



# TOWN OF LEDYARD

CONNECTICUT  
TOWN COUNCIL

Chairman Kevin J. Dombrowski

MINUTES  
LEDARD TOWN COUNCIL – REGULAR MEETING  
WEDNESDAY, MARCH 22, 2023; 7:00 PM  
HYBRID FORMAT  
VIDEO CONFERENCE VIA ZOOM

**DRAFT**

- I. CALL TO ORDER – Chairman Dombrowski called the meeting to order at 7:00 p.m. at the Council Chambers, Town Hall Annex Building.

Chairman Dombrowski welcomed all to the Hybrid Meeting. He stated for the members of the Town Council and 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. PLEDGE OF ALLEGIANCE

- III. ROLL CALL –

| Attendee Name      | Title          | Status  | Location  |
|--------------------|----------------|---------|-----------|
| Kevin Dombrowski   | Town Councilor | Present | In-Person |
| Andra Ingalls      | Town Councilor | Present | In-Person |
| Whit Irwin         | Town Councilor | Present | In-Person |
| John Marshall      | Town Councilor | Excused |           |
| Mary McGrattan     | Town Councilor | Present | In-Person |
| Gary Paul          | Town Councilor | Present | In-Person |
| S. Naomi Rodriguez | Town Councilor | Excused |           |
| Timothy Ryan       | Town Councilor | Present | In-Person |
| William Saums      | Town Councilor | Present | Remote    |

- IV. INFORMATIONAL ITEMS/PRESENTATIONS – None.

- V. RESIDENTS AND PROPERTY OWNERS – None.

- IV. COMMITTEE COMMISSION AND BOARD REPORTS – None.

Mr. Ralph Racich, 18 Brewster Drive, Gales Ferry, noted that he was the newest member of the Library Commission and that he was present to make the following Library Announcement:

*“Ledyard Public Library is pleased to announce that we are currently housing the Welcoming Library in our Children’s Department at the Bill Library and Gales Ferry Library. It’s a positive pop-up conversation on immigration and the acclaimed collection of picture books featuring new arrival and new American families reflect these themes. Readers and listeners of all ages will have a chance to meet these families on the page, while exploring the commonality shared by all cultures. Further exploration was available using the I’m Your Neighbor Discussion Questions which makes this collection great for the classroom use or reading one-on-one. These items are available to check-out at both the Bill Library and the Gales Ferry Library; and will be showcased in early April.”*

The Town Council and Mayor thanked Mr. Reich for the Library Public Announcement and for volunteering to serve the town by participating on the Library Commission.

- VI. COMMENTS OF TOWN COUNCILORS

Councilor Paul stated while driving home from work this afternoon that he saw a couple of people picking up roadside trash on Sandy Hollow Road. He also noted that he often sees his neighbors walking on Avery Hill Road Extension and picking up roadside trash. He stated that he wanted to recognize and thank Ledyard’s residents who were keeping our community clean.

Chairman Dombrowski stated with today’s gorgeous weather he noticed a lot of folks out walking and riding bicycles. He reminded residents to be mindful of pedestrians who were walking or riding their bicycles on their roads to make sure they ensure the safety of all their residents. He stated he hoped everyone would enjoy the Spring weather.

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Minutes of March 8, 2023  
Moved by Councilor Ryan, seconded by Councilor Ingalls  
7 – 0 Approved and so declared

VOTE:

IX. COMMUNICATIONS

Chairman Dombrowski stated a Communications List has been provided. He noted no referrals were listed.

X. COUNCIL SUB COMMITTEE, LIAISON REPORTS

Administration Committee

Councilor Ingalls stated although the Administration Committee has not met since the last Town Council meeting they have a number of items on tonight’s agenda.

Community Relations Committee

Councilor Paul stated the Community Relations Committee met on March 15, 2023 and discussed the following: (1) 2023 Black History Month Essay and Poster Contest – Councilor Paul stated that the Committee thanked Councilor Rodriguez for her work to organize the event again this year. He stated Councilor Rodriguez and the kids did a great job; and that the Committee has already begun to discuss ideas for next year’s contest; and (2) Informational Presentations – Councilor Paul noted Library Director Jennifer Smith attended their meeting to discuss with the Committee their idea to feature Library Services at the August 30, 2023 Farmers Market to be in-keeping with the Market’s “Back to School” theme for that week. He stated the Committee would hand out literature regarding the Library programs and services and that the Library would be signing residents up for Library Cards. He stated the plan would include the Library hosting an Open House simultaneously. He went on to note when the Farmers Market closed at 7:00 p.m. that same evening, Library Director Jennifer Smith would give a short presentation at the Library. He stated the Committee would contact the Farmers’ Market Committee to request space at three Markets this summer to feature the following: (1) Library, (2) Mental Health Awareness, and (3) Ledyard’s First Responders. He stated the Committee’s next meeting was scheduled for April 19, 2023.

Finance Committee

Councilor Saums stated since the last Town Council Meeting the Finance held three Budget Work Sessions on March 9, 13, & 20, 2023 to meet with the Town’s Department Heads. He stated the Work Sessions were each held from 12 noon to 3:00 p.m. and the Committee reviewed the proposed Fiscal Year 2023/2024 line by line, along with the Capital Improvement Plan (CIP). He stated the Budget Workshops were well attended by a majority of the Councilors.

Councilor Saums went on to note that the Finance Committee held a special meeting on Tuesday, March 21, 2023 to conduct regular business and to finalize its deliberations and recommend a preliminary Proposed Fiscal Year 2023/2024 and a Capital Improvement Plan to the Town Council for consideration later this evening.

Councilor Saums stated the Finance Committee also reviewed the progress regarding the American Recovery Plan Act (ARPA) funded projects. He stated a little more than a third of the ARPA Projects have been completed, with about a third being in progress, and less than a third have not yet started. He stated approximately 5% of the ARPA Funds remain uncommitted or left over from completed projects, which could be used for contingency. He stated the Finance Committee commended the Mayor and his staff for the rapid progress they have made. He stated the Committee also discussed projects that could possibly be at risk due

to other dependencies, noting that all funds must be committed by the end of 2024 and spent by 2026, or returned to the Federal Government.

Councilor Saums stated if the Town Council approves a preliminary Fiscal Year 2023/2024 Budget later this evening, that a Public Hearing would be scheduled for April 17, 2023, in the Council Chambers to gather public input. He stated thereafter the Annual Town Meeting would be held in the Council Chambers on May 15, 2023, which would be followed by a referendum on Tuesday May 16, 2023 to vote on the proposed budget, in accordance with Chapter VII, of the Town Charter.

