



# TOWN OF LEDYARD

CONNECTICUT  
TOWN COUNCIL

## MINUTES

### LEDYARD TOWN COUNCIL - REGULAR MEETING

Chairman Linda C. Davis  
Wednesday, September 22, 2021; 7:00 PM; VIDEO CONFERENCE -REMOTE PARTICIPATION

· REMOTE MEETING INFORMATION – Join Zoom Meeting from your Computer, Smart Phone, or Tablet:

<https://us06web.zoom.us/j/81742900640?pwd=VWlxlzh4WGsxY1c3czR1eVVrZHDpUT09>

Meeting ID: 817 4290 0640

Passcode: 817692

One tap mobile

+16465588656,,81742900640#,,,,\*817692# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

Meeting ID: 817 4290 0640

Passcode: 817692

I CALL TO ORDER – Chairman Davis called the meeting to order at 7:00 p.m.

Chairman Davis welcomed all to the Video Conference and she noted that the remote meeting information for the Town Council and members of the Public to participate in this evening’s meeting was available on the Agenda that was posted on the Town’s Website - ICompass Meeting Portal.

II PLEDGE OF ALLEGIANCE

III ROLL CALL –

Attendee Name	Title	Status
Linda Davis	Town Councilor	Present
Kevin Dombrowski	Town Councilor	Present
Hilary Evans	Town Councilor-	Present
Andra Ingalls	Town Councilor	Present
John Marshall	Town Councilor	Present
Mary McGrattan	Town Councilor	Excused
Timothy Ryan	Town Councilor	Present
William Saums	Town Councilor	Present
Michael Washington	Town Councilor	Excused

IV PRESENTATIONS – None

V COMMITTEE, COMMISSION BOARD REPORTS

· Water Pollution Control Authority Chairman Ed Lynch – Ledyard Center Sewer Study (see attached).

Water Pollution Control Authority Chairman Ed Lynch, 11 Red Brook Lane, Ledyard, thanked the Town Council for the opportunity to present the Ledyard Center Sewer Extension Project this evening. He provided some background noting in response the Requests for Proposals (RFP) #2021-03 “*Engineering Services for Sewer Feasibility Study for Ledyard Center Design District and Surrounding Parcels*” the WPCA contracted with Weston & Sampson of Rocky Hill, Connecticut. He stated at the WPCA August 24, 2021 meeting, Weston & Sampson presented a Design Concept for a Low-Pressure Sewer Line from Ledyard Center to the Wastewater Treatment Facility. He proceeded by reviewing the Design Plan as follows:

- **Three Phases:**
- Phase I: (Initial Phase) Town to construct Low Pressure Sewer Line (LPS) under the \$1,200,000 Multi-Model Use Pathway. Colonel Ledyard Highway to the Bill Library. (Red Line on Map-see attached)
- Phase II: (Center Phase) Developers extend Low Pressure Sewer Line across parcels. Cost To Be Determined Fairway Drive (Yellow Line on Map – see attached) (Private Developers)
- Phase III: (Final Phase) Town to replace 3-inch Low Pressure Line (bottleneck) along \$950,000 Gallup Hill Road from the High School to Pennywise Lane Cost To Be Determined 1/1 to a 6-inch line and reduce 1/1 at Wastewater Treatment Plant (Purple Line on Map – see attached) Reduction by Town
- Future Build Out: Developers to extend Low Pressure Sewer Line west of Route 117. cost to be determined by Private Developers.
- **Wastewater Treatment Capacity Development Scenario’s from Past Studies:**
  - Immediate Wastewater Treatment Capacity \$54,000 Gallons Per Day (GPD )
  - Realistic Wastewater Treatment Capacity \$104,000 Gallons Per Day (GPD )
  - Ultimate Optimist Wastewater Treatment Capacity \$154,000 Gallons Per Day (GPD )
- **Actual Total Waste Gallons Per Day \$216,000- Capacity of Wastewater Treatment Plant**
  - Phase II – Center Phase – 98,000 Gallons Per Day
  - Future Build Out – 118,000 Gallons Per Day
- **Reduce Development Scenarios by 50% (see attached)**
- **New Grant Funding Available (see attached targeted projects)**
- Connecticut Department of Economic & Community Development (DECD) *Communities Challenge Grant*:

