



TOWN OF LEDYARD CONNECTICUT

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

Town Council ~ AGENDA ~

Chairman S. Naomi
Rodriguez

Regular Meeting

Wednesday, February 14, 2024

7:00 PM

Town Hall Council Chambers

In-Person: Council Chambers Town Hall Annex

Remote: Information noted below:

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

<https://us06web.zoom.us/j/85039390794?pwd=jtiYwXGK0X0Rhd913CZ0takSkZ3bAa.1>

Audio Only: Telephone: +1 646 558 8656; Meeting ID: 850 3939 0794; Passcode: 414808

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PRESENTATIONS

Martin Luther King Jr. Essay Scholarship Recipients Ledyard High School Students
Mackenzie Hope and Felix Adrian Beltre.

V. RESIDENT & PROPERTY OWNERS (COMMENTS LIMITED TO THREE (3)
MINUTES

VI. COMMITTEE COMMISSION AND BOARD REPORTS

VII. COMMENTS OF TOWN COUNCILORS

VIII. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the Town Council Regular Meeting Minutes of January 24, 2024

Attachments: [TC-MIN-2024-01-24.pdf](#)

IX. COMMUNICATIONS

Communications List - February 14, 2024

Attachments: [C-LIST-2024-02-14.pdf](#)
[Action Letter WPCA-2024-01-24.pdf](#)
[Board of Education Ledyard Administrators Association Contract - 2024-2027-ltr-2024-01-22.pdf](#)
[McDermott-St. Vil email thread-2024-02-08- Project Ocenology Summer Scholarship Program.pdf](#)
[Appoint Farmers' Market Cmt Members - Ordinance-Memo-2024-02-06.pdf](#)
[APPOINTMENT ENDORSEMENT REQUEST PERMANENT MUNICIPAL BUILDING COM \(PMBC \)-2024-01-25.pdf](#)
[Board of Education Ltr Dated 2024-01-22 Ledyard Administrator Assocaiton \(LAA \) Contract July 1-2024 - June 30-2027.pdf](#)
[Re Appointment Endorsement - Permanent Municipal Building Cmt \(PMBC \) 2023-02-07.pdf](#)
[Re Appointment Endorsement - Retirement Board & RTC-2023-02-07.pdf](#)
[Re Appointment Endorsement -Housing Authority & RTC-2023-02-07.pdf](#)
[RTC Appointment Endorsement-Parkins-Historic Distric Commission-email-2024-02-08.pdf](#)
[ACTION LTR-TOWN COUNCIL MTG-2024-01-24.pdf](#)
[Qualifying Income Schedule - Ordinance #200-005 \(rev 1\) Ltr-2024-01-25.pdf](#)
[Appoint ltr- DiPalma-Herb - Permanent Municipal Building Cmt \(PMBC \) 2024-01-25.pdf](#)
[Appoint ltr- Foliz - Farmers Market Cmt - 2024-01-25.pdf](#)
[Appoint ltr- Reguin - Permanent Municipal Building Cmt \(PMBC \) 2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Brawner ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you DeGaetano ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Dombrowski -ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Jones-ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Kelley -ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Lamb ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Ribe -ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Ryan -ltr-2024-01-25.pdf](#)
[Disband - Budget Review Committee - Thank you Saums-ltr-2024-01-25.pdf](#)

[LTC email-2024-02-08-Board of Education Ledyard Administrative Association \(LAA \) Contract - Meeting Inviite.pdf](#)
[LIAISON ASSIGNMENT - PERMANENT MUNICIPAL BUILDNG CMT \(PMBC \) \) 2024-01-254.pdf](#)
[LIAISON ASSIGNMENT - ZONING BOARD OF APPEALS \(ZBA \) 2024-01-24.pdf](#)
[Proctor Home Rehiliation Loan - Payment letter-2024-01-23- -33 Highland_Dr_Ledyard_CT.pdf](#)
[Action Ltr -Retirement Mtg-2024-01-23.pdf](#)
[Annual Report - Public Works -June 30-2023 .pdf](#)

- X. REFERRALS
- XI. COUNCIL SUB COMMITTEE, LIAISON REPORTS
 - 1. Administration Committee
 - 2. Community Relations Committee
 - 3. Finance Committee
 - 4. Land Use/Planning/Public Works Committee
- 5. Liaison Reports
- XII. REPORT OF THE MAYOR:**
- XIII. OLD BUSINESS
- XIV. NEW BUSINESS

General Business

- 1. MOTION to reject the Agreement between the Ledyard Board of Education and the Ledyard Administrators' Association, Ledyard, Connecticut for the period of July 1, 2024 through June 30, 2027; in accordance with CGS 10-153d(b).

Attachments: [Board of Education Ledyard Administrators Association Contract - 2024-2027-letter-2024-01-22.pdf](#)
[Administrators Contract-7-2024 to 6-30-2027.pdf](#)
[LTC email-2024-02-08-Board of Education Ledyard Administrative Association \(LAA \) Contract - Meeting Inviite.pdf](#)
[CGS 10-153-Board of Education Contracts.docx](#)

Land Use/Planning/Public Works Committee

- 2. MOTION to acknowledge proposed revisions to Appendix pertaining to Ordinance #300-003 "An Ordinance Establishing Permit Fees for New Construction, Alternation, Removal, Demolition or Other Building Operation in the Town of Ledyard" as presented in the draft dated January 23, 2024.

Attachments: [Ord #300-003-Building Permit Fees-Appendix-2024-01.docx](#)
[Ord #300-003-Building Permit Fees-Background.pdf](#)
[Ordinance](#)

XV. ADJOURNMENT

DISCLAIMER:

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

The Town Council's Official Agenda and final Minutes will be on file in the Town Clerk's Office.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0163

Agenda Date: 2/14/2024

Agenda #:

AGENDA ITEM
PRESENTATION

Subject:

Martin Luther King Jr. Essay Scholarship Recipients Ledyard High School Students Mackenzie Hope and Felix Adrian Beltre.

:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0164

Agenda Date: 2/14/2024

Agenda #:

MINUTES

Minutes:

MOTION to approve the Town Council Regular Meeting Minutes of January 24, 2024



TOWN OF LEDYARD

CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES
LEDARD TOWN COUNCIL – REGULAR MEETING
WEDNESDAY, JANUARY 24, 2024; 7:00 PM
HYBRID FORMAT
VIDEO CONFERENCE VIA ZOOM

- I. CALL TO ORDER – Chairman Rodriguez called the meeting to order at 7:00 p.m. at the Council Chambers, Town Hall Annex Building.

Chairman Rodriguez welcomed all to the Hybrid Meeting. She stated for the members of the Town Council and 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. PLEDGE OF ALLEGIANCE

- III. ROLL CALL –

Attendee Name	Title	Status	Location
April Brunelle	Town Councilor	Present	In-Person
Jessica Buhle	Town Councilor	Present	In-Person
Carmen Garcia-Irizarry	Town Councilor	Present	In-Person
Kevin Dombrowski	Town Councilor	Present	In-Person
Gary Paul	Town Councilor	Present	In-Person
S. Naomi Rodriguez	Town Councilor	Present	In-Person
Tim Ryan	Town Councilor	Present	Remote
Tony Saccone	Town Councilor	Present	In-Person
Gary St. Vil	Town Councilor	Present	In-Person

- IV. INFORMATIONAL ITEMS/PRESENTATIONS – None.

- V. RESIDENTS AND PROPERTY OWNERS

- IV. COMMITTEE COMMISSION AND BOARD REPORTS

Mr. Charles Duzy, 4 Harvard Terrace, Gales Ferry, Housing Authority Chairman, stated he would like to make the following Statement so that it is part of the Record:

The Ledyard Housing Authority owns and operates the property at Kings Corner Manor, the Town of Ledyard's Elderly & Disabled Affordable Housing. Chartered under state law, the Ledyard Housing Authority is an autonomous, public organization that was overseen by a 5-member Board of Commissioners. The Ledyard Housing Authority is a quasi-independent agency, not a municipal government agency. It does not receive subsidized funding for housing operations, nor is it owned or operated by the State of Connecticut. As in the case of all housing authorities, the Ledyard Housing Authority is directed by the Board of Commissioners, which are appointed by the Ledyard Town Council. Property management and daily operations of Kings Corner Manor is the responsibility of the Executive Director, Colleen Lauer, at the direction and discretion of Ledyard Housing Authority. It is at this direction by the Ledyard Housing Authority, that the Executive Director is enforcing the Non-Smoking Policy which went into effect August 1, 2023. The residents of Kings Corner Manor were notified of the Non-Smoking Policy on March 17, 2023. At this time, there will be no Addendum to the Lease regarding the Non-Smoking Policy.

VI. COMMENTS OF TOWN COUNCILORS

Councilor Brunelle noted that January 27th is International Holocaust Remembrance Day.

Chairman Rodriguez announced the following changes to the Liaison Assignments:

- ✓ Permanent Municipal Building Committee – Councilor Brunelle
- ✓ Zoning Board of Appeals – Councilor Buhle

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of January 10, 2024
Moved by Councilor Dombrowski, seconded by Councilor Saccone

VOTE: 9 – 0 Approved and so declared

IX. COMMUNICATIONS

Chairman Rodriguez stated a Communications List has been provided on the meeting portal for tonight’s meeting and she noted the referrals listed.

X. COUNCIL SUB COMMITTEE, LIAISON REPORTS

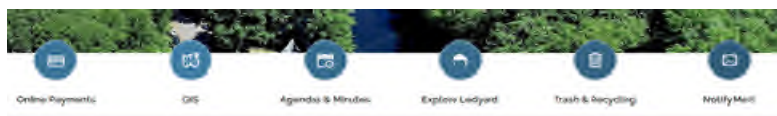
Administration Committee

Councilor Garcia-Irizarry stated the Administration Committee has not met since the last Town Council meeting. She noted that their next meeting would be held on February 14, 2024.

Community Relations Committee

Councilor Brunelle stated the Community Relations Committee met on January 17, 2024 and discussed the following: (1) Black History Month Activities - Contest – Councilor Brunelle noted that the Committee discussed several ideas and preparations for the upcoming Black History Month Essay and Poster Contest which would be open from February 1 – 23, 2024; (2) Communication with residents – Councilor Brunelle stated today she posted a video on the Town’s website on how to sign up to receive notifications through the “*Notify Me*” tab.

To sign up to receive email notifications of upcoming meetings/events/and other notices; visit the town’s website www.ledyardct.org and click on the *Notify Me* tab and complete the form.



Finance Committee

Councilor Saccone stated the Finance Committee met on January 17, 2024 and have a few items on tonight’s Agenda.

Land Use/Planning/Public Works Committee

Councilor St. Vil stated the LUPPW Committee has not met since the last Town Council meeting.

Public Safety Commission

Councilor Saccone stated the Public Safety Commission met on January 22, 2024 and addressed the following: (1) Set their 2024 Meeting Schedule; (2) Elected Officers as follows: Chairman – Administrator of Emergency Services Steve Holyfield, Vice-Chairman Ledyard Center Fire Chief Jon Mann.

Gales Ferry Fire Company

Councilor Saccone stated ever since the town received notification that the Gales Ferry Fire Company’s Grant Application was approved, the Fire Department has been working through a lot of red tape for the State to release the grant funding. He noted that the Grant Funding would be used to replace their roof and purchase some new firefighting equipment.

Parks, Recreation & Senior Citizens Commission

Councilor Buhle stated she attended the Parks, Recreation & Senior Citizens Commission's January 18, 2024 meeting noting that they addressed the following: (1) Approved their Fiscal Year 2024/2025 Budget; (2) The increase in all of their Program Enrollment post Covid-19 Pandemic. The Commission noted that they were experiencing space issues.

Water Pollution Control Authority

Councilor Dombrowski stated the WPCA met on January 23, 2024 and addressed the following: (1) Election of Officers as follows: Chairman Ed Lynch, Vice-Chairman Sharon Wadecki; Recording Secretary Tony Capon; (2) Cashman Property Development – Route 12, Gales Ferry– Councilor Dombrowski stated the WPCA discussed the potential impacts to the water lines in the area if the Blasting Permits were approved; (3) Budget Consultant – Councilor Dombrowski stated he reviewed the WPCA's proposed Fiscal Year 2024/2025 Budget that was attached to their Agenda Packet, noting that was reduced by \$56,000 from the current year's budget. However, he stated the Consultant who was hired reported that the WPCA Budget was insolvent and that they would need to increase their rates by 100%. Councilor Dombrowski stated the WPCA discussed options such as increasing the budget by 50% over a two-year period; but that they would have to borrow money from the Municipality to cover the loss. Councilor Dombrowski went on to state because of financial issues in 2010 the Town Council dissolved the WPCA, and the Town Council was designated to serve as the WPCA in an effort to remedy financial issues that they were having at that time, noting that it was a very different circumstances than the financial issue that was being identified today. He stated it seemed as though the WPCA was operating well, doing all the right things with implementing increases each year; and now all of a sudden a Consultant has come in and says that the WPCA was insolvent. He noted that he did not know what budget numbers the Consultant was using to make their assessment.

Mayor Allyn, III, questioned whether the WPCA Budget Study was done by Groton Utilities. Councilor Dombrowski stated during their Budget Study discussion the WPCA noted the water cost for the average household was about \$30.78 per month; but that \$21.00 of that amount was the *fixed fee*. He stated he did not know if the Budget Study was a Groton Utilities funded initiative or where the WPCA Budget numbers that were used in the Consultant's study came from. Mayor Allyn explained that the WPCA was similar to the Housing Authority in that they were a quasi-independent agency, noting that the Town Council's authority was to appoint members to the WPCA. He stated the WPCA had its own budget; however, in accordance with Section 4 of Ordinance #400-001 "*An Ordinance Establishing a Water Pollution Control Authority*" the Town Council was required to approve the WPCA's Annual Water Operations Budget and their water rates. He stated it was shocking News to hear that the Budget Consultant reported the WPCA was insolvent because they have been implementing 5% -7% rate increases each year. He thanked Councilor Dombrowski for his report.

Board of Education

Councilor Garcia-Irizarry stated the Board of Education met on January 16, 2024 and discussed the following: (1) Board Member Laurel Wiers resigned to pursue other professional opportunities. Mr. Brandon Graber was appointed by the Board to fill Ms. Wiers vacancy; (2) Fiscal Year 2024/2025 Board of Education Budget \$38,054,073 – Councilor Garcia-Irizarry noted that Superintendent Jason Hartling presented the proposed Board of Education Budget which requested an increase of \$2,145,705 or 5.98% over the current year's budget. She stated that Mr. Hartling provided the following narrative: Ledyard's Per Pupil Expenditure was \$16,871 compared to Waterford's Per Pupil Expenditure of \$21,325; Ledyard's Students to Adult Ratio was 7.5 students per adult; the next highest in the area was East Lyme who had 6.0 students per adult. Key Changes were as follows: Savings from 3 Teachers Retiring; Increase in Substitute Teacher Wages; Multi-Tier system to support a Sports Coordinator; Compliance with the *Right to Read Statewide Professional Learning Series* would cost \$100,000 for the first year curriculum; Elementary Teacher Staffing; Middle School would eventually have a Family Consumer Science Class to help alleviate class size challenges; Middle School Social Worker - The Board currently has a social worker through the Elementary and Secondary School Emergency Relief Fund (ESSR) Grant and want to make the position permanent; Eliminate the *Over the River Choice Transportation* which would save approximately \$75,000, noting that New London said they could send a bus to pick up Ledyard Students.

Library Commission

Councilor Garcia-Irizarry stated the Library Commission met on January 22, 2024 and addressed the following: (1) Fiscal Year 2024/2025 Budget – Councilor Garcia-Irizarry stated Library Director Jennifer Smith reported that the expense for the photocopiers, which had been paid out of the Mayor’s budget last year, would be added to the library’s operating budget. This budget operating line would increase to \$21,262.00; (2) Library Commission Funding – Councilor Garcia-Irizarry noted that the Library Commission was self-funded through Donations, Investment Income, and by funds raised by the “*Friends of the Library*”. She stated these revenues were used to support the Adult and Children Programs, noting that these expenses were not paid by taxpayer dollars. She stated things such as Museum Passes were paid for by the Friends of the Library, the new Outdoor Sign at the Gales Ferry Library was paid for by the Library Commission; (3) Libraries Online (LION) Consortium – Councilor Garcia-Irizarry stated the LION Membership cost about \$50,000 per year and has increased about 3% per year. She noted that LION has been cutting back on a number of the benefits that they previously provided, and she noted as an example, that LION used to provide computers to the Library, and now they do not. Therefore, she stated the Library Commission was comparing LION with two other Consortiums, noting that the *Library Connection Inc.* (LCI) was about \$25,000 less than LION. She stated should the Library decide to change to a less expensive Consortium that they planned to use the savings to expand programs, purchase more books, etc.

Mayor Allyn, III, addressed the Library’s copier costs, explaining that the Bill Library had previously owned their copier, which was about ten-years old, and was no longer producing quality copies and it was requiring maintenance. Therefore, he stated when Town Hall was updating their copier leases last year, they thought that it was a good time to put a new copier in the Bill Library. He stated because they were already into the budget year that he included the Bill Library copier in his budget for the first year of the lease. He stated the use of the new copier was going well, noting that the fees the Library charged patrons to make copies was being used to offset the cost of copier lease. He stated the Library Commission, and the residents were happy with the new copier.

XI. MAYOR’S REPORT

Mayor Allyn, III, reported on the following: (1) Fiscal Year 2024/2025 Budget Preparations – Mayor Allyn stated that he and Finance Director Matthew Bonin met with Department Heads on Monday, Tuesday, and Wednesday of this week to review their proposed budget requests. He stated because there was a lot of work that needed to be done before he delivered his proposed budget to the Town Council on March 4, 2024 (first Monday in March in accordance with Chapter VII; Section of the Town Charter), that he could not provide any budget projections at this time. However, he noted that the Board of Education Budget included an increase of \$2,145,705 or 5.98% over the current year’s budget; and that Healthcare Costs were projected to increase by 10%; or \$610,000. He explained their Healthcare Consultants have indicated that the costs could increase by 6% - 10%; therefore, he stated the Town typically assumes the higher increase and then if it comes in less that was good, noting that they did not want to be on the other side of the equation by not budgeting an adequate amount for those costs. He stated moving away from the ClearGov format and going back to the Excel format was progressing nicely, in terms of readability for the residents; (2) Ledyard Interchurch Emergency Assistance Fund (LICEAF) January 11, 2024 Meeting – Mayor Allyn explained that LICEAF provided grants to assist residents who have fallen into the most challenging situations with expenses such as rent and mortgage payments. He stated he attended their January meeting noting that LICEAF approved one grant. He stated that he appreciated LICEAF and what that group of churches do for Ledyard residents; (3) Southeastern Connecticut Housing Alliance (SCHA) January 12, 2024 meeting – Mayor Allyn explained the SCHA Board of Directors was a collective group in New London County that were working on the Housing crisis, specifically Affordable Housing. He stated SCHA was planning a Bus Tour in April or May to visit 4 – 5 Different Affordable Housing Projects in Southeastern Connecticut. He stated the Bus Tour was open to Town Leaders as well as Councilor Members to see what Affordable Housing looked like. He stated he would let the Town Council know the date as soon as it becomes available should anyone like to attend; (4) Discount Wine and Liquor Ribbon Cutting – January 13, 2024 – Mayor Allyn stated Discount Wine and Liquor was located on Route 12 in Gales Ferry. He stated he has heard from residents and has seen social media posts/comments regarding all the liquor stores that the town permits. He noted Connecticut General State Statutes 30-14a was the law that permits liquor stores in every municipality in the State. He stated in accordance with CGS 30-14a

