



**TOWN OF LEDYARD**  
 CONNECTICUT  
 TOWN COUNCIL  
 HYBRID FORMAT

741 Colonel Ledyard Highway  
 Ledyard, CT 06339  
 860 464-3203  
<http://www.ledyardct.org>  
 Roxanne M. Maher  
 Administrative Assistant

Chairman S. Naomi Rodriguez

MINUTES  
 ADMINISTRATION COMMITTEE  
 REGULAR MEETING

Wednesday, November 13, 2024

5:30 PM

Town Hall Annex Building

**DRAFT**

- I. CALL TO ORDER – The Meeting was called to order by Councilor Garcia-Irizarry at 5:30 p.m. at the Council Chambers Town Hall Annex Building.

Councilor Garcia-Irizarry welcomed all to the Hybrid Meeting. She stated for the Town Council Administration Committee and members of 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. ROLL CALL-

Attendee Name	Title	Status	Location	Arrived	Departed
April Brunelle	Town Councilor	Present	In-Person	5:30 pm	6:31 pm
Kevin Dombrowski	Town Councilor	Excused	In-Person	5:30 pm	6:31 pm
Carmen Garcia-Irizarry	Committee Chairman	Present	In-Person	5:30 pm	6:31 pm
S. Naomi Rodriguez	Town Council Chairman	Present	In-Person	5:30 pm	6:31 pm
Jessica Buhle	Town Councilor	Present	In-Person	5:30 pm	6:31 pm
Brendan Graber	Board of Education Member	Present	In-Person	5:30 pm	6:31 pm
G. Scott MacGregor	Resident	Present	In-Person	5:30 pm	6:31 pm
Roxanne Maher	Administrative Assistant	Present	In-Person	5:30 pm	6:31 pm

- III. CITIZENS COMMENTS – None.
- IV. PRESENTATIONS/INFORMATIONAL ITEMS – None.
- V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of October 9, 2024.  
 Moved by Councilor Brunelle, seconded by Councilor Dombrowski

**VOTE: 3 – 0 Approved and so declared**

- VI. OLD BUSINESS
  - 1. Continued discussion and possible action to create an Ethics Commission for the Town of Ledyard.

Councilor Garcia-Irizarry noted in researching ethic commissions that she visited [cityethics.org](http://cityethics.org) which she accessed through the [ct.gov](http://ct.gov) website. She stated that she wanted to share some information that she obtained from the website as follows:

*“Government ethics is not about being good or a person of integrity. It’s not something officials learn at home, at school, or in their house of worship. In fact, conduct that is praiseworthy outside of government, such as helping a family member get a job or returning a favor to one has been given, is considered wrong in a government context. Government ethics is about acting responsibly and professionally, as a government official or employee, under certain circumstances and following certain rules and procedures. It is about preserving institutional rather than personal integrity. Government ethics decision-making should be just another professional routine.*

*Government ethics involves not only the reality of these obligations, and of the underlying relationships, but also the appearance of these obligations and relationships. Government ethics laws provide minimum, enforceable guidelines to facilitate handling of conflict situations; provides training and advice to further facilitate the handling of conflict situations. Government ethics programs also require financial and relationship disclosure, which provides information to help the public, as well as officials, better determine if conflicts might exist, so that they are more likely to be dealt with responsibly. The principal goal of a local government ethics program is to further the public’s trust in those who govern their communities, to put their personal interests aside in favor of the public interest. Without this trust, people tend not to participate in their government, even as voters, and they feel as if their government was something apart from their community, an organization designed to benefit its members, rather than an organization that serves and manages the community.*

*One of the goals of a local government ethics program is “to establish best practices and a healthy ethics environment at the level where most elected officials learn the ropes.*

*Another way of understanding this is by looking at it from the point of view of the public. The public elects representatives who spend the public’s money and make decisions about the community which affect its residents’ lives. Our representative system can work only if the public has confidence that its representatives, and those appointed or hired by its representatives, are seeking to benefit the community.*

*What is important for officials to recognize is that government ethics is not only beneficial to a community’s residents. It is also beneficial to them. It helps officials do their jobs more professionally, and it helps them keep out of scandals involving themselves and their colleagues. It is hard to manage a community under a cloud of scandal.*

*While protecting the community from officials’ mishandling of conflict situations, a government ethics program also protects officials by providing rules and advice, which allow them to deal with their obligations to others in situations that may be very uncomfortable for them.*

*The importance of psychology to government ethics cannot be emphasized too much. People have a lot of personal blind spots. That is, for many reasons they cannot see about themselves what they can easily see about others, and what others see about them. This is true more of politicians than of regular people, because politicians succeed on the basis of their interpersonal skills, not on the basis of their intrapersonal skills. That is, they tend to lack a strong awareness of their own emotional states and motivations. Below is a list of the blind spots that affect the responsible handling of conflict situations.*