- Required One to One Local Funding Match.
  - American Recovery Plan Act (ARPA) was allowed to be used as the Town's local matching funds.
  - Ledyard's Project would be competing with a variety of other projects for the *Communities Challenge Grant*.
  - Projects would be scored according to the *Communities Challenge Grant* Application criteria.
- *Next Steps*
    - The WPCA was in the process to re-examine development density with the Town Planner
    - Solicit public input.
    - Submit draft Report and Finalize.
    - Prepare *Communities Challenge Grant* Application for the Initial & Final Phases (Phase I & Phase III).
    - Incorporate initial Phase I Sewer Design into the Multi Model Pathway and Sidewalk Extension (Ledyard Center to the High School).
    - Add Phase III (Final Phase) Sewer Design if Ledyard is awarded the *Communities Challenge Grant*.

The Town Council and Mr. Lynch discussed the following:

- 50% Reduction in Development Build-out - Does the proposed build-out reduction align with the Owner/Developer of the former Ledyard Center School Property plan relative to constructing apartment buildings on the back side of the property and further down the area?

Mr. Lynch stated the WPCA did not know if the proposed 50% Development Build-Out Design Plan aligned with the Developer's Plan for the former Ledyard Center School Property. He stated the Planning & Zoning Commission was working with the property owner. He stated the Design Plan was showing the Wastewater Treatment Plant's capacity and the property that they could develop on.

Mr. Lynch went on to state the WPCA did not plan to replace adequate septic systems in Ledyard Center. He noted as an example the Police Headquarters Facility that was constructed in 2017 had a very advanced septic system; and therefore, the WPCA was not advocating that they replace the septic system. He went on to state that some properties in the area were having septic difficulties; and therefore, the WPCA would consider the sewer line for those properties. However, he stated the Ledyard Center Sewer Study was being designed for future development not to replace existing systems, noting that this thought process could change. He also noted that the WPCA currently did not have a Plan for the Developers, stating that he expected that they would receive the Plan soon.

Chairman Davis thanked Mr. Lynch for his informative presentation and for his many years of service to the Town. She noted the Water Pollution Control Authority (WPCA) was not a Committee that people gravitate to. She stated the Town Council appreciated Mr. Lynch and all the volunteer members who serve on the WPCA, as well as their Liaison Councilor Saums for their dedication to the Town. She stated Ledyard has been discussing constructing a sewer line in Ledyard Center for many, many years. Therefore, she was hopeful that they would be able to move thru the process. Mr. Lynch stated he felt positive that the town would move forward with the construction of the proposed Sewer Project for Ledyard Center. He stated the WPCA was excited to help the Town with this important initiative.

[2021-08-24 Ledyard WPCA - Town Center Sewer Study](#)

VI RESIDENTS AND PROPERTY OWNERS – (Comments limited to three (3) minutes) Total Time Allotted Thirty (30) Minutes. - None.

VII COMMENTS OF TOWN COUNCILORS – None.

VIII REVIEW AND APPROVAL OF PRIOR MEETING

. MOTION to approve the Regular Meeting Minutes of September 8, 2021

Moved by Councilor Ryan, seconded by Councilor Dombrowski

VOTE: 7– 0 Approved and so declared

IX COMMUNICATIONS

. Communications List for September 22, 2021

Chairman Davis stated a Communications List has been provided and can be found on iCompass portal.

X REFERRALS

XI COUNCIL SUB COMMITTEE, LIAISON REPORTS

1 Administration Committee

Councilor Ingalls stated the Administration Committee met on September 8, 2021 and has a few reappointments on tonight’s agenda.

2 Community Relations Committee

Councilor Saums stated the Community Relations Committee has not met since the last Town Council meeting.

