



# TOWN OF LEDYARD CONNECTICUT

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

## Town Council ~ AGENDA ~

Chairman Kevin J.  
Dombrowski

Regular Meeting

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Wednesday, March 22, 2023

7:00 PM

Town Hall Council Chambers

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**In-Person: Council Chambers Town Hall Annex**

**Remote: Information noted below:**

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

**<https://us06web.zoom.us/j/89796448655?pwd=d0x5VGtdXBFdUw4Y2hlUnZlZjY4QT09>**

**Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 897 9644 8655; Passcode: 558241**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. PRESENTATIONS
- V. RESIDENT & PROPERTY OWNERS (COMMENTS LIMITED TO THREE (3) MINUTES)
- VI. COMMITTEE COMMISSION AND BOARD REPORTS
- VII. COMMENTS OF TOWN COUNCILORS
- VIII. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the Town Council Regular Meeting Minutes of March 8, 2023.

**Attachments:** [TC-MIN-2023-03-08.pdf](#)

- IX. COMMUNICATIONS

Communications List - March 22, 2023

**Attachments:** [C-LIST-2023-03-22.pdf](#)

[Middle School Gym Floor Issue & Meeting Portal- Minutes Permanent Municipal Building Cmt \(PMBC\) Hosey e-mail-2023-03-08.pdf](#)  
[Zoning Regulations Subdivision Changes- Parkison Comments Public Hearing-2023-03-09.pdf](#)  
[MEMORIAL DAY PARADE- LIONS CLUB LTR-2023-03-15.pdf](#)  
[Action Ltr - Retirement Board Mtg- 2023-03-21.pdf](#)  
[Action ltr-Town Council Mtg-2023-03-08.pdf](#)

## X. REFERALS

## XI. COUNCIL SUB COMMITTEE, LIAISON REPORTS

1. Administration Committee
2. Community Relations Committee
3. Finance Committee
4. Land Use/Planning/Public Works Committee

5. Liaison Reports

## XII. REPORT OF THE MAYOR

REPORT OF THE MAYOR:

## XIII. OLD BUSINESS

## XIV. NEW BUSINESS

CONSENT CALENDAR

- \*1. MOTION to reappoint the following members to the Cemetery Committee for a three (3) year term ending April 26, 2026:

- Mrs. Sheila Godino (D) 1906 Center Groton Road
- Mr. Vincent Godino (D) 1906 Center Groton Road.

**Attachments:** [Reappointment Endorsement- Cemetery Cmt0DTC-RTC-2023-02-21.pdf](#)

- \*2. MOTION to reappoint the following members to the Permanent Municipal Building Committee for a three (3) year term ending March 26, 2026:

- Mr. Gary Schneider (D) 101 Inchcliffe Drive, Gales Ferry
- Ms. Elizabeth Peterson (D) 15 Browns Crossing Road, Gales Ferry.

**Attachments:** [Reappointment Endorsement- Permanent Municipal Building Cmt-DTC-RTC-2023-02-21.pdf](#)

- \*3. MOTION to reappoint the following members to the Water Pollution Control Authority for a three (3) year term ending April 11, 2026:

- Mr. Stanley Juber (R) 13 Iron Street, Ledyard (Regular Member)
- Mr. Terry Jones, 27 Monticello Drive, Gales Ferry (Regular Member)
- Mr. Jeremy Norris (D) 12 Old Fort Lane, Ledyard (Alternate Member).

**Attachments:** [Reappointment Endorsement- Water Pollution Control Authority -DTC-RTC-2023-02-21.pdf](#)

- \*4. MOTION to approve a tax refund in the amount of \$9,075.43 exceeding \$2,400.00 in accordance with tax collector departmental procedures.

Marshall Retail Group - Tanger Outlet c/c adjustment - \$9,075.43.

**Attachments:** [TAX REFUND 23-1322](#)

Administration Committee

5. MOTION to approve a revised job description for Management Information Systems (MIS) Director as contained in the draft dated February 15, 2023.

**Attachments:** [MIS Director-DRAFT-2023-02.pdf](#)  
[MIS Director1999-06-23.pdf](#)

6. MOTION to approve a revised job description for Management Information Systems (MIS) Technician as contained in the draft dated February 15, 2023.

**Attachments:** [MIS JOB DESCRIPTION-DRAFT -2023-02-15x.pdf](#)  
[MIS Technician OLD.doc](#)

7. MOTION to approve a revised job description for Administrative Assistant - Library as presented in the draft dated February 15, 2023.

**Attachments:** [2023.02 Library Administrative Assistant-2023-02-15.pdf](#)  
[Library Secretary-Technical Services Assistant 12-2017.pdf](#)

8. MOTION to approve a revised job description for Library Technician II - Youth Services as presented in the draft dated March 8, 2023.

**Attachments:** [Library Technication- Youth Servcies-DRAFT-2023-03-08.docx](#)  
[Head of Technical Services 2017-12-13.pdf](#)  
[Library Assistant I - Childrens 2017-12-13.pdf](#)

9. MOTION to appoint Mr. Earl Lamb (D) 95 Lambtown Road, Ledyard as a Regular Member on the Historic District Commission to complete a five (5) year term ending December 6, 20027 filling a vacancy left by Mr. Pealer.

**Attachments:** [Appointment -Historic Commission-Request Lamb to Regulat Member-e-mail-2023-02-14.pdf](#)  
[HISTORIC DISTRICT COMMISSION-2023-02-21.pdf](#)

10. MOTION to Ms. Sheila Vincent (D) 19 Friar Tuck Drive, Gales Ferry, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2023 filling a vacancy left by Ms. Harris.

