



TOWN OF LEDYARD
CONNECTICUT
LEDYARD TOWN COUNCIL

MINUTES

FINANCE COMMITTEE

741 Colonel Ledyard Highway
Ledyard, CT 06339
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Roxanne Maher
(860) 464-3203

FISCAL YEAR 2026/2027 WORK SESSION
THURSDAY, MARCH 12, 2026 - 2:00 P.M.
HYBRID MEETING FORMAT
VIDEO CONFERENCE & IN-PERSON
COUNCIL CHAMBERS, ANNEX BUILDING

DRAFT

- I. CALL TO ORDER – The Work Session was called to order by Councilor Buhle at 2:00 p.m. at the Town Hall Annex Building, Council Chambers.

Councilor Buhle welcomed all to the Video Conference Meeting; and she noted that the remote meeting information for the Town Council Finance Committee Budget Work Session and members of the Public to participate in this afternoon’s meeting 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
Jessica Buhle	Town Councilor	Present	In-Person
Carmen Garcia-Irizarry	Town Councilor	Present	In-Person
Tim Ryan	Town Councilor	Present	In-Person
Gary St. Vil	Town Council Chairman	Present	Remote
April Brunelle	Town Councilor	Present	Remote
Fred Allyn III	Mayor	Present	In-Person
Ian Stammel	Assistant Finance Director	Present	In-Person
Patricia Riley	Town Clerk	Present	In-Person
Dianna Mann	Registrar of Voters	Present	In-Person
Judy Johnson	Registrar of Voters	Present	In-Person
Karen Parkinson	Historic District Commission Chaiman	Present	In-Person
Vincent Godino	Historic District Commission Member	Present	In-Person
Scott Johnson, Jr.	Director of Parks & Recreation & Senior Citizens	Present	In-Person
Jessica Franco	Library Director	Present	In-Person
John Bolduc	Library Commission Chairman	Present	In-Person
Karen Goetchius	Director of School Nurses	Present	In-Person
Justin Dube	MIS Director	Present	In-Person
Kirk Lauri	MIS Assistant	Present	Remote
Lee Ann Berry	Resident	Present	Remote
Roxanne Maher	Administrative Assistant	Present	Remote

III. PRESENTATIONS

DEPARTMENTS' PROPOSED FISCAL YEAR 2026/2027 BUDGET

2:00p.m. Town Clerk Patricia Riley

Department 10110311 Town Clerk

Mayor proposed \$176,915; an increase of \$3,270 or 1.9% over the Fiscal Year 2025/2026 budget.

➤ **Town Clerk No CIP Request Fiscal Year 2026/2027**

2:10 p.m. Registrar of Voters Diana Mann and Judy Johnson

Department 10110301 Registrar of Voters

Mayor proposed \$55,435; an increase of \$1,6150 or 3% over the Fiscal Year 2025/2026 budget.

10110303 Elections –

Mayor proposed \$90,983; an increase of \$27,921 or 44.3% over the approved Fiscal Year 2025/2026 budget.

Early Voting – The Group discussed the funding needed to support the Early Voting. Registrar of Voters Diana Mann explained that currently the State was not providing any funding for Early Voting for next year. However, she stated that they were considering reducing the number of days for early voting, and therefore, they would not need as many people/hours which would reduce the amount of what they spent this year for early voting.

➤ **Registrars No CIP Requests Fiscal Year 2026/2027**

2:20 p.m. Historic District Commission – Chairman Karen Parkinson & Vincent Godino
Department 10110103 Historic District Commission

Mayor proposed \$21,210; an increase of \$3,439 or 19.4%% from the Fiscal Year 2025/2026 budget.

➤ **Historic District Capital Improvement Plan (CIP) Request –**

Sawmill Dam Remediation Work	\$25,000
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The dam has been being destroyed by overtopping during heavy rainstorms. This project was to design and construct modifications to the dam to remediate overtopping and extend the life of the dam for at least 50 years.

The design and permitting process was expected to take up to two-years and would require the services of a qualified and experienced dam engineering firm. This will be done through a competitive RFP. Once the design has been completed, a competitive bid package for construction would be issued and a contractor with dam experience would be selected to perform the modifications. The Construction work was estimated to take two-years. Work on the design phase can be initiated using carryover capital funds during the second half of the current fiscal year.

