



Chairman
Vincent Godino

TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Historic District Commission

~ AGENDA ~

Regular Meeting

Monday, October 16, 2023

7:00 PM

Town Hall Annex -Hybrid Format

REMOTE MEETING INFORMATION

Meeting ID: 878 8049 5757

Passcode: 106259

Zoom Meeting Link:

<https://us06web.zoom.us/j/87880495757?pwd=paN9fby2F0N7UjRrbx9yDtwQCFjhNT.1>

Dial by your location:

+1 646 558 8656 US (New York)

I. CALL TO ORDER

II. ROLL CALL

III. APPOINTMENT OF ALTERNATES

IV. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE Regular Meeting Minutes from September 18, 2023, as written.

Attachments: [Historic minutes 9-18-23](#)

V. FISCAL REPORTS

1. Financial Reports.

Attachments: [Sawmill donation account report 10-3-23](#)

[Hist GL account ARPA 10-3-23](#)

[Hist PO by GL report 10-3-23](#)

[Hist YTD budget report 10-3-23](#)

[NLH donation account report 10-3-23](#)

VI. CORRESPONDENCE

VII. COMMITTEE REPORTS

1. Sawmill Committee - Mr. Barnes.
2. Nathan Lester House - Ms. Dyson/Mr. Kelley.
3. Research/Preservation - Mr. Lamb.

4. Center School - Mr. Geer.

5. Social Media - Ms. Dyson.

VIII. OLD BUSINESS

1. Any Other Old Business to come before the Commission.

IX. NEW BUSINESS

1. Any Other New Business to come before the Commission.

X. ADJOURNMENT

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



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2174

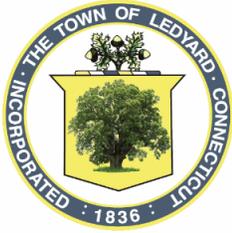
Agenda Date: 10/16/2023

Agenda #: 1.

MINUTES

Minutes:

Motion to APPROVE Regular Meeting Minutes from September 18, 2023, as written.



TOWN OF LEDYARD

Historic District Commission

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman
Vincent Godino

Regular Meeting

Monday, September 18, 2023

7:00 PM

Town Hall Annex -Hybrid Format

I. CALL TO ORDER

The Regular Meeting was called to order by Chairman Godino at 7:00 p.m.

II. ROLL CALL

Present Commissioner William Barnes
Commissioner Melissa Dyson
Commissioner Douglas Kelley
Chairman Vincent Godino
Alternate Member Kelly Lamb

Excused Commissioner Earl Lamb

Non-voting Alternate Member Kenneth Geer

III. APPOINTMENTS OF ALTERNATES

Kelly Lamb was appointed as a voting member.

IV. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE Regular Meeting Minutes from June 19, 2023, and special Meeting Minutes from July 31, 2023, as written.

RESULT: APPROVED AND SO DECLARED

MOVER: Douglas Kelley

SECONDER: Melissa Dyson

AYE 5 Barnes Dyson Kelley Godino Lamb

EXCUSED 1 Lamb

V. FISCAL REPORTS

1. Financial Reports.

There is an issue with the Finance reporting, the numbers below are partial.

Donations - Nathan Lester House = \$11,281
Sawmill = \$6,343.

ARPA - Nathan Lester House spent = \$13,000, remaining = \$27,000
Sawmill spent = \$4,745, remaining = \$120,260.

Capital = \$37,000.

RESULT: DISCUSSED

VI. CORRESPONDENCE

None.

VII. COMMITTEE REPORTS

1. Sawmill Committee - Mr. Barnes.

- Tail race: A proposal has been submitted to the Town to be released for RFP. A meeting will be held with any vendors who are interested. Hopes to have a contract award by the end of October. This timeframe would allow work to be completed before the Sawmill opens in the spring. If three bids are not received it will need to go through the Town Council.

- Beth Ackley: Recommendations on follow along activity, she is in the process of revising to reflect the budget that is remaining. There may be a possibility of Grant money for ADA work at the Sawmill.