municipalities were allowed 1 liquor store per 2,500 residents. He stated based on Ledyard's population they were allowed to have six liquor stores and that they have six liquor stores; noting that there were three stores on each side of town; (5) Southeastern Connecticut Council of Governments (SCCOG) Solid Waste Subcommittee January 16, 2024 Meeting – Mayor Allyn stated that he Chaired the meeting noting that they prepared a List of Requests for the upcoming Legislative Session which would start on February 7, 2024. He stated the Committee would be meeting with fourteen State Legislators (Representative and Senators) next week to discuss their Agenda which included the following: (a) Legal Notices – Again this year the Municipalities were requesting the State allow Legal Notices to be digitized opposed to having to publish them in the Newspaper at a cost that can range from \$400 – \$1,000 or more; (b) Special Education – Request the State increase Funding for Special Education and allow the funding to follow the student. Mayor Allyn explained if a student moved from one school district to another school district during the course of a school year that those funds should move with the student; (c) Heating Assistance Funding to be approved at the beginning of the Legislative Session (February 7, 2024). Mayor Allyn noted that last year the state authorized additional funding for heating assistance. However, he stated the Legislature did not approve the funding until May, which was too late to help folks during the winter months; (d) Uniform Relocation Assistance Act – Mayor Allyn explained this Act required towns to be involved if someone could not stay in their home, whether it was for health or safety purposes. The Act calls for the town to put the people up in housing that was similar to what they were coming out of. He stated in today's market that finding short-term rental housing that was similar to what they had was impossible. Therefore, the Municipalities were asking the State for Relief from the Uniform Relocation Assistance Act; (e) Municipal Shared Services – Mayor Allyn stated they were asking the Office of Management and Policy (OPM) and Department of Administration (DAS) to work with the Municipalities to allow more Shared Services for greater efficiency; (f) Solid Waste – Mayor Allyn stated the Solid Waste Committee, which was another Committee that he Chaired, was asking for things such as Waste to Energy Plants. He explained with the July, 2022 closing of the East Harford MIRA Facility (Materials Innovation and Recycling Authority) that 30 Municipalities had to find another facility, noting that all the Incinerator Plants were currently at capacity. However, he stated the Bristol Incinerator Plant, which was operated by Covanta, and the Lisbon Incinerator Plant, which was operated by Wheelabrator, both have a plan to increase to a second burner at each of their facilities. However, he stated the State Department of Environment Energy Protection (DEEP) was required to approve their plans for a second burner, which was a slow process. Therefore, he stated that SCCOG was asking the State DEEP to allow both plans to move forward in a reasonably fast manner. He stated that currently the State of Connecticut was trucking 800,000 – 900,000 tons of garbage out of the State every year and putting it in landfills in Seneca Falls New York, Eastern Pennsylvania, and Ohio. He stated this was not a reasonable solution, commenting that he was stunned that in the year 2024 they were doing this, and it was okay. He stated we need to do better; (g) Planning & Zoning Commission Training Reporting – Mayor Allyn stated that currently the Mayor or First Selectman was required to sign-off that Commissioners have completed their training. He stated that SCCOG was asking the State Legislature to consider changing this to allow the Commission Chairman to sign-off stating that the Commissioners have completed their training; (h) Public Safety – Street Take-Overs and Reckless Driving – Mayor Allyn stated SCCOG was asking that the \$250 maximum fine for these infractions be increased; (i) State Department of Transportation (DOT) Roadside Mowing – Mayor Allyn stated that SCCOG was asking that the DOT increase roadside mowing to more than one-time per year; (6) Bond Counsel January 16, 2024 Meeting - Mayor Allyn stated he along with Finance Director Matthew Bonin met with Bond Counsel to discuss their next round of Bond Anticipation Notes (BAN) – Short Term Borrowing (one-year commitments) for the Schools Consolidation/Improvement Projects (Middle School & Gallup Hill School); (7) Norwich Chamber Legislative Breakfast January 23, 2024 – Mayor Allyn stated about 120 people attended the Breakfast, at which they again talked about Solid Waste along with the issues and opportunities with the Legislators who were present; (8) Southeastern Connecticut Enterprise Region (seCTer) Board of Directors January 24, 2024 Meeting – Mayor Allyn stated seCTer offers low interest loans (seCTer Rise Grants; and seCTer Boost Loans). He stated seCTer had about \$5 million available to lend, at a 4.5% interest rate for a \$500,000 loan, noting for a commercial loan that this was a very low interest rate. He stated currently Ledyard had one business in town that has utilized the seCTer Loan opportunity. He stated the top five towns in Southeastern Connecticut who have taken advantage of the seCTer Loans were Stonington, New London, Norwich, Groton, and East Lyme. He stated if they have an

opportunity to help businesses that they need to connect them with seCTer. He stated that he would be working with the Economic Development Commission (EDC) to make sure they get this information out to businesses; (9) Small Resource Forum – February 14, 2024 - Mayor Allyn stated that Southeastern Connecticut Enterprise Region (seCTer) would be hosting a Small Resource Forum; and that he would share the invitation with the Town Council. He suggested they also share the invitation with any business that may benefit by attending the Forum; (10) Tri-Town Trail (Bluff Point to Preston Plains Park) January 24, 2024 Meeting - Mayor Allyn stated the Tri-Town Trail was currently 3.4 miles out and back, noting that the Tri-Town Trail Association was looking to expand the Trail. He stated they were working with property owners to advance the trail, explaining they have purchased easements from property owners for the Trail to move through.

Questions to the Mayor - None.

XII. OLD BUSINESS – None.

XI. NEW BUSINESS

Administration Committee

1. MOTION to appoint Mr. Ethan Foltz (D) 894 Colonel Ledyard Highway, Ledyard, to the Ledyard Farmers’ Market Committee to complete a three (3) year term ending May 9, 2024; filling a vacancy left by Ms. Brunelle.

Moved by Councilor Garcia-Irizarry, seconded by Councilor Brunelle

Discussion: None.

VOTE: 9 – 0 Approved and so declared

RESULT: APPROVED 9 - 0
 MOVER: Carmen Garcia-Irizarry, Town Councilor
 SECONDER April Brunelle, Town Councilor
 AYES: Brunelle, Buhle, Garcia-Irizarry, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil

2. MOTION to appoint the following Temporary Members to the Permanent Municipal Building Committee (PMBC) to serve as Representatives for Board of Education Projects in accordance with Ordinance #100-015 “*An Ordinance Establishing A Permanent Municipal Building Committee for the Town of Ledyard*”:

- Ms. Kate DiPalma-Herb (D) ~~2 0 August Meadows Drive, Ledyard~~ ~~19 Meadow Drive Gales Ferry~~
- Ms. Jennifer Reguin (D) 6 Mill Cove Road, Gales Ferry

Moved by Councilor Brunelle, seconded by Councilor Dombrowski

Discussion: None.

VOTE: 9 – 0 Approved and so declared

RESULT: APPROVED 9 - 0
 MOVER: April Brunelle, Town Councilor
 SECONDER Kevin Dombrowski, Town Councilor
 AYES: Brunelle, Buhle, Garcia-Irizarry, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil

Finance Committee

3. MOTION to authorize the Mayor to submit a 2024 High Risk Rural Road Speed Enforcement Application in the amount of up-to \$60,000 funded through the Federal Highway Safety Administration (FHWA).

Moved by Councilor Saccone, seconded by Councilor Buhle

Discussion: Councilor Saccone explained in a letter dated January 10, 2024 that the Police

Department received notification that they were eligible to apply for a 2024 *High Risk Rural Road Speed Enforcement Grant*. He stated that this opportunity would use Connecticut's grant monies that were being funded through the Federal Highway Safety Administration (FHWA) to reduce the amount of speed related fatalities and injuries on Connecticut's High Risk Rural Roads. He stated the Grant funding would cover the following expenses:

- Purchase of 4 speed measuring devices not to exceed a maximum of \$4,900 per device.
- Overtime wages and overtime fringe benefits.

Police Chief John Rich explained although eligible Municipalities could receive a total of \$60,000 through this 100% Reimbursable Grant Program, that Ledyard would be seeking \$15,572.94. He noted because a *Statement of Interest* must be submitted to the State by January 31, 2024; that Sergeant Pudvah has been working to prepare the required documentation. He stated the Enforcement Period would be from March 1, 2024 – May 31, 2024.

Chief Rich noted that Ledyard would be operating one radar location; and that their expenses would be as follows:

- Staffing would include thirty shifts - each shift would be four hours during the Enforcement Period (March 1, 2024 – May 31, 2024);
- Purchase of one speed measuring devices.

Councilor Dombrowski questioned whether any local matching funds would be required. Councilor Saccone noted that no local matching funds would be required.

VOTE: 9 – 0 Approved and so declared

RESULT: APPROVED 9 - 0

MOVER: Tony Saccone, Town Councilor

SECONDER Jessica Buhle, Town Councilor

AYES: Brunelle, Buhle, Garcia-Irizarry, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil

4. MOTION to transfer funding to Account 21020103-57300 (Dispatch - New Equipment) for the purchase of communications equipment to accommodate emergency radio communications for Ledyard Police Department, Ledyard Fire Company, and Gales Ferry Fire Company on the Connecticut Land Mobile Radio Network (CLMRN) as follows:

- Up to \$14,513.00 from Account 21020103-57300 G0014 (Dispatch - New Equipment - AARPA Funds); and
- Up to \$30,000.00 from Account 21020401-57300 (AES - New Equipment)

Moved by Councilor Buhle, seconded by Councilor Ryan

Discussion: Administrator of Emergency Services Steve Holyfield provided some background stating that the town received \$298,210.52 FEMA Assistance to Firefighters Grant to purchase mobile radios and associated equipment. He noted at their July 26, 2023 meeting the Town Council appropriated the Grant Funding to Account #21020401-57300-G0015 (Admin Emerg Services - New Equipment - Misc. Grants).

Administrator of Emergency Services Steve Holyfield went on to state at their January 22, 2024 Public Safety Commission Meeting that Chief Rich reported that all of the Police Cruisers had a mobile radio for the Police Officers to talk to Dispatch and other Agencies, noting that this portion of the Project was well underway. He stated in working through the process they found that they needed some infrastructure related items which included installing a Combiner on the Radio Towers. He stated this would allow them to take all of the operational frequencies from the Fire Department's and Police Department's existing equipment, along with some new equipment, to seamlessly work with the Connecticut Land Mobile Radio Network (CLMRN) system.

Mr. Holyfield continued by noting that he and Police Chief John Rich identified a combination of some remaining grant funding that was transferred into the Emergency Services Capital Account, some remaining American Rescue Plan Act (ARPA) funding (\$30,000); and annual

budget funding (\$14,513), to provide enough funding for the Departments to obtain the necessary mobile radio equipment for all the town's first responders to communicate on the State Radio System. He explained that both Fire Chiefs agreed to put forward the \$30,000 American Rescue Plan Act (ARPA) funding that was remaining from the \$75,000 that was allocated to replace two Dispatch Communications Stations at the Emergency Operations Center (EOC). He stated that they were looking for the Town Council's permission to proceed with the use of the identified funds to facilitate the migration of all primary emergency radio communications to the Connecticut Land Mobile Radio Network (CLMRN) to provide interoperability and interpretive communication among all the police departments and fire departments in the local area, noting that many of the towns were joining the State Radio System.

Councilor Ryan stated during their January 17, 2024 Finance Committee meeting that he noted that the reallocation of the \$30,000 that was remaining from the \$75,000 that was allocated to replace two Dispatch Communications Stations was being handled differently than how they have been handling the ARPA Funding. He explained that typically the unspent ARPA funds would go back into the General ARPA Projects Budget to be redistributed to other Projects in the priority order. He stated the Finance Committee discussed the process regarding the reallocation of the \$30,000 for the Connecticut Land Mobile Radio Network (CLMRN); and he noted there was a general agreement among the Finance Committee that this was a valid use and timely use of the funding, given that the quotes for the equipment were only valid until the beginning of February, 2024. He stated had they waited to redistribute the funds that the town would have endured a price increase.

Councilor Buhle stated during the Finance Committee's January 17, 2024 meeting that Administrator of Emergency Services Steve Holyfield talked about how the reallocation of the ARPA funds would impact the Dispatch Center. Therefore, she stated it made sense to reallocate the remaining Dispatch Center ARPA funds to purchase the equipment that would allow the town to use the Connecticut Land Mobile Radio Network (CLMRN) system.

Councilor St. Vil questioned whether there was a plan to identify the source of the additional \$15,000. Mr. Holyfield stated the additional \$15,000 was already in the Police Department's Capital Improvement Plan (CIP), noting that they had a Capital Account for Radio Equipment.

Councilor Saccone stated with the Connecticut Land Mobile Radio Network (CLMRN) system that they could use a walkie-talkie in Ledyard to talk to someone in Hartford, noting that the transmission was crystal clear. He stated the following surrounding communities were already using the State system: Stonington, Groton Town, Groton City, Montville, Norwich, the Connecticut State Police, and Department of Energy and Environmental Protection (DEEP). He noted that Waterford, New London, and East Lyme were also submitting petitions to join the State System. Director of Emergency Services Jim Mann noted that he agreed with Councilor Saccone's comments, noting that using a handheld radio that he was able to communicate with Hartford from the Emergency Operations Center (EOC) which had six-feet of concrete over the top of it.

Councilor Dombrowski stated the town has been taking steps and working toward joining the Connecticut Land Mobile Radio Network (CLMRN) system for many years. He noted that the town applied several times before their Grant Application to purchase the necessary equipment to join the Radio Network was finally approved. He noted with the allocation of the funding requested this evening and the purchase of the equipment that the town would be able to fully implement the communication system throughout the town. Mr. Holyfield stated by Ledyard securing the FEMA Assistance to Firefighters Grant in the amount of \$298,210.52, which required a 5% local match (\$14,200.52) the town was able to purchase the new portable and mobile radios for the Fire Departments, while providing a significant saving to their residents.

VOTE: 9 – 0 Approved and so declared

RESULT: APPROVED 9 - 0
MOVER: Jessica Buhle, Town Councilor
SECONDER Tim Ryan, Town Councilor
AYES: Brunelle, Buhle, Garcia-Irizarry, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil

5. MOTION to authorize the expenditure of up to \$30,000 from Account 0210-21020401-54325 (AES - CNR -Fire Apparatus) for the purchase of a used Fire Command Vehicle and to grant a bid waiver for the same amount for the purchase.

Moved by Councilor Saccone, seconded by Councilor Buhle

Discussion: Councilor Saccone stated the Ledyard Center Fire Chief’s Command Vehicle has reached the end of its useful life. He stated this action would authorize the town to spend up-to \$30,000 purchase a new Command Vehicle for the Ledyard Center Fire Chief.

VOTE: 9 – 0 Approved and so declared

RESULT: APPROVED 9 - 0
 MOVER: Tony Saccone, Town Councilor
 SECONDER Jessica Buhle, Town Councilor
 AYES: Brunelle, Buhle, Garcia-Irizarry, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil

5. MOTION to approve a revised Appendix A- *Qualifying Income Schedule* in accordance with Ordinance #200-005 (rev. 1) “*An Ordinance to Provide Property Tax Relief for Certain Homeowners Age Sixty-Five or Over or Permanently and Totally Disabled (rev.1)*” for the filing period of February 1, 2024 – May 15, 2024.

DRAFT: 1/8/2024

Ordinance # 200-005 (rev.1)

Appendix A
 Qualifying Income Schedule
 Filing Period
 February 1, 2024 – May 15, 2024

Qualifying Income		Tax Reduction As Percentage Of Property Tax	Tax Reduction For Any Year	
Over	Not Exceeding		Maximum	Minimum
Married Homeowners				
\$ 0	\$22,000 \$20,200	50%	\$1,250	\$400
\$22,000 \$20,200 -	\$29,500 \$27,100	40 %	\$1,000	\$350
\$29,500 \$27,100	\$36,700 \$33,800	30 %	\$750	\$250
\$36,700 \$33,800	\$43,800 \$40,300	20%	\$500	\$150
\$43,800 \$40,300	\$53,400 \$49,100	10%	\$250	\$150
Unmarried Homeowners				
\$ 0	\$22,000 \$20,200	40%	\$1,000	\$350
\$22,000 \$20,200 -	\$29,500 \$27,100	30%	\$750	\$250
\$29,500 \$27,100	\$36,700 \$33,800	20%	\$500	\$150
\$36,700 \$33,800	\$43,800 \$40,300	10%	\$250	\$150
\$43,800 \$40,300	\$53,400 \$49,100	None	-0-	-0-

Adopted by the Ledyard Town Council on: _____

 S. Naomi Rodriguez, Chairman

Moved by Councilor Buhle, seconded by Councilor Saccone

Discussion: Mayor Allyn, III, stated in addition to the State, the town provided tax relief to qualifying homeowners thru the adoption of Ordinance #200-005 (rev. 1) “*An Ordinance to*

Provide Property Tax Relief for Certain Homeowners Age Sixty-Five or Over or Permanently and Totally Disabled. He explained that the provisions of the Ordinance required the town to annually update the “*Qualifying Income Schedule*” to be consistent with the State’s Qualifying Income, which was based on the United States Social Security Administration Program.

Mayor Allyn went on to note that in accordance with Ordinance #200-005 (rev.1) Paragraph 3 “*Qualifications*”; paragraph (e) “*Persons qualified for tax credit or deferment benefits under this Ordinance are those whose maximum income during the calendar year preceding the year in which application is made for the tax credit does not exceed the Qualifying Income Schedule, as hereby incorporated in the ordinance as though fully set forth herein. A copy of the approved Qualifying Income Schedule shall be filed with the Town Clerk when established and when amended. The income guidelines provided in the Qualifying Income Schedule (Appendix A) shall be adjusted to reflect a cost-of-living increase issued by the United States Social Security Administration, pending the approval of the Town Council prior to the first of January of the year of application.*” He stated because the “*Qualifying Income Schedule*” was an Appendix to the Ordinance, and they were not changing the Ordinance itself, that a public hearing was not required. He stated annually updating the “*Qualifying Income Schedule*” for the town’s Tax Relief program was an administrative/housekeeping action.

VOTE: 9 – 0 Approved and so declared

RESULT: APPROVED 9 - 0
MOVER: Jessica Buhle, Town Councilor
SECONDER Tony Saccone, Town Councilor
AYES: Brunelle, Buhle, Garcia-Irizarry, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil

General Items

- 7. MOTION to accept and refer the *Committee to Review the Budget Process Final Report* dated October 31, 2023 to the Finance Committee.

In addition, disband the Committee to Review the Budget Process.

Moved by Councilor Buhle, seconded by Councilor Ryan

Discussion: Chairman Rodriguez stated at the January 10, 2024 Town Council Meeting Councilor Ryan, who served as the Chairman of the *Committee to Review the Budget Process*, presented the Committee’s Final Report dated October 31, 2023. She stated the Report was a comprehensive document which identified a number of areas for the town to consider for improvement. She thanked and acknowledged Committee Chairman Ryan and all Committee Members for their hard work again, as follows:

- ✓ Former Town Council Chairman Kevin Dombrowski
- ✓ Former Town Council Finance Committee Chairman Bill Saums
- ✓ Councilor Tim Ryan, Committee Chairman
- ✓ Former Board of Education Member Michael Brawner, Committee Vice Chairman
- ✓ Community Member at Large Minna DeGaetano
- ✓ Terry Jones Community Member at Large
- ✓ Board of Education Member Joanne Kelley
- ✓ Community Member at Large Earl (Ty) Lamb, Recording Secretary
- ✓ Community Member at Large Beth Ribe

Ex-Officio Members:

- ✓ Mayor Fred Allyn, III
- ✓ Superintendent of Schools Jason Hartling

VOTE: 9 – 0 Approved and so declared

RESULT: APPROVED 9 - 0
MOVER: Jessica Buhle, Town Councilor
SECONDER Tim Ryan, Town Councilor
AYES: Brunelle, Buhle, Garcia-Irizarry, Dombrowski, Paul, Rodriguez, Ryan, Saccone, St. Vil

XV. ADJOURNMENT

VOTE: Councilor Buhle moved to adjourn, seconded by Councilor Paul
9- 0 Approved and so declared. The meeting adjourned at 7:44 p.m.

Transcribed by Roxanne M. Maher
Administrative Assistant to the Town Council

I, S. Naomi Rodriguez, Chairman of the Ledyard Town Council,
hereby certify that the above and foregoing is a true and
correct copy of the minutes of the Regular Town Council
Meeting held on January 24, 2024.

