



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Economic Development Commission

~ AGENDA ~

Chairman
John Vincent

Regular Meeting

Tuesday, March 3, 2026

6:00 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Join Zoom Meeting

<https://ledyardct.zoom.us/j/88982126737?pwd=E28gXl0BTjIEEbPhaSvZqaKG2oGCPK.1>

Meeting ID: 889 8212 6737 Passcode: 276475

One tap mobile

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- I. CALL TO ORDER
- II. ROLL CALL
- III. ADDITIONS OF CHANGES TO THE ORDER OF THE AGENDA
- IV. PRESENTATIONS / INFORMATIONAL ITEMS
- V. CORRESPONDENCE
- VI. RESIDENTS & PROPERTY OWNER COMMENTS
- VII. MEMBER COMMENTS
- VIII. REPORTS
 - A. Mayor's Report
 - B. Planner's Report
- IX. APPROVAL OF MINUTES
 - A. EDC Regular Meeting Minutes of February 3, 2026
- X. OLD BUSINESS
 - A. Business Directory Update
 - B. Business Directory Email Listing Program
 - C. RT-12 Streetscape Action Plan

Attachments: [Attach4](#)
[Attach5_Cost](#)
[fullbuild](#)
[Fullbuild_cost](#)
[fullbuild2](#)
[fullbuild3](#)
[Loction1](#)
[Project_1](#)
[Project2](#)

D. Kartway - Blighted Property Update

Attachments: [Blight Activity Report 080125](#)

E. CEDAS CERTIFICATION - Update

Attachments: [CEDAS Program-Ledyard EDC](#)
[2025 CEDAS Best Practice Questions](#)
[EDCMissionStatementReview](#)

F. EDC Mission Statement - Documents change update

Attachments: [EDCMissionStatementEmail](#)

G. Resident and Business Surveys (2022) updating and re-running in 2026.

XI. NEW BUSINESS

A. Sustainable CT Ad Hoc Committee: Actions 2.2, 2.3 & 2.4 Discussion

Attachments: [2.2 Implement Sustainable Purchasing](#)
[2.3 Inventory and Promote Local Products and Services](#)
[2.4 Provide Resources and Supports to Local Businesses](#)

XII. 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 #: 24-0516

Agenda Date: 8/6/2024

Agenda #: A.

REPORT

Staff/Committee Report:
Mayor's Report



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0517

Agenda Date: 8/6/2024

Agenda #: B.

REPORT

Staff/Committee Report:
Planner's Report



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0262

Agenda Date: 3/3/2026

Agenda #: A.

MINUTES

Minutes:

EDC Regular Meeting Minutes of February 3, 2026



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0466

Agenda Date: 8/6/2024

Agenda #: A.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Business Directory Update

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2554

Agenda Date: 10/7/2025

Agenda #: B.

GENERAL DISCUSSION ITEM

Subject:

Business Directory Email Listing Program

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2776

Agenda Date: 11/18/2025

Agenda #: C.

GENERAL DISCUSSION ITEM

Subject:

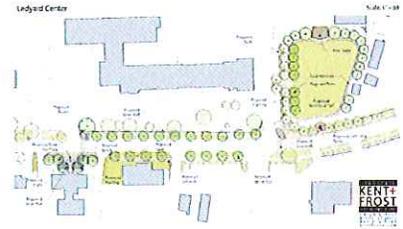
RT-12 Streetscape Action Plan

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



ATTACHMENT 4
Route 12 Plan

Ledyard, CT

MSIF Application



**TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL**

Chairman Linda C. Davis

741 Colonel Ledyard Highway
Ledyard, CT 06339-1551
(860) 464-3203
FAX (860) 464-1485
E-Mail Address:
council@town.ledyard.ct.us

**RESOLUTION
REAFFIRMING GOALS AND OBJECTIVES OF THE
ROUTE 12 TRI-COMMITTEE REPORT
FOR THE TOWN OF LEDYARD**

WHEREAS, the 2001 Tri-Committee report was prepared through broad community outreach and consensus; and remains the guiding document in establishing goals and objectives for the Town of Ledyard's efforts to enhance and revitalize the Route 12 corridor; and

WHEREAS, the current Main Street Investment Fund application is based on and is consistent with the Tri-Committee Report dated April 9, 2001;

THEREFORE BE IT RESOLVED: The Ledyard Town Council reaffirms its commitment and approval of the goals and objectives of the Tri-Committee Report and finds that the proposed application is in full consistency with that report.

Adopted by the Ledyard Town Council on: September 26, 2012

Linda C. Davis
Linda C. Davis, Chairman

I Michael Curley, Town Clerk of the Town of Ledyard, do hereby certify that the above is a true and correct copy of a resolution duly adopted at a meeting of the Town Council held on September 26, 2012, at which a quorum of the Ledyard Town Council was present and acting throughout voting 9 - 0; and that such resolution has not been modified, rescinded, or revoked, and is at present in full force and effect:

Such application is attached to and made a part of this record.

IN WITNESS WHEREOF: The undersigned has affixed his signature and corporate seal on this 27th day of September 2012.

Michael D. Curley
Michael Curley, Town Clerk

[Back](#)

Article published Sep 24, 2012

Ledyard considers 'downtown' for Gales Ferry

By [Anna Isaacs](#) Day Staff Writer

Economic development group seeks ideas for stretch of Route 12

Ledyard - Proposed streetscape improvements in the Gales Ferry section of Route 12 received scrutiny last week when the Economic Development Commission hosted an information session and asked residents for input.

Chad Frost of Mystic-based Kent + Frost Landscape Architecture presented a full-fledged, multi-phase blueprint for construction along what he called the "economic corridor" of Route 12 from the edge of the Kartway go-cart track at the intersection of Christy Hill Road down to the McDonald's. It includes projects around the Ocean State Job Lot, the new CVS at Hurlbutt Road intersection and the gas station across from the Job Lot.

Frost spoke of the dire need for new development in the area in order to create a "subconscious feeling of downtown."

"In 23 years we've basically built a CVS," he said.

Despite the plan, commission Chairman Jeffrey Beacham told the audience of about 20 town officials and residents that "nothing is cast in stone."

The photos of conditions showcase an abundance of concrete and a dearth of greenery and pedestrian-friendly areas - too-large parking lots, no sidewalks, and what Frost called "unsightly" patches of dirt and dead grass along the edges of the street - a product of having no curbs to guard against winter salt and ice runoff.

"Everything is geared towards the car. We want to make this geared towards people," he said. "People should be able to walk from their house to downtown."

The goals, Frost said, are to define the "downtown" area, reduce vast, exposed areas down to "human scale," cut down on pavement, improve aesthetics, allow for safe pedestrian circulation and generally make more spaces for people rather than cars zipping through.

The plans include plenty of street trees, a few courtyard areas, islands in the middle of the road with greenery, "nodes" from which pedestrians could wait to cross the street, sidewalks and stone retaining walls. The plan for Ocean State Job Lot itself would cut out some unused pavement and insert aisles with 8-foot planted medians.

In all, the project would cost about \$1.5 million, and the town plans to apply for a state grant from the Main Street Investment Fund program. Those grants are capped at \$500,000.

Emphasizing that the plan is a long-term vision, Frost outlined the division of the blueprint into nine sub-areas with costs for each.

Timeline:

Spring 2013 – Award of Grant
Summer 2013 – Construction Documents
Fall & Winter 2013 – Begin Construction
Summer/Fall 2014 Construction Completion

Phase 1 Improvements:

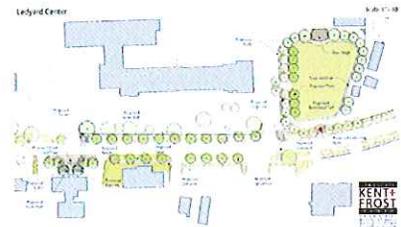
Phase One of the Gales Ferry Streetscape Improvements is targeted at enhancing the walkability and visibility of the core of the village. Sidewalks will be installed throughout the area with large concrete paver nodes at all of the intersections to provide safe areas with good visibility for crossing. Large street trees will be placed between the sidewalks and the street to reduce the visual scale of the roadway, slow traffic, and provide a comfortable separation for pedestrians. Stone walls are part of the fabric of Gales Ferry. New stone walls have been added where retention is necessary, as well as in prominent areas for visual character and the creation of space.

To create meaningful & memorable exterior spaces, the plan calls for the placement of historic “Fire Rings.” These iconic objects are part of Gales Ferry’s volunteer fire departments history. Each “ring” is a bright red 4’ diameter metal ring that is suspended in the air. Before modern alarms, these rings were placed around the village and rung when help was needed. Gales Ferry is fortunate enough to have a few rings left, however they are not in prominent locations within the commercial district. The plan calls for additional rings to be placed in new community plazas and for the rings themselves to be used as design inspiration for the physical plazas.

When this project is complete the visual experience, walkability and identity of Gales Ferry will be greatly enhanced.

Specific Improvements include:

- New sidewalks (1400LF)
- Street trees
- Safe pedestrian crosswalks with nodes on corners
- (2) Community gathering plazas
- Historic fire rings at place making nodes
- Curbing & fill to enhance safety and aesthetics
- Stone walls
- Benches
- Pavement removal
- Landscaping & Improvements



ATTACHMENT 5, 6, 7

Project Costs

Ledyard, CT

MSIF Application

Gales Ferry Vision Plan

Kent + Frost
Landscape Architecture

Phase 1 Cost Estimate 09.24.12

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
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1 Southern Gateway

Not Included in Phase 1

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
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2 CVS & Stores Streetscape Improvements

Site Preparation

Top Soil & Placement	\$40.00	CY	67	\$2,680.00	6" DEEP
Demo Existing Wall	\$10.00	LF	290	\$2,900.00	
Demo Stairs	\$500.00	LS	1	\$500.00	
Demo Trees	\$750.00	LS	1	\$750.00	

Site Improvements

Stone Wall retaining	\$30.00	SFF	1651	\$49,530.00	18" Wide, 4' high retaining behind
Stone Wall	\$30.00	SFF	216	\$6,480.00	18" wide, 30" high

Pavements

Concrete Pavers	\$18.00	SF	375	\$6,750.00	
New Concrete Sidewalk Paving	\$7.00	SF	2083	\$14,581.00	

Site Planting

Lawn	\$0.33	SF	3643	\$1,202.19	
Trees- LRG	\$800.00	EA	10	\$8,000.00	
Trees- MED	\$600.00	EA	3	\$1,800.00	

Sub-Total \$95,173.19

15% Contingency \$14,275.98

Total Site Work

\$109,449.17

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
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3 Streetscape Improvements (Church)

Not Included in Phase 1

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
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4 Job Lot Entrance/Dunkin Donuts

Site Preparation

Top Soil & Placement	\$40.00	CY	84	\$3,360.00	6" deep
Demo Curb/soil	\$2.00	SF	106	\$212.00	
Demo Bituminous Pavement	\$1.30	SF	3374	\$4,386.20	
Bituminous Cutting	\$1.43	LF	600	\$858.00	
Remove existing parking lot lights	\$500.00	EA	0	\$0.00	Remove existing Parking lot light poles
Demo Job Lot Sign	\$2,500.00	LS	0	\$0.00	

Pavements

Bituminous Paving	\$1.70	SF	106	\$180.20	
Crosswalk	\$95.00	EA	3	\$285.00	6' wide
New Concrete Sidewalk Paving	\$7.00	SF	1422	\$9,954.00	
Concrete Pavers	\$18.00	SF	564	\$10,152.00	
Bituminous Curb	\$3.00	LF	919	\$2,757.00	
Parking stripes	\$10.30	EA	0	\$0.00	9x18' parking stall
Replace Bituminous Cutting Pavement	\$1.70	SF	4705	\$7,998.50	Replace 18" of Bituminous Paving From Cutting

Site Improvements

Stone Wall	\$30.00	SFF	160	\$4,800.00	18" wide, 30" high
Replace Job Lot Sign	\$10,000.00	LS	0	\$0.00	

Site Planting

Trees- MED	\$600.00	EA	0	\$0.00	
Trees- LRG	\$800.00	EA	6	\$4,800.00	
Shrubs	\$5.00	SF	1206	\$6,030.00	
Lawn	\$0.33	SF	1883	\$621.39	

Sub-Total \$56,394.29

15% Contingency \$8,459.14

Total Site Work

\$64,853.43

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
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5 Ocean State Job Lot Parking Lot

Not Included in Phase 1

Demo Bituminous Pavement	\$1.30	SF	22265	\$28,944.50	
Bituminous Cutting	\$1.43	LF	4167	\$5,958.81	
Top Soil & Placement	\$40.00	CY	295	\$11,800.00	6" deep