- Chris Cobb volunteered at the Sawmill. Mr. Cobb took off the old pulley for evaluation and realized that the pulley was comprised of at least fifty parts. He was able to cut each part to the correct size and reassemble it so it could be reinstalled. Another individual, Jack Dessormier, has been working on a video for the Sawmill.

RESULT: DISCUSSED

2. Nathan Lester House - Ms. Dyson/Mr. Kelley.

- It was decided to continue the exhibition of the 1940's Fog of War movie set at the Nathan Lester House. The exhibition has been well received and the feedback has been positive. Some visitors have even asked if the exhibit will remain after the movie is released.

- Sharon Primett, Nathan Lester House Caretaker has been working on the front fence. She has sanded and primed the fence; it now needs to be painted.

- John Kelley has completed his work on the house. He repaired the cellar bulkhead, replaced the front threshold and has given some advice on how to address repairs to the fence.

- The potential of switching the entrance and exit was discussed with the garden Club. Switching the exit and entrance allows for the house to be seen upon entrance and would allow for easier access to the overflow parking. The possibilities of adding additional gardens were also discussed. The NLH Subcommittee would also like to enhance the current entrance, to make it more noticeable. Mr. Kelley has been cleaning up the driveway and removing any small dead trees that need to be come down. The Garden Club said would be happy to consult with the NLH

Subcommittee.

- The October Fall Festival will be held on Saturday October 7, 2023, from 11:00 a.m. to 4:30 p.m.

- The Subcommittee is planning to decorate the NLH for the Yuletide celebration following a 1940's theme.

- Eight dead trees were removed from along the exit driveway of the NLH property. After the trees were cut, Public Works cleared the downed trees from the property.

RESULT: DISCUSSED

3. Research/Preservation - Mr. Lamb.

No updates.

4. Center School - Mr. Geer.

- The Center School was open at the beginning of September, Mr. Lamb volunteered to open the school for tours.

- Looking to coordinate having the Center School open for tours during the next car show event.

RESULT: DISCUSSED

5. Social Media - Ms. Dyson.

The issue encountered when trying to access the Historic District Commission Instagram page has been resolved.

RESULT: DISCUSSED

VIII. OLD BUSINESS

1. Any Other Old Business to come before the Commission.

None.

IX. NEW BUSINESS

1. Any Other New Business to come before the Commission.

None.

X. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 7:42 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Melissa Dyson

SECONDER: William Barnes

AYE 5 Barnes Dyson Kelley Godino Lamb

EXCUSED 1 Lamb

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



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2023

Agenda Date: 10/16/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Financial Reports.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

G/L ACCOUNT - MASTER INQUIRY

Org code: 20810201 DONATIONS/GRANTS EXPENSES Type: E
 Object code: 54202 SAWMILL DONATIONS Status: A
 Project code: 24202 SAWMILL DONATIONS Budgetary: N

Fund 0208 DONATIONS AND GRANTS
 TWN FUNCTION 00 NO FUNCTION
 DEPT / LOCAT 1020 MAYOR'S OFFICE
 SDEP/BOEFUNC 00000 NOT USED
 *UNKNOWN
 *UNKNOWN
 *UNKNOWN

Project 24202 SAWMILL DONATIONS

Full description: SAWMILL DONATIONS Short desc: SAWMILL DO
 Reference Acct: Auto-encumber? (Y/N) N

----- CURRENT YEAR MONTHLY AMOUNTS -----				
PER	ACTUAL	ENCUMBRANCE	BUD TRANSFER	BUDGET
00	.00	.00	.00	.00
01	.00	.00	.00	6,774.00
02	.00	.00	.00	.00
03	.00	.00	.00	.00
04	.00	.00	.00	.00
05	.00	.00	.00	.00
06	.00	.00	.00	.00
07	.00	.00	.00	.00
08	.00	.00	.00	.00
09	.00	.00	.00	.00
10	.00	.00	.00	.00
11	.00	.00	.00	.00
12	.00	.00	.00	.00
13	.00	.00	.00	.00
Tot:	.00	.00	.00	6,774.00