This Project will be funded of several years as follows: 2026/2027 \$25,000; Fiscal Year 2027/2028: \$25,000; 2028/2029: \$50,000; 2029/2030: \$250,000; 2030/2031: \$100,000

Total	Historic CIP Fiscal Year 2026/2027	\$25,000
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2:45 p.m. Parks & Recreation, Senior Citizens Center Director Scott Johnson, Jr.

Department 10160101 Parks & Recreation, Senior Citizens

Mayor proposed \$689,999; an increase of \$21,014; or 3.1% over the Fiscal Year 2025/2026 budget.

➤ Recreation & Senior Citizens Capital Improvement Plan Requests – Director Scott Johnson, Jr.

Tree Trimming/Removal	\$15,000
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Remove trees that are dangerous.

Security Camera	\$15,000
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Install security cameras at the senior center, community center, and possibly Blonders/ Judge Crandall. Includes, recorders, POE, and cameras.

Park Amenities	\$20,000
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Parks & Recreation were in need of new dog bag stations in the park. Also, the Field storage boxes were very old and holes have developed due to rust that allows the mice to get into the equipment.

Funding to purchase new dog bag stations, field equipment boxes, and possibly bleachers.

Blonders Upgrades	\$25,000
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Parks & Recreation were having issues with the toilets and had to replace two-toilets this past summer. The toilets were at the end of their useful life and they clog often resulting in increased plumbing costs.

The pavilion lights were currently turned on/off at the breaker. This was not good for the breaker/ panel and required staff to turn on/off when we have bookings. Switches would save electrical repair costs and labor.

This funding would replace toilets in the bathroom with new commercial grade toilets, and address electrical work to include switches for the pavilion lights to reduce stress on breakers and possible light upgrades for the Pavilion.

AED and Climate Control Boxes \$17,000

With new technology it is now possible to safely store Automated External Defibrillators (AED) at outdoor locations with climate-controlled storage.

The new storage boxes specifically made for parks/ fields include fans, heaters, alarms, strobe lights, built in cameras(anti-theft), and can even automatically call emergency services in the event of an emergency.

Purchase and installation of AED's, signage, and climate controlled boxes.

Total Parks & Rec CIP Fiscal Year 2026/2027 \$92,000

3:00 p.m. – Social Services Mayor Allyn, III

10130301 Social Services

Mayor proposed \$32,312 or 100% over the Fiscal Year 2025/2026 budget.

- Stipends: \$10,000
- Part-time Wages: \$21,000
- Food Pantry Expenses: \$ 612
- Operational Costs: \$ 500
- TOTAL \$32,312

➤ **No Social Services Capital Improvement Plan (CIP) Requested for 2026/2027**

3:05 p.m. – Library Director Jessica Franco & Chairman John Bolduc

10150101 Library

Mayor proposed \$652,651an increase of \$10,693 or 1.7% over the Fiscal Year 2025/2026 budget.

The Finance Committee requested a breakdown of the Library's current discounts with the Connecticut Library Consortium and THE Libraries On-Line Incorporated (LION) Consortium Fees for Fiscal Year 2026/2027.

➤ **No Library Capital Improvement Plan (CIP) Requested for 2026/2027**

3:30 p.m. – School Nurses Director Karen Goetchius

10130103 School Nurses

Mayor proposed \$517,876;an increase of \$15,386 or 3.1% over the Fiscal Year 2025/2026 budget.

➤ **No School Nurses Capital Improvement Plan (CIP) Requested 2026/2027**

3:50 p.m. Department 10112151 Management Information Systems(MIS) Director Justin Dube

Mayor proposed \$428,315; an increase of \$27,697 or 6.9% over the approved Fiscal Year 2025/2026 budget.

Mr. Dube noted that the MIS Department Budget included contracts/licenses for the various software platforms the town used such as the Munis Financial Software, Granicus/Legistar Meeting Portal; Zoom subscription, a new addition of a Land Use software; and cyber security software along with other operational expenses.

