

TOWN OF LEDYARD CONNECTICUT

Historic District Commission

~ AGENDA ~

Chairman Ty Lamb

	Regular Meeting	
Monday, November 18, 2024	7:00 PM	Town Hall Annex -Hybrid Format
REMOTE MEETING INFOR	MATION	
Meeting ID: 863 2103 5701 Passcode: 601757 One tap mobile	01#,,,,*601757# US (New Yor	N9bnkbKyEq3tOlkI0IxZJfa2.1 [.] k)
I. CALL TO ORDER		
II. ROLL CALL		
III. APPOINTMENT OF A	LTERNATES	

IV. RESIDENTS & PROPERTY OWNERS COMMENTS

V. REVIEW AND APPROVAL OF MINUTES

Motion to APPROVE the Special Meeting Minutes from October 28, 2024, as written.
<u>Attachments: Historic 10-28-24</u>

VI. TOWN COUNCIL LIAISON REPORT

1. Town Council Liaison - Councilor Tim Ryan.

VII. CHAIRMAN REPORT

- 1. General Report.
- 2. Financial Report.

Attachments: Sawmill donation account report 11-6-24

ARPA YTD 11-6-24 Capital account YTD 11-6-24 General fund YTD 11-6-24 NLH donation account YTD report 11-6-24

VIII. CORRESPONDENCE

1. Correspondence.

IX. COMMITTEE REPORTS

- **1.** Sawmill Committee Mr. Barnes.
- 2. Nathan Lester House Mr. Kelley.
- **3.** Research/Preservation Ms. Chittim.
- 4. Center School Mr. Geer.
- 5. Social Media Ms. Lamb.

X. OLD BUSINESS

1. Any Other Old Business to come before the Commission.

XI. NEW BUSINESS

1. Any Other New Business to come before the Commission.

XII. ADJOURNMENT

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



File #: 24-0991

Agenda Date: 11/18/2024

Agenda #: 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Motion to APPROVE the Special Meeting Minutes from October 28, 2024, as written.

Background: (type text here)

Department Comment/Recommendation:



TOWN OF LEDYARD Historic District Commission Meeting Minutes

Chairman Ty Lamb	Special Meeting	
Monday, October 28, 2024	7:00 PM	Town Hall Annex -Hybrid Format

I. CALL TO ORDER

The Special Meeting was called to order by Chairman Lamb at 7:00 p.m.

II. ROLL CALL

Present	Commissioner William Barnes
	Commissioner Douglas Kelley
	Alternate Member Kenneth Geer
	Chairman Ty Lamb
	Commissioner Ammie Chittim
Excused	Alternate Member Vincent Godino
	Commissioner Kelly Lamb
Non-voting	Alternate Member Karen Parkinson

Also in attendance was Tom Baudro, who spent 16 years on the Planning Commission

III. APPOINTMENT OF ALTERANTES

Mr. Geer was appointed as a voting member.

IV. RESIDENTS & PROPERTY OWNERS COMMENTS

Mr. Baudro commented that he was never from Barrett Park, that his father was.

V. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE the Regular Meeting Minutes from September 16, 2024, as written.

Approved as amended to remove Barrett Park from Tom Baudro's title.

RESULT:APPROVED AND SO DECLARED**MOVER:**Ty Lamb**SECONDER:**William Barnes

- AYE5Barnes Kelley Geer Lamb Chittim
- **EXCUSED** 2 Godino Lamb

VI. TOWN COUNCIL LIAISON REPORT

1. Town Council Liaison - Councilor Tim Ryan.

No report, Tim Ryan was not present.

VII. CHAIRMAN REPORT

1. General Report.

No comments.

2. Financial Report.

The reports have not caught up to the new fiscal year. Next month's reports should be more accurate. Chairman Lamb will speak with Christina Hostetler, Town Hall Assistant regarding the reports.

Chairman Lamb believes that all the purchase orders are up to date. Mr. Kelley said the Commission should expect an invoice from the Quiet Corner for off-site work.

