



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL
HYBRID FORMAT

741 Colonel Ledyard Highway

Ledyard, CT 06339

towncouncil@ledyardct.org

860 464-3203

Roxanne Maher

Administrative Assistant

MINUTES
FINANCE COMMITTEE
REGULAR MEETING

Wednesday, August 6, 2025

5:00 PM

Annex Meeting Room - Video Conference

DRAFT

- I. CALL TO ORDER - The Meeting was called to order by Committee Chairman Councilor Saccone at 5:00 p.m. at the Council Chambers Town Hall Annex Building.

Councilor Saccone welcomed all to the Hybrid Meeting. He stated for the Town Council Finance 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
Jessica Buhle	Town Councilor	Present	In-Person	5:00 pm	
Tim Ryan	Town Councilor	Present	In-Person	5:00 pm	5:21 pm
Tony Saccone	Town Councilor	Present	In-Person	5:00 pm	5:21 pm
Fred Allyn, III	Mayor	Present	In-Person	5:00 pm	5:21 pm
James Mann	Director Emergency Services/Fire Marshal	Present	Remote	5:00 pm	5:21 pm
Roxanne Maher	Administrative Assistant	Present	Remote	5:00 pm	5:21 pm

III. RESIDENTS AND PROPERTY OWNERS COMMENTS -None.

IV. PRESENTATIONS/INFORMATIONAL ITEMS – None.

V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Finance Committee Minutes of June 18, 2025.

Moved by Councilor Buhle, seconded by Councilor Ryan

VOTE: 3 – 0 Approved and so declared

VI. FINANCE DIRECTOR'S REPORT -None

VII. FINANCIAL REPORTS – None.

III. OLD BUSINESS

1. Continued discussion regarding potential uses for the funding received from the National Opioid Settlement Payments.

Mayor Allyn, III, noted that all the States involved in the Class Action lawsuit received notification about another settlement from Perdue Pharma. He stated at this time they do not know the amount of the settlement. He explained that the State of Connecticut would distribute 15% of the settlement funds received to the 169 towns and that they would hold back 85% of the settlement funds.

Mayor Allyn, III, went on to state that the Grant Funding (two 5-year grants periods (total 10 years)) that has supported the Ledge Light Health District Ledyard Prevention Coalition Program would be ending around September 30, 2025. He stated that Senior Health Program Coordinator Kerenza Mansfield would like to attend the Finance Committee's September 3, 2025 meeting to present a proposal to request Ledyard provide financial support, using the National Opioid Settlement Funding, to enable the Ledyard Prevention Coalition to continue their programs and activities related to the Opioid Prevention, Recovery, Wellness Programs, Narcan training; as well as providing Narcan Emergency Kits at selected locations in town.

Mayor Allyn continued by noting to-date the Town Council has disbursed the National Opioid Settlement Funding to support local Organizations as follows:

- \$36,100 to the Ledyard Prevention Coalition - September 27, 2023;
- \$10,000 to Community Speaks Out - October 23, 2024;
- \$10,000 to Connecticut Recovery Support – January 15, 2025.

Councilor Saccone questioned whether the Ledyard Prevention Coalition has been providing the town with reports regarding their work using the National Opioid Settlement Funding. Mayor Allyn stated that Ms. Mansfield has been providing Reports at the Ledyard Prevention Coalition monthly meetings and that he would ask that she provide the reports when she attends the September 3, 2025 Finance Committee meeting.

RESULT: DISCUSSED

Next Meeting 9/03/2025 : 5:00 p.m.

2. Continued discussion regarding the status and possible changes to Capital Improvement Plan (CIP) and Capital Non-Recurring (CNR) Fund based on the *American Rescue Act* Funding (ARPA) and the process to approve ARPA Projects and expend ARPA Funding.

Mayor Allyn, III, provided an update regarding the following Parks & Recreation Projects that were added to the ARPA Projects List:

- Gales Ferry Community Center Tennis Court Repairs – Completed.
- Gales Ferry Community Center Fence – Completed.
- Gales Ferry Community Center Basketball Court Repairs – Will be Completed by Tuesday, August 12, 2025.

