



TOWN OF LEDYARD CONNECTICUT

12 Van Tassel Drive
Gales Ferry, Connecticut 06339

Parks, Recreation & Senior Citizens Commission

~ AGENDA ~

Regular Meeting

Tuesday, September 19, 2023

7:00 PM

Parks & Recreation/Senior Citizens
Center

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. MEMBER COMMENTS

VI. REPORTS

Director's Report - September 19, 2023

VII. APPROVAL OF MINUTES

MOTION to approve the following:

- Park & Recreation Commission Minutes of May 16, 2023
- Senior Citizen Commission Minutes of June 28, 2023
- Parks, Recreation, & Senior Citizens Commission Organizational Minutes of August 15, 2023

Attachments: [MeetingMinutes16 May-2023](#)
[MeetingMinutes28-June-2023](#)
[P&R SENIORS -MIN-ORGANIZATIONAL -2023-08-15-](#)

VIII. OLD BUSINESS

1. Boy Scout Skate Park Project Proposal

Attachments: [Eagle Project Presentation](#)

2. Discussion regarding recreation space within subdivisions

Attachments: [Letter to P&R Commission 03-10-2023](#)

3. Discussion and possible motion to schedule a park tour

4. Review Outstanding Items of Business from the former Parks & Recreation Commission and former Senior Citizens Commission.

Attachments: [ACTION ITEMS SR CTR-2023-08-15.docx](#)
[Parks & Recreation Outstanding Items-Combined
Commission-2023-08-08.pdf](#)

5. Discuss and develop a plan for ARPA funding for Senior Centers

Attachments: [ADS ARPA Senior Center Municipal Leader Letter 02 10 2023](#)
[Copy of CT ADS ARPA Senior_Center_Allocation_Calculations Final
Chart](#)
[State Unit on Aging Email](#)
[FAQs ARPA SC Funds 04 17 2023](#)
[CT Senior Centers ARPA Beneficiary Information Form \(BIF\) Questions](#)

6. Any Old Business proper to come before the Committee

XI. NEW BUSINESS

1. MOTION to request the Town Council appropriate up-to \$16,082.00 from CNR Account #20360101(Parks and Recreation Capital Non-Recurring Fund) for the Pfizer Field Improvement Project.

Attachments: [Pfizer Improvement Background.docx](#)
[Pfizer Improvements Budget.xlsx](#)
[Pfizer Pics.pdf](#)
[ORD 200-012 Creating a Municipal Park and Recreation Capital and
Non-Recurring Expense Fund.pdf](#)
[ORD 200-009 Providing for the Transfer of Certain Revenue from the
Real Estate Conveyance Tax to Specific Town of Ledyard Funds.pdf](#)

2. Discuss Working Groups
3. Discuss the need for Pickleball infrastructure and how to meet the demand
4. Any New Business proper to come before the Committee

X. ADJOURNMENT

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



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2096

Agenda Date: 10/17/2023

Agenda #:

REPORT

Staff/Committee Report:

Director's Report - September 19, 2023



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1999

Agenda Date: 9/19/2023

Agenda #:

MINUTES

Minutes:

MOTION to approve the following:

- Park & Recreation Commission Minutes of May 16, 2023
- Senior Citizen Commission Minutes of June 28, 2023
- Parks, Recreation, & Senior Citizens Commission Organizational Minutes of August 15, 2023



TOWN OF LEDYARD

Parks, Recreation & Senior Citizens Commission

Meeting Minutes - Final

12 Van Tassel Drive
Gales Ferry, Connecticut 06339

Regular Meeting

Tuesday, May 16, 2023

7:00 PM

Parks & Recreation/Senior Citizens
Center

I. CALL TO ORDER

Chairman Kenneth DiRico called the meeting to order at 7:01 p.m. at the Ledyard Senior Center.

II. ROLL CALL

Present Commissioner Lucrezia Finegan
Commissioner Jessica Cobb
Commissioner Loretta Kent
Chairman Kenneth J. DiRico
Commissioner Jessica Buhle

Excused Commissioner Thomas Olsen
Commissioner Shaileen C. English
Commissioner Charles Gallagher
Commissioner Deondre Bransford

In addition, the following were present:

Betsy Graham
Jean Pillo

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None

V. MEMBER COMMENTS

None

VI. REPORTS

1. Directors Report

*PARKS AND RECREATION COMMISSION
Director's Report May 2023*

Please note this update for your review.

1. Commission Meeting:

The regular meeting of the Commission is scheduled for Tuesday, May 15th, 2023, at 7:00 PM, in the Ledyard Senior Center. Please contact the office immediately if you will not be able to attend.

2. Youth Leagues:

Little League and Soccer have started their spring seasons. The leagues have seen an increase in participation and soccer requested more fields this spring than they typically do in the fall.

3. Summer Camp:

We have interviewed and hired staff for camp this summer. The coordinators have started planning trips and in-house activities.

4. Bathrooms:

The bathrooms and mobile restroom have been opened for the season and porta potties delivered to the parks.

5. Parks & Rec Truck:

The new Parks & Rec truck had now been fully outfitted with liftgate, toolbox, seat covers, floormats, and logo. We are in the process of getting ready to sell the old truck.

6. GFCC Playscape:

The new playscape behind the Gales Ferry Community Center has been installed and the safety surface has been poured.

7. Middle School Field Lights:

The middle school field light project has begun. There was an issue with the lift that caused a one-day delay, but the contractor was able to get a new lift delivered the next day and resume work.

8. Judge Crandall Flagpole:

Ordered a new flagpole halyard rope for Judge Crandall Field. Talked to

the contractor installing the middle school lights and they agreed to install the new rope while we have the lift on site.

9. Bridges at Sawmill Park:

Received a call from a resident regarding the very steep step up to the bridges at Sawmill Park. There are some stone slabs at the Nathan Lester house from an old foundation. I talked to Vin at the Historical Society about repurposing some of those stone slabs as steps for the bridges at Sawmill.

10. Clarks Water Main Repairs:

There was a water main break on Clarks field that required Groton Utilities to dig up a portion of the field. In addition to the hole there were also ruts caused by the machine used to dig the hole that had to be repaired. Everything has been filled, top dressed, rolled, and hydroseeded. GU covered the cost of the repairs.

11. Regatta Day:

We will be holding the second annual Regatta Day festival at Sweet Hill Farms in Gales Ferry. We have set up an account under Parks & Rec to house the funds for this event.

12. Lantern Hill Valley Park:

Demolition work that was done on the property spread around some Japanese knot weed and mugwort. The invasives were spot sprayed to prevent them from taking the property over before the land can be developed into a park. We are also looking into laying down some black plastic in some areas to suffocate the invasives.

13. Events:

- **Regatta Day:** June 10th

VII. APPROVAL OF MINUTES

1. MOTION to approve the Parks and Recreation regular meeting minutes of 03-21-2023.

Moved by Ms. Cobb, seconded by Ms. Buhle

VOTE: 5 - 0 Approved and so declared

RESULT: APPROVED AND SO DECLARED

MOVER: Jessica Cobb

SECONDER: Jessica Buhle

AYE 5 Finegan Cobb Kent DiRico Buhle

EXCUSED 4 Olsen English Gallagher Bransford

VIII. OLD BUSINESS

1. Boy Scout Skate Park Project Proposal

No representatives present.

RESULT: NO ACTION

2. Pollinator Garden Discussion

MOTION to approve the installation of four rain gardens and one riparian buffer in named parks as follows:

- Sawmill Park - Iron Street
- Lantern Hill Valley - Long Cove Road
- Highlands Park -Shewville Road
- Erickson Park - Miliary Highway.

Moved by Ms. Buhle, seconded by Ms. Cobb

Discussion - Jean Pillo and Betsy Graham - presented the benefits of planting pollinator gardens and the impact on the native food supply. Proposed project includes rain water gardens, which purifies storm water. First step is approval by the Commission, then ECCD would need to be contacted, and Call Before You Dig to check for utilities. Gardens would be installed by volunteers, including digging. Project would need to be completed by August and would be covered by grant funding. After installation, the maintenance and upkeep of the gardens would be the responsibility of the town, no estimate of cost is available, but should be limited to the first year and will be supported by multiple town organizations.

VOTE: 5 - 0 Approved and so declared

RESULT: APPROVED AND SO DECLARED

MOVER: Jessica Buhle

SECONDER: Jessica Cobb

AYE 5 Finegan Cobb Kent DiRico Buhle

EXCUSED 4 Olsen English Gallagher Bransford

3. Discussion regarding recreation space within subdivisions

The town departments will be reviewing properties to understand needs and practicality. Director Johnson will be reviewing properties under Parks & Recreation jurisdiction and trying to calculate maintenance costs per acreage.

RESULT: CONTINUE

4. Parks & Rec / Senior Center Merger

Chairman DiRico would ask which Commissioners were interested in continuing to serve on the new combined Commission; and the Senior Commission would need to do the same. The timeline still needed to be finalized, but could be effective within the next month or two.

RESULT: CONTINUE

5. Any Old Business proper to come before the Commission
None

XI. NEW BUSINESS

1. MOTION to plant a tree at Highlands Lake for Jane Perry's husband next to Jane's tree.

RESULT: APPROVED AND SO DECLARED

MOVER: Lucrezia Finegan

SECONDER: Jessica Buhle

AYE 5 Finegan Cobb Kent DiRico Buhle

EXCUSED 4 Olsen English Gallagher Bransford

2. Discussion and possible motion to schedule a park tour

The Commission agreed to defer the Park Tour until the new combined Commission was seated.

RESULT: CONTINUE

3. MOTION to name the parklet at the Town Green in honor of Mary McGrattan.

Moved by Ms. Finegan, seconded by Ms. Cobb

Discussion: It was noted that Ms. McGrattan was a public servant for many years and it was fitting that the parklet be named in her honor.

VOTE: 5-0 Approved and so declared

RESULT: APPROVED AND SO DECLARED

MOVER: Lucrezia Finegan

SECONDER: Jessica Cobb

AYE 5 Finegan Cobb Kent DiRico Buhle

EXCUSED 4 Olsen English Gallagher Bransford

4. Any New Business proper to come before the Commission

This was Approved and so declared.

RESULT: APPROVED AND SO DECLARED

5. Ribbon Cuttings

Ribbon cutting planned for the new playground at Gales Ferry Community Center.

RESULT: DISCUSSED

6. Walkway proposal at Clark & Purdy Field.

The Commission discussed the possibility of adding a walking path around Clark and Purdy Field, and remove the old baseball backstop. These will be considered for future Capital Improvement Projects (CIP).

RESULT: DISCUSSED

X. **ADJOURNMENT**

Ms. Cobb moved the meeting be adjourned, seconded by Ms. Buhle.

VOTE: 5 - 0 Approved and so declared, the meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Kenneth DiRico
Chairman

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



TOWN OF LEDYARD

Senior Citizens Commission

Meeting Minutes - Draft

12 Van Tassel Drive
Gales Ferry, Connecticut 06335

Chairman
Norma Sokolski

Regular Meeting

Wednesday, June 28, 2023

1:30 PM

Senior Citizens Center-Parks &
Recreation Facility

I. CALL TO ORDER

Chairman Sokolski called the meeting to order at 1:32 p.m. at the Ledyard Senior Center.

II. ROLL CALL

Present Chairman Norma Sokolski
Commissioner Paula Crocker
Commissioner Carol Ann Schneider
Commissioner Majorie Winslow
Commissioner Margaret Anne Harding

Absent Commissioner Arleen Brown
Commissioner Katherine Milde
Commissioner John W. Thomas

In addition, the following were present:

Scott Johnson, Director
Monika Verebelyi, Assistant Director
Naomi Rodriguez, Town Council Liaison
Sally Masse, Office Assistant

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None

V. MEMBER COMMENTS

None

VI. REPORTS

1. May Director's Report

RESULT: DISCUSSED

VII. APPROVAL OF MINUTES

1. Motion to approve the Senior Citizens Commission regular meeting minutes of March 22, 2023 and meeting notes from May 24, 2023.

RESULT: APPROVED AND SO DECLARED

MOVER: Carol Ann Schneider

SECONDER: Majorie Winslow

VIII. OLD BUSINESS

1. Action Letter Town Council Meeting 2023-04-27

The Commission reviewed the Town Council Action letter dated April 27, 2023 in which they adopted the

Amendments to Ordinance #100-016 (rev 1) "*An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard*" as contained in the draft dated February 8, 2023 and noted the next steps as follows:

- The Town Council will approve the new Commission members tonight and will schedule a planning meeting.
- Scott Johnson will meet with other directors in September to discuss how to use funding.

RESULT: DISCUSSED

2. Discuss and develop a plan for ARPA funding for Senior Centers

The Senior Commission noted that they would be receiving \$29,827 from ARPA funding. They need to develop a spending plan.

RESULT: CONTINUE

3. Any Old Business proper to come before the Committee

None

XI. NEW BUSINESS

1. Discussion and possible action on agenda items for recommendation to the newly formed combined Parks & Recreation / Senior Citizens Commission.

The Commission noted the following:

- The bathroom doors have been completed but do not latch correctly. Public Works will fix them soon.
- Carport is on radar and will go out for pricing and is in the budget.
- The Fall Events magazine has been delivered.
- HVAC work has been completed.
- Town Council will add the driver full time funding to the budget rather than using a grant.
- Pickle Ball is being played every Monday, Wednesday and Friday from 10 - 12 at the Gales Ferry Community Center. This is for any level and there is no cost.
- Chairman Sokolski will send a letter to the newly formed commission with any outstanding action items.

