



TOWN OF LEDYARD CONNECTICUT

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

Administration Committee

~ AGENDA ~

Chairman Kevin J.
Dombrowski

Special Meeting ****PLEASE NOTE TIME 6:30 P.M.****

Wednesday, August 23, 2023

6:30 PM

Town Hall Annex- Hybrid Format

In -Person; Council Chambers-Town Hall Annex Building

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

<https://us06web.zoom.us/j/86027383667?pwd=ZmxFTytZb252Qmk0RlFaZHJlczdzQT09>

Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 860 2738 3667; Passcode: 614415

- 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 Special Meeting Minutes of July 26, 2023.

Attachments: [ADMIN-MIN-2022-07-26-SP.pdf](#)

VI. BUSINESS OF THE MEETING

- 1. MOTION to adopt a “Town of Ledyard Policy Regarding Access and Key Control, and Key Distribution Form” as presented in the draft dated August 8, 2023.

Attachments: [POLICY RE-TOWN HALL KEYS-2023-08-14.docx](#)

- 2. MOTION to adopt the following amendment to the Employee Handbook approved on April 26, 2023:

- Page 17: Special Storm & Emergency Procedures (Paragraph 5):

“When the Town is closed, all employees designated as essential personnel are to report to work as scheduled, or in the case of an early closing, the Department Head or Supervisor

may require essential personnel to stay. Essential personnel are defined as:

- Dispatch
- Highway/Public Works/Maintenance
- Police
- Fire”.

Attachments: [Employee Handbook-2023-03.docx](#)

3. MOTION to appoint Ms. Jennifer Bingham (D) 26 West Drive, Gales Ferry, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2026 filling a vacancy left by Ms. Maugle.

Attachments: [Appoint Application-Bingham-Beautification Cmt-2023-08-03.pdf](#)
[LEDYARD BEAUTIFICATION COMMITTEE-2023-08-07.pdf](#)

4. MOTION to adopt a proposed “An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance” as contained in the draft dated July 17, 2023.

Attachments: [ORD-GOOD SEMARITAN LAW-2023-07-19-DRAFT.docx](#)
[Good Samartian Law-CGS- 52-557b-Chapter 925-docx.docx](#)
[Good Samaritan Protection -Police-Legislative Research Report-2019-09-07 ..pdf](#)
[Ordinance-Good Samaritan-Chief Rich-email-2023-08-03.pdf](#)

5. MOTION to adopt a proposed “An Ordinance Establishing Tax Relief for Certain Modified Handicap Accessible Vehicles” as contained in draft dated July 31, 2023.

Attachments: [ORD-TAX EXEMPITON-HANDICAP ACCESSIBLE VEHICLES-2023-07-31-1.docx](#)
[Sec 12-81-c-Handicap Vehicle Tax Exemption.doc](#)
[Assesor Form-Tax Exemption-Handicap Vehicles-DRAFT-2023-07-31.docx](#)
[Ordinance- Handicap Accessible Vehicle Property Tax Exemption- Tax Impact-Tax Assessor email-2023-08-04.pdf](#)

6. MOTION to adopt proposed amendments to Ordinance #300-012 (rev. 2) “An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard” as presented in the draft dated August 14, 2023.

Attachments: [to Ordinance #300-012 \(rev. 2\) “An Ordinance Concerning Blight and Public Nuisance-DRAFT-2023-08--14](#)

7. MOTION to adopt Ordinance #500-005 (rev. 1) An Ordinance Rescinding “An Ordinance

Establishing a Nursing Service Board “ as contained in the draft dated July 31, 2023.

Attachments: [ORDINANCE-RESINDING-ORD-#500-005- NURSING BOARD-2023-05-01-.doc](#)
[Disband Nursing Board Letters 2023-07-19.pdf](#)

8. MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date on September 27, 2023 at 6:00 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding the following:
- (1) An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance as contained in the draft dated July 31, 2023.
 - (2) An Ordinance Establishing Tax Relief for Certain Modified Handicap Accessible Vehicles in the Town of Ledyard as contained in the draft dated July 31, 2023.
 - (3) Ordinance #500-005 (rev. 1) An Ordinance Rescinding “An Ordinance Establishing a Nursing Service Board “ as contained in the draft dated July 31, 2023.
 - (4) Proposed amendments to Ordinance #300-012 (rev. 2) “An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard” as presented in the draft dated August 14, 2023.

VII. ADJOURNMENT

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