



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ledyard Beautification Committee

~ AGENDA ~

Chairman
Jennifer Eastbourne

Regular Meeting

Tuesday, December 5, 2023

5:00 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Meeting ID: 815 3767 2696

Meeting Passcode: 776757

Zoom Meeting Link: <https://us06web.zoom.us/j/81537672696?pwd=JonsdwGzC58GJx5bazqMfnWzxUB1nI.1>

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENTS

VII. REVIEW AND APPROVAL OF MINUTES

1. Motion to APROVE Regular Meeting minutes from September 5, 2023, and Regular Meeting minutes from October 3, 2023, as written.

Attachments: [LBC minutes 9-5-23](#)
[LBC minutes 10-3-23](#)

VI. FINANCIAL REPORTS

1. Ledyard Beautification Committee Financial Reports.

Attachments: [LBC budget report donation 11-21-23](#)
[LBC account detail 11-21-23](#)
[LBC budget report 11-21-23](#)
[LBC account detail donation 11-21-23](#)

VIII. OLD BUSINESS

1. Future Projects Discussion.
2. Future clean up sights/Adopters.
3. Any Other Old Business to Come before the Committee.

XI. NEW BUSINESS

1. Motion to APPROVE the 2024 Ledyard Beautification Committee meeting dates as written.

Attachments: [LBC MEETING SCHEDULE 2024](#)

2. Any Other New Business to Come before the Committee.

X. ADJOURNMENT

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



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2313

Agenda Date: 12/5/2023

Agenda #: 1.

MINUTES

Minutes:

Motion to APROVE Regular Meeting minutes from September 5, 2023, and Regular Meeting minutes from October 3, 2023, as written.



TOWN OF LEDYARD

Ledyard Beautification Committee

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman
Jennifer Eastbourne

Regular Meeting

Tuesday, September 5, 2023

5:00 PM

Town Hall Annex - Hybrid Format

I. CALL TO ORDER

The meeting was called to order by Chairperson Eastbourne at 5:08 p.m.

II. ROLL CALL

Present Committee Member Carol Christiansen
 Committee Member Julie Brousseau
 Committee Member Carol Ann Schneider
 Chairman Jennifer Eastbourne
 Committee Member Kathrine Kohrs
Excused Committee Member Sheila Vincent
Absent Committee Member Jennifer Holdsworth

Also in attendance:
Jennifer Bingham
Naomi Rodriguez, Town Council (arrived at 5:11 p.m.).

III. PUBLIC COMMENTS

IV. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE Regular Meeting Minutes from September 5, 2023, as written.

RESULT: APPROVED AND SO DECLARED

MOVER: Julie Brousseau

SECONDER: Kathrine Kohrs

AYE 5 Christiansen Brousseau Schneider Eastbourne Kohrs

EXCUSED 1 Vincent

ABSENT 1 Holdsworth

V. FINANCIAL REPORTS

1. Ledyard Beautification Committee Financial Reports.

No changes. The \$65.00 spent on the banner has not been reflected in the current reports.

RESULT: DISCUSSED

VI. OLD BUSINESS

1. Event Banner discussion continued.

The banner was ordered from Thirty Marketing at a cost of \$65.00.

Chairperson Eastbourne commented that the banners came out great. The banner was used for the last Farmer's Market and for the CFS clean up.

RESULT: DISCUSSED

2. Farmer's Market Discussion continued.

Upcoming market - September 20, 2023 - last one.

Chairperson Eastbourne asked who will be able to attend the next Farmer's market on September 20, 2023.

The following will attend:

Chairperson Eastbourne

Katherine Kohrs

Carol Schneider

At the last Farmer's Market, the Committee had a children's planting project. There were mini bags at the table which the children filled with dirt and flower seeds. The bags could then be planted in their yards. The project was well liked. There are leftover bags, but Ms. Kohrs commented that it would be too late in the season for another planting project unless it's planted in an indoor pot afterward. Daffodil bulbs were suggested. The Committee will reach out to Jessica Buhle to ask about getting leftover bulbs.

