



TOWN OF LEDYARD

Administration Committee

Meeting Minutes

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

Chairman Gary St. Vil

Regular Meeting

Wednesday, March 11, 2026

5:30 PM

Town Hall Annex- Hybrid Format

WORKING DRAFT

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?](https://ledyardct.zoom.us/j/81679171760?pwd=sBLAeHpm2BCZIp1CuMD1fOWsL1eKAX.1)

[pwd=sBLAeHpm2BCZIp1CuMD1fOWsL1eKAX.1](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

the Meeting was called to order by Committee Chairman Councilor Garcia-Irizarry at 5:30 p.m. at the Council Chambers, Town Hall Annex Building.

Councilor Garcia-Irizarry welcomed all to the Hybrid Meeting. She stated for the Town Council Administration 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

Present: William Barnes
April Brunelle
Carmen Garcia-Irizarry

In addition, the following were present;
Christine Dias, Director of Human Resources
Pamela Ball, Farmers Market Committee Chairman
Eric Treaster, Resident
Deborah Edwards, Resident
Colleen Lauer, Resident
Joanne Kelley, Resident
Lee Ann Berry, Resident

Roxanne Maher, Administrative Assistant

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.

VI. OLD BUSINESS

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

RESULT: RECOMMENDED FOR APPROVAL

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

RESULT: RECOMMENDED FOR APPROVAL

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.

RESULT: RECOMMENDED FOR APPROVAL

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”.

RESULT: RECOMMENDED FOR APPROVAL

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.

RESULT: RECOMMENDED FOR APPROVAL

- 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

RESULT: RECOMMENDED FOR APPROVAL

- 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.

RESULT: RECOMMENDED FOR APPROVAL

- 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

RESULT: RECOMMENDED FOR APPROVAL

- 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.

RESULT: MOTION FAILED

****ADD ON****

- 8.

RESULT: RECOMMENDED FOR APPROVAL

****ADD ON****

- 9. MOTION to appoint Mr. Anthony Saccone, Jr., (D) 29 Richard Road, Gales Ferry to the Permanent Municipal Building Committee (PMBC) to complete a three (3) year term ending March 26, 2029, filling a vacancy left by Ms. Peterson.

RESULT: RECOMMENDED FOR APPROVAL

- 10.. Any New Business proper to come before the Committee

IV ADJOURNMENT

The meeting adjourned at 6:31 p.m.

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