



Chairman
Kenneth DiRico

TOWN OF LEDYARD CONNECTICUT

Parks & Recreation Commission

12 Van Tassel Drive
Gales Ferry, Connecticut 06339

~ AGENDA ~

Regular Meeting

Tuesday, May 16, 2023

7:00 PM

Parks & Recreation/Senior Citizens
Center

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. MEMBER COMMENTS

VI. REPORTS

1. Directors Report

Attachments: [May 2023 Directors Report](#)

VII. APPROVAL OF MINUTES

1. Motion to approve the Parks & Recreation Commission regular meeting minutes of March 21, 2023

Attachments: [Minutes P&R 3-21-2023](#)

VIII. OLD BUSINESS

1. Boy Scout Skate Park Project Proposal

Attachments: [Eagle Project Presentation](#)

2. Pollinator Garden Discussion

Attachments: [Ledyard potential sites with maps](#)

3. Discussion regarding recreation space within subdivisions

Attachments: [Letter to P&R Commission 03-10-2023](#)

4. Parks & Rec / Senior Center Merger

Attachments: [Ord Combine PR SC -DRAFT 2023-01-11-ADMIN MTG Ordinance](#)

Any Old Business proper to come before the Committee

XI. NEW BUSINESS

1. Discussion and possible motion to plant a tree at Highlands Lake for Jane Perry's husband next to Jane's tree
2. Discussion and possible motion to schedule a park tour
3. Discuss naming the parklet at the Town Green after Mary McGrattan

Any New Business proper to come before the Committee

X. ADJOURNMENT

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



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1660

Agenda Date: 5/16/2023

Agenda #: 1.

REPORT

Staff/Committee Report:
Directors Report



LEDYARD PARKS AND RECREATION

Scott Johnson Jr
Director

12 Van Tassell Drive Gales Ferry CT 06335
(860) 464-9112

Monika Verebelyi
Assistant Director



PARKS AND RECREATION COMMISSION *Director's Report May 2023*

Please note this update for your review.

1. **Commission Meeting:**
The regular meeting of the Commission is scheduled for Tuesday, May 15th, 2023, at 7:00 PM, in the Ledyard Senior Center. Please contact the office immediately if you will not be able to attend.
2. **Youth Leagues:**
Little League and Soccer have started their spring seasons. The leagues have seen an increase in participation and soccer requested more fields this spring than they typically do in the fall.
3. **Summer Camp:**
We have interviewed and hired staff for camp this summer. The coordinators have started planning trips and in-house activities.
4. **Bathrooms:**
The bathrooms and mobile restroom have been opened for the season and porta potties delivered to the parks.
5. **Parks & Rec Truck:**
The new Parks & Rec truck had now been fully outfitted with liftgate, toolbox, seat covers, floormats, and logo. We are in the process of getting ready to sell the old truck.
6. **GFCC Playscape:**
The new playscape behind the Gales Ferry Community Center has been installed and the safety surface has been poured.
7. **Middle School Field Lights:**
The middle school field light project has begun. There was an issue with the lift that caused a one-day delay, but the contractor was able to get a new lift delivered the next day and resume work.
8. **Judge Crandall Flagpole:**
Ordered a new flagpole halyard rope for Judge Crandall Field. Talked to the contractor installing the middle school lights and they agreed to install the new rope while we have the lift on site.

9. **Bridges at Sawmill Park:**

Received a call from a resident regarding the very steep step up to the bridges at Sawmill Park. There are some stone slabs at the Nathan Lester house from an old foundation. I talked to Vin at the Historical Society about repurposing some of those stone slabs as steps for the bridges at Sawmill.

10. **Clarks Water Main Repairs:**

There was a water main break on Clarks field that required Groton Utilities to dig up a portion of the field. In addition to the hole there were also ruts caused by the machine used to dig the hole that had to be repaired. Everything has been filled, top dressed, rolled, and hydroseeded. GU covered the cost of the repairs.

11. **Regatta Day:**

We will be holding the second annual Regatta Day festival at sweet hill Farms in Gales Ferry. We have set up an account under Parks & Rec to house the funds for this event.

12. **Lantern Hill Valley Park:**

Demolition work that was done on the property spread around some Japanese knot weed and mugwort. The invasives were spot sprayed to prevent them from taking the property over before the land can be developed into a park. We are also looking into laying down some black plastic in some areas to suffocate the invasives.

13. **Events:**

- **Regatta Day:** June 10th



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1664

Agenda Date: 5/16/2023

Agenda #: 1.

MINUTES

Minutes:

Motion to approve the Parks and Recreation regular meeting minutes of 03-21-2023

I. Call to Order: by Shai at 7:09pm

II. Roll Call: Shai, Chad, Jess & Jess, Loretta, Lu

Guests: Scott, Gary, Brian Love

III. Residents Comments: Ledyard Little League (Brian Love) asked when fields will be open and if there are any planned projects that will prevent field play. Fields are planned to be ready April 1. Fertilizing will be planned around the weather, as rain is required. Normal field maintenance is planned, and will require 48 hours of field rest after. League asks for notification so they can plan when to play. There are over 300 registered for Little League this year.

IV. Presentations

1. Public hearing is scheduled for April 12th at 6:30pm regarding the combination of the Parks & Recreation and Senior Commissions. The hearing is open to the public.

V. Member Comments

1. Chad asked about timing for turning the water back on at Crandall Field. Overnight temperatures need to be above freezing and multiple parties need to be coordinated. Scott will coordinate and inform Football. Goalposts will be removed in advance of the season. Concession stand improvements for Crandall and other capital improvements reviewed.

Jessica Buhle: The Regatta Festival is scheduled for June 10, from 11am-3pm, for the Harvard

Yale Regatta. Regatta starts at 2:15pm. Request for Parks & Recreation to rent a handicap portable toilet, to be funded by the Festival.

VI. Reports

1. Director's Report: Report presented verbally. Easter Egg Hunt scheduled for Saturday 4/8. Lions will provide the Easter Bunny and the Lion, and volunteers have been recruited. Motion to approve the Director's Report made by Lu, 2nd by Loretta. Motion passed unanimously

VII. Minutes

1. February 21, 2023 Minutes Approval: Motion to approve the minutes made by Jess C, 2nd by Jess B.

Amendment requested to remove Loretta Kent from the attendance, as she was not present. Minutes approved as amended.

VIII. Old Business

1. Boy Scout Skate Park: The scout has begun fundraising and has asked for guidance on where to collect the funds. Scott let him know the department cannot hold any funds for him.