----- CURRENT YEAR TOTAL AMOUNTS -----			
Actual (Memo)	.00	Original Budget	6,774.00
Encumbrances	.00	Budget Tranfr In	.00
Requisitions	.00	Budget Tranfr Out	.00
Total	.00	Carry Fwd Budget	.00
Available Budget	6,774.00	Carry Fwd Bud Tfr	.00
Percent Used	.00	Revised Budget	6,774.00
Inceptn to SOY	.00	Inceptn Orig Bud	.00
		Inceptn Revsd Bud	.00
Encumb-Last Yr	.00	DEPT	.00
Actual-Last Yr	.00	MAYOR/SUP	.00
Estim-Actual	.00	FIN COMM	.00
	.00	TWN CNCL	.00
		ADOPTED	.00

G/L ACCOUNT - MASTER INQUIRY

PER	LAST YEAR MONTHLY AMOUNTS		
	ACTUAL	ENCUMBRANCE	BUDGET
00	.00	.00	.00
01	.00	.00	5,658.00
02	.00	.00	.00
03	.00	.00	.00
04	.00	.00	.00
05	.00	.00	.00
06	.00	.00	.00
07	.00	.00	.00
08	.00	.00	.00
09	.00	.00	688.00
10	.00	.00	.00
11	.00	.00	.00
12	.00	.00	428.00
13	.00	.00	.00
Tot:	.00	.00	6,774.00

----- PRIOR YEARS TOTAL AMOUNTS -----			
2023 Actual	.00	2023 Orig Budget	.00
2023 Closed @ YE	.00	2023 Bud Tfr In	6,774.00
2023 Encumbrance	.00	2023 Bud Tfr Out	.00
2023 Memo Bal	.00	2023 C Fwd Budget	.00
2022 Actual	.00	2023 Revsd Budget	6,774.00
2021 Actual	.00		
2020 Actual	.00	2022 Orig Budget	.00
2019 Actual	.00	2022 Revsd Budget	5,658.00
2018 Actual	.00	2021 Orig Budget	.00
2017 Actual	.00	2021 Revsd Budget	5,450.00
2016 Actual	.00		
2015 Actual	.00	2023	0.00
2014 Actual	.00	2022	0.00
		2021	0.00

----- FUTURE YEAR AMOUNTS -----			
PER	2025 BUDGET		BUDGET
00	.00	2025 DEPT	.00
01	.00	2025 MAYOR/SUP	.00
02	.00	2025 FIN COMM	.00
03	.00	2025 TWN CNCL	.00
04	.00	2025 ADOPTED	.00
05	.00	2025 Revised	.00
06	.00	2026 Estimate	.00
07	.00	2027 Estimate	.00
08	.00	2028 Estimate	.00
09	.00	2029 Estimate	.00
10	.00		
11	.00	2025 Memo Bal	.00
12	.00	2025 Encumbrance	.00
13	.00	2025 Requisition	.00
Tot:	.00		

----- ACCOUNT NOTES -----

** END OF REPORT - Generated by Christina Hostetler **

G/L ACCOUNT DETAIL

Org: 21010103 Object: 54500 Project: G0014
BUILDING MAINTENANCE 0210-14-1010-10103-54500 -G0014

YEAR	PER	JOURNAL	EFF DATE	SRC T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR NAME/ITEM	DESC	COMMENTS
2024	01	789	07/01/2023	BUC 5		2024 BUDGT	157,311.00	Y		0			BUDGET RO

