



Chairman
Kenneth DiRico

TOWN OF LEDYARD CONNECTICUT

Parks & Recreation Commission

12 Van Tassel Drive
Gales Ferry, Connecticut 06339

~ AGENDA ~

Regular Meeting

Tuesday, March 21, 2023

7:00 PM

Parks & Recreation/Senior Citizens
Center

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

1. Action Letter 02-22-2023

Attachments: [ACTION LTR-TOWN COUNCIL MTG-2023-02-22](#)

V. MEMBER COMMENTS

VI. REPORTS

1. March 2023 Director's Report

VII. APPROVAL OF MINUTES

1. Motion to approve the Parks and Recreation regular meeting minutes of 02-21-2023

Attachments: [P&R Draft Minutes 2.21.2023](#)

VIII. OLD BUSINESS

1. Boy Scout Skate Park Project Proposal

Attachments: [Eagle Project Presentation](#)

2. Pollinator Garden Discussion

3. Public Hearing for an Ordinance combining Parks & Rec and Senior Commissions scheduled for April 12th at 6:30 p.m.

Any Old Business proper to come before the Commission

XI. NEW BUSINESS

1. Discussion and possible motion to spend up to \$2,000.00 from the Parks and Recreation Capital Account to assist Ledyard Little League with the installation of a new scoreboard at Pfizer Field.

2. March 2023 Director's Report

Any New Business proper 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 #: 23-1385

Agenda Date: 3/21/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Action Letter 02-22-2023

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

Chairman Kevin J. Dombrowski

741 Colonel Ledyard Highway
Ledyard, CT 06339-1551
(860) 464-3203
council@ledyardct.org

February 23, 2023

Mayor Fred Allyn, III
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Dear Mayor Allyn:

At its Regular Meeting held on February 22, 2023 the Town Council took the following actions:

- Set a Hybrid (In-Person & Video Conference) Public Hearing date on April 12, 2023 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed amendments to Ordinance #100-016 (rev 1) "An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard" as contained in draft dated February 8, 2023.
- Appropriated and transfer the Board of Education Fiscal Year 2021/2022 audited surplus of \$448,253 from unrestricted fund balance as follows:
 - ✓ \$381,015 to Account #21070101-58250 (BOE Reserve Fund) in accordance with "Resolution Creating a Funding Mechanism for Making Annual Appropriations to a Capital Reserve Fund for the Board of Education" adopted on September 28, 1988; and
 - ✓ \$67,238 to Account #21070101-58262 (Track & Field Rental Reserve) (15% when surplus exceeds \$250,000) in accordance with "Resolution Regarding the Establishment of An Account for the Revenues Received from Leasing the Ledyard High School Multi-Use Facility" adopted on April 22, 2020.
- Adopted proposed revisions to the "Resolution Establishing Administrator/Department Head Benefits" as contained in the draft dated February 15, 2023.

Please feel free to contact Chairman Dombrowski should you have any questions regarding this meeting.

Respectfully submitted,

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council

cc: Director of Finance
Treasurer
Board of Education
Parks and Recreation & Senior Citizens Director



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1388

Agenda Date: 3/21/2023

Agenda #: 1.

REPORT

Staff/Committee Report:

March 2023 Director's Report



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1384

Agenda Date: 3/21/2023

Agenda #: 1.

MINUTES

Minutes:

Motion to approve the Parks and Recreation regular meeting minutes of 02-21-2023



TOWN OF LEDYARD

Parks & Recreation Commission

Meeting Minutes - Draft Minutes

12 Van Tassel Drive
Gales Ferry, Connecticut 06339

Chairman
Kenneth DiRico

Regular Meeting-Hybrid Format

Tuesday, February 21, 2023

7:00 PM

Parks & Recreation/Senior Citizens
Center

Join Zoom Meeting

[https://us02web.zoom.us/j/89979177969?](https://us02web.zoom.us/j/89979177969?pwd=ZG1VM0VXZ1YwUW5mQ1pBSHE3aVBFQT09)

[pwd=ZG1VM0VXZ1YwUW5mQ1pBSHE3aVBFQT09](https://us02web.zoom.us/j/89979177969?pwd=ZG1VM0VXZ1YwUW5mQ1pBSHE3aVBFQT09)

Meeting ID: 899 7917 7969 Passcode: 515934

Dial by your location+1 646 876 9923 US (New York)

I. CALL TO ORDER

Chairman DiRico called the meeting to order at 7:02 p.m. at the Parks & Recreation/Senior Center.