Chairperson Eastbourne said the Committee was invited to join the September 13, 2023, Hometown Heroes Farmer's Market from 4:00 p.m. - 7:00 p.m. It will be held under the new ***Town of Ledyard Tent*** to join other Commissions in providing information regarding the many opportunities available for residents to volunteer to support their community, and how to they could apply on-line using our new portal. The Outreach Event would be of great value in recruiting new members to help support the Committee, as residents would have an opportunity to talk to the Committee first-hand about what the LBC does and how their talents could be of use. Chairperson Eastbourne asked if anyone could attend. She added that even if no one could attend she would provide flyers or something similar to provide information about the Committee. Ms. Schneider suggested having a sign-up list including name, phone number and email for residents that are interested in volunteering their time.

RESULT: DISCUSSED

3. New Secretary and Treasurer continued.

Chairperson Eastbourne said the Committee doesn't have a Secretary or Treasurer. Ms. Kohrs added that there are also three vacancies on the Committee. There are two people that are going through the process of joining the Committee, one will be ready for October and the other for November. Chairperson Eastbourne said if members know someone that is interested to ask them to provide their phone number and she would reach out to with an application and to answer questions. Ms. Christenson said she knows of someone, Quinn Tong. Chairperson Eastbourne said she had already reached out to Ms. Tong and she replied that she was interested in volunteering for events but not as a Committee member. Ms. Schneider suggested asking someone from the Garden Club to join.

RESULT: DISCUSSED

4. Future Projects Discussion.

Paper making, etc -

Chairperson Eastbourne reached out to SCRRRA regarding their paper making class. SCRRRA will provide all materials for the paper and the Committee will provide the seeds. They can hold the class for up to twenty children. The class will need to be held indoors because outlets are needed for the blenders. Once the date is established with SCRRRA, Chairperson Eastbourne will reach out to the Community Center, United Methodist and St Luke's to inquire about using their space. The Committee agreed on suggesting the dates of October 22 or November 5 to SCRRRA. October 15 will be suggested only if the other two dates aren't available for SCRRRA. Ms. Kohrs also suggested making seed balls at a later date. Chairperson Eastbourne said she will have a date and a place secured to hold the class by the next meeting. The event will be advertised as a first come first serve event since there can only be twenty participants. If the event is a success and there are children interested that were unable to attend the event there is the possibility of holding the class again.

RESULT: DISCUSSED

5. CFS Garden Clean Up.

Three large garden beds and a smaller Memorial Garden were cleaned up, weeded and trimmed. The following week the Committee went back to add mulch and mums. Eagle Landscaping donated the mulch. Chairperson Eastbourne and Ms. Kohrs donated plants. Mark Westcott, Gales Ferry/Juliet Long School Principal will ask older classes to maintain the gardens, weeding and watering as a class project.

Chairperson Eastbourne suggested cleaning up the sign near Kings Highway Senior Housing next. She asked for suggestions of other places. Ms. Brousseau suggested the place across from Ocean State Job Lot. Chairperson Eastbourne explained that the area is already under consideration after the LBC received a donation from Mr. Cohen with a request to clean up that specific area. Ms. Schneider commented that someone has sprayed it with weed killer. A galvanized bucket was suggested but would need to be weighed or tied down to prevent it from being stolen. Chairperson Eastbourne will be talking with Public Works to see what options there are in that area. Ms. Christensen suggested an area near the Bill Library that has signs for

the Bill Library and restaurant and one near the Town green with a bench.

Ms. Kohrs volunteered to call the adopter(s) to ask if they are still interested or if the LBC should find another adopter.

The adopters:

Sprigs & Twigs - Route 12/Military Highway, the corner near Fireside Pizza - looks good.

H&H Landscaping - Near Board of Education sign - looks good.

Sparkle Lake - Intersection of 117 and Colonel Ledyard Highway and near the Parks & Recreation/Senior Center sign - both of these areas need attention.

Robin in the Garden - looks good.

The base of the Bill Library sign - looks good.

Chairperson Eastbourne suggested giving the adopter a certain amount of time to fix it up before the sign is taken down and the area is given to another adopter.

Naomi Rodriguez, Town Council suggested giving a shout out to the Businesses on the LBC's Facebook page.

Chairperson Robinson said one of the employees from Robin in the Garden attended the CFS cleanup and brought the company van. She said this was very helpful because they used the van to haul the leaves and twigs to the transfer station with the help of one of the school's paraprofessionals. She added that this is the kind of thing the Committee is striving for, the community working together.