S. Naomi Rodriguez, Chairman



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0165

Agenda Date: 2/14/2024

Agenda #:

AGENDA ITEM
CORRESPONDENCE

Subject:

Communications List - February 14, 2024

Correspondence List:

COMMUNICATIONS LISTING FOR FEBRUARY 14, 2024

INCOMING CORRESPONDENCE

1. Water Pollution Control Authority ltr dated 1/24/2024 re: Actions Meeting of January 23, 2024
2. Board of Education ltr dated 1/22/2024 re: Ledyard Administrators Association Contract – July 1, 2024 – June 30, 2027 (LAA)
3. Farmers’ Market Cmt memo dated 2/6, 2024 re: Appointment of Members (Regular & Alternate) New Ordinance
4. Housing – RTC ltr dated 1/25/2024 re: Reappointment Endorsement- Housing Authority Members
5. Ms. McDermott- St. Vil email thread dated 2/8/2024 re: Project O Summer Scholarship Program
6. Permanent Municipal Building Committee (PMBC) ltr dated 1/25/2024 re: Reappointment Endorsement- PMBC Member
7. Housing Authority – RTC ltr dated 2/7/2024 re: Reappointment Endorsement- Housing Authority Members
8. Retirement Board – RTC ltr dated 2/7/2024 re: Reappointment Endorsement- Retirement Board Members
9. RTC email dated 2/8/2024 re: Appointment Endorsement- K. Parkinson – Historic District Commission
10. A&E Service Group ltr dated 1/23/2024 re: Home Rehabilitation Revolving Loan – Repayment \$32,820.28 – Proctor 33 Highland Drive
11. Retirement Board ltr dated 1/23/2024 re: Action Ltr Meeting of 1/23/2024

OUT GOING CORRESPONDENCE

1. Admin Asst ltr to Mayor dated 1/25/2024 re: Action ltr. Town Council Regular Meeting of January 24, 2024.
2. Admin Asst ltr to T. Clerk dated 1/25/2024 re: Approved Qualifying Income Ordinance # Ordinance #200-005 (rev. 1) “*An Ordinance to Provide Property Tax Relief for Certain Homeowners Age Sixty-Five or Over or Permanently and Totally Disabled (rev.1)*”.
3. Admin Asst ltr to Permanent Municipal Building Cmt dated 1/25/2024 re: Change Town Council Liaison - Councilor Brunelle
4. Admin Asst ltr to Zoning Board of Appeals dated 1/25/2024 re: Change Town Council Liaison - Councilor Buhle
5. LTC ltr to DiPalma-Herb dated 1/25/2024 re: Appointment to Permanent Municipal Building Committee (PMBC) Board of Education Representative
6. LTC ltr to Reguin dated 1/25/2024 re: Appointment to Permanent Municipal Building Committee (PMBC) Board of Education Representative
7. LTC ltr to Foltz dated 1/25/2024 re: Appointment to Farmers Market Cmt
8. LTC ltr to Ryan dated 1/25/2023 re: Disband Committee to Review Budget Process
9. LTC ltr to Brawner dated 1/25/2023 re: Disband Committee to Review Budget Process
10. LTC ltr to Dombrowski dated 1/25/2023 re: Disband Committee to Review Budget Process
11. LTC ltr to Saums dated 1/25/2023 re: Disband Committee to Review Budget Process
12. LTC ltr to DeGaetano dated 1/25/2023 re: Disband Committee to Review Budget Process
13. LTC ltr to Jones dated 1/25/2023 re: Disband Committee to Review Budget Process
14. LTC ltr to Kelley dated 1/25/2023 re: Disband Committee to Review Budget Process
15. LTC ltr to Lamb dated 1/25/2023 re: Disband Committee to Review Budget Process

16. LTC ltr to Ribe dated 1/25/2023 re: Disband Committee to Review Budget Process
12. LTC email to Board of Education dated 2/8/2024 re: Ledyard Administrators Association Contract – July 1, 2024 – June 30, 2027 (LAA) – Invite to Town Council Mtg 2/14/2024

NOTICE OF AGENDAS

1. Permanent Municipal Building Cmt Agenda 2/6/2024
2. Ledyard Beautification Cmt Agenda 2/6/2024
3. Economic Development Commission Agenda 2/6/2024 Cancelled
4. Inland Wetland & Water Courses Commission Agenda 2/6/2024
5. Farmers Market Committee Agenda 2/1/2024
6. Planning & Zoning Commission Agenda 2/8/2024
7. Conservation Commission Agenda 2/13/2024
8. Finance Cmt Agenda 2/7/2023
9. LUPPW Cmt 2/5/2024
10. Admin Cmt Agenda 2/14/2024
11. Town Council Agenda 1/10/2024

MINUTES

1. Permanent Municipal Building Minutes 12/4/2023
2. Ledyard Beautification Cmt Minutes 1/2/2024
3. Economic Development Commission Minutes 12/5/2023
4. Inland Wetland & Water Courses Commission Minutes
5. Farmers Market Committee Minutes 1/4/2024
6. Planning & Zoning Commission Minutes 1/11/2024
7. Conservation Commission Minutes 1/9/2024
8. Finance Cmt Minutes 1/17/2024
9. Finance Cmt Sp. Joint Minutes 1/18/2024
10. LUPPW Cmt Minutes 1/8/2024
11. Admin Cmt Minutes 1/10/2024
12. Town Council Minutes 1/24/2024

MISCELLANEOUS

1. Public Works Annual Report June 30, 2023

REFERRALS

Administration Committee

1. Farmers' Market Cmt memo dated 2/6, 2024 re: Appointment of Members (Regular & Alternate) New Ordinance
2. Housing – RTC ltr dated 1/25/2024 re: Reappointment Endorsement- Housing Authority Members
3. Ms. McDermott- St. Vil email thread dated 2/8/2024 re: Project O Summer Scholarship Program
4. Permanent Municipal Building Committee (PMBC) ltr dated 1/25/2024 re: Reappointment Endorsement- PMBC Member
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6. Retirement Board – RTC ltr dated 2/7/2024 re: Reappointment Endorsement- Retirement Board Members
7. RTC email dated 2/8/2024 re: Appointment Endorsement- K. Parkinson – Historic District Commission



TOWN OF LEDYARD
CONNECTICUT
WATER POLLUTION CONTROL AUTHORITY

Chairman Ed Lynch

741 Colonel Ledyard Highway
 Ledyard, CT 06339-1551
 (860) 464-3220
 E-Mail Address:
wpcaledyard@ledyardct.org

January 24, 2024

Mayor Fred B. Allyn, III
 741 Colonel Ledyard Highway
 Ledyard, Connecticut 06339

Dear Mayor Allyn:

At its Regular Meeting held on January 23, 2024, the WPCA took the following actions. Please feel free to contact Chairman Lynch should you have any questions regarding this meeting.

- Approved reelection of Ed Lynch as Chairman, Sharon Wadecki as Vice-Chairman and Tony Capon as Secretary.
- Approved payment to Groton Utilities for invoice # 23770, dated November 30, 2023, in the amount of \$1,101.24, for lead service labor through November 19, 2023.
- Approved payment Groton Utilities for invoice #23791, dated December 29, 2023, in the amount of \$437.76, for lead services labor through December 17, 2023.

Respectfully submitted,

Christina Hostetler
 Town Hall Assistant

cc: Mayor
 Director of Finance
 Treasurer/Assistant Director of Finance
 Town Council



Ledyard Public Schools

Administrative Offices

January 22, 2024

Ledyard Town Council
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard, CT 06339

This letter is to notify you that the Ledyard Administrator Association (LAA), through a vote of its membership, ratified a new three year Contract Agreement effective July 1, 2024 through June 30, 2027. At a meeting on December 19, 2023 the Ledyard Board of Education also voted to approve the LAA Agreement.

In addition to some minor changes in language including incorporation of existing MOAs and applicable current practices, the following compensation was negotiated:

Salary

A total Salary increase of 9% over the three year contract period:

Year 1- total negotiated increase 3%

Year 2- total negotiated increase 3%

Year 3- total negotiated increase 3%

Insurance

Year 1- .5% increase Employee share would be 20.5%

Year 2- .5% increase Employee share would be 21%

Year 3- 0% increase Employee share would be 21%

The contract is on file with the Ledyard Town Clerk's Office.

Sincerely,

Alex Rode, Chair, Ledyard Board of Education

Cc: Jason S. Hartling, Superintendent of Schools

Roxanne Maher

From: Gary St. Vil
Sent: Thursday, February 08, 2024 2:33 PM
To: Sarah Dudley McDermott
Cc: Roxanne Maher
Subject: Re: Project O Scholarship Application follow up

Hello Mrs. McDermott,

I appreciate your kind words, however, I'm not familiar with the "Project O" scholarship. On behalf of the Town Council's Community Relations Committee, I am leading a Black History Month contest which should have been shared with Tyler at school. This contest runs from 2/1 through 2/23 and may be an additional opportunity for Tyler to showcase his talent.

Mrs. Roxanne Maher reached out to Mr. Early at the BOE's Central Office and learned that the "Project O" scholarship was not offered through the school but an outside organization. Mr. Early has a Project O e-mail address that he'll send you which will put you in contact with the cognizant scholarship organization.

I appreciate you reaching out to us and let me know if you have any additional questions or concerns.

Respectfully,

Gary St. Vil
Councilman, Ledyard Town Council
860-980-0656

From: Sarah Dudley McDermott <sarah_j_dudley@hotmail.com>
Sent: Tuesday, February 6, 2024 2:41 PM
To: Gary St. Vil <GSVil@ledyardct.org>
Subject: Project O Scholarship Application follow up

You don't often get email from sarah_j_dudley@hotmail.com. [Learn why this is important](#)

Hello Gary,

My son is a student at LMS who enthusiastically completed and submitted his Project O scholarship application this fall.

Your name was listed as the contact person on the application, and I wanted to follow up on the selection and notification process.

This is a wonderful opportunity for Ledyard students, and I appreciate the role you play in making it possible - - thank you!

Are you able to provide a timeline for student (and/or family) notification? Additionally, can you share if all applicants are notified of their status, or if only those who are awarded the scholarship will be contacted?

My son, Tyler, has been on the lookout for an update via his school email.

Thanks for all that you do for LPS students and our town. I look forward to hearing more from you about this opportunity.

Best Regards,

Sarah
540.273.2135

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)



TOWN OF LEDYARD CONNECTICUT FARMERS MARKET COMMITTEE

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

Chairman Pamela Ball

MEMORANDUM

Date: February 6, 2024
To: Administration Committee
From: Pamela Ball, Chairman Pro-Tem

Subject: Farmers' Market Committee Members

The Farmers' Market Committee would like to take this opportunity to express our appreciation for the research, time, and effort the Administration Committee has spent to carefully draft the proposed "An Ordinance Establishing a Farmers Market for the Town of Ledyard".

At our February 1, 2024 meeting the Farmers Market Committee noted that the proposed Ordinance called for five Regular Members and four Alternate Members. In an effort to provide for a seamless transition from the current membership of nine Regular Members to the new membership requirements, the Committee respectfully submits the following appointment recommendations from our current Members, to commence with the adoption of the proposed Ordinance:

Regular Members:

- Pamela Ball (D) 674 Shewville Road, Ledyard
- Ethan Foltz (D) 894 Colonel Ledyard Highway, Ledyard
- Ellin Grenger (D) 15 Bittersweet Drive, Gales Ferry
- Sarah Martic (R) 59R Long Cove Road, Ledyard
- Allison Troy (D) 548 Pumpkin Hill Road Ledyard

Alternate Members

- William Thorne (R) 3 Adios Lane, Ledyard

With these appointments (reappointments) the Committee would appreciate your assistance in making appointments to fill the remaining three Alternate Member vacancies.

Should you have any questions or require additional information regarding our request, please do not hesitate to contact me at email: ledyardfarmersmarket@gmail.com

Thank you.



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

January 25, 2024

Mr. Gary Schneider, Chairman
Permanent Municipal Building Committee
101 Inchcliffe Drive
Gales, Ferry, \Connecticut 06335

Dear Mr. Schneider:

A member of the Permanent Municipal Building Committee is due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office. .

Permanent Municipal Building Committee

3 Year Term

Member's Name	Party Affiliation	Term Expirat	Commission Recommendation	Town Commit Endorsement	Attendance
Mr. George Hosey 2 Lucienne Way Ledyard, CT 06339	U	3/26/2024	Y N	Y N	{ } Excellent { } Good { } Fair { } Poor

Committee Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Administrative Assistant



Ledyard Public Schools

Administrative Offices

January 22, 2024

Ledyard Town Council
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard, CT 06339

This letter is to notify you that the Ledyard Administrator Association (LAA), through a vote of its membership, ratified a new three year Contract Agreement effective July 1, 2024 through June 30, 2027. At a meeting on December 19, 2023 the Ledyard Board of Education also voted to approve the LAA Agreement.

In addition to some minor changes in language including incorporation of existing MOAs and applicable current practices, the following compensation was negotiated:

Salary

A total Salary increase of 9% over the three year contract period:

Year 1- total negotiated increase 3%

Year 2- total negotiated increase 3%

Year 3- total negotiated increase 3%

Insurance

Year 1- .5% increase Employee share would be 20.5%

Year 2- .5% increase Employee share would be 21%

Year 3- 0% increase Employee share would be 21%

The contract is on file with the Ledyard Town Clerk's Office.

Sincerely,

Alex Rode, Chair, Ledyard Board of Education

Cc: Jason S. Hartling, Superintendent of Schools



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

January 25, 2024

Mr. Gary Schneider, Chairman
Permanent Municipal Building Committee
101 Inchcliffe Drive
Gales, Ferry, \Connecticut 06335

Dear Mr. Schneider:

A member of the Permanent Municipal Building Committee is due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of each Commission members block and kindly return to the Town Council Office. .

Permanent Municipal Building Committee

3 Year Term

Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. George Hosey 2 Lucienne Way Ledyard, CT 06339	U	3/26/2024	(Y) N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

[Handwritten signature] 2/5/24

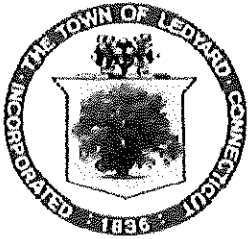
Committee Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher

Roxanne M. Maher
Administrative Assistant



TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 10, 2024

Mr. John Rodolico, Chairman
Retirement Board
40 Long Pond Road
Ledyard, Connecticut 06339

Dear Mr. Rodolico:

A member of the Retirement Board is due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

Please complete the shaded areas of the member's block and kindly return to the Town Council Office.

Retirement Board		3 Year Term			
Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. William Thorne 3 Adios Lane Ledyard, CT 06339	R	1/20/2024	<input checked="" type="radio"/> Y <input type="radio"/> N	<input type="radio"/> Y <input type="radio"/> N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Board's Comments:

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council

Roxanne Maher

From: Mike France <mikefrance@alumni.usc.edu>
Sent: Wednesday, February 07, 2024 3:07 PM
To: Roxanne Maher
Cc: Stanley Juber (stanjub@juno.com)
Subject: Re: FW: Request RTC Reappointment Recommendation **Retirement Board & Housing Authority**

Roxanne,

The Ledyard RTC endorses both William Thorne and Thomas Cassabria for reappointment to the Retirement Board and Housing Authority, respectively.

Regards,
Mike France
(860) 271-3816

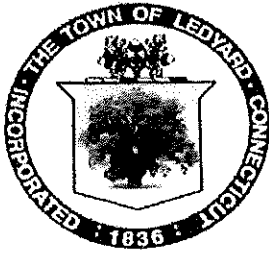
On Mon, Feb 5, 2024 at 7:46 AM Roxanne Maher <council@ledyardct.org> wrote:

Good Morning Mike:

I will be posting the Administration Committee's Agenda for their February 14, 2024

Meeting this week.

A recommendation from the Republican Nominating Committee regarding the reappointment of Members to the following Commissions by Wednesday 2/7/2024 would be appreciated. (Please see message below).



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3200

Chairman S. Naomi Rodriguez

January 10, 2024

Mr. Charles Duzy
Ledyard Housing Authority
4 Harvard Terrace
Gales Ferry, Connecticut 06335

Dear Mr. Duzy:

A member of the Housing Authority is due for re-appointment as listed below. The Administration Committee of the Town Council would like your recommendations.

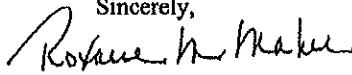
Please complete the shaded areas of each Commission member block and kindly return to the Town Council Office.

Housing Authority					5 Year Term
Member's Name	Party Affiliation	Term Expiration	Commission Recommendation	Town Committee Endorsement	Attendance
Mr. Thomas Cassabria 13 Devonshire Drive Gales Ferry, CT 06335	R	3/31/2024	(Y) N	Y N	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor

Committee Comments:

JAM HAS BEEN A GREAT ASSET TO LHA. HE PROVIDES GOOD INSIGHT AND A STEADY TEMPERAMENT.

Your assistance is greatly appreciated. Thank you for your attention regarding this request.

Sincerely,

 Roxanne M. Maher
 Administrative Assistant
 to the Ledyard Town Council

cc: Director Colleen Laurer

rm: 1/10/2024

Reappointment Request

Roxanne Maher

From: Mike France <mikefrance@alumni.usc.edu>
Sent: Wednesday, February 07, 2024 3:07 PM
To: Roxanne Maher
Cc: Stanley Juber (stanjub@juno.com)
Subject: Re: FW: Request RTC Reappointment Recommendation **Retirement Board & Housing Authority**

Roxanne,

The Ledyard RTC endorses both William Thorne and Thomas Cassabria for reappointment to the Retirement Board and Housing Authority, respectively.

Regards,
Mike France
(860) 271-3816

On Mon, Feb 5, 2024 at 7:46 AM Roxanne Maher <council@ledyardct.org> wrote:

Good Morning Mike:

I will be posting the Administration Committee's Agenda for their February 14, 2024

Meeting this week.

A recommendation from the Republican Nominating Committee regarding the reappointment of Members to the following Commissions by Wednesday 2/7/2024 would be appreciated. (Please see message below).

Roxanne Maher

From: Mike France <mikefrance@alumni.usc.edu>
Sent: Thursday, February 08, 2024 3:13 PM
To: Roxanne Maher
Cc: Stanley Juber (stanjub@juno.com); tlamb@ledyard.net
Subject: Re: FW: Appointment Application K. Parkinson - Historic District Commission

You don't often get email from mikefrance@alumni.usc.edu. [Learn why this is important](#)

Roxanne,

The Ledyard RTC endorses Karen Parkinson for appointment to the Historic District Commission.

Regards,
Mike France
(860) 271-3816

On Mon, Feb 5, 2024 at 7:47 AM Roxanne Maher <council@ledyardct.org> wrote:

Good Morning Mike:

I will be posting the Administration Committee's Agenda for their February 14, 2024 Meeting this week.

A recommendation from the Republican Nominating Committee regarding Ms. Parkinson's Appointment Application to the Historic Commission by Wednesday 2/7/2024 would be appreciated. (Please see messages below).

Please let me know if you have any questions, or I can be of any additional help,

Thank you,
Roxanne

Roxanne M. Maher

Administrative Assistant to
the Ledyard Town Council
(860) 464-3203
council@ledyardct.org

Town Hall Hours:
Monday - Thursday 7:30 a.m. to 4:45 p.m.
CLOSED FRIDAYS

-----Original Message-----

From: Roxanne Maher
Sent: Tuesday, January 23, 2024 10:51 AM
To: Mike France (MikeFrance@alumni.usc.edu) <MikeFrance@alumni.usc.edu>

Cc: Stanley Juber (stanjub@juno.com) <stanjub@juno.com>; (sgodino@snet.net) <sgodino@snet.net>; Earl (Ty) Lamb <tylamb5350@outlook.com>; Roxanne Maher <council@ledyardct.org>
Subject: FW: Appointment Application K. Parkinson - Historic District Commission

Good Morning Mike:

Hope all is well with you and your family.

Please see request below.

Thank you,
Roxanne

Roxanne M. Maher

Administrative Assistant to
the Ledyard Town Council
(860) 464-3203
council@ledyardct.org

Town Hall Hours:
Monday - Thursday 7:30 a.m. to 4:45 p.m.
CLOSED FRIDAYS

-----Original Message-----

From: Roxanne Maher
Sent: Monday, January 08, 2024 12:28 PM
To: Mike France (MikeFrance@alumni.usc.edu) <MikeFrance@alumni.usc.edu>
Cc: Sgodino@gmail.com; Earl (Ty) Lamb <tylamb5350@outlook.com>; Roxanne Maher <council@ledyardct.org>
Subject: Appointment Application K. Parkinson - Historic District Commission

Good Afternoon Mike:

Please find attached for the RTC Recommendation Endorsement Legislative File # 24-0012 regarding an Appointment Application from Mrs. Karen Parkinson who is interested in serving on the Historic District Commission.

I have also attached the following:

Mrs. Parkinson's Application
Historic District Commission Roster
Chairman Godino's email dated 12/27/2023.

Also, as noted in the LF #24-0012 Ms. Ammie Chittim submitted an Appointment Application on December 12, 2023 which is in process.

You can provide the RTC Recommendation/Endorsement by responding to this email

Please do not hesitate to contact me if you have any questions or I can be of any additional assistance.

Thank you,



Chairman S. Naomi Rodriguez

TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

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

January 25, 2024

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

Dear Mayor Allyn:

At its Regular Meeting held on January 24, 2024 the Town Council took the following actions

- Appointed Mr. Ethan Foltz (D) 894 Colonel Ledyard Highway, Ledyard, to the Ledyard Farmers' Market Committee to complete a three (3) year term ending May 9, 2024; filling a vacancy left by Ms. Brunelle.
- Appointed the following Temporary Members to the Permanent Municipal Building Committee (PMBC) to serve as Representatives for Board of Education Projects in accordance with Ordinance #100-015 "*An Ordinance Establishing A Permanent Municipal Building Committee for the Town of Ledyard*":
 - Ms. Kate DiPalma-Herb (D) 20 August Meadows Drive, Ledyard
 - Ms. Jennifer Reguin (D) 6 Mill Cove Road, Gales Ferry
- Authorized the Mayor to submit a 2024 High Risk Rural Road Speed Enforcement Application in the amount of up-to \$60,000 funded through the Federal Highway Safety Administration (FHWA).
- Approved to transfer funding to Account 21020103-57300 (Dispatch - New Equipment) for the purchase of communications equipment to accommodate emergency radio communications for Ledyard Police Department, Ledyard Fire Company, and Gales Ferry Fire Company on the Connecticut Land Mobile Radio Network (CLMRN) as follows:
 - ✓ Up to \$14,513.00 from Account 21020103-57300 G0014 (Dispatch - New Equipment - AARPA Funds); and
 - ✓ Up to \$30,000.00 from Account 21020401-57300 (AES - New Equipment).
- Authorized the expenditure of up to \$30,000 from Account 0210-21020401-54325 (AES - CNR -Fire Apparatus) for the purchase of a used Fire Command Vehicle and to grant a bid waiver for the same amount for the purchase.

- Approve a revised Appendix A- *Qualifying Income Schedule* in accordance with Ordinance #200-005 (rev. 1) "*An Ordinance to Provide Property Tax Relief for Certain Homeowners Age Sixty-Five or Over or Permanently and Totally Disabled (rev.1)*" for the filing period of February 1, 2024 – May 15, 2024.
- Accepted and referred the *Committee to Review the Budget Process Final Report* dated October 31, 2023 to the Finance Committee.

In addition, disbanded the Committee to Review the Budget Process.

Please feel free to contact Chairman Rodriguez 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
Administrator of Emergency Services
Ledyard Center Fire Chief
Police Chief
Tax Assessor



TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Mrs. Patricia A. Riley, Town Clerk
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Dear Mrs. Riley:

At its Regular Meeting held on January 24, 2024 the Town Council approved a revised Appendix A- *Qualifying Income Schedule* for the Filing Period of February 1, 2024 – May 15, 2024; in accordance with Ordinance #200-005 (rev. 1) "*An Ordinance to Provide Property Tax Relief for Certain Homeowners Age Sixty-Five or Over or Permanently and Totally Disabled (rev.1)*".

Please feel free to contact Chairman Rodriguez should you have any questions regarding this action.

