



Legislation Text

File #: 22-017, Version: 2

LAND USE

Subject/Application:

MOTION to approve to update the Appendix to the “*Resolution Establishing Administrative Control of Town Owned or Town Leased Properties*” titled “*List of Real Properties Owned or Leased by the Town of Ledyard*” as presented in the draft dated August 7, 2023.

Background:

The LUPPW Committee is working to review and research the 191 Town-Owned / Town Leased properties on the *Assignment of Administrative Control List* to ensure the Administrative Control was with the appropriate body and to make adjustments as needed.

The *Assignment of Administrative Control* has not been updated since 2017.

There were some new properties that the town has acquired through subdivision that should be added to the List and some properties that should come off the list, which may have been conveyed to Avalonia Land Conservancy or sold such as the Ledyard Center School and the Gales Ferry School; as well as the merging of property lines such as 737 & 741 Colonel Ledyard Highway that took place in 2015 (former Ledyard Center Fire Department, where the new Police Station was built), noting that the property was combined with the Town Hall property; or the War Monument and the Bill Library.

Land Use Director/Town Planner:

The Town has contracted with Claus Georges, CGIS Mapping, LLC, who has completed their review of the forty-six maps and was making good progress. It was anticipated that the GIS update work should work would be completed sometime this summer. .

Meeting Action Detail:

Land Use/Planning/Public Works Committee Meeting 08/07/2023

File #: [22418](#) Version: 1

Type: Land Use

Title: MOTION to approve to update the Appendix to the “*Resolution Establishing Administrative Control of Town Owned or Town Leased Properties*” titled “*List of Real Properties Owned or*

Leased by the Town of Ledyard” as presented in the draft dated August 7, 2023.

Action: Recommend to Approve

Minute Note:

Councilor Paul noted the Land Use/Planning/Public Works Committee has been working to update the Assignment of Town-Owned and Town-Leased Property List for quite some time. He stated the most recent spreadsheet was the culmination of the LUPPW Committee’s work to-date.

Councilor Rodriguez noted that Administrative Assistant Roxanne Maher reached out to the Assessor’s Office for their assistance to provide some additional information regarding eight properties. She noted the Assessor’s Office provided the following information which has been included in the spreadsheet provided this evening:

- 224 Avery Hill Road
Assessor Note: 224 Avery Hill Road was privately owned by Marlene Ross. The Town does not own the 8.751 acre residentially (1010) zoned parcel. The property owner Marlene Ross provided a Trail Easement that was recorded on 11/7/2017.
- ✓ The LUPPW Committee noted the Town’s interest on the spreadsheet indicated 224 Avery Hill Road parcel was a “Easement”. The Committee noted as part of the Tri-Town Trail Association’s work that they have obtained easements from private property owners to gain public access points to the Trail (Bluff Point to Preston Plains Park). The Committee agreed although they wanted to keep the Easement on the List that they would not Assign the parcel to a town department.
- 712R Colonel Ledyard Highway
Assessor Note: 712R was not on Vision or GIS Mapping System.
- ✓ The LUPPW Committee noted the spreadsheet was updated to indicate that this parcel was reconfigured in 2015 to accommodate building the new Police Facility.

- 13 Royal Oaks Drive
Assessor Note: There was no information regarding 13 Royal Oaks Drive on either Vision or GIS about this property. Although the property can be seen on the GIS map, there was no further information.
- ✓ The LUPPW Committee noted that the parcel did not have an Account Number, and therefore, there was an “Auto Number” assigned to property listed on the spreadsheet.

- 16 Whalehead Road
Assessor Note: 16 Whalehead Road was privately owned by Paul & Michel Hilliard and should not be part of this Report. The information provided in the system was for 16R Whalehead Road (see property listed below).
- ✓ The LUPPW Committee agreed to remove 15 Whalehead Road from the List.

- 16R Whalehead Road
Assessor Note: 16R Whalehead Road is the Chapman Cemetery. The Account # 400912.

The LUPPW Committee agreed to add the Account # 400912 to the List on the spreadsheet.

- 14 Windward Lane
Assessor Note: 14 Windward Lane was privately owned by Shawn Towne; and should not be part of this Report.
- ✓ The LUPPW Committee agreed to remove 14 Windward Lane property from the List.