RESULT: DISCUSSED

6. Any Other Old Business to Come before the Committee.

Chairperson Eastbourne showed one of the Holiday banners that was ordered. The banner is made of a heavy-duty blue material with snowflakes and "Happy Holidays" both in white.

RESULT: DISCUSSED

VII. NEW BUSINESS

1. Any Other New Business to Come before the Committee.

Naomi Rodriguez, Town Council said the former Chairperson Meredith Robinson told her that in the past a gmail account was created for the Committee. She added that Jessica Buhle said it was turned over to Chairperson Eastbourne. The email is beautifulledyard@gmail.com. She said to speak with Ms. Buhle about the login information.

Ms. Christensen suggested having a local business contest in the spring. A plaque could be given to the winner.

Ms. Kohrs added that the Committee should order window decals for businesses who donate to the LBC.

RESULT: DISCUSSED

VIII. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 5:26 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Kathrine Kohrs

SECONDER: Julie Brousseau

AYE 5 Christiansen Brousseau Schneider Eastbourne Kohrs

EXCUSED 1 Vincent

ABSENT 1 Holdsworth

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



TOWN OF LEDYARD

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ledyard Beautification Committee Meeting Minutes

Chairman
Jennifer Eastbourne

Regular Meeting

Tuesday, October 3, 2023

5:00 PM

Town Hall Annex - Hybrid Format

I. CALL TO ORDER

The Regular meeting was called to order by Chairperson Eastbourne at 5:04 p.m.

II. ROLL CALL

Present Committee Member Carol Ann Schneider
 Chairman Jennifer Eastbourne
 Committee Member Kathrine Kohrs
 Committee Member Jennifer Bingham

Excused Committee Member Jennifer Holdsworth
 Committee Member Sarah Martic

Absent Committee Member Carol Christiansen
 Committee Member Julie Brousseau
 Committee Member Sheila Vincent

III. PUBLIC COMMENTS

None present.

IV. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE Regular Meeting Minutes from September 5, 2023, as written.

Due to lack of quorum the vote did not take place. The minutes will be voted on during the next meeting on November 7, 2023.

*During VII. New Business (1.) it was decided to cancel the November meeting. The minute vote will now take place during the December 5, 2023, meeting.

RESULT: NO ACTION

V. FINANCIAL REPORTS

1. Ledyard Beautification Committee Financial Reports.

Chairperson Eastbourne said the Committee made \$79.00 at the Farmer's market events which will be deposited into the LBC account.

RESULT: DISCUSSED

VI. OLD BUSINESS**1. Future clean up sights/Adopters.**

Chairperson Eastbourne asked if anyone had a chance to look at areas for future cleanup locations.

Ms. Kohrs replied that she saw the one near the Board of Education (adopted by H&H landscaping) and it was not in good shape. She said she will reach out to H&H Landscaping.

Ms. Bingham said there is one near the corner of Kings Highway and Christy Hill Road that needs attention. The flowers are in a large rusted cemented area across from the "For Sale" sign.

The areas near all the three of the "Entering Ledyard" signs could use some attention but they are not the safest spots to garden on.

RESULT: DISCUSSED

2. Future Projects Discussion.

Magnets and window clings - These are still an option. Chairperson Eastbourne said the Ledyard PTO had "Ledyard" jibbitz, which she explained are embellishments for Crocs. Chairperson Eastbourne suggested the idea of having "LBC" jibbitz made for the Committee. It was also suggested a daffodil with an "L". She will inquire on the cost of jibbitz.

ACTION ITEM:

Get a quote on the cost of custom jibbitz for the Committee.

Paper making - Chairperson Eastbourne said that St. Luke's is allowing the Committee to use their Fellowship Hall for a paper making class on November 5, 2023, at 2:00 p.m. She is waiting to hear back from SCRRA to see if November 5 works for them. Chairperson Eastbourne suggested keeping the November 5th date with St. Luke's even if SCRRA isn't available. The Committee could use the hall for another kid craft event such as bird pinecone feeders. She asked who would be available to be at the November 5, 2023, event. Ms. Kohrs and Ms. Schneider both thought they would be available.

Trunk or Treat - Chairperson Eastbourne asked if anyone would be interested in participating. No one was sure if they would be available.

Bill Saums, Town Council reached out to Chairperson Eastbourne about the CT nip surcharges. The money the Town receives from the surcharges would need to be spent in a very specific way. Montville has been using their money for something similar to "adopt a road". Mr. Saums requested information from Montville and they supplied Ledyard a roadmap of what they are doing. Chairperson Eastbourne will ask to have the attachment added to the minutes for viewing by the Committee.

