



TOWN OF LEDYARD CONNECTICUT

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

Administration Committee ~ AMENDED AGENDA ~

Chairman Gary St. Vil

Regular Meeting

Wednesday, May 13, 2026

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://ledyardct.zoom.us/j/87000289896?pwd=fabD4UwbJoa3UQum4GuDudD2NbwF0x.1>

Audio Only: Telephone: +1 646 558 8656; Meeting ID: 870 0028 9896; Passcode: 779502

- 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 Minutes of April 8, 2026

Attachments: [ADMIN-MTG-2026-04-08](#)

VI. NEW BUSINESS

- 1. MOTION to approve proposed Social Services Coordinator job description as presented in the draft date May 5, 2026.

Attachments: [Social Services Coordinator DRAFT 5-5-26.pdf](#)

- 2. MOTION to endorse the Parks, Recreation & Senior Citizens Commission proposal to dedicate the new pavilion Lantern Hill Road Park in Janet Barnett (Janet Barnett Pavilion)

Attachments: [FD#4 IWWC#25-6SITE SitePlan-Lantern Hill Road park](#)
[TS-G1220-04-Preliminary-Pavilion-Lantern Hill Park](#)
[Janet Barnett - grant request to Park and Rec](#)

- 3. MOTION to endorse the Parks, Recreation & Senior Citizens Commission proposal to dedicate the Senior Center Fitness Room in Paula Crocker (Paula Crocker Fitness Center).

4. MOTION to recommend the Town Council appoint the following Members to the “Ad Hoc Committee to Evaluate the Separation of the Planning Commission & Zoning Commission” a for six-month term in accordance with Res#002-2026/Mar 25
 - One Member from the Community-at-Large with Planning experience:
Mr. Michael Cherry (U) 5 Whippoorwill Drive, Gales Ferry
Mr. Tony Capon (D) 37 Silas Deane Road, Ledyard
Mr. Jeffrey Kulo (D) 39 Chriswood Trace, Ledyard

 - One Member from the Community-at-Large with Zoning experience
Mr. Kevin Dombrowski (R) 139 Meetinghouse Lane, Ledyard
Mr. Eric Treaster, (R)10 Huntington Way, Ledyard
Mr. Michael Cherry (U) 5 Whippoorwill Drive, Gales Ferry
Mr. Tony Capon (D) 37 Silas Deane Road, Ledyard
Mr. Jeffrey Kulo (D) 39 Chriswood Trace, Ledyard

 - One Member from the Planning & Zoning Commission
Ms. Beth Ribe (U) 129 Rose Hill Road, Ledyard

 - One Member from the Community-at-Large
Mr. Milton (Dave) Schroder, Jr., (U) 290 Whalehead Road, Gales Ferry
Mr. Edwin Murray (R) 26 Deveonshire Drive, Gales Ferry

 - One Member from the Town Council)

Attachments: [APPOINT APPLICATION-CHERRY-EVALUATE SEPARATE PLANNING AND ZONING COMMISISON AD HOC CMT-2026-03-31](#)
[APPOINT APPLICATION-CAPON-EVALUATE SEPARATE PLANNING AND ZONING COMMISISON AD HOC CMT-2026-03-31](#)
[DTC-Approve Appoint Applications-Kulo & Capon- Evaluate Seperate Planning & Zoning Commissions-email-2026-05-06](#)
[APPOINT APPLICATION-KULO-EVALUATE SEPARATE PLANNING AND ZONING COMMISISON AD HOC CMT RTC-Appointment Application-Dombrowski-Evaluate Seperate Planning & Zoning Commission-2026-03-31](#)
[RTC-APPOINT APPLICATION-TREASTER-AD HOC Committee Planing and Zoning - 2025-04-10](#)
[RIBE-PLANNING & ZONING REP-AD HOC COMMITTEE TO EVALUATE SEPERATE PLANNING & ZONING COMMISSION-LTR-2026-04-15](#)
[APPOINT APPLICAITON-SCHROEDER-EVALUATE SEPERATE PLANNING AND ZONING COMMISISON AD HOC CMT](#)
[APPOINT APPLICATION-MURRAY-EVALUATE SEPARATE PLANNING AND ZONING COMMISISON AD HOC CMT-2026-04-19](#)
[RTC-APPOINT APPLICAITON-MURRAY-EVALUATE SEPERATE PLANNING AND ZONING COMMISISON AD HOC CMT-2026-05-11](#)