MIS Capital Improvement Plan (CIP) Requests-

Computer Equipment; Technology & Server Upgrade Sinking Fund \$77,175

In Fiscal Year 2012-2013 the Computer & Server Replacement Sinking Fund was established for the entire Town Government Organization. This allowed enterprise funding to be available to meet the yearly PC replacement schedule and provided funding for server replacements. All Town Government Departments’ computer funding is in this one (1) MIS department capital line item

The MIS Department has a yearly purchase of replacement PCs on a seven (7) year rotational basis. It is imperative that this schedule be kept for efficiency and productivity of the employees.

Servers within the Town Hall and at remote locations (Public Works, Senior Center, Police Department, etc.) require replacement every ten (10) years. It is imperative that this schedule be kept to avoid server and employee downtime.

The Network Equipment and other IT Devices were replaced when they hit the end of life. This was important because the town needs to keep their network secure. End of life devices were easier to hack because they no longer receive security updates. This included Firewalls, Switches, Wi-Fi devices, Camera systems, and other various components the town utilizes to keep services up.

This project has a HIGH risk of deferring project.

This project cannot be deferred due to the complete reliance on technology for employees to perform their job functions.

Estimated Cost: \$77,175

FY27 Cost	FY28 Cost	FY29 Cost	FY30 Cost	FY31 Cost	FY32 Cost	FY33 Cost	TOTAL
\$77,175.00	\$81,033.75	\$85,085.44	\$89,339.71	\$93,806.69	\$96,620.90	\$101,451.95	\$624,913

Meeting Room Technology Replacements \$62,500

This project was intended to replace the current Town of Ledyard General Government Meeting Room setups. The Current Owl Systems were starting to show their age and were starting to fail. To keep these meeting rooms up and functional they should be

replaced sooner rather than later. Last fiscal year the MIS Department installed a new system in the Council Chambers as a “Proof of Concept”. There were still a few pieces left to install such as a new TV, but it has been well received. The next step would be to install these setups in the remaining meeting rooms. This includes new Cameras, Speakers, Microphones, Displays, and Meeting Controllers.

These rooms include the following:

- Senior Center Cafeteria
- Parks and Rec Directors Office
- Town Hall Meeting Room
- Annex Meeting Room
- Land Use Office
- Police Department Admin Office Meeting Room
- Police Department Training Room
- Emergency Operations Center
- Emergency Services Building (“EOC Lite”)

By updating these meeting rooms, they would be increasing Government Transparency and providing residents with an increased ability to participate in their Town Government.

This Project would be the primary focus for next fiscal year (fy 26/27) as the town relies on the equipment during the meetings to work properly and the current systems are starting to fail.

This project was estimated to cost \$125,000. The Mayor has allocated \$62,500.

The benefit of being able to replace all the systems at the same time (\$125,000) would be for equipment compatibility.

Total MIS Department CIP Fiscal Year 2026/2027	\$139,675
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4:30 p.m. Budget Work

During the work sessions the Finance Committee asked questions about line items in each category in the department’s budget. The Committee also explained to each Department that should there be any changes in State Revenues proposed by the Governor’s Budget, that they may want to meet again with the Finance Committee to offer alternatives, suggestions and recommendations as the Finance Committee works to put forwarded a recommended Fiscal Year 2026/2027 Budget.

The Finance Committee also noted during their review of the information provided by the Departments; that they were pleased to see that Staff worked to off-set General Government contractual increases with reductions in other expenses and to find efficiencies. The Committee commented that considering the current inflationary environment the Mayor and his staff have done a good job to proposed a reasonable Fiscal Year 2026/2027 Budget.

The Committee agreed to leave their discussion regarding the Capital Improvement Plan (CIP) Budget as part of their wrap-up work, noting that each Department has been reviewing their Capital Requests along with their Operational Budgets; and found their “*Excellence Gap*” suggestions to be thoughtful.

IV. ADJOURNMENT

The Fiscal Year 2026/2027 Budget Work Session adjourned at 4:40 p.m.

Respectfully submitted,

Jessica Buhle
Committee Chairman
Finance Committee