



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, September 25, 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/83888537704?pwd=41mqUBDcPeUn0xf8DOIpRtEy22Gg4F.1>

Audio Only: Telephone: +1 646 558 8656; Meeting ID: 838 8853 7704; Passcode: 637111

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. PRESENTATIONS
- V. RESIDENT & PROPERTY OWNERS (COMMENTS LIMITED TO THREE (3) MINUTES)
- VI. COMMITTEE COMMISSION AND BOARD REPORTS
- VII. COMMENTS OF TOWN COUNCILORS
- VIII. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the Town Council Minutes as follows:

- Public Hearing Minutes of September 11, 2024
- Regular Meeting Minutes of September 11, 2024

Attachments: [PUB HEAR-MIN-2024-09-11](#)
[TC-MIN-2024-09-11](#)

- IX. COMMUNICATIONS

Communications List for September 25, 2024

Attachments: [C-LIST-2024-09-25](#)
[Illegal Dumping-Ordinance-Andrews-email-2024-09-12](#)
[Mayor out of country memo-2024-09-12](#)
[Ethics Commission- Fothergill-dmail-2024-09-13](#)
[Ethics Commission- Franzone email-2024-09-13](#)
[Ethics Commission- Lyons-email-2024-09-13](#)
[Ethics Commission- Wilkinson-email-2024-09-13](#)
[Town Governance Education- Ribe-ltr-2024-09-13](#)
[Ethics Commission-Samos-email-2024-09-24](#)
[Ordinance #100-015-Permanent Municipal Building Cmt-
Hosey-Garcia-Irizarry email-2024-09-19](#)
[Quarry Application-Mount](#)
[Decatur-Roberts-Pierson-email-2024-09-16](#)
[Quarry Application-Mount](#)
[Decatur-Roberts-Pierson-email-2024-09-14](#)
[ACTION LTR -PMBC Special Meeting-2024-09-16](#)
[ACTION LTR - RETIREMENT BOARD MTG-2024-09-17](#)
[Appointment Application-Maggredor-Board of Assessment
Appeals-2024-09-20](#)
[DTC Endorse Appoint Application Harwood-Planning & Zoning
2024-09-09](#)
[DTC-Appointment Application-Hellekson- Library
Commission-2024-09-10](#)
[Ethics Commission-Murray-email 1-2024-09-24](#)
[RTC-Appointment Application-Thorne- Library
Commission-2024-09-12](#)
[Planning & Zoning Member Training Report to Town Council
-2024-09-17](#)
[Agricultral Commission-Reappointment Endosements-2024-09-24](#)
[Historic District Commission-Reappointment
Endosements-2024-09-24](#)
[Inland Wetland Watercourses Commission \(IWWC\)-Reappointment
Endosements-2024-09-24](#)
[Library Commission-Reappointment Endosements-2024-09-24](#)
[Planning & Zoning Commission \(IWWC\)-Reappointment
Endosements-2024-09-24](#)
[Meeting Schedule - Draft-Town Council Memo-2024-09-24](#)
[Youth & Social Serives Board Ordinance #100-011-
Amendment-Samos email-2024-09-24](#)
[Youth & Social Services Board Amendments Ordinance #100-011
arkinson ltr-2024-09-25](#)
[ACTION LTR-TOWN COUNCIL MTG-2024-09-11](#)
[CRONIN-THANK YOU
-SERVICE-LIBRARY-LTC-LTR-2024-09-18](#)

X. REFERRALS

 XI. COUNCIL SUB COMMITTEE, LIAISON REPORTS

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

XII. REPORT OF THE MAYOR:

 4. Land Use/Planning/Public Works Committee

XII. REPORT OF THE MAYOR

XIII. OLD BUSINESS

XIV. NEW BUSINESS

Administration Committee

1. MOTION to approve a proposed "Town of Ledyard Digital Sign Use Policy" as presented in the draft dated 9/4/2024.

Attachments: [Digital Sign Policy-Draft-2024-09-05](#)
[Digital Sign Use Reservation Form](#)

2. MOTION to adopt proposed amendments to Ordinance #100-011, "An Ordinance Establishing a Social Services Board for the Town of Ledyard" as presented in the draft dated June 4, 2024.

Attachments: [ORD#100-011 \(rev 2\) An Ordinance Establishing a Youth & Social Services Board 6.4.2024](#)
[Ordinance](#)
[PUB HEAR-LEGAL NOTICE-2024-09-11-WEB PAGE-ORD -GOLD STAR FAMILIY-SOCIAL SERVICES BOARD](#)

3. MOTION to adopt a proposed "An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard" as presented in the draft dated May 14, 2024.

Attachments: [ORD-GOLD STAR FAMILY TAX RELIEF-DRAFT-2024-05-14](#)
[Gold Star Family Tax Releif Application Form-2024-05-14.docx](#)
[Summary Gold Star Family Tax Releif PA 17-65.docx](#)
[PA-17-65-Gold Star Tax Exemption.pdf](#)

4. MOTION to adopt proposed Amendments to Ordinance #100-015 (rev.1) "An Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard" as presented in the draft dated September 11, 2024..

Attachments: [ORD-#100-015-An Ordinance Establishing PMBC-DRAFT-2024-09-11-CLEAN COPY](#)
[Ordinance 100-015- Permanent Municipal Building Committee Amendments-Hosey-email-2024-09-16](#)
[Permanent Municipal Building Committee-Temporary Board of Education Member-email-2024-09-11](#)
[BOE-House Bill #5524 - 2024-School Building Projects-1](#)
[Grant Application EDo49 Form- Legislative Body Appoint Building Cmt ACTION LTR-8-6-2014- Example](#)

5. MOTION to appoint Ms. Cynthia Wright (D) 6 Laurel Leaf Drive, Gales Ferry to the Library Commission to complete a two (2) year term ending November 7, 2025 filling a vacancy left by Mr. Cronin.

Attachments: [APPOINT APPLICATION-WRIGHT-LIBRARY2024-04-20.pdf](#)
[RESIGN-CRONIN-LIBRARY COMMISSION LTR-2024-09-03](#)
[LIBRARY COMMISSION-2024-09-10](#)

Finance Committee

6. MOTION to approve a tax refund to Hoops & Associates LLC, 19A Thames St. Groton, CT 06340 in the amount of \$2,523.86.

Attachments: [Air #24-0784 - Tax Refund](#)

7. MOTION to appropriate the Connecticut Secretary of the State Early Voting Grant in the amount of \$4,063.07 to Account# 21010301-56100-G0015 entitled "Registrar - Operating Expenses - Misc. Grants".

In addition, authorize the Registrar of Voters to expend the Early Voting Grant to pay for expenses associated with Early Voting provisions in accordance with Public Act 24-81.

Attachments: [SECRETARY OF STATE LTR-2024-08-31- EARLY VOTING GRANT FUNDING](#)
[REGISTRAS LIST FOR EARLY VOTING \\$4,063- GRANT FUNIDING-2024-09-23](#)
[STATE FORMULA FOR EARLY VOTING GRANT FUNDING-2024-09-18](#)
[Grant](#)

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 #: 24-0815

Agenda Date: 9/25/2024

Agenda #:

MINUTES

Minutes:

MOTION to approve the Town Council Minutes as follows:

- Public Hearing Minutes of September 11, 2024
- Regular Meeting Minutes of September 11, 2024



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES
PUBLIC HEARING
LEDYARD TOWN COUNCIL
COUNCIL CHAMBERS - ANNEX BUILDING
HYBRID FORMAT

PUBLIC HEARING MINUTES

6:30 PM; SEPTEMBER 11, 2024

- I. CALL TO ORDER – Chairman Rodriguez called to order the Public Hearing at 6:30 p.m. the following: (1) Proposed “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*”; and (2) Proposed amendments to Ordinance #100-011 “*An Ordinance Establishing Social Services Board For the Town of Ledyard*”.
- II. PLEDGE OF ALLEGIANCE
- III. PROCEDURE OF THE PUBLIC HEARING

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.

Chairman Rodriguez asked those attending remotely to put their name and address in the “Chat” and that they would be called upon during the Public Comment portion of tonight’s meeting.

Chairman Rodriguez noted after each Ordinance has been presented that they would take Public Comment.

- IV. CALL OF THE PUBLIC HEARING

The following call of the Public Hearing was read by Town Council Administrative Assistant Roxanne M. Maher:

LEGAL NOTICE
TOWN OF LEDYARD

NOTICE OF PUBLIC HEARING

The Ledyard Town Council will conduct a Hybrid Format Public Hearing
(In-Person & Video Conference)
on Wednesday, September 11, 2024 at 6:30 p.m.
to receive comments/recommendations regarding the following:

- (1) Proposed “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*”.
- (2) Proposed amendments to Ordinance #100-011 “*An Ordinance Establishing Social Services Board For the Town of Ledyard*”.

Please join the Public Hearing in-person or remotely as follows:

In-person attendance will be at the
Council Chambers, Town Hall Annex Building
741 Colonel Ledyard Highway, Ledyard, Connecticut

Please join the video conference meeting from your computer, tablet, or smartphone at:

At this hearing interested persons may appear and be heard and written communications will be accepted at towncouncil@ledyardct.org.

Dated at Ledyard, Connecticut this 29th day of August, 2024.

For the Ledyard Town Council
s/s S. Naomi Rodriguez, Chairman

Please Publish on Monday, September 2, 2024

V. PRESENTATIONS

(1) **Proposed “An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard”;**

Chairman Rodriguez provided some background regarding the drafting of the proposed “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*” She noted in a letter dated May 10, 2024 State Senator Cathy Osten brought to the Town Council’s attention Public Act 17-65 “*An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents or Spouses*” which was enacted in October, 2017.

Chairman Rodriguez explained that this act allowed a municipality, with its Legislative Body's (Town Council) approval, to provide a property tax exemption to any parent or surviving spouse of a service member killed in action while performing active military duty with the U.S. Armed Forces (i.e., “Gold Star” parent or surviving spouse). A municipality may exempt up to \$20,000 or 10% of the property's assessed value.

Chairman Rodriguez noted at the Town Council’s May 22, 2024 Meeting that Mrs. Amy Hammer and Mrs. Meaghan Durocher both spoke stating that they were Gold Star Widows and they questioned why the Town of Ledyard did not offer property tax relief for Gold Star Spouses, noting that other area towns offered tax relief.

Chairman Rodriguez stated that she thanked both Mrs. Hammer and Mrs. Durocher for reaching out to Congressman Courtney and State Senator Osten. She also referred their request to the Town Council’s Administration Committee, who drafted the proposed Ordinance that was being presented this evening.

Chairman Rodriguez continued by presenting the proposed “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*”; and she noted that Public Act required the Application include following documentation:

1. At least two affidavits from disinterested persons showing the (a) deceased service member was killed in action while performing active military duty and (b) relationship between the service member and parent or surviving spouse and
2. A copy of the parent's or surviving spouse's federal income tax return or, if a return is not filed, income-related evidence required by the assessor for the tax year immediately before the assessment date for which the exemption is claimed.

DRAFT: 5/14/2024

Ordinance #200-XXX

AN ORDINANCE
PROVIDING TAX RELIEF FOR GOLD STAR FAMILIES
IN THE TOWN OF LEDYARD

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

Section 1: Authority

Pursuant to the authority of P.A. 17-65 enacted on October 1, 2017 “*An Act Concerning Municipal Option Property Tax Exemption for Gold Star Parents or Spouses*” there is hereby established “*An Ordinance Providing Tax Relief for Gold Star Families In the Town of Ledyard*”.

Section 2: Purpose

To provide an exemption from property tax for property that is owned by a parent whose child was killed in action, or by the surviving spouse of a person who was killed in action, while performing active military duty with the Armed Forces, as such term is defined in Subsection (a) of Section 27-103 of the Connecticut General Statutes, as amended.

Section 3: Eligibility for Exemption

To be eligible any parent or surviving spouse of a service member killed in action while performing active military duty the following conditions must be met:

- (a) Application: Completed application shall be filed with the office of the Tax Assessor.
- (b) Residency: Persons qualified for a benefit under this Ordinance is a parent or surviving spouse who own real property located in the Town of Ledyard, or who are liable for the payment of taxes thereon under Section 12-48 of the General Statutes, and occupy the property as his or her principal residence at least 183 days of each year; and the time the application is made, and at all times during which the parent or surviving spouse is receiving an exemption pursuant to this Ordinance, the parent or surviving spouse shall be living in the Town of Ledyard.
- (c) Qualifying Income: The parent's or surviving spouse's total adjusted gross income, as determined for purposes of the federal income tax, plus any other income not included in such adjusted gross income, shall not exceed the sum of the maximum qualifying income for individuals if unmarried, or jointly with spouse if married, as set forth in Section 12-81I of the Connecticut General Statutes.
- (d) Surviving Spouses: The surviving spouse must have been legally married to the person who was killed in action at the time of such person's death, in accordance with Title 46b; Chapter 815E, of the Connecticut General Statutes, as amended.
- (e) Parents: If both parents of any such child killed in action while performing active military duty with the Armed Forces are domiciled together, only one such parent shall be entitled to the exemption from property tax provided for under this section.

If both parents of any such child killed in action while performing active military service with the Armed Forces are not domiciled together, both parents shall be eligible to receive the exemption provided for under this section.

Section 4: Amount of Exemption; Certified List

- (1) The exemption of property shall be in an amount of up-to \$20,000, or 10% of the assessed value of the property owned by the surviving spouse or the parent(s) of a child who was killed in action.
- (2) The exemption provided under this Ordinance shall be in addition to any exemption to which an eligible parent or surviving spouse may be entitled under Section 12-81 of the Connecticut General Statutes, as amended.

No such eligible parent(s) or surviving spouse entitled to exemption under Section 12-81 or 12-8 lg of the Connecticut General Statutes and this section shall receive more than one such exemption.

- (3) The Assessor shall annually make a certified list of all such parents or surviving spouses who are found to be entitled to an exemption, which list shall be filed in the office of the Town Clerk in the Town of Ledyard.

Section 5: Application Procedure and Requirements.

- (1) Any parent whose child was killed in action or the surviving spouse of a person who was killed in action (the "applicant") submitting a claim for an exemption of property tax under this Ordinance shall submit an application, on a form prepared by the Tax Assessor, to the Tax Assessor's Office not later than October 1st (the "application").

The application shall include a copy of the two recorded affidavits described in Subsection 2(a)(b) of this Section, and the applicant's federal income tax return, or in the event such a return is not filed, such evidence related to income, as may be required by the Tax Assessor, for the entire calendar year ending immediately prior to the October 1st in which the application for exemption is made.

- (2) The applicant shall also file with the office of the Town Clerk at least two affidavits, in such form as approved by the Tax Assessor, of two (2) different disinterested persons stating the following:
 - (a) The deceased child or spouse was killed in action while performing active duty with the Armed Forces, as defined in Section 27-103(a) of the Connecticut General Statutes; and
 - (b) That the applicant is the parent or surviving spouse of the person who was killed in action.
- (3) The affidavits shall be recorded in full in the office of the Town Clerk, free of charge, and such recording shall list the name of such parent or surviving spouse claiming the exemption.

No exemption shall be granted unless the affidavits have been recorded in the office of the Town Clerk; and until the application has been deemed complete by the Assessor's Office.

Section 6: Renewal and Termination of Exemption, Penalties.

- (1) The applicant shall be required to reapply for this exemption on a biennial basis. The failure of the applicant to reapply for this exemption on a biennial basis shall result in the termination of the applicant's exemption.
- (2) When an exemption has been granted, the applicant shall, in the assessment year immediately following the date of approval, be presumed qualified for such exemption.
- (3) On a biennial basis, during the year immediately following the approval of an applicant's exemption, the Tax Assessor may, by August 1st, notify each parent or surviving spouse presumed to be qualified for such exemption in writing, and if any applicant has income in excess of the maximum allowed under Section 3(b) this Ordinance, such applicant shall notify the Assessor on or before the next October 1st and shall be denied the exemption for the assessment year immediately following and for any subsequent year until such applicant has reapplied and again qualified for such exemption.

The failure of the Assessor's Office to send such notice by August 1st shall waive the requirements of this Section for that assessment year, and the applicants presumed to be qualified for the exemption shall continue to receive an exemption for such assessment year.

- (4) Any notice under this section shall be deemed effective if it was mailed by regular mail to the applicant's last known address on file in the office of the Tax Collector.
- (5) If at any time it is determined that the applicant has obtained the exemption set forth in this Ordinance improperly, or was based on any misrepresentation or fraud, then upon discovery of such fact by the office of the Tax Assessor, the exemption shall be terminated immediately and the applicant shall make payment to the Town of Ledyard in the full amount of the property tax loss related to such exemption improperly taken within 30- days of such written demand from the Town of Ledyard.

Section 7. 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 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved / Disapproved on: _____

Fred B. Allyn, III., Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

History: The State of Connecticut adopted Public Act #17-65 “An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents or Spouses” in 2017. To provide families who lost a child or spouse killed in action while in the line of duty with some tax relief the Town Council adopted the “An Ordinance Providing Tax Relief for Gold Star Families In the Town of Ledyard” on: _____

Town of Ledyard

Gold Star Parents or Spouses Exemption Application

Application Filing Deadline: October 1st (Applicant must re-file every two years)

To be completed by the Property Owner (Applicant)

1	NAME (Last)	(First)	(Middle Initial)
2	SPOUSE'S NAME (Last)	(First)	(Middle Initial)
3	MAILING ADDRESS- Street	(City)	(State) (Zip)
4	PROPERTY ADDRESS (Only if different than mailing)		
5	FILING STATUS (Check one): Gold Star Parent: _____ Gold Star Spouse: _____		
6	The applicant must provide at least two affidavits of disinterested persons showing that the deceased child or person was killed in action while performing military duty, and the relationship of the deceased person to the applicant Please attach your affidavits to this application. Please place a check mark below to indicate that each affidavit is being provided: Affidavit #1 _____ Affidavit #2 _____		
7	Did you or will you file a Federal Income Tax Return for the tax year preceding the year of this application? Yes: _____ No: _____		_____ Grand List
8	<p style="text-align: center;">This application must be re-filed every two-years</p> <p>INCOME DURING THE 20 _____ CALENDAR YEAR</p> <p>(a) TAXABLE INCOME - Examples: Wages, Bonuses, Commissions, Fees, Lottery Winnings, Taxable Portion of Annuities and Pensions, Interest, Dividends, Net Rent or proceeds from the sale of a property, etc. * Federal Income Tax Return, enter the amount of adjusted gross income plus any other income and attach a copy of the return to this application. * If you are required to file a a. \$ _____</p> <p>(b) NON-TAXABLE INTEREST - Example: Interest from tax exempt Government Bonds b. \$ _____</p>		

* Please include any available documentation. *		
(c) SECURITY OR RAILROAD RETIREMENT INCOME (GROSS AMOUNT)		SOCIAL c. \$ _____
* Include a copy of most recent 1099 or statement showing annual benefits, *		
(d) IN THE ABOVE - Examples: Supplemental Security income, Public Assistance payments, Veteran Pensions and Disability payments, etc.		ANY INCOME NOT REFLECTED d.\$ _____
* Please include any available documentation. *		
(e) TOTAL	Add lines 8a through 8d	TOTAL e. \$ _____

The Applicant hereby applies for a property tax exemption for Gold Star parents and spouse pursuant to Town of Ledyard Code of Ordinances #200-_____ and applicable Connecticut General Statutes.

1. The address of the real property for this application _____ as requested is (The Property")
2. The applicant(s) certifies that they meet the requirements of a) residency, b) qualifying income, c) all other terms as included in the attached ordinance in order to qualify for this exemption.
3. The applicant(s) hereby agree(s) that the affidavits provided in Item #6 above [Section (c)(l) of the ordinance] will be recorded with the Ledyard Town Clerk's Office.
4. The applicant(s) hereby agree(s) to remain in compliance with all the other terms of the attached ordinance, and to notify the Town of Ledyard Assessor's Office if the applicant(s) does not remain in compliance with all the other terms of the Ordinance.

Signature: _____ Date: _____ Phone: # _____
(If authorized agent, please print name also and indicate relationship to applicant)

Assessor's Office Use Only: (Staff Signature): _____ Date: _____

DIRECTIONS FOR COMPLETING THIS TAX EXEMPTION APPLICATION

PLEASE REVIEW THE APPLICATION BEFORE YOU START TO FILL OUT THE APPLICATION. PRINT OR TYPE ALL ENTRIES (EXCEPT SIGNATURE).

Please make certain that you:

- ✓ Fill out every item on the application, Items 1 - 8e.
- ✓ Fill out the location of the property where the exemption is to be applied.
- ✓ Sign, and date your application and also provide a phone number.

You are required to submit proof of your income for the prior calendar year to the Tax Assessor before your application can be accepted. This proof may consist of your Federal Income Tax Return, bank statements which show interest earned, statements received from trust accounts, dividend earning statements, statements from the Social Security Administration (Form SSA 1099 is required).

The ordinance enabling this exemption requires that:

The application shall include at least two affidavits of disinterested persons showing that the deceased child or person was performing such active military duty, that such deceased child or person was killed in action while performing such active military duty and the relationship of such deceased child to such parent, or such deceased person to such surviving spouse, provided that the Tax Assessor may further require such parent or surviving spouse to be examined by such Tax Assessor under oath concerning such facts.

The affidavits required in Section 5 shall be recorded in the Ledyard Town Clerk's Office, free of charge, and such recording shall list the name of such parent or surviving spouse claiming the exemption. No exemption shall be granted unless the affidavits have been recorded in the Town Clerk's Office and until the application has been deemed complete by the Tax Assessor.

Your completed application must be received by October 1st in the Tax Assessor's Office. The Tax Assessor's Office and the Town Clerk's Office are located on the first floor of the Ledyard Town Hall at 741 Colonel Ledyard Highway, Ledyard, Connecticut. The Ledyard Town Hall is open Mondays through Thursday, 7:30 a.m. to 4:45 p.m.

Our mailing addresses are as follows:

Tax Assessor Office
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard Connecticut 06339
Telephone: (860) 464-3237

Town Clerk Office
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard Connecticut 06339
Telephone: (860) 464-3229

PUBLIC COMMENT

Ms. Jessica Buhle, 65 Pheasant Run Drive, Gales Ferry, Town Councilor, questioned how the tax relief would be handled if the surviving parents were divorced and were both living in Ledyard.

Chairman Rodriguez noted Section 3 *Eligibility for Exemption*; paragraph (e) stated the following:

“If both parents of any such child killed in action while performing active military duty with the Armed Forces are domiciled together, only one such parent shall be entitled to the exemption from property tax provided for under this section.

If both parents of any such child killed in action while performing active military service with the Armed Forces are not domiciled together, both parents shall be eligible to receive the exemption provided for under this section.”

Mayor Allyn, III, stated that he supported the proposed “*An Ordinance Providing Tax Relief for Gold Star Families In the Town of Ledyard*”; as presented this evening.

(2) **Proposed amendments to Ordinance #100-011 “*An Ordinance Establishing Social Services Board For the Town of Ledyard*”.**

Mayor Allyn, III, provided some background explaining that recent changes to area School Health Programs provided Ledyard with an all-inclusive Health Program that now included licensed Mental Health Clinicians who provide counseling support. He stated because the clients our Youth Services Department was servicing were all Ledyard Public School Students, the Fiscal Year 2024/2025 Budget did not provide funding to continue the operation of our Youth Services Department, which was a Department of one person, providing a savings of \$103,971.

Mayor Allyn went on to explain that Ordinance 100-011 was being amended to remove language pertaining to “Youth Services”. He also noted that the “Youth Services” component required that the Board be comprised of members who had specific requirements. Therefore, he stated the composition of the new Social Services Board and their direction was going to vastly different, explaining that because the Social Services Board was funded exclusively by donations, the Board would be tasked to seek donations to help support the Department. He also noted that Social Services was supported by his Executive Assistant/Social Services Coordinator Kristen Chapman, and he noted that she was present this evening to answer questions.

Executive Assistant/Social Services Coordinator Kristen Chapman noted as Mayor Allyn, III, explained the Social Services Department does not receive any taxpayer funding. She stated in the previous year’s budget (23/24) they had a budget of \$500.00 to pay for the electricity for the Linda C. Davis Food Pantry. However, she stated because the Town Green was under the Parks & Recreation Department, that they would now absorb the electric costs, noting that it was difficult to determine the percentage of the electric bill that belonged to the Food Pantry versus the entire Town Green.

Ms. Chapman went on to state that all Social Services Programs were facilitated through donations. She stated the Food Pantry was well stocked, Social Services Parks & Recreation Scholarships for kids to participate in the Summer Playground Program was struggling, noting that because they ran out of funding this year, they had to close Application period. She stated that she does apply for Grant Funding; however, the majority of the funding came from donations, noting that they would be looking for the members of the Social Services Board to be more active. She stated that she was happy to answer questions.

Chairman Rodriguez asked Mayor Allyn to talk about the American Rescue Plan Act (ARPA) Funding that the Town allocated to support Mental Health Services. Mayor Allyn explained the General Government allocated \$190,000 from their American Rescue Plan Act (ARPA) Funding to provide mental health services. However, he stated they recently learned that the Clinician was providing services for both the High School and Middle School students, but that she was not comfortable with administering services to younger age children. He also noted that since May, 2024 the burn rate of the funding has essentially been nothing. Therefore, he stated that they needed to be mindful of that, because the funding had to be expended or committed (have a contract in-place) by the December 31, 2024 ARPA Deadline.

Mayor Allyn went on to explain from the \$190,000 that was allocated for mental health services that the Town Council approved to allocate \$90,888 for the Child and Family Agency to provide mental health services at the Juliet W. Long School and the Gales Ferry School. He stated Child and Family Agency has signed the Subrecipient Agreement to provide mental health services at these two elementary schools through August 31, 2025. He stated that Child and Family Agency had a Therapist and an Intern noting that they were equipped to handle a minimum of 24 students.

The proposed Ordinance Amendments were presented as follows:

DRAFT: 6/4/2024

Ordinance #100-011 (*rev. 2*)

AN ORDINANCE
ESTABLISHING A ~~YOUTH~~ & SOCIAL SERVICES BOARD
FOR THE TOWN OF LEDYARD

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

Section 1. Authority

Pursuant to ~~Chapter 164, Section 10-19m~~ of the General Statutes of the State of Connecticut, and Chapter IV, Section 9 of the Charter of the Town of Ledyard, there is hereby established a ~~Youth and~~ Social Services Board for the Town of Ledyard.

Section 2. Purpose

The Board shall be responsible for providing outreach and ~~community education,~~ *program direction in the delivery of human services* to meet the needs of ~~youth,~~ families and individuals in the Town of Ledyard.

Section 3. Duties

The Board will be responsible for receiving and reviewing ~~Youth and~~ Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the ~~Youth and~~ Social Services Program. The Board shall distribute ~~Youth and~~ Social Services Program materials to the community and work to identify ~~youth,~~ families and individuals in need.

Section 4. Fiscal Responsibilities

The Board shall annually review the ~~Youth and~~ Social Services Program budget and make recommendations as necessary prior to submission to the Mayor's Office.

The Board shall make recommendations and promote fundraising efforts for Social Service Programs.

Section 5. ~~Youth and~~ Social Services Board Membership

The ~~Youth and~~ Social Services Board shall be composed of not less than seven (7) members appointed by the Mayor, who *shall be electors of the Town of Ledyard.* ~~Said~~

~~appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth serving agency, a youth currently under the age of twenty-one (21) and a Community-at-large member.~~

The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the ~~Youth and~~ Social Services Board. Special meetings may be called by a majority of the members of the Board.

Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the ~~Youth and~~ Social Services Board.

In making the original appointments under this ordinance, the Mayor shall designate three member to serve for three (3) years; two members to serve for two (2) years members; and two members to serve for one (1) year. Thereafter members ~~shall commence to serve their terms immediately upon appointment and~~ shall serve until their successor has qualified or they have been reappointed or removed by the Mayor.

Any member of the 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 Board. The vacancy shall be filled as herein before provided. Additionally, the Board may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Board to notify the Mayor when a member has not properly performed his/her duties.

Section 6. *Implementation*

Within two weeks after the adoption date of this ordinance, all current members of the Youth & Social Services Board for the Town of Ledyard shall indicate to the chairman their desire to serve on the Social Services Board.

The chairman shall thereafter report to the Mayor the desires of their members. In addition, the chairman shall make recommendations to the Mayor regarding present members to serve on the Social Services Board.

The Mayor shall appoint members to the Social Services Board no later than the 90 days from the effective date of the Ordinance.

Section 7. 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 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended and Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved / Disapproved on: _____

Fred B. Allyn, III., Mayor

Published on:

Effective Date: _____

Revision: *Ordinance #47 “An Ordinance Establishing Youth Services for the Town of Ledyard”* Adopted: April 17, 1990; Amended and Adopted: on February 14, 2001; Effective: February 15, 2001. Amended and Renumbered on September 25, 2019; Effective: October 23, 2019. *Amended and Renamed on XXX; Effective: XXX*

History:

The Twenty-fourth Town Council (2017-2019) Ordinance Update Initiative: Renumbered *Ordinance #47 “Amendment to Ordinance #47 An Ordinance Establishing Youth Services for the Town of Ledyard”* to Ordinance #100-011.

2019: Removed from Ordinance “*An Ordinance Amending*” per Town Attorney, the History paragraphs indicates that the Ordinance was “amended”. Section 4 “*Youth Advisory Committee*” added language regarding attendance and filling vacancies to be consistent with ordinances establishing committees. Added Section 5 “*Severability*” to be consistent with Town Ordinance format. Added Section 6 “*Effective Date*” to be consistent with Town Ordinance format.

2020: Title: Added “*& Social Services*”.

Section 1 Authority: Removed “an amendment to ordinance #47- Per Town Attorney this language was not needed, as the “History” paragraphs indicates that the document was amended.

Section 2 Purpose: Removed “This agency shall be responsible for providing opportunities and programs for positive youth development as well as evaluating, planning, coordinating, and implementing services for youth referred to it by schools, police, juvenile courts, local youth serving agencies, parents and self-referrals by youth” and replaced it with the following: “*This Board shall be responsible for providing outreach and community education to meet the needs of youth, families and individuals in the Town of Ledyard.*”.

Section 3 Duties: Removed: “The Youth Services of the Town of Ledyard shall be responsible for establishing the overall policy and program direction of youth services. This agency of the Town of Ledyard may provide, but shall not be limited to the delivery of, the following services: individual and family counseling; parent training and group therapy; crisis intervention; drug and alcohol awareness and prevention programs; dial-a-teen job placement; court advocacy; information and referral; and outreach programs to insure participation and planning by the entire community for the development of youth services. Such services shall be designed to meet the needs of youth by collaborating with other systems and agencies such as the justice system and schools as well as by the provision of opportunities for positive youth development”. Replaced it with “*This Board will be responsible for receiving and reviewing Youth and Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the Youth and Social Services Program. The Board shall distribute Youth and Social Services Program materials to the community and work to identify youth, families and individuals in need.*”

Added New Section 4 “Fiscal responsibilities”. Former Section 4 became Section 5. Updated Section Title deleting “Advisory” and adding “*and Social Services Membership*”. Removed “As part of Youth Services, a youth advisory” and replaced it with “*The Youth and Social Services Board shall be*”. Removed; “shall be”. Changed Term from two (2) year to “*three (3) year*”. Added; “*all be Ledyard electors, and*”. Removed “public health nursing agency and”. Added “*and a community-at-large member*”. Removed: “and provided further that one-third of the total membership shall consist of members who earn less than 50 percent of their wages or livelihood by delivering services to youths and their families, and who manifest an interest in youth services”. Added: “*The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the Youth and Social Services Board. Special meetings may be called by a majority of the members of*

the Board. Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the Youth and Social Services Board.”

The word “Department” was replaced with “*Program*” throughout the document.

The word “Committee” was replaced with “*Board*” throughout the document to be consistent with the Town Charter.

2024: Ordinance #100-011 “An Ordinance Establishing a Youth & Social Services Board for the Town of Ledyard” amended to remove ~~and Youth~~ throughout the document.

Section 1: “authority” Removed ~~Chapter 164, Section 10-19m of.~~ and updated Chapter IV, Section 9.

Section 2: “Purpose” Paragraph 1 Removed ~~community education;~~—Also added program direction in the delivery of human services.

Section 4: “Fiscal Responsibilities” Paragraph 2 added The Board shall make recommendations and promote fundraising efforts for Social Service Programs.

Section 5: “Social Services Board Membership”

Paragraph 1 Replaced ~~Said appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth serving agency, a youth currently under the age of twenty one (21) and a Community at large member. with shall be electors of the Town of Ledyard.~~

Paragraph 4 Added the following language: In making the original appointments under this ordinance, the Mayor shall designate (3) member to serve for three (3) years; 2 members to serve for two (2) years members; two (2) members to serve for one (1) year. Thereafter members; Also removed ~~shall commence to serve their terms immediately upon appointment and.~~

Section 6: “Implementation” Added paragraphs 1-3.

VI. PUBLIC COMMENTS

Ms. Garcia-Irizarry, 58 Eagle Ridge Drive, Gales Ferry, questioned other than the Food Pantry and the Parks & Recreation Scholarships, what other Programs does Social Services provide.

Executive Assistant/Social Services Coordinator Kristen Chapman noted that Social Services provided the following Programs:

- Linda C. Davis Food Pantry
- Holiday Food Baskets for Thanksgiving and Christmas
- Sponsor the “Adopt a Family Program” to provide holiday gifts
- Backpack School Supplies – Collected Supplies at the Farmers Market this year, which went well.
- Serve as a Thames Valley Council for Community Action (TVCCA) Energy Intake Site. Residents from Gales Ferry and Ledyard could book appointments directly through Ms. Chapman to apply for Energy Assistance.
- Serve as an Intake Site for Grant Requests to the Ledyard Inter-Church Emergency Assistance Fund (LICEAF) for emergency assistance to help with expenses such as rent assistance, mortgage assistance, vehicle repairs. Ms. Chapman provides a report at the monthly LICEAF Board meetings.
- Salvation Army Fund – received \$3,000 per year to assist someone who has exhausted their TVCCA funding and/or to help residents with miscellaneous expenses.
- Parks & Recreation Scholarships.
- Provides residents with referrals to other Agencies.

Ms. Chapman explained because she was not a social worker she does not assist with completing Applications for various state programs and agencies. However, she does refer residents to programs such as TVCCA; United Way; 2-1-1; Always Home, and other organizations that could provide assistance. She also stated that she had a lot of contacts in the community, noting that if a resident needed help in an area that the town does not provide that she helps to direct them to an Agency that may be able to provide assistance.

Mayor Allyn stated that the Youth and Social Services Board's past Chairman Mikayla Bozym was attending on-line should anyone like to ask her a question. He stated Ms. Bozym was a critical component to the previous Board and that he hoped she would be willing to continue to serve.

Chairman Rodriguez thanked Ms. Bozym for her service to the town.

VII. ADJOURNMENT

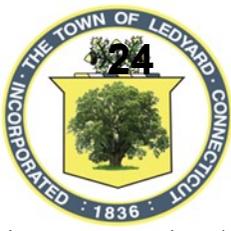
Chairman Rodriguez noted that no one was signed up in the Zoom "Chat". She stated hearing no further public comment, that the Public Hearing was adjourned at 6:48 p.m.

Chairman Rodriguez stated that the Ordinances would move to the Town Council's September 25, 2024 meeting.

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 Public Hearing held on September 11, 2024.

Attest: _____
S. Naomi Rodriguez, Chairman



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES
LEDYARD TOWN COUNCIL – REGULAR MEETING
WEDNESDAY, SEPTEMBER 11, 2024; 7:00 PM
HYBRID FORMAT
VIDEO CONFERENCE VIA ZOOM

DRAFT

- I. CALL TO ORDER – Chairman Rodriguez called the meeting to order at 7:06 p.m. at the Council Chambers, Town Hall Annex Building.

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

- II. PLEDGE OF ALLEGIANCE

- III. ROLL CALL –

Attendee Name	Title	Status	Location
April Brunelle	Town Councilor	Present	In-Person
Jessica Buhle	Town Councilor	Present	In-Person
Carmen Garcia-Irizarry	Town Councilor	Present	In-Person
Kevin Dombrowski	Town Councilor	Present	In-Person
Gary Paul	Town Councilor	Remote	In-Person
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	Excused	

- IV. INFORMATIONAL ITEMS/PRESENTATIONS

Chairman Rodriguez welcomed *Community Speaks Out Organization* Members Mr. Joe de la Cruz, Ms. Tammy de la Cruz, and Mr. Mike Doyle, noting that they were present this evening to give a Presentation regarding the programs and services they provide to Southeastern Connecticut.

Mr. Joe de la Cruz thanked the Town Council for the opportunity to speak to them this evening. He stated *Community Speaks Out* was a grass roots non-profit Organization that he and his wife Tammy started because their son had gotten addicted to opioids. He stated he would not tell the whole story this evening of how they got to where they were today, however, he noted that through their work during the past 10-12 years they have figured out what our communities need.

Mr. de la Cruz went on to state that *Community Speaks Out* was planning to acquire a building in Groton as a Recovery Hub & Zone. He stated their Organization has been reaching out to all surrounding towns, noting that they have visited Madison, East Lyme, and Preston, explaining that they were trying to collectively heal their communities. He stated last year 107,000 people lost their lives to overdose; and that this was happening year after year.

Mr. de la Cruz addressed the National Opioid Settlement Payments that towns were receiving, and he explained the amount of money a town received was based on the number of opioid prescriptions that were sold in that town. He noted as an example Groton received \$150,000; Preston received \$15,000; and Ledyard received \$41,000. He went on to state that the Town of Groton has conveyed all the funding they received to-date from the National Opioid Settlement to *Community Speaks Out*.

Mr. de la Cruz introduced Mr. Mike Doyle, who was currently their Recovery Coach, noting that their Organization was working to build a coalition of Recovery Coaches. He deferred to Mr. Doyle to provide an overview of the Recovery Coach Program.

Mr. Mike Doyle provided some background stating that he has been sober for 25+-years. He stated during the last eight years he worked for Reliance Health running their Recovery Support Services. He stated in July, 2024 he decided to go out on his own as a free agent because he could see that the Recovery Community needed help; and that he could be more effective as a free agent.

Mr. Doyle explained that *Community Speaks Out* was working to bring the communities together as a Regional Unit, which was different than a bunch of communities pooling their resources and having a Regional Recovery Coach for the area.

Mr. Doyle continued by providing an overview of a PowerPoint presentation regarding the Recovery Coach Program noting the following four components were critical:

- Recovery
- Harm Reduction
- Prevention
- Treatment

Mr. Doyle continued by explaining that a Recovery Coach was someone who could draw from their own personal lived experiences in recovery and who also had specialized training, noting that he had these credentials and that he was also a Recovery Coach Instructor. He stated that he has been running a Recovery Coach Program in Norwich; and that he had a good network of people that were ready to work, noting that they know the area.

Mr. Doyle stated that *Community Speaks Out* would have Boots on the Ground in serving the community relative to recovery, noting that once organizations and other people know that they were in-town that they have received a lot of referrals. He stated that they have been doing Overdose Follow-ups in Norwich, with their Community Policing Unit noting that it was amazing the types of conversations they were able to have. He went on to note that they were going to start working with Groton's First Responders to conduct Overdose Follow-ups, and they were going to start to respond to the scene.

Mr. Doyle reviewed some statistical data noting that last year Norwich First Responders responded to 146 overdoses; of which 60 of those individuals had Narcan administered before the First Responders arrived; and 59 of those survived the overdose.

Councilor Saccone questioned the percentage of people who stay in the Recovery Coach Program and the percentage of people who do not stay in the Program. Mr. Doyle stated in 2023 they worked with 228 people in Norwich, noting at the end of the year that 168 people were continuing in the Program. He stated unfortunately people do not stay sober as much as they would like to see, explaining that relapse was part of recovery; and that they look for progress over perfection. However, he stated during the past six years as a Recovery Coach that he has seen people get their jobs back and he has seen people come through the program and then decide to work in the field. He stated recovery was a frustrating job, but that it was also rewarding when they see someone who has improved the quality of their life.

Chairman Rodriguez stated many people have not heard about *Community Speaks Out*; therefore, she questioned how their Organization would get their foot in the door and start the process to engage with those who were in need of services, noting that Ledyard-Gales Ferry has had overdoses and that some were fatal. Mr. Doyle stated *Community Speaks Out* collaborates with local first responders, hospitals, detox centers, human services, etc., to conduct a follow-up visit with individuals who had an overdose, during which time they get a conversation started; he also noted that people will provide referrals to their Organization, and that a good way for people to know about the services they provide was by getting the word out in the community. Mr. de la Cruz noted that *Community Speaks Out* was listed on 2-1-1.

Councilor Saccone noted over the next three weeks the State would begin to distribute pallets of Narcan to cities, towns, and municipalities for no cost. He questioned whether *Community Speaks Out* was on the State's distribution list. Mr. Doyle stated their Organization was on the States's distribution list. He stated that he would be willing to provide a Narcan Training to

the Town Council. Chairman Rodriguez stated that Ledyard Prevention Coalition provided a Narcan Training to the Town Council at their April 24, 2024 meeting. She stated that she and many other Town Councilors carry Narcan in their cars, because as Town Officials they were all over town and never know what they may encounter.

Councilor Dombrowski stated until this evening that he was not aware of *Community Speaks Out* and that he would like to see them do more awareness campaigns in Ledyard.

Ms. Tammy de la Cruz addressed Councilor Dombrowski's comment regarding awareness noting that *Community Speaks Out* has a Sober House in Ledyard and that she has clients in Ledyard, noting that she has also referred some Ledyard residents to other programs out of state because they had private insurance that would pay for services. She went on to state that *Community Speaks Out* is a non-profit organization that is supported by volunteers, and therefore, their services were free noting that they would not impact municipal budgets. She stated that she has been working to get into Middle Schools to talk with students; however, she stated the schools have been apprehensive about offering these types of programs to the kids. She stated *Community Speaks Out* has been contacted by Ellis Technical High School in Danielson, and Lyman Memorial High School in Lebanon, noting that she was scheduled to talk with the kids at Lyman Memorial High School tomorrow. She stated *Community Speaks Out* primarily provides services in Southeastern Connecticut, noting that she previously spoke with the former Police Chief and that more recently she left flyers, and business cards at the Police Department, noting that they do have tentacles in Ledyard.

Councilor Garcia-Irizarry questioned the types of programs *Community Speaks Out* does with the Middle School students. She stated that students receive the Drug Awareness Resistance Education (DARE) program in fifth grade; however, she stated that there were no follow-up programs in the Middle School or High School. Ms. de la Cruz stated in speaking at a High School and at a Middle School that she touches upon topics such as bullying and explains that you do not know what other kids were going through at home. She stated the reactions she received from the students was amazing, noting that she received an email from a High School student saying they had concerns about their sister who was in Middle School. She stated their Organization tailors their program to address the problems and the issues that they were having at each school, and they talk about being the "*Difference Makers; and not to be the Person who was making someone else's day not so well. When a student comes into a room that they should smile and say Hello, noting that it took more energy to be mean than to be nice.*" She stated things such as bullying was part of trauma for young people; and at some point, a student could begin to self-medicate, which was the prevention component of their program. She stated at age 12 – 14 a lot of kids were already experimenting and trying more than marijuana and alcohol. She stated that these were the types of things that need to be taught, because there may be kids who have an addictive parent. She stated *Community Speaks Out* was careful to protect the kids young minds, however, she stated that they were exposed to a lot, noting that it was important for the kids to hear that their first time could be their last time, noting that kids do not think it would happen. She stated when she asks the kids if they knew anyone who died from an overdose that a lot of hands go up; however, she stated when she asks the kids if they knew anyone who died in a war that she does not usually get one hand up. She then explains to the kids that drugs are the war that they were fighting, noting that young people were dying every day. She stated *Community Speaks Out* was here for Ledyard and would continue to be here for their community. She stated in holding Recovery Events that a 60-year-old woman said to her that "*She did not know that recovery could be so much fun*". She stated that they cannot just have people go to a detox program; or have them go to a treatment facility and come out. She stated that they need for people in recovery to have *Wrap Around Services*, meaning that these folks need to be able to continue to be connected to their Organization, or some other Agency, or with a Recovery Coach, noting that the more work the better results they see. She stated that *Community Speaks Out* does not want to be a burden on Ledyard's Schools; and therefore, they do not charge for their services/programs, noting that there were a lot of things they could bring to the table.

Chairman Rodriguez stated that Ms. de la Cruz was on point with the Middle School students, noting that she and Mayor Allyn, III, attend the Ledyard Prevention Coalition Meetings, noting that the Middle School Principal has stated that they needed to start with the Middle School students.

Ms. de la Cruz thanked the Town Council for their time and for having them this evening.

Mayor Allyn, III, stated that he knew Mr. Joe de la Cruz from his previous life as their Legislator to Ledyard's south. He stated that he appreciated the work that they are doing through *Community Speaks Out* and that he was certain that their son Joey was smiling down on them every day for the work that they were doing. He stated that Ledyard has National Opioid Settlement Funding; and that the Town Council has the authority to disperse the funds. He stated *Community Speaks Out* may be one of the Organizations that becomes a recipient of those funds. He again thanked *Community Speaks Out* for the work they do in the community.

Mr. de la Cruz provided flyers regarding a Parents and Family Support Group that meets the third Wednesday of each month. He stated this coming month would be the ninth year they have been offering the Support Group, noting that they meet at the Groton Public Library at 6:00 p.m. He stated their Office is across the street from Paul's Pasta on Thames Street, in Groton; and he encouraged people to stop by their Office.

Chairman Rodriguez thanked Mr. and Mrs. de la Cruz and Mr. Doyle for their presentation this evening.

V. RESIDENTS AND PROPERTY OWNERS

Mr. Steve Munger, 12 Nutmeg Drive, Gales Ferry, stated that he wanted to begin his comments this evening by Remembering the Victims of the 9/11 noting that it was a sad day in history when terrorist planes hit the World Trade Center in New York, the Pentagon in Washington, D.C. and crashed in Shanksville, Western Pennsylvania, noting that it was the worst day he had ever lived. He stated the good thing that came from 9/11 was 9/12 noting that was the closet he had seen our country come together. However, he stated the sad part was that today was the worst division he has seen in our country. He stated that they needed to look at ways to get rid of our differences, noting although they would always have some differences, that it was important that they were civil to each other and not let their disagreements come between friendships.

Mr. Munger continued by stating that he attended the Town Council's June 12, 2024 meeting at which he addressed the idea to fly third party flags on town property. He stated during the meeting he stated "*Fly One – Fly All*"; however, he wanted to provide clarification stating that the point he was trying to make was that he disagreed with any flag being put up other than the American Flag. He stated the majority of Americans love and respect the American Flag. He questioned the reason they would take something that everyone respected and start putting things out there that would start to divide people. Right-Wrong-or Indifferent, they would be starting something where there was not a problem. Therefore, he stated that he hoped this Town Council would discuss the idea in detail and decide to leave the Flag alone. He stated he served his country, served the American Flag, and everyone in this country for 24.5-years; and that he would have to accept their decision. He stated the American Flag should stand by itself, noting that it was the one structure that brings us all together. He stated if they start flying other flags that they would start to have issues, although he hoped that would not happen in Ledyard.

Mr. Munger went on to note after he made his comments at the June 12, 2024 Town Council that he stayed and listened the other comments, noting that Councilor Paul stated, "*It's always been like that*". He stated although he would not say that Councilor Paul was attacked, that several members of the Town Council went after Councilor Paul stating, "*Just because it has always been done that way does not make it right.*" Mr. Munger stated when something has always been done a certain way for a long time it was probably because it was right. He stated after that meeting, he thought of an example that was right and should have been left alone that he wanted to share with the Town Council this evening. He stated during President Obama's term the Democrats had both the House and Senate, as well as the Presidency, and he noted that Senator Harry Reid invoked the Nuclear Option on November 21, 2013, to reduce the 60 votes to a simple majority for nominations to the Supreme Court and other Courts. He stated at that time people from both sides were more friendly and everyone was happy. However, he stated in 2016 the Republicans took power, which was the reason they had three more conservative Judges on the Supreme Court, all because someone did not leave something alone. He stated that this was a strong example of why there were some things that they should not touch.