5. MOTION to appoint Mr. David Gruszkowski (R) 26 Saw Mill Drive, Ledyard, to the Retirement Board to complete a three (3) year term ending January 20, 2029 filling a vacancy left by Ms. DeGaetano.

Attachments: [RTC-APPOINT APPLICATION-GRUNSKOWSKI-RETIEREMENT BOARD-2026-04-03](#)
[RETIREMENT BOARD-2026-04-06](#)

6. MOTION to appoint Mr. Gary Schneider (D) 101 Inchcliffe Drive, Gales Ferry to the “Ad Hoc Committee to Develop a Process for Capital Improvement Budding Projects for the Town of Ledyard” as the Representative from the Community at Large, for six-month term in accordance with Res#002-2026/Feb 11.

Attachments: [APPOINT APPLICAITON-SCHNEIDER-AD HOC CMT-CAPITAL BULDING PROCESS-2026-05-03](#)
[DTC-ENDORSE SCHNEIDER APPOINT APPLICAITON-AD HOC CMT-DEVELOP PROCESS FOR CAPITAL IMPROMVENT PROJECTS-2026-05](#)
[Gary Schneider-Resume'](#)
[002-2026-FEB-11-RES-AG-AD HOC CMT-BUILDING PROJECTS AD HOC COMMITTEE-2026-05-04](#)

-
7. MOTION to appoint Mr. Chuck Warrington (U) 1058 Long Cove Road, Gales Ferry, to the “Ad Hoc Committee to Develop a Process for Capital Improvement Budding Projects for the Town of Ledyard” as the Representative from the Community at Large, for six-month term in accordance with Res#002-2026/Feb 11.

Attachments: [APPOINT APPLICATION -WARRINGTON-AD HOC CMT-CAPITAL BULDING PROCESS-2026-05-12](#)
[002-2026-FEB-11-RES-AG-AD HOC CMT-BUILDING PROJECTS AD HOC COMMITTEE-2026-05-04](#)

8. MOTION to appoint Ms. Anne Roberts-Pierson (U) 4 Anderson Drive, Gales Ferry, as a Regular Member to the Historic District Commission, to complete a five (5) year term ending December 6, 2029; filling a vacancy left by Ms. Lamb.

Attachments: [HISTOIRC DISTRICT COMMISSION-APPOINT ALTERNATE ROBERTS-PIERSON TO REGULAR MEMBER-EMAIL-2026-05-05](#)
[Resignation-K-Lamb-Historic District Commisison-email-2026-04-16](#)

9. MOTION to appoint Mr. Cory Watford (R) 429 Colonel Ledyard Highway, Ledyard, as an Alternate Member to the Historic District Commission, to complete a five (5) year term ending December 6, 2028; filling a vacancy left by Ms. Roberts-Pierson.

Attachments: [C-WATFORD-WITHDRAW APPOINTMENT APPLICAITON-HISTORIC COMMISISON-EMAIL-2026-05-13](#)
[RTC-APPOINT APPLIICATION-WATFORD-HISTOIRC DISTRICT COMMISSION 2025-043-16](#)
[HISTORIC DISTRICT COMMISSION-2026-05-04](#)
[Resignation-K-Lamb-Historic District Commisison-email-2026-04-16](#)

10. MOTION to appoint Ms. Kim Millar (U) 6 Riverside Place, Gales Ferry, as an Alternate Member to the Historic District Commission, to complete a five (5) year term ending December 6, 2028; filling a vacancy left by Ms. Roberts-Pierson.