Councilor Buhle stated that the solid surface for the Juliet W. Long School playground has been installed and that the Playground build was scheduled for Saturday, August 9, 2025, noting that the work should be completed before August 28, 2025 which was the first day of school.

Councilor Ryan noted the last ARPA Projects Spreadsheet the Finance Committee received was dated June 10, 2025. He questioned the status and accounting for the Ledyard Sewer Line Extension Projects.

Mayor Allyn, III, noted that Finance Director Matthew Bonin was on vacation and that he would ask him to provide an updated ARPA Projects Spreadsheet for the Finance Committee's September 3, 2025 meeting.

RESULT: DISCUSSED

Next Meeting 9/03/2025 : 5:00 p.m.

3. Continued discussion regarding potential grant opportunities.

Councilor Buhle provided an update on Ledyard's 2025 Grant Application *COPS Law Enforcement Technology and Equipment Grant* Application in the amount of up-to \$240,000. She noted at their April 17, 2025 meeting the Town Council approved to resubmit their 2025 Congressionally Directed Spending Initiative under the 2026 Application submission. She noted that once again their Grant Application has been approved by Appropriations Committee and that they were waiting for final approval by Congress.

Councilor Saccone questioned whether the Congressional Directed Grant Funding would be used to upgrade radio equipment. Councilor Buhle stated the *COPS Law Enforcement Technology and Equipment Grant* would be used to purchase equipment that would modernize and increase the functionality of the emergency services software that would allow them to maintain the records for the Police Department, Dispatch, and their Police Officers. She stated the upgraded software would include enhanced mapping capabilities, and would give them the ability to go back into historical data for investigative purposes; as well as interface with the court system.

RESULT: DISCUSSED

Next Meeting 9/03/2025 : 5:00 p.m.

4. Regular Quarterly Joint Finance Committee Meetings between the Town Council and Board of Education.

Councilor Saccone stated their first Quarterly Joint Meeting with the Board of Education had been scheduled for August 19, 2025. However, he stated because of contract negotiations that the Board of Education would not be available. He stated in speaking with Board of Education Finance Committee Chairman Earl (Ty) Lamb that they would like to move the meeting to August 20, 2025, which would be in-place of the Finance Committee's Regular Meeting.

Councilor Buhle and Councilor Ryan noted that they would be available to attend the Joint Quarterly Meeting on August 20, 2025 at 5:00 p.m. in the Council Chambers.

Councilor Ryan asked that the Quarterly Meeting schedule be discussed and agreed on at the August 20, 2025 meeting.

RESULT: COMPLETED

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

VIII. NEW BUSINESS

1. MOTION to recommend the Town Council appropriate \$10,000 to Account #21020301-57300-G0015 (Fire Marshall - New Equipment - State Grant).

In addition, authorize the expenditure of up to \$10,000 to complete the upgrade to the Emergency Operations Center (EOC) for Emergency Management.

The funding source for this project is the Town of Ledyard's FY 2026 Nuclear Safety Emergency Program Funding.

Moved by Councilor Buhle seconded by Councilor Ryan

Discussion: Director of Emergency Management/Fire Marshall Jim Mann, attending remotely via Zoom, explained that every year the town was eligible to receive grant funding through the Nuclear Safety Emergency Program (NSEP) to provide improvements to the Emergency Operations Center (EOC), which was located in the basement of the High School. He stated these funds would be used for: (1) Radio upgrades as the town continues their work to switch over to the State-wide 4T and 2T on the 800 mg ban; and (2) Complete the Communication Upgrade at the Police Department. He stated once they spend the money that the State would fully reimburse the town.

Mayor Allyn stated Nuclear Safety Emergency Program (NSEP) provides Ledyard with about \$16,000 each year to purchase new equipment and provide upgrades at the Emergency Operations Center (EOC) and other emergency services.