Total Amount: 157,311.00

** END OF REPORT - Generated by Christina Hostetler **

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2024/13 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION	STATUS
10110103 HISTORIC DISTRICTS						
0101-10-1010-10103-52205 - CONTRACTUAL EXPENSES						
904949 SHARON FINLAYSON	20240644	2024/01	12,916.66	12,916.66	Matthew & Sharon Primet	Posted
ACCOUNT TOTAL			12,916.66	12,916.66		
0101-10-1010-10103-56100 - LESTER/RESEARCH OPERATING						
900575 BANK OF AMERICA	20241241	2024/02	680.51	680.51	Frontier charges for Le	Posted
900872 HOLDRIDGE FARM NURSERY	20240359	2024/01	74.18	74.18	Holdridge - Historic	Posted
906346 RICHARD E. WHITE & SONS	20240360	2024/01	300.00	300.00	R.H. White & Sons - Hi	Posted
ACCOUNT TOTAL			1,054.69	1,054.69		
0101-10-1010-10103-56101 - SAW MILL OPERATING						
900872 HOLDRIDGE FARM NURSERY	20240358	2024/01	151.00	151.00	Holdridge - Historic	Posted
ACCOUNT TOTAL			151.00	151.00		
10110103 ORG TOTAL			14,122.35	14,122.35		

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2024/13 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION	STATUS
0101 GENERAL FUND			14,122.35	14,122.35		
		FUND TOTAL				

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2024/13 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION	STATUS
REPORT PO TOTAL			14,122.35			

** END OF REPORT - Generated by Christina Hostetler **

SUMMARY OF FUNDS

YEAR/PERIOD: 2024/13 Amounts Include Unposted AP Invoice Liquidations

FUNDS	DESCRIPTION	PO TOTAL	GRAND TOTAL
0101	GENERAL FUND	14,122.35	14,122.35

** END OF REPORT - Generated by Christina Hostetler **

YEAR-TO-DATE BUDGET REPORT 10-3-23

FOR 2024 13								
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10110103 HISTORIC DISTRICTS								
10110103	52205 CONTR EXP	16,000	0	16,000	2,583.34	12,916.66	500.00	96.9%
10110103	54500 BLDG MAINT	6,625	0	6,625	950.00	.00	5,675.00	14.3%
10110103	54501 SML MAINT	3,800	0	3,800	.00	.00	3,800.00	.0%
10110103	56100 OPERATING	3,075	0	3,075	295.31	1,054.69	1,725.00	43.9%
10110103	56101 SML OPERAT	1,750	0	1,750	534.00	151.00	1,065.00	39.1%
10110103	58790 MISC EXP	1,500	0	1,500	.00	.00	1,500.00	.0%
	TOTAL HISTORIC DISTRICTS	32,750	0	32,750	4,362.65	14,122.35	14,265.00	56.4%
	TOTAL GENERAL FUND	32,750	0	32,750	4,362.65	14,122.35	14,265.00	56.4%
	TOTAL EXPENSES	32,750	0	32,750	4,362.65	14,122.35	14,265.00	

YEAR-TO-DATE BUDGET REPORT 10-3-23

FOR 2024 13								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	32,750	0	32,750	4,362.65	14,122.35	14,265.00	56.4%	

** END OF REPORT - Generated by Christina Hostetler **

G/L ACCOUNT - MASTER INQUIRY

Org code: 20810201 DONATIONS/GRANTS EXPENSES Type: E
 Object code: 54203 LESTER HOUSE DONARTIONS Status: A
 Project code: 24203 LESTER HOUSE DONATIONS Budgetary: N

Fund 0208 DONATIONS AND GRANTS
 TWN FUNCTION 00 NO FUNCTION
 DEPT / LOCAT 1020 MAYOR'S OFFICE
 SDEP/BOEFUNC 00000 NOT USED
 *UNKNOWN
 *UNKNOWN
 *UNKNOWN

Project 24203 LESTER HOUSE DONATIONS

Full description: LESTER HOUSE DONARTIONS Short desc: LESTER DON
 Reference Acct: Auto-encumber? (Y/N) N

