



**TOWN OF LEDYARD**  
CONNECTICUT  
TOWN COUNCIL  
HYBRID FORMAT

741 Colonel Ledyard Highway  
Ledyard, CT 06339

860 464-3203  
Roxanne Maher

Chairman Kevin J. Dombrowski

**MINUTES**  
**LAND USE/PLANNING/PUBLIC WORKS COMMITTEE –**  
**REGULAR MEETING**

Monday, August 7, 2023

6:00 PM

Town Hall Annex Building

**DRAFT**

- I. CALL TO ORDER – The meeting was called to order by Councilor Paul at 6:00 p.m. at the Council Chambers, Town Hall Annex Building.

Councilor Paul welcomed all to the Hybrid Meeting. He stated for the Town Council Land Use/Planning/Public Works Committee and members of the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town's Website – Granicus-Legistar Meeting Portal.

- II. ROLL CALL –

| Attendee Name      | Title                    | Status  | Location  | Arrived | Departed |
|--------------------|--------------------------|---------|-----------|---------|----------|
| Gary Paul          | Committee Chairman       | Present | In-Person | 6:00 pm | 6:30 pm  |
| John Marshall      | Town Councilor           | Present | In-Person | 6:00 pm | 6:30 pm  |
| S. Naomi Rodriguez | Town Councilor           | Present | In-Person | 6:00 pm | 6:30 pm  |
| Eric Treaster      | Resident                 | Present | In-Person | 6:00 pm | 6:08 pm  |
| Roxanne Maher      | Administrative Assistant | Present | Remote    | 6:00 pm | 6:30 pm  |

- III. CITIZENS' PETITIONS

Mr. Eric Treaster, 10 Huntington Way, Ledyard, stated Mayor Allyn, III appointed him as the Zoning Citation Official and the Blight Citation Official. He stated with these appointments he carefully reviewed the following governing Ordinances:

- Ordinance #300-009 (rev. 1) “*An Ordinance Establishing Citations for Zoning Violations*”
- Ordinance #300-012 (rev.1) “*An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard*”

Mr. Treaster stated there were several places in Ordinance #300-12 (rev. 1) that point to the wrong section or a nonexistent section. He explained these corrections need to be made because if a case were to go to court that the incorrect references in the Ordinance could invalidate the whole case and he noted that he would provide a list of the areas that need to be corrected.

Mr. Treaster continued by addressing the Founders Preserve Property. He noted the Land Use/Planning/Public Works Committee June 5, 2023 minutes confirmed that the transfer of the Founders Preserve Property to Avalonia Land Conservancy had not been done yet. He stated Land Use Director Juliet Hodge made several comments regarding the property transfer, which were well documented in the minutes. He stated the Founders Preserve was about 96± acres and was about 5-times the amount of land that was used by the Ledyard Fair. He stated that he recognized that the land was difficult to develop and that it may also have things such as Indian burial grounds, graves, and historical things, etc. However, he stated the entire 96± acres cannot be all that challenging to develop, noting the acreage of the parcel that had been planned for a subdevelopment. He stated it was his opinion that losing the property in the long term would come back to bite the town. He urged the town to reevaluate losing control of the 96± acres in perpetuity. He stated Ledyard lost the reservoir to Groton in perpetuity, and now they were about to lose control of the Founders Preserve Property to Avalonia Land Conservancy in perpetuity. He stated perhaps the property could be used for the Fairgrounds, for housing, or education (school or junior college), or as a farm. He stated the tiny bit of risk associated with liability does not justify what it was going to cost to get the property back if they needed it in the future.