#### Land Use/Planning/Public Works Committee

Councilor Paul stated the LUPPW Committee has not met since the last Town Council Meeting. He noted their next meeting was scheduled for April 3, 2023.

#### Parks and Recreation Commission

Councilor Paul stated the Parks & Recreation Commission met on March 21, 2023 and addressed the following: (1) Athletic Fields – Councilor Paul stated Director Scott Johnson, Jr. reported that work has begun to prepare the athletic fields for the opening of 2023 in April; (2) Middle School Field Lights – The installation of the new lights should be completed by the end of April, 2023; (3) Little League New Scoreboard – Councilor Paul noted that Parks & Recreation approved an appropriation of \$2,000 to assist the Ledyard Little League with the installation of a new scoreboard at Pfizer Field. He explained that an additional electrical pole was needed to support the wiring to the new scoreboard. He stated the Little League was paying for the scoreboard and would pay for the ongoing electrical costs during the year; (4) Regatta Day Yale-Harvard Festival June 10, 2023 – Councilor Paul stated that Parks & Recreation was working to organize the Festival; (5) Easter Egg Hunt will be held on Sunday, April 9, 2023 at 9:00 a.m.

### XI. MAYOR’S REPORT

Mayor Allyn, III, reported on the following: (1) Earth Day - Saturday, April 22, 2023 - Mayor Allyn stated each year the Town encourages residents to try to pick-up about a mile of roadside trash near their homes. He stated Ledyard Residents have always responded well and have supported the Earth Day Clean-Up effort; (2) Southeastern Connecticut Housing Alliance (SCHA) Board Meeting – March 17, 2023 – Mayor Allyn stated SCHA was looking to partner with the Center for Housing Opportunities that would be opening at Connecticut College in New London. He stated the Group was working on Affordable Housing Solutions for Southeastern Connecticut; (3) Center for Housing Opportunity Meeting – March 16, 2023 – Mayor Allyn stated he attended the Center for Housing Opportunity meeting noting that the Organization was headed by Beth Sabilia; who was the sister of former Town Councilor Tony Sabilia; (4) Ledyard Prevention Coalition Meeting – March 21, 2023 – Mayor Allyn stated the meeting was held at Ledyard Middle School and he noted a Drug Take Back Day would be held in early in April in front of the Police Station in Ledyard Center for folks to dispose of out of date or no longer needed prescriptions. He stated the Drug Take Back Program was a way for people to safely remove medications out of their homes and keep them out of the wrong hands and out of their septic systems, noting that medications should not be flushed down the toilet; (5) Lantern Hill and Long Pond Watershed Engineering Services Bid Opening – Mayor Allyn stated this engineering work was the precursor to the dams and bridge project. He stated the town only received two proposals and he noted a group of engineers from Stonington, Ledyard (Public Works Director/Town Engineer Steve Masalin), and Montville would be part of the Interview Team to make a selection; (6) National Opioid Settlement – Mayor Allyn stated to date Ledyard has received \$53,1134.19 (Perdue Pharma) from the National Opioid Settlement. He stated Ledyard has filed their second submission which was from Teva, Allergan, Walgreens, CVS and Walmart. He stated like the “*Bottle Bill*” (Public Act No. 21-58 - *An Act Concerning Solid Waste Management*) that there were very select uses for how they could spend the funds received from National Opioid Settlement. He stated that he would be presenting some proposals to the Finance Committee to consider ideas on how to best utilize these settlement funds; (7) Connecticut Conference of Municipalities (CCM) Legislative Meeting March 9, 2023 – Mayor Allyn stated they discussed the following proposed Legislative Bills: (a) *Senate Bill 6906 Remote Meeting Participation* – Mayor Allyn stated this Bill would specifically require members of Town Councils, Boards of Education, Finance Committees, Planning & Zoning Commissions, Inland Wetland and Watercourse Commissions, and Zoning Board of Appeals who were attending a meeting remotely must be visible with the camera on when speaking and while

casting votes; (b) Senate Bill 382 – The Connecticut Big List (*Unclaimed Property*). Mayor Allyn explained that unclaimed assets include but were not limited to: savings or checking accounts, uncashed checks, matured certificates of deposit, stocks, bonds or mutual funds, travelers' checks or money orders, and proceeds from life insurance policies. He stated that the State was updating the *Unclaimed Property List Process*, noting that people would be able to apply on-line, by providing the same credentials. He noted in the past this was a mail-in process; (c) *Early Voting* Bill - House Bill 5004; Senate Bill 1064; Senate Bill 1057 – Mayor Allyn stated that there were three Bills regarding Early Voting, and he explained that only one Bill would be passed. He stated House Bill 5004 and Senate Bill 1064 both called for fourteen-days of *Early Voting* for the General Elections and Primary Elections. He stated for other any Special Elections and all Referendums that these two Bills would require four-days of *Early Voting*. He went on to explain that Senate Bill 1057 called for ten-days of *Early Voting* for General Elections and Primary Elections only and four-days of *Early Voting* for Special Elections only, and no *Early Voting* for Referendum Votes. He stated none of these three remaining Bills included any level of funding for Municipalities to support the *Early Voting Requirements*, noting that it would be another unfunded mandate; (d) House Bill 6785 *Storage of Evicted Tenants Belongings* – Mayor Allyn explained House Bill 6785 would have relieved Municipalities from having to store evicted tenants belongings. He stated under the current law when a tenant was evicted from a property that the Marshal would bring the belongings to Public Works. He stated Ledyard had a Storage Conex Box where they would hold the belongings for a period of time, before they either auction them off or throw them away. He stated House Bill 6785 to relieve municipalities from having to store evicted tenants belongings was not passed; (e) Senate Bill 935 Police and Firefighters Retirement – Mayor Allyn stated Senate Bill 935 was not passed, however, he explained that it would have required all Municipalities to put all paid Police and Firefighters into the State's Municipal Employees Retirement System (MERS). He stated that he submitted testimony regarding this Bill, noting that since 2011 Ledyard has been working to move away from those types of pension plans because they were not sustainable. He stated had Bill 935 passed it would have been a huge step backward for Ledyard; (8) Southeastern Connecticut Regional Resource Recovery Authority (SCRRA) Organics in the Waste Stream – Mayor Allyn stated that he would be forwarding a letter to the Town Council from SCRRA explaining that the State has proposed a \$6.00 per ton surcharge for waste, noting that this would cost Ledyard tens of thousands of dollars annually. He stated the surcharge would be directed to the State's General Fund. He stated SCRRA has been running a Organics Recycling PILOT Program which has been removing a huge piece of the waste stream out, however, they have not received a response from Connecticut Department of Energy and Environmental Protection (DEEP) or the Governor's Office. He stated Municipalities were going to try to help SCRRA get some traction with the State regarding the Organics Recycling PILOT Program; (9) Building Official – Mayor Allyn stated the new Building Official Doug Colter started this week, noting that he had thirty years of experience and has most recently been working in West Haven. He stated this was a 25-hour per week shared position thru the Southeastern Council of Governments (SCCOG), noting when Mr. Colter was out; or on vacation that SCCOG would provide coverage; (10) Memorial Day Parade will be held on May 28, 2023 at 1:00 p.m.

