



Monday, January 26, 2026 | 6:00 PM

COMMITTEE OF THE WHOLE - AGENDA

Mayor Jill Rusk, Deputy Mayor Stephen Sheffield, Councilor Jean-Claude Ambroise, Councilor Nicholas Johns, Councilor Christy McElroy, Councilor Christine Piazza, Councilor Paul Norris and City Clerk Dani Baycura

Join Zoom Meeting

<https://us06web.zoom.us/j/88907567230?pwd=JtqMOH7flxMXBhaiwr3sFdI2N7TSl.1>

Meeting ID: 889 0756 7230

Passcode: 845274

I. ROLL CALL

II. NEW BUSINESS OR REFERRAL

- A. Highway Budget Presentation
- B. Police Budget Presentation
- C. Parks and Recreation
 - 1. Eastern Point Beach Rules and Regulations
 - 2. Eastern Point Beach User Fees
- D. Groton Utilities
 - 1. Bucket Truck Purchase
 - 2. Eversource Easement
- E. Commission Appointment
 - 1. Harbor Management Commission – W. Robarge

III. ADJOURNMENT



Date 1/23/2026	Department City of Groton Highway Department
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Initiative:

Mayor and Council approve the FY2027 Highway Department Budget

Information:

Under Article VI, Section 1(c) of the City of Groton Charter states “Department Heads of the Police Department and Highway Department shall submit their proposed budgets to the Mayor no later than the first week in January of each year. The Mayor shall finalize these budgets and, within two weeks of receiving the same, submit them to the Council for review and approval.

The FY2027 Highway Department budget has been submitted for the review and approval process. The Mayor has finalized the budget and submitted it to the Council to review.

The Mayor and Council approve the FY2027 Highway Department budget.

Options:

1. Approve the budget
2. Deny the budget
3. Modify the budget
4. Do Nothing

Recommended Action:

The Department recommends Option 1. Approve the budget.



Date 1/26/2026	Department City of Groton Police Department
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Initiative:

Mayor and Council Approve the FY2027 Police Department Budget

Information:

Under Article VI, Section 1(c) of the City of Groton Charter states "Department Heads of the Police Department and Highway Department shall submit their proposed budgets to the Mayor no later than the first week in January of each year. The Mayor shall finalize these budgets and, within two weeks of receiving the same, submit them to the Council for review and approval.

The FY2027 Police Department budget has been submitted for the review and approval process. The Mayor has finalized the budget and submitted it to the Council to review.

The Mayor and Council approve the FY2027 Police Department budget.

Options:

1. Approve the budget
2. Deny the budget
3. Modify the budget
4. Do Nothing

Recommended Action:

The department recommends option 1.



Date 1/22/26	Department Parks & Recreation
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Initiative:

Acceptance of Rules and Regulations at Eastern Point Beach Property for 2026

Information:

Eastern Point Beach Property is for the use and enjoyment of City of Groton residents, non-resident City of Groton taxpayers and others. Rules and regulations must be established and enforced for the health, safety and welfare of all City of Groton residents, non-resident City of Groton taxpayers and anyone visiting the beach. The Beach and Parks Committee has reviewed the Rules and Regulations at Eastern Point Beach Property for 2026 and has moved this document to Mayor & Council for final approval.

Options:

1. Approve and accept the Rules and Regulations at Eastern Point Beach Property for 2026
2. Ask the Beach & Parks Committee to look at the document again based on the Council's input

Recommended Action:

Option 1: Motion to recommend a resolution to approve and accept the recommended Rules and Regulations at Eastern Point Beach property for 2026.

**R-~~265-03-12~~ RESOLUTION THAT THE MAYOR AND COUNCIL APPROVE THE
RULES AND REGULATIONS AT EASTERN POINT BEACH PROPERTY
FOR THE YEAR 202~~65~~
(APPROVED ~~MARCH 3, 2025~~)**

WHEREAS, Eastern Point Beach Property is for the use and enjoyment of City of Groton residents and non-resident City of Groton taxpayers and others; and

WHEREAS, rules and regulations must be established and enforced for the health, safety and welfare of all City of Groton residents and non-resident City of Groton taxpayers and others; and

WHEREAS, the following rules and regulations are to be effective for Eastern Point Beach for the Year 202~~65~~:

**RULES AND REGULATIONS
(Subject to change at any time during the season)**

Eastern Point Beach Property is for the use and enjoyment of City of Groton residents and non-resident City of Groton taxpayers and others.

*For purposes of this document, City resident shall mean; City residents or City taxpayers whose registration does not show a City of Groton address.

A. Hours

- Park hours posted 5:30 am to 11:30 pm
- Gate hours 8:00 am – 8:00 pm, applicable fees apply
- Lifeguards on duty 8:00 am to 6:00 pm, daily
- Beach Patrol on duty 6:00 pm to 8:00 pm, daily
- ALL RULES APPLY YEAR ROUND 24/7**, except where noted

B. Vehicles:

- Vehicles eligible to enter Eastern Point Beach will be as follows:
 - Registered passenger vehicles not exceeding 12 passenger capacity
 - Pick-up trucks
 - Motorcycles
 - Trailers, mobile homes, golf carts, etc. are prohibited.

C. Parking Permits:

~~All fees are non-refundable. Seasonal Rates:~~

City Residents/City Taxpayers 62 years old and older*	\$ 20.00
City Resident/City Taxpayer/City Employee	\$ 40.00
City Resident/City Taxpayer (additional Vehicle)	\$ 30.00
Town of Groton Taxpayers 62 years old and older*	\$ 40.00
Town of Groton Taxpayers	\$ 80.00
Non-resident 62 years old and older*	\$ 55.00
Non-resident	\$100.00
Special Pass City resident/City taxpayer 62 years and older**	\$ 20.00
Special Pass for resident/City taxpayer with a disability under 62 years of age***	\$ 40.00

~~Military Discount with ID \$5.00~~

~~* To be eligible for this rate, an individual must be 62 years of age on or before Labor Day.~~

~~** Available only to a City resident with no motor vehicle in the household determined on a case-by-case basis by the Director of Parks and Recreation~~

~~*** Available only to a City resident with no motor vehicle in the household determined on a case-by-case basis by the Director of Parks and Recreation and documentation of disability.~~

New parking permits will be issued by the showing of a current and valid motor vehicle registration. City of Groton residents or City taxpayers whose registration does not show their City of Groton address must show proof of residence (examples: electric bill or current lease agreement). The permit **must be adhered** to the driver's side of the vehicle on the inside of the windshield, in the lower left hand corner. The permit on the vehicle must match the registration number of the vehicle it was purchased for.

D. Replacement of Pass:

If your pass needs to be replaced due to purchase of a new vehicle, replacement of windshield or any other reason, **you must bring in the old pass**. Replacement passes will cost \$5.00. Lost passes require the purchase of a full price new pass.

E. Daily Rates:

~~Weekday \$30.00~~

~~Weekends/Holidays* \$40.00~~

~~5:00pm — 8:00pm ½ price parking daily Non Residents, City Residents Free (except on Special Events)~~

~~*The holidays are Memorial Day, July 4th and Labor Day.~~

~~(Starting at 8:00 p.m. daily there will be no charge for entrance to the beach, except during Special Events.)~~

F.E. Bus Trips:

Bus loads are limited to no more than three (3) per day. Reservations are required in advance by contacting the Parks and Recreation office at 860-446-4128. The charge for buses will be \$100.00 per bus per day, but does not permit the bus to park on the property. There will be no charge and/or bus limit for City of Groton Recreation program buses.

G.F. Temporary parking permits:

A temporary parking permit is available free of charge for current parking permit holders whose vehicle is in the repair shop for up to of five (5) days. These permits are available by bringing a written statement from the repair shop, written on their letterhead, which details which vehicle is being repaired and the number of days the vehicle will be in the shop. Letters are to be presented at the Parks and Recreation office, during business hours, to request the temporary parking pass.

H. Walk-ins:

~~Children 17 years old and under—FREE~~

~~City of Groton Residents/City of Groton Residential Taxpayers with ID—FREE~~

~~Residents that do not have a picture ID can show a current lease agreement or tax bill and can obtain a picture ID at the Parks and Recreation Office. City of Groton Residents/City of Groton Residential Taxpayers may walk in with an unlimited number of guests at no cost.~~

~~Non-Resident/Non-Taxpayer Walk Ins—\$5.00~~

Guest Pass:

~~City of Groton Residents/City of Groton Residential Taxpayers can purchase a walk in guest pass for up to 4 adults—\$30.00. This is for WALK-IN purposes ONLY~~

~~That would be left at the Gatehouse upon arrival at the beach and picked up on their way out. This does not include business or commercial property.~~

I.G. Military Families

Families of crew members of submarines returning home or departing may be allowed access to Eastern Point Beach at no cost to view the boats only when the Parks and Recreation Office is notified in advance by the designated personnel on the Sub Base via email alert.

J.H. Fishing

An area at the far end (northwest end) of parking area is open to fishing. Fishing on any other area of beach property is prohibited.

K.I. Water Sports

Scuba diving is only permitted on the Thames River side of beach property. Wind surfing, canoes, sunfish, jet skis and similar watercraft are restricted to the beach area in front of Zbierski House.

L.J. Parking

All registered motorized vehicles (as defined in eligibility Rule B) require a season permit to gain entrance to the beach. The permit **must be adhered** to the driver's side of the vehicle on the inside of the windshield, in the lower left hand corner. Motorcycles must laminate pass and display to gate attendant each time they enter Beach property.

All vehicles must be parked in the designated parking spaces in the parking area. Do not park along yellow curbing or yellow striped area.

1. No vehicle parking or standing allowed in any part of the entrance driveway (strictly enforced).
2. Drop-offs and pick-ups must be done in the designated Loading Zone white curbing area (strictly enforced).
3. Parking permit does not guarantee a parking place. Parking limited to City of Groton residents and non-resident taxpayers when the parking lot reaches 90% of capacity.

M.K. General Rules and Regulations

~~1. Dressing or undressing will only be permitted in the restroom areas.~~

~~2.1.~~ No profanity, obscenities or vulgarity, spitting, towel snapping or fighting is allowed on Beach property.

~~3.2.~~ No throwing of stones, sand or other objects is allowed on beach property.