- 14A Windward Lane
Assessor Note: This parcel was the access strip to Meadow Lane (needed to be updated on GIS)

- 20 Windward Lane
Assessor Note: 20 Windward Lane, 5.227 acres, was privately owned by John & Priscilla Bauman; and was not owned by the Town. The Property owners provided a Recreation and/or Conservation Easement for Tri-Town Trail on the property.
- ✓ The LUPPW Committee noted the spreadsheet indicated that 20 Windward Lane was a “Easement”. The Tri-Town Trail Association has obtained easements from private property owners to gain public access points along to the Trail (Bluff Point to Preston Plains Park). The Committee agreed although they wanted to keep the Easement on the List that they would not Assign the parcel to a town department.

Administrative Assistant Roxanne Maher explained in 2020 Tri-Town Trail Association Members Mr. and Mrs. Parkinson requested that the Tri-Town Trail Association be placed under the tutelage of the Parks & Recreation Commission. However, she noted in a letter dated March 18, 2020 LUPPW Committee recommended the Tri-Town Trail Association (Bluff Point to Preston Plains Park) work with the Town’s Land Use Departments.

- MOTION to recommend the Town Council approve to update Appendix to the “*Resolution Establishing Administrative Control of Town Owned or Town Leased Properties*” titled “*List of Real Properties Owned or Leased by the Town of Ledyard*” as presented in the draft dated August 7, 2023.
Moved by Councilor Rodriguez, seconded by Councilor Marshall
Discussion: (See above)

VOTE: 3 - 0 Approved and so declared

Action: Recommend to Approve

Land Use/Planning/Public Works Committee Meeting 06/05/2023

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “*Assignment of Administrative Control*”.

Action: [Continued](#)

Minute Note:

Councilor Rodriguez questioned whether Conservation Commission Chairman Michael Marelli has seen the latest draft of the Assignment List of the Town-Owned or Town-Leased properties. Mr. Marelli stated that he has not seen the latest draft noting that his list ended at Spout Run. Administrative Assistant Roxanne Maher stated that she would send Mr. Marelli the most recent draft of the List, noting that this has been a work in-process, explaining that List has been being updated after each of the LUPPW Committee’s meetings.

The Group (LUPPW Committee, Director of Parks, Recreation, & Senior Citizens Scott Johnson Jr., Land Use Director and Conservation Commission Michael Marelli) reviewed the List of properties and made the following updates:

Account Number	Owners Name	Street # Index	Street Name	Map	Block	Lot	Land Area in Acres	Use Code	Use Descript	Zone	Description	Admin Control	Status of previously unlisted Property	Other Info	Recommendation for admin control
	I TOWN OF LEDYARD	728	COLONEL LEDYARD HWY			728					TOWN GREEN	Parks & Recreation Commission			Parks & Recreation Commission
116780	I TOWN OF LEDYARD	794	COLONEL LEDYARD HWY	53	530	794	0.97	903V	Municipal M00	LCVD	Vacant	Conservation Commission			Recommend Mayor Sell
165025	I TOWN OF LEDYARD	2	FLAT BROOK COURT	120	1340	2	0.22	903v	Municipal M00	R40	Open Space/Drainage	Mayor			Public Works
403290	I TOWN OF LEDYARD	158	GALLUP HILL RD	101	810	158	2.93	903V	Municipal M00	R40	Water Town/Demolished	Parks & Recreation Commission			WPCA
403300	I TOWN OF LEDYARD	169	GALLUP HILL RD	101	810	169	14.64	9033	Public Sch M94	R40	J.A. Clark Field	Parks & Recreation Commission			Parks & Recreation Commission
403400	I TOWN OF LEDYARD	54	INCHCLIFFE DR	106	1080	54	6.67	1330	Subdv Open	R40	Open Space	Parks & Recreation Commission			This is in a Sub division- Not sure it is assigned to Parks & Recreation
	I TOWN OF LEDYARD	91	VINEGAR HILL RD												
404075	I TOWN OF LEDYARD	13	WINTHROP RD	91	2720	13	0.79	903V	Municipal M00	R20	Donahue Property	Conservation Commission			Parks & Recreation Commission
Account Number	Owners Name	Street # Index	Street Name	Map	Block	Lot	Land Area in Acres	Use Code	Use Descript	Zone	Description	Admin Control	Status of previously unlisted Property	Other Info	Recommendation for admin control
	I TOWN OF LEDYARD	728	COLONEL LEDYARD HWY			728					TOWN GREEN	Parks & Recreation Commission			Parks & Recreation Commission
116780	I TOWN OF LEDYARD	794	COLONEL LEDYARD HWY	53	530	794	0.97	903V	Municipal M00	LCVD	Vacant	Conservation Commission			Recommend Mayor Sell
165025	I TOWN OF LEDYARD	2	FLAT BROOK COURT	120	1340	2	0.22	903v	Municipal M00	R40	Open Space/Drainage	Mayor			Public Works
403290	I TOWN OF LEDYARD	158	GALLUP HILL RD	101	810	158	2.93	903V	Municipal M00	R40	Water Town/Demolished	Parks & Recreation Commission			WPCA
403300	I TOWN OF LEDYARD	169	GALLUP HILL RD	101	810	169	14.64	9033	Public Sch M94	R40	J.A. Clark Field	Parks & Recreation Commission			Parks & Recreation Commission

