



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, CT 06339
<http://www.ledyardct.org>

Administration Committee

~ AGENDA ~

Chairman Gary St. Vil

Regular Meeting

Wednesday, March 11, 2026

5:30 PM

Town Hall Annex- Hybrid Format

In -Person: Council Chambers, Town Hall Annex Building

Remote Participation: Information Noted Below:

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

**<https://ledyardct.zoom.us/j/81679171760?pwd=sBLAeHpm2BCZIp1CuMD1fOWsL1eKAX.1>
Audio Only: Telephone: +1 646 558 8656; Meeting ID: 816 7917 1760; Passcode: 472643**

- I. CALL TO ORDER
- II. ROLL CALL
- III. RESIDENTS & PROPERTY OWNERS COMMENTS
- IV. PRESENTATIONS / INFORMATIONAL ITEMS
- V. APPROVAL OF MINUTES

MOTION to approve the Administration Committee Meeting Minutes of February 11, 2026.

Attachments: [ADMIN-MTG-2026-02-11](#)

- VI. OLD BUSINESS
 - 1. MOTION to adopt a proposed “ Ordinance Establishing a Town of Ledyard Code of Ethics and Ethics Commission”.

Attachments: [Ethics Ordinance Draft-2026-03-07carmen](#)
[Ledyard Ethics Ordinance \(FEB 2026 DRAFT\)-23452496-v3-CLEAN COPY](#)
[Change-Pro Redline - Ledyard Ethics Ordinance \(FEB 2026 DRAFT\) -23452496-v2 and Ledyard Ethics Ordinance \(FEB 2026 DRAFT\) -23452496-v3](#)
[Ethics Ordinance--TRACK CHANGES-2026-01-28-ADMIN MTG-WITH APPENDIX -CARMEN](#)
[Attorney Ritter-Councilor Garcia-Email-2026-02-03-Process to Amend Ordinance- Topic- Ethics Ordinance](#)
[Attorney Ritter-Councilor Garcia-Email-2026-02-06-Langue re Manitory Persons](#)
[Ethics Ordinance-Town Attorney -Appendix-email-2026-02-03](#)
[Attorney Ritter-Councilor Garcia-Email-2026-02-03-Example Ordinances with Appendix-Topic- Ethics Ordinance](#)
[Ethics Ord-with Employee-Town Attorney and Public Feedback-TRACK CHANGES-2026-01-14-Carmen-RM-Track Changes Noted](#)
[10-29 Clean Copy with Employee and Public Feedback-TRACK CHANGES](#)
[Amendments to Ethics Ordinance](#)
[10-29 Clean Copy with Employee Feedback](#)
[BUHLE EMAIL-2025-10-28-TRANSMITTING ADDITIONAL CORRESPONDENCE-REDLINE](#)
[Secondary Attorney Revisions Clean Copy 10-28](#)
[Secondary Attorney Revisions Redline 10-28](#)
[Final Draft with Attorney Revisions - Clean Copy](#)
[BUHLE-ATTORNEY-PROPOSED ETHICS ORDINANCE-EMAIL COMMUNICATION-2025-10-27](#)
[Modified Draft with Attorney Revisions](#)
[Modified Draft with Attorney Revisions-with communcations email](#)
[Redline Glastonbury to Ledyard ordinance](#)
[Ethics Ordinance DRAFT-2025-10-27](#)
[Code of Ethics Searchable Version-GLASTONBURY](#)
[Attorny Legal Oinion-Ethics Ordinance Adopted](#)
[October8-2025-email-2025-10-22](#)
[MEMO TRANSMITTING MAYOR LTR VETO-ORDINANCE ESTABLISHING ETHICS COMMISISON-2025-10-16](#)
[Exhibit 1 Comments to Ordinance MRitter 10.15.2025](#)
[Exhibit 2 Parks & Recreation Director Ordinance Comments 10.14.2025](#)
[Exhibit 3 JBuhle Correspondence 10.9.2025](#)
[TC-MIN-2025-09-24-PUBLIC HEAIRNG](#)
[DRAFT CODE OF ETHICS AND ETHICS COMMISSION-ADMIN MTG-2025-09-10](#)