~~4. Children 12 and over can come to the beach unattended. Children under 12 must be accompanied by a person at least fifteen (15) years of age to gain admittance to use the beach property. Children ten (10) years of age or younger must be accompanied by a person at least twelve (12) years of age to gain admittance to use the beach property.~~

~~5.3.~~

~~6. Running is not permitted on sandy beach.~~

~~7. No climbing walls.~~

~~4.~~ Ball playing is confined to the Zbierski House lawn, the playground, the volleyball court and the basketball court. Ball playing may be permitted in the water past far beach per staff discretion. Running is only allowed at far beach at the staff discretion.

~~8.5.~~ Kite flying is confined to the lawn behind the Zbierski House.

~~9.6.~~ No glassware is allowed.

~~10.7.~~ No tents, popups or screens allowed on the sandy beach area or Tyler House lawn. Single pole umbrellas and canopies only on sandy beach area and no strings should extend from your canopy. Small child cabanas are permitted but must not restrict the lifeguards view or path to the water. Staff has the right to request that any item be removed from the sand area if it could cause a safety concern.

~~11.8.~~ No swimming/wading off the rocks, breakwater or parking lot area. Where posted, patrons are to keep off the rocks. No climbing walls.

~~12.9.~~ No alcoholic beverages will be allowed anywhere on the Eastern Point Beach property unless a Special Permit for the Sale or Consumption for Alcohol at the Zbierski House has been granted by the Director of Parks and Recreation.

~~13.10.~~ No patrons should set up blankets or towels in front of the lifeguard stand so as to block lifeguard's direct route to the water.

~~14.11.~~ All garbage is to be carefully put into the containers provided. No littering allowed.

~~15.12.~~ No overnight camping or open fires on the beach.

~~16~~.13. No skateboards, roller-skates, roller blades or razor scooters are to be used on beach property.

~~17~~.14. No Drones allowed on the property. Remote control devices with cameras attached to them are not allowed on the property.

~~18.~~15. No bicycle riding on beach property. Recreational motorized scooters, mopeds and bikes must be stowed in bike racks, during the season. During the off-season bicycle riding will be allowed in the parking lot area ONLY.

16. Proper/appropriate beach attire is required. ~~No thongs or “G” strings allowed.~~ Nudity is prohibited. Dressing or undressing will only be permitted in the restroom areas.

~~19.~~17. Radios, speakers, etc., should maintain a volume as not to disturb others. Music selection should abide by rule #2.

~~20.~~18. During the beach season, abuse and violation of any rules, regulations, or ordinances listed herein may lead to loss of parking permit and/or beach privileges (subject to review by the Recreation Director). Parks & Recreation Director reserves the right to alter or override any rule or regulation according to his/her discretion due to special circumstances.

N.L. Ordinances/CT Regulations

1. **Per City Ordinance 198:** Section 1 (b) No pet leashed or unleashed shall be allowed on the Eastern Point Beach park property at any time from Memorial Day through Labor Day. During the off season State of CT Regulation of the Department of Public Health, Section 1, 19a-36-B61 (10) will be enforced. (Except for service dogs and the goose patrol dog).

2. **Per City Ordinance 199:** Prohibiting smoking at the locations identified in ordinance.

The intent and purpose of prohibiting smoking/vaping at the locations identified in this ordinance is to protect the public health, safety and welfare by reducing exposure to second hand smoke/vapor and tobacco/vaping waste product.

a. Smoke or Smoking shall mean the burning of a lighted cigarette, cigar, pipe or any other similar device, whether containing, wholly or in part, tobacco, cannabis, or hemp.

b. Vape or Vaping Device shall mean any device that employs a heating element, power source, electric circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may include nicotine or cannabis and is inhaled by the user of such product.

c. Electronic Nicotine/Cannabis Device shall mean an electronic device that may be used to simulate smoking in the delivery of nicotine or cannabis to a person inhaling from the device and includes, but is not limited to, a vaporizer, electronic pipe, electronic hooka and any related device and any cartridge or other component of such device.

d. Tobacco/Cannabis products shall mean: 1.) any substance containing tobacco/cannabis or any tobacco/cannabis product in smoking/vaping forms, but not limited to light cigarettes, hookah tobacco, snuff, snus, chewing tobacco, dipping tobacco, cigars, pipe tobacco, vape pen, electronic nicotine delivery systems or any other preparation of tobacco. 2.) any product of formulation of matter containing biologically active amounts of nicotine that is manufactured, sold or offered for sale, or otherwise distributed with the expectation that the product or matter will be introduced into the human body, but does not include any product specifically approved by the United States Food and Drug Administration for use in treating nicotine or tobacco dependence.

e. Park or recreation area shall mean any outdoor area owned or operated by the City of Groton and open to the general public for primary recreational purposes, regardless of any fee

or age requirement including but not limited to beaches, picnic areas, playgrounds, sports or athletic fields, bleachers, walking paths, gardens, hiking trails, bike paths and dog parks. A park or recreational area shall not include any paved public sidewalk immediately abutting the boundary of the park or recreational area or any other designated (posted) area.

Any person who violates any provision of this Ordinance shall be subject to a fine of \$120.00 per violation.

3. Only Coast Guard Approved Type III Personal Flotation devices are allowed, all other flotation devices are not allowed. Special devices are allowed for children with special needs.
4. Idling of vehicles on park property. Connecticut regulations prohibit vehicles of all kinds from unnecessary idling for more than 3 minutes. Pursuant of CT Regulations (RCSA) 22a-174-18.

O.M. Beach Picnic Area

1. Picnicking will be allowed only in designated areas.
2. All cooking must be within the picnic areas.
3. The use of the picnic facilities on the grounds is on a first come, first-serve basis; reservations of areas for clubs or organizations must be requested in writing to the Parks and Recreation Department. Use of facilities for groups of more than 25 people may be prohibited on Saturdays, Sundays and holidays.
4. Picnic tables are placed to benefit the general public. Special requests can be made to the office for permission to move tables together for larger groups.
5. All the picnic tables and grills are available to all guests at the beach on a first come first serve basis. Individuals that rent the Zbierski House may not ask patrons to vacate the area around the House.

P.N. Special Events

In the event that there is a Special Event held in the area which will have an impact on the parking at Eastern Point Beach, the following criteria will be in place at the discretion of the Beach and Parks Committee.

1. There will be no rental of the Zbierski House on the dates of the Special Event and any scheduled rain dates. Beach Hours of Operation could be extended to 6:00 am to 10:00 pm. There will be staff at the facility during these hours.
2. Parking Fee will be \$50.00 for those without a Season Beach Pass, no matter what day of the week the Special Event falls on.
3. All the approved Rules and Regulations of Eastern Point Beach will be in full effect.

Q. Do NOT Feed the Wildlife

People naturally enjoy the good feeling they get from feeding waterfowl. They like to get close to them and feel that supplementing the natural diet of wildlife and geese with corn, bread and other household foods helps them survive better in the wild. But there are several things we should consider concerning the welfare of animals being fed:

1. Artificial feeding and close human contact changes the natural behavior of wildlife. It alters migrating instincts and can reduce their ability to survive in the wild. Fed wildlife can get use to human presence—ultimately to their detriment from hunters, etc.

The periodic welfare given to wildlife by supplemental feeding causes a difficult adjustment. The periodic supplemental feeding is too often given when the wildlife need it least—during the moderate weather. When it ends abruptly, they do not have access to alternate food sources.

2. Artificial bird food items such as bread can also cause dietary deficiencies when they become the primary food sources. Research has shown that trace elements available only in a balanced, natural diet of wild duck foods are essential to promote good health in wild fowl.

3. Large numbers of waterfowl are concentrated by supplemental feeding practices, the possibility of a waterfowl disease epidemic is increased. Some parasitic, bacterial, and viral diseases can be spread from ducks to people and other wildlife.

Feeding wildlife “people food” is the equivalent of “junk food”. Wildlife are capable of finding their own food, even in cold winter months of January and February. In periods of extremely abnormal cold, biologists and conservation officers monitor the conditions of wild ducks, and if they need supplemental feeding, they will make that publicly known and do something about it.

If you or your children enjoy feeding the wildlife, do it at the zoo, park, or nature center where it is approved.

Remember: **FEEDING WILDLIFE MAY MAKE YOU FEEL GOOD, BUT IT IS NOT HELPING THEM.**

THEREFORE BE IT RESOLVED that the Mayor and Council approve the Rules and Regulations at Eastern Point Beach for the Year 20265.

**R-26-- RESOLUTION THAT THE MAYOR AND COUNCIL APPROVE THE
RULES AND REGULATIONS AT EASTERN POINT BEACH PROPERTY
FOR THE YEAR 2026
(APPROVED)**

WHEREAS, Eastern Point Beach Property is for the use and enjoyment of City of Groton residents and non-resident City of Groton taxpayers and others; and

WHEREAS, rules and regulations must be established and enforced for the health, safety and welfare of all City of Groton residents and non-resident City of Groton taxpayers and others; and

WHEREAS, the following rules and regulations are to be effective for Eastern Point Beach for the Year 2026:

**RULES AND REGULATIONS
(Subject to change at any time during the season)**

Eastern Point Beach Property is for the use and enjoyment of City of Groton residents and non-resident City of Groton taxpayers and others.

*For purposes of this document, City resident shall mean; City residents or City taxpayers whose registration does not show a City of Groton address.

A. Hours

Park hours posted 5:30 am to 11:30 pm
Gate hours 8:00 am – 8:00 pm, applicable fees apply
Lifeguards on duty 8:00 am to 6:00 pm, daily
Beach Patrol on duty 6:00 pm to 8:00 pm, daily
ALL RULES APPLY YEAR ROUND 24/7, except where noted

B. Vehicles:

Vehicles eligible to enter Eastern Point Beach will be as follows:

Registered passenger vehicles not exceeding 12 passenger capacity
Pick-up trucks
Motorcycles
Trailers, mobile homes, golf carts, etc. are prohibited.

C. Parking Permits:

New parking permits will be issued by the showing of a current and valid motor vehicle registration. City of Groton residents or City taxpayers whose registration does not show their City of Groton address must show proof of residence (examples: electric bill or current lease agreement). The permit **must be adhered** to the driver's side of the vehicle on the inside of the windshield, in the lower left hand corner. The permit on the vehicle must match the registration number of the vehicle it was purchased for.

D. Replacement of Pass:

If your pass needs to be replaced due to purchase of a new vehicle, replacement of windshield or any other reason, **you must bring in the old pass**. Replacement passes will

cost \$5.00. Lost passes require the purchase of a full price new pass.

E. Bus Trips:

Bus loads are limited to no more than three (3) per day. Reservations are required in advance by contacting the Parks and Recreation office at 860-446-4128. The charge for buses will be \$100.00 per bus per day, but does not permit the bus to park on the property. There will be no charge and/or bus limit for City of Groton Recreation program buses.