403400	TOWN OF LEDYARD	54	INCHCLIFFE DR	106	1080	54	6.67	1330	Subdv Open	R40	Open Space	Parks & Recreation Commission			This is in a Sub division- Not sure it is assigned to Parks & Recreation
107214	GRAHAM (Town Lease)	600	LANTERN HILL PARK	74	1210	600	Total Acreage 1.91 Town is Leasing .80 Acre	109V	Multi HSES M00	R60	Park	Parks & Recreation Commission			

Administrative Assistant Roxanne Maher noted that she would update the List to include the changes agreed on this evening and send a draft dated June 5, 2023 to everyone to review.

Councilor Paul stated that the LUPPW Committee would continue their work on the “List of Assignment of Administrative Control of Town-Owned and Town-Leased Property” at their July 3, 2023 meeting.

Action: Continued

Land Use/Planning/Public Works Committee Meeting 05/01/2023

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “Assignment of Administrative Control”.

Action: Continued

Minute Note:

The LUPPW Committee reviewed the oversight assignment changes they made at their March 6, 2023 and April 3, 2023 meetings. The Committee agreed that they did not have any additional changes at this time. They noted with this year’s update exercise that a number of properties were being assigned to the Conservation Commission. Therefore, they agreed before finalizing the List to forward to the Town Council for action, that they would like to obtain input from the Conservation Commission to make sure the additional assignments were in-keeping with their work.

Director of Land Use Juliet Hodge questioned what “Administrative Control” involved, noting that some properties were listed as “Mayor to Sell” stating that the Mayor could not just sell property, explaining that it may be part of a Conservation or Open Space Subdivision. She also stated that other parcels may be required as be part of a “Subdivision” in which case those properties should be under the Administrative Control of the Planning & Zoning Commission. She went on to state that some properties could have a catch basin/drainage on it, and therefore, should be assigned to a Commission. She stated that she would review the GIS System to verify that the types of properties she mentioned were being assigned to the appropriate department/commission.

The LUPPW Committee explained that the note “Mayor to Sell” was only a note and not a change in the

administrative assignment of the property. The suggestion/notes were pertaining to small slivers of land, which an adjacent property owner may be interested in buying, putting the property back on the tax rolls and removing it from the town's responsibility. Councilor Paul stated that the List of Administrative Control could be updated anytime should something change.

Administrative Assistant Roxanne Maher explained the "Assignment of Administrative Control of Town-Owned and Town-Leased Property" was an Appendix to the "Resolution Establishing Administrative Control of Town-Owned or Town-Leased Properties". She noted that she would send the LUPPW Committee and Ms. Hodge the Resolution which defined "administrative control" as follows:

"Having the authority to grant permissions for temporary use of the property by groups or individuals; and having the authority to make minor improvements or enhancements to the property which will not change the overall character or use of the property; and having the responsibility to maintain the property in such a way that its present uses may be continued; and having the responsibility to protect the Town from civil or criminal liability in connection with the property".

The Resolution also stated:

"...the Town Council or the Town Meeting retains the responsibility for deciding when any Town owned real property shall be permanently altered, capitally improved, used for totally different purposes, leased, or transferred; subject only to the stipulations and approvals which State or Federal laws may require".

Councilor Paul stated that he would send a memo to Conservation Commission Chairman Michael Marelli to request their input regarding the updated oversight assignments pertaining to the Conservation Commission. He stated that the LUPPW Committee would defer action on the "Assignment of Administrative Control of Town-Owned and Town-Leased Property" to their June 6, 2023 meeting.

Action: Continued

Land Use/Planning/Public Works Committee Meeting 04/03/2023

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the "Assignment of Administrative Control".

