUT STATE ROUTE 12 A.K.A NORWICH-GROTON ROAD LEDYARD, CONNECTICUT" PREPARED BY: DIETER & GARDNER, INC. SCALE: 1"=20' DATE: APRIL 2022
- "TOWN OF LEDYARD SKETCH SHOWING LAND LEASED TO THE TOWN OF LEDYARD BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION CT. ROUTE 12 (GROTON-NORWICH ROAD) SCALE: 1"=40' DATE: MAY 2002
- "THE 236 WHALEHEAD ROAD SUBDIVISION DETAILED LAYOUT MAP 1 OF 2 236 WHALEHEAD ROAD GALES FERRY, CONNECTICUT" PREPARED BY: THOMAS J. BULZAK SCALE: 1"=40' DATE: 08/2000 REVISED: 01/05/2001
- "PLAN SHOWING PARCELS OF LAND PROPERTY OF ERIC A. WIDSTROM AND DENNIS E. WIDSTROM THAMES VIEW PENTWAY LEDYARD, CONNECTICUT" PREPARED BY: DIETER AND GARDNER, INC. SCALE: 1"=40' DATE: MAY 1997

TO MY KNOWLEDGE AND BELIEF THIS PLAN IS SUBSTANTIALLY CORRECT AS NOTED OR DEPICTED HEREON.

RYAN J. CHEVERIE, L.L.S. #70454
03/27/24
DATE

SCALE: 1"=20'

<p>CLA Engineers, Inc. CIVIL • STRUCTURAL • SURVEYING</p> <p>317 Main Street Norwich, CT 06360 (860) 886-1966 Fax (860) 886-9165</p>		<p>Project No. CLA-7516</p> <p>Proj. Surveyor R.J.C.</p> <p>Date: Dec 2023</p> <p>Sheet No. 1</p>
<p>PROPOSED BOUNDARY LINE ADJUSTMENTS</p> <p>IN THE AREA OF ROUTE 12 AND THAMESVIEW PENTWAY</p> <p>GALES FERRY, CONNECTICUT</p>		
<p>3 03/27/24 REVISIONS PER COMMENTS</p> <p>2 03/26/24 REVISIONS PER COMMENTS</p> <p>1 02/09/24 EASEMENT AREA ADDED</p>	<p>STATE OF CONNECTICUT LAND SURVEYOR No. 70454 RYAN J. CHEVERIE</p>	

APPLICATION # 5946 SUBMITTAL DATE: 2/26/24



Town of Ledyard Land Use Department
Free Split/Lot Merger/Lot Boundary Line Adjustment Compliance
Application Form

2716
302 859

This completed form must be signed by all parties of record and submitted to the Town Clerk when plans are filed. Please return completed form to Planning Department. Department review of plans is authorized by C.G.S. § 20-304.

Scanned ___ App File ___
E-file ___ St. File ___
Planning Director ___

CHECK ONE: ___ Free Split ___ Lot Merger x Boundary Line Adjustment

Addresses of all Subject Properties (including Assessor Map/Block/Lot #):

1. 1764 ROUTE 12 MBL 61-2120-1764
2. _____

in FF
Map

Names & Addresses of Owners of Record of all Subject Properties:

1. 2 THAMES VIEW PTWY MBL 61-2470-2
2. _____

Telephone Numbers & Email Addresses of Owners of Record:

1. Daniel Stanavage - 860-982-1505 - auctionman96@sbcglobal.net
2. Noah Cardinal - 775-293-0315 - noah_cardinal@yahoo.com

Agent Name, Address, Telephone & Email (if applicable): _____

**** Note: If there are more than two (2) Subject Properties, use additional sheet. ****

Zoning District(s) of all Subject Properties: R40

LOT MERGER OR BOUNDARY LINE ADJUSTMENT PLANS: A Merger or Boundary Line Adjustment Plan prepared by a Licensed Land Surveyor and/or Professional Engineer as required shall be submitted with this application showing existing and proposed conditions. The plan shall comply with all applicable local, state or federal requirements, including but not limited to, Zoning & Wetlands Regulations, Stormwater & Road Ordinances, CT Public Health Code, etc. New Deeds and Easements must be filed at the time the approved survey is filed and shall reflect proposed lots and plan conditions.

FREE SPLIT PLANS: A Free Split Plan prepared by a Licensed Land Surveyor and/or Professional Engineer as required shall be submitted with this application showing existing and proposed lots. Evidence of eligibility for creation of a Free Split lot is required. The plan shall comply with all applicable local, state or federal requirements, including but not limited to, Zoning & Wetlands Regulations, Stormwater & Road Ordinances, CT Public Health Code, etc. New Deeds and Easements must be filed at the time the approved survey is filed and shall reflect proposed lots and plan conditions.

Signatures of Owners/Agents of Record of all Subject Properties:

1. Daniel Stanavage  Date: 2-26-24
Print Name
2. Noah Cardinal  Date: 2-26-24
Print Name
3. _____ Date: _____
Print Name

Additional Property, Owner of Record, Agent Information, as needed:

Additional Signatures/Dates, as needed:

_____ Date: _____
 Print Name

_____ Date: _____
 Print Name

**** FOR STAFF USE ONLY BELOW THIS LINE ****

STAFF APPROVALS

1. ZONING & WETLANDS OFFICIAL:

_____ Date: _____
 Print Name

Comments/Conditions: _____

2. DIRECTOR OF LAND USE & PLANNING:

_____ Date: _____
 Print Name

Comments/Conditions: _____

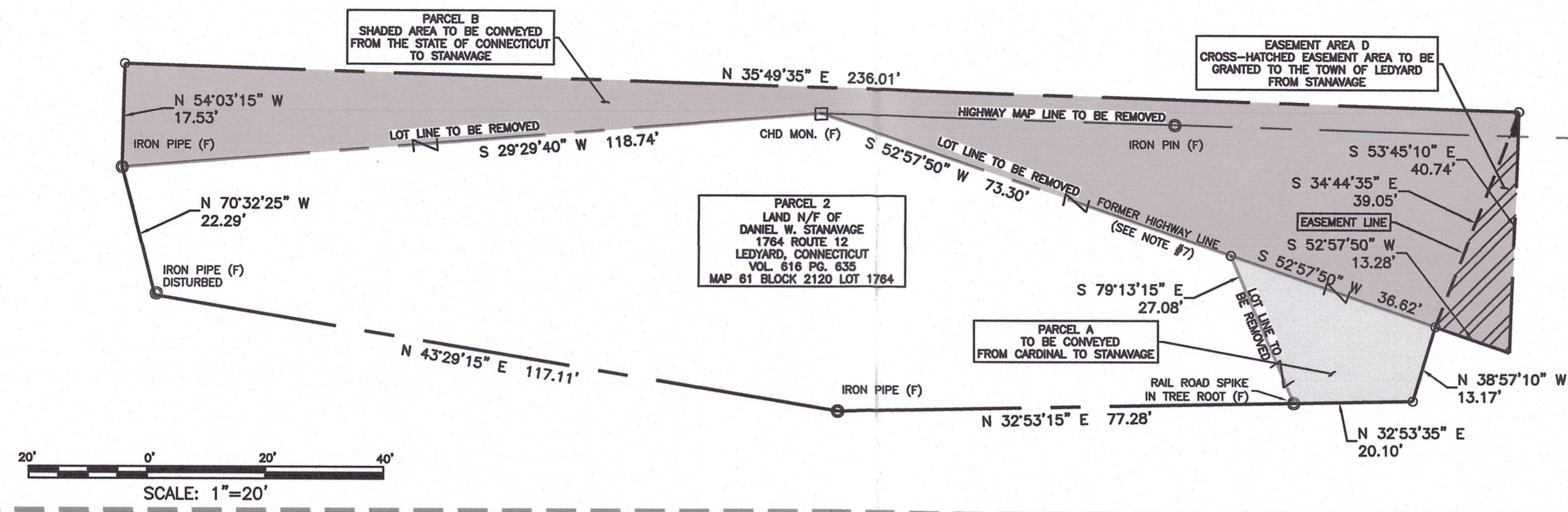
3. LEDGE LIGHT HEALTH DISTRICT:

_____ Date: _____
 Print Name

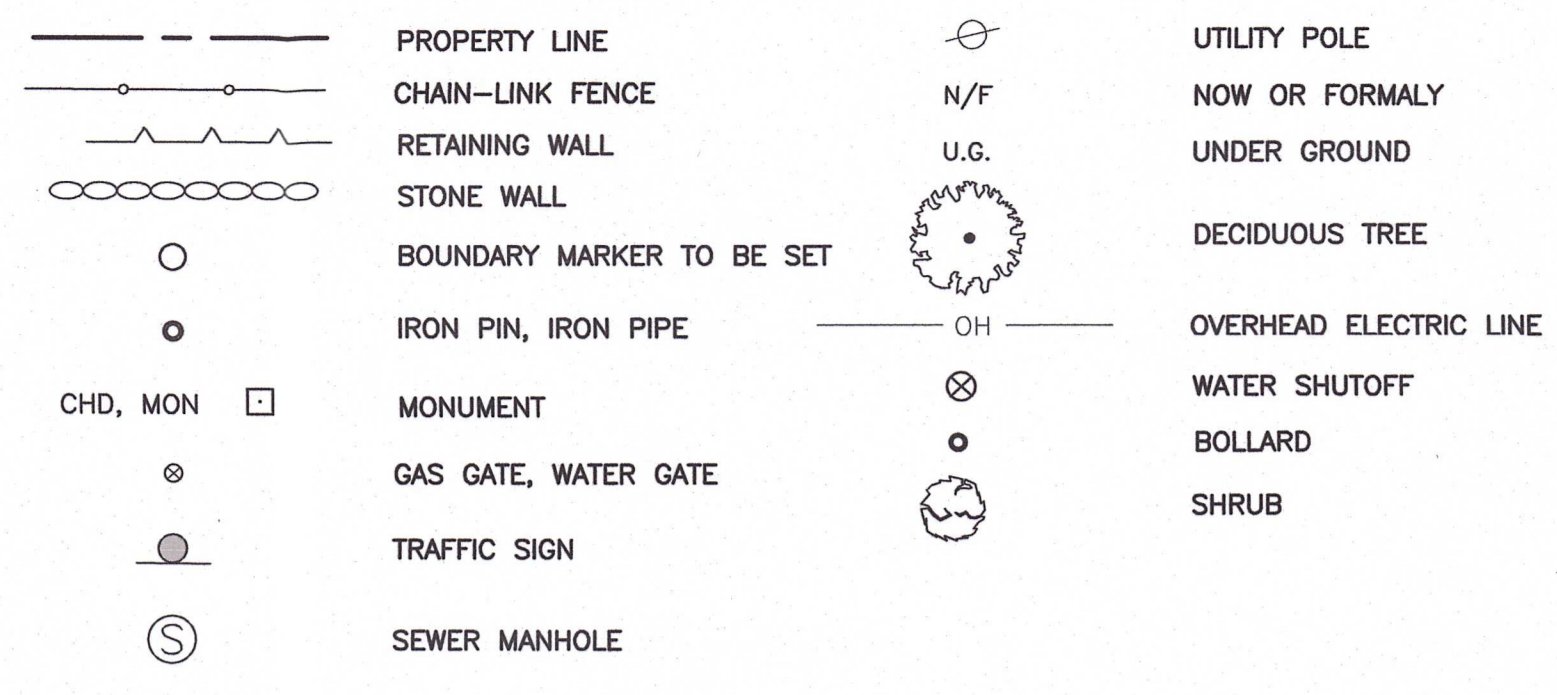
Comments/Conditions: _____

IMPORTANT NOTE: TOWN SIGNATURES ON FORM AND ACCEPTANCE BY THE TOWN DOES NOT IMPLY OR GUARANTEE THAT AFFECTED LOTS CAN BE BUILT ON OR FURTHER DEVELOPED IN ANY WAY.

