



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL
HYBRID FORMAT

741 Colonel Ledyard Highway
Ledyard, CT 06339
860 464-3203
<http://www.ledyardct.org>
Roxanne M. Maher
Administrative Assistant

Chairman S. Naomi Rodriguez

MINUTES
ADMINISTRATION COMMITTEE
REGULAR MEETING

Wednesday, October 9, 2024

5:30 PM

Town Hall Annex Building

DRAFT

- I. CALL TO ORDER – The Meeting was called to order by Councilor Brunelle at 5:30 p.m. at the Council Chambers Town Hall Annex Building.

Councilor Brunelle 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-

Attendee Name	Title	Status	Location	Arrived	Departed
April Brunelle	Town Councilor	Present	In-Person	5:30 pm	5:51 pm
Kevin Dombrowski	Town Councilor	Excused			
Carmen Garcia-Irizarry	Committee Chairman	Present	Remote	5:30 pm	5:51 pm
S. Naomi Rodriguez	Town Council Chairman	Present	In-Person	5:30 pm	5:51 pm
Eric Treaster	Resident	Present	Present	5:30 pm	5:51 pm
Deborah Edwards	Resident	Present	Remote	5:30 pm	5:51 pm
Roxanne Maher	Administrative Assistant	Present	In-Person	5:30 pm	5:51 pm

III. CITIZENS COMMENTS

Mr. Eric Treaster, 10 Huntington Way, Ledyard, stated he was present this evening to address the following two items on tonight’s Agenda:

- (1) Flying Third Party Flags – Mr. Treaster stated that the Town should not allow the flying of any Third-Party Flags on Town Property under any circumstance. He stated the benefits do not justify the division and other differences of opinion. He stated that Ledyard has been in existence for about 150 years and that this was one area where change was not beneficial.
- (2) Appointment to the Planning & Zoning Commission – Mr. Treaster stated the Planning & Zoning Commission was one of the most complicated commissions in town. He stated they were bound by a body of laws that include the Town’s Zoning Regulations, Connecticut General State Statues, Roberts Rules, and other complicated things. He urged that during their deliberations in considering candidates to serve on the Planning & Zoning Commission that the Administration Committee ask if the person they were

considering was able to read technical documents such as site plans, statutes, and regulations closely. He stated that some individuals were suited to serve on the Planning & Zoning Commission and that others were not. He stated a way to find out whether an individual was suited to serve on this Commission was to ask them if they have watched the videos or attended prior Planning & Zoning Commission Meetings. He stated if they answered “yes” that it was a good sign that they were suited to serve on the Commission.

Ms. Deborah Edwards, 30 Bluff Road West, Gales Ferry, noted that she echoed Mr. Treaster’s comments regarding the flying of Third-Party Flags on Town Property. She stated to keep things simple that flying only the US American Flag, our State Flag, and our Town Flag was the best approach. She stated that they could show that they were a welcoming community and accepting of all other beliefs in many other ways. She stated that she did not think that they needed to be flying flags on public town property.

Ms. Edwards continued by thanking the Administration Committee for taking up the subject of Establishing an Ethics Commission. She stated that it was important for the town to have an Ethics Commission and that there be clear guidelines of protocols for residents to know the process and who they should contact. She stated that she has looked at documents that have been drafted by this Administration Committee, other towns, and the suggestions provided by the State. She stated that she thought that some committee members were viewing an Ethics Commission as a distrust of what they were doing. She stated that it should not be viewed that way, noting that she viewed having an Ethics Commission as protection for volunteer members that serve on town committees and for town employees because if there was a protocol in place that there would be less gossip on the street, or the spreading of innuendos regardless of what their beliefs were. She stated that people could be told that the town has a recourse, and that if they felt strongly about the issue, and if they had evidence, that there was a path forward; and the Ethics Commission was where it would be heard and decided for them. She stated right now the town does not have that. She stated that she thought having an Ethics Commission would provide protection because people would be less likely to throw things around haphazardly. She stated that she was hopeful that those committee members who do not want to discuss an Ethics Commission or feel that it was not needed would look at it through that lens. She thanked the Committee for their time and for allowing her to speak this evening.

Councilor Brunell thanked the residents for their comments this evening.

IV. PRESENTATIONS/INFORMATIONAL ITEMS – None.

V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of September 11, 2024.

Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry

VOTE: 2 – 0 Approved and so declared

VI. OLD BUSINESS

1. Continued discussion and possible action to create an Ethics Commission for the Town of Ledyard.

The Committee deferred their discussion regarding the Establishing an Ethics Commission to their November 13, 2024 meeting because they wanted to have the full Committee present to discuss this important topic.

RESULT: DEFERRED

Next Meeting: 11/13/2024 5:30 p.m.

