



**TOWN OF LEDYARD**  
**CONNECTICUT**  
**PUBLIC WORKS DEPARTMENT**

741 Colonel Ledyard Highway  
Ledyard, CT 06339

**Comprehensive  
Municipal Facilities  
Capital Needs  
FY 2025 Update**

by

Steven E. Masalin  
Director of Public Works

January 15, 2025

- I. Background:** After many years of undertaking capital building projects piecemeal through the CIP process, with the result that a large backlog has developed a comprehensive approach was pursued starting in FY13. Funding was appropriated to two funds to deal with both the backlog of work and establish an ongoing reserve fund. The funds have since been consolidated into a single reserve fund.
- II. Purpose:** The purpose of this document is to provide an annual update for the present comprehensive municipal facilities maintenance needs to provide a basis for a strategic approach to capital improvements and replacements. This document provides the background for the support of CIP proposals for municipal facilities needs and associated cost estimates. In some cases, the proposed item funding includes contingency. Supporting cost information is available in several cases.
- III. Scope/Background:** The package will accommodate proposals for capital needs at the following non-BOE facilities.
- Town Hall Complex (includes Annex)
  - Police Station
  - Emergency Services Building
  - Highway Garage (including Transfer Station)
  - Bill Library
  - Gales Ferry Library/Community Center
  - Senior Center
  - ACO Facility
  - Town Green
- IV. Proposal:** The following delineates the critical needs by facility, along with whatever details exist by way of cost estimates.
- A. Town Hall Complex: The Town Hall complex at 741 Colonel Ledyard Highway consists of a main building and Annex. Since the main building's original construction in 1956, the complex has undergone progressive expansion to arrive at its present configuration and has received various renovations and improvements through the years. The present needs are delineated below:
1. Interior Fire Door Replacement: Per Fire Marshal direction, several doors in the main building were targeted for upgrade to fire door rating. Most of these doors have been replaced, but four (4) essential ones remain. The work includes deck plates, door closers, and in some cases new locksets. At an individual cost of \$1,300 each, the estimated total for this effort is \$5,200.
  2. Carpeting: Concurrent with the recent upper level remodeling work, the upstairs hallway was recarpeted. Additional areas of upper and lower level are due for new carpeting. A rough estimate for this is \$12,000.
  3. Upper Level Remodeling: Completed.
  4. Lower Level Remodeling: Completed.

5. Exterior Trim: Completed.
  6. Exterior Entrance Improvements: The front entrance and the canopies at the north side entrance and the nursing and building department office entrances have been completed. The canopy at the south side entrance has been absorbed into the vertical lift project. Miscellaneous finishing touches remain at the north side and west entrances.
  7. Elevator: Though the Town Hall is technically in compliance with ADA requirements, handicapped patrons who have business on both floors or otherwise find themselves entering the building on the wrong floor have no means of reasonable access between floors. These patrons must exit the building and reposition their vehicles for access to the needed floor. Adding an elevator was originally thought to be the appropriate resolution to this problem. An estimate of \$400,000 was received in 2019. As previously noted, alternatives to a traditional elevator were to be investigated. This was done and it was found that a suitable vertical lift option at a significantly lower price (about \$140K) could be implemented. ARPA funds were earmarked for this, and the project was initiated in December 2024.
  8. Town Clerk Countertop Improvements: The Town Clerk countertop is slated for ADA improvements. The entire countertop will be replaced to accommodate this. ARPA funding has been earmarked for this.
- B. Police Station: This new building was completed in 2016. Some HVAC improvements were undertaken in 2024, which targeted lingering issues.
- C. Ledyard Firehouse: Formerly designated the Emergency Services Building, this facility at 11 Fairway Drive was constructed in 2004. Key needs are described below.
1. Exterior Paint: Completed.
  2. Heating Flue Replacement: With the conversion to infrared heating in the apparatus bay, the number of active flues was reduced to one, reducing the cost to the point that replacement may be accomplished as routine maintenance.
  3. Sprinkler System Connection and Activation: The building was constructed with most of the internal piping and fixtures required for sprinkling. The SCWA system is inadequate to provide the flows for this system. With the provision of a stub to the building from the WPCA municipal system (and tank) now installed, these flows are available. This item includes all appurtenances and piping necessary to make the interconnection between the WPCA system and the building for the sprinkler system only. The cost should be no more than \$25K.
  4. Lighting Conversion. The facility would benefit from a conversion to programmable LED lights as done at other facilities. The cost is uncertain.
  5. Miscellaneous Renovations and Improvements. These constitute various facility aging-related items that have not been fully scoped at this time.

