



TOWN OF LEDYARD

CONNECTICUT
TOWN COUNCIL

Chairman Kevin J. Dombrowski

MINUTES
LEDARD TOWN COUNCIL – REGULAR MEETING
WEDNESDAY, JULY 27, 2022; 7:00 PM
HYBRID FORMAT
VIDEO CONFERENCE VIA ZOOM

DRAFT

- I. CALL TO ORDER – Chairman Dombrowski called the meeting to order at 7:00 p.m. at the Council Chambers, Town Hall Annex Building

Chairman Dombrowski welcomed all to the Hybrid Meeting. He stated for the members of the Town Council and the Public who were participating via video conference that remote meeting information was available on the Agenda that was posted on the Town’s Website – Granicus-Legistar Meeting Portal.

- II. PLEDGE OF ALLEGIANCE

- III. ROLL CALL –

Attendee Name	Title	Status	Location
Kevin Dombrowski	Town Councilor	Present	In-Person
Andra Ingalls	Town Councilor	Present	In-Person
Whit Irwin	Town Councilor	Present	In-Person
John Marshall	Town Councilor	Absent	
Mary McGrattan	Town Councilor	Present	In-Person
Gary Paul	Town Councilor	Present	In-Person
S. Naomi Rodriguez	Town Councilor	Present	In-Person
Timothy Ryan	Town Councilor	Present	In-Person
William Saums	Town Councilor	Present	In-Person

- IV. INFORMATIONAL ITEMS/PRESENTATIONS

Chief Rich thanked the Town Council for inviting him to provide an overview of the following programs:

- Carter Kit
- Blue Envelope Program
- Green Envelope Program

Chief Rich stated in early June, 2022 the Police Department had a meeting with a group of residents who had children of all ages with special needs, including autism spectrum challenges. He stated the meeting was informative and well received, noting that tonight’s presentation was a continuation of that discussion.

Chief Rich went on to note in partnership with the Ledyard Rotary Grant Foundation the Police Department purchased “Carter Kits” for each police vehicle and one for each of the Fire Departments. He introduced Police Officer Matt Andrade to explain the Carter Kit program.

Police Officer Matt Andrade provided some background regarding the Carter Kit. He stated a Police Detective in Wisconsin had a son named Carter who was on the autism spectrum. He stated in responding to calls with kids in crisis the Detective realized that there was a disconnect and a need for specialized equipment to help kids at varying levels of the autism spectrum. He stated based on both his personal experience with his own son Carter and his professional experience, the Detective put together some tools to help kids when responding to a crisis.

Officer Andrade presented the Carter Kit which included the following:

- Weighted safety blanket which simulated a soft gentle hug and helped to calm kids down.

- Non-Verbal Q-Cards.
- Dark sunglasses for kids with visual triggers.
- Noise cancelling headphones for kids with auditory triggers.
- Fidget toys to occupy the kids (ball, Slinky, stuffed toys, etc.)

Officer Andrade stated the *Carter Kit* was produced by a company that had both a For-Profit and Non-Profit component. He stated to replace items in the *Carter Kit* the Police Department submitted a simple form via e-mail and the Non-Profit component of the company would replenish their *Carter Kit* stock at no cost. He stated Police Departments were seeing more calls for mental health cases and by having tools such as the *Carter Kit* they were able to address situations more efficiently and accurately. He stated using the *Carter Kit* weighted blanket instead of restraining a child, provided a soft gentle hug and was a tool to help the child cope with the situation. He stated the Police Department has used the *Carter Kits* in the field a few times, and that he has seen the tools work. He stated each of the Police cruisers as well as the Fire Departments have a *Carter Kit* that was readily available. He stated the *Carter Kits* were not only used for kids with autism, but that the Kits were also helpful to calm a kid down who has been involved in a car accident or other crisis situation. He stated the teamwork between the Police Department and the Fire Departments have been phenomenal.

Councilor Saums questioned in responding to a call who communicated with the child, the parent or the police officer? Officer Andrade stated each situation was different, noting that the police officer's first interaction would be with the parent, who knows the child to find out: (1) What caused the child to go into a crisis; (2) What were the triggers; (3) What works and what doesn't work, etc. He stated because the Police Department was the first on-scene that they triage the situation, find out if the 211 mobile outreach was on their way, and whether they need to call the ambulance to send the child for a psychological evaluation, etc.

Councilor Paul questioned whether the Police Department trained the Officers on how to use the *Carter Kit* and how to communicate with the parents and child. Officer Andrade stated the *Carter Kit* Company had on-line training which was a "*Train the Trainer*" module which he used to obtain all of the information needed to use the *Carter Kit*. He stated the Police Department held Roll Call Trainings at which the *Carter Kits* were presented and each item in the kit was reviewed and instructed on how the tools could be used.