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

VII. NEW BUSINESS

1. MOTION to recommend the Town Council appoint Mr. Michael Marelli (D) 4 Lee Brook Drive, Ledyard, to the Inland Wetlands and Watercourses Commission, as an Alternate Member of the Inland Wetland and Watercourses Commission for the two (2) year term ending October 31, 2026 to fill a vacancy left by Mr. Graebner.
Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: None.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND

MOVER: April Brunelle, Committee Member

SECONDER: Carmen Garcia-Irizarry, Committee Member

AYES: April Brunelle, Carmen Garcia-Irizarry

EXCUSED: Kevin Dombrowski

2. MOTION to recommend the Town Council appoint Mr. James Thompson (D) 6 Pennywise Lane, Ledyard, to the Inland Wetlands and Watercourses Commission, as an Alternate Member of the Inland Wetland and Watercourses Commission for the two (2) year term ending October 31, 2026 to fill a vacancy left by Mr. Watford.
Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: Councilor Brunelle noted that she reviewed Mr. Thompson’s Appointment Application, noting that it looked great.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND

MOVER: April Brunelle, Committee Member

SECONDER: Carmen Garcia-Irizarry, Committee Member

AYES: April Brunelle, Carmen Garcia-Irizarry

EXCUSED: Kevin Dombrowski

3. MOTION to recommend the Town Council appoint Mr. James Harwood (D) 10 Eska Drive, Ledyard, to Planning & Zoning Commission as an Alternate Member, to complete a three (3) year term ending December 31, 2025 filling a vacancy left by Ms. Baudro. Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: Chairman Rodriguez noted that she served as the Democratic Nominating Committee Chairman. She explained as part of their process to put forward a recommendation of a person who has submitted an Application to volunteer to serve on a town committee that the Nominating Committee Chairman conducts an interview by telephone or in person. She stated that they ask for a short bio or a resume'; and they also look at previous town committees the individual has served on. She noted that Mr. Harwood has served for quite some time on the Conservation Commission. She stated for the Planning & Zoning Commission and the Inland Wetlands and Watercourses Commission (IWWC) that they look for individuals that have a certain background. She stated individuals who have served on other land use commissions such as the Conservation Commission, Agricultural Commission, or the Inland Wetlands and Watercourses Commission were key points that were needed for the Planning & Zoning Commission. She stated some members like Mr. Marelli, who the Administration Committee moved forward to serve on the Inland Wetland and Watercourses Commission earlier this evening has been attending the IWWC Meetings. She stated that Mr. Harwood has also seen the Planning & Zoning Commission Meetings and that he would be an asset to the Commission. She stated he has met all the criteria and his appointment to the Planning & Zoning Commission was unanimously endorsed by the Democratic Nominating Committee.

Councilor Brunelle stated that she reviews all of the Appointment Applications and that she had respect for Mr. Harwood.

Councilor Garcia-Irizarry stated she briefly served with Mr. Harwood on the Conservation Commission, noting that during the few meetings they attended together that Mr. Harwood was very involved; and up to date with the information the Commission was working on. She stated in serving on the Conservation Commission that Mr. Harwood has been dealing with certain aspects of land issues.

VOTE: 2- 0 Approved and so declared

RESULT:	2- 0 APPROVED TO RECOMMEND
MOVER:	April Brunelle, Committee Member
SECONDER:	Carmen Garcia-Irizarry, Committee Member
AYES:	April Brunelle, Carmen Garcia-Irizarry
EXCUSED:	Kevin Dombrowski

4. MOTION to recommend the Town Council reappoint Mr. Michael Marelli (D) 4 Lee Brook Drive, Ledyard, to the Agricultural Commission, for a three (3) year term ending September 21, 2027. Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: It was noted that Mr. Marelli has been serving on the Agricultural Commission since it was established in 2017. He also brings a lot to the table with his

background as a Certified Horticulturalist, Supervisory Pesticide Applicator; Licensed Arborist, and Maritime Academy Tree Steward.

Councilor Garcia-Irizarry noted that Mr. Marelli has served as the Chairman of the Conservation Commission for many years. She stated that he was a team player, and he really cared about the town.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND
MOVER: April Brunelle, Committee Member
SECONDER: Carmen Garcia-Irizarry, Committee Member
AYES: April Brunelle, Carmen Garcia-Irizarry
EXCUSED: Kevin Dombrowski

5. MOTION to recommend the Town Council reappoint the following members to the Historic District Commission, for a five (5) year term ending December 3, 2029:

- Ms. Kelly Lamb (U) 93 R Lambtown Road, Ledyard – Regular Member
 - Mr. Vincent Godino (D) 1906 Center Groton Road, Ledyard – Alternate Member
- Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: Councilor Garcia-Irizarry stated both of these members have served on the Historic District Commission for some time, and that they were both interested in continuing to serve the town.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND
MOVER: April Brunelle, Committee Member
SECONDER: Carmen Garcia-Irizarry, Committee Member
AYES: April Brunelle, Carmen Garcia-Irizarry
EXCUSED: Kevin Dombrowski

6. MOTION to recommend the Town Council reappoint the following members to the Library Commission, for a two (2) year term ending November 7, 2026:

- Mr. Ralph Hightower (D) 1-O Lakeside Drive, Ledyard
- Mr. Rolf Racich (U) 18 Brewster Drive, Gales Ferry
- Mr. Peter Diette (U) 14 Hyde Park Drive, Gales Ferry

Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: Councilor Garcia-Irizarry Liaison to the Library Commission, noted all these members were good contributors to the Commission.