- D. Public Works Complex: This complex includes the Ledyard Highway Garage and Transfer Station and associated buildings at 889R Colonel Ledyard Highway. The buildings in this complex were originally constructed in 1985. There have been several improvements and renovations to these facilities, but many of the original features and facets remain, including roofs and driveways/parking areas. The following capital needs exist.
1. Tile Floor/Garage Floor: Completed with an epoxy-based option.
  2. Transfer Station Attendant Shed Replacement: Completed.
  3. Driveway and Parking Lot Resurfacing: Most of the present surface of the driveway and parking areas are the original surface of 1985. Extensive in-house mill/fill was applied this year to stretch things along. This item provides for the resurfacing of these areas. The estimate for this is \$175,000 for the Public Works area and an additional \$75,000 for the Transfer Station area.
  4. Salt Shed Exterior Paint: A stop-gap effort was applied this year; it will need to be readdressed in a few years.
  5. Furnace: The furnace at the Highway Garage is due for replacement. This is estimated at about \$17K.
  6. Emergency Generator: The emergency generator and associated switchgear at the Highway Garage is due for replacement. This is estimated at about \$60K.
- E. Bill Library: This old building has seen the rejection of two major renovation projects in recent years. The following major needs remain which primarily address maintenance issues, rather than improvements.
1. Exterior Window Replacement: The exterior windows universally need replacement for various reasons, including operational failures to leaking seals. About 25% of the windows were replaced in 2008. Replacement of the remaining seventeen (17) windows was deferred pending the outcome of the decision regarding the major renovation project. With the rejection of this project, we have returned to the need to continue this replacement. The estimated cost to finish this process has increased to more than \$60K.
  2. Siding: The entire building needs exterior treatment. It would be most sensible to go to siding at this point. This is estimated at about \$100K.
  3. Basement Floor Waterproofing: Several areas of the basement floor leak with heavy rain. Waterproofing is needed and is estimated to be \$20,000.
- F. Gales Ferry Library/Community Center: Limited capital improvements have been undertaken at this old building that is leased from the Gales Ferry Fire District. However, certain issues need urgent attention.

1. Roof Repair. The repair for the addition area was completed in FY16. The upper roof is approaching its life expectancy. Replacement should be considered soon. A rough estimate for this has increased to \$36,000.
  2. Window Replacement: Several windows observed to have significant deterioration were replaced in August 2016. Additional windows on the first floor are showing earlier signs of deterioration but should be considered for replacement. Estimated cost: \$15,000.
- G. Senior Center: This facility was constructed in 1992. Both wear-and-tear related repair efforts and design inadequacies have been targeted.
1. Reroofing: Completed.
  2. Parking Lot Drainage Improvements and Resurfacing: The original design of the drainage system for the parking area out front of the building relied on infiltration, which has proven inadequate and has negatively affected the rate of deterioration of the asphalt surface. This problem had been partially addressed at the very front of the building, but it needs to be completed. Concurrently, the asphalt areas should be resurfaced. Reconfiguration of a small area at the back of the building is also needed. The estimated cost of this effort is \$175,000.
  3. Siding: Siding replacement is due. This would cost around \$65K.
  4. Van Canopy: There is no under-cover protection for the transportation vans. This results in particular hardship in winter conditions. This is a warranted addition. A simple lean-to would cost around \$10,000.
  5. Emergency Generator: The facility would benefit from having an emergency generator. This and associated switchgear is estimated at about \$75K.
- H. ACO Facility: The ACO Facility is collocated with the Highway Garage and its original buildings were constructed concurrently with it in 1985. Certain capital improvements and repairs have been accomplished over the years, including a significant array of improvements to bring the facility up to State requirements, but the following pressing needs remain.
1. Quarantine Kennel: Needs repainting and floor repairs. The cost is uncertain.
  2. HVAC: HVAC upgrade is needed. The estimated cost is \$15K.
  3. Tile Floor: Completed with an epoxy-based option.
- I. Town Green: This property was repurposed from the historic use as a Fairgrounds. Substantial improvements were completed through a STEAP grant with other efforts to advance its utility continuing. The property comprises a number of facilities and uses, including the Food Pantry, Farmer's Market, and various uses managed by the Parks & Recreation Department.