II. ROLL CALL

Present Commissioner Lucrezia Finegan
Commissioner Jessica Cobb
Commissioner Loretta Kent
Chairman Kenneth J. DiRico
Commissioner Jessica Buhle
Commissioner Charles Gallagher
Commissioner Deondre Bransford

Excused Commissioner Thomas Olsen
Commissioner Shaileen C. English

In addition, the following were present:

Scott Johnson, Parks & Recreation Director

Naomi Rodriguez, Town Councilor

Gary Paul - Town Council Liaison

Jim Russell. Ledyard Little League

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. PRESENTATIONS / INFORMATIONAL ITEMS

1. Action Letter 02-08-2023

HVAC at Senior Center/Parks & Rec building needs to be replaced. Air Conditioning will be

replaced first, followed by heat.

RESULT: DISCUSSED

2. Action Letter 01-25-2023

Lease approved for Lantern Hill Valley Park (600 Lantern Hill Rd)

RESULT: DISCUSSED

3. Public Hearing for an Ordinance combining Parks & Rec and Senior Commissions scheduled for April 12th at 6:30 p.m.

Ordinance combining the 2 commissions: Scheduled for 4/12/2023 at 6:30pm

RESULT: CONTINUE

4. Bush Pond lease approved

Bush Pond lease approved

RESULT: DISCUSSED

5. 2023 HB-06574-R00HB

2023 HB-06574-R00HB: Not one person testified in support, many Parks & Recreation representatives and mayors testified opposing. The bill could potentially eliminated a significant number of summer camps throughout the state or potential increase costs, limit the number of campers, etc.

RESULT: CONTINUE

V. **MEMBER COMMENTS**

None

VI. **REPORTS**

1. February Director's Report

February Director's Report:

- New office assistant: Sally Masse
- New Truck was delivered. Old truck will be sold.
- Middle School field lights have been delivered. Installation could occur as soon in as 3 weeks.
- Judge Crandall basement doors need repair - quote pending.
- Summer Jobs are posted
- New sign ordered for Erickson Park
- Contractors have been out to look at the ramp at Judge Crandall and repairs planned.
- Flagpole is broken and needs to be repaired

Motion to accept the Director's Report

RESULT: APPROVED AND SO DECLARED

MOVER: Lucrezia Finegan

SECONDER: Jessica Cobb

AYE 7 Finegan Cobb Kent DiRico Buhle Gallagher Bransford

EXCUSED 2 Olsen English

VII. APPROVAL OF MINUTES

1. Motion to approve the Parks & Recreation regular meeting minutes of January 17, 2023

RESULT: APPROVED AND SO DECLARED

MOVER: Jessica Cobb

SECONDER: Jessica Buhle

AYE 7 Finegan Cobb Kent DiRico Buhle Gallagher Bransford

EXCUSED 2 Olsen English

VIII. OLD BUSINESS

1. Boy Scout Skate Park Project Proposal

Scott received an update and the Scout is working on the project and making progress.

RESULT: CONTINUE

2. Pollinator Garden Discussion

Jessica Buhle presented. Grant funding is available for pollinating gardens. Jessica is working with the Conservation Commission to draft a plan to present to the Commission.

RESULT: CONTINUE

Any Old Business proper to come before the Commission

None

XI. NEW BUSINESS

1. Discussion and possible motion to add an FY24 CIP (Capital Improvement Project) to install hurricane shutters at the Judge Crandall Field House

FY24 CIP: Hurricane shutters at Judge Crandall Field House: Proposal to install hurricane shutters outside of the windows to prevent water entry. Window sills and drywall would also need to be replaced after the shutters are installed. Estimate is about \$25,940. This includes electrical work as well.

