



**TOWN OF LEDYARD**  
CONNECTICUT  
TOWN COUNCIL  
HYBRID FORMAT

741 Colonel Ledyard Highway  
Ledyard, CT 06339

860 464-3203  
Roxanne Maher  
Administrative Assistant

Chairman S. Naomi Rodriguez

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

Monday, March 3, 2025

6:00 PM

Annex Meeting Room, Town Hall Annex

**DRAFT**

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

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

- II. ROLL CALL –

Attendee Name	Title	Status	Location	Arrived	Departed
Kevin Dombrowski	Town Councilor	Present	In-Person	6:00 pm	6:18 pm
Carmen Garcia-Irizarry	Town Councilor	Excused			
Gary St. Vil	Committee Chairman	Present	In-Person	6:00 pm	6:18 pm
S. Naomi Rodriguez	Town Council Chairman	Present	In-Person	6:00pm	6:18 pm
April Brunelle	Town Councilor	Present	Remote	6:00 pm	6:18 pm
Earl (Ty) Lamb	Historic District Commission Chairman	Present	In-Person	6:00 pm	6:18 pm
Karen Parkinson	Historic District Commission	Present	In-Person	6:00 pm	6:18 pm
Bruce Schumacher	Resident	Present	In-Person	6:00 pm	6:18 pm
Roxanne Maher	Administrative Assistant	Present	Remote	6:00 pm	6:18 pm

- III. CITIZENS' PETITIONS – None.

- IV. PRESENTATIONS/INFORMATIONAL ITEMS - None.

- V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of February 3, 2025  
Moved by Councilor Dombrowski, seconded by Councilor St. Vil

**VOTE: 2 - 0 Approved and so declared**

- IV. OLD BUSINESS

1. Progress regarding the enforcement of regulations to address blight issues.

Councilor St. Vil noted that Blight Enforcement Officer Hannah Gienau provided a Status Report regarding Blighted Properties dated February 24, 2025. He stated that he reviewed the List and that he liked the new Report Format, because it clearly identified the next steps and actions.

Councilor St. Vil went on to note that one property has been on the Blight List since last March, 2024. He stated he would ask Land Use Director Elizabeth Burdick the reason the identified blight issues for that property were still outstanding. He stated other than the one older property, that it appeared things were going well with working with property owners bringing the identified issues into compliance.

**RESULT: DISCUSSED**

**Next Meeting: 04/07/2025 6:00 p.m.**

2. Process to designate the Spicer Homestead Ruins, within the Clark Farm property, as a Registered Historical Site.

*Mrs. Karen Parkinson*, 55 Rose Hil Road, Ledyard, Historic District Commission Member, provided some background noting that she first appealed to the LUPPW Committee for the town to consider obtaining a Registered Historic Designation of a portion of the Spicer Homestead Ruins at their October 2, 2023 meeting, and that they have continued to carry the item on their agenda since then. She went on to note that the 156 acre Nathan Lester House was added to the National Historic Register in 1972; and that the 11 acre Up-Down Sawmill went on the of National Historic Register in 1976 the year of our country's Bicentennial Celebration of the signing of the Declaration of Independence. She stated it would be wonderful if they could have the Spicer Homestead Ruins recognized on the National Historic Register in 2026 when the United States would be celebrating their 205<sup>th</sup> Birthday!, stating she understood that there was still a lot of work that needed to be done in the next year and a half to get there.

Chairman Rodriguez stated that she thought she had a copy of the A2 Survey, but when she looked at it she realized that it was the draft that the Surveyor was using. She stated when she went back to the Mayor's Office to pick up the correct copy of the A2 Survey that Historic District Commission Chairman Earl (Ty) Lamb just happened to stop by at the same time. She stated that she could run home to get the A2 Survey if they wanted to wait; or she could bring the A2 Survey their next meeting.

Mrs. Parkinson stated the Tri-Town Trail Association used some grant funding to hire Sarah Holmes, PhD Archaeology Consultant to conduct the Archaeological Land Record Study to verify that the site was the Peter and Mary Spicer Homestead dating back to 1670; and they have obtained an Archaeological Site Number. She also stated that she has worked with Connecticut Preservation Archaeologist Stefon Danczuk, who has participated in site walks of the property, and that he also attended the LUPPW Committee's June 3, 2024 meeting and provided the following process.

- First, the Town would designate the property as a historic site.
- Second, the State would designate the property as a historic site.
- Third, the property would potentially be recognized by the Federal Government as a historic site.

Mrs. Parkinson went on to state that Historic District Commission Member Ammie Chittin was a College Professor who has a background in historic preservation, archaeological/site assessments, grant writing, and technical reports stated in walking the property that Ms. Chittin was able to identify stone walls of the property boundaries, gardens and the foundation of home within a few minutes.

Mrs. Parkinson stated although she has not seen the A2 Survey that it was her understanding the area that was supposed to be preserved was 4.4 acres, but that the A2 Survey was only 0.7 acres, stating that this must be an error.

Mrs. Parkinson stated that they were present this evening to request the LUPPW Committee move their request to assign the Administrative Control of the Spicer Homestead Ruins to the Historic District Commission forward to the Town Council for action.