----- CURRENT YEAR MONTHLY AMOUNTS -----				
PER	ACTUAL	ENCUMBRANCE	BUD TRANSFER	BUDGET
00	.00	.00	.00	.00
01	.00	.00	.00	11,337.37
02	.00	.00	.00	.00
03	.00	.00	.00	.00
04	.00	.00	.00	.00
05	.00	.00	.00	.00
06	.00	.00	.00	.00
07	.00	.00	.00	.00
08	.00	.00	.00	.00
09	.00	.00	.00	.00
10	.00	.00	.00	.00
11	.00	.00	.00	.00
12	.00	.00	.00	.00
13	.00	.00	.00	.00
Tot:	.00	.00	.00	11,337.37

----- CURRENT YEAR TOTAL AMOUNTS -----			
Actual (Memo)	.00	Original Budget	11,337.37
Encumbrances	.00	Budget Tranfr In	.00
Requisitions	.00	Budget Tranfr Out	.00
Total	.00	Carry Fwd Budget	.00
Available Budget	11,337.37	Carry Fwd Bud Tfr	.00
Percent Used	.00	Revised Budget	11,337.37
Inceptn to SOY	.00	Inceptn Orig Bud	.00
		Inceptn Revsd Bud	.00
Encumb-Last Yr	.00	DEPT	.00
Actual-Last Yr	.00	MAYOR/SUP	.00
Estim-Actual	.00	FIN COMM	.00
	.00	TWN CNCL	.00
		ADOPTED	.00

G/L ACCOUNT - MASTER INQUIRY

PER	LAST YEAR MONTHLY AMOUNTS		
	ACTUAL	ENCUMBRANCE	BUDGET
00	.00	.00	.00
01	.00	.00	399.04
02	.00	.00	.00
03	.00	.00	.00
04	.00	.00	.00
05	.00	.00	.00
06	.00	.00	.00
07	.00	.00	.00
08	.00	.00	.00
09	.00	.00	108.33
10	.00	.00	.00
11	3,000.00	.00	14,000.00
12	220.00	.00	50.00
13	.00	.00	.00
Tot:	3,220.00	.00	14,557.37

----- PRIOR YEARS TOTAL AMOUNTS -----	
2023 Actual	3,220.00 2023 Orig Budget .00
2023 Closed @ YE	3,220.00 2023 Bud Tfr In 14,557.37
2023 Encumbrance	.00 2023 Bud Tfr Out .00
2023 Memo Bal	3,220.00 2023 C Fwd Budget .00
2022 Actual	49.99 2023 Revsd Budget 14,557.37
2021 Actual	.00
2020 Actual	.00 2022 Orig Budget .00
2019 Actual	.00 2022 Revsd Budget 449.03
2018 Actual	.00 2021 Orig Budget .00
2017 Actual	.00 2021 Revsd Budget 193.98
2016 Actual	.00
2015 Actual	.00 2023 0.00
2014 Actual	.00 2022 0.00
	2021 0.00

----- FUTURE YEAR AMOUNTS -----		
PER	2025 BUDGET	BUDGET
00	.00	.00
01	.00	.00
02	.00	.00
03	.00	.00
04	.00	.00
05	.00	.00
06	.00	.00
07	.00	.00
08	.00	.00
09	.00	.00
10	.00	.00
11	.00	.00
12	.00	.00
13	.00	.00
Tot:	.00	.00

----- ACCOUNT NOTES -----

** END OF REPORT - Generated by Christina Hostetler **



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2024

Agenda Date: 10/16/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Sawmill Committee - Mr. Barnes.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2025

Agenda Date: 10/16/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Nathan Lester House - Ms. Dyson/Mr. Kelley.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2030

Agenda Date: 10/16/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Research/Preservation - Mr. Lamb.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2026

Agenda Date: 10/16/2023

Agenda #: 4.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Center School - Mr. Geer.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2027

Agenda Date: 10/16/2023

Agenda #: 5.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Social Media - Ms. Dyson.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2028

Agenda Date: 10/16/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other Old Business to come before the Commission.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2029

Agenda Date: 10/16/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other New Business to come before the Commission.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)