3 Finance Committee

Councilor Saums stated the Finance Committee met on September 15, 2021, via video conference. He stated in addition to the one item on tonight’s Agenda the Committee also discussed the following: (1) *American Recovery Plan Act (ARPA) Funding* - The Committee received presentations regarding ARPA funding requests from Southeastern Connecticut Council of Governments (SCCOG) Executive Director James Butler and Ledge Light Health District (LLHD) Deputy Director Jen Muggeo. He stated on behalf of SCCOG Mr. Butler requested Ledyard voluntary allocate 1% or \$28,399 of the County Allocation (\$2.839 million) to be provided in four-payments over a four-year period to hire a Regional Recovery Coordinator. He explained because Connecticut was one of two states in the Nation that does not have County Government that an additional \$51 million was being put into New London County. He stated the additional \$51 million would be divided by the population of New London County and then divided by the population of each town within the County. He stated that recently the Census Bureau decided to recognize Council of Governments in Connecticut as “*County Equivalents*” which would allow SCCOG to be eligible for more federal grants than they were previously eligible to receive in the past. Councilor Saums noted that the Finance Committee asked how the Regional Recovery Coordinator position would be paid after the four-year funding plan ended. He stated that Mr. Butler explained that the position would be temporary, and therefore, it would not be funded. Councilor Saums went on to note that LLHD requested a voluntary allocation in the amount of 1% of Ledyard’s total ARPA Funding or \$43,000 (combined Municipal and County Allocations \$4.327 million) in a one-lump sum appropriation to help LLHD fund past and ongoing pandemic-related activities. The Finance Committee asked for a list of purposes and costs the LLHD request would cover, which was later provided; (2) Annual Audit for fiscal year ending June 30, 2021 - Finance Director Marcia Hancock reported that Auditors CliftonLarsonAllen would be at Town Hall from September 20 - 30, 2021; (3) Process for unbudgeted expenses, and the accounting aspect for auditing purposes –

Councilor Saums stated the Board of Education was invited and attended the September 15, 2021 meeting to discuss the process by which the Board voted to purchase IT Support Services for the coming year, that was paid in advance in order to get a discount. He noted the Group discussed the following two questions: “(a) *Was the Board aware that the services were extended by prepaying using next year’s budget funds*; and (b) *Was the prepayment accounted for in keeping with Generally Accepted Accounting Principles, as the Town’s auditors will expect*”. He stated after much discussion the Group agreed to continue their discussion after talking with the Auditors about the process. Councilor Saums noted the Finance Committee did not question the decision to prepay to receive a discount; only the process that was followed, and the accounting for it. Councilor Saums stated that he along with Finance Director Marica Hancock and Mayor Allyn, III, met with the Auditors this afternoon. He stated after the meeting that he sent an e-mail to the Board of Education about how the accounting should be done, as recommended by the Auditors; (4) Town’s proposed Project List for the *American Rescue Plan Act Funding* – Councilor Saums stated Mayor Allyn, III, presented a List of potential projects for which the use of the *ARPA Funding* should be considered. The Committee agreed to continue the discussion and suggested the proposed *ARPA Project List* be compared the Town’s Capital Improvement Plan and prioritized based on the urgency of the projects. The Town received one ARPA Payment in the amount of \$2,163,500 around July 1, 2021; and would be receiving the second and final ARPA Payment next year. Councilor Saums stated the Town had until December 2024 to decide how to spend the funds, and that the funding must be spent by December 2026. He went on to explain that the Town Council had the option of including some or all of the ARPA Projects in the Fiscal Year 2022/2023 Budget Capital Improvement Plan with the possible exception of the Ledyard Center Sewer Line Project. He stated that the Town Council would discuss the ARPA Projects in more detail during their Work Session scheduled for later this evening; (4) Fire Apparatus Replacement Plan – Councilor Saums stated the Finance Committee has scheduled a Field Walk at both the Gales Ferry Fire Station and the Ledyard Center Fire Station on Wednesday, September 29, 2021, at 5:00 p.m. to learn about the town’s emergency apparatus and upcoming replacement needs. He stated all members of the Town Council, and the public were welcome to attend the Field Walk. He stated the Finance Committee planned to spend about 45 minutes at each of the Fire Stations beginning with Gales Ferry Fire Station and then moving to the Ledyard Center Fire Station.

4 Land Use/Planning/Public Works Committee

Councilor Dombrowski stated the LUPPW Committee has not met since the last Town Council meeting.

5 Board of Education

Councilor Ingalls stated the Board of Education met on September 15, 2021, and discussed the following: (1) Bus Driver Shortage – The entire State was experiencing a Bus Driver shortage. A Safety Form was available on the Ledyard.net website that could be completed on-line to report any issues regarding a specific bus stop; (2) Facilities Issues – A specialist was brought in to identify the cause for the mold and mildew in the Ledyard Middle School Auditorium and Gymnasium. The issue has been remediated in the Auditorium; however, the Gym was currently shut down. Air quality tests would be performed. Beyond his normal scope of duties, Director of Buildings & Grounds Mr. Wayne Donaldson continues to work with contractors to resolve issues; (3) High School - The Board of Education approved the following: (a) Replace the Cafeteria Air Conditioning; (b) Repair the Public Address (PA) System; (c) Agri-Science Boilers - Install heating oil transfer pump for the boilers. The installation of the fuel oil pump would be forwarded to the Town Council Finance Committee to approve the use of Agri-Science Technology Education (ASTE) Funds for this expense.