**PARCEL B, A & EASEMENT
AREA D DETAIL**



LEGEND:



SURVEY NOTES

- THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTION 20-300b-1 THRU 20-300b-20 OF THE REGULATIONS FOR STATE AGENCIES "STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ENDORSED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC.
 - TYPE OF SURVEY: BOUNDARY SURVEY
 - BOUNDARY DETERMINATION CATEGORY: FIRST SURVEY
 - HORIZONTAL ACCURACY: A-2
 - VERTICAL ACCURACY: N/A
 - TOPOGRAPHIC ACCURACY: N/A
 - INTENT: TO DEPICT BOUNDARY LINES AND THE ADJUSTMENTS PROPOSED.
- DATE OF LATEST FIELD WORK: JULY 2023
- HORIZONTAL ORIENTATION IS CT N.A.D. 83 BASED ON FIELD GPS OBSERVATIONS
- BOUNDARY LINES OF ADJOINING PROPERTIES ARE NOT TO BE CONSTRUED AS HAVING BEEN THE RESULT OF A FIELD SURVEY AND ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY
- THE WORD "CERTIFY" IS UNDERSTOOD TO BE AN EXPRESSION OF THE PROFESSIONAL OPINION OF THE LAND SURVEYOR TO THE BEST OF THEIR KNOWLEDGE, INFORMATION AND BELIEF.
- STONE WALLS AND/OR FENCES SHOWN AS BOUNDARIES MAY HAVE IRREGULARITIES BETWEEN POINTS INDICATED ON THE SURVEY.
- STATE DOT MAPPING DEPICTS AN "OLD HIGHWAY LINE" FOR ROUTE 12 AND A CAREFUL EXAMINATION OF THE LAND RECORDS INDICATES THE STATE NEVER RELEASED THE LAND UP TO THE PRESENT HIGHWAY LINE. THEREFORE, IT IS THE SURVEYORS OPINION THAT THE "OLD HIGHWAY LINE" IS THE BOUNDARY LINE ALONG ROUTE 12
- THE SUBJECT PARCEL MAY BE SUBJECT TO OR BENEFIT BY THE FOLLOWING EASEMENTS, RIGHT OF WAYS OR AGREEMENTS:
 - VOL. 20 PG. 186 AN EASEMENT IN FAVOR OF THE SOUTHERN NEW ENGLAND TELEPHONE COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - VOL. 48 PG. 281 AN EASEMENT IN FAVOR OF THE CONNECTICUT LIGHT AND POWER COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - VOL. 155 PG. 928 A RIGHT OF WAY IN FAVOR OF 1758 THAMES VIEW PENTWAY (EXISTING ON PARCELS 1 & C)
 - VOL. 14 PG. 82 A RIGHT OF WAY IN FAVOR OF OTHERS TO THE MILITARY HIGHWAY (ROUTE 12) (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
- A PRINT OR MYLAR OF THIS MAP IS NOT VALID UNLESS IT CONTAINS THE SEAL AND LIVE SIGNATURE OF THE SURVEYOR

PARCEL B
SHADED AREA TO BE CONVEYED FROM STATE OF CONNECTICUT TO STANAVAGE
Area = 3961.22 SQ FT / 0.09 Acres

PARCEL A
LIGHT-SHADED AREA TO BE CONVEYED FROM CARDINAL TO STANAVAGE
Area = 493.11 SQ FT / 0.01 Acres

EASEMENT AREA D TO BE GRANTED TO TOWN OF LEDYARD FROM STANAVAGE
AREA=259.08 SQ FT / .006 ACRES

PARCEL C
CROSS AREA TO BE CONVEYED FROM CARDINAL TO STANAVAGE
Area = 1718.55 SF / 0.04 Acres

EASEMENT AREA E TO BE GRANTED TO THE TOWN OF LEDYARD
AREA = 685.67 SF OR 0.015 ACRES

FRONTAGE TABLE

	PARCEL 1	PARCEL 2
EXISTING	94.93'	192.04'
PROPOSED	77.12'	297.72'

AREA TABLE

	PARCEL 1	PARCEL 2
EXISTING	50526.38 SF	6853.25 SF
PARCEL A	-493.1 SF	+ 493.1 SF
PARCEL B	-1718.96 SF	+ 3961.2 SF
PROPOSED	48314.32 SF	11307.55 SF

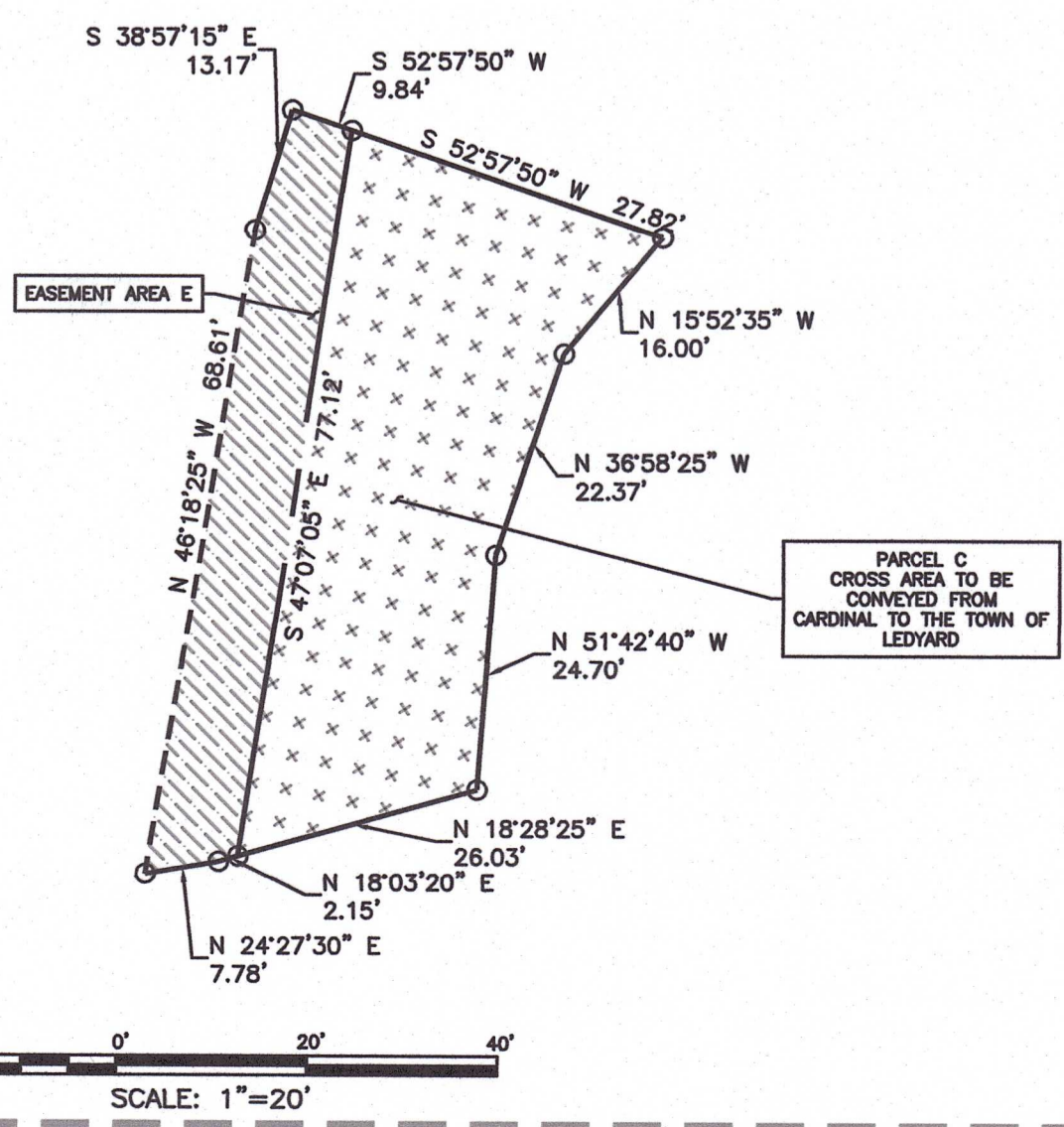
**ZONING CHART PARCEL 1
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ FT.)	40,000 SF	50526.38 SF	48,314.32 SF
MIN. LOT WIDTH	150'	81'	73'
MIN. FRONT YARD SETBACK	30'	66'	27'
MIN. SIDE YARD SETBACK	15'	3'	3'
MIN. REAR SETBACK	25'	108'	108'
MAX. LOT COVERAGE	25%	13%	11%

**ZONING CHART PARCEL 2
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ FT.)	40,000 SF	6853.25 SF	11307.55 SF
MIN. LOT WIDTH	150'	182'	283'
MIN. FRONT YARD SETBACK	30'	0.9'	10.5'
MIN. SIDE YARD SETBACK	15'	64'	64'
MIN. REAR SETBACK	25'	12.9'	12.9'
MAX. LOT COVERAGE	25%	14%	15%

**PARCEL C & EASEMENT
AREA E DETAIL**



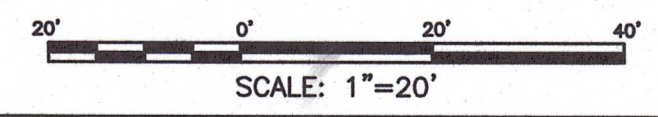
MAP REFERENCES

- "PLAN SHOWING PROPOSED WATER CONNECTION, SEWAGE DISPOSAL SYSTEM AND DRIVEWAY PREPARED FOR DANIEL STANAVAGE 1764 CONNECTICUT STATE ROUTE 12 A.K.A NORWICH-GROTON ROAD LEDYARD, CONNECTICUT" PREPARED BY: DIETER & GARDNER, INC. SCALE: 1"=20' DATE: APRIL 2022
- "TOWN OF LEDYARD SKETCH SHOWING LAND LEASED TO THE TOWN OF LEDYARD BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION CT. ROUTE 12 (GROTON-NORWICH ROAD) SCALE: 1"=40' DATE: MAY 2002
- "THE 236 WHALEHEAD ROAD SUBDIVISION DETAILED LAYOUT MAP 1 OF 2 236 WHALEHEAD ROAD GALES FERRY, CONNECTICUT" PREPARED BY: THOMAS J. BULZAK SCALE: 1"=40' DATE: 08/2000 REVISED: 01/05/2001
- "PLAN SHOWING PARCELS OF LAND PROPERTY OF ERIC A. WIDSTROM AND DENNIS E. WIDSTROM THAMES VIEW PENTWAY LEDYARD, CONNECTICUT" PREPARED BY: DIETER AND GARDNER, INC. SCALE: 1"=40' DATE: MAY 1997

- "PLAN SHOWING 16' RIGHT OF WAY OVER PROPERTY OF OLAND E. SMITH AND MARIE M. SMITH LOCATED OFF CONNECTICUT STATE ROUTE 12 LEDYARD, CONNECTICUT" PREPARED BY: GEORGE DIETER SCALE: 1"=20' DATE: JUNE 1994
- "PLAN SHOWING PROPERTY TO BE CONVEYED BY ESTATE OF ROLAND P. SANFORD TO HOMER L. MARTHA M. WALKER AND HARRIET V. & HARLAN D. SONK" PREPARED BY: GEORGE DIETER SCALE: 1"=30' DATE: SEPTEMBER 1963
- "PLAN SHOWING BUILDING LOTS ON PROPERTY OF ROBERT W. & PEARL C. BRUMBLE LEDYARD, CONNECTICUT" PREPARED BY: GEORGE DIETER SCALE: 1"=40' DATE: APRIL 1963
- "CONNECTICUT STATE HIGHWAY DEPARTMENT RIGHT OF WAY MAP TOWN OF LEDYARD GROTON-NORWICH ROAD GALES FERRY ROAD TO ALLYN'S BROOK" SCALE: 1"=40' DATE: 11/05/57
- "MAP SHOWING PROPERTY OWNED BY DOW CHEMICAL COMPANY ALLYN'S POINT, LEDYARD, CT" SCALE: 1"=100' DATE: DECEMBER 1953

TO MY KNOWLEDGE AND BELIEF THIS PLAN IS SUBSTANTIALLY CORRECT AS NOTED OR DEPICTED HEREON.
 [Signature]
 BY: BRYAN J. CHEVERIE, L.L.S. #70454 DATE: 2/23/24

RECEIVED
 FEB 26 2024
 LAND USE DEPARTMENT



CLA Engineers, Inc.
 CIVIL • STRUCTURAL • SURVEYING
 317 Main Street Norwich, CT 06360
 (860) 886-1966 Fax (860) 886-9165

**PROPOSED BOUNDARY LINE ADJUSTMENTS
 IN THE AREA OF
 ROUTE 12 AND
 THAMESVIEW PENTWAY
 GALES FERRY, CONNECTICUT**

No.	DATE	REVISION
1	02/09/24	EASEMENT AREA ADDED

Project No. CLA-7516
 Proj. Surveyor R.J.C.
 Date: Dec 2023
 Sheet No. **1**

Roxanne Maher

From: Juliet Hodge
Sent: Tuesday, March 26, 2024 9:24 AM
To: Roxanne Maher
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

There are three(3) different “areas” being conveyed to the Town; each at no cost to the Town. The first is shown as “Parcel C” on the map. It is .04acres. This is a portion of Thamesview Pentway that is currently owned by Noah Cardinal (2 Thamesview Pentway). Thamesview Pentway in its entirety is currently maintained by the Town, so nothing will change there. The second area is “Easement Area D” (259.08sf) is being conveyed from Dan Stanavage (1764 Rte. 12) to the Town for the purpose of snow removal/snow stacking. The third area is “Easement Area E” (685.67sf) is being conveyed from Noah. Cardinal to the Town also for the purpose of snow removal/snow stacking. The deeds are being drafted and will be available prior to the meeting.