- ***The Bias Blind Spot*** - *We believe that others act for selfish reasons, but that we do not. This blind spot exists because we can look into our minds, but not into others'. And we have trouble putting ourselves in others' shoes.*
- ***Bounded Awareness*** - *We tend not to see what we need to see in order to make ethical decisions. We exclude important information by placing boundaries around our definition of a problem.*

Councilor Garcia-Irizarry noted that she would compare “Bounded Awareness” to scientific research, explaining that sometimes we only see the data that supports our hypothesis; and she went on to note the following:

*“Because prevention of ethical misconduct is the principal goal of a local government ethics program, the most important role of an ethics commission and its staff is to provide guidance so that officials and employees can responsibly handle conflict situations. This guidance consists of regular ethics training, timely, professional advice, three kinds of disclosure, and ongoing discussion of the ethical aspects of decision-making”.*

Councilor Garcia-Irizarry stated all of what she just read was from the ethics website and that she would like to personally add the following comments:

A Code of Ethics would protect all of us, elected officials, town employees, and the public by defining what is a proper ethical conduct, what constitutes a conflict of interest, etc. She stated a Code of Ethics protected the public because it sends the message that their elected officials have proper guidance about what constitutes ethical and unethical behavior and increases trust in our public institutions. She went on to note that a Code of Ethics would protect elected officials because it would define what conflict of interests were.

Councilor Garcia-Irizarry stated that she was not aware of some behaviors that were not considered conflict of interests in daily life, but would be a conflict of interest in government. She stated that her government experience was very limited, noting that before she was elected as a Town Council member, her only experience was as a member of the Conservation Commission, which was a Commission that was not involved in many of the things that Town Council members were responsible to address. She stated that this was her first time that she was serving as an elected official; and that she was learning as she goes, just as many other first time elected officials. She stated that she does not know, what she does not know, but that she does know that when we know better, we do better.

Councilor Garcia-Irizarry went on to note at a previous Administration Committee meeting, that it was mentioned that a Code of Ethics and an Ethics Commission were not needed for the following reasons:

- ***Fraud Policy***  
Councilor Garcia-Irizarry went on to note that it was important to highlight that unethical behavior was not always criminal or constituted fraud, hence a Fraud Policy was not a substitute for a Code of Ethics.
- ***Employee Handbook.***  
Councilor Garcia-Irizarry stated while the town had an Employee Handbook, the Handbook does not apply, to best of her knowledge, to the members of the Town Council, members of the Board of Education members, and town commissions/committees. Hence, the employee handbook was not a substitute for a Code of Ethics.
- ***Town Charter***
  - ✓ Chapter III; Section 9 “*Investigation*”  
Councilor Garcia-Irizarry noted “*The Town Council shall have power to investigate all offices and agencies of the Town and for such purposes shall have the power to call witnesses to appear before the Town Council to testify on any matter under investigation. The Chairman, or chairman pro-tempore, upon authorization of the Town Council, shall have the power, for such investigation, to issue subpoenas, and, at his request, any judge of the Superior Court may compel the appearance of witnesses and the production of books, records, and papers*”.

Councilor Garcia-Irizarry stated that she wanted to highlight that the Town Charter does not say that *only* the Town Council could conduct an investigation. She noted that the Town Charter stated that the Town Council had the power to conduct an investigation. Sent went on to note, in addition, if we assumed that only the Town Council could do an investigation, did that mean that the Mayor could not do an investigation regarding matters happening in his office?

Councilor Garcia-Irizarry went on to note as an example that Section 3 of the Fraud Policy, stated “*Each member of the management team will be familiar with the types of improprieties that might occur within his or her area of responsibility, and be alert for any indication of irregularity. Any irregularity that is detected or suspected must be reported immediately to the Mayor, who coordinates all investigations with the Town’s legal counsel, and other affected areas, both internal and external.*” She stated that nowhere in this Section does it say that the Town Council was the one that was supposed to do the investigation based on some interpretations of the Town Charter. She stated if we follow the interpretation that only the Town Council had the power to do investigations, was the Fraud Policy in violation of the Town Charter? She noted the Town Charter stated all Offices and Agencies of the Town, noting that the Mayor’s Office was one of the Offices of the Town. Therefore, she questioned whether this also meant that the Planning & Zoning Commission could not do investigations regarding zoning violations or that the Town Planner cannot do investigations regarding land use?