F. Temporary parking permits:

A temporary parking permit is available free of charge for current parking permit holders whose vehicle is in the repair shop for up to of five (5) days. These permits are available by bringing a written statement from the repair shop, written on their letterhead, which details which vehicle is being repaired and the number of days the vehicle will be in the shop. Letters are to be presented at the Parks and Recreation office, during business hours, to request the temporary parking pass.

G. Military Families

Families of crew members of submarines returning home or departing may be allowed access to Eastern Point Beach at no cost to view the boats only when the Parks and Recreation Office is notified in advance by the designated personnel on the Sub Base via email alert.

H. Fishing

An area at the far end (northwest end) of parking area is open to fishing. Fishing on any other area of beach property is prohibited.

I. Water Sports

Scuba diving is only permitted on the Thames River side of beach property. Wind surfing, canoes, sunfish, jet skis and similar watercraft are restricted to the beach area in front of Zbierski House.

J. Parking

All registered motorized vehicles (as defined in eligibility Rule B) require a season permit to gain entrance to the beach. The permit **must be adhered** to the driver's side of the vehicle on the inside of the windshield, in the lower left hand corner. Motorcycles must laminate pass and display to gate attendant each time they enter Beach property.

All vehicles must be parked in the designated parking spaces in the parking area. Do not park along yellow curbing or yellow striped area.

1. No vehicle parking or standing allowed in any part of the entrance driveway (strictly enforced).
2. Drop-offs and pick-ups must be done in the designated Loading Zone white curbing area (strictly enforced).
3. Parking permit does not guarantee a parking place. Parking limited to City of Groton residents and non-resident taxpayers when the parking lot reaches 90% of capacity.

K. General Regulations

1. No profanity, obscenities or vulgarity, spitting, towel snapping or fighting is allowed on Beach property.
2. No throwing of stones, sand or other objects is allowed on beach property.
3. Children 12 and over can come to the beach unattended. Children under 12 must be accompanied by a person at least fifteen (15) years of age to gain admittance to use the beach property.
4. Ball playing is confined to the Zbierski House lawn, the playground, the volleyball court and the basketball court. Ball playing may be permitted in the water past far beach per staff discretion. Running is only allowed at far beach at the staff discretion.
5. Kite flying is confined to the lawn behind the Zbierski House.
6. No glassware is allowed.
7. Single pole umbrellas and canopies only on sandy beach area and no strings should extend from your canopy. Small child cabanas are permitted but must not restrict the lifeguards view or path to the water. Staff has the right to request that any item be removed from the sand area if it could cause a safety concern.
8. No swimming/wading off the rocks, breakwater or parking lot area. Where posted, patrons are to keep off the rocks. No climbing walls.
9. No alcoholic beverages will be allowed anywhere on the Eastern Point Beach property unless a Special Permit for the Sale or Consumption for Alcohol at the Zbierski House has been granted by the Director of Parks and Recreation.
10. No patrons should set up blankets or towels in front of the lifeguard stand so as to block lifeguard's direct route to the water.
11. All garbage is to be carefully put into the containers provided. No littering allowed.
12. No overnight camping or open fires on the beach.
13. No skateboards, roller-skates, roller blades or razor scooters are to be used on beach property.
14. No Drones allowed on the property. Remote control devices with cameras attached to them are not allowed on the property.
15. No bicycle riding on beach property. Recreational motorized scooters, mopeds and bikes must be stowed in bike racks, during the season. During the off-season bicycle riding will be allowed in the parking lot area ONLY.

16. Proper/appropriate beach attire is required. Nudity is prohibited. Dressing or undressing will only be permitted in the restroom areas.
17. Radios, speakers, etc., should maintain a volume as not to disturb others. Music selection should abide by rule #2.
18. During the beach season, abuse and violation of any rules, regulations, or ordinances listed herein may lead to loss of parking permit and/or beach privileges (subject to review by the Recreation Director). Parks & Recreation Director reserves the right to alter or override any rule or regulation according to his/her discretion due to special circumstances.

L. Ordinances/CT Regulations

1. **Per City Ordinance 198:** Section 1 (b) No pet leashed or unleashed shall be allowed on the Eastern Point Beach park property at any time from Memorial Day through Labor Day. During the off season State of CT Regulation of the Department of Public Health, Section 1, 19a-36-B61 (10) will be enforced. (Except for service dogs and the goose patrol dog).
2. **Per City Ordinance 199:** Prohibiting smoking at the locations identified in ordinance.

The intent and purpose of prohibiting smoking/vaping at the locations identified in this ordinance is to protect the public health, safety and welfare by reducing exposure to second hand smoke/vapor and tobacco/vaping waste product.

- a. Smoke or Smoking shall mean the burning of a lighted cigarette, cigar, pipe or any other similar device, whether containing, wholly or in part, tobacco, cannabis, or hemp.
- b. Vape or Vaping Device shall mean any device that employs a heating element, power source, electric circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may include nicotine or cannabis and is inhaled by the user of such product.
- c. Electronic Nicotine/Cannabis Device shall mean an electronic device that may be used to simulate smoking in the delivery of nicotine or cannabis to a person inhaling from the device and includes, but is not limited to, a vaporizer, electronic pipe, electronic hooka and any related device and any cartridge or other component of such device.
- d. Tobacco/Cannabis products shall mean: 1.) any substance containing tobacco/cannabis or any tobacco/cannabis product in smoking/vaping forms, but not limited to light cigarettes, hookah tobacco, snuff, snus, chewing tobacco, dipping tobacco, cigars, pipe tobacco, vape pen, electronic nicotine delivery systems or any other preparation of tobacco. 2.) any product of formulation of matter containing biologically active amounts of nicotine that is manufactured, sold or offered for sale, or otherwise distributed with the expectation that the product or matter will be introduced into the human body, but does not include any product specifically approved by the United States Food and Drug Administration for use in treating nicotine or tobacco dependence.
- e. Park or recreation area shall mean any outdoor area owned or operated by the City of Groton and open to the general public for primary recreational purposes, regardless of any fee or age requirement including but not limited to beaches, picnic areas, playgrounds, sports or athletic fields, bleachers, walking paths, gardens, hiking trails, bike paths and dog parks. A park or recreational area shall not include any paved public sidewalk immediately abutting the boundary of the park or recreational area or any other designated (posted) area.

Any person who violates any provision of this Ordinance shall be subject to a fine of \$120.00 per violation.

3. Only Coast Guard Approved Type III Personal Flotation devices are allowed, all other flotation devices are not allowed. Special devices are allowed for children with special needs.
4. Idling of vehicles on park property. Connecticut regulations prohibit vehicles of all kinds from unnecessary idling for more than 3 minutes. Pursuant of CT Regulations (RCSA) 22a-174-18.

M. Beach Picnic Area

1. Picnicking will be allowed only in designated areas.
2. All cooking must be within the picnic areas.
3. The use of the picnic facilities on the grounds is on a first come, first-serve basis; reservations of areas for clubs or organizations must be requested in writing to the Parks and Recreation Department. Use of facilities for groups of more than 25 people may be prohibited on Saturdays, Sundays and holidays.
4. Picnic tables are placed to benefit the general public. Special requests can be made to the office for permission to move tables together for larger groups.
5. All the picnic tables and grills are available to all guests at the beach on a first come first serve basis. Individuals that rent the Zbierski House may not ask patrons to vacate the area around the House.

N. Special Events

In the event that there is a Special Event held in the area which will have an impact on the parking at Eastern Point Beach, the following criteria will be in place at the discretion of the Beach and Parks Committee.

1. There will be no rental of the Zbierski House on the dates of the Special Event and any scheduled rain dates. Beach Hours of Operation could be extended to 6:00 am to 10:00 pm. There will be staff at the facility during these hours.
2. Parking Fee will be \$50.00 for those without a Season Beach Pass, no matter what day of the week the Special Event falls on.
3. All the approved Rules and Regulations of Eastern Point Beach will be in full effect.

THEREFORE BE IT RESOLVED that the Mayor and Council approve the Rules and Regulations at Eastern Point Beach for the Year 2026.



Date 1/22/26	Department Parks & Recreation
------------------------	---

Initiative:

Acceptance of Parks & Recreation User Fees for 2026

Information:

The City of Groton offers a variety of leisure services and facilities to the citizens of all age groups and has established fees and charges to help underwrite the program costs. The Beach and Parks Committee has reviewed the user fees, recommends the proposed fee structure and has moved this document to Mayor & Council for final approval.

Options:

1. Approve and accept the Parks & Recreation User Fees for 2026
2. Ask the Beach & Parks Committee to look at the document again based on the Council's input

Recommended Action:

Option 1: Motion to recommend a resolution to approve and accept the recommended Parks and Recreation User Fees for 2026.

**R-~~265-03-13~~ RESOLUTION THAT THE MAYOR AND COUNCIL APPROVE THE
202~~65~~ CITY OF GROTON RECREATION DEPARTMENT USER
FEES**

(APPROVED ~~MARCH 3, 2025~~)

WHEREAS, the City of Groton offers a variety of leisure services and facilities to the citizens of all age groups; and

WHEREAS, the City of Groton has established fees and charges to help underwrite the program costs; and

WHEREAS, the Beach and Parks Committee has reviewed the user fees and recommends the proposed fee structure as follows:

INTRODUCTION

*For purposes of this document, City resident shall mean; City residents or City taxpayers whose registration does not show a City of Groton address.

The City of Groton offers a variety of leisure services to the citizens of all age groups. A significant portion of the services has been underwritten through general fund appropriations.

Some programs instituted between fiscal years have been supported with fees paid by the participants. As a result, inconsistencies among programs serving the same constituents have developed.

The City of Groton Parks and Recreation Department is charged with the responsibility of planning, conducting, and supervising of recreational programs and activities as well as the operational, maintenance and management of these facilities.

Community recreational and park services are a municipal responsibility; however, the magnitude of the service and its economic impact should be reviewed annually to determine a reasonable ratio of community desires in accordance with the City of Groton's ability to financially support these services. The City of Groton should establish fees and charges to underwrite the program costs.

There are certain programs that should not have a participant charge, particularly when the specific program serves large numbers of people for a nominal total cost, for example, the City Day picnic.

1. BASIC SERVICES

The City of Groton should support the concept that the general fund should provide the cost of basic park and recreation services based on the following:

- a. Qualified staff to promote and expand leisure services.
- b. Positive recreational experiences which contribute to the individual's physical, social, emotional, creative, cultural and educational growth and development in order to enrich the quality of life.