2. Pollinator Garden Discussion - No updates

3. Public Hearing for Ordinance combining Parks & Recreation and Senior Commissions - scheduled for 4/12.

XI. New Business

1. Little League Scoreboard: Motion to spend up to \$2000 from the Parks & Recreation Capital Account to assist Little League with the installation of the scoreboard at Pfizer Field made by Lay, 2nd by Loretta. Cost is solely to cover the installation of power. Little League will be responsible for the electric bill. Funds are available and will not negatively impact the department. Motion passed unanimously.

2. A letter was sent to the Commissioners written by Jessica Cobb regarding the plan for active recreation space within subdivision, and who takes ownership of the deeded land. The question for the Commission is to determine the costs to the Town/Department for maintenance of different types and uses of this type of land. The need for indoor recreation facilities was also

brought up. The suggestion was made to hire an outside entity to perform a needs assessment of the open space. The role of the Commission at this point is to develop estimates for maintaining differences types and uses of open space.

X. Motion to adjourn made by Jess B, 2nd by Chad.

Meeting adjourned at 8:33pm.

Respectfully,

Lucrezia Finegan, MBA, RPh

VFC, FSO-HR Flotilla 25-05, SO-SR Division 25

US Coast Guard Auxiliary

LuRPh@mac.com

860-381-9465



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-126

Agenda Date: 4/18/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Boy Scout Skate Park Project Proposal

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Eagle Project Presentation

Xavier DeBrodt

Troop 16

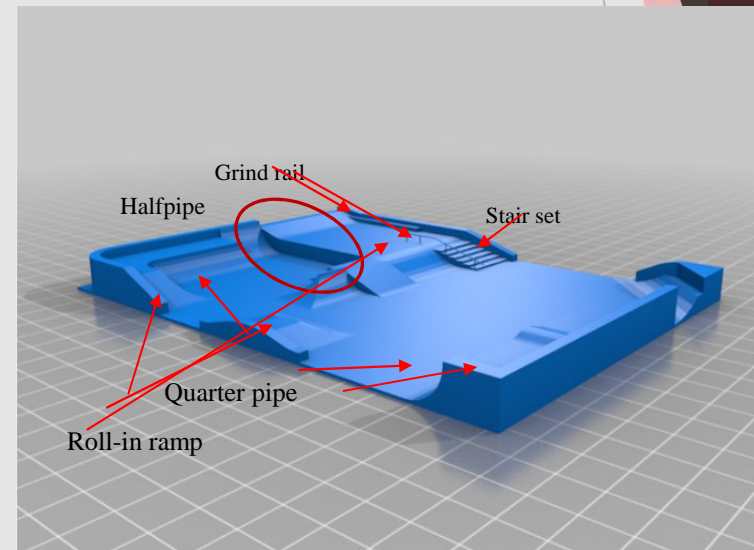
Ledyard, CT

What is an Eagle Scout Project

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

My Eagle Scout Project

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



Why does Ledyard need a skatepark?

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

Where will the skatepark be?

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

How big will the skatepark be?



What materials are needed?

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

What supplies will I need?

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

What equipment/tools will I need?

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

What I am currently doing

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

What I have already done

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

What I still need to do for my proposal

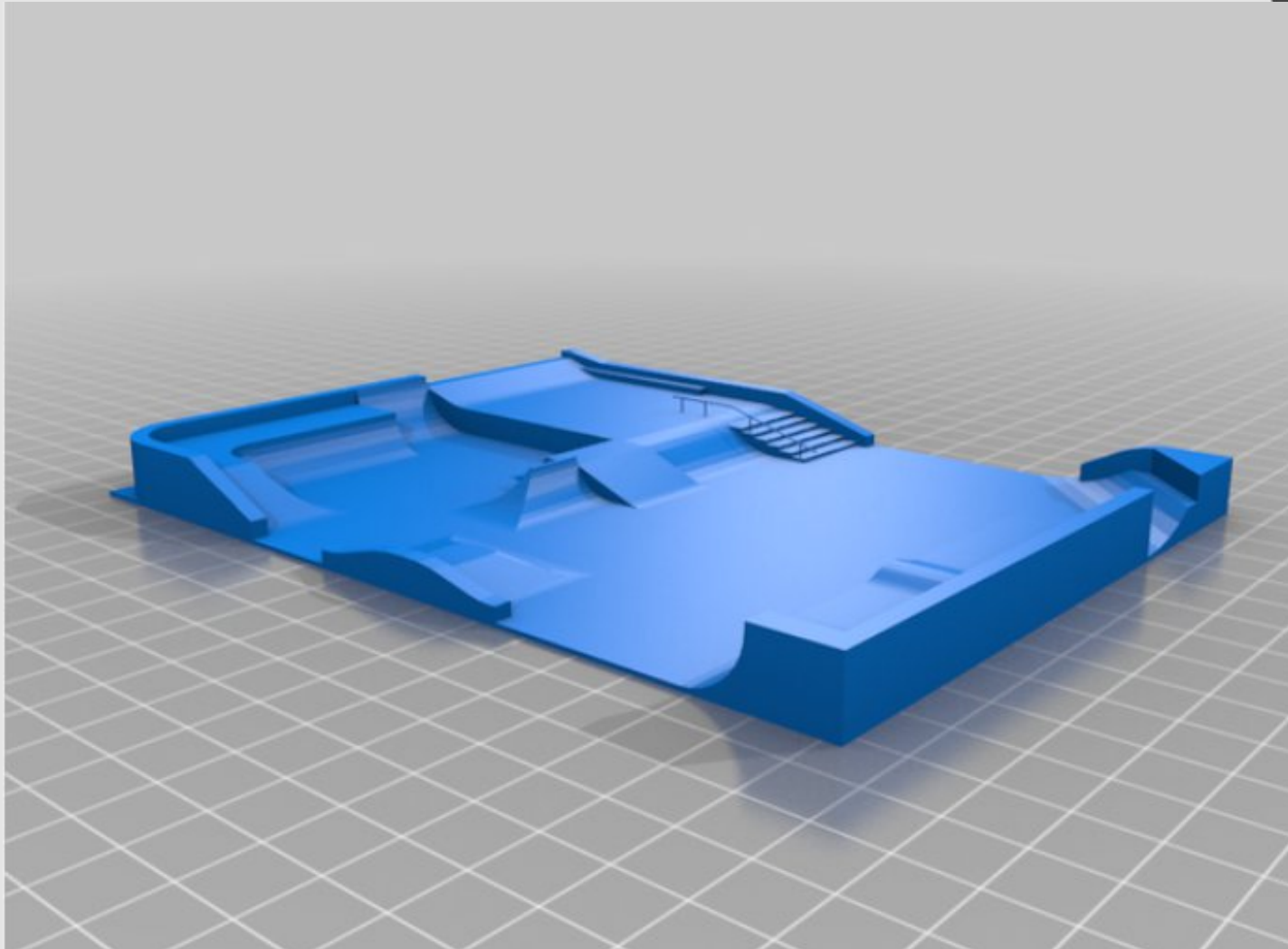
- ▶ Accurate measurements of area
- ▶ Estimate the cost of the materials needed
- ▶ Estimate the cost of the equipment needed
- ▶ Research price for labor of workers
- ▶ Plan phases for how project will be built over time
- ▶ Research how many people are needed
- ▶ Identify tasks that the scouts can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

