



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

## Legislation Details (With Text)

**File #:** 22-105      **Version:** 1      **Name:**

**Type:** General Discussion      **Status:** Filed

**File created:** 7/13/2022      **In control:** Community Relations Committee For Diversity, Equity & Inclusion

**On agenda:** 11/20/2024      **Final action:** 11/20/2024

**Title:** Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

**Attachments:**

Date	Ver.	Action By	Action	Result
11/20/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Completed	
10/16/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
9/18/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
8/21/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
6/5/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
4/17/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
3/20/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
1/17/2024	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
12/20/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
10/18/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
9/20/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
8/16/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
6/21/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
5/17/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
4/19/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
2/15/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
1/18/2023	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	
12/21/2022	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue	

11/16/2022	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue
10/19/2022	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue
9/21/2022	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue
8/17/2022	1	Community Relations Committee For Diversity, Equity & Inclusion	Continue

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

**Background:**

(type text here)

**Department Comment/Recommendation:**

**Meeting Action Detail:**

**Community Relations Committee Meeting 04/19/2023**

File #: [22105](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

Action: Continued

**Meeting Note:**

Councilor Paul stated the Community Relations Committee had previously agreed that they would like to host a Booth at three Farmers' Market's this summer as follows:

- **June 21, 2023 or July 19, 2023 - Mental Health Awareness**
- ✓ Brian Dagle Healing Hearts Foundation
- ✓ Home heating fuel through Thames Valley Council for Community Action (TVCCA) and other assistance programs.
- ✓ Utilities - Electric/Water Assistance.

- ✓ Homeowners Assistance program that provided no interest loans to help people replace their furnace, roof or septic system, etc.
- ✓ Home meal delivery available for those who cannot get out to grocery shop through Thames Valley Council for Community Action (TVCCA)
- ✓ The Linda C. Davis Food Pantry located in Ledyard Center.
- ✓ United Way located in Gales Ferry was a great resource.
- ✓ Connecticut's Paid Family Medical Leave Program
- ✓ Police Department "*Green and/or Blue Envelope*" for drivers with Autism or Hearing Impaired.

Councilor Rodriguez stated that she reached out to President Anne Dagle to see if she would be available for either of the two dates the Committee would like to feature Mental Health Awareness. She stated that she has not heard back from Ms. Dagle yet and would reach out to her again and report back to the Committee.

- ***August 30, 2023 - Library Services***

Councilor Paul stated Library Director Jennifer Smith attend the Community Relations Committee's March 15, 2023 meeting and that she was on-board with the Committee's ideas to feature the Library Services as follows:

- ✓ Community Relations Committee to host a Booth at the August 30, 2023 Farmers Market's noting that the Market Theme that week was "***Back to School***" and that the Committee felt that the Library services would be in-keeping with the Market Theme. At their Booth the Community Relations Committee would provide literature regarding the services the Library offered and refer residents to stop by the Library Open House.
- ✓ Open House - The Library would hold an Open House at the same time the Community Relations Committee was hosting a booth at the Farmers Market. When the Farmers' Market ended at 7:00 p.m. there would be an Informal Gathering at the Bill Library during which time Library Director Jennifer Smith would give a short presentation and then provide a tour of the Library to bring awareness to the many programs, services and resources the Library had to offer.

Councilor Paul stated the Community Relations Committee was hoping to broadcast live Library Presentation and Tour using Zoom. He stated although the Informational Presentations have not been well attended in the past, that residents could view the zoom video recording at any time, noting it would be posted on the town's website, as they did with the Public Works Department Presentation.

- ***September 19, 2023 First Responders - Volunteers "Home Town Heroes"***

Councilor Paul stated the Farmers Market Theme for September 19, 2023 was "***Home Town Heroes***". Therefore, he suggested that the Community Relations Committee use that week to promote the many organizations and committees that are operated with volunteers from the community. He stated that perhaps they could provide information on how people could get involved and volunteer to serve on the Ledyard or Gales Ferry Fire Department, or on a town committee/commission or board or become a Police Officer, etc.

