



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES
LEDYARD TOWN COUNCIL – SPECIAL MEETING
WEDNESDAY, FEBRUARY 19, 2025; 6:00 PM

- I. CALL TO ORDER – Chairman Rodriguez called the meeting to order at 6:05 p.m. at the Council Chambers, Town Hall Annex Building.
- II. ROLL CALL –

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

III. BUSINESS OF THE MEETING

1. MOTION to rescind the following, as approved by the Town Council at their February 12, 2025 meeting:

MOTION to approve the proposed “*Municipal Certification of a Resolution for Small Town Economic Assistance Program ~ STEAP 2025 ~ Ledyard Playscape Improvement Projects* as presented in the draft dated February 5, 2025; with the exception not to exceed \$1 million.

In addition, the Parks & Recreation Commission shall review and approve the Conceptual Plan to be submitted as part of the Application;

And, if Grant Funding is approved, Town Council approval will be requested for the Town’s local matching funds, when that amount is known, and before any contract is signed and the project is commenced.

Moved by Chairman Rodriguez, seconded by Councilor Brunelle

Discussion: Chairman Rodrigeuz explained that based on some additional information that was received for the Playscape Projects, they needed to update the 2025 STEAP Resolution to include four Playscapes, noting that based on Parks, Recreation, & Senior Citizens Director Scott Johnson, Jr. comments at the Town Council’s February 12, 2025 meeting Blonders Park was removed from the Project. With the additional information Mr. Johnson received since the Town Council’s February 12, 2025 meeting he was asking that Blonders Park be included in the Playscape Project. Therefore, she stated rather than amend the Resolution, that because it was not sent to the State yet, that it would be cleaner to rescind the Resolution and start fresh.

VOTE: 7 - 0 Approved and so declared

RESULT: APPROVED 7 - 0	
MOVER:	S. Naomi Rodriguez, Chairman
SECONDER	April Brunelle, Town Councilor
AYES:	Barnes, Brunelle, Buhle, Garcia-Irizarry, Rodriguez, Saccone, St. Vil
EXCUSED:	Dombrowski, Ryan

2. MOTION to approve the proposed “*Municipal Certification of a Resolution for Small Town Economic Assistance Program ~ STEAP 2025 ~ Ledyard Playscape Improvement Projects* for the following Parks: Town Green, Aljen Heights, Blonders Park, and East Park, as presented in the draft dated February 5, 2025; with the exception not to exceed \$1 million.

In addition, the Parks & Recreation Commission shall review and approve the Conceptual Plan to be submitted as part of the Application;

~~And, if Grant Funding is approved, Town Council approval will be requested for the Town's local matching funds, when that amount is known, and before any contract is signed and the project is commenced.~~

And, appropriate \$179,000 from CNR Undesignated, as the Town's 20% Local Match, upon the receipt of the Grant approval.

DRAFT: 1/22/2025

Res. 003-2025/_____

MUNICIPAL CERTIFICATION OF RESOLUTION
SMALL TOWN ECONOMIC ASSISTANCE PROGRAM
~STEAP 2025 ~
LEDYARD PLAYScape IMPROVEMENT PROJECTS

I, Patricia A. Riley, Town Clerk of the Town of Ledyard, a municipality organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of the resolution adopted by the Ledyard Town Council of said municipality at the Special Meeting held on _____.

RESOLVED, that Mayor Fred B. Allyn, III, be, and hereby is, authorized to accept on behalf of the Town of Ledyard, a 2025 Connecticut STEAP Grant in the amount of \$1 Million for the *Ledyard Playscape Improvement Projects* for the following Town Parks: Town Green, Aljen Heights, Blonders Park, East Drive; and

FURTHER RESOLVED, that Mayor Fred B. Allyn, III, is hereby authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2025 STEAP Grant with the State of Connecticut.

Approved by the Ledyard Town Council on: _____

S. Naomi Rodriguez, Chairman

I DO FURTHER CERTIFY that the above resolution has in no way been altered, amended or revoked, and is in full force and effect.