RESULT: COMPLETED

2. Any New Business proper to come before the Committee
This was Approved and so declared.

RESULT: APPROVED AND SO DECLARED

X. ADJOURNMENT

Motion carried and meeting adjourned at 2:28 p.m.

This was Approved and so declared.

RESULT: APPROVED AND SO DECLARED

MOVER: Majorie Winslow

SECONDER: Margaret Anne Harding

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



TOWN OF LEDYARD
CONNECTICUT

12 Van Tassel Drive
Gales Ferry, CT
06335

PARKS, RECREATION & SENIOR CITIZENS COMMISSION

ORGANIZATIONAL MEETING
HYBRID FORMAT

Director Scott Johnson, Jr.
(860) 464-9112
scott@ledyardrec.org

Chairman Kenneth DiRico

Tuesday, August 15, 2023

7:00 PM

Council Chambers, Town Hall Annex

- I. CALL TO ORDER – The organizational meeting was called to order by Town Council Chairman Dombrowski at 7:00 p.m.

Chairman Dombrowski welcomed all to the Hybrid Meeting. He stated for the Parks, Recreation & Senior Citizens Commission 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
Jessica Cobb	Vice-Chairman	Present	In-Person	7:00 pm	7:47 pm
Paula Crocker	Recording Secretary	Present	Remote	7:00 pm	7:47 pm
Kenneth DiRico	Committee Chairman	Present	In-Person	7:00 pm	7:47 pm
Lucrezia Finegan	Committee Member	Present	In-Person	7:00 pm	7:47 pm
Margaret Anne Harding	Committee Member	Present	In-Person	7:00 pm	7:47 pm
Loretta Kent	Committee Member	Present	In-Person	7:00 pm	7:47 pm
Norma Sokolski	Committee Member	Present	Remote	7:00 pm	7:47 pm
Charles Gallagher	Alternate Member	Absent			
Marjorie Winslow	Alternate Member	Present	Remote	7:00 pm	7:47 pm
Kevin Dombrowski	Town Council Chairman	Present	In-Person	7:00 pm	7:47 pm
Naomi Rodriguz	Town Council Liaison	Present	In-Person	7:00 pm	7:47 pm
Carol Anne Schneider	Resident	Remote	Remote	7:00 pm	7:47 pm
Roxanne Maher	Administrative Assistant	Present	In-Person	7:00 pm	7:47 pm

III. BUSINESS OF MEETING

1. Town Council Chairman Dombrowski called for nominations for Committee Officers:

Ms. Finegan nominated Mr. DiRicco for Chairman

Hearing no further nominations for Commission Chairman, by consensus, Town Council Chairman Dombrowski closed nominations.

- MOTION to elect Kenneth DiRico as Chairman for the Parks, Recreation & Senior Citizens Commission.

Moved by Ms. Finegan, seconded by Ms. Kent

VOTE: 7 – 0 – Approved and so declared

RESULT: APPROVED AND SO DECLARED 7 – 0
MOVER: Lucrezia Finegan, Committee Member
SECONDER: Loretta Kent, Committee Member
AYES: Cobb, Crocker, DiRicco, Finegan, Harding, Kent, Sokolski
ALTERNATE MEMBER: Winslow
ABSENT: Gallagher

Town Council Chairman Dombrowski congratulated Mr. DiRico for being elected to serve as Chairman by his peers, and he turned the meeting over to Commission Chairman DiRico.

Mr. DiRico thanked the Commission for their nomination and their support for him to serve as the Commission Chairman.

Chairman DiRico opened the floor for the election of a Vice-Chairman.

- MOTION to elect Jessica Cobb as Vice- Chairman for the Parks, Recreation & Senior Citizens Commission.
Moved by Ms. Kent, seconded by Ms. Finegan
7 – 0 – Approved and so declared

VOTE:

RESULT: APPROVED AND SO DECLARED 7 – 0
MOVER: Loretta Kent, Committee Member
SECONDER: Lucrezia Finegan, Committee Member
AYES: Cobb, Crocker, DiRicco, Finegan, Harding, Kent, Sokolski
ALTERNATE MEMBER: Winslow
ABSENT: Gallagher

Chairman DiRico opened the floor for the election of a Recording Secretary.

- MOTION to elect Paula Crocker as Recording Secretary for the Parks, Recreation & Senior Citizens Commission.
Moved by Ms. Sokolski, seconded by Ms. Harding
7 – 0 – Approved and so declared

VOTE:

RESULT: APPROVED AND SO DECLARED 7 – 0
MOVER: Norma Sokolski, Committee Member
SECONDER: Margaret Anne Harding, Committee Member
AYES: Cobb, Crocker, DiRicco, Finegan, Harding, Kent, Sokolski
ALTERNATE MEMBER: Winslow
ABSENT: Gallagher

2. MOTION to set the Parks, Recreation & Senior Citizens Commission 2023 Regular Meeting date for the third Tuesday of the month at 7:00 p.m. at the Parks, Recreation & Senior Citizens Facility located at 12 Van Tassel Drive as noted below:

Parks, Recreation & Senior Citizens Commission (3rd Tuesday, Van Tassel Drive, 7:00 p.m.)

September 19 October 17 November 21 December 19
January 16, 2024

Moved by Ms. Kent, seconded by Ms. Finegan

Discussion: The Commission discussed possibly scheduling their meetings earlier in the evening. Based on work schedules and availability the Members agreed that 7:00 p.m. would work for all of them.

VOTE: 7 – 0 – Approved and so declared

RESULT: APPROVED AND SO DECLARED 7 – 0

MOVER: Loretta Kent, Committee Member

SECONDER: Lucrezia Finegan, Committee Member

AYES: Cobb, Crocker, DiRiccio, Finegan, Harding, Kent, Sokolski

ALTERNATE MEMBER: Winslow

ABSENT: Gallagher

3. Review duties and responsibilities outlined in Ordinance #001-016 (rev. 1) “*An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard*”.

Chairman DiRico noted that the Commission’s governing Ordinance was distributed along with their Appointment Letters. He opened the floor for questions and/or comments regarding the role, responsibilities, and duties of the Commission.

Ms. Harding requested clarification regarding the terms outlined in Ordinance #001-016 (rev. 1). She noted the Ordinance called for some members to be appointed for one year, some members to be appointed for two years, and some members to be appointed for three years. But further down in the Ordinance it stated that members would be appointed for three years.

Town Council Chairman Dombrowski explained for the initial member appointments to the newly Combined Parks, Recreation, & Senior Citizens Commission that the expiration of the terms was staggered so that all the members’ terms would not end at the same time. He stated as each member’s term ended that they would then be reappointed for a three-year term. He stated this appointment schedule would keep the terms staggered.

RESULT: COMPLETED

4. Review Outstanding Items of Business from the former Parks & Recreation Commission and former Senior Citizens Commission as follows:

- ***Door to Restroom*** - The Automated Door installation has been completed but does not latch correctly. Also, the handrail down the hallway has a rough edge and people have cut their hand when using the handrail. Public Works will be addressing these issues.
- ***Weights for Silver Sneakers Exercise Class*** – Additional 11lb, 2lb, and 3lb weights have been ordered. Not sure when the weights will arrive. It was noted because there were not enough weights that some folks have been bringing their own weights to the exercise classes.
- ***Meidal Privacy Screen*** on wheels - A Privacy Screen on wheels could be purchased for about \$150.00.
- ***Community Garden***
 - ✓ Public Works was working to put a community garden in back of Parks, Recreation, & Senior Citizens Building.
 - ✓ Expect the Community Garden to be ready for planting next spring, 2024.

Commission Members agreed to discuss whether the Community Garden would be for just Senior Citizens or whether it would be available to all town residents.

- ***Hairdresser Cabinet*** – The Hairdresser has requested a cabinet to lock her things in. A cabinet from the Craft Room could be used. The Seniors may be looking for a new Hairdresser.
 - ✓ Hairdresser currently provided services on Tuesdays and Thursdays at the Van Tassel Facility.
 - ✓ Hairdresser sets the prices for services and keeps 100% of the money.
 - ✓ Must have their own Insurance.
 - ✓ Currently the Hairdresser does not pay to rent/lease space at the Parks, Recreation, & Senior Citizens Facility.
 - ✓ Hair Salon is inspected on a regular basis by Ledge Light Health District (LLHD).

Ms. Kent stated her daughter may be interested in providing Hairdressing/Barber services, noting that she had been providing services at Groton Regency Nursing Home. Parks, Recreation, & Senior Citizens Director Scott Johnson, Jr., stated that he would send Ms. Kent information regarding the Hairdresser services.

- ***Van Rides to the Farmers Market*** on Wednesdays from 4:00 p.m. - 5:00 p.m.
 - ✓ Must be age 55 or older and/or disabled to be eligible Van Rides.
 - ✓ Riders must sign up for Van Rides.
 - ✓ Seniors are picked up at their house.

- ✓ Farmers Market provides Senior Nutrition Vouchers, Seniors need to sign up for Vouchers.
 - ✓ Just began the Van Rides to Farmers Market and they had two riders.
- ***American Rescue Plan Act (ARPA) Funding*** – The Senior Citizens Facility has received approximately \$30,000 of ARPA funding. The Senior Citizens would like to use the ARPA Funding for the following initiatives:
 - ✓ Chairs – The folding chairs were falling apart and were dangerous/hazard. New higher chairs were needed for both the Silver Sneakers Exercise Room and the Dinning Room. Although the Seniors would like the chairs to have some padding they do not want cloth to allow for the chairs to be easily cleaned. Chairman DiRico noted that the new chairs were a priority.
 - ✓ Convert the craft/storage room to an exercise room with the following:
 - Add rubber floor
 - Additional Weights
 - Elliptical Machine
 - Peloton Machine
 - Treadmill

Parks, Recreation, & Senior Citizens Director Scott Johnson, Jr., stated The federal guidelines require the ARPA funding to be obligated by the end of the 2024 calendar year; and spent (liquidated) by the end of the 2026 calendar year.

- ***Boy Scout Project – Skate Park***
 - ✓ A Boy Scout presented to the Parks & Recreation Commission a proposal to create a Skate Park in the Highlands area.
 - ✓ The Scout had three years to complete their project.
 - ✓ The Scout was currently fundraising for the Skate Park project; and would come back to the Commission once they had enough funding to create the project, which would involve concrete structures, etc..
 - ✓ Approvals - Both the Parks, Recreation, & Senior Citizens Commission and the Town Council would need to approve the proposed Capital Improvement Project before the Scout could proceed with the Skate Park.

RESULT: CONTINUED

Next Meeting: 9/ 19/2023 @ 7:00 p.m.

IV. COMMENTS OF COMMISSION MEMBERS

Ms. Cobb noted that yesterday she tried Pickleball for the first time at the Gales Ferry Community Center Tennis Courts. She stated the program offered games for beginners, intermediate, and advanced Pickleball players. She stated Pickleball games were being held on Monday, Wednesday and Friday for Seniors and on Tuesday and Thursday for all ages.

IV. ADJOURNMENT

MOTION to adjourn at 7:47 p.m.
Moved by Ms. Cobb, seconded by Ms. Kent

VOTE: 7 - 0 Approved and so declared.

Respectfully submitted,
Kenneth DiRico
Chairman
Parks, Recreation, & Senior Citizens Commission



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-126

Agenda Date: 9/19/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Boy Scout Skate Park Project Proposal

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Eagle Project Presentation

Xavier DeBrodt

Troop 16

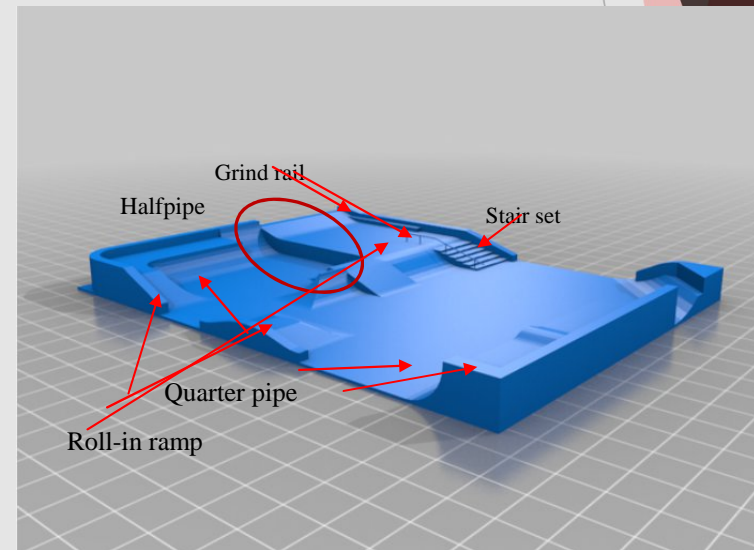
Ledyard, CT

What is an Eagle Scout Project

- ▶ Service project lead, planned, and organized by Life Scout
 - Must benefit the Scouts' community
- ▶ Scout must fundraise and/or apply for grants

My Eagle Scout Project

- ▶ Skatepark in Ledyard
- ▶ Includes:
 - ▶ 1 stair set
 - ▶ 2 grind rails
 - ▶ 1 halfpipe
 - ▶ 3 quarter pipes
 - ▶ 2-3 roll-in ramps
 - ▶ Multiple side ledges
 - ▶ 2 pyramids



Why does Ledyard need a skatepark?