Chief Rich thanked Officer Andrade for his informative presentation regarding the *Carter Kit* and he proceeded to address the *Blue Envelope* and *Green Envelope Program* used during a traffic stop to help those functioning with autism and those who were hearing impaired. He stated Councilor Rodriguez has been active in communicating with the Police Department and that she has been involved in the meetings regarding these programs. He called on Councilor Rodriguez to distribute materials regarding the *Blue Envelope*, *Green Envelope* and an example Information Form, which the Ledyard Police Department developed in-house for families to provide information regarding their loved ones who may have disabilities, etc.

Chief Rich reviewed the *Blue Envelope* and *Green Envelope Programs* as follows:

- ***The Blue Envelope Program*** – Individuals functioning with Autism – Chief Rich stated the Connecticut Police Association, and the Department of Motor Vehicles (DMV) formed a partnership which allowed Police Officers to better identify individuals within the autism spectrum disorder during traffic stops. He stated they worked with an Autism Specialist at Southern Connecticut State University to develop "*The Blue Envelope*" Program. "*The Blue Envelope*" was adopted by the State Legislature and went into effect on January 1, 2020. He stated the *Envelopes* were available at all Police Stations. He stated the purpose of *The Blue Envelope* was:
 - ✓ To hold the driver's license, registration and insurance card so they can hand it to the Police Officer during a traffic stop.
 - ✓ The outside of the *Blue Envelope* included tips and instructions for both the Police Officer and Driver on how to successfully communicate with each other during a traffic stop.

Chief Rich explained that drivers should keep the *Envelope* in the glove box or visor of their car so they can easily find it and hand it to a Police Officer, who has been trained on the envelope's meaning.

- ***The Green Envelope Program*** – Was for the hearing impaired; and was similar to the *Blue Envelope*. Chief Rich stated it helped Police Officers understand that the person had a hearing impairment and they would make adjustments to be perfectly visible to the person so they could read the Officer’s lips and better communicate with them.
- ***Information Forms*** - Chief Rich explained the Form included information that the Police Department would enter into their Special Needs Family Registry. He stated the Special Needs Profile was used for various cognizant issues, such as Alzheimer’s, Traumatic Brain Injury, Autism, and other things the family would like the Police Department to know in advance as it related to potential behavior health issues. He stated families could fill out the Form which included a picture of their loved one, medications, primary care giver, de-escalation information, physicians, and vehicle that the individual had access to. He stated if a call comes in for an address the profile would provide information regarding the individual’s disability to the Police Office who was on the way to the call, noting in many cases that time was of the essence. He stated one of the Ledyard’s Dispatchers had a child with special needs and that she was instrumental in creating the various forms for people with special needs. He noted the form he provided this evening was specifically for those who were in the Autism spectrum, but that they also had forms regarding the other cognizant issues such as Alzheimer’s, Traumatic Brain Injury, etc.

Chief Rich stated the Ledyard Police Department has offered the Special Needs Registry for many years and that they have been working with families to provide information for the Special Needs Family Registry on a case-by-case basis, noting the importance to balance privacy and the practical use for the individual with special needs. He also noted that they have been working to get the word out to the community about the many programs the Police Department offered.

Councilor Rodriguez stated the meeting at the Senior Center with the autistic children and their parents was an eye opener. She noted many families in attendance were not aware of the *Blue Envelope or Green Envelope* program or the Family Special Needs Registry Form, which would help them in the future. She went on to state it was suggested that they work to incorporate these programs within the schools, noting the importance to get this information out to the community.

Chief Rich stated the *Blue Envelope* and *Green Envelope* programs were relatively new and that the Police Department would work with MIS Director Regina Brulotte to put information regarding the *Blue Envelope* and *Green Envelope* programs and the Family Special Needs Registry on the town’s website; and that they would also use social media to publicize the programs.

Chief Rich continued to state that he has been working with the Groton Town Police Department, Waterford Police Department, and Southern Connecticut State University Center for Excellence in Autism Spectrum Disorders to provide a *Mock Traffic Stop Program* that would be directed toward individuals with Autism. He stated the *Mock Traffic Stop Presentation* would be held on October 1, 2022 at Fitch High School.

Councilor Ingalls addressed *The Blue and Green Envelope Program* and she questioned if the driver was at the Department of Motor Vehicles (DMV) and they disclosed that they had a special need whether the DMV would offer them the appropriate envelope. Chief Rich stated *The Blue and Green Envelope Program* has been mostly pushed out by Police Departments. He stated the Ledyard Police Department has the Envelopes at their front desk dispatch window and residents could stop by and pick up an Envelope. Councilor Ryan suggested using the Library as another distribution point for *The Blue and Green Envelopes*, noting that some individuals, such as those in the autism spectrum, may feel more comfortable picking up the Envelopes from the Library rather than from the Police Department. Chairman Dombrowski noted that the Town Clerk’s Office would also be a good distribution point as well.

Councilor Paul thanked Chief Rich and the Police Department for taking a pro-active approach toward mental health in the community. He stated their efforts were appreciated.

Chairman Dombrowski thanked Chief Rich and Officer Andrade for informative presentations this evening.