Councilor Saccone noted that it would be a cleaner expenditure if the town had a Emergency Operations Center (EOC) New Equipment Budget Line instead of using the Fire Marshall's New Equipment Budget Line.

VOTE: 3- 0 Approved and so declared

RESULT: APPROVE TO RECOMMEND 3 – 0

MOVER: Jessica Buhle, Town Councilor

SECONDER: Tim Ryan, Town Councilor

AYES: Jessica Buhle, Tim Ryan, Tony Saccone

2. MOTION to recommend Town Council authorize Mayor Fred B. Allyn, III to execute the “*Standard Fast Track and Study Process Generator Interconnection Agreement*” and “*Contingent Approval for INT-109249*” between The Connecticut Light and Power Company d/b/a Eversource Energy for INT-109249 - Juliet Long School-Ledyard Board of Education.

In addition, authorize payment of \$1972.00 to Eversource Energy for Metter Cost - INT-109249 - Juliet Long Elementary School-Ledyard Board of Education - Netting Non-Residential (NRES) - 165.6kW.

Moved by Councilor Ryan, seconded by Councilor Buhle

Discussion: Mayor Allyn, III explained with the completion of the solar array installation at the Juliet W. Long School that the next step was to enter into the *Generator Interconnection Agreement with Eversource*. He stated once the Agreement was in place Eversource could turn the solar energy system on. He stated the town expects to save about \$4,000 per month in electric costs with the solar array panels on the Juliet W. Long School. He noted that a solar array system would also be installed at the Gales Ferry School.

Councilor Saccone questioned whether there would be any routine/preventive maintenance required for the solar array panels. Mayor Allyn stated that they were not aware of any required routine/preventive maintenance. However, he stated the solar arrays were insured through the Town’s Connecticut Interlocal Risk Management Agency (CIRMA) Insurance Policy, explaining that there were some hazards such as hail, etc.

Councilor Ryan questioned the following:

- Whether the *Interconnection Agreement with Eversource* included a Power Buy Back Agreement, noting that some Agreements require that they buy the power back from a specific supplier.

Mayor Allyn explained that the solar energy would be used directly by the Juliet W. Long School and would not be going to the grid. He stated the Juliet W. Long School electric bill was about \$12,000 per month. He stated the solar arrays would not generate enough power that would be in excess of the what the school was using; therefore, there would not be any solar energy going back to the grid. He went on to explain because the Gales Ferry School would have a large solar array that the energy produced would offset about 50% of their monthly electric bill.

- Purchase the Meter
Mayor Allyn stated the town would be required to purchase the meter that shows the amount of energy that was being generated by the solar array system versus the amount of energy that was being provided by Eversource.

Councilor Saccone questioned:

- Whether they would see more savings in the electric bills during the summer months when the school was not in session. Mayor Allyn stated with the air conditioning system that they would most likely not see too much of a difference in the monthly electric bills.
- Does the town have to buy their electricity from Eversource - Mayor Allyn stated that the town was not beholden to Eversource.

Mayor Allyn continued by stating the Auditor brought to the town's attention another mechanism to substantially help to offset the schools electric costs. He noted that other schools have been able to reduce their electrical costs and that a proposal for additional electrical savings for the schools would be presented to the Finance Committee soon.

VOTE: 3– 0 Approved and so declared

RESULT: APPROVE TO RECOMMEND 3 – 0

MOVER: Tim Ryan, Town Councilor

SECONDER: Tony Saccone, Town Councilor

AYES: Jessica Buhle, Tim Ryan, Tony Saccone

3. MOTION to recommend the Town Council approve Standing Bid Waivers as follows:

- Vendors included in the Town of Ledyard Standing Bid Waiver List for FY 25/26,
- Capital Region Purchasing Council Bids,
- State of Connecticut bids,
- Other states' bids, purchasing cooperatives (i.e. Sourcewell), and federal government bids.