### **Questions to the Mayor -**

Chairman Dombrowski commented on the proposed *Senate Bill 6906 "Remote Meeting Participation"* noting that Ledyard's Policy #2022-03-01 "*Policy and Guidelines for Remote Meeting Participation*" included the following language "*the Chairman will ensure **all voting members** are properly engaged through **both audio and video** throughout the meeting*". Therefore, he stated that Ledyard was already meeting the camera/video requirement that was in the proposed Senate Bill, noting that Councilor Saums' remote participation this evening was an example of them following the Town's Policy. Mayor Allyn stated they have all been in a Zoom Meeting where a person may have their camera off leaving a black screen or they may have a photograph up on the screen. However, he stated you do not know if the person was paying attention to the meeting or if they were even there behind their computer. He stated when you were trying to conduct business you want to ensure that all participants were engaged, and he noted that not only was Ledyard complying with the State's requirements that Ledyard's remote meeting policy has gone beyond the State's requirements.

XII. OLD BUSINESS – None.

XI. NEW BUSINESS

### **CONSENT CALENDAR**

- \*1. MOTION to reappoint the following members to the Cemetery Committee for a three (3) year term ending April 26, 2026:
  - Mrs. Sheila Godino (D) 1906 Center Groton Road
  - Mr. Vincent Godino (D) 1906 Center Groton Road
- \*2. MOTION to reappoint the following members to the Permanent Municipal Building Committee for a three (3) year term ending March 26, 2026:
  - Mr. Gary Schneider (D) 101 Inchcliffe Drive, Gales Ferry
  - Ms. Elizabeth Peterson (D) 15 Browns Crossing Road, Gales Ferry
- \*3. MOTION to reappoint the following members to the Water Pollution Control Authority for a three (3) year term ending April 11, 2026:
  - Mr. Stanley Juber (R) 13 Iron Street, Ledyard (Regular Member)
  - Mr. Terry Jones (R) 27 Monticello Drive, Gales Ferry (Regular Member)
  - Mr. Jeremey Norris (D) 12 Old Fort Lane, Ledyard (Alternate Member)
- \*4. MOTION to approve a tax refund in the amount of \$9,075.43 exceeding \$2,400.00 in accordance with tax collector departmental procedures.

Marshall Retail Group - Tanger Outlet c/c adjustment - \$9,075.43

Moved by Councilor Ingalls, seconded by Councilor Ryan

VOTE: 7 - 0 Approved and so declared

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| <p>RESULT: APPROVED 7 - 0</p> <p>MOVER: Andra Ingalls, Town Councilor</p> <p>SECONDER Tim Ryan, Town Councilor</p> <p>AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums</p> <p>EXCUSED: Marshall, Rodriguez</p> |
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#### Administration Committee

5. MOTION to approve a revised job description for Management Information Systems Director as contained in the draft dated February 15, 2023.  
 Moved by Councilor Ingalls, seconded by Councilor McGrattan  
 Discussion: Councilor Ingalls stated that they would be acting on several job description updates this evening. She explained when an employee retired ( former MIS Director Regina Brulotte) that it was customary to review the job descriptions and update them.

Councilor Ryan noted that the *Professional Experience Required* has been increased to ten years. Councilor Ingalls explained at one time this position was originally a Data Processor to support the Finance Department. However, she explained over the years that the position has grown with the advancements in technology noting that more education and experience was now needed to fill the MIS Director's role.

Chairman Dombrowski stated the management and support of the town's many networks, software systems, and cyber security have grown immensely since Ms. Brulotte took on the position twenty years ago.

It was noted that MIS Director Justin Dube was attending the meeting remotely to answer questions.

VOTE: 7 - 0 Approved and so declared

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| <p>RESULT: APPROVED 7 - 0</p> <p>MOVER: Andra Ingalls, Town Councilor</p> <p>SECONDER Mary McGrattan, Town Councilor</p> <p>AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums</p> <p>EXCUSED: Marshall, Rodriguez</p> |
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6. MOTION to approve a revised job description for Management Information Systems Technician as contained in the draft dated March 8, 2023.  
Moved by Councilor Ingalls, seconded by Councilor McGrattan  
Discussion: Councilor Ingalls explained with Mr. Justin Dube accepting the MIS Director position and vacating the MIS Technician role that the job description was also being updated to reflect the current duties and responsibilities.

Mayor Allyn, III, stated that they have received four applications for the MIS Technician position and that they began interviews today.

VOTE: 7 - 0 Approved and so declared

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| RESULT:  | APPROVED 7 - 0   |
| MOVER:   | Andra Ingalls, Town Councilor                            |
| SECONDER | Mary McGrattan, Town Councilor                           |
| AYES:    | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED: | Marshall, Rodriguez                                      |

7. MOTION to approve a revised job description for Administrative Assistant - Library as presented in the draft dated February 15, 2023.  
Moved by Councilor Ingalls, seconded by Councilor McGrattan  
Discussion: It was noted that Library Director Jennifer Smith was attending the meeting remotely to answer questions. No questions were asked

VOTE: 7 - 0 Approved and so declared

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| RESULT:  | APPROVED 7 - 0   |
| MOVER:   | Andra Ingalls, Town Councilor                            |
| SECONDER | Mary McGrattan, Town Councilor                           |
| AYES:    | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED: | Marshall, Rodriguez                                      |

8. MOTION to approve a revised job description for Library Technician II - Youth Services as presented in the draft dated March 8, 2023.  
Moved by Councilor Ingalls, seconded by Councilor McGrattan  
Discussion: Councilor Ingalls stated the Library was combining these two positions.