Pavements

Replace Bituminous Cutting Pavement	\$1.70	SF	6239	\$10,606.30	Replace 18" of Bituminous Paving From Cutting
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Bituminous Curb	\$3.00 LF	4087	\$12,261.00	
New Concrete Sidewalk Paving	\$7.00 SF	150	\$1,050.00	
Parking stripes	\$10.30 EA	287	\$2,956.10	9x18' parking stall
Site Planting				
Island Planting Trees	\$600.00 EA	47	\$28,200.00	
Lawn	\$0.33 SF	15947	\$5,262.51	
			Sub-Total	\$107,039.22
			10% Contingency	\$10,703.92
Total Site Work				\$117,743.14

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
6	<u>Citizens Bank Shopping Plaza Streetscape Improvements</u>						
	Site Preparation						
	Soil Fill	\$20.00	CY	2100	\$42,000.00		5' deep at center, 50' wide average, 445' long average
	Drainage Collection Concrete Pipe	\$20.00	LF	445	\$8,900.00		re-route drainage into pipe underground
	Top Soil & Placement	\$40.00	CY	400	\$16,000.00		6" DEEP
	Demo Bituminous Pavement	\$1.30	SF	2200	\$2,860.00		
	Bituminous Cutting	\$1.43	LF	820	\$1,172.60		
	Relocate Signs		EA	1			
	Pavements						
	Cross Walk	\$200.00	EA	2	\$400.00		8' wide
	Crosswalk	\$95.00	EA	1	\$95.00		6' wide
	Concrete Pavers	\$18.00	SF	1142	\$20,556.00		
	Concrete Curb	\$32.00	LF	47	\$1,504.00		
	Bituminous Curb	\$3.00	LF	730	\$2,190.00		
	New Concrete Sidewalk Paving	\$7.00	SF	3669	\$25,683.00		
	New Concrete Patio Paving	\$7.00	SF	0	\$0.00		
	Replace Bituminous Cutting Pavement	\$1.70	SF	1344	\$2,284.80		Replace 18" of Bituminous Paving From Cutting
	Site Improvements						
	Stone Walls	\$30.00	SFF	806	\$24,180.00		18" Wide, 30" tall, no backfill
	Benches	\$1,500.00	EA	4	\$6,000.00		
	Site Planting						
	Perennials	\$6.00	SF	328	\$1,968.00		
	Shrubs	\$5.00	SF	1437	\$7,185.00		
	Trees- MED-Street	\$600.00	EA	2	\$1,200.00		
	Trees- LRG-Street	\$800.00	EA	11	\$8,800.00		
	Lawn	\$0.33	SF	19835	\$6,545.55		
					Total	\$179,523.95	
	Add Alternates						
	Trees-MED-In Median	\$600.00	EA	0	\$0.00		
	Demo Bituminous Pavement	\$1.30	SF	0	\$0.00		
	Bituminous Cutting	\$1.43	LF	0	\$0.00		
	Replace Bituminous Cutting Pavement	\$1.70	SF	0	\$0.00		
	Shrubs- In Median	\$5.00	SF	0	\$0.00		
	Granite Curb	\$30.00	LF	0	\$0.00		
	Top Soil & Placement	\$40.00	CY	0	\$0.00		
					Total	\$0.00	
					Sub-Total	\$179,523.95	
					15% Contingency	\$26,928.59	
Total Site Work						\$206,452.54	

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
7	<u>Ocean State Joblot Frontage/Park Streetscape</u>						
	Site Preparation						
	Top Soil & Placement	\$40.00	CY	276	\$11,040.00		6" DEEP
	Bituminous Cutting	\$1.43	LF	306	\$437.58		
	Demo Bituminous Pavement	\$1.30	SF	13677	\$17,780.10		
	remove existing parking lot lights	\$500.00	EA	0	\$0.00		
	Pavements						
	Bituminous Curb	\$3.00	LF	306	\$918.00		
	New Concrete Sidewalk Paving	\$7.00	SF	1484	\$10,388.00		
	Replace Bituminous Cutting Pavement	\$1.70	SF	460	\$782.00		Replace 18" of Bituminous Paving From Cutting
	Concrete Pavers	\$18.00	SF	1145	\$20,610.00		
	Site Improvements						
	Stone Walls	\$30.00	SFF	528.25	\$15,847.50		18" Wide, 30" tall, no backfill
	Benches	\$1,500.00	EA	3	\$4,500.00		
	Fire Ring	\$3,000.00	EA	1	\$3,000.00		To Match Existing Fire Rings In Town
	Flag Pole	\$5,000.00	EA	0	\$0.00		For center of plaza space
	Bus Shelter	\$12,000.00	EA	0	\$0.00		Stone to match existing in town
	Site Planting						
	Trees- LRG-Street	\$800.00	EA	8	\$6,400.00		
	Trees- LRG	\$800.00	EA	0	\$0.00		
	Trees- MED	\$600.00	EA	4	\$2,400.00		
	Lawn	\$0.33	SF	13990	\$4,616.70		

Shrubs	\$5.00 SF	910	\$4,550.00
Perennials	\$6.00 SF	927	\$5,562.00
Site Lighting			
Light Posts	\$4,500.00 EA	0	\$0.00
		Sub-Total	\$108,831.88
		15% Contingency	\$16,324.78
Total Site Work			\$125,156.66

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
8	<u>Northern Gateway</u>						
	Not Included in Phase 1						

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
9	<u>Military Road/Hurlbutt Road and Intersection</u>						
	Not Included in Phase 1						

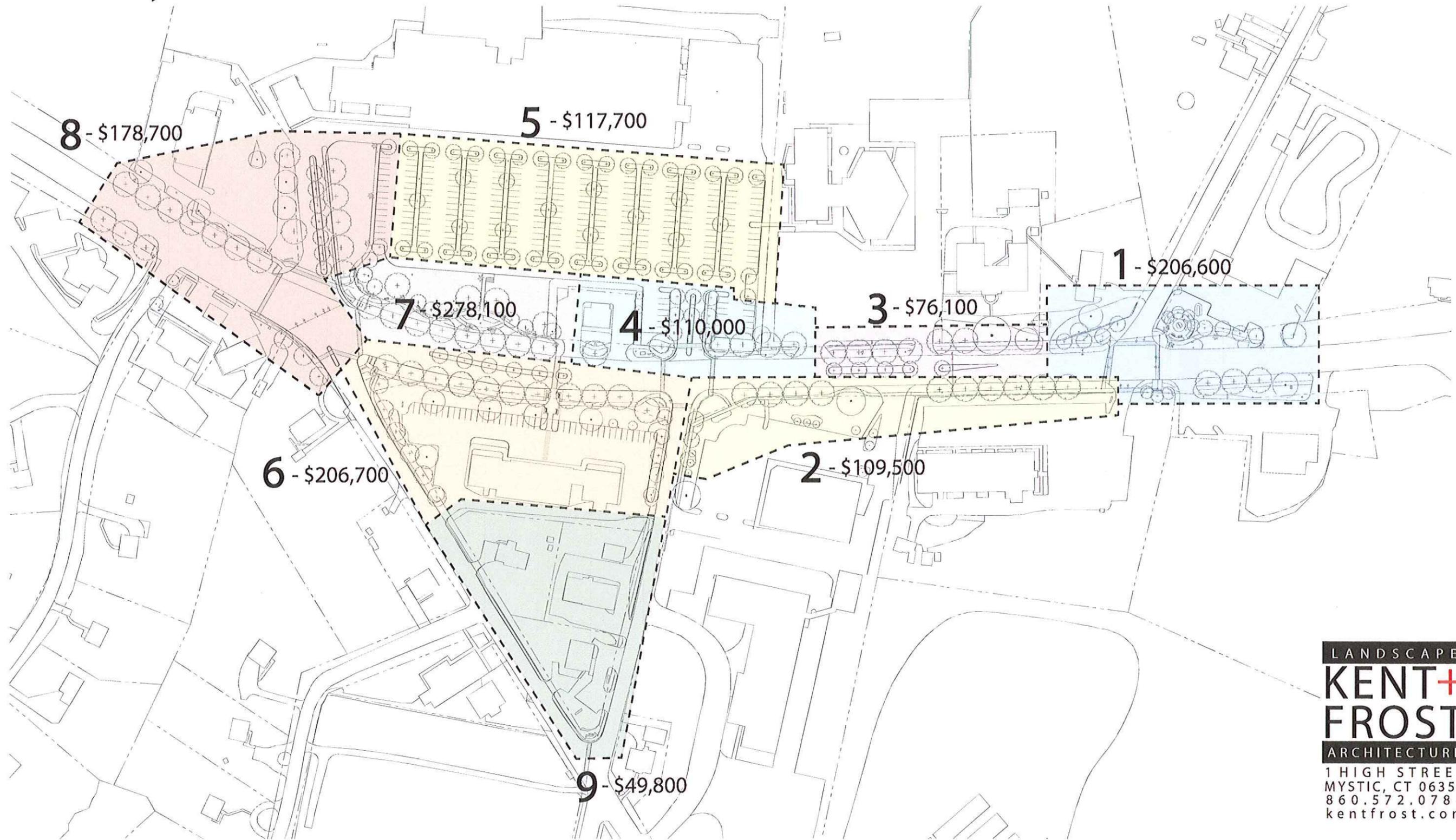
Gales Ferry Phase 1 Grand Total:						\$505,911.81	
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Conceptual Plan Cost Areas

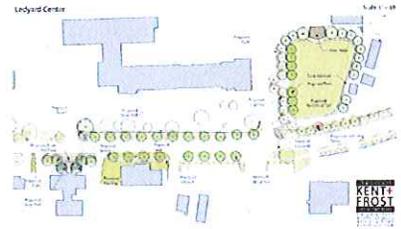
September 13, 2012

Gales Ferry

Scale: 1" = 140'



LANDSCAPE
KENT+
FROST
ARCHITECTURE
1 HIGH STREET
MYSTIC, CT 06355
860.572.0784
kentfrost.com



Project Costs Future: Complete Build-Not Included In This Application

Gales Ferry Vision Plan

Kent + Frost
Landscape Architecture

Conceptual Plan Cost Estimate 08.30.12

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
1	<u>Southern Gateway</u>						
	Site Preparation						
	Top Soil & Placement	\$40.00	CY	318	\$12,720.00		6" DEEP
	Demo Bituminous Pavement	\$1.30	SF	9029	\$11,737.70		
	Bituminous Cutting	\$1.43	LF	330	\$471.90		Cut 18 inches from new curb line
	Site Improvements						
	Benches	\$1,500.00	EA	5	\$7,500.00		
	Stone Walls	\$30.00	SFF	934.5	\$28,035.00		24" Wide, 30" tall, retaining behind
	Fire Ring	\$3,000.00	EA	1	\$3,000.00		To Match Existing Fire Rings In Town
	New Sign	\$10,000.00	EA	1	\$10,000.00		
	monument bench	\$10,000.00	EA	1	\$10,000.00		
	Pavements						
	Crosswalk	\$95.00	EA	4	\$380.00		6' wide
	Concrete Pavers- 1	\$18.00	SF	931	\$16,758.00		
	Concrete Pavers- 2	\$18.00	SF	518	\$9,324.00		
	New Concrete Sidewalk Paving	\$7.00	SF	3127	\$21,889.00		
	Bituminous Curb	\$3.00	LF	321	\$963.00		
	Replace Bituminous Cutting Pavement	\$1.70	SF	491	\$834.70		Replace 18" of Bituminous Paving From Cutting
	Site Planting						
	Perennials	\$6.00	SF	801	\$4,806.00		
	Shrubs	\$5.00	SF	1203	\$6,015.00		
	Lawn	\$0.33	SF	15210	\$5,019.30		
	Trees- LRG	\$800.00	EA	4	\$3,200.00		
	Trees- MED	\$600.00	EA	8	\$4,800.00		
	Trees- SML	\$600.00	EA	7	\$4,200.00		
	Site Lighting						
	Light Poles	\$4,500.00	EA	4	\$18,000.00		
					Sub-Total	\$179,653.80	
					15% Contingency	\$26,948.04	
	Total Site Work					\$206,601.64	

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
2	<u>CVS & Stores Streetscape Improvements</u>						
	Site Preparation						
	Top Soil & Placement	\$40.00	CY	67	\$2,680.00		6" DEEP
	Demo Existing Wall	\$10.00	LF	290	\$2,900.00		
	Demo Stairs	\$500.00	LS	1	\$500.00		
	Demo Trees	\$750.00	LS	1	\$750.00		
	Site Improvements						
	Stone Wall retaining	\$30.00	SFF	1651	\$49,530.00		18" Wide, 4' high retaining behind
	Stone Wall	\$30.00	SFF	216	\$6,480.00		18" wide, 30" high
	Pavements						
	Concrete Pavers	\$18.00	SF	375	\$6,750.00		
	New Concrete Sidewalk Paving	\$7.00	SF	2083	\$14,581.00		
	Site Planting						
	Lawn	\$0.33	SF	3643	\$1,202.19		
	Trees- LRG	\$800.00	EA	10	\$8,000.00		
	Trees- MED	\$600.00	EA	3	\$1,800.00		
					Sub-Total	\$95,173.19	
					15% Contingency	\$14,275.98	
	Total Site Work					\$109,449.17	