Mr. Munger concluded his comments by asking the Town Council to think long and hard about creating a division within their community. He stated Democrats want unity, and therefore, he said let's have unity and leave the Flag alone.

Ms. Sharon Pealer, 48 Highland Drive, Ledyard, stated that this Town Council has indicated that it desires to conduct an Ethics Investigation into the firing of a former town employee. She stated although she would not go into detail, as a member of a Committee that worked with the employee, that she did not question the Mayor's decision. She stated the definition of Ethics was: "*Moral principles that govern a person's behavior, or the conducting of an activity. A simple definition: Ethics refers to well founded standards of right and wrong that prescribe what humans ought to do. Usually in terms of rights, obligations, benefits to society, fairness or specific virtues.*" Ms. Pealer stated that it has come to her attention that this Town Council would be better served and be better representatives of the Town of Ledyard if they investigated their own behavior toward one of their own Town Councilors. She stated that bullying was an inherent behavior, and a mean act toward one member of the Town Council over the flag issue, was a clear violation of any Code of Ethics.

IV. COMMITTEE COMMISSION AND BOARD REPORTS – None.

VI. COMMENTS OF TOWN COUNCILORS

Chairman Rodriguez stated that she would like to take a moment to highlight that today is the 23rd Anniversary of the September 11th Terrorist Attacks. For many of us it feels like yesterday and the horror is still a vivid memory. For those who lost loved ones on that day, or in the conflicts since, this day will never be easy. She stated that she wanted those people to know that we see you and they were in our thoughts tonight.

Chairman Rodriguez went on to state that those of us who were old enough to recall that day remember where we were when we learned of the attacks, remember the shocked gatherings around the nearest TV, and the strange days immediately after when there were no planes in the sky. She stated that we also remember the invasions of Iraq and Afghanistan, and President Obama's announcement that the attack's mastermind had been brought to justice.

Chairman Rodriguez stated while the shock and anger over the attacks was easy to remember, let us also remember how we responded. She stated we united behind a shared love for our country and a desire for justice. She noted in the challenging moments such as the aftermath of 9/11, and throughout the year, we should continue to try to emulate the sense of community that was present then.

Chairman Rodriguez stated let us remember the victims of the attack, let us remember the casualties of the Global War on Terror, let us remember their loved ones, and let us work each day to reinforce that shared love of community, country, and justice.

Chairman Rodriguez asked that all stand for a Moment of Silence. Thank you.

Councilor Brunelle commented on an incident that occurred in Mystic on Saturday, September 7, 2024 involving a person who was wearing a white robe and a pointed hat. She stated because she was in Norwich that she did not personally see the incident, however, she has seen reports on news outlets and social media. She stated that she did not know exactly what happened, or who was behind the incident, or who was wearing the costume. She stated that that type of hate speech does not belong in Ledyard, or Connecticut, or anywhere in the United States. She stated that she opposed this behavior, noting that she acknowledged that the incident happened, and that it made her sad that it was so close to home.

Chairman Rodriguez noted Councilor Brunelle's comments regarding the person who was wearing the white robe and pointed hat in Mystic. She stated the newspaper reported that the person was a troll who targeted all political parties, noting that the individual had a go-pro camera and was filming for content for their YouTube Channel. Chairman Rodriguez stated in reading the article that she thought what kind of sick person would do things like that.

Councilor Saccone noted the State has been trimming the trees along Route 214, stating that this work was well overdue. He stated large tractor trailers traveling along Route 214 to and from the Casino take down large branches that create hazards and damage to the town's fire trucks.

Councilor Buhle stated as this was her first term in serving on the Town Council that her favorite part of the meetings was the Public Comment. She stated that she loved hearing from their residents, noting their enthusiasm. She stated although she may not agree with the comments that she loved hearing residents' viewpoints, noting that she would rather hear opposing viewpoints. She commented on the importance to have a venue where their residents were allowed to share their opinions and voices.

Councilor Buhle continued by addressing Mr. Munger's comments in which he referred to a member of the Town Council stating, "*Just because it has always been done that way does not make it right.*" during their June 12, 2024 Town Council Meeting. She stated that she was the Councilor who made that comment, noting that she was quoting Admiral Grace Hopper, stating the quote was on the wall in the Mayor's Office. She noted in discussing divisions and having different opinions that she and Councilor Paul talk all the time, and that she would consider him a friend and colleague, even if they had different opinions on a lot of things. She stated although all the members of this Town Council do not always see eye to eye, that they did not have any animosity among them, noting that they were respectful of their differing views and that she was proud to be a part of it.

Councilor Buhle went on to comment on the Farmers Market, noting that she has spent more money with the Market's Kid Vendors than with any other vendors. She noted that she purchased a beautiful bracelet today, and that she has also purchased finger claws from Councilor Ryan's kids. She stated this year her favorite part was the Kid Vendors, noting that the Farmers' Market Committee did a great job making sure that each week they had an amazing kid vendor. She stated that she was grateful to the Farmers' Market Committee for creating a wonderful event for their Town.

Councilor Dombrowski stated that he echoed Chairman Rodriguez's comments regarding the Remembrance of 9/11. He stated that he spent part of his day today talking with some of their newer employees at work, who were either not alive when 9/11 happened or were less than one-year old. He stated he recalled he and his wife sitting outside and recognizing that there were no airplanes in the sky after the event. He stated in talking with the younger people he explained that the security at the Airports was totally different today. He stated prior to 9/11 you could walk all the way down to gate with your family member to see them get on the plane; and you could meet them at the gate when they were returning from a trip. You did not have to take your shoes off or have your personals scanned prior to getting on the plane, etc. He stated there was a perceived innocents that something like 9/11 would not happen on American soil, because those types of things happened thousands of miles away, and therefore, we did not have to worry about it. However, he stated the procedures we now have at Airports was something the next generation has been used to their entire life, versus what it was before the tragic attack.

Councilor Dombrowski continued by noting that annually he addresses Stop Signs. He stated Stop Signs do not say *Slow Down*. He stated because of his travel route that there were a few locations where he sees a lot of offenders of Stop Signs noting two locations were in front of schools. He noted no one stops at the following locations: Town Farm Road to the Gallup Hill School; Gallup Hill Road coming onto Colonel Ledyard Highway, and on Gallup Hill Road coming toward Spicer Hill Road. He stated these locations had the worst offenders, noting that nobody stops at these locations. He stated that he was not the Traffic Police, however, there were also a lot of people who do not stop before turning Right on Red; and now he was seeing people turn Left on Red. He stated the reason he mentions these observations was because he had concerns for the safety of pedestrians and other motorists, noting that motorists were in a 4,000-pound machine that they cannot stop on a preverbal dime.

Mayor Allyn, III, noted Councilor Dombrowski's comments about people disregarding Stop Signs. He reported that the State has installed cameras on all the state roads, which would take a picture of the license plate of vehicles that were either speeding or going through a Red Light. He stated that tickets would be mailed to the owner of the vehicle. He stated that one camera was located at the intersection of Colonel Ledyard Highway and Route 184.

Councilor Garcia-Irizarry noted Councilor Dombrowski's comments regarding motorists; stating that her son was learning to drive. She stated that her son was driving the speed limit with his father in the car and there was a truck tailgating them and blowing their horn for about a half mile, because her son was not going fast enough. She stated because her son was getting nervous and anxious with the truck behind him that when he took a righthand turn that he took it too wide, and his father had to grab the steering wheel so that they would not hit the car that was looking to pull out of the street. She stated all this was because the truck driver behind her son could not wait. She stated that they were not learning from experiences, noting the number of accidents they see in their town and on other roadways.

Councilor Garcia-Irizarry continued by remembering 9/11 stating when the tragic event happened in 2001, she was a college student. She stated she was in her car listening to the radio as she was getting ready to go to one of her classes. She stated that she had some friends whose birthday was on September 11th noting that they feel like they cannot celebrate their birthday on such a sad day.

Councilor Paul, attending remotely, thanked Chairman Rodriguez and others for their comments regarding 9/11. He stated during that tragic day America lost 13 Emergency Medical Technicians/Paramedics, 60 Police Officers, 343 Firefighters, 2,997 civilians; and the many others that lost their lives in the aftermath due to 9/11 illness, noting that we will never forget that day.

Councilor Paul stated September was Suicide Prevention Month and he encouraged people to call the Suicide Prevention Line at 988 if you or you know someone who was struggling. He stated Veterans were a high risk for suicide.

Councilor Paul went on to note that Ledyard resident Keith Parkinson passed away on September 2, 2024 at the age of 85. He stated Mr. Parkinson played a major role in the design and construction of the Tri-Town Trail that runs from Bluff Point to the Preston Plains Park. He stated he wanted to honor Mr. Parkinson this evening.

Councilor Paul wished Councilor Ryan Happy Birthday!

Chairman Rodriguez stated in remembrance of 9-11 that she has a tradition where she visits the 9/11 Site and picks out a couple of names of those who passed that day and then she reads their biography. She stated that she does that to honor those who passed away so that they were not forgotten. She encouraged others to also look up a name, read about the person, and not forget them.

Chairman Rodriguez stated Public Act 24-46 "*An Act Establishing a Property Tax Exemption for Veterans Who Have a Service-Connected Permanent and Total Disability Rating*" was approved by the State Legislation; and was scheduled to become effective on October 1, 2024. She stated this unfunded mandate would provide a loss of \$375,000 in tax revenues based on the 300 known eligible accounts. She stated that she would be working with the Mayor to send a letter to State Senator Cathy Osten and other Legislators in Southeastern Connecticut to request that the State develop a program to reimburse municipalities for the loss of revenue attributed to Public Act 24-46.

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the following:

Special Meeting Minutes of August 14, 2024

Regular Meeting Minutes of August 14, 2024

Special Meeting Minutes of September 4, 2024

Moved by Councilor Buhle, seconded by Councilor Dombrowski

VOTE: 7 – 0 Approved and so declared

COMMUNICATIONS

Chairman Rodriguez stated a Communications List has been provided on the meeting portal for tonight's meeting, and she noted referrals were listed.

COMMUNICATIONS LISTING FOR SEPTEMBER 11, 2024

INCOMING CORRESPONDENCE

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

OUT GOING CORRESPONDENCE

1. Admin Asst ltr to Mayor dated 8/15/2024 re: Action ltr. Town Council Regular Meeting of August 14, 2024.
2. Admin Asst ltr to Mayor dated 9/5/2024 re: Action ltr. Town Council Special Meeting of September 4, 2024.
3. LTC ltr to Board of Education dated 8/15/2024 re: Approved pass through of Fiscal Year 2023/2024 Additional Funding ASTE Program & Impact Aid
4. LTC ltr to Board of Education dated 8/15/2024 re: Approved \$90,888 - American Rescue Plan Act (ARPA) for Child and Family Agency – Mental Health Services Juliet W. Long & Gales Ferry School
5. Chairman Rodriguez ltr dated 8/15/2024 re: Assignment of Duties – Chairman Pro-tem Councilor Garcia-Irizarry 8/16/2024 – 9/1/2024
6. Chairman Rodriguez to Ms. Johnson email thread dated 8/16/2024 re: Request for Noise Ordinance – Referred to LUPPW
7. Councilor St. Vil to Mr. Davis email dated 8/19/2024 re: Plan of Conservation & Development (POCD)

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

NOTICE OF AGENDAS

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

MINUTES

1. Retirement Board Minutes 6/18/2024
2. Parks, Recreation & Senior Citizens Minutes 8/20/2024
3. Agricultural Commission Minutes 7/16/2024
4. Historic District Commission minutes 7/15/2024
5. Zoning Board of Appeals Minutes 12/20/2023
6. Water Pollution Control Authority Minutes 7/23/2024
7. LUPPW Cmt Minutes 6/3/2024
8. Finance Cmt Minutes 8/7/2024
9. Permanent Municipal Building Cmt Sp. Minutes 8/12/2024
10. Ledyard Beautification Cmt Minutes 8/6/2024
11. Inland Wetland & Water Courses Commission Minutes 8/6/2024
12. Planning & Zoning Commission Minutes 8/8/2024
13. Conservation Commission Minutes 8/13/2024
14. LUPPW Cmt Minutes 8/5/2024
15. Finance Cmt Sp. Minutes 8/14/2024
16. Admin Cmt Sp. Mtg & Work Session Minutes 7/24/2024
17. Town Council Sp. Minutes 8/14/2024
18. Town Council Sp. Minutes 9/4/2024
19. Town Council Minutes 8/14/2024

REFERRALS

Administration Committee

1. Board of Education Chairman email dated 9/11/2024 re: Proposed Amendments Ordinance 100-015 Permanent Municipal Building Cmt- Appointment of Temporary Board of Education Members
2. Mr. Cronin ltr dated 9/3/2024 re: Resignation – Library Commission
3. Ms. Nash ltr dated 9/3/2024 re: Resignation – Library Commission

Land Use/Planning/Public Works Committee

IX. COUNCIL SUB COMMITTEE, LIAISON REPORTS

Administration Committee

Councilor Garcia-Irizarry stated the Administration Committee met earlier this evening and addressed the following: (1) Ordinance #100-0115 (rev 1) “*An Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard*” - Councilor Garcia-Irizarry stated the Committee reviewed the proposed Amendments to the Ordinance with members of the PMBC. She also noted that the Committee has forwarded an item to the Town Council to schedule a Public Hearing on October 23, 2024 to present the proposed Ordinance Amendments to the Public for their comments; (2) Discussed developing a Code of Ethics and Establishing an Ethics Commission; and (3) Appointments – Councilor Garcia-Irizarry noted the Committee forwarded Ms. Cynitha Wright’s Application to the Town Council to be appointed to the Library Commission to fill a vacancy left by Mr. Brian Cronin. She thanked Mr. Cronin for his 16-years of service on the Library Commission noting that he was dedicated to the success of the Library, and that he would be missed.

Community Relations Committee for Diversity Equity & Inclusion

Councilor Brunelle stated the Community Relations Committee for Diversity, Equity & Inclusion met on August 21, 2024. She stated the Committee would continue to discuss the topics they had on the Agenda at their September 18, 2024.

Finance Committee

Councilor Saccone stated the Finance Committee met on September 4, 2024 and that they had one item under Old Business and two items under New Business on tonight’s agenda.

Land Use/Planning/Public Works Committee

Councilor Buhle stated the LUPPW Committee met on September 9, 2024, and they discussed the following: (1) Continued to work with the Historic District Commission on the process to designate the Spicer Homestead Ruins as a Historic Site. The Group agreed that the next step in the process was to conduct an A2 Survey of the property; (2) Illegal Dumping – Land Use Director-Town Planner Elizabeht Burdick would be reviewing Ordinance #300-012 (rev 1) “*An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard*” to determine whether it would be appropriate to amend the Ordinance to address the illegal dumping on other’s property; or whether a separate Ordinance would be needed; (3) Noise Ordinance – In response to a resident’s concerns about noise issues the LUPPW Committee would be researching mechanisms to address noise in residential neighborhoods; other than using an Ordinance to address these types of issues.

Board of Education

Councilor Garcia-Irizarry stated the Board of Education met on September 10, 2024 and discussed the following: (1) Gales Ferry School Roof Project was not progressing as well as the Juliet W. Long School Roof Project. Because of delays the Gales Ferry School Roof was not completed before school started on August 29, 2024. Therefore, the Contractor would be working on weekends to complete the project; (2) Budget Timeline – The Board of Education created a timeline for their Annual Budget Preparation. The Board of Education would like the Town Council to send them the Budget Letter of Directive in October, instead of November/December; (3) Capital Improvement Plan Prioritization – The Board of Education discussed forwarding their entire Capital Improvement Plan to the Town Council to bridge the

gap relative to the process used to prioritize their projects; (4) Working to set Goals for the Board of Education and to set Goals for the Superintendent of Schools – This would enable the Board of Education to evaluate themselves and the Superintendent at the end of the year.

Conservation Commission

Councilor Paul stated the Conservation Commission met on September 10, 2024 and discussed the following: (1) Clean Burton Trail – The Commission would be cleaning the Burton Trail on Sunday, September 29, 2024 and they were looking for volunteers to help with the work; and (2) 2024 Water Fest Day – Saturday, September 21, 2024 – Ledyard’s Conservation Commission, North Stonington’s Conservation Commission, Avalonia Land Conservancy, and others would be participating in the Event.

Chairman Rodriguez noted that the Town Council received an Invitation to attend the 2024 Water Fest on September 21, 2024

Parks, Recreation & Senior Citizens Commission

Chairman Rodriguez announced that this Friday, September 13, 2024, was the Senior Prom noting that it was going to be held at the Senior Center at 6:00 p.m. She stated the theme was Autumn Nights, and they have invited the Town Council and Mayor Allyn, III, to attend their Prom, noting that Tickets cost \$10 and that there would be refreshments served. She stated that she hoped they all could attend because the Seniors would love to see all of them at the event.

Farmers Market Committee

Chairman Rodriguez stated tonight was the last Farmers Market for the 2024 Summer Season. She congratulated Chairman Pam Ball and the whole Ledyard Farmers Market Committee on a job well done! She stated Ledyard’s Farmers Market was rated as #2 Best Farmers Market in the State of Connecticut for good reason. She noted the Farmers Market had excellent vendors, themes and activities this summer and that she was going to miss going to the Farmers Market each week. Again, job well done!

X. MAYOR’S REPORT

Mayor Allyn, III, reported on the following: (1) Backpack and School Supplies Distribution – August 19, 2024 - Mayor Allyn stated Ledyard’s Social Services distributed 56 Backpacks this year; which was the most they have distributed; (2) Gales Ferry Corridor Study Request for Proposals (RFP) – Mayor Allyn stated the town only received one Bid for the Project, noting that it came in \$25,000 higher than the \$50,000 that was earmarked from the American Rescue Plan Act (ARPA) funding. He stated although they were working to try to reduce the cost that additional funding would be required; (3) Human Resources Director Position – Mayor Allyn noted as he reported at the August 14, 2024 Town Council meeting their Human Resources Director took a job closer to home and for higher pay. He stated the town received a number of Applications and hired Christine Diaz, noting that she would be joining Ledyard on September 16, 2024. He stated Ms. Diaz interviewed well and was a well-rounded individual; (4) Senior Citizens American Rescue Plan Act (ARPA) Funding – Mayor Allyn stated Ledyard received its \$29,827 Senior Citizens ARPA Funding, noting that they were waiting to sign the Agreement. He stated once the paperwork has been completed Parks, Recreation & Senior Citizens Director Scott Johnson, Jr., and his staff were ready to spend the funds; (5) Hurricane Preparation Meeting – Eversource – Mayor Allyn stated he attended a Hurricane Preparation Meeting with Eversource. He stated due to a sandstorm in the southern part of the country that their region has been lucky this Hurricane Season, noting that the weather pattern for Connecticut has been very quiet. However, he stated for a Category 2 Storm that Eversource was projecting electric power outages for 2 – 3 weeks; (6) Habitat for Humanity Project – Colby Drive – Mayor Allyn stated he attended a meeting regarding the Habitat for Humanity Project which would construct 40-housing units. He stated the Construction Project would be phased-in over 5-years, noting that about 8-units would be built each year; (7) First Day of School – August 29, 2024 – Mayor Allyn stated he attended the first day of school where he saw Councilor Buhle’s son busy at work and he also saw his Executive Assistant’s two daughters; (8) Department of Emergency Management & Homeland Security (DEMHS) – Mayor Allyn stated he attended their Annual Meeting on

September 4, 2024. He stated Ledyard's DEMHS Region included 40 towns, noting that they had about \$350,000 to spend through a Budget Process to purchase items such as emergency generators, light towers, and road blockades, etc. He stated all this equipment was available to all DEMHS towns, noting that the town where the equipment was stored would be responsible to deliver the equipment to the town that was in-need; (9) Zoning Enforcement Officer – Mayor Allyn stated that Zoning Enforcement Officer Alex Samalot has taken a job closer to his home in West Hartford. He stated Ms. Hanna Gieanu has been hired and would join Ledyard on September 12, 2024. He stated Ms. Gienau was a Ledyard High School Graduate and has experience in the field for wetlands and wetlands soils; and was ready to work on zoning matters as well; (10) Opioid Settlement Funding Disbursement \$13,435.20 (McKinzie & Company) – September 6, 2024 – Mayor Allyn stated as a Party to the Class Action Case that Ledyard, along with all Connecticut Municipalities, have been receiving National Opioid Settlement disbursements from the Sackler Family Trust - Purdue Pharma, and others who were party to the case such as Johnson & Johnson, Teva, Allergan, Walgreens, CVS, and Walmart. He stated last year the Town Council appropriated \$36,100 from the National Opioid Settlement Funds to Ledge Light Health District/ Ledyard Prevention Coalition to implement programs to address opioid use disorder, prevention, to expand access to intervention, treatment, and recovery options. He stated that he would provide an update regarding the balance of these funds, noting that the Town Council may want to consider appropriating some funding to other organizations such as *Community Speaks Out* (see IV. Informational Items/Presentations above); (11) Council Chambers Microphones and Speakers – Mayor Allyn stated he was working with the MIS Department to upgrade equipment in the Council Chambers, to improve the sound quality in the meeting room; (12) Baby Delivery – Mayor Allyn congratulated Firefighter Brian Pepin for delivering a pre-mature baby. He stated the baby had to stay in the Neonatal Intensive Care Unit (NICU) for a few days, noting that Mother and Baby were doing well. He stated the family visited the Firehouse for all the firefighters who attended the call to see the baby and to thank them for their service; (13) Ledyard Farmers Market – Closing – Mayor Allyn stated he Rang the Bell for the final Farmers Market for the 2024 Season earlier this evening. He stated the Farmers Market Committee does an amazing job each year in putting on the Market each week during the summer months. He stated making the improvements at the Lower Town Green and to the Pole Barn has worked out great for events like the Farmers Market.

Questions to the Mayor

Councilor Dombrowski addressed upgrading the microphones and speakers in the Council Chambers, noting that the sound has been a long-standing issue. He provided clarification noting that the microphones that were in front of each person on the Dias were only connected to the audio recorder for the official recording of the meetings, explaining that they were not to amplify the speakers' voices. He stated the only microphone for those participating via Zoom was located on the OWL that was sitting several feet away from the Dias.

XI. OLD BUSINESS

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

In addition, transfer and appropriate \$245,000 from Account #0210-10-1210-12101 (CNR Undesignated) for said purpose.

Moved by Councilor Buhle, seconded by Councilor Dombrowski

Discussion: Councilor Saccone stated as the Motion indicated this funding would pay for the engineering work to bring the sewer line down Colby Drive and Fairway Drive and from the Library to the Post Office on Colonel Ledyard Highway. He stated the funding to pay for the engineering work would be coming from CNR Undesignated which had a current Balance of \$775,000. He went on to state that this CNR Undesignated Account was funded by fees collected at the Transfer Station, Recycling Revenue, and other various revenues that were received from a specific program. He stated this CNR Undesignated Account was not funded by taxpayer dollars.

Mayor Allyn, III, stated for the Fiscal Year 2023/2024 that the Transfer Station collected \$296,000; noting that the Transfer Station Revenues continue to accumulate each year.

Mr. Ed Lynch, Water Pollution Control Authority Chairman, 11 Red Brook Lane, Ledyard, stated that this engineering work was for Phase II of the Sewer Line Extension Project. He stated since they have begun work to extend the sewer line that there has been a lot of interest from Developers. He stated the WPCA has been working to be pro-active, so when the Developers approach them, they would at least have the design work in-place.

Mr. Lynch continued by stating that they do not have the final estimate for the construction of Phase III, which would upgrade/replace the inadequate 2.5-inch sewer line to a 6-inch line from the High School to Pennywise Lane; and would tie into the service lines that go to the Wastewater Sewer Treatment Facility. He stated that he thought that the cost would come in about \$950,000 under the original estimated budget. Mayor Allyn added that the design work for Phase III was 90% completed.

Councilor Dombrowski explained when the sewer line was originally installed from the High School to Pennywise Lane that they intentionally put a 2.5-inch line in because of the limitations of the Wastewater Treatment Facility at that time. Mr. Lynch stated that Councilor Dombrowski was correct; and he explained that the 6-inch sewer line would lay on top of the existing 2.5-inch sewer line, noting that the original line would not be disturbed. He went on to explain that the High School had a 12,000-gallon storage tank, noting that they could use the High School storage tank should they ever have to repair the sewer line. He stated eventually the High School would also be tied into the Wastewater Treatment Facility.

VOTE: 7 – 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	Kevin Dombrowski, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone,
EXCUSED:	Ryan, St. Vil

XI. NEW BUSINESS

- MOTION amend the Agenda to add the following
MOTION to discuss Board of Education Chairman Anthony Favry’s September 10, 2024 email requesting the Town Council conduct a comprehensive infrastructure study to include Ledyard school facilities.
Moved by Councilor Buhle, seconded by Councilor Brunelle

VOTE: 6 – 0 – 1 Approved and so declared (Dombrowski not in favor)

RESULT:	APPROVED 6 - 0 - 1
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	April Brunelle, Town Councilor
AYES:	Brunelle, Buhle, Garcia-Irizarry, Paul, Rodriguez, Saccone
NAYES:	Dombrowski
EXCUSED:	Ryan, St. Vil

Chairman Rodriguez noted that this item would be added as Item #3 on tonight’s agenda.

Finance Committee

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

Moved by Councilor Buhle, seconded by Councilor Saccone

Discussion: Mayor Allyn, III, stated this funding request was in response to several large Development Applications that have been submitted to the Land Use Department noting the following:

- Two substantial Applications have been received for Gales Ferry.

- Expecting an Application for about 125-Units of mixed use for the land behind the Town Hall.
- Expecting an Application for 225-Units across the street behind the former Ledyard Center School; plus, the rear wing of the Ledyard Center School would be developed to provide Age Restricted Housing.
- Habitat for Humanity 40-Units on Colby Drive.

Mayor Allyn went on to explain because Ledyard only had one Town Planner that they were looking to bring in Independent Consultants to provide additional support for these Applications, versus hiring someone. He stated when this activity dwindles, they could cease the use of the Consultants. He stated if only one of these Applications gets to the finish line that the new tax revenue it would generate would pay for the Independent Consultants.

Councilor Saccone thanked Land Use Director/Town Planner Elizabeth Burdick for getting ahead of a problem the town was having with the massive Building Applications.

VOTE: 7- 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Jessica Buhle, Town Councilor
SECONDER:	Tony Saccone, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone
EXCUSED:	Ryan, St. Vil

- MOTION to approve a tax refund to June Munch, 119 Whalehead Rd., Gales Ferry, CT 06335 in the amount of \$3,817.82.
 Moved by Councilor Saccone, seconded by Councilor Buhle
 Discussion: Councilor Saccone stated this was a refund for a triple payment of taxes. He noted in accordance with Tax Collection Procedures, that tax refunds over \$2,400 were required to be approved by the Town Council.

VOTE: 7 - 0 Approved and so declared

RESULT:	APPROVED 7 - 0
MOVER:	Tony Saccone, Town Councilor
SECONDER:	Jessica Buhle, Town Councilor
AYES:	Brunelle, Buhle, Dombrowski, Garcia-Irizarry, Paul, Rodriguez, Saccone
EXCUSED:	Ryan, St. Vil

- Discussion regarding Board of Education Chairman Anthony Favry’s September 10, 2024 email requesting the Town Council conduct a comprehensive infrastructure study to include Ledyard school facilities to the Finance Committee.

Chairman Rodriguez read Mr. Favry’s September 10, 2024 email as follows:

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

Good Evening Chairman Rodriguez & Councilors,

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

The Board of Education would like to request of Town Council that a comprehensive infrastructure study be conducted, inclusive of our school facilities, in order to better understand what the projected growth rates are and where there may be investments

needed to the facilities supporting our community and students. As you may be aware, space is limited across multiple of our school facilities and any major fluctuations in the student population could put significant strain on our ability to serve students and the faculty and staff the support them. We believe this type of comprehensive analysis is necessary to provide Town Council and the Board of Education with insight that will likely inform recommendations and decisions that will need to be made in the future to support this growth.

*We appreciate your consideration of our request.
Thank You,
Anthony Favry
Chairman, Ledyard Board of Education”*

Chairman Rodriguez asked Mayor Allyn, III, if he would like to make any comments.

Mayor Allyn, III, stated that the Board of Education’s request was surprising because it was only 4-years ago that the town completed the School(s) Consolidation/Improvement Project(s) (Middle School & Gallup Hill School- Renovate As New). He stated around 1989 Chow-Lawler conducted a Full Facilities Study; and that another Study was done around 2010. He stated based on the Requests for Proposals that the cost for these Studies ranged between \$87,700 to \$350,000 in 2010. He stated a Study such as these would be a major financial undertaking. He stated if the Study were to be conducted that it should occur as part of the Budget Process in the Capital Plan.

Councilor Dombrowski stated the reason he voted “No” to amend the Agenda to add this discussion was not because a Study was not needed. He stated Chairman Favry’s email that was received today did not facilitate a level of urgency in which it had to be added to tonight’s agenda. He stated Chairman Rodriguez could have announced that Chairman Favry’s email was received and referred it to the Finance Committee. Chairman Rodriguez noted that she planned to refer the Facilities Study to the Finance Committee this evening.

Councilor Paul stated that he agreed with Councilor Dombrowski’s comments, noting that he did not see the urgency. However, he stated that he also thought that the request for a Facilities Study should be discussed.

Councilor Garcia-Irizarry stated the Board of Education had concerns regarding the space of the School Facilities, noting as an example that although the Middle School was a new school that the Cafeteria was too small. She stated they cannot have a full grade eat lunch at the same time. She stated this should not have happened noting that she believed it was a bad design from the beginning. She stated the Board of Education had similar concerns regarding the Elementary Schools, noting that the Gallup Hill School had 600 students.

Councilor Dombrowski stated that he viewed a Town Facilities Study from a pragmatic perspective. He stated if the town had an additional number of housing units built in Gales Ferry; and if they had additional housing units built in Ledyard, as the Mayor mentioned earlier (see New Business Item #1 above) they have to look at what all this development was going to do to everything, not just the schools. He stated that they would have to look at the impact on the Police Department, Town Hall, the Library, Road Use/Maintenance, Public Works, Water, Sewer, Fire Response, etc. He stated with having nearly 1,000 additional housing units in town, that it was time to look at everything not just the schools. However, he stated that the town would have to plan for a Facilities Study as part of the Budget Process.

Councilor Buhle stated that she agreed that looking to conduct a Facilities Study should be referred to the Finance Committee; and that it should be part of the Budget Process. She stated because the schools were already at capacity, that she believed the Board of Education had a sense of urgency to start discussing a Facilities Study now, noting that schools take so long to build. She went on to state that the Parks & Recreation Department has been wanting to have a Parks Study done for quite some time, however, she stated due to the lack of funding that they have not been able to have a Park Study done. She stated the parks in her home state of Illinois were phenomenal, noting their playgrounds had zip lines, and splash pads, etc. She

stated a Park Study was necessary whether or not they had more people in town, to determine whether their Park Facilities were adequate to meet the needs of their residents. Therefore, she suggested they look at whether all their resources, including parks, were adequate, for our current population and their growing population.

Chairman Rodriguez referred the Facility Study to the Finance Committee.

RESULT: REFERRED

Finance Cmt Meeting: 09/18/2024; 5:00 p.m.

XV. ADJOURNMENT

VOTE: Councilor Buhle moved to adjourn, seconded by Councilor Brunelle.
7 - 0 Approved and so declared. The meeting adjourned at 8:33 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 September 11, 2024.

S. Naomi Rodriguez, Chairman



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0816

Agenda Date: 9/25/2024

Agenda #:

AGENDA ITEM
CORRESPONDENCE

Subject:

Communications List for September 25, 2024

Correspondence List:

(type text here)

COMMUNICATIONS LISTING FOR SEPTEMBER 25, 2024

INCOMING CORRESPONDENCE

1. Ms. Andrews email dated 9/12/2024 re: Illegal Dumping Ordinance
2. Mayor Memo dated 9/12/2024 re: Out of Country 9/26/2024 – 10/4/2024
3. Ms. Ribe ltr dated 9/13/2024 re: Governance Training Program
4. Ms. Forthergill email dated 9/14/2024 re: Ethics Commission
5. Ms. Franzone email dated 9/14/2024 re: Ethics Commission
6. Ms. Wilkinson email dated 9/14/2024 re: Ethics Commission
7. Mr. Samos email dated 9/14/2024 re: Ethics Commission
8. Ms. Roberts-Pierson email dated 9/15/2024 re: Application Quarry- Mount Decatur (former Dow-Styrenics Property) Route 12
9. Ms. Roberts-Pierson email dated 9/16/2024 re: Application Quarry- Mount Decatur (former Dow-Styrenics Property) Route 12
10. Mr. Hosey email dated 9/22/2024 re: Ordinance #100-015 Permanent Municipal Building Cmt (PMBC) Proposed Amendments
11. PMBC Action ltr 9/18/2024 re: Action ltr Mtg 9/16/2024
12. Retirement Board ltr 9/19/2024 re: Action ltr Mtg 9/17/2024
13. DTC Appointment Application dated 9/21/2024 re: Hellekson – Library Commission
14. DTC Appointment Application dated 9/21/2024 re: Harwood – Planning & Zoning Commission
15. RTC Appointment Application dated 9/11/2024 re: Thorne Library Commission
16. Land Use Director/Town Planner ltr dated 9/17/2024 re: Training Compliance Report to the Town Council - Planning & Zoning Commission & Inland Wetland & Watercourses Commission
17. Agricultural Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements
18. Library Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements
19. Historic District Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements
20. Inland Wetland & Watercourses Commission-DTC-RTC- ltr dated 9/24/2024 re: Reappointment Endorsements
21. Planning & Zoning Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements
22. Mr. Samos email dated 9/24/2024 re: Proposed Amendments- Ordinance #100-011 (rev 1) Social Services Board
23. Ms. Parkinson email dated 9/25/2024 re: Proposed Amendments- Ordinance #100-011 (rev 1) Social Services Board

OUT GOING CORRESPONDENCE

1. Admin Asst ltr to Mayor dated 9/12/2024 re: Action ltr. Town Council Regular Meeting of September 11, 2024.
2. LTC ltr to Cronin dated 9/19/2024 re: Thank you for Service – Library Commission
3. Admin Asst Memo to Farmers’ Mkt Cmt dated 9/23/2024 re: Meeting Schedule 2025 Calendar Year

NOTICE OF AGENDAS

1. Public Safety Agenda 9/16/2024
2. Historic District Commission Agenda 9/16/2024
3. Library Commission Agenda 9/16/2024

4. Retirement Board Agenda 9/17/2024
5. Parks, Recreation & Senior Citizens Agenda 9/17/20/2024
6. Agricultural Commission Agenda 9/17/2024
7. Zoning Board of Appeals Agenda 9/18/2024 – Cancelled
8. Water Pollution Control Authority Agenda 9/24/2024
9. Finance Cmt Agenda 9/18/2024
10. Community Rel Cmt for DEI Agenda 9/18/2024
11. Town Council Agenda 9/25/2024
- 12.

MINUTES

1. Public Safety Minutes 6/17/2024
2. Retirement Board Minutes 8/20/2024
3. Parks, Recreation & Senior Citizens Minutes 8//20/2024
4. Agricultural Commission Minutes 8/20/2024
5. Historic District Commission Minutes 8/20/2024
6. Library Commission Minutes 6/17/2024
7. Water Pollution Control Authority Minutes 8/27/2024
8. Finance Cmt Minutes 9/4//2024-
9. Finance Cmt Sp. Agenda 8/14/2024
10. Community Rel Cmt for DEI Minutes 8/21/2024
11. Town Council Public Hearing Minutes 9/11/2024
12. Town Council Minutes 9/11/2024

REFERRALS

Administration Committee

1. DTC Appointment Application dated 9/21/2024 re: Hellekson – Library Commission
2. DTC Appointment Application dated 9/21/2024 re: Harwood – Planning & Zoning Commission
3. RTC Appointment Application dated 9/11/2024 re: Thorne Library Commission
4. Agricultural Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements
5. Library Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements
6. Historic District Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements
7. Inland Wetland & Watercourses Commission-DTC-RTC- ltr dated 9/24/2024 re: Reappointment Endorsements
8. Planning & Zoning Commission-DTC ltr dated 9/24/2024 re: Reappointment Endorsements

Roxanne Maher

From: AT&T Desk <kim.andrews@att.net>
Sent: Thursday, September 12, 2024 1:02 PM
To: Roxanne Maher; meghanyoumell@gmail.com
Subject: Update: My conversation with Blight officer for City of New London re: 26 Lake Street yard waste

Roxanne and Meghan,
I spoke at length with the City of New London Blight Officer, Mr. Omi Morales. He is sending me a copy of their ordinance for property waste abuse and the actions that are taken when this happens in their city. I am feeling hopeful. He is very willing to talk with our blight officer or anyone involved. I will forward this to you when I get it, and then we can discuss next steps.

Thanks so much,
Kim

On Thursday, September 5, 2024 at 01:55:37 PM EDT, Roxanne Maher <council@ledyardct.org> wrote:

Please see attached Agenda for the
Ledyard Town Council Land Use/Planning/Public Works Committee
Meeting scheduled for Monday, September 9, 202 @ 6:00 p.m.



TOWN OF LEDYARD CONNECTICUT OFFICE OF THE MAYOR

Fred B. Allyn III
Mayor

Kristen Chapman
Executive Assistant

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

Date: September 12, 2024

To: Naomi Rodriguez, Ledyard Town Council Chairman
Chief John Rich
Chief Dispatcher, Paula Smith
LFD Fire Chief Mann, Gales Ferry Fire Chief Erhart

Subject: Mayor out of Country

This memo is to notify you that I will be out of the country beginning on the morning of September 26, 2024 and returning to CT the evening of October 4, 2024.

In accordance with the Town of Ledyard Charter, Chapter III, Section 2 the Town Council Chairman shall be the Acting Mayor. Contact Chairman Rodriguez at (860) 910-9918 or Naomir@Ledyardct.org

I will have limited cell and email communications during this time.

Sincerely,

Fred B. Allyn III
Mayor

Roxanne Maher

From: Keva Fothergill <kevafothergill@sbcglobal.net>
Sent: Friday, September 13, 2024 7:28 AM
To: Town Council Group
Subject: Ethics committee

Town Council:

I support the formation of an Ethics Committee

In Ledyard and would gladly sit on said committee, if members are needed. I do not currently participate in any other boards/committees.

Contact information:

Keva Fothergill
16 Osprey drive
Gales Ferry
[8608573565](tel:8608573565)

[Sent from AT&T Yahoo Mail for iPhone](#)

Roxanne Maher

From: Joe Franzone <joefranzone@gmail.com>
Sent: Thursday, September 12, 2024 10:26 PM
To: Town Council Group
Subject: Ethics Committee

We should have one!
Thanks, Joe Franzone
66 Hurlbutt Rd.

--

'Every day's a Holiday!'

Roxanne Maher

From: Alicia <amlyons77@aol.com>
Sent: Thursday, September 12, 2024 9:08 PM
To: Town Council Group
Subject: I support an Ethics Committee

Good evening,

I am a Ledyard resident of 17 years now. As I am reading about the proposed apartment complex in Gales Ferry, a blasting company and other projects being done its past time for Ledyard to have an Ethics Committee to protect our residents, wildlife and businesses.

I fully support our town organizing an ethics committee and hope it happens before these big projects are approved.

Please reply with any questions or concerns.

Thank you,
Alicia Lyons

Roxanne Maher

From: Lynn Wilkinson <lynnwilkinson57@comcast.net>
Sent: Thursday, September 12, 2024 6:04 PM
To: Town Council Group
Subject: Ethics committee

Dear Town Council members

I am would like to respectfully request that an Ethics commission be formed for our town. It seems odd to me that Ledyard is one of very few towns that doesn't have one, and I believe this should be rectified.

Lynn Wilkinson
57 Terry Road
Gales Ferry, CT 06335
Sent from my iPhone

Dear Chairperson Brunelle & Town Council Members:

I apologize for the delay in circling back with the meeting I had with New London Neighborhood Coordinator, Yamilla Mateo on 8/28/24. Here I present my notes and subsequent thoughts from the time spent with her.

First, I should note that the passion and enthusiasm Ms. Mateo exuded was remarkable - such a positive attitude filled with hope and excitement and passion for what she does. There she was, clearly a person dedicated to and in love with her community and its residents. It was one of the most inspiring memories I took away from sitting with her. Her goal is “shaping the culture of leaders” in New London.

Most of the material that she presented is in line with my vision for our own Governance community outreach program. Also, it should be noted that New London has been providing these classes to its residents for approx. 20 yrs.

THE CLASSES:

There are several pieces of the town governance pie that New London addresses in their Academy program:

- Town Departments (Fire, Police, Public Works, etc)
- The Mayor’s vision
- Housing (Seniors, HUD)
- Commissions
- State Reps - guest speakers

THE NITTY GRITTY

Each Dept Head/Chairperson creates and presents for up to one hour. These presentations can be recycled from class to class as much of the information is fairly standard. There are PowerPoint presentations presented by each department head or commission chairperson (or designate) in addition to handouts. Residents can discuss how to get a new curbside recycling bin, where to pay taxes, why their mailbox in the winter always takes a beating from plow trucks and what to do about it, etc etc. Yamilla provides requirements to each dept head/chairperson for what should be covered, but they are responsible for putting together the actual content/presentation. Their business cards and/or contact info is included in the hand out material.

Each class per week is 3 hrs. The class runs 5 wks. Registration is free but is required. Residents only. Since Yamilla took over the position, these Academy classes are expected to be held only once each year. She plans to increase.

Presentations typically include who does what when and why. Commissions discuss processes and regulations but steer clear of any specific applications, obviously.

OBSTACLES:

The biggest obstacle Yamilla noted is space. Ledyard's biggest challenges in addition to space will be time and resources.

INITIAL SUGGESTIONS/FEEDBACK:

These suggestions are severely limited but in no way should it be contrived as a complete list:

1. Develop a Commission on Education to provide a vision and mission statement, and then to organize and execute the goals and objectives of providing much needed information to our residents, new and existing, as declared in the vision and mission statement. This commission would be tasked with: determining what information is required (content); developing a community outreach plan (dissemination of info, social media communications, promotions at local events, etc); working with local constituents and stakeholders to coordinate classes (secure time and location; technology - online access; and scheduling, etc etc); respond to feedback from class "graduates"; other.
2. Hire a planning consultant (one time) to coordinate with our current Land Use Dept to develop a relevant presentation on Town Planning and Land Use functions in CT. This presentation should include the legal framework surrounding the roles and functions of the dept. I make this suggestion for a consultant knowing how busy our Planning and Land Use dept is currently. Ultimate content would come from our own Planner and Land Use Dept staff.
3. Coordinate involvement with our State Reps
4. Others?

CONCLUSION

There is so much more we could offer by means of education and town government outreach, but Rome was not built in a day. If the foundation laid is secure and strong, we can continue to build on it. The key is sustainability and access. To that end we must pursue!

Roxanne Maher

From: Markos Samos <markwsamos@gmail.com>
Sent: Saturday, September 14, 2024 8:28 AM
To: Town Council Group
Subject: Ethics Committe

I wish to request that the Town Council create an ethics committee. I am concerned that without such a committee this town runs the risk of self interested parties making decisions on their behalf and not that of the town's people.

I have been a resident of Gales Gales for 44 years and love this town. I am concerned that given the current political climate some decisions may not be in the best interest of the town.

--

Thank You
Markos Samos
33 Robin Hood Drive
Gales Ferry

Roxanne Maher

From: George Hosey <ghosey924@gmail.com>
Sent: Thursday, September 19, 2024 8:30 AM
To: Carmen Garcia Irizarry
Cc: Town Council Group; Anthony Favry; garyjonschneider@comcast.net; Fred Allyn, III
Subject: Re: 100-015

Thank you

GH

On Monday, September 16, 2024, Carmen Garcia Irizarry <CGIri@ledyardct.org> wrote:

Hi Mr. Hosey,

Thank you very much for your email. I appreciate your input and we will address your questions at the next Town Council meeting where we will be discussing the ordinance.

Respectfully,
Carmen N. Garcia-Irizarry
Ledyard Town Councilor
Administration Committee Chair

Sent from my iPad

On Sep 16, 2024, at 4:01 PM, ghosey924@gmail.com wrote:

Hi all,

At the recent Admin Committee meeting, Council Chair Rodriguez, with my permission, read an email to the Committee.

Although, as Chair Rodriguez stated, I am currently a member of the PMBC, the opinions expressed in that email, as well as this one, are my own, and do not necessarily reflect the views or opinions of my fellow PMBC members.

I had written that email in the hopes that it would generate discussion and resolution of several questions regarding the proposed revision to Ordinance 100-015 governing the PMBC. I was, thus, surprised, when it, instead, spurred a 5-minute effort by the committee to (incorrectly) analyze my motivations for writing said email. While I have absolutely no idea how my motivations for emailing impact the content of the ordinance, I thought I would write to clarify.

While there was discussion of last year's situation in which a bid waiver was denied by the Town Council, that has absolutely nothing to do with my email of last week. My motivations are quite simple. As someone who lives and volunteers in Ledyard, I want to see the town enact clear, intelligent ordinances that benefit the town. To that end, I see that a more recent version of the proposed ordinance revision discusses the Town Council rejecting the PMBC recommendation and referring it back to PMBC, instead of the previous wording that simply allowed TC to choose a different vendor. The new wording is in line with what I was requesting. Thank you for that.

Unfortunately, other questions remained unaddressed.

- Who is the “firing authority” for an owner’s rep? In the unlikely event an owner’s rep performs or behaves in a manner warranting termination of their employment with the town, who makes that decision – the PMBC, the Town Council, or the Mayor?
- What is the basis of the \$500k number? Why not \$250k, \$1M, \$2M? What is the statistical or historical significance of \$500k?
- The proposed revision defines a quorum as a majority of regular members. This is fine. It also states that temporary members may vote only on matters concerning the project for which they have been appointed. This is also fine. However, the ordinance leaves unanswered whether a quorum of regular members can vote on matters concerning temporary projects, such as schools, if neither of the temporary members appointed for that project is present. Is it the intention of the Council that regular members may vote on questions concerning the temporary projects without a temporary member

present? If so, this section is also fine as-is. If not, then this section requires additional verbiage.

Thank you for your time and attention.

George Hosey

Ledyard Resident

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Roxanne Maher

From: Anne Roberts-Pierson <ar-pierson@att.net>
Sent: Monday, September 16, 2024 9:35 AM
To: Elizabeth Burdick
Cc: Town Council Group
Subject: Re: Quarry application, more public hearing session request

Thank you Liz.

Please feel free to "post" my request for more quarry applic. public hearing sessions to the quarry application itself as well, just as you have done with my other requests such as:

- Regarding expert(s) retention for the Town paid for by the applicant
- Regarding recusal of Mr. Whitescarver and Atty Avena and Suisman Shapiro

I understand that any communication with you and the Land Use office and the P/Z commission is open to scrutiny by all and thus this e-request to the P/Z Commission SHOULD be posted to the quarry application.

Thank You
Anne RP

On Monday, September 16, 2024 at 06:31:48 AM EDT, Elizabeth Burdick <planner@ledyardct.org> wrote:

Good morning, Anne, I will forward your email to Chairman Capon. Thank you.
Sent from my iPhone

On Sep 15, 2024, at 11:44 PM, Anne Roberts-Pierson <ar-pierson@att.net> wrote:

Dear Liz and Ledyard Planning and Zoning Commission,

After thoughtful attention to the public hearing process now in play as relates to Gales Ferry Intermodal quarry application, I respectfully request **weekly sessions** of said public hearing due to all the inputs that will be necessary in order for all interested parties to participate within the regulatory time frames of Planning and Zoning applications.

For clarity, I share a quick list of the voices needing to be heard:

1. GFI presentations by Attorney Heller and many of their experts.
2. Experts for the Town of Ledyard, paid for by the Applicant.
3. Gales Ferry District intervenor experts or legal representation.
4. Citizens of the Town of Ledyard and surrounding towns who want to be heard and their numbers are quickly expanding.

Two hours allotted to the quarry application were quickly used up by the applicant on Sept. 12, 2024 and only Atty Heller and 2 of their experts presented material.

Will the applicant and their experts take up ALL the time at the Sept. 26, 2024 next session which may be about 4 hours time?