Chief Rich and Officer Andrade left the meeting at 7:17 p.m.

V. RESIDENTS AND PROPERTY OWNERS

Mr. Mike Cherry, 5 Whippoorwill Drive, Gales Ferry, stated he served as one of the Town's Representatives on Southeastern Connecticut Water Authority Advisory Board (SCWA). He noted at their last Quarterly Meeting SCWA took the following actions:

- Approved a 5% Rate Increase Effective September 2022 – The numbers were based on the use of 18,000 gallons of water per quarter. The average use was about 12,000 gallons per quarter. The rate increase would equate to an increase of about \$10.00 per quarter for the *average user* ratepayers. Without the rate increase SCWA would have a budget deficit of nearly \$50,000.
- The State of Connecticut has declared a Drought-Stage 2 – Mr. Cherry stated at the Southeastern Connecticut Water Authority Advisory Board (SCWA) that State Representative Christine Conolly announced for those who were on the “*Alert System*” that they would receive a notification to request all SCWA customers voluntarily reduce outdoor water usage to include lawn irrigation, planting of new vegetation, washing sidewalks and driveways, or topping off pools. Mr. Cherry stated apparently the wells serving all SCWA Divisions were able to keep up with the water demands; however, SCWA had concerns that if the drought conditions continue, or worsen, that the wells may not be able to meet future needs.

Mr. Cherry stated he has been a SCWA customer for forty years and he has never had a problem, therefore, he was not too concerned regarding the SCWA water supply. He also noted that the Southeastern Connecticut Water Authority *Water Alert* did not pertain to the water the Ledyard Water Pollution Control Authority (WPCA) supplied. However, he stated that he had concerns regarding Ledyard homeowners who were on private wells. Therefore, he stated that it was important to get the word out to those residents to watch their water usage.

Mr. Cherry continued by addressing Item #3 on tonight's agenda regarding the Bush Pond property that Mr. & Mrs. Graham have offered to lease to the town. He stated during the time he served as the Interim Zoning Officer there were multiple Blight Complaints made against that property. He stated he was pleased to see Mr. & Mrs. Graham have purchased the property and clean up the blighted property with the removal of the depilated structures. He stated it was a beautiful spot noting Bush Pond was on one side of the road and Long Pond was on the other side of the road. He stated Mr. & Mrs. Graham have made a very generous offer to the town and that he strongly endorsed their proposal for the town to lease .75 acers on Bush Pond.

Ms. Nora Taylor, 9 Partridge Hollow, Gales Ferry, stated she has been a Ledyard resident for thirty-three years. She commented on the Cashman Dredging and Marine Contracting Company's recent purchase of the former Dow Chemical Property on Route 12 in Gales Ferry and their plan to construct and operate a Solid Waste Facility. She noted the number of residents that attended the July 18, 2022 Public Information Forum regarding the proposed Solid Waste Facility. She stated Cashman Dredging and Marine Contracting submitted an Environment Justice Public Participation Plan Application to the State of Connecticut Department of Energy and Environmental Protection (DEEP) to construct and operate a Solid Waste Facility. She stated DEEP tentatively approved the Application Plan on July 19, 2022. She stated among other concerns that she wanted to bring to the town's attention the dump truck traffic, noting that the DEEP Application stated “*GFI proposes to operate the Facility 24 hours per day; 7 days per week; during project operations similar to how the Facility has been run in the past. After a project has been completed the Facility Operations would likely decrease to 12 hours per day; or as necessary to complete the remaining work. GFI estimates that the Facility will be able to process 9,500 cubic yards of dredged material per day, from the incoming barge, scouse, and handle 250 trucks per 12-hour shift leaving the Facility and traveling north up to Route 12 to Interstate 395 or south using Route 12 to Interstate 95*”. Ms. Taylor noted that this would mean that there would be one truck coming out of the Solid Waste Facility onto Route 12 every 2-3 minutes. She expressed concern that transporting waste in large dump trucks on the two-lane Route 12 Highway could create many delays; especially coming from the former Dow Chemical

Facility and turning right to go up the hill; and going down the hill to the light in Gales Ferry Center. She stated backups due to large, weighted dump trucks that would most likely have to pull over to gain speed to get up the hills, would be a lot for the two-lane Highway to take on. She stated while she understood that Cashman Dredging and Marine Contracting engaged a company to perform a Traffic Study of Route 12 in the area of the property, it was her opinion that a company unaffiliated with Cashman should be engaged to evaluate the traffic patterns and to perform trial runs with full dump trucks coming out of the site every 2-3 minutes to collect real-time data regarding potential traffic pattern disruptions. Ms. Taylor thanked the Town Council for their time this evening.