Attachments: [APPOINT APPLIICATION-MILLAR-HISTOIRC DISTRICT COMMISSION 2026-05-05](#)
[HISTORIC DISTRICT COMMISSION-2026-05-04](#)
[Resignation-K-Lamb-Historic District Commisison-email-2026-04-16](#)

11. MOTION to appoint Ms. Victoria Ericson (R) 85 Lambtown Road, Ledyard, as an Alternate Member to the Historic District Commission, to complete a five (5) year term ending December 6, 2028; filling a vacancy left by Ms. Roberts-Pierson.

Attachments: [RTC-APPOINT APPLIICATION-ERICSON-HISTOIRC DISTRICT COMMISSION 2026-05-11](#)
[HISTORIC DISTRICT COMMISSION-2026-05-04](#)
[Resignation-K-Lamb-Historic District Commisison-email-2026-04-16](#)

12. MOTION to reappoint Ms. Sarah Martic (R) 59R Long Pond Road, South, Ledyard, to the Ledyard Farmers’ Market Committee for a three (3) year term ending May 9, 2029.

Attachments: [Re-Appointment Endorsement- Farmers Market Cmt-2026-05-05](#)

13. MOTION to appoint Mr. Jeremy Norris (D) 12 Old Fort Lane, Ledyard, as an Alternate Member to the Ledyard Farmers' Market Committee to complete a three (3) year term ending February 26, 2029 filling a left by Mr. Hary.

Attachments: [APPOINT APPLICATION-NORRIS-FAMRERS MARKET COMT-2026-05-02](#)
[DTC-Approve Appoint Applications-Norris-Farmers Market Cmt & Carol Schneider-Reappoint-Parks-Rec & Senior Citizens-email-2026-05-06](#)
[FARMES MARKET-2026-05-04](#)

13. Any New Business proper to come before the Committee

VII. OLD BUSINESS

1. MOTION to adopt a proposed "Ordinance Establishing a Town of Ledyard Code of Ethics and Ethics Commission".

Attachments: [Ethics Ordinance Admin Mtg-Draft-2026-03-11-PUBLIC HEARING-2025-03-25-LETTER-FINA DRAFT](#)
[Ethics Ordinance Presentation-2026-03-25](#)
[RYAN-Submitted Remarks for Council -2026-04-08](#)
[Ethics Ordinance Draft-2026-03-07carmen](#)
[Ledyard Ethics Ordinance \(FEB 2026 DRAFT\)-23452496-v3-CLEAN COPY](#)
[Change-Pro Redline - Ledyard Ethics Ordinance \(FEB 2026 DRAFT\) -23452496-v2 and Ledyard Ethics Ordinance \(FEB 2026 DRAFT\) -23452496-v3](#)
[Ethics Ordinance--TRACK CHANGES-2026-01-28-ADMIN MTG-WITH APPENDIX -CARMEN](#)
[Attorney Ritter-Councilor Garcia-Email-2026-02-03-Process to Amend Ordinance- Topic- Ethics Ordinance](#)
[Attorney Ritter-Councilor Garcia-Email-2026-02-06-Langue re Manitory Persons](#)
[Ethics Ordinance-Town Attorney -Appendix-email-2026-02-03](#)
[Attorney Ritter-Councilor Garcia-Email-2026-02-03-Example Ordinances with Appendix-Topic- Ethics Ordinance](#)
[Ethics Ord-with Employee-Town Attorney and Public Feedback-TRACK CHANGES-2026-01-14-Carmen-RM-Track Changes Noted](#)
[10-29 Clean Copy with Employee and Public Feedback-TRACK CHANGES](#)
[Amendments to Ethics Ordinance](#)
[10-29 Clean Copy with Employee Feedback](#)
[BUHLE EMAIL-2025-10-28-TRANSMITTING ADDITONAL CORRESPONDENCE-REDLINE](#)
[Secondary Attorney Revisions Clean Copy 10-28](#)
[Secondary Attorney Revisions Redline 10-28](#)
[Final Draft with Attorney Revisions - Clean Copy](#)
[BUHLE-ATTORNEY-PROPOSED ETHICS ORDINANCE-EMAIL COMMUNICATION-2025-10-27](#)
[Modified Draft with Attorney Revisions](#)
[Modified Draft with Attorney Revisions-with communcations email](#)
[Redline Glastonbury to Ledyard ordinance](#)
[Ethics Ordinance DRAFT-2025-10-27](#)
[Code of Ethics Searchable Version-GLASTONBURY](#)
[Attorney Legal Oinion-Ethics Ordinance Adopted](#)
[October8-2025-email-2025-10-22](#)
[MEMO TRANSMITTING MAYOR LTR VETO-ORDINANCE ESTABLISHING ETHICS COMMISISON-2025-10-16](#)
[Exhibit 1 Comments to Ordinance MRitter 10.15.2025](#)
[Exhibit 2 Parks & Recreation Director Ordinance Comments 10.14.2025](#)
[Exhibit 3 JBuhle Correspondence 10.9.2025](#)