- ▶ Kids in Ledyard ride skateboards and scooters
- ▶ It will be local
- ▶ Great physical activity opportunity

Where will the skatepark be?

- ▶ Highland Lake Park Ledyard, CT
- ▶ Far back empty space of park
- ▶ Main transportation type should be walking/riding to park

How big will the skatepark be?



What materials are needed?

- ▶ Concrete
- ▶ Fencing
- ▶ Metal pipes
- ▶ Handrail/grind rail
- ▶ Wood
- ▶ Screws
- ▶ Paint
- ▶ Signs

What supplies will I need?

- ▶ Food
- ▶ Refreshments
- ▶ Gasoline
- ▶ Tarps
- ▶ Safety supplies
- ▶ Garbage bags

What equipment/tools will I need?

- ▶ Excavators
- ▶ Concrete trucks
- ▶ Dump trucks
- ▶ Shovels
- ▶ Wheelbarrows
- ▶ Drills

What I am currently doing

- ▶ Refining the design for what the skatepark will look like
- ▶ Researching the total costs of materials and labor from the Groton Skatepark
- ▶ Researching how long it took to build the Groton Skatepark

What I have already done

- ▶ Attended a Ledyard Parks and Recreation Committee meeting to present my project
- ▶ Met with the Mayor of Ledyard and discussed with him if it possible for me to be allowed to build a skatepark in the town of Ledyard.
- ▶ Met with Cindy Olsen who had helped lead the build of the Groton Skatepark in Sutton Park.
- ▶ Found a design for what the skatepark will look like.
- ▶ Talked with Jeff Paprocki who led the build of the Groton Skatepark and has his own concrete company.
- ▶ Printed a 3d model of the skatepark.
- ▶ Met with Cindy Olsen to talk about fundraising ideas
- ▶ Presented my proposal to Troop 16 committee
- ▶ Estimated total cost of project

What I still need to do for my proposal

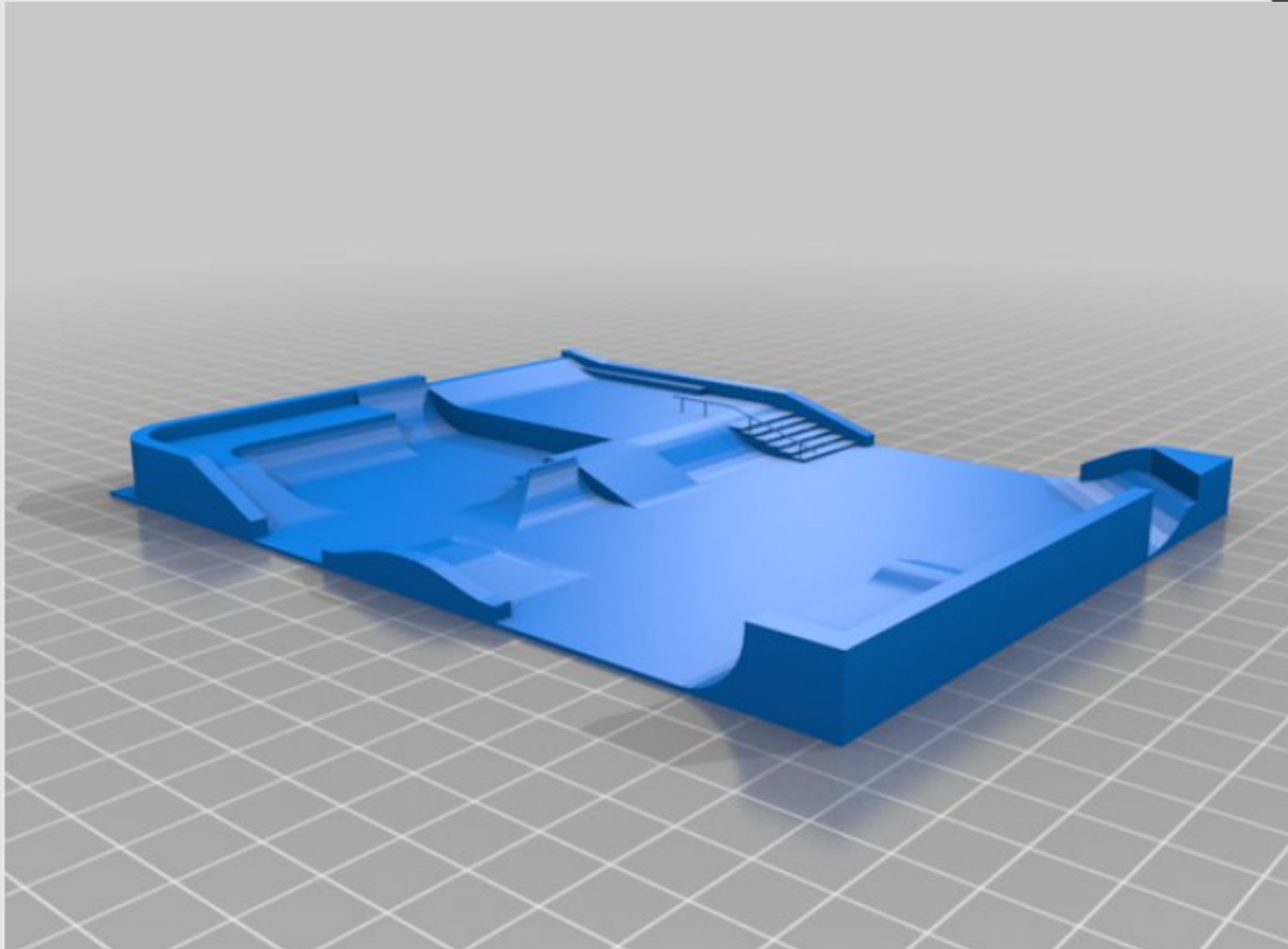
- ▶ Accurate measurements of area
- ▶ Estimate the cost of the materials needed
- ▶ Estimate the cost of the equipment needed
- ▶ Research price for labor of workers
- ▶ Plan phases for how project will be built over time
- ▶ Research how many people are needed
- ▶ Identify tasks that the scouts can do

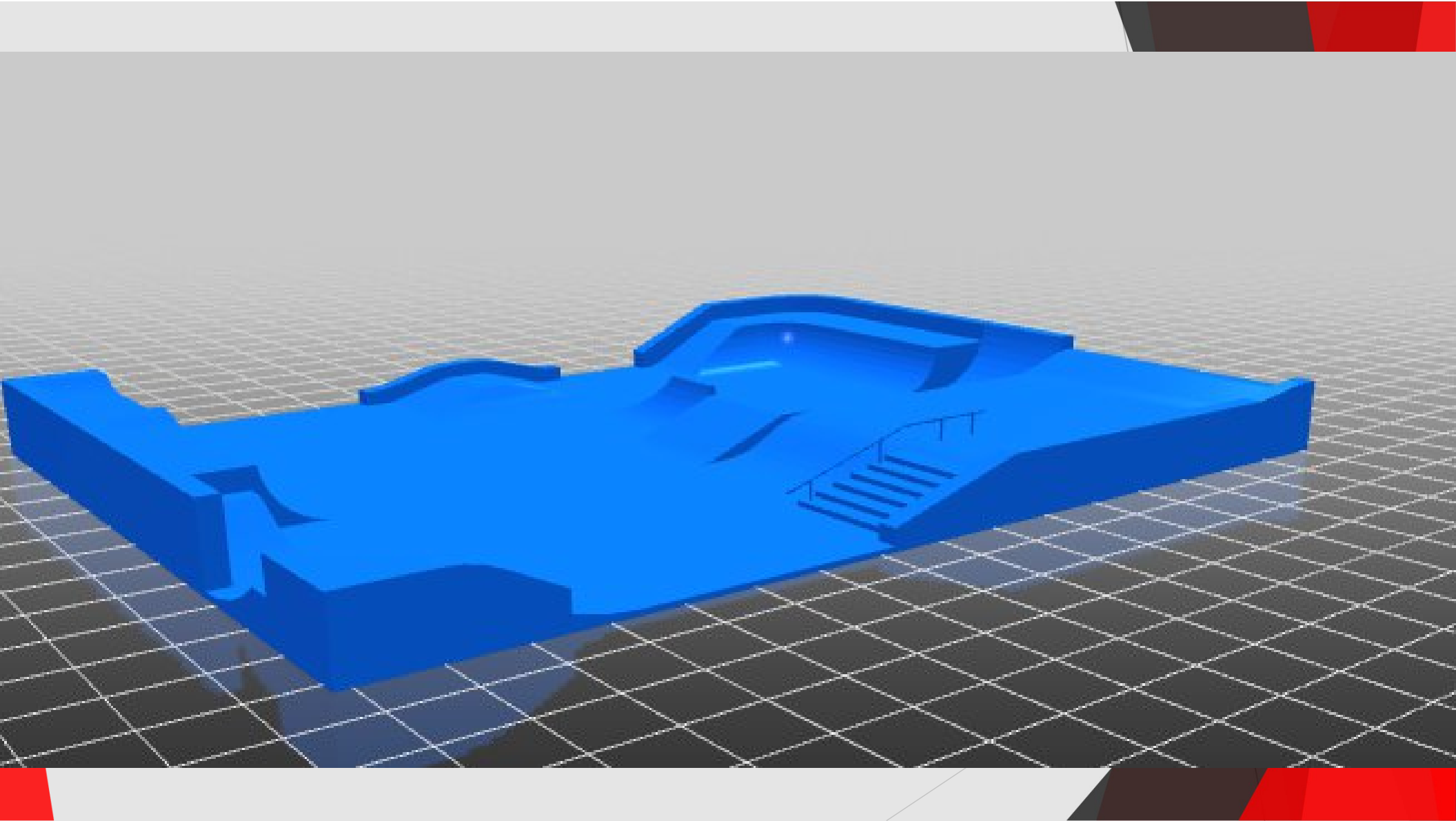
What I will need to do in order to start

- ▶ Approval from Troop 16 Scout Committee.
- ▶ Approval Ledyard from Parks and Rec.
- ▶ Wetlands commission approval
- ▶ Planning and Zoning approval and an 8-24 review (a State required review of any improvements occurring on municipally owned property)
- ▶ Approval from the Town Council for constructing an improvement on Town owned property
- ▶ A financial review by the Town's insurer to determine what the impact would be to the Town's insurance coverage
- ▶ A building permit from the Land Use Department in Town Hall
- ▶ Start fundraising, applying for grants, accepting donations

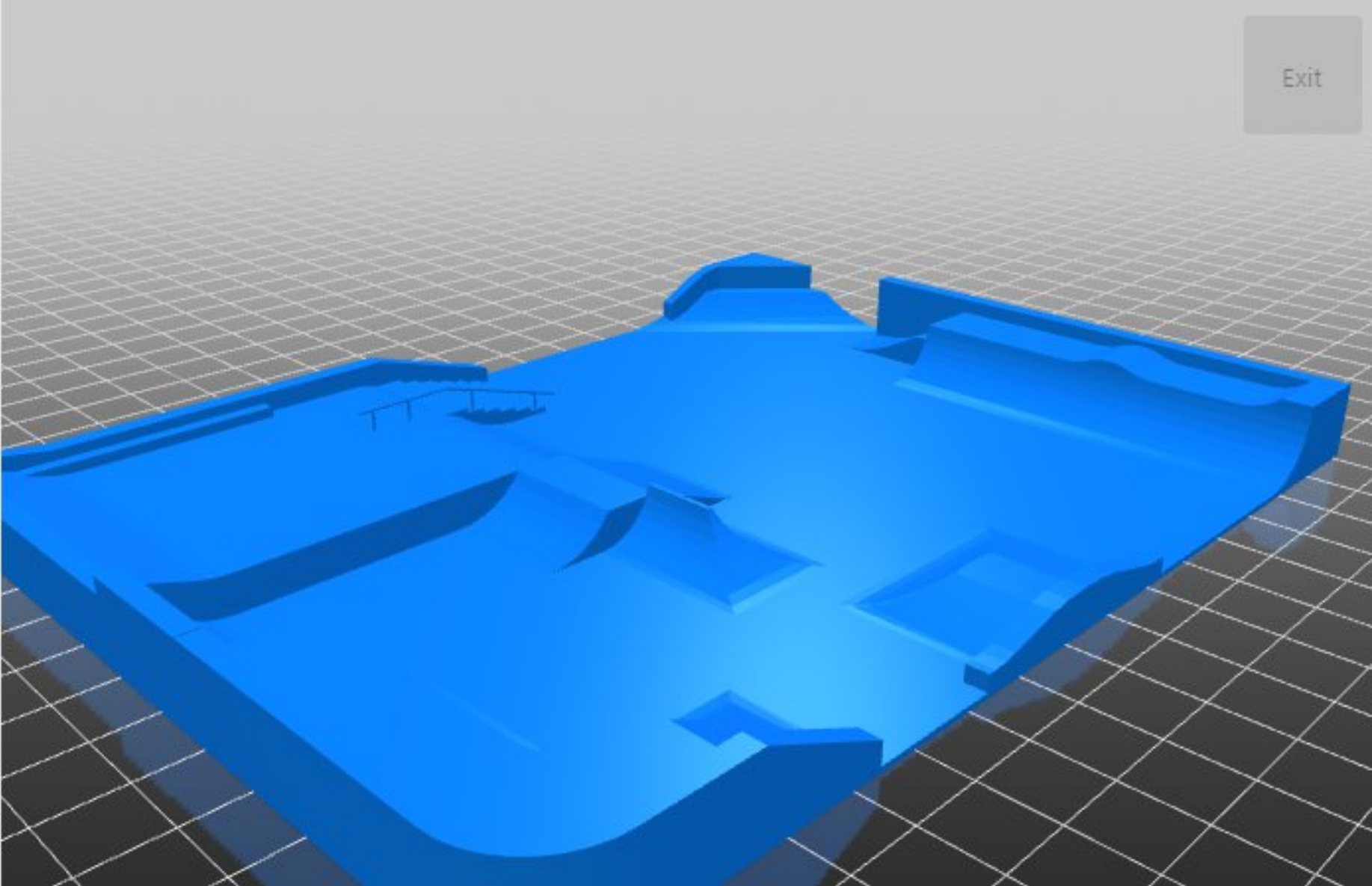
What I will need to do in the future

- ▶ Research the best concrete pouring company
- ▶ Find volunteers
- ▶ Research landscaping companies
- ▶ Find artists to do artwork





Exit



Thank You

Jeff Paprocki
Cindy Olsen
Miles Hassenfeldt
Dawn DeBrodt
Justin DeBrodt
Dr. Brandon Casper
Dr. Jeff Bolkhovsky
Vince Whittle
Scott Johnson

How to get to the park

- ▶ There are multiple ways to get to Highland Lake Park. One of the ways to get to the park is going the Highlands onto Captain Amos Stanton Dr. and going through the woods on a trail and having to cross a log and into Lakeside Condominiums.





TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1430

Agenda Date: 9/19/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion regarding recreation space within subdivisions

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1662

Agenda Date: 9/19/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion and possible motion to schedule a park tour

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1967

Agenda Date: 9/19/2023

Agenda #: 4.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Review Outstanding Items of Business from the former Parks & Recreation Commission and former Senior Citizens Commission.

Outstanding Items: (See Attached)

SENIOR CITIZENS COMMISSION OUTSTANDING ITEMS:

- Door to Restroom - Completed but does not latch correctly. Public Works to fix
- Order weights for Silver Sneakers Exercise Class - 1lb, 2lb, 3lb
- Order Privacy Screen on wheels for use in a medical emergency.
- Public Works is working on a community garden in back of building and will continue work and hopefully can start the garden next spring.
- Hairdresser requests to have a cabinet to lock her things in. This should be able to come from the craft room.
- Start van rides to the Farmers Market on Wednesdays from 4:00 - 5:00
- GRANT FUNDING - Approximately \$30,000 - Price and discuss the following for use with funding
 - ✓ Convert the craft/storage room to an exercise room
 - ✓ Add rubber floor
 - ✓ Weights
 - ✓ Elliptical Machine
 - ✓ Peloton Machine
 - ✓ Treadmill
 - ✓ Chairs - Must not be cloth so they are easily cleaned - Needed for exercise classes and dining room

PARKS & RECREATION COMMISSION OUTSTANDING ITEMS:

- Boy Scout Skate Park Project.

ACTION ITEMS CARRIED OVER TO NEW COMMISSION

Door to rest room - Completed but does not latch correctly. Public Works to fix

Order weights for Silver Sneakers Exercise Class - 1lb, 2lb, 3lb

Order Privacy Screen on wheels for use in a medical emergency.

Public Works is working on a community garden in back of building and will continue work and hopefully can start the garden next spring.

Hairdresser requests to have a cabinet to lock her things in. This should be able to come from the craft room.

Start van rides to the Farmers Market on Wednesdays from 4:00 - 5:00

GRANT FUNDING - Approximately \$30,000 - Price and discuss the following for use with funding

- Convert the craft/storage room to an exercise room
- Add rubber floor
- Weights
- Elliptical Machine
- Peloton Machine
- Treadmill
- Chairs - Must not be cloth so they are easily cleaned - Needed for exercise classes and dining room

Roxanne Maher

From: Scott Johnson
Sent: Tuesday, August 08, 2023 4:58 PM
To: Roxanne Maher
Subject: Action Items
Attachments: ACTION ITEMS SR CTR.docx

Roxanne,

Here are the action items from the Senior Center. The only thing for Parks & Rec I can think of is the Boy Scout Skate Park project.

Sincerely,

Scott Johnson Jr, CPSI

Director

Ledyard Parks and Recreation Department
Ledyard Senior Center
12 Van Tassell Drive
Gales Ferry, CT 06335
860-464-9112

www.ledyardrec.org





TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1254

Agenda Date: 9/19/2023

Agenda #: 5.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discuss and develop a plan for ARPA funding for Senior Centers

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



State of Connecticut
Department of Aging and Disability Services

February 10, 2023

Dear Municipal Leader:

I am excited to share information about available funding for senior centers. As you may be aware during the last legislative session, the Department of Aging and Disability Services (ADS) was awarded \$10 million dollars in American Rescue Plan Act (ARPA) funds for senior centers in Connecticut.

The ADS State Unit on Aging (SUA) spent several months engaging in a thoughtful and thorough process of listening to the current needs and challenges of senior centers, researching the eligible uses for these ARPA funds, and following the legislative intent to re-engage people at their local senior centers. From that process we calculated appropriate distribution of these funds.

We want to ensure that all senior centers throughout the state and their staff benefit from these funds. Of the full amount awarded, the majority of \$750,000, or 7.5%, has been reserved for statewide senior center activities. These activities could potentially include a senior center-focused website, a senior center summit event, and/or a media campaign to encourage engagement at senior centers. There was also \$250,000, or 2.5%, reserved for administrative purposes to support this project.

The remaining \$9,000,000 of the funds has been set aside for Connecticut senior centers and is broken down by municipality. All allocations contain two parts: the base allocation and a formulaic allocation. All municipalities receive a base allocation of \$5,000. The remainder of the allocation is calculated using Census data on town demographics, including share of the population aged 60 and older, race/ethnicity status, disability status, poverty status and whether the town is in a rural location. The allocation for each municipality is included in the attached document.

For the purposes of this funding opportunity, the SUA will continue to use the definition of senior center that was previously used in 2020-2021 when Connecticut senior centers had the opportunity to apply for a reimbursement of Coronavirus Aid, Relief, and Economic Security (CARES) Act funding through the SUA. The definition for senior centers is as follows:

Senior centers include municipal senior centers and 501(c)(3) senior centers. For the purposes of this funding opportunity, senior centers are defined as those that provide multiple services including the core services of information, referral, and assistance. Additional services could include nutrition, wellness, educational, social, and recreational activities.

Municipalities with multiple senior centers that meet the funding definition of senior center shall allocate funding to each senior center in the municipality. Information that municipalities should take into consideration when determining this amount for each senior center may include: usership/membership of the senior center, safety needs of users, staff and volunteers of the senior center, current and anticipated needs of the senior center (according to senior center leadership), and annual budget of the senior center. Municipalities without a senior center within town limits are encouraged to partner with neighboring municipalities who host senior centers that serve their town's residents.

These ARPA funds may be used for certain purposes or "eligible uses." These eligible uses fall under two categories of expenditures within "Provision of Government Services."

- (1) "facility improvements" - which could cover a variety of capital improvements including air & HVAC systems, lighting, accessibility features as well as vehicle acquisition, maintenance, and repurposing; and
- (2) "programming" - which could include the acquisition of program registration software, web design renovation capability, extended senior center hours, special or focused entertainment or programming, while also potentially encompassing expanded staff hours to support those programs, when applicable.

We will soon send out a communication, which will include an electronic "Beneficiaries Information Form" created for the purposes of collecting information regarding how senior centers anticipate using ARPA funds to support older/aging residents and users. Upon receipt of this, the SUA will review the information and upon approval of the plan, an agreement will be signed so funds can be dispensed. Periodic and End of Project reporting will be required by entities who receive funds.

Virtual information sessions will be scheduled to address questions pertaining to the Beneficiaries Information Form and the process of completing the form. The SUA anticipates accepting Beneficiary Information Forms on a rolling basis through June of 2024, giving communities ample time to thoughtfully put together plans.

This letter will be shared with senior centers through the Connecticut Association of Senior Center Personnel (CASCP) as well as the five Area Agencies on Aging senior center distribution lists. I encourage you to work with your community's senior center leadership and program staff to identify needs and possible solutions to current challenges, and how these ARPA funds may bolster and support these initiatives.

I look forward to working with you to best utilize these funds and make a positive impact on our senior centers and communities in Connecticut. For questions, please email stateunitonaging@ct.gov. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Amy Porter". The signature is written in a cursive, flowing style.

Amy Porter
Commissioner

Town	Town Population 60+	Equity Formula (See Info Tab)	Equity Formula Share	Total Allocation w/ \$5k Base Grant	Per Capita Allocation w/ \$5k Base Grant
Andover	820	950	0.1%	\$9,815	\$12
Ansonia	5043	10084	0.6%	\$56,115	\$11
Ashford	823	912	0.1%	\$9,623	\$12
Avon	5322	9936	0.6%	\$55,365	\$10
Barkhamsted	1079	1236	0.1%	\$11,264	\$10
Beacon Falls	2069	3580	0.2%	\$23,145	\$11
Berlin	6022	11395	0.7%	\$62,762	\$10
Bethany	1357	1929	0.1%	\$14,779	\$11
Bethel	4066	7450	0.5%	\$42,765	\$11
Bethlehem	1194	1286	0.1%	\$11,519	\$10
Bloomfield	7038	15886	1.0%	\$85,523	\$12
Bolton	1356	2064	0.1%	\$15,460	\$11
Bozrah	680	901	0.1%	\$9,565	\$14
Branford	9199	17520	1.1%	\$93,806	\$10
Bridgeport	25418	58111	3.6%	\$299,561	\$12
Bridgewater	757	817	0.1%	\$9,141	\$12
Bristol	14611	27829	1.7%	\$146,063	\$10
Brookfield	4263	8337	0.5%	\$47,259	\$11
Brooklyn	1919	3133	0.2%	\$20,880	\$11
Burlington	1968	2597	0.2%	\$18,165	\$9
Canaan	400	449	0.0%	\$7,276	\$18
Canterbury	1511	1717	0.1%	\$13,703	\$9
Canton	3431	5311	0.3%	\$31,922	\$9
Chaplin	701	870	0.1%	\$9,412	\$13
Cheshire	7895	14589	0.9%	\$78,953	\$10
Chester	1415	2133	0.1%	\$15,811	\$11
Clinton	3861	6967	0.4%	\$40,314	\$10
Colchester	3529	5463	0.3%	\$32,691	\$9
Colebrook	366	391	0.0%	\$6,982	\$19
Columbia	1771	2085	0.1%	\$15,569	\$9
Cornwall	542	602	0.0%	\$8,052	\$15
Coventry	3205	4248	0.3%	\$26,533	\$8

Cromwell	4081	7904	0.5%	\$45,065	\$11
Danbury	18216	35338	2.2%	\$184,128	\$10
Darien	4331	7778	0.5%	\$44,427	\$10
Deep River	1132	1786	0.1%	\$14,055	\$12
Derby	3502	6992	0.4%	\$40,442	\$12
Durham	2108	3336	0.2%	\$21,910	\$10
East Granby	1185	1641	0.1%	\$13,319	\$11
East Haddam	2736	3778	0.2%	\$24,150	\$9
East Hampton	3211	5204	0.3%	\$31,380	\$10
East Hartford	9680	20531	1.3%	\$109,070	\$11
East Haven	7306	13691	0.9%	\$74,399	\$10
East Lyme	5727	10562	0.7%	\$58,540	\$10
East Windsor	3056	5059	0.3%	\$30,641	\$10
Eastford	438	509	0.0%	\$7,580	\$17
Easton	2304	3202	0.2%	\$21,231	\$9
Ellington	3830	6549	0.4%	\$38,197	\$10
Enfield	10181	19038	1.2%	\$101,500	\$10
Essex	2077	3870	0.2%	\$24,616	\$12
Fairfield	13558	25045	1.6%	\$131,953	\$10
Farmington	6889	13511	0.8%	\$73,486	\$11
Franklin	452	558	0.0%	\$7,827	\$17
Glastonbury	9458	17157	1.1%	\$91,967	\$10
Goshen	906	1024	0.1%	\$10,191	\$11
Granby	3489	5123	0.3%	\$30,970	\$9
Greenwich	14847	27823	1.7%	\$146,035	\$10
Griswold	3157	4850	0.3%	\$29,587	\$9
Groton	8262	16382	1.0%	\$88,041	\$11
Guilford	7168	12541	0.8%	\$68,570	\$10
Haddam	2371	3449	0.2%	\$22,483	\$9
Hamden	13612	27310	1.7%	\$143,432	\$11
Hampton	556	636	0.0%	\$8,224	\$15
Hartford	20480	50940	3.2%	\$263,212	\$13
Hartland	589	649	0.0%	\$8,290	\$14
Harwinton	1622	2104	0.1%	\$15,666	\$10