Ms. Cheryl Winston, 61 Inchcliffe Drive, Gales Ferry, stated that she wanted to second Ms. Taylor's comments regarding the Cashman Dredging and Marine Contracting proposed Solid Waste Facility at the former Dow Chemical Site on Route 12, in Gales Ferry. She stated for those who attended the July 18, 2022 Public Information Forum that the information they received from Cashman was completely different from the Environment Justice Public Participation Plan Application they submitted to the State of Connecticut Department of Energy and Environmental Protection (DEEP). She stated they need to flush out what was going on, noting that there would be 250 dump trucks entering and leaving the Facility every 12 hours. She also noted that the Facility would be supported by 300 employees, which would add another 600 vehicles on the road. She stated during the July 18, 2022 Public Information Forum that Cashman stated they would only be using 10 acres of the property and that they planned to lease out the remaining property, which would mean more traffic. She requested, when Cashman Dredging and Marine Contracting Application comes before the Town of Ledyard, that they take all of these various pieces of information into account.

Chairman Dombrowski thanked the residents for their comments; and he noted that most of the members of the Town Council attended the July 18, 2022 Public Information Forum either in-person or remotely via Zoom.

IV. COMMITTEE COMMISSION AND BOARD REPORTS – None.

VI. COMMENTS OF TOWN COUNCILORS

Councilor Ryan stated he attended the Sunnyside Diner Ribbon Cutting earlier today, noting the Restaurant's oldest daughter cut the Ribbon. He stated it was a great event noting that State Senator Cathy Osten, Mayor Allyn, III and other dignitaries were in attendance. He stated he stayed and had lunch at the Diner and most importantly the food was good and he encouraged folks to patronize the Sunnyside Diner. Councilor Ryan went on to state that he was pleased to see there was progress regarding the new business *Barkin' Barley* on Route 12, which was a tap room restaurant and dog park.

Councilor Rodriguez reminded residents about "*National Night Out with the Police Department*" that was scheduled for August 2, 2022. She stated the event would be held at the Town Green starting at 5:00 p.m.

Councilor Saums complemented Councilor Paul for his organization of the Informal Conversation at the Park on East Drive that was held on July 20, 2022. He stated they had a great turn out. He also thanked Administrative Assistant Roxanne Maher, noting that letters were sent to the residents in the area of Park; and that the letters were followed-up with a mailing of flyers the week before the event. He stated they had a great conversation with the residents, noting at times it was somewhat emotional, but all-in-all he believed everyone felt good about their conversation. Councilor Rodriguez stated Parks & Recreation Director Scott Johnson, Jr. stated that the Parks & Recreation Commission would hold their September 20, 2022 meeting at the Park.

Chairman Dombrowski stated an Emergency Management practice drill at the Emergency Operations Center (EOC) was scheduled for the last week in August. He stated because the Mayor was going to be out of town that week, he was planning to attend the Drill. However, he stated there was a good possibility that he may also be out of town for business that week. Therefore, he asked whether there were any Town Councilors who would like to attend the Practice Drill, if he finds that he was going to be out of town. Mayor Allyn, III stated he would provide the date of the Drill.

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the following:

Public Hearing Minutes of June 22, 2022

Regular Meeting Minutes of June 22, 2022

Moved by Councilor Irwin, seconded by Councilor Rodriguez

VOTE: 8 – 0 Approved and so declared

IX. COMMUNICATIONS

Chairman Dombrowski stated a Communications List has been provided and can be found on iCompass portal and he noted the referrals listed.

X. COUNCIL SUB COMMITTEE, LIAISON REPORTS

Administration Committee

Councilor Ingalls stated the Administration Committee met earlier this evening and moved forward two appointments to the Planning & Zoning Commission, which would be included on the Town Council's August 24, 2022 Agenda.

Community Relations Committee

Councilor Paul stated the Community Relations cancelled their July 20, 2022 Regular Meeting and held an Informal Conversation with residents at the Park on East Drive, as Councilor Saums mentioned earlier this evening (VI. Councilor Comments above). He stated about 15 residents attended the event along with many Town Councilors and Parks & Recreation Director Scott Johnson, Jr. He stated the idea was to discuss important issues regarding safety concerns at the Park. He noted at times the conversation was a bit contentious, but overall, it turned out to be a positive event, noting that they discussed a number of good ideas to bring back to their respective committees; and neighbors were encouraged to continue to talk to each other and to become more involved in the process as well. He stated they learned a lot about the Park and a lot about each other.

Councilor Paul stated the next Community Relations Committee meeting was scheduled for August 17, 2022 . He stated the Committee would be finalizing plans for their August 31, 2022 Farmers Market Booth that would be focusing on Mental Health Awareness and Town Resources.

Councilor Paul concluded his report by reminding residents that all town committee meetings were open to the public and he encouraged public attendance and participation.