Motion to approve the addition of \$25,940 for repairs to the CIP (Capitol Improvement Project).

RESULT: APPROVED AND SO DECLARED

MOVER: Lucrezia Finegan

SECONDER: Jessica Cobb

AYE 7 Finegan Cobb Kent DiRico Buhle Gallagher Bransford

EXCUSED 2 Olsen English

- 2. Discussion and possible motion to allow Ledyard Little League to install a new scoreboard at the Senior Field at Pfizer

Ledyard Little League scoreboard at the Senior Field at Pfizer - Jim Russell appeared on behalf of Little League. The request is for Parks & Recreation would support by installation a pole. Little League is willing to pay for the electricity if they are the only ones using it. (There is currently no power and no scoreboard at this location.) The scoreboard would allow Little League to host tournaments in town. The cost for the support being requested is about \$1800 - too low for the capital expense. Parks & Recreation hasn't yet identified if we have available funds to be able to consider supporting. Further research is needed before the Commission could consider approving any financial support.

Motion to approve the installation of the scoreboard (without financial support from Parks & Recreation)

RESULT: APPROVED AND SO DECLARED

MOVER: Deondre Bransford

SECONDER: Charles Gallagher

AYE 7 Finegan Cobb Kent DiRico Buhle Gallagher Bransford

EXCUSED 2 Olsen English

Any New Business proper to come before the Commission

- Town Councilor Gary Paul presented: Community Relations Committee would like to do a joint tour of the parks with the Parks & Recreation Committee.
- COG is currently working on an Open Space plan (for conservation). There's a survey on the SCCOG website(seccog.org) that Jessica Cobb has asked us to help share with the area Parks & Recreation Directors and the public.
- Request from Jessica Buhle to add the Regatta Festival on next month's agenda.

X. ADJOURNMENT

Mr.Ghallager moved the meeting be adjourned, seconded by Ms. Buhle.

The meeting adjourned at 8:06 p.m.

VOTE: 7-0 Approved and so declared

Respectively Submitted,

Chairman DiRico
Parks & Recreation Commission

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TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-126

Agenda Date: 3/21/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Boy Scout Skate Park Project Proposal

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Eagle Project Presentation

Xavier DeBrodt

Troop 16

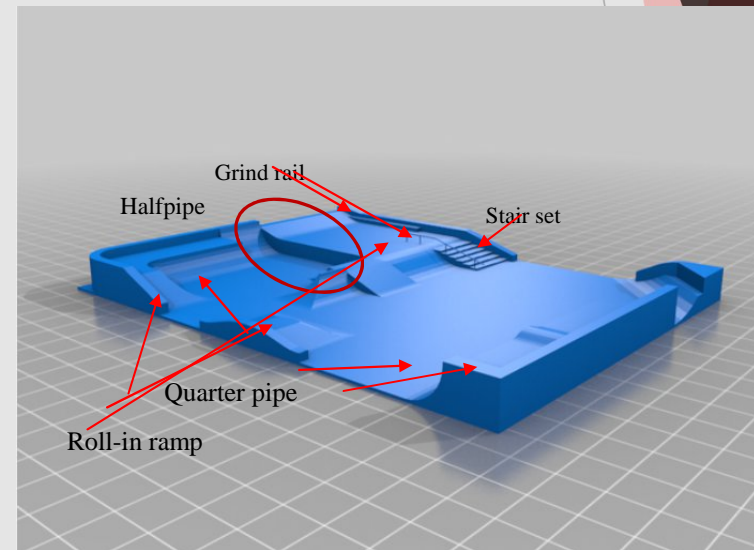
Ledyard, CT

What is an Eagle Scout Project

- ▶ Service project lead, planned, and organized by Life Scout
 - Must benefit the Scouts' community
- ▶ Scout must fundraise and/or apply for grants

My Eagle Scout Project

- ▶ Skatepark in Ledyard
- ▶ Includes:
 - ▶ 1 stair set
 - ▶ 2 grind rails
 - ▶ 1 halfpipe
 - ▶ 3 quarter pipes
 - ▶ 2-3 roll-in ramps
 - ▶ Multiple side ledges
 - ▶ 2 pyramids



Why does Ledyard need a skatepark?