- c. Development and maintenance of park and recreation facilities such as playgrounds, parks, athletic fields, picnic areas, beach, tennis courts, nature and fitness trails.

2. EXTENDED SERVICES

Extended services are services in excess of basic services. For example a specialist performing a professional service, programs requiring an instructor or specialist that costs more per hour than the authorized department pay structure.

3. EASTERN POINT BEACH FEES

The recommendation is that each January the beach rates be reviewed on the past year's figures and rates set to reflect a 25% to 50% recovery.

Vehicles

Vehicles eligible to enter Eastern Point Beach will be as follows:

- Registered passenger vehicles not exceeding 12 passenger capacity
- Pick-up trucks
- Motorcycles

Trailers, mobile homes, etc. are prohibited.

Parking Permits

Seasonal Rates

All fees are non-refundable

City Residents/City Taxpayers 62 years old and older*	\$20.00
City Resident/City Taxpayer/City Employee	\$40.00
City Resident/City Taxpayer (additional Vehicle)	\$30.00
Town of Groton Taxpayers 62 years old and older*	\$40.00
Town of Groton Taxpayers	\$80.00
Non-resident 62 years old and older*	\$55.00
Non-resident	\$100.00
Special Pass City resident/City taxpayer 62 years and older**	\$20.00
Special Pass for resident/City taxpayer with a disability under 62 years of age***	\$40.00
Military Discount with ID	\$5.00

* To be eligible for this rate, an individual must be 62 years of age on or before Labor Day.

** (Available only to a City resident with no motor vehicle in the household determined on a case-by-case basis by the Director of Parks and Recreation.)

*** Available only to a City resident with no motor vehicle in the household determined on a case-by-case basis by the Director of Parks and Recreation and documentation of disability

Daily Rates

Weekday	\$30.00
Weekends/Holidays*	\$40.00
5:00pm – 8:00pm	½ price parking daily for Non-Residents, City Residents – Free (except on Special Events)

(*The holidays are Memorial Day, July 4th and Labor Day)

New parking permits will be issued by the showing of a current and valid motor vehicle registration. City of Groton residents or City taxpayers whose registration does not show their City of Groton address must show proof of residence (examples: tax bill or current lease agreement). The permit **must be adhered** to the driver’s side of the vehicle on the inside of the windshield. The permit on the vehicle must match the registration number of the vehicle it was purchased for.

Starting at 8:00 p.m. daily there will be no charge for entrance to the beach, except during Special Events.

Bus Trips:

Bus loads are limited to no more than three (3) per day. Reservations are required in advance by contacting the Parks & Recreation office at 446-4128. The charge for buses will be \$100.00 per bus per day, but does not permit the bus to park on the property. There will be no charge and/or limit for City of Groton Recreation program buses.

Temporary Parking Permits:

A temporary parking permit is available free of charge for current parking permit holders whose vehicle is in the repair shop for up to five (5) days. These permits are available by bringing a written statement from the repair shop, written on their letterhead, which details which vehicle is being repaired and the number of days the vehicle will be in the shop. Letters are to be presented at the Parks and Recreation office Monday through Friday from 8:00 am to 4:30 pm during regular office hours to request the temporary parking pass.

Walk-ins

Children 17 years old and under – **FREE**

City of Groton Residents/City of Groton Residential Taxpayers with ID – **FREE**

Residents that do not have a picture ID can show a current lease agreement or tax bill and can obtain a picture ID at the Parks and Recreation Office. City of Groton Residents/City of Groton Residential Taxpayers may walk-in with their guests at no cost.

Non-Resident/ Non Taxpayer Walk Ins - **\$5.00**

Guest Pass:

City of Groton Residents/City of Groton Residential Taxpayers can purchase a walk in guest pass for up to 4 people - **\$430.00. This is for WALK-IN purposes ONLY**

That would be left at the Gatehouse upon arrival at the beach and picked up on their way out.

This does not include business or commercial property.

Families of crew members of submarines returning home or departing may be allowed access to Eastern Point Beach at no cost to view the boats only when the Parks and Recreation Office has been notified by the designated personnel on the Sub Base via email alert.

Special Events

In the event that there is a Special Event held in the area which will have an impact on the parking at Eastern Point Beach, the following criteria will be in place at the discretion of the Beach and Parks Committee.

1. There will be no rental of the Zbierski House on the dates of the Special Event and any scheduled rain dates
2. Beach Hours of Operation could be extended from 6:00 am to 10:00 pm. There will be staff at the facility during these hours.
3. Parking Fee will be \$50.00 for those without a Season Beach Pass, no matter what day of the week the Special Event falls on.
4. All the approved Rules and Regulations of Eastern Point Beach will be in full effect.

4. RECREATION PROGRAMS

Adult Programs. The fees are calculated to break even. Fees pay for 100% of the program.

Youth Programs. The fees are calculated on an individual program basis taking into consideration special instructors and/or special equipment and supplies to recover 50% to 75% of the costs in fees.

Summer Playground. The City of Groton operates a large summer playground program at Thames River Magnet School. The rates charged are as follows:

	City Resident Fee	Non-City Resident Fee
Full Day 5 6-14 year olds		
Early Bird Weekly Rate	\$50.00	
	\$9 85.00 (Deadline is	
Memorial Day)		
Weekly Rate after Memorial Day	\$60.00	\$10 95.00
Half Day 4 5 year olds		
Early Bird Weekly Rate	\$30.00	\$45.00
(Deadline is Memorial Day)		
Weekly Rate after Memorial Day	\$40.00	\$55.00

- a. **Recreation Trips.** Trips beyond the City of Groton boundaries (educational, cultural, professional sports, etc.) are part of a comprehensive leisure program. Participants in these programs pay all costs to include bus, admission fees, meals, etc.

5. FACILITY RENTALS

Pavilions. The City presently has six (6) pavilions at Washington Park. The rates are as follows:

	Large Pavilions #1,3 & 5 Per Rental (up to a 4 hour timeframe)	Regular Pavilion #2, 4 & 6 Per Rental (up to a 4 hour timeframe)
City resident	\$ 60.00	\$ 30.00
Non-resident	\$120.00	\$ 60.00
City business	\$120.00	\$ 60.00
Outside business	\$170.00	\$120.00

* All members of the Military will receive a 10% discount off the rental of the Pavilions at Washington Park upon presenting valid proof of military service.

Tennis Courts (lighted). The Parks and Recreation Department supervises six lighted courts at Washington Park. All league play will be charged \$20.00 per court per four (4) hour session. The participants shall be expected to pay for the cost of any extended services.

Ball Fields Fee Structure:

Group 1	<u>All youth groups regular season games.</u> Little League and Babe Ruth	No fee
Group 2	<u>All other Youth Baseball Programs</u>	\$55.00 per game weekdays \$75.00 per game weekends
Group 3	<u>Youth League District or State Tournaments.</u> Includes one game field setup and preparation.	No fee
	City employee on site to prepare fields for series of games:	Saturdays \$60.00 per hour Sundays \$80.00 per hour
Group 4	<u>University of Connecticut, Avery Point.</u>	No fee
Group 5	<u>Adult Leagues.</u>	\$55.00 per game weekdays \$75.00 per game weekends
Group 6	<u>Adult Tournaments.</u>	\$250.00 per day

There will be a maximum of 20 parking spaces allotted with any Zbierski house rental at a cost of \$5.00 per vehicle when the beach is officially open. During the summer season, rentals on Saturday, Sunday and Holidays will be limited to one (1) party during hours of operation (8am-6pm) and for one (1) party after 6:00 pm.

- | | |
|---------|--|
| Group 1 | <u>City, Town, State, and Federal Government Groups:</u>
Example: Beach and Park Committee, EPHD Committee.
No fee |
| Group 2 | <u>Civic, Charitable or Non-Profit Groups:</u>
Example: AA, Church group, Quilters Club, EPPOA.
\$25.00 for three hours |
| Group 3 | <u>Individual Private Parties:</u>
City Resident: \$30.00 per hour
Non-resident: \$60.00 per hour |
| Group 4 | <u>Businesses:</u>
City: \$100.00 per hour
Outside City: \$200.00 per hour |

**Special Permit for the Sale and/or Consumption of Alcohol within the Zbierski House
1 Beach Pond Rd, Groton CT 06340**

This permit allows for the sale and/or consumption of alcohol (beer and wine ONLY) within the Zbierski House or on its porches. Alcohol is not allowed to be taken onto other areas of the Eastern Point Beach property. Alcohol will only be permitted after 6:00pm on Friday, Saturday and Sundays during the Beach Season No alcohol is to be served, consumed, or sold without a special permit. No kegs, beer balls, or other containers of alcohol in excess of 1 liter are allowed at any time, must be plastic or can, no glass containers.

In order to be granted a Special Permit for the Sale and/ or Consumption of Alcohol the following conditions must be met:

1. Application must be made, in writing, six weeks prior to the event
2. The applicant must have a Zbierski House Use Permit.
3. The applicant must have a liquor license or liquor permit as required by law.
4. The applicant must have insurance covering the City as additionally insured.
5. The applicant must have a plan for controlling the behavior of guests.

Date of Application _____

Name of Event _____ Date of Event _____

Sponsoring Individual or Organization _____

Hours of event _____

Zbierski House Permit

The applicant has a Zbierski House Use Permit Y N

Type of Event:

_____ Private. Private events where no money is requested from attendees do not require a liquor license. Private events constitute such things as birthday parties, bridal showers, family reunions, graduation ceremonies, memorial services, weddings etc.

\$50.00 for Resident \$100.00 for Non-Resident

_____ Public. Public events where money is requested or charged which also include the sale or consumption of alcohol require a liquor permit. Public events include fundraisers, antique sales, art shows, etc.

\$100.00 for Resident \$200.00 for Non-Resident

Liquor Permit

The appropriate liquor permit has been provided and is attached. Y N N/A

Insurance: The applicant or caterer must have insurance coverage including the City as additionally insured.

Liquor Liability (if alcohol is served or sold)

\$1,000,000 Per Occurrence

\$2,000,000 General Aggregate

City of Groton, CT added as additional insured

General Insurance Requirements:

- All coverage must be placed with carriers approved to conduct business in the State of Connecticut and rated at least A-/VII by A.M. Best

- Certificates of insurance verifying compliance with the City of Groton’s requirements must be included with this permit form. Failure to meet the City’s insurance requirements shall prevent use of issuance of a Special Permit for the Sale or Consumption of Alcohol.
- Should any insurance cancel for any reason or cause, at least 30 days written notice shall be given to the City of Groton
- The City of Groton maintains the right to require insurance coverage greater than what is listed above, depending on the nature and scope of usage of the Zbierski House.
- Any exceptions to the City’s insurance requirements are subject to the sole discretion of the City.