Finance Committee

Councilor Saums stated the Finance Committee held their hybrid meeting on July 20, 2022. He noted in addition to the items on tonight's agenda the Committee also discussed the following: (1) American Rescue Plan Act (ARPA) Funding - Assistant Finance Director Ian Stammel reported that the second tranche of ARPA funds would be received shortly. The Finance Committee discussed the ARPA funds reconciliation report compiled Finance Director Matthew Bonin, noting that the line items tracked perfectly with the spreadsheet the Committee has maintained from the beginning. The Committee also noted that the Gales Ferry sidewalk infill project needed a project sponsor, because the design work has not been completed, nor has a location been selected. Councilor Saums stated the Mayor commented that the Gales Ferry Corridor Study has not been initiated, which would provide recommendations for sidewalk design and location. He stated the Finance Committee mentioned that previous studies could provide some initial concepts for sidewalk location, and that if the project had a sponsoring Committee, they thought the process could begin, noting that the ARPA Funds must be committed by December, 2024 and expended by December, 2026; (2) Fiscal Year 2021/2022 Close Out - The final numbers for fiscal year ending June 30, 2022 would likely be available in September, when all expenses have been accounted for.

Councilor Rodriguez questioned who would initiate the Route 12 Corridor Study. Mayor Allyn, III, explained because the Study would most likely cost more than \$15,000 that the town would need to solicit bids for the work. He stated once a firm has been selected that

the town would hire a consultant, as they have for the previous studies, such as the Ledyard Center Study, Route 12 Corridor Study, and for the Multi-Model Sidewalk/Pathway in Ledyard.

Land Use/Planning/Public Works Committee

Councilor Paul stated the LUPPW Committee has not met since the last Town Council meeting. He noted the LUPPW Committee's next meeting was scheduled for August 1, 2022 at 6:00 p.m.

Water Pollution Control Authority

Councilor Saums stated the WPCA met on July 26, 2022 and addressed the following: (1) Demolition of Gallup Hill Water Storage Tank – The demolition work began on July 26, 2022. There would be an additional cost of \$7,500 because the “As Built” drawings were incorrect, noting there were issues with valves and lack of valves, and shutting off schools, etc., which have been resolved; (2) Drought Conditions – Southeastern Connecticut was in a “*Moderate Drought*” and Groton has been receiving reports from residents along Route 12 and Route 117 corridors that their private wells were starting to go dry; (3) Tetrahedrane (THM) Levels - Routine flushing (twice per week) of specific fire hydrants and blow-offs were being conducted to lower water age in both the Ledyard Center and Gales Ferry water systems in an effort to maintain the lowest *tetrahedrane levels* possible. Flushing would continue through October until water temperatures decreased the production of THM Levels in both water systems. It was anticipated that the THM Levels would get below .08 milligrams per liter soon, noting the latest report showed the THM Level at .081 milligrams per liter; (4) Wastewater Pump – The installation of the Smith and Loveless Pump would be completed by mid-August, 2022. The WPCA was serving as the General Contractor for the installation of the pump. Wastewater Supervisor Steve Banks and the WPCA would be subcontracting vendors to complete the installation of the pump system; (5) Ledyard Center Water Storage Tank Painting – Groton Utilities continues to pursue companies to provide cost estimates to paint the top/roof of the Ledyard Center Water Storage Tank. To date no cost estimates have been received; (6) Ledyard Center Sewer Line Extension Project – The design work for the sewer line continues along the Multi-Model Sidewalk-Pathway on Route 117. However, there were some conflicts with the existing watermain curb stops and gate valves; therefore, some changes may need to be made to the sewer line designs and drainage plans along for the pathway.

Senior Citizens Commission

Councilor Rodriguez stated the Senior Citizens Commission met today at 1:30 p.m. and she reported: (1) Senior Center Power Washing - Public Works was currently power washing the Senior Center Building. The Senior Citizens Commission thanked Mayor Allyn and Public Works; (2) New Handicap Van – The Senior Citizens handicapped accessible van was delivered and has been registered and was now in operation. The van was purchased through the Transportation 5301 Grant. The Senior Citizens Center currently had two van drivers and they were continuing to look for additional drivers.

Agricultural Commission

Councilor Rodriguez stated the Commission met on July 19, 2022 and were planning a joint meeting with other Land Use Commissions (Conservation Commission, Planning & Zoning Commission, Inland Wetlands and Watercourses Commission). The joint meeting would focus on common issues to become aware of the goals that could benefit more than one Commission for both the short-term and long-term objectives. The Agricultural Commission would like to host this type of joint meeting on an annual basis.

Ledyard Beautification Committee

Councilor Ingalls stated the Beautification Committee Photo Banner Contest deadline has been extended from July 6, 2022 to Monday, August 8, 2022. She noted past Banner themes included photos of the Historic Sawmill, local farms, parks, some local living history, our schools, vineyards, libraries, the Regatta, Farmers Market, Orchards, Trails, etc. She stated the Beautification Committee was looking for Residents to provide their best photographs for the Banners. The photographs do not need to be on the past themes, the Committee could choose new themes based on the photographs submitted in the contest. Residents could submit photographs on the Ledyard Beautification Facebook page, or on the Ledyard Community Photo Page and they should indicate that the photos were for the Banner Photo Contest. The Contest Deadline was Monday, August 8, 2022. There would be no prizes, just bragging rights.