[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS-ATTORNE RED LINE DRAFT](#)
[AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS-RITTER-22434477-v2](#)
[Ethics Ordinance - FAQ- J-Buhle-2025-09-10](#)
[DRAFT CODE OF ETHICS AND ETHICS COMMISSION-JESSICA-2025-09-08](#)
[Town Attroney-Ethics Odinance-email-2025-07-24](#)
[DRAFT AN ORDINANCE ESTABLISHING A TOWN OF LEDYARD CODE OF ETHICS AND ETHICS COMMISSIONDRAFT-2025-06-11-CLEAN COPY](#)
[SCHROEDER - Proposed Changes CoE 9 10 2025](#)
[Ball-Ethics Commisison email-2025-08-21](#)
[Schroder ltr-Proposed Ordinance Creating a Code of Ethics & Ethics Commisison-Attorney Comments-2025-08-06](#)
[Acknowledgement Form-Code of Ethics-DRAFT.docx](#)
[Town Charter-Investigation-Conflict of Interest](#)
[Fraud Policy - Adopted-2014-05-28](#)
[CGS - CHAPTER 10-ETHICS PUBLIC EMPLOYEES.docx](#)
[Ethics Commission- Fothergill-dmail-2024-09-13](#)
[Ethics Commission- Franzone email-2024-09-13](#)
[Ethics Commission- Lyons-email-2024-09-13](#)
[Ethics Commission- Wilkinson-email-2024-09-13](#)
[Ethics Commission-Samos-email-2024-09-24](#)
[Ethics Commisison - Wilkinson-email-2024-11-18](#)
[Ethics Commission-Edwards email-2024-12-07](#)
[Ethis Commission-Porazzi-email-2024-12-11](#)
[Ethics Commisison-Schroeder ltr-2024-12-11](#)
[Jelden-Ethics Commission-email-2024-12-16](#)
[Murray - Ethics Commission-email-2025-1-08](#)
[Ethics Commission Ordinance-Ball email-2025-02-02](#)
[House of Representatives HB 6502 Ethics Reform 2008-07-09.pdf](#)
[ACC Municipal Ethics - Minimum Provisions \(2019\).docx](#)
[Representative France-Code of Ethics E-mail 2019-03-04.pdf](#)
[Ethics Commisison-Ball-email-2025-02-02](#)
[Kil Ethics Commission email-2025-01-10](#)
[RTC Ethics Commission email-2025-01-10](#)
[S Pealer Ethics Commission email-2025-01-10](#)
[Saums Ethics Commission email-2025-01-10](#)
[Cherry-Ethics Commission Draft Ordinance-email-2025-02-12](#)
[D-Pealer-Ethics Commission-email-2025-02-12](#)
[Hellekson-Ethics Commissioneemail-2025-02-12](#)
[Lamb Third Party Flags-Ethics Commission--email- 2025-02-12](#)
[Cassidy -email-2025-02-11-Ethics Commission](#)
[D-Pealer Ethics Commission email-2025-02-11](#)

[Hurt-Ethics Commission- email-2025-02-11](#)
[Siegel-Miles-Ethics Commission--email-2025-02-11](#)
[Shelton email-Ethics Commission-2025-03-11](#)
[Roberts-Pierson-Ethics Commision-email-2025-04-01](#)
[Consolini -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Larson-Ethics Commission-2025-04-08](#)
[Schroeder -ETHICS COMMISSION-EMAIL-2025-04-07](#)
[Berry-Ethics Commisstion-ltr -2025-04-08- Page 1-](#)
[Berry-Ethics Commisstion-ltr -2025-04-08- Page 2-](#)
[Khors-Ethics Commisstion-ltr -2025-04-08](#)
[Christy-Fogg-DEI-In Schools-email-2025-04-08](#)
[Porazzi-Ethics Commisstion-ltr -2025-04-08](#)
[Zeronsa-Ethics Commisstion-ltr -2025-04-08](#)
[Atwood-Ethics Commission-email-2025-04-08](#)
[Franzone-Ethics Commisstion-ltr -2025-04-08](#)
[MURRAY-PROPOSED ORDINANCE ETHICS COMMISSION-PUBIC HEARING-EMAIL-2025-10-28](#)
[Administrator of Emergency Serivces -Buhle email thread-Comments on Ethics Ordinance-2025-`0-28](#)
[Administrator of Emergency Serivces -Buhle-Mayor email thread-Comments on Ethics Ordinance-Vehicle Usage Policy-2025-`0-28](#)
[Police Chief -Buhle--email thread-Comments on Ethics Ordinance-2025-`0-29-Vehicle Usage Policy](#)
[Buhle-Attorney -email thread-Comments on Ethics Ordinance-2025-`0-29-Vehicle Usage Policy](#)
[Mayor-Comments Proposed Ethics Ordinance ltr-2025-10-29](#)