A copy of the applicant or caterer’s liability insurance has been provided and is attached. Y N

Guest Control: The applicant is responsible for the behavior of his or her guests. The City will require that a City employee be present at all times to assure that the plan for guest control is followed. The applicant is responsible for paying the cost of such an employee.

An acceptable plan for assuring all guests follow the rules of the beach has been provided and is attached. Y N

A city employee is required. Y N Estimated Cost to Be Paid Prior to Event

I, _____, have read and agree to the terms and conditions of this Special Permit for the Sale and/or Consumption of Alcohol. I understand that failure to comply with these terms and conditions will result in the forfeiture of any deposit made for use of the Zbierski House as well as any future ability to use any City facilities.

Grantee: (Print Name) _____

Signature: _____

Date: _____

Grantor: (Print Name) _____

Signature: _____

Date: _____

THEREFORE, BE IT RESOLVED that the Mayor and Council approve the 202~~65~~ City of Groton Recreation Department User Fees.

**R-26-- RESOLUTION THAT THE MAYOR AND COUNCIL APPROVE THE
2026 CITY OF GROTON RECREATION DEPARTMENT USER FEES
(APPROVED)**

WHEREAS, the City of Groton offers a variety of leisure services and facilities to the citizens of all age groups; and

WHEREAS, the City of Groton has established fees and charges to help underwrite the program costs; and

WHEREAS, the Beach and Parks Committee has reviewed the user fees and recommends the proposed fee structure as follows:

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Extended services are services in excess of basic services. For example a specialist performing a professional service, programs requiring an instructor or specialist that costs more per hour than the authorized department pay structure.

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The recommendation is that each January the beach rates be reviewed on the past year's figures and rates set to reflect a 25% to 50% recovery.

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- a. **Recreation Trips.** Trips beyond the City of Groton boundaries (educational, cultural, professional sports, etc.) are part of a comprehensive leisure program. Participants in these programs pay all costs to include bus, admission fees, meals, etc.

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Group 3	<u>Youth League District or State Tournaments.</u> Includes one game field setup and preparation.	No fee
	City employee on site to prepare fields for series of games:	Saturdays \$60.00 per hour Sundays \$80.00 per hour
Group 4	<u>University of Connecticut, Avery Point.</u>	No fee
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- | | |
|---------|--|
| Group 1 | <u>City, Town, State, and Federal Government Groups:</u>
Example: Beach and Park Committee, EPHD Committee.
No fee |
| Group 2 | <u>Civic, Charitable or Non-Profit Groups:</u>
Example: AA, Church group, Quilters Club, EPPOA.
\$25.00 for three hours |
| Group 3 | <u>Individual Private Parties:</u>
City Resident: \$30.00 per hour
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| Group 4 | <u>Businesses:</u>
City: \$100.00 per hour
Outside City: \$200.00 per hour |

**Special Permit for the Sale and/or Consumption of Alcohol within the Zbierski House
1 Beach Pond Rd, Groton CT 06340**

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In order to be granted a Special Permit for the Sale and/ or Consumption of Alcohol the following conditions must be met:

1. Application must be made, in writing, six weeks prior to the event
2. The applicant must have a Zbierski House Use Permit.
3. The applicant must have a liquor license or liquor permit as required by law.
4. The applicant must have insurance covering the City as additionally insured.
5. The applicant must have a plan for controlling the behavior of guests.

Date of Application _____

Name of Event _____ Date of Event _____

Sponsoring Individual or Organization _____

Hours of event _____

Zbierski House Permit

The applicant has a Zbierski House Use Permit Y N

Type of Event:

_____ Private. Private events where no money is requested from attendees do not require a liquor license. Private events constitute such things as birthday parties, bridal showers, family reunions, graduation ceremonies, memorial services, weddings etc.

\$50.00 for Resident \$100.00 for Non-Resident

_____ Public. Public events where money is requested or charged which also include the sale or consumption of alcohol require a liquor permit. Public events include fundraisers, antique sales, art shows, etc.

\$100.00 for Resident \$200.00 for Non-Resident

Liquor Permit

The appropriate liquor permit has been provided and is attached. Y N N/A

Insurance: The applicant or caterer must have insurance coverage including the City as additionally insured.

Liquor Liability (if alcohol is served or sold)

\$1,000,000 Per Occurrence

\$2,000,000 General Aggregate

City of Groton, CT added as additional insured

General Insurance Requirements:

- All coverage must be placed with carriers approved to conduct business in the State of Connecticut and rated at least A-/VII by A.M. Best

- Certificates of insurance verifying compliance with the City of Groton’s requirements must be included with this permit form. Failure to meet the City’s insurance requirements shall prevent use of issuance of a Special Permit for the Sale or Consumption of Alcohol.
- Should any insurance cancel for any reason or cause, at least 30 days written notice shall be given to the City of Groton
- The City of Groton maintains the right to require insurance coverage greater than what is listed above, depending on the nature and scope of usage of the Zbierski House.
- Any exceptions to the City’s insurance requirements are subject to the sole discretion of the City.

A copy of the applicant or caterer’s liability insurance has been provided and is attached. Y N

Guest Control: The applicant is responsible for the behavior of his or her guests. The City will require that a City employee be present at all times to assure that the plan for guest control is followed. The applicant is responsible for paying the cost of such an employee.

An acceptable plan for assuring all guests follow the rules of the beach has been provided and is attached. Y N

A city employee is required. Y N Estimated Cost to Be Paid Prior to Event

I, _____, have read and agree to the terms and conditions of this Special Permit for the Sale and/or Consumption of Alcohol. I understand that failure to comply with these terms and conditions will result in the forfeiture of any deposit made for use of the Zbierski House as well as any future ability to use any City facilities.

Grantee: (Print Name) _____

Signature: _____

Date: _____

Grantor: (Print Name) _____

Signature: _____

Date: _____

THEREFORE, BE IT RESOLVED that the Mayor and Council approve the 2026 City of Groton Recreation Department User Fees.



Date 01/26/2026	Department Groton Utilities
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Initiative:

Action Item Number GUC-WPCA 26-01-02 Request to approve purchase of Altec Bucket Truck

Information:

Management is requesting approval for a 2025 Ford F 600 ALTEC AT48M bucket truck. This will replace Truck 68E (a 2006 International bucket truck) that has exceeded its service life. This vehicle will be paid from the FY26 Electric Capital Budget. ALTEC is a member of Sourcewell purchasing Cooperative.

The price for this vehicle is \$260,241.00 and is a budgeted expense.

Options:

Authorize purchase as requested by management and approved by GUC with recommendation that Mayor and Council concur.

Take no action.

Recommended Action:

Management recommends purchasing this bucket truck from ALTEC.

RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE GROTON UTILITIES MANAGEMENT TO ISSUE A PURCHASE ORDER TO ALTEC INDUSTRIES, A MEMBER OF SOURCEWELL, A COOPERATIVE PURCHASING PROGRAM, CONTRACT NUMBER 110421-ALT, 210 INVERNESS CENTER DRIVE, PO BOX 11407, BIRMINGHAM, ALABAMA, FOR AN AMOUNT NOT TO EXCEED TWO HUNDRED SIXTY THOUSAND, TWO HUNDRED FORTY ONE DOLLARS AND NO CENTS (\$260,241.00) TO PURCHASE A BUCKET TRUCK, ALTEC MODEL AT48M TO BE PAID FROM FY26 ELECTRIC CAPITAL BUDGET

WHEREAS, Management has identified the need to replace Truck 68E, a 2007 Altec TA 50 boom with material handling jib Truck which has exceeded its service life; and

WHEREAS, this vehicle is available immediately, and building a comparable unit could take twenty-four to thirty-six months; and

WHEREAS, the cost for this purchase includes the bucket truck and additional accessories; and

WHEREAS, this truck is equipped with an articulating telescopic aerial device, material handling jib/winch, and is hydraulically articulating; and

WHEREAS, at its regular meeting held on January 21, 2026, the Groton Utilities Commission/ Water Pollution Control Authority authorized Groton Utilities' Management to issue a purchase order to Altec Industries, a member of Sourcewell, a Cooperative Purchasing Program, Contract Number 110421-ALT, 210 Inverness Center Drive, PO Box 11407, Birmingham, Alabama, for an amount not to exceed Two Hundred Sixty Thousand, Two Hundred Forty One Dollars and No Cents (\$260,241.00) to purchase a Bucket Truck, Altec Model AT48M to be paid from FY26 Electric Capital Budget, and furthermore that the City Council be apprised of this action with the recommendation that it concur;

THEREFORE BE IT RESOLVED that the Mayor and Council authorize Groton Utilities Management to issue a purchase order to Altec Industries, a member of Sourcewell, a Cooperative Purchasing Program, Contract Number 110421-ALT, 210 Inverness Center Drive, PO Box 11407, Birmingham, Alabama, for an amount not to exceed Two Hundred Sixty Thousand, Two Hundred Forty One Dollars and No Cents (\$260,241.00) to purchase a Bucket Truck, Altec Model AT48M to be paid from FY26 Electric Capital Budget.

Action Item Form

Date Submitted: 01/09/2026

Department: Electric

Request Initiated by: Jeremy Doucette

Date of Utilities Commission Meeting: 02/19/2025

Vendor Information: Preferred Vendor Sole Source MSA Bid Award

Company Name: Altec Industries

Street Address: 210 Inverness Center Drive P.O. City Birmingham State AL**Product(s) / Project Description:** What? Where? When? Why?

Management is requesting approval for a 2025 Ford F 600 ALTEC AT48M bucket truck. This will replace 68e (2006 International bucket truck) that has exceeded their service life. This vehicles will be paid from the FY 26 electric capital budget. ALTEC using source well is picked as the builder. Price for this unit is:

Total Price: \$260,241.00

Funding Source:Budgeted Non-Budgeted

Other:

Bonded Capital Non-Bonded Capital

Purchase Amount \$ 260,241.00

Contingency \$

% TOTAL REQUEST: \$ 260,241.00

Requesters Signature:





Suggested truck replacement for Electric Operations:

68e is a 2007 4300 International equipped with an Altec TA 50 boom with a material handling jib. Over the years, 68e has been a go-to truck for working with older pole standards and has doubled as a backup trouble/call truck due to its short length and boom capabilities.