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
3	<u>Streetscape Improvements (Church)</u>						
	Site Preparation						
	Demo Bituminous Pavement	\$1.30	SF	2834	\$3,684.20		
	Bituminous Cutting	\$1.43	LF	494	\$706.42		
	Top Soil & Placement	\$40.00	CY	98	\$3,920.00		6" deep
	Site Improvements						
	Relocated Banner Pole	\$4,000.00	EA	2	\$8,000.00		
	Pavements						
	New Concrete Sidewalk Paving	\$7.00	SF	1843	\$12,901.00		
	Granite Curb	\$30.00	LF	470	\$14,100.00		
	Median Pavers	\$18.00	SF	251	\$4,518.00		
	Replace Bituminous Cutting Pavement	\$1.70	SF	729	\$1,239.30		Replace 18" of Bituminous Paving From Cutting
	Site Planting						
	Trees- LRG-Street	\$800.00	EA	6	\$4,800.00		

Shrubs in median	\$5.00 SF	1617	\$8,085.00	
Trees-MED-In Median	\$600.00 EA	5	\$3,000.00	
Lawn	\$0.33 SF	3690	\$1,217.70	
			Sub-Total	\$66,171.62
			15% Contingency	\$9,925.74
				\$76,097.36

Total Site Work

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
4	<u>Job Lot Entrance/Dunkin Donuts</u>						
	Site Preparation						
	Top Soil & Placement	\$40.00	CY	168	\$6,720.00		6" deep
	Demo Curb/soil	\$2.00	SF	106	\$212.00		
	Demo Bituminous Pavement	\$1.30	SF	10908	\$14,180.40		
	Bituminous Cutting	\$1.43	LF	600	\$858.00		
	Remove existing parking lot lights	\$500.00	EA	2	\$1,000.00		Remove existing Parking lot light poles
	Demo Job Lot Sign	\$2,500.00	LS	1	\$2,500.00		
	Pavements						
	Bituminous Paving	\$1.70	SF	106	\$180.20		
	Crosswalk	\$95.00	EA	3	\$285.00		6' wide
	New Concrete Sidewalk Paving	\$7.00	SF	1781	\$12,467.00		
	Concrete Pavers	\$18.00	SF	564	\$10,152.00		
	Bituminous Curb	\$3.00	LF	919	\$2,757.00		
	Parking stripes	\$10.30	EA	18	\$185.40		9x18' parking stall
	Replace Bituminous Cutting Pavement	\$1.70	SF	4705	\$7,998.50		Replace 18" of Bituminous Paving From Cutting
	Site Improvements						
	Stone Wall	\$30.00	SFF	281	\$8,430.00		18" wide, 30" high
	Replace Job Lot Sign	\$10,000.00	LS	1	\$10,000.00		
	Site Planting						
	Trees- MED	\$600.00	EA	8	\$4,800.00		
	Trees- LRG	\$800.00	EA	6	\$4,800.00		
	Shrubs	\$5.00	SF	1206	\$6,030.00		
	Lawn	\$0.33	SF	6277	\$2,071.41		
					Sub-Total	\$95,626.91	
					15% Contingency	\$14,344.04	
	Total Site Work					\$109,970.95	

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
5	<u>Ocean State Job Lot Parking Lot</u>						
	Site Preparation						
	Demo Bituminous Pavement	\$1.30	SF	22265	\$28,944.50		
	Bituminous Cutting	\$1.43	LF	4167	\$5,958.81		
	Top Soil & Placement	\$40.00	CY	295	\$11,800.00		6" deep
	Pavements						
	Replace Bituminous Cutting Pavement	\$1.70	SF	6239	\$10,606.30		Replace 18" of Bituminous Paving From Cutting
	Bituminous Curb	\$3.00	LF	4087	\$12,261.00		
	New Concrete Sidewalk Paving	\$7.00	SF	150	\$1,050.00		
	Parking stripes	\$10.30	EA	287	\$2,956.10		9x18' parking stall
	Site Planting						
	Island Planting Trees	\$600.00	EA	47	\$28,200.00		
	Lawn	\$0.33	SF	15947	\$5,262.51		
					Sub-Total	\$107,039.22	
					10% Contingency	\$10,703.92	
	Total Site Work					\$117,743.14	

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
6	<u>Citizens Bank Shopping Plaza Streetscape Improvements</u>						
	Site Preparation						
	Soil Fill	\$20.00	CY	2100	\$42,000.00		5' deep at center, 50' wide average, 445' long average
	Drainage Collection Concrete Pipe	\$20.00	LF	445	\$8,900.00		re-route drainage into pipe underground
	Top Soil & Placement	\$40.00	CY	400	\$16,000.00		6" DEEP
	Demo Bituminous Pavement						
	Bituminous Cutting	\$1.30	SF	4340	\$5,642.00		
	Relocate Signs	\$1.43	LF	1237	\$1,768.91		
			EA	1			
	Pavements						
	Cross Walk	\$200.00	EA	2	\$400.00		8' wide
	Crosswalk	\$95.00	EA	1	\$95.00		6' wide
	Concrete Pavers	\$18.00	SF	1142	\$20,556.00		
	Concrete Curb	\$32.00	LF	254	\$8,128.00		
	Bituminous Curb	\$3.00	LF	890	\$2,670.00		
	New Concrete Sidewalk Paving	\$7.00	SF	4726	\$33,082.00		

New Concrete Patio Paving	\$7.00 SF	591	\$4,137.00	
Replace Bituminous Cutting Pavement	\$1.70 SF	1909	\$3,245.30	Replace 18" of Bituminous Paving From Cutting
Site Improvements				
Stone Walls	\$30.00 SFF	806	\$24,180.00	18" Wide, 30" tall, no backfill
Benches	\$1,500.00 EA	4	\$6,000.00	
Site Planting				
Perennials	\$6.00 SF	328	\$1,968.00	
Shrubs	\$5.00 SF	1437	\$7,185.00	
Trees- MED-Street	\$600.00 EA	9	\$5,400.00	
Trees- LRG-Street	\$800.00 EA	11	\$8,800.00	
Lawn	\$0.33 SF	19835	\$6,545.55	
			Total	\$206,702.76
Add Alternates				
Trees-MED-In Median	\$600.00 EA	5	\$3,000.00	
Demo Bituminous Pavement	\$1.30 SF	2404	\$3,125.20	
Bituminous Cutting	\$1.43 LF	456	\$652.08	
Replace Bituminous Cutting Pavement	\$1.70 SF	740	\$1,258.00	
Shrubs- In Median	\$5.00 SF	1443	\$7,215.00	
Granite Curb	\$30.00 LF	439	\$13,170.00	
Top Soil & Placement	\$40.00 CY	27	\$1,080.00	
			Total	\$29,500.28
			Sub-Total	\$236,203.04
			15% Contingency	\$35,430.46
Total Site Work				\$271,633.50

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
7	<u>Ocean State Joblot Frontage/Park Streetscape</u>						
	Site Preparation						
	Top Soil & Placement	\$40.00	CY	552	\$22,080.00		6" DEEP
	Bituminous Cutting	\$1.43	LF	306	\$437.58		
	Demo Bituminous Pavement	\$1.30	SF	27354	\$35,560.20		
	remove existing parking lot lights	\$500.00	EA	4	\$2,000.00		
	Pavements						
	Bituminous Curb	\$3.00	LF	306	\$918.00		
	New Concrete Sidewalk Paving	\$7.00	SF	2318	\$16,226.00		
	Replace Bituminous Cutting Pavement	\$1.70	SF	460	\$782.00		Replace 18" of Bituminous Paving From Cutting
	Concrete Pavers	\$18.00	SF	1769	\$31,842.00		
	Site Improvements						
	Stone Walls	\$30.00	SFF	528.25	\$15,847.50		18" Wide, 30" tall, no backfill
	Benches	\$1,500.00	EA	6	\$9,000.00		
	Fire Ring	\$3,000.00	EA	1	\$3,000.00		To Match Existing Fire Rings In Town
	Flag Pole	\$5,000.00	EA	1	\$5,000.00		For center of plaza space
	Bus Shelter	\$12,000.00	EA	1	\$12,000.00		Stone to match existing in town
	Site Planting						
	Trees- LRG-Street	\$800.00	EA	8	\$6,400.00		
	Trees- LRG	\$800.00	EA	4	\$3,200.00		
	Trees- MED	\$600.00	EA	7	\$4,200.00		
	Lawn	\$0.33	SF	27980	\$9,233.40		
	Shrubs	\$5.00	SF	910	\$4,550.00		
	Perennials	\$6.00	SF	927	\$5,562.00		
	Site Lighting						
	Light Posts	\$4,500.00	EA	12	\$54,000.00		
					Sub-Total	\$241,838.68	
					15% Contingency	\$36,275.80	
	Total Site Work					\$278,114.48	

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
8	<u>Northern Gateway</u>						
	Site Preparation						
	Top Soil & Placement	\$40.00	CY	607	\$24,280.00		6" DEEP
	Demo Bituminous Pavement	\$1.30	SF	21870	\$28,431.00		
	Bituminous Cutting	\$1.43	LF	886	\$1,266.98		
	remove existing parking lot lights	\$500.00	EA	4	\$2,000.00		
	Pavements						
	Crosswalk	\$95.00	EA	5	\$475.00		6' wide
	Bituminous Curb	\$3.00	LF	545	\$1,635.00		
	New Concrete Sidewalk Paving	\$7.00	SF	2828	\$19,796.00		
	Concrete Pavers	\$18.00	SF	151	\$2,718.00		
	Parking stripes	\$10.30	EA	16	\$164.80		9x18' parking stall
	Replace Bituminous Cutting Pavement	\$1.70	SF	4673	\$7,944.10		Replace 18" of Bituminous Paving From Cutting
	Site Improvements						
	Stone Walls	\$30.00	SFF	302	\$9,060.00		
	New/relocated sign	\$2,000.00	EA	1	\$2,000.00		

Site Planting			
Trees- LRG-Street	\$800.00 EA	17	\$13,600.00
Trees-MED-Median	\$600.00 EA	7	\$4,200.00
Trees- MED	\$600.00 EA	6	\$3,600.00
Shrubs	\$5.00 SF	1791	\$8,955.00
Perennials	\$6.00 SF	264	\$1,584.00
Lawn	\$0.33 SF	30716	\$10,136.28

Site Lighting			
Light Posts	\$4,500.00 EA	3	\$13,500.00

Sub-Total \$155,346.16

15% Contingency \$23,301.92

Total Site Work \$178,648.08

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
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9 Military Road/Huributt Road and Intersection

Site Preparation							
Top Soil & Placement	\$40.00 CY	68	\$2,720.00			6" DEEP	
Demo Bituminous Pavement	\$1.30 SF	3149	\$4,093.70				
Bituminous Cutting	\$1.43 LF	540	\$772.20				
Demo Curb/soil	\$2.00 SF	46	\$92.00				
Pavements							
Crosswalk	\$95.00 EA	1	\$95.00			6' wide	
Bituminous Curb	\$3.00 LF	479	\$1,437.00				
New Concrete Sidewalk Paving	\$7.00 SF	3009	\$21,063.00				
Replace Bituminous Cutting Pavement	\$1.70 SF	797	\$1,354.90			Replace 18" of Bituminous Paving From Cutting	
Site Improvements							
Stone Walls	\$30.00 SFF	62	\$1,860.00			1' height, 18" wide. To match and connect to existing	
Stone Walls	\$30.00 SFF	178	\$5,340.00				
Fire Ring	\$3,000.00 EA	1	\$3,000.00			To Match Existing Fire Rings In Town	

Site Planting			
Perennials	\$6.00 SF	48	\$288.00
Lawn	\$0.33 SF	3638	\$1,200.54

Sub-Total \$43,316.34

15% Contingency \$6,497.45

Total Site Work \$49,813.79

Cumulative Total Site Work: \$1,398,072.11

Engineering/Survey/Design Costs	COST	UNIT	QTY.	COST	TOTAL	NOTE
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Design Services	10.00% LS			\$139,807.21	\$139,807.21	
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Gales Ferry Vision Plan Grand Total: \$1,537,879.32

Gales Ferry Streetscape Vision Plan

Gales Ferry, CT

LANDSCAPE
**KENT+
 FROST**
ARCHITECTURE
 1 HIGH STREET
 MYSTIC, CT 06355
 860.572.0784
 kentfrost.com

LEGEND:

-  Existing Tree
-  Proposed Tree
-  Lawn
-  Proposed Planting
-  Proposed Concrete Pavers
-  Proposed Stonewall
-  Proposed Crosswalk
-  Proposed Sidewalk
-  Proposed Curb
-  Proposed Bench
-  Proposed Lamp post
-  Proposed Fire Ring

Revises	Date
1.	
2.	
3.	



