



# TOWN OF LEDYARD

741 Colonel Ledyard Highway  
Ledyard, CT 06339-1511

## Public Safety Commission Meeting Minutes - Final

Chairman Steve  
Holyfield

### Special Meeting

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Monday, September 15, 2025

3:30 PM

Mayor's Office

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#### I. CALL TO ORDER

#### II. ROLL CALL

Mayor Allyn and Gales Ferry Assistant Fire Chief Nicholas Bozym were also in attendance.

**Present** Fire Chief Jon Mann  
 Police Chief John Rich  
 Administrator of Emergency Services Steve Holyfield  
 BOE Representative Wayne Donaldson  
 Fire Chief Jeff Erhart  
 American Ambulance Joshua Beaulieu

**Absent** Director of Emergency Management Jim Mann

#### V. MEMBER COMMENTS

None

#### VII. APPROVAL OF MINUTES

MOTION to approve the meeting minutes of the 6/9/25 regular meeting of the public safety commission.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Jon Mann

**SECONDER:** Jeff Erhart

**AYE** 6 Mann Rich Holyfield Donaldson Erhart Beaulieu

**ABSENT** 1 Mann

#### VIII. OLD BUSINESS

BOE / Schools public safety update

Wayne Donaldson reports the Ledyard High School locks are almost completely changed over. The new elevator at LHS is on a FOB system and FOBs for the fire departments are in the Knox Box at the school.

Fire / EMS radio project update

Steve Holyfield reports the portable radios were received, cataloged, numbered and the batteries were charged as of the week of July 4th. They have been distributed to the fire departments. We are not yet using State of CT frequencies as we are awaiting some dispatch infrastructure upgrades. Chief Rich and Steve Holyfield were able to combine some funding sources and allocate the \$21,000 to complete the dispatch project. Communications Plus will be doing the work when they can get us into the schedule. The work includes 2 radio gateways, 4 control heads, and 4 radios as well as the necessary labor, parts, and accessories to get the 4 fire frequencies into the consoles.

Steve Holyfield reports he amended the MOU with the State of CT to accommodate the purchase of more portables by Gales Ferry Fire Co Inc using funds from their State of CT grant. The final component is the mobile radios for the apparatus. We have received the physical mobile radios, J and S Radio will be installing them. Due to their schedule, J and S may subcontract the work out to Communications Plus; we have no objection. Any future purchases of radios will be at the expense of the fire companies. Steve is working on the grant close out with FEMA.

General discussion - Ambulance transport to crisis intervention centers.

Josh Beaulieu reports a conversation was had with Jeff Way from Backus Hospital. American still does not have the mechanism in place to transport to a crisis center. Medical Control is skeptical to allow these transports. There also still needs to be a billing mechanism since health insurance / medicare require transports to hospitals in order to pay the claims.

Emergency medical dispatch

Police department radio update

Chief Rich reports the police project is fully functional and closed out.

Any Old Business proper to come before the Committee

## **XI. NEW BUSINESS**

Ledyard Dispatch Update

Chief Rich reports 2 new hires in training (Ryan Whaley, Emma Dailey). Chief Rich brought copies of the training program packets to share with the committee. Discussion was had regarding certifications and where the trainees are at in their program. He reports 1 dispatcher resigned and 1 was hired by the town for another agency. No fulltime vacancies currently and most of the employees that do leave are leaving for reasons related to pay and benefits. Many of the fulltimers that have left wish to remain as part time or per diem. Chief Erhart commented that there had been some concerns lately with trainee performances and he had reached out to Sgt Beeler with his concerns. Additional conversation was had that when staffing falls due to vacancies, existing employees are sensitive to order-ins and sometimes LPD will have sworn officers sit in dispatch to alleviate mandates. The dispatch center has limited trainer resources and are also limited by staffing and contractual concerns.

Chief Erhart reports several times the dispatchers have not looked at the action plans and wrong agencies were assigned to calls or an incorrect dispatch occurred. He's unsure if there is a fix or

if this is a case of patience being required for the dispatcher to develop their skill sets.

Any New Business proper to come before the Committee

Steve Holyfield reports he did an FBR for a grant to clean the foam system for Gales Ferry Fire Engine 21.

Steve also advises the 2026 grant season is approaching and he would like the fire chiefs to come up with ideas for Assistance to Firefighters Grants as well as other grant opportunities.

Chief Mann inquired about a process for notifying town agencies about long term road closures. Discussion was had regarding emails, everbridge, CT DOT.

**X. ADJOURNMENT**

Mr. Donaldson moved the meeting be adjourned, seconded by Chief Mann.

The meeting adjourned at 4:04 p.m.  
VOTE: 6-0 Approved and so declared

A motion was made by BOE Representative Donaldson, seconded by Fire Chief Mann, that this be Approved and so declared. The motion carried by the following vote:

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Wayne Donaldson

**SECONDER:** Jon Mann

**AYE** 6 Mann Rich Holyfield Donaldson Erhart Beaulieu

**ABSENT** 1 Mann