The reason for this replacement is the vehicle's age and increased maintenance costs. Groton Utilities has invested substantial funds to keep this unit operational. It is currently operable; however, crews tend to treat it as a last resort. Over the last couple of years, this truck has gained a reputation for being unreliable.

Currently, Electric Operations is planning to trade/auction (using Altec) this vehicle toward the cost of a new Ford F-600 equipped with an ALTEC AT 48 M 4X4 bucket truck with a material handling jib. This unit is currently an ALTEC Demo unit, and the crew has had the opportunity to operate it on some jobs. Some key selling points of this unit are its compact size and its bucket elevator that booms to 49.5 feet. This truck is available immediately; building a comparable unit could take 24-36 months. For more details, please refer to Altec Inc's Quote #1645030-2

Respectfully Submitted,

Jeremy A Doucette

Manager of Electric Operations

Action / Resolution Backup Bucket Truck



Quote Number: 1949861
 Opportunity Number: 25182154
 Sourcewell Contract #: 110421-ALT
 Date: 1/8/2026

Quoted for: City of Groton
 Altec Account Manager: Greg Speroni

REFERENCE ALTEC MODEL		Sourcewell Price
AT41M	Articulating Telescopic Aerial Device with Material Handling Insulated, 41'	\$221,241

(A.) SOURCEWELL OPTIONS ON CONTRACT (Unit)

1	AT41M-US48M	Articulating telescopic Aerial Device with Material Handling (insulating lower arm) with 48' boom boom height (AT48M)	\$18,499
2	AT41M-US48M-PE	Platform Elevator	\$4,378
3			
4			

(A1.) SOURCEWELL OPTIONS ON CONTRACT (General)

1	SL	COMPARTMENT LIGHTS in Body Compartments - Strip LED (x8 Compartment)	\$1,773
2	ISG	Inverter Storage Inside of Body Compartment with Guard	\$866
3	LR	Ladder Rack	\$1,629
4	RBS	Rubber Belted Step	\$546
5	CH	Cone Holder, Fold Over Post Style	\$415
6	VSE-W	Wilton Vise Utility 6.5 Jaw with 5.5 Opening Pipe Jaws with Replaceable Jaws and Swivel Base	\$568
7	SPOT6	Remote Spot Light, LED, Permanent Mount, With Wireless Dash Mounted Controls And Programmable Wireless Remote x2	\$2,132
8	PSWI1	Inverter with minimum 2000W 120V @ 16A pure sine wave output, hardwired to outlets and 12VDC input	\$2,972
9	VRI	120 Volt GFCI Receptacle, Includes Weather-Resistant Enclosure	\$365
10	EW2	16,500 LB Electric Winch Kit For Light Duty Chassis, with Bumper Only (No Grill Guard), Includes Emergency Stop	\$4,858
SOURCEWELL OPTIONS TOTAL:			\$260,241

(B.) OPEN MARKET ITEMS (Customer Requested)

1	UNIT		\$0
2	UNIT & HYDRAULIC ACC		\$0
3	BODY	Steel LGS Trim Body ilo Contract Body	-\$404
4	BODY & CHASSIS ACC	Eyebolt trailer breakaway, Cable step, Plastic outrigger pads, Wire reel storage, O-rings for M-track, Flag holder, Sight rods, and Sign holder	\$3,363
5	ELECTRICAL	Perimeter, Flood, Fog, and cargo lights, Multipoint grounding system, Grounding lug, 7-way blade trailer receptacle, and Power strip	\$6,558
6	FINISHING		\$0
7	CHASSIS	2025 Ford F600 4x4 Reg Cab Diesel ilo Contract Chassis	-\$7,363
8	OTHER	Altec MY Price Adjustment	-\$7,181
OPEN MARKET OPTIONS TOTAL:			-\$5,027

TOTAL FOR UNIT/BODY/CHASSIS: \$255,214.00

(C.) ADDITIONAL ITEMS (items are not included in total above)

1			
2			
3			
4			

Pricing valid for 45 days

NOTES

PRICING: Altec will make every effort to honor this quotation, subject to the following provisions. Prices for equipment with production start dates 12 months and beyond are considered budgetary due to potential cost inflation, market volatility, and tariff implications. These prices will be reviewed based on market conditions and confirmed closer to the production date. Quotes and orders with chassis model years beyond the current open order bank are estimates only. Altec's turn-key pricing is subject to change based on chassis pricing received from the OEM. Chassis model year, specifications, and price will be reviewed and confirmed when specific model year information becomes available from the OEM, and any chassis price difference, including adjustments for tariffs, will be passed through to the customer.

PAINT COLOR: White to match chassis, unless otherwise specified

WARRANTY: Standard Altec Warranty for Aerials and Derricks - One (1) year parts warranty One (1) year labor warranty Ninety (90) days

TO ORDER: To order, please contact the Altec Account Manager listed above.

CHASSIS: Per Altec Commercial Standard

DELIVERY: TBD Based on availability, FOB Customer Location

TERMS: Net 30 days

BEST VALUE: Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.

TRADE-IN: Please ask your Altec Account Manager for more information



Date 01/26/2026	Department Groton Utilities
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Initiative:

To approve a new easement for Eversource to use Groton Utilities' gates for access to do maintenance on their transmission line on City watershed property.

Information:

This item has been previously discussed at COW and questions came up about Eversource paying the City for the easement. This easement was requested by Groton Utilities management in order to help secure the watershed; and Eversource has existing access to their facilities without this easement being in place, there is no value to Eversource for this new easement.

Options:

To approve the easement.

To not approve the easement.

Recommended Action:

Management requests approval to secure the watershed.

R-26-xx-xx RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE THE APPROVAL OF A PERMANENT ACCESS ROAD EASEMENT FOR EVERSOURCE AT 101 SANDY HOLLOW ROAD, LEDYARD, CONNECTICUT, PROPERTY OWNED BY THE CITY OF GROTON, AND THAT THE MAYOR OF THE CITY OF GROTON BE AUTHORIZED TO SIGN THE AGREEMENT

WHEREAS, Eversource upgraded their transmission line that runs through the Ledyard Reservoir; and

WHEREAS, during construction, Groton Utilities granted Eversource permission to use the existing entrance from Gate #46 on Long Cove Road to maintain watershed security and access their structures; and

WHEREAS, Groton Utilities has requested that Eversource use the Gate #46 entrance for maintenance that may be needed on their transmission line; and

WHEREAS, granting this access would eliminate the construction of another access road and will minimize environmental impacts, protect the Ledyard and Morgan Reservoirs, and prevent unauthorized access points for vehicles; and

WHEREAS, the City of Groton Planning and Zoning Commission approved the 8-24 on December 16, 2025; and

WHEREAS, at its regular meeting held on October 15, 2025, the Groton Utilites Commission/Water Pollution Control Authority authorized Groton Utilities Management to move forward and take necessary steps to authorize a permanent access road easement at 101 Sandy Hollow Road, Ledyard, Connecticut, property owned by the City of Groton, and furthermore, that the City Council be apprised of this action with the recommendation that it concur and take the necessary steps to proceed with this agreement;

THEREFORE BE IT RESOLVED that the Mayor and Council authorize the approval of a permanent access road easement for Eversource at 101 Sandy Hollow Road, Ledyard, Connecticut, property owned by the City of Groton and that the Mayor of the City of Groton be authorized to sign the agreement.

Action Item Form

Date Submitted: 10/09/2025

Department: Water

Request Initiated by: Michael Weber

Date of Utilities Commission Meeting: 10/15/2025

Vendor Information: Preferred Vendor Sole Source MSA Bid Award

Company Name:

Street Address:

City

State

Product(s) / Project Description: What? Where? When? Why?

Eversource has requested an Easement allowing them access to their poles that are located in the Groton Utility Watershed.

Funding Source:Budgeted Non-Budgeted Other: *N/A*Bonded Capital Non-Bonded Capital

Purchase Amount \$

Contingency \$

% TOTAL REQUEST: \$

Requesters Signature:

Michael Weber (map)

Return Original To:

Eversource Energy
107 Selden Street
Berlin, CT 06037
Attn: Stephen Schadler

PERMANENT ACCESS ROAD EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that the City of Groton, Connecticut, a municipal corporation with an address at 295 Meridian Street, CT (the “**Grantor**”), as the owner of that certain piece or parcel of real property known as 101 Sandy Hollow Road, Ledyard, Connecticut, consisting of approximately 704 acres, and shown on the Ledyard Assessor’s Map ID: 96-2170-101 (the “**Premises**”), for a valuable non-monetary consideration described herein, the sufficiency of which is hereby acknowledged, does hereby grant to The Connecticut Light and Power Company, d/b/a Eversource Energy, a specially chartered Connecticut corporation having its office in Berlin, Connecticut, its successors and assigns forever (the “**Grantee**”), a permanent, non-exclusive easement over and across the Premises upon the existing Morgan Reservoir Fire Road (so-called) for the purpose of providing ingress and egress to and from Long Cove Road, a public highway, and Grantee’s existing electric transmission and distribution right-of-way (the “**Easement**”), which electric transmission and distribution right-of-way is located, in part, on the Premises . The Easement shall include, without limitation, the right of the Grantee to enter upon, travel and transport personnel, materials and equipment over and upon the Morgan Reservoir Fire Road (the “**Access Area**”) for purposes relating to Grantee’s electric facilities.

The Grantor shall maintain the Access Area in good condition and repair it for its use and for the use of the Grantee for the purposes set forth in this Easement. However, if necessary, the Grantee shall have the right to cut and remove trees, brush, rocks, and other obstructions within or otherwise interfering with Grantee’s reasonable use of the Access Area, the right to fill depressions, roughly grade the surface of, and to lay down crushed stone or other material to make the Access Area suitable for its reasonable use; provided no major improvements shall be done pursuant to such rights without the Grantor’s prior review and written consent, which consent shall not be unreasonably conditioned or withheld.

The Premises, which are used by Grantor for public drinking water supply purposes, include or abut a public water supply reservoir. The Access Area is more particularly shown and described in Exhibits A and B attached hereto and made part hereof.

The Grantor and the Grantee are also sometimes hereinafter referred to collectively as the Parties and individually as a Party.