Councilor Saums suggested the Community Relations Committee invite the following to attend their Booth that day:

- ✓ Representative from the Police Department
- ✓ Representative from the Ledyard Center Fire Company

- ✓ Representative from the Gales Ferry Fire Company
- ✓ Chairman from each of the town's committees/commissions/boards.

Councilor Saums stated that this would provide residents the opportunity to talk to someone from the Organization they were interested in to find out what that organization did, the time commitment, and how they could get involved.

- **Land Use Processes** - Councilor Paul commented on the Committee's interest to provide information to the community regarding the Land Use Process. He noted at their February 15, 2023 meeting the Community Relations Committee discussed with Land Use Director Juliet Hodge scheduling an Informational Forum to present to residents the Land Use processes relative to the approval of applications, in an effort to help residents understand the complexities involved as they relate to Regulatory, State Statutes, and the Plan of Conservation & Development (POCD), etc. He stated because the Land Use Department has been short staffed that the Land Use Informational Presentation would be deferred until Ms. Hodge could work it into her schedule.

Councilor Paul concluded by stating that he would like to have a confirmation from the Brian Dagle Foundation regarding the date they could participate before he reached out to others such as Chief Rich and Farmers' Market Committee Chairman Lauriann Hary to reserve space for a Booth on the dates the Community Relations Committee has targeted as noted above.

#### **Community Relations Committee Meeting 03/15/2023**

**File #:** [22105](#) Version: 1

**Type:** General Discussion

**Title:** Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

**Action:** Continued

#### **Meeting Note:**

Councilor Paul noted that the Committee has been discussing the following topics for Informational Forums:

- **Land Use Processes** - Councilor Paul noted at the LUPPW Committee's March 6, 2023 that the Committee agreed to move this initiative to the Community Relations Committee.

Councilor Paul went on to note at their February 15, 2023 meeting the Community Relations Committee discussed with Land Use Director Juliet Hodge scheduling an Informational Forum to present to residents the Land Use processes relative to the approval of applications, in an effort to help residents understand the complexities involved as they relate to Regulatory, State Statutes, and the Plan of Conservation & Development (POCD), etc.

Councilor Paul suggested the Committee defer this discussion until Ms. Hodge was able to work the Informational Forum into her schedule.

- **Library Services** - Councilor Paul thanked Library Director Jennifer Smith for attending tonight's meeting. He provided some background explaining that after he met with her and learned about the many services the Library provided to the community that he wanted to help the Library get this information out to residents.

Councilor Paul stated the Community Relations Committee discussed hosting a booth to feature the Library Services at the August 30, 2023 Farmers' Market, noting that the Market Theme that week was "*Back to School*" and that the Committee felt that the library services would be in-keeping with the Market Theme. He also noted that because it was a fifth Wednesday of the month that the Town Council/Sub Committees would not have any meetings that night.

Councilor Paul went on to note that during the Committee's February 15, 2023 meeting that Councilor Saums suggested the Library hold an Open House at the same time the Community Relations Committee was hosting a booth at the Farmers Market. He stated the Community Relations Committee could provide some literature regarding the Library at their booth and then refer residents to stop by the Library Open House. He went on to note that once the Farmers' Market ended at 7:00 p.m. that perhaps they could go to the Library for an Informal Gathering to tour the Library and to bring awareness to the many programs, services and resources the Library had to offer. He stated that they would also like to broadcast the Informal Presentation using Zoom. He stated although the Informational Presentations have not been well attended, that residents could view the zoom video recording at any time, noting it would be posted on the town's website.

Library Director Jennifer Smith stated that the Library would be happy to participate in the event as Councilor Paul described, noting that she appreciated their efforts to bring awareness to the many programs and services the Library provided. She stated that the Children's Librarian has hosted a table at the Farmers' Market in the past, noting that they had tried to use their cell phones as a hot spot to issue Library Cards, however, they had issues connecting to their system due to internet. Councilor Rodriguez noted that because there was a dead spot in the area of the Town Green that the town allocated American Recovery Plan Act (ARPA) Funding to provide internet for the Food Pantry and the upper and lower Town Green. Therefore, she stated that should have good internet connection this year.