Action: Continued

Minute Note:

The LUPPW Committee reviewed the List of Properties that have come into the town's inventory since the "List Assignment of Administrative Control of Town-Owned and Town-Leased Property" was last updated in 2017 and also made some adjustments to the assignment of properties that were previously on the list

Account Number	Owners Name	Street # Index	Street Name	Map	Block	Lot	Land Area in Acres	Use Code	Use Descript	Zone	Descript	Admin Control	Status of previously unlisted Property	Other Info	Recommend for Admin control
104943	I TOWN OF LEDYARD	13	APPLEWOOD DR	99	530	13	1.70	903V	Municipal M00	R60	Open Space	Conservation Commission	Vacant Lot		Conservation Commission
81756	I TOWN OF LEDYARD	151	AVERY HILL RD	24	1790	151	2.43	903V	Municipal M00	R40	Not shown on Town GIS	Further investigation needed	Holmberg Property for Water		WPCA
123672	I TOWN OF LEDYARD	40	BITTERSWEET DR	25	200	40	3.64	903V	Municipal M00	R40	Open Space with Right of Way	Mayor/Public Works	DELETE FROM LIST		Conservation Commission
	I TOWN OF LEDYARD	40A	BITTERSWEET DR	25	200	40A	8.35	903V	Municipal M00	R40	0258/0018	3/21/1996			Public Works
	I TOWN OF LEDYARD	1	CHIDLEY WAY	69	2300	1	1.75	903V	Municipal M00	R40				477/0004	Conservation Commission
	I TOWN OF LEDYARD	6	CHIDLEY WAY	69	2300	6	2.6	1300	Vacant M00	R40				373/805	Conservation Commission
	I TOWN OF LEDYARD	9	CHRISWOOD TRCE	126	480	9	4.88	903V	Municipal M00	R40				196/702	Conservation Commission
	I TOWN OF LEDYARD	35	CHRISWOOD TRCE	139	480	35	1.16	903V	Municipal M00	R40				196/702	Conservation Commission
	I TOWN OF LEDYARD	57	CHRISWOOD TRCE	139	480	57	23.31	903V	Municipal M00	R40				196/702	Conservation Commission
	I TOWN OF LEDYARD	30	COACHMAN PIKE	30	510	30	2.21	903V	Municipal M00	R40				143/223	Conservation Commission
	I TOWN OF LEDYARD	48	COACHMAN PIKE	30	510	48	3.51	903V	Municipal M00	R40				143/223	Conservation Commission
	I TOWN OF LEDYARD	640	COLONEL LEDYARD HWY	68	530	640	26.89	903V	Municipal M00	R40				248/046	Conservation Commission
	G TOWN OF PRESTON	1094	COLONEL LEDYARD HWY	3	530	1094	0.71	903V	Municipal M00	R60			DELETE FROM LIST	273/1003	
	I TOWN OF LEDYARD	93	INDIANTOWN RD												Mayor- Sell
107507	I TOWN OF LEDYARD	99	INDIANTOWN RD	45	1090	99	0.55	903V	Municipal M00	R60	Vacant	Mayor			Mayor
403660	I TOWN OF LEDYARD	9	OLD FORT LN	85	1770	9	0.08	903V	Municipal M00	R20	Walkway to Playground	Mayor/Public Works			WPCA
32249	I TOWN OF LEDYARD	41A	PHEASANT RUN DR	109	1910	41	0.34	903V	Municipal M00	R20	Open Space / Wetlands	Conservation Commission	Pheasant Run Homeowner's Assoc.?		Conservation Commission
	G GROTON TOWN OF	328R	PUMPKIN HILL RD	143	1960	328R	1.1	903V	Municipal M00	R60			DELETE FROM LIST	106/950	
550	I TOWN OF LEDYARD	1479	ROUTE 12	120	2120	1479	19.91	903V	Municipal M00	R40			Vacant Lot		Mayor
Account Number	Owners Name	Street # Index	Street Name	Map	Block	Lot	Land Area in Acres	Use Code	Use Descript	Zone	Descript	Admin Control	Status of previously unlisted Property	Other Info	Recommend for Admin control
1350	I TOWN OF LEDYARD	1567	ROUTE 12	107	2120	1567	1.95	903V	Municipal M00	GFDD			Vacant Lot		Conservation Commission

