



## Legislation Details (With Text)

**File #:** 22-305      **Version:** 1      **Name:**

**Type:** Financial Business Request      **Status:** Passed  
(FBR)

**File created:** 8/16/2022      **In control:** Town Council

**On agenda:** 9/14/2022      **Final action:** 9/14/2022

**Title:** MOTION to approve a bid waiver to CLA Engineers in the amount of \$25,100 for technical services related to streamlining and consolidation of ordinances and creation of technical standards for roads, drainage, and other work in the Town rights-of way.

**Attachments:** 1. Ledyard Road-Drainage Ordinance and Tech Standards Consolidation.pdf

Date	Ver.	Action By	Action	Result
9/14/2022	1	Town Council	Approved and so declared	Pass
9/7/2022	1	Finance Committee	Recommended for Approval	Pass

### FINANCIAL BUSINESS REQUEST (FBR)

#### **Motion/Request:**

MOTION to approve a bid waiver to CLA Engineers in the amount of \$25,100 for technical services related to streamlining and consolidation of ordinances and creation of technical standards for roads, drainage, and other work in the Town rights-of way.

#### **Background:**

The Town’s road and drainage ordinances are dated, and additional road right-of-way and stormwater management ordinances have been created to deal with specific issues beyond technical standards associated with these areas. This has been needed for some time, and serious efforts have been undertaken to update the road ordinance, but these have fallen short of ultimate action.

A central part of the initiative would be to separate technical standards into a single reference that would be independently, and more readily maintained/updated. Another important facet of this initiative would be streamlining the ordinance side by consolidating and updating the administrative requirements in managing and enforcing standards as applied to infrastructure in Town rights-of-way. Additionally, specific recommendations would be generated to synchronize Land Use regulations with the new standards and revised ordinance(s).

CLA Engineers is presently the Town’s technical agent in providing substantial assistance in the management of administrative efforts toward compliance with the Municipal Separate Storm System (MS4) program. CLA Engineers operates under a standing bid waiver in this capacity. A significant portion of this effort overlaps with the MS4 area, but a number of elements are outside of this. Therefore, a bid waiver would be needed to engage them directly for this work.

I will be working closely with CLA to incorporate any other ordinance elements necessary to bring our guidelines up to date (e.g., road cut permitting and restoration).

CLA's proposal is attached for further review and consideration.

**Department Comment/Recommendation:**

I recommend proceeding with this initiative. No additional funding is needed at this time. I will use appropriated FY23 funding in account 10140101-53300 (Professional/Tech Services) and will seek supplemental funding only if necessary. This is uncertain at this time depending on the amount of regular MS4 activity that is required this year.

**Finance Director Comment/Recommendation:**

Account 10140101-53300 (Professional/Tech Services) is budgeted for \$70,000 and currently has an unencumbered, remaining balance of \$26,250.

**Mayor Comment/Recommendation:**

(type text here)

**Meeting Action Details:**

**Town Council Meeting 9/14/2022**

Minutes Note: [Minutes Note:](#)

File #:

[22305 < https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5808615&GUID=B5F936A7F-1414-4C62-BBBF-CFAF311DF291 >](https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5808615&GUID=B5F936A7F-1414-4C62-BBBF-CFAF311DF291)  
Version: 1

Type: Financial Business Request (FBR)

**Title:** MOTION to approve a bid waiver to CLA Engineers in the amount of \$25,100 for technical services related to streamlining and consolidation of ordinances and creation of technical standards for roads, drainage, and other work in the Town rights-of way.

**Mover:** [Tim Ryan <](#)  
<https://ledyardct.legistar.com/PersonDetail.aspx?ID=272276&GUID=217F0B4F-15D9-4CA3-B8DB-37D6E88E2114>.  
**Secunder:** [Bill Saums <](#)  
<https://ledyardct.legistar.com/PersonDetail.aspx?ID=272277&GUID=C70785B4-9E4F-4F98-AA21-78986FB8912D>>

**Result:** Pass

**Minutes Note:**

Moved by Councilor Saums, seconded by Councilor Ryan

Discussion: Councilor Saums stated he recalled serving on the Land Use/Planning/Public Works Committee with Chairman Dombrowski and Mayor Allyn a number of years ago during which time they discussed the need to update Ordinance #300-25 (formerly Ordinance #45) “*An Ordinance Regulating the Addition of Any New Street or Highway to the Highway System of the Town of Ledyard*”. He also stated prior to his passing in 2014 that Mr. Bob Lamb regularly attended the LUPPW Committee meetings and the Town Council meetings to talk about the need and the importance to update Road Ordinance.