Ms. Smith stated in past years the Children's Librarian has hosted a table at the Farmers Market at the beginning of the season and again at the end of the season to bring awareness to the children programs that families could participate in during the summer vacation such as the summer reading program, story-time, 1,000 books before Kindergarten which was a free program that ran all year, and to also provide information regarding the resources and programs that were available once the kids were back in school. She also noted that the Library had a number of on-going adult programs. Councilor Paul stated that he was sorry that he was not able to attend the Star Wars Trivia Night, noting that the Library also offered many other Trivia nights. It was noted that the Events Magazine Publication, that was mailed to everyone in town, listed the many programs the Library offered such as the Seed Library and Cooking Club. Ms. Smith stated that the Library also had an electronic monthly newsletter that was e-mailed to all library card holders.

Councilor Paul asked whether the Library would have literature available regarding the Bill Library and the Gales Ferry Library for residents to pick-up. Ms. Smith stated that the Library would provide literature for folks to pick-up. However, she stated rather than telling residents about the resources the Library offered that hosting a table at the Farmers Market was also a good opportunity for the Library to ask residents about the types of programs or services they were interested in and then they could tell them about resources they offered pertaining to their interest.

Councilor Marshall questioned whether the Library sponsored day trips. Ms. Smith stated that the Library has gone off-site to places such as the Historic Up-Down Sawmill where they would provide a program and a tour of the Sawmill.

Councilor Paul thanked Ms. Smith attending tonight’s meeting, noting that the Committee looked forward to working with her in preparation for this summer’s Farmers’ Market and the Informational Presentation later this summer.

Library Director Ms. Smith left the meeting at 7:01 p.m.

The Community Relations Committee continued to discuss their upcoming schedule for Public Information Forums and agreed that they would like to target three Farmers’ Markets this summer to feature the following programs:

- **June 21, 2023 or July 19, 2023 - Mental Health Awareness**
- ✓ Brian Dagle Healing Hearts Foundation
- ✓ Home heating fuel through Thames Valley Council for Community Action (TVCCA) and other assistance programs.
- ✓ Utilities - Electric/Water Assistance.
- ✓ Homeowners Assistance program that provided no interest loans to help people replace their furnace, roof or septic system, etc.
- ✓ Home meal delivery available for those who cannot get out to grocery shop through Thames Valley Council for Community Action (TVCCA)
- ✓ The Linda C. Davis Food Pantry located in Ledyard Center.
- ✓ United Way located in Gales Ferry was a great resource.
- ✓ Connecticut’s Paid Family Medical Leave Program
- ✓ Police Department “*Green and/or Blue Envelope*” for drivers with Autism or Hearing Impaired.

Councilor Paul asked Councilor Rodriguez to contact the Brian Dagle Healing Hearts Foundation to invite them to participate at the Community Relations Committee’s Farmers’ Market Booth and to check on their availability.

- **August 30, 2023 - Library Services “Back to School”**(as discussed earlier this evening- see above).
- **September 19, 2023 First Responders “Home Town Heroes”**

Councilor Paul stated perhaps they could have a kid’s activity and set up a table for them to draw a picture of their hero. He stated that a kid’s hometown hero could be a Police Officer, Teacher, Firefighter , or Nurse, etc. Councilor Rodriguez offered to talk to Farmers’ Market Committee Chairman Lauriann Hary about Councilor Paul’s idea.

Councilor Paul stated that the Committee would continue to discuss coordinating their Schedule for Public Information Forums at their April 19, 2023 meeting.

Action: Continued

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**Community Relations Committee Meeting 02/15/2023**

File #: [22105](#) Version: 1

Type: General Discussion

**Title:** Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

**Action:** Continued

**Meeting Note:**

The Committee discussed the following topics for Informational Forums:

- **Land Use Processes** - The Community Relations Committee discussed with Land Use Director Juliet Hodge the scheduling an Informational Forum in April or May, 2023 to present to residents the Land Use processes relative to the approval of applications, in an effort to help residents understand the complexities involved as they relate to Regulatory, State Statutes, and the Plan of Conservation & Development (POCD), etc.