Chairman Lamb said there is \$1,500 set aside for historic signs.

Chairman Lamb would like the Commission to start thinking about next year's budget keeping a 5-year plan in mind.

RESULT: DISCUSSED

VIII. CORRESPONDENCE

1. Correspondence.

Mr. Gonang received an original 1976 film on the Sawmill. Mayor Fred Allyn III's grandfather is in the film. The video is posted on Facebook.

A letter received from the Historical Society states that they will not hold the Annual Yuletide Celebration this year at the Nathan Lester House.

Chairman Lamb read a portion of a letter from Mayor Fred Allyn III addressed to himself and Mr. Kelley "Per the Town Attorney, <u>do not discard</u> any text messages, emails, voicemails, print correspondence, etc that pertains to Sharon and Matthew Primett. These items should be preserved and saved to a file as it appears we are heading towards litigation on the caretakers' quarters matter. If any other members of the Historic District Commission / Lester House Committee have any communications with the caretakers, please forward this email to them as well". Chairman Lamb said everything should be saved for Freedom of Information (FOI) requests.

Chairman Lamb said he also received a letter from the Town Council with official re-appointments for Ms. Lamb and Mr. Godino.

RESULT: DISCUSSED

IX. COMMITTEE REPORTS

1. Sawmill Committee - Mr. Barnes.

Mr. Barnes reported the following:

Regarding the request for proposal on the Pen stock repair. The RFP was published in the middle of October. Only one company (Savy & Sons) came forward for the pre-bid meeting. All final questions need to be in by November 12, 2024, and submissions are due by November 21, 2024.

There is approximately \$30,000 in the Capital account which might be affected if the ARPA funds don't cover the full amount for the pen stock repairs.

Emergency electrical repair was needed. An animal nested itself in the electrical panel and caused serious damage. It took about five business days for a PO to get the work completed. Mr. Barnes said that in emergencies he would like to be able to move faster without needing to wait for a PO.

Two POs that are ARPA funded one for siding and sills, the other for the Blacksmith Shop. Work on the sills will start this week.

Fall session (October & November) is in full swing. The water is at a good level and the weather has been great.

The old film mentioned earlier by Chairman Lamb was donated by Bill Fossum. Mr. Gonang had it digitized. The Historical Society will be asked to keep the original film as an artifact.

Chairman Lamb asked if there were any comments on the Sawmill report. Mr. Kelley said that he also had emergency repairs at the Nathan Lester House in the spring. On a Friday afternoon Eversource cut off the power with no notice, he called Hespeler Electric for an emergency repair. Although Mr. Kelley was in contact with others regarding the quote and the repairs, he didn't wait for a PO to be created. Due to the nature of no power over a weekend with a family residing in the NLH he could not wait for a PO to be created. Chairman Lamb will ask the Town about getting verbal verification to proceed with repair work in times of emergency. A threshold should be set of the amount that can be used for emergencies.

RESULT: DISCUSSED

2. Nathan Lester House - Mr. Kelley.

Mr. Kelley reported that in weighing the costs and potential effects on the building a lead remediation in the caretakers' quarters of the Nathan Lester House the Town has decided not to pursue this course. The Caretakers/Tenants have completed their move, and the quarters will not be maintained as a dwelling.

An interim plan is in the works to have Caretakers' duties handled from off site and will request an additional budget for this item for Fiscal year 25-26. The existing security plan will be upgraded and the maintenance plan reviewed for appropriate changes. Restoration work on the East Side of the house will resume as soon as the restoration contractor (Quiet Corner) can return.

Further restorations for the complete building which is the museum and the "L" (formerly referred to as the Caretakers quarters) is being reviewed and Capital improvements will be presented to the Town most likely in phases.

The last open day of the 2024 season was on October 27.

Cautionary cleaning has been extensive.

There were multiple overnight camps held with the Girls Scouts, the Heritage Girls and the Trail Life group.