Let me know if you need anything else. Steve Masalin is also aware of this project.

Juliet

From: Roxanne Maher <council@ledyardct.org>
Sent: Tuesday, March 26, 2024 8:01 AM
To: Juliet Hodge <planner@ledyardct.org>
Cc: Roxanne Maher <council@ledyardct.org>; Steve Masalin <pwd@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good Morning Juliet:

As we discussed, it would be helpful if you could provide the area of land that Mr. Stanavage will be conveying to the town, along with the easements and the Maps.

Also, just want to confirm that the property will be conveyed at no cost to the town.

Thank you,
Roxanne

Roxanne M. Maher



Administrative Assistant to

the Ledyard Town Council
(860) 464-3203
council@ledyardct.org

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

From: Roxanne Maher <council@ledyardct.org>
Sent: Tuesday, March 26, 2024 7:05 AM
To: Juliet Hodge <planner@ledyardct.org>
Cc: Roxanne Maher <council@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good Morning Juliet:

Could you please send me the Maps and any other supporting documentation regarding the Conveyance of this property to the Town.

Thank you,
Roxanne

Roxanne M. Maher



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

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

From: Juliet Hodge <planner@ledyardct.org>
Sent: Thursday, February 29, 2024 11:58 AM
To: Roxanne Maher <council@ledyardct.org>
Cc: Makenna Perry <land.use.asst@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Ok, thanks for letting me know.

From: Roxanne Maher <council@ledyardct.org>
Sent: Thursday, February 29, 2024 11:04 AM
To: Juliet Hodge <planner@ledyardct.org>
Cc: Makenna Perry <land.use.asst@ledyardct.org>; Roxanne Maher <council@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good Morning Juliet:

LUPPW Cmt has cancelled their March 4, 2024 meeting.

I will include it on their April 1, 2024 Agenda.

Thank you,
Roxanne

Roxanne M. Maher



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

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

From: Juliet Hodge <planner@ledyardct.org>
Sent: Thursday, February 29, 2024 10:10 AM
To: Roxanne Maher <council@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

This is going to TC because the applicant is deeding land to the Town as part of the whole project.
Juliet

From: Makenna Perry <land.use.asst@ledyardct.org>
Sent: Thursday, February 29, 2024 10:07 AM
To: Roxanne Maher <council@ledyardct.org>
Cc: Juliet Hodge <planner@ledyardct.org>
Subject: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good morning,

Find attached the Boundary Line Adjustment application for 1764 Route 12 , and 2 Thames View Ptwy. I would greatly appreciate it if the application can be added to the agenda for the March 4, 2024, Land Use/Public Works Committee Meeting. It will potentially go to the P&Z, Special Meeting for 8-24 Review on March 28, 2024. And then approval by Town Council on their April 10, 2024, meeting. Please let me know if you have any questions or need any other information.

Best,
Makenna

Makenna Perry



Land Use Administrative Assistant
Town of Ledyard
860-464-3266
MakennaP@Ledyardct.org

CLA-7516

Thamesview Pentway

Lot Line Adjustments

A tract of land situated on the easterly edge of Norwich Groton Road (C.T. Route 12) shown as Easement Area D on a plan titled "Proposed Boundary Line Adjustments in the Area of Route 12 and Thamesview Pentway Gales Ferry, Connecticut" Prepared By: CLA Engineers Date: December 2023 Revised: 02/09/24 Project No. 7516 Sheet No. 1 and which is more particularly described as follows:

Beginning at a point to be set on the easterly edge of Norwich Groton Road, said point being the westerly corner of the easement herein described;

Thence S 53°45'10" E a distance of 40.74' to a point to be set;

Thence S 52°57'50" W a distance of 13.28' to a point to be set;

Thence N 34°44'35" W a distance of 39.05' to the point of beginning;

Containing 259.08 square feet or 0.006 acres

A tract of land situated on the easterly edge of Norwich Groton Road (C.T. Route 12) shown as Parcel B on a plan titled "Proposed Boundary Line Adjustments in the Area of Route 12 and Thamesview Pentway Gales Ferry, Connecticut" Prepared By: CLA Engineers Date: December 2023 Revised: 02/09/24 Project No. 7516 Sheet No. 1 and which is more particularly described as follows:

Beginning at an iron pipe found, said pipe being the southeasterly corner of the herein described parcel;

Thence N 54°03'15" W a distance of 17.53' to a point to be set on the new right of way line for Norwich Groton Road;

Thence N 35°49'35" E a distance of 236.01', along the new right of way line for Norwich Groton Road, to a point to be set;

Thence S 53°45'10" E a distance of 40.74' to a point to be set;

Thence S 52°57'50" W a distance of 13.28' to a point to be set;

Thence S 52°57'50" W a distance of 36.62' to a point;

Thence S 52°57'50" W a distance of 73.30' to a Connecticut Highway Department monument found;

Thence S 29°29'40" W a distance of 118.74' to the point of beginning, an iron pipe found;

Containing 3961.22 square feet or 0.09 acres

A tract of land situated on the easterly edge of Norwich Groton Road (C.T. Route 12) shown as Easement Area E on a plan titled "Proposed Boundary Line Adjustments in the Area of Route 12 and Thamesview Pentway Gales Ferry, Connecticut" Prepared By: CLA Engineers Date: December 2023 Revised: 02/09/24 Project No. 7516 Sheet No. 1 and which is more particularly described as follows:

Beginning at a point on the former highway line of Norwich Groton Road, said point being the northeasterly point of the herein described easement;

Thence S 47°07'05" E a distance of 77.12' to a point;

Thence S 18°03'20" W a distance of 2.15' to a point;

Thence S 24°27'30" W a distance of 7.78' to a point;

Thence N 46°18'25" W a distance of 68.61' to a point;

Thence N 38°57'15" W a distance of 13.17' to a point;

Thence N 52°57'50" E a distance of 9.84' to the point of beginning;

Containing 685.67 square feet or 0.015 acres

CLA-7516

Thamesview Pentway

Lot Line Adjustments

A tract of land situated on the easterly edge of Norwich Groton Road (C.T. Route 12) shown as Parcel A on a plan titled "Proposed Boundary Line Adjustments in the Area of Route 12 and Thamesview Pentway Gales Ferry, Connecticut" Prepared By: CLA Engineers Date: December 2023 Revised: 02/09/24 Project No. 7516 Sheet No. 1 and which is more particularly described as follows:

Beginning at a railroad spike in a tree root found, said spike being the southeasterly corner of the herein described parcel;

Thence N 32°53'35" E a distance of 20.10' to a point to be set;

Thence N 38°57'10" W a distance of 13.17' to a point to be set;

Thence S 52°57'50" W a distance of 36.62' to a point;

Thence S 79°13'15" E a distance of 27.08' to the point of beginning;

Containing 493.11 square feet or 0.01 acres

A tract of land situated on the easterly edge of Norwich Groton Road (C.T. Route 12) shown as Parcel C on a plan titled "Proposed Boundary Line Adjustments in the Area of Route 12 and Thamesview Pentway Gales Ferry, Connecticut" Prepared By: CLA Engineers Date: December 2023 Revised: 02/09/24 Project No. 7516 Sheet No. 1 and which is more particularly described as follows:

Beginning at a point to be set on the easterly right of way line of Norwich Groton Road, said point being the northeasterly corner of the herein described parcel;

Thence S 52°57'50" W a distance of 27.82' to a point to be set;

Thence S 47°07'05" E a distance of 77.12' to a point to be set;

Thence N 18°28'25" E a distance of 26.03' to a point to be set;

Thence N 51°42'40" W a distance of 24.70' to a point;

Thence N 36°58'25" W a distance of 22.37' to a point;

Thence N 15°52'35" W a distance of 16.00' to the point of beginning;

Containing 1718.55 square feet or 0.04 acres

TOWN OF LEDYARD
PRIVATE EASEMENTS AND RIGHTS-OF-WAY ORDINANCE

Be it ordained by the Town Council of the Town of Ledyard:

Section 1. Authority:

Section 47-42f of the Connecticut General Statutes addresses the burden of maintenance of private easements and rights-of-way. This statute stipulates terms and obligations regarding such maintenance. The Town has also assumed obligations for maintenance on certain pentways in accordance with past practices on certain pentways, as described in Section 5 below.

Section 2. Purpose:

The purpose of this ordinance is to reiterate the statutory terms and obligations governing the maintenance of private easements and rights-of way, and to establish the manner and methods by which the Town shall provide maintenance of certain recognized pentways, and to define the scope and procedures for the changing of such Town maintenance.

Section 3. Definitions:

- a. “Benefited property or property that benefits” – includes residential real property burdened by an easement or right-of-way, the owner of said residential real property uses such easement or right-of-way for access to public roads in the Town of Ledyard.
- b. “Easement or Right-of-way” – an interest in property that provides the right to pass and repass on foot, by vehicle, and for utilities by access and use of adjoining property which property right transfers with the land.
- c. “Pentway” – a road on privately-owned property that provides public passage and access to public roads and has not been given to or accepted by a government entity.
- d. “Residential real property” – all privately owned residential land and buildings, but does not include property owned by the State of Connecticut or the Town of Ledyard.

Section 4. Maintenance of Private Easements and Rights-Of-Way:

A) FUNDAMENTAL MAINTENANCE AND COST OBLIGATIONS

In the absence of terms and conditions that specify otherwise, the owner of any residential real property that benefits from an easement or right-of-way, the purpose of which is to provide access to and from such residential real property, shall be responsible for the cost of maintaining such easement or right-of-way in good repair and the cost of repairing or restoring any damaged portion of such easement or right-of-way. Such maintenance shall include, but not be limited to, the removal of snow from such easement or right-of-way.

B) SHARED MAINTENANCE COST OBLIGATIONS

If more than one residential real property benefits from such easement or right-of-way, the cost of maintaining and repairing or restoring such easement or right-of-way shall be shared by each owner of a benefited property, pursuant to the terms of any enforceable written agreement entered into for such purpose. In the absence of such agreement, the cost of maintaining and repairing or restoring such easement or right-of-way shall be shared by each owner of the benefited property in proportion to the benefit received by each such property.

C) PAYMENT OBLIGATIONS REGARDING DAMAGE

Notwithstanding the provisions of paragraphs A) and B) of this section, any owner of a benefited property who directly or indirectly damages any portion of the easement of right-of-way shall be solely responsible for repairing or restoring the portion damaged by such owner.