- ▶ Kids in Ledyard ride skateboards and scooters
- ▶ It will be local
- ▶ Great physical activity opportunity

Where will the skatepark be?

- ▶ Highland Lake Park Ledyard, CT
- ▶ Far back empty space of park
- ▶ Main transportation type should be walking/riding to park

How big will the skatepark be?



What materials are needed?

- ▶ Concrete
- ▶ Fencing
- ▶ Metal pipes
- ▶ Handrail/grind rail
- ▶ Wood
- ▶ Screws
- ▶ Paint
- ▶ Signs

What supplies will I need?

- ▶ Food
- ▶ Refreshments
- ▶ Gasoline
- ▶ Tarps
- ▶ Safety supplies
- ▶ Garbage bags

What equipment/tools will I need?

- ▶ Excavators
- ▶ Concrete trucks
- ▶ Dump trucks
- ▶ Shovels
- ▶ Wheelbarrows
- ▶ Drills

What I am currently doing

- ▶ Refining the design for what the skatepark will look like
- ▶ Researching the total costs of materials and labor from the Groton Skatepark
- ▶ Researching how long it took to build the Groton Skatepark

What I have already done

- ▶ Attended a Ledyard Parks and Recreation Committee meeting to present my project
- ▶ Met with the Mayor of Ledyard and discussed with him if it possible for me to be allowed to build a skatepark in the town of Ledyard.
- ▶ Met with Cindy Olsen who had helped lead the build of the Groton Skatepark in Sutton Park.
- ▶ Found a design for what the skatepark will look like.
- ▶ Talked with Jeff Paprocki who led the build of the Groton Skatepark and has his own concrete company.
- ▶ Printed a 3d model of the skatepark.
- ▶ Met with Cindy Olsen to talk about fundraising ideas
- ▶ Presented my proposal to Troop 16 committee
- ▶ Estimated total cost of project