The Garden Club completed a fall cleanup of the Great Oak Garden on October 19. Invasive plants were removed as well.

The Collections Committee of the Ledyard Historical Society had a meeting at the Bill Library on October 21. Plans to resume work in the house were discussed as well as questions on the missing history of the house. There is a possibility that the house predates the official date of 1796. The Society is interested in helping access historic structure reports so that collectively there could be a baseline for which to plan restoration improvements and appropriate presentation.

Mr. Kelley said as part of the Capital expenses proposal he would like a caretaker "cottage" house to be put on site. Ideally a local historic building such as an 18th or 19th Century Cape that would be lost otherwise. The interior would be renovated as a modern home for Caretakers. Mr. Geer asked if it's necessary to have a caretaker at the NLH? Mr. Kelley said it is an Historic structure which contains artifacts, housed in the woods and cannot be seen from the road which presents a danger. He added that currently it is very dry and there is a risk of fire. Approximately three years ago a campsite was found in the woods close to the house. The campsite was disassembled twice. Mr. Kelley regularly checks on the house since the caretakers have vacated the premises. Mr. Geer suggested the use of modern technology to monitor the house. Mr. Kelley said if an on-site caretaker is not possible then technology, volunteers and police presence will need to be used.

RESULT: DISCUSSED

3. Research/Preservation - Ms. Chittim.

Ms. Chittim has spoken with her father who is the head of the Historic Commission in Lewiston, Maine, for fundraising ideas. The Lewiston Commission is very lucrative, to the point where they were able to purchase a house to hold collections. Ms. Chittim said that there was a fire at one point and the sprinkler system saved the house. She offered to inquire about the sprinkler system if the Commission is interested. She asked what they did to make the Commission part of the regular conversation in Lewiston, it was answered "advertising, advertising, advertising " and hosting events. Ms. Chittim shared some suggestions:

- Increase public outreach and visibility over the next 12-18 months.
- Begin Phase I surveys.
- Streamline the Historic Plaque process in the Town.

- Social media is free, it just takes time. Ms. Chittim said social media is a very inexpensive way to get a lot of attention quickly. Research which platform to use based on age category and use blogging, video posting and advertising space.

- Raise money selling "swag" with the Ledyard Commission's logo or the Great Oak Tree. A logo design contest could be held by hosting a community talent show with a \$100 gift card as a prize.

- Host a table at the Towns Farmer's Market to advertise, talk to residents to explain what the Commission does and have artifacts on display.

- Host events at the Nathan Lester House such as a trail runs, maybe even hold holiday ones such as a Santa Claus run or a St. Patrick's Day run. Other ideas are an Oktoberfest event with local breweries, craft fairs, bonfires, music, anything involving local artists. All of these events would be on the grounds not inside the NLH. Chairman Lamb said the Commission could look into what permits would be needed. He added that other Historic Museums rely on grants for things such as a full-time worker, gardens, petting zoo etc.

Chairman Lamb suggested that Mr. Chittim and Mr. Kelley collaborate ideas and event planning. Mr. Kelley agreed.

Mr. Barnes said the Sawmill received a grant a few years ago to have an assessment completed. He added that an assessment needed to be completed before any other grants could be considered. Chairman Lamb asked Mr. Barnes to give the grant information to Mr. Kelley so the NLH could apply for a similar grant.

Ms. Parkinson is continuing her quest to have the Spicer ruins preserved. It was said at the last Town Land Use meeting that an official survey should be completed before the Spicer ruin project was assigned to the Commission. She added that a survey would cost approximately \$5,000. The Spicer ruin area is around 4.5 acres. Ms. Parkinson and some volunteers "red flagged" the entire area. Ms. Parkinson wondered if the Commission or Land Use should pursue grant writing. Chairman Lamb suggested that the Commission takes the lead.

RESULT: DISCUSSED

4. Center School - Mr. Geer.

Mr. Geer said usually there is a \$1,500 budget for the Schoolhouse. Some of it was used last year for historic plaques.