D) FAILURE TO MEET COST OBLIGATIONS

If any owner of a benefited property refuses to repair or restore a damaged portion of an easement or right-of-way in accordance with paragraph C) of this section, or fails, after demand in writing, to pay such owner's proportion of the cost of maintaining or repairing or restoring such easement or right-of-way in accordance with paragraph B) of this section, an action for specific performance or contribution may be brought in the Superior Court against such owner by other owners of benefited properties, either jointly or severally.

E) RESOLUTION OF CONFLICTS BETWEEN TERMS

In the event of any conflict between the provisions of this section and an agreement described in paragraph B) of this section, the terms of the agreement shall control.

Section 5. Obligations of the Town Regarding Pentways

A) EXCEPTIONS

The provisions of Section 4 shall be qualified by the provisions set forth in this section for specific pentways.

B) LIST OF PENTWAYS

The Town shall perform maintenance for the following recognized pentways, as described.

- 1) Cider Hill Pentway. Improved surface beginning at Long Pond Road, continuing approximately .19 miles, then unimproved surface terminating after approximately .25 more miles, for a total length of approximately .44 miles.
- 2) Homestead Pentway. Improved surface beginning at Homestead Road, continuing approximately .3 miles.
- 3) Hurlbutt Circle. Improved surface beginning at Hurlbutt Road, continuing approximately .06 miles.
- 4) Sawmill Pentway. Improved surface beginning at Iron Street, continuing approximately .33 miles.
- 5) Sleepy Hollow Pentway. Improved surface beginning at Military Highway, continuing approximately .15 miles.
- 6) Smith Pond Way. Improved surface beginning at Woodland Lane, continuing approximately .11 miles and terminating at Inchcliffe Drive.
- 7) Thames View Pentway. Improved surface beginning at Route 12, continuing approximately .23 miles.

C) SPECIFIC MAINTENANCE OBLIGATIONS

The Town shall perform a level of maintenance for the pentways listed in paragraph B) of this section equivalent to that which was previously provided by the Town through longstanding past practices, as reflected and/or adjusted herein.

- 1) Improved Roadway: resurfacing/patching, drainage repairs, snow removal, sweeping (as necessary), roadside mowing (as necessary), brush/limb removal (as necessary).

2) Unimproved Roadway: grading (as necessary), drainage repairs, snow removal.

D) LIMITS ON TOWN OBLIGATIONS

Maintenance above and beyond the scope of paragraphs B) and C) of this section shall not be the responsibility of the Town. Owners of property shall continue to be responsible for any maintenance and repairs over and above that provided by the Town under this section.

Several maintenance activities cited in paragraph C) of this section involve or otherwise impact the shoulder area beyond the paved surface. Structures, plantings, and other fixed objects placed within ten feet of the edge of the paved surface are subject to this impact and are placed there at the owner’s risk. The Town does not assume liability for repairs to such objects or items that incur damage because of routine maintenance activities.

E) CHANGE OF SCOPE

No change in scope of the Town of Ledyard’s obligations regarding pentway maintenance, whether additions or deletions to the list of authorized pentways or nature of maintenance applied to authorized pentways, shall be undertaken apart from official approval of the Town Council as enacted through revision to this ordinance.

F) EXCLUSIONS

Nothing in this section shall be construed to modify or change any requirements established by the Planning and Zoning Commission and/or included in the Town of Ledyard Planning and Zoning regulations.

Section 6. Severability

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

Section 7. Effective Date

Adopted: May 23, 2018

Effective Date: June 21, 2018

Renumbered by the Ledyard Town Council on: September 25, 2019

Linda C. Davis, Chairman

Fred B. Allyn, III, Mayor

Patricia A. Riley, Town Clerk

Revisions: Ordinance #150 “An Town of Ledyard Private Easement and Rights-of-Way Ordinance” Adopted May 23, 2018; Effective: June 21, 2018.

History:

The Twenty-fourth Town Council (2017- 2019) Ordinance Update Initiative: Renumbered Ordinance #150 “*An Town of Ledyard Private Easement and Rights-of-Way Ordinance*” to Ordinance #300-028.

2018: (Public Act No. 14-67) revised CGS 47-42f explicitly “*assigns maintenance liability for accessways to properties acquired through easement(s) to the beneficiaries for access of such easements*” Ledyard has seven Pentways (Cider Hill Pentway (off Long Pond Road), Homestead Pentway (off Homestead Road), Hurlbutt Circle (off Hurlbutt Road), Saw Mill Pentway (off Iron Street), Sleepy Hollow Pentway (off Military Highway), Smith Pond Way (between Woodland Lane and Inchcliffe Drive), and Thames View Pentway (off Route 12) that the Town has essentially maintained, at the level accepted for local streets, several Pentway which included Cider Hill Pentway (off Long Pond Road). Pentways are not owned by the Town, and traverse property owned by one or more property owners. The Town currently has an undocumented arrangement that has been passed down and inherited from Public Works Director to the next in terms of maintenance obligations for these roads because of the historic public access it provides to the lots off these Pentways. Because there is no formal documentation to lay out specific obligations, liabilities, exclusions, etc. this Ordinance serves to codified what the town was already doing in terms of Pentways. This Ordinance does not obligate the town to do any more than what they were currently doing and that it adds further protection regarding the status of any other Pentways. Additional Pentways would have to go thru a formal approval process, as dictated by this Ordinance to be accepted if the Pentway was not on the List. In addition, there is also a formal process for a Pentway to be removed from the List. Because the Pentway land was not owned by the town, and was owned by others, this Ordinance served to document what the town’s obligations were and it included a stipulation to limit the town’s liability for damages that occur on a Pentway.

2019: No substantive changes were made to the ordinance.



File #: 24-0298

Agenda Date: 4/10/2024

Agenda #: 7.

LAND USE APPLICATION

Subject/Application:

MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date on May 8, 2024 at 6:15 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, in accordance with CGS 07-163e; to receive comments and recommendations regarding the following:

For the Town of Ledyard to accept the conveyance/transfer of the following parcel and easement areas for no compensation, as depicted on plan entitled *“Proposed Boundary Line Adjustments In the Area of Route 12 and Thamesview Pentway, Gales Ferry Connecticut”* prepared by CLA Engineers, and approved by the Director of Planning in the Boundary Line Adjustment Application No. ZP#5946:

- (1) The 0.4 acres shown as “Parcel C” on above-referenced map, a portion of Thamesview Pentway to be conveyed to the Town from Mr. Noah Cardinal.
- (2) The 259.08 square feet area shown as “Easement Area D” to be conveyed from Daniel W. Stanavage (1764 Route. 12) to the Town for the purpose of snow removal/snow stacking.
- (3) The 685.67 square feet area shown as “Easement Area E” on above-referenced map, to be conveyed to the Town from Mr. Noah Cardinal (2 Thamesview Pentway) for the purpose of snow removal/snow stacking.

In addition, set a Hybrid (In-Person & Video Conference) Special Town Meeting on May 8, 2024 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to consider, discuss and vote upon the following:

*“Shall the Town of Ledyard accept the conveyance/transfer of the following parcel and easement areas for no compensation, as depicted on plan entitled *“Proposed Boundary Line Adjustments In the Area of Route 12 and Thamesview Pentway, Gales Ferry Connecticut”* prepared by CLA Engineers, and approved by the Director of Planning in the Boundary Line Adjustment Application No. ZP#5946:*

- (1) The 0.4 acres shown as “Parcel C” on above-referenced map, a portion of Thamesview Pentway to be conveyed to the Town from Mr. Noah Cardinal*
- (2) The 259.08 square feet area shown as “Easement Area D” to be conveyed from Daniel W. Stanavage (1764 Route. 12) to the Town for the purpose of snow removal/snow stacking.*
- (3) The 685.67 square feet area shown as “Easement Area E” on above-referenced map, to be conveyed to the Town from Mr. Noah Cardinal (2 Thamesview Pentway) for the purpose of snow removal/snow stacking.?”*

Background:

In accordance with CGS 7-163e a Public Hearing is required

Sec. 7-163e. Public hearing on the sale, lease or transfer of real property owned by a municipality. (a) The legislative body of a municipality, or in any municipality where the legislative body is a town meeting or representative town meeting, the board of selectmen, shall conduct a public hearing on the sale, lease or transfer of real property owned by the municipality prior to final approval of such sale, lease or transfer. Notice of the hearing shall be published in a newspaper having a general circulation in such municipality where the real property that is the subject of the hearing is located at least twice, at intervals of not less than two days, the first not more than fifteen days or less than ten days and the last not less than two days before the date set for the hearing. The municipality shall also post a sign conspicuously on the real property that is the subject of the public hearing.

(b) The provisions of subsection (a) of this section shall not apply to (1) sales of real property, except parkland, open space or playgrounds, if the fair market value of such property does not exceed ten thousand dollars, (2) renewals of leases where there is no change in use of the real property, and (3) the sale, lease or transfer of real property acquired by the municipality by foreclosure.

In accordance with Chapter VII; Section 9 of the Town Charter

and any sale or purchase of real estate or interest therein shall become effective only after it has been approved by the Town Council and adopted at a Town meeting by a majority vote of the qualified voters present and voting at such meeting.

This conveyance/transfer of property from private property owners to the Town of Ledyard involved three (3) different “areas” each at no cost to the Town as described below:

- The first is shown as “Parcel C” on the map. It is .04 acres. This is a portion of 2 Thamesview Pentway that is currently owned by Noah Cardinal. In accordance with Ordinance: # 300-028 “Town Of Ledyard Private Easements And Rights-Of-Way Ordinance” the town was currently maintaining Thamesview Pentway; therefore, taking ownership of this area would not incur any additional costs to the town.
- The second is a 259.08 sf area identified as “Easement Area D” (259.08sf) located over a portion of 1764 Route 12, Gales Ferry, which was being conveyed from Dan Stanavage also to be used by the Town for the purpose of snow removal/snow stacking.
- The third is a 685.67 square feet area identified as “Easement Area E” that is being conveyed from Noah Cardinal. The Town was also using this area for the purpose of snow removal/snow stacking.

Land Use Director/Town Planner:

There are additional adjustments being made in this area as shown on the referenced map/plan to reduce the numerous non-conformities that exist and to eliminate the confusing scenario whereby a property owner owns a portion of a “road” that is used by many and actually maintained by the town.

The changes will enable the redevelopment of existing “garage” into a more conforming use in the Zone while

still providing the required frontage for both of the lots involved.

The plans have been reviewed several times with the applicant and Director of Public Works.

The deeds are being drafted and will be available prior to the meeting.

Mayor Recommendation:

(type text here)

CHAPTER 98*
MUNICIPAL POWERS

Sec. 7-163e. Public hearing on the sale, lease or transfer of real property owned by a municipality. (a)

The legislative body of a municipality, or in any municipality where the legislative body is a town meeting or representative town meeting, the board of selectmen, shall conduct a public hearing on the sale, lease or transfer of real property owned by the municipality prior to final approval of such sale, lease or transfer. Notice of the hearing shall be published in a newspaper having a general circulation in such municipality where the real property that is the subject of the hearing is located at least twice, at intervals of not less than two days, the first not more than fifteen days or less than ten days and the last not less than two days before the date set for the hearing. The municipality shall also post a sign conspicuously on the real property that is the subject of the public hearing.

(b) The provisions of subsection (a) of this section shall not apply to (1) sales of real property, except parkland, open space or playgrounds, if the fair market value of such property does not exceed ten thousand dollars, (2) renewals of leases where there is no change in use of the real property, and (3) the sale, lease or transfer of real property acquired by the municipality by foreclosure.

CHAPTER VII
SECTION 9. FINANCIAL POWERS

Any resolution making a non-budgeted appropriation of less than one (1) percent of the current tax levy shall become effective after approval by the Town Council, provided that the Director of Finance certifies that there are available unappropriated general fund resources in excess of the proposed appropriation.