Councilor Paul stated at a Special Town Meeting held on October 28, 2020 the townspeople voted to transfer the 96± acres to Avalonia Land Conservancy. He stated the property the Land Use/Planning/Public Works Committee would be discussing later this evening under New Business Item #1 was to sell a residential property located at 332 Colonel Ledyard Highway that the town acquired thru a foreclosure in 2017. Mr. Treaster stated he understood that. However, he stated the land the townspeople voted on in 2020 was mis-identified, which made it defective; and therefore, it needed to be done again. He stated what the citizens voted on was not the land that was to be transferred; and he noted that Land Use Director Juliet Hodge discovered that in her research. He stated as a citizen he was saying *“Lets not give away precious land that the town is going to need someday, unless it was for a really good reason....And that really good reason has not been not been made public”*.

Councilor Paul asked Mr. Treaster to send the corrections to the Ordinances he noted earlier this evening to the Town Council Office.

Councilor Rodriguez stated at the Town Council’s July 26, 2023 meeting they authorized the Mayor to contract with a Realtor to sell the residential property located at 332 Colonel Ledyard Highway; Which as the property they would be discussing later this evening under New Business Item #1.

Mr. Treaster stated according to Land Use Director Juliet Hodge there were three sets of drawings for the 96 ± Founders Preserve parcel; noting the three drawings do not match. Administrative Assistant Roxanne Maher explained since the Land Use/Planning/Public Works Committee’s June 5, 2023 meeting Attorney Rob Aveena and Surveyor Eric Seitz have completed their work and the boundary lines were being restored to their original

boundary lines before the former developer purchased the property and changed them for their proposed subdivision. She stated by restoring the property lines to their original boundaries, the detached garage was now back on its original parcel, which was 332 Colonel Ledyard Highway, noting the boundary line issues have been resolved.

Mr. Treaster thanked the Land Use/Planning Public Works Committee for their time this evening. He left the meeting at 6:08 p.m.

IV. PRESENTATIONS/INFORMATIONAL ITEMS- None.

V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of June 5, 2023

Moved by Councilor Rodriguez, seconded by Councilor Marshall

VOTE: 3 - 0 Approved and so declared

IV. OLD BUSINESS

1. Town-owned/Town-leased property; and update accordingly for the “*Assignment of Administrative Control of Town-Owned and Town-Leased Property*”.

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-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 contained 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

**RESULT: 3 – 0 RECOMMEND TO APPROVE**

**MOVER:** S. Naomi Rodriguez, Town Councilor

**SECONDER:** John Marshall, Town Councilor

**AYES:** Gary Paul, John Marshall, Naomi Rodriguez

2. “*Resolution Administrative Control of Town-Owned or Town-Leased Property*”.

Councilor Paul stated while the LUPPW Committee was working to update the List of Assignments of Town-Owned and Town-Leased Property (see Old Business Item #1), that he thought it would be a good exercise to also review its governing Resolution. He stated during the last update of the Resolution, which occurred on November 12, 2008; that the List of Properties were taken out of the Resolution and put into an Appendix to allow for the List to be updated as needed without having to also update the Resolution each time.

Councilor Paul continued by noting for the purpose of the Resolution the following:

*Administrative Control:*

*“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 **Town Council or the Town Meeting retains** the responsibility for deciding when any Town owned real property **shall be permanently altered, capially 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 concluded by stating in reviewing the Resolution that he did not think any clarification or revisions were needed that would be substantive, noting that he was comfortable with how the document was currently written.

Councilor Rodriguez stated that she agreed with Councilor Paul.

The LUPPW Committee, by consensus, agreed to remove this item from their future agendas.

**RESULT: COMPLETED**

**Remove from Agenda**

3. Enforcement of regulations to address blight issues

Councilor Paul stated a Blight Report was provided for the period of May – July 2023. He noted it was broken out into the following categories:

- 10 - NEW COMPLAINTS
- 4 - NEW BLIGHT CASES OPENED THAT REMAIN UNRESOLVED
- 13 - OPEN BLIGHT CASES: OLD/ONGOING
- 10 - CLOSED BLIGHT CASES THIS QUARTER

Councilor Rodriguez stated that she was pleased with the Report noting it was well organized and that the background information was helpful. She noted that the Land Use Department has been making progress in working with property owners to address the issues pointing out that ten blight cases were closed out this quarter.