Preliminary Streetscape Plan

Scale: 1" = 50'
 Date: 28 August 2012
 K+F Project No.: 2012023
 Drawing No.:

Gales Ferry Streetscape Vision Plan - North

**Gales Ferry
Streetscape
Vision Plan**

Gales Ferry, CT



LEGEND:

- Existing Tree
- Proposed Tree
- Lawn
- Proposed Planting
- Proposed Concrete Pavers
- Proposed Stonewall
- Proposed Crosswalk
- Proposed Sidewalk
- Proposed Curb
- Proposed Bench
- Proposed Lamp post
- Proposed Fire Ring

Revisions	Desc
1.	
2.	
3.	

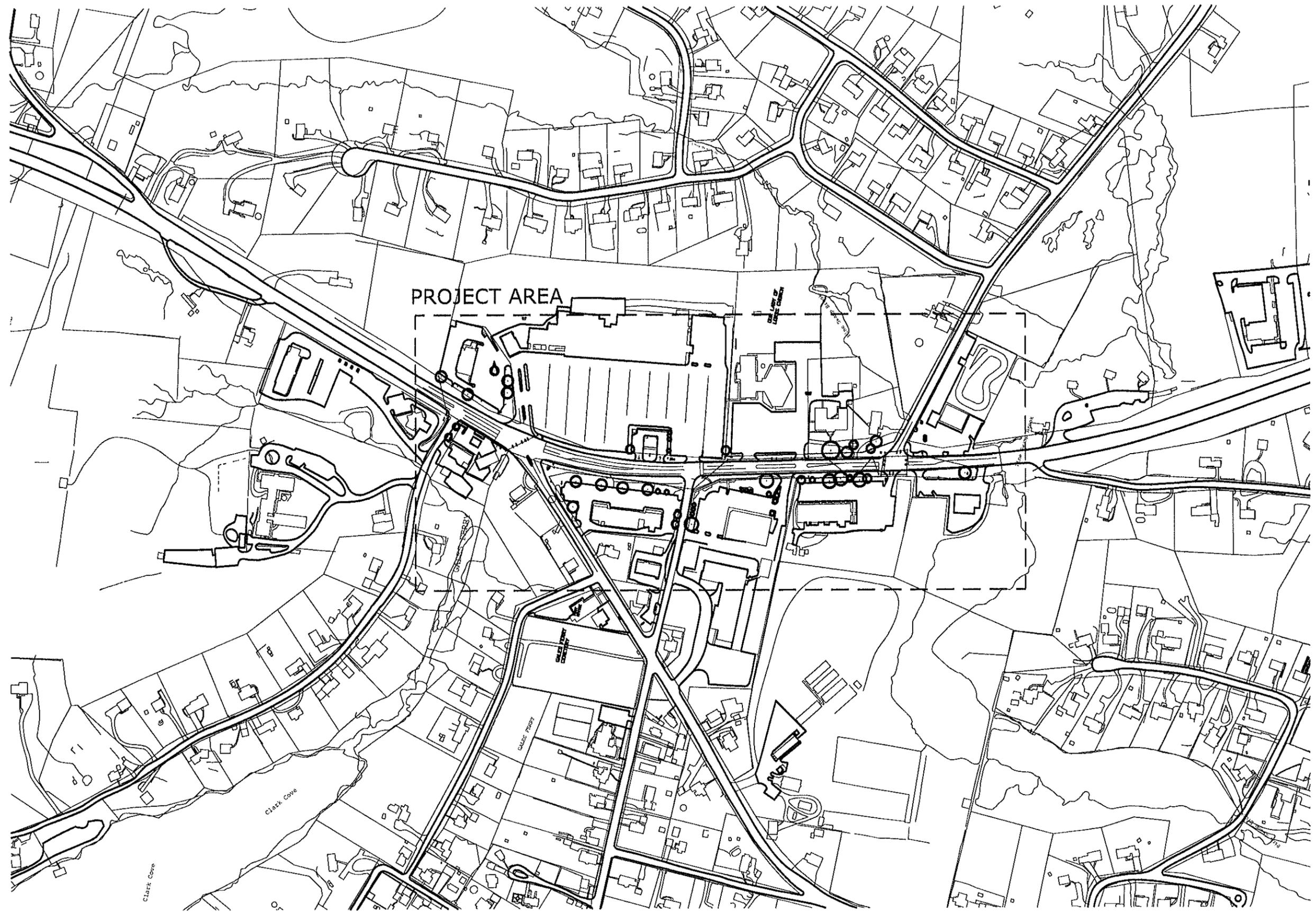


**Preliminary
Streetscape
Plan**

Scale: 1" = 50'
 Date: 28 August 2012
 K+F Project No.: 2311033
 Drawing No.:



Gales Ferry Streetscape Vision Plan - South



Gales Ferry Streetscape Vision Plan

Gales Ferry, CT



LEGEND:

- Existing Tree
- Proposed Tree
- Lawn
- Proposed Planting
- Proposed Concrete Pavers
- Proposed Stonewall
- Proposed Crosswalk
- Proposed Sidewalk
- Proposed Curb
- Proposed Bench
- Proposed Lamp post
- Proposed Fire Ring

Revisions	Date
1.	
2.	
3.	



Scale	1" = 40'
Date	13 September 2012
K+F Project No.	2012020
Drawing No.	

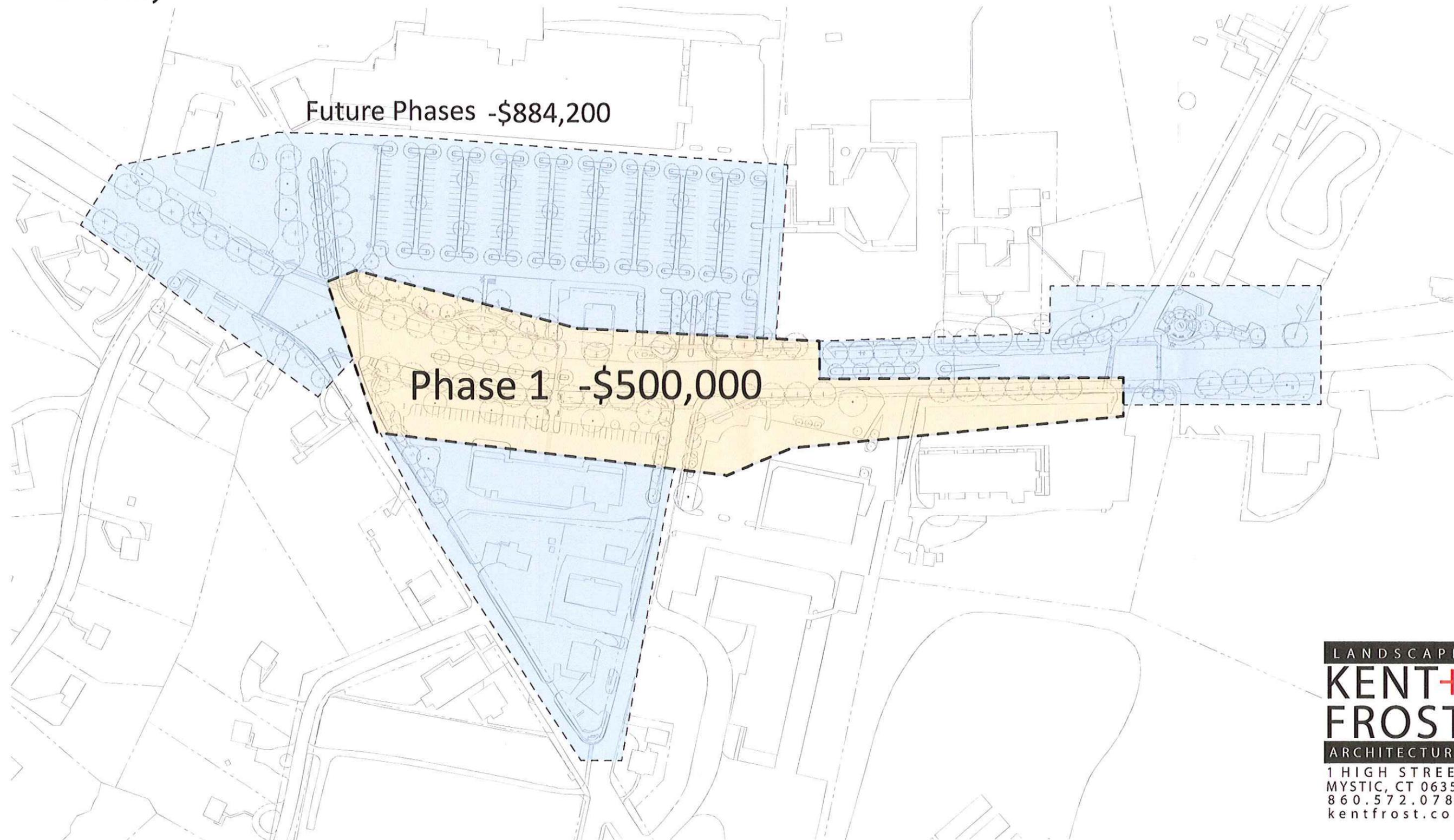


Conceptual Plan Improvement Areas

September 13, 2012

Gales Ferry

Scale: 1" = 140'



LANDSCAPE
KENT+
FROST
ARCHITECTURE
1 HIGH STREET
MYSTIC, CT 06355
860.572.0784
kentfrost.com



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2265

Agenda Date: 8/5/2025

Agenda #: D.

GENERAL DISCUSSION ITEM

Subject:

Kartway - Blighted Property Update

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

Zoning & Wetlands Official's Office

Hannah Gienau, Zoning & Wetlands Official/ Blight Enforcement Officer

Phone: (860) 464-3216 Fax: (860) 464 -0098

zoning.official@ledyardct.org

Blight Activity Report: 7/07/25-8/01/25

Key

GREEN= RESOLVED

YELLOW= IN PROGRESS

BOLD= RECENT UPDATES

➤ **New Cases:**

- **750 Colonel Ledyard HWY:** Ongoing case for zoning violation since January 12, 2025. Currently the tenant is operating a landscaping business without approvals from the Planning & Zoning Commission. Over time, the tenant began to bring discarded items, materials, and junk to the property associated with the business. Blight at the property consists of broken glass, discarded pieces of furniture, and junk auto parts. The tenant has been officially cited as of 7/7/25 for \$150.00 per day for persistent violations. A hearing is set for 8/11/25 with the hearing officer, property owner, and the tenant. At the hearing cleanup of the blighted property will be discussed to bring them into full compliance.

- **23 Devonshire Dr:** Complaint received on 7/21/25 for several properties that may be blighted. I inspected the complaints on 7/30/25. As I drove around the neighborhood, I observed a property with grass that had grown >9" in length. Will send out RVC to cut the grass.

- **28 West Dr.:** On 7/21/25 drive by inspection for a different complaint for blight, I observed another property at the end of west drive with an RV that appeared to be unregistered as well as the roof did not appear to be in good condition. RVC to be sent for RV registration and will confer with building official if roof is in violation of the building code.

- **411 Colonel Ledyard Highway:** On 6/23/25 for overgrown grass and operation of commercial business. This property has had several violations over several years. RVC sent on 6/30/25. Owner contact the department on 7/21/25. Owner was instructed to cut the grass and remove all equipment and materials associated with he business. Grass has been mowed and is being maintained. Open Zoning violations still present.