What I still need to do for my proposal

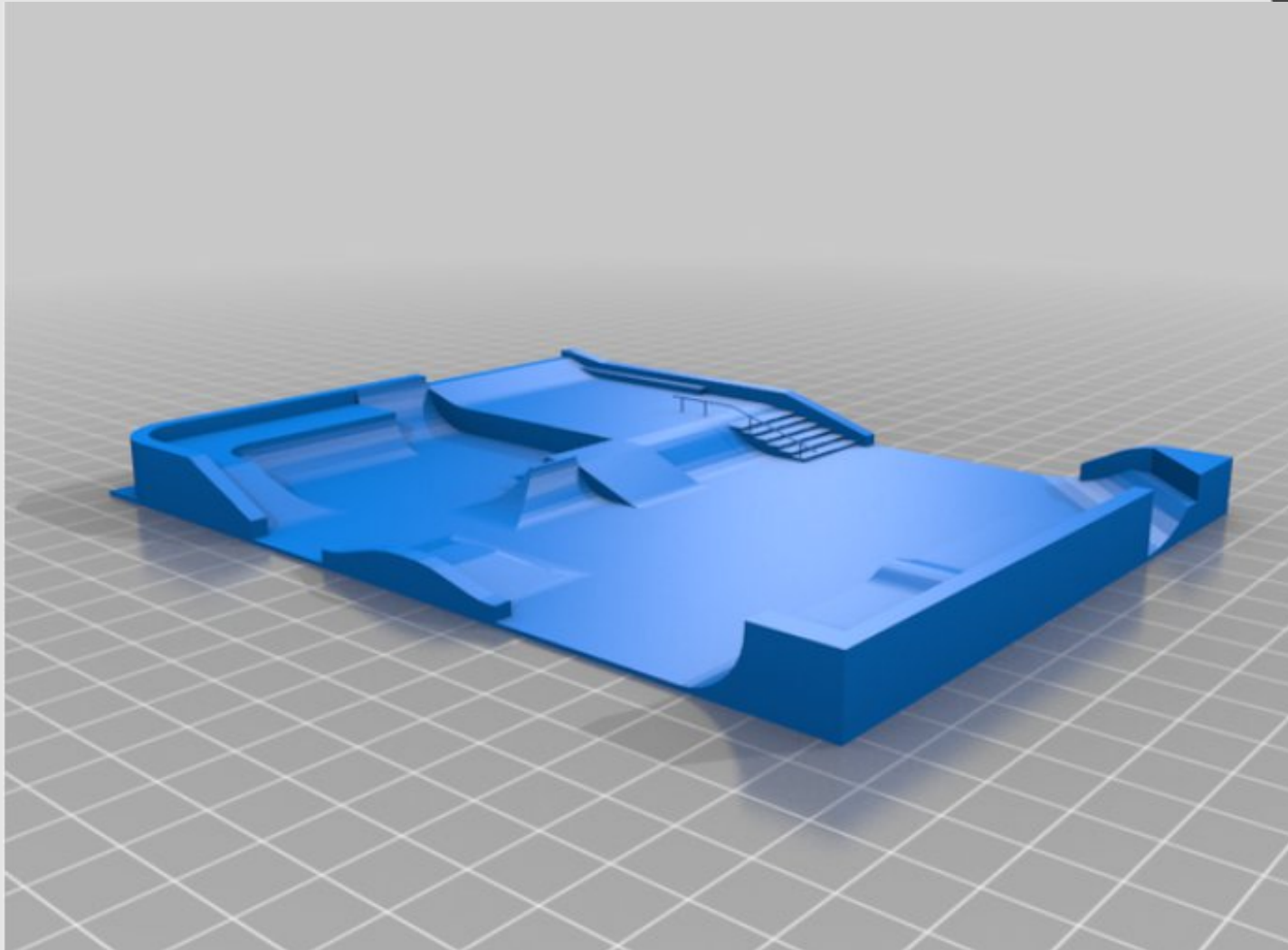
- ▶ Accurate measurements of area
- ▶ Estimate the cost of the materials needed
- ▶ Estimate the cost of the equipment needed
- ▶ Research price for labor of workers
- ▶ Plan phases for how project will be built over time
- ▶ Research how many people are needed
- ▶ Identify tasks that the scouts can do