VOTE: 7 - 0 Approved and so declared

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| RESULT:  | APPROVED 7 - 0   |
| MOVER:   | Andra Ingalls, Town Councilor                            |
| SECONDER | Mary McGrattan, Town Councilor                           |
| AYES:    | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED: | Marshall, Rodriguez                                      |

9. MOTION to appoint Mr. Earl Lamb (D) 95 Lambtown Road, Ledyard as a Regular Member on the Historic District Commission to complete a five (5) year term ending December 6, 2027 filling a vacancy left by Mr. Pealer.  
Moved by Councilor Ingalls, seconded by Councilor McGrattan  
Discussion: Councilor Ingalls stated that Mr. Lamb has been serving as an Alternate Member on the Historic District Commission. She stated with a Regular Member position becoming available the Historic District Commission Chairman Vincent Godino has requested that Mr. Lamb be moved to a Regular Member.

VOTE: 7 - 0 Approved and so declared

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| RESULT:  | APPROVED 7 - 0   |
| MOVER:   | Andra Ingalls, Town Councilor                            |
| SECONDER | Mary McGrattan, Town Councilor                           |
| AYES:    | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED: | Marshall, Rodriguez                                      |

10. MOTION to recommend the Town Council appoint Ms. Sheila Vincent (D) 19 Friar Tuck Drive, Gales Ferry, to the Ledyard Beautification Committee to complete a three (3) year term ending October 26, 2023 filling a vacancy left by Ms. Harris.  
Moved by Councilor Ingalls, seconded by Councilor McGrattan  
Discussion: Councilor Ingalls stated that Ms. Vincent previously served on the Beautification Commission and after a break Ms. Vincent would like to return the Committee.

Chairman Dombrowski stated Ms. Vincent was an active member of the community noting that she was currently serving on a number of committees.

VOTE: 7 - 0 Approved and so declared

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| RESULT: APPROVED 7 - 0   |
| MOVER: Andra Ingalls, Town Councilor                           |
| SECONDER Mary McGrattan, Town Councilor                        |
| AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED: Marshall, Rodriguez                                   |

11. MOTION to recommend the Town Council appoint the following to the Cemetery Committee:
- Ms. Kimlyn Marshall (R) 987R Long Cove Road, as an Alternate Member to complete a three (3) year term ending April 26, 2025 to fill Mr. Krug’s seat.
  - Mr. Paul Krug (U) 67 Pheasant Drive, Gales Ferry, as a Regular Member to complete a three (3) year term ending April 26, 2026 to fill Ms. Marshall’s seat.

Moved by Councilor Ingalls, seconded by Councilor McGrattan  
Discussion: Councilor Ingalls explained that Ms. Marshall was not able to attend as many meetings as she had hoped. Therefore, she stated these two members were switching seats as noted in the Motion.

VOTE: 7 - 0 Approved and so declared

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| RESULT: APPROVED 7 - 0   |
| MOVER: Andra Ingalls, Town Councilor                           |
| SECONDER Mary McGrattan, Town Councilor                        |
| AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED: Marshall, Rodriguez                                   |

12. MOTION to recommend the Town Council adopt a proposed “*Resolution Establishing A Committee To Transform The Budget Process*” as contained in the draft dated February 28, 2023.

DRAFT: 2/28/2023

RESOLUTION  
ESTABLISHING A COMMITTEE TO  
TRANSFORM THE BUDGET PROCESS

WHEREAS: The Town Council recognizes the burden that the State’s level funding has imposed on municipal budgets and its taxpayers by not keeping up with the rate of inflationary costs and by imposing unfunded mandates on cities and towns.

WHEREAS: The Town Council recognizes the need to examine alternative budgeting methods such as a Zero Based Budget Practice for the implementation of the Fiscal Year 2024/2025 Budget preparation.

NOW, THEREFORE, BE IT RESOLVED: That there is hereby established a Committee to Transform the Budget Process to be comprised of nine (9) regular members. All members shall be appointed by the Town Council with the following representation:

- Town Council Finance Committee Chairman
- Town Council Chairman
- One additional Member of the Town Council

Two Members from the Board of Education  
Four Members from the Community-at-Large

In addition, the Mayor and Superintendent of Schools or their designee serve as ex-officio members.

Regular members shall be appointed by the Town Council for a term of four months. Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or are removed by the Town Council.

Any vacancy on the Committee, other than by expiration of term, shall be filled for the unexpired portion of the term by the Town Council with priority given to maintain the structure above.

The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter. Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting. It shall be the responsibility of the Chairman of the Committee to notify the Town Council when a member has not properly performed his duties.

The regular members of the *Committee to Transform the Budget Process* shall elect a Chairman, Vice Chairman and Secretary. Any vacancy in any such office shall be filled by from its regular membership.

BE IT FURTHER RESOLVED: That the *Committee to Transform the Budget Process* shall be authorized to:

- a) To review the Budget Transformation Committee Final Report dated October 16, 2016 along with the goals and objectives that have been implemented to-date.
- b) To review, research, and determine the following:
  - (1) The services the Town and Board of Education provides to its residents.
  - (2) Whether the services/programs are mandatory relative to the role of local government.
  - (3) How effectively the Town and Board of Education provides its services/programs to its residents.
  - (4) The funding sources(s) that pay for services/programs the community provides to its residents.
  - (5) Review all contracted services.
- c) To review all department operations, all municipal and school buildings and grounds, the purchase of commodities, and the utilization of staffing/cross training in order to promote municipal consolidation efforts and provide recommendations;
- d) To provide guidance and recommendations relative to the negotiation and execution of contracts related to municipal consolidation of departments, services and/or shared services to meet the General Government and Board of Education's operational and mandated requirements;
- e) To recommend a budget process, format and outline for the General Government and Board of Education to consider for implementation with the development of the Fiscal Year 2024/2025 Budget that would include detail data such as:
  - (1) Projected line item cost estimates for Fiscal Year 2024/2025;
  - (2) Capital Improvement Plan/Initiatives/Funding Sources;
  - (3) Trends in salaries, maintenance and operational costs;
  - (4) Demonstrated efforts for efficiencies and reductions;
  - (5) Plans to address the increase in student population/enrollment and space needs
  - (6) Recommendations to address anticipated loss of Municipal Aid Revenues due to the State's finance crisis and projected budget deficits.
  - (7) Ways to address current and anticipated future State mandates.

BE IT FURTHER RESOLVED: That within thirty (30) days of the appointment of this Committee that an Organization Meeting of said Committee shall be held at which members shall choose a Chairman, Vice-Chairman and a Secretary;

BE IT FURTHER RESOLVED: That said Committee shall submit recommendations to the Town Council, Mayor and Board of Education no later than September October 27, 2023 for consideration for the fiscal year budget preparation.