AND I DO FURTHER CERTIFY that Mayor Fred B. Allyn, III is the Mayor of the Town of Ledyard, and has been since May 1, 2017.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Ledyard this _____ day of _____, 2025.

(Seal) _____
Patricia A. Riley, Town Clerk
Town of Ledyard

Moved by Councilor Buhle, seconded by Councilor Garcia-Irizarry
Discussion: Councilor Buhle stated during the Finance Committee's meeting earlier this evening that they amended the motion to include the funding source for the Town's 20% Local Match, as strongly encouraged in the STEAP Grant Application. Therefore, she stated that she would like to submit the same update to tonight's motion as follows:

~~And, if Grant Funding is approved, Town Council approval will be requested for the Town's local matching funds, when that amount is known, and before any contract is signed and the project is commenced.~~

And, appropriate \$179,000 from CNR Undesignated, as the Town's 20% Local Match, upon the receipt of the Grant approval.

The Town Council agreed to update the language in the Motion as noted above as a “*friendly amendment.*”

Parks, Recreation, & Senior Citizens Director Mr. Scott Johnson, Jr., provided updated Plans to replace the following Playscapes:

- \$567,588.38 - Town Green ADA Park included new equipment, installation, Poured In Place (PIP) Surfacing, R&D of existing equipment.
- \$199,113.00 - Colonel Ledyard/Blonders Park included new Playground Equipment, installation, Poured In Place (PIP) Surfacing under new equipment and under existing swings and R&D of existing equipment.
- \$141,321.42- Aljen Heights Park included new Playground Equipment and swings, installation, Poured In Place (PIP) Surfacing under new equipment and swings and R&D of existing equipment
- \$163,865.30 – East Drove includes new Playground Equipment and swings, installation, Poured In Place (PIP) Surfacing under new equipment and swings, and R&D of existing equipment.

Total Cost: \$1,071,888.10

- \$1,071,888.10; Total Cost for all four Playscapes. Mr. Johnson stated the costs included the removal and installation of the four new Playscapes; subsurface work and the Pour-in-Place surface. He stated the Pour in Place was better than using wood chips, noting that it required less maintenance.

Councilor Saccone noted the cost of each of the Playscapes and asked Mr. Johnson to explain why the town was not required to go out to bid for this equipment. Mr. Johnson explained that the vendor they were using was already under contract with the town. Therefore, he stated in addition to the administrative time, costs associated with advertising and soliciting bids and with the Omni Contractor’s 20% discount the town was saving about \$50,000 on some of the Playscapes. He stated in looking at a number of other contracts, including the State Contract, that using the vendor they currently had under contract ended up being the best pricing.

Councilor St. Vil questioned the Parks, Recreation & Senior Citizens Commission’s plan should Ledyard not receive the \$1 million Small Town Economic Assistance Program (STEAP) Grant. Mr. Johnson stated if they do not receive any grant funding through the 2025 STEAP Grant Program this year that they would already have the plans ready for another grant opportunity, or he stated they could decide to include the Playscapes in the Capital Improvement Plan. He stated the 20% Local Funds would only be allocated if the town received the STEAP Grant.

Chairman Rodriguez questioned how they would proceed if the State only awarded a partial grant. Mr. Johnson stated that they would do as much as they could with the grant funding received.

Mayor Allyn, III, stated even with identifying the Town’s 20% Local Match, that this year’s STEAP Grant Application process was going to be very competitive.

Councilor Barnes stated although they were identifying that the Town’s 20% Local Match in the amount of \$179,000 would come from CNR Undesignated this evening; that once the Town received notification from the State that Ledyard’s Grant Application has been approved that they could decide to allocate the funding from another source. He noted that Mayor Allyn, III, had previously suggested a shared funding source of perhaps using the Parks and Recreation Fund 0203 which was funded in accordance with Ordinance # 200-009 “*An Ordinance Providing for the Transfer of Certain Revenue From The Real Estate Conveyance Tax to Specific Town of Ledyard Fund*”. He stated the reason they could not use the Parks and Recreation Fund 0203 at this point in the process was because there was not enough time to have a Special Town Meeting, as required, to spend money from Fund 0203. However, he stated between now and the selection process that they could have the time needed to use Fund 0203. He stated that he was not saying that they should use Fund 0203; but that he just wanted them to be aware that they had other options they could pursue for the Town’s 20% Local Match. However, he stated tonight’s action would allow the Town to submit the STEAP Grant Application and get this process started.

