



# TOWN OF LEDYARD CONNECTICUT

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

## Administration Committee

### ~ AGENDA ~

Chairman Gary St. Vil

Special Meeting

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**Wednesday, January 28, 2026**

**5:30 PM**

**Town Hall Annex- Hybrid Format**

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In -Person: Council Chambers, Town Hall Annex Building

Remote Participation: Information Noted Below:

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

**<https://ledyardct.zoom.us/j/83022655634?pwd=DrfkA0cZHR19uUQ8V0ZLyeLQvp9Riq.1>**

**Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 830 2265 5634; Passcode: 738746**

- I. CALL TO ORDER
- II. ROLL CALL
- III. RESIDENTS & PROPERTY OWNERS COMMENTS
- IV. PRESENTATIONS / INFORMATIONAL ITEMS
- V. APPROVAL OF MINUTES

MOTION to approve the following Administration Committee Minutes:

- Organizational Meeting Minutes of December 10, 2025
- Regular Meeting Minutes of December 10, 2025

**Attachments:** [ADMIN-2025-12-10-Organizational Mtg](#)  
[ADMIN-2025-12-10](#)

VI. OLD BUSINESS

1. Discussion and possible action on the proposed “ Ordinance Establishing a Town of Ledyard Code of Ethics and Ethics Commission”.

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**Attachments:** [Ethics Ord-with Employee-Town Attorney and Public Feedback-TRACK CHANGES-2026-01-14-Carmen-RM-Track Changes Noted](#)  
[10-29 Clean Copy with Employee and Public Feedback-TRACK CHANGES](#)  
[Amendments to Ethics Ordinance](#)  
[10-29 Clean Copy with Employee Feedback](#)  
[BUHLE EMAIL-2025-10-28-TRANSMITTING ADDITIONAL CORRESPONDENCE-REDLINE](#)  
[Secondary Attorney Revisions Clean Copy 10-28](#)  
[Secondary Attorney Revisions Redline 10-28](#)  
[Final Draft with Attorney Revisions - Clean Copy](#)  
[BUHLE-ATTORNEY-PROPOSED ETHICS ORDINANCE-EMAIL COMMUNICATION-2025-10-27](#)  
[Modified Draft with Attorney Revisions](#)  
[Modified Draft with Attorney Revisions-with communications email](#)  
[Redline Glastonbury to Ledyard ordinance](#)  
[Ethics Ordinance DRAFT-2025-10-27](#)  
[Code of Ethics Searchable Version-GLASTONBURY](#)  
[Attorney Legal Opinion-Ethics Ordinance Adopted](#)  
[October8-2025-email-2025-10-22](#)  
[MEMO TRANSMITTING MAYOR LTR VETO-ORDINANCE ESTABLISHING ETHICS COMMISSION-2025-10-16](#)  
[Exhibit 1 Comments to Ordinance MRitter 10.15.2025](#)  
[Exhibit 2 Parks & Recreation Director Ordinance Comments](#)  
[10.14.2025](#)  
[Exhibit 3 JBuhle Correspondence 10.9.2025](#)  
[TC-MIN-2025-09-24-PUBLIC HEARING](#)  
[DRAFT CODE OF ETHICS AND ETHICS COMMISSION-ADMIN](#)  
[MTG-2025-09-10](#)  
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD](#)  
[CODE OF ETHICS AND ETHICS-ATTORNEY RED LINE DRAFT](#)  
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD](#)  
[CODE OF ETHICS AND ETHICS-RITTER-22434477-v2](#)  
[Ethics Ordinance - FAQ- J-Buhle-2025-09-10](#)  
[DRAFT CODE OF ETHICS AND ETHICS](#)  
[COMMISSION-JESSICA-2025-09-08](#)  
[Town Attorney-Ethics Ordinance-email-2025-07-24](#)  
[DRAFT AN ORDINANCE ESTABLISHING A TOWN OF](#)  
[LEDYARD CODE OF ETHICS AND ETHICS](#)  
[COMMISSIONDRAFT-2025-06-11-CLEAN COPY](#)  
[SCHROEDER - Proposed Changes CoE 9 10 2025](#)  
[Ball-Ethics Commission email-2025-08-21](#)  
[Schroder ltr-Proposed Ordinance Creating a Code of Ethics & Ethics](#)  
[Commission-Attorney Comments-2025-08-06](#)  
[Acknowledgement Form-Code of Ethics-DRAFT.docx](#)