Adopted by the Ledyard Town Council on: \_\_\_\_\_

\_\_\_\_\_  
Kevin J. Dombrowski, Chairman

Moved by Councilor Ingalls seconded by Councilor McGrattan

Discussion: Councilor Ingalls stated in 2016 the Town Council established its first Committee to Transform the Budget Process, noting that they submitted their final Report on October 16, 2016 which included a number of recommendations and goals on how the town could conduct business better and more efficiently. She stated over the past seven years the town has implemented/and or considered many of their recommendations, noting that the Mayor provided a List of the things that have been accomplished, and the things that were probably not viable. She stated because so much has changed over the last seven years that it was thought that it was time to once again conduct another review of the town’s budget process and the role of local government. She stated the Committee would be made up of the Town Council Chairman, Finance Committee Chairman, one additional member of the Town Council, two Members from the Board of Education, and four members from the Community-at-Large, along with the Mayor and Superintendent of Schools or their designee serving as ex-officio members.

Mayor Allyn, III stated although the title of Committee may be misleading, that their work could encompass a lot of different aspects involving the way the town conducted business and provided services to its residents. He stated as Councilor Ingalls mentioned the last Committee submitted its final Report on October 16, 2016 and that the town has accomplished many of the recommendations; however, he stated that there was always room to try to identify more potential efficiencies. He stated that he was looking forward to the work of this Committee.

Chairman Dombrowski stated in 2016 there was a lot of uncertainty regarding the State Budget and funding to Municipalities, which led to why they established the Committee to Transform the Budget Process. He stated the 2016 Committee made a number of suggestions to off-set reductions in State funding should they occur. He went on to state although the title of the Committee was based on the work they did in 2016 that they were asking this Committee to look at what Ledyard could do to gain more efficiencies within our own budget, noting the uncertainty of the current inflationary environment.

VOTE: 7 - 0 Approved and so declared

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| RESULT: APPROVED 7 - 0 |  |
| MOVER:                 | Andra Ingalls, Town Councilor                            |
| SECONDER               | Mary McGrattan, Town Councilor                           |
| AYES:                  | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED:               | Marshall, Rodriguez                                      |

Finance Committee

13. MOTION to authorize the Mayor to submit a grant through the FEMA Assistance to Firefighters Grant Program in the amount of \$298,210.52 with the local matching amount of \$14,200.52 for the acquisition of new portable and mobile radios for the fire departments.  
Moved by Councilor Saums, seconded by Councilor Ingalls  
Discussion: Councilor Saums provided some background stating last year Ledyard applied for this FEMA Assistance to Firefighters Grant Program to obtain funding to purchase new portable and mobile radios for the fire departments that would bring town’s radios up to same system as the State system which would allow them to communicate with surrounding towns as well as the State. He stated the local match of \$14,200.52 would come from the LVES Fund (formerly Fund 24), noting that this funding was previously set-a-side for this type of use. He stated if the town’s grant application does not get approved that they could continue to apply each year until they are

awarded the grant funding. He stated Administrator of Emergency Services Steve Holyfield was present this evening to answer questions.

Administrator of Emergency Services Steve Holyfield stated this was the third year he has applied for FEMA Assistance to Firefighters Grant to purchase radio equipment. He stated feedback from FEMA indicated that Ledyard’s Grant Application was well written, and they received the maximum number of points to be approved. However, he explained the reason Ledyard’s Grant Application has not been approved was because the age of the other municipalities’ radios that they were competing with were older than Ledyard’s radios. He stated FEMA has encouraged him to continue to apply for the Grant. He stated their local match of \$14,200.52 has already been transferred from the LVES Fund to a Capital Non-Recurring (CNR) to purchase the radios when they do finally receive the FEMA Grant.

VOTE: 7 - 0 Approved and so declared

|                        |  |
|------------------------|--|
| RESULT: APPROVED 7 - 0 |  |
| MOVER:                 | Bill Saums, Town Councilor                               |
| SECONDER               | Andra Ingalls, Town Councilor                            |
| AYES:                  | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED:               | Marshall, Rodriguez                                      |

14. MOTION to authorize the Mayor to submit a grant request through the FEMA Assistance to Firefighter’s Grant program in the amount of \$97,585.00 and a town matching amount of \$4,646.90 for the purpose of acquiring a new Breathing Air Compressor and Cascade System for the Ledyard Fire Company.

Moved by Councilor Saums, seconded by Councilor Ryan

Discussion: Councilor Saums provided some background stating that the town has applied for this FEMA Assistance to Firefighters Grant in years past to purchase a Breathing Air Compressor and Cascade System for the Ledyard Center Fire Department. However, he stated because they did not receive the grant last year that the Fire Department was looking to reapply this year.

Councilor Saums went on to explain that the Breathing Air Compressor and Cascade System was the equipment the Fire Departments used to refill their oxygen cylinders. He stated currently the Gales Ferry Fire Department has Breathing Air Compressor and Cascade System, however, the Ledyard Center Fire Department does not. Therefore, he stated Ledyard had to transport their empty oxygen cylinders to Gales Ferry to fill them. He stated this involved a considerable amount of time, effort, and money. Therefore, he stated the Ledyard Center Fire Department was looking to apply for a FEMA Assistance to Firefighter’s Grant program in the amount of \$97,585.00 with a local match in the of \$4,646.90 to purchase a Breathing Air Compressor and Cascade System for the Ledyard Center Fire Department. He stated for a local match of \$4,656.90 to purchase \$100,000 piece of equipment was a good deal for the town.

Administrator of Emergency Services Steve Holyfield explained that the Ledyard Center Fire Department had a Cascade System on their Rescue Truck, which was a device that had multiple cylinders of air that had different pressures in them. He stated, as Councilor Saums explained, the Ledyard Center Fire Department had to transport their Cascade System to the Gales Ferry Fire Department to fill their cylinders, noting that this took the paid Firefighters out of Ledyard Center for about one-hour. He stated one of his goals was to not have one of the career Firefighters tied up at another Fire Station to fill cylinders, so that if there was a call that they could be deployed from the location of where they should be deployed from. He stated that keeping the paid Ledyard Center Firefighters on the Ledyard side of town made sense in terms of safety. He explained the long-term Apparatus Replacement Schedule does not replace the Rescue Truck once the truck was retired from the fleet. Therefore, he stated they had concerns with how they would transport the cylinders to Gales Ferry to fill them without the Rescue Truck. He stated that he also had concerns about asking volunteers who have already given 2 – 3 hours of their own time training until 9:00 p.m. or 10:00 p.m. to bring the equipment to the Gales Ferry Fire Station, noting that this could be a problem both for access the Gales Ferry Fire Department building and because of the transport and time constraints. He stated the volunteers were already in Ledyard Center participating in a 2 - 3-hour training in the evening at their own cost, and spending time away from their family. Therefore, he stated it would be a good investment to have the Breathing Air Compressor and Cascade System at the Ledyard Center Fire Department.