**Attachments:** [DTC Appointment Application -Vincent - Beautification Cmt-2023-02-23.pdf](#)  
[LEDYARD BEAUTIFICATION COMMITTEE.-2023-02-23docx.pdf](#)

11. MOTION to appoint the following to the Cemetery Committee:

- Ms. Kimlyn Marshall (R) 987R Long Cove Road, as an Alternate Member to complete a three (3) year term ending April 26, 2025 to fill Mr. Krug's seat.
- Mr. Paul Krug (U) 67 Pheasant Drive, Gales Ferry, as a Regular Member to complete a three (3) year term ending April 26, 2026 to fill Ms. Marshall's seat.

**Attachments:** [Reappointment Endorsement- Cemetery Cmt0DTC-RTC-2023-02-21.pdf](#)

12. MOTION to adopt a proposed “Resolution Establishing A Committee to Transform the Budget Process” as contained in the draft dated February 28, 2023.

**Attachments:** [Resolution Transform Budget Process Cmt--DRAFT-2023-02-28.pdf](#)  
[Budget Transformation Committee 2016 Recommendations and Progress-2023-02-23.pdf](#)  
[Budget Transformation Cmt Final Report-2016-10-16-3-FINAL.pdf](#)

#### Finance Committee

13. MOTION to authorize the Mayor to submit a grant through the FEMA Assistance to Firefighters Grant Program in the amount of \$298,210.52 with the local matching amount of \$14,200.52 for the acquisition of new portable and mobile radios for the fire departments. ..
14. MOTION to authorize the Mayor to submit a grant through the FEMA Assistance to Firefighters Grant Program in the amount of \$97,585.00 and a town matching amount of \$4646.90 for the purpose of acquiring a new Breathing Air Compressor and Cascade System for the Ledyard Fire Company.
15. MOTION to authorize the expenditure of up to \$25,000 from Account # 21090305-58920 (Acquisition of Open Space) for the demolition, waste fees, well abandonment and septic abandonment at 334 Colonel Ledyard Hwy.

In addition, upon the sale of property at 332 Colonel Ledyard Hwy, authorize the appropriation of the same expended amount back to Account #21090305-58920 (Acquisition of Open Space).

The aforementioned to be done in preparation of transfer of ownership to Avalonia Land Conservancy for parking for the Founder’s Preserve.

16. MOTION to adopt a proposed Fiscal Year 2023/2024 Budget in the amount of \$65,517,156 comprised of:
- General Government Budget \$29,608,788
  - Board of Education Budget \$35,908,368

**Attachments:** [MAYOR BUDGET LTR-FY 23-24.pdf](#)  
[FY 2023-2024-Expenditures & Revenues.pdf](#)  
[Registrar and Elections- FY 23-24 budget request.xlsx](#)  
[Capital request by funding source updated -2023-03-21.xlsx](#)  
[CAPITAL BUDGET-FY-23-24.pdf](#)  
[BOE-FY-23-24-COVER LTR.pdf](#)  
[BOE FY 23-24-INCREASES-DECREASES.pdf](#)  
[BOE-FY-23-24-REVENUES.pdf](#)  
[BOE-FY24 BOE Administrator Contractual Salaries.xlsx](#)  
[BOE FY 23-24-PROJECTED STAFFING.pdf](#)  
[BOE-FY-23-24-MUNUS PRINT OUT.pdf](#)  
[BOE-FY-23-24-PER PUPIL EXPENDITURE.pdf](#)

17. MOTION to set a Hybrid Format (Video Conference and In-Person) Public Hearing date to be held on April 17, 2023 at 7:00 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed Fiscal Year 2023/2024 Budget.
18. MOTION to set the Annual Town Meeting to be a Hybrid Format (Video Conference & In-Person) regarding the proposed Fiscal Year 2023/2024 Budget on May 15, 2023 at 7:00 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway and to adjourn to a Referendum to be held on May 16, 2023 between the hours of 6:00 a.m. 8:00 p.m.

In addition, should the referendum fail, the subsequent Referenda will be held between the hours of 12:00 p.m. and 8:00 p.m.; in accordance with Chapter VII, Section 6 of the Town Charter.

19. MOTION to adopted a proposed Fiscal Year 2023/2024 Water Operations Budget in the amount \$1,518,724.32.

**Attachments:** [FY24 WPCA Water Budget Worksheet \(002\).pdf](#)  
[FY24 WPCA Sewer Budget Worksheet.pdf](#)  
[ORD-#400-001-An Ordinance Creating WPCA-2019-09-25.docx](#)

#### General Business

20. MOTION to set a Hybrid (In-Person & Video Conference)Public Hearing date for April 12, 2023 at 6:15 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding the following proposed project to be eligible for Neighborhood Assistance Act (NAA) tax credits.
- ARC of Eastern Connecticut to replace windows at the Group Residence located at 1671 Center Groton Road, Ledyard estimated cost \$26,872.00 to approve the following proposed project to be eligible for Neighborhood Assistance Act (NAA) tax credits

In addition, revise the time of the April 12, 2023 Hybrid (In-Person & Video Conference) Public Hearing from at 6:30 p.m. to 6:15 p.m., as approved at the Town Council's February 22, 2023, to receive comments and recommendations regarding a proposed amendments to Ordinance #100-016 (rev 1) "An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard" as contained in draft dated February 8, 2023.

**Attachments:** [Description of Center Groton program 2023.pdf](#)  
[Proposal 8694 Arc E. CT Ledyard Group Home Windows.pdf](#)  
[The Arc ECT NAA-01\\_2023.pdf](#)

- 21 Discuss Work Session Items as time permits.

#### XV. ADJOURNMENT

#### **DISCLAIMER:**

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

The Town Council's Official Agenda and final Minutes will be on file in the Town Clerk's Office.