Councilor Garcia-Irizarry went on to note Chapter IX; Section 6 of the Town Charter as follows::

✓ Chapter IX; Section 6 “ *Conflicts Of Interest*”

*“Any elected or appointed officer or any employee of the Town who has a financial interest or personal benefit, direct or indirect, in any contract, transaction, or decision of any board or commission to which the Town is a party, shall disclose publicly that interest to the appropriate board or commission and the Town Council in advance of discussion or action on the matter, which shall record such disclosure upon the official record of its meetings. **The Town Council may by ordinance specify what is, or what is not, a conflict of interest for officials and employees of the Town.***

*Willful violation by any such officer or employee of the provisions of this section shall be grounds for his removal. Violation of this section with the knowledge, express or implied, of any person or corporation participating in such contract, transaction, or decision shall render the same voidable by the Town Council, or by a court of competent jurisdiction”.*

In addition, Councilor Garcia-Irizarry noted that CGS Section 7-148h. *Ethics Commission; establishment and powers. Interest in conflict with discharge of duties”* specifically stated, *“Any town, city, district, as defined in section 7-324, or borough may, by charter provision OR ordinance, establish a board, commission, council, committee or other agency to investigate allegations of unethical conduct, corrupting influence or illegal activities levied against any official, officer or employee of such town, city, district or borough.”*

Councilor Garcia-Irizarry went on to state as specified in the Draft Ordinance that was presented at the Administration Committee’s September 9, 2024 Meeting, an Ethics Commission *“shall be comprised of five regular members and two alternates of whom shall be electors of the Town....Political minority rules shall apply for the membership of this commission.”* She stated in other words, this Commission would have members of both parties with the purpose of minimizing, if not completely avoiding politically motivated accusations.

Councilor Garcia-Irizarry stated that it was her hope that all the members of the Administration Committee and other Offices, Commissions/Committees of the Town would help make the proposed Ordinance a reality by, but not limited to, helping with the drafting of the Ordinance, by giving feedback about the language used, the sections included, etc.

Councilor Dombrowski suggested they not confuse what they put in an Ordinance against what was authorized in accordance with the Connecticut General Statutes (CGS). He noted Councilor Garcia-Irizarry’s comment that only the Town Council could conduct an investigation, but that the Zoning Commission could not conduct an investigation, noting this was specifically a statutory requirement, which was different.

Councilor Dombrowski asked that they determine what the Code of Ethics should look like, before they determined whether they wanted to have an Ethics Commission to uphold the Code. He stated the Code of Ethics and the Ordinance Establishing an Ethics Commission should be two separate documents.

Councilor Garcia-Irizarry stated the proposed Ordinance included provisions for both the Code of Ethics and the Ethic Commission. Councilor Dombrowski stated that would be like saying that the Zoning Regulations should live in the Ordinance that created the Zoning Commission. Councilor Garcia-Irizarry stated in reviewing Ethic Commission Ordinances in other Connecticut towns that they had the Code of Ethics and the Establishment of the Ethics Commission in one document. She stated about 160 of the Connecticut's 169 towns have an Ethics Commission or a Code of Ethics, noting that Ledyard was one of the few towns does not.

Councilor Garcia-Irizarry stated that she understood the comment that Ledyard does not need an Ethics Commission; and she stated that she hoped that the town would not need to use the Ethics Commission. However, she stated having an Ethics Commission was like having Homeowners Insurance, noting that you have insurance, and hope that you would never need to use it. She stated having the insurance would provide them with the opportunity, should something happen, to fix it. She noted that the same would be true with having an Ethics Commission for the town. Therefore, she questioned why not have an Ethics Commission.

Councilor Dombrowski responded to Councilor Garcia-Irizarry's question about why the town should not an Ethics Commission, noting that he thought it sounded like a solution looking for a problem. Councilor Garcia-Irizarry noted that 160 Connecticut towns have an Ethics Commission. Councilor Dombrowski questioned how many actions have been taken by the Ethics Commissions in all of the municipalities that have an Ethics Commission. Councilor Garcia-Irizarry responded, noting that she did not know how many towns have used their Ethics Commission.

Councilor Brunelle stated that she hoped that the municipalities that had an Ethics Commission would have no actions. She went on to state that having an Established Code of Ethics would not hurt anyone. She stated by having a Code of Ethics that it would provide a list of how they should be ethically in their professional role. She stated that she would like to read the Code of Ethics and know that she was following it. She stated as a new member of the Town Council that they should all know what was expected of them in their roles. She stated a Code of Ethics was noting but a guideline; and she questioned how they could argue about having a road map in place.

Councilor Brunelle continued by stating that an Ethics Commission would make sure people were ethical. She stated not having an Ethics Commission would be like saying that we should not have a Police Department because everyone in town was perfectly good and that no one breaks any laws, when they know that was not case; and therefore, the town had to have a Police Department just in-case something goes wrong or a law was broken. She stated building an Ethics Commission would not cause problems, noting that it would be there to prevent problems; and to be prepared in case a problem happens.