Councilor Paul noted that the Community Relations Committee has been discussing the format of the Informational Forum and that they would like to include a segment addressing *Frequently Asked Question* (FAQ) that would answer general/common land use questions such as: “*what the process was to build a deck, put in a swimming pool, put on an addition*”, etc. He went on to note that the Community Relations Committee would also like to include some FAQ about the approval process for commercial development as well. He stated as they did with the Public Works Informational Presentation, that they would like to post the Land Use Presentation video and FAQ Sheet on the town’s website, the meeting portal, and that it could also be linked to social media pages. Councilor Marshall noted by recording the Informational Forums that the Committee would be creating a video library that residents could view when they had questions.

The Committee and Land Use Director Juliet Hodge noted residents often ask questions such as why the town cannot attract a Trader Joes or Starbucks; or why they let the Dollar General Store open in Gales Ferry, noting the importance for residents to understand the land use process. They also discussed the limited availability of commercial property, low traffic count for marketing, proximity/location bordering the Thames River, etc.

The Group also discussed with Land Use Director Juliet Hodge the importance to publicize the Informational Forum and to ask people to submit questions in advance so that they can be addressed during the Informational Forum.

Councilor Paul suggested in preparation for the Land Use Informational Forum that they use the Community Forum to ask residents what land use questions they had.

The Committee agreed that they would like to provide the Land Use Informational Presentation in April or May, 2023.

The Committee thanked Land Use Director Juliet Hodge for attending tonight’s meeting.

Ms. Hodge left the meeting at 6:58 p.m.

- **Fraud Presentation-** The Committee noted at their January 18, 2023 meeting they had discussed inviting Sergeant McKinney to give a Presentation regarding Fraud Prevention and Awareness at their March 16, 2023 meeting.

Councilor Saums noted that the Committee also discussed holding the Fraud Prevention and Awareness at the Senior Citizens Center. However, he stated because the presentation was already given at the Senior Citizens Center, and because the location was hard to get to, the Committee planned to look for another location.

Councilor McGrattan stated Our Lady of Lourdes Ladies Guild would be sponsoring a Fraud Prevention and Awareness Presentation on Monday, February 20, 2023 at 6:30 p.m. in the Church Hall. The Guest Speaker would be Ledyard Police Sergeant Michael McKinney.

The Committee agreed to reschedule the March 16, 2023 Fraud Awareness Presentation to sometime later in the year.

- **Library Services** - Councilor Paul stated at during their January 18, 2023 meeting that the Community Relations Committee discussed doing something with the Library. He stated that they talked about hosting a booth at the Farmers' Market that would feature the Library and the many community services that they provide. He went on to note that Councilor Saums suggested the Library hold an Open House at the same time the Community Relations Committee was hosting a booth at the Farmers Market. He stated the Community Relations Committee could provide some literature regarding the Library at their booth and then refer residents to stop by the Library Open House.

Councilor McGrattan, Library Commission Liaison, suggested the Committee Relations Committee host an Informational Forum at the Library, noting by bringing residents into the Library that they could see all the different services and programs the Library had to offer.

Councilor Rodriguez questioned whether the Library had the equipment, such as the Owl HQ system to live stream their meetings/presentations. Administrative Assistant Roxanne Maher noted that she had provided the information to purchase the Owl and related equipment to the Library but did not know if they had purchased the equipment. Councilor McGrattan stated the Library Commission meetings were currently being held in-person. Ms. Maher stated that perhaps there was some grant opportunities to help the Library purchase the Owl HQ system, noting that the Library offered a number of educational programs, which may qualify for some type of educational grants. She went on to state that the MIS Department has been hesitant to move the Owl HQ system between different facilities.