Respectfully submitted,

Roxanne M. Maher
Administrative Assistant
to the Ledyard Town Council

Attachment

cc: Tax Assessor, Adrianna Hedwall

Appendix A
 Qualifying Income Schedule
 Filing Period
 February 1, 2024 – May 15, 2024

Qualifying Income		Tax Reduction As Percentage Of Property Tax	Tax Reduction For Any Year	
Over	Not Exceeding		Maximum	Minimum
Married Homeowners				
\$ 0	\$22,000	50%	\$1,250	\$400
\$22,000	\$29,500	40 %	\$1,000	\$350
\$29,500	\$36,700	30 %	\$750	\$250
\$36,700	\$43,800	20%	\$500	\$150
\$43,800	\$53,400	10%	\$250	\$150
Unmarried Homeowners				
\$ 0	\$22,000	40%	\$1,000	\$350
\$22,000 -	\$29,500	30%	\$750	\$250
\$29,500	\$36,700	20%	\$500	\$150
\$36,700	\$43,800	10%	\$250	\$150
\$43,800	\$53,400	None	-0-	-0-

Adopted by the Ledyard Town Council on: January 24, 2024

S. Naomi Rodriguez
 S. Naomi Rodriguez, Chairman



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Ms. Kate DiPalma-Herb
20 August Meadows Drive
Ledyard, Connecticut 06339

Dear Ms. DiPalma-Herb:

CONGRATULATIONS! The Town Council, at its meeting on January 24, 2024 reappointed you as a Temporary Member of the Permanent Municipal Building Committee, to serve as Representatives for Board of Education Projects, in accordance with Ordinance #100-015 "*An Ordinance Establishing A Permanent Municipal Building Committee for the Town of Ledyard*":

As you are aware, the Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Permanent Municipal Building Committee meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Permanent Municipal Building Committee scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible.

Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m. Should your schedule conflict with regular business hours, please call the Town Clerk's Office at 860.464.3257 to arrange a time to be sworn-in.

Thank you for your willingness to once again serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Permanent Municipal Building Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Mr. Ethan Foltz
894 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Dear Mr. Foltz:

CONGRATULATIONS! The Town Council, at its meeting on January 24, 2024 appointed you as a member of the Ledyard Farmers Market Committee, to complete a three (3) year term ending May 9, 2024 filling a vacancy left by Ms. Brunelle.

The Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Ledyard Farmers Market Committee meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Ledyard Farmers Market Committee scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible.

Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m. Should your schedule conflict with regular business hours, please call the Town Clerk's Office at 860.464.3257 to arrange a time to be sworn-in.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Ledyard Farmers Market Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Ms. Jennifer Reguin
6 Mill Cove Road
Gales Ferry, Connecticut 06335

Dear Ms. Reguin:

CONGRATULATIONS! The Town Council, at its meeting on January 24, 2024 appointed you as a Temporary Member of the Permanent Municipal Building Committee, to serve as Representatives for Board of Education Projects, in accordance with Ordinance #100-015 "*An Ordinance Establishing A Permanent Municipal Building Committee for the Town of Ledyard*":

The Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Permanent Municipal Building Committee meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Permanent Municipal Building Committee scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

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Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Permanent Municipal Building Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Mr. Mike Brawner
42 Church Hill Road
Ledyard, Connecticut 06339

Dear Mr. Brawner:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as a member of the Committee to Review Budget Process. The amount of work that accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

The Town Council found the *Committee to Review the Budget Process' Final Report dated October 31, 2023* to be a comprehensive document which identified a number of areas to be considered for improvement which included:

- Developing a Policy for Negotiating Collective Bargaining Agreements.
- Updating Purchasing Policies for both the General Government and Board of Education.
- Funding options that would enable the town to take advantage of interest earned versus interest paid for long-term capital improvement projects to maintain town facilities and save taxpayer dollars.
- Potential areas to reduce costs by sharing services, outsourcing services, and jointly buying supplies in bulk for the General Government and Board of Education.
- Budget Presentation Format to include the addition of pertinent Board of Education documentation to the Budget Booklet to provide better transparency for residents.

With the receipt of your Committee's final report, the Town Council referred your recommendations to the Finance Committee as we embark on the Fiscal Year 2024/2025 Budget preparation.

The make-up of the *Committee to Review the Budget Process*, provided the Committee with both the fundamental experience and historical knowledge of both past and present elected officials, as well as a fresh perspective from residents who were new to local government budgeting, producing a number of recommendations to benefit our community.

The knowledge, experience, forethought, and dedication you each brought to the work of the Committee have been of significant value to our community, and for that we thank you.

Sincerely,

S. Naomi Rodriguez
S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Ms. Minna DeGaetano
10 Marla Avenue
Ledyard, Connecticut 06339

Dear Ms. DeGaetano:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as a member of the Committee to Review Budget Process. The amount of work accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

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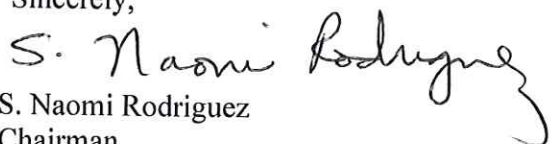
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Sincerely,


S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway
Ledyard, CT 06339
(860) 464-3203

towncouncil@ledyardct.org

January 25, 2024

Mr. Kevin Donbrowski
139 Meetinghouse Lane
Ledyard, Connecticut 06339

Dear Mr. Donbrowski:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as a member of the Committee to Review Budget Process. The amount of work accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

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The knowledge, experience, forethought, and dedication you each brought to the work of the Committee have been of significant value to our community, and for that we thank you.

Sincerely,

S. Naomi Rodriguez
S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Mr. Terry Jones, Vice Chairman
Committee to Review the Budget Process
27 Monticello Drive
Gales Ferry, Connecticut 06335

Dear Mr. Jones:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as Vice-Chairman of the Committee to Review Budget Process. The amount of work accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

The Town Council found the *Committee to Review the Budget Process' Final Report dated October 31, 2023* to be a comprehensive document which identified a number of areas to be considered for improvement which included:

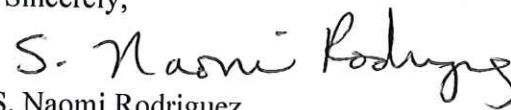
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- Budget Presentation Format to include the addition of pertinent Board of Education documentation to the Budget Booklet to provide better transparency for residents.

With the receipt of your Committee's final report, the Town Council referred your recommendations to the Finance Committee as we embark on the Fiscal Year 2024/2025 Budget preparation.

The make-up of the *Committee to Review the Budget Process*, provided the Committee with both the fundamental experience and historical knowledge of both past and present elected officials, as well as a fresh perspective from residents who were new to local government budgeting, producing a number of recommendations to benefit our community.

The knowledge, experience, forethought, and dedication you each brought to the work of the Committee have been of significant value to our community, and for that we thank you.

Sincerely,


S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Ms Joanne Kelley
12 Thames View Pentway
Gales Ferry, Connecticut 06335

Dear Ms Kelley:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as a member of the Committee to Review Budget Process. The amount of work accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

The Town Council found the *Committee to Review the Budget Process' Final Report dated October 31, 2023* to be a comprehensive document which identified a number of areas to be considered for improvement which included:

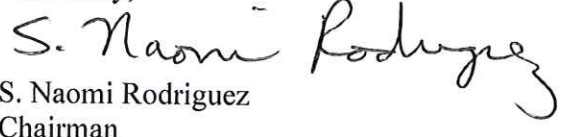
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The knowledge, experience, forethought, and dedication you each brought to the work of the Committee have been of significant value to our community, and for that we thank you.

Sincerely,


S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Mr. Earl Lamb
95 Lambtown Road
Ledyard, Connecticut 06339

Dear Mr. Lamb:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as a member of the Committee to Review Budget Process. The amount of work accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

The Town Council found the *Committee to Review the Budget Process' Final Report dated October 31, 2023* to be a comprehensive document which identified a number of areas to be considered for improvement which included:

- Developing a Policy for Negotiating Collective Bargaining Agreements.
- Updating Purchasing Policies for both the General Government and Board of Education.
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With the receipt of your Committee's final report, the Town Council referred your recommendations to the Finance Committee as we embark on the Fiscal Year 2024/2025 Budget preparation.

The make-up of the *Committee to Review the Budget Process*, provided the Committee with both the fundamental experience and historical knowledge of both past and present elected officials, as well as a fresh perspective from residents who were new to local government budgeting, producing a number of recommendations to benefit our community.

The knowledge, experience, forethought, and dedication you each brought to the work of the Committee have been of significant value to our community, and for that we thank you.

Sincerely,

S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Ms. Beth Ribe
129 Rose Hill Road
Ledyard, Connecticut 06339

Dear Ms. Ribe:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as a member of the Committee to Review Budget Process. The amount of work accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

The Town Council found the *Committee to Review the Budget Process' Final Report dated October 31, 2023* to be a comprehensive document which identified a number of areas to be considered for improvement which included:

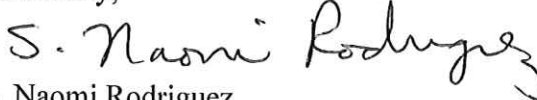
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- Budget Presentation Format to include the addition of pertinent Board of Education documentation to the Budget Booklet to provide better transparency for residents.

With the receipt of your Committee's final report, the Town Council referred your recommendations to the Finance Committee as we embark on the Fiscal Year 2024/2025 Budget preparation.

The make-up of the *Committee to Review the Budget Process*, provided the Committee with both the fundamental experience and historical knowledge of both past and present elected officials, as well as a fresh perspective from residents who were new to local government budgeting, producing a number of recommendations to benefit our community.

The knowledge, experience, forethought, and dedication you each brought to the work of the Committee have been of significant value to our community, and for that we thank you.

Sincerely,


S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Mr. Timothy Ryan, Chairman
Committee to Review the Budget Process
62 Inchcliffe Drive
Gales Ferry, Connecticut 06335

Dear Mr. Ryan:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as the Chairman of the Committee to Review Budget Process. The amount of work accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

The Town Council found the *Committee to Review the Budget Process' Final Report dated October 31, 2023* to be a comprehensive document which identified a number of areas to be considered for improvement which included:

- Developing a Policy for Negotiating Collective Bargaining Agreements.
- Updating Purchasing Policies for both the General Government and Board of Education.
- Funding options that would enable the town to take advantage of interest earned versus interest paid for long-term capital improvement projects to maintain town facilities and save taxpayer dollars.
- Potential areas to reduce costs by sharing services, outsourcing services, and jointly buying supplies in bulk for the General Government and Board of Education.
- Budget Presentation Format to include the addition of pertinent Board of Education documentation to the Budget Booklet to provide better transparency for residents.

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Sincerely,


S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman S. Naomi Rodriguez

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

January 25, 2024

Mr. Bill Saums
333 Pumpkin Hill Road
Ledyard, Connecticut 06339

Dear Mr. Saums:

On behalf of the Ledyard Town Council, I would like to extend a sincere thank you for your time and dedication to the town serving as a member of the Committee to Review Budget Process. The amount of work you accomplished during this short-term, four-month assignment was impressive, as we recognize the work done both during meetings and on your own to complete this project.

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Sincerely,

S. Naomi Rodriguez
S. Naomi Rodriguez
Chairman

cc: Town Clerk
Finance Committee

Roxanne Maher

From: Roxanne Maher
Sent: Thursday, February 08, 2024 8:18 AM
To: arode@ledyard.net; BOE@ledyard.net; Jason S. Hartling
Cc: Town Council Group; Roxanne Maher; Naomi Rodriguez
Subject: Town Council Meeting - Wednesday, February 14, 2024 - LAA Contract

Good Morning Chairman Rode and Superintendent Hartling:

Thank you for your January 22, 2024 letter regarding the Board of Education's December 19, 2023 approval of the Ledyard Administrator Association (LAA) Contract; which was placed on-file in the Town Clerk's Office on January 25, 2024.

To comply with the 30-day requirement provided in CGS 10-153d the Town Council will include the LAA Contract on our next Agenda.

The Town Council invites you and members of the Board of Education to attend our February 14, 2024 meeting at 7:00 p.m. to participate in our discussion of the LAA Contract.

A copy of our February 14, 2024 Agenda will be forwarded to you prior to the Meeting.

The Town Council looks forward to meeting with you to discuss this important matter.

Should you have any questions regarding this invitation, please do not hesitate to contact me by telephone at (860) 910-9918 or email: naomir@ledyardct.org

Thank you,
Naomi Rodriguez
Chairman

S. Naomi Rodriguez, Chairman



Ledyard Town Council
naomir@ledyardct.org
(860) 910-9918

Town Hall Hours:
Monday - Thursday 7:30 a.m. to 4:45 p.m.
CLOSED FRIDAYS



Chairman S. Naomi Rodriguez

TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

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

January 25, 2024

Mr. Gary Schneider, Chairman
Permanent Municipal Building Committee
101 Inchcliffe Drive
Gales Ferry, Connecticut 06335

Dear Mr. Schneider:

At the Town Council's January 24, 2024 changes were made to the Town Council Liaison Assignments.

Councilor April Brunelle has been assigned as the liaison to the Permanent Municipal Building Committee and may be reached at the following address:

Councilor April Brunelle
9 Highland Drive
Ledyard, Connecticut 06339
Telephone: (401) 316-7266
e-mail address: abru@ledyarct.org

Should you have any questions feel free to contact Councilor Brunelle, Town Council Chairman S. Naomi Rodriguez at telephone (860) 910-9918, or myself at telephone (860) 464-3203.

Sincerely,

Roxanne M. Maher
Administrative Assistant to the
Town Council

cc: Clerical Assistant



TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

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

Chairman S. Naomi Rodriguez

January 25, 2024

Mr. John Proctor, Chairman
Zoning Board of Appeals
35 Lake Street
Ledyard, Connecticut 06339

Dear Mr. Proctor:

At the Town Council's January 24, 2024 changes were made to the Town Council Liaison Assignments.

Councilor Jessica Buhle has been assigned as the liaison to the Zoning Board of Appeals, and may be reached at the following address:

Councilor Jessica Buhle
65 Pheasant Run Drive
Gales Ferry, Connecticut 06335
Telephone: (708) 307-6572
e-mail address: jbuh@ledyardct.org

Should you have any questions please feel free to contact Councilor Buhle; Town Chairman S. Naomi Rodriguez at telephone (860) 910-9918, or myself at telephone (860) 464-3203.

Sincerely,

Roxanne M. Maher
Administrative Assistant to the
Town Council

cc: Zoning Enforcement Officer
Office Assistant II

A&E SERVICES GROUP, LLC

609 West Johnson Avenue., Suite 408,
Cheshire, CT 06410
203-808-6497

January 23, 2024

Timios, Inc.
5716 Corsa Avenue, Suite 102
Westlake Village, CA 91362

Re: Loan Number 2300725245
Matthew Proctor
33 Highland Drive
Ledyard, CT 06339

To Whom It May Concern,

Be advised that the payoff amount due for the property referenced above is \$32,820.48.

Funding was provided through the Town of Ledyard's Small Cities Housing Rehabilitation Loan Program as a 0 % interest, deferred payment loan to Mr. & Mrs. Proctor.

Deferred payment loans require no monthly payments and accrue no interest. Therefore, the total original principal amount is due at this time.

Please prepare payment to: Town of Ledyard Housing Rehabilitation Account in the amount of \$32,820.48 and a separate check for recording fees made payable to the Ledyard Town Clerk and forward for signature to:

Juliet Hodge
Director of Land Use & Planning
741 Colonel Ledyard Highway
Ledyard, CT 06339

Mayor Fred Allyn III will sign the release on behalf of the Town. Once signed the Town will record the release(s) on the land records and return the original to you.

I hope this information is sufficient for your purposes. Please contact me with any questions.

Sincerely,



Peter J. Testa, Jr.
A&E Services Group, LLC

cc: J. Hodge, Town of Ledyard



Chairman John Rodolico

TOWN OF LEDYARD CONNECTICUT RETIREMENT BOARD

741 Colonel Ledyard Highway
Ledyard, CT 06339-1551
(860) 464-3220

January 23, 2024

Mayor Fred B. Allyn, III
741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Dear Mayor Allyn:

At its Special Meeting held on January 23, 2024, the Retirement Board took the following actions.

- Tabled approval of monthly retirement benefit for Sharon Dutra in the amount of \$690.12 in the form of a modified cash refund annuity effective February 1, 2024, until question on which contract was used for calculations is answered by USI.
- Approved FY24-25 Pension Contribution in the amount of \$850,000.
- Approved payment of invoice #609_12312023, to Fiducient Advisors, dated January 17, 2024, in the amount of \$12,475.39, for consulting costs for the Town of Ledyard Defined Benefit Pension Plan for the billing period October 1, 2023, to December 31, 2023.

Respectfully submitted,

Christina Hostetler
Town Hall Assistant

cc: Director of Finance
Director of Human Resources
Treasurer
Town Council



TOWN OF LEDYARD
CONNECTICUT
PUBLIC WORKS DEPARTMENT

741 Colonel Ledyard Highway
Ledyard, CT 06339
(860) 464-3238
(860) 464-1126

2023
YEAR-END REPORT
for the
LEDYARD PUBLIC WORKS DEPARTMENT

by
Steven E. Masalin
Director of Public Works
February 7, 2024

INTRODUCTION

The purpose of this report is to provide a summary of the accomplishments and advancements of the Public Works Department during 2023 and outline expectations for the year ahead.

EXECUTIVE SUMMARY

2023 was marked both by well-below-average winter weather and no major tropical storm impacts. We continued to deal with the lingering effects of widespread tree kill. The Department continued to keep pace with essential infrastructure maintenance needs and was able to tackle a large project related to Thames View Pentway reconstruction. The Department continued to make substantial strides in both facilities and fleet maintenance and improvements.

In 2022 funding for the road restoration program was subject to the normal annual appropriation process; \$982,000 was budgeted (out of \$1,115,000 requested according to projected needs), of which about 69% were grant funds. This appropriation met the benchmark needs to maintain average road surface rating (RSR), but also bears vulnerability to State budget cuts that may affect grant fund appropriations.

A requisite balance between structural repair and preservation techniques was applied, resulting in an increase in the Town's average RSR to 86.5 at the end of the construction season. This is the highest ever achieved and there were no roads left below an RSR of 50 and only three (3) below 60.

The waste volume in our curbside/municipal service remained flat. That represents a second year of reprieve in the recent trend. Additionally, in keeping with SCRRRA's long-term budget, another increase in tipping fee charged to member towns for MSW was approved at \$67.81 per ton effective July 1, 2024. Bulky waste disposal rates increased significantly, which was anticipated. Cost increases can be expected to continue their steady increase going forward, especially as the State has failed in its long-term planning for waste management State-wide.

OPERATIONS

Street Sweeping and Catch Basin Cleaning

The Department completed sweeping in a timely fashion. The annual basin cleaning requirements for 2023 were fully met. These tasks are a vital component of a comprehensive maintenance program that will meet the formal requirements of the EPA's Phase II Stormwater regulations. This year was the first year of renting a sweeper and contracting out catch basin cleaning. We experienced significant issues with the particular sweeper we rented and will be changing the supplier for 2024.

Drainage Repairs and Improvements

As is typical every year, several catch basins were reconstructed or replaced, with associated piping work, which represented the essential annual needs. And this year we undertook significantly more drainage preparation work in support of resurfacing efforts.

Road Resurfacing/Preservation

Paving continued in accordance with the Pavement Management Program capital plan. The specific efforts accomplished included nearly 3 miles of resurfacing, including roads in the Norman Drive subdivision, Jessica Lane (under a 50% cost share plan with the MPTN), Pond Park Pentway (partial), and Thames View Pentway (total reconstruction). In addition, 7+ miles of road were microsurfaced, comprising Long Cove and Whalehead roads. Including the crack sealing efforts applied to nearly 21 miles of roadway, road surface management expenditures were more than \$1.5M.

Curbing/Driveway Aprons

In combination, the well-below-average winter plowing needs and concerted efforts to minimize contact yielded the lowest total of curbing repairs (less than 250 linear feet) in the 28 years of record keeping.

Guiderail Placement/Replacement

Guiderail installation, except for minor maintenance, is contracted out, and only a minor amount was needed in 2023. The significant amount of old-style rail remains and is in present need of replacement along Sandy Hollow Road. This has been identified in the Capital Improvement Plan since FY12 but has not been funded.

Roadside Vegetation Control

- *Spraying*: The Department uses a contracted guiderail weed-control spraying program. This has been highly effective in reducing the overgrowth of vegetation near guiderails, and thus increasing the efficiency of mowing efforts.
- *Mowing*: In conjunction with road right-of-way clearing efforts, roadside mowing has been very thorough and effective, but it has been difficult to meet the town-wide needs as quickly as regrowth overtakes progress, especially in a wetter than normal summer. In 2023 we applied two to three mowing passes to main roads as well as a single pass to all subdivisions. The Department added the supplemental capacity of a small Kubota tractor with sickle bar mower attachment that assisted in keeping pace with mowing needs.
- *Brush/Tree Trimming*: Road right-of-way clearing touch-up efforts were intensively applied to several main roads as we continue with our annual plan in keeping up. Systematic tree canopy clearing continued with efforts at Lambtown Road, Lantern Hill Road, Long Cove Road, and Military Highway.

Sign Maintenance and Installation

As a result of achieving substantial compliance with federal mandates as of 2014, signs and markings work has been incorporated into the periodic and seasonal work cycles of the Highway Division. This involves miscellaneous sign repairs and replacements. We met essential needs in 2023 as they arose. The B & G Division tackled the neediest spots for stop bar painting, as well as all crosswalks.

Snow Removal

Winter weather demands for the 2021/2022 season were considerably lower than average. This mitigated breakdown of snow removal equipment, though the stretching of the life cycles of the larger trucks will likely require certain major refurbishment actions going forward.