Chairman Davis commented on the School Bus Driver shortage, noting that she has seen comments on-line from folks in different towns, noting that it was certainly a huge problem all around the State.

6 Agricultural Commission

Councilor Dombrowski noted the Agricultural Commission met on September 21, 2021, and discussed their interest to expand their scope of duties as outlined in Ordinance #300-022 "*An Ordinance Establishing an Agricultural Commission for the Town of Ledyard*". He stated after attending the Land Use/Planning/Public Works Committee's September 7, 2021, the Commission wanted to discuss their duties. Therefore, he stated the Commission asked that the LUPPW Committee hold off on amending the Ordinance.

XII MAYOR'S REPORT –

Mayor Allyn, III, reported on the following: (1) School Bus Driver Shortage – Mayor Allyn stated because of the lack of bus drivers Massachusetts was using the National Guard to drive the buses. He stated the bus driver shortage was not just an issue in Connecticut, but that it was throughout the country; (2) COVID Update – (a) Cases were increasing in the schools; (b) Hospitalizations in New London County were at 28 which was a slight reduction. The County's peak hospitalization was in January, 2021 with 102. The State Department of Health reported of the 2.3 million Connecticut residents that have been fully vaccinated that less than one-half of 1% of those have contracted COVID-19; (c) Vaccines – Age 65+ were 100% fully vaccinated; Age 45-64 were 66% vaccinated; Age 25-44 were 62% vaccinated; Age 18-24 were 60% vaccinated; and Age 12-17 were 55% vaccinated. Ledyard's vaccination rate continued to be in the top 3 towns in Southeastern Connecticut; (3) Inter-Government Service Agreement (IGSA) – Mayor Allyn stated he and Public Works Director/Town Engineer Steve Masalin attended a meeting with the US Navy at the Subbase on September 21, 2021. He stated the Navy was looking to form relationships with adjacent towns in which services and/or purchasing power on a fee-based schedule could be leveraged. He stated during the meeting they discussed some opportunities that did not require labor, such as allowing the US Navy to piggyback on to a contract price that the town had in place, noting that the town would receive a profit margin. He stated as the IGSA discussion progresses that he would keep the Town Council informed; (4) Southeastern Connecticut Housing Alliance (SCHA) Meeting – Mayor Allyn stated SCHA has been working on an Affordable Housing Plan throughout Southeastern Connecticut. He noted Ledyard applied for and received a \$15,000 Affordable Housing Plan Grant for technical Assistance in developing a Plan. He stated the Planning & Zoning Commission was working to develop the Plan which was due to the State by June, 2022; (5) Eastern Connecticut Regional Tourism Board – Mayor Allyn stated he appointed Mr. Gary McKeon as Ledyard's Representative to replace Ms. Carol Christiansen, who was elected President of the Connecticut Association of Realtors. He thanked Ms. Christiansen for her service to the Town; (6) Division of Emergency Management Services (DEMS) – Mayor Allyn stated the DEMS were back to meeting on a monthly basis, noting that during the height of the COVID-19 Pandemic they were meeting more often to disseminate information; (7) Advanced Connecticut Economic Development Commission Workshop – Mayor Allyn thanked Councilors Ingalls, Evans and Saums for attending the Workshop. He stated about twenty-two folks attended the workshop and that he was hopeful they could get their land use commissions and boards to work together to advance projects, as they are presented for approval; (8) Annual Audit fiscal year ending June 30, 2021- Mayor Allyn stated Auditors CliftonLarsonAllen would be working in Ledyard September 20 – 30, 2021. He stated he met with them today and planned to meet with them again next week as they move forward with the audit. He stated the financial records looked good on the General Government side; (9) Finance Director Retirement – Mayor Allyn noted as he reported at the Town Council's September 8, 2021, meeting, Finance Director Marcia Hancock would be retiring at the end of January, 2022. He stated the Town has retained Consultant Linda Savitsky, who was retired from the State of Connecticut Office of Management and Policy and was also the former Finance Director for the Town of Groton, to assist Ledyard with their search for the next Finance Director. He stated the town would not be hiring from within noting that they would be looking outside of their Organization to fill the position. He stated although Ms. Hancock was small in stature, she had very large shoes to fill. He addressed the importance to get the right person in the Finance Director role. He stated that he looked forward to working with Ms. Savitsky and others.