Two weeks after that is October 10 (Thurs) and the info on the P/Z Sept 12 agenda says that the quarry application **Public Hearing must close by October 16 (Wed).**

SO, if GFI takes up all the time on Sept. 26, using the current 2-week interval system, that leaves only one public hearing session on October 10 for Town of Ledyard experts, GFD intervenor expert testimony AND all the voices of the local and regional public who want to present their views.

I just don't see how the "the public" is going to be able to adequately participate in person in this application's public hearing process using the 2-week interval system. Do you?

Thank you for any consideration of this request.

Yours sincerely,
Anne Roberts-Pierson
4 Anderson Drive
Gales Ferry, CT 06335

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Roxanne Maher

From: Anne Roberts-Pierson <ar-pierson@att.net>
Sent: Sunday, September 15, 2024 11:44 PM
To: Elizabeth Burdick
Cc: Town Council Group
Subject: Quarry application, more public hearing session request

Dear Liz and Ledyard Planning and Zoning Commission,

After thoughtful attention to the public hearing process now in play as relates to Gales Ferry Intermodal quarry application, I respectfully request **weekly sessions** of said public hearing due to all the inputs that will be necessary in order for all interested parties to participate within the regulatory time frames of Planning and Zoning applications.

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I just don't see how the "the public" is going to be able to adequately participate in person in this application's public hearing process using the 2-week interval system. Do you?

Thank you for any consideration of this request.

Yours sincerely,
Anne Roberts-Pierson
4 Anderson Drive
Gales Ferry, CT 06335



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

741 Colonel Ledyard Hwy
Ledyard, Connecticut 06339
860-464-3222

Chairman Gary Schnieder

September 17, 2024

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

Dear Mayor Allyn:

At its Special Meeting held on September 16, 2024, The Permanent Municipal Building Committee took the following actions:

- Approved Silver Petrucelli & Associates Inv #24-1004 dated 9.1.2024 in the amount of \$1890.00 for Project 22.331 Ledyard – Gales Ferry Roof and PV
- Approved Silver Petrucelli & Associates Inv #24-1005 dated 9.1.2024 in the amount of \$1890.00 for Project 22.331 Ledyard – Juliet Long Roof & PV
- Approved Silver Petrucelli & Associates Inv #24-1006 dated 9.1.2024 in the amount of \$498.00 for Project 22.331 Ledyard – BOE Roof
- Approved The Imperial Company Restoration Contractor, Inc. Payment Application dated 8.31.2024 in the amount of \$850,020.00 for Project 24-125 Gales Ferry School
- Approved The Imperial Company Restoration Contractor, Inc. Payment Application dated 8.31.2024 in the amount of \$75,253.74 for Project 24-137 Ledyard BOE Offices
- Approved Gold Seal Roofing LLC Application and Certificate for Payment dated 8.31.2024 in the amount of \$676,253.22 for Project 24-139 Juliet Long School – Roof Replacement and Photovoltaic Project
- Approved an increase in cost of \$1250.00 for CIRMA (Connecticut Interlock Risk Management) Builder's Risk Policy for School Roof projects
- Approved Friar Architecture Inv. #2023-121A-04 dated 8.31.2024 in the amount of \$13,545.00 for Project 2023-121A Ledyard-Juliet Long HVAC
- Approved the beginning process of hiring an Owner's Representative for the Juliet Long HVAC Project.

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

Respectfully submitted,



Kristen Chapman
Executive Assistant to the Mayor
PMBC Support Staff

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



Chairman John Rodolico

TOWN OF LEDYARD CONNECTICUT RETIREMENT BOARD

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

September 19, 2024

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

Dear Mayor Allyn:

At its Regular Meeting held on September 17, 2024, the Retirement Board took the following actions.

- Approved payment of USI invoice #90100392, dated August 30, 2024, in the amount of \$1,200.00, for benefit calculations for Mark Yeulls, Tammy Browing (death benefit) and one benefit calculation for Brian Pepin, (the second calculation will be paid by the employee).
- Approved payment of invoice #609_09302024, to Fiducient Advisors, dated September 16, 2024, in the amount of \$12,475.39, for consulting costs for the Town of Ledyard Defined Benefit Pension Plan for the billing period July 1, 2024, to September 30, 2024.

Respectfully submitted,

Christina Hostetler
Town Hall Assistant

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

Application Form

Profile

George _____ S _____ Maggredor _____
 First Name Middle Initial Last Name

g.scott.macgregor@gmail.com _____
 Email Address

47 rose hill rs _____ J _____
 Home Address Suite or Apt

Ledyard _____ CT _____ 06339 _____
 City State Postal Code

Mobile: (860) 908-7207 _____ Home: (860) 908-7207 _____
 Primary Phone Alternate Phone

Which Boards would you like to apply for?

Building Code Board of Appeals: 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?

Give bach

Community Involvement

Ledyard fail and jp

Educational Background

Northeastern

Self employed _____ _____
 Employer Job Title

Upload a Resume

Party Affiliation

Party Affiliation *

- Independent
- Other

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)

Scott mac

Roxanne Maher

From: So Rodriguez <ledyarddtcncnaomi@comcast.net>
Sent: Wednesday, September 18, 2024 12:31 PM
To: Roxanne Maher
Subject: James Harwood - P& Z Vacancy

Hello Roxanne,

The DTC Nominating Committee has voted on 9/13/24 to forward/recommend Mr. James Harwood to fill the open alternate vacancy on the Planning & Zoning Commission left by Ms. Jessica Cobb. Ms. Cobb left the alternate position to fill a regular member position. Thank you.

Respectfully,

Naomi Rodriguez, Chair
DTC Nominating Committee

Application Form**Profile**

James _____ Harwood _____
 First Name _____ Middle Initial _____ Last Name _____

h.james.harwood@gmail.com _____
 Email Address _____

10 Eska Drive _____ Suite or Apt _____
 Home Address _____

Ledyard _____ CT _____ 06339 _____
 City _____ State _____ Postal Code _____

Home: (860) 464-9653 _____
 Primary Phone _____ Alternate Phone _____

Which Boards would you like to apply for?

Planning & Zoning 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?

I am currently a member of the Ledyard Conservation Commission and have been a member of the Commission since June of 2021. Tony Capon, Chair of the Planning and Zoning Commission, recently asked if I would be interested in also joining the Planning and Zoning Commission to fill a current vacancy and to bring a Conservation Commission perspective to the Planning and Zoning Commission.

Community Involvement

Ledyard Conservation Commission (6-30-21 to present), Ledyard Soccer Club (1990 - 2020) - coach, referee, referee assignor, fields coordinator, board member

Educational Background

BS Chemistry BS Biology PhD Biochemistry

Retired _____ Retired Biochemist _____
 Employer _____ Job Title _____

Ledyard Conservation Commission application_6-9-2021.pdf _____
 Upload a Resume _____

Party Affiliation

Party Affiliation *

 Democrat

Disclaimer & FOIA Information

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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)**

James Harwood

Roxanne Maher

From: So Rodriguez <ledyarddtcncnaomi@comcast.net>
Sent: Saturday, September 21, 2024 1:05 AM
To: Roxanne Maher
Subject: Library Commission Vacancy - Wendy Hellekson
Attachments: Hellekson Resume 2024 Commission.pdf

Hello Roxanne,

The DTC Nominating Committee voted on 9/19/24 to forward/recommend Ms. Wendy Hellekson to fill the open vacancy on the Library Commission left by Ms. Rebecca Nash. Please see attached Ms. Hellekson's resume. Thank you.

Respectfully,

Naomi Rodriguez, Chair
DTC Nominating Committee

Application Form

Profile

Wendy _____ Hellekson _____
First Name Middle Initial Last Name

wendy@hellekson.com _____
Email Address

14L Lakeside Drive _____
Home Address Suite or Apt

Ledyard _____ CT _____ 06339 _____
City State Postal Code

Home: (860) 319-4840 _____
Primary Phone Alternate Phone

Which Boards would you like to apply for?

Library 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?

I am a second generation librarian and I believe strongly in town libraries and would love to support ours in a more active role. Our current library does an excellent job servicing the town and I feel that I can add a different lens to the process as a school librarian. I would also enjoy learning how their library is structured and that may help inform my librarianship.

Community Involvement

I am the current chair of the Ledyard Democratic Town Commission.

Educational Background

Please see my resume, I have extensive educational and library experience.

Town of Ledyard _____ Media Specialist _____
Employer Job Title

[Hellekson Resume 2024 Commission.pdf](#)
Upload a Resume

Party Affiliation

Party Affiliation *

 Democrat

Disclaimer & FOIA Information

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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)**

Wendy Hellekson

Wendy Hellekson
 Ledyard, Connecticut 06339
 Cell: 860.319.4840
 Email: wendy@hellekson.com
 Online Portfolio: <https://whelleks.wixsite.com/mlis-portfolio>
 Gallup Hill School Library Page: <https://galluplibrary.my.canva.site/home>

Education, Honors, and Certifications

Education

Master of Library/Info Science with K-12 Certification Kent State University <i>Kent, Ohio</i>	Aug. 2019
Master of Teaching in TESOL with Public School Certification The School for International Training now SIT Graduate Institute <i>Brattleboro, VT</i>	2005
Bachelor of Science in Psychology Northeastern University <i>Boston, Massachusetts</i>	2001

Certifications

Expiration

Connecticut Professional Certification #C032010000131 TESOL Connecticut SCHOOL LIBRARY-MEDIA SPECIALIST	2/7/2025 Currently in recertification process.
---	---

Specialized Training

Capturing Kids Hearts

Trained in Capturing Kids Hearts - creating a respectful classroom.

Strategic Instruction Model Strategies (SIM Strategies) Attended

training in and/or teach using the following:

Sentence Writing Strategy, Word Identification, Fundamentals of Paraphrasing and Summarizing, Paraphrasing Strategy, LINC'S Vocabulary Strategy, Sentence Writing Strategy (proficiency), Paragraph Writing Strategy, Error Monitoring Strategy, Assignment Completion Strategy, Test Taking Strategy, SLANT

Accelerated Reader – Renaissance

Implemented a building wide effort to increase reading. Students were required to read 20 minutes a day building-wide and were given awards and prizes for meeting their reading goals. Cataloged all the books in the classroom (roughly 700) in terms of accelerated reader goals and provided students the skills to find books within their reading range. Became the building-wide manager for the software and made sure it was accurate.

Data Driven Decision Making (DDDM)

Implements Data Driven Decision Making in my classroom and as a building coach. This is the use of data to inform the teacher how they should proceed with instruction. This helps the school with the district drive towards DDDM. I am able to show others how to use DDDM in their own classes.

Wendy Hellekson

Résumé– Con't 2

Google Certification

Basic Google Certification – 16 hours of online coursework

Marzano

Attended 2-day seminar in Marzano techniques to inform and instruct my teaching. Also, a building coach for Marzano.

Explicit Direct Instruction

Attended a weeklong training in EDI. Techniques involved keeping students active and engaged in lessons. Increases retention of lesson information.

Computer Skills

Very strong computer skills. I am interested in any programs that can enhance classroom instruction or provide useful data for DDDM

- *ALEKS* – online math program.
- Ellevation – EL progress monitoring software
- Fluent in *Microsoft Office Suite* including: Word, Excel, PowerPoint, Outlook, and Publisher.
- Follett: Destiny, Destiny Quest.
- PowerSchool trainer for Ella T. Grasso.
- Unofficial Google Trainer at Ella T. Grasso
- ParentSquare
- SmartBoard use and implementation

Employment

Media Specialist at Gallup Hill School

August 2022 – Present

Ledyard Board of Education, *Ledyard, CT*

- Teaches Pre-K through 5th grade classes in AASL standards.
- Teaches basic computer proficiency in the Google Suite to 3rd -5th grade.
- Maintain a library of 10,000 volumes: check-ins and outs and keeping up with the latest technology and media.
- Maintain out-facing website for students, teachers and guardians.

TESOL Instructor at Ella T. Grasso Technical High School

August 2005 – August 2022

State of CT Technical High School System, *Groton, CT*

- Teaches EL classes to students that identifies and addresses areas of instructional need in English Language Acquisition.
- Coteaches in academic classes alongside core subject teachers.
- Monitors student progress and ensures progress in English Language acquisition and literacy.

EFL Instructor – *LiveUSA* Online

2005-2006

- Taught English Language as a foreign language online to Chinese students throughout Asia.

Student Teaching

Fall 2004

Student Teacher – *Keene School District* Keene New Hampshire Assisted teaching K-8:

- Taught ESL to elementary students
- Used Brain Gym as a way to engage learners.

Student Teacher – *Putney Center School* Putney Vermont

Spring 2005

- Assisted in a 3rd Grade class
- taught cursive writing and literacy skills to students

MLIS Practicum

Spring 2019

100 hours – *Ella T. Grasso Technical High School* – Groton, Connecticut

- Added and removed books from the collection.
- Cataloged original materials
- Marketed the library to the students and staff through posters and morning/afternoon announcements and videos with other staff members
- Set the library up to be moved to a new building,
- Taught classes in research methods using Google operators and using an online database.

Allied Employment*School Based Interventionist*

Healthcare and Rehabilitative Services of Vermont (HCRS) *Springfield, Vermont* 2001-2003

- Employed behavior modification techniques to help transition elementary and middle school students back to public school.
- Trained and certified in several de-escalation techniques

The Putney School, intermittent employment *Putney, Vermont*

1996-2005

Library Assistant

- Cataloging books, checking books in and out, make book buying recommendations, book shelving, student monitoring in the evenings, and assisted students with research.

Summer Programs Assistant to the Assistant Director

- Data entry, Filing, photocopying, scheduling adults and students in evening classes, driving a bus, arranging for the technical aspects of assemblies and other special events.
- Assisted students, staff and parents with issues related to boarding summer camp.
- Assisted with advertising

Language Abilities

- Low Moderate Spanish and French– able to communicate and write letters home to parents and instruct students in academics. Study both to help increase my effectiveness
- Russian study regularly

Professional Affiliations

TESOL – 2005 to present

American Library Association – 2016- present

Connecticut Library Association – 2017 – present

References available on request

Roxanne Maher

From: Eleanor Murray <eleanor.murray06@gmail.com>
Sent: Thursday, September 19, 2024 4:12 PM
To: Town Council Group
Subject: ETHICS COMMISSION

I am writing in favor of the establishment of an Ethics Commission in Ledyard for several important reasons.

- 1) Ledyard is one of only 22 out of 169 towns in CT without this important group;
- 2) many of the boards and commissions in place have the same people in place for years and there are redundancies among them, this causes a small number of people running everything in town with no restraints;
- 3) the State of CT urges every town to have an Ethics Commission and provides supporting documentation and materials for establishing such a Commission.

Thank you for your attention to this important matter.

Application Form

Profile

Gillian	B	Thorne
<small>First Name</small>	<small>Middle Initial</small>	<small>Last Name</small>

gbthorne@sbcglobal.net
Email Address

3 adios lane	
<small>Home Address</small>	<small>Suite or Apt</small>

Ledyard	CT	06339
<small>City</small>	<small>State</small>	<small>Postal Code</small>

Mobile: (860) 912-0924	
<small>Primary Phone</small>	<small>Alternate Phone</small>

Which Boards would you like to apply for?

Library 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?

Civic engagement is the foundation of citizen involvement in government. My thirty-year career in education of course made me very knowledgeable about the importance of and evolution of libraries specifically and dissemination of information to the public in general.

Community Involvement

RTC membership, former secretary; church outreach (Strawberry Supper chair five years), Red Cross Blood Drive manager, Women's Fellowship Program co-chair, Missions Secretary, Visitation Chair, etc.); Book club organizer (open membership)

Educational Background

PhD UConn Curriculum and Instruction, Masters degree UPENN Education

Retired from UCONN; former principal Stonington Deans Mill and Franklin Elementary	Director UCONN Early College Experience eleven years
<small>Employer</small>	<small>Job Title</small>

Upload a Resume

Party Affiliation

Gillian B Thorne

Party Affiliation *

Republican

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)

Gillian B. Thorne

9/11/24 RTC Endorses
MB. Thorne for the Library Commission




TOWN OF LEDYARD

Department of Land Use and Planning

Elizabeth J. Burdick, Director

741 Colonel Ledyard Highway, Ledyard, CT 06339

Telephone: (860) 464-3215, Fax: (860) 464-0098

Email: planner@ledyardct.org

September 17, 2024

Naomi Rodriguez, Chairperson
Ledyard Town Council
741 Colonel Ledyard Highway
Ledyard, CT 06339

RE: Ledyard Planning & Zoning Commission, Zoning Board of Appeals and Inland Wetlands & Watercourses Commission – Training Compliance Report to Town Council

Dear Chairperson Rodriguez,

In accordance with CGS §8-4c(c) (*Training for members of planning, zoning or combined planning and zoning commissions and zoning board of appeals. Training guidelines. Statement of Compliance*) (copy attached hereto), members of the Ledyard Planning & Zoning Commission and the Ledyard Zoning Board of Appeals have complied with the requirements for Commissioner training as follows:

Planning & Zoning Commission (PZC):

Note: Required 4 hours of training include 1 hour of affordable & fair housing policies.

<u>Name</u>	<u>Appt. Date</u>	<u>Training Deadlines/Hours</u>
Tony Capon, Chairman	1 st Term 11/10/21-10/31/21	01/01/24/8 hrs.
Paul Whitescarver, Vice Chairman	1 st Term 03/23/22-12/31/26	01/01/24/8 hrs.
Marcelle Wood, Secretary	1 st Term 09/22/21-10/31/24	01/01/24/8 hrs.
Howard Craig	1 st Term 03/23/22-12/31/25	01/01/24/8 hrs.
Jessica Cobb	1 st Term 10/24/22-12/31/26	01/01/24/8 hrs.
Michael Miello (Alt. Member)	1 st Term 11/09/23-10/31/25	11/09/24/4.5 hrs.
Beth Ribe (Alt. Member)	1 st Term 05/22/24-12/31/26	05/22/25/ Req. by 5/22/25

Zoning Board of Appeals (ZBA):

Note: Required 4 hours of training include 1 hour of affordable & fair housing policies.

<u>Name</u>	<u>Appt. Date</u>	<u>Training Deadlines/Hours</u>
John Proctor, Chairman	2 nd Term 12/07/23-12/06/29	01/01/24/8 hrs.
Richard Murphy, Vice Chairman	2 nd Term 12/07/23-12/06/29	01/01/24/8 hrs.
Sharon Pealer	1 st Term 11/21/13—12/04/25	01/01/24/8 hrs.
John Rodolico	1 st Term 11/20/20-12/04/25	01/01/24/8 hrs.
Eric Treaster	1 st Term 12/03/19-12/04/25	01/01/24/8 hrs.

Inland Wetlands & Watercourses Commission (IWWC):

Although members of the IWWC are not required to completed training in accordance with C.G.S. Sec. 8-4c, it should be noted that all current Commissioners have completed 8 hours of training regardless.

There is no record this report was submitted to Town Council by March 1, 2024 as required, subsequently, I am filing the report on this date. The next compliance report will be forwarded to the Town Council no later than March 1, 2025.

Please contact me with any questions. Thank you.

Sincerely,

Liz Burdick

Director of Land Use & Planning
Town of Ledyard

- C: Mayor Fred Allyn, III
- Roxanne Maher, Admin. Asst. to Town Council
- Tony Capon, PZC Chairman
- John Proctor, ZBA Chairman
- Justin DeBrodts, IWWC Chairman
- Anna Wynn, Land Use Asst.
- Hannah Gienau, Zoning & Wetlands Official

Attachment “A”
Commissioner Training Report
Town Council - 09/17/24

C.G.S. Sec. 8-4c. Training for members of planning, zoning or combined planning and zoning commissions and zoning boards of appeals. Training guidelines. Statement of compliance. (a)

On and after January 1, 2023, each member of a municipal planning commission, zoning commission, combined planning and zoning commission and zoning board of appeals shall complete at least four hours of training. Any such member serving on any such commission or board as of January 1, 2023, shall complete such initial training by January 1, 2024, and shall complete any subsequent training every other year thereafter. Any such member not serving on any such commission or board as of January 1, 2023, shall complete such initial training not later than one year after such member's election or appointment to such commission or board and shall complete any subsequent training every other year thereafter. Such training shall include at least one hour concerning affordable and fair housing policies and may also consist of (1) process and procedural matters, including the conduct of effective meetings and public hearings and the Freedom of Information Act, as defined in section [1-200](#), (2) the interpretation of site plans, surveys, maps and architectural conventions, and (3) the impact of zoning on the environment, agriculture and historic resources.

(b) Not later than January 1, 2022, the Secretary of the Office of Policy and Management shall establish guidelines for such training in collaboration with land use training providers, including, but not limited to, the Connecticut Association of Zoning Enforcement Officials, the Connecticut Conference of Municipalities, the Connecticut Chapter of the American Planning Association, the Land Use Academy at the Center for Land Use Education and Research at The University of Connecticut, the Connecticut Bar Association, regional councils of governments and other nonprofit or educational institutions that provide land use training, except that if the secretary fails to establish such guidelines, such land use training providers may create and administer appropriate training for members of commissions and boards described in subsection (a) of this section, which may be used by such members for the purpose of complying with the provisions of said subsection.

(c) Not later than March 1, 2024, and annually thereafter, the planning commission, zoning commission, combined planning and zoning commission and zoning board of appeals, as applicable, in each municipality shall submit a statement to such municipality's legislative body or, in a municipality where the legislative body is a town meeting, its board of selectmen, affirming compliance with the training requirement established pursuant to subsection (a) of this section by each member of such commission or board required to complete such training in the calendar year ending the preceding December thirty-first.



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Mr. Burce Garstka, Chairman
Agricultural Commission
10 Pleasant View
Ledyard, Connecticut 06359

Dear Mr. Garstka:

A Member of the Agricultural Commission is due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyardct.org.

Agricultural Commission

3 Year Term

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Commit Endorsement	Attendance
Mr. Michael Marelli 4 Lee Brook Drive Ledyard, CT 06339	D	9/21/2024	(Y) N	Y N	{X} Excellent { } Good { } Fair { } Poor

Commissions Comments:

MIKE IS NOT ONLY A GREAT ASSET FOR THE
AGRICULTURAL COMMISSION BUT FOR THE
TOWN OF LEDYARD AS WELL.

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,
Roxanne M. Maher

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Ms. S. Naomi Rodriguez, Chairman
Democratic Nomination Committee
6 Saint Peters Court
Ledyard, Connecticut 06359

Dear Ms. Rodriguez:

A Member of the Agricultural Commission is due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyarct.org.

Agricultural Commission

3 Year Term

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Commit Endorsement	Attendance
Mr. Michael Marelli 4 Lee Brook Drive Ledyard, CT 06339	D	9/21/2024	Y N	<input checked="" type="radio"/> Y <input type="radio"/> N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Commissions Comments: _

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,
Roxanne M. Maher

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Mr. Earl (Ty) Lamb, Chairman
Historic District Commission
95 Lambtown Road
Ledyard, Connecticut 06339

Dear Mr. Lamb:

Members of the Historic District Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyarct.org.

Historic District Commission				5 Year Term	
Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Ms. Kelly Lamb 93 R Lambtown Road (Regular Member) Ledyard, CT 06339	U	12/3/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Vincent Godino (Alternate Member) 1906 Center Groton Road Ledyard, CT 06335	D	12/3/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Committee Comments:

In the case of Vin Godino, he continues to serve the town and this committee. Recently he was the POC to secure the SM Dam permit which saved us a 20K in Engineering Fee's

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,
Roxanne M. Maher

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Ms. S. Naomi Rodriguez, Chairman
Democratic Nominating Committee
6 Saint Peters Court
Ledyard, Connecticut 06339

Dear Ms. Rodriguez:

Members of the Historic District Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyarct.org.

Historic District Commission					5 Year Term
Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Ms. Kelly Lamb 93 R Lambtown Road (Regular Member) Ledyard, CT 06339	U	12/3/2024	Y N	Y N	{ } Excellent { } Good { } Fair { } Poor
Mr. Vincent Godino (Alternate Member) 1906 Center Groton Road Ledyard, CT 06335	D	12/3/2024	Y N	Y N	{ } Excellent { } Good { } Fair { } Poor

Committee Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Mr. Justin DeBrod, Chairman
Inland Wetland and Water Courses Commission
5 Erins Way
Ledyard, Connecticut 06339

Dear Chairman DeBrod:

Members of the Inland Wetland and Watercourses Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyarct.org

IWWC

2 Year Term

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Ms. Lynmarie R. Thompson 2 Blackwell Drive Gales Ferry, CT 06335	D	10/31/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Beth E. Ribe 129 Rose Hill Road Ledyard, CT 06339	U	10/31/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Dan Pealer 48 Highland Drive Ledyard, CT 06339	R	10/31/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Commission's Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Administrative Assistant



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Ms. S. Naomi Rodriguez, Chairman
Democratic Nominating Committee
6 Saint Peters Court
Ledyard, Connecticut 06339

Dear Ms. Rodriguez:

Members of the Inland Wetland and Watercourses Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyarct.org

IWWC

2 Year Term

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Ms. Lynmarie R. Thompson 2 Blackwell Drive Gales Ferry, CT 06335	D	10/31/2024	Y N	<input checked="" type="radio"/> Y <input type="radio"/> N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Beth E. Ribe 129 Rose Hill Road Ledyard, CT 06339	U	10/31/2024	Y N	<input type="radio"/> Y <input type="radio"/> N	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Dan Pealer 48 Highland Drive Ledyard, CT 06339	R	10/31/2024	Y N	<input type="radio"/> Y <input type="radio"/> N	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Commission's Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Administrative Assistant



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Mr. Stanly Juber, Chairman
Republican Nominating Committee
13 Iron Street Drive
Ledyard, Connecticut 06339

Dear Mr. Juber:

Members of the Inland Wetland and Watercourses Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyarct.org

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	2 Year Term		Attendance
				Town Committed	Endorsement	
Ms. Lynmarie R. Thompson 2 Blackwell Drive Gales Ferry, CT 06335	D	10/31/2024	Y N	Y N		{ } Excellent { } Good { } Fair { } Poor
Beth E. Ribe 129 Rose Hill Road Ledyard, CT 06339	U	10/31/2024	Y N	Y N		{ } Excellent { } Good { } Fair { } Poor
Mr. Dan Pealer 48 Highland Drive Ledyard, CT 06339	R	10/31/2024	Y N	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N		{ } Excellent { } Good { } Fair { } Poor

Committee's Comments:

[Handwritten signature] 9/12/24

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Roxanne M. Maher
Administrative Assistant



TOWN OF LEDYARD CONNECTICUT

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

Chairman S. Naomi Rodriguez

August 27, 2024

Mr. John Bolduc, Chairman
Library Commission
14 Monticello Drive
Gales Ferry, Connecticut 06335

Dear Mr. Bolduc:

Members of the Library Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyardct.org

Library Commission					Term 2 Years
Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. Ralph Hightower 1-O Lakeside Drive Ledyard, CT 06339	D	11/7/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Rolf Racich 18 Brewster Drive Gales Ferry, CT 06335	U	11/7/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Ms. Rebecca Nash 8 Osprey Drive Gales Ferry, CT 06335	D	11/7/2024	Y <input checked="" type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Peter Diette 14 Hyde Park Drive Gales Ferry, CT 06335	U	11/7/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Committee Comments:

REBECCA NASH DOES NOT WISH TO BE REAPPOINTED.

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council

Appointment Endorsement Request

rm: 08/27/2024



TOWN OF LEDYARD CONNECTICUT

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

Chairman S. Naomi Rodriguez

August 27, 2024

Ms. S. Naomi Rodriguez, Chairman
Democratic Nominating Committee
6 Saint Peters Court
Ledyard, Connecticut 06339

Dear Ms. Rodriguez:

Members of the Library Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyardct.org

Library Commission					Term 2 Years
Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. Ralph Hightower 1-O Lakeside Drive Ledyard, CT 06339	D	11/7/2024	Y N	<input checked="" type="radio"/> Y <input type="radio"/> N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Rolf Racich 18 Brewster Drive Gales Ferry, CT 06335	U	11/7/2024	Y N	<input type="radio"/> Y <input type="radio"/> N	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Ms. Rebecca Nash 8 Osprey Drive Gales Ferry, CT 06335	D	11/7/2024	Y N	<input type="radio"/> Y <input checked="" type="radio"/> N *	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. Peter Diette 14 Hyde Park Drive Gales Ferry, CT 06335	U	11/7/2024	Y N	<input type="radio"/> Y <input type="radio"/> N	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Committee Comments:

* Ms. Nash does not wish to be re-appointed. She has resigned.

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Mr. J.A.(Tony) Capon, Chairman
Planning & Zoning Commission
37 Silas Deane Road
Ledyard, Connecticut 06339

Dear Chairman Capon:

Members of the Planning & Zoning Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyardct.org.

Planning & Zoning Commission

3 Year Term

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. Marcelle Woody 11 South Glenwoods Road Gales Ferry, CT 06335	D	10/31/24	Yes	Y N	{X} Excellent { } Good { } Fair { } Poor
Mr. J.A.(Tony) Capon 37 Silas Deane Road Ledyard, CT 06339	D	10/31/24	Yes	Y N	{X} Excellent { } Good { } Fair { } Poor

Commission's Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,
Roxanne M. Maher

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

August 27, 2024

Ms. S. Naomi Rodriguez, Chairman
Democratic Nominating Committee
6 Saint Peters Court
Ledyard, Connecticut 06339

Dear Ms. Rodriguez:

Members of the Planning & Zoning Commission are due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office at council@ledyardct.org.

Planning & Zoning Commission

3 Year Term

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. Marcelle Wood 11 South Glenwoods Road Gales Ferry, CT 06335	D	10/31/24	Y N	<input checked="" type="radio"/> Y <input type="radio"/> N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Mr. J.A.(Tony) Capon 37 Silas Deane Road Ledyard, CT 06339	D	10/31/24	Y N	<input checked="" type="radio"/> Y <input type="radio"/> N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Commission's Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,
Roxanne M. Maher

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council



TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

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

Chairman S. Naomi Rodriguez

MEMORANDUM

TO: Administration Committee, Community Relations Committee, Finance Committee, Land Use/Planning/Public Works Committee, Town Council
FROM: Roxanne M. Maher, Administrative Assistant *Roxanne M. Maher*
DATE: September 24, 2024
SUBJECT: 2025 Calendar Meeting Dates

RE: General State Statutes of Connecticut Section-1-225

In accordance with the above Statute; it is time to file your meeting dates for the coming year.

You may want to note if your meeting falls on a Monday please check the calendar for the legal holidays, in which case you might want to cancel or change the meeting date. Also the schedule must be a thirteen (13) month calendar; inclusive of January 2026.

Please review the attached meeting schedule with your Committee for accuracy and changes. Please initial your schedule and return to me at the Town Council Office by November 21, 2024 so that I may be able to file your schedule with the Town Clerk in a timely fashion to comply with the January 31st requirement.

2025 CALENDAR MEETING SCHEDULE

Town Council (2nd & 4th Wednesday, Council Chambers 7:00 p.m.)

January 8 22	February 12, 26	March 12, 26	April 9, 23
May 14, 28	June 11, 25	July 9, 23	August 13, 27
September 10, 24	October 8, 22	November 12, 26 [^]	December 10, 24 [^]
January 14, 28, 2026			

Administration Committee (2nd Wednesday, Annex Building 5:30 p.m.)

January 8	February 12	March 12	April 9
May 14	June 11	July 9	August 13
September 10	October 8	November 12	December 10
January 14, 2026			

Community Relations Committee (3rd Wednesday, Annex Building 6:30 p.m.)

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

Finance Committee (1st & 3rd Wednesday, Annex Building 5:00 p.m.)

January 1 [^] , 15	February 5, 19	March 5, 19	April 2, 16
May 7, 21	June 4, 18	July 2, 16	August 6, 20
September 3, 17	October 1, 15	November 5, 19	December 3, 17
January 7, 21, 2026			

Land Use/Planning/Public Works Committee (1st Monday, Annex Building 6:00 p.m.)

January 6	February 3	March 3	April 7
May 5	June 2	July 7	August 4
September 8*	October 6	November 3	December 1
January 5, 2026			

Flood/Erosion Control Board

This Board will meet on an as needed basis.

[^] Denotes meeting cancelled due to holiday

* Denotes regular meeting date scheduled is different from regular schedule

Roxanne Maher

From: Markos Samos <markwsamos@gmail.com>
Sent: Tuesday, September 24, 2024 4:38 PM
To: Town Council Group; Naomi Rodriguez
Subject: Youth Services

Dear Chairperson Rodriguez,

I am writing this letter to request the Town not remove youth service from Social Services.

I understand that the Board of Education has established a School Based Health Program and it is a welcome addition to support town youth. Unfortunately, this program does not provide service during summer vacation and school holidays, nor does it provide family services.

The town has a responsibility to provide services to youth and their families. Most towns in CT see town services for youth as a part of a continuum of care and even more so needed now with depression, suicide and substance abuse issues on the rise. It is not prudent for the town to abandon its youth.

Both my wife and I have worked in the mental health field and are aware that there are families who would rather seek services from the town instead of the school or other community providers.

--

Thank You
Markos Samos
33 Robin Hood Drive
Gales Ferry
860-287-7554
Markwsamos@gmail.com

Sept 25, 2024

Karen Parkinson, 55 Rose Hill Rd, Ledyard, Retired Licensed Clinical Social Worker

TO: Ledyard Town Council

Attention: Chairwoman Naomi Rodriguez

RE: Ordinance to Amend Youth and Social Service Board

I am speaking to you tonight to encourage you to “table” taking any action on the proposed Amendment to the ordinance to remove all reference to servicing youth by the present Youth and Social Service Board. I encourage you to consider that it is, as present, an essential tool for the Youth of Ledyard. The Board may need some assistance in becoming more active and vocal in addressing the needs of the youth in our community. And yes, there needs to be a “needs assessment” of the status of our youth before assuming that all needs can be met by the School based health clinics.

Most school based health clinics serve only students enrolled in the local school system. They do not serve the drop-outs, the home schooled, the students enrolled in magnet schools, foster children not enrolled, to name a few. They serve children during school hours, no evenings when working parents can be involved. There are no educational programs, drug awareness programs, after hours grief counseling, mentoring programs, parent education programs, early childhood programs, new mother assistance programs....the list goes on.

Funding for School based clinics is not permanent. And be assured that should funds shrink, Ledyard would be last in line as focus would be on inner city “deprived” communities. Already there was a decision not to provide services to Juliet Long, and that was restored with ARPA dollars for one year.....then what happens?

Yes, it is true that the youth services in Ledyard had shrunk to only doing direct clinical service by our last director. But that does not justify throwing out the POTENTIAL to rebuild a more comprehensive service. And yes, there are grants and monies to be found to do some of the above mentioned programs. Within the Community of Ledyard are a wealth of professional mental health individuals, retired and currently working that could be engaged as a “task force” or form a committee to review, evaluate, conduct a needs assessment, and make recommendations to you.

Our neighboring communities all are maintaining some form of “youth services.” Preston incorporates theirs in Parks and Rec; Groton with Social Services and Parks and Rec; East Lyme recently began a Youth Services, Montville has Youth Services.

It’s very perplexing that Ledyard wants to abandon our Youth.

Thank you for listening. I am available to assist with above.



TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

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

Chairman S. Naomi Rodriguez

September 12, 2024

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

Dear Mayor Allyn:

At its Regular Meeting held on September 11, 2024 the Town Council took the following actions:

- Amended the Agenda to add the following Item:
 - (1) MOTION to discuss Board of Education Chairman Anthony Favry’s September 10, 2024 email requesting the Town Council conduct a comprehensive infrastructure study to include Ledyard school facilities.
- Authorized the town to proceed with the engineering design of sewer mains along Fairway/Colby Drives (\$108,000) and Route 117 (\$137,500), respectively, per Weston & Sampson Engineers, Inc. Bid No. 2021-03 Amendments 3 and 4.

In addition, transferred and appropriated \$245,500 from Account #0210-10-1210-12101-58915 (CNR Undesignated) for said purpose.

- Approved a special appropriation in the amount of \$75,000 from Undesignated Fund Balance to Land Use Professional/Tech Services account # 10114301-53300 in order engage project specific consultants to support the Land Use Department for the remainder of the fiscal year (2024/2025).
- Approve a tax refund to June Munch, 119 Whalehead Rd., Gales Ferry, CT 06335 in the amount of \$3,817.82.
- Discussed and referred Board of Education Chairman Anthony Favry’s September 10, 2024 email requesting the Town Council conduct a comprehensive infrastructure study to include Ledyard school facilities to the Finance Committee.

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, Land Use Director, Public Works
Waste Water Supervisor, Water Pollution Control Authority



TOWN OF LEDYARD CONNECTICUT

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

Chairman S. Naomi Rodriguez

September 18, 2024

Mr. Brian Cronin
12 Erins Way
Ledyard, Connecticut 06339

Dear Mr. Cronin:

With the receipt of your September 3, 2024 resignation from the Library Commission the Town Council would like to take this opportunity to thank you for your sixteen years of commitment and dedication in serving your community during a time of significant growth, change, and challenges.

Your contributions in working to ensure Ledyard Libraries remained progressive by embracing the everchanging Technology Age providing free access to valuable resources such as the internet, computers, kindles, on-line services, virtual and interactive learning in a welcoming, friendly environment which included the addition of the serene outdoor patio, where patrons can relax and read a book in a setting where they are surrounded by nature and New England native plantings.

Ledyard Libraries is a critical resource for our residents, and this was especially evident during the Covid-19 pandemic. The Library Commission's forethought and efforts allowed them to quickly adapt to community needs by offering homebound and curbside services, and to shift from in-person programs to virtual programs such as afternoon story time, the reading club, and genealogy, to name a few. These programs and services helped mitigate the feeling of isolation, especially for those who lived alone.

In addition, the Library Commission's commitment to see that the libraries safely remained open with social distancing for patrons to access computers and the internet provided access to the local newspaper keeping residents informed during a very uncertain time, while also providing support and resources to students and adults who were, for the first time, navigating how to work from home, was of significant value to our community.

Volunteers such as yourself are the backbone that has made Ledyard a welcoming place to live, learn, and raise a family. Your work on the Library Commission has been instrumental in fostering the love of reading, critical thinking, and lifelong learning for the young and old alike.

The Town of Ledyard has benefited from your many years of dedication and integrity as you were an integral part in ensuring that our libraries have continued to remain accessible to our community, and we are truly grateful.

With Our Sincere Appreciation,

S. Naomi Rodriguez
Chairman

cc: Library Director



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0539

Agenda Date: 10/9/2024

Agenda #: 1.

REPORT
ADMINISTRATION COMMITTEE

Fiscal Year 2024/202 Report:
Administration Committee

Meeting Action Detail:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0540

Agenda Date: 10/9/2024

Agenda #: 2.

REPORT
COMMUNITY RELATIONS COMMITTEE

Fiscal Year 2024/2025 Report:
Community Relations Committee for Diversity, Equity, & Inclusion

Meeting Action Detail:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0541

Agenda Date: 10/9/2024

Agenda #: 3.

REPORT
FINANCE COMMITTEE

Fiscal Year 2024/2025 Report:
Finance Committee

Meeting Action Detail:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0542

Agenda Date: 10/9/2024

Agenda #: 4.

REPORT
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE

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

Meeting Action Detail:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0561

Agenda Date: 10/9/2024

Agenda #: XII.

REPORT

REPORT OF THE MAYOR:

REPORT OF THE MAYOR

Mayor Report Fiscal Year 2024/2025:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0752

Agenda Date: 9/25/2024

Agenda #: 1.

POLICY-PROCEDURE

Motion/Request:

MOTION to approve a proposed "*Town of Ledyard Digital Sign Use Policy*" as presented in the draft dated 9/4/2024.

Background:

The Town of Ledyard purchased (2) two digital sign board with ARPA (American Rescue Plan Act) funds. One sign is located in Gales Ferry at the Gales Ferry Volunteer Fire Company, 1772 Route 12, Gales Ferry, CT and the other sign is located in Ledyard Center on the Town Green, 728 Colonel Ledyard Highway, Ledyard, CT.

Department Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Body:

(type text here)

Policy #2024-XXX

Town of Ledyard
Digital Sign Use Policy

1. POLICY STATEMENT

The Town of Ledyard is committed to providing residents and visitors with accurate and appropriate information through the use of digital signage. The digital signs shall be used to disseminate information about town sponsored events, special town meetings, referendums and other public messages from the municipality.

2. SCOPE

This policy applies to the design, approval and content management of municipally owned and/or operated outdoor digital signs located in the Town of Ledyard.

3. PURPOSE

- (a) This policy facilitates effective digital communication tools for community messaging
- (b) The policy provides direction for the appropriate use of digital signage in the municipality
- (c) This policy defines who may submit requests for messaging on digital municipal sign

4. POLICY

The Town of Ledyard's digital sign conveys information to the public as a representative of the municipality, and therefore will be operated in a manner that represents the Town of Ledyard positively. Total content will be limited to a maximum of 10 slides displayed at any one time with a maximum exposure of 10 seconds per slide. The Town offers no guarantee with the respect to the appearance of any messages on the digital sign, exact color matches or the length of time that the message will be displayed. Appearance of messages is subject to constraints of priorities, as well as electronic limitations. All content must adhere to the State of Connecticut Department of Transportation Highway Signing Guidelines.

The following system of hierarchy shall be utilized in selecting messages to be posted:

- (a) Emergency Messages – in the event of an emergency, the Town reserves the right to suspend all messages and use signage for emergency purposes only
- (b) Messages from the Town of Ledyard
- (c) Town sponsored events

- (d) Community events hosted and/or sponsored by a non-profit organization located within the Town of Ledyard

The following messages shall not be permitted to be posted on the digital sign:

- (a) Political or religious messages, promotion or advertising
- (b) Private sector messages, whether from an individual, group, organization or business
- (c) Events and/or functions open only to members of an organization

5. SUBMITTING A REQUEST

Subject to availability, the digital signs may be used by a non-profit registered in the Town of Ledyard to announce events or special programs on a first come, first serve basis. Requests to utilize municipal digital signage must be submitted to the Mayor’s Office using the town-provided request form. All requests must be submitted at least (1) week prior to the requested posting date. Messages will be posted for a maximum of (2) weeks prior to the event, depending on availability, and approval by the Mayor.

6. RESPONSIBILITY

The Mayor’s Office will be responsible for design and management of all digital content. The Mayor’s Office may designate representatives from Town Departments to create content. The Mayor’s Office shall ensure all information, photos, and designs submitted for posting meet a professional standard consistent with the Town of Ledyard. The Mayor shall have the authority and sole discretion to deny use of the sign based upon availability or to groups whose mission or purpose is deemed to be offensive or against the best interest of the town.

*Gales Ferry Volunteer Fire Company may designate a representative(s) to add and update fire company related content to the “GFFC Playlist”.

7. EFFECTIVE DATE

The “*Town of Ledyard Digital Sign Use Policy*” shall become effective upon adoption.

Amended and Adopted by the Ledyard Town Council on; _____

S. Naomi Rodriguez, Chairman



TOWN OF LEDYARD DIGITAL SIGN USE RESERVATION FORM

If there is availability, the digital signs may be used by a non-profit registered in the Town of Ledyard to announce events or special programs on a first come, first serve basis. All requests must be submitted at least (1) week prior to the requested posting date. Messages will be posted for a maximum of (2) weeks depending on availability, and approval by the Mayor.

Today's Date: _____ Organization
Name: _____

Organizations
Address: _____

Contact Name: _____ Contact
Email: _____

Name of Event: _____ Date(s) of
Event: _____

Hours of Event: _____

Description of Event (Please briefly describe the event)

Please email the completed form to mayoral.asst@ledyardct.org along with any images related to the event. Acceptance of a request does not guarantee that the



TOWN OF LEDYARD DIGITAL SIGN USE RESERVATION FORM

announcement will appear on either sign at the Town reserves the right to use of the signs for emergency purposes.

DRAFT



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0472

Agenda Date: 9/25/2024

Agenda #: 2.

ORDINANCE

Motion/Request:

MOTION to adopt proposed amendments to Ordinance #100-011, “*An Ordinance Establishing a Social Services Board for the Town of Ledyard*” as presented in the draft dated June 4, 2024.

Background:

The Fiscal Year 2024/2025 Budget did not provide funding to support the Youth Services Coordinator position.

The Youth Services office closed mid-April with the resignation of the Youth Services Coordinator and departure of interns.

Outstanding cases were absorbed by the ARPA(American Rescue Plan Act) funded clinician position or referred to the School Based Health Center overseen by Child & Family Agency.

The ordinance has been revised to remove areas of the ordinance specific to Youth Services.

Department Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Body:

(type text here)

AN ORDINANCE
ESTABLISHING A ~~YOUTH &~~ SOCIAL SERVICES BOARD
FOR THE TOWN OF LEDYARD

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

Section 1. Authority

Pursuant to ~~Chapter 164, Section 10-19m of~~ the General Statutes of the State of Connecticut, and Chapter IV, Section 9 of the Charter of the Town of Ledyard, there is hereby established a ~~Youth and~~ Social Services Board for the Town of Ledyard.

Section 2. Purpose

The Board shall be responsible for providing outreach and ~~community education,~~ *program direction in the delivery of human services* to meet the needs of ~~youth,~~ families and individuals in the Town of Ledyard.

Section 3. Duties

The Board will be responsible for receiving and reviewing ~~Youth and~~ Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the ~~Youth and~~ Social Services Program. The Board shall distribute ~~Youth and~~ Social Services Program materials to the community and work to identify ~~youth,~~ families and individuals in need.

Section 4. Fiscal Responsibilities

The Board shall annually review the ~~Youth and~~ Social Services Program budget and make recommendations as necessary prior to submission to the Mayor's Office.

The Board shall make recommendations and promote fundraising efforts for Social Service Programs.

Section 5. ~~Youth and~~ Social Services Board Membership

The ~~Youth and~~ Social Services Board shall be composed of not less than seven (7) members appointed by the Mayor, who *shall be electors of the Town of Ledyard*. ~~Said appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth-serving agency, a youth currently under the age of twenty one (21) and a Community at large member.~~

The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the ~~Youth and~~ Social Services Board. Special meetings may be called by a majority of the members of the Board.

Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the ~~Youth and~~ Social Services Board.

In making the original appointments under this ordinance, the Mayor shall designate (3) member to serve for three (3) years; 2 members to serve for two (2) years members; two (2) members to serve for one (1) year. Thereafter members ~~shall commence to serve their terms immediately upon appointment and~~ shall serve until their successor has qualified or they have been reappointed or removed by the Mayor.

Any member of the 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 Board. The vacancy shall be filled as herein before provided. Additionally, the Board may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Board to notify the Mayor when a member has not properly performed his/her duties.

Section 6. *Implementation*

Within two weeks after the adoption date of this ordinance, all current members of the Youth & Social Services Board for the Town of Ledyard shall indicate to the chairman their desire to serve on the Social Services Board.

The chairman shall thereafter report to the Mayor the desires of their members. In addition, the chairman shall make recommendations to the Mayor regarding present members to serve on the Social Services Board.

The Mayor shall appoint members to the Social Services Board no later than the 90 days from the effective date of the Ordinance.

Section 7. 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 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended and Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved / Disapproved on: _____

Fred B. Allyn, III., Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

Revision: *Ordinance #47 “An Ordinance Establishing Youth Services for the Town of Ledyard”* Adopted: April 17, 1990; Amended and Adopted: on February 14, 2001; Effective: February 15, 2001. Amended and Renumbered on September 25, 2019; Effective: October 23, 2019. ***Amended and Renamed on XXX; Effective: XXX***

History:

The Twenty-fourth Town Council (2017-2019) Ordinance Update Initiative: Renumbered *Ordinance #47 “Amendment to Ordinance #47 An Ordinance Establishing Youth Services for the Town of Ledyard”* to Ordinance #100-011.

2019: Removed from Ordinance “*An Ordinance Amending*” per Town Attorney, the History paragraphs indicates that the Ordinance was “amended”. Section 4 “*Youth Advisory Committee*” added language regarding attendance and filling vacancies to be consistent with ordinances establishing committees. Added Section 5 “*Severability*” to be consistent with Town Ordinance format. Added Section 6 “*Effective Date*” to be consistent with Town Ordinance format.

2020: Title: Added “*& Social Services*”.