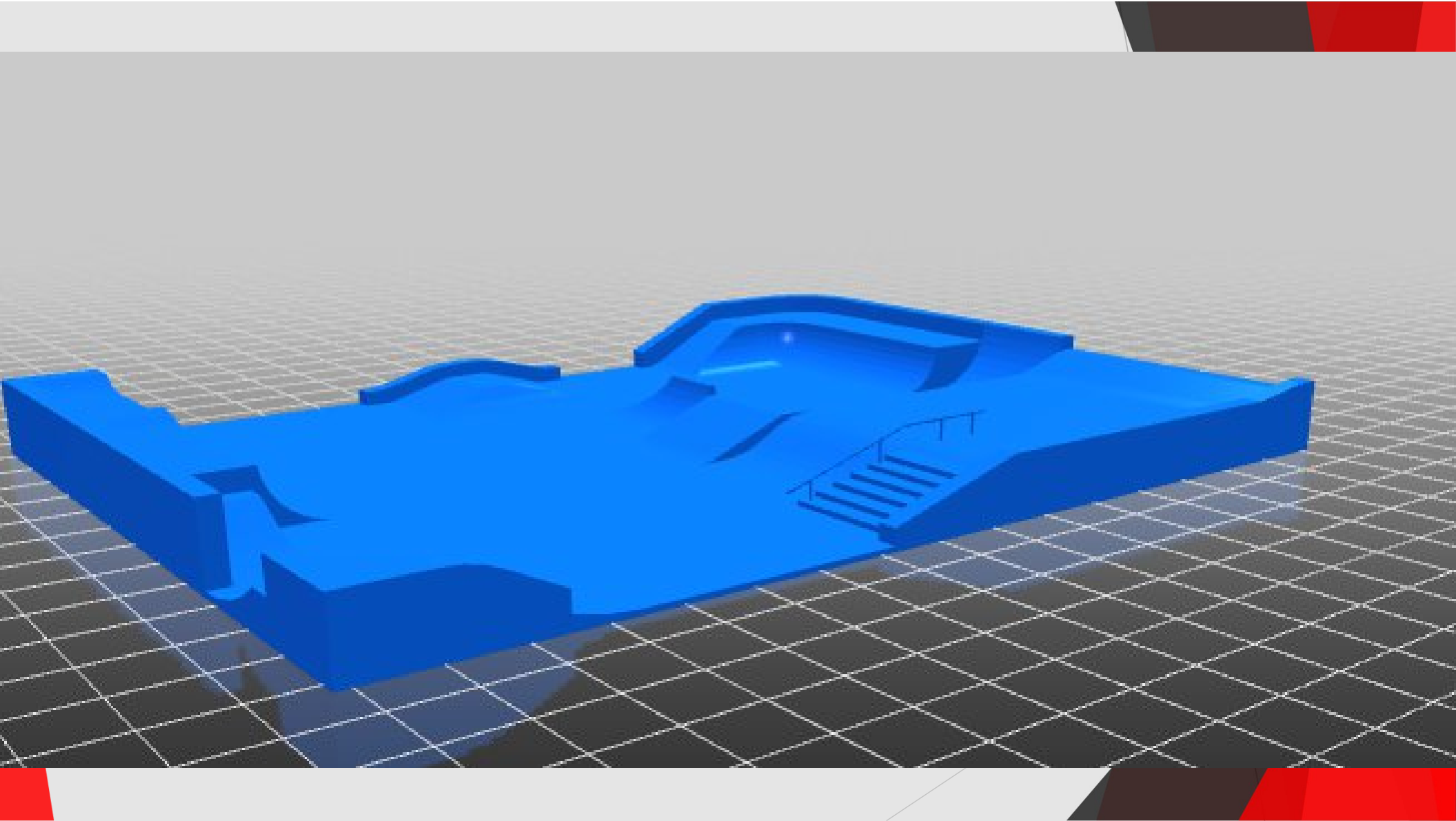
What I will need to do in order to start

- ▶ Approval from Troop 16 Scout Committee.
- ▶ Approval Ledyard from Parks and Rec.
- ▶ Wetlands commission approval
- ▶ Planning and Zoning approval and an 8-24 review (a State required review of any improvements occurring on municipally owned property)
- ▶ Approval from the Town Council for constructing an improvement on Town owned property
- ▶ A financial review by the Town's insurer to determine what the impact would be to the Town's insurance coverage
- ▶ A building permit from the Land Use Department in Town Hall
- ▶ Start fundraising, applying for grants, accepting donations