Town of Ledyard
FY 25/26
Standing Bid Waiver List

Department	Vendor	Description	Reason	On List in Prior Year	Contract Term Date
Administrator of Emergency Services	Yale New Haven Healthcare	Firefighter physicals	Only area provider capable of supporting appointment based physicals	Yes	N/A
Debt Service	Munistat	Financial Services Advisor	Financial advisor for all bond and BAN issuances. Holds Town's debt records and history. Need to continue with them for consistency and institutional record keeping.	Yes	N/A
Human Resources	Isolved Inc. (Timeforce)	Time & Attendance Software for payroll	General government time and attendance system. Selected after RFQ process. Need to continue with this system for consistency and efficiency.	Yes	N/A
Human Resources	InTime Services Inc.	Time & Attendance Software for payroll	Police and Dispatch time and attendance system. Designed for unique police scheduling requirements. Need to continue for consistency and efficiency.	Yes	N/A
Ledyard Fire Company and Gales Ferry Fire Company	Firematic Supply Company Inc.	Hurst Extrication Tools & Morning Pride Turnout Gear	Sole authorized vendor and repair shop for Hurst jaws of life and for PPE for both fire companies.	Yes	N/A
Ledyard Fire Company and Gales Ferry Fire Company	MES - Shipman's Fire Equipment Co.	Scott Airpak Breathing Apparatus	Sole authorized vendor.	Yes	N/A

Department	Vendor	Description	Reason	On List in Prior Year	Contract Term Date
Ledyard Fire Company and Gales Ferry Fire Company	Bulldog Fire Apparatus Inc.	Fire Apparatus Repair and Maintenance	Specialized in fire apparatus repairs and familiar with the town's equipment. Long standing history of quality work. Close proximity (Bozrah, CT) helpful when towing is required.	Yes	N/A
Ledyard Fire Company and Gales Ferry Fire Company	ESO Solutions Inc.	Record Keeping and Reporting Software	Specialized software for fire and emergency services. Utilized for incident tracking, record keeping and required state reporting.	Yes	N/A
Libraries	Libraries Online, Inc. (LION)	Regional Computer Network	Automated network at Library. Unique vendor used by many of the state's municipal libraries.	Yes	N/A
MIS	Gemni Software	Computer Software Support	Assessor, Tax Collector software – current provider.	Yes	06/30/28
MIS	Tyler Technologies	Financial Software Support	Annual support, upgrades, and hosting fee for Munis software; sole provider of existing software.	Yes	N/A
MIS	Granicus	Meeting management and web streaming platform	Under contract for the next year	Yes	06/30/28
MIS	Fiber Store	Network Cables/Modules/Equipment	They provide lower cost fiber equipment than OEM's that work just as well.	Yes	N/A
Parks & Recreation	Hinding Tennis LLC	Crack Repairs for Tennis and basketball courts	Installed our tennis/basketball courts and holds the patent for the RiteWay Crack Repair System specifically designed for the membrane of those courts, ensuring we do not void warranty.	Yes	N/A
Parks & Recreation	M & M Hydroseeding LLC	Non contract field work	Perform field work not included in the contract as needed. Most work can be done in conjunction with work included under the contract resulting in savings.	Yes	N/A
Parks & Recreation	Pioneer Manufacturing Company	Field paint	Bulk purchasing direct from manufacturer	No	N/A
Police	MHQ Municipal Vehicles, Putnam Ford, Whaling City Ford, Colonial Ford or dealership with lowest price	Police Cruisers	Providers of police cruisers.	Yes	N/A
Police	CentralSquare (Tritech Software Systems)	CAD System	Sole provider for existing CAD system.	Yes	N/A
Police	Nexgen Public Safety Systems	CAD/RMS System Software	Proposed sole provider for new upgraded CAD/RMS System	Yes	N/A