		13	ROYAL OAKS DR				0.12				Boat Launch, Has no account or lot Number Auto Id # is 6039	Parks & Recreation Commission		Water ?	Parks & Recreation Commission
164303	TOWN OF LEDYARD	38	SABLE DR	97	2145	38	2.97	903V	Municipal M00	R40	Open Space		Vacant Lot		Conservation Commission
403805	TOWN OF LEDYARD	32A	SAW MILL DR	70	2190	32	0.19	903V	Municipal M00	R60	Future Road Right of Way	Conservation Commission			Mayor
164080	TOWN OF LEDYARD	480	SHEWVILLE RD	102	2210	480	11.46	903I	Municipal M96	R60	Loftus Wellfield / Open Space	Conservation Commission / WPCA			WPCA
403812	TOWN OF LEDYARD	990	SHEWVILLE RD	7	2210	990	9.65	903V	Municipal M00	R60	White Hall Park	Conservation Commission			Conservation Commission
	TOWN OF LEDYARD	12	VAN TASSEL DRIVE						Municipal M00		Senior Citizens Center				Senior Citizens Commission
	TOWN OF LEDYARD	152	VINEGAR HILL ROAD						Municipal M00		Nathan Lester House				Historic District Commission

Councilor Rodriguez addressed the Clark Farm Property, located at 1025 Colonel Ledyard Highway (101.80 acres) under the Administrative Control of the Town Council and she stated that a number of Committees had ideas for the use of the property, which included Clark Farm property.

Chairman Dombrowski stated that he has also heard from a number of people who thought the development of the Clark Farm would be a good business opportunity; and that some wanted to restrict the property to only agricultural use or maintain it as open space. He stated that he would also prefer that the property remain as agricultural use or open space. However, he explained stated the Clark Farm was the only large enough piece where they could build a new High School should the need arise in the future (20 - 30 years). He stated if they restricted the Clark Farm or used it for business opportunities that the town would then have to try to find 40 acres of land to buy to build a new High School.

Councilor Paul suggested, and the Committee agreed take a look at the entire List of Town-Owned and Town -Leased Properties at their May 1, 2023 meeting to be sure they have not missed anything before making a recommendation to the Town Council to update the Assignments.

Action: Continued

Land Use/Planning/Public Works Committee Meeting 03/06/2023

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “Assignment of Administrative Control”.

Minute Note:

The LUPPW Committee reviewed the List of Properties that have come into the town’s inventory since the “*List Assignment of Administrative Control of Town-Owned and Town-Leased Property*” was last updated in 2017 as follows:

Account Number	Owners Name	Street # Index	Street Name	Map	Block	Lot	Land Area in Acres	Use Code	Use Descript	Zone	Descript	Admin Control	Status of previously unlisted Property	Other Info	Recommend for Admin control
67395	TOWN OF LEDYARD	37R2	Long Pond Road	73	1369	37R2	0.43	903V	Municipal MOO	R60	Open Space	Conservation Commission	Tax Collector Foreclosed	Landlocked	Conservation Commission
107250	TOWN OF LEDYARD	1007	Shewville Road	7	2210	1007	0.43	903V	Municipal MOO	R60	Open Space	Conservation Commission	Tax Collector Foreclosed	560/79 Near White Hall Park	Conservation Commission
164454	TOWN OF LEDYARD	69	Inchcliffe Drive	106	1080	69	0.18	903V	Municipal MOO	R40	Sub Division Open Space	Mayor	Tax Collector Foreclosed	Pie shaped Try to sell property	Mayor
147320	TOWN OF LEDYARD	5	Spout Run	29	2310	5	3	903V	Municipal MOO	R40	Open space	Conservation Commission	Tax Collector Foreclosed	560/783	Conservation Commission
106680	TOWN OF LEDYARD	332	Colonel Ledyard Highway	141	530	332	44.81	903V	Municipal MOO	R60	House	10/28/2020 Sp. T. Mtg Convey 334 to Avalonia	Tax Collector Foreclosed	Will restore Boundary Line to original/sell portion of property with house	Avalonia Land Conservancy can come off List
103211	TOWN OF LEDYARD	423	Colonel Ledyard Highway	128	530	423	33.9	903V	Municipal MOO	R60	Open Space	Conservation Commission		588/866	Conservation Commission
66800	TOWN OF LEDYARD	81	Vinegar Hill Road	94	2540	81	102.25	903V	Municipal MOO	R60	Open Space	Conservation Commission		Near Lester House Will Tie into Great Oak & Other Trails	Conservation Commission
165025	TOWN OF LEDYARD	2 F	Flat Brook Court	120	1340	2	0.22	903V	Municipal MOO	R40	Open Space	Mayor	Recommend to Sell		Mayor
31509	TOWN OF LEDYARD	9	CHIDLEY WAY	69	2300	9	3.71	903V	Municipal MOO	R40	Subdivision Open Space	Conservation Commission		476/412	Conservation Commission
403025	TOWN OF LEDYARD	391	COLONEL LEDYARD HWY	128	530	391	0.11	903V	Municipal MOO	R60	Future Road WIDENING?	Public Works		45/413	Public Works
	TOWN OF LEDYARD	712R	COLONEL LEDYARD HWY	67	530	712A	0.12	1320	UNBUILDABLE	LCVD	Reconfigured Part of 712	Public Works		484/136	Public Works
403150	TOWN OF LEDYARD	10	DECATUR TRL	75	610	10	0.21	903V	Municipal MOO	R20	Open Space	Public Works			Public Works
163742	TOWN OF LEDYARD	11	DEER LN	100	620	11	0.17	903V	Municipal MOO	R40	Public Road Right of Way	Public Works			Public Works
156505	TOWN OF LEDYARD	271	HALEY RD	128	890	271	13.31	903V	Municipal MOO	R60	Open Space/Wet	Conservation Commission	Vacant Lot		Conservation Commission
126192	TOWN OF LEDYARD	18	HILLTOP DR	53	1010	18	10.28	903V	Municipal MOO	R40	Open Space/Wet	Conservation Commission		523/74	Conservation Commission
60184	TOWN OF LEDYARD	78B	IRON ST	54	1110	78B	0.74	903V	Municipal MOO	R40	78B - 86A -41R are linked to each other	Conservation Commission	Vacant Lot	421/001 Combined 2.5 acres	Conservation Commission
60185	TOWN OF LEDYARD	86A	IRON ST	68	1110	86A	0.86	903V	Municipal MOO	R40	78B - 86A -41R are linked to each other	Conservation Commission	Vacant Lot	141/343 Combined 2.5 acres	Conservation Commission
126200	TOWN OF LEDYARD	41R	IRON ST	53	1110	41	0.92	903V	Municipal MOO	R40	78B - 86A -41R are linked to each other	Conservation Commission	Vacant Lot	Combined 2.5 acres	Conservation Commission
32257	TOWN OF LEDYARD	26	LAUREL LEAF DR	92	1250	26	0.51	1330	Open Space Sub Division	R20	Deeded to Town	Conservation Commission	Vacant Lot		Conservation Commission

158818	TOWN OF LEDYARD	800	LONG COVE ROAD	109	1340	800R	25.11	903V	Municipal M00	R60	Open Space	Historic District Commission	Former Trailer Park		Historic District Commission
34581	TOWN OF LEDYARD	9	LUCIENNE WAY	99	600	9	13.40	1300	Vacant M00	R60	Open Space	Conservation Commission	Vacant Lot		Conservation Commission
81755	TOWN OF LEDYARD	12R	ORCHARD DR	24	1790	12R	1.50	903V	Municipal M00	R40	Easement to Water Tower	Mayor/ Public Works WPCA	Vacant Lot Easement to Water Tower		Mayor/ Public Works WPCA
32261	TOWN OF LEDYARD	1A	OSPREY DR	109	1800	1	0.12	1330	Open Subdivision	R20	Open Space	Mayor Sell	Vacant Lot Open Subdivision		Mayor Sell

Conservation Commission Chairman Michael Marelli noted a 3.32-acre property listed as 538R Colonel Ledyard Highway, which was located behind the Outback Stables, was not included on the Administrative Control of Town-Owned/Town-Leased Properties List. He requested this property be added to the list and that it be assigned to the Conservation Commission noting that this property would allow them to link the trails from Burton Park. He stated in speaking with Land Use Director Juliet Hodge that the paperwork/mylars to transfer the open space property had not yet been filed. He stated that the Conservation Commission has been working with Avalonia Land Conservancy on a number of trails.

Councilor Paul suggested, and the Committee agreed to stop at this point and to continue their discussion regarding the assignment of town-own or town leased properties at their April 3, 2023 meeting.

Action: Continued

Land Use/Planning/Public Works Committee Meeting 02/06/2023

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “*Assignment of Administrative Control*”.