The Committee discussed featuring the Library at one of the Farmers' Market's this summer and to coordinate this with the Library by having an Open House for that same evening. Councilor Paul stated the Farmers' Market ended at 7:00 p.m. and that perhaps they could go to the Library after the Farmers Market to host an Informal Gathering to bring awareness to the many things the Library had to offer. Councilor McGrattan noted that the Gales Ferry Library had a new Children's Section; and therefore, she suggested that the Community Relations Committee also plan to hold an Informal Gathering at the Gales Ferry Library at another time.

The Committee reviewed the Farmers' Market schedule and noted that featuring the Library earlier in the Summer Market Season may help families become aware of the many programs the Library offered, including Children Programs, that they may like to bring their families to during the summer school vacation.

The Community Relations Committee reviewed the Farmers’ Market Summer Season Schedule as follows to try to coordinate the Programs that they plan to feature with the Farmers’ Market weekly scheduled themes as follows:

<i>June 2023</i>	<i>July, 2023</i>	<i>August 2023</i>	<i>September 2023</i>
✓ 7 <sup>th</sup> - “MEAT” You at the Market	✓ 5 <sup>th</sup> Red, White and Berry	✓ 2 <sup>nd</sup> Bubbles & Blooms	✓ 6 <sup>th</sup> Simply Sweet
✓ 14 <sup>th</sup> All American Artisans	✓ 12 <sup>th</sup> Backyard BBQ	✓ 9 <sup>th</sup> Farm Fresh	✓ 13 <sup>th</sup> Hometown Heroes
✓ 21 <sup>st</sup> Summer Solstice	✓ 19 <sup>th</sup> Christmas in July	✓ 16 <sup>th</sup> Beach Blanket Bingo	✓ 20 <sup>th</sup> “SEA” You Next Year
✓ 28 <sup>th</sup> CREAM of the Crop	✓ 26 <sup>th</sup> “Bee” Your Best	✓ 23 <sup>rd</sup> Bark’ N Brew	
		✓ 30 <sup>th</sup> Back to School	

Councilor Saums stated the Farmers Market was open from 4:00 p.m. - 7:00 p.m. and he stated that although a lot of people arrive at the Market early that some people pick-up dinner and go home, but that there was also a group of people who pick-up dinner and look for places to sit down and eat at the Farmers’ Market. Therefore, he stated that was the group of people who would most likely walk up to the Library after they eat. He suggested the Library host an Open House until 7:00 p.m. and then provide a Presentation starting at 7:00 p.m. after the Farmers’ Market was closed. He stated during the Community Relations Committee’s Booth that they could direct residents to the Library’s Open House and tell them about the scheduled 7:00 p.m. Presentation.

Councilor Paul stated he would contact Library Director Jennifer Smith to talk about these ideas and that he would report back at the Community Relations Committee’s March 15, 2023 meeting.

Councilor Paul continued by noting at their January 18, 2023 meeting that the Community Relations Committee discussed developing a calendar with the events that they would like to feature during the upcoming months. He stated by having a schedule in place that it would allow them to plan and coordinate with other departments/organizations/entities.

The Committee discussed possibly cancelling some of their meetings to host a Booth at the Farmers Market this summer.

Councilor Paul stated that he would like to see the Community Relations Committee host booths that featured the following services and that he would begin to contact the Organizations to coordinate the events:

- Library Services
- Mental Health Awareness
- First Responders

Action: Continued

**Community Relations Committee Meeting 01/18/2023**

File #: [22105](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

Action: Continued

**Meeting Note:**

The Committee discussed the following topics for Informational Forums:

- Land Use Processes - Councilor Paul noted that the Land Use Department was currently short-staffed; and due to vacation schedules he has not had the opportunity to meet with Land Use Director Juliet Hodge to talk about the details of holding an Informational Forum to present to residents the Land Use processes relative to the approval of applications, to help residents understand the complexities involved relative to Regulatory, the Plan of Conservation & Development (POCD), etc.

Councilor Paul went onto state that the Community Relations Committee had also discussed including a *Frequently Asked Question* (FAQ) Sheet as part of the Presentation that would answer general land use questions, noting the FAQ Sheet could be posted on the town's website, the meeting portal, and be linked to social media pages.