She read the following:

If the Town went forward with it, the program would be administered through the Mayor's Office and championed by the LBC serving as a clearinghouse for participating organizations. Activities managed by the LBC should be what the Committee feels they can do.

Chairperson Eastbourne said the Committee would be assisting with facilitating this program. She said she will ask Mr. Saums to attend the next meeting for question answering and to get more details about the program.

ACTION ITEM: Send attachments that are to be added to the meeting minutes to Christina Hostetler, Town Hall Assistant.

ACTION ITEM: Ask Bill Saums, Town Councilor to the December 5, 2023, meeting.

Wreath making class - Ms. Kohrs suggested the idea of holding a wreath making class as a fundraiser for the LBC, the class fee would benefit the Committee. She suggested asking Sarah Martic for advice since she has held wreath making workshops in the past. Ms. Schneider suggested having it at the Senior Center. The Committee will need to get the greens and other materials. It was said that the Ledyard Garden Club may be holding a similar event. Another idea would be to partner with the garden Club for the class.

ACTION ITEM: Ask Sarah Martic and the Ledyard Garden Club for wreath making workshop information.

Tree Event - Chairperson Eastbourne suggested holding a mini (artificial) tree decorating event open to businesses and families to participate. The trees could be displayed at the Libraries or the Congregational Church to be auctioned or voted on. Wreathes or Swags could also be used instead of trees. Another tree idea is to create a unique tree such as Stonington's Lobster trap tree.

Snowmen- Possibly a snowman decorating contest in the winter. It could be promoted on the LBC social media.

Ms. Kohrs said it would be good to plan a winter project. She added that the Committee should have a project lined up for each season.

Chairperson Eastbourne contacted Jessica Buhle about acquiring the id and password for the LBC email. She hadn't heard back from Ms. Buhle and asked if anyone knew her.

RESULT: DISCUSSED

3. Any Other Old Business to Come before the Committee.

Chairperson Eastbourne introduced Jen Bingham as the Committee's new member. Chairperson Eastbourne added that new member Sarah Martic has been officially added to the Committee. Ms. Martic was unable to attend tonight's meeting and will be starting in November. Jennifer Holdsworth has decided to step down from the Committee although it isn't official since she

hasn't turned in a resignation letter yet. After Ms. Holdsworth officially leaves the Commission there will be two vacant positions on the Committee.

RESULT: DISCUSSED

VII. NEW BUSINESS

1. Any Other New Business to Come before the Committee.

The next Committee meeting is on Election Day. Chairperson Eastbourne has a scheduling conflict on that day and suggested cancelling the November meeting. The Committee was fine with cancelling. The next meeting will be on December 5, 2023.

RESULT: DISCUSSED

VIII. ADJOURNMENT

Chairperson Eastbourne called the meeting to close at 5:38 p.m.

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TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1887

Agenda Date: 12/5/2023

Agenda #: 1.

REPORT

Staff/Committee Report:

Ledyard Beautification Committee Financial Reports.

YEAR-TO-DATE BUDGET REPORT 11-21-23

FOR 2024 13								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
0208 DONATIONS AND GRANTS	APPROP	ADJSTMTS	BUDGET			BUDGET	USED	
2081020 DONATIONS/GRANTS REVENUES								
2081020 48002 24200 DONATIONS	0	0	0	-500.00	.00	500.00	100.0%	
TOTAL DONATIONS/GRANTS REVENUES	0	0	0	-500.00	.00	500.00	100.0%	
TOTAL DONATIONS AND GRANTS	0	0	0	-500.00	.00	500.00	100.0%	
TOTAL REVENUES	0	0	0	-500.00	.00	500.00		

YEAR-TO-DATE BUDGET REPORT 11-21-23

FOR 2024 13								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	0	0	0	-500.00	.00	500.00	100.0%	
** END OF REPORT - Generated by Christina Hostetler **								

G/L ACCOUNT DETAIL

Org: 20810201 Object: 53999 Project: 24200
BEAUTIFICATION 0208-00-1020-00000-53999 -24200