[TC-MIN-2025-09-24-PUBLIC HEAIRNG](#)
[DRAFT CODE OF ETHICS AND ETHICS COMMISSION-ADMIN](#)
[MTG-2025-09-10](#)
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD](#)
[CODE OF ETHICS AND ETHICS-ATTORNE RED LINE DRAFT](#)
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD](#)
[CODE OF ETHICS AND ETHICS-RITTER-22434477-v2](#)
[Ethics Ordinance - FAQ- J-Buhle-2025-09-10](#)
[DRAFT CODE OF ETHICS AND ETHICS](#)
[COMMISSION-JESSICA-2025-09-08](#)
[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 Commissionemail-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 Commision-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 Commisstion-ltr -2025-04-08- Page 1-](#)
[Berry-Ethics Commisstion-ltr -2025-04-08- Page 2-](#)
[Khors-Ethics Commisstion-ltr -2025-04-08](#)
[Christy-Fogg-DEI-In Schools-email-2025-04-08](#)
[Porazzi-Ethics Commisstion-ltr -2025-04-08](#)
[Zeronsa-Ethics Commisstion-ltr -2025-04-08](#)
[Atwood-Ethics Commission-email-2025-04-08](#)
[Franzone-Ethics Commisstion-ltr -2025-04-08](#)
[MURRAY-PROPOSED ORDINANCE ETHICS](#)
[COMMISSION-PUBIC HEARING-EMAIL-2025-10-28](#)
[Administrator of Emergency Serivces -Buhle email thread-Comments](#)
[on Ethics Ordinance-2025-`0-28](#)
[Administrator of Emergency Serivces -Buhle-Mayor email](#)
[thread-Comments on Ethics Ordinance-Vehicle Usage](#)
[Policy-2025-`0-28](#)
[Police Chief -Buhle--email thread-Comments on Ethics](#)
[Ordinance-2025-`0-29-Vehicle Usage Policy](#)
[Buhle-Attorney -email thread-Comments on Ethics](#)
[Ordinance-2025-`0-29-Vehicle Usage Policy](#)
[Mayor-Comments Proposed Ethics Ordinance ltr-2025-10-29](#)
[Ethics Ordinance Draft-2026-03-07carmen-for Admin](#)
[Mtg-2026-03-11-clean copy for postiing](#)

2. Proposed amendments to Ordinance #300-029 (rev. 1) “An Ordinance Regarding Control of Alcoholic Beverages at Town of Ledyard Facilities”.

Attachments: [ORD-#300-029-Ordinance Liquor Parks-Schools-Historic Property \(rev-2\) for Posting with Legal Notice](#)
[Mayor-Ordinance #300- Alcohol-Town Proeprty-email-2026-03-03](#)

3. Any Old 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.