1. The Grantor hereby reserves the right to use the Access Area for any and all purposes that (i) do not unreasonably interfere with the Grantee’s use of the Access Area and exercise of any of the rights herein granted and (ii) do not create a hazard.
2. The Grantor, by its granting of said Easement and rights, and the Grantee, by its acceptance of same, hereby acknowledge, covenant and agree for themselves and their respective heirs, successors and assigns as follows:

(a) the Easement and other rights granted herein for the benefit of the Grantee, its successors and assigns, are intended to be permanent and run with the land, and are to be fully apportionable and fully assignable or transferable, all or in part, to a future owner / operator of Grantee's business including the use of the electric transmission and distribution right-of-way, without the need of any consent of the Grantor or the Grantor's heirs, successors and assigns;

(b) the Grantee shall not erect any building or structure on, place or store any materials on, obstruct, excavate, fill, or flood the Access Area, or otherwise use the Access Area in any manner that, in the reasonable opinion of the Grantor may interfere with the exercise of any of the rights retained by Grantor and/or may create a hazard;

(c) no cessation of use of all or any portion of said Easement or rights herein granted or of the Access Area by Grantee shall be deemed an abandonment thereof resulting in the termination of any aspect of the Easement and/or rights or of the Access Area, unless the holder of same at the time of such cessation of use or operation releases, in a written instrument in recordable form, its rights in such easement and rights or in the Access Area;

(d) the Grantor reserves the right to relocate the Access Area, at Grantor's sole cost and expense, and will consult with the Grantee to ensure such relocation does not materially increase the time, expense, or difficulty of access to Grantee's Right-of-Way as that permitted in and over the original Access Area. The Grantor agrees to submit written plans and drawings to the Grantee for its review and comment at least thirty (30) days prior to any proposed relocation.

(e) the Grantee agrees that the Easement and other rights granted herein are intended to be used in conjunction and coordination with the rights of Grantor in, upon and over the Access Area; and the Grantee covenants and agrees, for the benefit of Grantor, to keep the Access Area available for use by Grantor and avoid interference with Grantor's use of the Access Area. Grantor similarly covenants and agrees that it shall use the Access Area in conjunction and coordination with Grantee in a manner to keep the Access Area available for use by Grantee and avoid interference with Grantee's use of the Access Area to the extent feasible.

(f) In accordance with the provisions of Paragraph 2 (e), above, Grantee covenants and agrees to use their best effort to provide reasonable advance notice to Grantor of any proposed activity and use of the Access Area except for emergency access and access for routine maintenance and inspection work.

(g) The Grantee agrees that any damage to the Premises caused by its activity within the Access Area shall be corrected and restored to a condition substantially equal to that existing immediately prior to the time such damage occurred. If any activity conducted by Grantee pursuant to the Easement requires the approval of a government entity, Grantee agrees to obtain such approval without cost or expense to Grantor prior to conducting the regulated activity.

3. Except for the negligence or willful misconduct of the Grantor, the Grantee hereby agrees to indemnify, defend and hold harmless the Grantor and its officers, officials, employees and agents from and against all losses, claims, costs, liabilities, damages and expenses (including, but not limited to reasonable attorney's fees) attributable in whole or in part to **(i)** the exercise by the Grantee of the easement and rights granted by this instrument or **(ii)** any failure by the Grantee to comply with any of the provisions of this Agreement.

The foregoing obligation of the Grantee to indemnify and hold harmless the Grantor, its officers, officials, employees and agents, shall not apply to the extent of any such loss, cost, claim, expense, damage or liability that (y) is the result of the conduct or omission of any third party **not** affiliated with, and not under the control of the Grantee or (z) relates to a pre-existing and/or current environmental condition, other than any environmental condition caused by the Grantee or any person under its control.

4. (a) As consideration for the Easement and rights granted by this instrument, the Grantee hereby acknowledges, covenants and agrees with the Grantor that:

(i) the Grantee acknowledges that it will not build an access road within its electric transmission and distribution right-of-way between structures 3330 and 3334 but reserves the right to construct/install a temporary timber matted road if necessary to work on infrastructure. Timber matting to be removed upon completion of work.

(ii) the Grantee will keep in place, and maintain a row of large rocks at the eastern side of the work pad at structure 3330 to establish and maintain a physical barrier to prohibit vehicular access to Grantor's reservoir on the Premises; and

(iii) the Grantee will keep in place and maintain a row of large rocks at the western side of the work pad at structure 3335 to establish and maintain a physical barrier to prohibit vehicular access to Grantor's reservoir on the Premises.

(b) The Grantor and the Grantee covenant and agree that in the event the Grantee fails to fully comply with the provisions of Paragraph 4 (a), above, the Grantor shall be without an adequate remedy at law and may seek, and shall be entitled to receive, an order for injunctive relief requiring Grantee to comply with said provisions.

5. The Parties covenant and agree that this instrument shall be recorded on the Ledyard Land Records and may only be modified by a written instrument signed by both Parties, referring to this instrument and recorded on the Ledyard Land Records.

6. The rights and obligations of the Parties herein shall run with the land and bind their respective heirs, successors and assigns.

The words "Grantor" and "Grantee" in this instrument are intended, where the context requires or permits or is appropriate, to include the plural number as well as the singular and their heirs, executors, administrators, successors and assigns.

SIGNATURE PAGES FOLLOW

TO HAVE AND TO HOLD the above granted and bargained rights and Easement unto the said Grantor, its successors and assigns, forever.

IN WITNESS WHEREOF the Grantor, intending to be legally bound hereby, has duly executed this agreement on this the ___ day of _____ 2025.

GRANTEE:

Signed and witnessed in the presence of:

Witness 1: City of Groton

Sign: _____
Print: _____

By: _____
Keith Hendrick
Its: Mayor

Witness 2:

Sign: _____
Print: _____

ACKNOWLEDGEMENT

STATE OF CONNECTICUT

ss: City of Groton

COUNTY OF NEW LONDON

On this the ___ day of _____ 2025 before me, the undersigned officer, personally appeared Keith Hendrick, the Mayor of Groton, who has proven to me with proper identification and/or through personal knowledge to be the person whose name is subscribed on the preceding or attached document, and acknowledged that he signed it voluntarily and of his free will and deed and the free act and deed of the City of Groton for its stated purpose.

In witness whereof, I hereunto set my hand and official seal.

Sign: _____
Print: _____

Commissioner of the Superior Court
Notary Public -- My Commission Expires: _____

IN WITNESS WHEREOF the Grantee, intending to be legally bound hereby, has duly executed this agreement on this the _____ day of _____ 2025.

GRANTEE:

Signed and witnessed in the presence of:

Witness 1:

The Connecticut Light and Power Company dba
Eversource Energy

Sign: _____

Print:

By: _____

Christopher Soroka

Witness 2:

Its: Supervisor, T&D Right of Way and
Duly Authorized Agent

Sign: _____

Print:

ACKNOWLEDGEMENT

STATE OF CONNECTICUT

ss: BERLIN

COUNTY OF HARTFORD

On this ___ day of _____, 2025 before me, the undersigned officer, personally appeared Kimberly A. Bianchi, the Supervisor, T&D Right of Way of Eversource Energy who is known to me or who has satisfactorily proven with proper photo identification to be the person whose name is scribed to within this instrument and acknowledged that she executed the same for the purposes therein contained as her free act and deed and the free act and deed of The Connecticut Light and Power Company d/b/a Eversource Energy as its Duly Authorized Agent.

In witness whereof, I hereunto set my hand and official seal.

Sign: _____

Print:

Commissioner of the Superior Court

Notary Public -- My Commission Expires: _____

Exhibit A
Description of Access Area

The Access Area referenced herein is of varied width and begins on the easterly side of Long Cove Road and continues in a general northeast direction following an existing gravel travelled way and ends at the westerly limits of Grantee's existing electric facilities right of way. For a depiction of said Access Area see Exhibit B attached herein.

Exhibit B
Map of Access



MEMORANDUM

To: City of Groton Planning and Zoning Commission
CC: Mayor Jill Rusk
From: Michael Weber
November 14, 2025
CGS 8-24 Referral: Eversource Transmission Lines in Watershed

Starting in 2022, Eversource began the planning and construction process for replacing and upgrading transmission lines within the Groton Utilities watershed area, specifically across the northern portion of Ledyard Reservoir. An easement for the transmission lines was granted in previous years; a new easement, however, was required to access the transmission line towers from Long Cove Road through City of Groton watershed and reservoir property.

The current easement request and review from the Planning and Zoning Commission is in reference to an easement starting on Long Cove Road and running northerly on the west side of Ledyard Reservoir, along an existing access road used by Groton Utilities for management and maintenance purposes. Eversource, during the construction process, was allowed to use this road for temporary access to transmission tower platforms for the purpose of construction. The access road is in good condition and remained so during the use period by Eversource construction crews and associated equipment. The entire construction period (2023 – 2024) was supervised by GU Watershed Surveillance and Patrol staff. No significant issues were noted during that period and there was good cooperation from Eversource and its representatives.

The document attached addresses a **permanent easement** to the transmission lines noted. It has been reviewed by Groton Utilities staff and our attorneys, Bercham Moses, as well as by Eversource transmission line and legal staff. Eversource has proved to be a good steward along the transmission line corridors and accessways and we encourage the Commission to approve and move forward with the acceptance of this easement.

Attachments:

- (1) Easement Document
- (2) Aerial Photo Location Maps



Date 1/23/2026	Department Boards and Commissions
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Initiative:

Appointment of William Robarge as an alternate member to the Harbor Management Commission.

Information:

A vacancy exists for an alternate member of the Harbor Management Commission and per Ordinance 56, Section 5, "the City Council shall appoint a successor for a term of five (5) years to fill the vacant position".

William Robarge has been recommended and desires to serve as an alternate member of the Harbor Management Commission.

Options:

1. Appoint as stated
2. Wait for further applications
3. Consider at a later time

Recommended Action:

Option 1: Motion to recommend a resolution to appoint William Robarge as an alternate member to the Harbor Management Commission, term to expire February 2, 2031.

APPLICATION FOR BOARDS, COMMISSIONS & COMMITTEES

Please return the completed application to: City Clerk, 295 Meridian Street, Groton, CT 06340

BOARD OR COMMISSION: PLANNING AND ZONING

NAME: William J Robarge

ADDRESS: 921 EASTERN POINT RD

EMAIL: bill.robarge1@gmail.com

Political affiliation (if any) _____ Daytime telephone: 860-912-6901

1. What do you know about this Board or Commission? GUIDES LAND USE & PERMITTING, CONTINUE TO ENCOURAGE ECONOMIC DEVELOPMENT, REVIEW SITE PLANS AS NEEDED FOR RESIDENTIAL & COMMERCIAL DEVELOPMENTS.