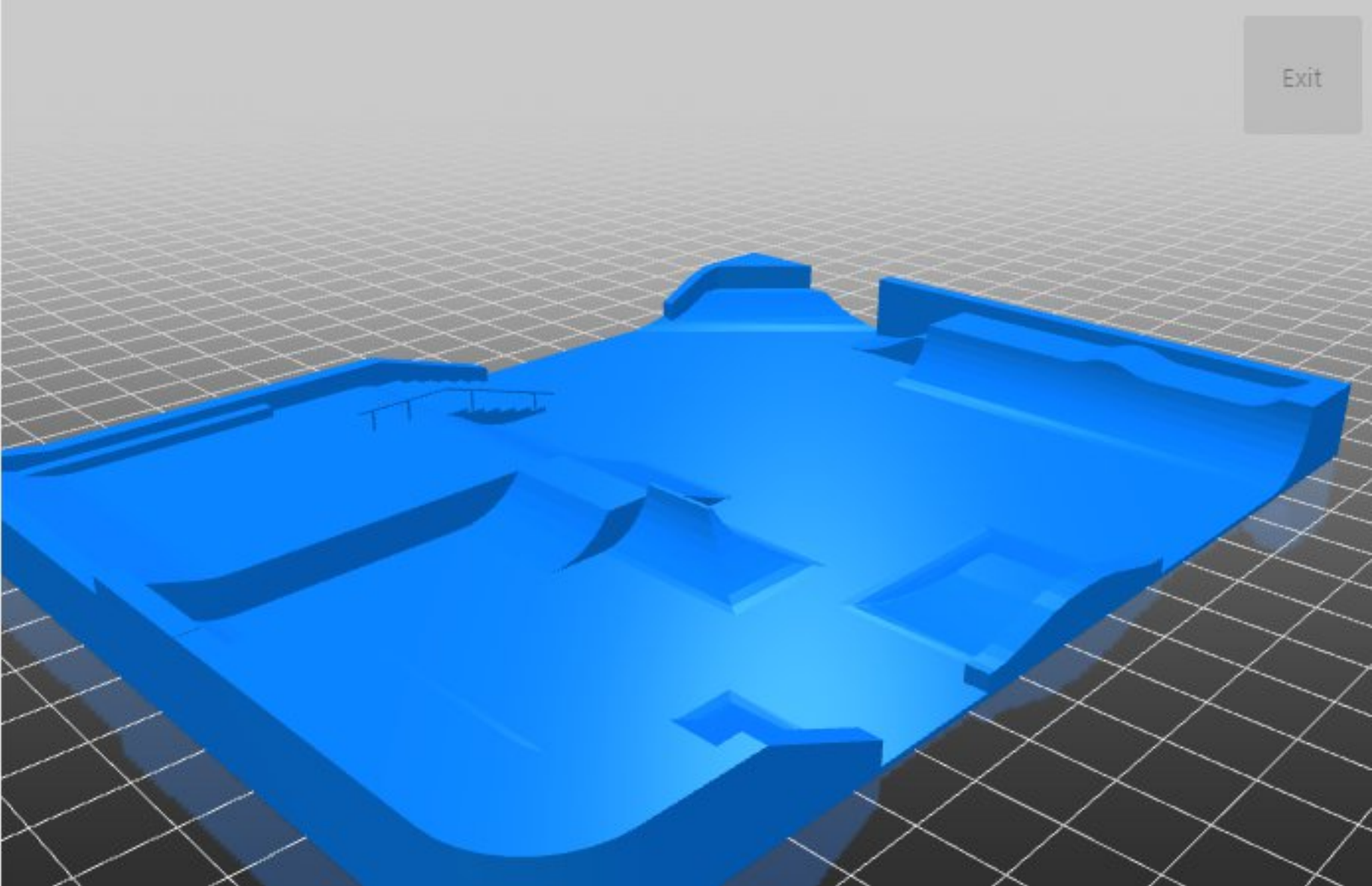
What I will need to do in the future

- ▶ Research the best concrete pouring company
- ▶ Find volunteers
- ▶ Research landscaping companies
- ▶ Find artists to do artwork





Exit



Thank You

Jeff Paprocki
Cindy Olsen
Miles Hassenfeldt
Dawn DeBrodt
Justin DeBrodt
Dr. Brandon Casper
Dr. Jeff Bolkhovsky
Vince Whittle
Scott Johnson

How to get to the park

- ▶ There are multiple ways to get to Highland Lake Park. One of the ways to get to the park is going the Highlands onto Captain Amos Stanton Dr. and going through the woods on a trail and having to cross a log and into Lakeside Condominiums.





TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1091

Agenda Date: 3/21/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Pollinator Garden Discussion

Background:

A Pollinator Garden was proposed for Saw Mill Park and/or other locations

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1243

Agenda Date: 3/21/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Public Hearing for an Ordinance combining Parks & Rec and Senior Commissions scheduled for April 12th at 6:30 p.m.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1386

Agenda Date: 3/21/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion and possible motion to spend up to \$2,000.00 from the Parks and Recreation Capital Account to assist Ledyard Little League with the installation of a new scoreboard at Pfizer Field.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)