Hebron	2253	2727	0.2%	\$18,821	\$8
Kent	1265	1504	0.1%	\$12,624	\$10
Killingly	3955	6249	0.4%	\$36,674	\$9
Killingworth	1998	2375	0.1%	\$17,040	\$9
Lebanon	1951	2169	0.1%	\$15,993	\$8
Ledyard	3116	4898	0.3%	\$29,827	\$10
Lisbon	1120	1336	0.1%	\$11,773	\$11
Litchfield	3139	4548	0.3%	\$28,051	\$9
Lyme	857	1016	0.1%	\$10,152	\$12
Madison	5565	10125	0.6%	\$56,322	\$10
Manchester	12392	24344	1.5%	\$128,397	\$10
Mansfield	3030	5526	0.3%	\$33,011	\$11
Marlborough	1428	2263	0.1%	\$16,472	\$12
Meriden	14029	27678	1.7%	\$145,297	\$10
Middlebury	2464	4440	0.3%	\$27,507	\$11
Middlefield	1296	2137	0.1%	\$15,831	\$12
Middletown	10610	20635	1.3%	\$109,600	\$10
Milford	14711	28152	1.7%	\$147,701	\$10
Monroe	4306	7522	0.5%	\$43,129	\$10
Montville	4012	7332	0.5%	\$42,164	\$11
Morris	622	667	0.0%	\$8,381	\$13
Naugatuck	6874	12620	0.8%	\$68,971	\$10
New Britain	13456	28289	1.8%	\$148,395	\$11
New Canaan	4556	8152	0.5%	\$46,324	\$10
New Fairfield	3505	6110	0.4%	\$35,973	\$10
New Hartford	1446	1869	0.1%	\$14,475	\$10
New Haven	19218	45480	2.8%	\$235,535	\$12
New London	4917	10276	0.6%	\$57,088	\$12
New Milford	6400	10301	0.6%	\$57,213	\$9
Newington	8501	16869	1.0%	\$90,508	\$11
Newtown	6840	10983	0.7%	\$60,674	\$9
Norfolk	606	716	0.0%	\$8,629	\$14
North Branford	4261	7884	0.5%	\$44,962	\$11
North Canaan	902	1061	0.1%	\$10,378	\$12

North Haven	7089	14043	0.9%	\$76,183	\$11
North Stonington	1817	2107	0.1%	\$15,680	\$9
Norwalk	19141	39213	2.4%	\$203,770	\$11
Norwich	9695	18678	1.2%	\$99,677	\$10
Old Lyme	2640	4368	0.3%	\$27,143	\$10
Old Saybrook	3987	6729	0.4%	\$39,111	\$10
Orange	4099	7956	0.5%	\$45,328	\$11
Oxford	3678	5874	0.4%	\$34,777	\$9
Plainfield	3846	6157	0.4%	\$36,209	\$9
Plainville	4710	8997	0.6%	\$50,605	\$11
Plymouth	3074	5240	0.3%	\$31,562	\$10
Pomfret	1202	1411	0.1%	\$12,151	\$10
Portland	2451	3972	0.2%	\$25,135	\$10
Preston	1258	1636	0.1%	\$13,293	\$11
Prospect	2783	4945	0.3%	\$30,068	\$11
Putnam	2500	4344	0.3%	\$27,018	\$11
Redding	2657	3697	0.2%	\$23,739	\$9
Ridgefield	6189	11326	0.7%	\$62,409	\$10
Rocky Hill	5675	11362	0.7%	\$62,593	\$11
Roxbury	797	934	0.1%	\$9,732	\$12
Salem	956	1244	0.1%	\$11,308	\$12
Salisbury	1406	1559	0.1%	\$12,902	\$9
Scotland	366	416	0.0%	\$7,109	\$19
Seymour	3769	6796	0.4%	\$39,448	\$10
Sharon	1222	1387	0.1%	\$12,031	\$10
Shelton	12123	22547	1.4%	\$119,289	\$10
Sherman	1548	1833	0.1%	\$14,292	\$9
Simsbury	5953	10848	0.7%	\$59,990	\$10
Somers	2673	4710	0.3%	\$28,875	\$11
South Windsor	6288	11356	0.7%	\$62,564	\$10
Southbury	7128	13660	0.8%	\$74,240	\$10
Southington	11617	22429	1.4%	\$118,692	\$10
Sprague	696	1001	0.1%	\$10,074	\$14
Stafford	2906	4409	0.3%	\$27,349	\$9

Stamford	27688	58343	3.6%	\$300,738	\$11
Sterling	804	919	0.1%	\$9,658	\$12
Stonington	6236	11084	0.7%	\$61,183	\$10
Stratford	14002	28087	1.7%	\$147,371	\$11
Suffield	3395	5806	0.4%	\$34,429	\$10
Thomaston	1983	3531	0.2%	\$22,897	\$12
Thompson	2587	3762	0.2%	\$24,072	\$9
Tolland	3716	5413	0.3%	\$32,440	\$9
Torrington	9414	17051	1.1%	\$91,433	\$10
Trumbull	8445	16400	1.0%	\$88,131	\$10
Union	312	375	0.0%	\$6,901	\$22
Vernon	6907	12585	0.8%	\$68,793	\$10
Voluntown	654	720	0.0%	\$8,650	\$13
Wallingford	13243	25043	1.6%	\$131,942	\$10
Warren	475	533	0.0%	\$7,702	\$16
Washington	1225	1420	0.1%	\$12,199	\$10
Waterbury	21544	46121	2.9%	\$238,785	\$11
Waterford	5540	10526	0.7%	\$58,354	\$11
Watertown	6293	11626	0.7%	\$63,931	\$10
West Hartford	16320	32671	2.0%	\$170,606	\$10
West Haven	10309	20147	1.3%	\$107,124	\$10
Westbrook	2647	4478	0.3%	\$27,698	\$10
Weston	2394	3884	0.2%	\$24,689	\$10
Westport	7035	12945	0.8%	\$70,618	\$10
Wethersfield	7394	14455	0.9%	\$78,272	\$11
Willington	1434	1826	0.1%	\$14,255	\$10
Wilton	3968	7120	0.4%	\$41,089	\$10
Winchester	3782	6407	0.4%	\$37,475	\$10
Windham	4781	9278	0.6%	\$52,029	\$11
Windsor	7868	16206	1.0%	\$87,145	\$11
Windsor Locks	3220	6023	0.4%	\$35,530	\$11
Wolcott	4647	8649	0.5%	\$48,839	\$11
Woodbridge	2694	5117	0.3%	\$30,939	\$11
Woodbury	3890	5523	0.3%	\$32,998	\$8

Woodstock	2307	2657	0.2%	\$18,467	\$8
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Scott Johnson

From: State Unit, Aging <stateunitonaging@ct.gov>
Sent: Friday, February 10, 2023 7:34 AM
Subject: ARPA Senior Center Funding Information from the Department of Aging and Disability Services
Attachments: CT ADS ARPA Senior_Center_Allocation_Calculations Final Chart.xlsx; ADS ARPA Senior Center Municipal Leader Letter 02 10 2023.pdf
Importance: High
Follow Up Flag: Follow up
Flag Status: Flagged

Hello (and Happy Friday!) 😊

We are excited to be sending this information on American Rescue Plan Act (ARPA) funding for Connecticut senior centers on behalf of the Connecticut Department of Aging and Disability Services' Commissioner Amy Porter.

You are receiving this as a professional who works within a Connecticut senior center. As you may be aware, during this past legislative session the Department of Aging and Disability Services (ADS) was awarded \$10 million dollars in ARPA funds for senior centers in Connecticut. The State Unit on Aging (SUA) within ADS has been diligently working to set up a plan to distribute these funds to senior centers.

Please see the attached letter that was recently sent out to your municipality's leadership for more information on this opportunity. I am encouraging senior center personnel as well as municipal leadership to engage in conversations around senior center staff and members' needs to come up with a plan.

The attachment is the allocation chart, identifying the amount of ARPA funding that is available for distribution within each Connecticut town to the senior centers that are within town limits.

A follow-up communication is forthcoming that will include the questions that will be asked of communities pertaining to these anticipated plans, which will be reviewed by the SUA prior to ARPA funds being dispersed.

Thank you & have a great weekend!

CT Department of Aging and Disability Services | State Unit on Aging | 55 Farmington Ave 12th Floor, Hartford CT 06105 |

local: 860.424.5274 | in-state toll free: 1.888.218.6631 | [Aging and Disability Services Website](#)  



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MEMORANDUM

To: Municipal Leaders and Senior Center Directors

From: Lara Stauning, Staff Attorney, Department of Aging and Disability Services, SUA

Re: Frequently Asked Questions RE: 2022 State ARPA Funding – Statewide Senior Centers

Date: 04/17/2023

This document provides the Department's responses to frequently asked questions (FAQs) related to American Rescue Plan Act funds that were allocated to Connecticut Senior Centers under Public Act 22-146. These FAQs are intended to aid Senior Centers in the administration and use of these funds in accordance with federal law. This document is intended to be a source of guidance, however, please note that it will be updated occasionally as we have more information.

FAQS:

Q: What Senior Centers are eligible to have projects/needs funded?

A: Municipally based, as well as 501(c)(3) non-profit Senior Centers, are eligible to receive funding through these ARPA funds, so long as they fit the working definition of a "Senior Center."

For the purposes of this funding opportunity, the definition of a Senior Center is: "Senior centers include municipal senior centers and 501(c)(3) senior centers. For the purposes of this funding opportunity, senior centers are defined as those that provide multiple services including the core services of information, referral, and assistance. Additional services could include nutrition, wellness, educational, social, and recreational activities."

Q: The “Senior Center” definition states, “...senior centers are defined as those that provide multiple services, including the core services of information, referral and assistance...”; in this case, what does “Information, referral and assistance” mean?

A: To determine whether your older adult programming fits the definition of senior center, please follow the definition of information and assistance that is used by our primary funder, the Older Americans Act.

Information & Assistance is defined under the Older Americans Act (OAA) as: A service for older individuals that— (A) provides the individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology; (B) assesses the problems and capacities of the individuals; (C) links the individuals to the opportunities and services that are available; (D) to the maximum extent practicable, ensures that the individuals receive the services needed by the individuals, and are aware of the opportunities available to the individuals, by establishing adequate follow-up procedures; and (E) serves the entire community of older individuals, particularly— (i) older individuals with greatest social need; (ii) older individuals with greatest economic need; and (iii) older individuals at risk for institutional placement.

The following is further clarification about these services:

Information & Referral and Assistance (I&R/A) denotes a more in-depth process and more enhanced service than traditional I&R, including individualized access assistance, extensive follow-up and individual advocacy if necessary & requested; it is generally less population-specific, expanding to all people who require assistance with accessing services and their caregivers.

We encourage potential beneficiaries to explore whether the services that they have meet the funding definition of “Senior Center” which includes the definition of information and assistance; further clarification of this service as outlined above. If the municipal entity does not meet the definition of a “Senior Center,” the municipality may re-allocate the funds awarded to your community, to another community that does house a Senior Center that may provide service to your community’s older adults.

Q: What if our Senior Center is not a stand-alone Senior Center?

A: Senior Centers and Senior Center programming is hosted in a variety of places and spaces, depending on the town- some are stand-alone, and others are embedded within larger community centers or are housed with other departments or organizations.

The Senior Center definition was made to be broad and as inclusive as possible, though it does illustrate that “Senior centers include municipal senior centers and 501(c)(3) senior centers. For the purposes of this funding opportunity, senior centers are defined as those that provide multiple services including the core services of information,

referral, and assistance. Additional services could include nutrition, wellness, educational, social, and recreational activities.”

Q: Is the \$10 M Statewide Senior Center funding a competitive grant?

A: No. Each Senior Center in Connecticut (municipal and nonprofit) that meets the definition of a “Senior Center” is eligible to receive a portion of the \$10M allocated to their respective municipality. The Allocation Chart was completed and sent out to municipalities on February 10, 2023. Municipalities and Senior Centers are required to work cooperatively to determine a reasonably proportional amount to be allocated to each of the senior centers within their municipalities. Municipalities shall also include any nonprofit senior centers located within the municipality that serves the residents of the municipality.

Q: Is this one-time-only or reoccurring funding?

A: ARPA funding is one-time-only.

Q: When is the submission period?

A: Beneficiary Information Forms (BIF) may be submitted on a rolling basis through 6/28/2024.

Q: Who is the approving/disapproving entity of proposed uses submitted by the senior centers?

A: The State Unit on Aging (SUA) within the Department of Aging and Disability Services will provide a preliminary review of the proposals to ensure that they comply with the acceptable uses under the American Rescue Plan Act (ARPA) and legislative intent. The Office of Policy Management (OPM) will provide final approval of all proposals.

Q: When do awarded funds need to be expended?

A: All awarded funds must be expended by 12/31/2026, however funds must be obligated by contract for projects by 12/31/2024. Any funds not obligated by 12/31/24 and not expended by 12/31/26 must be returned.

Q: Can ARPA funds be expended through 2026?

A: Yes, however, ARPA funds must be **obligated** by 12/31/24. Any ARPA funds not obligated by 12/31/24 must be returned. Funds that are obligated by 12/31/24, must

be expended by 12/31/26. Any funds obligated but not expended by 12/31/26 must be returned. *Sec. 31 CFR 35.5, Use of funds.*

Q: What does “obligated” mean?

A: Under ARPA “ ‘Obligation’ means an order placed for property and services and entering into contracts, subawards, and similar transactions that require payment.” *Sec. 31 CFR 35.3 Definitions.* In order for funds to be considered obligated, the senior center must commit funds in a written contract or other agreement to a particular eligible use by the end of 2024. Funds may be expended after 2024 so long as the payment occurs before December 31, 2026.

Q: Who is responsible for completing the Beneficiary Information Form (BIF)?