Buildings and Grounds Maintenance

With the proactive attention that has been applied to the Town's facilities for the last several years, in addition to keeping pace with essential duties and emergent conditions, the B & G Division wrapped up several lighting and HVAC upgrade projects and transitioned to the major upgrade project at Town Hall. The full list and status of facilities needs is provided in the Comprehensive Municipal Facilities Capital Needs Report. A wide array of other improvements is being undertaken through the general fund, as well.

EQUIPMENT

The Public Works Department utilizes reserve funds for appropriations for its vehicle and equipment needs. It is essential that the reserve funds continue to be funded in accordance with the long-range plan to avoid the difficulties associated with a peak and valley approach to capital equipment rotation and improvements. Intermediate refurbishment is being utilized to help extend life expectancy.

Heavy Equipment. In 2023 the realignment of our heavy equipment fleet was advanced with the arrival of a rubber-tired excavator, which has greatly enhanced our in-house capacity for major drainage work and other tasks for which additional attachments will be added. Refurbishment will continue to be used extensively to extend the life of certain major assets, like the roadside mower and brush chipper. This has allowed us to defer replacement of several pieces of equipment.

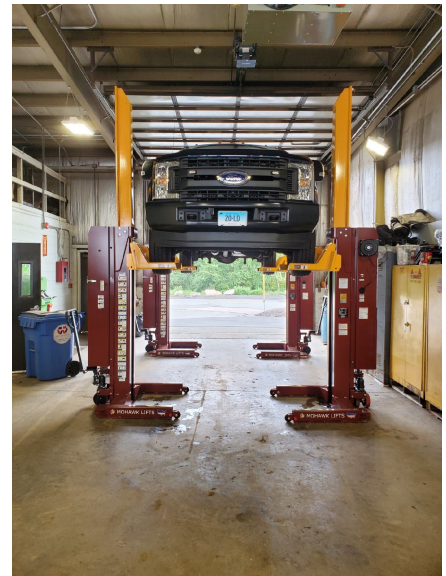
Large Trucks. Historic capital funding for Large Trucks was adjusted to return from a 25-year replacement cycle to a 20-year cycle. It will take several years to slide into this arrangement. A 20-year replacement interval still stretches the standard envelope, so we continue to rely on targeted refurbishment. A new truck is presently on order.

Small Trucks. The reserve fund for small trucks covers a wider variety of vehicles. Though standard replacement cycles form the foundational basis for the funding plan, flexibility has been (and will continue to be) employed to best align the fleet with needs. This has involved repurposing lower-use assets in conjunction with replacement. Replacement of a pick-up truck is being pursued.

PUBLIC WORKS FACILITIES

Concerted efforts over the last several years have kept pace with aging-related refurbishment and have noticeably improved the aesthetics of the facility generally, particularly at the Transfer Station, which received a replacement Attendant's Shed this year. Also, this past year saw the retirement of the original drive-on heavy truck lift and replacement with a four-column mobile lift that has greatly enhanced vehicle and equipment maintenance flexibility and efficiency.

Though the capital needs at the Highway Garage from a facilities' standpoint have largely been addressed, there remain wear and deterioration issues with the original pavement at the facility and Transfer Station areas. This is addressed in the Comprehensive Municipal Facilities Capital Needs Report, but completion is dependent on funding.

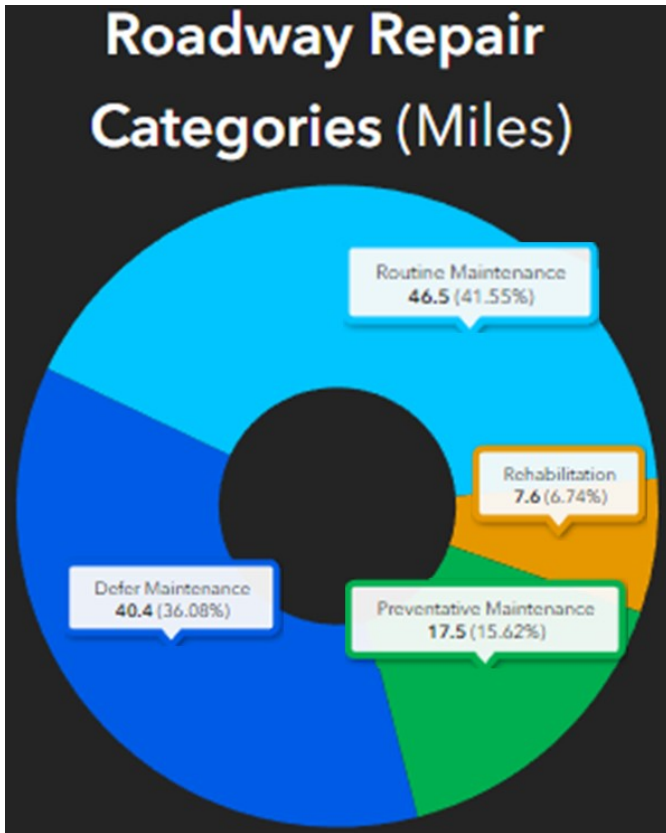


OUTLOOK

Even as road miles have increased nearly 20 miles since the mid-1980's, while manning has decreased by roughly a third during the same period, the Department has generally been able to keep pace with essential routine infrastructure maintenance. Some progress has been made in chipping away at the backlog of more major work, though a lot of important tasks are deferred and continue to expand as deterioration advances or needs otherwise become evident.

Pavement Management

An annual capital budget amount of about \$1.1M is needed (as confirmed in the latest Pavement Management Program study) to maintain the status quo road conditions in Ledyard. This level of funding has increased and will generally trend upward according to inflation. The required amount of capital road funding has rarely met annual needs. Efforts continue to leverage other funding sources and intermediate treatment methods to render annual funding as effectual as possible. There has been an understandable reliance on State grant funding, which will always bear a measure of uncertainty.



As seen in the adjacent chart, the Town’s road network, by repair needs, is in very good shape, with only 7.6 miles out of 112 (or less than 7%) in need of structural repair (i.e., major resurfacing).

Recent operational budget and TAR funding have continued to be adequate to meet routine infrastructure needs. This has been largely based on stable TAR funding at recent historical levels. Absent TAR funding, several vital annual infrastructure maintenance efforts will either be curtailed or must find alternative local or other funding. In the long run, the absence or reduction of TAR funding will severely hamper annual maintenance initiatives. Such shortfalls would have to be made up in other ways to meet essential infrastructure needs.

Department Manning

It is apparent at times that Public Works manpower resources are stretched thin at times; it is a challenge in some areas to keep up with essential maintenance demands, considering the

increased and growing roadway infrastructure and the increasingly complex buildings and grounds needs. The manning level of 17 employees remains considerably down from its peak in the 1980’s of around 25. Though this gap has been somewhat bridged with organizational streamlining, improved equipment and facilities, and structural advances in infrastructure, there are areas and times where gaining further ground must be deferred to simply keeping up with essential needs.

Contracting Out

Where workload conditions allow, the Department seeks to accomplish as much work, including larger projects, in-house. But to meet certain road infrastructure and buildings maintenance demands, contract services have been routinely used, if funding permits, simply based on scope/nature of work versus Department resources and capacity. Such tasks have included large drainage repairs and improvements, large tree removal, guiderail installation, roadside spraying, road line striping, catch basin cleaning, various road resurfacing efforts from road crack sealing to paving, and various facilities and fleet renovation and maintenance tasks.

Sanitation Services

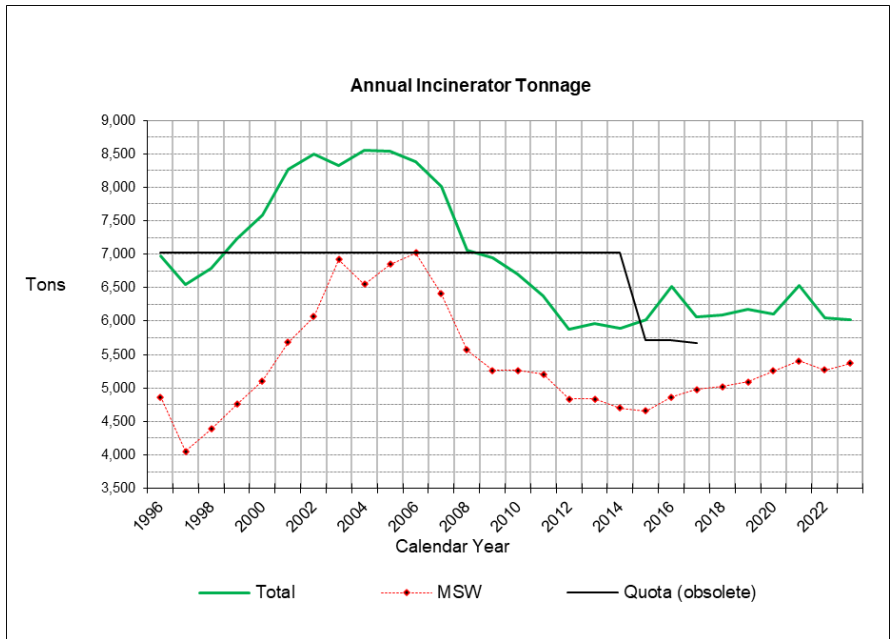
SCRRRA continues to substantially subsidize disposal costs for Incinerator waste and many other items. Because of this, we have benefited from the stability of costs in the area of sanitation services. This has started to change as SCRRRA’s revenue stream has been significantly reduced, facilities close, fees in various areas increase, and agreements expire and are renegotiated.

Because of present policy and legal obligations, this area of the budget is least discretionary—any cost increases have been absorbed on a compulsory basis. The Town can control certain aspects of cost associated with local contracts, e.g., curbside collection, the present contract for which extends through June 2025. At that point, a significant increase in the cost of these services is possible.

The contract for recyclables disposal was renegotiated and renewed in 2020 by SCRRRA with Cassela for Single Stream recycling. The terms of the contract involve a substantial increase in cost, which SCRRRA has been fully subsidizing. This subsidy is subject to change or elimination.

Through careful management and present SCRRRA subsidies, expenses associated with the Transfer Station operations have remained stable and historically low, but this also is subject to the shifting dynamics in waste stream management and associated cost increases. Because of the constantly shifting/changing conditions in the realm of waste stream management, our local practices must remain open to review and change.

Ledyard’s incinerator MSW waste stream trends are depicted here. Favorable gains related to commercial tonnage backcharging and securing better curbside collection contract terms had been realized through 2015. But a notable upward trend in residential MSW had been seen from this point forward. There was a leveling in 2022, though this may not represent a permanent change in trajectory.



As mentioned above, the Town is benefiting substantially from the subsidizing of several

Transfer Station/waste collection services. For years this has included hazardous waste collection with progressive addition of collection and disposal of tires, ewaste, fluorescent light bulbs, mattresses, waste oil, antifreeze, and small propane tanks, as well as Freon evacuation and the grinding of bulk brush. The net savings (cost avoidance plus revenue) to Ledyard has increased to more than \$60K annually.

Transfer of non-hazardous paint is also free to the Town through a direct agreement with PaintCare. Additionally, through an arrangement with the neighboring farm, leaf disposal costs the Town nothing. This represents an annual savings of at least \$20K. So, without the above arrangements, disposal costs for the Transfer Station would add at least \$80K to the tax levy.

Regulatory Compliance and Administrative Services

The Town's Public Works administrative and engineering needs require selected consulting support in meeting essential program requirements. Meeting engineering needs will continue to be a matter for consideration of balance between in-house resources and consulting services.

Consulting costs increased significantly starting in FY18 to address increased MS4 program requirements. The Town has made great strides in meeting our compliance goals, but the costs remain substantial. These costs have been uneven year-to-year, and have declined on balance, but we are still in the relatively early stages of establishing the necessary structural aspects of the foundation of our local program. It cannot be overemphasized how sprawling and expensive MS4 compliance has become.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1861

Agenda Date: 2/14/2024

Agenda #: 1.

REPORT
ADMINISTRATION COMMITTEE

Fiscal Year 2023/2024 Report:
Administration Committee

Meeting Action Detail:

Town Council Meeting 07/26/2023

File #: [23-1861](#) Version: 1

Type: Report

Title: Administration Committee Report

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1862

Agenda Date: 2/14/2024

Agenda #: 2.

REPORT
COMMUNITY RELATIONS COMMITTEE

Fiscal Year 2023/2024 Report:
Community Relations Committee

Meeting Action Detail:

Town Council Meeting 07/26/2023

File #: [22-1862](#) Version: 11

Type: Report

Title: Community Relations Committee Report

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1863

Agenda Date: 2/14/2024

Agenda #: 3.

REPORT
FINANCE COMMITTEE

Fiscal Year 2023/2024 Report:
Finance Committee

Meeting Action Detail:

Town Council Meeting 07/29/2023:

File #: [23-1864](#) Version: 1

Type: Report

Title: Finance Committee Report

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1864

Agenda Date: 2/14/2024

Agenda #: 4.

REPORT
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE

Fiscal Year 2023/2024 Report:

Land Use/Planning/Public Works Committee

Meeting Action Detail:

Town Council Meeting 07/26/2023:

File #: [23-1864](#) Version: 1

Type: Report

Title: Land Use/Planning/Public Works Committee Report

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1882

Agenda Date: 2/14/2024

Agenda #: XII.

REPORT

REPORT OF THE MAYOR:

REPORT OF THE MAYOR

Mayor Report Fiscal Year 2023/2024:

Meeting Action Detail:

Town Council Meeting 07/26/2023:

File #: [23-1882](#) Version: 1

Type: Report

Title: Mayor's Report

Minute Note:



File #: 24-0166

Agenda Date: 2/14/2024

Agenda #: 1.

LABOR CONTRACT

Motion/Request:

MOTION to reject the Agreement between the Ledyard Board of Education and the Ledyard Administrators' Association, Ledyard, Connecticut for the period of July 1, 2024 through June 30, 2027; in accordance with CGS 10-153d(b).

Background:

January 22, 2024: In a January 22, 2024 letter (Received: 1/29/2024) the Board of Education notified the Town Council that they had approved the Ledyard Administrator Association (LAA) Contract for the period of July 1, 2024 - June 30, 2027 on December 19, 2023. (Please see attached letter).

January 25, 2024: The Board of Education placed on-file in the Town Clerk's Office the Ledyard Administrator Association (LAA) Contract for the period of July 1, 2024 - June 30, 2027.

In accordance CGS 10-153d former Town Council Chairman Dombrowski was *notified thirty days prior to the date that the Board of Education was to commence its negotiations.* (by cell phone text message).

Also, per CGS 10-153d(b): *Upon receipt of a signed copy of such contract the clerk of such town shall give public notice of such filing. The terms of such contract shall be binding on the legislative body of the local or regional school district, **unless such body rejects such contract** at a regular or special meeting called and convened for such purpose within thirty days of the filing of the contract.*

Per the State Statute, the Town Council as the Appropriations Body of the Town Only has the authority to Reject the Contract.

It has been the Town Council's practice to go on record regarding Board of Education Contracts.

In accordance with CGS the following is provided for clarification with regard to how the Motion is worded:

- (1) **To Reject** the contract the Town Council would vote **"YES"**;
- (2) **To Approve** the contract the Town Council would vote **"NO"**; (Not to Reject)
- (3) **If the Town Council does not act at all** that the **contract would automatically be approved** and go into effect within thirty days of the filing date of the contract.

Other Comment/Recommendation:



Ledyard Public Schools

Administrative Offices

January 22, 2024

Ledyard Town Council
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard, CT 06339

This letter is to notify you that the Ledyard Administrator Association (LAA), through a vote of its membership, ratified a new three year Contract Agreement effective July 1, 2024 through June 30, 2027. At a meeting on December 19, 2023 the Ledyard Board of Education also voted to approve the LAA Agreement.

In addition to some minor changes in language including incorporation of existing MOAs and applicable current practices, the following compensation was negotiated:

Salary

A total Salary increase of 9% over the three year contract period:

Year 1- total negotiated increase 3%

Year 2- total negotiated increase 3%

Year 3- total negotiated increase 3%

Insurance

Year 1- .5% increase Employee share would be 20.5%

Year 2- .5% increase Employee share would be 21%

Year 3- 0% increase Employee share would be 21%

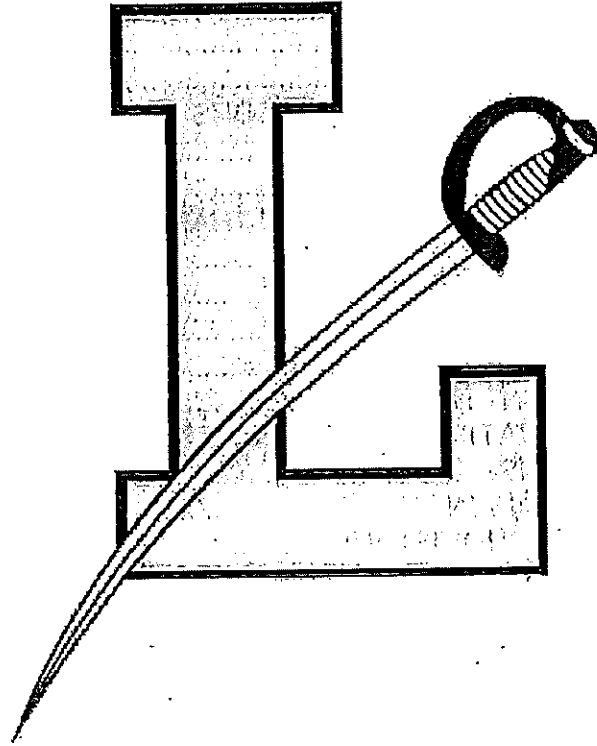
The contract is on file with the Ledyard Town Clerk's Office.

Sincerely,

Alex Rode, Chair, Ledyard Board of Education

Cc: Jason S. Hartling, Superintendent of Schools

CONTRACT BETWEEN
LEDYARD BOARD OF EDUCATION
AND
LEDYARD ADMINISTRATORS' ASSOCIATION



RECEIVED FOR RECORD
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S. J. [unclear]

JULY 1, 2024 TO JUNE 30, 2027

Approved by the Board of Education:
December 19, 2023

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TABLE OF CONTENTS

ARTICLE I RECOGNITION.....	2
ARTICLE II ASSOCIATION PROTECTION	2
ARTICLE III DURATION	3
ARTICLE IV GRIEVANCE PROCEDURE.....	3
ARTICLE V PROTECTION OF ADMINISTRATORS	5
ARTICLE VI SICK LEAVE.....	6
ARTICLE VII FRINGE BENEFITS.....	7
ARTICLE VIII LEAVES OF ABSENCE OTHER THAN SICK LEAVES	9
ARTICLE IX WORK YEAR.....	12
ARTICLE X ADMINISTRATORS' RIGHTS	13
ARTICLE XI MILITARY SERVICE	14
ARTICLE XII COURSE REIMBURSEMENT	14
ARTICLE XIII MANAGEMENT RIGHTS.....	15
ARTICLE XIV ADMINISTRATIVE ASSIGNMENTS	17
ARTICLE XV PROMOTIONS.....	18
ARTICLE XVI REDUCTIONS IN STAFF	18
ARTICLE XVII GENERAL PROVISIONS	20
ARTICLE XVIII SALARY	22
ARTICLE XIX LONGEVITY.....	23
ARTICLE XX TAX SHELTERED ANNUITY	23
ARTICLE XXI ATHLETIC DIRECTOR	24
APPENDIX A.....	26

ARTICLE I
RECOGNITION

The Board of Education ("Board") of the Ledyard School District ("District") hereby recognizes the Ledyard Administrators' Association ("Association") as the exclusive representative for all employees in the administrators' unit comprised of all certified professional employees in the school district not excluded from the purview of Connecticut General Statutes §§ 10-153a to 10-153n, inclusive, employed in positions requiring an intermediate administrator or supervisor certificate, or the equivalent thereof, and whose administrative or supervisory duties, for purposes of determining membership in the administrators' unit, shall equal at least fifty percent (50%) of the assigned time of such employee.

Unless otherwise indicated, employees within the above-described bargaining unit are hereinafter referred to as "Administrators." Any term used herein that denotes sex, shall apply equally regardless of an individual's gender/gender identity.

ARTICLE II
ASSOCIATION PROTECTION

SECTION A

All Administrators in the bargaining unit employed by the Board may join the Association. No Administrator is required to become a member of the Association as a condition of employment or continued employment with the Board, and there shall be no discrimination by the Association against any Administrator on account of the Administrator's membership or non-membership in the Association.

SECTION B

It is recognized that the Association, as the exclusive bargaining representative of all bargaining unit members, owes the same duties to all employees in the bargaining unit whether Association members or not. All Administrators in the bargaining unit who voluntarily join or voluntarily remain members of the Association may voluntarily pay Association dues to the Association, as set forth below, during the life of this Agreement, or any extension thereof.

SECTION C

It shall be the sole responsibility of the Association to solicit Administrators who may join the Association and/or to explain Association membership to the Administrators, and the Board will refrain from engaging any Administrator in discussion of the same but will direct all questions regarding membership, dues or fees, etc. to the President of the

Association. All changes to Association membership shall come from and/or through the Association to the Board.

All Administrators who elect to join the Association shall pay monies directly to the Association or sign and deliver to the Association (on forms mutually developed by the Board and the Association), a written authorization for payroll deduction of membership dues of the Association and any state or national organization which is affiliated with the Association, and any bargaining unit member electing not to join the Association may voluntarily pay service fees in the same manner.

The Board agrees to deduct such dues or fees from the salaries from each of its Administrators who voluntarily have submitted to the Association such written authorization. Said authorization shall continue in effect unless the Administrator notifies the Association that such Administrator does not wish to continue membership. It shall be the Association's responsibility to notify the Board of changes to an Administrator's dues or fees.