Section 1 Authority: Removed “an amendment to ordinance #47- Per Town Attorney this language was not needed, as the “History” paragraphs indicates that the document was amended.

Section 2 Purpose: Removed “This agency shall be responsible for providing opportunities and programs for positive youth development as well as evaluating, planning, coordinating, and implementing services for youth referred to it by schools, police, juvenile courts, local

youth serving agencies, parents and self-referrals by youth” and replaced it with the following: *“This Board shall be responsible for providing outreach and community education to meet the needs of youth, families and individuals in the Town of Ledyard.”*

Section 3 Duties: Removed: “The Youth Services of the Town of Ledyard shall be responsible for establishing the overall policy and program direction of youth services. This agency of the Town of Ledyard may provide, but shall not be limited to the delivery of, the following services: individual and family counseling; parent training and group therapy; crisis intervention; drug and alcohol awareness and prevention programs; dial-a-teen job placement; court advocacy; information and referral; and outreach programs to insure participation and planning by the entire community for the development of youth services. Such services shall be designed to meet the needs of youth by collaborating with other systems and agencies such as the justice system and schools as well as by the provision of opportunities for positive youth development”. Replaced it with *“This Board will be responsible for receiving and reviewing Youth and Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the Youth and Social Services Program. The Board shall distribute Youth and Social Services Program materials to the community and work to identify youth, families and individuals in need.”*

Added New Section 4 “Fiscal responsibilities”. Former Section 4 became Section 5. Updated Section Title deleting “Advisory” and adding *“and Social Services Membership”*. Removed “As part of Youth Services, a youth advisory” and replaced it with *“The Youth and Social Services Board shall be”*. Removed; “shall be”. Changed Term from two (2) year to *“three (3) year”*. Added; *“all be Ledyard electors, and”*. Removed “public health nursing agency and”. Added *“and a community-at-large member”*. Removed: “and provided further that one-third of the total membership shall consist of members who earn less than 50 percent of their wages or livelihood by delivering services to youths and their families, and who manifest an interest in youth services”. Added: *“The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the Youth and Social Services Board. Special meetings may be called by a majority of the members of the Board. Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the Youth and Social Services Board.”*

The word “Department” was replaced with *“Program”* throughout the document.

The word “Committee” was replaced with *“Board”* throughout the document to be consistent with the Town Charter.

2024: Ordinance #100-011 “An Ordinance Establishing a Youth & Social Services Board for the Town of Ledyard” amended to remove ~~and Youth~~ throughout the document.

Section 1: “authority” Removed Chapter 164, Section 10-19m of. and updated Chapter IV, Section 9.

Section 2: “Purpose” Paragraph 1 Removed community education.; Also added program direction in the delivery of human services.

Section 4: “Fiscal Responsibilities” Paragraph 2 added The Board shall make recommendations and promote fundraising efforts for Social Service Programs.

Section 5: “Social Services Board Membership”

Paragraph 1 Replaced Said appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth serving agency, a youth currently under the age of twenty one (21) and a Community-at-large member. with shall be electors of the Town of Ledyard.

Paragraph 4 Added the following language: In making the original appointments under this ordinance, the Mayor shall designate (3) member to serve for three (3) years; 2 members to serve for two (2) years members; two (2) members to serve for one (1) year. Thereafter members; Also removed shall commence to serve their terms immediately upon appointment and.

Section 6: “Implementation” Added paragraphs 1-3.

AN ORDINANCE
ESTABLISHING A ~~YOUTH &~~ SOCIAL SERVICES BOARD
FOR THE TOWN OF LEDYARD

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

Section 1. Authority

Pursuant to ~~Chapter 164, Section 10-19m of~~ the General Statutes of the State of Connecticut, and Chapter IV, Section 9 of the Charter of the Town of Ledyard, there is hereby established a ~~Youth and~~ Social Services Board for the Town of Ledyard.

Section 2. Purpose

The Board shall be responsible for providing outreach and ~~community education,~~ *program direction in the delivery of human services* to meet the needs of ~~youth,~~ families and individuals in the Town of Ledyard.

Section 3. Duties

The Board will be responsible for receiving and reviewing ~~Youth and~~ Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the ~~Youth and~~ Social Services Program. The Board shall distribute ~~Youth and~~ Social Services Program materials to the community and work to identify ~~youth,~~ families and individuals in need.

Section 4. Fiscal Responsibilities

The Board shall annually review the ~~Youth and~~ Social Services Program budget and make recommendations as necessary prior to submission to the Mayor's Office.

The Board shall make recommendations and promote fundraising efforts for Social Service Programs.

Section 5. ~~Youth and~~ Social Services Board Membership

The ~~Youth and~~ Social Services Board shall be composed of not less than seven (7) members appointed by the Mayor, who *shall be electors of the Town of Ledyard*. ~~Said appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth-serving agency, a youth currently under the age of twenty one (21) and a Community at large member.~~

The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the ~~Youth and~~ Social Services Board. Special meetings may be called by a majority of the members of the Board.

Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the ~~Youth and~~ Social Services Board.

In making the original appointments under this ordinance, the Mayor shall designate (3) member to serve for three (3) years; 2 members to serve for two (2) years members; two (2) members to serve for one (1) year. Thereafter members ~~shall commence to serve their terms immediately upon appointment and~~ shall serve until their successor has qualified or they have been reappointed or removed by the Mayor.

Any member of the 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 Board. The vacancy shall be filled as herein before provided. Additionally, the Board may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Board to notify the Mayor when a member has not properly performed his/her duties.

Section 6. *Implementation*

Within two weeks after the adoption date of this ordinance, all current members of the Youth & Social Services Board for the Town of Ledyard shall indicate to the chairman their desire to serve on the Social Services Board.

The chairman shall thereafter report to the Mayor the desires of their members. In addition, the chairman shall make recommendations to the Mayor regarding present members to serve on the Social Services Board.

The Mayor shall appoint members to the Social Services Board no later than the 90 days from the effective date of the Ordinance.

Section 7. 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 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended and Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved / Disapproved on: _____

Fred B. Allyn, III., Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

Revision: *Ordinance #47 “An Ordinance Establishing Youth Services for the Town of Ledyard”* Adopted: April 17, 1990; Amended and Adopted: on February 14, 2001; Effective: February 15, 2001. Amended and Renumbered on September 25, 2019; Effective: October 23, 2019. ***Amended and Renamed on XXX; Effective: XXX***

History:

The Twenty-fourth Town Council (2017-2019) Ordinance Update Initiative: Renumbered *Ordinance #47 “Amendment to Ordinance #47 An Ordinance Establishing Youth Services for the Town of Ledyard”* to Ordinance #100-011.

2019: Removed from Ordinance “*An Ordinance Amending*” per Town Attorney, the History paragraphs indicates that the Ordinance was “amended”. Section 4 “*Youth Advisory Committee*” added language regarding attendance and filling vacancies to be consistent with ordinances establishing committees. Added Section 5 “*Severability*” to be consistent with Town Ordinance format. Added Section 6 “*Effective Date*” to be consistent with Town Ordinance format.

2020: Title: Added “*& Social Services*”.

Section 1 Authority: Removed “an amendment to ordinance #47- Per Town Attorney this language was not needed, as the “History” paragraphs indicates that the document was amended.

Section 2 Purpose: Removed “This agency shall be responsible for providing opportunities and programs for positive youth development as well as evaluating, planning, coordinating, and implementing services for youth referred to it by schools, police, juvenile courts, local

youth serving agencies, parents and self-referrals by youth” and replaced it with the following: *“This Board shall be responsible for providing outreach and community education to meet the needs of youth, families and individuals in the Town of Ledyard.”*

Section 3 Duties: Removed: “The Youth Services of the Town of Ledyard shall be responsible for establishing the overall policy and program direction of youth services. This agency of the Town of Ledyard may provide, but shall not be limited to the delivery of, the following services: individual and family counseling; parent training and group therapy; crisis intervention; drug and alcohol awareness and prevention programs; dial-a-teen job placement; court advocacy; information and referral; and outreach programs to insure participation and planning by the entire community for the development of youth services. Such services shall be designed to meet the needs of youth by collaborating with other systems and agencies such as the justice system and schools as well as by the provision of opportunities for positive youth development”. Replaced it with *“This Board will be responsible for receiving and reviewing Youth and Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the Youth and Social Services Program. The Board shall distribute Youth and Social Services Program materials to the community and work to identify youth, families and individuals in need.”*

Added New Section 4 “Fiscal responsibilities”. Former Section 4 became Section 5. Updated Section Title deleting “Advisory” and adding *“and Social Services Membership”*. Removed “As part of Youth Services, a youth advisory” and replaced it with *“The Youth and Social Services Board shall be”*. Removed; “shall be”. Changed Term from two (2) year to *“three (3) year”*. Added; *“all be Ledyard electors, and”*. Removed “public health nursing agency and”. Added *“and a community-at-large member”*. Removed: “and provided further that one-third of the total membership shall consist of members who earn less than 50 percent of their wages or livelihood by delivering services to youths and their families, and who manifest an interest in youth services”. Added: *“The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the Youth and Social Services Board. Special meetings may be called by a majority of the members of the Board. Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the Youth and Social Services Board.”*

The word “Department” was replaced with *“Program”* throughout the document.

The word “Committee” was replaced with *“Board”* throughout the document to be consistent with the Town Charter.

2024: Ordinance #100-011 “An Ordinance Establishing a Youth & Social Services Board for the Town of Ledyard” amended to remove ~~and Youth~~ throughout the document.

Section 1: “authority” Removed Chapter 164, Section 10-19m of. and updated Chapter IV, Section 9.

Section 2: “Purpose” Paragraph 1 Removed community education.; Also added program direction in the delivery of human services.

Section 4: “Fiscal Responsibilities” Paragraph 2 added The Board shall make recommendations and promote fundraising efforts for Social Service Programs.

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Paragraph 1 Replaced Said appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth serving agency, a youth currently under the age of twenty one (21) and a Community-at-large member. with shall be electors of the Town of Ledyard.

Paragraph 4 Added the following language: In making the original appointments under this ordinance, the Mayor shall designate (3) member to serve for three (3) years; 2 members to serve for two (2) years members; two (2) members to serve for one (1) year. Thereafter members; Also removed shall commence to serve their terms immediately upon appointment and.

Section 6: “Implementation” Added paragraphs 1-3.

TOWN OF LEDYARD NOTICE OF PUBLIC HEARING: The Ledyard Town Council will conduct a Hybrid Format Public Hearing (In-Person & Video Conference) on Wednesday, September 11, 2024 at 6:30 p.m. regarding the following: (1) Proposed “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*”.(2) Proposed amendments to Ordinance #100-011 “*An Ordinance Establishing Social Services Board For the Town of Ledyard*”. Join the Public Hearing in-person at the Council Chambers, Town Hall Annex Building 741 Colonel Ledyard Highway, Ledyard, Connecticut; or join by video conference at: <https://us06web.zoom.us/j/88925274183?pwd=vpoiOCPOmCsu4qXJtjR4ojMnTpfMN.1>; or by audio only dial: +1 646 558 8656 Meeting ID: 889 2527 4183; Passcode: 432162. At this hearing interested persons may appear and be heard and written communications will be accepted at towncouncil@ledyardct.org. Dated at Ledyard, Connecticut this 29th day of August, 2024. For the Ledyard Town Council, s/s S. Naomi Rodriguez, Chairman

Publish in the Day Newspaper on Monday, September 2, 2024

(1) An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard

BACKGROUND:

In a letter dated May 10, 2024 State Senator Cathy Osten brought to the Town Council’s attention Public Act 17-65 which was enacted in 2017 “*An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents or Spouses*”

This act allows a municipality, with its legislative body's approval, to provide a property tax exemption to any parent or surviving spouse of a service member killed in action while performing active military duty with the U.S. Armed Forces (i.e., “Gold Star” parent or surviving spouse). A municipality may exempt up to \$20,000 or 10% of the property's assessed value.

The Public Act required the Application include following documentation:

1. At least two affidavits from disinterested persons showing the (a) deceased service member was killed in action while performing active military duty and (b) relationship between the service member and parent or surviving spouse and
2. A copy of the parent's or surviving spouse's federal income tax return or, if a return is not filed, income-related evidence required by the assessor for the tax year immediately before the assessment date for which the exemption is claimed.

DRAFT: 5/14/2024

Ordinance #200-XXX

AN ORDINANCE
PROVIDING TAX RELIEF FOR GOLD STAR FAMILIES
IN THE TOWN OF LEDYARD

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

Section 1: Authority

Pursuant to the authority of P.A. 17-65 enacted on October 1, 2017 “*An Act Concerning Municipal Option Property Tax Exemption for Gold Star Parents or Spouses*” there is hereby established “*An Ordinance Providing Tax Relief for Gold Star Families In the Town of*

Ledyard’.

Section 2: Purpose

To provide an exemption from property tax for property that is owned by a parent whose child was killed in action, or by the surviving spouse of a person who was killed in action, while performing active military duty with the Armed Forces, as such term is defined in Subsection (a) of Section 27-103 of the Connecticut General Statutes, as amended.

Section 3: Eligibility for Exemption

To be eligible any parent or surviving spouse of a service member killed in action while performing active military duty the following conditions must be met:

- (a) Application: Completed application shall be filed with the office of the Tax Assessor.
- (b) Residency: Persons qualified for a benefit under this Ordinance is a parent or surviving spouse who own real property located in the Town of Ledyard, or who are liable for the payment of taxes thereon under Section 12-48 of the General Statutes, and occupy the property as his or her principal residence at least 183 days of each year; and the time the application is made, and at all times during which the parent or surviving spouse is receiving an exemption pursuant to this Ordinance, the parent or surviving spouse shall be living in the Town of Ledyard.
- (c) Qualifying Income: The parent's or surviving spouse's total adjusted gross income, as determined for purposes of the federal income tax, plus any other income not included in such adjusted gross income, shall not exceed the sum of the maximum qualifying income for individuals if unmarried, or jointly with spouse if married, as set forth in Section 12-81 of the Connecticut General Statutes.
- (d) Surviving Spouses: The surviving spouse must have been legally married to the person who was killed in action at the time of such person's death, in accordance with Title 46b; Chapter 815E, of the Connecticut General Statutes, as amended.
- (e) Parents: If both parents of any such child killed in action while performing active military duty with the Armed Forces are domiciled together, only one such parent shall be entitled to the exemption from property tax provided for under this section.

If both parents of any such child killed in action while performing active military service with the Armed Forces are not domiciled together, both parents shall be eligible to receive the exemption provided for under this section.

Section 4: Amount of Exemption; Certified List

- (1) The exemption of property shall be in an amount of up-to \$20,000, or 10% of the assessed value of the property owned by the surviving spouse or the parent(s) of a child who was killed in action.
- (2) The exemption provided under this Ordinance shall be in addition to any exemption to which an eligible parent or surviving spouse may be entitled under Section 12-81 of the Connecticut General Statutes, as amended.

No such eligible parent(s) or surviving spouse entitled to exemption under Section 12-81 or 12-8 lg of the Connecticut General Statutes and this section shall receive more than one such exemption.

- (3) The Assessor shall annually make a certified list of all such parents or surviving spouses who are found to be entitled to an exemption, which list shall be filed in the office of the Town Clerk in the Town of Ledyard.

Section 5: Application Procedure and Requirements.

(1) Any parent whose child was killed in action or the surviving spouse of a person who was killed in action (the "applicant") submitting a claim for an exemption of property tax under this Ordinance shall submit an application, on a form prepared by the Tax Assessor, to the Tax Assessor's Office not later than October 1st (the "application").

The application shall include a copy of the two recorded affidavits described in Subsection 2(a)(b) of this Section, and the applicant's federal income tax return, or in the event such a return is not filed, such evidence related to income, as may be required by the Tax Assessor, for the entire calendar year ending immediately prior to the October 1st in which the application for exemption is made.

(2) The applicant shall also file with the office of the Town Clerk at least two affidavits, in such form as approved by the Tax Assessor, of two (2) different disinterested persons stating the following:

(a) The deceased child or spouse was killed in action while performing active duty with the Armed Forces, as defined in Section 27-103(a) of the Connecticut General Statutes; and

(b) That the applicant is the parent or surviving spouse of the person who was killed in action.

(4) The affidavits shall be recorded in full in the office of the Town Clerk, free of charge, and such recording shall list the name of such parent or surviving spouse claiming the exemption.

No exemption shall be granted unless the affidavits have been recorded in the office of the Town Clerk; and until the application has been deemed complete by the Assessor's Office.

Section 6: Renewal and Termination of Exemption, Penalties.

(1) The applicant shall be required to reapply for this exemption on a biennial basis. The failure of the applicant to reapply for this exemption on a biennial basis shall result in the termination of the applicant's exemption.

(2) When an exemption has been granted, the applicant shall, in the assessment year immediately following the date of approval, be presumed qualified for such exemption.

- (3) On a biennial basis, during the year immediately following the approval of an applicant's exemption, the Tax Assessor may, by August 1st, notify each parent or surviving spouse presumed to be qualified for such exemption in writing, and if any applicant has income in excess of the maximum allowed under Section 3(b) this Ordinance, such applicant shall notify the Assessor on or before the next October 1st and shall be denied the exemption for the assessment year immediately following and for any subsequent year until such applicant has reapplied and again qualified for such exemption.

The failure of the Assessor's Office to send such notice by August 1st shall waive the requirements of this Section for that assessment year, and the applicants presumed to be qualified for the exemption shall continue to receive an exemption for such assessment year.

- (4) Any notice under this section shall be deemed effective if it was mailed by regular mail to the applicant's last known address on file in the office of the Tax Collector.
- (5) If at any time it is determined that the applicant has obtained the exemption set forth in this Ordinance improperly, or was based on any misrepresentation or fraud, then upon discovery of such fact by the office of the Tax Assessor, the exemption shall be terminated immediately and the applicant shall make payment to the Town of Ledyard in the full amount of the property tax loss related to such exemption improperly taken within 30- days of such written demand from the Town of Ledyard.

Section 7. 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 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved / Disapproved on: _____

Fred B. Allyn, III., Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

History: The State of Connecticut adopted Public Act #17-65 “An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents or Spouses” in 2017. To provide families who lost a child or spouse in the line of duty with some tax relief the Town Council adopted the “An Ordinance Providing Tax Relief for Gold Star Families In the Town of Ledyard” on:

Town of Ledyard
 Gold Star Parents or Spouses Exemption Application
 Application Filing Deadline: October 1st (Applicant must re-file every two years)
To be completed by the Property Owner (Applicant)

1	NAME (Last)	(First)	(Middle Initial)
2	SPOUSE'S NAME (Last)	(First)	(Middle Initial)
3	MAILING ADDRESS- Street)	(City)	(State) (Zip)
4	PROPERTY ADDRESS (Only if different than mailing)		
5	FILING STATUS (Check one): Gold Star Parent: _____ Gold Star Spouse: _____		
6	The applicant must provide at least two affidavits of disinterested persons showing that the deceased child or person was killed in action while performing military duty, and the relationship of the deceased person to the applicant Please attach your affidavits to this application. Please place a check mark below to indicate that each affidavit is being provided: Affidavit #1 _____ Affidavit #2 _____		
7	Did you or will you file a Federal Income Tax Return for the tax year preceding the year of this application? Yes: _____ No: _____	_____ Grand List	
8	This application must be re-filed every two-years		
	INCOME DURING THE 20 _____ CALENDAR YEAR		
	(a) TAXABLE INCOME - Examples: Wages, Bonuses, Commissions, Fees, Lottery Winnings, Taxable Portion of Annuities and Pensions, Interest, Dividends, Net Rent or proceeds from the sale of a property, etc. * Federal Income Tax Return, enter the amount of adjusted gross income plus any other income and attach a copy of the return to this application. * a. \$ _____ If you are required to file a		
	(b) NON-TAXABLE INTEREST - Example: Interest from tax exempt Government Bonds * Please include any available documentation. *		b. \$ _____
	(c) SECURITY OR RAILROAD RETIREMENT INCOME (GROSS AMOUNT) * Include a copy of most recent 1099 or statement showing annual benefits, *		SOCIAL c. \$ _____
	(d) THE ABOVE - Examples: Supplemental Security income, Public Assistance payments, Veteran Pensions and Disability payments, etc. * Please include any available documentation. *		ANY INCOME NOT REFLECTED IN d. \$ _____
	(e) TOTAL	Add lines 8a through 8d	TOTAL e. \$ _____

The Applicant hereby applies for a property tax exemption for Gold Star parents and spouse pursuant to Town of Ledyard Code of Ordinances #200-_____ and applicable Connecticut General Statutes.

1. The address of the real property for this application as requested is _____ (The Property")
2. The applicant(s) certifies that they meet the requirements of a) residency, b) qualifying income, c) all other terms as included in the attached ordinance in order to qualify for this exemption.
3. The applicant(s) hereby agree(s) that the affidavits provided in Item #6 above [Section (c)(l) of the ordinance] will be recorded with the Ledyard Town Clerk's Office.
4. The applicant(s) hereby agree(s) to remain in compliance with all the other terms of the attached ordinance, and to notify the Town of Ledyard Assessor's Office if the applicant(s) does not remain in compliance with all the other terms of the Ordinance.

Signature: _____ Date: _____ Phone: # _____
(If authorized agent, please print name also and indicate relationship to applicant)

Assessor's Office Use Only: (Staff Signature): _____ Date: _____

DIRECTIONS FOR COMPLETING THIS TAX EXEMPTION APPLICATION

PLEASE REVIEW THE APPLICATION BEFORE YOU START TO FILL OUT THE APPLICATION. PRINT OR TYPE ALL ENTRIES (EXCEPT SIGNATURE).

Please make certain that you:

- ✓ Fill out every item on the application, Items 1 - 8e.
- ✓ Fill out the location of the property where the exemption is to be applied.
- ✓ Sign, and date your application and also provide a phone number.

You are required to submit proof of your income for the prior calendar year to the Tax Assessor before your application can be accepted. This proof may consist of your Federal Income Tax Return, bank statements which show interest earned, statements received from trust accounts, dividend earning statements, statements from the Social Security Administration (Form SSA 1099 is required).

The ordinance enabling this exemption requires that:

The application shall include at least two affidavits of disinterested persons showing that the deceased child or person was performing such active military duty, that such deceased child or person was killed in action while performing such active military duty and the relationship of such deceased child to such parent, or such deceased person to such surviving spouse, provided that the Tax Assessor may further require such parent or surviving spouse to be examined by such Tax Assessor under oath concerning such facts.

The affidavits required in Section 5 shall be recorded in the Ledyard Town Clerk's Office, free of charge, and such recording shall list the name of such parent or surviving spouse claiming the exemption. No exemption shall be granted unless the affidavits have been recorded in the Town Clerk's Office and until the application has been deemed complete by the Tax Assessor.

Your completed application must be received by October 1st in the Tax Assessor's Office. The Tax Assessor's Office and the Town Clerk's Office are located on the first floor of the Ledyard Town Hall at 741 Colonel Ledyard Highway, Ledyard, Connecticut. The Ledyard Town Hall is open Mondays through Thursday, 7:30 a.m. to 4:45 p.m.

Our mailing addresses are as follows:

Tax Assessor Office

Town of Ledyard

741 Colonel Ledyard Highway

Ledyard Connecticut 06339

- Telephone: (860) 464-3237

Town Clerk Office

Town of Ledyard

741 Colonel Ledyard Highway

Ledyard Connecticut 06339

- Telephone: (860) 464-3229

(2) Proposed amendments to Ordinance #100-011 “*An Ordinance Establishing Social Services Board For the Town of Ledyard*”.

BACKGROUND:

Recent changes to area School Health Programs provided Ledyard with an all-inclusive Health Program that now included licensed Mental Health Clinicians who provide counseling support. Because the clients our Youth Services Department was servicing were all Ledyard Public School Students, the Fiscal Year 2024/2025 Budget did not provide funding to continue the operation of our Youth Services Department providing a savings of \$103,971. Also, the approximate \$150,500 remaining from \$190,000 American Rescue Plan Act (ARPA) Funding the Town Council allocated for Mental Health Clinicians would be redirected to pay for the Mental Health Clinicians offered through the Board of Education’s Program. Therefore, Ordinance 100-011 was being amended to remove language pertaining to “Youth Services”.

DRAFT: 6/4/2024

Ordinance #100-011 (*rev. 2*)

AN ORDINANCE
ESTABLISHING A ~~YOUTH-&~~ SOCIAL SERVICES BOARD
FOR THE TOWN OF LEDYARD

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

Section 1. Authority

Pursuant to ~~Chapter 164, Section 10-19m of~~ the General Statutes of the State of Connecticut, and Chapter IV, Section 9 of the Charter of the Town of Ledyard, there is hereby established a ~~Youth-and~~ Social Services Board for the Town of Ledyard.

Section 2. Purpose

The Board shall be responsible for providing outreach and ~~community education;~~ *program direction in the delivery of human services* to meet the needs of ~~youth~~, families and individuals in the Town of Ledyard.

Section 3. Duties

The Board will be responsible for receiving and reviewing ~~Youth-and~~ Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the ~~Youth-and~~ Social Services Program. The Board shall distribute ~~Youth-and~~ Social Services Program materials to the community and work to identify ~~youth~~, families and individuals in need.

Section 4. Fiscal Responsibilities

The Board shall annually review the ~~Youth-and~~ Social Services Program budget and make recommendations as necessary prior to submission to the Mayor’s Office.

The Board shall make recommendations and promote fundraising efforts for

Social Service Programs.

Section 5. ~~Youth and~~ Social Services Board Membership

The ~~Youth and~~ Social Services Board shall be composed of not less than seven (7) members appointed by the Mayor, who *shall be electors of the Town of Ledyard*. ~~Said appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth-serving agency, a youth currently under the age of twenty-one (21) and a Community-at-large member.~~

The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the ~~Youth and~~ Social Services Board. Special meetings may be called by a majority of the members of the Board.

Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the ~~Youth and~~ Social Services Board.

In making the original appointments under this ordinance, the Mayor shall designate (3) member to serve for three (3) years; 2 members to serve for two (2) years members; two (2) members to serve for one (1) year. Thereafter members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or they have been reappointed or removed by the Mayor.

Any member of the 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 Board. The vacancy shall be filled as herein before provided. Additionally, the Board may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Board to notify the Mayor when a member has not properly performed his/her duties.

Section 6. *Implementation*

Within two weeks after the adoption date of this ordinance, all current members of the Youth & Social Services Board for the Town of Ledyard shall indicate to the chairman their desire to serve on the Social Services Board.

The chairman shall thereafter report to the Mayor the desires of their members. In addition, the chairman shall make recommendations to the Mayor regarding present members to serve on the Social Services Board.

The Mayor shall appoint members to the Social Services Board no later than the 90 days from the effective date of the Ordinance.

Section 7. 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 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended and Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved / Disapproved on: _____

Fred B. Allyn, III., Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

Revision: *Ordinance #47 “An Ordinance Establishing Youth Services for the Town of Ledyard”* Adopted: April 17, 1990; Amended and Adopted: on February 14, 2001; Effective: February 15, 2001. Amended and Renumbered on September 25, 2019; Effective: October 23, 2019. ***Amended and Renamed on XXX; Effective: XXX***

History:

The Twenty-fourth Town Council (2017-2019) Ordinance Update Initiative: Renumbered *Ordinance #47 “Amendment to Ordinance #47 An Ordinance Establishing Youth Services for the Town of Ledyard”* to Ordinance #100-011.

2019: Removed from Ordinance “*An Ordinance Amending*” per Town Attorney, the History paragraphs indicates that the Ordinance was “amended”. Section 4 “*Youth Advisory Committee*” added language regarding attendance and filling vacancies to be consistent with ordinances establishing committees. Added Section 5 “*Severability*” to be consistent with Town Ordinance format. Added Section 6 “*Effective Date*” to be consistent with Town Ordinance format.

2020: Title: Added “*& Social Services*”.

Section 1 Authority: Removed “an amendment to ordinance #47- Per Town Attorney this language was not needed, as the “History” paragraphs indicates that the document was amended.

Section 2 Purpose: Removed “This agency shall be responsible for providing opportunities and programs for positive youth development as well as evaluating, planning, coordinating, and implementing services for youth referred to it by schools, police, juvenile courts, local youth serving agencies, parents and self-referrals by youth” and replaced it with the following: “*This Board shall be responsible for providing outreach and community education to meet the needs of youth, families and individuals in*

the Town of Ledyard.”.

Section 3 Duties: Removed: “The Youth Services of the Town of Ledyard shall be responsible for establishing the overall policy and program direction of youth services. This agency of the Town of Ledyard may provide, but shall not be limited to the delivery of, the following services: individual and family counseling; parent training and group therapy; crisis intervention; drug and alcohol awareness and prevention programs; dial-a-teen job placement; court advocacy; information and referral; and outreach programs to insure participation and planning by the entire community for the development of youth services. Such services shall be designed to meet the needs of youth by collaborating with other systems and agencies such as the justice system and schools as well as by the provision of opportunities for positive youth development”. Replaced it with “*This Board will be responsible for receiving and reviewing Youth and Social Services Program reports to identify issues and trends and make recommendations. The Board shall perform community outreach and seek potential partnerships for the Youth and Social Services Program. The Board shall distribute Youth and Social Services Program materials to the community and work to identify youth, families and individuals in need.*”

Added New Section 4 “Fiscal responsibilities”. Former Section 4 became Section 5. Updated Section Title deleting “Advisory” and adding “*and Social Services Membership*”. Removed “As part of Youth Services, a youth advisory” and replaced it with “*The Youth and Social Services Board shall be*”. Removed; “shall be”. Changed Term from two (2) year to “*three (3) year*”. Added; “*all be Ledyard electors, and*”. Removed “public health nursing agency and”. Added “*and a community-at-large member*”. Removed: “and provided further that one-third of the total membership shall consist of members who earn less than 50 percent of their wages or livelihood by delivering services to youths and their families, and who manifest an interest in youth services”. Added: “*The Board shall annually elect a Chairman and Recording Secretary from its membership. Regular meetings shall be held per the by-laws of the Youth and Social Services Board. Special meetings may be called by a majority of the members of the Board. Membership on any other Board, Commission, or Committee of the Town of Ledyard shall not preclude membership on the Youth and Social Services Board.*”

The word “Department” was replaced with “*Program*” throughout the document.

The word “Committee” was replaced with “*Board*” throughout the document to be consistent with the Town Charter.

2024: Ordinance #100-011 “An Ordinance Establishing a Youth & Social Services Board for the Town of Ledyard” amended to remove ~~and Youth~~ throughout the document.

Section 1: “authority” Removed ~~Chapter 164, Section 10-19m of.~~ and updated Chapter IV, Section 9.

Section 2: “Purpose” Paragraph 1 Removed ~~community education,;~~—Also added program direction in the delivery of human services.

Section 4: “Fiscal Responsibilities” Paragraph 2 added *The Board shall make recommendations and promote fundraising efforts for Social Service Programs.*

Section 5: "Social Services Board Membership"

Paragraph 1 Replaced ~~Said appointees shall all be Ledyard electors, and include at least one representative from the school system, police, a private youth-serving agency, a youth currently under the age of twenty one (21) and a Community at large member. with shall be electors of the Town of Ledyard.~~

Paragraph 4 Added the following language: In making the original appointments under this ordinance, the Mayor shall designate (3) member to serve for three (3) years; 2 members to serve for two (2) years members; two (2) members to serve for one (1) year. Thereafter members; Also removed shall commence to serve their terms immediately upon appointment and.

Section 6: "Implementation" Added paragraphs 1-3.



File #: 24-0480

Agenda Date: 9/25/2024

Agenda #: 3.

ORDINANCE

Motion/Request:

MOTION to adopt a proposed “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*” as presented in the draft dated May 14, 2024.

Background:

In a letter dated May 10, 2024 State Senator Cathy Osten brought to the Town Council’s attention Public Act 17-65 which was enacted in 2017 “*An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents and Spouses*”

This act allows a municipality, with its legislative body's approval, to provide a property tax exemption to any parent or surviving spouse of a service member killed in action while performing active military duty with the U.S. Armed Forces (i.e., “Gold Star” parent or surviving spouse). A municipality may exempt up to \$20,000 or 10% of the property's assessed value.

The Act required the Application include following documentation:

1. At least two affidavits from disinterested persons showing the (a) deceased service member was killed in action while performing active military duty and (b) relationship between the service member and parent or surviving spouse and
2. A copy of the parent's or surviving spouse's federal income tax return or, if a return is not filed, income-related evidence required by the assessor for the tax year immediately before the assessment date for which the exemption is claimed.

Please see attached the following:

- Draft “*An Ordinance Providing Tax Relief For Gold Star Families in the Town of Ledyard*” dated May 14, 2024.
- Draft Application Form dated
- Summary of *An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents and Spouses*
- Public Act 19-65 *An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents and Spouses*
- State Senator Cathy Osten letter dated May 10, 2024

- Ms. Meaghan Durocher email dated

Department Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Body:

(type text here)

AN ORDINANCE
PROVIDING TAX RELIEF FOR GOLD STAR FAMILIES
IN THE TOWN OF LEDYARD

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

Section 1: Authority

Pursuant to the authority of P.A. 17-65 enacted on October 1, 2017 “*An Act Concerning Municipal Option Property Tax Exemption for Gold Star Parents or Spouses*” there is hereby established “*An Ordinance Providing Tax Relief for Gold Star Families In the Town of Ledyard*”.

Section 2: Purpose

To provide an exemption from property tax for property that is owned by a parent whose child was killed in action, or by the surviving spouse of a person who was killed in action, while performing active military duty with the Armed Forces, as such term is defined in Subsection (a) of Section 27-103 of the Connecticut General Statutes, as amended.

Section 3: Eligibility for Exemption

To be eligible any parent or surviving spouse of a service member killed in action while performing active military duty the following conditions must be met:

- (a) Application: Completed application shall be filed with the office of the Tax Assessor.
- (b) Residency: Persons qualified for a benefit under this Ordinance is a parent or surviving spouse who own real property located in the Town of Ledyard, or who are liable for the payment of taxes thereon under Section 12-48 of the General Statutes, and occupy the property as his or her principal residence at least 183 days of each year; and the time the application is made, and at all times during which the parent or surviving spouse is receiving an exemption pursuant to this Ordinance, the parent or surviving spouse shall be living in the Town of Ledyard.
- (c) Qualifying Income: The parent's or surviving spouse's total adjusted gross income, as determined for purposes of the federal income tax, plus any other income not included in such adjusted gross income, shall not exceed the sum of the maximum qualifying income for individuals if unmarried, or jointly with spouse if married, as set forth in Section 12-81I of the Connecticut General Statutes.
- (d) Surviving Spouses: The surviving spouse must have been legally married to the person who was killed in action at the time of such person's death, in accordance with Title 46b; Chapter 815E, of the Connecticut General Statutes, as amended.

- (e) Parents: If both parents of any such child killed in action while performing active military duty with the Armed Forces are domiciled together, only one such parent shall be entitled to the exemption from property tax provided for under this section.

If both parents of any such child killed in action while performing active military service with the Armed Forces are not domiciled together, both parents shall be eligible to receive the exemption provided for under this section.

Section 4: Amount of Exemption; Certified List

- (1) The exemption of property shall be in an amount of up-to \$20,000, or 10% of the assessed value of the property owned by the surviving spouse or the parent(s) of a child who was killed in action.
- (2) The exemption provided under this Ordinance shall be in addition to any exemption to which an eligible parent or surviving spouse may be entitled under Section 12-81 of the Connecticut General Statutes, as amended.

No such eligible parent(s) or surviving spouse entitled to exemption under Section 12-81 or 12-8 lg of the Connecticut General Statutes and this section shall receive more than one such exemption.

- (3) The Assessor shall annually make a certified list of all such parents or surviving spouses who are found to be entitled to an exemption, which list shall be filed in the office of the Town Clerk in the Town of Ledyard.

Section 5: Application Procedure and Requirements.

- (1) Any parent whose child was killed in action or the surviving spouse of a person who was killed in action (the "applicant") submitting a claim for an exemption of property tax under this Ordinance shall submit an application, on a form prepared by the Tax Assessor, to the Tax Assessor's Office not later than October 1st (the "application").

The application shall include a copy of the two recorded affidavits described in Subsection 2(a)(b) of this Section, and the applicant's federal income tax return, or in the event such a return is not filed, such evidence related to income, as may be required by the Tax Assessor, for the entire calendar year ending immediately prior to the October 1st in which the application for exemption is made.

- (2) The applicant shall also file with the office of the Town Clerk at least two affidavits, in such form as approved by the Tax Assessor, of two (2) different disinterested persons stating the following:

- (a) The deceased child or spouse was killed in action while performing active duty with the Armed Forces, as defined in Section 27-103(a) of the Connecticut General Statutes; and
- (b) That the applicant is the parent or surviving spouse of the person who was killed in action.
- (3) The affidavits shall be recorded in full in the office of the Town Clerk, free of charge, and such recording shall list the name of such parent or surviving spouse claiming the exemption.

No exemption shall be granted unless the affidavits have been recorded in the office of the Town Clerk; and until the application has been deemed complete by the Assessor's Office.

Section 6: Renewal and Termination of Exemption, Penalties.

- (1) The applicant shall be required to reapply for this exemption on a biennial basis. The failure of the applicant to reapply for this exemption on a biennial basis shall result in the termination of the applicant's exemption.
- (2) When an exemption has been granted, the applicant shall, in the assessment year immediately following the date of approval, be presumed qualified for such exemption.
- (3) On a biennial basis, during the year immediately following the approval of an applicant's exemption, the Tax Assessor may, by August 1st, notify each parent or surviving spouse presumed to be qualified for such exemption in writing, and if any applicant has income in excess of the maximum allowed under Section 3(b) this Ordinance, such applicant shall notify the Assessor on or before the next October 1st and shall be denied the exemption for the assessment year immediately following and for any subsequent year until such applicant has reapplied and again qualified for such exemption.

The failure of the Assessor's Office to send such notice by August 1st shall waive the requirements of this Section for that assessment year, and the applicants presumed to be qualified for the exemption shall continue to receive an exemption for such assessment year.

- (4) Any notice under this section shall be deemed effective if it was mailed by regular mail to the applicant's last known address on file in the office of the Tax Collector.
- (5) If at any time it is determined that the applicant has obtained the exemption set forth in this Ordinance improperly, or was based on any misrepresentation or fraud, then upon discovery of such fact by the office of the Tax Assessor, the exemption shall be terminated immediately and the applicant shall make payment to the Town of Ledyard in the full amount of the property tax loss related to such exemption improperly taken within 30- days of such written demand from the Town of Ledyard.

Section 7. 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 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved / Disapproved on: _____

Fred B. Allyn, III., Mayor

Published on:

Effective Date: _____

Patricia A. Riley, Town Clerk

History: The State of Connecticut adopted Public Act #17-65 “*An Act Concerning a Municipal Option Property Tax Exemption for Gold Star Parents or Spouses*” in 2017. To provide families who lost a child or spouse in action while in the line of duty with some tax relief the Town Council adopted the “*An Ordinance Providing Tax Relief for Gold Star Families In the Town of Ledyard*” on: _____

Town of Ledyard
 Gold Star Parents and Spouses Exemption Application
 Application Filing Deadline: October 1st (Applicant must re-file every two years)

To be completed by the Property Owner (Applicant)

1	NAME (Last)	(First)	(Middle Initial)
2	SPOUSE'S NAME (Last)	(First)	(Middle Initial)
3	MAILING ADDRESS- Street	(City)	(State) (Zip)
4	PROPERTYADDRESS (Only if different than mailing)		
5	FILING STATUS (Check one): Gold Star Parent: _____ Gold Star Spouse: _____		
6	The applicant must provide at least two affidavits of disinterested persons showing that the deceased child or person was killed in action while performing military duty, and the relationship of the deceased person to the applicant Please attach your affidavits to this application. Please place a check mark below to indicate that each affidavit is being provided: Affidavit #1 _____ Affidavit #2 _____		
7	Did you or will you file a Federal Income Tax Return for the tax year preceding the year of this application? Yes: _____ No: _____	_____ Grand List	
8	This application must be re-filed every two-years		
	INCOME DURING THE 20 _____ CALENDAR YEAR		
	(a) TAXABLE INCOME - Examples: Wages, Bonuses, Commissions, Fees, Lottery Winnings, Taxable Portion of Annuities and Pensions, Interest, Dividends, Net Rent or proceeds from the sale of a property, etc. * If you are required to file a Federal Income Tax Return, enter the amount of adjusted gross income plus any other income and attach a copy of the return to this application. *		a. \$ _____
	(b) NON-TAXABLE INTEREST - Example: Interest from tax exempt Government Bonds * Please include any available documentation. *		b. \$ _____
	(c) SOCIAL SECURITY OR RAILROAD RETIREMENT INCOME (GROSS AMOUNT) * Include a copy of most recent 1099 or statement showing annual benefits, *		c. \$ _____
	(d) ANY INCOME NOT REFLECTED IN THE ABOVE - Examples: Supplemental Security income, Public Assistance payments, Veteran Pensions and Disability payments, etc. * Please include any available documentation. *		d. \$ _____
	(e) TOTAL	Add lines 8a through 8d	TOTAL e. \$ _____

The Applicant hereby applies for a property tax exemption for Gold Star parents and spouse pursuant to Town of Ledyard Code of Ordinances #200- _____ and applicable Connecticut General Statutes.

1. The address of the real property for this application as requested is (The _____ Property")
2. The applicant(s) certifies that they meet the requirements of a) residency, b) qualifying income, c) all other terms as included in the attached ordinance in order to qualify for this exemption.
3. The applicant(s) hereby agree(s) that the affidavits provided in Item #6 above [Section (c)(1) of the ordinance] will be recorded with the Ledyard Town Clerk's Office.
4. The applicant(s) hereby agree(s) to remain in compliance with all the other terms of the attached ordinance, and to notify the Town of Ledyard Assessor's Office if the applicant(s) does not remain in compliance with all the other terms of the Ordinance.

Signature: _____ Date: _____ Phone: # _____
 (If authorized agent, please print name also and indicate relationship to applicant)

Assessor's Office Use Only: (Staff Signature): _____ Date: _____

DIRECTIONS FOR COMPLETING THIS TAX EXEMPTION APPLICATION

PLEASE REVIEW THE APPLICATION BEFORE YOU START TO FILL OUT THE APPLICATION. PRINT OR TYPE ALL ENTRIES (EXCEPT SIGNATURE).

Please make certain that you:

- ✓ Fill out every item on the application, Items 1 - 8e.
- ✓ Fill out the location of the property where the exemption is to be applied.
- ✓ Sign, and date your application and also provide a phone number.

You are required to submit proof of your income for the prior calendar year to the Tax Assessor before your application can be accepted. This proof may consist of your Federal Income Tax Return, bank statements which show interest earned, statements received from trust accounts, dividend earning statements, statements from the Social Security Administration (Form SSA 1099 is required).

The ordinance enabling this exemption requires that:

The application shall include at least two affidavits of disinterested persons showing that the deceased child or person was performing such active military duty, that such deceased child or person was killed in action while performing such active military duty and the relationship of such deceased child to such parent, or such deceased person to such surviving spouse, provided that the Tax Assessor may further require such parent or surviving spouse to be examined by such Tax Assessor under oath concerning such facts.

The affidavits required in Section 5 shall be recorded in the Ledyard Town Clerk's Office, free of charge, and such recording shall list the name of such parent or surviving spouse claiming the exemption. No exemption shall be granted unless the affidavits have been recorded in the Town Clerk's Office and until the application has been deemed complete by the Tax Assessor.

Your completed application must be received by October 1st in the Tax Assessor's Office. The Tax Assessor's Office and the Town Clerk's Office are located on the first floor of the Ledyard Town Hall at 741 Colonel Ledyard Highway, Ledyard, Connecticut. The Ledyard Town Hall is open Mondays through Thursday, 7:30 a.m. to 4:45 p.m.

Our mailing addresses are as follows:

Tax Assessor Office
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard Connecticut 06339
☎: Telephone: (860) 464-3237

Town Clerk Office
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard Connecticut 06339
☎: Telephone: (860) 464-3229

Veterans' Affairs Committee

AN ACT CONCERNING A MUNICIPAL OPTION PROPERTY TAX EXEMPTION FOR GOLD STAR PARENTS AND SPOUSES

SUMMARY: This act allows a municipality, with its legislative body's approval, to provide a property tax exemption to any parent or surviving spouse of a service member killed in action while performing active military duty with the U.S. Armed Forces (i.e., “Gold Star” parent or surviving spouse). A municipality may exempt up to \$20,000 or 10% of the property's assessed value.

To be eligible for the exemption, the income of the Gold Star parent or surviving spouse cannot exceed (1) the state's income limit for a single person for other veterans' property tax exemptions annually set by the Office of Policy and Management (\$35,200, including inflation adjustments, in 2017) or (2) an amount the municipality sets, up to \$25,000 more than the state limit. Under the act, if both parents live together only one may receive the exemption.

The act specifies that the Gold Star exemption is in addition to any property tax exemption to which the applicant is entitled. But an applicant cannot receive more than one additional municipal property tax exemption for veterans or their family members (CGS §§ 12-81f & -81g).

Under the act, the “U.S. Armed Forces” means the Army, Navy, Marine Corps, Coast Guard, and Air Force, and any reserve component of these branches, including the Connecticut National Guard performing duty under Title 32 of the U.S. Code (e.g., certain Homeland Security missions).

EFFECTIVE DATE: October 1, 2017, and applicable to assessment years beginning on or after that date.

APPLICATION PROCEDURE

Application Submission

An applicant claiming the Gold Star exemption must (1) notify the town clerk in the municipality where he or she resides and (2) file an application, on a form prepared by the tax assessor, before the assessment date for which the exemption is claimed.

The act requires the application to include the following documentation:

1. at least two affidavits from disinterested persons showing the (a) deceased service member was killed in action while performing active military duty and (b) relationship between the service member and parent or surviving spouse and

2. a copy of the parent's or surviving spouse's federal income tax return or, if a return is not filed, income-related evidence required by the assessor for the tax year immediately before the assessment date for which the exemption is claimed.

Under the act, the assessor may further examine the applicant under oath about the facts in the affidavits.

The town clerk must record, at no charge, each affidavit in full and list the name of the claimant. The act prohibits an assessor, board of assessment appeals, or other official from granting an exemption until all of the required documentation is filed with the town clerk.

The exemption takes effect the day after an application is approved. The parent or surviving spouse must reapply for the exemption every two years.

Annual Certified List

The act requires the tax assessor to annually prepare a certified list of parents and surviving spouses entitled to the exemption and file it in the town clerk's office. The list is prima facie evidence that the parent or surviving spouse is entitled to the exemption as long as he or she lives in the municipality and the municipality provides the exemption.

Appearance before the Assessor

Under the act, the assessor may at any time require a parent or surviving spouse to appear to furnish additional evidence. But an individual unable to appear because of a disability may submit to the assessor a statement from an attending physician or advanced practice registered nurse certifying the disability and inability to appear. The assessor may request other evidence of total disability as he or she deems appropriate.

Disqualifying Income

Under the act, a parent or surviving spouse approved for an exemption in any year is presumed to qualify in the following year. The assessor must notify each such parent or surviving spouse in writing. (Presumably, the notice would inform them that they may claim the exemption that year.)

If the parent's or surviving spouse's income exceeds the amount allowed that tax year, he or she must notify the assessor on or before the next filing date. The assessor must deny the exemption for the year immediately following and any subsequent year, until the parent or surviving spouse reapplies and requalifies for the exemption.

The act requires any parent or surviving spouse who fails to notify the assessor of such income disqualification to pay the municipality for the amount of the property tax exemption that was improperly taken.

Public Act No. 17-65

**AN ACT CONCERNING A MUNICIPAL OPTION PROPERTY TAX EXEMPTION
FOR GOLD STAR PARENTS AND SPOUSES.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. (NEW) (Effective October 1, 2017, and applicable to assessment years commencing on or after October 1, 2017) (a) (1) Except as provided in subdivision (2) of this subsection, any municipality, upon approval by its legislative body, may provide that any parent whose child was killed in action, or the surviving spouse of a person who was killed in action, while performing active military duty with the armed forces, as defined in subsection (a) of section 27-103 of the general statutes, which parent or surviving spouse is a resident of such municipality, shall be entitled to an exemption from property tax, provided such parent's or surviving spouse's qualifying income does not exceed (A) the maximum amount applicable to an unmarried person as provided under section 12-81l of the general statutes, or (B) an amount established by the municipality, not exceeding the maximum amount under section 12-81l of the general statutes by more than twenty-five thousand dollars. The exemption provided for under this section shall be applied to the assessed value of an eligible parent's or surviving spouse's property and, at the municipality's option, may be in an amount up to twenty thousand dollars or in an amount up to ten per cent of such assessed value.