2. Discussion and possible action to review and update the Res#001-2023/Feb 22 “Resolution Establishing Administrator Department Head Benefits”

Attachments: [Directors Salaries Resolution - Garcia-IrizarryDias Changes DEPARTMENT HEAD RESOLUITON-DRAFT-2026-01-22-C-DIAS 001-2023-FEB-22- RES DEPT HEAD ADMINSTRATORS BENEFITS](#)

3. Discussion and possible action to evaluate the formation of an Ad-Hoc Committee to evaluate if the Planning & Zoning Commission should stay as one commission or if it should be separated into two Commissions.

Attachments: [RES-AG-AD HOC CMT-EVALUATE SEPERATE PLANNING & ZONING COMMISSION-DEAFT-2026-03-05](#)

4. Any Old Business proper to come before the Committee.

VII. NEW BUSINESS

1. MOTION to adopt proposed amendments to Ordinance #300-029 (rev. 2) “An Ordinance Regarding Control of Alcoholic Beverages at Town of Ledyard Facilities” as

presented in the draft dated March 23, 2025.

Attachments: [ORD #300-029-ALCOHOLIC BEVERAGES TOWN FACILITES-AMEND-MAYOR EDITS-DRAFT-2026-03-02](#)
[Mayor-Ordinance #300- Alcohol-Town Proeprty-email-2026-03-03](#)

2. MOTION to recommend the Town Council set a Public Hearing (Hybrid Format - Video Conference and In-Person) on April 8, 2026 at 6:30 p.m. to be held in Council Chambers, Town Hall Annex, 741 Colonel Ledyard Highway, Ledyard, Connecticut, to receive comments and recommendations regarding proposed amendments to Ordinance #300-029 (rev. 2) “An Ordinance Regarding Control of Alcoholic Beverages at Town of Ledyard Facilities”.

Attachments: [ORD #300-029-ALCOHOLIC BEVERAGES TOWN FACILITES-AMEND-MAYOR EDITS-DRAFT-2026-03-02](#)

3. MOTION reappoint Mr. William Thorne (R)3 Adios Lane, Ledyard, to the Ledyard Farmers Market Committee for a to complete a three (3) year term ending February 26, 2029.

Attachments: [APPOINTMENT RECOMMENDATION-FARMERS MARKET CMT MEMBERS-2026-03-02](#)

4. MOTION to appoint Ms. Sarah Bowen, (D) 80 Avery Hill Road, Ledyard to the Inland Wetland and Water Courses Commission to complete a two (2) year term ending October 31, 2027 filling a vacancy left by Mr. Persano

Attachments: [APPOINT APPL-BOWEN-IWWC-2026-02-04](#)
[Sarah Bowen-Resume-2026-02-05](#)
[INLAND WETLANDS AND WATERCOURSES COMMISSION-2026-02-05](#)

5. MOTION to appoint Ms. Julie Harty (R) 26 Coachman Pike, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2028 filling a vacancy left by Ms. Schneider.

Attachments: [BEAUTIFICATION CMT-2026-03-02](#)
[RTC Appoint Appl-Harty-Beautification Committee. 02-17-2026](#)
[RTC Appoint Appl-Winkelman Beautification Committee-02-17-2026](#)
[Appoint Appl-McCormack-Beautificaltin CMT-2026-02-25](#)

6. MOTION to appoint Ms. Marielle Winkelman (R) 11 Linden Lane, Ledyard, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2026 filling a vacancy left by Ms. Martic

Attachments: [BEAUTIFICATION CMT-2026-03-02](#)
[RTC Appoint Appl-Winkelman Beautification Committee-02-17-2026](#)
[RTC Appoint Appl-Harty-Beautification Committee. 02-17-2026](#)
[Appoint Appl-McCormack-Beautificaltin CMT-2026-02-25](#)

7. MOTION to appoint Ms. Phyllis McCormack (I) 31 Tanager Lane, Gales Ferry, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2026 filling a vacancy left by Ms. Martic.

Attachments: [Appoint Appl-McCormack-Beautificaltin CMT-2026-02-25](#)
[RTC Appoint Appl-Winkelman Beautification Committee-02-17-2026](#)
[RTC Appoint Appl-Harty-Beautification Committee. 02-17-2026](#)
[BEAUTIFICATION CMT-2026-03-02](#)

8. Any New Business proper to come before the Committee

IV ADJOURNMENT

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