The Association shall notify and certify to the Board in writing at least thirty (30) days in advance of any changes to the amount of the membership dues and fees to be deducted from each Administrator's salary per pay period. The Board shall deduct such amounts from each Administrator's paycheck and submit the same to the Association monthly by the 15th of each month.

SECTION D

It is specifically agreed that the Board assumes no obligation, financial or otherwise, arising out of the provisions of this Article, and the Association hereby agrees that it will defend, indemnify and hold the Board harmless from or against any claims, actions or proceedings which arise under this Article and/or the Board's actions in compliance with the provisions of said Article.

ARTICLE III DURATION

SECTION A

Except as provided below, the provisions of this Agreement shall be effective as of July 1, 2024 and shall continue and remain in full force and effect for a period of three (3) years, up to and including June 30, 2027, when such Agreement shall expire unless extended by the mutual consent of the parties, reduced to writing, or unless replaced by a successor agreement.

ARTICLE IV GRIEVANCE PROCEDURE

SECTION A

1. A grievance is hereby defined as a claim by an Administrator or by the Association that a specific and identified section or sections of this Agreement has/have been violated, misinterpreted or misapplied by the Board or its designated representatives, or that there

has been a failure to follow the established procedures of the District's evaluation and support programs. All grievances, in order to be valid, must be reduced to writing and filed with the Superintendent within thirty (30) calendar days after the occurrence of the act or omission giving rise to the grievance; otherwise, the claim shall be waived.

2. The parties both agree that the resolution of grievances should, to the extent possible, be handled informally. Therefore, if an Administrator feels that they may have a grievance, the matter shall first be discussed informally with the Superintendent or designee in an effort to resolve the problem. If, after such discussion, the Administrator is not satisfied with the informal attempts to resolve the matter, they shall then have the right to file the grievance in writing. In any event, a grievance must, in order to be valid, be filed within thirty (30) calendar days of the act or occurrence giving rise to the grievance. In the event that an Administrator is unable, for whatever the reason, to satisfactorily engage in informal discussions with the Superintendent or designee as set forth above, they shall nonetheless have the obligation to formally file the grievance in writing with the Superintendent within the above-mentioned thirty (30) day period in order for the grievance to be valid. The Superintendent shall notify the Association of any grievance filed by an Administrator and the resolution of said grievance.
3. The Superintendent or designee shall have ten (10) work days to meet with the grievant, starting from the date the written grievance is filed with the Superintendent. The grievant may request the attendance of an Association representative at this meeting or any future step in the grievance process. At this meeting, the grievant shall explain the grievance to the Superintendent in an effort to reach a mutually acceptable settlement. The Superintendent shall have a period of five (5) work days, commencing with the day of the last grievance meeting within the above-described ten (10) day period in order to respond in writing to the grievance.
4. If, upon receipt of the Superintendent's written decision, the Administrator is not satisfied with the disposition of the matter, the Administrator shall have five (5) work days in which to file a written appeal of the Superintendent's decision to the Board. Upon receipt of such written appeal, the Board shall review the written grievance and schedule a meeting on the grievance within twenty (20) work days after the appeal of the Superintendent's decision is filed. At this meeting, the grievant shall be permitted to explain and discuss the claim with the Board. The Board shall have ten (10) work days following the conclusion of the grievance meeting in which to respond in writing to the grievance. The Board may, if it desires, appoint a permanent or ad hoc committee of its members for the purpose of handling grievance appeals.
5. No reprisals of any kind shall be taken by the Board, the administration, the Association or individual Administrators against any participant in the grievance procedure by reason of such participation.

SECTION B – Arbitration

If, after receipt of the decision of the Board, the Association is not satisfied with the disposition of the matter, the Association only may appeal the grievance to arbitration in accordance with the voluntary labor arbitration rules of the American Arbitration Association. In order to be valid, the written appeal, signed by an officer of the Association, from the Board's decision must be filed with the American Arbitration Association within (10) ten work days from the date of the Board's decision, with a copy of such appeal sent to the Board. Thereafter, the parties shall be bound by the rules and procedures of the American Arbitration Association. The costs for services of the arbitrator, including per diem expenses, if any, as well as actual and necessary travel and subsistence expenses, shall be borne equally by the Board and the Association. Only one (1) grievance may be heard by an arbitrator and the arbitrator shall have no power to add to, delete or modify the terms of this Agreement.

Notwithstanding the foregoing, nothing herein shall prevent the parties from mutually agreeing to an arbitrator of recognized competence on their own.

The arbitrator shall render their decision in writing with copies to the parties. The decision shall set forth the arbitrator's findings of fact, reasoning, and conclusions on the issues submitted, and provide relief in an appropriate case. The decision of the arbitrator shall be final and binding upon the Board, the Administrator and the Association to the extent provided by law.

ARTICLE V
PROTECTION OF ADMINISTRATORS

SECTION A

The Board agrees that the provisions of Conn. Gen. Stat. § 10-235 shall apply to its Administrators and that such protection shall be extended to any Administrators against whom a claim, demand, suit or judgment has been made in accordance with the provisions of such statute.

SECTION B

Administrators shall immediately report in writing to the Superintendent all instances of assault suffered by them in connection with their employment by the Board. The Board shall hold harmless any Administrator in any action arising out of the assault on an Administrator or out of disciplinary action taken against a student by an Administrator in accordance with the provisions of Conn. Gen. Stat. § 10-235.

SECTION C

If civil proceedings are brought against an Administrator alleging that such Administrator committed an assault in connection with the Administrator's employment by the Board, the provisions of Conn. Gen. Stat. § 10-235 shall be honored by the Board.

SECTION D

When an Administrator is absent from school as a result of injury caused by an assault on such Administrator arising out of and in the course of the Administrator's employment, they shall be paid full salary, less the amount of any workers' compensation award made for temporary disability due to said injury, in accordance with the applicable provisions of Conn. Gen. Stat. § 10-235 and the workers' compensation provisions of said General Statutes. Said absences shall not be deducted from the Administrator's sick leave account.

ARTICLE VI
SICK LEAVE

SECTION A

Administrators whose work year is more than two hundred (200) days shall be entitled to twenty (20) days of sick leave with full pay annually. Part-time Administrators will receive a prorated number of sick days based on the amount provided to full-time Administrators. The accumulation of unused sick leave shall not exceed the number of days in the individual Administrator's work year. After five (5) consecutive workdays of absence on sick leave, an Administrator may be required to submit a doctor's certificate to the Superintendent that verifies the medical reason for the absences.

SECTION B

In the event of catastrophic illness, special consideration for extension of sick leave may be requested of the Board by written application of the Administrator, accompanied by a physician's certification. Such written request shall be made to the Board through the Superintendent, who shall forward such request to the Board together with a recommendation. The Board agrees to review such requests in good faith, but shall not be bound to grant them. The decision of the Board shall be final, and shall not be subject to the grievance procedure.

SECTION C

Administrators shall be notified in writing of the number of sick days accumulated by them on or about October 1st each year.

SECTION D

In all cases, Administrators absent on sick leave shall contact the office of the Superintendent immediately upon a determination that they will be absent from school on sick leave. The absent Administrator will also keep the Superintendent informed as to the anticipated duration of the absence.

ARTICLE VII
FRINGE BENEFITS

SECTION A

1. The Board agrees to provide the following health insurance coverages, or comparable coverages, for the term of this Agreement.
 - a. The United Healthcare Block Purchasing Group medical and prescription drug insurance plan ("the United Plan").
 - b. The dental insurance plan offered to the Administrators will be through the United Plan.
 - c. The Vision Rider offered to the Administrators will be through the United Plan.
2. Employees will pay a twenty and one-half percent (20.5%) premium share contribution starting July 1, 2024, and a twenty-one percent (21.0%) premium share contribution starting July 1, 2025.
3. In the event that the premium rates for the plan design are reduced, the Board, at its discretion, may offer such plan to bargaining unit members (with no change in the premium share contribution).
4. In any negotiations triggered under paragraph 3 above, as well as negotiations for a successor to this collective bargaining agreement, the parties shall consider a High Deductible Health Plan with Health Savings Account to be the baseline for such negotiations, and the parties shall consider the following additional factors:
 - Trends in health insurance plan design outside of the United Plan;
 - The costs of different plan designs, including a high deductible health plan structure and a PPO plan structure.

Should such negotiations be submitted to arbitration for resolution, the arbitration panel shall consider the foregoing in applying the statutory criteria in making its ruling.

SECTION B

The Board shall provide life insurance on the life of the Administrator in the amount of four hundred thousand dollars (\$400,000.00).

SECTION C

1. The Board shall provide long-term disability insurance for each Administrator at sixty percent (60%) of annual salary with a maximum of eight thousand five hundred dollars (\$8,500) per month. The Board shall pay to the Administrator, as

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an addition to base pay, an amount equal to the premium cost and the Administrator shall pay, by way of salary reduction, the premium for such disability insurance to the carrier.

2. Each Administrator shall be allowed to deposit into a special flexible benefits account under Section 125 of the Internal Revenue Code, for the purpose of defraying additional medical costs that may be incurred by each Administrator and/or their families. These monies may be expended for medical care and/or dependent care under Section 129 of the Internal Revenue Code. The Administrator may also voluntarily contribute additional dollars to the account under Sections 125, 129, 105, and 106 of the Internal Revenue Code.

Cost of the administration of the plan shall be borne by the Board.

3. Subject to the availability of coverage by the carrier, Administrators who have reached the age of fifty-five (55), have qualified for retirement with the Connecticut State Retirement Board, and who retire after the ratification by both parties of this Agreement, may have the option of being retained in the Board's approved carriers' insurance plans for Administrators. Any premiums or membership costs not reimbursed from the state or other sources shall be paid fully by the retired Administrator and shall involve no expense to the Board. Payments shall be submitted to the Office of the Superintendent in accordance with the schedule established between the Board and the insurance carrier. Failure to do so will result in an automatic loss of coverage. The Association agrees to indemnify and hold harmless the Board from all types of suits, litigation and other claims arising from action taken by the Board pursuant to this section, provided, however, that the Board shall not be saved harmless from errors of omission on its part. Retirees shall be notified promptly by the Board, by certified mail to the last known address, of the payment schedule established between the Board and the insurance carrier.
4. Administrators who were enrolled in the insurance waiver provision in 2007- 08 may elect to waive all health insurance benefits and, in lieu thereof, be remunerated in the amount of thirty-five percent (35%) of the allocated rate for the coverage waived. Such remuneration shall be paid twice per year, on or about December 1 and June 1. Administrators choosing this option shall be able to change their option on July 1, for any reason, and/or at one other time during each year, if there has been a significant change in the Administrator's circumstances, such as divorce, death of a spouse, etc., which warrants such change in option. Such requests for change must be presented, in writing, to the District business manager at least sixty (60) days prior to the beginning of the month in which the change is to take effect. Upon receipt of the revocation of waiver, coverage by the insurer shall be subject to any regulations including waiting periods, which may then be in effect. Waivers under this section are subject to the approval of the applicable insurance earner.

SECTION D

The Board may change carriers for any of the above insurance provided that the coverage and benefits are substantially equal to those currently offered, and that no such

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change shall result in any lapse of benefits. At least sixty (60) days prior to changing of carrier, the Board or its designee shall notify the President of the Association, and the parties will meet to discuss the proposed changes.

If the Board and the Association are unable to agree that the changes proposed are substantially equal within sixty (60) days from notice by the Board of its intention to change carriers, the matter, at the request of either party, shall be submitted to binding arbitration. Either party may request that such arbitration be expedited under the Rules of the American Arbitration Association for expedited arbitration. No change shall be implemented prior to the completion of arbitration, if required. Nothing herein shall prevent the parties from mutually agreeing to an arbitrator of recognized expertise in health insurance issues on their own.

SECTION E

The Board agrees to assist Administrators in paying dues in the following educational organizations: ASCD, EMSPAC, NASSP, PHI DELTA KAPPAN or for participation in other professional development programs with prior approval of the Superintendent. The Board will contribute \$150.00 per Association member.

ARTICLE VIII LEAVES OF ABSENCE OTHER THAN SICK LEAVES

SECTION A - Personal Leave

1. Administrators are eligible for a maximum of six (6) days annually with full pay, but not cumulative, to be used when needed to conduct the following personal business:
 - a. marriage of self or immediate family members;
 - b. death or illness of immediate family;
 - c. funeral attendance for other than immediate family;
 - d. legal requirements;
 - e. religious holidays;
 - f. graduation of children, spouse or self from high school, college or university; or
 - g. other circumstances that may be deemed extraordinary by the Superintendent and the Administrator.

Two (2) of these six (6) personal days may be used at the discretion of the Administrator, except that at least three (3) days' notice must be given to the Superintendent, except in cases of emergency, and such day shall not be taken on the day before or after a school vacation.

2. The Superintendent may recommend the extension of personal days with or without pay. This provision shall not be subject to the Grievance or Arbitration provisions of this Agreement. All requests for personal leave must be made to the Superintendent at least ten (10) working days prior to the date of the requested leave, except in the case of an extreme emergency when such an advanced

request is not possible and except in the case of the two (2) personal days which may be used at the discretion of the Administrator in which case three (3) days' notice must be given as set forth in Section A.1. above.

3. **Extended Leave:** An extended leave of absence may be granted by the Board for personal reasons. The leave shall extend only for one (1) school year or less. An Administrator on personal leave of absence must notify the Superintendent in writing prior to March 1 if they intend to return to District the following year. For leave commencing after March 1, such notification must be given no less than sixty (60) days prior to the intended return date. In the event the Administrator so indicates their intention to return, the said Administrator shall be reappointed to their original position, if such position continues to exist, or to a comparable position, unless said Administrator is otherwise subject to reduction under the provisions of Article XVI of this Agreement. Personal leave of absence shall be taken without pay or credit for salary increments and will terminate at the end of the approved period of time. An Administrator on personal leave shall retain the sick leave accumulated prior to the commencement of leave. If requested by the Administrator, group health and/or insurance programs will be continued at no cost to the Board. The decision of the Board regarding such a request shall be final, and shall not be subject to the grievance procedure.

SECTION B - Professional Leave

Administrators may be granted professional leave days by the Superintendent of Schools. Requests for such leave must be made in writing at least ten (10) days prior to the date requested and will be subject to the approval of the Superintendent. The Superintendent may approve such leave for attendance and/or participation in professional institutes, meetings of state or national organizations of which the Administrator is a member and professional conferences.

The Board agrees to reimburse Administrators who attend such professional meetings for reasonable expenses incurred for such attendance. The Board shall allocate \$300.00 for each member of the Association for this purpose. If requested by the Superintendent, Administrators will provide a written summary to be shared with other Administrators and/or staff.

It is understood that, in some cases, it may be necessary for the Superintendent to assign Administrators to attend such functions. In such cases, the reasonable expenses incurred as described in the above paragraph shall be reimbursed.

In order to encourage the development of innovative projects and research related to administrative leadership, \$2,000.00 shall be allocated for planning grants. A committee comprised of two (2) members of the Association and the Superintendent shall develop guidelines for the grant application and selection process.

SECTION C - Sabbatical Leave

Sabbatical leave requests may be granted by the Board in its sole discretion to Administrators with at least seven (7) years of active service in education, the last four (4) of which must be active service as a member of the bargaining unit, subject to such terms as the Board and the successful Administrator shall agree upon.

SECTION D - Academic Leave of Absence

An academic leave of absence may be granted for one (1) school year or less upon recommendation of the Superintendent and approval of the Board. An interim Administrator will be appointed during the absence of the Administrator on leave. An Administrator on academic leave of absence must notify the Superintendent in writing prior to March 1 if they intend to return to the District the following year. For leave commencing after March 1, such notification must be given no less than sixty (60) days prior to the intended return date. In the event the Administrator so indicates their intention to return, the Administrator shall be reappointed to their original position, or comparable position, unless said Administrator is otherwise subject to reduction under the provisions of Article XVI of this Agreement. Academic leave of absence shall be granted based on a cumulative assessment of the following criteria:

1. value of leave to the school system;
2. quality of service such as evaluations and letters of commendation or reprimand;
3. number of years' service; and
4. availability of a certified and qualified person to serve as an interim Administrator.

Academic leave of absence shall be taken without pay and will terminate at the end of the approved period of time. An Administrator on academic leave shall continue to accrue sick leave on the same basis as granted by this Agreement. If requested by the Administrator, group health and/or insurance programs will be continued at no cost to the Board.

An academic leave of absence shall not be considered a break in seniority, and seniority shall accrue.

SECTION E - Childbearing and Childrearing Leave

1. Administrators shall be entitled to take a leave of absence related to pregnancy, paternity, the birth or placement of child with the Administrator, and/or first year child rearing/ bonding, in accordance with state and federal law, including but not limited to the Family and Medical Leave Act, subject to the applicable notice provisions in this Agreement.
2. Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom shall be treated as temporary disabilities for all job-related purposes. (The term "temporary disability" shall be interpreted as being within the meaning of the term "sick" as used in Conn. Gen. Stat. § 10-156). Accumulated sick leave shall be available for use during periods of such disability. Disability leave

beyond any accumulated sick leave shall be available without pay for such a reasonable further period of time as an Administrator is determined by the Administrator's physician to be disabled from performing the duties of the Administrator's job because of pregnancy or conditions attendant thereto.

3. Policies involving the accrual of seniority and other benefits and privileges, protection under health or temporary disability plans, and payment of sick leave shall be applied to disability due to pregnancy or childbirth on the same terms and conditions as they are applied to other temporary disabilities.

ARTICLE IX WORK YEAR

SECTION A - Ledyard High School

1. The work year for the Principal shall equal two hundred and twenty (220) actual work days with days beyond the school year to be worked as scheduled in consultation with the Superintendent.
2. The work year for the First Assistant Principal and High School Student Services Administrator shall equal two hundred and twelve (212) actual work days with days beyond the school year to be worked as scheduled in consultation with the Superintendent.
3. The work year for the Second Assistant Principal shall equal two hundred and five (205) actual work days with days beyond the school year to be worked as scheduled in consultation with the Superintendent.

SECTION B - Ledyard Middle School

1. The work year for the Middle School Principal shall equal two hundred and twenty (220) actual work days with days beyond the school year to be worked as scheduled in consultation with the Superintendent.
2. The work year for the Middle School Assistant Principal and Middle School Student Services Administrator shall equal two hundred and five (205) actual work days with days beyond the school year to be worked as scheduled in consultation with the Superintendent.

SECTION C - Elementary Schools

1. The work year for the Elementary Principals shall equal two hundred and fifteen (215) actual work days with days beyond the school year to be worked as scheduled in consultation with the Superintendent.
2. The work year for the Elementary Assistant Principals and Elementary Student Services Administrator shall equal two hundred and five (205) actual work days

with days beyond the school year to be worked as scheduled in consultation with the Superintendent.

SECTION D - District-Wide

The Director of Student Services' work year shall equal two hundred and twenty (220) days with days beyond the school year to be worked as scheduled in consultation with the Superintendent.

SECTION E – Vacation Days

All Administrators shall be entitled to the following vacation days and non-work periods:

1. All federal and state holidays for which school is not in session.
2. All non-session days during the school year with the understanding that the Administrators will notify the office of the Superintendent of their intentions to be absent during non-session, non-holiday days.

From time to time as particular need arises, the Superintendent may request that Administrators attend a meeting or otherwise work during a non-session, non-holiday day during the school year.

The Administrators agree to respond to such reasonable requests in a professional and responsible manner.

SECTION F

The parties recognize that the Board has the right to determine and make adjustments to the number of workdays for the bargaining unit in its discretion. If the Board changes the number of days per year for any position(s) in the bargaining unit, the annual salary for such position(s) shall be adjusted accordingly on a pro-rated basis. If such adjustment results in a reduction in salary, such reduction will be effective one (1) year after the reduction in the number of workdays.

ARTICLE X ADMINISTRATORS' RIGHTS

SECTION A

The private and personal life of an Administrator is not within the concern or attention of the Board except as it may interfere with the Administrator's job performance responsibilities to, and relationships with students and/or the District.

The parties recognize that the Principal is the educational leader of the school in which they work.

SECTION B

Recognizing their obligations under applicable federal and state statutes, the Board, the Association and Administrators agree that they shall not engage in any unlawful discrimination. This provision is not subject to the grievance procedure.

SECTION C

At the discretion of the Superintendent, Administrators will attend Board meetings.

SECTION D

The Board reserves the right to require attendance at in-service programs held beyond the normal work day if educational funds are expended for the service to the Administrators. If an Administrator is required to attend in-service programs that are held on a day an Administrator is not normally scheduled to work, that Administrator will be paid an hourly rate based on the Administrator's per diem for time in attendance at said in-service.

SECTION E

The Board agrees to reimburse any Administrator in accordance with the prevailing mileage rate established by the Internal Revenue Service on January 1 of the previous contract year for travel to in-service meetings held on non-session days if they are required to attend by the Superintendent and are not paid an hourly rate according to Section D, above.

ARTICLE XI
MILITARY SERVICE

SECTION A

Administrators called to enter military service shall be given all rights set forth under applicable state and federal statutes.

ARTICLE XII
COURSE REIMBURSEMENT

SECTION A

Administrators will be reimbursed for graduate courses of study if such courses or plan of study were approved by the Superintendent prior to their commencement.

SECTION B

Reimbursement will be paid at the rate of eighty-five percent (85%) of the cost per credit hour not to exceed eighty-five percent (85%) of the cost per credit hour at the University of Connecticut. If the Administrator is reimbursed for courses by an outside agency or

group, the Administrator shall not be reimbursed by the Board. Reimbursement shall only be paid for credit hours where a grade of B or higher is awarded.