A1: Every municipality who hosts a municipally supported senior center/s and who wishes to receive ARPA funding will identify a representative who will be responsible for completing the BIF. The BIF will include explanations for ALL municipally supported senior centers in that town.

A2: Non-profit senior centers will submit a BIF to identify their proposed plans for ARPA funding. There is a separate and unique BIF that non-profit senior centers will use; upon receipt of the Municipal BIF which identifies the non-profit senior center allocation, the SUA will send the leadership of the non-profit senior center this form to complete. Non-profit senior center leadership may also request this BIF by emailing the SUA at stateunitonaging@ct.gov.

Q: Does my municipality or senior center have to request the full amount of allocated funding?

A: No. Municipalities and senior centers have the choice as to the amount of money they request, so long as the request does not exceed the total amount allocated.

Q: How long after I submit the BIF will my municipality/senior center receive the funding?

A: This is dependent administratively on how many BIFs are received and whether the SUA has any additional questions for clarification to approve the plan/s.

Q: What if my municipality’s/senior center’s proposal does not get approved?

A: The SUA is prepared to work with individual Beneficiaries who may have questions, or who may have challenges identifying eligible projects or in preparing their proposal and

completing the BIF. If an entity submits a proposal that does not comply with ARPA or legislative intent, it may re-apply with a new proposal before the deadline.

Q: Can a Senior Center or municipality revise their plan to use the ARPA funding after they have already submitted their Beneficiary Information Form?

A: Yes, but we strongly encourage Senior Centers and municipalities to take ample time to plan proposed uses thoughtfully and thoroughly before submitting their Beneficiary Information Form to avoid the need to make revisions. The SUA understands that unavoidable circumstances may exist that require a resubmission; we request that municipalities and Senior Centers notify the SUA as soon as possible if they believe a revision will be necessary. Depending on the situation, this may require the submission of an entirely new Beneficiary Information Form. Additionally, depending on SUA capacity, this may result in a delay in the review and approval process.

Q: I am a municipality who has more than one senior center within its town limits. How will the funds be allocated?

A: Each municipality is responsible for creating a distribution plan for the ARPA funds that were allocated to them based on the number of Senior Centers within the municipality or that serve their residents. The distribution plan, that municipalities with more than one Senior Center will be required to submit as part of the Beneficiary Information Form, must indicate the portion of their municipality's total allocation that will be awarded to each Senior Center. Municipalities will also be asked to provide a brief explanation of their basis for how the funds were allocated.

Q: I am a municipality that has a Non-profit Senior Center within its town limits. How are the funds allocated?

A: Municipalities are required to include both municipal and nonprofit senior centers in their distribution plan for the ARPA funds that were allocated to the municipality. The amount allocated to each senior center should be communicated by the municipality to each nonprofit senior center on municipal letterhead, signed by town leadership, to verify the town's decision to make the allocation and the amount of such allocation. The non-profit senior center will submit this within its BIF when requesting their allocation of funds.

Q: I am a municipality that has a non-profit senior center within its town limits. Should I include their plans in our BIF?

A: No. Non-profit Senior Center will be requesting their allocation of funding separately, you as the municipality should NOT include the non-profit's plans, or funding allocation within your municipality's BIF.

Q: I represent a nonprofit Senior Center and wish to request our ARPA funding.

A: Once a municipality has determined the portion of ARPA funding that will be delegated to your nonprofit senior center via the submission of their Beneficiary Information Form (BIF), the SUA will reach out to non-profit senior centers directly. The SUA will provide the nonprofit with a "Beneficiary Information Form" specifically designed for nonprofit senior centers to complete and return to the SUA. **PLEASE NOTE:** Non-profit Senior Centers have a separate BIF to complete to request funds. Leadership within these centers should be completing the "CT Non-Profit Senior Centers ARPA Beneficiary Form".

Q: When you say "mitigate the spread of COVID-19 or respond to the negative impacts of the pandemic" what kinds of connections are you looking for? Can you provide some examples?

A: ARPA Senior Center funds must be used to mitigate the spread of COVID-19 and/or to respond to the negative public health impacts of COVID-19. Submissions must provide an explanation of how the proposed projects achieve one, or both, of these goals. Explicitly state how the proposed project will either mitigate the spread of COVID-19 or how it will respond to the negative public health impacts. For example: A new HVAC system for better improved air quality for indoor events; Outdoor space to improve ability to provide outdoor programming and to socially distance/include more people; Purchase of registration software: touch-free registration and attendance and exchange-free registration process; renovation of a specific space to make ADA compliant because you've seen an increase in DME (durable medical equipment) of your users/members since coming back after the pandemic.

Q: May a municipality that received a specific line item for their Senior Center in the 2022 state budget (Avon, Dixwell, Eisenhower, Ellington, Orange & Sullivan Senior Centers) wait to submit their Beneficiary Info Form until they are notified of the portion of the \$10M statewide senior center funding that they will be receiving?

A: Yes. Municipalities can wait until they know the amount of the \$10M that their town will be receiving before sending in the Beneficiary Info Form. They, however, will be asked to submit separate Beneficiary Info Forms for each source, one for their specific award and one for their portion of the state-wide award.

Q: May a municipality that received a specific line item for their Senior Center in the 2022 state budget (Avon, Dixwell, Eisenhower, Ellington, Orange & Sullivan Senior Centers) use their individual allocation, along with their portion of the \$10M statewide senior center funding together to support the same project?

A: Yes. ARPA funds may wholly, or partially support projects. Beneficiaries will have the opportunity to identify what other funding streams will be used to support eligible projects within the BIF. ARPA funds can work with ARPA funds (the individual allocation and the portion of the \$10M allocation) to wholly or partially support projects that fall within the eligible uses of “facility improvements” or “programming”.

Q: Can funds be used to pay for COVID-19 related costs incurred prior to signing the final beneficiary agreement?

A: This is currently under review.

Q: What is the definition of “capital expenditure” for purposes of ARPA?

A: “Capital expenditures” means expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life. *Sec. 2 CFR 200.1 Definitions* .

Q: What kind of reporting will be mandated for taking part in this opportunity?

A: All Beneficiaries of ARPA Senior Center funds will have the opportunity to report to the State of Connecticut regarding this project. Beneficiaries will be asked questions pertaining to ARPA-funded projects throughout the process and once these projects are complete. All Beneficiaries should have on hand, in the case of an audit, bills and invoices and expense reports associated with the use of ARPA funds. The SUA is developing a periodic report form and an end of project report form that will be distributed at a later date that provides due dates and the specific information requested. Guidance regarding program reporting will be shared before senior center funds are distributed.

Q: I am having difficulty logging into either one of the Beneficiary Information Forms and am getting an error message:

A: Try opening the BIF in an “incognito” or “in-private” window. You may do this by right clicking on the BIF link, “copying” the URL and pasting it into an in-private or incognito window. Review the recording of the SUA’s technical assistance sessions regarding the BIF. If you continue to require additional trouble shooting after engaging your own IT resources, please reach out to the State Unit on Aging at stateunitonaging@ct.gov .

Q: What if I cannot complete the Beneficiary Information Form in one sitting? Do I lose all the information that I have entered?

A: The Beneficiary Information Form (also known as the BIF) was designed to allow users to complete a portion of the form and, if necessary, save the progress they made. After clicking on the "Save" button, you will receive an email with a link to the form so you can complete the form at a later time. Users will also be receiving a list of the information that will be requested on the form so they can gather it prior to completion of the form online. **NOTE:** Downloaded documents cannot be saved until the form is completed. Downloaded documents (W-9, Vendor Profile form, Budget and Municipal Contract/Correspondence if applicable) should be downloaded with the final submission.

Q: The BIF isn't allowing me to upload my documents. I cannot submit the whole form until these documents are uploaded.

A: Please note that all uploaded documents MUST be in a PDF (Portable Document Format). No word, excel, jpeg or other kinds of documents will be accepted. Please refer to instructions provided separately as to how to convert certain kinds of documents into a PDF. If you continue to have difficulty converting documents to a PDF after reading the instructions and engaging your own IT support, please reach out to the SUA at stateunitonaging@ct.gov.

Q: While I'm in the form, when I click on "back" or "next" it's not bringing me to the previous/next page; what can I do to make this work?

A: You may have to click "back" or "next" buttons several times to get to the either previous or next page as you move throughout the BIF. This is OK and will be necessary at times to move forward and to eventually submit the form.

Q: Will there be an opportunity to ask questions regarding the project and/or the form?

A1: There are two virtual information sessions that have been scheduled in April 2023. Future Beneficiaries are encouraged to send a representative to one. Sessions will be recorded so if a representative is not able to attend, Beneficiaries may request a recording be sent to them via email. During the session, SUA staff will not only provide a brief overview of the funding opportunity but will also walk through the Beneficiary Information Form (BIF) and will answer general questions pertaining to the project and process.

A2: Any specific questions pertaining to this ARPA funding project must be directed to stateunitonaging@ct.gov. This email is monitored on business days and answers will either be provided directly, or a virtual technical assistance session can be scheduled if necessary between SUA staff and Beneficiaries. Please do not call or email any individual SUA program staff with questions; only use the stateunitonaging@ct.gov email.

Q: How will we receive updates about the ARPA Senior Center funding project?

A: Once a Beneficiary submits their BIF, SUA staff will communicate solely with the identified individual for that entity. If the SUA needs to send out any general communications regarding the ARPA Senior Center funding project, this will be done via email to both Municipal Leadership and Senior Center Leadership, similarly to communications that have previously been sent out regarding this opportunity.

Q: How does our municipal or senior center Representative register for an Information Session?

A: Registration is not necessary. Dates and respective links for Information Sessions are below:

**Friday, April 21, 2023
9:30-11:00AM**

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 244 129 226 315

Passcode: SkhGwg

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 860-840-2075,,131451817#](tel:+18608402075131451817) United States, Hartford

Phone Conference ID: 131 451 817#

**Wednesday, April 26, 2023
2:00-3:30PM**

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 272 700 739 659

Passcode: sZdjDz

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 860-840-2075,,652929719#](tel:+18608402075652929719) United States, Hartford

Phone Conference ID: 652 929 719#



CT Senior Centers ARPA Beneficiaries Information Form

During the 2022 Legislative session, American Rescue Plan Act (ARPA) funds were allocated within the CT Department of Aging and Disability Service's (ADS) budget, to be distributed to Connecticut senior centers; the Department's State Unit on Aging (SUA) has been tasked with administering the funds. Municipalities can use this form to identify allocations for each senior center within the town limits and to request funds for all municipal-run senior center(s) within their town. Municipalities that do not have a senior center within their town limits may contract with another municipality to allocate funds to them, for the benefit of their residents aged 60 years and older. Funds must be used to benefit the senior center and members and must be used in a manner related to the mitigation of COVID-19 or to respond to the negative public health impacts related to COVID-19.

When the SUA receives a municipality's completed form, it will review the information to ensure the anticipated projects are appropriate uses for ARPA funds. If they are, the SUA will work with ADS's finance department to distribute funds to the requesting municipality. Monies distributed to a municipality through this funding opportunity must be used in the way a municipality identifies they are going to be used. Inappropriate use of ARPA funds may result in the state reclaiming these funds from a municipality.

All "CT Senior Centers ARPA Beneficiaries Information" forms must be completed and submitted by 4:00 p.m. on Friday, June 28, 2024.

For the purposes of this funding opportunity, the definition of a senior center is: "Senior centers include municipal senior centers and 501(c)(3) senior centers. For the purposes of this funding opportunity, senior centers are defined as those that provide multiple services including the core services of information, referral, and assistance. Additional services could include nutrition, wellness, educational, social, and recreational activities."

Please provide complete and accurate information so the State Unit on Aging can review and process your request.

Name of municipality *

Street address *

City/Town *

Zip code *

Name of authorized representative for the municipality (the person who will be signing this form) *

Street address *

City/Town *

Zip code *

Job title *

Phone number *

Please enter a valid phone number.

Email *

If the senior center authorized representative is also the designee, click here

Name of designee for the municipality *

Street address *

City/Town *

Zip code *

Job title *

Phone number *

Please enter a valid phone number.

Email *

A Unique Entity Identifier (UEI) is required for all organizations and municipalities to receive federal funds

UEI Number *

If you don't already have a UEI number, you can go to: sam.gov/content/duns-uei to get one. This page provides step by step directions for getting a UEI to replace your DUNS number if you haven't done so already

FEIN *

Name of primary person to whom communications should be sent *

Street address *

City/Town *

Zip code *

Job title *

Phone Number *

Please enter a valid phone number.

Email *

Name of alternate person to whom communications should be sent

Street address

City/Town

Zip code

Job title

Phone number

Please enter a valid phone number.

Email

Finance Contact Person *

Finance Contact Person Job title *

Finance Contact Person Phone number *

Please enter a valid phone number.

Finance Contact Person Email *

How do you wish to receive funding? *

Check

ACH (automated clearing house)

***If you wish to receive payment via ACH (also known as a direct deposit) please set that up with the Office of the State Comptroller (OSC): [Vendor Resources - OSC](#)**

In which Area Agency on Aging (AAA) region are you located? *

If you do not know within which region your town is located, please check with the following link: [Area Agencies on Aging \(ct.gov\)](#)

How many senior centers are in your municipality? *

Municipalities who do not have a Senior Center within their town limits may contract with another municipality, allocating funds to them, for the benefit of their Residents aged 60 years and older.