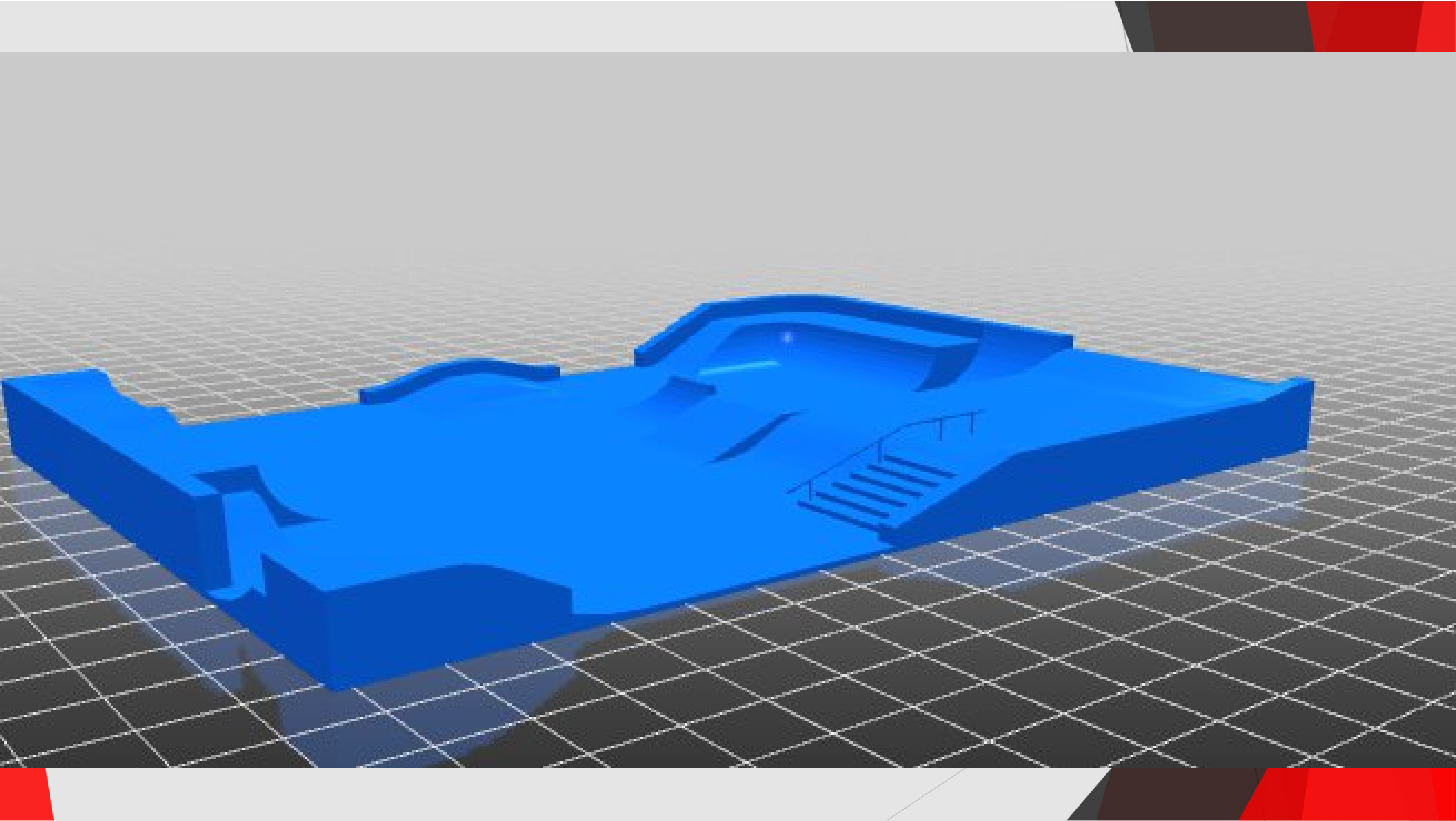
What I will need to do in order to start