(2) (A) If both parents of any such child killed in action while performing active military duty with the armed forces are domiciled together, only one such parent shall be entitled to an exemption from property tax provided for under this section.

(B) The exemption provided for under this section shall be in addition to any exemption to which an eligible parent or surviving spouse may be entitled under section 12-81 of the general statutes. No such eligible parent or surviving spouse entitled to exemption under section 12-81f or 12-81g of the general statutes and this section shall receive more than one such exemption.

(b) (1) Any parent whose child was killed in action, or the surviving spouse of a person who was killed in action, while performing active military duty with the armed forces and who claims an exemption from taxation under this section shall give notice to the town clerk of such municipality that he or she is entitled to such exemption.

(2) Any such parent or surviving spouse submitting a claim for such exemption shall be required to file an application, on a form prepared for such purpose by the assessor, not later than the assessment date with respect to which such exemption is claimed, which application shall include at least two affidavits of disinterested persons showing that the deceased child or person was performing such active military duty, that such deceased child or person was killed in action while performing such active military duty and the relationship of such deceased child to such parent, or such deceased person to such surviving spouse, provided the assessor may further require such parent or surviving spouse to be examined by such assessor under oath concerning such facts. Each such application shall include a copy of such parent's or surviving spouse's federal income tax return, or in the event such a return is not filed such evidence related to income as may be required by the assessor, for the tax year of such parent or surviving spouse ending immediately prior to the assessment date with respect to

which such exemption is claimed. Such town clerk shall record each such affidavit in full and shall list the name of such parent or surviving spouse claimant, and such service shall be performed by such town clerk without remuneration. No assessor, board of assessment appeals or other official shall allow any such claim for exemption unless evidence as herein specified has been filed in the office of such town clerk. When any such parent or surviving spouse has filed for such exemption and received approval for the first time, such parent or surviving spouse shall be required to file for such exemption biennially thereafter, subject to the provisions of subsection (c) of this section.

(3) The assessor of such municipality shall annually make a certified list of all such parents or surviving spouses who are found to be entitled to exemption under the provisions of this section, which list shall be filed in the town clerk's office, and shall be prima facie evidence that such parents or surviving spouses whose names appear thereon are entitled to such exemption as long as they continue to reside in such municipality and as long as the legislative body of such municipality continues to provide for such exemption, subject to the provisions of subsection (c) of this section. Such assessor may, at any time, require any such parent or surviving spouse to appear before such assessor for the purpose of furnishing additional evidence, provided, any such parent or surviving spouse who by reason of disability is unable to so appear may furnish such assessor a statement from such parent's or surviving spouse's attending physician or an advanced practice registered nurse certifying that such parent or surviving spouse is totally disabled and is unable to make a personal appearance and such other evidence of total disability as such assessor may deem appropriate.

(4) No such parent or surviving spouse may receive such exemption until such parent or surviving spouse has proven his or her right to such exemption in accordance with the provisions of this section, together with such further proof as may be necessary under said provisions. Exemptions so proven shall take effect on the next succeeding assessment day.

(c) Any such parent or surviving spouse who has submitted an application and been approved in any year for the exemption provided in this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. During the year immediately following such approval, the assessor shall notify, in writing, each parent or surviving spouse presumed to be qualified pursuant to this subsection. If any such parent or surviving spouse has qualifying income in excess of the maximum allowed under subsection (a) of this section, such parent or surviving spouse shall notify the assessor on or before the next filing date for such exemption and shall be denied such exemption for the assessment year immediately following and for any subsequent year until such parent or surviving spouse has reapplied and again qualified for such exemption. Any such parent or surviving spouse who fails to notify the assessor of such disqualification shall make payment to the municipality in the amount of property tax loss related to such exemption improperly taken.

Signed by the Governor in the Original 6/27/2017

Public Act No. 17-99

AN ACT CONCERNING COURT OPERATIONS, VICTIM SERVICES, FRAUDULENT FILINGS AND TRANSFERS OF AN INTEREST IN REAL PROPERTY TO A TRUST.

Sec. 50. Section 47-36bb of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2017):

[Any conveyance of an interest in land to a trust rather than the trustee or trustees of the trust shall constitute a valid and enforceable transfer of that interest. Any conveyance by the trust, which conveyance is signed by a duly authorized trustee of such trust, shall be treated as if the conveyance was made by the trustee.]

(a) Any transfer of an interest in real property to a trust, rather than to the trustee or trustees of the trust, shall constitute a valid and enforceable transfer of such interest.

(b) Any subsequent transfer of such interest in real property, or any portion or part thereof (1) made by the trust and executed by a duly authorized trustee of the trust, shall be treated as if the transfer was made by such duly authorized trustee, or (2) made and executed by a duly authorized trustee of the trust, shall be treated as if the transfer was made by the trust.

(c) Any instrument whose grantor, grantee, releasor, releasee, assignor, assignee, transferor or transferee is a trust shall be indexed by the town clerk in the name of the trust identified in such instrument and also in the name or names of all trustees identified in such instrument.

(d) With respect to any instrument that has been recorded in the land records and whose grantor, releasor, assignor or transferor is a trust, it shall be presumed, in the absence of evidence in the land records indicating otherwise, that the (1) person who executed such instrument on the trust's behalf was duly authorized to so act, and (2) trust on whose behalf such person acted contained a provision conferring upon the trustee or trustees, the power to convey an interest in real property.

Signed by the Governor 6/30/2017

Public Act No. 17-105

AN ACT CONCERNING REVISIONS AND TECHNICAL CHANGES TO THE TAX AND RELATED STATUTES, AND CERTAIN EXEMPTIONS FROM THE PROPERTY TAX.

Sec. 5. Section 12-18d of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2017):

During the fiscal year ending June 30, 2017, an amount equal to the appropriation from the Municipal Revenue Sharing Fund to the Office of Policy and Management shall be transferred from the General Fund to the Municipal Revenue Sharing Fund and shall be distributed by said office, during [each] such fiscal year, in accordance with the provisions of sections 4-66l, 4-66p and 12-18b.

Sec. 10. Subdivision (33) of section 12-81 of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2017, and applicable to assessment years commencing on or after October 1, 2017):

(33) Musical instruments, [inclusive of] radios, [and] television sets, cellular mobile telephones, computers and mobile electronic devices, as defined in section 10-222d, used by and belonging to any family;

Sec. 11. Section 12-81 of the general statutes is amended by adding subdivision (78) as follows (Effective October 1, 2017, and applicable to assessment years commencing on or after October 1, 2017):

(NEW) (78) Machinery and equipment (A) used in the process of coloring or mixing paint, including, but not limited to, spectrographic color matching machines, automatic colorant dispensers, paint shakers, and computer equipment related to such machinery and equipment, and (B) used by retailers that offer paint for sale at retail in this state.

Signed by the Governor 7/6/2017

Public Act No. 17-126

**AN ACT CONCERNING MUNICIPAL FORECLOSURE ACTIONS ON TAX LIENS
AND LIENS ON BLIGHTED REAL ESTATE.**

Section 1. (NEW) (Effective January 1, 2018) An action to foreclose a tax lien pursuant to section 12-181 of the general statutes or a lien on blighted real estate imposed pursuant to section 7-148aa of the general statutes, commenced in the Superior Court by a municipality on or after the effective date of this section, shall be privileged with respect to assignment for trial.

Signed by the Governor 7/5/2017

Public Act No. 17-144

**AN ACT PROMOTING THE USE OF FUEL CELLS FOR ELECTRIC DISTRIBUTION SYSTEM BENEFITS AND
RELIABILITY AND AMENDING VARIOUS ENERGY-RELATED PROGRAMS AND REQUIREMENTS.**

Sec. 2. Subdivision (21) of subsection (a) of section 16-1 of the general statutes is repealed and the following is substituted in lieu thereof (Effective from passage):

(21) "Class II renewable energy source" means [energy] electricity derived from a trash-to-energy facility [a biomass facility that began operation before July 1, 1998, provided the average emission rate for such facility is equal to or less than . 2 pounds of nitrogen oxides per million BTU of heat input for the previous calendar quarter, or a run-of-the-river hydropower facility provided such facility has a generating capacity of not more than five megawatts, does not cause an appreciable change in the riverflow, and began operation prior to July 1, 2003] that has obtained a permit pursuant to section 22a-208a and section 22a-174-33 of the regulations of Connecticut state agencies;

Signed by the Governor 6/27/2017

Public Act No. 17-147

**AN ACT CONCERNING STATE TAXATION AND COLLECTION, TAX GAP COMPLIANCE, TAX PREPARERS
AND FACILITATORS, CHANGES TO THE TAX AND RELATED STATUTES, A MENTAL HEALTH
COMMUNITY INVESTMENT ACCOUNT AND MUNICIPAL BONDS.**

Sec. 19. Subsection (b) of section 12-7a of the general statutes is repealed and the following is substituted in lieu thereof (Effective 7/7/2017):

(b) [The commissioner shall annually] If requested by the Secretary of the Office of Policy and Management, the commissioner shall prepare, from the list prepared pursuant to subsection (a) of this section, a list of taxpayers who are delinquent in the payment of the corporation business tax under chapter 208. The list [shall be arranged in sequential order by the] may also include taxpayer

identification [number] numbers assigned by the commissioner. [and shall be provided to the Secretary of the Office of Policy and Management not later than July fifteenth annually, commencing July 15, 1998.]

Sec. 22. Section 12-80b of the general statutes is repealed and the following is substituted in lieu thereof (Effective from passage):

(a) (1) Each taxpayer described in subsection (a) of section 12-80a that owns tangible personal property used both to render telecommunications service subject to tax under chapter 219 and to render community antenna television service or a certified competitive video service subject to tax under [said] chapter 219 [,] shall have part of such property taxed as provided in [said] section 12-80a and part of such property exempt from property tax in accordance with section 12-268j.

(2) The portion of such property to be taxed as provided in section 12-80a and the portion exempt under section 12-268j shall be computed [, as provided in regulations adopted by the Commissioner of Revenue Services in accordance with the provisions of chapter 54] on the basis of the taxpayer's gross receipts from rendering telecommunications service or a certified competitive video service, as defined in chapter 219, and from rendering community antenna television service, as defined in [said] chapter 219, or on some other basis permitted under [such] regulations the commissioner may adopt in accordance with the provisions of chapter 54.

(b) (1) Each taxpayer not described in subsection (a) of section 12-80a that owns tangible personal property used both to render telecommunications service subject to tax under chapter 219 and to render community antenna television service or a certified competitive video service subject to tax under [said] chapter 219 shall have part of such property taxed as provided in this chapter, without regard to [said] section 12-80a, and part of such property exempt from property tax in accordance with section 12-268j.

(2) The portion of such property to be taxed as provided in this chapter, without regard to section 12-80a and the portion exempt under section 12-268j, shall be computed [, as provided in regulations adopted by the Commissioner of Revenue Services in accordance with the provisions of chapter 54,] on the basis of the taxpayer's gross receipts from rendering telecommunications service, as defined in chapter 219, and from rendering community antenna television service or a certified competitive video service, as defined in [said] chapter 219, or on some other basis permitted under [such] regulations the commissioner may adopt in accordance with the provisions of chapter 54.

(c) For purposes of this section, "assessment year" means the assessment year under this chapter.

(d) For purposes of this section, "community antenna television service" shall include service provided by a holder of a certificate of cable franchise authority pursuant to section 16-331p.

Signed by the Governor 7/7/2017

Public Act No. 17-176

AN ACT CONCERNING THE CLOSURE OF CERTAIN BUILDING PERMITS.

Section 1. Section 29-265 of the general statutes is amended by adding subsection (c) as follows (Effective October 1, 2017):

(NEW) (c) Nine years from the date of issuance of a building permit issued pursuant to section 29-263 for construction or alteration of a one-family dwelling, two-family dwelling or structure located on the same parcel as a one-family dwelling or two-family dwelling, for which construction or alteration a certificate of occupancy, as defined in the regulations adopted pursuant to section 29-252, has not been issued by the building official, such building permit shall be deemed closed. Following such nine-year period, no enforcement action based upon work commenced or completed pursuant to an open building permit shall be commenced. No municipality or officer or employee of any such municipality shall be liable concerning any claim relating to the closure of a building permit pursuant to this section. For the purposes of this section, "structure" has the same meaning as in the zoning regulations for the municipality in which the building permit was issued, or if undefined by such regulations, "structure" means any combination of materials that is affixed to the land, including, but not limited to, a shed, garage, sign, fence, wall, pool, patio, tennis court or deck.

Signed by the Governor 7/10/2017

Public Act No. 17-183

AN ACT ESTABLISHING A MUNICIPAL GRANT PORTAL.

Section 1. (NEW) (Effective July 10, 2017) (a) The Secretary of the Office of Policy and Management shall, within available appropriations, establish and maintain a single electronic portal available on the Internet and located on the Office of Policy and Management's Internet web site for the purpose of posting all state funded municipal grant applications. Such electronic portal shall be known as the Municipal Grant Portal.

(b) The Municipal Grant Portal shall include, but not be limited to: (1) All state-funded municipal grant applications and municipal reimbursement request forms, (2) a searchable database for locating information regarding state-funded municipal grants, and (3) features to encourage the active recruitment and participation of municipalities in the state-funded municipal grant application process.

Signed by the Governor 7/10/2017

Public Act No. 17-189

AN ACT CONCERNING AMERICAN LEGION STATE FUND COMMISSION TRANSPARENCY AND MUNICIPAL OPTION PROPERTY TAX EXEMPTIONS FOR CERTAIN VETERANS.

Section 1. (NEW) (Effective July 10, 2017) (a) As used in this section, (1) "personal information" means information capable of being associated with a particular individual through one or more identifiers, including, but not limited to, an individual's first name or first initial and last name, a Social Security number, a driver's license number, a state identification card number, an account number, a credit card or debit card number, a financial record, a passport number, an alien registration number, a health insurance identification number or any military identification information, and does not include publicly available information that is lawfully made available to the general public from federal, state or local government records or widely distributed media, and (2) "military identification information" means information identifying a person as a member of the armed forces, as defined in section 27-103 of the general statutes, or a veteran, as defined in said section, including, but not limited to, a selective

service number, military identification number, discharge document, military identification card or military retiree identification card.

(b) (1) Except as provided in subsection (c) of this section, any record of the American Legion related to the administration of the Soldiers, Sailors and Marines Fund, which fund is described in sections 27-138 to 27-140, inclusive, of the general statutes, shall be deemed a public record, as defined in section 1-200 of the general statutes, and disclosed to the extent required of any such public record under the Freedom of Information Act, as defined in said section.

(2) The Treasurer, as custodian and trustee of the Soldiers, Sailors and Marines Fund under section 27-138 of the general statutes, may access any such record and shall be the public agency for purposes of any request made for any such record pursuant to the Freedom of Information Act.

(c) The Treasurer shall not disclose the personal information of any individual who (1) makes a gift, bequest or donation to the fund, or (2) is an applicant for, or a recipient of, aid from the fund unless any such disclosure is for purposes of (A) administering aid from the fund, (B) assisting any such applicant or recipient in obtaining aid from any other government or private program, or (C) complying with a court order.

Sec. 2. Subsection (b) of section 12-81g of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2017, and applicable to assessment years commencing on or after October 1, 2017):

(b) (1) Effective for the assessment year commencing October 1, 2013, and each assessment year thereafter, any municipality may, upon approval by its legislative body or, in any town in which the legislative body is a town meeting, by the board of selectmen, provide that, in lieu of the additional exemption prescribed under subsection (a) of this section, any person entitled to an exemption from property tax in accordance with subdivision (20) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, who has a disability rating of one hundred per cent, as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption from such tax in an amount equal to three times the amount of the exemption provided for such person pursuant to subdivision (20) of section 12-81, provided such person's total adjusted gross income as determined for purposes of the federal income tax, plus any other income not included in such adjusted income, excluding veterans' disability payments, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, is not more than [twenty-one] twenty-four thousand dollars if such person is married or not more than [eighteen] twenty-one thousand dollars if such person is not married.

(2) The provisions of this subsection shall not limit the applicability of the provisions of subsection (a) of this section for persons not eligible for the property tax exemption provided by this subsection.

Sec. 3. (NEW) (Effective October 1, 2017, and applicable to assessment years commencing on or after October 1, 2017) (a) Any municipality, upon approval by its legislative body, may provide that any veteran, as defined in subsection (a) of section 27-103 of the general statutes, which veteran is a resident of such municipality and ineligible for an exemption from property tax under subdivisions (19) to (21), inclusive, of section 12-81 of the general statutes, shall be entitled to an exemption from property tax, provided such veteran's qualifying income does not exceed (1) the maximum amount

applicable to an unmarried person, as provided under section 12-81I of the general statutes, as amended by this act, or (2) an amount established by the municipality, not exceeding the maximum amount under section 12-81I of the general statutes, as amended by this act, by more than twenty-five thousand dollars. The exemption provided for under this section shall be applied to the assessed value of any such veteran's property and, at the municipality's option, may be in an amount up to five thousand dollars or in an amount up to five per cent of such assessed value.

(b) (1) Any veteran described in subsection (a) of this section who claims an exemption from taxation under this section shall give notice to the town clerk of such municipality that he or she is entitled to such exemption.

(2) Any such veteran submitting a claim for such exemption shall be required to file an application, on a form prepared for such purpose by the assessor, not later than the assessment date with respect to which such exemption is claimed, which application shall include (A) a certified copy of such veteran's military discharge document, as defined in section 1-219 of the general statutes, or (B) in the absence of such certified copy, at least two affidavits of disinterested persons showing that the claimant was honorably discharged from, or released under honorable conditions from active service in, the armed forces, as defined in section 27-103 of the general statutes, provided the assessor may further require such claimant to be examined by such assessor under oath concerning such facts. Each such application shall include a copy of such veteran's federal income tax return, or in the event such a return is not filed such evidence related to income as may be required by the assessor, for the tax year of such veteran ending immediately prior to the assessment date with respect to which such exemption is claimed. Such town clerk shall record each such affidavit in full and shall list the name of such veteran, and such service shall be performed by such town clerk without remuneration. No assessor, board of assessment appeals or other official shall allow any such claim for exemption unless evidence as specified in this section has been filed in the office of such town clerk. Any such veteran who has filed for such exemption and received approval for the first time shall be required to file for such exemption biennially thereafter, subject to the provisions of subsection (c) of this section.

(3) The assessor of such municipality shall annually make a certified list of all such veterans who are found to be entitled to exemption under the provisions of this section, which list shall be filed in the town clerk's office and shall be prima facie evidence that any such veteran whose name appears on such list is entitled to such exemption, subject to the provisions of subsection (c) of this section, as long as he or she continues to reside in such municipality and as long as the legislative body of such municipality continues to provide for such exemption. Such assessor may, at any time, require any such veteran to appear before such assessor for the purpose of furnishing additional evidence, provided any such veteran who, by reason of total disability, is unable to so appear may furnish such assessor a statement from such veteran's attending physician or an advanced practice registered nurse certifying that such veteran is totally disabled and unable to make a personal appearance and such other evidence of total disability as such assessor may deem appropriate.

(4) No such veteran may receive such exemption until such veteran has proven his or her right to such exemption in accordance with the provisions of this section, together with such further proof as may be required under such provisions. Exemptions so proven shall take effect on the next succeeding assessment day.

(c) Any such veteran who has submitted an application and been approved in any year for the exemption provided in this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. During the year immediately following such approval, the assessor shall notify, in writing, each veteran presumed to be qualified pursuant to this subsection. If any such veteran has qualifying income in excess of the maximum allowed under subsection (a) of this section, such veteran shall notify the assessor on or before the next filing date for such exemption and shall be denied such exemption for the assessment year immediately following and for any subsequent year until such veteran has reapplied and again qualified for such exemption. Any such veteran who fails to notify the assessor of such disqualification shall make payment to the municipality in the amount of property tax loss related to such exemption improperly taken.

Sec. 4. Section 12-81/ of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2017, and applicable to assessment years commencing on or after October 1, 2017):

Whenever used in sections 12-81f, 12-81g, as amended by this act, 12-81i, [and] 12-81j and section 3 of this act, "qualifying income" means, with respect to any person making application for exemption from property tax as provided under any of said sections, such person's total adjusted gross income as determined for purposes of the federal income tax plus any other income not included in such adjusted gross income, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, but does not include veterans' disability payments. For purposes of determining eligibility for any of such exemptions, such qualifying income may not exceed fourteen thousand dollars, if unmarried, or sixteen thousand dollars, jointly with spouse, if married, provided in no event shall such maximum amounts of qualifying income with respect to any such person be less than the maximum amount of such qualifying income in the case of a married or unmarried person, whichever is applicable, under subsection (b) of section 12-170aa, and in the event that such maximum qualifying income under this section is less than the comparable amount under said subsection (b) of section 12-170aa for any assessment year, such amount under this section shall be made equivalent to that under said subsection (b) of section 12-170aa for purposes of determining eligibility under this section for such assessment year.

Signed by the Governor 7/10/2017

Public Act No. 17-199

AN ACT EXEMPTING LEASED MUNICIPAL PROPERTY FROM TAXATION.

Section 1. Subdivision (4) of section 12-81 of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2017):

(4) (A) Except as otherwise provided by law, personal property belonging to, [or] held in trust for, or leased to, a municipal corporation of this state and used for a public purpose, including [real and] personal property used for cemetery purposes, and (B) real property belonging to, held in trust for, or leased to, a municipal corporation of this state and used for a public purpose, including real property used for cemetery purposes, provided any such leased personal property, including, but not limited to, motor vehicles subject to the provisions of section 12-71 and any such leased real property is located within the boundaries of such municipal corporation;

Signed by the Governor 7/10/2017

Public Act No. 17-201

AN ACT CONCERNING THE COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY PROGRAM.

Section 1. Section 16a-40g of the general statutes is repealed and the following is substituted in lieu thereof (Effective October 1, 2017):

(a) As used in this section:

- (1) "Energy improvements" means (A) participation in a district heating and cooling system by qualifying commercial real property, (B) participation in a microgrid, as defined in section 16-243y, including any related infrastructure for such microgrid, by qualifying commercial real property, provided such microgrid and any related infrastructure incorporate clean energy, as defined in section 16-245n, (C) any improvement, renovation or retrofitting of qualifying commercial real property to reduce energy consumption or improve energy efficiency, (D) installation of a renewable energy system to service qualifying commercial real property, or (E) installation of a solar thermal or geothermal system to service qualifying commercial real property, provided such renovation, retrofit or installation described in subparagraph (C), (D) or (E) of this subdivision is permanently fixed to such qualifying commercial real property;
- (2) "District heating and cooling system" means a local system consisting of a pipeline or network providing hot water, chilled water or steam from one or more sources to multiple buildings;
- (3) "Qualifying commercial real property" means any commercial or industrial property, regardless of ownership, that meets the qualifications established for the commercial sustainable energy program;
- (4) "Commercial or industrial property" means any real property other than a residential dwelling containing less than five dwelling units;
- (5) "Benefited property owner" means an owner of qualifying commercial real property who desires to install energy improvements and provides free and willing consent to the benefit assessment against the qualifying commercial real property;
- (6) "Commercial sustainable energy program" means a program that facilitates energy improvements and utilizes the benefit assessments authorized by this section as security for the financing of the energy improvements;
- (7) "Municipality" means a municipality, as defined in section 7-369;
- (8) "Benefit assessment" means the assessment authorized by this section;
- (9) "Participating municipality" means a municipality that has entered into a written agreement, as approved by its legislative body, with the bank pursuant to which the municipality has agreed to assess, collect, remit and assign, benefit assessments to the bank in return for energy improvements for benefited property owners within such municipality and costs reasonably incurred in performing such duties;
- (10) "Bank" means the Connecticut Green Bank; and

(11) "Third-party capital provider" means an entity, other than the bank, that provides **[loans]** financing, leases or power purchase agreements directly to benefited property owners for energy improvements.

(b) (1) The bank shall establish a commercial sustainable energy program in the state, and in furtherance thereof, is authorized to make appropriations for and issue bonds, notes or other obligations for the purpose of financing, (A) energy improvements; (B) related energy audits; (C) renewable energy system feasibility studies; and (D) verification reports of the installation and effectiveness of such improvements. The bonds, notes or other obligations shall be issued in accordance with legislation authorizing the bank to issue bonds, notes or other obligations generally. Such bonds, notes or other obligations may be secured as to both principal and interest by a pledge of revenues to be derived from the commercial sustainable energy program, including revenues from benefit assessments on qualifying commercial real property, as authorized in this section.

(2) When the bank has made appropriations for energy improvements for qualifying commercial real property or other costs of the commercial sustainable energy program, including interest costs and other costs related to the issuance of bonds, notes or other obligations to finance the appropriation, the bank may require the participating municipality in which the qualifying commercial real property is located to levy a benefit assessment against the qualifying commercial real property especially benefited thereby.

(3) The bank (A) shall develop program guidelines governing the terms and conditions under which state and third-party financing may be made available to the commercial sustainable energy program, including, in consultation with representatives from the banking industry, municipalities and property owners, developing the parameters for consent by existing mortgage holders and may serve as an aggregating entity for the purpose of securing state or private third-party financing for energy improvements pursuant to this section, (B) shall establish the position of commercial sustainable energy program liaison within the bank, (C) may establish a loan loss reserve or other credit enhancement program for qualifying commercial real property, (D) may use the services of one or more private, public or quasi-public third-party administrators to administer, provide support or obtain financing for the commercial sustainable energy program, (E) shall adopt standards to ensure that the energy cost savings of the energy improvements over the useful life of such improvements exceed the costs of such improvements, and (F) may encourage third-party capital providers to provide **[loans]** financing, leases and power purchase agreements directly to benefited property owners in lieu of or in addition to the bank providing such loans.

(c) Before establishing a commercial sustainable energy program under this section, the bank shall provide notice to the electric distribution company, as defined in section 16-1, that services the participating municipality.

(d) If a benefited property owner requests financing from the bank or a third-party capital provider for energy improvements under this section, the bank shall:

(1) Require performance of an energy audit or renewable energy system feasibility analysis on the qualifying commercial real property that assesses the expected energy cost savings of the energy improvements over the useful life of such improvements before approving such financing;

(2) If financing is approved, either by the bank or the third-party capital provider, require the participating municipality to levy a benefit assessment on the qualifying commercial real property with the property owner in a principal amount sufficient to pay the costs of the energy improvements and any associated costs the bank or the third-party capital provider determines will benefit the qualifying commercial real property;

(3) Impose requirements and criteria to ensure that the proposed energy improvements are consistent with the purpose of the commercial sustainable energy program;

(4) Impose requirements and conditions on the financing to ensure timely repayment, including, but not limited to, procedures for placing a benefit assessment lien on a property as security for the repayment of the benefit assessment; and

(5) Require that the property owner provide written notice, not less than thirty days prior to the recording of any benefit assessment lien securing a benefit assessment for energy improvements for such property, to any existing mortgage holder of such property, of the property owner's intent to finance such energy improvements pursuant to this section.

(e) (1) The bank or the third-party capital provider may enter into a financing agreement with the property owner of qualifying commercial real property. After such agreement is entered into, and upon notice from the bank, the participating municipality shall (A) place a caveat on the land records indicating that a benefit assessment and a benefit assessment lien are anticipated upon completion of energy improvements for such property, or (B) at the direction of the bank, levy the benefit assessment and file a benefit assessment lien on the land records based on the estimated costs of the energy improvements prior to the completion or upon the completion of such improvements.

(2) The bank or the third-party capital provider shall disclose to the property owner the costs and risks associated with participating in the commercial sustainable energy program established by this section, including risks related to the failure of the property owner to pay the benefit assessment. The bank or the third-party capital provider shall disclose to the property owner the effective interest rate of the benefit assessment, including fees charged by the bank or the third-party capital provider to administer the program, and the risks associated with variable interest rate financing. The bank or the third-party capital provider shall notify the property owner that such owner may rescind any financing agreement entered into pursuant to this section not later than three business days after such agreement.

(f) The bank or the third-party capital provider shall set a fixed or variable rate of interest for the repayment of the benefit assessment amount at the time the benefit assessment is made. Such interest rate, as may be supplemented with state or federal funding as may become available, shall be sufficient to pay the bank's financing and administrative costs of the commercial sustainable energy program, including delinquencies.

(g) Benefit assessments levied and filed pursuant to this section and the interest, fees and any penalties thereon shall constitute a lien against the qualifying commercial real property on which they are made until they are paid. Such benefit assessment lien, [or if the financing agreement provides that the benefit assessments] shall be paid in installments [then] and each installment payment [,] shall be collected in the same manner as the property taxes of the participating municipality on real property,

including, in the event of default or delinquency, with respect to any penalties, fees and remedies. Each such benefit assessment lien may be recorded and released in the manner provided for property tax liens and shall take precedence over all other liens or encumbrances except a lien for taxes of the municipality on real property, which lien for taxes shall have priority over such benefit assessment lien, and provided that the precedence of such benefit assessment lien over any lien held by an existing mortgage holder shall be subject to the written consent of such existing mortgage holder. To the extent **[benefit assessments are paid in installments and any such]** any benefit assessment lien installment is not paid when due, the benefit assessment lien may be foreclosed to the extent of any unpaid installment payments due and owing and any penalties, interest and fees related thereto. In the event **[such]** a benefit assessment lien is foreclosed **[, such]** or a lien for taxes of the municipality on real property is foreclosed or enforced by levy and sale in accordance with chapter 204, the benefit assessment lien shall be extinguished solely with regard to any installments that were due and owing on the date of the judgment of such foreclosure or levy and sale and the benefit assessment lien shall otherwise survive **[the]** such judgment **[of foreclosure]** or levy and sale to the extent of any unpaid installment payments of the benefit assessment secured by such benefit assessment lien that **[were not the subject]** are due after the date of such judgment or levy and sale.

(h) Any participating municipality may assign to the bank any and all benefit assessment liens filed by the **[tax collector]** participating municipality, as provided in the written agreement between the participating municipality and the bank. The bank may sell or assign, for consideration, any and all benefit assessment liens received from the participating municipality. The consideration received by the bank shall be negotiated between the bank and the assignee. The assignee or assignees of such benefit assessment liens shall have and possess the same powers and rights at law or in equity as the bank and the participating municipality and its tax collector would have had if the benefit assessment lien had not been assigned with regard to the precedence and priority of such benefit assessment lien, the accrual of interest and the fees and expenses of collection. The assignee shall have the same rights to enforce such benefit assessment liens as any private party holding a lien on real property, including, but not limited to, foreclosure and a suit on the debt. Costs and reasonable attorneys' fees incurred by the assignee as a result of any foreclosure action or other legal proceeding brought pursuant to this section and directly related to the proceeding shall be taxed in any such proceeding against each person having title to any property subject to the proceedings. Such costs and fees may be collected by the assignee at any time after demand for payment has been made by the assignee.

Signed by the Governor 7/10/2017

Public Act No. 17-214

AN ACT CONCERNING THE CREATION OF CONNECTICUT BROWNFIELD LAND BANKS, REVISIONS TO THE BROWNFIELD REMEDIATION AND REVITALIZATION PROGRAM AND AUTHORIZING BONDS OF THE STATE FOR BROWNFIELD REMEDIATION AND DEVELOPMENT PROGRAMS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 32-760 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

As used in this [\[section and sections 32-761 to 32-769, inclusive\]](#) chapter and sections 2 to 6, inclusive, of this act:

(1) "Bona fide prospective purchaser" means a person who acquires ownership of a property after July 1, 2011, and establishes by a preponderance of the evidence that:

(A) All disposal of regulated substances at the property occurred before such person acquired the property;

(B) Such person made all appropriate inquiries, as set forth in 40 CFR Part 312, into the previous ownership and uses of the property in accordance with generally accepted good commercial and customary standards and practices, including, but not limited to, the standards and practices set forth in the ASTM Standard Practice for Environmental Site Assessments, Phase I Environmental Site Assessment Process, in effect on the date such person acquired the property. In the case of property in residential or other similar use at the time of purchase by a nongovernmental or noncommercial entity, a property inspection and a title search that reveal no basis for further investigation shall be considered to satisfy the requirements of this subparagraph;

(C) Such person provides all legally required notices with respect to the discovery or release of any regulated substances at the property;

(D) Such person exercises appropriate care with respect to regulated substances found at the property by taking reasonable steps to (i) stop any continuing release, (ii) prevent any threatened future release, and (iii) prevent or limit human, environmental or natural resource exposure to any previously released regulated substance;

(E) Such person provides full cooperation, assistance and access to persons authorized to conduct response actions or natural resource restoration at the property, including, but not limited to, the cooperation and access necessary for the installation, integrity, operation and maintenance of any complete or partial response actions or natural resource restoration at the property;

(F) Such person complies with any land use restrictions established or relied on in connection with the response action at the property and does not impede the effectiveness or integrity of any institutional control employed at the property in connection with a response action; and

(G) Such person complies with any request for information from the Commissioner of Energy and Environmental Protection;

(2) "Brownfield" means any abandoned or underutilized site where redevelopment, reuse or expansion has not occurred due to the presence or potential presence of pollution in the buildings, soil or groundwater that requires investigation or remediation before or in conjunction with the redevelopment, reuse or expansion of the property;

(3) "Commissioner" means the Commissioner of Economic and Community Development;

(4) "Contiguous property owner" means a person who owns real property contiguous to or otherwise similarly situated with respect to, and that is or may be contaminated by a release or threatened release of a regulated substance from, real property that is not owned by that person, provided:

(A) With respect to the property owned by such person, such person takes reasonable steps to (i) stop any continuing release of any regulated substance released on or from the property, (ii) prevent any threatened future release of any regulated substance released on or from the property, and (iii) prevent or limit human, environmental or natural resource exposure to any regulated substance released on or from the property;

(B) Such person provides full cooperation, assistance and access to persons authorized to conduct response actions or natural resource restoration at the property from which there has been a release or threatened release, including, but not limited to, the cooperation and access necessary for the installation, integrity, operation and maintenance of any complete or partial response action or natural resource restoration at the property;

(C) Such person complies with any land use restrictions established or relied on in connection with the response action at the property and does not impede the effectiveness or integrity of any institutional control employed in connection with a response action;

(D) Such person complies with any request for information from the Commissioner of Energy and Environmental Protection; and

(E) Such person provides all legally required notices with respect to the discovery or release of any hazardous substances at the property;

(5) "Department" means the Department of Economic and Community Development;

(6) "Economic development agency" means (A) a municipal economic development agency or entity created or operating under chapter 130 or 132; (B) a nonprofit economic development corporation formed to promote the common good, general welfare and economic development of a municipality or a region that is funded, either directly or through in-kind services, in part by one or more municipalities; (C) a nonstock corporation or limited liability company established or controlled by a municipality, municipal economic development agency or an entity created or operating under chapter 130 or 132; or (D) an agency, as defined in section 32-327;

(7) "Eligible costs" means the costs associated with the investigation, assessment, remediation and development of a brownfield, including, but not limited to, (A) soil, groundwater and infrastructure investigation, (B) assessment, (C) remediation, (D) abatement, (E) hazardous materials or waste disposal, (F) long-term groundwater or natural attenuation monitoring, (G) (i) environmental land use restrictions, (ii) activity and use limitations, or (iii) other forms of institutional control, (H) attorneys' fees, (I) planning, engineering and environmental consulting, and (J) building and structural issues, including demolition, asbestos abatement, polychlorinated biphenyls removal, contaminated wood or paint removal, and other infrastructure remedial activities;

(8) "Financial assistance" means grants, loans or loan guarantees, or any combination thereof;

- (9) "Innocent landowner" has the same meaning as provided in section 22a-452d;
- (10) "Interim verification" has the same meaning as provided in section 22a-134, as amended by this act;
- (11) "Manufacturing facility" means a business establishment classified under sector 31, 32 or 33 of the North American Industrial Classification System;
- (12) "Municipality" means a town, city, consolidated town and city or consolidated town and borough. For purposes of sections 2 to 6, inclusive, of this act, "municipality" includes a district, as defined in section 7-324, a metropolitan area, as defined in section 7-333, and any political subdivision of the state that has the power to levy taxes and to issue bonds, notes or other obligations;
- (13) "PCB regulations" means the polychlorinated biphenyls manufacturing, processing, distribution in commerce and use prohibitions found at 40 CFR Part 761;
- (14) "Person" means any individual, firm, partnership, association, syndicate, company, trust, corporation, nonstock corporation, limited liability company, municipality, economic development agency, agency or political or administrative subdivision of the state or any other legal entity;
- (15) "Real property" means land, buildings and other structures and improvements thereto, subterranean or subsurface rights, any and all easements, air rights and franchises of any kind or nature;
- (16) "Regulated substance" has the same meaning as provided in section 22a-134g;
- (17) "Release" means any discharge, spillage, uncontrolled loss, seepage, filtration, leakage, injection, escape, dumping, pumping, pouring, emitting, emptying or disposal of a substance;
- (18) "Remediation standards" has the same meaning as provided in section 22a-134, as amended by this act;
- (19) "State" means the state of Connecticut;
- (20) "UST regulations" means the regulations adopted pursuant to subsection (d) of section 22a-449; **[and]**
- (21) "Verification" has the same meaning as provided in section 22a-134, as amended by this act; and
- (22) "Connecticut brownfield land bank" means a Connecticut nonstock corporation, certified by the Commissioner of Economic and Community Development pursuant to section 2 of this act, established for the purposes of (A) acquiring, retaining, remediating and selling brownfields in the state for the benefit of municipalities, (B) educating government officials, community leaders, economic development agencies and nonprofit organizations on best practices for redeveloping brownfields, and (C) engaging in all other activities in accordance with sections 2 to 6, inclusive, of this act.

Sec. 5. (NEW) (*Effective July 1, 2017*) The exercise of the powers granted by sections 2 to 6, inclusive, of this act, shall be in all respects for the benefit of the people of the state, for the increase of their commerce, welfare and prosperity, and as the exercise of such powers shall constitute the performance of an essential public function, a Connecticut brownfield land bank shall not be required to pay any taxes or assessments upon or in respect of any revenues or property received, acquired, transferred or used by such Connecticut brownfield land bank, or upon or in respect of the income from such revenues or property.

Sec. 6. (NEW) (*Effective July 1, 2017*) (a) A Connecticut brownfield land bank shall hold in its own name all real property acquired by such land bank irrespective of the identity of the transferor of such property.

(b) A Connecticut brownfield land bank shall acquire only brownfield sites and other real property, located adjacent or in close proximity to brownfield sites to be acquired, that are identified in a land banking agreement between such Connecticut brownfield land bank and the municipality in which such properties are located.

(c) A Connecticut brownfield land bank shall maintain and make available for public review and inspection an inventory of all real property held by such land bank.

(d) A Connecticut brownfield land bank shall determine and set forth in policies and procedures the general terms and conditions for consideration to be received by such land bank for the transfer to such land bank of real property and interests in real property, which consideration may take the form of monetary payments and secured financial obligations, covenants and conditions related to the present and future use of such real property, contractual commitments of the transferee, and such other forms of consideration as determined by the board of directors to be in the best interest of such land bank.

(e) A Connecticut brownfield land bank may convey, exchange, sell, transfer, lease as lessee, grant, release and demise, pledge and hypothecate any and all interests in, upon or to real property of the brownfield land bank, provided such land bank may only convey, exchange, transfer or sell real property with the approval of the municipality in which such real property is located pursuant to the terms of a land banking agreement entered into with such municipality.

Sec. 7. Subsection (a) of section 12-81r of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(a) Any municipality may (1) enter into an agreement with the owner of any real property to abate the property tax due as of the date of the agreement for a period not to exceed seven years if the property has been subject to a spill, as defined in section 22a-452c, and the owner agrees to conduct any environmental site assessment, demolition and remediation of the spill necessary to redevelop the property. Any such tax abatement shall only be for the period of remediation and redevelopment and shall be contingent upon the continuation and completion of the remediation and redevelopment process with respect to the purposes specified in the agreement. The abatement shall cease upon the sale or transfer of the property for any other purpose unless the municipality consents to its continuation. The municipality may also establish a recapture provision in the event of sale provided

such recapture shall not exceed the original amount of taxes abated and may not go back further than the date of the agreement; (2) forgive all or a portion of the principal balance and interest due on delinquent property taxes for the benefit of any prospective purchaser who has obtained an environmental investigation or remediation plan approved by the Commissioner of Energy and Environmental Protection or a licensed environmental professional under section 22a-133w, 22a-133x or 22a-133y and completes such remediation plan for an establishment, as defined in section 22a-134, as amended by this act, deemed by the municipality to be abandoned or a brownfield, as defined in section 32-760, as amended by this act; [or] (3) enter into an agreement with the owner of any real property to fix the assessment of the property as of the last assessment date prior to commencement of remediation activities for a period not to exceed seven years, provided the property has been the subject of a remediation approved by the Commissioner of Energy and Environmental Protection or verified by a licensed environmental professional pursuant to section 22a-133w, 22a-133x, 22a-133y or 22a-134, as amended by this act; or (4) forgive all or a portion of the principal balance and interest due on delinquent property taxes for the benefit of any Connecticut brownfield land bank, as defined in section 32-760, as amended by this act, that has acquired or will acquire any real property within the municipality.

Signed by the Governor 7/5/2017

Public Act No. 17-222

AN ACT CONCERNING MINOR REVISIONS TO THE RENTERS REBATE PROGRAM.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 12-170f of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(a) Any renter, believing himself or herself to be entitled to a grant under section 12-170d for any calendar year, shall apply for such grant to the assessor of the municipality in which the renter resides or to the duly authorized agent of such assessor or municipality on or after April first and not later than October first of each year with respect to such grant for the calendar year preceding each such year, on a form prescribed and furnished by the Secretary of the Office of Policy and Management to the assessor. A renter may apply to the secretary prior to December fifteenth of the claim year for an extension of the application period. The secretary may grant such extension in the case of extenuating circumstance due to illness or incapacitation as evidenced by a certificate signed by a physician or an advanced practice registered nurse to that extent, or if the secretary determines there is good cause for doing so. A renter making such application shall present to such assessor or agent, in substantiation of the renter's application, a copy of the renter's federal income tax return, and if not required to file a federal income tax return, such other evidence of qualifying income, receipts for money received, or cancelled checks, or copies thereof, and any other evidence the assessor or such agent may require. When the assessor or agent is satisfied that the applying renter is entitled to a grant, such assessor or agent shall issue a certificate of grant [, in triplicate,] in such form as the secretary may prescribe and supply showing the amount of the grant due. The assessor or agent shall forward the [original copy and attached] application to the secretary not later than the last day of the month following the month in which the renter has made application. Any municipality that neglects to transmit to the secretary the [claim and supporting applications] application as required by this section shall forfeit two hundred

fifty dollars to the state, provided the secretary may waive such forfeiture in accordance with procedures and standards adopted by regulation in accordance with chapter 54. [A duplicate of such] The certificate [with a copy of the application attached] of grant shall be delivered to the renter and the assessor or agent shall keep [the third copy] copies of such certificate and [a copy of the] application. After the secretary's review of each claim, pursuant to section 12-120b, and verification of the amount of the grant, the secretary shall make a determination of any per cent reduction to all claims that will be necessary to keep within available appropriations and, not later than [September thirtieth] October fifteenth of each year prepare a list of certificates approved for payment, and shall thereafter supplement such list monthly. Such list and any supplements thereto shall be approved for payment by the secretary and shall be forwarded by the secretary to the Comptroller, along with a notice of any necessary per cent reduction in claim amounts, [not later than one hundred twenty days after receipt of such applications and certificates of grant from the assessor or agent,] and the Comptroller shall draw an order on the Treasurer, not later than fifteen days following, in favor of each person on such list and on supplements to such list in the amount of such person's claim, minus any per cent reduction noticed by the secretary pursuant to this subsection, and the Treasurer shall pay such amount to such person, not later than fifteen days following. If the Secretary of the Office of Policy and Management determines a renter was overpaid for such grant, the amount of any subsequent grant paid to the renter under section 12-170d after such determination shall be reduced by the amount of overpayment until the overpayment has been recouped. Any claimant aggrieved by the results of the secretary's review or determination shall have the rights of appeal as set forth in section 12-120b. Applications filed under this section shall not be open for public inspection. Any person who, for the purpose of obtaining a grant under section 12-170d, wilfully fails to disclose all matters related thereto or with intent to defraud makes false statement shall be fined not more than five hundred dollars.

(b) Any municipality may provide, upon approval by its legislative body, that the duties and responsibilities of the assessor, as required under this section and section 12-170g, shall be transferred to (1) the officer in such municipality having responsibility for the administration of social services, or (2) the coordinator or agent for the elderly in such municipality.

Signed by the Governor 7/11/2017

Public Act No. 17-224

AN ACT CONCERNING REVISIONS TO VARIOUS PROVISIONS OF THE GENERAL STATUTES.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Sec. 2. Subsection (e) of section 12-107f of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(e) Failure to file an application for exemption within the time limit prescribed in subsection (c) of this section and in the manner and form prescribed in subsection (d) of this section shall be considered a waiver of the right to such exemption with respect to the current such assessment.

Signed by the Governor 7/10/2017

Public Act No. 17-238

**AN ACT CONCERNING THE CONVEYANCE OF CERTAIN PARCELS AND EASEMENTS OF STATE LAND,
THE REDEVELOPMENT OF PROPERTY IN THE TOWN OF PRESTON AND A REQUIREMENT TO APPRAISE
CERTAIN MUNICIPAL PROPERTY PRIOR TO SALE.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Sec. 13. (NEW) (*Effective July 1, 2017, and applicable to sales occurring on and after September 1, 2017*) For the purposes of this section, "municipality" means any town, consolidated town and city or consolidated town and borough. Prior to the sale of any real property (1) owned by a municipality, (2) with an assessed value of more than two hundred fifty thousand dollars or whose value has not been assessed by the town, and (3) that includes or is part of a watershed or encompasses a well or reservoir, such municipality shall cause an appraisal of the fair market value of such real property to be completed. Not later than sixty days prior to such sale, such municipality shall make such appraisal public on such municipality's Internet web site, or if no such Internet web site exists, through other practicable means as determined by such municipality.

Signed by the Governor 7/11/2017

Public Act No. 17-240

**AN ACT CONCERNING THE FAILURE TO FILE FOR CERTAIN GRAND LIST EXEMPTIONS,
THE COMMUNITY HOUSING LAND BANK AND LAND TRUST PROGRAM AND
THE TAX REVALUATION DEADLINE FOR THE TOWN OF ORANGE.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. (*Effective July 1, 2017*): Notwithstanding the provisions of section 12-89 of the general statutes, any person otherwise eligible for a 2013 grand list exemption and a 2014 grand list exemption, pursuant to subdivision (58) of section 12-81 of the general statutes, in the city of Danbury, except that such person failed to file the required exemption applications within the time periods prescribed, shall be regarded as having filed such applications in a timely manner if such person files such applications not later than thirty days after the effective date of this section. Upon confirmation of the receipt of such applications and verification of the exemption eligibility of the property included in such applications, the assessor shall approve the exemptions for such property. If taxes have been paid on the property for which such exemptions are approved, the city of Danbury shall reimburse such person in an amount equal to the amount by which such taxes exceed the taxes payable if the applications had been filed in a timely manner.

Sec. 2. (*Effective July 1, 2017*) Notwithstanding the provisions of subparagraph (C) of subdivision (59) of section 12-81 of the general statutes, any person otherwise eligible for a 2016 grand list exemption pursuant to said subdivision (59) in the city of New Britain, except that such person failed to file the required exemption application within the time period prescribed, shall be regarded as having filed said application in a timely manner if such person files said application not later than thirty days after the effective date of this section, and pays the late filing fee pursuant to section 12-81k of the general statutes. Upon confirmation of the receipt of such fee and verification of the exemption eligibility of

the machinery and equipment included in such application, the assessor shall approve the exemption for such property. If taxes have been paid on the property for which such exemption is approved, the city of New Britain shall reimburse such person in an amount equal to the amount by which such taxes exceed the taxes payable if the application had been filed in a timely manner.

