



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Community Relations Committee

~ AGENDA ~

Chairman S. Naomi
Rodriguez

Regular Meeting

Wednesday, March 20, 2024

6:30 PM

Town Hall Annex - Hybrid Format

In -Person: Council Chambers, Town Hall Annex Building

Remote Information Noted Below:

Join Zoom Meeting from your Computer, Smart Phone or Tablet:

<https://us06web.zoom.us/j/86337941765?pwd=SivwAdJvR6lyubpchob2NaKVOpbz4G.1>

Or by Audio Only: Telephone: +1 646 558 8656; +Meeting ID: 863 3794 1765; Passcode: 519849

- I. CALL TO ORDER
- II. ROLL CALL
- III. RESIDENTS & PROPERTY OWNERS COMMENTS
- IV. PRESENTATIONS / INFORMATIONAL ITEMS
- V. APPROVAL OF MINUTES

MOTION to approve the Community Relations Committee Minutes of January 17, 2024

Attachments: [COMM REL-MIN-2024-01-17.pdf](#)

VI. OLD BUSINESS

- 1. Discuss the 2024 Black History Activity/Contest.
- 2. 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: [Farmers Market Booths- Guest Schedule-2022-05-10.docx](#)

- 3. Continued discussion and possible action to identify various town venues to host “Informal Conversations in the Park” to engage residents in discussions regarding their concerns and their ideas for potential solutions.
- 4. Discussion regarding ideas to increase communication/transparency with residents.

Attachments: [Website Subscribers-2024-02-07.pdf](#)

5. Any other Old Business proper to come before the Committee

VII. NEW BUSINESS

1. Discuss starting a relationship with the Mashantucket Pequot Tribal Council to help foster communication and mutual points of interest.
2. Discuss changing the name of the Community Relations Committee to “Community Relations for Diversity, Equity and Inclusion (DEI)”.
3. Any other New Business proper to come before the Committee.

IV 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 #: 24-0177

Agenda Date: 2/21/2024

Agenda #:

MINUTES

Minutes:

MOTION to approve the Community Relations Committee Minutes of January 17, 2024



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

741 Colonel Ledyard Highway
Ledyard, CT 06339
<http://www.ledyardct.org>
Administrative Assistant
Roxanne M. Maher
860 464-3203

Chairman S. Naomi Rodriguez

HYBRID FORMAT
MINUTES
COMMUNITY RELATIONS COMMITTEE
REGULAR MEETING

Wednesday, January 17, 2024

6:30 PM

Town Hall Annex-Video Conference

DRAFT

- I. CALL TO ORDER – The Meeting was called to order by Councilor Brunelle at 6:31 p.m. at the Annex Meeting Room - Town Hall Annex Building.

Councilor Brunelle welcomed all to the Hybrid Meeting. She stated for the Town Council Community Relations Committee and members of the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town’s Website – Granicus-Insite Meeting Portal.

II. ROLL CALL-

Attendee Name	Title	Status	Arrived	Location	Departed
April Brunelle	Committee Chairman	Present	6:30 pm	In-Person	7:02 pm
Gary Paul	Town Councilor	Present	6:30 pm	In-Person	7:02 pm
Gary St. Vil	Town Councilor	Present	6:30 pm	In-Person	7:02 pm
S. Naomi Rodriguez	Town Council Chairman	Present	6:30 pm	In-Person	7:02 pm
Colleen Laurer	Housing Authority Director	Present	6:30 PM	Remote	6:57 pm
Roxanne Maher	Administrative Assistant	Present	6:30 pm	Remote	7:02 pm

- III. CITIZENS' COMMENTS – None

- IV. INFORMATIONAL ITEMS – None.

IV. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the following:

Organizational Meeting Minutes of December 20, 2023

Regular Meeting Minutes of December 20, 2023

Moved by Councilor Paul, seconded by Councilor St. Vil.