- **967 Shewville Rd:** On 7/16/25 inspected the property for zoning compliance for a recently built deck. Upon observation, the front yard had several discarded open trash bags and junk furniture items on the property. **RVC to be sent to call bulk trash pickup.**

- **24 Inchcliffe Dr:** Inspected the property on 6/30/25. RVC sent 7/23/25 to cut the grass as it was over 9” in length. Will follow up on or about 8/6/25.
- **5 Stoddards Warf-** Complaint received on 06/18/25 for overgrown vegetation onto sidewalk. RVC sent on 6/25/25. RVC received on 7/25/25, owner has 7 days to respond before further enforcement action. Follow up on or about 8/6/25. Issuance of citation if no response.
- **1644 Rt 12 (Kartway)-** Complaint received on 06/18/25 for blighted property and has been in violation of blight for over a year. This property has a history of blight since the original owner passed away. The new owners put the property on the market however, the property is in poor condition and in violation of several sections of the Blight Ordinance. Will make contact with owner. Additional complaint received 8/4/25 for bulk waste dropped at clothing donation bins. Will make contact with owner for clean up and proper maintenance of the property.
- **11 Sunset Ave:** Complaint received on 06-11-25. The vegetation has grown > 9”. RVC sent on 6/30/25. Owner made contact and stated they will have to find someone to mow the lawn. Unresponsive to follow ups. **Blight citation to be issued on or about 8/6/25.**
- **Ongoing/ old cases:**
 - **67 Meeting House Ln:** Complaint received on 06-05-25 for overgrown pollinator garden. Complainant stated that the garden has become too overgrown and has been possibly causing more mice to come over onto their property but has not been confirmed according to complainant. Drive by inspection conducted on 06-05-25 and signs showed the lawn was designated as a pollinator garden. However, there were many flowers but also overgrown weeds and tall grasses. A similar blight case was brought up in New London according to the Land Use Director. On 06/10/25 I reached out to the Blight Officer of New London who stated that to enforce their blight ordinance it was written so that pollinator gardens must be maintained to a certain degree as to not over grow onto sidewalks or block sight lines. They stated that it would be possible to enforce the overgrown grass section of our blight ordinance and let the owner know it can be appealed to the citation officer. **RVC for blight to be sent, overgrown vegetation such as grass**
 - **44 North Glennwoods:** Complaint received on 06/10/25 for blighted property with junk and unregistered motor vehicles. Inspected site on 06/16/25 and confirmed property is blighted with household items in the front yard and improper storage of junk/debris, RVC to be sent. **RVC sent 8/1/25. Will follow up on or about 8/13/25.**
 - **20 Hurlbutt Rd:** Complaint received on 06/10/25 for junk throughout the front of the house and rear as well as unregistered motor vehicles. I inspected the property on 06/16/25 and

observed several pieces of junk in the rear yard including various car parts, a dilapidated structure, old shopping cart, and various debris. **RVC to be sent to contact owner.**

- **51 Kings HWY:** Complaint received on 3-27-25. A site inspection was conducted with the Director of Land Use and Planning, Building Official, and ZEO on 4-7-25. The windows on the second floor were broken and boarded up as well as boarded windows on the first floor. Broken electrical boxes and two AC units were ripped open and stripped of parts. The rear and side of the building had discarded junk and trash of various items including, lawn mower, pool lining, detergent bottles, etc. Siding was observed to have been stripped on one side. The vegetation in the parking lot and around the building was greater than 9" in height. RVC sent 5-7-25. Spoke with representative Howard Worst on 06/10/25. Mr. Worst stated clean up has begun at the site including, disposal of junk/trash dumped on the property, fixing of broken windows, clearing tall brush, and will be working on replacing the siding. Additionally, he stated they will implement preventative maintenance at the property to ensure no further junk is accumulated there or further damage to the building. **Will work with Mr. Worst until property is no longer classified as blight. Progress has been made at the site including picking up junk/trash, fixed the siding, removed 1 of the 2 AC units so far, and has done some landscaping. Follow up on or about 8/5/25 to inquire if parking lot had been weed waked.**
- **14 Whalehead Rd:** Complaint received on 4-8-25. Unregistered motor vehicles. Inspection scheduled 4-14-25. Inspected property on 4-15-25: Chicken coop observed to be too close to the neighbor's abutting property and no permits are on file. As well as inoperable vehicles in the yard are in poor condition. Additional vehicles were observed however license plates could not be verified/ placed on the vehicles. Additionally, blighted junk and household items were observed. RVC sent on 6/30/25. Progress has been made at the property and will continue to have meetings to ensure compliance has been achieved. The owner has been cooperative and has so far removed several junk vehicles, bags of trash, and discarded household items. **Improvement after several inspections. Working with the owner currently to bring property into compliance. Several junk cars removed, debris, discarded furniture, and other junk items. Follow up inspection scheduled for 8/7/25.**
- **11 Hickory:** Complaint received on 4-1-25. Overgrown brush and dead tree in yard with an unregistered motor vehicle. Site inspection conducted on 4-8-25. It was observed that there was a dead tree, however our ordinance does not state specifically about dead trees. Will write RVC for overgrown vegetation and junk in the lawn. **RVC sent 8/1/25. Will follow up on or about 8/13/25.**
- **16 West Dr:** Complaint received on 3-25-25 for blighted property and RV that appeared inoperable leaning towards roadway. It was observed the area of the home was in a poor

condition due to the fire. Site inspection conducted on 4-3-25. The garage was full of trash and debris. The driveway has a broken toilet as well as other junk and rubbish. The RV was observed and seems to be sinking into the ground towards the roadway and the tires appeared to be deflated. According to the complainant the home has been abandoned for a year at this point. A neighbor had stopped me on my way to the site to give additional information in which the neighbor stated trash blowing into people's yard from the driveway of 16 West Dr. is a nuisance additionally the RV appears to be a safety hazard as it is sinking in the ground towards the roadway. They also stated no one has been to the house since the day of the fire. On 4-3-25 I contacted the Town Of Ledyard Fire Marshal and he stated "They had a fire on 12/23/24 and still probably trying to work it through the insurance process. But with that said there is no reason that the stuff cannot be cleaned up around the exterior of the property. In addition, speaking with neighbors the property was a mess before the fire and was a contributing factor into the fire". Clean up at the property has begun after the fire. Will contact the owners for full compliance and registration of the RV parked on the front lawn. Will conduct follow up inspection on or about 07/02/25. Follow up inspection on 7/15/25, all junk observed in the driveway including the burned garage has been removed from the property. **Follow up RVC sent on 8/1/25 requesting the RV to be moved onto the driveway and provide proper registration. Additionally, the brush observed on the lawn is to be removed and the grass shall be cut to reach full compliance.**

- **11 Allyn Lane-** complaint received 3/24/24- Several inspections conducted by previous ZEO, no contact was made via RVC or other documentation. However the resident of the home is under a power of attorney and will need to contact them to begin clean up. Blighted driveway and yard had not been cleaned up. **Owner called 7/31/25 to discuss removal of waste and junk items at the property. Will schedule follow up inspection on or about 8/6/25.**
- **1 Mull Berry-** Complaint received in March 2024. Complaint for abandoned or inoperable vehicles and equipment on property. **Found contact information, will call owner for vehicle removal.**
- **33 Fanning Rd:** Complaint received on 03/20/25. Inspection conducted on 03/20/25 and found improper storage of trash and or junk on the property. RVC sent on 05/07/25. No contact has been made by the owner. **Will be send out a NOV, following all blight ordinance enforcement procedures.**
- **33 Stony Brook Rd:** Complaint received on 3-31-25 for large bags of trash on the property and spilled over trash cans that are not cleaned up for months at a time. Site inspection conducted on 4-15-25 showed two garbage cans on their sides with a large bag of trash on the ground as well as several other pieces of trash. RVC send on 5-8-25. Contacted the owner on 05/26/25

and they stated they have dumpsters periodically brought to the property when their trash is too full. They stated 9 people live in the house and were not allowed to have additional trash/recycling receptacles when they reached out to the town. This was confirmed with the director of public works as it is a contract, and additional private arrangements cannot be made and the owner. Additionally, the director stated they will have to take the additional waste to the transfer station. **Second RVC to be sent to clean up the trash and debris in the yard to bring the property into full compliance.**

- **26 Lake St:** Ongoing blight case started in with junk and trash on the front of the property. Previous ZEO report stated junk had been removed but to reach full compliance the lawn will need to be mowed. Will follow up with drive by inspection on 2/24/25. Junk has been removed off the property and appears to be in good order. Complaint received on March 12, 2025. Site inspection conducted on 4-10-25 for blighted rear property of home. Junk and discarded items were observed on the fence on the eastern portion of the property and along the back side of the house against the wall. The roof appeared to be in poor condition as well as the fascia and soffit of home had a hole. Additionally, greater than 30% of paint was chipped on the structure. Will follow up with an RVC and update the file as this is an ongoing case for several years. RVC sent on 6/30/25. Made contact with the owner. **A site inspection was conducted on 7/Some progress has been made with the removal of mattresses and other pieces of discarded furniture and junk. The current resident is in probate court and will hear more information on 8/5/25 for updates as to the executor and who shall be responsible for the property and to maintain it.**

- **143 Gallup Hill:** complaint received August 2024 for Overgrown vegetation . **Will Continue to monitor as weather warms.**

- **5 Long Pond Rd:** Complaint received via phone call on 1/28/25 to the property has a lot of junk in the yard with several unregistered vehicles, including an old semi-trailer. Will contact owner for a meeting with the Land Use Director and ZEO for compliance. Also zoning violations present. Sent follow up email to set up a meeting. No response yet. Spoke with Mr. Bryson (property owner) with the Land Use Director on 06/03/25. To discuss the blighted property and zoning violation. Mr. Bryson stated that the RV has since been removed off the property. He agreed to have a site inspection conducted to begin clean up of the property. A site inspection was conducted on 06/04/25 and will follow up within two (2) weeks to see progress of the items and or junk to be removed from the initial inspection. **Will schedule follow up inspection on or about 8/7/25.**

- **43R Long Pond Rd:** Complaint received on 1/28/25 by the same complainant for 5Long Pond. The property has a lot of junk that continues to stack up on the property over time. A site

inspection was conducted on 2/12/25, the property was observed to have a lot of junk and garbage visible from the Cider Hill Rd way but hidden on the other side of Long Pond. There also appears to be an RV but it could not be determined if it had registered plates. **RVC to be sent.**

- **103 Inchcliffe Rd:** Old case from 2024 in which there was previous flooding in the basement and improper storage of junk was in the lawn/driveway as well as overgrown vegetation. While inspecting on 6/30/25 for another property (24 Inchcliffe), I observed overgrown vegetation in the yard as well as improper storage of household furniture. **RVC to be sent.**

Site inspections:

- 7/15/25-16 West Dr.- Blight
- 7/15/25-411 CLH
- 7/16/25- 967 Shewville Rd
- 7/21/25- 411 CLH
- 7/21/25-28 West Dr.
- 7/21/25-51 Kings HWY
-



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2432

Agenda Date: 9/2/2025

Agenda #: E.

GENERAL DISCUSSION ITEM

Subject:

CEDAS CERTIFICATION - Update

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



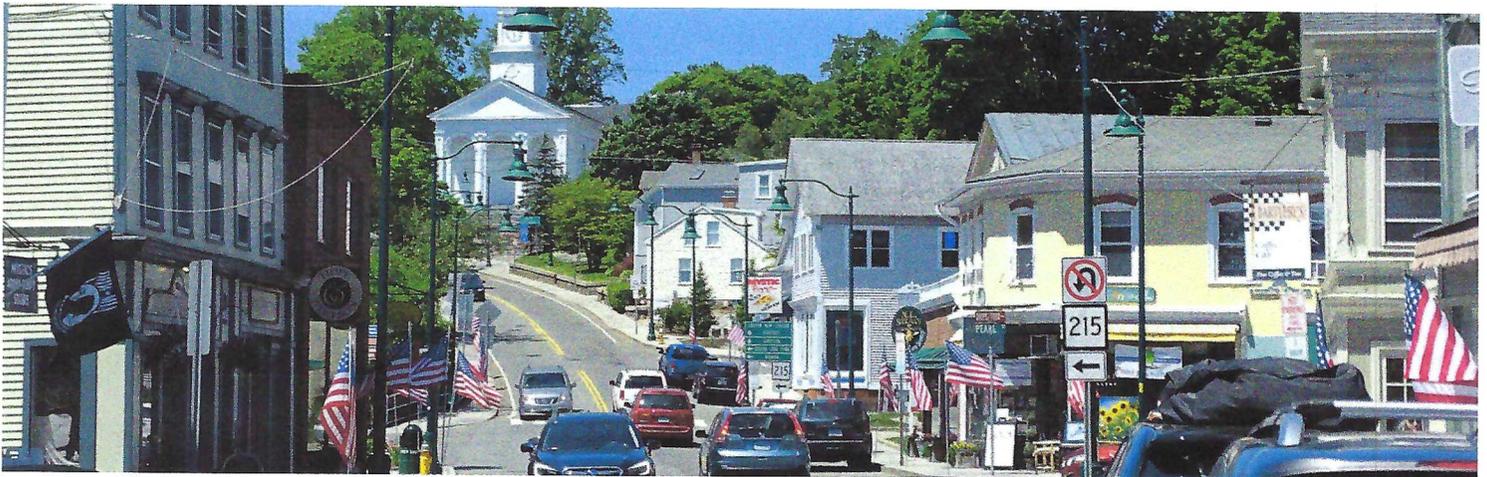


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Connecticut's Best Practices in Economic Development & Land Use Planning

CEDAS Best Practices in Economic Development & Land Use Certification Program

This program is intended to drive communities to pursue excellence in land use and economic development practices and to recognize the communities that have established best practices. In pursuit of these best practices, planners and economic developers can use this program to engage community stakeholders in discussions about how to achieve higher standards and develop creative,



community-specific ways to implement them.