Mr. Holyfield went on to address last year’s FEMA Grant Application to purchase the Breathing Air Compressor and Cascade System for the Ledyard Center Fire Department. He stated although Ledyard’s Application was not approved last year that the feedback from FEMA said that the Application was well written, and they received maximum points. However, he stated the reason they were not approved was based on their call volume. He explained that these FEMA Firefighter Grants were a competitive process and that if another town/fire department had a higher call volume than Ledyard, that their Grant Application would be approved before Ledyard’s application.

Chairman Dombrowski commented that he recalled a request for the Breathing Air Compressor and Cascade System for the Ledyard Center Fire Department in the past. Administrator of Emergency Services Steve Holyfield stated that Ledyard did submit an Application to FEMA Assistance to Firefighter’s Grant program last year. He stated although they were not approved last year that the feedback from FEMA said that the Application was well written, and they received maximum points. However, he stated they were not approved based on their call volume, explaining that this was a competitive process and that if another town had a higher call volume than Ledyard, that their Grant Application would be approved before Ledyard’s application.

Councilor Ingalls questioned the funding source for the required \$4,646.90 local match. Mr. Holyfield stated that Ledyard Center Fire Chief Jon Mann included the \$4,646.90 required for the town’s local match to purchase the Breathing Air Compressor and Cascade System in the Fire Department’s New Equipment Capital Improvement Plan (CIP).

VOTE: 7 - 0 Approved and so declared

|                        |  |
|------------------------|--|
| RESULT: APPROVED 7 - 0 |  |
| MOVER:                 | Bill Saums, Town Councilor                               |
| SECONDER               | Tim Ryan, Town Councilor                                 |
| AYES:                  | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED:               | Marshall, Rodriguez                                      |

15. MOTION to authorize the expenditure of up to \$25,000 from Account # 21090305-58920 (Acquisition of Open Space) for the demolition, waste fees, well abandonment and septic abandonment at 334 Colonel Ledyard Highway.

In addition, upon the sale of property at 332 Colonel Ledyard Highway, authorized the appropriation of the same expended amount back to Account #21090305-58920 (Acquisition of Open Space).

The aforementioned to be done in preparation of transfer of ownership to Avalonia Land Conservancy for parking for the Founder’s Preserve.

Moved by Councilor Saums, seconded by Councilor Ingalls

Discussion: Councilor Saums provided some background noting that during the past three years the Town has acquired the following properties:

- 334 Colonel Ledyard Highway thru a Foreclosure (approximately 96.52+/- acres); and
- 332 Colonel Ledyard Highway thru a Blight Lien deed in lieu of foreclosure (January 25, 2023)

Councilor Saums explained at a Special Town Meeting held on October 29, 2020 the townspeople approved to convey the transfer town-owned property located at 334 Colonel Ledyard Highway, Ledyard, approximately 96.52 +/- acres (Founders Preserve) to the Avalonia Land Conservancy to remain open to the public for passive recreation and to be protected in perpetuity under the Conservancy’s care. However, he stated to date the property transfer has not taken place because there was not adequate access to the Founders Preserve property (334 Colonel Ledyard Highway) due in part to a boundary line adjustment made by the prior developer of the so-called “*Founders Preserve*”, noting that the property was partially landlocked.

Mayor Allyn, III, explained that the town would be working to return the property boundary lines for 334 Colonel Ledyard Highway back to the original property lines, which would return a portion of the property where the detached two car garage currently sits back to the property located at 332 Colonel Ledyard. He stated by separating 332 Colonel Ledyard Highway from the Founders Preserve and conveying 334 Colonel Ledyard Highway to Avalonia Land Conservancy that Avalonia would gain access to the property and enough space for a parking area for about 12 cars. However, he stated

that Avalonia Land Conservancy cannot accept a property with a structure; and therefore, the town would demolish the house, noting that the structure was unsafe and had rotted floor joists, and that they would also remote the associated structures prior to the conveyance of the property. He stated once the boundary lines were returned to their original property lines (as shown in the last map dated October 2002), the town planned to sell the property located at 332 Colonel Ledyard Highway to recover some of the back taxes that were lost on both Colonel Ledyard Highway properties: 334 (foreclosure) & 332 (blight lien and taxes) and to reimburse the Open Space Fund.

Mayor Allyn went on to explain that 332 Colonel Ledyard Highway was a blighted property. He stated in accordance with Ordinance #300-012 (rev.1) “*An Ordinance Concerning Blight and Public Nuisance for the Town of Ledyard*” the Town filed Blight Liens on the property five separate times. He stated four times the property owner paid the Blight Liens, however, he stated when the town filed the fifth Blight Lien the property owner offered the town the deed in lieu of foreclosure on January 25, 2023. He stated the current bill for 332 Colonel Ledyard Highway was as follows: Blight Lien \$1,200 & one year of taxes which was approximately \$5,000. He stated the town expected that the sale of 334 Colonel Ledyard Highway would generate more than the \$6,200 owed, plus some of the money that was owed for the Founders Preserve.

Mayor Allyn continued by explaining that the Founders Preserve was a subdivision on paper only, that was foreclosed on when the real-estate market crashed in 2008, explaining that although there were tax bills associated with the 24-26 lots, that there was never any infrastructure that the town had to care for. He stated this was a good opportunity in terms of gaining access to the Founders Preserve that would work for Avalonia Land Conservancy, and its visitors, as well as the surrounding neighbors and area.

VOTE: 7 - 0 Approved and so declared

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|------------------------|--|
| RESULT: APPROVED 7 - 0 |  |
| MOVER:                 | Bill Saums, Town Councilor                               |
| SECONDER               | Andra Ingalls, Town Councilor                            |
| AYES:                  | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED:               | Marshall, Rodriguez                                      |

16. MOTION to adopt a proposed Fiscal Year 2023/2024 Budget in the amount of \$65,517,156 comprised of:
- General Government: \$29,608,788

• Board of Education: \$35,908,368

Moved by Councilor Saums, seconded by Councilor Ryan  
Discussion: Councilor Saums the Finance Committee met with Mayor Allyn, III, and his Department Heads and have reviewed the entire General Government proposed Fiscal Year 2023/2024 Budget line by line. He stated as currently proposed the Budget was 3.16% increase or 1.09 mil increase over the current year’s budget. He stated the Finance Committee made a few minor adjustments to the proposed Budget at their Special Meeting last night.