Questions to the Mayor -

Chairman Davis noted the process to fill the Finance Director position, noting that Ms. Savitsky helped Ledyard with the selection process in hiring Ms. Hancock. She noted Ms. Savitsky's many years of experience and knowledge.

Councilor Saums stated he was dreading the day when Ms. Hancock retires noting that she has been wonderful to work with, and she has done a fantastic job for Ledyard. He stated Ms. Hancock would be missed.

XIII OLD BUSINESS – None.

XIV NEW BUSINESS

. Administration Committee

1. MOTION to reappoint the following members to the Inland Wetland and Water Courses Commission for a two (2) year term ending October 31, 2023:

Mr. Paul Maugle (R) 827 Colonel Ledyard Highway, Ledyard (Regular Member)  
Mr. Justin DeBrodt (DD) 5 Erins Way, Ledyard, (Regular Member)  
Mr. J.A. Capon (D) 37 Silas Dean Road, Ledyard (Alternate Member)

Moved by Councilor Ingalls, seconded by Councilor Marshall

Discussion: Chairman Davis noted that these were routine reappointments.

VOTE: 7 - 0 Approved and so declared

RESULT: APPROVED AND SO DECLARED 7-0

MOVER: Councilor Andra Ingalls

SECONDER: Councilor John Marshall

AYES: Chairperson Linda Davis, Councilor Kevin Dombrowski,  
Councilor Andra Ingalls, Councilor John Marshall, Councilor Bill Saums,  
Councilor Timothy Ryan, and Hilary Evans

ABSENT: Councilor Mary McGrattan and Councilor Michael  
Washington

2. MOTION to reappoint Mr. Marcelle Wood (D) 11 South Glenwoods Road, Gales Ferry to the Planning & Zoning Commission for a three (3) year term ending October 31, 2024.

Moved by Councilor Ingalls, seconded by Councilor Marshall

Discussion: None.

Background: Mr. Mike Cherry's term was also due to expire in October, 2021. Mr. Cherry decided not to continue to serve on the Planning & Zoning Commission when his term expires in October. The Mayor has appointed Mr. Cherry as the Interim Zoning Enforcement Officer, which included Short Term Rentals.

VOTE: 7 - 0 Approved and so declared

RESULT: APPROVED AND SO DECLARED 7-0

MOVER: Councilor Andra Ingalls

SECONDER: Councilor John Marshall

AYES: Chairperson Linda Davis, Councilor Kevin Dombrowski,  
Councilor Andra Ingalls, Councilor John Marshall, Councilor Bill Saums,  
Councilor Timothy Ryan, and Hilary Evans

ABSENT: Councilor Mary McGrattan and Councilor Michael  
Washington

. Finance Committee

3. MOTION to approve two tax refunds in the combined total amount of \$5,749.40 with each exceeding \$2,400.00 in accordance with tax collector departmental procedures.

Moved by Councilor Saums, seconded by Councilor Ryan

Discussion: Councilor Saums stated in accordance with policies established for the Tax Collection Department, refunds to taxpayers exceeding \$2,400 needed to be approved by the Town Council. He explained for one refund there was an escrow accounting issue that needed to be corrected; and for the other refund that both the mortgage company and the homeowner paid the taxes. Therefore, he stated refunds were in-order for both properties.

VOTE: 7 - 0 Approved and so declared

RESULT: APPROVED AND SO DECLARED 7-0

MOVER: Councilor Bill Saums

SECONDER: Councilor Timothy Ryan

AYES: Chairperson Linda Davis, Councilor Kevin Dombrowski, Councilor Andra Ingalls, Councilor John Marshall, Councilor Bill Saums, Councilor Timothy Ryan, and Hilary Evans

ABSENT: Councilor Mary McGrattan and Councilor Michael Washington

#### General Items

4. Work Session regarding American Rescue Plan Act (ARPA) Funding Potential Project List.

Chairman Davis stated the Finance Committee has been working with the Mayor and with Town Commissions to prepare a List of potential projects that would qualify for the use of the *American Rescue Plan Act* (ARPA) Funding. She stated that she included a Work Session on tonight's agenda to give everyone on the Town Council an opportunity to follow and understand process along with the potential projects, noting that there would be a lot of discussion over the next several months. She deferred to Councilor Saums to present the draft *ARPA Projects List*.