Board of Education

Councilor Irwin stated the Board of Education met on July 13, 2022 and he reported the following: (1) Open Positions - The Board of Education hired twenty-three new certified teachers. Nearly all open positions have been filled; (2) School Maintenance and Repair Work - Summer maintenance and repair work was progressing; (3) School(s) Consolidation/Improvement Project(s) – Middle School and Gallup Hill School – There were some outstanding items that O&G Industries did not repair. The Board of Education would present some information to the Town Council at a future meeting; (4) Fiscal Year 2021/2022 Close-Out- The Board of Education was working to close out the fiscal year.

Youth & Social Services Board

Councilor McGrattan stated the Youth & Social Services Board met on July 19, 2022 and addressed the following: (1) Family Counseling Services had 36 active cases; (2) Staffing - The Department currently had three Counselors. Youth Services Coordinator Kate Sikorsky-Maynard was interviewing a fourth Intern; (3) Clinician Job Description – Ms. Maynard was working to draft a job description for the clinician that would be hired using the American Rescue Plan Act Funding (\$190,000 to hire a part-time (24 per week) licensed clinician for three-years); (4) Linda C. Davis Food Pantry - June, 2022 the Food Pantry served 108 eligible clients. Since January, 2022 the Food Pantry has added 15 new clients; (5) TVCCA Energy Assistance sign-up will be in the fall; (6) Back to School Back Packs – Social Services was accepting donations of school supplies, and backpacks. Information regarding the Backpack Program was on the Ledyard News Facebook Page.

Ledyard Housing Authority

Councilor McGrattan stated the Kings Corner Manor Senior Housing Tenants have received a copy of the “*Tenants Rules and Regulations*”. She stated in response to a disregard of the Housing Facility Rules Director Colleen Lauer issued warning letters pertaining to violations concerning smoke detectors, smoking in the apartments and feeding wild animals. She noted that there were penalties for not complying with the Housing Facility Rules.

XI. MAYOR’S REPORT

Mayor Allyn, III, reported on the following: (1) Land Use Positions - Mayor Allyn stated the town hired Mr. Thomas as the new Zoning Enforcement Officer noting that Mr. Thomas joined the town a couple of weeks ago. In addition, a new Land Use Office Assistant has been hired and would be starting on August 15, 2022. The current Zoning Officer would be retiring in December, and therefore, they were working to have the Zoning Official in-place for a seamless transition. He stated that the town was also considering making the position a shared position with the Town of Preston. He stated Ledyard would contract the Zoning Officer out to Preston as they were currently doing with the Tax Assessor position; (2) Long Pond Dam Sequencing – Mayor Allyn stated he met with the Department of Energy and Environmental Protection (DEEP) explaining that the Whitford Brook Bridge Replacement was part of the \$3 million of grant funding State Senator Cathy Osten secured for Ledyard. He stated because the previous DEEP Permit for the replacement of the Bridge expired they were working to update the DEEP Permit and that they would then have to reapply to the Department of Transportation (DOT) for the Whitford Brook Bridge Replacement. He stated the town would address the stone dams on Bush Pond; and the Lantern Hill Valley Association would address the earthen dam on Long Pond; (3) American Rescue Plan Act (ARPA) Funding Projects – Mayor Allyn noted the following Projects were moving forward: (a) Emergency Operations Center Dispatch Stations should be in-place next week; (b) The Linda C. Davis Food Pantry Roof Replacement work was scheduled to begin on July 29, 2022 and should be completed within a day or two; (c) Town Green Wi-Fi was installed on July 26, 2022 along with a range extender. This would also provide Wi-Fi for the Food Pantry; (4) Cashman Dredging and Marine Contracting Environmental Justice Information Session regarding the proposed Solid Waste Facility at the former Dow Chemical Site – Mayor Allyn stated he attended the July 18, 2022 Information Forum via Zoom, as a number of residents did. He stated it was a good opportunity for them to hear, for the first time, what was being proposed. He stated as Cashman Dredging and Marine Contracting comes forward with plans and requested permits through the Land Use Department that the town would learn more about project; (5) Building Permits – Mayor Allyn stated they were researching options to allow the public to submit Building Permits on-line. He stated Ledyard currently does not have on-line Permit functionality, which other area towns have. He stated having the ability for the public to apply and pay on-line would reduce the foot traffic in the Land Use Department; (6) Stormwater Utility Meeting June 29, 2022 – Mayor Allyn stated he was participating in the Stormwater Utility PILOT Program in his capacity as the Southeastern Connecticut Council of Governments Chairman. He explained the Stormwater Utility would annually bill every