VOTE: 3 - 0 Approved and so declared

VI. BUSINESS OF THE MEETING

1. Black History Month 2024 Activity/Contest.

Chairman Rodriguez apologized that she was out of State and was not able to attend the Committee’s December 20, 2023 meeting. She provided some background noting that the

Community Relations Committee started supporting a Black History Month Activity/Contest two years ago with the Twenty-sixth Town Council. She stated the program consisted of an Essay Contest for the High School and Middle School students and a Poster Contest for the Elementary School students. She stated the Contest was open to Ledyard Students, Magnet School Students, and Homeschooled Students. She stated that the winners of the Poster Contest were recognized among their peers at their schools, and the winners of the Essay Contest were recognized at a Town Council meeting.

Chairman Rodriguez went on to state that this would be the third year they would be holding the Black History Month Activity/Contest. She noted that she provided an example of the email that she sent to the School Principals in years past to Councilor St. Vil, and she noted that Ms. Lisa Hunter was the new Gallup Hill School Principal. She noted that the Contests were voluntary, and that they had to be individual entries, explaining that entries could not be submitted by a Group.

Chairman Rodriguez provided an overview of the Contest noting the following:

- Contests would be open February 1 – 23, 2024.
 - February 17 & 18, 2024 - School Winter Break
 - February 28, 2024 - Announce Contest Winners – Town Council Meeting
- Essay Topic: What does Black History Month mean to me? Word limit is 500-700 words.
- Poster Theme: Make a poster about Black History Month.
- Prizes: For LMS (1st place - \$100, 2nd place - \$50, 3rd place - \$25)
- Prizes For LHS (1st place - \$100, 2nd place - \$50, 3rd place - \$25)

All elementary schools combined: Grades K-2 will receive gift cards (1st place - \$50, 2nd place - \$25, 3rd place - \$10). Grades 3-5 will receive gift cards (1st place - \$50, 2nd place - \$25, 3rd place - \$10).

Chairman Rodriguez noted that she received an email from Ledyard's Public Library Assistant Librarian/Youth Services Stacy Burke who was interested in helping with the Black History Month Activities. She stated that Ms. Burke has included the *Martin Luther King Open Art Studio Event* on the Bill Library Calendar for Tuesday, February 27, 2024. The Event would be held after school from 4:00 p.m. – 5:30 p.m., for kids 6 – 18 years old. She stated that Ms. Burke had hoped to publicize the Program in the February, 2024 Events Magazine, but that the deadline for submitting articles had passed. Chairman Rodriguez stated in her email that Ms. Burke noted that the *Martin Luther King Open Art Studio Event* would be the second program in the Library's *Celebrating Community Series*, noting that the first program was held in November, 2023 and the Community Series featured "*National Native American Heritage Month*". She stated that Ms. Burke has offered to help the Community Relations Committee with the Black History Month Activities.

Chairman Rodriguez noted the following:

- Councilor Brunelle would meet with Assistant Librarian Ms. Burke next week.
- Councilor St. Vil would be the Lead for the Essay and Poster Contest.

Councilor Paul questioned whether they would be including a “*Topic Theme*” for the Essay Contest and Poster Contest such as “*What does Black History Mean in Your Community?*” Chairman Rodriguez stated that the Community Relations Committee could include a Theme. However, she suggested leaving the Contest Topic open noting that she was amazed with the ideas that the Students came up with during the past two years.

Chairman Rodriguez stated that last year no High School Students participated in the Essay Contest. Therefore, she thought that there must have been a miscommunication. She stated that she planned to talk with High School Principal Amanda Fagin about the Black History Month Essay Contest. She also suggested that after Council St. Vil sends the email out announcing the Black History Month Essay Contest to the Middle School and High School Principals that he follow-up to ensure that the information was disseminated to the Students. Councilor St. Vil questioned whether they had High School Students participation in the Essay Contest the first year. Chairman Rodriguez stated that they received a lot of Essays from the High School Students the first year they held the event, which was the reason she believed that there was a disconnect somewhere in getting the information out to the Students.

Chairman Rodriguez continued by noting during the past two-years they called on the following members of the community to serve as Judges: Mashantucket Pequot Tribal Council Member Crystal Whipple, Police Sergeant McKinney, Councilor Paul and herself. She suggested for this year’s Contest Judges that the Committee once again look to include the following: a member of the Mashantucket Pequot Tribal Council, Police Sergeant McKinney, a Board of Education Member, and Councilor St. Vil. She also stated that she would like to once again serve as a Judge.