Sec. 3. (*Effective July 1, 2017*) Notwithstanding the provisions of subdivision (76) of section 12-81 of the general statutes, any person otherwise eligible for a 2016 grand list exemption pursuant to said subdivision (76) in the town of Berlin, except that such person failed to file the required exemption application within the time period prescribed, shall be regarded as having filed said application in a timely manner if such person files said application not later than thirty days after the effective date of this section, and pays the late filing fee pursuant to section 12-81k of the general statutes. Upon confirmation of the receipt of such fee and verification of the exemption eligibility of the machinery and equipment included in such application, the assessor shall approve the exemption for such property. If taxes have been paid on the property for which such exemption is approved, the town of Berlin shall reimburse such person in an amount equal to the amount by which such taxes exceed the taxes payable if the application had been filed in a timely manner.

Sec. 5. (*Effective July 11, 2017*) Notwithstanding the provisions of section 12-62 of the general statutes or any other provision of the general statutes, any municipal charter, special act or home rule ordinance, the town of Orange shall not be required to implement a revaluation prior to the assessment year commencing on October 1, 2017, provided any decision not to implement a revaluation pursuant to this section is approved by the legislative body of such town. The rate maker, as defined in section 12-131 of the general statutes, in such town may prepare new rate bills pursuant to the provisions of chapter 204 of the general statutes in order to carry out the provisions of this section. Any required revaluation subsequent to any delayed implementation of a revaluation pursuant to this section shall be implemented in accordance with the provisions of section 12-62 of the general statutes. Such subsequent revaluation shall recommence at the point in the schedule required pursuant to section 12-62 of the general statutes where such town was prior to such delay.

Signed by the Governor 7/11/2017

Special Act No. 17-7

AN ACT AMENDING THE CHARTER OF THE ODD FELLOWS HOME OF CONNECTICUT.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 3 of number 119 of the special acts of 1893, as amended by number 460 of the special acts of 1925, number 452 of the special acts of 1943, number 243 of the special acts of 1953, special act 73-28, section 1 of special act 82-35 and section 13 of public act 12-2 of the June special session, is amended to read as follows (Effective June 27, 2017):

The estate, property and fund which may be held by said corporation for the uses and purposes herein before expressed shall, with the rents, income and profits thereof, be exempted from all taxation, provided, that for purposes of property taxation, in the event that the otherwise taxable real and

personal estate held at any one time by said corporation shall, **[not amount to more than]** on or after October 1, 2017, exceed twenty-five million dollars in value, such excess shall not be exempted pursuant to this act. Nothing in this section shall be construed to affect said corporation's right to pursue any exemption from taxation otherwise available pursuant to the Connecticut general statutes.

Signed by the Governor 6/27/2017

Special Act No. 17-8

AN ACT AMENDING THE CHARTER OF THE OLD COLONY BEACH CLUB ASSOCIATION IN OLD LYME.

Sec. 6. Section 9 of number 289 of the special acts of 1935 is amended to read as follows (*Effective June 30, 2017*):

The board of governors shall prepare and submit to said association, at **[each annual]** the June semiannual meeting, a budget and recommend a tax for the purpose of and based on such budget. **[, of not exceeding seven mills on the dollar of the total value of real estate within the limits of said association as shown by the last-completed grand list of the town of Old Lyme which budget and tax rate shall be posted on the signpost of said association not less than five days before such annual meeting.]** The board of governors will set the mill rate on the dollar of the total value of real estate within the limits of said association as shown by the last-completed grand list of the town of Old Lyme. The recommended tax will be communicated to the members of the board at least ten days before the annual meeting by an approved method of communications as outlined in the association by-laws. Said association shall have the power to decrease such budget and rate of taxation recommended by said board of governors, but in no case shall it have power to increase such budget and rate of taxation. The rate of taxation so recommended by said board of governors shall be final unless decreased by the association at such annual meeting. Said board shall appoint a tax collector to collect such taxes, and a rate book shall be made out and signed by the clerk of said board on or before the third Saturday of July each year, and warrants may be issued for the collection of money due on such rate bills, pursuant to the provisions of section 1208 of the general statutes.

Sec. 7. Section 10 of number 289 of the special acts of 1935, as amended by section 2 of number 303 of the special acts of 1947, is amended to read as follows (*Effective June 30, 2017*):

Written notice of the rate of such tax and of the amount apportioned to each member of the association shall be sent by the tax collector on or before the following July **[fifteenth]** first, and such tax shall be due and payable on **[the fifteenth of the following]** August first, and, if such tax be not paid when due, it shall bear interest **[at the rate of six per cent per annum from the date]** consistent with state tax laws from the date when it was so payable. The tax collector shall have all the powers of collectors of town taxes and shall pay over the taxes as soon as collected to the treasurer of the Association. Each such tax, if not paid when due, shall be a lien upon the property upon which it shall be laid for one year from the time of the laying of such tax. Such lien may be continued by certificate to be recorded in the land records of the town of Old Lyme, pursuant to the provisions of section 1235 of the general statutes.

Sec. 8. Section 12 of number 289 of the special acts of 1935, as amended by section 3 of number 303 of the special acts of 1947, is amended to read as follows (*Effective from passage*):

[Twelve] Thirty members of said association shall constitute a quorum for the transaction of business. To the extent lawful, any person entitled to attend and vote at a members meeting may establish his/her presence and cast his/her vote by proxy. A proxy vote may be given by any person entitled to vote, but shall be valid only for the specific meeting for which originally given and any lawful adjournment of that meeting, and no proxy is valid for a period longer than ninety days after the date of the first meeting for which it was given. Every proxy is revocable at the pleasure of the person executing it. To be valid, a proxy must be in writing, dated, signed by a person authorized to cast the vote for the property, and specify the date, time and place of the meeting for which it is given. The signed and dated original must be delivered to the clerk at or before the time of the meeting or continuance thereof. Holders of proxies need not be members. No proxy is valid if it names more than one person as the proxy holder. Any member may designate in writing any person to act as his or her proxy at any meeting of said association, such proxy to be entitled to all privileges of such member.

Members of the association are entitled to only one vote for each parcel within the limits of the association, as identified on the last completed grand list of the Town of Old Lyme. The total number of votes will equal the total number of parcels. If a parcel is owned by multiple individuals, such as a husband and wife, any record owner may vote on behalf of the parcel. If a parcel is owned by a corporation, any officer may vote on behalf of said corporation. If a parcel is owned by a partnership, any general partner may vote on behalf of the partnership. If a parcel is owned in trust, any trustee of a trust shall be entitled to vote. If a parcel is owned by limited liability corporation (LLC), any member or manager may vote on behalf of the LLC.

Sec. 11. Section 19 of number 289 of the special acts of 1935, as amended by section 7 of number 303 of the special acts of 1947, is amended to read as follows (Effective from passage):

This act shall become effective upon its adoption by the majority vote of the members of said association who shall be present at a meeting called for that purpose by the board of governors, which meeting shall be warned as provided in section 13 of said act and held on the **[fourth Saturday of June, 1947]** first Saturday after Labor Day, 2015.

Signed by the Governor 6/30/2017



File #: 24-0367

Agenda Date: 10/23/2024

Agenda #: 1.

ORDINANCE

Motion/Request:

MOTION to adopt proposed Amendments to Ordinance #100-015 (rev.1) “*An Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard*” as presented in the draft dated September 11, 2024.

Background:

Based on the size of select Municipal Projects, it would be prudent to provide the volunteers serving on the Permanent Municipal Building Committee (PMBC) with assistance from professionals.

The proposed Amendments to the Ordinance as presented in the draft dated July 24, 2024 includes provisions for the hiring of professional support; and input from the Permanent Municipal Building Committee.

Highlights of Proposed Amendments:

➤ Section 2 - Purpose:

- Established a Project Cost threshold estimated to exceed \$500,000.
- Provides for professional assistance from a Owner’s Representative or Consulting Engineer.
- Requires the PMBC to provide written recommendations regarding their selection to include a summary of proposers, a weighted ranking sheet and reasons to support their recommendation.
- Places the final decision regarding the selection of Owner’s Representative or Consulting Engineer with the with the Town Council.

➤ Section 4 - Terms of Appointment::

- Adds: Temporary Members shall serve for the term of the project they have been appointed for.

➤ Section 5: Powers and Duties

- Updated to more clearly define PMBC powers and duties.
- Includes language for when Owner’s Representative or Consulting Engineer is required.
- Names: the Superintendent of School to be the responsible party for School Construction Grants Applications.

- Adds: the Board of Education Director of Facilities and Grounds and the Town's Public Works Director/Town Engineer as Ex-Officio Members.

Department Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Body:

DRAFT *7/24/2024 (Clean Copy)*

Ordinance # 100-015 *(rev.1)*

AN ORDINANCE ESTABLISHING
A PERMANENT MUNICIPAL BUILDING COMMITTEE
FOR THE TOWN OF LEDYARD

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

Section 1. Authority

Pursuant to Chapter IV, Section 7 of the Town Charter, a Permanent Municipal Building Committee is hereby established.

Section 2. Purpose

The Permanent Municipal Building Committee shall have continued responsibility for the execution of ~~major~~ *select* construction and maintenance projects for the Town of Ledyard *as assigned by the Town Council*. The Permanent Municipal Building Committee will oversee and supervise the design, construction, renovation, demolition and removal of Town and Board of Education buildings *that fall within the approved budget*, as well as any significant installation, renovation or upgrade of service equipment and major systems as provided herein.

The Permanent Municipal Building Committee may have responsibility for the execution of buildings or infrastructure projects associated with the provisions of water and/or sewer, if deemed appropriate by the Town Council.

For projects whose total project cost is estimated to exceed \$500,000, an Owner's Representative and/or Consulting Engineer shall be hired through a quality-based selection process to assist the Permanent Municipal Building Committee with management and oversight of such project(s). The Owner's Representative or Consulting Engineer shall not have authority to make decisions, approvals, or otherwise

act on behalf of the Permanent Building Committee unless specifically designated to do so by contract. The Owner's Representative or Consulting Engineer shall be required to have the requisite experience, knowledge, qualifications, personnel and capacity necessary to manage such a project.

The selection of an Owner's Representative or Consulting Engineer shall be publicly advertised through a Request for Proposal to solicit proposals from interested parties. The Request for Proposal shall provide a clear scope of services that specifies the roles and responsibilities of the Owner's Representative or Consulting Engineer. Where possible, it shall clearly specify the level of oversight during construction so that proposals from multiple firms can be clearly leveled during the evaluation process.

The selection of the Owner's Representative or Consulting Engineer shall be awarded to the firm that provides the best value to the Town of Ledyard. The best value is defined as the firm providing the highest quality, expertise, and knowledge for the proposed project. This shall also include the quality of referrals from a minimum of three references provided by the proposers. It shall also consider the fee for the work; however, the fee shall not be the sole basis for award.

When a project involves the purchase of replacement equipment costing more than \$500,000, a waiver to bypass the solicitation of bids for the engagement of an Owner's Representative or Consulting Engineer may be approved by the Town Council; as requested by the Permanent Municipal Building Committee prior to purchase and installation of the equipment.

The Permanent Municipal Building Committee shall comply with provisions provided in Ordinance 200-001 (rev.1) (An Ordinance for Purchasing) with regard to the competitive bid process; and shall interview a minimum of two firms prior to selection. Should only one firm be determined qualified to perform such work, the Permanent Municipal Building Committee may request a waiver for such a requirement should the firm's proposal be reasonable for the proposed scope of work.

The Permanent Municipal Building Committee shall make a written recommendation to the Town Council for the award of such services. The recommendation shall include a summary of proposers, a weighed ranking sheet for the selection, and reasons why the Permanent Municipal Building Committee is recommending such a firm. The final decision of award will lie with the Town Council. The Town Council possesses the authority to reject the recommendation and refer it back to the Permanent Municipal Building Committee for further action relative to making another recommendation for the award of such services in the best interest of the Town of Ledyard.

Where external funding sources are used to fund the project, such requirements of the funding authority shall apply to the selection process as well. Where conflicts occur between this ordinance and the funding authority's requirements, the most stringent requirement(s) shall be applicable as determined by Mayor or their designee.

The Requests for Proposals for Owner's Representatives or Consulting Engineers is subject to review by the Town Director of Finance. The Director of Finance is responsible for ensuring that all required local and state purchasing requirements are met and that all insurance requirements are included in the Request for Proposal.

From time to time, the Permanent Municipal Building Committee may be asked to undertake certain studies or projects by the Town Council. In case of multiple projects, the Town Council may form a separate building committee for a particular project.

Section 3. Membership

The Permanent Municipal Building Committee shall consist of the following members appointed by the Town Council:

Regular Members: Five (5). These members, to the extent possible, shall include those with experience in finance, engineering, architecture, project management, or the building trades. They shall be appointed **by the Town Council** for a term of three (3) years.

Temporary Members: For each municipal project, up to two (2) temporary members who are a member or representative of the Proposing Body shall be appointed by the Town Council.

For Board of Education projects, at least one **of their two** temporary members shall be a Board of Education member. **Board of Education Temporary Members shall be appointed by the Town Council. Temporary Members shall serve for the term of the project they have been appointed for.**

Temporary members shall have the right to vote on the activities of the Permanent Municipal Building Committee only with respect to the particular project for which such members were appointed.

Ex-Officio Members: The Town Finance Director, **Public Works Director**, Board of Education Business Manager and/or his designee, **Board of Education Director of Facilities and Grounds**, Town Engineering Technician, Town Planner and the Permanent Municipal Building Committee's Town Council Liaison shall be non-voting ex-officio members.

Quorum: A quorum shall consist of a majority of **Regular** voting members.

Section 4. Terms of appointment

Regular members shall be appointed by the Town Council for a term of three (3) years. Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or they have been reappointed or removed by the Town Council.

Any vacancy in the Permanent Municipal Building Committee other than by expiration of term shall be filled for the unexpired portion of the term by the Town Council. The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter.

Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting.

Any member of the Permanent Municipal Building Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Permanent Municipal Building Committee. The vacancy shall be filled as herein before provided. Additionally, the Permanent Municipal Building Committee may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Permanent Municipal Building Committee to notify

the Town Council when a member has not properly performed his duties.

Annually, the regular members of the Permanent Municipal Building Committee shall elect a Chairman, Vice Chairman and Secretary. Any vacancy in any such office shall be filled by the Permanent Municipal Building Committee from its regular membership.

Section 5. Powers and Duties

The Permanent Municipal Building Committee is authorized to develop design plans and drawings for municipal building projects directed by the Town Council, primarily in accordance with the Town's Capital Improvements Projects List.

The Permanent Municipal Building Committee is authorized to recommend to the Mayor to retain the services of architects and/or engineers for the purpose of planning, designing, building and administrating major capital projects. The process shall utilize a quality-based selection similar to that outlined in Section 2 for the Owner's Representative or Consulting Engineer. Such selection shall be based on experience, knowledge, capacity and expertise as well as the fee for performing such work.

~~The Permanent Municipal Building Committee is authorized to interview architects and/or engineers for the purpose of planning, designing, building and completing municipal building projects, and based on said interviews and cost estimates, to hire suitable candidates. When an Owner's Representative is required for the project, the Permanent Building Committee shall provide a recommendation for the hiring of an Owner's Representative prior to selecting the architect and/or engineer, so that the Owner's Representative may assist with the development of the Request for Proposal, the selection process, project control budgets, project schedules, contracts and other material necessary to properly solicit comprehensive proposals by interested firms.~~

The Permanent Municipal Building Committee is authorized to develop schedules and ~~cost estimates~~ *budgets* for municipal building projects. *However, when an Owner's Representative is required, the Owner's Representative shall be responsible for drafting such schedules and budgets; and shall be approved by the Permanent Municipal Building Committee. The Owner's Representative shall also be responsible for developing a project cash flow projection for review by the Town Director of Finance, as approved by the Permanent Municipal Building Committee.*

The Permanent Municipal Building Committee is authorized to recommend to the Mayor the execution of municipal building project contracts as may be approved by the Town Council.

The Permanent Municipal Building Committee shall have authority over all change order requests. The Permanent Municipal Building Committee shall also coordinate all applications for grants and other financial assistance documents *except for school construction grants through the Department of Education. Such grant applications are the responsibility of the Superintendent of Schools and the Board of Education.* The Permanent Municipal Building Committee shall submit change orders and grants/financial assistance documentation to the appropriate authority in a timely manner and with timely notification to the Town Council. The Town Council is the authority to modify or change the scope of the project.

The Permanent Municipal Building Committee shall at least quarterly report its activity to the Town

Council and to the Proposing Body, if applicable; and shall submit a final report upon completion of each project. The Permanent Municipal Building Committee is also authorized to conduct periodic reviews and audits of the physical condition of all municipal and school buildings and grounds, including service equipment and major systems and make recommendations to the Town Council for inclusion into the Town's Capital Improvements Projects List and should work with the Mayor's Office and the appropriate boards and commissions and agencies.

It is understood that the agencies assigned responsibility for specific buildings, grounds, capital, and facilities shall assess, prioritize, seek funding and actively support administration of projects assigned to the Permanent Municipal Building Committee.

The Permanent Municipal Building Committee shall, with assistance from the Proposing Body ensure that projects are completed, including the close-out of required reports, in a timely manner.

Section 6. Spending Funds

The Permanent Municipal Building Committee may expend such funds as the Town Council, or if required the Town Meeting, may appropriate to carry out its duties as described herein. There shall be no intermingling of funding between projects.

Section 7. Definitions:

For the purpose of this Ordinance, the following definitions shall apply:

- 1) "Major maintenance" shall include capital building/improvement projects and projects that are capital in nature; that is, having a useful life of five or more years.

"Major maintenance" shall not include routine maintenance and upkeep of a building or other structures, or its service equipment, which is performed on a regular basis.

- 2) "Service equipment and major systems" shall include boilers, elevators, generators, HVAC systems, septic systems, fire alarms, electrical service including wiring and fixtures, major plumbing service, building skin (roofs, gutters, masonry, windows, exterior paint, floor covering, etc.) It shall not include information system technology (computers and computer systems).

- 3). "Proposing Body" means the Town of Ledyard appointed or elected board or commission sponsoring or requesting a construction or major maintenance project or for a project initiated by the Permanent Building Committee itself, the board or commission whose facility would be the recipient thereof.

Section 7. Severability

If any provision of this Ordinance shall be held invalid by a court having competent jurisdiction, such invalidity shall not affect any of the other provisions of this Ordinance that can be given effect without the invalid provision and for this purpose the provisions of the Ordinance are hereby declared severable.

Section 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended, Adopted and Renumbered by the Ledyard Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved/Disapproved on: _____

Fred B. Allyn, III, Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

Revisions: Ordinance #119 *“An Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard”* Adopted March 26, 2008; Ordinance #138 *“An Ordinance Amending an Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard: Adopted June 24, 2015; Effective: July 31, 2015; **Ordinance renumbered from Ordinance #138 to Ordinance #100-015 as part of the Town Council’s 2017-2019 Ordinance Update Initiative; September 25, 2019.***

History:

The Twenty-fourth Town Council (2017- 2019) Ordinance Update Initiative: Renumbered Ordinance #138 to Ordinance #100-015.

2015: Removed the project threshold of \$25,000 requiring all capital building/improvement projects and projects that are capital in nature; that is, having a useful life of five or more years be assigned to the Permanent Municipal Building Committee.

2019: Title - Removed *“Ordinance Amending”* - Per Town Attorney not required. Section 4 added language regarding members attendance relative to resignation/replacement. Removed Section 9 *“Cancellation”* - Per Town Attorney the *“Cancellation Section”* was not needed. The *“Revisions”* and *“History”* paragraph indicates that the previous ordinance has been updated and replaced. Added new Section 9 *“Effective Date”* to be consistent with Town Ordinance format

2024:

Section 2 *“Purpose”* Paragraph 1 replaced the word major *with “select” and*
Added Paragraphs 2 - 6.

*Section 3: “Membership” Added: **Public Works Director, Board of Education Director of Facilities and Grounds.** Also, the following language was added for clarification: **“Board of Education Temporary Members shall be appointed by the Town Council”.***

Temporary Members shall serve for the duration of the Project for which they were appointed.

Section 5 “Powers and Duties”:

Paragraph 2- The following language was replaced: The Permanent Municipal Building Committee is authorized to interview architects and/or engineers for the purpose of planning, designing, building and completing municipal building projects, and based on said interviews and cost estimates, to hire suitable candidates. “ *When an Owner’s Representative is required for the project, the Permanent Building Committee shall provide a recommendation for the hiring of an Owner’s Representative prior to selecting the architect and/or engineer so that the Owner’s Representative may assist with the development of the Request for Proposal, the selection process, project control budgets, project schedules, contracts and other material necessary to properly solicit comprehensive proposals by interested firms*”.

Paragraph 3: Replaced: cost estimates with “budgets” Also added: “*However, when an Owner’s Representative is required, the Owner’s Representative shall be responsible for drafting such schedules and budgets. The Owner’s Representative shall also be responsible for developing a project cash flow projection for review by the Town Director of Finance*

NEW Paragraph 4

Paragraph 5 Added the following language: except for school construction grants through the Department of Education. Such grant applications are the responsibility of the Superintendent of Schools and the Board of Education.

AN ORDINANCE ESTABLISHING
A PERMANENT MUNICIPAL BUILDING COMMITTEE
FOR THE TOWN OF LEDYARD

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

Section 1. Authority

Pursuant to Chapter IV, Section 7 of the Town Charter, a Permanent Municipal Building Committee is hereby established.

Section 2. Purpose

The Permanent Municipal Building Committee shall have continued responsibility for the execution of ~~major~~-select construction and maintenance projects for the Town of Ledyard *as assigned by the Town Council*. The Permanent Municipal Building Committee will oversee and supervise the design, construction, renovation, demolition and removal of Town and Board of Education buildings *that fall within the approved budget*, as well as any significant installation, renovation or upgrade of service equipment and major systems as provided herein.

The Permanent Municipal Building Committee may have responsibility for the execution of buildings or infrastructure projects associated with the provisions of water and/or sewer, if deemed appropriate by the Town Council.

For projects whose total project cost is estimated to exceed \$500,000, an Owner's Representative and/or Consulting Engineer shall be hired through a quality-based selection process to assist the Permanent Municipal Building Committee with management and oversight of such project(s). The Owner's Representative or Consulting Engineer shall not have authority to make decisions, approvals, or otherwise act on behalf of the Permanent Building Committee unless specifically designated to do so by contract. The Owner's Representative or Consulting Engineer shall be required to have the requisite experience, knowledge, qualifications, personnel and capacity necessary to manage such a project.

The selection of an Owner's Representative or Consulting Engineer shall be publicly advertised through a Request for Proposal to solicit proposals from interested parties. The Request for Proposal shall provide a clear scope of services that specifies the roles and responsibilities of the Owner's Representative or Consulting Engineer. Where possible, it shall clearly specify the level of oversight during construction so that proposals from multiple firms can be clearly leveled during the evaluation process.

The selection of the Owner's Representative or Consulting Engineer shall be awarded to the firm that provides the best value to the Town of Ledyard. The best value is defined as the firm providing the highest quality, expertise, and knowledge for the

proposed project. This shall also include the quality of referrals from a minimum of three references provided by the proposers. It shall also consider the fee for the work; however, the fee shall not be the sole basis for award.

When a project involves the purchase of replacement equipment costing more than \$500,000, a waiver to bypass the solicitation of bids for the engagement of an Owner's Representative or Consulting Engineer may be approved by the Town Council; as requested by the Permanent Municipal Building Committee prior to purchase and installation of the equipment.

The Permanent Municipal Building Committee shall comply with provisions provided in Ordinance 200-001 (rev.1) (An Ordinance for Purchasing) with regard to the competitive bid process; and shall interview a minimum of two firms prior to selection. Should only one firm be determined qualified to perform such work, the Permanent Municipal Building Committee may request a waiver for such a requirement should the firm's proposal be reasonable for the proposed scope of work.

The Permanent Municipal Building Committee shall make a written recommendation to the Town Council for the award of such services. The recommendation shall include a summary of proposers, a weighed ranking sheet for the selection, and reasons why the Permanent Municipal Building Committee is recommending such a firm. The final decision of award will lie with the Town Council. The Town Council possesses the authority to reject the recommendation and refer it back to the Permanent Municipal Building Committee for further action relative to making another recommendation for the award of such services in the best interest of the Town of Ledyard.

Where external funding sources are used to fund the project, such requirements of the funding authority shall apply to the selection process as well. Where conflicts occur between this ordinance and the funding authority's requirements, the most stringent requirement(s) shall be applicable as determined by Mayor or their designee.

The Requests for Proposals for Owner's Representatives or Consulting Engineers is subject to review by the Town Director of Finance. The Director of Finance is responsible for ensuring that all required local and state purchasing requirements are met and that all insurance requirements are included in the Request for Proposal.

From time to time, the Permanent Municipal Building Committee may be asked to undertake certain studies or projects by the Town Council. In case of multiple projects, the Town Council may form a separate building committee for a particular project.

Section 3. Membership

The Permanent Municipal Building Committee shall consist of the following members appointed by the Town Council:

Regular Members: Five (5). These members, to the extent possible, shall include those with experience in finance, engineering, architecture, project management, or the building trades. They shall be appointed *by the Town Council* for a term of three (3) years.

Temporary Members: For each municipal project, up to two (2) temporary members who are a member or representative of the Proposing Body shall be appointed by the Town Council.

For Board of Education projects, at least one *of their two* temporary members shall be ~~the~~ a Board of Education **Chairman or their designee** ~~member.~~ *Board of Education Temporary Members shall be appointed by the Town Council.*

Temporary Members shall serve for the term of the project they have been appointed for.

Temporary members shall have the right to vote on the activities of the Permanent Municipal Building Committee only with respect to the particular project for which such members were appointed.

Ex-Officio Members: The Town Finance Director, *Public Works Director*, Board of Education Business Manager and/or his designee, *Board of Education Director of Facilities and Grounds*, Town Engineering Technician, Town Planner and the Permanent Municipal Building Committee's Town Council Liaison shall be non-voting ex-officio members.

Quorum: A quorum shall consist of a majority of *Regular* voting members.

Section 4. Terms of appointment

Regular members shall be appointed by the Town Council for a term of three (3) years. Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or they have been reappointed or removed by the Town Council.

Any vacancy in the Permanent Municipal Building Committee other than by expiration of term shall be filled for the unexpired portion of the term by the Town Council. The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter.

Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting.

Any member of the Permanent Municipal Building Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Permanent Municipal Building Committee. The vacancy shall be filled as herein before provided. Additionally, the Permanent Municipal Building Committee may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Permanent Municipal Building Committee to notify the Town Council when a member has not properly performed his duties.

Annually, the regular members of the Permanent Municipal Building Committee shall elect a Chairman, Vice Chairman and Secretary. Any vacancy in any such office shall be filled by the Permanent Municipal Building Committee from its regular membership.

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The Permanent Municipal Building Committee is authorized to develop design plans and drawings for municipal building projects directed by the Town Council, primarily in accordance with the Town's Capital Improvements Projects List.

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the responsibility of the Superintendent of Schools and the Board of Education. The Permanent Municipal Building Committee shall submit change orders and grants/financial assistance documentation to the appropriate authority in a timely manner and with timely notification to the Town Council. The Town Council is the authority to modify or change the scope of the project.

The Permanent Municipal Building Committee shall at least quarterly report its activity to the Town Council and to the Proposing Body, if applicable; and shall submit a final report upon completion of each project. The Permanent Municipal Building Committee is also authorized to conduct periodic reviews and audits of the physical condition of all municipal and school buildings and grounds, including service equipment and major systems and make recommendations to the Town Council for inclusion into the Town's Capital Improvements Projects List and should work with the Mayor's Office and the appropriate boards and commissions and agencies.

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Section 7. Severability

If any provision of this Ordinance shall be held invalid by a court having competent jurisdiction, such invalidity shall not affect any of the other provisions of this Ordinance that can be given effect without the invalid provision and for this purpose the provisions of the Ordinance are hereby declared severable.

Section 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended, Adopted and Renumbered by the Ledyard Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved/Disapproved on: _____

Fred B. Allyn, III, Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

Revisions: Ordinance #119 “An Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard” Adopted March 26, 2008; Ordinance #138 “An Ordinance Amending an Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard: Adopted June 24, 2015; Effective: July 31, 2015; *Ordinance renumbered from Ordinance #138 to Ordinance #100-015 as part of the Town Council’s 2017-2019 Ordinance Update Initiative; September 25, 2019.*

History:

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2015: Removed the project threshold of \$25,000 requiring all capital building/improvement projects and projects that are capital in nature; that is, having a useful life of five or more years be assigned to the Permanent Municipal Building Committee.

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2024:

Section 2 “Purpose” Paragraph 1 replaced the word ~~major~~ with “select” and Added Paragraphs 2 – 6.

Section 3: “Membership” Added: Public Works Director, Board of Education Director of Facilities and Grounds. Also, the following language was added for clarification: “Board of Education Temporary Members shall be appointed by the Town Council”.

Section 5 “Powers and Duties”:

Paragraph 2- The following language was replaced: ~~The Permanent Municipal Building Committee is authorized to interview architects and/or engineers for the purpose of planning, designing, building and completing municipal building projects, and based on said interviews and cost estimates, to hire suitable candidates. “When an Owner’s Representative is required for the project, the Permanent Building Committee shall provide a recommendation for the hiring of an Owner’s Representative prior to selecting the architect and/or engineer so that the Owner’s Representative may assist with the development of the Request for Proposal, the selection process, project control budgets, project schedules, contracts and other material necessary to properly solicit comprehensive proposals by interested firms”.~~

Paragraph 3: Replaced: ~~cost estimates~~ with “budgets” Also added: *“However, when an Owner’s Representative is required, the Owner’s Representative shall be responsible for drafting such schedules and budgets. The Owner’s Representative shall also be responsible for developing a project cash flow projection for review by the Town Director of Finance*

NEW Paragraph 4

Paragraph 5 Added the following language: *except for school construction grants through the Department of Education. Such grant applications are the responsibility of the Superintendent of Schools and the Board of Education.*

Roxanne Maher

From: ghosey924@gmail.com
Sent: Monday, September 16, 2024 4:01 PM
To: Town Council Group
Cc: 'Anthony Favry'; garyjonschneider@comcast.net; Fred Allyn, III
Subject: 100-015

Hi all,

At the recent Admin Committee meeting, Council Chair Rodriguez, with my permission, read an email to the Committee.

Although, as Chair Rodriguez stated, I am currently a member of the PMBC, the opinions expressed in that email, as well as this one, are my own, and do not necessarily reflect the views or opinions of my fellow PMBC members.

I had written that email in the hopes that it would generate discussion and resolution of several questions regarding the proposed revision to Ordinance 100-015 governing the PMBC. I was, thus, surprised, when it, instead, spurred a 5-minute effort by the committee to (incorrectly) analyze my motivations for writing said email. While I have absolutely no idea how my motivations for emailing impact the content of the ordinance, I thought I would write to clarify.

While there was discussion of last year's situation in which a bid waiver was denied by the Town Council, that has absolutely nothing to do with my email of last week. My motivations are quite simple. As someone who lives and volunteers in Ledyard, I want to see the town enact clear, intelligent ordinances that benefit the town. To that end, I see that a more recent version of the proposed ordinance revision discusses the Town Council rejecting the PMBC recommendation and referring it back to PMBC, instead of the previous wording that simply allowed TC to choose a different vendor. The new wording is in line with what I was requesting. Thank you for that.

Unfortunately, other questions remained unaddressed.

- Who is the “firing authority” for an owner’s rep? In the unlikely event an owner’s rep performs or behaves in a manner warranting termination of their employment with the town, who makes that decision – the PMBC, the Town Council, or the Mayor?
- What is the basis of the \$500k number? Why not \$250k, \$1M, \$2M? What is the statistical or historical significance of \$500k?

- The proposed revision defines a quorum as a majority of regular members. This is fine. It also states that temporary members may vote only on matters concerning the project for which they have been appointed. This is also fine. However, the ordinance leaves unanswered whether a quorum of regular members can vote on matters concerning temporary projects, such as schools, if neither of the temporary members appointed for that project is present. Is it the intention of the Council that regular members may vote on questions concerning the temporary projects without a temporary member present? If so, this section is also fine as-is. If not, then this section requires additional verbiage.

Thank you for your time and attention.

George Hosey
Ledyard Resident

Roxanne Maher

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

Good Morning Chairman Rodriguez & Town Councilors,

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

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

§ 168 — SCHOOL BUILDING COMMITTEE MEMBERSHIP

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

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

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

We appreciate your attention to this matter.

Thank You,
Anthony Favry
Chairman, Ledyard Board of Education



General Assembly

Bill No. 5524

February Session, 2024

LCO No. 6080



Referred to Committee on No Committee

Introduced by:

REP. RITTER M., 1st Dist.

SEN. LOONEY, 11th Dist.

REP. ROJAS, 9th Dist.

SEN. DUFF, 25th Dist.

**AN ACT AUTHORIZING AND ADJUSTING BONDS OF THE STATE
AND CONCERNING PROVISIONS RELATED TO STATE AND
MUNICIPAL TAX ADMINISTRATION, GENERAL GOVERNMENT AND
SCHOOL BUILDING PROJECTS.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

1 Section 1. (*Effective July 1, 2024*) The State Bond Commission shall
2 have power, in accordance with the provisions of this section and
3 sections 2 to 7, inclusive, of this act, from time to time to authorize the
4 issuance of bonds of the state in one or more series and in principal
5 amounts in the aggregate not exceeding \$100,100,000.

6 Sec. 2. (*Effective July 1, 2024*) The proceeds of the sale of bonds
7 described in sections 1 to 7, inclusive, of this act, to the extent hereinafter
8 stated, shall be used for the purpose of acquiring, by purchase or
9 condemnation, undertaking, constructing, reconstructing, improving or
10 equipping, or purchasing land or buildings or improving sites for the

6350 Sec. 106. Section 10-292v of the general statutes is repealed and the
6351 following is substituted in lieu thereof (*Effective July 1, 2024*):

6352 Any school building committee established by a town or regional
6353 school district to undertake a school building project, as defined in
6354 section 10-282, shall include (1) at least one member who has experience
6355 in the construction industry, and (2) the chairperson of the local or
6356 regional board of education, or the chairperson's designee, for the school
6357 district of such school building project.

6358 Sec. 169. Section 10-265r of the 2024 supplement to the general
6359 statutes is repealed and the following is substituted in lieu thereof
6360 (*Effective July 1, 2024*):

6361 (a) For the fiscal year ending June 30, 2023, and each fiscal year
6362 thereafter, the Department of Administrative Services shall administer
6363 a heating, ventilation and air conditioning system grant program to
6364 reimburse local and regional boards of education, regional educational
6365 service centers, incorporated or endowed high schools or academies
6366 approved by the State Board of Education, pursuant to section 10-34,
6367 and state charter schools for costs associated with projects for the
6368 installation, replacement or upgrading of heating, ventilation and air
6369 conditioning systems or other improvements to indoor air quality in
6370 school buildings.

6371 (b) (1) A local or regional board of education, [or a] regional
6372 educational service center, incorporated or endowed high school or
6373 academy or state charter school may apply, at such time and in such
6374 manner as the Commissioner of Administrative Services prescribes, for
6375 a grant for a project involving the installation, replacement or upgrading
6376 of heating, ventilation and air conditioning systems or other
6377 improvements to indoor air quality in school buildings. A local or
6378 regional board of education may submit an application for any such
6379 project that (A) was commenced on or after March 1, 2020, and

CHAPTER 173*

PUBLIC SCHOOL BUILDING PROJECTS

Sec. 10-282. Definitions. As used in this chapter, section 10-65 and section 10-76e:

(1) "Elementary school building" means any public school building designed to house any combination of grades below grade seven or children requiring special education who are described in subdivision (2) of subsection (b) of section 10-76d;

(2) "Secondary school building" means any public school building designed to house any combination of grades seven through twelve or any regional agricultural science and technology education center established under the provisions of part IV of chapter 164, and may also include any separate combination of grades five and six or grade six with grades seven and eight in a program approved by the State Board of Education when the use of special facilities generally associated with secondary schools is an essential part of the program for all grades included in such school;

(3) "School building project", except as used in section 10-289, means (A) the construction, purchase, extension, replacement, renovation or major alteration of a building to be used for public school purposes, including the equipping and furnishing of any such construction, purchase, extension, replacement, renovation or major alteration, the improvement of land therefor, or the improvement of the site of an existing building for public school purposes, but shall not include the cost of a site, except as provided in subsection (b) of section 10-286d; (B) the construction and equipping and furnishing of any such construction of any building which the towns of Norwich, Winchester and Woodstock may provide by lease or otherwise for use by the Norwich Free Academy, Gilbert School and Woodstock Academy, respectively, in furnishing education for public school pupils under the provisions of section 10-34; and (C) the addition to, renovation of and equipping and furnishing of any such addition to or renovation of any building which may be leased, upon the approval of the Commissioner of Education or the Commissioner of Administrative Services, to any local or regional board of education for a term of twenty years or more for use by such local or regional board in furnishing education of public school pupils;

(4) "Extension" of an existing school building means the addition to an existing building or remaining portion of an existing building damaged by fire, flood or other natural catastrophe, or the erection of a new structure or group of structures on the same site which, together with the existing building, is designed to house pupils in an educational program under the supervision of one school principal;

- (5) "Replacement" of a school building means the erection of a new structure on the same or another site to replace a school building totally destroyed by fire, flood or other natural catastrophe or one to be abandoned for school use upon completion of its replacement;
- (6) "Major alteration" means a capital improvement of an existing building, the total project costs of which exceed ten thousand dollars except for projects approved pursuant to subsection (a) of section 10-65, for public school purposes resulting in improved educational conditions;
- (7) "Code violation" means the correction of any condition in an existing building for public school purposes, the total project costs of which exceed ten thousand dollars, and which condition is in violation of the requirements of the State Building, Fire Safety or Public Health Codes, state or federal Occupational, Safety and Health Administration Codes, federal or state accessibility requirements or regulations of the federal Environmental Protection Agency or the state Department of Energy and Environmental Protection, state Department of Public Health regulations for radon or federal standards for lead contamination in school drinking water;
- (8) "Completed school building project" means a school building project declared complete by the applicant board of education as of the date shown on the final application for grant payment purposes as submitted by said board to the Commissioner of Administrative Services or an agent of the commissioner;
- (9) "Date of beginning of construction" means the date on which the general construction contract or the first phase thereof, purchase agreement or leasing agreement is signed by the authorized agent of the town or regional school district;
- (10) "Standards" means architectural, engineering and education space specifications and standards for facility eligibility;
- (11) "Application" or "grant application" means formal notification of intention to apply for a state grant-in-aid for a particular school building project;
- (12) "Net eligible costs" means eligible project costs adjusted for the state standard education space specifications;
- (13) "Regional educational service center" means a body corporate and politic established pursuant to the provisions of part IVa of chapter 164;
- (14) "Regional educational service center administrative or service facility" means a building designed for administrative offices or residential facilities, operated by a regional educational service center;

(15) "Agricultural science and technology education" includes vocational aquaculture and marine-related employment;

(16) "Bonds or municipal bonds", except as used in section 10-289, means (A) any bond, note, certificate or other evidence of indebtedness, and (B) any energy conservation lease purchase agreement;

(17) "Energy conservation lease purchase agreement" means any lease purchase agreement, installment sale agreement or other similar agreement providing for periodic payments by a town or regional school district which (A) has as its purpose the financing of a school building project concerning energy conservation, (B) separately states the principal and interest components of the periodic payments to be made under the agreement, and (C) provides that the town or regional school district acquire title to the school building project upon payment of the total amount outstanding under the agreement;

(18) "Renovation" means a school building project to refurbish an existing building that was not renovated in accordance with this subdivision during the twenty-year period ending on the date of application, and of which not less than seventy-five per cent of the facility to be renovated is at least twenty years old, and that results in at least fifty-five per cent of the square footage of the completed building project being so renovated and the entire completed project having a useful life comparable to that of a new construction, and for which the total project costs of the renovation are less than the total project costs of a new construction;

(19) "Certified school indoor air quality emergency" means the existence of a building condition determined by the Department of Public Health to present a substantial and imminent adverse health risk that requires remediation in an amount greater than one hundred thousand dollars;

(20) "Turn-key purchase" means the purchase of a facility that a party has agreed to construct or renovate and deliver as fully completed in accordance with an agreement between that party and a purchasing school district.

Sec. 10-292q. School Building Projects Advisory Council. (a) There is established a School Building Projects Advisory Council. The council shall consist of: (1) The Secretary of the Office of Policy and Management, or the secretary's designee, (2) the Commissioner of Administrative Services, or the commissioner's designee, (3) the Commissioner of

Education, or the commissioner's designee, and (4) six members appointed by the Governor, one of whom shall be a person with experience in school building project matters, one of whom shall be a person with experience in architecture, one of whom shall be a person with experience in engineering, one of whom shall be a person with experience in school safety, one of whom shall be a person with experience with the administration of the State Building Code, and one of whom shall be a person with experience and expertise in construction for students with disabilities and the accessibility provisions of the Americans with Disabilities Act, 42 USC 12101 et seq. The chairperson of the council shall be the Commissioner of Administrative Services, or the commissioner's designee. A person employed by the Department of Administrative Services who is responsible for school building projects shall serve as the administrative staff of the council. The council shall meet at least quarterly to discuss matters relating to school building projects.

(b) The School Building Projects Advisory Council shall (1) develop model blueprints for new school building projects that are in accordance with industry standards for school buildings and the school safety infrastructure criteria, developed pursuant to section 10-292r, (2) conduct studies, research and analyses, (3) make recommendations for improvements to the school building projects processes to the Governor and the joint standing committee of the General Assembly having cognizance of matters relating to appropriations and the budgets of state agencies, education and finance, revenue and bonding, and (4) periodically review and update, as necessary, the school safety infrastructure criteria developed pursuant to section 10-292r.

GRANT APPLICATION (FORM ED049) SUBMISSION CHECKLIST*Revised April 2008*

All documentation listed below must be included in the grant application package submitted in order for the application to be considered complete. Although Form ED049 is required to be submitted electronically via the School Construction Grant Management System (SCGMS), the supplemental documentation listed below is required as indicated in order to complete the electronic application.

1. Form ED049 electronically submitted via SCGMS at www.csde.state.ct.us.
2. Certified copy of resolutions from the local legislative body (*not* the Board of Education):
 - (i) establishing a building committee;
 - (ii) authorizing at least the preparation of schematic drawings and outline specifications; and
 - (iii) authorizing the filing of the grant application.
3. Complete educational specifications for the project.
4. Board of Education's written approval of educational specifications.
5. Documentation of locally authorized funding (i.e. certified referendum language and vote count; budget page(s) containing funding for the project and date budget was passed, etc.) in an amount sufficient to cover the local share. Where locally authorized funding references more than one project, a cover letter providing an allocation of the funding also needs to be provided.
6. Enrollment projection in support of the highest eight-year projected enrollment for all projects *except* code violation, roof replacement, Board of Education space, and certified indoor air quality emergency projects.
7. Vo-Ag equipment list, if applicable.
8. Formal approval from the appropriate SDE programmatic office for vo-ag projects (equipment and/or construction), interdistrict magnet projects, and regional special education center projects.
9. Completed cost estimating worksheet Part B for any project with costs in excess of \$2 million.
10. This checklist signed by contact person listed on Form ED049.

Contact Person's Name	Signature	Phone

Notes: *For Priority List projects, the local resolutions, Board of Education approval of educational specifications, and locally authorized funding need to all be executed prior to the June 30 deadline.*

Incomplete grant applications will only be assigned a temporary project number. No state grant commitments can be given for grant applications with temporary project numbers.



TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

Chairman Linda C. Davis

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

August 7, 2014

Mayor John A. Rodolico
741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Dear Mayor Rodolico:

At its special meeting held on August 6, 2014, the Town Council took the following actions:

- Assigned the administration of the expenditure of the \$500,000 STEAP Grant for Streetscape Improvements to the Permanent Municipal Building Committee.
- Appointed the Permanent Municipal Building Committee as the Building Committee for the Middle School and Gallup Hill School Addition and Improvement Projects in accordance with the Schools' Consolidation Plan.
- Authorized the preparation of schematic drawings and outline specifications for the Middle School and Gallup Hill School Addition and Improvement Projects in accordance with the Schools' Consolidation Plan.
- Authorized the Board of Education to submit a grant application for the Middle School and Gallup Hill School Addition and Improvement Projects in accordance with the Schools' Consolidation Plan.
- Entered into executive session to discuss ongoing contract negotiations.

This action was taken without prejudice and the Town Council's right to discuss in private, strategy and/or negotiations with respect to collective bargaining pursuant to Connecticut General Statutes Chapter 14 Section 1-200 and 1-210 (b).

The executive session included all Town Councilors present Mayor Rodolico and Administrator of Human Resources Don Steinhoff.

Please feel free to contact Chairman Davis or myself, should you have any questions regarding these actions.

Respectfully submitted,

Roxanne M. Maher
Administrative Assistant
to the Town Council

cc: Director of Finance
Treasurer
Superintendent Patterson
Board of Education
Ledyard Town Center Committee
Permanent Municipal Building Committee
Administrator of Human Resources



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0389

Agenda Date: 9/25/2024

Agenda #: 3.

APPOINTMENT

Motion/Request:

MOTION to appoint Ms. Cynthia Wright (D) 6 Laurel Leaf Drive, Gales Ferry to the Library Commission to complete a two (2) year term ending November 7, 2025 filling a vacancy left by Mr. Cronin.

Background:

Ms. Wright has a Bachelor of Arts in History from Bridgewater State College (now University) Master of Library Science from the University of Rhode Island Master of Public Administration from the University of Rhode Island.

Ms. Wright was a librarian and was retired having been employed for 27 years at the Groton Public; Library and she also worked 35 years for a military contractor, a law firm, a college and public libraries.

Ms. Wright has been an active member in the community being involved in Cub Scout Pack 55 as the treasurer. for three years; and also served as the treasurer for the Ledyard Wrestling boosters. She was a room mother in various grades at the Gales Ferry School and Juliet Long School; and a member of Our Lady of Lourdes parish for 33 years.

Ms. Wright would like to volunteer to serve on the Library Commission because she believed that her background in libraries would be an asset to the Library Commission. (please see attached Appointment Application)

Administrative Notes:

Ms. Gantz resigned from the Library Commission after seventeen years of service to the town (see attached letter dated 4/1/2024)

Currently the Library Commission has one vacancy (see attached roster)

Nominating Committee Recommendation:

5/6/2024 DTC Endorsed Ms. Wright's appointment to the Library Commission.

Minority Representation - CGS 9-167a:

In accordance with Chapter IV; Section 8 of the Town Charter "Except as otherwise provided for in this Charter, the Town Council may appoint members to fill vacancies in other offices, boards, and commissions established by this Charter and by ordinance as vacancies may occur, and appointing members to such offices, boards, and commissions as may be created in the future. Such appointments shall be made by the Town Council for such terms and upon such conditions as provided in the respective ordinance".

Chapter IV, Section 9: “In making appointments and removals, the Town Council shall act by the affirmative votes of at least a majority of all its members.

All members of boards, commissions, and committees contained in this Charter, or subsequently created under this Charter, except members of the Building Code Board of Appeals, the Fire Marshal, and the Deputy Fire Marshal(s), shall be electors of the Town at the time of their appointment and during their terms of office.”

Connecticut General Statutes

Sec. 9-167a. Minority representation. (a) (1) Except as provided in subdivision (2) of this subsection, the maximum number of members of any board, commission, legislative body, committee or similar body of the state or any political subdivision thereof, whether elective or appointive, who may be members of the same political party, shall be as specified in the following table:

Total Membership	Maximum from One Party
3	2
4	3
5	4
6	4
7	5
8	5
9	6
More than 9 Two-thirds of total membership	

(2) The provisions of this section shall not apply (A) to any such board, commission, committee or body whose members are elected wholly or partially on the basis of a geographical division of the state or political subdivision, (B) to a legislative body of a municipality (i) having a town meeting as its legislative body or (ii) for which the charter or a special act, on January 1, 1987, provided otherwise or (C) to the city council of an unconsolidated city within a town and the town council of such town if the town has a town council and a representative town meeting, the town charter provides for some form of minority representation in the election of members of the representative town meeting, and the city has a city council and a body having the attributes of a town meeting or (D) to the board of directors and other officers of any district, as defined in section 7-324, having annual receipts from all sources not in excess of two hundred fifty Thousand dollars.