The definition of a Senior Center is: *“Senior centers include municipal senior centers and 501(c)(3) senior centers. For the purposes of this funding opportunity, senior centers are defined as those that provide multiple services including the core services of information, referral, and assistance. Additional services could include nutrition, wellness, educational, social, and recreational activities.”*

If you do not have any Centers within your municipality, will you be contracting with another municipality for Senior Center services? *

Yes

No

N/A

If yes, which municipality will you contract with?

Has another municipality allocated their ARPA Senior Center funding to your municipality?

Yes

No

If yes, which municipality?

Every municipality requesting funds has an obligation to support every senior center within its town limits, including 501c(3) non-profit Senior Centers. See the definition of "senior centers" at the beginning of this application and in the introduction letter from Commissioner Porter. If your municipality hosts multiple senior centers, you will have to determine a funding allocation for each senior center. Information that municipalities may take into consideration when determining this amount for each senior center include: usership/membership of the senior center, safety needs of users, staff and volunteers of the senior center, current and anticipated needs of the senior center (according to senior center leadership), and the annual budget of the senior center. If your municipality hosts multiple centers, please describe how you plan to determine funding amounts for each senior center within your municipality.

0/500

Senior Center Profile 1: Information and Project Descriptions

Please complete an entire "Senior Center Profile" for each senior center within your municipality.

1. Senior Center Name *

a. Street address *

City/Town *

Zip code *

b. Senior Center Director Name *

c. Senior Center Director job title *

d. Senior Center Director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

Municipal government

501c(3) non-profit

g. Senior Center Director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

Yes

No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under “Map Options” click on “Color QCT Qualified Tracts.” In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on “Go.”

j. Status of Current Operations *

- Closed to the public
- Open by appointment/registration only
- Open to members only
- Open to members and the public

If open, check all programs/services that apply:

- Arts, crafts
- Benefits application assistance, including Medicare
- Entertainment
- Exercise/fitness
- Games (BINGO, billiards, etc.)
- Information and referral services
- Lectures, classes, lifelong learning
- Congregate or meals to go
- Medical Services such as foot care
- Social work services/counseling
- Support groups
- Transportation to medical appointments
- Transportation for other errands/needs

k. Approximately how many unduplicated members/participants does the center typically serve annually? If you have a membership, please provide your current membership count. *

l. Number of dedicated senior center full-time staff *

m. Number of dedicated senior center part-time staff *

ARPA senior center funds may be used for facility improvements or programming that mitigate the spread of COVID-19 and/or respond to the negative public health impact due to COVID-19. There will be an opportunity for each project for a senior center to describe how it relates to the COVID-19 pandemic

Working definition and examples of “Facility Improvements”: means improvements to senior center infrastructure, which may include capital improvements to promote and encourage older adults to access senior centers. Improvements that encourage healthier living environments, outdoor recreation, socialization, connection amongst older adults and to services and programs designed to mitigate the spread of COVID-19 and/or to respond to the negative public health effects of COVID-19. Examples may include, but are not limited to: building a covered outdoor seating area at the senior center for participants to allow for social distancing; upgrades to HVAC systems that provide better air filtration; building modifications to reconfigure or enlarge indoor spaces to allow for social distancing; or purchase of vehicles to provide transport to senior center and senior center activities to promote better access to the services provided by the senior center including, but not limited to, health services (including vaccines), social services, and social engagement.

Working definition and examples of “Programming”: means services and/or events that support social connection and the physical, emotional, spiritual, or educational needs of senior center members, while supplying opportunities for enriching quality of life, expanding interests, tapping potential, and developing talents. senior center programming may include purchased items, promotional materials, and services, associated staffing and contracted services associated with providing services or events at a senior center that respond to the negative public health impact of COVID-19. Examples may include but are not limited to: extended hours and associated needed staffing to attract new members; contracted mental health services; registration software and equipment that encourage social distancing; or credit card systems that discourage cash/check exchange between individuals.

What type of project(s) is this senior center funding going to be used? (Check all that apply)

Check here if used for Facility Improvements

Check here if used for Programming

Please complete “Project Description”, “COVID-Relation” “Project Detail”, “Project Budget” “Equity Efforts” and “Community Engagement Efforts” for each anticipated project at each Senior Center within your municipality:

Facility Improvements

Project Description: This brief description should detail the project’s purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. Brief description of how a recipient's response is related, and reasonably and proportional to a public health or negative economic impact of COVID-19. Not required for projects that consist solely of capital expenditures.

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Programming

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. Brief description of how a recipient's response is related, and reasonably and proportional to a public health or negative economic impact of COVID-19. Not required for projects that consist solely of capital expenditures.

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Thank you for the information regarding this non-profit senior center. The State Unit on Aging will directly reach out to this Senior Center's leadership so they can provide further information regarding their ARPA funding allocation.

Senior Center Profile 2: Information and Project Descriptions

Please complete an entire "Senior Center Profile" for each senior center within your municipality.

1. Senior Center Name *

a. Street address *

City/Town *

Zip code *

b. Senior Center director name *

c. Senior Center director job title *

d. Senior Center director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

501c(3) non-profit

g. Senior center director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

Yes

No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under “Map Options” click on “Color QCT Qualified Tracts.” In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on “Go.”

j. Status of Current Operations *

Closed to the public

Open by appointment/registration only

Open to members only

Open to members and the public

If open, check all programs/services that apply:

Arts, crafts

Benefits application assistance, including Medicare

Entertainment

Exercise/fitness

Games (BINGO, billiards, etc.)

Information and referral services

Lectures, classes, lifelong learning

Congregate or meals to go

Medical Services such as foot care

Social work services/counseling

Support groups

Transportation to medical appointments

Transportation for other errands/needs

k. Approximately how many unduplicated members/participants does the center typically serve annually? If you have a membership, please provide your current membership count. *

l. Number of dedicated senior center full-time staff *

m. Number of dedicated senior center part-time staff *

ARPA senior center funds may be used for facility improvements or programming that mitigate the spread of COVID-19 and/or respond to the negative public health impact due to COVID-19. There will be an opportunity for each project for a senior center to describe how it relates to the COVID-19 pandemic.

Working definition and examples of “Facility Improvements”: means improvements to senior center infrastructure, which may include capital improvements to promote and encourage older adults to access senior centers. Improvements that encourage healthier living environments, outdoor recreation, socialization, connection amongst older adults and to services and programs designed to mitigate the spread of COVID-19 and/or to respond to the negative public health effects of COVID-19. Examples may include, but are not limited to: building a covered outdoor seating area at the senior center for participants to allow for social distancing; upgrades to HVAC systems that provide better air filtration; building modifications to reconfigure or enlarge indoor spaces to allow for social distancing; or purchase of vehicles to provide transport to senior center and senior center activities to promote better access to the services provided by the senior center including, but not limited to, health services (including vaccines), social services, and social engagement.

Working definition and examples of “Programming”: means services and/or events that support social connection and the physical, emotional, spiritual, or educational needs of senior center members, while supplying opportunities for enriching quality of life, expanding interests, tapping potential, and developing talents. Senior center programming may include purchased items, promotional materials, and services, associated staffing and contracted services associated with providing services or events at a senior center that respond to the negative public health impact of COVID-19. Examples may include but are not limited to: extended hours and associated needed staffing to attract new members; contracted mental health services; registration software and equipment that encourage social distancing; or credit card systems that discourage cash/check exchange between individuals.

What type of project(s) is this senior center funding going to be used? (Check all that apply)

Check here if used for Facility Improvements

Check here if used for Programming

Please complete "Project Description", "COVID-Relation", "Project Detail", "Project Budget", "Equity Efforts" and "Community Engagement Efforts" for each anticipated project at each Senior Center within your municipality:

Facility Improvements

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. Brief description of how a recipient's response is related, and reasonably and proportional to a public health or negative economic impact of COVID-19. Not required for projects that consist solely of capital expenditures.

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Programming

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary

delivery mechanisms and partners, if applicable. Link to website of project if available. Brief description of how a recipient's response is related, and reasonably and proportional to a public health or negative economic impact of COVID-19. Not required for projects that consist solely of capital expenditures.

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Thank you for the information regarding this non-profit senior center. The State Unit on Aging will directly reach out to this Senior Center's leadership so they can provide further information regarding their ARPA funding allocation.

Senior Center Profile 3: Information and Project Descriptions

Please complete an entire "Senior Center Profile" for each Senior Center within your municipality.

1. Senior Center Name *

a. Street address *

City/Town *

Zip code *

b. Senior Center director name *

c. Senior Center director job title *

d. Senior Center director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

Municipal government

501c(3) non-profit

g. Senior center director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

Yes

No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under "Map Options" click on "Color QCT Qualified Tracts." In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on "Go."

j. Status of Current Operations *

- Closed to the public
- Open by appointment/registration only
- Open to members only
- Open to members and the public

If open, check all programs/services that apply:

- Arts, crafts
- Benefits application assistance, including Medicare
- Entertainment
- Exercise/fitness
- Games (BINGO, billiards, etc.)
- Information and referral services
- Lectures, classes, lifelong learning
- Congregate or meals to go
- Medical Services such as foot care
- Social work services/counseling
- Support groups
- Transportation to medical appointments
- Transportation for other errands/needs

k. Approximately how many unduplicated members/participants does the center typically serve annually? If you have a membership, please provide your current membership count. *

l. Number of dedicated senior center full-time staff *

m. Number of dedicated senior center part-time staff *

ARPA senior center funds may be used for facility improvements or programming that mitigate the spread of COVID-19 and/or respond to the negative public health impact due to COVID-19. There will be an opportunity for each project for a senior center to describe how it relates to the COVID-19 pandemic.

Working definition and examples of “Facility Improvements”: means improvements to senior center infrastructure, which may include capital improvements to promote and encourage older adults to access senior centers. Improvements that encourage healthier living environments, outdoor recreation, socialization, connection amongst older adults and to services and programs designed to mitigate the spread of COVID-19 and/or to respond to the negative public health effects of COVID-19. Examples may include, but are not limited to: building a covered outdoor

seating area at the senior center for participants to allow for social distancing; upgrades to HVAC systems that provide better air filtration; building modifications to reconfigure or enlarge indoor spaces to allow for social distancing; or purchase of vehicles to provide transport to senior center and senior center activities to promote better access to the services provided by the senior center including, but not limited to, health services (including vaccines), social services, and social engagement.

Working definition and examples of “Programming”: means services and/or events that support social connection and the physical, emotional, spiritual, or educational needs of senior center members, while supplying opportunities for enriching quality of life, expanding interests, tapping potential, and developing talents. Senior center programming may include purchased items, promotional materials, and services, associated staffing and contracted services associated with providing services or events at a senior center that respond to the negative public health impact of COVID-19. Examples may include but are not limited to: extended hours and associated needed staffing to attract new members; contracted mental health services; registration software and equipment that encourage social distancing; or credit card systems that discourage cash/check exchange between individuals.

What type of project(s) is this senior center funding going to be used? (Check all that apply)

Check here if used for Facility Improvements

Check here if used for Programming

Please complete “Project Description”, “COVID-Relation” “Project Detail”, “Project Budget” “Equity Efforts” and “Community Engagement Efforts” for each anticipated project at each Senior Center within your municipality:

Facility Improvements

Project Description: This brief description should detail the project’s purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. Brief description of how a recipient's response is related, and reasonably and proportional to a public health or negative economic impact of COVID-19. Not required for projects that consist solely of capital expenditures.

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Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

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Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

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Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

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Programming

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

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1. Senior Center Name *

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b. Senior center director name *

c. Senior center director job title *

d. Senior Center director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

g. Senior center director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

Yes

No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under “Map Options” click on “Color QCT Qualified Tracts.” In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on “Go.”

j. Status of Current Operations *

Closed to the public

Open by appointment/registration only

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If open, check all programs/services that apply:

Arts, crafts

Benefits application assistance, including Medicare

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Exercise/fitness

Games (BINGO, billiards, etc.)

Information and referral services

Lectures, classes, lifelong learning

Congregate or meals to go

Medical Services such as foot care

Social work services/counseling

Support groups

Transportation to medical appointments

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Check here if used for Facility Improvements

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Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Thank you for the information regarding this non-profit senior center. The State Unit on Aging will directly reach out to this Senior Center's leadership so they can provide further information regarding their ARPA funding allocation.

TOTAL FUNDING AMOUNT REQUESTED: This is the total amount of funding for all projects for all municipal-run senior centers within the municipality's limits for which you are requesting ARPA funds. This amount may not exceed the total allocation for your municipality unless your municipality has been allocated ARPA senior center funds from another municipality. In that case, the total request must not exceed the combined allocation for both municipalities. This dollar amount must match the total within the municipality's budget. A municipality may request a portion of their town's allocated ARPA senior center funding but no more than what has been allocated. For municipalities that host non-profit senior centers within their town limits, do NOT include the amount of funding that is allocated to those non-profit senior centers.

Total Funding Amount Requested (For purposes of clarity, please enter your answers with appropriate comma separations, i.e.: \$100,000 instead of \$100000) *

SUBMISSION REQUIREMENTS:

Submit this completed application. Your application is NOT complete unless you have uploaded the following forms: *

1 Project budget per
municipality

1 Agency Vendor Form

1 IRS Form W-9

Municipal agreement or correspondence between municipalities (if applicable)

Please note: All uploaded forms must be in PDF format. No JPEG or Microsoft Word docs will be accepted. Vendor profile forms and W-9s must have matching information, including vendor name, address, and authorized representative name/signature.