Action: No Action

Minute Note:

Councilor Rodriguez stated that she would contact Land Use Director Juliet Hodge to check on the status of the completion of the Geographic Information System (GIS) Update; so the LUPPW Committee could continue their work to update the List of Town-Owned and Town-Leased Properties.

Chairman Dombrowski stated that he would like to see the List of Town-Owned and Town-Leased Properties be updated relatively soon, noting that this item has been on the Agenda for quite some time. He explained that the Geographic Information System (GIS) was about mapping and that the GIS was not needed to update the list of properties and the assignment or reassignment of the administrative oversight/control. He went on to explain that this exercise involved reviewing the List of Properties and taking the properties that were no longer in the town’s inventory off the list; and adding to the list any new properties that have come into the town’s inventory since the list was last updated in 2017. He also

noted that the LUPPW Committee should conduct a cursory review to make sure the Departments that were assigned the administrative oversight to the properties was still appropriate or whether any assignments should be updated/changed.

Administrative Assistant Roxanne Maher noted that Tax Assessor Adrianna Hedwall could provide the LUPPW Committee with a list of the properties that have come into the town's inventory since 2017.

Chairman Dombrowski urged the LUPPW Committee to move forward with updating the List of the assignment of administrative control of Town-Owned and Town-Leased Property.

Councilor Paul asked the Committee members to review the List to see if the assignments made sense or if any assignments should be changed. He asked that they be prepared to discuss updates to the List at their March 6, 2023 meeting.

Action: No Action

Land Use/Planning/Public Works Committee Meeting 01/09/2023

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the "*Assignment of Administrative Control*".

Action: No Action

Minute Note:

Councilor Rodriguez stated Land Use Director Juliet Hodge was on vacation, but that she would contact her next week to check on the status of the completion of the Geographic Information System (GIS) Update.

Land Use/Planning/Public Works Committee Meeting 12/05/2022

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the "*Assignment of Administrative Control*".

Action: No Action

Minute Note:

Councilor Rodriguez stated the GIS System update work was nearly complete. Therefore, she stated the LUPPW Committee would be able to address the *Assignment of Administrative Control of Town-Owned and Town-Leased*

Property in January, 2023.

Action: No Action

Land Use/Planning/Public Works Committee Meeting 11/07/2022

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “*Assignment of Administrative Control*”.

Action: No Action

Minute Note:

Councilor Rodriguez stated the GIS System update work was nearly complete. Therefore, she stated that the LUPPW Committee would be able to address the *Assignment of Administrative Control of Town-Owned and Town-Leased Property* in January, 2023.

Land Use Director Juliet Hodge stated some of the outstanding tasks to complete the GIS Update work were with Tax Assessor Adrianna Hedwall at this time. She stated that she believed all of the GIS Update work should be complete by January, 2023

Land Use/Planning/Public Works Committee Meeting 10/03/2022:

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “*Assignment of Administrative Control*”.

Action: No Action

Minute Note:

Land Use Director Juliet Hodge stated some of the outstanding tasks to complete the GIS Update work were with Tax Assessor Adrianna Hedwall at this time. She stated that she believed all of the GIS Update work should be complete by January, 2023.

Action: No Action

Land Use/Planning/Public Works Committee Meeting 10/03/2022:

File #: [22418](#) Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “*Assignment of Administrative Control*”.

Action: No Action

Minute Note:

Councilor Rodriguez stated that she would talk with Land Use Director Juliet Hodge regarding the completion of the GIS System update.

Action: No Action

Land Use/Planning/Public Works Committee Meeting 9/19/2022

File #: [22418 <https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5814186&GUID=E2C7069F-CBA6-4209-A4C0-5F8D44613280>](https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5814186&GUID=E2C7069F-CBA6-4209-A4C0-5F8D44613280)
Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “*Assignment of Administrative Control*”.

Action: No Action

Meeting Note:

Councilor Rodriguez questioned whether the work to update the GIS System has been completed. Councilor Paul stated he would check on the status of the project with Land Use Director Juliet Hodge.

Land Use/Planning/Public Works Committee Meeting 8/1/2022

File #: [22418](#)

<https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5814186&GUID=E2C7069F-CBA6-4209-A4C0-5F8D44613280>

Version: 1

Type: Land Use

Title: Continued discussion and possible action to periodically review the list of town owned property; and update accordingly for the “*Assignment of Administrative Control*”.

Action: No Action

Meeting Note:

No Action