SECTION C

Credit reimbursement will be made up to a total of fifteen (15) credits per year.

SECTION D

Credit reimbursement shall be made by the second pay period after submission of evidence of successful completion of course work, but not later than June 30th of any given year.

SECTION E

A request for credit reimbursement, together with acceptable substantiation, will not be accepted if received later than the second week in June, and may not be applied for in the following year.

SECTION F

Credit reimbursement for courses taken during summer months will be granted only if the person returns for, and completes, the following school year.

ARTICLE XIII MANAGEMENT RIGHTS

SECTION A

The Board reserves and retains, solely and exclusively, all its rights, express or implied, to manage the District and its employees as such rights existed prior to the execution of this Agreement. The Association agrees that the functions and rights of management belong solely to the Board and that the Association will not interfere with the Board's exercise of these rights and functions.

a. Enumerated Rights.

The exclusive functions and rights of the Board include, but are not restricted to, the right to: direct the operation of the public schools in the District in all aspects; select and employ new personnel; manage the District and the direction of its workforce; determine methods and levels of financing and budget allocation; provide, when necessary, for the transportation of students; designate the schools to be attended by the children in the District; establish the number of schools to be utilized by the District; maintain good public elementary and secondary schools and provide such other educational activities as in its judgment will best serve the interests of the District to give the children of the District as nearly equal advantages as may be practicable; maintain and operate buildings, lands, apparatus and other property used for school purposes; decide the textbooks to be used; make rules for the

arrangement, use and safekeeping of school libraries and to approve the books selected therefore; prepare and submit budgets and, in its sole discretion, expend monies appropriated to the Board for the maintenance and operation of the schools, and to make such transfers of funds within the appropriated budget as it shall deem desirable; determine, and from time to time re-determine, the number of Board personnel and the methods and materials to be employed; select and determine the qualifications of Administrators required to promote the efficient operation of the District; distribute work to Administrators in accordance with the job content and job requirements determined, and from time to time re-determined, by the Board; establish assignments for Administrators; transfer Administrators; determine the procedures for promotion of Administrators; create, enforce and, from time to time, change rules and regulations concerning discipline of Administrators; discipline, suspend or discharge Administrators; and, otherwise take such measures as the Board may determine to be necessary to promote the orderly, efficient and safe operation of the District.

b. Unenumerated Rights.

The listing of specific rights in subsection (a) of this Section is not intended to be all inclusive, restrictive or a waiver of any rights of the Board not listed which have not been expressly and specifically surrendered herein, whether or not such rights have been exercised by the Board in the past.

None of the above specific and unremunerated rights of the Board, however, shall be exercised so as to contravene a specific provision of this Agreement, an established past practice, or policy of the Board.

SECTION B

Where the Board has negotiated specific language in this Agreement, such language shall not be modified without the mutual consent of the Association. All present language in the Agreement shall be subject to the grievance procedure except as specifically excluded by that language.

SECTION C

Where rights noted above granted to the Board relate to terms and conditions of employment of members of the bargaining unit, the Board agrees to:

1. Notify the Association at least thirty (30) days prior to the implementation of the proposed changes where possible in the best interest of the District; and
2. Negotiate the impact of such changes in conformity with Conn. Gen. Stat. § 153f(e).

ARTICLE XIV
ADMINISTRATIVE ASSIGNMENTS

SECTION A

In the event the Board decides to materially, substantially and permanently (as opposed to temporarily) change or alter the duties or responsibilities of any position represented by the Association, it shall notify the affected Administrator and the Association, in advance, preferably at least thirty (30) days prior to implementation of the proposed change. The Association shall have the opportunity to meet and consult with the Board prior to the proposed change becoming operational. In emergency cases, no advance notification need be given and discussions shall be held as soon as possible. In the event such change or alteration is more than "de minimis," the effect of such change or alteration on the salaries and employment conditions of such position, and on any other bargaining unit positions affected by such change or alteration, shall be subject to negotiations upon demand by the Association pursuant to Conn. Gen. Stat. §10-153f(e).

SECTION B

In the event the Board decides to exercise its authority to eliminate, consolidate or reduce to less than full-time status, any position represented by the Association, it will provide appropriate advance notification to both the Administrator and the Association.

To the extent that such eliminations, consolidations, or reductions impact on working conditions of the remaining Administrators, the Board agrees to negotiate such impact in conformity with Conn. Gen. Stat. § 10-153f(e). If a reduction in pay results, the Administrator will continue at the same rate of pay said Administrator had received in their prior assignment for one (1) year.

SECTION C

In the event of any change or modification in the duties or responsibilities of administrative/supervisory positions or work year, or in the event of reclassification of administrative/supervisory positions, or in the event of any transfer or reassignment, the Administrator or Administrators affected thereby shall be paid the salary called for in the new position as long as it does not result in a reduction in pay, provided that in the event of transfer or reassignment on grounds of lack of competence or proper qualifications to hold or carry out the duties of the former position, or for just cause (Article XVII(J)), the Administrator or Administrators affected thereby shall be paid the salary called for in the new position whether or not a reduction. If a reduction in pay results, the Administrator will continue at the same rate of pay they had received in the former position for one (1) year. The issue of competence or proper qualifications, as well as just cause (Article XVII(J)), as aforesaid shall be specifically subject to the grievance procedure provided in Article IV of this Agreement.

ARTICLE XV
PROMOTIONS

SECTION A

The Association recognizes that the promotion and assignment of administrative personnel within the District is the right and duty of the Superintendent, who shall exercise such right and duty in accordance with the terms of this Agreement when applicable.

SECTION B

Whenever a vacancy in a promotional position is to be filled, the Superintendent shall notify each Administrator at least ten (10) calendar days prior to the filling of this vacancy.

SECTION C

Said notice of vacancy shall clearly set forth qualifications for the position.

SECTION D

Administrators who desire to apply for such vacancy shall file their applications in writing with the District Personnel Office within the time limit specified in the notice. The District Personnel Director will notify each applicant in writing when a decision has been reached as to whether or not the particular applicant was successful.

ARTICLE XVI
REDUCTIONS IN STAFF

SECTION A

The parties recognize that the Board may from time to time eliminate administrative positions from the table of organization and the parties recognize that such a decision is within the discretion and prerogative of the Board.

SECTION B

In the event such a decision is made, the Board agrees to make reasonable efforts to retain the affected Administrators within the District as follows:

1. If there exists another equivalent or subordinate position in an area represented by the Association and such position is vacant and the affected Administrator is certified and qualified to fill such vacant position, they shall be assigned to said position. If there is no such position available, the affected Administrator will be allowed to displace, i.e., bump, an Administrator, based on administrative seniority in the bargaining unit, provided the affected Administrator is certified and qualified in the same or a lower Administrative position as set forth below in Section 2. In the event an Administrator is assigned to a subordinate position, the Administrator shall continue at the salary level received prior to such assignment,

until such time as the salary for the subordinate Administrator's position equals or exceeds the Administrator's previous salary level.

2. For purposes of this Article, bumping shall be allowed as follows:
 - A. High School Principal may bump all other high school and middle school principal and assistant principal positions.
 - B. Middle/Elementary School Principal may bump within this group and may bump down to all assistant principals and the High Student Services Administrator.
 - C. All Assistant Principals and Middle School/Elementary Student Services Administrators may bump within this group.
 - D. Director of Student Services may bump the High School Student Services Administrator.
3. Before an Administrator is released from employment in the District, the Administrator shall be eligible for a teaching position in conformity with the reduction in force language in the Agreement with the Ledyard Education Association. In such an event, the Administrator shall maintain any unused sick leave accumulated. The salary of the reduced Administrator shall be held constant for the first (1st) year in the new position.
4. In the event that an Administrator cannot be assigned to a position following the elimination of their position under either step 1 or 2 above, the Administrator shall be entitled to be laid off for a maximum period of two (2) years commencing with the last day of employment. During such layoff period, the Administrator shall be entitled to another equivalent or subordinate position covered by the Association which becomes open. It is the obligation of the individual to keep the Superintendent fully apprised of their current mailing address, and any obligation the Board shall have under this Article shall be fully discharged by transmitting a letter by certified mail to the last known address of the laid off Administrator appearing on current records maintained by the Superintendent notifying said Administrator of the availability of a position and granting said Administrator a period of time as set forth in the notification letter to apply for said position.
5. An Administrator to be laid off may not refuse assignment in any vacant administrative position. If any such position is vacant at the time of layoff, said Administrator must accept such position or forfeit completely all layoff and recall rights. The inverse shall be true with respect to recall from layoff and the Board shall not have any obligation to offer a laid off Administrator recall to an administrative position more than one time.
6. Under no circumstances shall the Board be required to promote or transfer any Administrator in the event of a reduction in staff or to continue unchanged the salary level of any Administrator who is transferred or reassigned to another position in the school system, except as otherwise provided for herein.

7. Any and all termination of employment of members of the bargaining unit shall take place solely and exclusively under applicable provisions of Conn. Gen. Stat. § 10-151. No such termination shall in any way be the subject of a grievance proceeding under the grievance procedure set forth in this Agreement.

ARTICLE XVII GENERAL PROVISIONS

SECTION A

It is understood that this Agreement is subject to, and shall operate within the framework of, the statutes of the State of Connecticut.

SECTION B

It is understood that Administrators shall continue to serve under the direction and assignment of the Superintendent in accordance with Board and administration policies, position descriptions, rules and regulations.

SECTION C

There shall be no reprisals of any kind taken against any Administrator by reason of the Administrator's membership or lack of membership in a professional education organization or by reason of participation or lack of participation in its activities.

SECTION D

Administrators shall be evaluated in accordance with Conn. Gen. Stat. § 10-151b.

SECTION E

Administrators shall have the opportunity to review and discuss their evaluation reports with their evaluator and with the Superintendent, and to review the contents of any evaluation reports originated in the District which are contained in their personal files as maintained by the Superintendent.

SECTION F

If any portion of this Agreement is declared illegal for any reason by an authority of established and competent legal jurisdiction, the balance and remainder of this Agreement shall remain in full force and effect.

SECTION G

This Agreement may not be modified in whole or in part except by an appropriate instrument in writing duly executed by authorized representatives of both the Board and the Association.

SECTION H

Administrators who resign or retire shall provide a minimum of sixty (60) days written notice of such intent to resign or retire to the Superintendent of Schools. This notice may be waived at the discretion of the Board.

SECTION I

The Administrators and the Association shall not, at any time, collectively or individually, call, authorize, instigate, sanction, approve or condone any strike, slowdown, work stoppage, refusal to render services or other action against the Board or its administration which would impede the proper functioning of the District's school system.

SECTION J

No Administrator shall be reprimanded in writing, reduced in compensation, suspended or transferred to a teaching position without just cause. Any transfer to a teaching position due to a reduction in force shall not be subject to this provision.

SECTION K

An Administrator shall have the right to review their personnel file at a time mutually acceptable to the Superintendent or designee and the Administrator.

SECTION L

An Administrator may request a duplicate copy of any materials in their file at a cost not to exceed ten (10) cents per page.

SECTION M

No written reprimands or derogatory material shall be placed in an Administrator's file prior to their receiving a copy. The Administrator shall be required to sign a copy of such written reprimand or derogatory material to signify receipt thereof.

SECTION N

No anonymous materials of a derogatory nature shall be placed in an Administrator's file, except as required by law.

SECTION O

The Board shall give consideration to a request from any nonresident Administrator to send their child(ren) to District schools with seventy-five percent (75%) of the tuition being waived by the Board. Any decision to accept a nonresident student is subject to annual review.

ARTICLE XVIII
SALARY

SECTION A

Salaries for individual Administrators shall be made in accordance with Appendix A attached hereto.

SECTION B

Each Administrator shall be paid their annual salary bi-weekly beginning with the first pay period in July in equal installments of one twenty-sixth (1/26) of the total contractual salary. The Payroll calendar shall be published each school year on or before May 1. All employee elective deductions shall be withdrawn equally over twenty (20) pay periods from September to June.

All Administrators must participate in direct deposit of paychecks with electronic notification.

SECTION C

Pay deductions at the rate of the total number of work days for an Administrator divided into the total contractual salary shall be made for each day of unauthorized absence from work.

SECTION D

Administrators holding a doctorate at the commencement of any school year shall receive an annual payment of \$2,000.00.

SECTION E - Withholding Salary Increases

1. The Superintendent may withhold a salary increase for unsatisfactory service. A salary increase in any year may be withheld under the following conditions:
 - a. The Superintendent shall hold a meeting with the Administrator, clearly stating the facts as to why the Superintendent is withholding the increase;
 - b. The affected Administrator shall be given a reasonable period of time to make the necessary improvements; and
 - c. The Superintendent determines, after the reasonable period of time has passed, that the affected Administrator has not made adequate improvement in the areas discussed pursuant to paragraph 1(a) above.
2. The Administrator in question has the right to be represented by an Association representative during any and all meetings held pursuant to part 1 of this Section.

3. The Association shall have the right to challenge the Superintendent's decision to withhold the affected Administrator's salary increase pursuant to the grievance procedure.

Section E is subject to the grievance procedure of this Agreement, but the evaluation itself is not, except if it is claimed that there has been a failure to follow established procedures of the District's evaluation and support programs pursuant to Conn. Gen. Stat. § 10-151b.

ARTICLE XIX LONGEVITY

Only Administrators hired on or before July 1, 2015 shall be eligible to receive any longevity payments under this Agreement.

SECTION A

After seven (7) years of employment as a teacher or Administrator, which must be cumulative service in the District, an Administrator shall receive an annual stipend of three hundred fifty dollars (\$350.00).

SECTION B

After twelve (12) years of employment as a teacher or Administrator, which must be cumulative service in the District, an Administrator shall receive an annual stipend of four hundred dollars (\$400.00).

SECTION C

After seventeen (17) years of employment as a teacher or Administrator, which must be cumulative service in the District, an Administrator shall receive an annual stipend of four hundred fifty dollars (\$450.00).

SECTION D

After twenty-five (25) years of employment as a teacher or Administrator, which must be cumulative service in the District, an Administrator shall receive an annual stipend of five hundred dollars (\$500.00).

ARTICLE XX TAX SHELTERED ANNUITY

Each Administrator shall have their base salary increased by One Thousand Five Hundred Dollars (\$1,500.00) from which total base salary the Administrator shall pay through an elective deferral to a tax sheltered annuity the amount of One Thousand Five Hundred Dollars (\$1,500.00) each year. The Board shall report said annuity payment as salary to the Teachers' Retirement Board, consistent with the law.


ARTICLE XXI
ATHLETIC DIRECTOR

There shall be an annual stipend of fourteen thousand dollars (\$14,000) paid to the Athletic Director when the duties of that position are performed by a member of the Administrators' bargaining unit with another full time administrative position. Nothing in this provision shall be interpreted to require the Board to continue to employ an Administrator to perform the duties of Athletic Director.

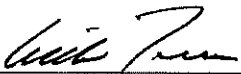
IN TESTIMONY THEREOF, the parties hereunto have each executed this Agreement this day and year written below.

BOARD OF EDUCATION
LEDYARD SCHOOL DISTRICT

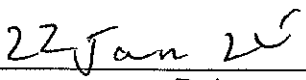
LEDYARD ADMINISTRATORS'
ASSOCIATION



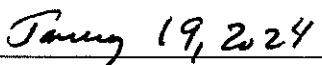
Chair, Board of Education



William Turner, President of Association
for the Ledyard Administrators' Association



Date



Date

APPENDIX A

G.W.I.	3.0% <u>2024-25</u>	3.0% <u>2025-26</u>	3.0% <u>2026-27</u>
Position	Salary	Salary	Salary
High School Principal	\$181,216	\$186,653	\$192,252
High School First Assistant Principal	\$153,198	\$157,794	\$162,528
High School Student Services Administrator	\$153,198	\$157,794	\$162,528
High School Second Assistant	\$147,965	\$152,404	\$156,976
Middle School Principal	\$169,353	\$174,433	\$179,666
Middle School Student Services Administrator	\$147,945	\$152,383	\$156,955
Middle School Assistant Principal	\$147,945	\$152,383	\$156,955
Elementary Principal	\$161,489	\$166,333	\$171,323
Elementary Assistant Principal	\$137,458	\$141,581	\$145,829
Elementary Student Services Administrator	\$137,458	\$141,581	\$145,829
Director of Student Services	\$169,354	\$174,434	\$179,667

The Board may hire new administrators at a salary up to ten percent (10%) below the salary listed above for the position in question. In the second year of employment, the newly hired Administrator will receive a salary that is two-thirds ($\frac{2}{3}$) the original reduction below the current salary for the position in question. In the third year of employment, the newly hired Administrator will receive a salary that is one-third ($\frac{1}{3}$) the original reduction below the current salary for the position in question. In the fourth year of employment, the Administrator will receive current salary for the position in question. The parties agree that the movement of an Administrator towards the salary listed in the salary schedule in accordance with this provision shall not be considered as an "increment cost" in calculating future salary schedules. The Superintendent will notify the Association through its President of the starting salary of all newly hired members of the bargaining unit, along with the delineated salary progression, within ten (10) days of the newly hired member accepting the position in the District.

C

C

O

Roxanne Maher

From: Roxanne Maher
Sent: Thursday, February 08, 2024 8:18 AM
To: arode@ledyard.net; BOE@ledyard.net; Jason S. Hartling
Cc: Town Council Group; Roxanne Maher; Naomi Rodriguez
Subject: Town Council Meeting - Wednesday, February 14, 2024 - LAA Contract

Good Morning Chairman Rode and Superintendent Hartling:

Thank you for your January 22, 2024 letter regarding the Board of Education's December 19, 2023 approval of the Ledyard Administrator Association (LAA) Contract; which was placed on-file in the Town Clerk's Office on January 25, 2024.

To comply with the 30-day requirement provided in CGS 10-153d the Town Council will include the LAA Contract on our next Agenda.

The Town Council invites you and members of the Board of Education to attend our February 14, 2024 meeting at 7:00 p.m. to participate in our discussion of the LAA Contract.

A copy of our February 14, 2024 Agenda will be forwarded to you prior to the Meeting.

The Town Council looks forward to meeting with you to discuss this important matter.

Should you have any questions regarding this invitation, please do not hesitate to contact me by telephone at (860) 910-9918 or email: naomir@ledyardct.org

Thank you,
Naomi Rodriguez
Chairman

S. Naomi Rodriguez, Chairman



Ledyard Town Council
naomir@ledyardct.org
(860) 910-9918

Town Hall Hours:
Monday - Thursday 7:30 a.m. to 4:45 p.m.
CLOSED FRIDAYS

CHAPTER 10

EDUCATION AND CULTURE

Sec. 10-153d. Meeting between board of education and fiscal authority required. Duty to negotiate. Procedure if legislative body rejects contract. (a) Within thirty days prior to the date on which the local or regional board of education is to commence negotiations pursuant to this section, such board of education shall meet and confer with the board of finance in each town or city having a board of finance, with the board of selectmen in each town having no board of finance and otherwise with the authority making appropriations therein. A member of such board of finance, such board of selectmen, or such other authority making appropriations, shall be permitted to be present during negotiations pursuant to this section and shall provide such fiscal information as may be requested by the board of education.

(b) The local or regional board of education and the organization designated or elected as the exclusive representative for the appropriate unit, through designated officials or their representatives, shall have the duty to negotiate with respect to salaries, hours and other conditions of employment about which either party wishes to negotiate. For purposes of this subsection and sections 10-153a, 10-153b and 10-153e to 10-153g, inclusive, (1) "hours" shall not include the length of the student school year, the scheduling of the student school year, the length of the student school day, the length and number of parent-teacher conferences and the scheduling of the student school day, except for the length and the scheduling of teacher lunch periods and teacher preparation periods and (2) "other conditions of employment" shall not include the establishment or provisions of any retirement incentive plan authorized by section 10-183jj. Such negotiations shall commence not less than two hundred ten days prior to the budget submission date. Any local board of education shall file forthwith a signed copy of any contract with the town clerk and with the Commissioner of Education. Any regional board of education shall file forthwith a signed copy of any such contract with the town clerk in each member town and with the Commissioner of Education. Upon receipt of a signed copy of such contract the clerk of such town shall give public notice of such filing. The terms of such contract shall be binding on the legislative body of the local or regional school district, unless such body rejects such contract at a regular or special meeting called and convened for such purpose within thirty days of the filing of the contract. If a vote on such contract is petitioned for in accordance with the provisions of section 7-7, in order to reject such contract, a minimum number of those persons eligible to vote equal to fifteen per cent of the electors of such local or regional school district shall be required to participate in the voting and a majority of those voting shall be required to reject. Any regional board of education shall call a district meeting to consider such contract within such thirty-day period if the chief executive officer of any member town so requests in writing within fifteen days of the receipt of the signed copy of the contract by the town clerk in such town. The body charged with making annual appropriations in any school district shall appropriate to the board of education whatever funds are required to implement the terms of any contract not rejected pursuant to this section. All organizations seeking to represent members of the teaching profession shall be accorded equal treatment with respect to access to teachers, principals, members of the board of education, records, mail boxes and school facilities and, in the absence of any recognition or certification as the exclusive representative as provided by section 10-153b, participation in discussions with respect to salaries, hours and other conditions of employment.