Councilor Dombrowski stated that he was not against having a Code of Ethics and that he was not opposes to ethics. He stated to clarify his position, he stated anyone at any level in the town government should act ethically, noting that people were required to act ethically in their professional employment, as well as in their volunteer roles serving the town government. However, he stated that he did not see the need for an Ethics Commission. He stated the way the proposed draft Ordinance was currently written that it was a finger pointer.

Councilor Brunelle questioned if they had a Code of Ethics and people were breaking the rules, how would they would address the violation if they did not have an Ethics Commission. Councilor Dombrowski stated the town already had documentation and polices in place to address poor ethical behavior. He stated the Town Charter allowed the Town Council to act on issues; and to create a Code of Ethics. Councilor Garcia-Irizarry questioned the procedure to bring an issue forward. Councilor Dombrowski stated prior to his involvement in town government that he was aware that the town successfully exercised the provisions that were already in place three times which resulted in prosecutions for several counts that included embezzlement of funds. Councilor Brunelle questioned the process used. Councilor Dombrowski stated that he believed the Town Charter and Fraud Police was used. He again stated that he was not opposed to creating a Code of Ethics, noting that he was opposed to an Ethics Commission. He stated the way the proposed draft Ordinance was worded that it violated State Statute in several cases.

Councilor Garcia-Irizarry noted as she stated in the closing of her earlier statement that she was looking for feedback regarding the draft Ordinance. Councilor Dombrowski stated that he was providing feedback, noting that there was language in the proposed Ordinance Establishing an Ethics Commission that violated State Statutes. He stated that he would not support the proposed Ordinance Establishing an Ethics Commission.

Councilor Brunelle noted that all the other towns in the State have an Ethics Commission. Councilor Dombrowski stated not all the other towns have an Ethics Commission; and just because other towns have an Ethics Commission does not necessarily mean that Ledyard had to have one.

Councilor Brunelle stated that having an Ethics Commission would make the citizens know that the Town was being transparent and following the rules. Councilor Dombrowski stated during the past 14-years that he has served on the Town Council that they have been following the rules, noting that at lease he has been. He stated establishing an Ethics Commission was a solution looking for a problem. Councilor Brunelle stated that she respectfully disagreed with Councilor Dombrowski's comments.

Councilor Garcia-Irizarry stated that if someone had a question as to whether something was ethical or not ethical that they could read the Code of Ethics and the Ethics Commission would also be able to advise people who had questions. She stated an Ethics Commission would not be established to point fingers or to create havoc, noting that it would be to serve as a resource.

Councilor Garcia-Irizarry stated that this was her first time serving as an elected official and in reading other towns Ethics Commission Ordinances that it made her realize what kinds of things would be a conflict of interest. She provided the following examples:

- Parks and Recreation Summer Camp Program – Councilor Garcia-Irizarry noted that her son was looking for a summer job. She questioned whether it would be okay for her son to apply to work as a Summer Camp Counselor because she was serving on the Town Council. She stated because she did not know the answer as to whether it was ethical or not ethical, that her son did not apply for the job.

Councilor Dombrowski stated that Councilor Garcia-Irizarry should have asked Town Staff, the Mayor 's Office, or another Town Councilor, noting that her son could have applied for the Parks and Recreation Summer Camp job. He stated that she could have also asked the State Ethics Commission. He stated because her son would be paid the same as the other Camp Counselors that he could have worked at the Parks and Recreation Summer Camp. He explained that the only ethical issue would have been if she had any direct involvement in approving their pay or in his being hired. He noted as an example that a former Town Councilor's wife worked as the Animal Control Officer. Therefore, he stated that the Town Councilor had to recuse himself from any budget decisions regarding the Police Department, because the Animal Control Officer was a member of the Police Department.

- Ledyard Educational Advancement Fund (LEAF) Trustee – Councilor Garcia-Irizarry stated a teacher at the High School reached out to her son to see if he would be interested in serving as the Student Representative on LEAF. However, she stated because she was the former President of the LEAF; and because she was now serving as an elected official on the Town Council that she did not know if her son could serve on LEAF; and therefore, she told him that he could not serve as the Student Representative on LEAF.

Councilor Dombrowski noted the State Ethics Code was all about financial gain. He questioned whether her son would be paid to volunteer to serve on LEAF. Councilor Garcia-Irizarry stated that her son would not be paid to volunteer on LEAF. Councilor Dombrowski stated because there was no financial gain that he could have served on LEAF as the Student Representative.

Councilor Dombrowski concluded by stating if people do not know, that they have to ask questions, noting that just because they do not know, does not mean that they have to form a Ethics Commission.