(b) Prior to any election for or appointment to any such body, the municipal clerk, in cases of elections, and the appointing authority, in cases of appointments, shall determine the maximum number of members of any political party who may be elected or appointed to such body at such election or appointment. Such maximum number shall be determined for each political party in the following manner: From the number of members of one political party who are members of such body at the time of the election or appointment, subtract the number of members of such political party whose terms expire prior to the commencement of the terms for which such election or appointment is being held or made and subtract the balance thus arrived at from the

appropriate number specified in column II of subsection (a) of this section.

Application Form**Profile**

Cynthia

First Name

R

Middle
Initial

Wright

Last Name

kwright8@comcast.net

Email Address

6 Laurel Leaf Drive

Home Address

Suite or Apt

GALES FERRY

City

CT

State

06335

Postal Code

Mobile: (860) 912-9378

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Library 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?

Since I retired, I have been looking for a way to get involved in Ledyard. I was a librarian for 35 years and worked for a military contractor, a law firm, a college and public libraries. My most recent experience was 27 years at the Groton Public Library. I think my background in libraries would be an asset to the Library Commission.

Community Involvement

I was involved in Cub Scout Pack 55 as the treasurer. for three years. I also served as the treasurer for the Ledyard Wrestling boosters. I was a room mother in various grades at the Gales Ferry School and Juliet Long School. I have been a member of Our Lady of Lourdes parish for 33 years.

Educational Background

Bachelor of Arts in History from Bridgewater State College (now University) Master of Library Science from the University of Rhode Island Master of Public Administration from the University of Rhode Island

Groton Public Library
(retired)

Employer

Manager of Technical
Services and Circulation

Job Title

[Cindy_resume.pdf](#)

Upload a Resume

Party Affiliation**Party Affiliation ***

Democrat

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)

Cynthia R. Wright

Roxanne Maher

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

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

To the Ledyard Town Council,

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

It has been a privilege and an honor to represent the town and to work with such a dedicated group of people in support of our Library over the years. I am proud to have seen our library evolve and meet the needs of our community through years of challenges, pandemics and constant technological advancements notwithstanding. Over the years I have been on the Library Commission, one thing that remained constant and was a source of fulfillment for me, was the unified commitment to the importance of maintaining a town library that is accessible and useful to our community.

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

Sincerely
Brian Cronin
12 Erin's Way
Ledyard, CT

LIBRARY COMMISSION

	Name	Term Expiration
U	Bolduc, John (Chairman) 14 Monticello Drive Gales Ferry, Connecticut 06335	11/07/2025
D	Grenger, Ellin M. 15 Bittersweet Drive Gales Ferry, Connecticut 06335	11/ 07/ 2025
D	Candler, Barbara 3 Goulart Road Ledyard, Connecticut 06339	11/ 07/2025
U	Vacant (Cronin, Brian) (Cynthia Wright Admin Mtg 9/11/2024)	11/ 07/ 2025
D	Hightower, Ralph 1-0 Lakeside Drive Ledyard, Connecticut 06335	11/ 07/ 2024
U	Racich, Rolf 18 Brewster Drive Gales Ferry, Connecticut 06335	11/ 07/ 2024
D	Vacant (Nash, Rebecca) Effective 11/7/2024	11/ 07/ 2024
U	Diette, Peter 15 Hyde Park Gales Ferry, Connecticut 06335	11/ 07/ 2024
D	Rumery, Elizabeth (Vice-Chairman) 22 Bluff Road Gales Ferry, Connecticut 06335	11/ 07/ 2025

Town Council Appointment

2 Year Term

9 Members



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0784

Agenda Date: 9/25/2024

Agenda #: 6.

TAX REFUND

Motion/Request:

MOTION to approve a tax refund to Hoops & Associates LLC, 19A Thames St. Groton, CT 06340 in the amount of \$2,523.86.

Background:

In accordance with policies established for the Tax Collection Department, refunds to taxpayer exceeding \$2,400 are to be approved by the Town Council.

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

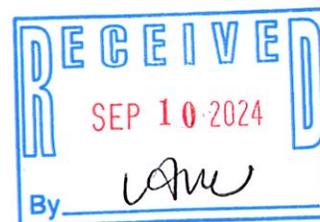
Application for Refund of Taxes Paid

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

Amount of Refund:
\$2,523.86

Date: September 9, 2024

<i>Hoops & Associates LLC</i>
<i>19A Thames St</i>
<i>Groton, CT 06340</i>



PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I have made the payments from funds under my control, and no other party will be requesting this refund.
 I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.
 I hereby apply for a refund of taxes paid in accordance with Conn. Gen Sate. 12/129.

✓ *David Duly Authorized*
 Signature of Applicant/Agent
 (Title of agent, where applicable)

 Tax Collector's Signature

✓ *9/10/24*
 Date Signed

 Date

Do Not Write Below This Box -- Office Use Only

Date of Payment: <i>7/31/2024</i> Grand List Year: <i>2023</i> Grand List Number: <i>111500</i> Payment Type: <i>Check</i> <input checked="" type="checkbox"/> <i>Received by mail/email</i>	Tax Type: <i>MV PP RE SMV</i> Reason: <i>Double July payment</i> Property Owner: <i>Steven Vanmameren/Karen Wickert</i> Property Location: <i>6 Pennywise Ln</i> <input type="checkbox"/> <i>Hand delivered in the office</i>
--	---

ACTION TAKEN BY GOVERNING BODY

At a regular meeting of the Ledyard Town Council, held on the _____ day of _____, 2024, it was voted to refund property taxes amounting to \$ _____ to _____.

 S. Naomi Rodriguez



File #: 24-0818

Agenda Date: 9/25/2024

Agenda #: 7.

FINANCIAL BUSINESS REQUEST

Motion/Request

MOTION to appropriate the Connecticut Secretary of the State Early Voting Grant in the amount of \$4,063.07 to Account# 21010301-56100-G0015 entitled “*Registrar - Operating Expenses - Misc. Grants*”.

In addition, authorize the Registrar of Voters to expend the Early Voting Grant to pay for expenses associated with Early Voting provisions in accordance with Public Act 24-81.

Background:

Pursuant to Public Act 24-81, the Connecticut Secretary of the State will provide a grant in the amount of at least \$2,000 to each municipality for costs related to implementing and conducting early voting. Additional funds are allocated to municipalities based on the formula in the attached grant agreement.

Ledyard is scheduled to receive **\$4,063.07**. The Secretary of the State will distribute the grants starting contingent on municipalities detailing their intended use of the funds, which must be submitted by September 30, 2024. This funding is provided as a sub-recipient, one-time grant. (Please see attached List of expenses).

However, the equipment needed for the early voting for the Presidential Election has totaled **\$4,449.22**.

The Registrars are hopeful the Secretary of State will consider their needs and provide grant funding to fully pay for the equipment. If they do not receive enough funding the MIS Department has agreed to pay the difference **(\$386.15)** between the grant and money needed to purchase the Surveillance Camera & DVR Back-up.

The Secretary of the State will distribute the grants as soon as possible, contingent on towns detailing their intended use of the funds and returning this signed agreement. This funding is provided as a subrecipient one-time

Please note:

- Acceptable utilization of funds includes costs directly tied to changes necessary to implement early voting; examples include but are not limited to labor costs, printing costs, location-related expenses, or equipment and supplies.
- Funds are to be fully expended by December 31, 2024.
- Prior to January 31, 2025, your town must report expenditures to the Office of the Secretary of State. Reports must include backup information such as a ledger report from your financial system or copies of purchase orders and invoices.
- If funds are not fully utilized prior to December 31, 2024, contact the Office of the Connecticut Secretary of the State at mss@ct.gov to request an extension on utilization, including intended use of remaining funding.

- By accepting funds, the town agrees that it will comply with applicable public auditing requirements, in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes.
- By accepting funds, the town agrees that it is compliant with all applicable state and federal non-discrimination laws.

Additional Background:

In January, 2024 pursuant to Public Act 23-204, the Connecticut Secretary of the State provided grant in the amount of \$10,500 to each municipality for costs related to implementing and conducting early voting. The Secretary of the State will distribute the grants starting in January 2024, contingent on municipalities detailing their intended use of the funds. This funding is provided as a sub-recipient, one-time grant.

Connecticut Early Voting Laws

Public Act 23-5 was passed by the House of Representatives on May 4, 2023 and was passed on May 31, 2023 by the State Senate. (See attached).

The Early Voting Law will apply to elections and primaries that occur on or after January 1, 2024.

In accordance with Public Act 23-5 every municipality will have to create at least one early voting location and has the option to establish more.

Early Voting provisions will be as follows:

- General Elections: 14 days of early voting
- Primaries: seven days ahead
- Special Elections: four days

Department Comments/Recommendation:

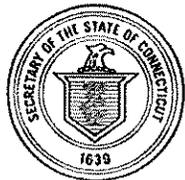
(Type text here)

Finance Director Comments/Recommendation:

The grant funding includes numerous stipulations as outlined on the attached communication from the Office of the Secretary of the State. It is expected the Registrar's Office will work with the Finance Office to ensure grant compliance.

Mayor Comments/Recommendation:

(Type text here)



Office of the Secretary of the State
 State of Connecticut
 165 Capitol Avenue, Suite 1000
 P.O. Box 150470, Hartford, CT 06115-0470

Stephanie Thomas
 Secretary of the State

Jacqueline A. Kozin
 Deputy Secretary of the State

31 August 2024

Town Name

Address

Pursuant to Public Act 24-81, the Connecticut Secretary of the State will provide a grant in the amount of at least \$2,000 to each municipality for costs related to implementing and conducting early voting. Additional funds are allocated to municipalities based on the formula in the attached grant agreement.

The Secretary of the State will distribute the grants as soon as possible, contingent on towns detailing their intended use of the funds and returning this signed agreement. This funding is provided as a subrecipient one-time grant.

Please note:

- Acceptable utilization of funds includes costs directly tied to changes necessary to implement early voting; examples include but are not limited to labor costs, printing costs, location-related expenses, or equipment and supplies.
- Funds are to be fully expended by December 31, 2024.
- Prior to January 31, 2025, your town must report expenditures to the Office of the Secretary of State. Reports must include backup information such as a ledger report from your financial system or copies of purchase orders and invoices.
- If funds are not fully utilized prior to December 31, 2024, contact the Office of the Connecticut Secretary of the State at mss@ct.gov to request an extension on utilization, including intended use of remaining funding.
- By accepting funds, the town agrees that it will comply with applicable public auditing requirements, in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes.
- By accepting funds, the town agrees that it is compliant with all applicable state and federal non-discrimination laws.

By signing below, I agree to the information above. Please keep a copy for your records.

My town intends to utilize funds for:

Authorized town official signature

Authorized town official title

Date

STATE OF CONNECTICUT GRANT AGREEMENT FOR SLFRF

COVER PAGE

State Agency State of Connecticut Secretary of the State("Grantor")	Agreement Number Federal Grant No. <i>SLFRP0128</i>
Grantee:	Agreement Effective Date 07/01/2024
UEI/SAMS Number	Agreement Expiration Date Month, Day, Year 06/30/2025
<i>FEIN No.</i>	
Agreement Maximum Amount	Fund Expenditure End Date Month, Day, Year 06/30/2025
State Fiscal Year 2025	
Total for All State Fiscal Years	Agreement Authority Section 1 of Public Act 24-81 and Section 602(b) of the Social Security Act (the "SSA"), as added by section 9901 of the American Rescue Plan Act ("ARPA"), Pub. L. No. 117-2 (March 11, 2021), which established the Coronavirus State and Local Fiscal Recovery Funds ("SLFRF"), 31 CFR Part 35, and in accordance with the Statement of Work, grant solicitation and the attached grant application, if applicable.
Exhibits and Order of Precedence	
The following Exhibits and attachments are included with this Agreement:	
<ol style="list-style-type: none"> 1. Exhibit A, Statement of Work. 2. Exhibit B, Payment Terms and Provisions and Budget. 3. Exhibit C, Federal Provisions. 4. Exhibit D, Agreement with Subrecipient of Federal Recovery Funds 5. Exhibit E, SLFRF Subrecipient Quarterly Report 6. Exhibit F, Contractor Terms 7. Exhibit G, Beneficiary Terms 	
In the event of a conflict or inconsistency between this Agreement and any Exhibit or attachment, such conflict or inconsistency shall be resolved by reference to the documents in the following order of priority:	
<ol style="list-style-type: none"> 1. Exhibit C, Federal Provisions. 2. Exhibit D, Agreement with Subrecipient of Federal Recovery Funds. 3. Connecticut Special Provisions in §17 of the main body of this Agreement. 4. The provisions of the other sections of the main body of this Agreement. 5. Exhibit A, Statement of Work. 6. Exhibit B, Payment Terms and Provisions and Budget. 7. Exhibit E, SLFRF Subrecipient Quarterly Report. 	

Federal Awarding Office	US Department of the Treasury
Grant Program	Coronavirus State and Local Fiscal Recovery Funds
Assistance Listing Number	[21.027]
Federal Award Number	<i>SLFRP0128</i>
Federal Award Date	00/00/xx
Federal Award End Date*	December 31, 2026

Federal Statutory Authority	Section 602(b) of the Social Security Act (the "SSA"), as added by section 9901 of the American Rescue Plan Act ("ARPA"), Pub. L. No. 117-2 (March 11, 2021)
Total Amount of Federal Award (this is <u>not</u> the amount of this grant agreement)	\$1,000,000

* Funds may not be available through the Federal Award End Date subject to the provisions in § 2 (Terms and Agreement Effective Date) and § 5 (Payments to Grantee) below.

For Grantor/DAS Use Only

AMOUNT	FUND	DEPT	SID	PROGRAM	ACCT	BR YR	PROJECT
	12060	SOS12500	28478	12651	29202	N/A	N/A

Public Act 24-81, grant in the amount of \$4063.07 for costs related to implementing and conducting Early Voting.

Item	Quantity	Cost	Subtotal	Freight	Total
75 Feet Sign	5	\$65	\$325.00		
Pocketalk Translation Device	4	\$299.00	\$1,196.00		
LHS Coding Cards	3	\$70.00	\$210.00		
Dymo Label Maker	2	\$137.94	\$275.88		
Dymo label roll	10	\$21.49	\$214.90		
4 Station Franklin Voting Booth	1	\$999.00	\$999.00		
Small Slide Signs- Dbl-side	2	\$105.00	\$210.00		
Surveillance Camera & DVR Backup	1	\$1018.44	\$1018.44		
Subtotal of Expenses			\$4,449.22		



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

JUSTIN DUBE,

Thank you for considering CDW•G for your technology needs. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CFS6PX	9/24/2024	VOTER DVR AND CAMERA	4549300	\$1,018.44

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Ubiquiti UniFi Protect Pro - standalone NVR Mfg. Part#: UNVR-PRO Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	1	6561653	\$570.78	\$570.78
Ubiquiti 4MP Night Vision AI Bullet Camera with UniFi Protect Application Mfg. Part#: UVC-AI-BULLET Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	1	7354850	\$447.66	\$447.66

SUBTOTAL	\$1,018.44
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$1,018.44

PURCHASER BILLING INFO	DELIVER TO
Billing Address: TOWN OF LEDYARD ACCOUNTS PAYABL 741 COLONEL LEDYARD HWY LEDYARD, CT 06339-1511 Phone: (860) 464-8740 Payment Terms:	Shipping Address: JUSTIN DUBE ATTN:JUSTIN DUBE TOWN OF LEDYARD 741 COLONEL LEDYARD HWY LEDYARD, CT 06339-1511 Phone: (860) 464-8740 Shipping Method: DROP SHIP-GROUND
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Zach Kozlowski | (866) 291-3445 | zach.kozlowski@cdw.com

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For more information, contact a CDW account manager

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language access solutions



Instantly translates between 84 languages!
including Spanish, Chinese, Vietnamese,
Tagalog, Hindi, Arabic, French, Creole,
Somali, and more!

POCKETALK™

*Real time translation device for
polling places and election offices*

ENSURE COMPLIANCE

Stay ahead of the curve by **meeting Section 203 requirements**. Pocketalk streamlines the translation process, allowing you to focus on engaging voters rather than navigating language obstacles.

BOOST VOTER ENGAGEMENT

Reach every corner of your community with confidence. With Pocketalk, you can **connect with voters of diverse linguistic backgrounds**, fostering inclusivity and strengthening democratic participation.

PROVEN IMPACT NATIONWIDE

Pocketalk is in use at hundreds of Government offices nationwide, and election offices in multiple states. **Don't let language barriers hinder voter participation.** Embrace diversity, uphold democracy, and unlock the power of inclusive elections with Pocketalk today!

FEATURES

- **OVERSIZED TOUCHSCREEN**
- **LONG LASTING USB-RECHARGABLE BATTERY**
- **TEXT-TO-TRANSLATE CAMERA**
- **SIMPLE ONE BUTTON TRANSLATION**
- **2 POWERFUL NOISE-CANCELLING SPEAKERS**
- **UNLIMITED USE - NO PER MIN CHARGES**



From: Claudia Sweeney <voter2@ledyardct.mail.onmicrosoft.com>
Sent: Monday, March 18, 2024 10:20 AM
To: Kristen Chapman <mayoral.asst@ledyardct.org>
Subject: Amazon

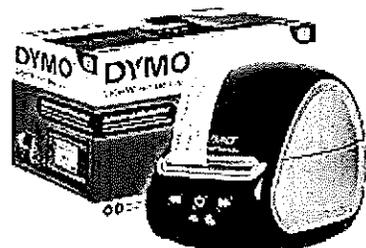
Kristen,

-
- DYMO Authentic LW Large Multi-Purpose Labels for LabelWriter Label Printers, White, 2-1/8" x 2-3/4", 1 roll of 320 (30324)DYMO Authentic LW Large Multi-Purpose Labels for LabelWriter Label Printers, White, 2-1/8" x 2-3/4", 1 roll of 320 (30324)

\$21.49

- In Stock
- Eligible for **FREE Shipping & FREE Returns**
- Gift options not available. Gift options not available. [Learn more](#)
- **Size:** Large
- **Style:** Multipurpose Labels

Qty: 0 (Delete) 12345678910+ Qty:2 [Share](#)

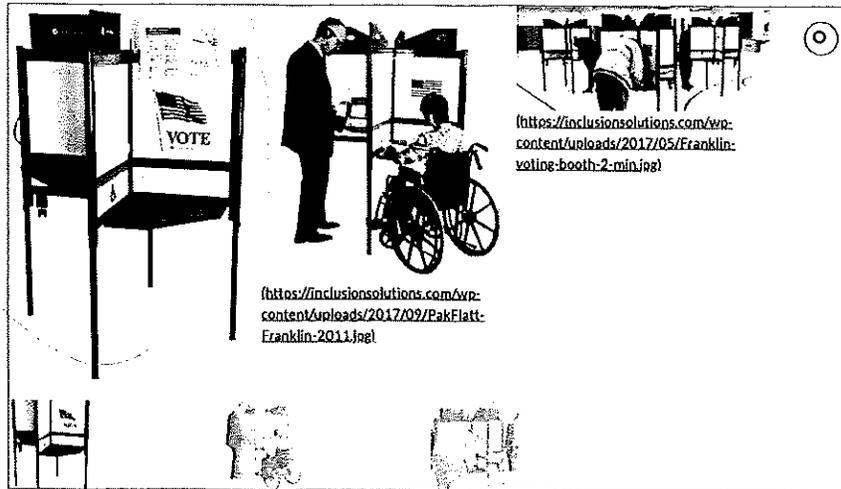


- DYMO LabelWriter 550 Turbo Direct Thermal Label Maker - USB and LAN Connectivity - Print up to 90 Labels Per Minute, 300 dpi, Auto Label Recognition, Monochrome Printer - BROAGE Printer_CableDYMO LabelWriter 550 Turbo Direct Thermal Label Maker - USB and LAN Connectivity - Print up to 90 Labels Per Minute, 300 dpi, Auto Label Recognition,...

\$137.94

- In Stock
- Shipped from: [Smart Toners](#)
- Gift options not available. Gift options not available. [Learn more](#)

Qty: 0 (Delete) 12345678910+ Qty:2



4 Station Franklin Voting Booth

Universally designed 4 Station Voting Booth. Sole Source Item.

Price: \$999.00

[ADD TO CART](#)

SKU: 4SFRKLN

DESCRIPTION

Innovative and easily-assembled booth has four stations for voters and provides complete privacy

Accessible

- Universal design: all voters — with and without disabilities — vote at the same booth
- Booth meets all ADA and ADAAG standards for width, approach, and clearance, and includes one lowered station
- Eligible for accessibility grants
- Custom configurations available

Simple Storage and Setup

- No pieces to lose — all booths are self-contained
- Durable, easy to set up: one-piece construction (legs collapse inside booth)
- Packs small for storage — requires only 30% of the space of other booth types

Efficient

- Reduce lines with ultra-efficient 4-station design
- Meets statewide "per voter" booth requirements
- Can be set up as 2, 3, or 4 station booths depending on precinct configuration

Durable

- Automotive-grade aluminum makes it the most indestructible booth on the market
- Shelf supports over 200 lbs.

Proven

- Over 25,000 booths in use in 44 states (and counting)
- Consistent response from election officials, voters and poll workers that the Franklin is the best booth they have ever experienced

DIMENSIONS

+

VIDEO

+

INSTRUCTIONS & OTHER DOCUMENTATION

+

You May Also Like...

[Flexible Clip on Voting Booth Light \(Pack of 4\)](https://inclusionsolutions.com/product/flexible-clip-on-voting-booth-light-pack-of-4/)

[SHOP](#)

<https://inclusionsolutions.com/product/flexible-clip-on-voting-booth-light-pack-of-4/>

DISPLAYS + SIGNAGE



Stand Up Signs

Affordable, easy to use yard signs are perfect for election day. Weatherproof corrugated plastic with metal frame included. All signage is customizable at no charge, inquire for details.

45"H X 25"W

Stand Up Sign, One-Sided

SUS1 \$125

Stand Up Sign, Two-Sided

SUS2 \$155

Additional Interchangeable Sign Face

SUSFACE \$46



Mini Signs

A smaller, narrower version of our Stand Up Sign. All signage is customizable at no charge, inquire for details.

36"H X 13"W

Mini Sign, One-Sided

MINISUS1 \$80

Mini Sign, Two-Sided

MINISUS2 \$105



Large Slide Signs

Lightweight, portable plastic signs with space to slide in your signage - no velcro, clips, or latches needed.

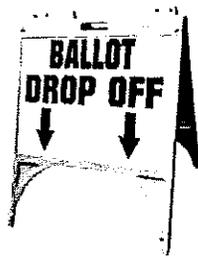
37.25"H X 24.375"W X 2"D

Large Slide Sign, One-Sided

SLSG1 \$125

Large Slide Sign, Two-Sided

SLSLG2 \$150



Small Slide Signs

A smaller version of our Large Slide Sign.

30.5"H X 26"W X 2"D

Small Slide Sign, One-Sided

SLSSM1 \$80

Small Slide Sign, Two-Sided

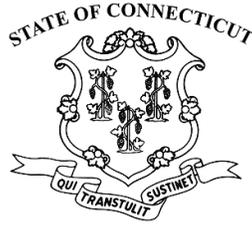
SLSSM2 \$105



	A	R	S	T	W	X	Y	Z	AA	AD
1			Weight		Weight		Weight		Weight	Amount Appropriated
2	Weights:		15.00%		30.00%		50.00%		5.00%	\$ 1,000,000.00
3										
4	Town	2020+2022 Registered But Not Voting	2020+2022 Registered But Not Voting %	2020+2022 Number of AB Votes	2020+2022 Number of AB Votes %	2020+2022 Number of EDay Votes	2020+2022 Number of EDay Votes %	2024 EBU	2024 EBU	Amount per Town, \$2,000 minimum
5	Andover	932	0.07%	624	0.13%	3,159	0.13%	62	0.05%	\$ 2,000.00
6	Ansonia	7,634	0.53%	2,556	0.48%	11,358	0.48%	523	0.42%	\$ 4,557.99
7	Ashford	1,303	0.09%	981	0.15%	3,569	0.15%	114	0.09%	\$ 2,000.00
8	Avon	7,063	0.49%	6,825	0.61%	14,360	0.61%	451	0.36%	\$ 5,509.00
9	Barkhamsted	1,497	0.10%	1,021	0.14%	3,311	0.14%	89	0.07%	\$ 2,000.00
10	Beacon Falls	2,003	0.14%	1,225	0.24%	5,664	0.24%	110	0.09%	\$ 2,000.00
11	Berlin	8,180	0.57%	5,524	0.73%	17,153	0.73%	391	0.31%	\$ 6,558.07
12	Bethany	1,621	0.11%	1,334	0.23%	5,320	0.23%	108	0.09%	\$ 2,000.00
13	Bethel	6,521	0.46%	4,643	0.63%	14,725	0.63%	542	0.43%	\$ 5,610.10
14	Bethlehem	2,765	0.19%	870	0.08%	1,944	0.08%	61	0.05%	\$ 2,000.00
15	Bloomfield	9,971	0.70%	7,730	0.59%	13,934	0.59%	489	0.39%	\$ 5,671.12
16	Bolton	1,476	0.10%	1,140	0.20%	4,742	0.20%	87	0.07%	\$ 2,000.00
17	Bozrah	1,072	0.08%	471	0.10%	2,287	0.10%	44	0.04%	\$ 2,000.00
18	Branford	11,835	0.83%	9,299	0.95%	22,370	0.95%	505	0.40%	\$ 8,757.24
19	Bridgeport	71,288	4.99%	15,850	2.56%	59,964	2.55%	9473	7.55%	\$ 31,382.45
20	Bridgewater	523	0.04%	493	0.08%	1,818	0.08%	32	0.03%	\$ 2,000.00
21	Bristol	23,989	1.68%	12,003	1.64%	38,604	1.64%	2854	2.28%	\$ 16,493.91
22	Brookfield	6,973	0.49%	4,778	0.60%	14,117	0.60%	485	0.39%	\$ 5,424.07
23	Brooklyn	3,174	0.22%	1,472	0.26%	6,025	0.26%	247	0.20%	\$ 2,173.20
24	Burlington	2,373	0.17%	2,747	0.36%	8,527	0.36%	226	0.18%	\$ 2,935.59
25	Canaan	295	0.02%	295	0.04%	906	0.04%	111	0.09%	\$ 2,000.00
26	Canterbury	2,091	0.15%	801	0.20%	4,582	0.20%	158	0.13%	\$ 2,000.00
27	Canton	3,788	0.27%	3,596	0.36%	8,422	0.36%	203	0.16%	\$ 3,041.66
28	Chaplin	825	0.06%	332	0.08%	1,966	0.08%	34	0.03%	\$ 2,000.00
29	Cheshire	8,272	0.58%	9,319	0.95%	22,175	0.94%	627	0.50%	\$ 8,375.69
30	Chester	1,188	0.08%	1,458	0.13%	3,158	0.13%	83	0.07%	\$ 2,000.00
31	Clinton	5,561	0.39%	4,118	0.47%	10,942	0.47%	272	0.22%	\$ 4,109.55
32	Colchester	5,345	0.37%	4,266	0.55%	12,809	0.55%	312	0.25%	\$ 4,737.81
33	Colebrook	448	0.03%	263	0.06%	1,512	0.06%	21	0.02%	\$ 2,000.00
34	Columbia	1,769	0.12%	1,483	0.21%	4,961	0.21%	94	0.07%	\$ 2,000.00

	A	R	S	T	W	X	Y	Z	AA	AD
35	Cornwall	388	0.03%	523	0.06%	1,438	0.06%	22	0.02%	\$ 2,000.00
36	Coventry	4,489	0.31%	3,183	0.45%	10,633	0.45%	180	0.14%	\$ 3,856.03
37	Cromwell	5,666	0.40%	4,003	0.52%	12,252	0.52%	267	0.21%	\$ 4,569.20
38	Danbury	34,368	2.41%	13,705	1.69%	39,898	1.70%	4840	3.86%	\$ 18,802.06
39	Darien	7,638	0.53%	7,055	0.65%	15,323	0.65%	633	0.50%	\$ 5,965.22
40	Deep River	1,525	0.11%	1,362	0.32%	7,428	0.32%	83	0.07%	\$ 2,413.73
41	Derby	4,256	0.30%	2,186	0.31%	7,384	0.31%	341	0.27%	\$ 2,778.24
42	Durham	2,216	0.16%	1,925	0.29%	6,770	0.29%	131	0.10%	\$ 2,282.46
43	Eastford	673	0.05%	270	0.07%	1,649	0.07%	25	0.02%	\$ 2,000.00
44	East Granby	1,853	0.13%	1,104	0.20%	4,700	0.20%	100	0.08%	\$ 2,000.00
45	East Haddam	3,247	0.23%	2,286	0.35%	8,231	0.35%	163	0.13%	\$ 2,899.74
46	East Hampton	3,947	0.28%	3,394	0.47%	11,097	0.47%	215	0.17%	\$ 3,966.37
47	East Hartford	29,312	2.05%	7,806	1.05%	24,782	1.05%	1387	1.11%	\$ 11,737.73
48	East Haven	11,877	0.83%	5,685	0.78%	18,453	0.79%	688	0.55%	\$ 7,485.65
49	East Lyme	6,062	0.42%	6,613	0.63%	14,646	0.62%	297	0.24%	\$ 5,442.21
50	Easton	2,477	0.17%	2,145	0.29%	6,737	0.29%	175	0.14%	\$ 2,314.44
51	East Windsor	7,375	0.52%	2,725	0.32%	7,508	0.32%	263	0.21%	\$ 3,124.54
52	Ellington	5,550	0.39%	4,250	0.54%	12,645	0.54%	369	0.29%	\$ 4,729.67
53	Enfield	16,790	1.18%	9,688	1.10%	25,663	1.09%	1115	0.89%	\$ 10,647.87
54	Essex	2,380	0.17%	2,660	0.25%	5,945	0.25%	120	0.10%	\$ 2,011.26
55	Fairfield	20,391	1.43%	17,307	1.90%	44,627	1.90%	1194	0.95%	\$ 17,519.02
56	Farmington	11,913	0.83%	8,534	0.85%	19,936	0.85%	147	0.12%	\$ 7,798.47
57	Franklin	612	0.04%	351	0.08%	1,863	0.08%	457	0.36%	\$ 2,000.00
58	Glastonbury	11,373	0.80%	11,860	1.19%	27,822	1.18%	886	0.71%	\$ 10,726.00
59	Goshen	857	0.06%	681	0.14%	3,173	0.14%	61	0.05%	\$ 2,000.00
60	Granby	3,479	0.24%	3,554	0.41%	9,603	0.41%	201	0.16%	\$ 3,411.10
61	Greenwich	21,160	1.48%	19,571	1.84%	42,973	1.83%	1685	1.34%	\$ 17,236.35
62	Griswold	5,741	0.40%	2,016	0.35%	8,255	0.35%	284	0.23%	\$ 3,209.05
63	Groton	13,714	0.96%	8,312	0.91%	21,463	0.91%	1072	0.85%	\$ 8,841.47
64	Gulford	6,332	0.44%	7,787	0.81%	18,919	0.81%	443	0.35%	\$ 6,986.82
65	Haddam	2,656	0.19%	1,940	0.34%	8,053	0.34%	182	0.15%	\$ 2,787.28
66	Hamden	21,254	1.49%	13,765	1.53%	36,122	1.54%	1301	1.04%	\$ 14,727.08
67	Hampton	550	0.04%	392	0.07%	1,705	0.07%	34	0.03%	\$ 2,000.00
68	Hartford	77,683	5.44%	13,391	1.49%	35,501	1.51%	8426	6.72%	\$ 23,245.70
69	Hartland	648	0.05%	333	0.09%	2,021	0.09%	41	0.03%	\$ 2,000.00

	A	R	S	T	W	X	Y	Z	AA	AD
70	Harwinton	1,913	0.13%	1,299	0.23%	5,476	0.23%	108	0.09%	\$ 2,000.00
71	Hebron	3,966	0.28%	2,909	0.36%	8,338	0.35%	176	0.14%	\$ 3,020.95
72	Kent	844	0.06%	890	0.11%	2,508	0.11%	82	0.07%	\$ 2,000.00
73	Killingly	7,650	0.54%	2,890	0.48%	11,237	0.48%	593	0.47%	\$ 4,549.91
74	Killingworth	1,938	0.14%	2,078	0.25%	5,932	0.25%	111	0.09%	\$ 2,000.00
75	Lebanon	2,203	0.15%	1,505	0.28%	6,511	0.28%	104	0.08%	\$ 2,180.36
76	Ledyard	5,144	0.36%	3,671	0.46%	10,856	0.46%	369	0.29%	\$ 4,063.07
77	Lisbon	1,393	0.10%	756	0.15%	3,604	0.15%	77	0.06%	\$ 2,000.00
78	Litchfield	2,506	0.18%	2,202	0.33%	7,675	0.33%	123	0.10%	\$ 2,619.61
79	Lyme	748	0.05%	945	0.10%	2,261	0.10%	54	0.04%	\$ 2,000.00
80	Madison	5,657	0.40%	7,579	0.64%	14,967	0.64%	412	0.33%	\$ 5,551.82
81	Manchester	21,509	1.51%	13,474	1.44%	33,888	1.44%	1471	1.17%	\$ 14,057.76
82	Mansfield	4,652	0.33%	3,868	0.38%	9,595	0.41%	443	0.35%	\$ 3,539.94
83	Marlborough	1,807	0.13%	1,786	0.25%	5,782	0.25%	103	0.08%	\$ 2,000.00
84	Meriden	21,864	1.53%	10,069	1.32%	31,062	1.32%	3592	2.86%	\$ 13,974.84
85	Middlebury	3,226	0.23%	1,914	0.31%	7,214	0.31%	182	0.15%	\$ 2,560.38
86	Middlefield	1,798	0.13%	1,094	0.17%	4,033	0.17%	80	0.06%	\$ 2,000.00
87	Middletown	18,625	1.30%	10,546	1.23%	29,004	1.23%	1028	0.82%	\$ 11,912.15
88	Milford	22,894	1.60%	14,713	1.76%	41,061	1.75%	1025	0.82%	\$ 16,511.36
89	Monroe	6,568	0.46%	4,496	0.69%	16,061	0.68%	467	0.37%	\$ 6,044.01
90	Montville	7,216	0.51%	3,584	0.50%	11,722	0.50%	212	0.17%	\$ 4,518.47
91	Morris	812	0.06%	469	0.10%	2,333	0.10%	46	0.04%	\$ 2,000.00
92	Naugatuck	15,447	1.08%	4,946	0.85%	20,076	0.85%	867	0.69%	\$ 8,471.48
93	New Britain	30,310	2.12%	8,161	1.29%	30,455	1.30%	4362	3.48%	\$ 14,968.68
94	New Canaan	6,757	0.47%	6,309	0.66%	15,410	0.66%	666	0.53%	\$ 5,918.75
95	New Fairfield	5,173	0.36%	3,568	0.48%	11,290	0.48%	415	0.33%	\$ 4,250.03
96	New Hartford	2,064	0.14%	1,592	0.29%	6,690	0.28%	112	0.09%	\$ 2,233.35
97	New Haven	50,982	3.57%	16,450	2.13%	50,678	2.16%	8326	6.64%	\$ 25,529.80
98	Newington	11,754	0.82%	7,538	0.97%	22,758	0.97%	513	0.41%	\$ 8,877.65
99	New London	18,172	1.27%	4,102	0.44%	10,632	0.45%	1740	1.39%	\$ 5,885.45
100	New Milford	9,130	0.64%	5,571	0.93%	21,791	0.93%	723	0.58%	\$ 8,355.75
101	Newtown	8,160	0.57%	8,640	0.94%	21,983	0.94%	689	0.55%	\$ 8,319.67
102	Norfolk	393	0.03%	462	0.06%	1,469	0.06%	26	0.02%	\$ 2,000.00
103	North Branford	4,834	0.34%	3,244	0.50%	11,699	0.50%	292	0.23%	\$ 4,301.80
104	North Canaan	2,017	0.14%	597	0.09%	2,239	0.10%	5	0.00%	\$ 2,000.00



Substitute House Bill No. 5004

Public Act No. 23-5

AN ACT IMPLEMENTING EARLY VOTING.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. (NEW) (*Effective July 1, 2023*) (a) (1) (A) Any eligible elector may vote prior to the day of a regular election, in accordance with the provisions of this section, during a period of early voting at each regular election held on or after January 1, 2024.

(B) The period of early voting under subparagraph (A) of this subdivision shall (i) notwithstanding the provisions of section 9-2 of the general statutes, commence on the fifteenth day prior to and conclude on the second day prior to such regular election, and (ii) consist of such days between and inclusive of such commencement and conclusion, except any legal holiday designated, appointed or recommended under section 1-4 of the general statutes, and at such times as provided in subdivision (1) of subsection (c) of section 9-174 of the general statutes, as amended by this act.

(2) (A) Subject to the provisions of subdivision (4) of this subsection, any eligible elector may vote prior to the day of a primary, other than a presidential preference primary, in accordance with the provisions of this section, during a period of early voting at each primary, other than a presidential preference primary, held on or after January 1, 2024.

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(B) The period of early voting under subparagraph (A) of this subdivision shall (i) notwithstanding the provisions of section 9-2 of the general statutes, commence on the eighth day prior to and conclude on the second day prior to such primary, other than a presidential preference primary, and (ii) consist of such days between and inclusive of such commencement and conclusion, except any legal holiday designated, appointed or recommended under section 1-4 of the general statutes, and at such times as provided in subdivision (1) of subsection (c) of section 9-174 of the general statutes, as amended by this act.

(3) (A) Any eligible elector may vote prior to the day of a special election, in accordance with the provisions of this section, during a period of early voting at each special election held on or after January 1, 2024.

(B) Subject to the provisions of subdivision (4) of this subsection, any eligible elector may vote prior to the day of a presidential preference primary, in accordance with the provisions of this section, during a period of early voting at each presidential preference primary held on or after January 1, 2024.

(C) The period of early voting under subparagraph (A) or (B) of this subdivision shall (i) notwithstanding the provisions of section 9-2 of the general statutes, commence on the fifth day prior to and conclude on the second day prior to such special election or such presidential preference primary, except that such commencing and concluding days shall be adjusted to exclude from such period March 31, 2024, and any legal holiday designated, appointed or recommended under section 1-4 of the general statutes, and (ii) consist of four total days between and inclusive of such commencement and conclusion, as may be adjusted pursuant to subparagraph (A) of this subdivision, and at such times as provided in subdivision (2) of subsection (c) of section 9-174 of the general statutes, as amended by this act.

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(4) (A) Notwithstanding the provisions of sections 9-19e, 9-23a, 9-26, 9-31a, 9-55, as amended by this act, 9-56 and 9-57 of the general statutes:

(i) In the case of an unaffiliated elector who wishes to vote during the period of early voting at a primary, such elector shall be eligible to so vote if such elector's application for enrollment with the political party holding such primary is filed with the registrars of voters by twelve o'clock noon on the business day immediately preceding the day on which such period of early voting commences.

(ii) In the case of a person who is not admitted as an elector and who wishes to vote during the period of early voting at a primary, such person shall be eligible to so vote if such person's application for admission as an elector and enrollment with the political party holding such primary is filed with the registrars of voters by twelve o'clock noon on the business day immediately preceding the day during such period of early voting on which such person offers to vote at such primary.

(B) Nothing in this section shall be construed to prevent an individual who enrolls in a political party during a period of early voting at a primary from voting by absentee ballot, if eligible, or in person on the day of such primary.

(b) (1) The registrars of voters of each municipality shall designate a location for the conduct of early voting, which location shall be the same for the duration of the period of early voting except as otherwise specified in this subdivision, provided (A) the registrars of voters have access to the state-wide centralized voter registration system from such location, and (B) such location is certified in writing to the Secretary of the State not later than one hundred twenty days prior to the day of a regular election or a primary, other than a presidential preference primary, or not later than twenty days prior to the day of a special election or a presidential preference primary. The written certification under subparagraph (B) of this subdivision shall provide (i) the name,

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street address and relevant contact information associated with such location, (ii) the number of election or primary officials to be appointed by the registrars of voters to serve at such location and the roles of such officials, and (iii) a description of the design of such location and a plan for effective conduct of such early voting. The Secretary shall approve or disapprove such written certification not later than ninety days prior to the day of a regular election or a primary, other than a presidential preference primary, or not later than fifteen days prior to the day of a special election or a presidential preference primary. If the Secretary disapproves such certification, the Secretary shall provide, in writing, the reasons for such disapproval and shall issue an order for such corrective action as the Secretary deems necessary, including, but not limited to, the appointment of additional election or primary officials or the alteration of such design or plan. After having received approval of such certification or having complied with any order for corrective action to the Secretary's satisfaction, as applicable, the registrars of voters shall determine the site of such location designated for the conduct of early voting at least thirty-one days prior to a regular election or a primary, other than a presidential preference primary, or at least eleven days prior to a special election or a presidential preference primary. Such location shall not be changed within such period, except, if the municipal clerk and registrars of voters unanimously find that such location has been rendered unusable within such period, such clerk and registrars shall forthwith designate another location for the conduct of early voting to be used in place of the location so rendered unusable and shall give adequate notice that such location has been so changed. The provisions of sections 9-168d and 9-168e of the general statutes shall apply to such location designated for the conduct of early voting.

(2) In any municipality with a population of at least twenty thousand, the legislative body may hold a public hearing on whether to designate any additional location in such municipality for the conduct of early voting, which public hearing, if any, shall be held not later than fifteen

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days prior to the time for designating any such location set forth in subdivision (1) of this subsection. Any legislative body holding such a public hearing shall properly notice such public hearing not later than ten days prior to such public hearing in a newspaper having general circulation in such municipality and on the Internet web site of the municipality. For any such municipality in which such a public hearing was not held, the legislative body thereof shall determine whether to designate any such additional location and shall notify the Secretary of the State with a detailed explanation for such determination. For any municipality in which such a public hearing was held, not later than three days after the conclusion of such public hearing, the legislative body thereof shall determine whether to designate any such additional location and shall notify the Secretary with a detailed explanation for such determination. If the legislative body determines that any such additional location be designated, the registrars of voters shall so designate such additional location and the provisions of subdivision (1) of this subsection shall apply to such additional location. The Secretary shall take no action on any detailed explanation submitted under this subdivision with regard to the number of additional locations designated in such a municipality, and shall preserve each such detailed explanation as a public record open to public inspection. For the purposes of this subdivision, "population" means the estimated number of people according to the most recent version of the State Register and Manual prepared pursuant to section 3-90 of the general statutes.

(3) At each location designated for the conduct of early voting, the registrars of voters shall provide to prospective electors during the early voting period the opportunity to apply for same-day election registration, in accordance with the procedures set forth in section 9-19j of the general statutes, as amended by this act, for such application and for the completion and processing of any such application.

(4) The registrars of voters shall appoint, for each day on which early

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voting is conducted, a moderator and such other election or primary officials to serve at each location designated for such conduct. The moderator so appointed shall perform any duty required, and may exercise any power authorized, under title 9 of the general statutes related to such location. The registrars of voters may delegate to each other election or primary official so appointed any of the responsibilities assigned to the registrars of voters. The registrars of voters shall supervise each such official and train each such official to be an early voting election or primary official.

(c) Any elector who wishes to vote during a period of early voting at an election or primary, and is eligible to so vote at such election or primary, shall (1) appear in person at such times as provided in subsection (c) of section 9-174 of the general statutes, as amended by this act, at the location designated by the registrars of voters for early voting, (2) identify such elector as required by subsection (a) of section 9-261 of the general statutes, and (3) declare under oath that such elector has not previously voted in such election or primary, as provided in subsection (e) of this section.

(d) If the registrars of voters determine that an elector is eligible to vote in the election or primary, the registrars of voters shall check the state-wide centralized voter registration system before allowing such elector to cast an early voting ballot as provided in subsection (e) of this section.

(1) If the registrars of voters determine that the elector has not already voted, or if there is no report that the elector has already voted, the registrars shall allow such elector to vote.

(2) If the registrars of voters believe that the elector may have already voted, such matter shall be reviewed by the registrars of voters. After completion of such review, if a resolution of the matter cannot be made and such elector claims to have neither in fact voted nor offered to vote

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in person or by absentee ballot, such elector may request a challenged ballot in accordance with section 9-232d of the general statutes and may cast such challenged ballot in accordance with section 9-232e of the general statutes. Such matter shall be reported to the State Elections Enforcement Commission, which shall conduct an investigation of the matter. The provisions of section 9-232f of the general statutes shall apply to any challenged ballot cast under this subdivision.

(e) If the elector is allowed to vote, the registrars of voters shall provide such elector with an early voting ballot and early voting envelope and shall make a record of such issuance. The elector shall complete an affirmation printed upon the back of the early voting envelope and shall declare under oath that the voter has not previously voted in the election or primary. The affirmation shall be in the form substantially as follows and signed by the voter:

AFFIRMATION: I, the undersigned, do hereby state, under penalty of false statement (perjury), that:

1. I am the elector appearing in person to vote at an election or primary prior to the day of such election or primary.
2. I am eligible to vote in the election or primary indicated for today.
3. I have identified myself to the satisfaction of the registrars of voters.
4. I have not voted in person or by absentee ballot and I will not vote otherwise than by this ballot at this election or primary.
5. I have received an early voting ballot for the purpose of so voting.

.... (Signature of voter)

(f) The elector shall forthwith mark the early voting ballot in the presence of the registrars of voters in such a manner that the registrars of voters shall not know how the early voting ballot is marked. The

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elector shall place the early voting ballot in the early voting ballot envelope provided and deposit such envelope in a secured early voting ballot depository receptacle. At the conclusion of each day during the early voting period, the registrars of voters shall transport such receptacle containing such day's early voting ballots to the municipal clerk, who shall retain and securely store such ballots in as near a manner as possible to that for the retention and secure storage of absentee ballots, as provided in subsection (g) of this section, except that, if such manner is not practicable, then such early voting ballots shall be retained and securely stored as provided in an alternate plan submitted by the registrars of voters to the Secretary of the State and approved by the Secretary. On the day of the election or primary, the early voting ballots shall be delivered to the registrars of voters for the purpose of counting such ballots. A section of the head moderator's return shall show the number of early voting ballots received from electors. The registrars of voters shall seal a copy of the vote tally for early voting ballots in a depository envelope with the early voting ballots and store such early voting depository envelope with the other election or primary results materials. The early voting depository envelope shall be preserved by the registrars of voters for the period of time required to preserve counted ballots for elections or primaries.

(g) Except as provided in section 2 of this act, the provisions of title 9 of the general statutes and any regulation adopted under said title concerning procedures relating to the custody, control and counting of absentee ballots shall apply, as nearly as possible, to the custody, control and counting of early voting ballots under this section.

(h) (1) No person shall solicit on behalf of or in opposition to any candidate or on behalf of or in opposition to any question being submitted at the election or primary, or loiter or peddle or offer any advertising matter, ballot or circular to another person within a radius of seventy-five feet of any outside entrance in use as an entry to any

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location designated by the registrars of voters for early voting or in any corridor, passageway or other approach leading from any such outside entrance to any such location or in any room opening upon any such corridor, passageway or approach.

(2) A person, including any candidate or any campaign or party employee or volunteer, may be within such radius of seventy-five feet (A) only for purposes related to the performance of such person's official duties or to the conduct of government business within such radius, (B) only for as long as necessary to perform such duties or conduct such business, and (C) provided such person is not engaged in any conduct described in subdivision (1) of this subsection.

(i) The provisions of subsections (a) to (h), inclusive, of this section shall not apply to any primary held for the purpose of choosing town committee members.

Sec. 2. (NEW) (*Effective July 1, 2023*) (a) Early voting ballots received by the municipal clerk prior to the day of an election or primary, and same-day election registration ballots received by the municipal clerk prior to the day of a regular election, shall be delivered by the municipal clerk to the registrars between six o'clock a.m. and ten o'clock a.m. on the day of the election or primary.