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[Town Charter-Investigation-Conflict of Interest](#)  
[Fraud Policy - Adopted-2014-05-28](#)  
[CGS - CHAPTER 10-ETHICS PUBLIC EMPLOYEES.docx](#)  
[Ethics Commission- Fothergill-dmail-2024-09-13](#)  
[Ethics Commission- Franzone email-2024-09-13](#)  
[Ethics Commission- Lyons-email-2024-09-13](#)  
[Ethics Commission- Wilkinson-email-2024-09-13](#)  
[Ethics Commission-Samos-email-2024-09-24](#)  
[Ethics Commisison - Wilkinson-email-2024-11-18](#)  
[Ethics Commission-Edwards email-2024-12-07](#)  
[EThis Commission-Porazzi-email-2024-12-11](#)  
[Ethics Commisison-Schroeder ltr-2024-12-11](#)  
[Jelden-Ethics Commission-email-2024-12-16](#)  
[Murray - Ethics Commission-email-2025-1-08](#)  
[Ethics Commission Ordinance-Ball email-2025-02-02](#)  
[House of Representatives HB 6502 Ethics Reform 2008-07-09.pdf](#)  
[ACC Municipal Ethics - Minimum Provisions \(2019\).docx](#)  
[Representative France-Code of Ethics E-mail 2019-03-04.pdf](#)  
[Ethics Commisison-Ball-email-2025-02-02](#)  
[Kil Ethics Commission email-2025-01-10](#)  
[RTC Ethics Commission email-2025-01-10](#)  
[S Pealer Ethics Commission email-2025-01-10](#)  
[Saums Ethics Commission email-2025-01-10](#)  
[Cherry-Ethics Commission Draft Ordinance-email-2025-02-12](#)  
[D-Pealer-Ethics Commission-email-2025-02-12](#)  
[Hellekson-Ethics Commissioneemail-2025-02-12](#)  
[Lamb Third Party Flags-Ethics Commission--email- 2025-02-12](#)  
[Cassidy -email-2025-02-11-Ethics Commission](#)  
[D-Pealer Ethics Commission email-2025-02-11](#)  
[Hurt-Ethics Commission- email-2025-02-11](#)  
[Siegel-Miles-Ethics Commission--email-2025-02-11](#)  
[Shelton email-Ethics Commission-2025-03-11](#)  
[Roberts-Pierson-Ethics Commision-email-2025-04-01](#)  
[Consolini -ETHICS COMMISSION-EMAIL-2025-04-07](#)  
[Larson-Ethics Commission-2025-04-08](#)  
[Schroeder -ETHICS COMMISSION-EMAIL-2025-04-07](#)  
[Berry-Ethics Commisstion-ltr -2025-04-08- Page 1-](#)  
[Berry-Ethics Commisstion-ltr -2025-04-08- Page 2-](#)  
[Khors-Ethics Commisstion-ltr -2025-04-08](#)  
[Christy-Fogg-DEI-In Schools-email-2025-04-08](#)  
[Porazzi-Ethics Commisstion-ltr -2025-04-08](#)  
[Zeronsa-Ethics Commisstion-ltr -2025-04-08](#)  
[Atwood-Ethics Commission-email-2025-04-08](#)  
[Franzone-Ethics Commisstion-ltr -2025-04-08](#)