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

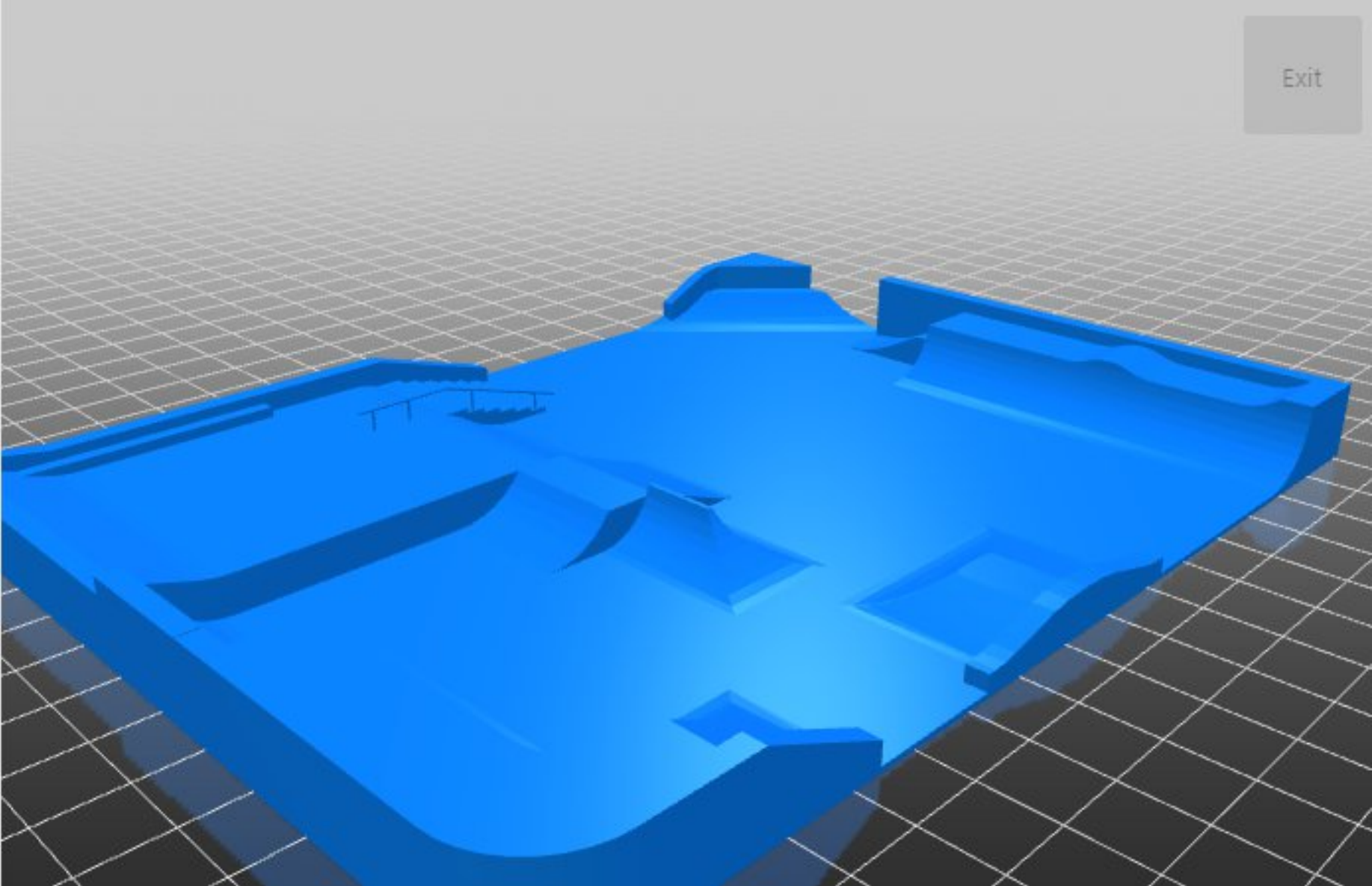
What I will need to do in the future

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





Exit



Thank You

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

How to get to the park

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





TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1091

Agenda Date: 4/18/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Pollinator Garden Discussion

Background:

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

Department Comment/Recommendation:

(type text here)



From Rain Gardens to Riparian Buffers: Pollinator Pathways for Healthy Water Project

Draft Ledyard Proposed Projects List



APRIL 20, 2023

EASTERN CONNECTICUT CONSERVATION DISTRICT
238 West Town Street, Norwich, CT 06360

Highland Lake (goose poop issue)

639 Shewville Road, Ledyard, CT



Beach erosion is being caused by parking lot runoff. This site may benefit from 2 rain gardens. Blue arrows show the current direction of flow of stormwater runoff. Green areas demonstrate potential rain garden areas.

Garden 1 would be along the parking lot side of an existing stone wall, between the stone wall and the pavement to the opening to the beach access. An existing power pole may lead to buried utilities in the area. CBYD would need to be consulted prior to further planning this area. If this site selected, the stormwater overflow could be redirected to the eastern end of the stonewall to the grassy area. The swale can be extended to prevent any high-volume flow from being discharged onto any sandy surfaces. Curb stops may be needed to prevent cars from parking too close to the garden. (Curb stops would not be paid for by the grant.)

Garden 2 would be to the western end of an existing chain link fence to a grassy area. A grass pathway to the existing handicap picnic area would remain.

Additional recommendation for Highland Lake

Barrier fencing is a very effective method for excluding walking geese from your yard. This method consists of placing a physical barrier that geese cannot pass through between the water and the area you want to protect. Barrier fences can be purchased or constructed from woven wire, plastic construction fence, chain link, netting, wood, or boulders. Retractable fencing is also available from Lake Restoration, Inc. An effective barrier fence for walking Canada geese uses durable material with openings no larger than 3 inches by 3 inches that is at least 24 inches high. Before you build any fence, check local ordinances and subdivision covenants. However, low fences may also be a temporary solution when geese have young or are molting. For example, 5 strands of 20-pound-test monofilament fishing line, strung at 4, 8, 12, 18, and 24 inches above the ground will exclude walking geese. Flag the lines to warn people, and expect pets and wildlife to knock them awry.

The downside of barrier fencing is that it would require staff to be on site to remove the fencing when the beach area is in use, and to close access to the beach when there is no human activity.

Signage regarding the hazards of feeding/attracting waterfowl may be available from CT Sea Grant.

Ledyard food pantry, 740 Colonel Ledyard Hwy Food by the farmers market pavilion

There are existing downspout on all building corners

The garden would be highly visible area near farmer's market.



DPW planning to install a gravel strip around the building foundation. The existing outlet on the building corner would still be accessible.

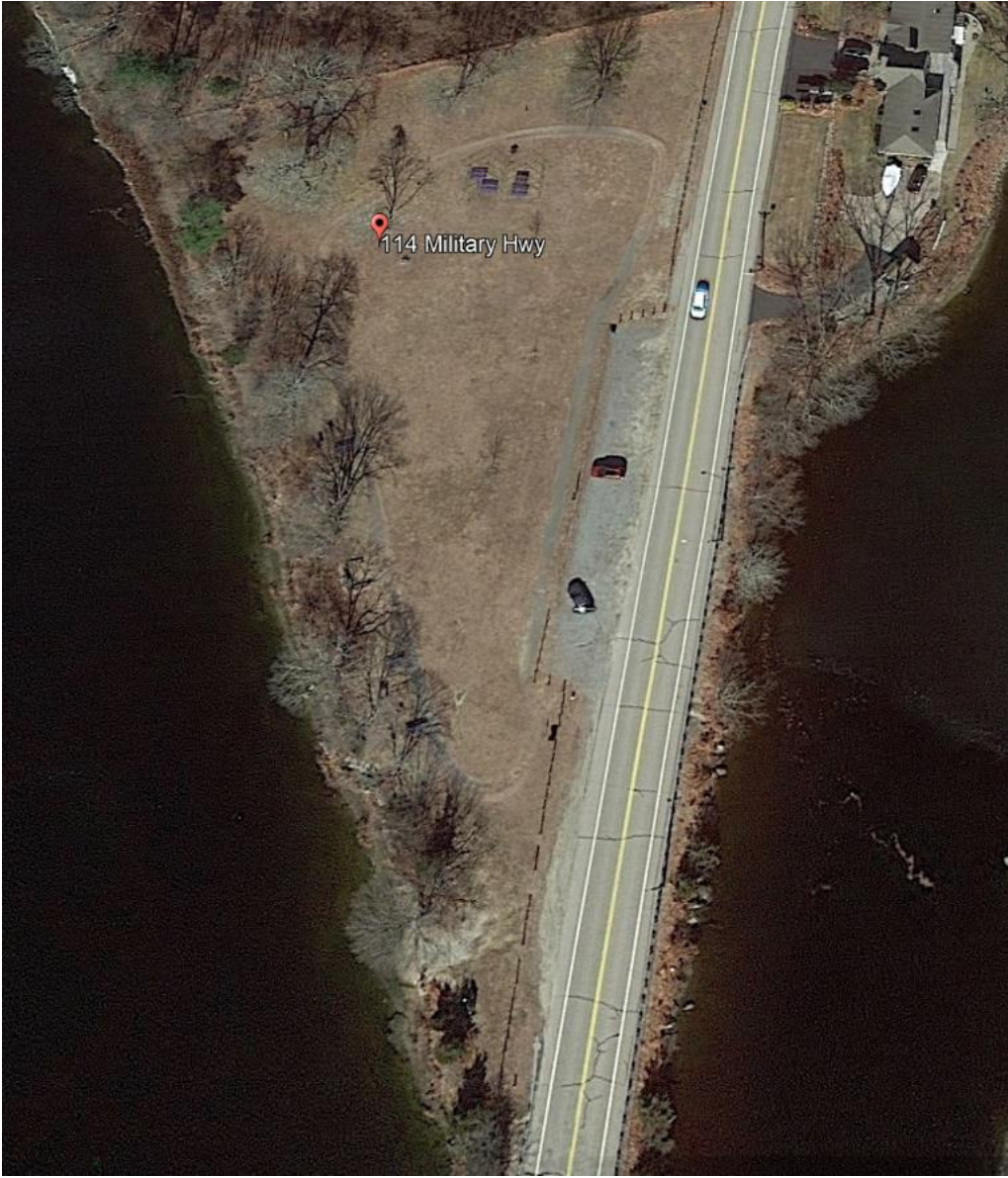
In rain garden (green polygon in the above image) will be small enough to not interfere with existing