property owner, including non-profit organizations, who had impervious surfaces, which would include houses, pools, sheds, barns, church roofs, parking areas, etc. He noted New London started their Stormwater Utility last year and were currently the only municipality in the State of Connecticut that has a Stormwater Utility, noting that about 50% of the property in New London was non-taxable. He stated he had reservations regarding the Stormwater Utility because they were trying to veil this fee as a Utility; when it would be viewed as another tax. He stated the Municipality would be required to use the Storm Water Utility money for specific things such as repairing and cleaning storm drains, etc.; (7) Ordinance #300-12 (rev.1) “*An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard*” – Mayor Allyn stated Ledyard has effectively used Ordinance #300-12 (rev.1) several times. He noted the Town has placed a lien on one property for blight issues. He stated in most blight property cases that once the Town has made the property owner aware of the Blight Ordinance, they have responded quickly to address the issues. He stated the town was currently working with one property owner to get the property cleaned-up; (8) State Hazard Mitigation & Coastal Resiliency Program – Mayor Allyn stated the State of Connecticut required all Municipalities to annually update their Plan. He noted the State identified Lantern Hill Road and the Whitford Brook Bridge as areas that needed to be addressed. He stated because the Lantern Hill Road Bridge was redone after the April 2010 storm, that they passed the information along to the State to update their records. He noted the State also identified a few small parcels in Gales Ferry near the Subbase as Coastal Resiliency issues. He stated they had two more meetings at which they would work to finish identifying parcels; (9) Southeastern Connecticut Council of Governments (SCCOG) - Shared Services Meeting – Mayor Allyn stated all of the eight towns that attended the July 19, 2022 meeting were facing staffing shortages for the following positions: Building Officials, Zoning Enforcement Official, Wetlands Enforcement Official, and Tax Assessor. He stated many of the towns had staff that were aging out (retiring) and they were finding that there were no people coming into those roles. He stated the eight towns were looking at creative ways to share staff among other municipalities to help close the staffing gap for now; (10) Tax Collections – Mayor Allyn stated to-date all but 6.56% (\$2.2 million) of the taxes for the first half of the year have been collected. He stated residents continue to come into Town Hall to pay their taxes, noting that the Tax Collection Period ends on August 1st; (11) Sunnyside Diner Ribbon Cutting – Mayor Allyn stated as Councilor Ryan noted earlier this evening, about five Town Councilors attended the Ribbon Cutting with him earlier today. He stated the owners, the Arpen Family was appreciative of their attendance. He stated the Arpen Family was continuing to work feverishly to reconstruct their Fireside Pizza Restaurant after the catastrophic fire that occurred on March 5, 2022; (12) Connecticut Interlocal Risk Management Agency (CIRMA) – Mayor Allyn stated today the Town received a check in the amount of \$42,535 from CIRMA, the town’s insurer. He explained the equity distribution that CIRMA issues each year was based on the annual claims. He stated CIRMA cautioned that there was a school that partially burned at the beginning of this fiscal year, and therefore, the equity distribution for fiscal year 2023 may not be as good as this year’s distribution; (13) Multimodal Sidewalk Pathway Meeting – July 27, 2022 – Mayor Allyn stated 90% of the Final Design Plan for the Multimodal Sidewalk Pathway has been completed. He stated there were a few tweaks that needed to be made to the Plan such as changing the Reinforced Concrete Pipe (RCP) to durable Ribbed Black Plastic Drainage Pipe (HDP) which would provide some cost savings; (14) School(s) Consolidation/Improvement Project(s) (Middle School & Gallup Hill School) – Mayor Allyn stated today they met with the Colliers Project Leaders International, the consultant the town hired to prepare and assemble the entire body of evidence that would meet the State’s Guidelines to close out the Project(s) for the Grant Reimbursement. He stated although Colliers has not completed their work, that as of today, there was \$1.2 million in *Change Orders* that were approved by the Permanent Municipal Building Committee (PMBC); however, the General Contractor O&G Industries did not submit the *Change Orders* to the State. He stated there was a window of time that the *Change Orders* had to be submitted to the State to be eligible for Grant Reimbursement Funding. He stated a meeting has been scheduled for August 11, 2022 with the General Contractor O&G Industries, Colliers Project Leaders, Superintendent of Schools Mr. Jason Hartling, Finance Director Matthew Bonin, and former PMBC Chairman Steve Juskiewicz would attend via Zoom. He stated pending the outcome of the meeting they would know if the General Contractor was going to make right what they were wrong on; or whether the Town was going to take a legal approach.

Questions to the Mayor – None.

XII. OLD BUSINESS – None.

XI. NEW BUSINESS

Finance Committee

1. MOTION to grant a bid waiver to James K. Grant Associates in the amount of \$20,000 for the Structural and Condition Assessment of the Up-Down Sawmill due to receiving fewer than three bids as a result of RFP 2022-14 in accordance with Ordinance #200-001 (rev.1) *“An Ordinance Regarding Purchasing for the Town of Ledyard”*.

Moved by Councilor Saums, seconded by Councilor Ryan

Discussion: Councilor Saums explained the Historic District Commission applied for and received a \$20,000 Grant to conduct a Structural and Condition Assessment of the Up-Down Sawmill. He stated because only two bids were received the Commission has requested a bid waiver to move forward with the Study. He stated James K. Grant Associates was the low bidder and was very qualified. He stated the Structural Condition Assessment work would include a comprehensive review of the water tank, the penstock, and the foundation, and that other areas of the Up-Down Sawmill may also be identified for repair work. He stated the Assessment would also prioritize the most important repairs and provide rough cost estimates for repairs. He stated the Assessment work would enable the Historic District Commission to develop a plan and to seek grant funding to help off-set the costs of the repairs.