Councilor Saums continued by complementing Mayor Allyn, III and his staff noting that the preparation of the upcoming year’s budget was a very difficult process. He stated when the budget was initially delivered it included a number of increases, which would not have been palatable for the taxpayers. He stated the Mayor and his staff have done a good job to trim the proposed Fiscal Year 2023/2024 Budget down to a more reasonable amount.

Councilor Saums stated a 3.16% budget increase in a year where the salaries, which make up 70% of the General Government Budget, were running at 3% was a reasonable budget, given that much of the increases were driven by contractual obligations that they had no control over.

Mayor Allyn, III, noted the following minor Budget adjustments that the Finance Committee made at their March 21, 2023 meeting:

| Account #      | Title   | Proposed | New Amount | Adjustment | Notes  |
|----------------|---|----------|------------|------------|--|
| 10112151-51610 | MIS Director                                  | \$78,014 | \$67,922   | (\$10,092) | With the retirement of MIS Director Regina Brulotte that the starting salary and gross wage was reduced.   |
| 10114301-58110 | Land Use Training/ Meeting/Dues/Subscriptions | \$3,000  | \$1,000    | (\$1,000)  | Per Land Use Director -Training could be reduced by \$1,000; Building Official would bring in his Code Books.  |
| (New Account)  | Capital Improvement Plan                      |          |            | \$10,000   | Conduct Aerial Fly Over - The State of Connecticut conducts and aerial fly over every six-years. The Town would like to conduct an aerial fly over halfway thru the State's six-year cycle. The town was trying to have an updated aerial fly over of all the parcels in town every three-years. \$10,000 was added to the CIP for Fiscal Year 2023/2024 and that the town would allocate \$10,000 again in Fiscal Year 2024/2025 for the aerial fly over. |

- Account # 10112151-51610 MIS Director Salary – With the retirement of MIS Director Regina Brulotte that the starting salary and gross wage was corrected (reduced).
- Account #10114301-58110 Land Use Training/ Meeting/Dues/Subscriptions - Reduced by \$2,000. Per Land Use Director -Training could be reduced by \$1,000. The Building Official would bring his Code Books.
- Capital Improvement Plan (CIP) added \$10,000 to conduct the Aerial Fly Over. The State of Connecticut conducted an aerial fly over every six-years. The Town would like to conduct an aerial fly over halfway thru the State's six-year cycle. The town was trying to have an updated aerial fly over of all the parcels in town every three-years. \$10,000 was added to the CIP for Fiscal Year 2023/2024 and that the town would allocate \$10,000 again in Fiscal Year 2024/2025 for the aerial fly over.

Mayor Allyn concluded by stating that the proposed Fiscal Year 2023/2024 Budget would require a 1.09 mil increase.

Councilor Ryan stated that he would like to echo Councilor Saums' comments in thanking the Mayor Allyn, III, and his Department Heads for their work in preparing a proposed budget for next year. He noted a lot of time was spent, a lot of questions were asked, and a lot of detail was given during the Finance Committee's Budget Work Sessions (March 9, 13, 20, 2023) noting that answers were readily available. He stated it was a smooth review process this year, commenting that he would have preferred that they had not seen as much of a budget increase as they did this year. However, he stated as Councilor Saums' mentioned a lot of the increases were contractual, stating that it was hard to find space when contractual agreements were driving the increases.

Councilor Ingalls stated that she also echoed Councilor Saums' and Councilor Ryan's comments this evening. She stated that Ledyard had very professional Department Heads who were looking out for the well-being of the town by looking out for the services provided by their departments.

Councilor Ingalls went on to state in reviewing the budget process each year that she always finds that there were a lot of interesting things learn. She addressed the Aerial Fly Over the Mayor mentioned this evening, noting that in discussing the frequency of the aerial fly overs with Land Use Director Juliet Hodge that she learned that there was a statute of limitations on how long a property owner could essentially get away without obtaining a permit for putting something on their property. Therefore, she stated the benefit of them conducting an aerial fly

over at a particular frequency that it was more likely that the Tax Assessor and Town Planner would catch property improvements earlier.

Mayor Allyn stated the aerial fly overs provide a two-meter resolution, noting that they could see if someone has added a new shed, or pool in their yard they would see it. Therefore, he stated that there was a value to the town by conducting the aerial fly overs. He stated that they would probably see a reasonable off set to the expense of conducting the aerial fly over.

Chairman Dombrowski stated that he would also like to echo Councilor Saums’ comments stating that the Budget Work Sessions and process of reviewing the proposed Fiscal Year 2023/2024 Budget with the Mayor and his Staff went smoothly. He stated most questions were answered directly. He stated he appreciated the work of all those involved in the budget preparation process.

VOTE: 7 - 0 Approved and so declared

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|------------------------|--|
| RESULT: APPROVED 7 - 0 |  |
| MOVER:                 | Bill Saums, Town Councilor                               |
| SECONDER               | Tim Ryan, Town Councilor                                 |
| AYES:                  | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED:               | Marshall, Rodriguez                                      |

17. MOTION to set a Hybrid Format (Video Conference and In-Person) Public Hearing date to be held on April 17, 2023 at 7:00 p.m. in the **Council Chambers**, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed Fiscal Year 2023/2024 Budget. Moved by Councilor Saums, seconded by Councilor Ingalls  
Discussion: Councilor Saums stated in accordance Chapter VII; Section 5 of the Town Charter the Town Council was required to prepare/approve a preliminary budget, which they just did this evening; and conduct a Public Hearing on or before the last Monday of April at which the public would have the opportunity to review the proposed Fiscal Year 2023/2024 Budget and provide comments and recommendations.

VOTE: 7 - 0 Approved and so declared

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| RESULT: APPROVED 7 - 0 |  |
| MOVER:                 | Bill Saums, Town Councilor                               |
| SECONDER               | Andra Ingalls, Town Councilor                            |
| AYES:                  | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED:               | Marshall, Rodriguez                                      |

18. MOTION to set the Annual Town Meeting to be a Hybrid Format (Video Conference & In-Person) regarding the proposed Fiscal Year 2023/2024 Budget on May 15, 2023 at 7:00 p.m. to be held in the **Council Chambers**, 741 Colonel Ledyard Highway and to adjourn to a Referendum to be held on May 16, 2023 between the hours of 6:00 a.m. 8:00 p.m.