YEAR	PER	JOURNAL	EFF DATE	SRC TR	PO/REF2	REFERENCE	AMOUNT	POSTED
2024	02	379	08/24/2023	API 1	20241488	W 082923T	65.00	Y

Total Amount: 65.00

** END OF REPORT - Generated by Christina Hostetler **

YEAR-TO-DATE BUDGET REPORT 11-21-23

FOR 2024 13								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
0208 DONATIONS AND GRANTS	APPROP	ADJSTMTS	BUDGET	EXPENDED		BUDGET	USED	
20810201 DONATIONS/GRANTS EXPENSES								
20810201 53999 24200 BEAUT	1,474	500	1,974	65.00	185.00	1,724.07	12.7%	
TOTAL DONATIONS/GRANTS EXPENSES	1,474	500	1,974	65.00	185.00	1,724.07	12.7%	
TOTAL DONATIONS AND GRANTS	1,474	500	1,974	65.00	185.00	1,724.07	12.7%	
TOTAL EXPENSES	1,474	500	1,974	65.00	185.00	1,724.07		

YEAR-TO-DATE BUDGET REPORT 11-21-23

FOR 2024 13								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	1,474	500	1,974	65.00	185.00	1,724.07	12.7%	
** END OF REPORT - Generated by Christina Hostetler **								

G/L ACCOUNT DETAIL

Org: 2081020 Object: 48002 Project: 24200
DONATIONS 0208-00-1010-00000-48002 -24200

YEAR	PER	JOURNAL	EFF DATE	SRC TR	PO/REF2	REFERENCE	AMOUNT	POSTED
2024	02	569	08/08/2023	CRP 1	23445		-500.00	Y

Total Amount: -500.00

** END OF REPORT - Generated by Christina Hostetler **



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1828

Agenda Date: 12/5/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Future Projects Discussion.

Background:

Action items from the October 2, 2023 meeting:

- Get a quote on the cost of custom jibbitz for the Committee.
- Send attachments that are to be added to the meeting minutes to Christina Hostetler, Town Hall Assistant.
- Ask Bill Saums, Town Councilor to the December 5, 2023, meeting.
- Ask Sarah Martic and the Ledyard Garden Club for wreath making workshop information.

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2133

Agenda Date: 12/5/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Future clean up sights/Adopters.

Background:

From the October 3, 2023, meeting:

Chairperson Eastbourne asked if anyone had a chance to look at areas for future cleanup locations.

Ms. Kohrs replied that she saw the one near the Board of Education (adopted by H&H landscaping) and it was not in good shape. She said she will reach out to H&H Landscaping.

Ms. Bingham said there is one near the corner of Kings Highway and Christy Hill Road that needs attention. The flowers are in a large rusted cemented area across from the "For Sale" sign.

The areas near all the three of the "Entering Ledyard" signs could use some attention but they are not the safest spots to garden on.

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1883

Agenda Date: 12/5/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other Old Business to Come before the Committee.

Background:

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2312

Agenda Date: 12/5/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Motion to APPROVE the 2024 Ledyard Beautification Committee meeting dates as written.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3220
FAX (860) 464-1126
mayor.clerk@ledyardct.org

TO: Chairperson Ledyard Beautification Committee

FROM: Christina Hostetler, Town Hall Assistant

DATE: December 5, 2023

SUBJECT: 2024 Calendar Meeting Dates

RE: General State Statutes of Connecticut Section-1-225

In accordance with the above Statute; it is time to file your meeting dates for the coming year.

You may want to note if your meeting falls on a Monday please check the calendar for the legal holidays, in which case you might want to cancel or change the meeting date. Also, the schedule must be a thirteen (13) month calendar; inclusive of January 2025.

Please review the attached schedule for your committee/commission meeting dates for accuracy and changes. Please initial your schedule and return it to me by December 6, 2023, so that I may be able to file your schedule with the Town Clerk in a timely fashion to comply with the January 31st requirement.

2024 CALENDAR MEETING SCHEDULE

<u>Ledyard Beautification Committee</u> Building)	(Meet Monthly 1st Tuesday; 5:00 p.m. Town Hall Annex					
January 2	February 6	March 5	April 2	May 7	June 4	
July 2	August 6	September 3	October 1	*November 12	December 3	
January 7, 2025						

NOTE: * denotes meeting scheduled to another day due to election day

Thank you,

Christina Hostetler



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1885

Agenda Date: 12/5/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other New Business to Come before the Committee.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)