uses of the area if designed to be square with the existing infrastructure.

In the above image, based on the roof area that drains to the downspout (blue polygon), the rain garden (green polygon) would be about 60 ft², or 6 x 10 feet.

Erikson Park Boat Launch area

114 Military Highway



This park was not reviewed.

Lantern Hill Valley Park – Enhanced riparian buffer along the lower portion of the park where a new boat launch is planned.



An existing riparian buffer in the lower section of this new park is 5 – 10 feet wide. The proposal is for volunteers to remove invasive species prior to enhancing the existing buffer to a wide of approximately 15 – 20 feet

wide using native trees and shrubs. A gap will remain for car top boat access to Bush Pond.

Mugwort and Japanese knotweed are the dominant invasive plants in the lower area, with mugwort being established along the existing buffer and the Japanese knotweed more in the open area intended to be developed into a small parking area. Multiflora rose, garlic mustard and autumn olive were also noted in lesser amounts.

Measures to remove the mugwort would be recommended prior to planting native plants in the proposed enhanced riparian buffer area. Additional plantings could be established to prevent erosion in the upper section of this park.

Col Ledyard Park behind pavilion



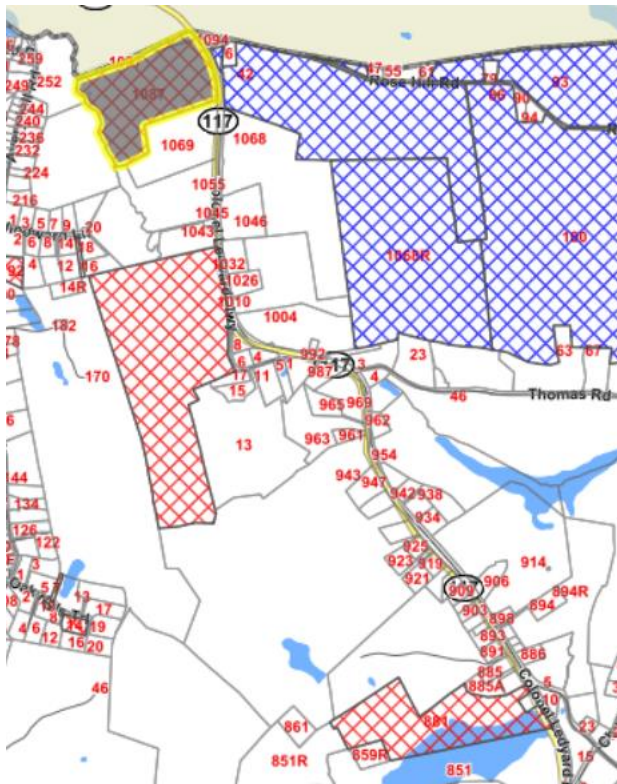
The pavilion roof has gutters but no downspouts.

There soil appeared compacted and rocky. A sizable patch of invasive mugwort was near the proposed site.

There was no nearby water resource for maintaining the rain garden as it is becoming established.

This site may not be suitable for installation of a rain garden.

Town of Ledyard Tri Town Trail Trailhead across from Preston Community Park



Northeast Utilities will be improving the parking area at this location within the next two months. There may be possible to request them to excavate a rain garden during that parking lot construction.

The existing land cover is an old farm field dominated by a type of golden rod. The site, as is, is already pollinator friendly. Golden rod is an aggressive grower and will likely take over the rain garden without a lot of intervention.

There is no onsite water resource for watering the rain garden.

This site was not favorable for the installation of a rain garden.

Sawmill Park, Iron Street

Old mill site, parking lot runoff drained to the pond.



The parking lot is upslope of Sawmill Pond. The main drainage path from the parking area is paved. Additional foot traffic from the parking area to the grassy area next to the pond has created substantial erosion.

Recommendation 1: install a rain garden planted with pollinator species in the area to the left of the paved parking lot leak off.

Recommendation 2: (not covered by the grant) discourage foot traffic on the fragile slope or install an appropriate reinforced walkway or stairs

to the lower grassy areas where erosion is evident.

There is a natural low spot to the west, northwest of the paved leak off from the parking area. This area is in front of the stone retaining wall. If this area meets the perk test requirement, it would make a good location for a rain/pollinator garden.

The size of this garden will depend on the area of the upslope drainage.

Pfizer's Field
212 Stoddard Wharf Road
Gales Ferry

Proposed by UCONN Climate Corp students
Details not available at this time.
Drains towards Billings Avery Brook



Joe Clark Brook Riparian Buffer
Proposed by the UCONN Avery Point Climate Corp Students

Details not available at this time

Invasive species control

During our site visits, several invasive species were noted. The Connecticut Invasive Species Working Group created this calendar for invasive species management for several of the species we noted.

https://cipwg.uconn.edu/wp-content/uploads/sites/244/2022/11/CT-Invasive-Plant-List-2018_Common-Name-1.pdf

Individual fact sheets on invasive plant species can be downloaded at this website

<https://ipm.cahnr.uconn.edu/invasive-species-publications/>



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1430

Agenda Date: 4/18/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion regarding recreation space within subdivisions

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1060

Agenda Date: 5/16/2023

Agenda #: 4.