RESULT: DISCUSSED

5. Social Media - Ms. Lamb.

Chairman Lamb spoke on behalf of Ms. Lamb. He said that she has been trying to build up the Facebook page. The Sawmill video has been posted. The video is slowing building up some presence. He added that Ms. Chittim and Mr. Kelley should work with Ms. Lamb on posting/advertising events. Chairman Lamb said he particularly likes when Ms. Kelley posts old photos for "where in Ledyard is this". Chairman Lamb encouraged the Commission to share before and after photos of renovations.

RESULT: DISCUSSED

X. OLD BUSINESS

None.

XI. NEW BUSINESS

1. Motion to APPROVE the Historic District Commission 2025 meeting date calendar as written.

Chairman Lamb said the only potential conflict he saw was the meeting on March 17, 2025, which is St. Patrick's Day. The Commission decided to move the March meeting up a week to March 24, 2024.

January 27*	February 24*	March 24*	April 21
May 19	June 16	July 21	August 18
September 15	October 20	November 17	December 15
January 26, 2026*			

Motion to APPROVE the Historic District Commission 2025 meeting date calendar with an amendment to move the March 17 meeting to March 24.

RESULT:APPROVED AND SO DECLARED**MOVER:**Ty Lamb**SECONDER:**Kenneth Geer

AYE5Barnes Kelley Geer Lamb Chittim

EXCUSED 2 Godino Lamb

XII. ADJOURNMENT

Motion to ADJOURN the Special Meeting at 8:00 p.m.

A motion was made by Commissioner Kelley, seconded by Commissioner Barnes, that this be Approved and so declared. The motion carried by the following vote:

RESULT:	APF	PROVED AND SO DECLARED
MOVER:	Dou	iglas Kelley
SECONDER:	Wil	liam Barnes
AYE	5	Barnes Kelley Geer Lamb Chittim

Page 6 of 7

9

EXCUSED 2 Godino Lamb

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741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 24-0983

Agenda Date: 11/18/2024

Agenda #: 1.



File #: 24-0984

Agenda Date: 11/18/2024

Agenda #: 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject: General Report.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-0985

Agenda Date: 11/18/2024

Agenda #: 2.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject: Financial Report.

Background:

(type text here)

Department Comment/Recommendation:



FOR 2025 13							
ACCOUNTS FOR: 0208 DONATIONS AND GRANTS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20810201 DONATIONS/GRANTS EXPENSES							
20810201 54202 24202 SAWMILL DO	8,002	0	8,002	.00	.00	8,002.00	.0%
TOTAL DONATIONS/GRANTS EXPENSES	8,002	0	8,002	.00	.00	8,002.00	.0%
TOTAL DONATIONS AND GRANTS	8,002	0	8,002	.00	.00	8,002.00	.0%
TOTAL EXPENSES	8,002	0	8,002	.00	.00	8,002.00	



FOR 2025 13								
		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	GRAND TOTAL	8,002	0	8,002	.00	.00	8,002.00	.0%

** END OF REPORT - Generated by Christina Hostetler **



FOR 2025 13							
ACCOUNTS FOR: 0210 CAPITAL & NON RECURRING	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21010103 HISTORIC DISTRICTS							
21010103 54500 G0014 BLDG MAINT	67,601	0	67,601	100.00	33,236.66	34,264.83	49.3%
TOTAL HISTORIC DISTRICTS	67,601	0	67,601	100.00	33,236.66	34,264.83	49.3%
TOTAL CAPITAL & NON RECURRING	67,601	0	67,601	100.00	33,236.66	34,264.83	49.3%
TOTAL EXPENSES	67,601	0	67,601	100.00	33,236.66	34,264.83	



FOR 2025 13								
		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	GRAND TOTAL	67,601	0	67,601	100.00	33,236.66	34,264.83	49.3%