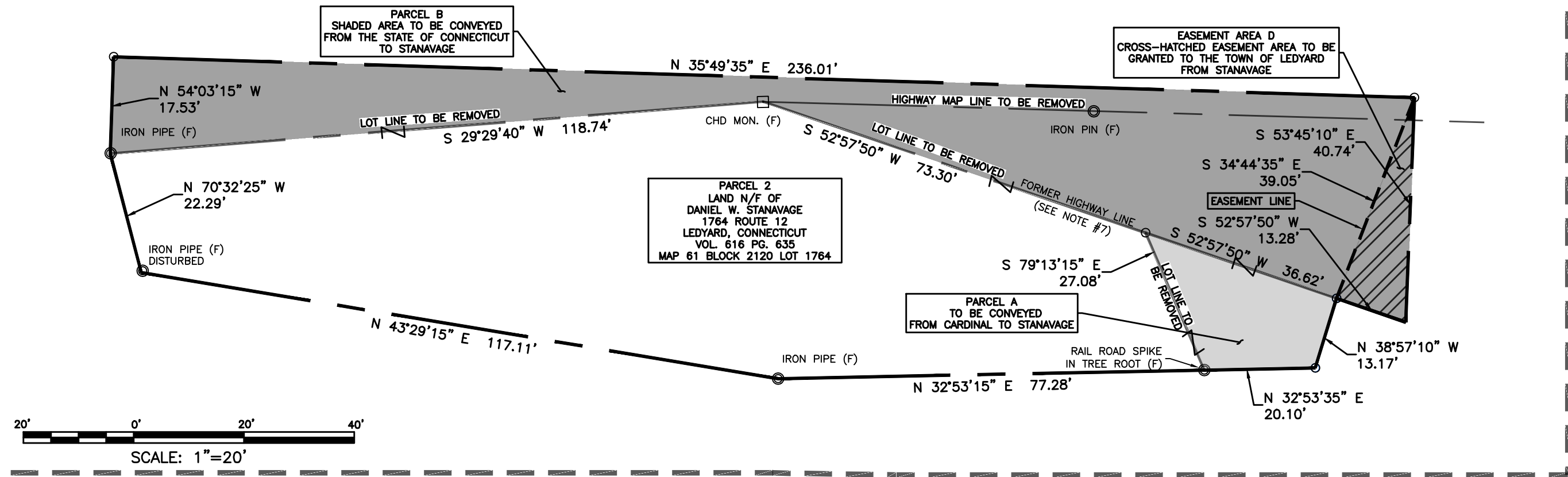
Such appropriations shall not exceed accumulatively two (2) percent of the current tax levy in the current fiscal year.

Any appropriation in excess of the limitations in Section 9 above shall become effective only after it has been approved by resolution of the Town Council and adopted at a Town meeting by a majority vote of the qualified voters present and voting.

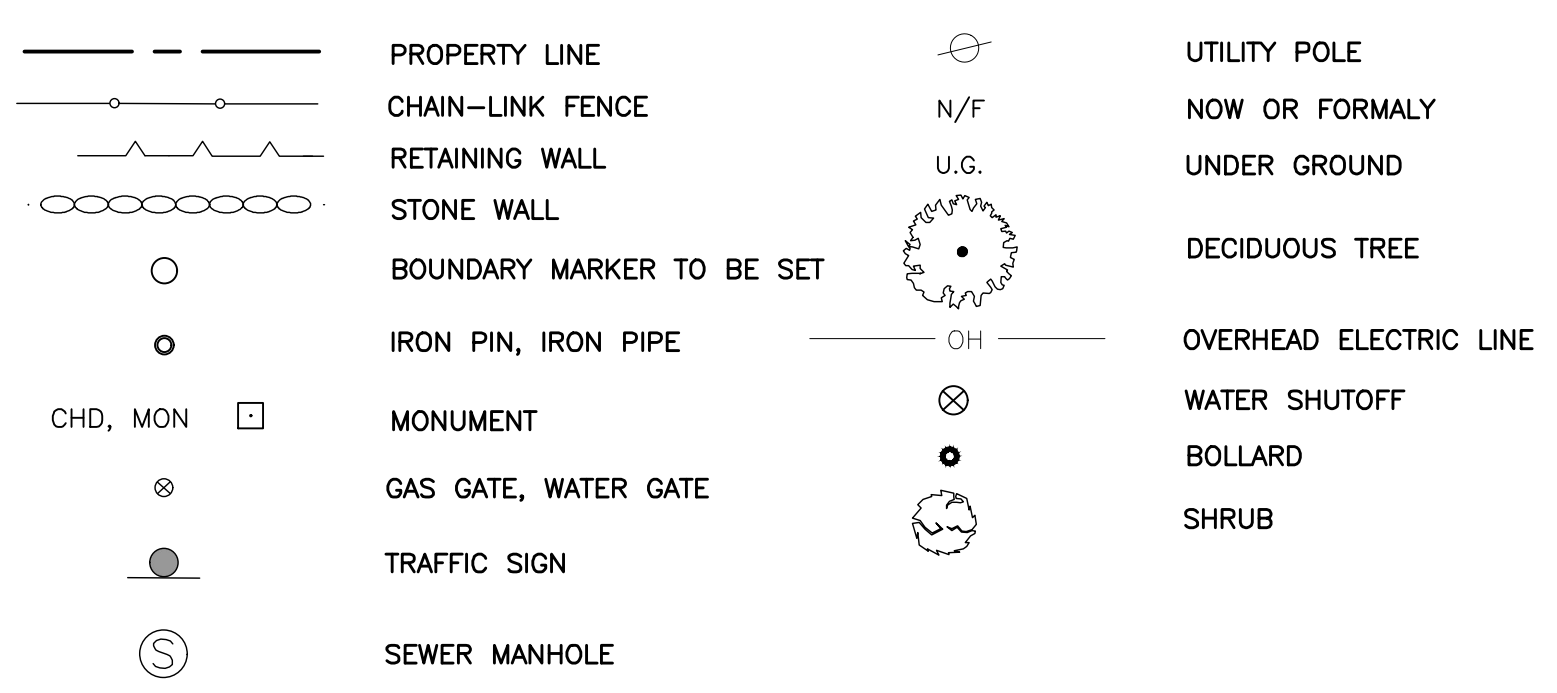
Any resolution making a non-budgeted appropriation of more than one (1) percent of the current tax levy, but less than five (5) percent for any purpose, any resolution authorizing the issuance of bonds or notes or other borrowing of less than five (5) percent of the current tax levy, except notes in anticipation of taxes to be paid within the fiscal year in which issued, and any sale or purchase of real estate or interest therein shall become effective only after it has been approved by the Town Council and adopted at a Town meeting by a majority vote of the qualified voters present and voting at such meeting.

The Town Meeting shall not act upon any proposal for the sale or purchase of real estate or any interest therein, or the issuance of bonds or other borrowing, except upon the recommendation of the Town Council; nor act upon any appropriation which has not been acted upon by the Town Council, unless the same shall have been before the Town Council for sixty (60) days without action.

**PARCEL B, A & EASEMENT
AREA D DETAIL**



LEGEND:



SURVEY NOTES

- THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTION 20-300b-1 THRU 20-300b-20 OF THE REGULATIONS FOR STATE AGENCIES "STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ENDORSED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC.
 - TYPE OF SURVEY: BOUNDARY SURVEY
 - BOUNDARY DETERMINATION CATEGORY: FIRST SURVEY
 - HORIZONTAL ACCURACY: A-2
 - VERTICAL ACCURACY: N/A
 - TOPOGRAPHIC ACCURACY: N/A
 - INTENT: TO DEPICT BOUNDARY LINES AND THE ADJUSTMENTS PROPOSED.
- DATE OF LATEST FIELD WORK: JULY 2023
- HORIZONTAL ORIENTATION IS CT N.A.D. 83 BASED ON FIELD GPS OBSERVATIONS
- BOUNDARY LINES OF ADJOINING PROPERTIES ARE NOT TO BE CONSTRUED AS ONLY THE RESULT OF A FIELD SURVEY AND ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY
- THE WORD "CERTIFY" IS UNDERSTOOD TO BE AN EXPRESSION OF THE PROFESSIONAL OPINION OF THE LAND SURVEYOR TO THE BEST OF THEIR KNOWLEDGE, INFORMATION AND BELIEF.
- STONE WALLS AND/OR FENCES SHOWN AS BOUNDARIES MAY HAVE IRREGULARITIES BETWEEN POINTS INDICATED ON THE SURVEY.
- STATE DOT MAPPING DEPICTS AN "OLD HIGHWAY LINE" FOR ROUTE 12 AND A CAREFUL EXAMINATION OF THE LAND RECORDS INDICATES THE STATE NEVER RELEASED THE LAND UP TO THE PRESENT HIGHWAY LINE. THEREFORE, IT IS THE SURVEYORS OPINION THAT THE "OLD HIGHWAY LINE" IS THE BOUNDARY LINE ALONG ROUTE 12
- THE SUBJECT PARCEL MAY BE SUBJECT TO OR BENEFIT BY THE FOLLOWING EASEMENTS, RIGHT OF WAYS OR AGREEMENTS:
 - VOL. 20 PG. 186 AN EASEMENT IN FAVOR OF THE SOUTHERN NEW ENGLAND TELEPHONE COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - VOL. 48 PG. 281 AN EASEMENT IN FAVOR OF THE CONNECTICUT LIGHT AND POWER COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - VOL. 155 PG. 928 A RIGHT OF WAY IN FAVOR OF 1758 THAMES VIEW PENTWAY (EXISTING ON PARCELS 1 & C)
 - VOL. 14 PG. 82 A RIGHT OF WAY IN FAVOR OF OTHERS TO THE MILITARY HIGHWAY (ROUTE 12) (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
- A PRINT OR MYLAR OF THIS MAP IS NOT VALID UNLESS IT CONTAINS THE SEAL AND LIVE SIGNATURE OF THE SURVEYOR