Councilor Garcia-Irizarry stated that she was providing some examples of the types of questions that arise. She stated the Ethics Commission was not only for those involved in the town government, but that it was also for the residents as well. She noted that residents assume that certain behaviors from their elected officials were wrong; when they were in fact not wrong decisions. She stated the way people see the room from this side was a different perspective from how people see the room



from the other side. She stated residents do not understand how things proceed and how they go, noting that an Ethics Commission would provide residents with the opportunity to ask questions and to seek their advice. She stated an Ethics Commission would build trust and benefit the whole town.

Councilor Dombrowski stated that his assumption was that he was not going to sway Councilor Brunelle's or Councilor Garcia-Irizarry's position on establishing an Ethics Commission; and that they were not going to be able to change his position either. He stated that he was not opposed to developing an Code of Ethics; however, he was opposed to establishing an Ethics Commission. He explained with an Ethics Commission that they would be appointing five volunteers, who would also know nothing and would have a steep learning curve, as well as any town official.

Councilor Brunelle stated that she was not concerned about the learning curve. She stated what she was concerned about was that they have had a lot of citizens ask for an Ethics Commission for transparency so that they could trust their local government and leadership. She stated what they were asking for was not outlandish, noting that an Ethics Commission was standard and doable. She stated that she was representing the people and what they were asking for. She noted the following:

- Establishing an Ethics Commission was a reasonable request.
- She understood the request for an Ethics Commission.
- Was there a need for an Ethics Commission – Councilor Brunelle stated “*Yes, and No*”. She stated the town does not currently have problems, however, she stated that was not the main issue. She stated as Councilor Garcia-Irizarry stated, that an Ethics Commission would be like an insurance policy.
- Would it be a bad thing to have an Ethics Commission – Councilor Brunelle stated “*No*”.
- Would having an Ethics Commission create issues - Councilor Brunelle stated that she did not see how having an Ethics Commission would create issues, unless someone were to make issues out of it. She stated should that occur that they would have to deal with it at that point.

Councilor Brunelle stated that she was not going to be afraid of something because of the “*What If's*” or because of the learning curve, noting that she has a learning curve just sitting here as an elected official of the Town Council. She stated that she has been listening to Councilor Dombrowski's comments and that she did not appreciate him saying that he was not going to change her mind. She noted anyone could change her mind.

Councilor Garcia-Irizarry stated in making appointments to the town's various commissions and boards that the Town Council looked at the Applicant's resume, their background, experience, etc., and that they would do the same to appoint members to the Ethics Commission. She stated an Ethics Commission would protect their elected officials their residents.

Councilor Garcia-Irizarry stated that more work was needed on the proposed Ordinance to Establish an Ethics Commission, noting that the Administration Committee would continue to keep this on their Agenda.

**RESULT: CONTINUED**

**Next Meeting:12/11/2024 5:30 p.m.**

2. Any Old Business proper to come before the Committee. – None.

VII. NEW BUSINESS

1. MOTION to recommend the Town Council appoint the following as Regular Members of the Planning and Zoning Commission:

- Ms. Beth Ribe (U) 129 Rose Hill Road, Ledyard, to complete a three (3) year term ending October 31, 2026 filling a vacancy left by Ms. Cobb;
- Mr. Matthew Miello (R) 12 Cardinal Lane, Gales. Ferry, to complete a three (3) year term ending October 31, 2027 filling a vacancy left by Mr. Capon.

Moved by Councilor Brunelle, seconded by Councilor Dombrowski

Discussion: It was noted that Ms. Ribe and Mr. Miello were currently Alternate Members on the Planning & Zoning Commission. With the resignation of Mr. Capon and Ms. Cobb the Planning & Zoning Commission Chairman requested these two members be appointed as Regular Members.

Councilor Garcia-Irizarry noted that Mr. Capon and Ms. Cobb were two great assets to the Planning & Zoning Commission and that she was sad to see them step down from the Commission.

**VOTE: 3 – 0 Approved and so declared**

**RESULT: 3– 0 APPROVED TO RECOMMEND**

**MOVER:** April Brunelle, Committee Member

**SECONDER:** Kevin Dombrowski, Committee Member

**AYES:** April Brunelle, Kevin Dombrowski, Carmen Garcia-Irizarry

2. MOTION to recommend the Town Council appoint Ms. Stephaine Bacon (D) 6 Patricia Court, Gales Ferry, to the Parks, Recreation & Senior Citizens Commission as a Regular Member to complete a three (3) term June 28, 2026 to fill a vacancy left by Ms. Sokolski.