(b) The ballot counters for such early voting ballots and same-day election registration ballots shall proceed to the central counting location or to the respective polling places when counting is to take place pursuant to subsection (b) of section 9-147a of the general statutes at the time, between six o'clock a.m. and ten o'clock a.m. on the day of the election or primary, designated by the registrars of voters. At the time such ballots are delivered to the ballot counters pursuant to subsection (a) of this section, the ballot counters shall perform any checking of such ballots and proceed, as nearly as possible, as provided in section 9-150a of the general statutes.

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Sec. 3. Section 9-174 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) Notwithstanding [the provisions of any general statute,] any provision of the general statutes or any special act or municipal charter, at any regular election, or at any special election held to fill a vacancy in a state, district or municipal office, the polls on the day of such election shall remain open for voting from six o'clock a.m. until eight o'clock p.m. No elector shall be permitted to cast such elector's vote after the hour prescribed for the closing of the polls in any election unless such elector is in line at eight o'clock p.m. An election official or a police officer of the municipality, who is designated by the moderator, shall be placed at the end of the line at eight o'clock p.m. Such official or officer shall not allow any electors who were not in such line at eight o'clock p.m. to enter such line.

(b) Notwithstanding [the provisions of any general statute,] any provision of the general statutes or any special act or municipal charter, at any regular election, each location designated for [election day] same-day election registration pursuant to subsection (c) of section 9-19j, as amended by this act, shall, on election day, as defined in said section, remain open for [election day] registration and voting from six o'clock a.m. until eight o'clock p.m. No applicant for [election day] same-day election registration shall be admitted as an elector or permitted to cast such applicant's vote after the hour prescribed for the closing of the location designated for such purposes [in any regular] on election day unless such applicant is in line at eight o'clock p.m. An election official or a police officer of the municipality, who is appointed by the registrars of voters, shall be placed at the end of the line at eight o'clock p.m. Such official or officer shall not allow any applicants who were not in such line at eight o'clock p.m. to enter such line.

(c) (1) Notwithstanding any provision of the general statutes or any special act or municipal charter, at any regular election and any primary,

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other than a presidential preference primary, held on or after January 1, 2024, each location designated for the conduct of early voting pursuant to subsection (b) of section 1 of this act or for same-day election registration pursuant to subsection (c) of section 9-19j, as amended by this act, shall, during the early voting period, remain open from ten o'clock a.m. to six o'clock p.m., except that such location shall remain open from eight o'clock a.m. to eight o'clock p.m. on the last Tuesday and Thursday prior to the election or primary.

(2) Notwithstanding any provision of the general statutes or any special act or municipal charter, at any special election and any presidential preference primary held on or after January 1, 2024, each location designated for the conduct of early voting pursuant to subsection (b) of section 1 of this act shall, during the early voting period, remain open from ten o'clock a.m. to six o'clock p.m.

(3) No voter shall be permitted to cast such voter's vote after the hour prescribed for the closing of the location designated for early voting at any election or primary under subdivision (1) or subdivision (2) of this subsection unless such voter is in line at such prescribed hour. An election or primary official or a police officer of the municipality, who is appointed by the registrars of voters, shall be placed at the end of the line at such prescribed hour. Such official or officer shall not allow any voters who were not in such line at such prescribed hour to enter such line.

Sec. 4. Subsection (a) of section 9-174a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) For each municipality, the registrars of voters, in consultation with the municipal clerk, shall create an emergency contingency plan for elections, primaries and referenda to be held within such municipality, including the conduct of early voting, as provided in section 1 of this

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act, at such elections and primaries held on or after January 1, 2024. Such plan shall include, but not be limited to, (1) solutions for ballot or envelope shortages, and (2) strategies to implement in the event of (A) a shortage or absence of [poll workers] election or primary officials at the polling place or the location designated for early voting, as applicable, (B) a loss of power, (C) a fire or the sounding of an alarm within a polling place or a location designated for early voting, (D) voting machine malfunctions, (E) a weather or other natural disaster, (F) the need to remove [a poll worker or moderator] an election or primary official and to replace such [worker or moderator] official, and (G) disorder in and around the polling place or the location designated for early voting.

Sec. 5. Section 9-19j of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) As used in [this subsection and subsections (b) to (i), inclusive, of] this section: [, "election day"]

(1) "Election day" means the day on which a regular election, as defined in section 9-1, as amended by this act, is held; and

(2) "Same-day election registration" means admission as an elector during the period of early voting at a regular election, as provided in section 1 of this act, or on election day.

(b) Notwithstanding the provisions of this chapter, a person who (1) is (A) not an elector, or (B) an elector registered in a municipality who wishes to change such elector's registration to another municipality pursuant to the provisions of subdivision (2) of subsection (e) of this section, and (2) meets the eligibility requirements under subsection (a) of section 9-12, may apply for [admission as an elector on election day] same-day election registration pursuant to the provisions [of subsections (a) to (i), inclusive,] of this section.

(c) (1) The registrars of voters shall designate a location for the

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completion and processing of [election day registration applications on election day] same-day election registrations on election day, provided (A) the registrars of voters [shall] have access to the state-wide centralized voter registration system from such location, and (B) such location [shall be] is certified in writing to the Secretary of the State not later than [thirty-one] forty-five days before election day. The written certification under subparagraph (B) of this subdivision shall (i) include the name, street address and relevant contact information associated with such location, (ii) list the name and address of each election official who shall be appointed by the registrars of voters to serve at such location, if any, and (iii) provide a description of the design of such location and a plan for effective completion and processing of such applications. The Secretary shall approve or disapprove such written certification not later than [fifteen] twenty-nine days before election day and may require the registrars of voters to appoint one or more additional election officials or alter such design or plan.

(2) The [registrars of voters] legislative body of the municipality may apply to the Secretary of the State not later than [sixty] seventy-four days before election day, in a form and manner prescribed by the Secretary, to designate any additional location for the completion and processing of [election day] same-day election registration applications on election day. The Secretary shall approve or disapprove such application not later than [forty-five] fifty-nine days before election day. If the Secretary approves such application, the registrars of voters may so designate any such additional location. The provisions of subdivision (1) of this subsection shall apply to any such additional location.

(3) The registrars of voters may delegate to each election official appointed pursuant to subdivision (1) of this subsection [, if any,] any of the responsibilities assigned to the registrars of voters. The registrars of voters shall supervise each such election official and train each such [election] official to be [an election day registration election] a same-day

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election official.

(d) Any person applying [to register on election day] for same-day election registration under the provisions [of subsections (a) to (i), inclusive,] of this section shall make application in accordance with the provisions of section 9-20, provided (1) (A) on election day, the applicant shall appear in person not later than eight o'clock p.m., in accordance with subsection (b) of section 9-174, as amended by this act, at the location designated by the registrars of voters for [election day registration] same-day election registration, and (B) during the period of early voting prior to election day, the applicant shall appear in person at such times as provided in subdivision (1) of subsection (c) of section 9-174, as amended by this act, at such location, (2) an applicant who is a student enrolled at an institution of higher education may submit a current photo identification card issued by such institution in lieu of the identification required by section 9-20, and (3) the applicant shall declare under oath that the applicant has not previously voted in the election, as provided in subsection (f) of this section. If the information that the applicant is required to provide under section 9-20 and [subsections (a) to (i), inclusive, of] this section does not include proof of the applicant's residential address, the applicant shall also submit identification that shows the applicant's bona fide residence address, including, but not limited to, a learner's permit issued under section 14-36 or a utility bill that has the applicant's name and current address and that has a due date that is not later than thirty days after the election or, in the case of a student enrolled at an institution of higher education, a registration or fee statement from such institution that has the applicant's name and current address.

(e) If the registrars of voters determine that an applicant satisfies the application requirements set forth in subsection (d) of this section, the registrars of voters shall check the state-wide centralized voter registration system before admitting such applicant as an elector.

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(1) If the registrars of voters determine that the applicant is not already an elector, the registrars of voters shall admit the applicant as an elector and the privileges of an elector shall attach immediately.

(2) If the registrars of voters determine that such applicant is an elector in another municipality and such applicant [states that he or she] wants to change the municipality in which the applicant is an elector, notwithstanding the provisions of section 9-21, the registrars of voters of the municipality in which such elector now seeks to register shall immediately notify the registrars of voters in such other municipality that such elector is changing the municipality in which the applicant is an elector. The registrars of voters in such other municipality shall notify the election officials in such municipality to remove such elector from the official voter list of such municipality. Such election officials shall cross through the elector's name on such official voter list and mark "off" next to such elector's name on such official voter list.

(A) If it is reported that such applicant already voted in such other municipality, the registrars of voters of such other municipality shall immediately notify the registrars of voters of the municipality in which such elector now seeks to register. In such event, such elector shall not receive [an election day] a same-day election registration ballot from the registrars of voters of the municipality in which such elector now seeks to register. For any such elector, the [election day] same-day election registration process shall cease in the municipality in which such elector now seeks to register and such matter shall be reviewed by the registrars of voters in the municipality in which such elector now seeks to register. After completion of such review, if a resolution of the matter [can not] cannot be made, such matter shall be reported to the State Elections Enforcement Commission which shall conduct an investigation of the matter.

(B) If there is no such report that such applicant already voted in the other municipality, the registrars of voters of the municipality in which

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the applicant seeks to register shall admit the applicant as an elector and the privileges of an elector shall attach immediately.

(f) If the applicant is admitted as an elector, the registrars of voters shall provide the elector with [an election day] a same-day election registration ballot and [election day] same-day election registration envelope and shall make a record of such issuance. The elector shall complete an affirmation imprinted upon the back of the same-day election registration envelope [for an election day registration ballot] and shall declare under oath that the applicant has not previously voted in the election. The affirmation shall be in the form substantially as follows and signed by the voter:

AFFIRMATION: I, the undersigned, do hereby state, under penalty of false statement, (perjury) that:

1. I am the person admitted here as an elector in the town indicated.
2. I am eligible to vote in the election indicated for today in the town indicated.
3. The information on my voter registration card is correct and complete.
4. I reside at the address that I have given to the registrars of voters.
5. If previously registered at another location, I have provided such address to the registrars of voters and hereby request cancellation of such prior registration.
6. I have not voted in person or by absentee ballot and I will not vote otherwise than by this ballot at this election.
7. I completed an application for [an election day] a same-day election registration ballot and received [an election day] a same-day election registration ballot.

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.... (Signature of voter)

(g) The elector shall forthwith mark the [election day] same-day election registration ballot in the presence of the registrars of voters in such a manner that the registrars of voters shall not know how the [election day] same-day election registration ballot is marked. The elector shall place the [election day] same-day election registration ballot in the [election day] same-day election registration ballot envelope provided, and deposit such envelope in a secured [election day] same-day election registration ballot depository receptacle. At the conclusion of each day during the early voting period, the registrars of voters shall transport such receptacle containing such day's same-day election registration ballots to the municipal clerk, who shall retain and securely store such ballots in as near a manner as possible to that for the retention and secure storage of absentee ballots, as provided in subsection (h) of this section, except that, if such manner is not practicable, such same-day election registration ballots shall be retained and securely stored as provided in an alternate plan submitted by the registrars of voters to the Secretary of the State and approved by the Secretary. On election day, the previously retained and securely stored same-day election registration ballots shall be delivered to the registrars of voters and, at the time designated by the registrars of voters and noticed to election officials, the registrars of voters shall transport such receptacle containing the [election day] same-day election registration ballots received on such election day to the central location or polling place, pursuant to subsection (b) of section 9-147a, where absentee ballots are counted and such [election day] same-day election registration ballots shall be counted by the election officials present at such central location or polling place. A section of the head moderator's return shall show the number of [election day] same-day election registration ballots received from electors. The registrars of voters shall seal a copy of the vote tally for [election day] same-day election registration ballots in a depository envelope with the [election day]

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same-day election registration ballots and store such [election day] same-day election registration depository envelope with the other election results materials. The [election day] same-day election registration depository envelope shall be preserved by the registrars of voters for the period of time required to preserve counted ballots for elections.

(h) [The] Except as provided in section 2 of this act, the provisions of [the general statutes and regulations] title 9 and any regulation adopted under said title concerning procedures relating to the custody, control and counting of absentee ballots shall apply, as nearly as possible, to the custody, control and counting of [election day] same-day election registration ballots under [subsections (a) to (i), inclusive, of] this section.

(i) After the acceptance of [an election day] a same-day election registration, the registrars of voters shall forthwith send a registration confirmation notice to the residential address of each applicant who [is] was admitted as an elector on election day [under subsections (a) to (i), inclusive, of] or during the period of early voting prior to election day under this section. Such confirmation shall be sent by first class mail with instructions on the envelope that it be returned if not deliverable at the address shown on the envelope. If a confirmation notice is returned undelivered, the registrars shall forthwith take the necessary action in accordance with section 9-35 or 9-43, as applicable, notwithstanding the May first deadline in section 9-35.

(j) (1) No person shall solicit [in] on behalf of or in opposition to [the candidacy of another or himself or herself or in] any candidate or on behalf of or in opposition to any question being submitted at the election, or loiter or peddle or offer any advertising matter, ballot or circular to another person within a radius of seventy-five feet of any outside entrance in use as an entry to any location designated by the registrars of voters for [election day] same-day election registration

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balloting or in any corridor, passageway or other approach leading from any such outside entrance to any such location or in any room opening upon any such corridor, passageway or approach.

(2) A person, including any candidate or any campaign or party employee or volunteer, may be within such radius of seventy-five feet (A) only for purposes related to the performance of such person's official duties or to the conduct of government business within such radius, (B) only for as long as necessary to perform such duties or conduct such business, and (C) provided such person is not engaged in any conduct described in subdivision (1) of this subsection.

Sec. 6. Subsection (a) of section 9-225 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) (1) Except as provided in subdivision (2) of this subsection, the town clerk or assistant town clerk of each town shall warn the electors therein to meet on the Tuesday following the first Monday in November in the even-numbered years, at six o'clock a.m., which warning shall be given by publication (A) in a newspaper having a general circulation in such town, or towns in the case of a joint publication under subsection (b) of this section, not more than fifteen nor less than five days previous to [holding] the commencement of the period of early voting at such election, and (B) on such town's Internet web site, not more than fifteen nor less than five days previous to [holding] the commencement of the period of early voting at such election. The clerk in each town shall, in the warning for such election, give notice of (i) the time and the location of each polling place in the town, (ii) in towns divided into voting districts, the time and the location of each polling place in each district, [and] (iii) the time and the [location] site of each location designated for [election day] same-day election registration in the town, and (iv) the time and the site of each location designated for the conduct of early voting, at which such election will be held. The town clerk shall record

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each such warning.

(2) For the state election in 2020, and any election held pursuant to section 9-211, 9-212, 9-215 or 9-218 on or after June 23, 2021, but prior to November 3, 2021, the warning under subsection (a) of this section shall be given not more than seven nor less than four days previous to holding such election.

Sec. 7. Subsection (a) of section 9-226 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) The warning of each municipal election shall specify the objects for which such election is to be held. Except as provided in subsection (b) of this section, notice of a town election shall be given by the town clerk or assistant town clerk, by publishing a warning (1) in a newspaper published in such town or having a general circulation therein, such publication to be not more than fifteen nor less than five days previous to [holding] the commencement of the period of early voting at the election, and (2) on such town's Internet web site, such publication to be not more than fifteen nor less than five days previous to [holding] the commencement of the period of early voting at the election. The town clerk in each town shall, in the warning for such election, give notice of (A) the time and the location of each polling place in the town, (B) in towns divided into voting districts, the time and the location of each polling place in each district, [and] (C) the time and the [location] site of each location designated for [election day] same-day election registration, and (D) the time and the site of each location designated for the conduct of early voting, in the town. The town clerk shall record each such warning. Except as provided in subsection (b) of this section, notice of an election of a city or borough shall be given by publishing a warning (i) in a newspaper published within the limits of such city or borough or having a general circulation therein, not more than fifteen nor less than five days previous to [holding] the commencement of the

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period of early voting at the election, and (ii) on the Internet web site of such city or borough, or the town having such city or borough within such town's limits, not more than fifteen nor less than five days previous to [holding] the commencement of the period of early voting at the election, which warning shall include notice of (I) the time and the location of each polling place in such city or borough, (II) in cities and boroughs divided into voting districts, the time and the location of each polling place in each district, [and] (III) the time and the [location] site of each location designated for [election day registration] same-day election registration in such city or borough, and (IV) the time and the site of each location designated for the conduct of early voting in such city or borough.

Sec. 8. Subsections (a) to (c), inclusive, of section 9-255a of the general statutes are repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) The registrars of voters and municipal clerk from each municipality shall jointly certify, in writing, to the Secretary of the State the number of ballots for each polling place in the municipality that have been ordered for each election or primary to be held within such municipality. Such registrars and clerk shall also so certify the number of ballots for each location designated for the conduct of early voting in the municipality that have been ordered for each election or primary held on or after January 1, 2024. Such certification shall be on a form provided by the Secretary that shall have questions, including, but not limited to, those pertaining to the historical turnout for each such polling place or location, as applicable, in the municipality for the past four elections or primaries of similar nature to the election or primary to be held. The registrars of voters and municipal clerk shall include as part of any such certification any other relevant factors that may be unique to each such polling place or location in their municipality. Such certification shall be provided to the Secretary not later than thirty-one

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days prior to the commencement of the period of early voting at an election or twenty-one days prior to the commencement of the period of early voting at a primary.

(b) If the registrars of voters and municipal clerk of a municipality do not jointly submit the certification as set forth in subsection (a) of this section, such registrars of voters and municipal clerk shall order a number of ballots equal to the total number of registered voters in their municipality for such election or primary.

(c) The registrars of voters and municipal clerk may jointly apply to the Secretary of the State for a waiver of the requirements of subsections (a) and (b) of this section. Such waiver request shall be submitted to the Secretary of the State, in writing, not later than the forty-fifth day before the commencement of the period of early voting at the election or the thirtieth day before the commencement of the period of early voting at the primary to be held and shall demonstrate good cause for such waiver. Not later than five days after receipt of such waiver request, the Secretary shall notify, in writing, the municipal clerk requesting a waiver, of the Secretary's response.

Sec. 9. Section 9-373a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

Any person desiring to be a write-in candidate for any state, district or municipal office to be filled at any regular election shall register his candidacy with the Secretary of the State on a form prescribed by the Secretary. The registration shall include the candidate's name and address, the designation and term of the office sought, a statement of consent to the candidacy, and any other information which the Secretary deems necessary. In the case of a write-in candidacy for the office of Governor or Lieutenant Governor, the registration shall include a candidate for each of those offices, or shall be void. The registration shall not include a designation of any political party. The registration shall be

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filed with the Secretary not more than ninety days prior to the election at which the office is to be filled and not later than four o'clock p.m. on the fourteenth day preceding the commencement of the period of early voting at the election, or the registration shall be void. No person nominated for an office by a major or minor party or by nominating petition shall register as a write-in candidate for that office under the provisions of this section, and any registration of a write-in candidacy filed by such a person shall be void. Notwithstanding any provision of this section to the contrary, any person desiring to be a write-in candidate for the municipal office of town meeting member in any town having a representative town meeting which has seventy-five or more members shall register his candidacy with the town clerk of such town not later than the last business day preceding the commencement of the period of early voting at such election. A person may register as a write-in candidate for a district or municipal office if such person's name appears on the last-completed registry list of the district or municipality represented by such office, as the case may be. A person may register as a write-in candidate for a state office if such person's name appears on the last-completed registry list of the state.

Sec. 10. Subsections (a) and (b) of section 9-224b of the general statutes are repealed and the following is substituted in lieu thereof (*Effective January 1, 2024*):

(a) Except as provided in subsection (b) of this section, in order to be a valid write-in candidate in a special election called to fill a vacancy in a state, district or municipal office, a person shall register with the Secretary of the State not earlier than ninety days before such election and not later than the end of the business day on the fourteenth day preceding the commencement of the period of early voting at such election.

(b) In order to be a valid write-in candidate in a special election called to fill a vacancy in the municipal office of town meeting member in any

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town having a representative town meeting which has seventy-five or more members, a person shall register with the town clerk of such town not earlier than ninety days preceding such election and not later than the last business day preceding the commencement of the period of early voting at the election.

Sec. 11. Section 9-329b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) At any time prior to a primary held before January 1, 2024, and pursuant to sections 9-423, 9-425 and 9-464, or a special act, or prior to any election held before January 1, 2024, the Superior Court may issue an order removing a candidate from a ballot where it is shown that [said] such candidate is improperly on the ballot.

(b) At any time prior to the commencement of the period of early voting at a primary held on or after January 1, 2024, and pursuant to sections 9-423, 9-425 and 9-464, or a special act, or prior to the commencement of the period of early voting at any election held on or after January 1, 2024, the Superior Court may issue an order removing a candidate from a ballot where it is shown that such candidate is improperly on the ballot.

Sec. 12. Section 9-460 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

If any party has nominated a candidate for office, or, on and after November 4, 1981, if a candidate has qualified to appear on any ballot by nominating petition under a reserved party designation, in accordance with the provisions of this chapter, and such nominee thereafter, but prior to forty-six days before the opening of the polls on the day of the election for which such nomination has been made, dies, withdraws such nominee's name or for any reason becomes disqualified to hold the office for which such nominee has been nominated (1) such

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party or, on and after November 4, 1981, the party designation committee may make a nomination to fill such vacancy or provide for the making of such nomination as its rules prescribe, and (2) if another party that is qualified to nominate a candidate for such office does not have a nominee for such office, such party may also nominate a candidate for such office as its rules prescribe. No withdrawal, and no nomination to replace a candidate who has withdrawn, under this section shall be valid unless the candidate who has withdrawn has filed a letter of withdrawal signed by such candidate with the Secretary of the State in the case of a state or district office or the office of state senator or state representative from any district, or with the municipal clerk in the case of a municipal office other than state senator or state representative. A copy of such candidate's letter of withdrawal to the municipal clerk shall also be filed with the Secretary of the State. No nomination to fill a vacancy under this section shall be valid unless it is certified to the Secretary of the State in the case of a state or district office or the office of state senator or state representative from any district, or to the municipal clerk in the case of a municipal office other than state senator or state representative, by the organization or committee making such nomination, at least forty-two days before the opening of the polls on the day of the election, except as otherwise provided by this section. If a nominee dies within forty-six days before the election, but prior to twenty-four hours before the [opening of the polls on the day of] commencement of the period of early voting at the election for which such nomination has been made, the vacancy may be filled in the manner prescribed in this section by two o'clock p.m. of the day before the [election] first day of such period of early voting with the municipal clerk or the Secretary of the State, as the case may be. If a nominee dies within twenty-four hours before the [opening of the polls] commencement of the period of early voting at the election and prior to the close of the polls on the day of the election for which such nomination has been made, such nominee shall not be replaced and the votes cast for such nominee shall be canvassed and counted, and if such

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nominee receives a plurality of the votes cast, a vacancy shall exist in the office for which the nomination was made. The vacancy shall then be filled in a manner prescribed by law. A copy of such certification to the municipal clerk shall also be filed with the Secretary of the State. Such nomination to fill a vacancy due to death or disqualification shall include a statement setting forth the reason for such vacancy. If at the time such nomination is certified to the Secretary of the State or to the municipal clerk, as the case may be, the ballots have already been printed, the Secretary of the State shall direct the municipal clerk in each municipality affected to (A) have the ballots reprinted with the nomination thus made included thereon, (B) cause printed stickers to be affixed to the ballots so that the name of any candidate who has died, withdrawn or been disqualified is deleted and the name of any candidate chosen to fill such vacancy appears in the same position as that in which the vacated candidacy appeared, or (C) cause blank stickers to be so affixed if the vacancy is not filled.

Sec. 13. Section 9-426 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2024*):

(a) If only one candidacy has been filed by a person other than a party-endorsed candidate for the nomination by a political party to a particular office and the candidate whose candidacy has been so filed thereafter, but prior to the [opening of the polls] commencement of the period of early voting at such primary, dies, withdraws his name from nomination or for any reason becomes disqualified to hold the office for which he is a candidate, no primary shall be held for the nomination of such party to that office and the party-endorsed candidate for such office shall be deemed to have been lawfully chosen in the same manner and to the same extent as is provided in sections 9-382 to 9-450, inclusive, in the case where no candidacy other than a party-endorsed candidacy has been filed.

(b) If candidacies have been filed by only one group of persons other

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than party-endorsed candidates for election to a town committee, and the candidates whose candidacies have been so filed thereafter, but prior to the opening of the polls at such primary, die, withdraw their names from nomination or for any reason become disqualified to hold the positions for which they are candidates, so as to render the number of candidacies so filed less than twenty-five per cent of the number of town committee members to be elected by such party either in the municipality or in the political subdivision, as the case may be, no primary shall be held for those positions and the party-endorsed candidates for such positions shall be deemed to have been lawfully chosen in the same manner and to the same extent as is provided in sections 9-382 to 9-450, inclusive, in the case where no candidacies other than party-endorsed candidacies have been filed.

(c) If any person on a slate, prior to the [opening of the polls] commencement of the period of early voting at such primary, dies, withdraws his name from nomination or for any reason becomes disqualified to hold the position for which he is a candidate, such partial slate shall appear on the ballot at the primary and, if such partial slate wins, then the remaining members may fill the vacancy. If only one such slate other than a slate of party-endorsed candidates has been filed for election and prior to the [opening of the polls] commencement of the period of early voting at such primary each of the persons on such slate dies, withdraws or becomes disqualified, no primary shall be held for those positions and the party-endorsed candidates for those positions shall be deemed to have been lawfully chosen in the same manner and to the same extent as is provided in sections 9-382 to 9-450, inclusive, in the case where no candidacies other than party-endorsed candidacies have been filed.

Sec. 14. Section 9-428 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2024*):

(a) If a party-endorsed candidate [for nomination to an office or] for

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election to the position of town committee member, prior to twenty-four hours before the opening of the polls at the primary, dies or, prior to ten days before the day of such primary, withdraws his name from nomination or for any reason becomes disqualified to hold the [office or] position for which he is a candidate, the state central committee, the town committee or other authority of the party which endorsed such candidate may make an endorsement to fill such vacancy or provide for the making of such endorsement, in such manner as is prescribed in the rules of such party, and certify to the registrar and municipal clerk or to the Secretary of the State, as the case may be, the name of the person so endorsed. If such certification is made at least twenty-four hours prior to the opening of the polls at the primary, in the case of such an endorsement to replace a candidate who has died, or at least seven days before the day of such primary, in the case of such an endorsement to replace a candidate who has withdrawn or become disqualified, such person so endorsed shall run in the primary as the party-endorsed candidate, except as provided in sections 9-416 and 9-417. If such certification of another party-endorsed candidate has been made within the time specified in this section, and if the ballots have already been printed and the names of the candidates for such [office or] position appear on the ballots, the Secretary of the State or the registrar, as the case may be, shall direct the clerk of each municipality holding such primary to have the ballots reprinted with the name of the person so certified included thereon; provided, in the case of such an endorsement to replace a candidate who has died, if such certification has been made less than ninety-six hours but at least twenty-four hours prior to the opening of the polls at the primary, such Secretary or registrar shall direct such clerk to have stickers printed and inserted upon the ballots, having the name of the person so certified appearing thereon, and the moderator in each polling place shall cause such stickers to be pasted on the ballots before the opening of the polls at such primary.

(b) If a party-endorsed candidate for nomination to an office, prior to

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twenty-four hours before the commencement of the period of early voting at the primary, dies or, prior to ten days before the first day of such period of early voting, withdraws his name from nomination or for any reason becomes disqualified to hold the office for which he is a candidate, the state central committee, the town committee or other authority of the party which endorsed such candidate may make an endorsement to fill such vacancy or provide for the making of such endorsement, in such manner as is prescribed in the rules of such party, and certify to the registrar and municipal clerk or to the Secretary of the State, as the case may be, the name of the person so endorsed. If such certification is made at least twenty-four hours prior to the commencement of the period of early voting at the primary, in the case of such an endorsement to replace a candidate who has died, or at least seven days before the first day of such period of early voting, in the case of such an endorsement to replace a candidate who has withdrawn or become disqualified, such person so endorsed shall run in the primary as the party-endorsed candidate, except as provided in sections 9-416 and 9-417. If such certification of another party-endorsed candidate has been made within the time specified in this section, and if the ballots have already been printed and the names of the candidates for such office appear on the ballots, the Secretary of the State or the registrar, as the case may be, shall direct the clerk of each municipality holding such primary to have the ballots reprinted with the name of the person so certified included thereon; provided, in the case of such an endorsement to replace a candidate who has died, if such certification has been made less than ninety-six hours but at least twenty-four hours prior to the commencement of the period of early voting at the primary, such Secretary or registrar shall direct such clerk to have stickers printed and inserted upon the ballots, having the name of the person so certified appearing thereon, and the moderator in each polling place shall cause such stickers to be pasted on the ballots before the opening of the polls at such primary.

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Sec. 15. Section 9-429 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2024*):

(a) If, prior to the opening of the polls at a primary [for nomination to an office or] for election of town committee members, such a number of candidates have died, withdrawn their names or become ineligible, and have not been replaced as permitted in sections 9-426, as amended by this act, and 9-428, as amended by this act, as to render the total number of candidates for such [office or] position no greater than the number to be [nominated to such office or] elected to such positions, the primary shall not be held, and each of the party-endorsed and other candidates shall be deemed to have been lawfully [nominated to such office or] elected to such positions.

(b) If, prior to the commencement of the period of early voting at a primary for nomination to an office, such a number of candidates have died, withdrawn their names or become ineligible, and have not been replaced as permitted in sections 9-426, as amended by this act, and 9-428, as amended by this act, as to render the total number of candidates for such office no greater than the number to be nominated to such office, the primary shall not be held, and each of the party-endorsed and other candidates shall be deemed to have been lawfully nominated to such office.

Sec. 16. Subsection (b) of section 9-55 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2024*):

(b) If a political party authorizes unaffiliated electors to vote in a primary, under section 9-431, and a notice of primary is published, the registrars shall cause a list of all unaffiliated electors eligible to vote in the primary to be printed before the commencement of the period of early voting at such primary. If unaffiliated electors are authorized to vote in only one party's primary and are authorized to vote for all offices

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to be contested at the primary, the registrars may print the list of unaffiliated electors in combination with such party's enrollment list, indicating party affiliation where applicable.

Sec. 17. Section 9-217 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2024*):

The Secretary of the State shall provide to the clerk of the municipality in which such election is to be held a list of the candidates of each party for such office by the thirty-fourth day before the commencement of the period of early voting at such special election.

Sec. 18. Subsection (b) of section 9-4a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(b) The voter guide shall contain:

(1) The date of the state election and the hours the polls will be open, and the dates of the period of early voting at such state election and the hours the locations designated for the conduct of early voting will be open;

(2) The name, party affiliation and contact information of each candidate who is nominated or qualifies as a petitioning candidate for election to the office of President of the United States, Vice-President of the United States, senator in Congress, representative in Congress, Governor, Lieutenant Governor, Attorney General, State Treasurer, State Comptroller, Secretary of the State, state senator or state representative at the state election. As used in this section, "contact information" means any or all of the following information received by the Secretary of the State in the course of the secretary's elections duties or by the Federal Election Commission: A candidate's campaign mailing address, telephone number, facsimile number, electronic mail address and web site. The voter guide may provide contact information for a

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candidate for the office of President of the United States, Vice-President of the United States, senator in Congress or representative in Congress by an electronic link to such information on the Federal Election Commission's web site;

(3) The following three maps produced pursuant to the most recent decennial reapportionment of General Assembly and Connecticut congressional districts: One map showing the boundaries of state senatorial districts, one map showing the boundaries of state house of representatives districts and one map showing the boundaries of state congressional districts;

(4) A description of each office to be filled at the state election;

(5) An absentee ballot application in printable format;

(6) Instructions regarding voting by absentee ballot;

(7) Information on the procedure for registering to vote;

(8) A voter registration application in printable format;

(9) The full text of each proposed constitutional amendment that will appear on the ballot at the state election;

(10) The explanatory text as to the content and purpose of each such proposed constitutional amendment, which is prepared by the Office of Legislative Research pursuant to section 2-30a; and

(11) The text of the Voter's Bill of Rights set forth in section 9-236b.

Sec. 19. (NEW) (*Effective from passage*) (a) The Secretary of the State shall develop and conduct a state-wide public awareness campaign to educate the public regarding the availability of early voting at elections and primaries and to provide information to the public concerning such early voting, including, but not limited to, the number of days of early

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voting prior to an election or primary, the hours for early voting during such days and the procedures for casting a ballot at locations designated for the conduct of early voting.

(b) The Secretary of the State shall develop an early voting procedure manual, which shall include, but need not be limited to, a model plan for the designation and staffing of locations for the conduct of early voting, and shall revise such procedure manual as necessary in accordance with changes in the law relating to the conduct of early voting. The Secretary shall distribute such procedure manual, and any revision to such procedure manual, to each registrar of voters and municipal clerk and shall publish such procedure manual, and any such revision, on the Internet web site of the office of the Secretary of the State.

Sec. 20. Section 9-235e of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

Except as otherwise provided in this section, the Secretary of the State, or the Secretary's designee, shall be allowed access to each polling place or location designated for the conduct of early voting within the state during any municipal, state or federal election, primary or recanvass for the purpose of reviewing [each] any such polling place or location and any such recanvass for compliance with state and federal law. If the Secretary is a candidate on the ballot for any election or primary at a polling place or location designated for the conduct of early voting, only the Secretary's designee may access such polling place or location pursuant to the provisions of this section.

Sec. 21. Subsection (a) of section 9-6c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) Two or more municipalities may jointly perform any function that

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each municipality is required to perform individually under this title, except conduct early voting pursuant to section 1 of this act, by entering into an agreement pursuant to this section. Any such agreement shall be negotiated and shall contain all provisions upon which each participating municipality agrees. Any such agreement shall establish a process for amendment of, termination of and withdrawal from such agreement. Any proposed agreement shall be submitted to the legislative body of each participating municipality for a vote to ratify or reject such agreement. The legislative body of each participating municipality shall provide an opportunity for public comment prior to any such vote. For purposes of this section, providing an opportunity for public comment does not require a legislative body to conduct a public hearing.

Sec. 22. Subsection (c) of section 9-50b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(c) Not later than sixty days after each election or primary, the registrars of voters shall update the state-wide centralized voter registration system and indicate whether the eligible voters on the official registry list for such election or primary voted and, if so, if they voted in person on the day of such election or primary, in person during the period of early voting at such election or primary or by absentee ballot.

Sec. 23. Subsection (y) of section 9-1 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(y) "The last session for admission of electors prior to an election" means the day which is the [seventh] eighteenth day prior to an election.

Sec. 24. Subsection (a) of section 9-17 of the general statutes are repealed and the following is substituted in lieu thereof (*Effective July 1,*

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2023):

(a) For the purposes of this section, "primary day" means the day that a primary for state, district and municipal offices is being held in accordance with section 9-423, and "election day" means the day of each regular election. (1) The registrars of voters of each town shall hold sessions to examine the qualifications of electors and admit those found qualified on the dates and at the times set forth in this section. Such sessions shall be held on the following days during the hours indicated, except as provided in subdivision (2) of this subsection:

Day	Hours
[Fourteenth] <u>Eighteenth</u> day before primary day	any two hours between 5:00 p.m. and 9:00 p.m.
[Seventh] <u>Eighteenth</u> day before election day	9:00 a.m. to 8:00 p.m.

The session of the registrars of voters on the [~~seventh~~] eighteenth day before election day shall be the last session for admission of electors prior to an election, as defined in subsection (y) of section 9-1, as amended by this act. (2) No town having a population of less than twenty-five thousand persons shall be required to hold sessions for admission of electors on the [~~fourteenth~~] eighteenth day before primary day.

Sec. 25. Subsection (f) of section 9-19k of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(f) If an applicant registers to vote pursuant to the provisions of this section after the [~~seventh~~] eighteenth day before an election or after the [~~fifth~~] eighteenth day before a primary, the privileges of an elector shall not attach until the day after such election or primary, as the case may

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be. In such event, the registrars of voters may contact such applicant, either by telephone or mail, in order to inform such applicant of the effect of such late received application and any applicable deadline for applying for admission in person. Nothing in this subsection shall be construed to prevent an individual from (1) applying to be admitted as an elector pursuant to section 9-19j, as amended by this act, during a period of early voting at an election, or (2) subject to the provisions of subdivision (4) of subsection (a) of section 1 of this act, applying to be enrolled in a political party during a period of early voting at a primary.

Sec. 26. Subsections (c) and (d) of section 9-23g of the general statutes are repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(c) Forthwith upon receipt of a registration application in the office of the registrars of voters, the registrar shall mark such date on the application and review the application to determine whether the applicant has properly completed it and is legally qualified to register. Forthwith upon completing his review, the registrar shall (1) indicate on the application whether the application has been accepted or rejected, (2) mail a notice to the applicant, (3) indicate on the application the date on which such notice is mailed, and (4) provide a copy of such notice to the other registrar. If the registrar determines that the applicant has not properly completed the application or is not legally qualified to register, the notice shall indicate that the application has been rejected and shall state any reason for rejection. If the registrar determines that the applicant has properly completed the application and is legally qualified to register, the notice shall indicate that the application has been accepted. A notice of acceptance or a notice of rejection shall be sent (A) not later than four days after receipt of an application during the period beginning on the [forty-ninth] sixtieth day before an election and ending on the [twenty-first] thirty-second day before such election, (B) on the day of receipt of an application if it is received (i) during the

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period beginning on the [twentieth] thirty-first day before such election and ending on the [seventh] eighteenth day before such election, (ii) during the period beginning on the [sixth] seventeenth day before an election and ending on election day if the application has been received by the [seventh] eighteenth day before an election by the Commissioner of Motor Vehicles or by a voter registration agency, (iii) during the period beginning on the [twenty-first] thirty-fourth day before a primary and ending on the [fifth] eighteenth day before a primary, or (iv) during the period beginning on the [fourth] seventeenth day before a primary and ending at twelve o'clock noon on the last weekday before a primary, if the application has been postmarked by the [fifth] eighteenth day before the primary and is received in the office of the registrars of voters during such period or if the application is received by the [fifth] eighteenth day before a primary by the Commissioner of Motor Vehicles or by a voter registration agency, and (C) within ten days of receipt of an application at any other time. A notice of acceptance shall be sent by first-class mail with instructions on the envelope that it be returned if not deliverable at the address shown on the envelope. A notice of acceptance shall indicate the effective date of the applicant's registration and enrollment, the date of the next regularly scheduled election or primary in which the applicant shall be eligible to vote and the applicant's precinct and polling place. If a notice of acceptance of an application is returned undelivered, the registrars shall forthwith take the necessary action in accordance with section 9-35 or 9-43, notwithstanding the May first deadline in section 9-35. An applicant for admission as an elector pursuant to this section and section 9-23h may only be admitted as an elector by a registrar of voters of the town of his residence. Not later than December thirty-first, annually, the Secretary of the State shall establish an official calendar of all deadlines set forth in this subsection for regularly scheduled elections and primaries to be held in the following calendar year.

(d) (1) Except as otherwise provided in this subsection, the privileges

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of an elector for any applicant for admission under this section and section 9-23h shall attach immediately upon approval by the registrar, and the registrars shall enter the name of the elector on the registry list.

(2) Except as provided in subdivision (3) of this subsection, if a mailed application is postmarked, or if a delivered application is received in the office of the registrars of voters, after the [seventh] eighteenth day before an election or after the [fifth] eighteenth day before a primary, the privileges of an elector shall not attach until the day after such election or primary, as the case may be. In such event, the registrars of voters may contact such applicant, either by telephone or mail, in order to inform such applicant of the effect of such late received mail-in application and any applicable deadline for applying for admission in person. Nothing in this subdivision shall be construed to prevent an individual from (A) applying to be admitted as an elector pursuant to section 9-19j, as amended by this act, during a period of early voting at an election, or (B) subject to the provisions of subdivision (4) of subsection (a) of section 1 of this act, applying to be enrolled in a political party during a period of early voting at a primary.

(3) If an application is received after the [seventh] eighteenth day before an election or after the [fifth] eighteenth day before a primary by the Commissioner of Motor Vehicles or by a voter registration agency, the privileges of an elector shall not attach until the day after the election or primary, as the case may be, or on the day the registrar approves it, whichever is later. Nothing in this subdivision shall be construed to prevent an individual from (A) applying to be admitted as an elector pursuant to section 9-19j, as amended by this act, during a period of early voting at an election, or (B) subject to the provisions of subdivision (4) of subsection (a) of section 1 of this act, applying to be enrolled in a political party during a period of early voting at a primary.

(4) If on the day of an election or primary, the name of an applicant does not appear on the official check list, such applicant may present to

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the moderator at the polls either a notice of acceptance received through the mail or an application receipt that was previously provided to the applicant pursuant to section 9-19e, subsection (b) of section 9-19h, subsection (b) of this section or section 9-23n. If an applicant presents said notice or receipt, and either the registrars of voters find the original application or the applicant submits a new application at the polls, the registrar, or assistant registrar upon notice to and approval by the registrar, shall add such person's name and address to the official check list on such day and the person shall be allowed to vote if otherwise eligible to vote and the person presents to the checkers at the polling place a preprinted form of identification pursuant to subparagraph (A) of subdivision (2) of subsection (a) of section 9-261.

Sec. 27. Subdivision (3) of subsection (a) of section 9-192a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(3) Once certified, pursuant to subdivision (1) of this subsection, each registrar shall participate each year in not less than eight hours of training, not including any training described under subdivision (2) of subsection (d) of this section, in order to maintain such certification. Such training shall be as prescribed by the Secretary of the State and shall be conducted by said Secretary or a third party approved by said Secretary to conduct such training. On and after January 1, 2024, such training shall include procedures for the conduct of early voting at elections and primaries. Any registrar who fails to satisfy such annual training requirement shall be directed by the Secretary of the State to take remedial measures prescribed by said Secretary.

Sec. 28. Subsection (a) of section 9-320f of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) Not earlier than the fifteenth day after any election or primary and

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not later than two business days before the canvass of votes by the Secretary of the State, Treasurer and Comptroller, for any federal or state election or primary, or by the town clerk for any municipal election or primary, the registrars of voters shall conduct a manual audit or, for an election or primary held on or after January 1, 2016, an electronic audit authorized under section 9-320g of the votes recorded in not less than five per cent of the voting districts in the state, district or municipality, whichever is applicable. For the purposes of this section, any central location used in a municipality for the counting of absentee ballots, early voting ballots or same-day election registration ballots shall be deemed a voting district. Such manual or electronic audit shall be noticed in advance and be open to public observation. Any election official who participates in the administration and conduct of an audit pursuant to this section shall be compensated by the municipality at the standard rate of pay established by such municipality for elections or primaries, as the case may be.

Sec. 29. Subsection (a) of section 9-229 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(a) The registrars of voters in the several towns and, in towns where there are different registrars for different voting districts, the registrars of voters in such districts shall appoint the moderators of regular and special state and municipal elections in their respective towns or districts. For the purpose of providing a reserve group of persons who may serve as moderators, the registrars shall designate alternate moderators from among those persons chosen as official checkers, or tabulator tenders, in the following minimum numbers: In towns with one or more but not exceeding three voting districts, one alternate moderator; in towns with four or more but not exceeding eight voting districts, two alternate moderators; in towns with more than eight voting districts, a number of alternate moderators equal to one-fourth

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of the number of voting districts rounded off to the nearest multiple of four. In case the registrars fail to agree in the choice of a moderator or alternate moderator, the choice shall be determined between such registrars by lot. In the case of a primary, the registrar, as defined in section 9-372, shall so appoint such moderators and alternate moderators. Moderators and alternate moderators shall be appointed at least twenty days before the commencement of the period of early voting at such election or primary. The registrars shall submit a list of the names of such moderators and alternate moderators to the municipal clerk, which list shall be made available for public inspection by such clerk. Each person appointed to serve as moderator or alternate moderator shall be certified by the Secretary of the State in accordance with the provisions of subsection (c) of this section, except as provided in subsection (d) of this section or section 9-436.

Sec. 30. Section 9-256 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

The registrars of voters of each municipality shall, not less than ten days prior to the commencement of the period of early voting at an election, file with the Secretary of the State a sample ballot identical with those to be provided for each polling place under section 9-255. The Secretary of the State shall examine the sample ballot required to be filed under this section, and if such sample ballot contains an error, the Secretary of the State shall order the registrars of voters to reprint a corrected sample ballot or to take other such action as the Secretary may deem appropriate.

Sec. 31. Section 9-264 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

An elector who requires assistance to vote, by reason of blindness, disability or inability to write or to read the ballot, may be given assistance by a person of the elector's choice, other than (1) the elector's

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employer, (2) an agent of such employer, (3) an officer or agent of the elector's union, or (4) a candidate for any office on the ballot, unless the elector is a member of the immediate family of such candidate. The person assisting the elector may accompany the elector into the voting booth at the polling place, [or] the location designated for [election day] same-day election registration or the location designated for the conduct of early voting, as applicable. Such person shall register such elector's vote upon the ballot as such elector directs. Any person accompanying an elector into the voting booth at the polling place or the location designated for election day registration who deceives any elector in registering the elector's vote under this section or seeks to influence any elector while in the act of voting, or who registers any vote for any elector or on any question other than as requested by such elector, or who gives information to any person as to what person or persons such elector voted for, or how such elector voted on any question, shall be guilty of a class D felony. As used in this section, "immediate family" means "immediate family" as defined in section 9-140b.

Sec. 32. Subdivision (2) of subsection (a) of section 9-7b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2023*):

(2) To levy a civil penalty not to exceed (A) two thousand dollars per offense against any person the commission finds to be in violation of any provision of chapter 145, part V of chapter 146, part I of chapter 147, chapter 148, section 7-9, section 9-12, subsection (a) of section 9-17, as amended by this act, section 9-19b, 9-19e, 9-19g to 9-19k, inclusive, as amended by this act, 9-20, 9-21, 9-23a, 9-23g, as amended by this act, 9-23h, 9-23j to 9-23o, inclusive, 9-23r, 9-26, 9-31a, 9-32, 9-35, 9-35b, 9-35c, 9-40a, 9-42, 9-43, 9-50a, 9-56, 9-59, 9-168d, 9-170, 9-171, 9-172, 9-232i to 9-232o, inclusive, 9-404a to 9-404c, inclusive, 9-409, 9-410, 9-412, 9-436, 9-436a, 9-453e to 9-453h, inclusive, 9-453k or 9-453o or section 1 of this act, (B) two thousand dollars per offense against any town clerk, registrar of

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voters, an appointee or designee of a town clerk or registrar of voters, or any other election or primary official whom the commission finds to have failed to discharge a duty imposed by any provision of chapter 146 or 147, (C) two thousand dollars per offense against any person the commission finds to have (i) improperly voted in any election, primary or referendum, and (ii) not been legally qualified to vote in such election, primary or referendum, or (D) two thousand dollars per offense or twice the amount of any improper payment or contribution, whichever is greater, against any person the commission finds to be in violation of any provision of chapter 155 or 157. The commission may levy a civil penalty against any person under subparagraph (A), (B), (C) or (D) of this subdivision only after giving the person an opportunity to be heard at a hearing conducted in accordance with sections 4-176e to 4-184, inclusive. In the case of failure to pay any such penalty levied pursuant to this subsection within thirty days of written notice sent by certified or registered mail to such person, the superior court for the judicial district of Hartford, on application of the commission, may issue an order requiring such person to pay the penalty imposed and such court costs, state marshal's fees and attorney's fees incurred by the commission as the court may determine. Any civil penalties paid, collected or recovered under subparagraph (D) of this subdivision for a violation of any provision of chapter 155 applying to the office of the Treasurer shall be deposited on a pro rata basis in any trust funds, as defined in section 3-13c, affected by such violation.

Sec. 33. (NEW) (*Effective July 1, 2023*) Not later than January 15, 2024, and annually thereafter, the chief executive officer of each municipality that, pursuant to its municipal charter, conducts referenda for the purpose of adopting such municipality's budgets shall submit to the joint standing committee of the General Assembly having cognizance of matters relating to elections a report detailing the provisions of such municipal charter concerning the conduct of referenda for such purpose and the procedures for such conduct.

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Approved June 7, 2023