Councilor Garcia-Irizarry went on to note that although Ms. Rebecca Nash was also due for reappointment that after 20 years of service Ms. Nash has chosen to continue to serve on the Library Commission. Councilor Garcia-Irizarry thanked Ms. Nash for her service to the community, noting that she would be missed by the Library Commission.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND
MOVER: April Brunelle, Committee Member
SECONDER: Carmen Garcia-Irizarry, Committee Member
AYES: April Brunelle, Carmen Garcia-Irizarry
EXCUSED: Kevin Dombrowski

7. MOTION to recommend the Town Council reappoint the following members to the Ledyard Beautification Committee, for a three (3) year term ending October 26, 2027:

- Ms. Jennifer Eastbourne (U) 4 Glenwoods Court, Gales Ferry
 - Ms. Kathrine Kohrs (D) 19 Winthrop Road, Gales Ferry
- Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: Chairman Rodriguez stated both of these members were very active on the Beautification Committee, noting that they do a lot of work on behalf of the town.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND
MOVER: April Brunelle, Committee Member
SECONDER: Carmen Garcia-Irizarry, Committee Member
AYES: April Brunelle, Carmen Garcia-Irizarry
EXCUSED: Kevin Dombrowski

8. MOTION to recommend the Town Council reappoint the following members to the Inland Wetland and Watercourses Commission, for a two (2) year term ending October 31, 2026:

- Ms. Lynmarie R. Thompson (D) 2 Blackwell Drive, Gales Ferry
 - Ms. Beth E. Ribe (U) 129 Rose Hill Road, Ledyard
 - Mr. Daniel Pealer (R) 48 Highland Drive, Ledyard
- Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
Discussion: Councilor Brunelle stated that she was happy to move forward with the appointment of all three members to the Town Council.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND
MOVER: April Brunelle, Committee Member
SECONDER: Carmen Garcia-Irizarry, Committee Member
AYES: April Brunelle, Carmen Garcia-Irizarry
EXCUSED: Kevin Dombrowski

9. MOTION to recommend the Town Council reappoint the following members to the Planning & Zoning Commission, for a three (3) year term ending October 31, 2027:

- Mr. Marcelle Wood (D) 11 South Glenwoods Road, Gales Ferry
 - Mr. J.A. (Tony) Capon (D) 37 Silas Deane Road, Ledyard
- Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
 Discussion: Discussion: Councilor Brunelle stated that she was happy to move forward with the appointment of both members to the Town Council.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND
MOVER: April Brunelle, Committee Member
SECONDER: Carmen Garcia-Irizarry, Committee Member
AYES: April Brunelle, Carmen Garcia-Irizarry
EXCUSED: Kevin Dombrowski

10. MOTION to set the Administration Committee’s 2025 Regular Meeting schedule to be the second Wednesday of each month at 5:30 p.m. as follows:

Administration Committee (2nd Wednesday, Annex Building 5:30 p.m.)

January 8	February 12	March 12	April 9
May 14	June 11	July 9	August 13
September 10	October 8	November 12	December 10
January 14, 2026			

Moved by Councilor Brunelle, seconded by Councilor Garcia-Irizarry
 Discussion: None.

VOTE: 2– 0 Approved and so declared

RESULT: 2– 0 APPROVED TO RECOMMEND
MOVER: April Brunelle, Committee Member
SECONDER: Carmen Garcia-Irizarry, Committee Member
AYES: April Brunelle, Carmen Garcia-Irizarry
EXCUSED: Kevin Dombrowski

11. Discussion and possible action to draft an Ordinance regarding the raising of Unofficial-Third-Party Flags on Town Property.

The Committee agreed to defer the Flying of Third-Party Flags on Town Property to their November 13, 2024 meeting, because they wanted to have the full Committee present to discuss this important topic.

RESULT: DEFERRED

Next Meeting: 11/09/2024 5:30 p.m.

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

VIII. ADJOURNMENT

VOTE: Councilor Dombrowski moved the meeting be adjourned, seconded by Councilor Brunelle.
3 - 0 Approved and so declared, the meeting was adjourned at 5:51 p.m.

Respectfully submitted,

Carmen Garcia-Irizarry
Committee Chairman
Administration Committee