Department	Vendor	Description	Reason	On List in Prior Year	Contract Term Date
Police	AAA Police Supply	Ammunition	Contract priced duty and training ammunition	Yes	N/A
Police	Communications Plus	Police Base Station & Radio Service and Installation	Sole provider of base station radios.	Yes	N/A
Police	Motorola Solutions (Watchguard Video)	In-Car Video System and Body Worn Cameras	For purchase and maintenance of system. State approved and priority vendor for maintenance of the system.	Yes	N/A
Police	Flock Safety	Automated License Plate Reader Technology	Sole provider with networked cameras in surrounding communities, full regional network info available to our	No	N/A
Police	PowerDMS Inc.	Document management system	Sole source provider	No	N/A
Public Works	CLA Engineers	Consulting Engineers	MS4 program requirements per RFQ selection in FY05 and subsequent TC bid waiver.	Yes	N/A
Public Works	Morton Salt, Inc	Treated Salt	Proprietary Ice-B-Gone blend used exclusively by the Town.	Yes	N/A
Public Works	BETA Group, Inc.	Consulting Engineer	Annual Pavement Management support and periodic comprehensive road inspection survey and reporting. Selected in 2010 to provide these services and has been authorized through formal bid waivers since.	Yes	N/A
Public Works	Frost Solutions	Road Surface Monitoring Stations	Permanently-installed proprietary road surface and weather monitoring stations for winter operations. Originally less than \$5,000 per year but now above.	Yes	N/A
Public Works	Twin Cedars, Inc.; Freightliner of Hartford; and RJ's Diesel Repair, Inc	Truck/Heavy Equipment Service	These companies are specialized in heavy equipment repairs and familiar with the town's equipment	Yes	N/A
Town Clerk	New Vision (Catalis) and Adkins Printing	Land Record Indexing / Election Supplies	The Town has a contract with both vendors for these state mandated services.	Yes	N/A

Moved by Councilor Buhle, seconded by Councilor Ryan

Discussion: Councilor Ryan stated that he appreciated the format of the Standing Bid Waiver List, which now included the reason for a vendor to be on the List. He went on to note that two new vendors were added to the Standing Bid Waiver List. He also noted that he did not recall the seeing the Parks & Recreation's request to include the Pioneer Manufacturing Company for the Field Paint on the list in previous years; and therefore, he question whether they were a sole source provider. Councilor Saccone stated that Parks, Recreation & Senior Citizens Director Scott Johnson, Jr., previously explained that the field striping was a specialty area and in the past years the town only received one bid.

Councilor Saccone went on to note the Fire Departments requested be the following Vendors be included on the Standing Bid Waiver List, explaining that they were sole source providers; proprietary equipment; or proprietary software vendors:

- Firematic Supply Company
- MES-Shipmans Fire Equipment Company
- Bulldog Fire Apparatus, Inc.
- ESO Solutions, Inc.

Councilor Ryan noted that the Fire Departments' vendors have been included on the Standing Bid Waiver List in past years. Councilor Saccone stated that Councilor Ryan was correct.

Mayor Allyn stated over the years they have reduced the number of Vendors that were included on the Standing Bid Waiver List.

Background: In accordance with Ordinance #200-001 entitled "*An Ordinance for Purchasing*" the purchasing thresholds are as follows: (1) For purchases of goods or services between \$5,000 - \$14,999 the Town shall solicit a minimum of three quotes; and (2) For purchases over \$15,000, a minimum of three (3) proposals are required through a competitive bid process. In addition, annually the Town Council approves a "*Standing Bid Waiver List*" for unique vendors, lowest possible prices obtainable, sole vendors, and fewer than three bidder situations, noting that the Town's Purchasing Ordinance requires them to request competitive bids for items in excess of \$15,000.

VOTE:

3– 0 Approved and so declared

RESULT: APPROVE TO RECOMMEND 3 – 0

MOVER: Tim Ryan, Town Councilor

SECONDER: Tony Saccone, Town Councilor

AYES: Jessica Buhle, Tim Ryan, Tony Saccone

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

X. ADJOURNMENT

Councilor Saccone moved the meeting be adjourned, seconded by Councilor Buhle

VOTE:

3 - 0 Approved and so declared, the meeting was adjourned at 5:19 p.m.

Respectfully submitted,

Anthony Saccone, Sr.
Committee Chairman
Finance Committee