Mr. William Barnes, 1 Spruce Street, Ledyard, Historic District Commission Member was in attendance remotely. He noted the \$20,000 Structural and Condition Assessment work for the Up-Down Sawmill was being paid by the State of Connecticut Grant that was received last year. Councilor Saums thanked Mr. Barnes for his comments

VOTE: 8- 0 Approved and so declared

RESULT: APPROVED 8- 0
 MOVER: Bill Saums, Town Councilor
 SECONDER Tim Ryan, Town Councilor
 AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Rodriguez, Ryan, Saums
 ABSENT: Marshall

2. MOTION to approve additional appropriations from the receipt of supplemental FEMA reimbursement funding for storm Isaias in the total amount of \$5,149.69 as follows:

- \$1,000 to Fire Marshal Account #10120301-55330; and
- \$4,149.69 to Public Works Small Truck CNR Account 21040101-57313.

Moved by Councilor Saums, seconded by Councilor Ingalls

Discussion: Councilor Saums stated the town previously applied for and received FEMA Funding for expenses related to Tropical Storm Isaias that occurred on August 4, 2020. He went on to explain that FEMA increased/adjusted the allocation for Storm Isaias because the federal funding that was allocated for Storm Isaias was underspent. Therefore, FEMA asked municipalities to again review expenses that would qualify for reimbursement. He stated Director of Emergency Management Jim Mann and Public Works Director Steve Masalin worked together to submitted the requested information to FEMA and the town received an additional \$5,149.69.

VOTE: 8- 0 Approved and so declared

RESULT: APPROVED 8- 0
 MOVER: Bill Saums, Town Councilor
 SECONDER Tim Ryan, Town Councilor
 AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Rodriguez, Ryan, Saums
 ABSENT: Marshall

3. MOTION to authorize the Mayor to engage professional services to conduct a survey and draft a legal description of the .75-acre +/- parcel on Bush Pond in preparation to enter into a 99-year lease for \$1.00 with Robert and Betsy Graham.

In addition, appropriate up-to \$5,000 from Account # (Open Space Acquisition) to pay for the survey, the legal description and other administrative services associated to the proposed leasing of the parcel.

Moved by Councilor Saums, seconded by Councilor Ryan

Discussion: Councilor Saums provided some background noting that Bob and Betsy Graham purchased a piece of land on the twenty-three-acre Bush Pond which was parallel to Long Pond. He stated Mr. and Mrs. Graham hired a demolition contractor to remove the decrepit cottages, which included the structures and all the subsurface infrastructure, foundations, etc., and the land has been returned to its original state. He went on to explain that Mr. and Mrs. Graham would like to give/gift about 550 linear feet of the pond frontage to the Town, which was the middle section of the pond. However, he explained because Ledge Light Health District required a certain amount of reserve area for the cesspools for the remaining cottages on the parcel (one cottage on the south side and three cottages on the north side) that the property could not be divided to give a portion of the parcel to the Town. Therefore, he stated that they were discussing a 99-year lease to provide a waterfront park for the Town. He because Mr. and Mrs. Graham have already taken on a lot of the expense, with the removal of the decrepit cottages as noted above, that there would be some expenses for the town that would involve surveying and drafting a legal description of the three-quarter acre parcel to attach to the Lease. He stated the leased property would be under the Administrative Control of the Parks & Recreation Department and would allow non-motorized activities such as fishing, picnicking, canoeing, and kayaking. Councilor Saums concluded by stating that this area of Bush Pond was previously inaccessible to the public because it was surrounded by private property owners. He concluded by stating that Mr. and Mrs. Graham's generosity was amazing

Mayor Allyn stated the Town would not be able to construct a building on the parcel, but they could put in a gazebo for picnicking, and the Graham's would allow the town to put a port-a-john on the property seasonally.

VOTE: 8- 0 Approved and so declared

RESULT: APPROVED 8- 0
MOVER: Bill Saums, Town Councilor
SECONDER Tim Ryan, Town Councilor
AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Rodriguez, Ryan, Saums
ABSENT: Marshall

General Items

9. Discuss Work Session Items as time permits. – None.

XV. ADJOURNMENT

Councilor Rodriguez moved to adjourn, seconded by Councilor Irwin
8 – 0 Approved and so declared. The meeting adjourned at 8:05 p.m.

VOTE:

Transcribed by Roxanne M. Maher
Administrative Assistant to the Town Council

I, Kevin J. Dombrowski, Chairman of the Ledyard Town Council,
hereby certify that the above and foregoing is a true and
correct copy of the minutes of the Regular Town Council
Meeting held on July 27, 2022.

Kevin J. Dombrowski, Chairman