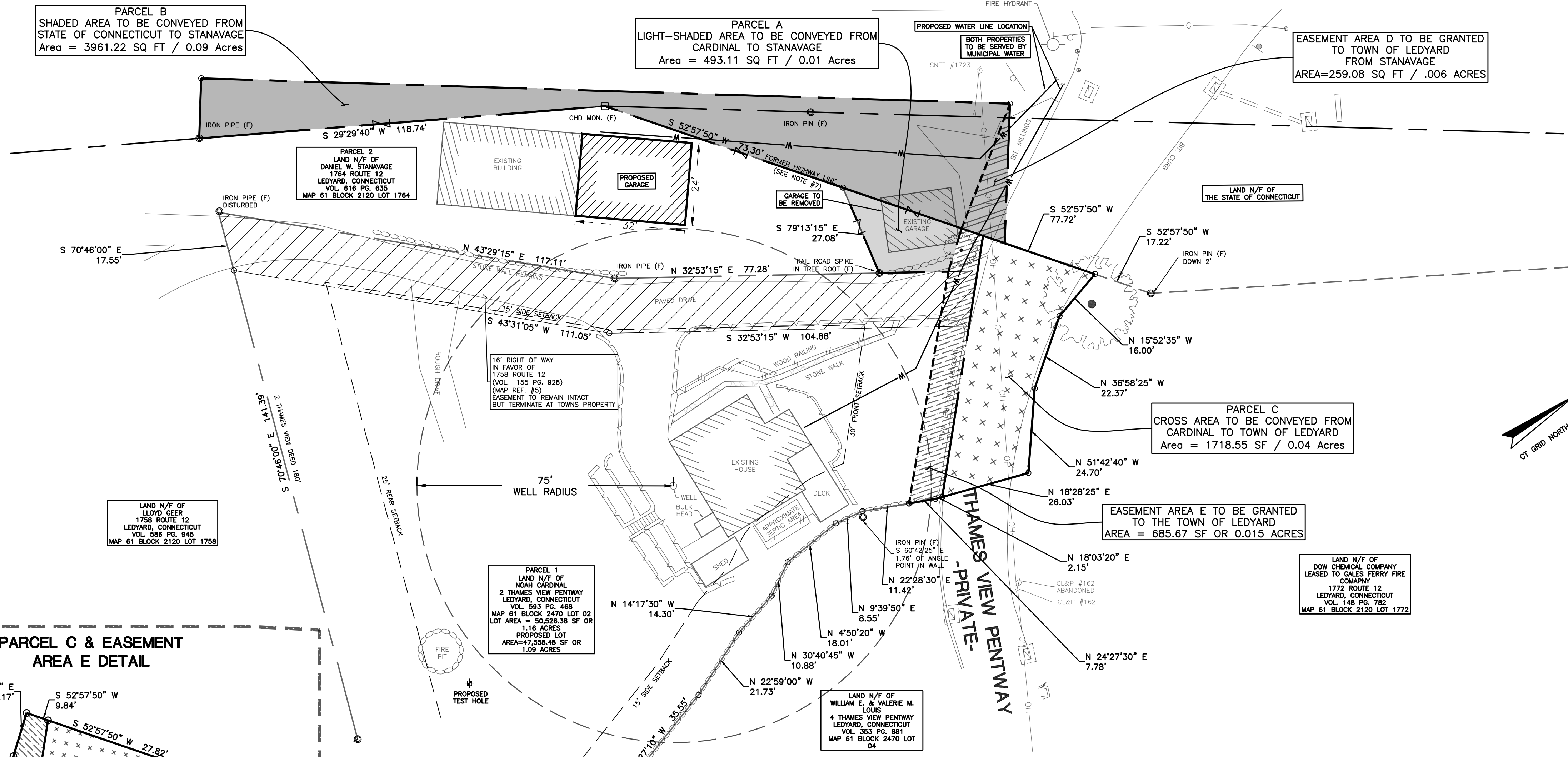
C.T. ROUTE 12

- NORWICH - GROTON ROAD -

PARCEL B
SHADED AREA TO BE CONVEYED FROM
STATE OF CONNECTICUT TO STANAVAGE
Area = 3961.22 SQ FT / 0.09 Acres

PARCEL A
LIGHT-SHADED AREA TO BE CONVEYED FROM
CARDINAL TO STANAVAGE
Area = 493.11 SQ FT / 0.01 Acres

EASEMENT AREA D TO BE GRANTED
TO TOWN OF LEDYARD
FROM STANAVAGE
AREA=259.08 SQ FT / .006 ACRES



FRONTAGE TABLE

	PARCEL 1	PARCEL 2
EXISTING	94.93'	192.04'
PROPOSED	77.12'	297.72'

AREA TABLE

	PARCEL 1	PARCEL 2
EXISTING	50526.38 SF	6853.25 SF
PARCEL A	-493.1 SF	+ 493.1 SF
PARCEL B	-3961.2 SF	+ 3961.2 SF
PARCEL C	-1718.96 SF	
PROPOSED	48314.32 SF	11307.55 SF

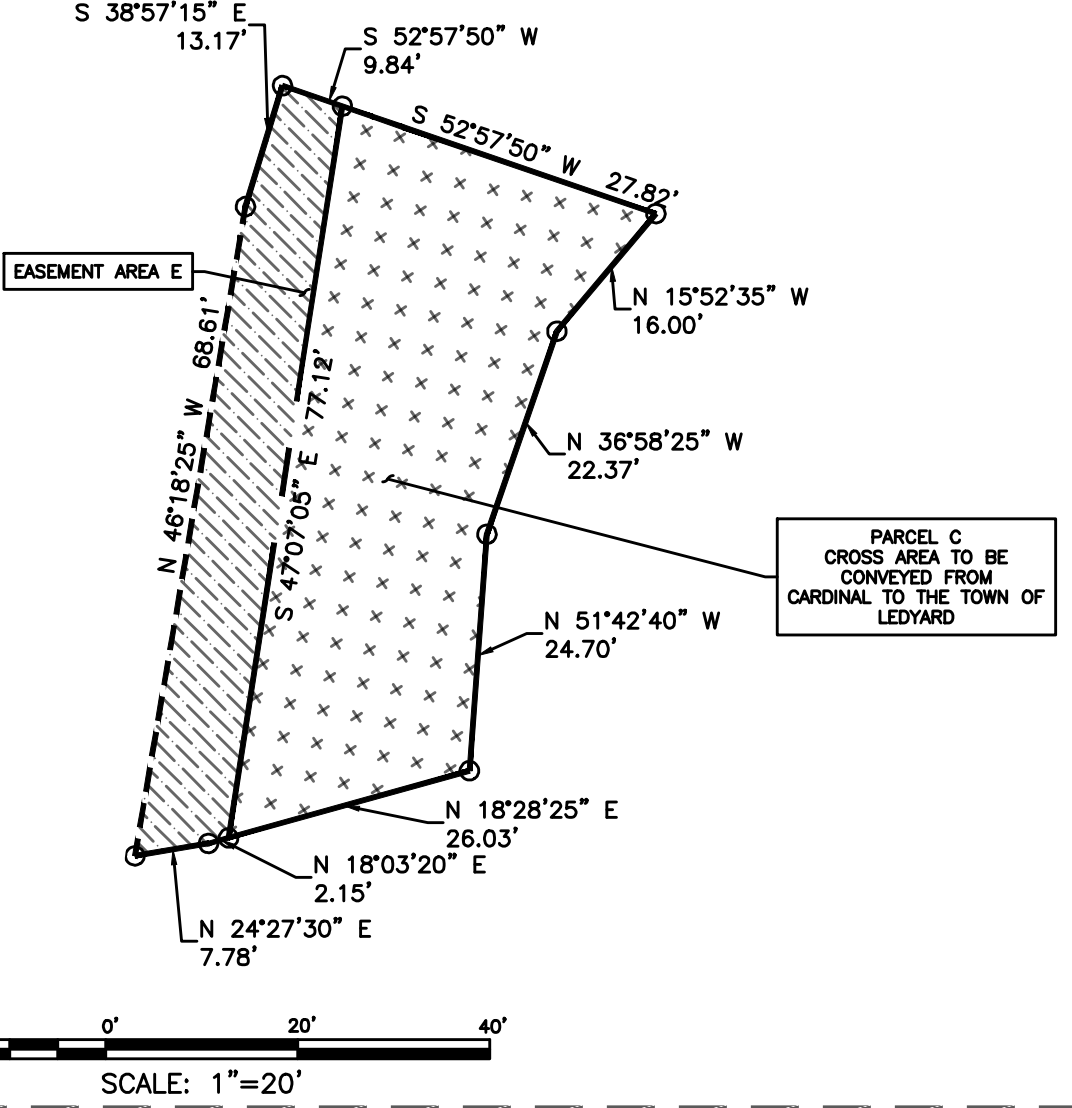
**ZONING CHART PARCEL 1
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ. FT.)	40,000 SF	50526.38 SF	48,314.32 SF
MIN. LOT WIDTH	150'	81'	73'
MIN. FRONT YARD SETBACK	30'	66'	27'
MIN. SIDE YARD SETBACK	15'	3'	3'
MIN. REAR SETBACK	25'	108'	108'
MAX. LOT COVERAGE	25%	13%	11%

**ZONING CHART PARCEL 2
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ. FT.)	40,000 SF	6853.25 SF	11307.55 SF
MIN. LOT WIDTH	150'	182'	283'
MIN. FRONT YARD SETBACK	30'	0.9'	10.5'
MIN. SIDE YARD SETBACK	15'	64'	64'
MIN. REAR SETBACK	25'	12.9'	12.9'
MAX. LOT COVERAGE	25%	14%	15%

**PARCEL C & EASEMENT
AREA E DETAIL**

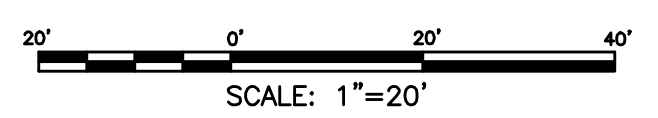


MAP REFERENCES

- "PLAN SHOWING PROPOSED WATER CONNECTION, SEWAGE DISPOSAL SYSTEM AND DRIVEWAY PREPARED FOR DANIEL STANAVAGE 1764 CONNECTICUT STATE ROUTE 12 A.K.A NORWICH-GROTON ROAD LEDYARD, CONNECTICUT" PREPARED BY: DIETER & GARDNER, INC. SCALE: 1"=20' DATE: APRIL 2022
- "TOWN OF LEDYARD SKETCH SHOWING LAND LEASED TO THE TOWN OF LEDYARD BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION CT. ROUTE 12 (GROTON-NORWICH ROAD) SCALE: 1"=40' DATE: MAY 2002
- "THE 236 WHALEHEAD ROAD SUBDIVISION DETAILED LAYOUT MAP 1 OF 2 236 WHALEHEAD ROAD GALES FERRY, CONNECTICUT" PREPARED BY: THOMAS J. BULZAK SCALE: 1"=40' DATE: 08/2000 REVISED: 01/05/2001
- "PLAN SHOWING PARCELS OF LAND PROPERTY OF ERIC A. WIDSTROM AND DENNIS E. WIDSTROM THAMES VIEW PENTWAY LEDYARD, CONNECTICUT" PREPARED BY: DIETER AND GARDNER, INC. SCALE: 1"=40' DATE: MAY 1997

TO MY KNOWLEDGE AND BELIEF THIS PLAN IS SUBSTANTIALLY CORRECT AS NOTED OR DEPICTED HEREON.

RYAN J. CHEVERIE, L.L.S. #70454
03/27/24
DATE



<p>CLA Engineers, Inc. CIVIL • STRUCTURAL • SURVEYING</p> <p>317 Main Street Norwich, CT 06360 (860) 886-1966 Fax (860) 886-9165</p>		<p>Project No. CLA-7516</p> <p>Proj. Surveyor R.J.C.</p> <p>Date: Dec 2023</p> <p>Sheet No. 1</p>
<p>PROPOSED BOUNDARY LINE ADJUSTMENTS</p> <p>IN THE AREA OF ROUTE 12 AND THAMESVIEW PENTWAY</p> <p>GALES FERRY, CONNECTICUT</p>		



APPLICATION # 5946 SUBMITTAL DATE: 2/26/24

Town of Ledyard Land Use Department
Free Split/Lot Merger/Lot Boundary Line Adjustment Compliance
Application Form

2716
302 859

This completed form must be signed by all parties of record and submitted to the Town Clerk when plans are filed. Please return completed form to Planning Department. Department review of plans is authorized by C.G.S. § 20-304.

Scanned App File
E-file St. File
Planning Director

CHECK ONE: Free Split Lot Merger Boundary Line Adjustment

Addresses of all Subject Properties (including Assessor Map/Block/Lot #):

1. 1764 ROUTE 12 MBL 61-2120-1764
2. _____

in FF
PP

Names & Addresses of Owners of Record of all Subject Properties:

1. 2 THAMES VIEW PTWY MBL 61-2470-2
2. _____

Telephone Numbers & Email Addresses of Owners of Record:

1. Daniel Stanavage - 860-982-1505 - auctionman96@sbcglobal.net
2. Noah Cardinal - 775-293-0315 - noah_cardinal@yahoo.com

Agent Name, Address, Telephone & Email (if applicable): _____

**** Note: If there are more than two (2) Subject Properties, use additional sheet. ****

Zoning District(s) of all Subject Properties: R40

LOT MERGER OR BOUNDARY LINE ADJUSTMENT PLANS: A Merger or Boundary Line Adjustment Plan prepared by a Licensed Land Surveyor and/or Professional Engineer as required shall be submitted with this application showing existing and proposed conditions. The plan shall comply with all applicable local, state or federal requirements, including but not limited to, Zoning & Wetlands Regulations, Stormwater & Road Ordinances, CT Public Health Code, etc. New Deeds and Easements must be filed at the time the approved survey is filed and shall reflect proposed lots and plan conditions.