Councilor Dombrowski stated obtaining the A2 Survey was Step 2; and questioned whether the Historic District Commission has done the next steps, as he laid out at the LUPPW Committee's June 3, 2024 meeting. He asked if the Historic District Commission has submitted their request to the following:

- Department of Economic & Community Development;
- Planning & Zoning Commission;
- Mayor for a 65-day Comment Period

Councilor Dombrowski reviewed the process to seek a Historic Designation as outlined in CGS 97; Section 7-147(b) noted below:

**CGS Chapter 97; Sec. 7-147b:**

1. The Legislative Body shall appoint or authorize the Chief Elected Official of the municipality to appoint an Historic District Study Committee for the purpose of making an investigation of a proposed Historic District or Districts.
2. The Historic District Study Committee shall:
  - a). Perform an analysis of the historic significance and architectural merit of the buildings, structures, places or surroundings to be included in the proposed historic district or districts and the significance of the district as a whole.
  - b). Provide a general description of the area to be included within the district or districts, including the total number of buildings in each such district or districts listed according to their known or estimated ages.
  - c). Create a map showing the exact boundaries of the area to be included within the district or districts. Councilor Dombrowski noted that this would require an A2 Survey.
  - d). Develop a proposed ordinance or proposed ordinances designed to create and provide for the operation of an Historic District or Districts.
  - e). Determine such other matters as the Committee may deem necessary or advisable.
3. The Historic District Study Committee shall transmit copies of its report to the Department of Economic and Community Development, the Planning Commission and Zoning Commission, or the Combined Planning and Zoning Commission, of the Municipality, if any, and, in the absence of such a planning commission, zoning commission or combined planning and zoning commission, to the Chief Elected Official of the municipality for their comments and recommendations.

- a). Each such Commission, Board or Individual shall deliver comments and recommendations to the Committee within *sixty-five days* of the date of transmission of such report.
4. The Historic District Study Committee shall hold a public hearing on the establishment of a proposed Historic District or Districts not less than *sixty-five nor more than one hundred thirty days* after the transmission of the report to each party listed above.
  - a). Except that, if all such parties have delivered their comments and recommendations to the Committee, such hearing may be held less than sixty-five days after the transmittal of the report.
  - b). The comments and recommendations received pursuant from the above listed, shall be read in full at the public hearing
5. The Historic District Study Committee shall submit its report with any changes made following the public hearing, along with any comments or recommendations received, and such other materials as the Committee may deem necessary or advisable to the Legislative Body and the Clerk of the Municipality within sixty-five days after the public hearing.
6. The Clerk or his designee shall, not later than sixty-five days from receipt of such report, mail ballots to each owner of record of real property to be included in the proposed District or Districts on the question of creation of an Historic District or Districts, as provided for in CGS sections 7-147a to 7-147k, inclusive.
7. The form of the ballot to be mailed to each owner shall be consistent with the model ballot prepared by the *Historic Preservation Council of the Department of Economic and Community Development* established pursuant to CGS section 10-409. The ballot shall be a secret ballot and shall set the date by which such ballots shall be received by the clerk of the municipality. The ballots shall be mailed by first class mail to each owner eligible to vote in such balloting at least fifteen days in advance of the day on which ballots must be returned.
8. If two-thirds of all property owners voting cast votes in the affirmative, the Legislative Body of the Municipality shall by majority vote take one of the following steps:
  - a). Accept the Report of the Committee and enact an Ordinance or Ordinances to create and provide for the operation of an Historic District or Districts in accordance with the provisions of this part;
  - b). Reject the Report of the Committee, stating its reasons for such rejection;
  - c). Return the report to the Historic District Study Committee with such amendments and revisions thereto as it may deem advisable, for consideration by the Committee. The Committee shall submit an amended report to the Legislative Body within sixty-five days of such return.
9. Any Ordinance, or amendment thereof, enacted pursuant to this part, which creates or alters District Boundaries, shall contain a Legal Description of the area to be included within the Historic District. The Legislative Body, when it passes such an Ordinance, or Amendment thereof, shall transmit to the Municipal Clerk a copy of the Ordinance or Amendment thereof. Such Ordinance, or Amendment thereof, shall be recorded in the land records of the municipality in which such real property is located and indexed by the municipal clerk in the grantor index under the names of the owners of record of such property.

Councilor Dombrowski stated that they would also have to amend Ordinance # 200-019 “*An Ordinance Establishing Historic District Boundaries And Establishing a Historic District Commission for the Town of Ledyard*” to add the Spicer Homestead Ruins to the Ordinance, noting that a Public Hearing would be required to amend the Ordinance.

Councilor St. Vil stated based on their discussion this evening that the Historic Commission would get a copy of the A2 Survey, and either align or work with the Surveyor to reconcile anything, and then review it. He stated all the Steps have been laid out by Councilor Dombrowski. He also noted that the information they discussed this evening along with all the emails and letters regarding this topic were attached to the LUPPW Committee’s Agenda on the meeting portal for the Historic District Commission to refer to.

**Mr. Earl (Ty) Lamb**, 95 Lambtown Road, Ledyard, Historic District Commission Chairman, stated that the Historic District Commission would complete their work on the A2 Survey, and then they would come back to the LUPPW Committee to move on to the next Step in the process.

**RESULT: CONTINUE**

**Next Meeting: 04/07/2025 6:00 p.m.**

5. Consider drafting an Ordinance to address Noise Issues, as requested in Ms. Johnston’s August 12, 2024 email.

Councilor St. Vil noted the that the LUPPW Committee has already had a lot of discussion this regarding this topic. He stated that Land Use Director/Town Planner Elizabeth Burdick has stated that her Office was continuing to work with Prides Corner Nursey Farm on a number of issues regarding improvements that were made to the property/business.

**RESULT: CONTINUE**

**Next Meeting: 04/07/2025 6:00 p.m.**

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

V. NEW BUSINESS

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

IX. ADJOURNMENT-

Councilor St. Vil moved the meeting be adjourned, seconded by Councilor Dombrowski

**VOTE: 2- 0 Approved and so declared,** the meeting was adjourned at 6:18 p.m.

Respectfully submitted,

Gary St. Vil  
Committee Chairman  
Land Use/Planning/Public Works Committee