Councilor Brunelle stated as Chairman Rodriguez noted that she would be meeting with Assistant Librarian/Youth Services Stacy Burke next week. She stated that she would contact Lucille’s Restaurant about hosting a Poetry Slam.

Councilor St. Vil stated that he appreciated the work that has been in past years and the work that Chairman Rodriguez has done for this year’s Black History Activities/Contest. He stated that because the Essay Contest and Poster Contest have worked in the past that he was okay with moving forward with that model again this year. He noted that the most important purpose of Black History Month was to engage the community, and to show an appreciation for diversity.

Councilor Paul stated it was great to see other community organizations get involved with their Black History Activities. He noted Assistant Librarian/Youth Services Stacy Burke was incredible with the kids. He stated during the past two-years he has seen how much it meant to the Students and their Families to see their work displayed at Town Hall and to accept their Awards publicly at Town Council meeting. He stated that it would be great to also see some of the Student’s work displayed in the community. He stated that he agreed with Councilor St. Vil that the purpose of Black History Month was to embrace diversity and show who we were as a community.

Chairman Rodriguez noted Councilor Paul's comments regarding displaying the Student's work in Town Hall; and she stated the Parents were so proud of their kids. She went on to state that she attended the Martin Luther King Scholarship Concert on January 15, 2024 at the High School. She stated the two Ledyard Scholarship Recipients read their winning essays before the concert started. She recommended Councilor Brunelle invite the two students MacKenize Hope and Adrian Beltre to a Town Council meeting in February to read their essays.

Councilor Brunelle suggested they display the Posters in a Digital Gallery, noting that it could be shared on social media. Chairman Rodriguez stated putting the Posters in a digital gallery was a great idea and that they would need to look into facilitating that.

Chairman Rodriguez noted in addition to the Essay Contest and Poster Contest that other ideas have been suggested for Black History Month; and she solicited comments from the Committee regarding the following:

- **Hair Braiding Workshop:**

Councilor Brunelle stated that she would be open to discussing this idea.

Councilor St. Vil stated that he struggled to see the correlation of hair braiding to Black History Month. He stated if they could frame it or provide some context or correlation to Black History Month that it could be a good experience for the community. However, without having some context or correlation to Black History Month that he would not support it.

Councilor Brunelle stated that perhaps the Committee could revisit the topic of hair braiding when they begin planning for next year's (2025) Black History Month Activities.

- **Poetry Slam:**

Councilor Brunelle stated the Poetry Slam was another type of art expression, and that she liked the idea. She stated at this time they did not have a date for the event, noting that they hoped to hold it at Lucille's Restaurant in Ledyard Center. However, she stated if Lucille's could not accommodate the Event that she believed the Library would be willing able to take it on. She stated that she would work with Assistant Librarian Ms. Burke to see if she could also help with the Poetry Slam.

Councilor Paul addressed the importance for the Community Relations Committee to have a presence at the planned events at the Library (February 27, 2024) and at Lucille's Restaurant (date to be determined).

Councilor Brunelle commented on the importance of communicating these programs to the community. Councilor St. Vil suggested that the Committee work as a Team to get the word out regarding the planned Black History Month Activities. He stated as a member of the African-American Community that he could say that this meant something to the Community. He addressed the sources to get the word out noting that they could use social media, digital media, and other platforms which they discussed this evening to get this on the Events Board. He stated that it would also provide the framework going forward, stating that if they had a good model that it would help to engage others and to consider other ideas.

Councilor Brunelle noted that Community Relations Committee would continue to discuss the Black History Month Program at their February 21, 2024 meeting.

RESULT: CONTINUED

Next Meeting: 02/21/2024 6:30 p.m.

2. Schedule for Public Informational 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.

Councilor Paul stated as he mentioned at their December 20, 2023 meeting, he hoped this Community Relations Committee would continue to facilitate Outreach Programs to highlight services that were available to the community. He stated during the past two-years the former Community Relations Committee chose three subjects/service areas to feature at the Farmers' Markets. He stated the Committee worked to include a variety of subject matters, and that they tried to coordinate their Outreach Event with the Farmers' Market Weekley Themes.