The Committee agreed that they would like to provide the Land Use Informational Presentation in April or May, 2023.

- Fraud Presentation- Sergeant McKinney gave a 30-minute presentation regarding Fraud at Saint David's Church in Gales Ferry. It was very informative, and the Committee discussed inviting Sergeant McKinney to give the Fraud Presentation at the Community Relations Committee's March 16, 2023 meeting. The Committee discussed the importance to get this type of information out to residents and especially to their Senior Citizens community.

Councilor Saums stated he just texted Sergeant McKinney about inviting him to give the Fraud Presentation at the Senior Citizens Center on March 16, 2023. He noted that Sergeant McKinney responded stating that the first Fraud Presentation he gave was at the Senior Citizens Center about a year ago. The Committee agreed to keep the Fraud Presentation on their schedule and to consider holding the event at a different location.

- Library Services - Councilor Paul stated rather than invite the Library to a Community Relations Committee meeting that the Committee work to do something with the Library. He suggested hosting a booth at the Farmers' Market that would feature the Library and the many community services that they provide. Councilor Saums suggested the Library host an Open House while the Community Relations Committee was hosting a

booth at the Farmers Market. He stated they could provide some literature regarding the Library at their booth and then refer them to stop by the Library Open House.

Councilor Paul suggested at their February 15, 2023 meeting that the Community Relations Committee develop a calendar with the events that they would like to feature during the upcoming months. He stated having a schedule in place would allow them to plan and coordinate with other departments/organizations/entities that they would like to feature.

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**Community Relations Committee Meeting 12/21/2022**

File #: [22105](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

Action: Continued

Meeting Note:

- Informational Presentation regarding the Land Use processes relative to the approval of applications, to help residents understand the complexities involved relative to Regulatory, the Plan of Conservation & Development (POCD), etc.

Councilor Paul stated based on some of the new developments in Gales Ferry such as the Dollar General Store and the Cashman Marine Dredging at the former Dow Chemical property, that residents have been questioning the Land Use process and approvals. He noted at their November 16, 2022 meeting the Community Relations Committee discussed working with the Land Use Departments to put together a presentation to help residents understand the Land Use processes relative to the approval of applications, etc. He noted the Informational Presentation that Public Works/Town Engineer Steve Masalin provided at the Committee's November 16, 2022 was awesome; and that it was unfortunate that it was not well attended. However, he stated the video was available on the town's website. He stated when residents raise questions regarding snowplowing or mailboxes and other Public Works matters that they could be directed to the video presentation on-line. He went on to state that the Committee could do something similar to assist the Land Use Departments get information to residents pertaining to the structure and operations of the Town's Land Use process.

The Community Relations Committee discussed the complexities of Land Use stating that it involved Regulatory, State Statutes, the Plan of Conservation & Development (POCD), etc., noting that Land Use matters were not discretionary; an Application either met the Regulations or it did not meet the Regulations.

Councilor Saums suggested that the Land Use Informational Presentation be focused on the structure, process, and operation and that they not get into addressing address specific developments such as Dollar General Store and the Cashman Marine Dredging at the former Dow Chemical property. He stated the Presentation should help residents understand the process to put an addition on their home, build a deck, put in a new driveway, subdivisions, as well the process for how commercial businesses, in general, were approved.

Councilor Paul stated the video of the Land Use Informational Presentation along with a *Frequently Asked Question* (FAQ) Sheet to answer general land use questions could be posted on the town's website, the meeting portal, and it could also be linked to social media pages. He noted that the Land Use Department was currently short-staffed; and therefore, he suggested waiting until the after the holidays to begin working with Land Use Director Juliet Hodge on this initiative. The Committee agreed that they would like to provide the Land Use Informational Presentation before May, 2023.

Action: Continued

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**Community Relations Committee Meeting 11/16/2022**

File #: [22105](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

Action: Continued

Meeting Note:

Councilor Paul stated he learned a lot from Public Works Director/Town Engineer Steve Masalin's presentation this evening. He stated that he yearned for more residents to attend the Community Relations Committee's meetings and their Informational Forums because they provide a lot of great information regarding the services to the community.