The 2026 application period opened July 7.

The Best Practices Certification Program requires an application to be completed documenting various economic development and land use practices, policies, and programs taking place at the local level. The application contains four components:

1. Communications & Marketing
2. Coordination & Collaboration
3. Organizational Capacity & Strategy
4. Policies & Programs

PREPARING TO APPLY?

Check out the following documents:

- [GUIDANCE document](#)
- [APPLICATION QUESTIONS](#)
- [WATCH THE AUGUST 20 CEDAS HOUR ON BEST PRACTICES](#)
- [2026 APPLICATION](#)

CEDAS created the Best Practices Certification Program to:

- encourage best practices in municipal economic development and land use to spur continuous improvement; and

- to create an open resource library of model development examples that can be used by municipalities to update their policies and practices.

Award Year 2026 Best Practices Schedule

April 21, 2025	Application period opens
April 24, 2025	Zoom Application Information Session
May 22, 2025	Zoom Application Information Session
August 31, 2025	Extended! Application Period closes
August 31, 2025 – September 5, 2025	Review of Applications, Selection of Award Year 2026 Certified Municipalities
September 5, 2025	Email of awarded position
October 30, 2025	CEDAS Best Practices Awards Presentation (@ Tyde at Walnut Beach in Milford, CT)

2022
Recipients

GOLD AWARD

2023
Recipients

GOLD AWARD

- Town of Cheshire
- City of Norwalk
- Town of Orange

SILVER AWARD

- Town of Ellington
- Town of Guilford
- Town of Hamden
- Town of North Branford
- City of Torrington
- City of West Haven
- Town of Willington
- Town of Woodbridge

BRONZE AWARD

- Town of Berlin

2024 Recipients

GOLD AWARD

- Town Manchester
- Town of Southbury
- Town of Windham

- Town of Bolton
- Town of Madison
- Town of Windsor
- Town of Groton
- Town of West Hartford
- Town of Fairfield
- City of Groton

SILVER AWARD

- Town of Canton
- City of Hartford
- Town of Ridgefield
- Town of Tolland
- City of Bridgeport
- Town of East Windsor
- Town of Monroe
- City of New London

BRONZE AWARD

- City of Stamford
- City of Norwich

Thanks to the 2026 Best Practices Sponsors!

Program Sponsors

QUESTIONS?

Questions regarding the program should be directed to the program development committee chairs Sabrina Godeski at sgodeski@norwalkct.org or Aaron Marcavitch at amarcavitch@enfield.org.

Connecticut Economic Development Association
(CEDAS)

545 Long Wharf Drive, 8th Floor

New Haven, CT 06511

203.498.3000



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Connecticut Economic Development Association (CEDAS)
BEST PRACTICES IN
ECONOMIC DEVELOPMENT & LAND USE PLANNING
A Program for Municipal Accreditation

CEDAS Best Practices Certification Program

CEDAS created the Best Practices Certification Program in 2019:

- To encourage best practices in municipal economic development and land use to spur continuous improvement;
- To create an open resource library of model development examples that can be used by municipalities to update their policies and practices.

This program is intended to drive communities to pursue excellence in land use and economic development practices and to recognize the communities that have established best practices. In pursuit of these best practices, planners and economic developers can use this program to engage community stakeholders in discussions about achieving higher standards and developing creative, community-specific ways to implement them.

HOW THE PROGRAM WORKS:

The program involves a certification system for good planning and economic development. The Best Practices criteria were developed with significant input from various municipal economic developers and planners, including members of CEDAS and the CT Chapter of the American Planning Association (CCAPA).

The Best Practices Certification Program requires an application to be completed documenting various economic development and land use practices, policies, and programs taking place at the local level. The application contains four components:

1. Communications & Marketing
2. Coordination & Collaboration
3. Organizational Capacity & Strategy
4. Policies & Programs

EVALUATION CRITERIA & SCORING SYSTEM

Presentation of the Application will be scored based on the organization of the application, clarity of narrative, and grammar.

POINTS BREAKDOWN	TOTAL POINTS	PERCENT OF TOTAL
Communications	75	30%
Coordination & Collaboration	60	24%
Organizational Capacity & Strategy	70	28%
Policies & Programs	30	12%
Community Choice	5	2%
Presentation of Application	10	4%
	250	100%



Connecticut Economic Development Association (CEDAS)
BEST PRACTICES IN
ECONOMIC DEVELOPMENT & LAND USE PLANNING
A Program for Municipal Accreditation

The total possible number of points is 250. In 2026 award year, certification will be awarded according to the following levels:

Gold Certification: 200-250 points

Silver Certification: 150-199 points

Bronze Certification: 100-149 points

CERTIFICATION

CEDAS Best Practices certification lasts for three years. We encourage 2021 Certified Communities to recertify in 2025.

EVALUATION PROCESS

Applications will be evaluated by a committee of professionals with broad and expert knowledge in economic development, land use planning, and community engagement. While municipal budgets and community size will be noted, the committee will seek to recognize those submissions that have best exemplified the elements noted in the Best Practices criteria.

We understand that each community is unique, and we encourage your creativity in documenting how you feel your community satisfies the criteria. Communities must respond to each question, even if the answer is N/A. A Community Choice category is provided, and you will have the opportunity to showcase innovative activities you have undertaken that may not be included within the recommended submission criteria.

HOW TO APPLY

Communities interested in applying should go to www.cedas.org

Applications must be submitted by 5:00 pm on Sunday, August 31, 2025. Submissions received after this date and time will not be eligible for consideration.

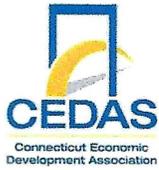
2025 SCHEDULE:

- April 21, 2025 - Application period open
- August 31, 2025 - Application Period closes
- August 31st - September 5th - Review of Applications, Selection of 2026 Certified Municipalities
- September 5, 2025 - Email of awarded position
- October 2025 - CEDAS Best Practices Awards Presentation

For more information on the program, visit: www.cedas.org.

QUESTIONS?

Questions regarding the program should be directed to the program development committee co-chairs Sabrina Godeski (sgodeski@norwalkct.gov) or Aaron Marcavitch (amarcavitch@enfield.org).



2025 CERTIFICATION

QUESTIONS & REQUIRED DOCUMENTS

The Best Practices Certification application must be completed by a team that includes those responsible for both land use and economic development in your community. The application contains four components:

- I. Communications & Marketing
- II. Coordination & Collaboration
- III. Organizational Capacity & Strategy
- IV. Policies & Programs

Each question will require evidence that supports the criteria (for example, a narrative of no more than one paragraph, a hyperlink or URL to a webpage or document, or a PDF).

The following pages document the questions on the online application.

For more information, and the link to the online application, go to:

<https://www.cedas.org/Resources/CT-Best-Practices-In-Land-Use-and-Economic-Development/>

COMMUNICATIONS & MARKETING

1. Offers pre-application meetings to those applying for building, zoning, or other related permits to discuss timeframes, board or departmental requirements, restrictions, or address concerns and follows up with the applicant if necessary.

Provide narrative description no more than one paragraph.

2. Has a website or web page for Planning and Economic Development that is updated regularly at least quarterly.

Confirm date of last update and provide URL.

3. Uses social media and or newsletter to communicate with business community & stakeholders.

Provide evidence of at least one town social media account and one example of a post or newsletter in the previous 6 months.

4. Land Use Regulations are available online.

Provide URL.

5. Communicates within 72 hours to pending applicants and responds to questions within 72 hours regarding application status.

Narrative description of process used, policy if applicable, and average length of permit process. No more than one paragraph.

6. Offers GIS land use and parcel information online to applicants and the public.

Provide URL.

7. Shares applications and renderings online for stakeholders to review during the approval process.

Provide URL.

8. Offers online permitting that allows for electronic signatures and payments.

Provide URL.

9. Community has a written brand identity and marketing strategy.

Provide narrative description no more than one paragraph.

10. Community maintains a “sell sheet” to quickly respond to proposal requests that includes: demographic information, workforce data, largest existing employers, cost of doing business, tax rates, and utility providers.

Upload a PDF of the sell sheet.

11. Community has a plan for communicating effectively across language barriers.

Provide link to plan and/or examples. No more than one paragraph.

Upload additional files supporting criteria above. Please label your files with the criteria number for reference.

COORDINATION & COLLABORATION

12. Coordinates meetings between relevant municipal departments to encourage collaboration on applications and avoid conflicting schedules.

Provide narrative description no more than one paragraph explaining the process or statement of policies.

13. Actively partners with regional economic development organizations and other communities.

Please list economic development organizations you have partnered with in the last year and the projects or activities in no more than one paragraph.

14. Works collaboratively with a diverse group of partners, reflecting the diversity of your community (race, ethnicity, gender, unique perspectives, etc.) that informs inclusive growth and equitable economic development.

Description of organizations town is partnered with or members of and an example of collaboration in no more than one paragraph.

15. Publishes a check list or flow chart demonstrating required permit submittals and it is sent to applicants with steps that must be completed in order to proceed.

Please provide a description or URL of checklist or flow chart and evidence of dissemination (e.g. website or sample communications).

16. Encourages applicants to conduct community and neighborhood meetings in advance of public hearings and provides relevant contacts or support.

Description of process and at least one example in no more than one paragraph.

17. Offers coordinated inspections if applicable; e.g. public safety and building inspector.

Evidence that this is an option available to applicants (emails, general correspondence, or notices of inspection).

18. Hosts interdepartmental staff meetings to address issues related to applications for building, zoning, or other related permits.

Narrative description, evidence of meeting attendance. No more than one paragraph.

Upload additional files supporting criteria above. Please label your files with the criteria number for reference.

ORGANIZATIONAL CAPACITY & STRATEGY

19. Has a point person dedicated to economic development who serves as coordinator/ombudsman for on-going communications and has relevant training or experience.

Evidence of point person designated or appointed and description of role. No more than one paragraph.

20. Has a mission statement for economic development that reflects the community's vision and values.

Provide a URL, screenshot or other information as to where the mission statement is published or has been distributed to the public.

21. Supports ongoing training/professional development for economic development and land use staff and commissioners (e.g. orientation and continuing education for new commission members).

Provide a short narrative describing recent training and professional development. No more than one paragraph.

22. Has completed a standardized economic development self-assessment and has a plan for continuous improvement.

Provide a PDF copy of the self-assessment summary or finalized results. If possible provide a URL where results may be accessed online. Otherwise please provide a one-page summary.

23. Asks applicants to provide feedback on the application process and uses feedback to make process improvements (customer satisfaction survey).

Provide URL link to survey tool, short narrative description of process and how results are being used.

24. Reviews zoning and land use regulations at minimum every five years for consistency, best practices in planning and economic development, alignment with the plan of conservation and development, economic inclusion, and vision for economic development.

Provide evidence that regulations are reviewed or updated and narrative describing what updates were made and how this incorporates feedback from businesses. No more than one paragraph.

25. Has an economic development strategic plan current within the past three years.

Provide the URL for the plan or 1-2 page PDF summary and narrative description of its use in shaping economic development policies.

26. Maintains an inventory of available properties.

Provide a URL if possible or screenshot of the current list of properties.

Upload additional files supporting criteria above. Please label your files with the criteria number for reference.

POLICIES & PROGRAMS

27. If the community has municipal incentive policies, they are posted on the community's website.

Provide URL.

28. Publishes design and signage guidelines or design review criteria.

Provide URL.

29. Has a formal Business Retention and Expansion plan/program. Formal programs are systematic approaches to business visits. These must include some strategy beyond occasional visits.

Describe the program goals, activity over the last year, and how it is conducted. Provide a PDF or URL if available.

30. Zoning codes provide reliability, predictability and transparency through tools such as form based zoning.

Provide evidence for use of form-based codes through URL link to codes or PDF.

31. Demonstrates movement towards administrative review.

Provide evidence through URL link to codes or PDF.

32. Engages women and minority-owned businesses to determine specific needs and direct them to specialized resources.

Provide URL or narrative description of evidence, no more than one paragraph.

33. Other innovative and creative ideas not previously accounted for in other criteria.

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CEDAS Best Practices 2026

You may save your progress and continue later.

Uploading files: Some questions may require you to provide narrative and upload files. If you have additional files to upload, please do so in the file upload question at the end of each section. Multiple files may be uploaded. If files are uploaded at the end of each section, please be sure there is a reference in the file name to the criteria number.

More information about the program can be found here. Please review the 2026 Guidance Document before applying.

johnvincent@bhhsne.com [Switch account](#)



The name, email, and photo associated with your Google account will be recorded when you upload files and submit this form

Any files that are uploaded will be shared outside of the organization they belong to.