**RESULT: DISCUSSED/CONTINUED**

**Next Meeting: 09/05/2023 5:30 p.m.**

4. Security and safety concerns regarding the Park on East Drive (Christy Hill Park).

Councilor Paul stated that he checked with Police Chief John Rich noting there have been no new issues reported. He stated once the new combined Parks, Recreation & Senior Citizens Commission was in-place that they would be scheduling a follow-up to the Community Relations Committee Informational Gathering that was held last summer (July 20, 2023). He stated the Community Relations Committee was looking forward to following up the residents in the area of the Park on East Drive; and that he would keep the LUPPW Committee informed once a date has been set.

**RESULT: DISCUSSED/CONTINUED**

**Next Meeting: 09/05/2023 6:00 p.m.**

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

V. NEW BUSINESS

1. Preparation to list town-owned property located at 332 Colonel Ledyard Highway for sale relative to the required 8-24 Review.

Councilor Paul provided some background explaining that the Town acquired the house located at 332 Colonel Ledyard Highway thru a foreclosure in June, 2017. He stated

because there was a title issue regarding the property boundary lines the Town did not have a clear title that would allow the sale of the property. Therefore, he stated, in the meantime, the Town had been leasing the house for about \$15,600 in rent per year, until the title issue could be resolved, at which time the town planned to dispose of/sell the house, with the hope of recouping the loss of back taxes owed on the property.

Councilor Paul went on to state as part of the transfer of the former Founders Preserve Property (approved at a Special Town Meeting held on October, 28, 2020), Avalona Land Conservancy contracted Attorney Rob Aveena and Surveyor Eric Seitz to perform a Site Plan and Survey. He stated with this work completed the boundary lines have been corrected (reverted back to original boundary lines), so that the detached garage associated with the house was now within the property boundary lines of 332 Colonel Ledyard Highway, and the property was ready to be sold.

Councilor Paul continued by noting at the Town Council's July 26, 2024 meeting the Mayor was authorized to contract with a Realtor to sell 332 Colonel Ledyard Highway. He stated Chairman Dombrowski suggested the Land Use/Planning/Public Works Committee forward a request to the Planning & Zoning Commission to conduct an 8-24 Review for the sale of 332 Colonel Ledyard Highway before the town received an offer from an interested party, as not to delay the sale of the property

The LUPPW Committee, by consensus, agreed to send a memo to the Planning & Zoning Commission to request they conduct an 8-24 Review for the sale of 332 Colonel Ledyard Highway, noting that in accordance with Chapter VII; Section 9 of the Town Charter a Special Town Meeting would be held at which the Townspeople would be asked to vote on the sale of 332 Colonel Ledyard Highway.

**RESULT: COMPLETED**

2. Land Use/Planning/Public Works Committee September, 2023 meeting date due to the Labor Day Holiday.

Councilor Paul noted because the first Monday of September was Labor Day, that when the LUPPW Committee filed their Annual 2023 Meeting schedule with the Town Clerk they scheduled their meeting for Tuesday, September 5, 2023. He stated that he wanted to check with the Committee members to see if they were available on Tuesday September 5, 2023 or if they needed to reschedule their September meeting date.

Councilor Rodriguez and Councilor Marshall noted that they were both available on Tuesday, September 5, 2023.

It was noted this would be a "Regular Meeting" because the schedule that was filed in the Town Clerk included the Tuesday, September 5<sup>th</sup> date.

**RESULT: COMPLETED**

3. Any other New Business proper to come before the Committee. None.

IX. ADJOURNMENT-

Councilor Rodriguez moved the meeting be adjourned, seconded by Councilor Marhsall.

VOTE: 3 - 0 Approved and so declared, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Gary Paul  
Committee Chairman  
Land Use/Planning/Public Works Committee