Please click [here](#) to download the Budget Worksheet and attach it below.

Please click [here](#) to download the Agency Vendor Form and attach it below.

Please click [here](#) to download the IRS Form W-9 and attach it below.

Name of authorized representative for municipality (or designee) *

Job title *

Date *

Month Day Year



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2088

Agenda Date: 9/19/2023

Agenda #: 1.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to request the Town Council appropriate up-to \$16,082.00 from CNR Account #20360101(Parks and Recreation Capital Non-Recurring Fund) for the Pfizer Field Improvement Project.

Background:

The Ledyard Parks, Recreation, & Senior Citizens Department is requesting \$16,082.00 out of the Parks and Recreation Capital account (20360101) for Pfizer field improvements.

Background:

We have a unique opportunity where little league and the BOE are funding repairs to the High School field that will allow us to shut down the Pfizer Senior baseball field this fall to make needed repairs/ upgrades. Little League has funded other improvements at Pfizer that include bringing power to the property and installing a score board. The proposed work will address safety concerns, improve drainage, and increase the overall quality of the field with the intent of being able to host state tournaments in the future.

Improvements:

1. Bring in loam to level and hydro seed a large indent located in right field.
2. Bring in red clay and sod to level the infield and eliminate any elevation change “lips”. The transition from infield to turf should be flat.
3. Additional seed to increase the overseed rate. Overseeding is part of our turf management contract, and the additional seed will allow us to seed at higher pound per square foot than what is included under the contract. This will allow us to take full advantage of the field closure to establish new turf and fill in bare spots.

Safety/ Liability Concerns:

1. Elevation/grade changes on a baseball field are a tripping hazard and can lead to sprained/rolled ankles.
2. The ball interacts differently with uneven turf causing the ball to change direction suddenly or cause a ground ball to become airborne.

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*” Section 4 (see below)

Section 4. Expenditure of Funds

(a) Upon 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 incurred for any of the following:

1. Acquisition, development, improvement, maintenance and expansion of park and recreation lands;
2. Acquisition, erection, installation, maintenance, improvement, repair and replacement of park or recreation facilities and equipment;
3. Development, establishment and improvement of Park or recreation programs;
4. Any other capital or non-recurring expenditure incurred for park or recreational purposes. (see attached Ordinance)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



AN ORDINANCE
CREATING A MUNICIPAL PARK AND RECREATION CAPITAL
AND NON-RECURRING EXPENSE FUND
FOR THE TOWN OF LEDYARD

RECEIVED FOR RECORDS
2019 SEP 26 AM 11:42
Teresa A. Riney
LEDYARD TOWN CLERK

Be it ordained by the Town Council of the Town of Ledyard

Section 1. Purpose

Pursuant to the provisions Connecticut General Statutes Chapter 97 Section 7-129a there is hereby established a special fund which shall be known as the Park and Recreation Capital and Non-Recurring Expense Fund.

Section 2. Deposit of Funds

There shall be deposited in said fund:

1. All monies received by the Town of Ledyard, from whatever source and by whatever means, as gifts for park or recreation purposes;
2. All monies received by the Town of Ledyard from whatever source and by whatever means, as governmental grants or loans for park or recreational purposes;
3. All monies received by the Town of Ledyard from the sale or voluntary or involuntary conveyance of land intended to be used for park or recreational purposes, and
4. All money appropriated to said fund by the Town of Ledyard.

Section 3. Custody of Fund

Said fund shall be in the custody of the Treasurer of the Town of Ledyard.

All or any part of the monies in said fund may, from time to time, be invested in any securities in which public funds may lawfully be invested. All income derived from such investments shall be paid into the fund and become a part thereof.

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The monies so invested shall at all times be subject to withdrawal from such investment for use as provided in Section 4 of this Ordinance.

Annually, the Town Treasurer shall submit to the Parks and Recreation Commission and the legislative body of the Town a complete and detailed report of the condition of said fund, which report shall be made a part of the annual Town Report.

Section 4. Expenditure of Funds

- (a) Upon 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 incurred for any of the following:
1. Acquisition, development, improvement, maintenance and expansion of park and recreation lands;
 2. Acquisition, erection, installation, maintenance, improvement, repair and replacement of park or recreation facilities and equipment;

3. Development, establishment and improvement of Park or recreation programs;
 4. Any other capital or non-recurring expenditure incurred for park or recreational purposes.
- (b) Upon Town Council authorization gifted monies that has been received for a specific purpose may be expended directly from this fund, in accordance with the purpose in which the funds were gifted. Such expenditures shall not cumulatively exceed \$1,500 in a fiscal year.

No budget proposed or approved or appropriation made for park or recreational purposes in the Town shall be reduced, ratably or otherwise, in consideration of any monies in said fund.

Section. 5. Severability

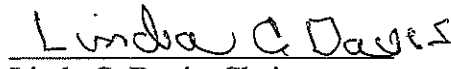
If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 6. Effective Date

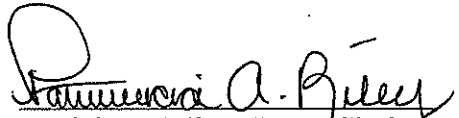
Adopted: September 28, 2016

Effective Date: December 12, 2016

Renumbered by the Ledyard Town Council on: September 25, 2019


Linda C. Davis, Chairman


Fred B. Allyn, III, Mayor


Patricia A. Riley, Town Clerk

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Revision: *Ordinance #13 "An Ordinance Creating a Municipal Park and Recreation Capital and Non-Recurring Expense Fund for the Town of Ledyard" Adopted Town Meeting December 11, 1967; Effective: December 29, 1967; Ordinance #143 "An Ordinance Amending an Ordinance Creating a Municipal Park and Recreation Capital and Non-Recurring Expense Fund for the Town of Ledyard" Adopted: September 28, 2016. Effective December 12, 2016.*

History:

The Twenty-fourth Town Council (2017- 2019) Ordinance Update Initiative: Renumbered Ordinance #143 "*An Ordinance Creating a Municipal Park and Recreation Capital and Non-Recurring Expense Fund for the Town of Ledyard*" to Ordinance #200-012.

2019: Title – Removed "*An Ordinance Amending*" per Town Attorney the "History" Paragraph indicates that the Ordinance has been amended. Updated the word "money" to "monies" throughout the document. Removed Section 6 "Cancellation" per Town Attorney the "History" Paragraph indicates that the Ordinance has been amended. Added New Section 6 "Effective Date". No substantive changes were made to the ordinance.

RECEIVED FOR RECORD
2019 SEP 26 AM 11:39

Patricia A. Pinsky
LEDYARD TOWN CLERK

AN ORDINANCE
PROVIDING FOR THE TRANSFER OF CERTAIN REVENUE FROM
THE REAL ESTATE CONVEYANCE TAX TO
SPECIFIC TOWN OF LEDYARD FUNDS

Be it ordained by the people of the Town of Ledyard, that Ordinance #101 entitled, "*Ordinance Providing for the Transfer of Revenue from the Real Estate Conveyance Tax to the Park and Recreation Capital and Non-Recurring Expense Fund*", be amended and superseded (Ordinance #116) as follows:

Section 1. Allocation of Funds

Commencing on the effective date of this ordinance and continually thereafter, all revenue remitted to the town by the Town Clerk from the real estate conveyance tax shall be deposited to the following Town of Ledyard Funds in the specified percentages. A sum equal to forty percent (40%) of the money thus received shall be deposited to Fund 8, the Parks and Recreation Capital and Non Recurring Expense Fund; an additional forty percent (40%) of said money shall be deposited to Fund 6, Capital and Non Recurring Funds, to be used only for capital/infrastructure expenses; and the remaining twenty percent (20%) of said money shall be deposited to Fund 6, Capital and Non Recurring Funds, with an Acquisition of Open Space Allocation

Section 2. Recommendations in the Expenditure of Funds

Prior to bringing proposed expenditures to a Town Meeting, the Town Council shall seek the recommendations from appropriate Town agencies. In the case of expenditures from the Park and Recreation Capital and Non Recurring Expense Fund, the recommendation of the Mayor and the Parks and Recreation Commission shall be sought. In the case of expenditures for the Acquisition of Open Space Funds, the recommendations of the Mayor, the Planning and Zoning Commission, and the Conservation Commission shall be sought.

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When the expenditure from any of the funds does not require a Town Meeting, the Town Council shall seek the Mayor's recommendation prior to making an appropriation.

Section 3. Continuations of this Ordinance

Consistent with the dictates of Conn. Gen. Stat. Sec. 12-504, if the Federal government imposes a federal documentary stamp tax on real estate transfers at the same rate, or a higher rate than that imposed by Public Act 693 of the 1967 General Assembly (Conn. Gen. Stat. Sec. 12-494), this Ordinance shall cease to have any force and effect; but if such federal tax is imposed at a rate less than the imposed by said state statute, this Ordinance shall continue in effect.

Section 4. Severability.

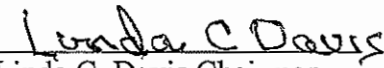
If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

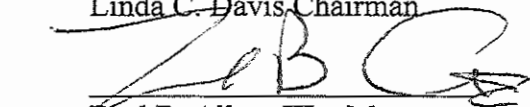
Section 5. Effective Date

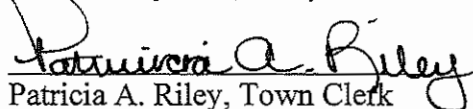
Adopted: February 13, 2008

Effective Date: March 7, 2008

Renumbered by the Ledyard Town Council on: September 25, 2019


 Linda C. Davis, Chairman


 Fred B. Allyn, III, . Mayor


 Patricia A. Riley, Town Clerk

Revisions: Ordinance #14 *“An Ordinance Providing for The Transfer of Certain Revenue from The Real Estate Conveyance Tax to Specific Town of Ledyard Funds”* Adopted: December 11, 1967; Effective: December 29, 1967; Ordinance #87 *“An Ordinance Providing for The Transfer of Certain Revenue from The Real Estate Conveyance Tax to Specific Town of Ledyard Funds”* Adopted May 14, 2003; Ordinance #101 *“An Ordinance Providing for The Transfer of Certain Revenue from The Real Estate Conveyance Tax to Specific Town of Ledyard Funds”* Adopted: April 12, 2006; Effective: May 11, 2006. Ordinance #116 *“An Ordinance Providing for The Transfer of Certain Revenue from The Real Estate Conveyance Tax to Specific Town of Ledyard Funds”* Adopted: February 13, 2008; Effective: March 7, 2008.

History:

The Twenty-fourth Town Council (2017- 2019) Ordinance Update Initiative: Renumbered Ordinance #116 *“Ordinance Providing for the Transfer of Certain Revenue from Real Estate Conveyance Tax to Specific Town of Ledyard Funds”* to Ordinance #200-009.

1967: Ordinance #14 was adopted to provide an allocation from the real estate conveyance tax received to a Capital Non-Recurring Account (Fund 8) to provide funding for Parks and Recreation capital improvements to its parks and facilities.

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2003: Ordinance #87 amended Ordinance #14 to change the appropriation of the real estate conveyance tax received to the Parks & Recreation Capital Non-Recurring Fund 8 as follows: *“Thereafter, the said Treasurer shall deposit directly to Fund 8, the Park and Recreation Capital and Non-Recurring Expense Fund, from the revenue remitted to the Town by the Town Clerk from the real estate conveyance tax , a sum equal to eleven one-hundredths of one percent (\$1.10 per \$1,000.00) of the consideration for the interest in real property conveyed. Any revenue in excess of eleven one-hundredths of the one percent (\$1.10 per \$1,000.00) of the consideration for interest in real property conveyed, received by the Town from the Town Clerk from any real estate conveyance tax, shall be deposited directly to Fund 6 Capital Non-Recurring Fund to be used only for capital/ infrastructure expenditures. Any revenue in excess of eleven one-hundredths of the one percent (\$1.10 per \$1,000.00) of the consideration for interest in real property conveyed, received by the Town from the Town Clerk from any real estate conveyance tax, shall be deposited directly to Fund 6 Capital Non-Recurring Fund to be used only for capital/ infrastructure expenditures.”*

2018: Section 1 "Allocation of Funds" adjusted allocation of funds to include a provision for open space as follows: *"Commencing on the effective date of this ordinance and continually thereafter, all revenue remitted to the town by the Town Clerk from the real estate conveyance tax shall be deposited to the following Town of Ledyard Funds in the specified percentages. A sum equal to forty percent (40%) of the money thus received shall be deposited to Fund 8, the Parks and Recreation Capital and Non Recurring Expense Fund; an additional forty percent (40%) of said money shall be deposited to Fund 6, Capital and Non Recurring Funds, to be used only for capital/infrastructure expenses; and the remaining twenty percent (20%) of said money shall be deposited to Fund 6, Capital and Non Recurring Funds, with an Acquisition of Open Space Allocation"*.

2019: Section 2. *"Recommendations in the Expenditure of Funds"* added *"and Zoning"*; Section 4 *"Severability"* was added to be consistent with town ordinances; Section 5 *"Effective Date"* was added to be consistent with town ordinances. No substantive changes were made to the ordinance.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2098

Agenda Date: 10/17/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discuss Working Groups

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2097

Agenda Date: 10/17/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discuss the need for Pickleball infrastructure and how to meet the demand

Background:

(type text here)

Department Comment/Recommendation:

(type text here)