Councilor Saums stated that he and Mayor Allyn, III, have been working together to compile a Projects List for the use of the *American Rescue Plan Act (ARPA) Funding*. He explained that there were specific uses for the ARPA Funding, and he noted the acceptable uses were as follows:

- A. To respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality.
- (B) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of local government that perform such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.
- (C) For the provision of government services to the extent of the reduction in revenue of such local government due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; or
- (D) To make necessary investments in water, sewer, or broadband infrastructure.

Councilor Saums explained that during the Finance Committee's September 15, 2021, Meeting they discussed the importance to compare the requested ARPA Project List to the Town's Capital Improvement Plan (CIP) to identify which



projects were “*Capital Needs*” versus which projects were “*Emergency Needs*”. Therefore, he noted the ARPA Project List presented below has been separated into the following categories:

- Infrastructure/Economic Growth
- Third Party Request
- Public Needs /Safety Needs
- Public Safety Needs
- Capital Needs
- Social Services

Councilor Saums went on to explain that the *American Rescue Act* Funding cannot be used for directly or indirectly offsetting a tax cut or for pension fund obligations.

Councilor Saums and Mayor Allyn, III, presented and reviewed the draft *ARPA Projects List* as noted below:

DRAFT: *Revised at 9/22/2021 Town Council Meeting*

<b>AMERICAN RECOVERY PLAN ACT PLAN ACT PROPOSED PROJECT OPTIONS</b>			
<i>Total Ledyard ARPA funds: \$4,327 million</i> <i>Municipal ARPA Allocation \$1.487 million</i> <i>County ARPA Allocation: \$2.839 million</i>			
<i>Project</i>	<i>Location</i>	<i>Estimated Cost</i>	<i>Notes</i>
<b>Infrastructure/ Growth</b>		<b>Economic</b>	
Phase I Sewer line extension	Ledyard Center to Ledyard High	\$1,200,000	Bill Library to LHS (Possible funding through Department of Economic and Community Development (DECD). This would free up ARPA Funding. See WPCA Chairman Lynch presentation above (Committee Reports).
Phase II Ledyard Center line extension	Ledyard Center	\$612,500	Sewer line extension from Route 214 to Colonel Ledyard Hwy Route 117..Estimated 2,450 LF at \$250/LF, cost share with LCS Developer.
Phase III (Final Phase) Sewer line extension	Ledyard Center	\$950,000	Sewer line final phase from LHS to Pennywise Lane, upgrade 3" line to 6" LP line
<i>Regional Inter- Water Connection Plan (Drinking Water)</i>	<i>Route 12 over Poquetanuck Cove Bridge to interconnect with Norwich Public Utilities (NPU)</i>	<i>\$1,450,000</i>	<i>Would enable water to move from Groton across the River to Norwich and beyond during an Emergency.</i>
<b>Governmental Transparency</b>			

Added ClearGov modules	Online/Cloud-Based	\$42,000	4-year cost to provide increased transparency, CIP budgeting.
<b>Third party request / Disaster recovery specialist</b>			
Southeastern Connecticut Council of Governments (SCCOG) Recovery Planner	town wide	\$28,399	Request 1% of County Share – Hire a Disaster Regional Recovery Coordinator. The position would be posted as a short-term position and it was contingent upon the near-term availability of funding, but also on the long-term availability of funding. After four years, the Regional Recovery Coordinator Position was not a guaranteed position for the applicant. The applicant would be made aware that after four years the position could be sunset.
Southeastern Cultural Coalition	town wide	\$28,399	Request 1% of County Share - Arts & Culture. The Cultural Coalition would collect 1% of the County Share from each participating town and directly redistribute the funding back to each of the municipalities.
Ledge Light Health District (LHD)	town wide	\$43,270	Request 1% of total funds. The State's per capita formula increased this year.
TVCCA	town wide	\$15,000	TVCCA Commissary upgrades needed due to increased demands/services. TVCCA provides support for Seniors and Social Services, such as heating/energy assistance and the Meals on Wheels Program, etc. The Commissary is located on Stock House Road, Bozrah. TVCCA Office is located in Norwich.
<b>Public Needs/Public Safety</b>			
Solar Charging Station	Upper Town Green	\$12,000	Solar USB charging stations at Town Green, Bill Library, Gales Ferry location.
Install Wi-Fi in Food Pantry	Pantry, Town Green	\$2,500	Open wi-fi with extender in upper pavilion for Town Green coverage. In