2. Why would you like to serve on this Board or Commission? I'm A long time Groton Resident AND have been in engineering most of my life. I'm well versed in Bldg Codes AND Utility Services.
*LOOK to give back to my community

3. List qualifications you have (education, work, hobbies, community activities) that would help you in fulfilling your responsibilities as a member. MASTERS DEGREE ENGINEERING MANAGEMENT, LICENSED ELECTRICAL CONTRACTOR, STRONG KNOWLEDGE IN FACILITIES, PUBLIC WORKS AND UTILITIES.

Date: 21 JAN 2026 Signature: 

Please include a resume with application

For office use only	Date
Copy to Mayor	
City Council Appointment	

(Rev September 22, 2023)

Summary: Areas of Effectiveness

Results driven leader with proven ability to develop and execute strategic and tactical objectives that are key to organizational success, improving operational efficiencies and business processes. Able to draw upon extensive knowledge of facilities management, extensive background with power systems, systems analysis, decision making, and strong aptitude for managerial effectiveness.

EDUCATION

- Master of Science Engineering Management; University of New Haven (2005)
- Bachelor of Science, Business Management; University of New Haven (2002)
- Graduate of Electrical Apprenticeship; State of CT.

LICENSES AND CERTIFICATES

- Unlimited Electrical Contractor License
- Small Water Operator License State of CT
- Safety Trained Supervisor

COMPUTER BASED STRENGTHS

- Building Automation Systems; Honeywell, Siemens, Allerton, Edstrom.
- AutoCAD, Microstation
- Computerized Maintenance Management Systems (CMMS).
- Managed reliability-based maintenance testing and repair for critical assets; thermography, vibration analysis, oil analysis, data collection
- All Microsoft software

Professional Experience:

GROTON UTILITIES

GENERAL MANAGER ELECTRIC DIVISION

Job Duties and Responsibilities:

- Responsible for all Electric Operations including Project Management, Operations and Engineering
- Develop and oversee all Capital and Operational Budgets

City of Groton

DIRECTOR OF PUBLIC WORKS

Job Duties and Responsibilities:

- Create and Manage Operating and Capital Budgets
- Manage roads and streets repairs and projects
- Responsible for Storm water assets and monitoring
- Manage facility maintenance and corrective repairs
- Oversee and manage custodial services
- Manage sanitation and recycling operations and budget

AECOM CORP

ENGINEERING MANAGER

Job Duties and Responsibilities:

- Assigned to the Pfizer account in Groton CT. The facility is a 3MM sq./ft. multi structure site consisting of Lab, Office and Vivarium spaces.

- Manage the performance of all corrective and preventative work; oversee key performance indicators and all other metrics.
- Trade disciplines include Electrical, Calibrations, Building Automation, Reliability Engineer, HVAC/R, Millwright, Plumbing and General Mechanics.
- Maintain all purified water systems (RODI, WIFI, USP)
- Schedule, coordinate and manage all utility outages
- Manage and lead the team's Reliability Based Maintenance model

JONES LANG LASALLE

BUILDING AUTOMATED SYSTEMS - ENERGY ENGINEER

Job Duties and Responsibilities:

- Assigned to the Bristol-Myers Squibb account in Wallingford CT. The facility is a 1MM sq./ft. multi facility site consisting of Lab, Office and Vivarium spaces.
- Review HVAC and Lighting automation to ensure the facility is operating as designed. Identify and institute energy savings initiatives for HVAC and electrical distribution. Provide solutions that optimize opportunities for employee safety and operational costs.
- Create and review trend reports to ensure all boilers, chillers, chilled water/hot water pumps and valves are operating as designed.
- Member of the Bristol-Myers Squibb regional energy team.

TOWN OF GROTON PUBLIC WORKS

ASSISTANT DIRECTOR

Job Duties and Responsibilities:

- Manage the operational budget for Town properties and fleet vehicles, oversee the performance for maintenance-repair and manage staff for the Town of Groton facilities and fleet vehicles divisions.
- Develop performance metrics for all tasks performed by the Facilities and Fleet staff. Manage staff to exceed these metrics
- Manage costs for all utilities; take a continuous improvement approach with energy reduction planning
- Manage and provide OSHA safety trainings for all staff members

TOWN OF GROTON BOARD OF EDUCATION

DIRECTOR OF FACILITIES AND GROUNDS

Job Duties and Responsibilities:

- Manage the operational budget and staff for ten Groton public schools. The mission in this position was to provide a safe environment fostering learning for 6,000 students and faculty.
- Work closely with local Police and Fire Departments to author State mandated School Safety and Security Guidelines for each school.
- Write grants with the State, Groton Utilities and Eversource for facility improvements and school security. Grants were managed cradle through full implementation.
- School security projects included installing cameras, NVRs, access control, panic buttons and badge readers for each of the schools.
- Energy management was key to managing budgets; completed projects included the installation of speed control on all rotating equipment, and LED and lighting controls upgrades.

JONES LANG LASALLE

ELECTRICAL SYSTEMS MANAGER

Job Duties and Responsibilities:

- Develop and implement Electrical Maintenance and Repair programs reflecting client requirements and industry best practices. Develop operational guidelines for facility electrical systems to be implemented by our Engineering and FM teams. Monitors performance against key performance indicators

- Understands the engineering design and operational aspects of the facility's systems and equipment. Must be able to immediately recognize system shortcomings and respond to operational and emergency situations. Work in collaboration with the Energy Management team to develop programs that reduce energy consumption.
- Formulate and implement the preventative maintenance program. Specific duties include but are not limited to: scheduling of preventative maintenance with a minimum disruption of building services, performing and/or delegating preventative maintenance tasks to the appropriately qualified maintenance staff member, orders parts and equipment required for repair, maintenance and installation of new equipment and facilities.
- Provide training and support aimed at expanding the capabilities of the operations and maintenance staff. Specific duties include and are not limited to: demonstrating the proper use and care of tools and instruments, giving hands on instruction in basic maintenance, safety and troubleshooting procedures, recommending relevant outside engineering courses for enrollment and instilling an overall level of professionalism in manner and appearance.
- Participate in facility remodeling review, new system construction, and other planning activities of the facility and data center departments. Manage and monitor construction and repair projects assigned by client.
- Support budget development to ensure critical electrical system considerations are reflected and agreed to by the client. Recommend and estimate facility infrastructure repairs and improvements for inclusion in the annual budget.
- Ensure that single line drawings, short circuit studies, coordination studies, and flash hazard studies are up to date.
- Knowledgeable of applicable trade codes and laws.
- Responsible for testing, inspection and for correction of deficiencies or failures associated with the power system devices and equipment.
- Serves as the primary contact for outages, utility reliability, scheduled outages, electrical safety etc.
- Ensure scheduled electrical outages are planned, managed and completed.
- Maintain the site power system master plan, which includes current capacities, potential projects, and capacity needs.

PFIZER INC EASTERN POINT ROAD GROTON, CT.

PROJECT MANAGER

- Facility planning, including the evaluation of equipment and inventory needs, preparation of work orders and follow-up monitoring for revised needs and/or materials to predict future needs so as to avoid waste or misuse.
- Oversaw project management related to ensuring program and facility standards (animal facilities, animal husbandry practices and *in vivo* testing procedures) were in compliance with all applicable local, state and federal regulations and in assuring that the research animal facilities and programs maintained full accreditation status by AAALAC as well as complied with GLP guidelines as appropriate.
- Contributed to the development and implementation of appropriate quality assurance programs, planning and maintenance of operating budgets, purchase of capital equipment and supplies, and effective management of physical resources within WWCM.
- Assessed, developed, and implemented enhanced and/or new technologies, equipment and procedures for application to the work environment.

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FACILITY MANAGER

- Managed budgetary responsibility for a portion of the expense related costs center totaling approximately 5 million, managing a team of 17 technicians consisting of HVAC/R, Electrical, Plumbing, Controls, and Millwrights, and the accountability for protecting 20 million dollars of assets

- Managing team performance, championing metric scorecards, training, continuous improvement designs, and performing reliability based maintenance on all building and user equipment.
- Collaborated closely with the capital projects group (Facility Solutions), reviewing CAD drawings, approving design proposals, and ensuring project closeout met or exceeded original design and passed all IQ, and OQ testing.
- Prepared and administered all contracts required by Facilities Management and Engineering for site contracted services. Acted as a liaison for key performance indicators (KPIs) and request for proposals (RFPs) for contracted services. Collaborated closely with the capital projects group (Facility Solutions), reviewing CAD drawings, approving design proposals, and ensuring project closeout met or exceeded original design and passed all IQ, OQ, PQ testing.
- Additional responsibilities include managing team performance, managing and championing metric scorecards, training, continuous improvement designs, and performing reliability based maintenance on all building and user equipment.

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ELECTRICAL LEAD, RESEARCH BUILDINGS

Highlighted Projects Include:

- Project Lead; Designed and installed a new Emergency System for Building 118A, supporting the Y2K Emergency Response Station and life support systems.
- Project Lead; Installed the Centralized UPS System for 1 million sq/ft facility
- Coordinated and scheduled infrared testing of all Electrical Switchgear
- Project Lead (Electrical). Machine Room Infrastructure Project.
- Project Lead
- Project Lead in the replacement of the diesel generator located in Building 118 Upper Machine Room. Scope included removing the existing 250KW Emergency System and the installation of one 75KW Generator, Tiebreaker Gear, Two Closed Transition (paralleling) Transfer Switches, and new distribution system.
- Project Lead. Replacement of all Substation transformers in Bldg. 118; 4.16KV/480 VAC.
- Project Lead. Replacement of Substation 47, supporting Building 274; 13.8KV/480 VAC.
- Project Lead in generation of new Electrical drawings for all of Buildings 118 and 274 complexes. These drawings were all created per PGRD standards and provided to the document management group.

PROTO POWER CORP. 15 Thames St. Groton, CT.

Designer I - I&C/Electrical Systems

- Prepared electrical instrumentation and Control Design Change Packages (DCP's) for several power generating stations. Responsibilities included complete work packages inclusive of new CAD drawings associated with the modification and design of new I&C systems. Additional duties included drafting modification instructions, creating BOMs, revising SOPs and interfacing with the Project Engineer. A strong emphasis on document control was a priority.

GENERAL DYNAMICS, Electric Boat Corporation, Groton, CT

Electrical Technician

- Duties inclusive of all facility repairs and scheduled maintenance of electrical systems. Strong working knowledge of emergency backup systems, MV and LV switchgear operation, overcurrent protection, conductor sizing, grounding systems, and casualty control systems.
- Five-year member on Electrical Safety Action Team.
- Classroom instructor for electricians.
- Performed on-the-job training to IBEW apprentices.

References Available Upon Request