** END OF REPORT - Generated by Christina Hostetler **



FOR 2025 13							
ACCOUNTS FOR: 0210 CAPITAL & NON RECURRING	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21010103 HISTORIC DISTRICTS							
21010103 54500 BLDG MAINT	31,948	10,000	41,948	.00	.00	41,947.54	.0%
21010103 54500 G0014 BLDG MAINT	67,601	0	67,601	100.00	33,236.66	34,264.83	49.3%
TOTAL HISTORIC DISTRICTS	99,549	10,000	109,549	100.00	33,236.66	76,212.37	30.4%
TOTAL CAPITAL & NON RECURRING	99,549	10,000	109,549	100.00	33,236.66	76,212.37	30.4%
TOTAL EXPENSES	99,549	10,000	109,549	100.00	33,236.66	76,212.37	



FOR 2025 13							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAN	d total 99,549	10,000	109,549	100.00	33,236.66	76,212.37	30.4%
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** END OF REPORT - Generated by Christina Hostetler **



FOR 2025 13							
ACCOUNTS FOR: 0101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10110103 HISTORIC DISTRICTS							
10110103 52205 CONTR EXP	16,000	0	16,000	1,291.67	14,209.33	499.00	96.9%
10110103 54500 BLDG MAINT	7,500	0	7,500	1,117.00	.00	6,383.00	14.9%
10110103 54501 SML MAINT	4,000	0	4,000	1,850.00	900.00	1,250.00	68.8%
10110103 56100 OPERATING	3,100	0	3,100	329.49	720.51	2,050.00	33.9%
10110103 56101 SML OPERAT	1,600	0	1,600	992.32	541.96	65.72	95.9%
10110103 58790 MISC EXP	1,500	0	1,500	.00	.00	1,500.00	.0%
TOTAL HISTORIC DISTRICTS	33,700	0	33,700	5,580.48	16,371.80	11,747.72	65.1%
TOTAL GENERAL FUND	33,700	0	33,700	5,580.48	16,371.80	11,747.72	65.1%
TOTAL EXPENSES	33,700	0	33,700	5,580.48	16,371.80	11,747.72	



FOR 2025 13								
		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	GRAND TOTAL	33,700	0	33,700	5,580.48	16,371.80	11,747.72	65.1%

** END OF REPORT - Generated by Christina Hostetler **



FOR 2025 13							
ACCOUNTS FOR: 0208 DONATIONS AND GRANTS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20810201 DONATIONS/GRANTS EXPENSES							
20810201 54203 24203 LESTER DON	13,852	0	13,852	.00	.00	13,852.37	.0%
TOTAL DONATIONS/GRANTS EXPENSES	13,852	0	13,852	.00	.00	13,852.37	.0%
TOTAL DONATIONS AND GRANTS	13,852	0	13,852	.00	.00	13,852.37	.0%
TOTAL EXPENSES	13,852	0	13,852	.00	.00	13,852.37	



FOR 2025 13								
		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	GRAND TOTAL	13,852	0	13,852	.00	.00	13,852.37	.0%

** END OF REPORT - Generated by Christina Hostetler **



File #: 24-0982

Agenda Date: 11/19/2024

Agenda #: 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject: Correspondence.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-0986

Agenda Date: 11/18/2024

Agenda #: 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Sawmill Committee - Mr. Barnes.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-0987

Agenda Date: 11/18/2024

Agenda #: 2.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Nathan Lester House - Mr. Kelley.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-0988

Agenda Date: 11/18/2024

Agenda #: 3.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Research/Preservation - Ms. Chittim.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-0989

Agenda Date: 11/18/2024

Agenda #: 4.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject: Center School - Mr. Geer.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-0990

Agenda Date: 11/18/2024

Agenda #: 5.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject: Social Media - Ms. Lamb.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-1029

Agenda Date: 11/18/2024

Agenda #: 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Any Other Old Business to come before the Commission.

Background:

(type text here)

Department Comment/Recommendation:



File #: 24-1030

Agenda Date: 11/18/2024

Agenda #: 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Any Other New Business to come before the Commission.

Background: (type text here)

Department Comment/Recommendation: