



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL
HYBRID FORMAT

741 Colonel Ledyard Highway
 Ledyard, CT 06339

860 464-3203
 Roxanne Maher

Chairman Kevin J. Dombrowski

MINUTES
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE –
REGULAR MEETING

Monday, November 6, 2023

6:00 PM

Town Hall Annex Building

DRAFT

- I. CALL TO ORDER – The meeting was called to order by Councilor Paul at 6:00 p.m. at the Town Hall Annex Building.

Councilor Paul welcomed all to the Hybrid Meeting. He stated for the Town Council Land Use/Planning/Public Works Committee and members of the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town’s Website – Granicus-Legistar Meeting Portal.

- II. ROLL CALL –

Attendee Name	Title	Status	Location	Arrived	Departed
Gary Paul	Committee Chairman	Present	In-Person	6:00 pm	6:17 pm
John Marshall	Town Councilor	Present	Remote	6:00 pm	6:17 pm
S. Naomi Rodriguez	Town Councilor	Present	In-Person	6:00 pm	6:17 pm
Kevin Dombrowski	Town Council Chairman	Present	Remote	6:00 pm	6:17 pm
Earl (Ty) Lamb	Historic District Commission	Present	In-Person	6:00 pm	6:17 pm
Karen Parkinson	Tri-Town Trail Association	Present	In-Person	6:00 pm	6:17 pm
Roxanne Maher	Administrative Assistant	Present	Remote	6:00 pm	6:17 pm

- III. CITIZENS' PETITIONS – None.
- IV. PRESENTATIONS/INFORMATIONAL ITEMS- None.
- V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the following
 Regular Meeting Minutes of October 2, 2023
 Site Walk Minutes of October 20, 2023
 Moved by Councilor Paul, seconded by Councilor Rodriguez

VOTE: 3 - 0 Approved and so declared

- IV. OLD BUSINESS
 - 1. Enforcement of regulations to address blight issues. – No update.

RESULT: NO ACTION

Next Meeting: 12/11/2023 6:00 p.m.

2. Security and safety concerns regarding the Park on East Drive (Christy Hill Park).

Councilor Rodriguez stated that she stopped by the Park yesterday, and it was being well maintained. She noted that there has not been any issues, noting that things have been quiet at the Park.

Councilor Paul addressed the Park on East Drive, and he provided some background noting in hearing residents' concerns about graffiti, lack of lighting and other illicit behavior that was occurring at the Park that the Community Relations Committee held an Informal Gathering at the Park on July 20, 2022 with the residents in the area. He stated Parks & Recreation Director Scott Johnson, Jr. and many Town Councilors attended the event. He stated during their conversation with the residents that they discovered that there was a lot of miscommunication. He stated the residents did not know who to contact, or what was in the works.

Councilor Paul thanked the concerted efforts of the Parks & Recreation Department, Public Works Department, and the Police Department, noting that the Park on East Drive was now beautiful. He stated it was well lit, the parking lot was done, and residents were enjoying the Park. He noted the Land Use/Planning/Public Works Committee and the Community Relations Committee have completed their work at the Park on East Drive, stating that this has been a success story.

Councilor Paul stated if there was a consensus of the Committee he would suggest they remove this item from their Agenda. The LUPPW Committee agreed that their work was complete and to remove the Park on East Drive from the Agenda.

RESULT: COMPLETED

Remove from Agenda.

3. Any other Old Business proper to come before the Committee. – None.

V. NEW BUSINESS

1. Discuss the process to designate the Spicer Ruins, within the Clark Farm property, as a Registered Historical Site.

Councilor Rodriguez thanked Mrs. Parkinson for the guided Site Walk of the Spicer Ruins on October 20, 2023. She stated seeing the site was beneficial, noting that she could not envision the site by looking at the map; and that seeing the property was a very helpful.

Councilor Paul also thanked Mrs. Parkinson for taking the time to take the LUPPW Committee to the Spicer Ruins Site. He questioned the process for the Town to obtain a Historic Designation from the State.

Chairman Dombrowski stated he visited the State Historic Preservation website, noting that there was a lot of information available and that there was a process to determine whether a property/parcel was eligible for Historic Designation; explaining that there was

an Application Process that would also require the Town to present its case. He stated the List of Criteria for Eligible Properties included the following:

- Reflect an integrity of location, design, setting, materials and workmanship. They may also:
- Be associated with events that have made a significant contribution to our history and the lives of persons significant in our past; or
- Embody the distinctive characteristics of a type, period or method of construction; or
- Represent the work of a master, possess high artistic values, or represent a significant and distinguishable entity whose components may lack individual distinction; or
- Have yielded, or may be likely to yield, information important in prehistory or history.

Chairman Dombrowski went on to explain that there was also a Selection Process and he noted the State website listed the following Process:

1. Request Information

Call or email to the State Register Coordinator at the State Historic Preservation Office (SHPO). The staff can provide preliminary information on how to prepare a nomination. Staff may request photos or a brief description via email or even schedule a site visit to determine preliminary eligibility.

2. Prepare the Nomination

Once SHPO has recommended that your property is eligible for State Register Listing, staff will provide you with the nomination form and guidance for completing it. A State Register nomination form is a scholarly document that includes a current physical description of the property, focused historical narrative with references, bibliography, digital photographs, and maps. You can get help in completing the form from locally knowledgeable people or a professionally qualified consultant if you choose. Please do not complete a State Register nomination without contacting the State Register coordinator.

3. Get a staff review from SHPO

Once SHPO receives your nomination, SHPO staff will notify you if we need additional information. They may schedule a site visit if one hasn't already been done. In the case of a district, the staff visit helps delineate the approximate boundaries of the area under consideration. SHPO staff evaluates the background information on the proposed property or district within 90 days of receipt of the completed historical and visual documentation.

Staff compiles revisions; several rounds of additional information or edits may be requested. SHPO must receive your final submission for the Historic Preservation Council (HPC) at least three weeks prior to the meeting at which your nomination will be heard.

4. Review your notification

Once the State Historic Preservation Officer signs the State Register nomination – and at least five business days before the HPC Meeting – we will send you a certified letter,

return receipt requested. The letter will inform you that the nomination is on the HPC's agenda with the date, time and location of the meeting. Please note that we will give priority to nominated properties under imminent threat of demolition or adverse alteration.

If a district is approved for State Register study, the chief executive officer of the municipality is notified by certified mail, return receipt requested, of the approximate area approved for State Register study. A copy of the notification letter is sent to you, the applicant. If a property is approved for State Register study, we notify you by certified mail, return receipt requested; a copy of the letter is sent to the municipality's chief executive officer.

If a district or property is not approved for State Register study, the State Historic Preservation Officer will notify you.

5. Attend the HPC meeting

The HPC generally meets the first Wednesday of every month at 9:30 a.m. at the SHPO office, One Constitution Plaza, Second Floor in Hartford. We encourage all interested parties to attend. They may submit information, including letters of support or objection. (Please submit these letters prior to the meeting, but they will also be accepted during the meeting.)

A majority of the HPC must vote to approve the district or property nomination to the State Register.

6. Receive notification of the listing

If a property is approved, we'll send you a certified letter, return receipt requested. In the case of a single property, we notify the owner. In the case of a district, we notify the municipality's Chief Elected Official.

If a property is not approved for study, we'll send you a letter, return receipt requested.

7. If your nomination is approved, a plaque is ordered.

Chairman Dombrowski went on to state that the Spicer Ruins was located within Clark Farm Property (1025 Colonel Ledyard Highway) which was currently under the Administrative Control/Oversight of the Town Council. He stated that he recalled that the Tri-Town Trail was granted an easement some time ago to allow the Trail to run along the property; however, he stated where people were currently walking was not where the easement was supposed to be. He went on to state that should they proceed with the proposed historic designation, that they may want to assign the Historic District Commission Administrative Control/Oversight of the Spice Ruins portion of the Clark Farm property, explaining that an easement would not be required, because it was already town-owned property. He went on to state that the Planning & Zoning Commission would be required to conduct an 8-40 Review before they could begin working with the State to obtain a Historic Designation and be included on the State's Historic Registry.

Mr. Earl (Ty) Lamb, 95 Lambtown Road, Ledyard, Historic District Commission Member, stated that he has been working with Tri-Town Trail Association President Mrs. Karen Parkinson, explaining that the Historic District Commission was looking to have a 2-3 acre area designated as the Historical Site.

Ms. Karen Parkinson 55 Rose Hill Road, Ledyard, Tri-Town Trail Association President, noted that they used some grant funding to hire Sarah Holmes, PhD Archaeology Consultant to conduct the Archaeological Land Record Study to verify that that the site was the Peter and Mary Spicer Homestead dating back to 1670; and they have obtained a Archaeological Site Number.

Mr. Lamb stated that he would visit the State Historic Preservation Site and begin working with the Historic District Commission and Mrs. Parkinson to gather all the background information that would be required for the Application process.

Chairman Dombrowski stated as they work thru this process that they would need to obtain Town Council approval to pursue/submit the Historic Designation Application to the State. However, he stated more work was required before they could get to that point.

The LUPPW Committee agreed that preserving and obtaining a Historic Designation on the State Registry was a worthwhile initiative, but that more work would be required to understand the process. The Committee agreed to keep the Spicer Ruins Historic Designation on their Agenda.

RESULT: CONTINUE

Next Meeting: 12/11/2023 6:00 p.m.

2. MOTION to forward the following outstanding/unfinished business items to the incoming Land Use/Planning/Public Works Committee:

(1) Process to designate the Spicer Ruins, within the Clark Farm property, as a Registered Historical Site.

(2) Progress of enforcing regulations to address blight issues.

Moved by Councilor Paul, seconded by Councilor Rodriguez

Discussion: Councilor Paul stated to provide for a seamless transition the Town Council and its Subcommittee's have traditionally forwarded outstanding business items to the incoming Town Council.

VOTE: 3 – 0 Approved and so declared

RESULT: 3 – 0 APPROVED AND SO DECLARED

MOVER: Gary Paul, Town Councilor

SECONDER: S. Naomi Rodriguez, Town Councilor

AYES: Gary Paul, John Marshall, Naomi Rodriguez

3. Any other New Business proper to come before the Committee. None.

IX. ADJOURNMENT-

Councilor Rodriguez moved the meeting be adjourned, seconded by Councilor Marshall

VOTE: 3 - 0 Approved and so declared, the meeting was adjourned at 6:17 p.m.

Respectfully submitted,

Gary Paul
Committee Chairman
Land Use/Planning/Public Works Committee