*** Indicates required question**

Email *

Your email

Contact Person *

Your answer

Community/Town/City: *

Your answer



Title: *

Your answer

Telephone:

Your answer

Zip Code: *

Your answer

Community website:

Your answer

Additional Team Members: Names, Title, Email Address: *

Your answer

[Next](#)

Page 1 of 6

[Clear form](#)

Never submit passwords through Google Forms.

This form was created outside of your domain. - [Contact form owner](#) - [Terms of Service](#) - [Privacy Policy](#)

Does this form look suspicious? [Report](#)

Google Forms





2025 CERTIFICATION

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Michael C. Dreimiller <dreimiller@gmail.com>

Fwd: EDC: Mission statement review

1 message

Michael Dreimiller <dreimiller@gmail.com>

Tue, Jan 6, 2026 at 1:58 PM

To: Ledyard Land Use Assistant <land.use.asst@ledyardct.org>

From: **Michael Dreimiller** <dreimiller@gmail.com>

Date: Fri, Jan 2, 2026 at 5:40 PM

Subject: EDC: Mission statement review

To: Pete Hary <pete@quinnandhary.com>, John Vincent <Johnvincent@bhhsne.com>, Richard Tashea <rtashea@sbcglobal.net>, Fred Allyn, III <mayor@ledyardct.org>, Carol Schneider <estherosenbee@gmail.com>, Ledyard Town Planner <planner@ledyardct.org>, Kevin Aherne <Kevin.E.Aherne@gmail.com>, Mike Cherry <mj_cherry@hotmail.com>

Item #20 on the [CEDAS application](#) that we're working on is "Has a mission statement for economic development that reflects the community's vision and values."

I think we should review all of the places that describe what the EDC does and make sure that they are all consistent with each other as well as how they align with the feedback that we received from the [Rt. 12 Corridor Study](#) process (see Chapter 5 "Public Outreach & Participation" pages 54-62).

1) The [2023 EDC Strategic Plan](#) has this for a Mission Statement:

To enhance the economic well-being and long-term prosperity of Ledyard by serving as an important catalyst for new business and a critical resource for existing businesses who wish to grow, in a community that values its rich rural heritage, authentic New England character and rare quality of life.

2) The [2024-2025 EDC Annual Report](#) and the [2025 EDC Transparency & Governance](#) report include this:

The EDC is responsible for expanding the tax base of the Town of Ledyard and for advocating, facilitating, promoting, and advising on economic development issues within the town through marketing, property tax incentives, and infrastructure improvement.

3) The [main EDC webpage](#) and the [EDC Overview](#) page both have this:

To promote development through an economic development plan and strategy, and promotion of the growth, retention and diversification of business, industry and tourism through marketing, property tax incentives, and infrastructure development.

o The Importance of Business

The town of Ledyard is the home of many great companies and firms. Large and small, we value them all and hope to foster a productive, positive relationship.

o Goals

One of the prime goals of the Ledyard Economic Development Commission is to increase our town's commercial and industrial tax base. Over the years, there have been many efforts to accomplish this.

o Focus on Existing Business

Ledyard is a great place. We value our open space, our history, our cultural events, farming and our schools. The volunteers that work for our community make Ledyard a special place in many ways. The local business

community, also, makes Ledyard special and we need to value it. There is no better way to grow our commercial tax base than to support and nurture the businesses already here. In the economic development world, it is called business retention. To us, it just makes sense.

4) [Town Ordinance #300-020](#) has this:

Section 2. Purpose

The purpose of this Ordinance is to provide for economic development in the Town of Ledyard by establishing an Economic Development Commission, preparation of an economic development plan and strategy, and promotion of the growth, retention and diversification of business, industry and tourism through marketing, property tax incentives, and infrastructure development.

5) [2020 Plan of Conservation and Development](#) includes this (see section VII pages 37-41):

VII. Economic Development Goals

- *Encourage economic growth and diversification in order to expand the nonresidential tax base, provide new business and employment opportunities, and to improve the services and overall quality of life enjoyed by residents.*
- *Develop new utility and roadway infrastructure to serve portions of the Town zoned for commercial and/or industrial purposes with a focus on the Gales Ferry Business District and Ledyard Center.*
- *Continue to revise land use regulations to be pro-business without sacrificing a commitment to environmentally sound development.*
- *Encourage traditional village development in the LCDD and GFDD.*
- *Foster the development of vacant or underutilized commercial and industrial zoned land. Utilize a variety of traditional and nontraditional strategies to attract businesses to Ledyard.*
- *Encourage farm diversification to enable farming to be a viable economic enterprise.*

Related to this, should we consider updating and re-running the Residents and Businesses surveys that we ran in early 2022?

<https://bit.ly/LedyardEDCResidentsSurvey2022>

<https://bit.ly/LedyardEDCBusinessSurvey2022>

Also worth noting is item #25 on the CEDAS application "*Has an economic development strategic plan current within the past three years.*" Our Strategic Plan was last updated in Feb. 2023 and will be more than 3 years old by the time we submit our CEDAS application later this year.

-Mike D.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0130

Agenda Date: 2/3/2026

Agenda #: F.

GENERAL DISCUSSION ITEM

Subject:

EDC Mission Statement - Documents change update

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Anna Wynn

From: Michael Dreimiller <dreimiller@gmail.com>
Sent: Tuesday, January 6, 2026 1:59 PM
To: Anna Wynn
Subject: Fwd: EDC: Mission statement review

Categories: Completed

From: **Michael Dreimiller** <dreimiller@gmail.com>

Date: Fri, Jan 2, 2026 at 5:40 PM

Subject: EDC: Mission statement review

To: Pete Hary <pete@quinnandhary.com>, John Vincent <Johnvincent@bhhsne.com>, Richard Tashea <rtashea@sbcglobal.net>, Fred Allyn, III <mayor@ledyardct.org>, Carol Schneider <estherosenbee@gmail.com>, Ledyard Town Planner <planner@ledyardct.org>, Kevin Aherne <Kevin.E.Aherne@gmail.com>, Mike Cherry <mj_cherry@hotmail.com>

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o Goals

One of the prime goals of the Ledyard Economic Development Commission is to increase our town’s commercial and industrial tax base. Over the years, there have been many efforts to accomplish this.

o Focus on Existing Business

Ledyard is a great place. We value our open space, our history, our cultural events, farming and our schools. The volunteers that work for our community make Ledyard a special place in many ways. The local business community, also, makes Ledyard special and we need to value it. There is no better way to grow our commercial tax base than to support and nurture the businesses already here. In the economic development world, it is called business retention. To us, it just makes sense.

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5) [2020 Plan of Conservation and Development](#) includes this (see section VII pages 37-41):

VII. Economic Development

Goals

- *Encourage economic growth and diversification in order to expand the nonresidential tax base, provide new business and employment opportunities, and to improve the services and overall quality of life enjoyed by residents.*
- *Develop new utility and roadway infrastructure to serve portions of the Town zoned for commercial and/or industrial purposes with a focus on the Gales Ferry Business District and Ledyard Center.*
- *Continue to revise land use regulations to be pro-business without sacrificing a commitment to environmentally sound development.*
- *Encourage traditional village development in the LCDD and GFDD.*
- *Foster the development of vacant or underutilized commercial and industrial zoned land. Utilize a variety of traditional and nontraditional strategies to attract businesses to Ledyard.*
- *Encourage farm diversification to enable farming to be a viable economic enterprise.*

Related to this, should we consider updating and re-running the Residents and Businesses surveys that we ran in early 2022?

<https://bit.ly/LedyardEDCResidentsSurvey2022>

<https://bit.ly/LedyardEDCBusinessSurvey2022>

Also worth noting is item #25 on the CEDAS application *"Has an economic development strategic plan current within the past three years."* Our Strategic Plan was last updated in Feb. 2023 and will be more than 3 years old by the time we submit our CEDAS application later this year.

-Mike D.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0129

Agenda Date: 2/3/2026

Agenda #: G.

GENERAL DISCUSSION ITEM

Subject:

Resident and Business Surveys (2022) updating and re-running in 2026.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0297

Agenda Date: 3/3/2026

Agenda #: A.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Sustainable CT Ad Hoc Committee: Actions 2.2, 2.3 & 2.4 Discussion

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

2.2 Implement Sustainable Purchasing

5 – 45 Points

Action Updates

This action was last updated in 2024. The previous version of this action is [available for comparison](#). Edits are highlighted in yellow.

Objective

Commit to purchasing sustainable goods and services.

Complementary Action:

- [Provide Resources and Supports to Local Businesses](#)

What to Do

Note: When determining if goods and services are sustainable, the following sample environmental attributes can be considered: Biobased, biodegradable, bisphenol-free, carcinogen-free, Chlorofluorocarbon (CFC)-free, compostable, durable, energy efficient, flame retardant-free (especially halogenated flame retardants), free of antimicrobial chemicals, heavy metal free (e.g. no lead, mercury, cadmium), less hazardous, low Volatile Organic Compounds (VOC) content, low-toxicity, made from renewable materials, Per- and Polyfluoroalkyl-free, phthalate-free, reduced packaging, refurbished, reusable, water efficient.

The more you do, the more points you earn.

1. Have at least one municipal representative (includes municipal elected officials and/or staff members and/or commission members) participate in a sustainable procurement training. Any training pursued here may not also count for points under Sustainable CT Action [Train Municipal Representatives](#). The training must have taken place in the last three years. **(5 points)**

Submit: The name(s) and title(s) of the individual(s) who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.

2. By municipal resolution or ordinance, adopt a sustainable purchasing policy, distribute the newly adopted policy to relevant department or division heads, publish the policy to the municipal website, and communicate the policy to relevant suppliers and vendors. At a minimum, the policy should address two social impact areas and four additional environmental impact areas: **(20 points)**

Social Impact Areas

- Promotion of purchasing cooperatives;
- Engagement with locally-owned businesses, sustainable, or eco-friendly businesses, minority and women-owned businesses, and alternative corporate structures, such as [B Corps](#) and cooperatively owned businesses (a definition of “local” should be stated for purposes of the policy); and
- Purchase of goods and services that are certified “fair trade” or are otherwise ethically sourced and free from forced labor and/or child labor.

Environmental Impact Areas

- Recycled-content, reused and/or refurbished products;
- Less harmful and/or non-toxic materials and processes;
- Energy and water-efficient products and processes;
- Natural resource and landscaping including implementing a green grounds and management maintenance program;
- Renewable energy products, such as solar, wind and/or hydropower;
- Waste reduction and pollution reduction;
- Sustainable, “green” or Leadership in Environmental and Energy Design (LEED) certified building construction design and/or materials; and
- Other topics consistent with the objective of this Action that your municipality deems appropriate.

Sustainable purchasing policies may include any other topics your municipality deems appropriate. Your municipality may submit documentation to prove that your municipality utilizes WaterSense labeled products under [Sustainable CT Action 3.6](#). You may still include management of municipal water use in your sustainable purchasing policy, but you may not count managing municipal water use as one of the four or more environmental impact areas you highlight in your sustainable purchasing policy under this Action. Similarly, there is no double-counting with other Sustainable CT Actions that overlap with sustainable purchasing policy areas.

Submit: A copy of the sustainable purchasing policy formally adopted by your governing body; documentation that the policy has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification) and a completed [worksheet](#).

3. Implement your municipality’s sustainable purchasing policy. **(15 points)**

Submit: An estimate of the percentage of your municipal budget used to purchase sustainable goods and services, using data no more than three years old, and a brief narrative description of which goods and services are sustainably purchased by your municipality and which social and environmental impact areas in your sustainable purchasing policy are impacted.

4. Develop and maintain an up-to-date vendor list to use for requests for quotations, small purchases where no quotes are required, requests for proposals, and other purchasing opportunities. Your list must incorporate special designations, which may include those for locally-owned businesses, sustainable, or eco-friendly businesses, minority and women-owned businesses, and alternative corporate structures, such as [B Corps](#) and cooperatively owned businesses. You may collaborate with representatives from other communities to develop a regional vendor list. **(10 points)**

Submit: The vendor list, including an explanation of the special designations incorporated into the list. For regional vendor lists, each participating municipality will receive points. If the list is more than three years old, provide a brief description of how it is still relevant and used by your municipality.

Engaging Partners

Sustainable CT encourages regional collaboration and other forms of partnership. For every action, please complete the “Partners” box in your submission, indicating the name(s) of any municipalities and/or organizations you partnered with (if any) and a brief description of your municipality’s role. If you collaborate with other municipalities, each community will receive points. For additional information, please see the ["Partners Guidance Document"](#).

Potential Municipal and Community Collaborators

Municipal collaborators include staff from purchasing, operations, administration, building, maintenance and economic development. As you implement this Action, also include business associations, chambers of commerce and other business alliances, individual businesses and community groups.

Funding

If available, below are potential funding sources specific to this Action. For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the [Sustainable CT Grants Portal](#), which is searchable by Action. Please also visit the [Support for Your Town](#) page for opportunities for technical assistance and other supports.

- [Urban Act Grant Program](#)
- [Sustainable CT Community Match Fund](#)
- [State Funding Readiness Project](#)

Resources

Toolkits, Calculators, Guidance Documents

- [City of Ann Arbor, Michigan, Environmentally Preferable Procurement](#)
- [City of Portland, Oregon Sustainable Purchasing Policy](#)
- [City of Sacramento, California Sustainable Purchasing Policy](#)
- [CT Green Purchasing State Profile](#)
- [Sustainable Procurement Policy Roadmap](#)

Organizations and Relevant Programs

- [Sustainable Purchasing Leadership Council \(SPLC\)](#)
- [Responsible Purchasing Network \(RPN\)](#)
- [Business Alliance for Local Living Economies](#)
- [Connecticut Department of Energy and Environmental Protection \(DEEP\) Environmental Preferable Products Internet Resources](#)
- [DEEP How to Buy Green Products at Your Agency](#)
- [U.S. Environmental Protection Agency Environmentally Preferable Purchasing Program](#)
- [Capitol Region Purchasing Council](#)
- [National Association of State Procurement Officials Green Guides](#)

Benefits

Committing to sustainable purchasing will lessen adverse environmental impacts by reducing waste generally and hazardous materials specifically. It can also lessen transportation, resulting in lower costs and greenhouse gas emissions.

CT Success Stories

- [Bristol - Oct 2024 Certification](#)

2.3 Inventory and Promote Local Products and Services

10 – 35 Points

Action Updates

This action was last updated in 2024. The previous version of this action is [available for comparison](#). Edits are highlighted in yellow.

Objective

Promote purchase of products and services from local businesses.

Complementary Actions:

- [Provide Resources and Supports to Local Businesses](#)
- [Implement Sustainable Purchasing](#)

What to Do

1. Develop and meaningfully distribute a user-friendly inventory of local business options. The inventory should serve as a comprehensive guide for residents of business options (including non-brick-and-mortar businesses) that are located within your municipality. Municipalities may work collaboratively to develop a regional inventory. [Connecticut Business Registration Data](#) may be a helpful resource in ensuring the completeness of your inventory. The inventory should be posted on the municipality's website.

The more you do, the more points you earn.

a. The inventory must include the name and location of each business in list form. **(10 points)** Optional: For an additional **5 points**, create a map of the businesses, either by marking up an existing municipal map manually, or by using an electronic Geographic Information System (GIS) base map. This map must be submitted with the completed inventory and may not be submitted alone.

b. Incorporate special designations in the inventory for local businesses, sustainable, or eco-friendly businesses, women-owned, veteran-owned and minority-owned businesses, and alternative corporate structures, such as [B Corps](#) and cooperatively owned businesses. For retailers of locally grown food, the inventory could include designations for retailers that reliably sell fresh, local, in-season, native products. **(5 points per designation, up to 10 points)**

Submit: Your inventory, a hyperlink and a screenshot of the relevant webpage(s) on which the inventory is posted, and if applicable, a statement about which designation(s) your inventory incorporates. For regional inventories, each participating municipality will receive points. If your inventory was created more than three years ago, include a brief description of how it is still relevant and used by your municipality.

2. Develop, implement and maintain an ongoing “buy local” campaign. Elements may include a campaign name, logo, slogans, tag lines, website, and social media platforms. In communication materials, the campaign needs to utilize a statement about *why* buying local is important to the community. A definition of “local” should be stated for purposes of the campaign. If any local retail inventories are created (please see item 1 above), the campaign should include their dissemination. Venues for and modalities of distribution of materials may include but are not limited to schools, child care centers, libraries, community centers, local health departments and districts, municipal tax bills and links on the municipality's website. The campaign may be ongoing or long-term, but at least one campaign outreach initiative or event must have taken place in

the last three years. **(10 points)**

Submit: Your completed “buy local” campaign discussion [worksheet](#) and at least one example of materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).

Engaging Partners

Sustainable CT encourages regional collaboration and other forms of partnership. For every action, please complete the “Partners” box in your submission, indicating the name(s) of any municipalities and/or organizations you partnered with (if any) and a brief description of your municipality’s role. If you collaborate with other municipalities, each community will receive points. For additional information, please see the [“Partners Guidance Document”](#).

Potential Municipal and Community Collaborators

Any municipal economic development staff and potentially local government public health department or district staff should be involved in the implementation of this action. Community partners include local businesses (including farms), chambers of commerce and other business alliances, business associations, community food organizations, and downtown revitalization groups.

Funding

If available, below are potential funding sources specific to this Action. For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the [Sustainable CT Grants Portal](#), which is searchable by Action. Please also visit the [Support for Your Town](#) page for opportunities for technical assistance and other supports.

- [Urban Act Grant Program](#)
- [Sustainable CT Community Match Fund](#)
- [State Funding Readiness Project](#)

Resources

Toolkits, Calculators, Guidance Documents

- [American Independent Business Alliance, The Keys to Effective Buy Local Campaigns](#)
- [Made in Connecticut](#)
- [About B Corps | Certified B Corporation](#)

Organizations and Relevant Programs

- [Northeast Organic Farming Association of Connecticut](#)
- [The Business Alliance for Local Living Economies](#)
- [UConn: Zwick Center for Food and Resource Policy](#)
- [UConn Extension Community & Economic Development](#)
- [UConn College of Agriculture, Health and Natural Resources](#)
- [Small Business Saturday](#)
- [350 Project](#)

Benefits

Supporting independent and locally owned businesses produces a host of benefits. Such support can bring stability and diversity to the local economy, create jobs and expand municipal tax revenue, all promoting local and regional economic well-being. Local support can enhance social cohesion and build community. And buying local reduces transportation costs, and in turn, greenhouse gas emissions.

CT Success Stories

- [Lyme - May 2022 Certification](#)
- [Darien - Oct 2022 Certification](#)
- [Stonington - Oct 2022 Certification](#)
- [Ellington - May 2024 Certification](#)
- [Thomaston - May 2024 Certification](#)
- [Suffield - Oct 2024 Certification](#)
- [Stamford - May 2025 Certification](#)
- [Vernon - May 2025 Certification](#)
- [Andover - Oct 2025 Certification](#)
- [Mansfield - Oct 2025 Certification](#)
- [Stamford - Oct 2025 Certification](#)

2.4 Provide Resources and Supports to Local Businesses

5 – 60 Points

Action Updates

This action was last updated in 2025. The previous version of this action is [available for comparison](#). Edits are highlighted in yellow.

Objective

Provide inclusive and accessible resources to and support local businesses and your Main Street and retail areas.

Complementary Actions:

- [Participate in and Promote the C-PACE Program](#)
- [Reduce and Compost Organic Waste](#)
- [Inventory and Promote Local Retail Options](#)
- [Encourage an Equitable and Just Food System](#)

What to Do

The more you do, the more points you earn.

1. Host or support a business roundtable and/or event with municipal officials and staff to support training and dialogue on topics including but not limited to the needs and opportunities to build and expand business development in the community; potential barriers to incentive programs, grant and loan applications; permitting and land use issues; emergency preparedness; sustainable business planning; and any other topics identified collaboratively by businesses and municipal representatives. The roundtable must have taken place in the last three years. **(5 points)**

Submit: A completed [worksheet](#) and at least one example of materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).

2. Create or support Small Business Development Centers, Main Street Programs, Tourism Boards, Central Business Development Districts, or other comparable entities by providing municipal leadership support, municipal staff time, and/or funding. **(5 points)**

Submit: A partnership letter, memorandum of understanding, or comparable document outlining the organization(s) you're supporting, and the resources you're supporting them with (i.e., a specific description of the municipal leadership, staff time, funding and/or other resources and support). If this document is more than three years old, include a brief description of how your municipality has most recently provided support.

3. Invite businesses to participate in at least three events to build community recognition, provide access to potential customers, and connect the businesses to civic and community organizations. The events must have taken place in the last three years. **(10 points)**

Submit: For each community event in which businesses are invited to participate, please submit a list of businesses that participated in the event; name and date for each event; and at least one document related to the event, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).

4. Identify or create, and then disseminate a toolkit for resiliency, such as for pre-disaster business preparedness and for post-disaster conditions. Publish in key languages that are represented in your business community. **(10 points)**

Submit: A copy of the toolkit and evidence of its dissemination among businesses (via e-mail, an in-person convening, or other channels). If the toolkit was created and disseminated more than three years ago, include a brief description of how it is still relevant and used by your municipality.

5. Support food-based entrepreneurship with strategies identified through a process of authentic community engagement, including the holding of one or more community roundtables. **(10 points)**

Such support could include:

- Creating topic-specific guides and/or comprehensive toolkits for food entrepreneurs on licensing (such as guides and sample applications for city and/or state required food business licenses) leasing or otherwise utilizing space (such as accessing shared, commercial-licensed kitchen space), and food sourcing (such as entering food procurement contracts with local schools)
- Providing grant-writing support, especially for Black, Indigenous, and people of color (BIPOC) and other underrepresented food system entrepreneurs
- Implementing license fee waivers or providing other forms of financial assistance for BIPOC and other underrepresented food-based business entrepreneurs
- Providing technical assistance to farms interested in wholesaling to restaurants

Submit: A description of the community roundtables, including dates, and engagement used to determine which strategies to pursue; a description of your municipality's specific actions to support food-based entrepreneurship, along with supporting documentation. For example, if your municipality created a comprehensive toolkit for business entrepreneurs, please submit the toolkit. If your community engagement process took place more than three years ago, or if the support strategies were implemented more than three years ago, include a brief description of how they are still relevant and used by your municipality.

6. Other initiative supporting local business(es) in your community, not listed above. This initiative must be current and active or, if a one-time initiative, must have been completed within the last three years. **(10 points per initiative, up to 20 points)**

Submit: Documentation that shows completion of an activity that supports your community's local business(es). This should include dates or other documentation that the support is current or took place in the last three years.

Engaging Partners

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Potential Municipal and Community Collaborators

Appropriate municipal and community stakeholders should be involved, with specific collaborators dependent upon the action items selected above. Generally, stakeholders include any municipal economic development representatives, any municipal tourism or recreation boards, municipal information technology staff, and community partners such as business associations, chambers of commerce, downtown organizations, other business alliances, nonprofit organizations, and individual businesses.

Funding

If available, below are potential funding sources specific to this Action. For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the [Sustainable CT Grants Portal](#), which is searchable by Action. Please also visit the [Support for Your Town](#) page for opportunities for technical

assistance and other supports.

- [Urban Act Grant Program](#)
- [Sustainable CT Community Match Fund](#)
- [State Funding Readiness Project](#)

Resources

Toolkits, Calculators, Guidance Documents

- [Preparedness Planning for Small Businesses](#)
- [Competitive Advantage of Racial Equity in Business](#)
- [Community Engagement for Main Street Transformation](#)
- Legal Food Hub, [Resource Library](#)

Organizations and Relevant Programs

- [Connecticut Business Council](#)
- [Connecticut Department of Labor](#)
- [Regional Workforce Development Boards](#)
- [Connecticut Business and Industry Association](#)
- [Chambers of Commerce](#)
- [Business Alliance for Local Living Economies](#)
- [Connecticut Small Business Development Center](#)
- [Connecticut Main Street Center Downtown Resources](#)
- [AdvanceCT \(formerly the Connecticut Economic Resource Center, CERC\)](#)

Benefits

Strong local businesses provide numerous economic, environmental, social and health benefits.

They may employ local residents, can create a unique sense of place that promotes community quality of life, and may have deeper roots than non-local businesses. Supported local businesses have the added opportunity to improve community-building.

CT Success Stories

- [Southbury - May 2022 Certification](#)
- [Mansfield - Oct 2022 Certification](#)
- [New Haven - Oct 2022 Certification](#)
- [Vernon - Oct 2022 Certification](#)
- [Middletown - Sep 2023 Certification](#)
- [Haddam - May 2024 Certification](#)
- [Old Saybrook - May 2024 Certification](#)
- [Thomaston - May 2024 Certification](#)
- [Bristol - Oct 2024 Certification](#)
- [Glastonbury - Oct 2024 Certification](#)
- [Croton - Oct 2024 Certification](#)
- [West Hartford - Oct 2024 Certification](#)
- [Stamford - May 2025 Certification](#)
- [Haddam - Oct 2025 Certification](#)
- [Mansfield - Oct 2025 Certification](#)
- [Stamford - Oct 2025 Certification](#)