In addition, should the referendum fail, the subsequent Referenda will be held between the hours of 12:00 p.m. and 8:00 p.m.; in accordance with Chapter VII, Section 6 of the Town Charter. Moved by Councilor Saums, seconded by Councilor Ingalls  
Discussion: Councilor Saums stated that in accordance Chapter VII; Section 6 of the Town Charter that the Annual Town Meeting for the consideration of the Budget shall be held on the third Monday of May; and that the vote of the Town Meeting on the Annual Budget shall be adjourned to a vote on the voting machines the day following the Town Meeting.

Councilor Saums noted that this year both the Public Hearing and Annual Town Meeting would be held in the Council Chambers. He stated in years past these two important meetings were held in the High School Auditorium. However, he stated because of the amount of work involved to set up for the audio, video, remote meeting (zoom) etc. that they have decided to hold the meetings in the Council Chambers this year where the technology was already in place to conduct a Hybrid Meeting. He stated given the attendance in years past that they believe the Council Chambers was more suited for the number of people who attend and would provide a better recording for both audio and video.

VOTE: 7 - 0 Approved and so declared

RESULT: APPROVED 7 - 0  
MOVER: Bill Saums, Town Councilor  
SECONDER Andra Ingalls, Town Councilor  
AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums  
EXCUSED: Marshall, Rodriguez

19. MOTION to adopted a proposed Fiscal Year 2023/2024 Water Operations Budget in the amount \$1,518,724.32.

Moved by Councilor Saums, seconded by Councilor Ryan  
Discussion: Councilor Saums stated in accordance with Section 4 of Ordinance #400-001 “*An Ordinance Establishing a Water Pollution Control Authority*” which states: “*The WPCA shall provide, by the fourth Monday in April, a budget of estimated revenues, expenditures and capital improvements for the ensuing fiscal year for inclusion as an appendix in the Town annual budget. **The Town Council shall approve the water system budget***”. He went on to explain that although the Town Council was also interested in the proposed Sewer Operations Budget that the Town Council was only required to approve the WPCA Annual Water Operations.  
Councilor Saums went on to note as the Town Council’s Liaison to the WPCA that he attended their meetings and that the WPCA proposed Fiscal Year 2023/204 Water Operations in the amount of \$1,518,724.32 was a balanced budget with no increase over the Fiscal Year 2022/2023 Budget. He stated the WPCA was setting money aside for capital and infrastructure maintenance and improvements, noting that their funds were increasing along with the their customers. He stated the WPCA has done an excellent job in putting together a balanced budget and in running their Department.

Councilor Saums thanked WPCA Chairman Ed Lynch who was attending tonight’s meeting remotely.

VOTE: 7 - 0 Approved and so declared

RESULT: APPROVED 7 - 0  
MOVER: Bill Saums, Town Councilor  
SECONDER Tim Ryan, Town Councilor  
AYES: Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums  
EXCUSED: Marshall, Rodriguez

General Discussion

20. MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date for April 12, 2023 at 6:15 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding the following proposed project to be eligible for Neighborhood Assistance Act (NAA) tax credits.

- The ARC of Eastern Connecticut to replace windows at the Group Residence located at 1671 Center Groton Road, Ledyard estimated cost \$26,872.00.

In addition, revise the time of the April 12, 2023 Hybrid (In-Person & Video Conference) Public Hearing from 6:30 p.m. to 6:15 p.m., as approved at the Town Council’s February 22, 2023 meeting, to receive comments and recommendations regarding a proposed amendments to Ordinance #100-016 (rev 1) “*An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard*” as contained in draft dated February 8, 2023.

Moved by Councilor Ingalls, seconded by Councilor Irwin  
Discussion: Councilor Ingalls provided some background noting that the State Department of Revenue Services in conjunction with large corporations in the State of Connecticut developed a Neighborhood Assistance Act (NAA) which provided a tax credit to businesses that make donations to nonprofits for projects approved by their local governments.

Councilor Ingalls went on to explain that The ARC of Eastern Connecticut, a 501(c) non-profit organization has submitted a project in the amount of \$26,872.00 to replace the windows, which were probably 50-years old, at their group residence located at 1671 Center Groton Road, Ledyard, where they provide round the clock support to six clients with intellectual and developmental disabilities, noting that some have limited mobility and/or were older. She stated that the Town approved this window replacement project for The ARC of Eastern Connecticut

last year as well. She stated the only involvement for the town was to vet the project and to conduct Public Hearing for the agency to be eligible to participate in the NAA program.

Chairman Dombrowski noted that although the Town held a Public Hearing and approved ARC’s window replacement project last year that the timing was very close to the deadline and that the project was not eligible for the application by the time all of the paperwork was completed. Therefore, he stated The ARC of Eastern Connecticut was working to start Application process earlier this year and hope to receive approval for the NAA credits.

Mayor Allyn stated The ARC of Eastern Connecticut has already identified a couple of potential partners for their window replacement project. He stated the total project cost was \$31,872 with The ARC of Eastern Connecticut contributing \$5,000 to the project, noting that the NAA requested funding was \$26,872.

Councilor Ryan stated that there was no cost to the town except for the publication of the Legal Notice for the Public Hearing.

Councilor Ingalls stated the second half of this motion was to change the time of the Public Hearing that the Town Council had previously set to receive comments on the proposed revisions to Ordinance #100-016 (rev 1) “*An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard*” so that they could publish one Legal Notice for both the NAA Program and the Ordinance to save money for the cost the legal ad.

VOTE: 7 - 0 Approved and so declared

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|------------------------|--|
| RESULT: APPROVED 7 - 0 |  |
| MOVER:                 | Andra Ingalls, Town Councilor                            |
| SECONDER               | Whit Irwin, Town Councilor                               |
| AYES:                  | Dombrowski, Ingalls, Irwin, McGrattan, Paul, Ryan, Saums |
| EXCUSED:               | Marshall, Rodriguez                                      |

21. Discuss Work Session Items as time permits.- None.

XV. ADJOURNMENT

VOTE: Councilor Paul moved to adjourn, seconded by Councilor Irwin  
7 - 0 Approved and so declared. The meeting adjourned at 7:54 p.m.

\_\_\_\_\_  
Transcribed by Roxanne M. Maher  
Administrative Assistant to the Town Council

I, Kevin J. Dombrowski, Chairman of the Ledyard Town Council,  
hereby certify that the above and foregoing is a true and  
correct copy of the minutes of the Regular Town Council  
Meeting held on March 22, 2023.

\_\_\_\_\_  
Kevin J. Dombrowski, Chairman