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2. Pavilions: The gable ends need renovation. This is estimated at about \$18K.

**V. Coordination:** In several cases, the work represented by this capital needs package may be divided into several discrete categories by which implementation may be undertaken. Wherever possible, work in each category may be packaged and bid separately to achieve the best value.

**VI. Summary Cost Considerations.** Substantial progress continues to be made in addressing the backlog of building work, and the Mayor and Town Council have been very proactive in targeting this area with special appropriations, including one most recently from the proceeds of the sale of 332 Colonel Ledyard Highway. In conjunction with grant and bond funds the Town saw a net reduction of unfunded needs from \$1.13M to about \$800k. A detailed, prioritized cost summary of the present backlog follows.

| <b><i>Town Facilities Capital Needs</i></b> |                                               |     |       |           |            |             | 01/15/25   |
|---------------------------------------------|-----------------------------------------------|-----|-------|-----------|------------|-------------|------------|
| Facil                                       | Description                                   | Pri | Coord | Est       | Act/Budget | Cum         |            |
|                                             | Cum FY25                                      |     |       |           | \$53,936   |             |            |
| TH                                          | Trim Repairs                                  | H   |       | \$92,000  | \$88,000   | \$88,000    |            |
| TH                                          | Vertical Lift                                 | H   |       | \$135,000 | \$138,000  | \$226,000   |            |
| TH                                          | Town Clerk Countertop Improvements            | H   |       | \$5,500   | \$5,500    | \$231,500   |            |
| BL                                          | Exterior Window Replacement                   | H   |       | \$60,000  | \$62,500   | \$294,000   |            |
| BL                                          | Siding                                        | H   |       | \$100,000 | \$105,000  | \$399,000   |            |
| PW                                          | New Furnace                                   | H   |       | \$17,000  | \$17,500   | \$416,500   |            |
| ACO                                         | HVAC Upgrades                                 | H   |       | \$15,000  | \$16,000   | \$432,500   |            |
| PW                                          | New Generator                                 | H   |       | \$60,000  | \$62,500   | \$495,000   |            |
| SC                                          | New Siding                                    | H   |       | \$65,000  | \$68,000   | \$563,000   |            |
| GFL                                         | Roof Repair                                   | M   |       | \$34,000  | \$36,000   | \$599,000   |            |
| TG                                          | Repair Pavilion Gables                        | M   |       | \$18,000  | \$19,000   | \$618,000   |            |
| TH                                          | Interior Fire Door Replacement                | M   |       | \$5,200   | \$5,500    | \$623,500   |            |
| SC                                          | New Generator                                 | M   |       | \$75,000  | \$80,000   | \$703,500   |            |
| BL                                          | Basement Floor Waterproofing                  | M   |       | \$20,000  | \$22,500   | \$726,000   |            |
| PW                                          | Parking Lot Drainage Improvements/Resurfacing | M   | x     | \$150,000 | \$175,000  | \$901,000   |            |
| SC                                          | Parking Lot Drainage Improvements/Resurfacing | M   | x     | \$150,000 | \$175,000  | \$1,076,000 |            |
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| TH                                          | Carpet Replacement                            | L   |       | \$18,000  | \$18,500   | \$1,169,500 |            |
| SC                                          | Van Storage Lean-To                           | L   |       | \$10,000  | \$11,000   | \$1,180,500 |            |
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|                                             |                                               |     |       |           |            | \$1,220,500 |            |
|                                             | Net Available Funding                         |     |       |           |            | \$428,120   |            |
|                                             | Unfunded Balance                              |     |       |           |            | (\$792,380) |            |
|                                             |                                               |     |       |           |            |             | in process |
|                                             |                                               |     |       |           |            |             | ARPA       |
|                                             |                                               |     |       |           |            |             | Roof bond  |
| ACO                                         | ACO Facility                                  |     |       |           |            |             |            |
| ALL                                         | All Facilities                                |     |       |           |            |             |            |
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|                                             |                                               |     |       |           |            |             | Roof bond  |
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