<i>Lead Abatement</i>	<i>Nathan Lester House</i>	<i>\$30,000</i>	addition, the Wi-Fi would be helpful for Farmers Market.  <i>Reimbursement for Lead Paint Abatement in Living Quarters.</i>
<b>Public Safety</b>			
Solar Powered Crosswalk Signs	Ledyard Center	\$7,500	Pilot Program for two crosswalks - flashing lights to alert motorists of pedestrians in crosswalk.
Sandy Hollow Guardrails	Sandy Hollow Road	\$225,000	Install steel ribbon guardrails on approaches to reservoir.
Concrete floor	Pole Barn, Lower Town Green	\$55,000	Concrete floor would meet ADA Regulations. Pushing wheelchairs strollers and using walkers on the asphalt millings under the Pole Barn was problematic. Concrete Floor would also add good utility use.
Sidewalk Completion	Ledyard Center	\$35,000	Install 650+/- LF of concrete sidewalk to fill-in missing sidewalk areas to complete the sidewalks in Ledyard Center on the north end of Route 117 by Holdridge Garden Center and across the street. The sidewalk after Valentinos Restaurant on Route 117 south toward Best Way would be done with the LOCIP Grant, as part of the Multi-Model Sidewalk Pathway Project.
<b>Capital Needs</b>			
Town Hall A/C Replacement	741 Colonel Ledyard Hwy	\$75,000	The Town Hall Air Conditioning unit that was purchased ten years ago with grant funding failed. The inspection found that the system was not repairable and needed to be replaced. Currently window air conditioning units were being used.
Re-vinyl side food pantry	Ledyard Town Green	\$17,500	Existing siding was 30 years old and was failing.
Replace 6 doors in Town Hall	741 Colonel Ledyard Hwy	\$23,000	Most of the Town Hall's exterior doors and the

			Annex Building door were sheet metal doors. The doors were corroding/rusting out. In addition, this funding would add electronic locking systems to the outside doors.
<b>Social Services</b>			
Add funds to Housing Rehab Grant	town wide	\$100,000	State did not fund the Community Development Block Grant (CDBG) for this year (FY 21/22). Ledyard has a backlog of 17 Applications and would like to continue the <i>No Interest Loan Program</i> to help qualified limited income homeowners with the replacement of failing furnaces /heating system, roofs, connect to public utilities, etc. The loan would be paid back to the Town when the home was sold, conveyed, or refinanced, at which time the funds would be available to be loaned to other qualifying homeowners. Mayor Allyn was continuing to investigate whether the ARPA Funding could be used for this purpose.
Parks and Rec Summer Scholarships	town wide	\$10,000	Fund scholarship program for low-income families to participate summer camp (Social Services).
<b>TOTAL</b> <i>(9/22/2021)</i>		<del>\$3,482,068</del> <b>\$4,962,068</b>	
Overage Contingency <i>(9/22/2021)</i>	ALL PROJECTS	<del>\$345,056</del> <b>\$496,206</b>	10% contingency for all projects
<b>TOTAL</b> <i>(9/22/2021)</i>		<del>\$3,827,124</del> <b>\$5,458,274</b>	

Chairman Davis thanked Councilor Saums and Mayor Allyn for their work in compiling the ARPA Project List as presented this evening. She stated the proposed ARPA Project List was comprised of ideas that mostly came from Town Hall. She encouraged others, who may have ideas on how the ARAP Funding should be used, to forward them to the Finance Committee or to the Mayor to be included on the proposed Project List for consideration.

Mayor Allyn, III, addressed the total \$3,857,124 cost of the Project(s), as presented this evening, and he explained that should Ledyard receive the Department of Economic and Community Development (DECD) Grant Funding for the Sewer Line Extension Project that it could free up as much as \$1 million in ARPA funding that could be used for other town needs. Therefore, he commented on the importance to solicit additional ideas. He stated Projects could be added or removed

from the List as they move through this process. He stated Ledyard received about 50% of the Federal ARPA allocation funding (\$2,163,500 +/-) around July 1, 2021. He reviewed the following timeline for the ARPA Funding:

- December 31, 2024 – To identify their Spending Plan.
- December 31, 2026 - ARPA Funding had to be fully expended.