Councilor Saums went on to explain in rewriting technical regulations and specifications for engineering projects that you need to be undisturbed. He stated the town did not have the resources to dedicate to this work, noting that Public Works Director/Town Engineer Steve Masalin wears many hats; and although he has started the work to update the Ordinances that Mr. Masalin does not have time to dedicate to this type of project. Therefore, he stated he was pleased that the town was finally going to update Ordinance #300-25 (formerly Ordinance #45) “*An Ordinance Regulating the Addition of Any New Street or Highway to the Highway System of the Town of Ledyard*”.

Chairman Dombrowski stated that the Planning & Zoning Commission also attempted to update/rewrite Ordinance #300-25 (formerly Ordinance #45) “*An Ordinance Regulating the Addition of Any New Street or Highway to the Highway System of the Town of Ledyard*”; noting that they were also unable to complete the task.

Councilor Saums concluded his remarks by stating because CLA Engineers was currently operating under a Standing Bid Waiver as the Town’s technical agent in providing substantial assistance in the management of administrative efforts

toward compliance with the Municipal Separate Storm System (MS4) program that Mr. Masalin has requested a Bid Waiver to engage CLA Engineers directly for their technical work related to rewriting Town's road and drainage ordinances, noting a significant portion of updating the technical standards of the town's ordinances overlapped with the MS4 area.

VOTE: 6- 0 Approved and so declared

Action: [Recommended for Approval](#)

### **Finance Cmt Meeting 9/7/2022**

File #: [22305 <](#)  
<https://ledyardct.legistar.com/LegislationDetail.aspx?ID=5808615&GUID=BF936A7F-1414-4C62-BBBF-CFAF311DF291> [>](#) Version: 1

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Request (FBR)

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Mover: [Tim Ryan <](#)  
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Seconder: [Bill Saums <](#)  
<https://ledyardct.legistar.com/PersonDetail.aspx?ID=272277&GUID=C70785B4-9E4F-4F98-AA21-78986FB8912D> [>](#)

Result: Pass

**Minutes note:** Moved by Councilor Ryan, seconded by Councilor Saums Discussion: Public Works Director/Town Engineer Steve Masalin explained that the Town's road and drainage ordinances were dated, and additional road right-of-way and stormwater management ordinances have been created to deal with specific issues beyond technical standards associated with these areas. He stated rewriting the ordinances have been needed for some time, and although efforts have been undertaken to update the road ordinance, that the work has fallen short of ultimate action. Mr. Masalin went on to explain that a central part of the initiative would be to separate the technical standards into a single reference that would be independent from the Ordinance, and be more readily maintained/updated, as the State currently does with their technical standards. He stated another important facet of this initiative would be to streamline the Ordinances by consolidating and updating the administrative requirements in the managing and enforcing standards, as applied to the infrastructure in Town rights-of-way. He stated in addition, specific recommendations would be generated to synchronize the Land Use Regulations with the new standards and the revised Ordinance(s). Mr. Masalin stated CLA Engineers was currently operating under a Standing Bid Waiver as the Town's technical agent in providing substantial assistance in the management of administrative efforts toward compliance with the Municipal Separate Storm System (MS4) program. He stated because a significant portion of updating the technical standards of the town's ordinances overlapped with the MS4 area, that he was requesting a bid waiver to engage them directly for their technical work related to rewriting Town's road and drainage ordinances. Mr. Masalin concluded by stating that he would be working closely with CLA to incorporate any other ordinance elements necessary to bring the town's guidelines up to date (e.g., road cut permitting and restoration). He noted CLA's proposal was included in the Agenda packet on the meeting portal for further review and consideration. He stated that no additional funding was needed at this time, explaining that he planned to use funding appropriated to Account 10140101-53300 (Professional/Tech Services) in the Fiscal Year 2022/2023 Budget (\$70,000 was budgeted; remaining balance of \$26,250). He stated because the amount of regular MS4 activity was uncertain that should additional funding be necessary that he would seek supplemental funding at that time. Mayor Allyn, III, addressed the many hats Public Works Director/Town Engineer Steve Masalin wears. Therefore, he stated this was a good opportunity to bring in a consultant to help supplement the work that Mr. Masalin does. He noted prior to the passing of Mr. Bob Lamb in 2014, that he addressed the need and importance to update Ordinance #300-25 "*An Ordinance Regulating the Addition of Any New Street or Highway to the Highway System of the town of Ledyard*". VOTE: 2- 0 Approved and so declared

**Action: Recommended for Approval**