



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Finance Committee

~ AGENDA ~

Chairman Gary St. Vil

Special Meeting

Tuesday, December 9, 2025

5:00 PM

**Town Hall Annex Building - Hybrid
Format**

In -Person Council Chambers, Town Hall Annex Building

Remote Participation: Information Noted Below

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

<https://ledyardet.zoom.us/j/84068773386?pwd=a4uvykwXsYtcAbny7IYUBXVql1aVk.1>

by Audio only: Telephone: +1 646 558 8656; Meeting ID: 840 6877 3386; Passcode: 070955

I CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

VII. BUSINESS OF THE MEETING

1. MOTION to approve a Budget Letter of Directive to the Mayor and Board of Education for the preparation of the Fiscal Year 2026/2027 Budget, as presented in the draft dated November 24, 2025.

Attachments: [TAX ASSESSOR-VETERANS TAX RELIEF PROGRAMS-REVENUE LOSS-EMAIL-2025-11-19](#)
[BUDGET PROCESS-CHARTER for 2026-2027](#)

IV 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 #: 25-2857

Agenda Date: 12/10/2025

Agenda #: 1.

AGENDA ITEM
CORRESPONDENCE

Subject:

MOTION to approve a Budget Letter of Directive to the Mayor and Board of Education for the preparation of the Fiscal Year 2026/2027 Budget, as presented in the draft dated November 24, 2025.

Background:

To begin the Annual Budget Process the Town Council issues a “*Budget Letter of Directive*” to the Mayor and Board of Education, which outlines the preparation process provided in the Town Charter and also provides some direction relative to budget increases for the coming year.

**BUDGET PREPARATION
SUGGESTED SCHEDULE/GUIDE
AND
ANNUAL TOWN BUDGET PROCESS
(Suggested Schedule Guide)**

(Please Note Some Dates are Subject to Change)

Key:

Purple: Suggested Date - Not Dictated by Town Charter;

Green/Blue: Dictated by Town Charter.

Reference: Town Charter Chapter VII - Pages (s) 28 - 31

October/November (Election Year-Dec) Town Council prepares and submits letter of Directive for Fiscal Year Budget to Mayor and Board of Education.

(This Date is NOT dictated by Charter)

December - Town Council approves Town Council Department budget to submit to Mayor's Office.

(This Date is NOT dictated by Charter)

Per Town Charter

(1/20/2026)

3rd Monday in January All Departments submit preliminary budget to Mayor's Office
(Monday 1/19/2026 is Martin Luther King Day Holiday).

Per Town Charter

(2/23/2026)

4th Monday in February the Board of Education shall file budget estimates to Mayor's Office.

Per Town Charter

(3/2/2026)

1st Monday in March the Mayor submits budget to Town Council and files with Town Clerk's Office.

March

Finance Committee conducts Departmental Budget Work Sessions. Departments review and submits budget materials to Town Council.

(4/8/2026)

Town Council finalizes budget to Present to a Public Hearing.

(This Date is NOT dictated by Charter)

(4/15/2026)

Town Council files proposed budget with Town Clerk's Office for Public Hearing.

(This Date is NOT dictated by Charter)

Per Town Charter On or Before Last Monday in April

(4/20/2026)

On OR Before the last Monday in April the Town Council conducts one or more Public Hearings on the proposed budget at the Council Chambers. (School Vacation 4/13/2026 - 4/17/2026)

4/22/2026

Town Council Votes to Finalize Budget

(This Date is NOT dictated by Charter)

Per Town Charter

(5/4/2026)

1st Monday of May the Town Council files proposed budget with Town Clerk's Office for Annual Town Meeting

Per Town Charter

(5/18/2026)

3rd Monday in May Annual Town Meeting on the proposed budget to adjourn to a vote on the voting machine the following day (Tuesday).

Per Town Charter

(Tuesday 5/19/2026)

Vote on Budget on voting machine

Per Town Charter

Should the Referendum does not approve the budget; the budget will be referred back to the Council, the Town Council should reconsider the budget and present it for a second vote on the voting machines three weeks following the previous referendum.

In the event the second referendum does not approve a budget, the Town Council shall adopt a final budget by the fourth Monday in June. Should both the referenda and the Town Council fail to adopt a final budget by the fourth

Monday in June, the budget that was presented at the second referendum shall be deemed to have been adopted.

Per Town Charter

6/22/2026

On or before the **Fourth Monday in June**, the Town Council shall fix the tax rate in mils.

** The budget must be presented as a Resolution

Roxanne Maher

From: Adrianna Hedwall
Sent: Wednesday, November 19, 2025 11:30 AM
To: Roxanne Maher
Subject: RE: Veterans Tax Relief Programs - Loss of Revenue for FY 25/26

Hello.

The new exemption for permanent and totally disabled veterans incurred a grand list loss of \$11,962,000 or a revenue loss of \$444,200. I have several new applicants this year as well.

Let me know if you need further information 😊

Adrianna

Adrianna S. Hedwall, CCMA II



Assessor, Town of Ledyard
741 Colonel Ledyard Hwy.
Ledyard, CT 06339
(860) 464-3237
www.ledyardct.org

*** EFFECTIVE JUNE 11, 2018 OUR NEW OFFICE HOURS WILL BE: ***
MON – THURS 7:30AM TO 4:45PM
TOWN HALL WILL BE CLOSED ON FRIDAYS

From: Roxanne Maher <council@ledyardct.org>
Sent: Wednesday, November 19, 2025 10:45 AM
To: Adrianna Hedwall <assessor@ledyardct.org>
Cc: Roxanne Maher <council@ledyardct.org>
Subject: Veterans Tax Relief Programs - Loss of Revenue for FY 25/26

Good Morning Adrianna:

Could you please tell me the total loss in tax revenue that was a result of the Veterans Tax Relief programs for the current Year (FY 25, 26).

Thank you,

Roxanne

Roxanne M. Maher

Administrative Assistant to

The Ledyard Town Council

(860) 464-3203

council@ledyardct.org

Town Hall Hours:

Monday – Thursday 7:45 a.m. – 4:45 p.m.

Closed on Friday



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