



TOWN OF LEDYARD CONNECTICUT

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

Administration Committee

~ AGENDA ~

Chairman Gary St. Vil

Regular Meeting

Wednesday, September 10, 2025

5:30 PM

Town Hall Annex- Hybrid Format

In -Person: Council Chambers, Town Hall Annex Building

Remote Participation: Information Noted Below:

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

<https://us06web.zoom.us/j/86519026631?pwd=6bU6XH8NZzYbYOkmR2JX1fa8dhcGKz.1>
Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 865 1902 6631; Passcode: 901865

- I. CALL TO ORDER
- II. ROLL CALL
- III. RESIDENTS & PROPERTY OWNERS COMMENTS
- IV. PRESENTATIONS / INFORMATIONAL ITEMS
- V. APPROVAL OF MINUTES

MOTION to approve the Administration Committee Meeting Minutes of August 6, 2025

Attachments: [ADMIN-2025-08-06](#)

VI. OLD BUSINESS

- 1. Discussion and possible action to create an Ethics Commission for the Town of Ledyard.

Attachments: [DRAFT CODE OF ETHICS AND ETHICS COMMISSION-JESSICA-2025-09-08](#)
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS-ATTORNE RED LINE DRAFT](#)
[Town Attroney-Ethics Odinance-email-2025-07-24](#)
[DRAFT AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS COMMISSIONDRAFT-2025-06-11-CLEAN COPY](#)
[SCHROEDER - Proposed Changes CoE 9_10_2025](#)
[Ball-Ethics Commisison email-2025-08-21](#)
[Schroder ltr-Proposed Ordinance Creating a Code of Ethics & Ethics Commisison-Attorney Comments-2025-08-06](#)
[Acknowledgement Form-Code of Ethics-DRAFT.docx](#)
[Town Charter-Investigation-Conflict of Interest](#)
[Fraud Policy - Adopted-2014-05-28](#)
[CGS - CHAPTER 10-ETHICS PUBLIC EMPLOYEES.docx](#)
[Ethics Commission- Fothergill-dmail-2024-09-13](#)
[Ethics Commission- Franzone email-2024-09-13](#)
[Ethics Commission- Lyons-email-2024-09-13](#)
[Ethics Commission- Wilkinson-email-2024-09-13](#)
[Ethics Commission-Samos-email-2024-09-24](#)
[Ethics Commisison - Wilkinson-email-2024-11-18](#)
[Ethics Commission-Edwards email-2024-12-07](#)
[EThis Commission-Porazzi-email-2024-12-11](#)
[Ethics Commisison-Schroeder ltr-2024-12-11](#)
[Jelden-Ethics Commission-email-2024-12-16](#)
[Murray - Ethics Commission-email-2025-1-08](#)
[Ethics Commission Ordinance-Ball email-2025-02-02](#)
[House of Representatives HB 6502 Ethics Reform 2008-07-09.pdf](#)
[ACC Municipal Ethics - Minimum Provisions \(2019\).docx](#)
[Representative France-Code of Ethics E-mail 2019-03-04.pdf](#)
[Ethics Commisison-Ball-email-2025-02-02](#)
[Kil Ethics Commission email-2025-01-10](#)
[RTC Ethics Commission email-2025-01-10](#)
[S Pealer Ethics Commission email-2025-01-10](#)
[Saums Ethics Commission email-2025-01-10](#)
[Cherry-Ethics Commission Draft Ordinance-email-2025-02-12](#)
[D-Pealer-Ethics Commission-email-2025-02-12](#)
[Hellekson-Ethics Commissioneemail-2025-02-12](#)
[Lamb Third Party Flags-Ethics Commission--email- 2025-02-12](#)
[Cassidy -email-2025-02-11-Ethics Commission](#)
[D-Pealer Ethics Commission email-2025-02-11](#)
[Hurt-Ethics Commission- email-2025-02-11](#)
[Siegel-Miles-Ethics Commission--email-2025-02-11](#)
[Shelton email-Ethics Commission-2025-03-11](#)

[Roberts-Pierson-Ethics Commission-email-2025-04-01](#)
[Consolini -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Larson-Ethics Commission-2025-04-08](#)
[Schroeder -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Berry-Ethics Commission-ltr -2025-04-08- Page 1-](#)
[Berry-Ethics Commission-ltr -2025-04-08- Page 2-](#)
[Khors-Ethics Commission-ltr -2025-04-08](#)
[Christy-Fogg-DEI-In Schools-email-2025-04-08](#)
[Porazzi-Ethics Commission-ltr -2025-04-08](#)
[Zeronsa-Ethics Commission-ltr -2025-04-08](#)
[Atwood-Ethics Commission-email-2025-04-08](#)
[Franzone-Ethics Commission-ltr -2025-04-08](#)

2. Any Old Business proper to come before the Committee.

VII. NEW BUSINESS

1. MOTION to set a Public Hearing (Hybrid Format - Video Conference and In-Person) Public Hearing date to be held on October 8, 2025 at 6:15 p.m. to be held in Council Chambers, Town Hall Annex, 741 Colonel Ledyard Highway, Ledyard, Connecticut, to receive comments and recommendations regarding a proposed An Ordinance Establishing a Town of Ledyard Code Of Ethics” .

2. MOTION to approve the proposed revisions to the Library Administrative Assistant & Head of Technical Services job description as presented in the draft dated September 2025.

Attachments: [Administrative Assistant and Tech Services DRAFT 2025.docx](#)

3. MOTION to approve the proposed revisions to the Library Technician I – Youth Services job description as presented in the draft dated September 2025.

Attachments: [Library Technician I - Youth Services DRAFT.docx](#)

4. MOTION to reappoint the following members the Inland Wetland & Water Courses Commission for a two (2) year term ending October 31, 2027:

- Mr. Michael Marelli (D) 4 Lee Brook Drive 193 Iron Street, Ledyard
- Mr. Justin DeBrodt (U) 5 Erins Way, Ledyard.

Attachments: [Re-Appointment Recommendations -Inland Wetland d& Water Courses Commission-2025-09-02](#)

5. MOTION to appoint Mr. James Thompson (D) 6 Pennywise Lane, Ledyard, to the Inland Wetland & Water Courses Commission to complete a two (2) year term ending October 31, 2026 filling a vacancy left by Ms. Lynmarie Thopmpson.

Attachments: [Re-Appointment Recommendations -Inland Wetland d& Water Courses Commission-2025-09-02](#)
[RESIGNATION-THOMPSON-INLAND WETLAND & WATER COURSES-2024-12-22](#)

6. MOTION to reappoint the following members to the Library Commission for a two (2) year term ending November 7, 2027:

- Mr. John Bolduc (U) 14 Monticello Drive, Gales Ferry
- Ms. Ellin M. Grenger (D) 15 Bittersweet Drive, Gales Ferry
- Ms. Cynthina Wright (D) 6 Larule Leaf Drive, Gales Ferry
- Ms. Elizabeth Rumery (D) 2 Bluff Road, Gales Ferry.

Attachments: [Re-Appointment Recommendations -Library Commission-2025-09-02](#)

7. Any New Business proper to come before the Committee

IV ADJOURNMENT

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