Moved by Councilor Brunelle, seconded by Councilor Dombrowski

Discussion: Councilor Dombrowski thanked Ms. Sokolski for her service to the Town noting the many years she served on the Senior Citizens Commission.

**VOTE: 3 – 0 Approved and so declared**

**RESULT:** 3– 0 APPROVED TO RECOMMEND  
**MOVER:** April Brunelle, Committee Member  
**SECONDER:** Kevin Dombrowski, Committee Member  
**AYES:** April Brunelle, Kevin Dombrowski, Carmen Garcia-Irizarry

**\*\*POST MEETING NOTE\*\*:** 11/30/2024- In his November 30, 2024 email Parks, Recreation & Senior Citizens Commission Chairman requested Alternate Member Carol Schneider be moved to a Regular Member to fill Ms. Sokolski’s vacancy; and that Ms. Bacon be appointed as an Alternate Member to fill Ms. Schneider’s vacancy.

The Administration Committee by consensus agreed to add and act on the following Motion and to renumber the remaining items accordingly:

3. MOTION to recommend the Town Council appoint Mr. Michael Marelli (D) 4 Lee Brook Road, Ledyard, to the Inland Wetlands and Watercourses Commission, as a Regular Member of the Inland Wetland and Watercourses Commission to complete a two (2) year term ending October 31, 2025 to fill a vacancy left by Mr. Maugle.  
Moved by Councilor Dombrowski, seconded by Councilor Brunelle  
Discussion: Councilor Dombrowski stated at the Town Council’s October 23, 2024 meeting Mr. Marelli was appointed as an Alternate Member of the Inland Wetland and Watercourses Commission. He noted with the passing of Mr. Maugle that Inland Wetland and Watercourses Commission Chairman Justin DeBrodt requested in an email received today (11/13/2024) that Mr. Marelli be moved/appointed as a Regular Member to fill the vacancy left by Mr. Maugle.

**VOTE:** 3 – 0 Approved and so declared

**RESULT:** 3– 0 APPROVED TO RECOMMEND  
**MOVER:** Kevin Dombrowski, Committee Member  
**SECONDER:** April Brunelle, Committee Member  
**AYES:** April Brunelle, Kevin Dombrowski, Carmen Garcia-Irizarry

4. MOTION to recommend the Town Council appoint Mr. Robert Graham (U) 72A Long Pond Road, South, Ledyard, as a Alternate Member of the Inland Wetland and Watercourses Commission to complete a two (2) year term ending October 31, 2026 to fill a vacancy left by Mr. Marelli.  
Moved by Councilor Brunelle, seconded by Councilor Dombrowski  
Discussion: Councilor Garcia-Irizarry noted that Mr. Graham has been an active participant in the community. He has been a member of the Lantern Hill Valley Alliance for many years and that he was also a member of the Alliance for the Mystic River Watershed and a member of the Water Quality Committee. She stated that Mr. Graham would be a good addition to the Inland Wetland and Watercourses Commission.

**VOTE:** 3 – 0 Approved and so declared

**RESULT: 3- 0 APPROVED TO RECOMMEND**  
**MOVER:** April Brunelle, Committee Member  
**SECONDER:** Kevin Dombrowski, Committee Member  
**AYES:** April Brunelle, Kevin Dombrowski, Carmen Garcia-Irizarry

5. MOTION to recommend the Town Council appoint Mr. Michael Roman, (R) 7M Lakeside Drive, Ledyard, as an Alternate Member of the Inland Wetland and Watercourses Commission to complete a two (2) year term ending October 31, 2025 to fill a vacancy left by Mr. St. Vil.

Moved by Councilor Brunelle, seconded by Councilor Dombrowski

Discussion: Councilor Garcia-Irizarry noted that Mr. Roman's Appointment Application did not demonstrate his ability to be a viable contributor to the work of the Inland Wetland and Watercourses Commission. She stated that she appreciated that Mr. Roman wanted to get involved in the community; however, she stated that she would like to know more about his background and credentials and how they would be of help to the Inland Wetland and Watercourses Commission.

Councilor Dombrowski stated that he agreed with Councilor Garcia-Irizarry's comments. He stated thanked Mr. Roman for submitting an Application and for being interested in serving the community. However, he stated that he did not see anything on Mr. Roman's Application that would warrant that he had the experience to serve on the Inland Wetland and Watercourses Commission, noting that it was a heavy regulated Commission.

The Administration Committee agreed that they would reconsider Mr. Roman's Application should he like to resubmit and provide some additional background information regarding his education and experience and how it would lend to the work of the Inland Wetland and Watercourses Commission (IWWC).