FREE SPLIT PLANS: A Free Split Plan prepared by a Licensed Land Surveyor and/or Professional Engineer as required shall be submitted with this application showing existing and proposed lots. Evidence of eligibility for creation of a Free Split lot is required. The plan shall comply with all applicable local, state or federal requirements, including but not limited to, Zoning & Wetlands Regulations, Stormwater & Road Ordinances, CT Public Health Code, etc. New Deeds and Easements must be filed at the time the approved survey is filed and shall reflect proposed lots and plan conditions.

Signatures of Owners/Agents of Record of all Subject Properties:

1. Daniel Stanavage  Date: 2-26-24
Print Name
2. Noah Cardinal  Date: 2-26-24
Print Name
3. _____ Date: _____
Print Name

Additional Property, Owner of Record, Agent Information, as needed:

Additional Signatures/Dates, as needed:

_____ Date: _____
 Print Name

_____ Date: _____
 Print Name

**** FOR STAFF USE ONLY BELOW THIS LINE ****

STAFF APPROVALS

1. ZONING & WETLANDS OFFICIAL:

_____ Date: _____
 Print Name

Comments/Conditions: _____

2. DIRECTOR OF LAND USE & PLANNING:

_____ Date: _____
 Print Name

Comments/Conditions: _____

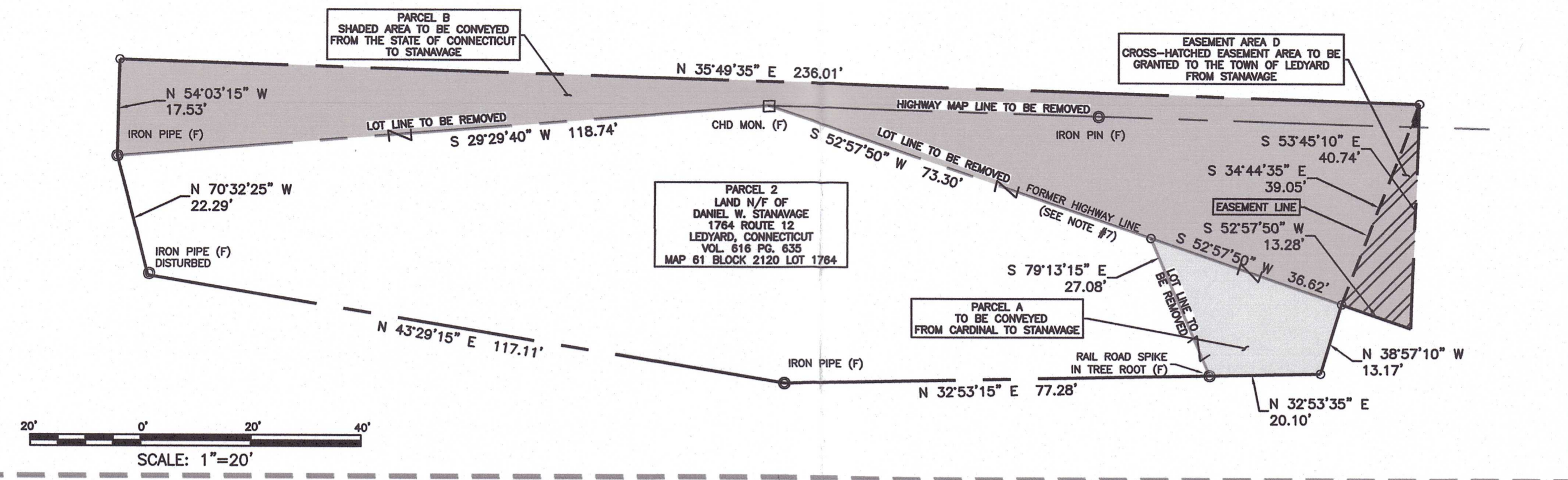
3. LEDGE LIGHT HEALTH DISTRICT:

_____ Date: _____
 Print Name

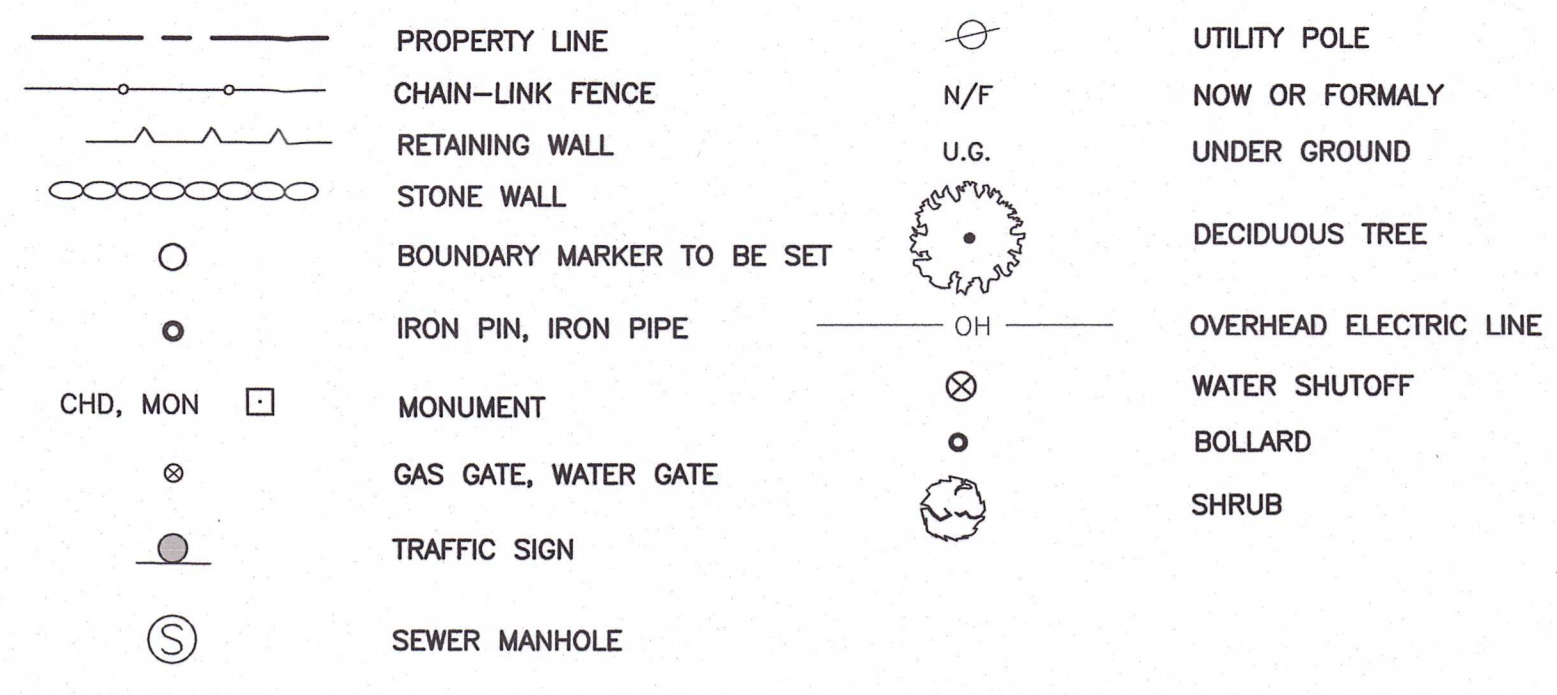
Comments/Conditions: _____

IMPORTANT NOTE: TOWN SIGNATURES ON FORM AND ACCEPTANCE BY THE TOWN DOES NOT IMPLY OR GUARANTEE THAT AFFECTED LOTS CAN BE BUILT ON OR FURTHER DEVELOPED IN ANY WAY.

**PARCEL B, A & EASEMENT
AREA D DETAIL**



LEGEND:



C.T. ROUTE 12

- NORWICH - GROTON ROAD -

SURVEY NOTES

- THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTION 20-300b-1 THRU 20-300b-20 OF THE REGULATIONS FOR STATE AGENCIES "STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ENDORSED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC.
 - A. TYPE OF SURVEY: BOUNDARY SURVEY
 - B. BOUNDARY DETERMINATION CATEGORY: FIRST SURVEY
 - C. HORIZONTAL ACCURACY: A-2
 - VERTICAL ACCURACY: N/A
 - TOPOGRAPHIC ACCURACY: N/A
 - D. INTENT: TO DEPICT BOUNDARY LINES AND THE ADJUSTMENTS PROPOSED.
- DATE OF LATEST FIELD WORK: JULY 2023
- HORIZONTAL ORIENTATION IS CT N.A.D. 83 BASED ON FIELD GPS OBSERVATIONS
- BOUNDARY LINES OF ADJOINING PROPERTIES ARE NOT TO BE CONSTRUED AS HAVING BEEN THE RESULT OF A FIELD SURVEY AND ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY
- THE WORD "CERTIFY" IS UNDERSTOOD TO BE AN EXPRESSION OF THE PROFESSIONAL OPINION OF THE LAND SURVEYOR TO THE BEST OF THEIR KNOWLEDGE, INFORMATION AND BELIEF.
- STONE WALLS AND/OR FENCES SHOWN AS BOUNDARIES MAY HAVE IRREGULARITIES BETWEEN POINTS INDICATED ON THE SURVEY.
- STATE DOT MAPPING DEPICTS AN "OLD HIGHWAY LINE" FOR ROUTE 12 AND A CAREFUL EXAMINATION OF THE LAND RECORDS INDICATES THE STATE NEVER RELEASED THE LAND UP TO THE PRESENT HIGHWAY LINE. THEREFORE, IT IS THE SURVEYORS OPINION THAT THE "OLD HIGHWAY LINE" IS THE BOUNDARY LINE ALONG ROUTE 12
- THE SUBJECT PARCEL MAY BE SUBJECT TO OR BENEFIT BY THE FOLLOWING EASEMENTS, RIGHT OF WAYS OR AGREEMENTS:
 - A. VOL. 20 PG. 186 AN EASEMENT IN FAVOR OF THE SOUTHERN NEW ENGLAND TELEPHONE COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - B. VOL. 48 PG. 281 AN EASEMENT IN FAVOR OF THE CONNECTICUT LIGHT AND POWER COMPANY (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
 - C. VOL. 155 PG. 928 A RIGHT OF WAY IN FAVOR OF 1758 THAMES VIEW PENTWAY (EXISTING ON PARCELS 1 & C)
 - D. VOL. 14 PG. 82 A RIGHT OF WAY IN FAVOR OF OTHERS TO THE MILITARY HIGHWAY (ROUTE 12) (EXISTING ON PARCELS 1 & C) (PROPOSED ON PARCEL 2)
- A PRINT OR MYLAR OF THIS MAP IS NOT VALID UNLESS IT CONTAINS THE SEAL AND LIVE SIGNATURE OF THE SURVEYOR

PARCEL B SHADED AREA TO BE CONVEYED FROM STATE OF CONNECTICUT TO STANAVAGE
Area = 3961.22 SQ FT / 0.09 Acres

PARCEL A LIGHT-SHADED AREA TO BE CONVEYED FROM CARDINAL TO STANAVAGE
Area = 493.11 SQ FT / 0.01 Acres

EASEMENT AREA D TO BE GRANTED TO TOWN OF LEDYARD FROM STANAVAGE
AREA=259.08 SQ FT / .006 ACRES

PARCEL C CROSS AREA TO BE CONVEYED FROM CARDINAL TO STANAVAGE
Area = 1718.55 SF / 0.04 Acres

EASEMENT AREA E TO BE GRANTED TO THE TOWN OF LEDYARD
AREA = 685.67 SF OR 0.015 ACRES

FRONTAGE TABLE

	PARCEL 1	PARCEL 2
EXISTING	94.93'	192.04'
PROPOSED	77.12'	297.72'

AREA TABLE

	PARCEL 1	PARCEL 2
EXISTING	50526.38 SF	6853.25 SF
PARCEL A	-493.1 SF	+ 493.1 SF
PARCEL B	-1718.96 SF	+ 3961.2 SF
PROPOSED	48314.32 SF	11307.55 SF