[MURRAY-PROPOSED ORDINANCE ETHICS COMMISSION-PUBIC HEARING-EMAIL-2025-10-28](#)  
[Administrator of Emergency Serivces -Buhle email thread-Comments on Ethics Ordinance-2025-`0-28](#)  
[Administrator of Emergency Serivces -Buhle-Mayor email thread-Comments on Ethics Ordinance-Vehicle Usage Policy-2025-`0-28](#)  
[Police Chief -Buhle--email thread-Comments on Ethics Ordinance-2025-`0-29-Vehicle Usage Policy](#)  
[Buhle-Attorney -email thread-Comments on Ethics Ordinance-2025-`0-29-Vehicle Usage Policy](#)  
[Mayor-Comments Proposed Ethics Ordinance ltr-2025-10-29](#)

3. Discussion and possible action to Establish an Ad Hoc Committee to Develop Process for Capital Improvement Building Projects.

**Attachments:** [RES-AG-AD HOC CMT-BUILDING PROJECTS-DRAFT-2025-12-10-LAMB](#)  
[RES-AG-AD HOC CMT-BUILDING PROJECTS=DRAFT-2025-12-01](#)  
[Process for School Projects-2025-01-30](#)  
[BUILDING BLOCKS FOR BUILDING PROJECTS](#)  
[BUILDING PROJECTS-MUNICIPAL CHECK LIST- 1990](#)  
[BOARD OF EDUCATION REQUESTT TOWN COUNCIL ESTABLISH AD HOC COMMITTEE FOR BUINDING PROJECTS PROCESS-EMAIL-2025-10-21](#)  
[Gush-Support Ad Hoc Building Cmt-email-2025-10-22](#)

3. Discussion and possible action to review and update the Res#001-2023/Feb 22 “Resolution Establishing Administrator Department Head Benefits”

**Attachments:** [DEPARTMENT HEAD RESOLUITON-DRAFT-2026-01-22-C-DIAS 001-2023-FEB-12-ADMINISTRATOR -DEPARTMENT HRAD RESOLUTION-2023-02-22](#)

## VII. NEW BUSINESS

1. MOTION to appoint the following Temporary Members to the Permanent Municipal Building Committee (PMBC) to serve as Representatives for Board of Education Projects in accordance with Ordinance #100-015 (Rev. 1) “An Ordinance Establishing A Permanent Municipal Building Committee for the Town of Ledyard:

- Mr. Branden Graber (R) 42 Church Hill Road, Ledyard
- Mr. Alex Fritsch (D) 1 North Wind Circle, Ledyard

**Attachments:** [Board of Education Represetnatives-Permanent Municpal Building Cmt-Ltr-2025-12-11](#)  
[ORD-#100-015 \(REV 1\) -An Ordinance Establishing PMBC-2024-11-13](#)

2. MOTION to appoint Ms. Yvonne Walsh (U) 38 Fairway Drive, Ledyard, to the Ledyard

Beautification Committee to complete a three (3) year term ending October 26, 2026 filling a vacancy left by Ms. Bingham.

**Attachments:** [Appoinnt Application-Walsh-Beautification Cmt -2025-12-0=10](#)  
[Walsh-Resume-Beautification Cmt -2025-12-0=10](#)  
[LEDYARD BEAUTIFICATION COMMITTEE-2025-11-05](#)

3. MOTION to appoint Mr. James Harwood (D) 10 Eska Drive, Ledyard to the Sustainable CT Ad Hoc Committee to complete a two (2) year term ending December 15, 2027.

**Attachments:** [DTC- Recommendation- Appoinnt Harwood-Sustainable CT Ad Hoc Cmt-2026-01-18](#)  
[Appoinnt Application-Harwood-Sustainable CT Ad Hoc Cmt-2025-12-0=10](#)  
[Harwood-Resume-2025-12-0=10](#)  
[Sustainable CT Ad Hoc Committee- Memo- Request Noninations-2027-10](#)

#### IV ADJOURNMENT

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