**VOTE: 0 - 3 Motion Failed**

**RESULT: 0- 3 MOTION FAILED**  
**MOVER:** April Brunelle, Committee Member  
**SECONDER:** Carmen Garcia-Irizarry, Committee Member  
**AYES:**  
**NAYES:** April Brunelle, Kevin Dombrowski, Carmen Garcia-Irizarry

6. MOTION to recommend the Town Council appoint Mr. George S. MacGregor (R) 47 Rose Hill Road, Ledyard, as an Alternate Member of the Inland Wetland and Watercourses Commission to complete a two (2) year term ending October 31, 2025 to fill a vacancy left by Mr. Persano.

Moved by Councilor Brunelle, seconded by Councilor Dombrowski

Discussion: Councilor Garcia-Irizarry noted as with Mr. Roman's Application that Mr. MacGregor's Appointment Application did not demonstrate his ability to be a viable contributor to the work of the Inland Wetland and Watercourses Commission.

The Administration Committee agreed that they would reconsider Mr. MacGregor's Application should he like to resubmit and provide some additional background information regarding his education and experience and how it would lend to the work of the Inland Wetland and Watercourses Commission (IWWC).

Mr. G. Scott MacGregor, 47 Rose Hill Road, Ledyard, stated that he was a lifelong resident of Ledyard, and that he would like to become involved in the community. He stated that he thought by starting as an Alternate Member on the Inland Wetland and Watercourses Commission that it would provide him an opportunity to learn about the IWWC Regulations and governing state statutes.

Councilor Dombrowski thanked Mr. MacGregor for wanting to volunteer to serve the Town. However, he stated that there was nothing on his application that indicated that he had any knowledge or experience about wetlands, noting that Inland Wetland and Watercourses was heavily regulated, and required the review of site plans, and other technical documentation. He suggested Mr. MacGregor reapply to add information that would amplify his background and show that he was suited for a role on the Inland Wetland and Watercourses Commission.

Mr. MacGregor stated that he did not have experience in Inland Wetlands and Watercourses, but that he was a critical thinker, and that he had knowledge of septic systems and wells. He stated that serving as an Alternate Member on the Inland Wetlands and Watercourses Commission would be a good way to get his foot in the door and learn.

Councilor Garcia-Irizarry explained to Mr. MacGregor the role of an Alternate Member, noting that they were expected to attend all of the meetings and in the event that a Regular Member was absent from a meeting that the Alternate Member would be seated and would be expected to participate in the discussion and vote on the business before the Commission. She went on to explain that the Land Use Commissions needed to have members who had some knowledge, background, and understanding of the governing documents and regulations. She suggested MacGregor attend the Inland Wetland and Watercourses Commission meetings as a resident and reapply at a later time. She also noted that the town had vacancies on other committees that Mr. MacGregor may want to consider serving on.

The Administration Committee thanked MacGregor for his interest in wanting to volunteer and serve the town. They explained that they would reconsider Mr. MacGregor's Application, along with other Applications received, should he like to resubmit and provide additional background information regarding his education and experience and how it would lend to the work of the Inland Wetland and Watercourses Commission (IWWC).

Councilor Garcia-Irizarry thanked Mr. MacGregor for attending tonight's meeting and for talking with the Committee.

**VOTE: 0 – 3 Motin Failed**

**RESULT:** 0-3 MOTION FAILED  
**MOVER:** April Brunelle, Committee Member  
**SECONDER:** Kevin Dombrowski, Committee Member  
**AYES:**  
**NAYES:** April Brunelle, Kevin Dombrowski, Carmen Garcia-Irizarry

Councilor Garcia-Irizarry noted that the Town Council received three Appointment Applications to fill one vacancy on the Library Commission. She suggested that the Administration Committee review all of the Applications and then vote on each of the candidates.

7. MOTION to recommend the Town Council appoint one of the following as a member to the Library Commission to complete a two (2) year term ending November 7, 2026 to fill a vacancy left by Ms. Nash.
- Wendy Hellenkson (D) 14L Lakeside Drive, Ledyard
  - Ms. Gillian Thorne ( R) 3 Adios Lane, Ledyard
  - Mr. Steven Finegan (R) 131 Baldwin Hill Road, Gales Ferry

Moved by Councilor Brunelle, seconded by Councilor Dombrowski

Discussion: Councilor Garcia-Irizarry explained that all of the candidates were endorsed by their respective parties and were included on tonight's agenda for consideration, noting that each of the candidates offered an extensive educational background and experience.

Councilor Brunelle stated in reviewing all of the Appointment Applications she noted that Ms. Hellekson was currently working as a Librarian, and had the experience to serve on the Library Commission. However, she stated that she was not saying that the other Applicants were bad.