(c) If the legislative body rejects the contract pursuant to the provisions of subsection (b) of this section, the parties shall commence the arbitration process, in accordance with the provisions of subsection (c) of section 10-153f, on the fifth day next following the rejection which, for the purposes of this procedure, shall serve as the equivalent of the one hundred thirty-fifth day prior to the budget submission date, provided, if requested by either party, the parties shall mediate the contract dispute prior to the initial arbitration hearing. The parties shall meet with a mediator mutually selected by them, provided such parties shall inform the commissioner of the name of such mediator. If the parties are unable to mutually select a mediator, then the parties shall meet with the commissioner or the commissioner's agent or a mediator designated by said commissioner. Mediators shall be chosen from a panel of mediators selected by the State Board of Education or from outside such panel if mutually agreed by the parties. Such mediators shall receive a per diem fee determined on the basis of the prevailing rate for such services, and the parties shall share equally in the cost of such mediation. In any civil or criminal case, any proceeding preliminary thereto, or in any legislative or administrative proceeding, a mediator shall not disclose any confidential communication made to such mediator in the course of mediation unless the party making such communication waives such privilege. The parties shall provide such information as the commissioner may require. The commissioner may recommend a basis for settlement but such recommendations shall not be binding upon the parties.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0093

Agenda Date: 2/14/2024

Agenda #: 1.

ORDINANCE

Motion/Request:

MOTION to acknowledge proposed revisions to Appendix pertaining to Ordinance #300-003 “*An Ordinance Establishing Permit Fees for New Construction, Alternation, Removal, Demolition or Other Building Operation in the Town of Ledyard*” as presented in the draft dated January 23, 2024.

Background:

The proposed Permit Fee Schedule would raise the current Fee of \$10.26 per \$1,000 of construction value to \$15 per \$1,000 of construction value. The \$15 would include the State fee of .26 per \$1,000.

Land Use Director Juliet Hodge and Building Official Seumas Quinn conducted a review, comparison, and analysis of the Building Permit Fee Schedules of area towns. Their research (see attached) found that Ledyard’s current Permit Fees no longer accurately reflect today’s prices and were significantly below the average of neighboring towns. By increasing these Permit Fees, the Town would generate adequate revenue to maintain the quality of services provided.

The proposed Permit Fee Schedule takes into consideration today’s economic realities and would bring Ledyard in-line with the average Permit Fees of adjacent towns.

Ordinance #300-003 “*An Ordinance Establishing Permit Fees for New Construction, Alternation, Removal, Demolition or Other Building Operation in the Town of Ledyard*” prescribes for the Establishment of Permit Fees.

In accordance with Section 3.1 of the Building Code the Building Official is authorized to establish by approved rules a schedule of unit rates for buildings and structures of all use groups and types of construction as classified and defined in Articles 1, 3 and 4 of the Building Code.

Although the Town Council is not required to approve the Building Permit Fees, that it has been their practice to “*Acknowledge*” the Fee Schedule (Appendix)

Because the Fee Schedule is an Appendix to the Ordinance a Public Hearing is not required.

Land Use Director’s Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Body:

(type text here)

APPENDIX

TOWN OF LEDYARD
PERMIT FEE AND INSPECTION FEE SCHEDULE
NEW CONSTRUCTION, ALTERATION, REMOVAL, DEMOLITION OR OTHER
BUILDING OPERATIONS

BUILDING PERMITS & TRADE PERMITS **FEES**, WHICH INCLUDE ELECTRICAL
PLUMBING AND MECHANICAL

~~Ten Fifteen Dollars (\$15.00) (\$10.00)~~ per Thousand Dollars (\$1,000), or part thereof, of estimated value based on the present cost of material and labor. *Fee includes the State Education fee of .26 per \$1,000 of construction value.*

CERTIFICATE OF OCCUPANCY:

Ten Dollars (\$10.00) (For Additions/New Homes/New Bathrooms or Bedrooms/Detached Garages/Sheds > 200sf - Added to the initial Building Permit Fee at time of submission.)

DEMOLITION PERMITS:

For Residential structures, Two Percent (2%) ~~Ten Dollars (\$10.00) per Thousand Dollars (\$1,000.00), or any part thereof,~~ of value computed on the Assessor's fair market value of the structure to be demolished.

For Commercial or Industrial structures Five Percent (5%) of value computed on the Assessor's fair market value of the structure to be demolished.

APPLICATION FEES WILL NOT BE REFUNDED REGARDLESS OF PERMIT STATUS OR OUTCOME

Acknowledged by the Ledyard Town Council on: _____

Naomi Rodriguez, Chairman

Revision: Appendix Acknowledged May 23, 1990; Acknowledged on October 28, 2020

History:

2024:

Paragraph 1: Increased Fee ~~\$10.00~~ to \$15.00

Added: *“Fee includes the State Education fee of .26 per \$1,000 of construction value.”*

Added New Paragraph: *“Certificate Of Occupancy”*

Demolition Permits Paragraph: Added the following language: *“For Residential structures, Two Percent (2%)” “For Commercial or Industrial structures Five Percent (5%) of value computed on the Assessor's fair market value of the structure to be demolished.”; “Application fees will not be refunded regardless of permit status or outcome.”*

Proposal to Adjust Building Permit Fees for the Town of Ledyard

Introduction:

The purpose of this proposal is to address the current state of building permit fees in the Town of Ledyard. It has become evident that our current permit fees no longer accurately reflect today's prices and are significantly below the average of neighboring towns. By increasing these fees, the Town of Ledyard can generate additional revenue, which will benefit both the town itself and the building department, assisting in covering necessary expenses for maintaining the quality of services provided. We are proposing that we implement a revised building permit fee structure that considers today's economic realities and brings us in line with the average permit fees of adjacent towns. Specifically, we recommend raising the current fee of \$10.26 per \$1,000 of construction value to \$15 per \$1,000 of construction value. The \$15 would include the State fee of .26 per \$1,000.

Comparison with Neighboring Towns:

Here is a comparison of the proposed permit fee structure with those of neighboring towns for the first \$1,000 of construction value (and the fee for every additional \$1,000 for towns that charge a different amount for the first \$1,000 or \$3,000):

- **Town of Preston: \$8.00 per \$1,000 (Lowest)**
- **Town of Ledyard: \$10.26 per \$1,000**
- Town of Montville: \$12.00 per \$1,000
- Town of Voluntown: \$16.26 per \$1,000
- Town of New London: \$18.00 per \$1,000
- **Town of Colchester \$20.26 per \$1,000 (Highest)**
- Town of Norwich: \$35 first \$1,000 / \$17 per \$1,000 thereafter
- Town of North Stonington: \$20.00 first \$3,000 / \$10.00 per \$1,000 thereafter
- Town of Waterford: \$20.00 first \$1,000 / \$10.00 per \$1,000 thereafter
- Town of Groton: \$25.00 first \$1,000 / \$15.00 per \$1,000 thereafter
- City of Groton: \$20.00 first \$1,000 / \$10.00 per \$1,000 thereafter
- Town of Stonington \$25.00 first \$1,000 / \$12.00 per \$1,000 thereafter

In addition to the proposed adjustment of building permit fees, we recommend the implementation of a fee calculator for internal office use. This will provide a clear and standardized method for our office to calculate building permit fees for various construction projects. Many applicants undervalue the construction cost, resulting in a much lower fee and loss of revenue for the Town. The "fee calculator" is a chart of reasonable construction values – based on the International Code Council's Building Valuation Data which is updated every 6 months (See attached) and the following Item Cost per Structure Component (for Residential only).

Fee Calculator by Structure Component:

- | | |
|----------------------------|-------------------------|
| • Basement finished: \$110 | • Garage finished: \$80 |
| • Living space: \$110 | • Shed: \$40 |
| • Garage unfinished: \$70 | • Deck: \$40 |

New Single Family or Duplex cost of construction: Per ICC Chart (Currently ~165/sf)

Item Cost (per square foot) Non-residential: Per ICC Chart and Type of Construction (current range ~\$85 – 260/sf).

Ultimately it is up to the Building Official to determine whether the value provided is reasonable, but the chart will allow staff to flag certain applications with potentially low construction values provided.

Step 1: Determine Project Type and Area: Calculate the total square footage of the project area. For example, if the project includes a finished basement, living space, and a deck, sum the square footage of each component.

Step 2: Calculate Fee: For each type of construction (e.g., basement finished, living space, deck), multiply the square footage by the respective cost per square foot as listed in the fee calculator.

Step 3: Sum Total Fees: Sum the fees for each component to calculate the total building permit fee.

By considering the specific characteristics of each project, the fee calculator will ensure that the Building Department assesses permit fees fairly and consistently for all applicants, reducing the potential for errors or discrepancies. The new fee structure also ensures that those undertaking larger construction projects contribute their fair share, promoting equity among builders and developers. The increased permit cost is borne by those receiving the service.

In addition to the proposed changes above, we would also propose a change to the current fee for the demolition of structures. The Town should encourage the removal of blighted or dilapidated structures. The Town currently charges \$10.00 per assessed value of the structure which can result in a potentially high fee (especially for non-residential properties) and may be a barrier to removal. Some Towns also charge a flat fee and others charge a percentage of the assessed value. We are proposing to switch to a percentage-based fee of 2% of assessed value for residential structures and 5% for Commercial and Industrial structures as the demolition process.

Why the proposed changes?

We are planning to switch to a different permit tracking/processing software that will allow on-line permit submission and payment. This will increase the overall efficiency of permit processing and allow applicants to track the progress of their permits without having to call the office. We are one of only a few towns that do not offer the ability to submit and pay for applications on line. The increased fees will offset the annual cost of the software somewhat. We also have a full-time Building Official and fully staffed Land Use Department of which the Building Department is part of. Permit Fees are intended to cover the cost of processing the permits (labor, equipment, software etc.), inspections (vehicle to do so), and time spent assisting applicants. With a combined Building and Land Use and all staff assisting applicants and processing permits, the overhead is high. We certainly do not fully cover the costs currently. This small adjustment in the fees will help close the gap a little.

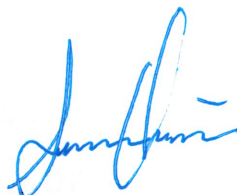
In conclusion, the incorporation of a fee calculator for internal office use, alongside the adjustment of permit fees, is a valuable step towards promoting honesty, fairness, and accuracy in our permit fee structure. This change aligns with our goal of modernizing our policies and practices to better serve the community while generating additional revenue for the town to cover the rising personnel costs/cost of providing the service as well as enable us to move to an on-line permitting system which will greatly increase efficiency.

Your support and action on this matter will greatly contribute to the continued growth and prosperity of the Town of Ledyard.

Respectfully submitted,



Juliet Hodge, Director of Planning & Development



Seumus Quinn, Building Official

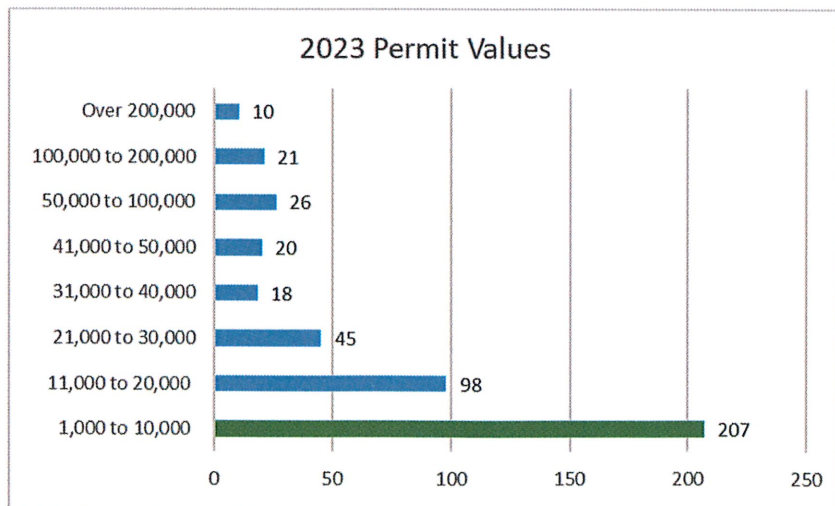
The following data show the potential financial impact of the proposed changes (Note: amounts do not include C.O. Fees as they do not apply to all applications.)

Construction Value	Current	Proposed	Difference to Applicant	Minus State Fee .26	
	\$ 10.26	\$ 15.00		\$ 14.74	Difference to Town
\$ 1,000.00	\$ 10.26	\$ 15.00	\$ 4.74	\$ 14.74	\$ 4.48
\$ 2,000.00	\$ 20.52	\$ 30.00	\$ 9.48	\$ 29.48	\$ 8.96
\$ 3,000.00	\$ 30.78	\$ 45.00	\$ 14.22	\$ 44.22	\$ 13.44
\$ 5,000.00	\$ 51.30	\$ 75.00	\$ 23.70	\$ 73.70	\$ 22.40
\$ 10,000.00	\$ 102.60	\$ 150.00	\$ 47.40	\$ 147.40	\$ 44.80
\$ 20,000.00	\$ 205.20	\$ 300.00	\$ 94.80	\$ 294.80	\$ 89.60
\$ 50,000.00	\$ 513.00	\$ 750.00	\$ 237.00	\$ 737.00	\$ 224.00
\$ 100,000.00	\$ 1,026.00	\$ 1,500.00	\$ 474.00	\$ 1,474.00	\$ 448.00
\$ 200,000.00	\$ 2,052.00	\$ 3,000.00	\$ 948.00	\$ 2,948.00	\$ 896.00
\$ 300,000.00	\$ 3,078.00	\$ 4,500.00	\$ 1,422.00	\$ 4,422.00	\$ 1,344.00
\$ 500,000.00	\$ 5,130.00	\$ 7,500.00	\$ 2,370.00	\$ 7,370.00	\$ 2,240.00

2023 Construction Values

Average	Current Fee	Proposed	Difference
\$30,251.72	\$318.06	\$465.00	\$146.94
Mean	Current Fee	Proposed	Difference
\$13,986.52	\$143.64	\$210.00	\$ 66.36
Total	Current Fee	Proposed	Difference
\$13,220,000.00	\$135,637.20	\$198,300.00	\$62,662.80

Had the new fees been implemented last year, the town would have received an additional \$62,663 in fees – enough to cover the cost of the vehicle for the Building Official and transition to the new proposed permitting software.



Most permits are for projects costing under \$10,000. The impact would be a potential increase between \$4.48 and \$44.80 per permit.

APPENDIX
TOWN OF LEDYARD
PERMIT FEE AND INSPECTION FEE SCHEDULE
NEW CONSTRUCTION, ALTERATION, REMOVAL, DEMOLITION OR OTHER
BUILDING OPERATIONS

**BUILDING PERMITS & TRADE PERMITS FEES, WHICH INCLUDE ELECTRICAL
PLUMBING AND MECHANICAL**

Fifteen Dollars (\$15.00) ~~Ten Dollars (\$10.00)~~ per Thousand Dollars (\$1,000), or part thereof, of estimated value based on the present cost of material and labor. Fee includes the State Education fee of .26 per \$1,000 of construction value.

CERTIFICATE OF OCCUPANCY:

Ten Dollars (\$10.00) (For Additions/New Homes/New Bathrooms or Bedrooms/Detached Garages/Sheds > 200sf - Added to the initial Building Permit Fee at time of submission.)

DEMOLITION PERMITS:

For Residential structures, ~~Two Percent (2%) Ten Dollars (\$10.00) per Thousand Dollars (\$1,000.00), or any part thereof,~~ of value computed on the Assessor's fair market value of the structure to be demolished.

For Commercial or Industrial structures ~~Five Percent (5%) of value computed on the Assessor's fair market value of the structure to be demolished.~~

APPLICATION FEES WILL NOT BE REFUNDED REGARDLESS OF PERMIT STATUS OR OUTCOME

Acknowledged by the Ledyard Town Council on: _____

Naomi Rodriguez, Chairman

AN ORDINANCE
ESTABLISHING PERMIT FEES
FOR NEW CONSTRUCTION, ALTERATION, REMOVAL,
DEMOLITION OR OTHER BUILDING OPERATION IN THE
TOWN OF LEDYARD

Be it ordained by the Town Council of the Town of Ledyard

Section 1. Authorization

A permit to begin work for new construction, alteration, removal, demolition or other building operation shall not be issued until the fees prescribed in this ordinance and in the fee schedule adopted pursuant to this Ordinance, shall have been paid to the Building Official or other authorized municipal agency, nor shall an amendment to a permit necessitating an additional fee because of an increase in the estimated cost of the work involved, be approved until the additional fee shall have been paid.

Section 2. Other Fees Required

The payment of the fees for the construction, alteration, removal or demolition and for all work done in connection with or concurrently with the work contemplated by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that may be prescribed by law or Ordinance for water taps, sewer connections, marquees or other appurtenant structures, or fees or inspection, certificates of use and occupancy or other privileges or requirements, both within and without the jurisdiction of the Building Official.

Section 3. Schedule of Unit Rates

The fees for plan examination, building permit and inspections shall be as prescribed in Section 3.1 and the Building Official is authorized to establish by approved rules a schedule of unit rates for buildings and structures of all use groups and types of construction as classified and defined in Articles 1, 3 and 4 of the Building Code.

Section 3.1. Establishment of Fee Schedule

The Building Official is hereby authorized to, and shall, establish a schedule of fees for each plan review, building permit, and certificate of occupancy. Such fee schedule, as the same may be amended from time to time, is hereby incorporated in this Ordinance by reference, and made a part of this Ordinance as though fully set forth herein. Plan examination and building permit fees may be a percentage of the construction permit. The fee schedule shall be calculated to reasonably defray the municipal costs of administering the Building Code and shall be reviewed annually by the Building official and amended if deemed necessary or desirable by the Building Official.

Section 3.2. Fee Schedule

A copy of the fee schedule shall be filed with the State Building Inspector and the Town Clerk when established or amended.

Section 3.3. Exemptions

No fee shall be charged:

1. For permits for buildings being erected, constructed, altered or being repaired by or for the Town of Ledyard;

2. For permits for owner-occupied single-family residential buildings being erected, constructed, or repaired to replace or repair an owner-occupied single-family residential building which had been destroyed or damaged by fire, storm or other casualty. The term casualty, as herein used, means the complete or partial destruction of such building resulting from an identifiable event of a sudden, unexpected and unusual nature.

Section 4. Recording and Deposit of Fees

The Building Official shall keep an accurate account of all the fees collected; and such collected fees shall be deposited with the treasurer of the Town of Ledyard.

Section 5. Severability

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 6. Effective Date

Adopted by the Town Council on: May 23, 1990

Effective Date: June 1990

Renumbered by the Town Council on: September 25, 2019

Linda C. Davis, Chairman

Fred B. Allyn, III., Mayor

Patricia A. Riley, Town Clerk

Revision: Ordinance #48 “*Ordinance Establishing Permit Fees for New Construction, Alternation, Removal, Demolition or Other Building Operations in the Town of Ledyard*” Adopted: May 23, 1990; Effective: June 1990.

History: The Twenty-fourth Town Council (2017- 2019) Ordinance Update Initiative: Renumbered 48 “*Ordinance Establishing Permit Fees for New Construction, Alternation, Removal, Demolition or Other Building Operations in the Town of Ledyard*” to Ordinance #300-003.

2019: Added titles to each section; Added Section 5 “*Severability*” to be consistent with town ordinances; Added Section 6 “*Effective Date*” to be consistent with town ordinances. No substantive changes were made to the ordinance.

TOWN OF LEDYARD
 PERMIT FEE AND INSPECTION FEE SCHEDULE FOR
 BUILDING AND SANITATION

BUILDING PERMIT FEE

Three Dollars (\$3.00) for the first Five-Hundred Dollars (\$500.00) of value based on the present cost of material and labor and One-Dollar (\$1.00) for each additional Five-Hundred Dollars (\$500.00) of value or part thereof.

FEE SCHEDULE FOR ELECTRICAL, PLUMBING, HEATING, AIR
 CONDITIONING, SPRINKLER SYSTEMS, STORAGE TANKS (ABOVE AND
 BELOW GROUND)

Three Dollars (\$3.00) for the first Five-Hundred Dollars (\$500.00) of value based on the present cost of material and labor and Two-Dollar (\$2.00) for each additional Five-Hundred Dollars (\$500.00) of value or part thereof.

FEE SCHEDULE FOR DEMOLITION PERMITS

Ten Dollars (\$10.00) for the First Thousand Dollars (\$1,000.00) of value computed on the Assessor's fair market value of the structure to be demolished, and Two Dollars (\$2.00) for each additional Thousand Dollars of value or part thereof

PERMIT, AFFIDAVIT AND INSPECTION FEE SCHEDULE FOR THE STATE
 HEALTH CODE (SANITATION):

Permit for SUB-SURFACE SEWAGE DISPOSAL INSTALLATION consisting of one septic tank and required leaching	
Permit for REPLACEMENT of each SUB-SURFACE SEPTIC TANK	
Permit for REPLACEMENT (REPAIR) of each SUB-SURFACE LEACHING AREA	\$25.00
Permit for INSPECTION OF SEWER CONNECTIONS	\$15.00
	\$25.00 each
Permit for WELL and LOCATION APPROVAL to drill or dig a well	\$15.00
Affidavit for a SUB-SURFACE SEWAGE DISPOSAL SYSTEM	\$15.00
FOOD SERVICE inspections required for preparation and dispensing of food to the public, i.e. restaurants, homes, etc.	\$25.00
Inspections of DAY CARE CENTERS, NURSERY SCHOOLS, GROUP HOMES.	\$25.00
Witnessing PERCOLATION TESTS and TEST HOLES for evaluation of lots for the installation of sub-surface disposal systems, (two deep test holes and a perk test)	\$30.00
(a perk test may be done by an engineer and credited lot ten dollars (\$10.00) per lot).	
Additional Test holes Extra per hole	\$10.00

An Ordinance Establishing Permit Fees for New Construction, Alternation,
 Removal, Demolition or Other Building Operation in the Town of Ledyard