ORDINANCE

Motion/Request:

Parks & Rec / Senior Center Merger

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Body:

(type text here)

AN ORDINANCE COMBINING
PARKS AND RECREATION COMMISSION AND
SENIOR CITIZENS COMMISSION
FOR THE TOWN OF LEDYARD

Be it ordained by the Town Council of the Town of Ledyard there is hereby established a “Parks and Recreation and *Senior Citizens Commission*.”

Section 1. Purpose

(a) The purpose of this Ordinance is to formally combine the Senior Citizens Commission with the Parks and Recreation Commission in the Town of Ledyard. herein, to be known as Parks and Recreation and Senior Citizens Commission.

Combining the duties of the Town Committees/Commissions/Boards that have similar interests into a single commission will provide a financial benefit to the town as it will minimize administrative support by reducing the number of Committees/Commissions/Boards in town and provide services more effectively.

Combining the two Commissions will provide a financial benefit for Senior Citizens programs because they would be eligible for funding under the Parks & Recreation Capital Account Fund 203 (formerly Fund 8) established by Ordinance #200-009 “An Ordinance Providing for Transfer of Certain Revenue from Real Estate conveyance Tax to Special Town of Ledyard Funds; and in accordance with Ordinance #200-012 “An Ordinance Creating a Municipal Parks and Recreation Capital and Non Non-Recuring Expense Fund for the Town of Ledyard.

(b) The purpose of Ledyard Parks and Recreation and Senior Citizens Commission is to provide services for the senior citizens within budgetary limits; and to provide recreational programs for the general population and manage properties under the administrative control of the Parks and Recreation Department.

Section 2. Authority and Establishment of Commissions

(a) Parks and Recreation Commission

Pursuant to the authority contained in Section 7-148, General Statutes of Connecticut, there is hereby created a Parks and Recreation Commission for the Town of Ledyard.

(b) Senior Citizens Commission

Pursuant to Chapter III, Section 4 of the Charter of the Town Ledyard, there is hereby established a Senior Citizens Commission.

Pursuant to Chapter III, Section 4, of the Town Charter, commencing on the nineteenth day after the effective date of this ordinance, the duties of the Senior Citizens Commission of the Town of Ledyard as set forth in Ordinance #100-016, shall be discharged in accordance with this Ordinance; and shall hereafter be known as the Parks and Recreation and Senior Citizens Commission.

Section 3. Membership

The *Ledyard Parks and Recreation and Senior Citizens Commission* shall consist of ***seven (7) regular members and two (2) alternate*** members who shall be electors of the Town of Ledyard and who shall hold no salaried municipal office.

Membership on any other Board, Commission or Committee of the Town of Ledyard shall not preclude membership on the *Ledyard Parks and Recreation and Senior Citizens Commission*.

In making the original appointments under this ordinance, the Town Council shall designate ***three (3) members to serve for three (3) years, three (3) members to serve for two (2) years; three (3) members to serve for one (1) year.*** Thereafter, vacancies shall be filled for a three (3) year term.

Section 4. Terms of Appointment

The members of the *Ledyard Parks and Recreation and Senior Citizens Commission* shall be appointed for a three (3) year term by the Town Council.

Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or they have been reappointed or removed by the Town Council.

As each of the terms of the members expire, the Town Council shall appoint a successor for a term of three (3) years to fill each vacant position.

Any vacancy on the Commission other than by expiration of term shall be filled for the unexpired portion of the term by the Town Council.

The Commission shall annually elect a Chairman and Secretary from its members. *In accordance with General State Statutes of Connecticut Section-1-225 a Regular Meeting schedule shall be set and filed with the Town Clerk before January 31st of the coming year, and shall be a thirteen (13) month calendar; inclusive of January of the following year.* Special meetings may be called by a majority of the members of said Commission.

Any member of the Commission who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission and the vacancy shall be filled as hereinbefore provided, except that the Commission may vote to waive the requirements of the section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this section.

It shall be the responsibility of the Chairman of the Commission to notify the Town Council when a member has not properly performed his/her duties.

Appointment and removal of any member of the *Ledyard Parks and Recreation and Commission Senior Citizens* shall be as provided for in Chapter IV, Section 9, of the Town Charter.

Section 5. Implementation

Within two weeks after the adoption date of this ordinance, all current members of the Parks and Recreation Commission of the Town of Ledyard and the current members of the Senior Citizens Commission for the Town of Ledyard shall indicate to their respective chairman their desire to serve on the Ledyard Parks and Recreation and Senior Citizens Commission. .

The respective chairman shall thereafter report to the Town Council the desires of their members. In addition, the respective chairman shall make recommendations to the Town Council regarding present members to serve on the combined commission.

The Town Council shall appoint members to the Ledyard Parks and Recreation and Senior Citizens Commission no later than the effective date of the Ordinance.

Section 6 Responsibilities and Duties

1. To annually prepare a budget containing its estimates of expenses and revenues to carry out its programs and the purposes of this Ordinance; and to submit the same to the Mayor for inclusion in the annual budget of the Town of Ledyard. When requested, and at least annually, *the Ledyard Parks and Recreation and Senior Citizens Commission* shall make reports to the Town Council.
2. Shall adopt Rules of Procedure, and establish policies for programs and the operation and use of facilities under the Commission's jurisdiction.

3. To plan the development, improvement and expansion of park lands and recreation facilities and other facilities under the Commission’s jurisdiction, including the acquisition, erection, installation, improvement, and replacement of park or recreation facilities and equipment.
4. To develop, establish, improve and coordinate *recreational* programs to benefit the *general* population in the Town of Ledyard. *Including* nutrition, health, social services, transportation and other concerns of Ledyard’s senior citizens.
5. To seek federal, state and private funds and may accept any money, gifts or endowment and expend the same for its designated purpose, provided such conditions does not remove any portion of the Commission from the control of the facilities or programs; or in any manner limit the use of the facility or programs to further the purpose of the Commission.
6. To engage such employees as assigned by the Mayor and other contractors hired by the Town of Ledyard to provide programs and services, and to maintain facilities under the *Parks and Recreation and Senior Citizens Commission’s* administrative control and oversight within the budgetary limits of said Commission.
7. The *Parks and Recreation and Senior Citizens Commission* shall serve to represent *senior citizens* at town meetings, before the Town Council or before its committees, and if required before other organizations.