Councilor Buhle stated that she did not believe they could appropriate money from Fund 0203 retroactively; or they could allocate funding from Fund 0203 to reimburse CNR Undesignated. Mayor Allyn, III, stated that that was correct. He explained that they could allocate funding from Fund 0203 to various capital projects in the Capital Improvement Plan (CIP) as part of the Annual Budget Process. Otherwise, he stated that they would be required to have a Special Town Meeting to appropriate funding from Fund 0203 in accordance with Ordinance 200-012 “ *An Ordinance Creating a Municipal Park and Recreation Capital and Non-Recurring Expense Fund for The Town of Ledyard*” that “*authorization by the annual budget meeting of the Town or upon authorization by a special Town meeting of the Town, the monies in said fund may be used for capital and non-recurring expenditures*”.

Councilor Buhle went on to note that the State would be notifying towns as to whether their STEAP Grant Applications were approved around April 20, 2025. She stated that she was hopeful that if Ledyard’s projects were funded, that the Town would see the new Playscapes by the end of the summer, 2025. She stated that it would be really great to have the new Playscape in place at the Town Green for the Farmers Market, which begins in June, noting that the Farmers’ Market Committee submitted a letter in support of Ledyard’s STEAP Grant Application.

VOTE: 7 - 0 Approved and so declared

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

Chairman Rodriguez explained that the following Items #3, #4, & #5, were included on tonight’s agenda as “*Alternate Plans*”, in the event they were not ready to move forward with the Playscape Projects. Therefore, she stated with the approval of Item #2 this evening that no action was necessary on the following items.

3. Discussion and possible action on the
MOTION to approve the proposed “*Municipal Certification of a Resolution for Small Town Economic Assistance Program ~ STEAP 2025 ~ Ledyard Community Green Improvement Project; to Include the Replacement of the Playscape*” as presented in the draft dated January 22, 2025; with the exception not to exceed \$550,000.

In addition, the Parks & Recreation Commission shall review and approve the Conceptual Plan to be submitted as part of the Application;

And, if Grant Funding is approved, Town Council approval will be requested for the Town’s local matching funds, when that amount is known, and before any contract is signed and the project is commenced.

RESULT: NO ACTION

4. Discussion and possible action on the
MOTION to approve the proposed “*Municipal Certification of a Resolution for Small Town Economic Assistance Program ~ STEAP 2025 ~ for the Sewer Line Installation on Fairway Drive and Colby Drive*” as presented in the draft dated January 22, 2025 with the exception not to exceed \$610,000.

And, if Grant Funding is approved, Town Council approval will be requested for the Town’s local matching funds, when that amount is known, and before any contract is signed and the project is commenced.

RESULT: NO ACTION

5. Discussion and possible action on the
MOTION to approve the proposed “*Ledyard Community Green Improvement Project To Include Playscape And Sewer Line Installation On Fairway Drive And Colby Drive*” as presented in the draft dated February 10, 2025 with the exception not to exceed \$1 Million. .

And, if Grant Funding is approved, Town Council approval will be requested for the Town’s local matching funds, when that amount is known, and before any contract is signed and the project is commenced.

RESULT: NO ACTION

IV. ADJOURNMENT

VOTE: Councilor Buhle moved to adjourn, seconded by Councilor Garica-Irizarry
7 - 0 Approved and so declared. The meeting adjourned at 6:17 p.m.

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

I, S. Naomi Rodriguez, Chairman of the Ledyard Town Council,
hereby certify that the above and foregoing is a true and correct copy of
the minutes of the Special Town Council Meeting held on February 19, 2025

S. Naomi Rodriguez, Chairman