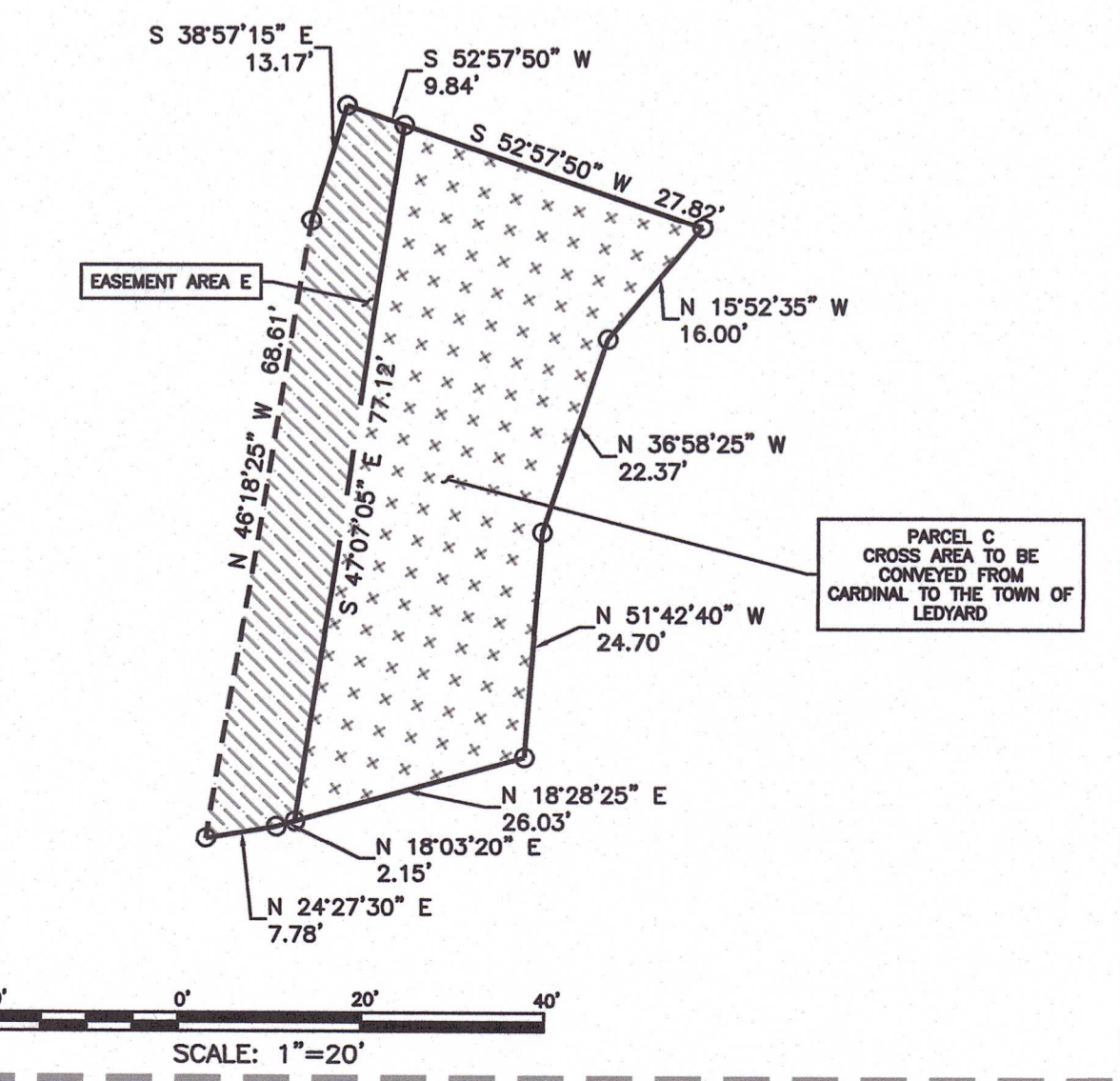
**ZONING CHART PARCEL 1
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ FT.)	40,000 SF	50526.38 SF	48,314.32 SF
MIN. LOT WIDTH	150'	81'	73'
MIN. FRONT YARD SETBACK	30'	66'	27'
MIN. SIDE YARD SETBACK	15'	3'	3'
MIN. REAR SETBACK	25'	108'	108'
MAX. LOT COVERAGE	25%	13%	11%

**ZONING CHART PARCEL 2
ZONE R40**

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA (SQ FT.)	40,000 SF	6853.25 SF	11307.55 SF
MIN. LOT WIDTH	150'	182'	283'
MIN. FRONT YARD SETBACK	30'	0.9'	10.5'
MIN. SIDE YARD SETBACK	15'	64'	64'
MIN. REAR SETBACK	25'	12.9'	12.9'
MAX. LOT COVERAGE	25%	14%	15%

**PARCEL C & EASEMENT
AREA E DETAIL**



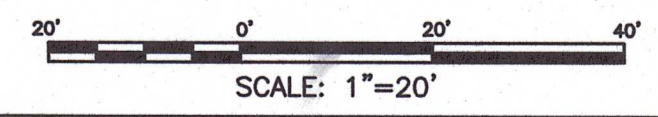
MAP REFERENCES

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- "THE 236 WHALEHEAD ROAD SUBDIVISION DETAILED LAYOUT MAP 1 OF 2 236 WHALEHEAD ROAD GALES FERRY, CONNECTICUT" PREPARED BY: THOMAS J. BULZAK SCALE: 1"=40' DATE: 08/2000 REVISED: 01/05/2001
- "PLAN SHOWING PARCELS OF LAND PROPERTY OF ERIC A. WIDSTROM AND DENNIS E. WIDSTROM THAMES VIEW PENTWAY LEDYARD, CONNECTICUT" PREPARED BY: DIETER AND GARDNER, INC. SCALE: 1"=40' DATE: MAY 1997
- "PLAN SHOWING 16' RIGHT OF WAY OVER PROPERTY OF OLAND E. SMITH AND MARIE M. SMITH LOCATED OFF CONNECTICUT STATE ROUTE 12 LEDYARD, CONNECTICUT" PREPARED BY: GEORGE DIETER SCALE: 1"=20' DATE: JUNE 1994
- "PLAN SHOWING PROPERTY TO BE CONVEYED BY ESTATE OF ROLAND P. SANFORD TO HOMER L. MARTHA M. WALKER AND HARRIET V. & HARLAN D. SONK" PREPARED BY: GEORGE DIETER SCALE: 1"=30 DATE: SEPTEMBER 1963
- "PLAN SHOWING BUILDING LOTS ON PROPERTY OF ROBERT W. & PEARL C. BRUMBLE LEDYARD, CONNECTICUT" PREPARED BY: GEORGE DIETER SCALE: 1"=40' DATE: APRIL 1963
- "CONNECTICUT STATE HIGHWAY DEPARTMENT RIGHT OF WAY MAP TOWN OF LEDYARD GROTON-NORWICH ROAD GALES FERRY ROAD TO ALLYN'S BROOK" SCALE: 1"=40' DATE: 11/05/57
- "MAP SHOWING PROPERTY OWNED BY DOW CHEMICAL COMPANY ALLYN'S POINT, LEDYARD, CT" SCALE: 1"=100' DATE: DECEMBER 1953

TO MY KNOWLEDGE AND BELIEF THIS PLAN IS SUBSTANTIALLY CORRECT AS NOTED OR DEPICTED HEREON.

[Signature] 2/23/24
BY: BRYAN J. CHEVERIE, L.L.S. #70454 DATE

RECEIVED
FEB 26 2024
LAND USE DEPARTMENT



1 02/09/24 EASEMENT AREA ADDED		<p>CLA Engineers, Inc. CIVIL • STRUCTURAL • SURVEYING</p> <p>317 Main Street Norwich, CT 06360 (860) 886-1966 Fax (860) 886-9165</p>	Project No. CLA-7516
No.	DATE		Revision
<p>PROPOSED BOUNDARY LINE ADJUSTMENTS</p> <p>IN THE AREA OF ROUTE 12 AND THAMESVIEW PENTWAY</p> <p>GALES FERRY, CONNECTICUT</p>			<p>Date: Dec 2023</p> <p>Sheet No. 1</p>

Roxanne Maher

From: Juliet Hodge
Sent: Tuesday, March 26, 2024 9:24 AM
To: Roxanne Maher
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

There are three(3) different “areas” being conveyed to the Town; each at no cost to the Town. The first is shown as “Parcel C” on the map. It is .04acres. This is a portion of Thamesview Pentway that is currently owned by Noah Cardinal (2 Thamesview Pentway). Thamesview Pentway in its entirety is currently maintained by the Town, so nothing will change there. The second area is “Easement Area D” (259.08sf) is being conveyed from Dan Stanavage (1764 Rte. 12) to the Town for the purpose of snow removal/snow stacking. The third area is “Easement Area E” (685.67sf) is being conveyed from Noah. Cardinal to the Town also for the purpose of snow removal/snow stacking. The deeds are being drafted and will be available prior to the meeting.

Let me know if you need anything else. Steve Masalin is also aware of this project.

Juliet

From: Roxanne Maher <council@ledyardct.org>
Sent: Tuesday, March 26, 2024 8:01 AM
To: Juliet Hodge <planner@ledyardct.org>
Cc: Roxanne Maher <council@ledyardct.org>; Steve Masalin <pwd@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good Morning Juliet:

As we discussed, it would be helpful if you could provide the area of land that Mr. Stanavage will be conveying to the town, along with the easements and the Maps.

Also, just want to confirm that the property will be conveyed at no cost to the town.

Thank you,
Roxanne

Roxanne M. Maher



Administrative Assistant to

the Ledyard Town Council
(860) 464-3203
council@ledyardct.org

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

From: Roxanne Maher <council@ledyardct.org>
Sent: Tuesday, March 26, 2024 7:05 AM
To: Juliet Hodge <planner@ledyardct.org>
Cc: Roxanne Maher <council@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good Morning Juliet:

Could you please send me the Maps and any other supporting documentation regarding the Conveyance of this property to the Town.

Thank you,
Roxanne

Roxanne M. Maher



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

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

From: Juliet Hodge <planner@ledyardct.org>
Sent: Thursday, February 29, 2024 11:58 AM
To: Roxanne Maher <council@ledyardct.org>
Cc: Makenna Perry <land.use.asst@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Ok, thanks for letting me know.

From: Roxanne Maher <council@ledyardct.org>
Sent: Thursday, February 29, 2024 11:04 AM
To: Juliet Hodge <planner@ledyardct.org>
Cc: Makenna Perry <land.use.asst@ledyardct.org>; Roxanne Maher <council@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good Morning Juliet:

LUPPW Cmt has cancelled their March 4, 2024 meeting.

I will include it on their April 1, 2024 Agenda.

Thank you,
Roxanne

Roxanne M. Maher



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

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

From: Juliet Hodge <planner@ledyardct.org>
Sent: Thursday, February 29, 2024 10:10 AM
To: Roxanne Maher <council@ledyardct.org>
Subject: RE: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

This is going to TC because the applicant is deeding land to the Town as part of the whole project.
Juliet

From: Makenna Perry <land.use.asst@ledyardct.org>
Sent: Thursday, February 29, 2024 10:07 AM
To: Roxanne Maher <council@ledyardct.org>
Cc: Juliet Hodge <planner@ledyardct.org>
Subject: ZP#5946 - Boundary Line Adjustment for 1764 Route 12 and 2 Thames View Ptwy

Good morning,

Find attached the Boundary Line Adjustment application for 1764 Route 12 , and 2 Thames View Ptwy. I would greatly appreciate it if the application can be added to the agenda for the March 4, 2024, Land Use/Public Works Committee Meeting. It will potentially go to the P&Z, Special Meeting for 8-24 Review on March 28, 2024. And then approval by Town Council on their April 10, 2024, meeting. Please let me know if you have any questions or need any other information.

Best,
Makenna

Makenna Perry



Land Use Administrative Assistant
Town of Ledyard
860-464-3266
MakennaP@Ledyardct.org