Section 7. 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 8. *Cancellation and Amendment of Previous Ordinances*

- *This Ordinance cancels and supersedes Ordinance #100-016 “An Ordinance Establishing a Senior Citizens Commission for the Town of Ledyard”.*
- *This Ordinance amends Ordinance #100-014 “An Ordinance Creating A Parks and Recreation Commission for the Town of Ledyard”.*

Section 9. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: _____

Kevin J. Dombrowski, Chairman

Approved / Disapproved on: _____

Fred Allyn, III, Mayor

Revisions:

Parks and Recreation Commission

Ordinance #12 “*Ordinance Creating a Parks and Recreation Commission for the Town of Ledyard*” Adopted by Town Meeting December 11, 1967; Ordinance #12 “*Ordinance Creating a Parks and Recreation Commission for the Town of Ledyard*” Amended and Adopted December 22, 1972; Ordinance # 137 “*An Ordinance Amending an Ordinance Creating A Parks and Recreation Commission for the Town of Ledyard*” adopted on October 22, 2014; ***Renumbered Ordinance #137 to #100-014 on September 25, 2019 as part of the Twenty-fourth Town Council 2017-2019 Ordinance Update Initiative Project.***

Senior Citizens Commission

Ordinance #58 “*An Ordinance Establishing a Permanent Commission for Senior Citizens for the Town of Ledyard,*” adopted on September 28, 2011 and overrode the Mayor’s disapproval/veto on October 12, 2011.-Ordinance #147 “*An Ordinance Amending an Ordinance Establishing a Senior Citizens Commission in the Town of Ledyard*” adopted December 13, 2017; ***Renumbered Ordinance #134 to #100-016 on September 25, 2019 as part of the Twenty-fourth Town Council’s 2017-2019 Ordinance Update Initiative Project.***

History:

2022: Ordinance #100-014 “*An Ordinance Creating A Parks and Recreation Commission for the Town of Ledyard*” adopted on October 22, 2014; and Ordinance #100-106 “*An Ordinance Establishing a Senior Citizens Commission for the Town of Ledyard*” were combined. The duties of both Commissions remained in place and some minor editorials were made throughout the document creating a *Parks and Recreation and Senior Citizens Commission*.



TOWN OF LEDYARD CONNECTICUT

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

Chairman Kevin J. Dombrowski

April 27, 2023

Chairman Kenneth DiRicco
Ledyard Parks & Recreation Commission
8 Melanie Lane
Gales Ferry, Connecticut 06333

Dear Chairman DiRicco:

As you are aware the town continuously works to reduce costs while improving efficiencies and services to our residents. This work has included the restructuring and sharing staff between the Senior Citizens Center and the Parks & Recreation Office.

This process began with the Parks & Recreation Department relocating from Blonders Boulevard to the Senior Citizens Facility on Van Tassel Drive in Gales Ferry in 2020. To complete this merger the Town Council adopted amendments to Ordinance #100-016 (rev 1) "*An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard*" at our April 26, 2023 meeting.

In accordance with Section 5 "Implementation" of the Ordinance we ask you solicit the interest of all your Commission's members for their interest to serve on newly combined Ledyard Parks, Recreation and Senior Citizens Commission.

In addition, we ask that you report the desires of your members and your recommendation regarding the present members to serve on the combined Commission to the Administration Committee no later than May 31, 2023.

The Town Council has appreciated your participation and valued your input during this process. Taking this final step to combine the two Commissions will streamline daily operations, provide financial and space benefits, as well as support additional programs and events.

Should you have any questions regarding this initiative please feel free to contact me at at (860) 383-6463 or e-mail council@ledyardct.org.

Sincerely,

Kevin J. Dombrowski
Chairman

Attachment

cc: Director of Parks, Recreation & Senior Citizens Commission
Administration Committee

AN ORDINANCE COMBINING
PARKS AND RECREATION COMMISSION AND
SENIOR CITIZENS COMMISSION
FOR THE TOWN OF LEDYARD

Be it ordained by the Town Council of the Town of Ledyard there is hereby established a "Parks, Recreation, and Senior Citizens Commission".

Section 1. Purpose

- (a) The purpose of this Ordinance is to formally combine the Parks and Recreation Commission with Senior Citizens Commission with the in the Town of Ledyard; herein, to be known as "Ledyard Parks, Recreation, and Senior Citizens Commission".

Combining the duties of the Town Committees/Commissions/Boards that have similar interests into a single commission will provide a financial benefit to the town as it will minimize administrative support by reducing the number of Committees/Commissions/Boards in town and provide services more effectively.

Combining the two Commissions will provide a financial benefit for Senior Citizens programs because they would be eligible for funding under the Parks & Recreation Capital Account Fund 203 (formerly Fund 8) established by Ordinance #200-009 "An Ordinance Providing for Transfer of Certain Revenue from Real Estate conveyance Tax to Special Town of Ledyard Funds; and in accordance with Ordinance #200-012 "An Ordinance Creating a Municipal Parks and Recreation Capital and Non Non-Recurring Expense Fund for the Town of Ledyard".

- (b) The purpose of Ledyard Parks, Recreation, and Senior Citizens Commission is to provide services for the senior citizens within budgetary limits; and to provide recreational programs for the general population and manage properties under the administrative control of the Parks and Recreation Department.

Section 2. Authority and Establishment of Commissions

(a) Parks and Recreation Commission

Pursuant to the authority contained in Section 7-148, General Statutes of Connecticut, there is hereby created a Parks and Recreation Commission for the Town of Ledyard.

(b) Senior Citizens Commission

Pursuant to Chapter III, Section 4 of the Charter of the Town Ledyard, there is hereby established a Senior Citizens Commission.

Pursuant to Chapter III, Section 4, of the Town Charter, commencing on the nineteenth day after the effective date of this ordinance, the duties of the Senior Citizens Commission of the Town of Ledyard as set forth in Ordinance #100-016, shall be discharged in accordance with this Ordinance; and shall hereafter be known as the Ledyard Parks, Recreation, and Senior Citizens Commission.

Section 3. Membership

The *Ledyard Parks, Recreation, and Senior Citizens Commission* shall consist of seven (7) regular members and two (2) alternate members who shall be electors of the Town of Ledyard and who shall hold no salaried municipal office.

Membership on any other Board, Commission or Committee of the Town of Ledyard shall not preclude membership on the *Ledyard Parks and Recreation and Senior Citizens Commission*.

In making the original appointments under this ordinance, the Town Council shall designate three (3) members to serve for three (3) years, three (3) members to serve for two (2) years; three (3) members to serve for one (1) year. Thereafter, vacancies shall be filled for a three (3) year term.

Section 4. Terms of Appointment

The members of the *Ledyard Parks, Recreation, and Senior Citizens Commission* shall be appointed for a three (3) year term by the Town Council.

Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or they have been reappointed or removed by the Town Council.

As each of the terms of the members expire, the Town Council shall appoint a successor for a term of three (3) years to fill each vacant position.

Any vacancy on the Commission other than by expiration of term shall be filled for the unexpired portion of the term by the Town Council.

The Commission shall annually elect a Chairman and Secretary from its members. In accordance with General State Statutes of Connecticut Section-1-225 a Regular Meeting schedule shall be set and filed with the Town Clerk before January 31st of the coming year and shall be a thirteen (13) month calendar; inclusive of January of the following year. Special meetings may be called by a majority of the members of said Commission.

Any member of the Commission who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission and the vacancy shall be filled as hereinbefore provided, except that the Commission may vote to waive the requirements of the section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this section.

It shall be the responsibility of the Chairman of the Commission to notify the Town Council when a member has not properly performed his/her duties.

Appointment and removal of any member of the *Ledyard Parks and Recreation and Commission Senior Citizens* shall be as provided for in Chapter IV, Section 9, of the Town Charter.

Section 5. Implementation

Within two weeks after the adoption date of this ordinance, all current members of the Parks and Recreation Commission of the Town of Ledyard and the current members of the Senior Citizens Commission for the Town of Ledyard shall indicate to their respective chairman their desire to serve on the Ledyard Parks, Recreation and Senior Citizens Commission.

The respective chairman shall thereafter report to the Town Council the desires of their members. In addition, the respective chairman shall make recommendations to the Town Council regarding present members to serve on the combined commission.

The Town Council shall appoint members to the Ledyard Parks, Recreation, and Senior Citizens Commission no later than the effective date of the Ordinance.

Section 6 Responsibilities and Duties

1. To annually prepare a budget containing its estimates of expenses and revenues to carry out its programs and the purposes of this Ordinance; and to submit the same to the Mayor for inclusion in the annual budget of the Town of Ledyard. When requested, and at least annually, *the Ledyard Parks, Recreation, and Senior Citizens Commission* shall make reports to the Town Council.
2. Shall adopt Rules of Procedure and establish policies for programs and the operation and use of facilities under the Commission's jurisdiction.
3. To plan the development, improvement and expansion of park lands and recreation facilities and other facilities under the Commission's jurisdiction, including the acquisition, erection, installation, improvement, and replacement of park or recreation facilities and equipment.
4. To develop, establish, improve and coordinate recreational programs to benefit the general population in the Town of Ledyard. Including nutrition, health, social services, transportation and other concerns of Ledyard's senior citizens.
5. To seek federal, state and private funds and may accept any money, gifts or endowment and expend the same for its designated purpose, provided such conditions does not remove any portion of the Commission from the control of the facilities or programs; or in any manner limit the use of the facility or programs to further the purpose of the Commission.
6. To engage such employees as assigned by the Mayor and other contractors hired by the Town of Ledyard to provide programs and services, and to maintain facilities under the *Ledyard Parks, Recreation, and Senior Citizens Commission's* administrative control and oversight within the budgetary limits of said Commission.
7. *The Ledyard Parks, Recreation, and Senior Citizens Commission* shall serve to represent senior citizens at town meetings, before the Town Council or before its committees, and if required before other organizations.

Section 7. 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.

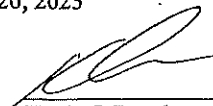
Section 8. Cancellation and Amendment of Previous Ordinances

- This Ordinance amends Ordinance #100-016 "*An Ordinance Establishing a Senior Citizens Commission for the Town of Ledyard*".
- This Ordinance cancels and supersedes Ordinance #100-014 "*An Ordinance Creating A Parks and Recreation Commission for the Town of Ledyard*".

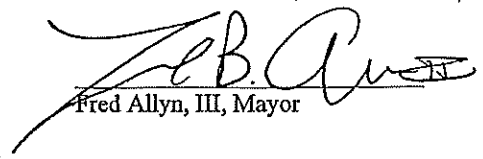
Section 9. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: April 26, 2023


Kevin J. Dombrowski, Chairman

Approved / Disapproved on: 4/27/23


Fred Allyn, III, Mayor

Published on:

Effective Date: Patricia A. Riley, Town Clerk

Revisions:

Parks and Recreation Commission

Ordinance #12 "Ordinance Creating a Parks and Recreation Commission for the Town of Ledyard" Adopted by Town Meeting December 11, 1967; Ordinance #12 "Ordinance Creating a Parks and Recreation Commission for the Town of Ledyard" Amended and Adopted December 22, 1972; Ordinance # 137 "An Ordinance Amending an Ordinance Creating A Parks and Recreation Commission for the Town of Ledyard" adopted on October 22, 2014; Renumbered Ordinance #137 to #100-014 on September 25, 2019 as part of the Twenty-fourth Town Council 2017-2019 Ordinance Update Initiative Project.

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History:

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TOWN OF LEDYARD CONNECTICUT

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

Chairman Kevin J. Dombrowski

April 27, 2023

Chairman Norma Sokolski
Ledyard Senior Citizens Commission
14 Mary Belle Circle
Ledyard, Connecticut 06339

Dear Chairman Sokolski:

As you are aware the town continuous works to reduce costs while improving efficiencies and services to our residents. This work has included the restructuring and sharing of resources and staff between the Senior Citizens Center and the Parks & Recreation Office.

This process began with the Parks & Recreation Department relocating from Blonders Boulevard to the Senior Citizens Facility on Van Tassel Drive in Gales Ferry in 2020. To complete this merger the Town Council adopted amendments to Ordinance #100-016 (rev 1) "*An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard*" at our April 26, 2023 meeting.

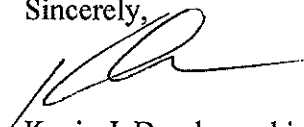
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The Town Council has appreciated your participation and valued your input during this process. Taking this final step to combine the two Commissions will streamline daily operations, provide financial and space benefits, as well as support additional programs and events.

Should you have any questions regarding this initiative please feel free to contact me at at (860) 383-6463 or e-mail council@ledyardct.org.

Sincerely,



Kevin J. Dombrowski
Chairman

Attachment

cc: Director of Parks, Recreation & Senior Citizens Commission
Administration Committee



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1661

Agenda Date: 5/16/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion and possible motion to plant a tree at Highlands Lake for Jane Perry's husband next to Jane's tree

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1662

Agenda Date: 5/16/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion and possible motion to schedule a park tour

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1663

Agenda Date: 5/16/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discuss naming the parklet at the Town Green after Mary McGrattan

Background:

(type text here)

Department Comment/Recommendation:

(type text here)