Councilor Saums noted the following projects were on the List he presented at the Finance Committee’s September 1, 2021, Meeting; however, they were not included on the Project List being presented this evening:

- Nathan Lester House Lead Paint Abatement Reimbursement \$30,000
- Drinking Water Regional Inter-Connection Project \$1,450,000

Mayor Allyn noted not including the Projects Councilor Saums’ mention was an oversight and should have been on the List presented this evening for discussion and consideration. With the addition of the two Projects noted above the Total Combined ARPA Projects List was as follows:

TOTAL		\$4,962,068	
Overage Contingency	ALL PROJECTS	\$496,206	10% contingency for all projects
<b>TOTAL</b>		<b>\$5,458,274</b>	

The Town Council also discussed the following Project Ideas:

- **Highlands Water System** - Councilor Saums suggested they also consider rebuilding/replacing the watermain in the Highlands Water System. He noted the Land Use/Planning/Public Works Committee has been discussing the town’s investment in road restoration work and concerns regarding the town’s newly paved roads being dug up because of needed repairs to aging water systems.
- **Route 12 Sidewalks/Connectivity** - Councilor Ingalls noted previous studies that were conducted along Route 12 in Gales Ferry to create a village environment similar to what has been done in Ledyard Center. She questioned whether the installation of sidewalks to provide connectivity in the area of the Gales Ferry Library, the Job Lot Plaza, etc. were part of any of the development studies that were previously completed. Mayor Allyn stated a *Route 12 Corridor Study* was done in 2008, which included the former Gale Ferry School and went from Christy Hill Road/Route 12 toward McDonalds near the intersection of Chapman Lane/Route 12 and into the Gales Ferry Village. He stated the 2008 Route 12 Study was stale and would need to be updated. He went on to state that the town applied for a \$500,000 Small Town Economic Program (STEAP) grant for streetscape improvements that would have mirrored the work that was done Ledyard Center. However, he stated their grant application was not approved. He went on to state last year Ledyard missed the grant application (\$15,000) deadline to update the Route 12 Corridor Study. He noted noting that perhaps \$15,000 could be included on the ARPA Projects List to conduct the Route 12 Study. He explained by having a more recent Study in place that Ledyard would be in a better position for when STEAP Grant Funding becomes available again. Chairman Davis thanked Councilor Ingalls for her question regarding Route 12 in Gales Ferry, noting that the proposed *ARPA Project List* was heavily weighted for initiatives in Ledyard Center.

Councilor Marshall stated he was excited to see many of the projects on the ARPA Funding List; and he questioned the ARPA Funding allocation for the Board of Education. Councilor Saums stated the Board of Education would be receiving a separate ARPA funding allocation from the Federal Government in the amount of \$2.8 - \$2.9 million. He stated in reviewing the Capital Improvement Plan (CIP) that

he noted there was a lot of work that the Board could be doing in the school buildings, and he stated the ARPA could be used for infrastructure improvements at the schools.

Councilor Saums went on to explain that there was no application process to spend the ARPA funding, noting the following requirements:

- December 31, 2024 – To identify their Spending Plan.
- December 31, 2026 - ARPA Funding had to be fully expended.

Councilor Dombrowski noted the ClearGov additional modules that would cost \$42,000 over four years and he questioned the on-going costs after four years. Councilor Saums stated ClearGov was a cloud-based service, therefore, he stated the additional Clear Gov modules would be an added expense, once the ARPA Funding was used up. Mayor Allyn stated after four-years the town would need to be prepared to pay for the additional module; or they could drop the additional modules. He stated the cost for the additional ClearGov modules would be an additional \$10,500 per year, assuming there was no change in the ClearGov pricing.

Chairman Davis thanked everyone for their comments, noting that they had a good discussion regarding the ARPA funding and potential projects. She concluded by stating that the Finance Committee would also be discussing “*Process*” to ensure that there was transparency in the approval of the Projects and in the spending of the ARPA Funding.

**RESULT: DISCUSSED**

XV ADJOURNMENT –

Councilor Dombrowski moved to adjourn, seconded by Councilor Marshall

VOTE: 7 – 0 Approved and so declared. The meeting adjourned at 8:03 p.m.

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

I, Linda C. Davis, 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 September 22, 2021.

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Linda C. Davis, Chairman

DISCLAIMER – Although we try to be timely and accurate these are not official records of the Town.

The Town Council's Official Agendas and Minutes will be on file in the Town Clerk's Office.