Councilor Dombrowski stated that he also noted that Ms. Hellekson had library experience and would be a fine addition to the Library Commission. He went on to note that Ms. Thorne's Application also stood out stating that she had a Doctorate in teaching and in curriculum, which would also be beneficial to the Library Commission. He stated although Mr. Finegan had an extensive history with the Coast Guard that he did not see a connection that would lend to the work of the Library Commission, other than his willingness to serve the community. He stated although he was torn between two of the Applicants that he was leaning toward the one who had a Doctorate Degree.

Councilor Garcia-Irizarry stated that all of the Applicants had good credentials. She stated in serving as the Liaison to the Library Commission that she attended their

meetings and she noted that they have a lot of programs for the kids, such as the Toy Library. She stated because Ms. Hellekson was the Librarian at the Gallup Hill School that she thought that it would be beneficial for Ms. Hellekson to serve on the Library

Commission noting that it would be a complementary situation, noting that both the Town and School Library could benefit from each other's knowledge.

Councilor Garcia-Irizarry continued by stating that Ms. Thorne had a lot of experience with education; and that she would also be a valuable asset to the Library.

Councilor Dombrowski addressed Ms. Hellekson's interest to serve on the Library Commission. He stated he understood the synergy that Councilor Garcia-Irizarry noted between the Town Library and the Gallup Hill School Library. However, commented on volunteering at night to do essentially the same type of work you do during the day, noting that after designing submarines during the day that he did not think that he would want to volunteer to design submarines at night as a hobby. Councilor Garcia-Irizarry noted the Library Commission only met once a month; and she commented that she loved the Library Commission. She also noted that Library Director Jennifer Smith had a lot of vision and ideas.

Councilor Dombrowski stated either Ms. Hellekson or Ms. Thorne would be a benefit to the Library Commission.

Councilor Garcia-Irizarry noted Mr. Finegan's background, community involvement, experience in promoting boating safety and his knowledge pertaining to regulations regarding Connecticut waters. Therefore, she stated that he may be a good candidate for the Inlands Wetlands and Watercourses Commission, if he was interested and would like to reapply to serve on the Inlands Wetlands and Watercourses Commission.

The Committee agreed to vote on each of the Candidates as follows:

- Ms. Wendy Hellekson (D) 14L Lakeside Drive, Ledyard

VOTE: 2 – 1 Approved and so declared (Dombrowski not in favor)

- Ms. Gillian Thorne ( R) 3 Adios Lane, Ledyard

VOTE: 1 – 2 Failed (Brunelle, Garcia-Irizarry not in favor)

- Mr. Steven Finegan (R) 131 Baldwin Hill Road, Gales Ferry

VOTE: 0 – 3 Failed (Brunelle, Dombrowski, Garcia-Irizarry not in favor)

Councilor Garcia-Irizarry noted that the Administration Committee would forward Ms. Hellekson's name to the Town Council for appointment to the Library Commission.

The Administration Committee addressed the following appointment applications for the Library Commission (Items #7, 8, 9) as noted above.

- (7) Discussion and possible action on the MOTION to recommend the Town Council appoint Ms. Wendy Hellekson (D) 14L Lakeside Drive, Ledyard, to the Library Commission to complete a two (2) year term

ending November 7, 2026 filling a vacancy left by Ms. Nash. (see above discussion and action).

8. Discussion and possible action on the MOTION to recommend the Town Council appoint Ms. Gillian Thorne ( R) 3 Adios Lane, Ledyard, to the Library Commission to complete a two (2) year term ending November 7, 2026 filling a vacancy left by Ms. Nash. . (see above discussion and action).
9. Discussion and possible action on the MOTION to recommend the Town Council appoint Mr. Steven Finegan (R) 131 Baldwin Hill Road, Gales Ferry, to the Library Commission to complete a two (2) year term ending November 7, 2026 filling a vacancy left by Ms. Nash. (see above discussion and action).
10. Discussion to draft an Ordinance regarding the raising of Unofficial-Third-Party Flags on Town Property.

Councilor Brunelle noted that she has been researching Ordinances regarding the flying of third-party flags from other communities; and that she hoped to present a draft Ordinance at the Administration Committee’s December 11, 2024 for the Committee to review and discuss.

Councilor Garcia-Irizarry noted that the Committee would continue to discuss this item at their December 11, 2024 meeting.

**RESULT: CONTINUED**

**Next Meeting: 12/11/2024 5:30 p.m.**

11. Any other Business proper to come before the Committee. – None.

#### VIII. ADJOURNMENT

Councilor Dombrowski moved the meeting be adjourned, seconded by Councilor Brunelle.  
**VOTE: 3 - 0 Approved and so declared**, the meeting was adjourned at 6:31 p.m.

Respectfully submitted,

Carmen Garcia-Irizarry  
Committee Chairman  
Administration Committee