Chairman Dombrowski noted at their November 7, 2022 meeting the Land Use/Planning/Public Works Committee discussed working with the Land Use Departments to put together a presentation to help residents understand the Land Use processes relative to the approval of applications, etc. He noted the complexities of Land Use stating that it involved Regulatory, the Plan of Conservation & Development (POCD), etc., He stated Land Use matters were not discretionary, explaining that an Application either met the Regulations or it did not meet the Regulations.

Councilor Paul stated in-light of some of new developments in Gales Ferry such as the Dollar General Store and the Cashman Marine Dredging at the former Dow Chemical property, that residents have been questioning the Land Use process and approvals. He noted the LUPPW Committee discussed ways to provide information to residents pertaining to the structure and operations of the Town's Land Use process which included posting a *Frequently Asked Question* (FAQ) Sheet and/or uploading short videos on the town's website which would answer land use questions and that could be linked to social media pages. He suggested the Community Relations Committee invite Land Use Director Juliet Hodge to give a presentation regarding the Land Use Departments in February or March, 2023.

Councilor Saums thanked the residents who attended tonight's meeting in-person at the Council Chambers to see the Public Works Department Presentation, noting that there were no residents in attendance on-line. He stated it was very informative and that he wished more residents could have seen the presentation.

Action: Continued

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**Community Relations Committee Meeting 10/19/2022**

File #: [22105](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

Action: Continued

Meeting Note:

Councilor Paul stated he spoke with Public Works Director/Town Engineer Steve Masalin and that he was available to attend the Community Relations Committee November 16, 2022 meeting to provide a presentation/information regarding the services the Public Works Department provides to the town. He noted the importance to get information out to residents pertaining to Winter Operations relative parking bans during snow events and other snow removal policies before the snow started to fall. He stated Ledyard's Public Works Department does a lot of in town and that this would be a good opportunity for residents to ask questions.

Councilor Saums stated he would prepare a flyer to send to MIS Director Regina Brulotte to create a link on the town's website that Councilors could share on their facebook pages.

**Community Relations Committee Meeting 9/21/2022**

File #: [22105](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

Action: Continued

Minute Note:

Councilor Paul stated he spoke with Public Works Director/Town Engineer Steve Masalin about scheduling a time to present information regarding the services the Public Works Department provides to the town. He noted the importance to get information out to residents pertaining to Winter Operations relative parking bans during snow events and other snow removal policies.

The Committee agreed to invite Public Works Director/Town Engineer Mr. Masalin to the Community Relations Committee November 16, 2022 meeting, noting that it was important to get this information out to residents before the snow started to fall.

Councilor Paul thanked Councilor Saums, Councilor Rodriguez other Councilors for their help in planning and staffing the Community Relations Committee table at the August 31, 2022 Farmers Market. He stated the “*Are You Ready for Winter*” event presented information regarding the many local and regional resources to help those struggling to manage mental health issues as well as assistance programs for those in-need. He stated in addition to the organizations that support mental health they also provided information regarding assistance programs which included home heating fuel, renters rebate, food pantry and many others.

Action: Continued

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**Community Relations Committee Meeting: 8/17/2022**

File #: [22105](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action draft a schedule for Public Information Forums to present to residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

Action: Continued

**Minute Note:**

Councilor Paul stated the Community Relations Committee was currently scheduled to host a Booth at the August 31, 2022 Farmers’ Market to provide information regarding Mental Health services along with a number of other services that are available to the public. He stated the Community Relations Committee would discuss preparations for the August 31, 2022 Booth in more detail later this evening (Old Business Item #6).

Councilor Paul went on to note that he spoke with Public Works Director Steve Masalin about scheduling a time to present information regarding the services the Public Works Department provides to the town. He noted the importance to get information out to residents pertaining to things such parking regulations during snow events as well as mailboxes.

Action: Continued