Councilor Paul continued by providing a brief overview of the Outreach Events that Community Relations Committee held during the past two years as follows:

2023- Outreach Events

- ***July 19, 2023 Mental Health Awareness***

Councilor Paul stated this was the second year the Community Relations Committee helped to facilitate an Outreach Event to bring awareness of the many Organizations and Programs that were available to residents pertaining to Mental Health. He stated many of the Organizations who participated in 2022 came back again this year (2023), with the new addition of SERAC, who was a non-profit organization located in Norwich that served 41 communities in Eastern Connecticut. He stated SERAC provides programs and services to reduce the impact of substance abuse, problem gambling, and mental health challenges.

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

Councilor Paul stated the Farmers' Market August 30, 2023 Theme was "***Back to School***". He stated that Ledyard Libraries joined the Community Relations Committee under the Town of Ledyard Tent to sign folks up with Library Cards, to provide information regarding the many resources and diverse programs the Library provides for all age groups; and to hand out clues for folks to participate a Special Scavenger Hunt at the Bill Library that evening. He stated Library Director Jennifer Smith and her Team have been doing an incredible job at the Libraries with engaging the community.

- ***September 20, 2023 First Responders Hometown Heros***

Councilor Paul stated in keeping with the Farmers' Market September 13, 2023 the ***Hometown Hero*** theme that the Community Relations Committee planned an outreach event to recognize the heroic actions of their First Responders; and to provide information to residents who were interested in a career in firefighting or law

enforcement; noting that there were opportunities to serve as a volunteer in the field of First Responders. However, he stated the event was rescheduled to September 20, 2023

due to rain. He stated although the Community Relations Committee was not able to attend the September 20, 2023 Farmers Market, because of the Town Council meeting, that the town's First Responders (Firefighters and Police Department) attended the Market to provide information to residents which would have been provided at the September 13, 2023 Market.

2022- Outreach Events

• June 29, 2022 First Responders – Hometown Heros

- ✓ Police Body Worn Cameras & In-Car Camera Equipment – Demonstrations were provided.
- ✓ Blue & Green Envelope Program – Councilor Paul stated this Program was for individuals functioning with Autism (Blue Envelope) or were Hearing Impaired (Green Envelope). He provided some background explaining that “*The Blue & Green Envelope*” was created by the State Legislature and went into effect on January 1, 2020. He stated the *Envelopes* were available at all Police Stations, Department of Motor Vehicle locations, driving schools, and through Autism Advocacy Groups. He stated the purpose of *The Blue & Green Envelope* was:
 - To hold the driver’s license, registration, and insurance card so they can hand it to the Police Officer during a traffic stop,
 - The outside of the *Blue & Green Envelopes* included tips and instructions for both the Police Officer and Driver on how to successfully communicate with each other during a traffic stop.

• August 31, 2022 – Winter Preparations

- ✓ Information to prepare for Winter – Social Services Coordinator, Senior Citizens Municipal Agent, Tax Assessor, Public Works
 - Home Heating Assistance/Propane
 - Renters Assistance/Renters Rebate Program
 - TVCCA Meals for shut-ins (Meals on Wheels)
 - Food Pantry
 - Public Works Snow Plowing/Mailbox Height
 - No Interest Loans for home improvements (replace furnaces/new roof/new septic system)
 - Elderly/Disabled Veterans Tax Relief (Ordinance #200-004; #200-005; #200-006)

Councilor Paul commented on the importance of getting information out to the community regarding Mental Health Awareness and that he hoped that this Committee would designate one of the Outreach Events on this subject. He explained when they held the Mental Health Awareness Outreach Event that they requested space at the Farmers’ Market for three tents (Town Tent - SERAC, Brian Dagle Foundation, Police Department).

Chairman Rodriguez, Farmers' Market Committee Liaison, noted that the Committee has not set their 2024 Market Themes yet, but that she would forward that information to the Community Relations Committee when it becomes available.

Chairman Rodriguez went on to state that she was the contact for the Brian Dagle Healing Hearts Foundation located in Niantic. She stated once the Community Relations Committee decided on a date for the Mental Health Awareness Outreach Event that she would contact the Brian Dagle Healing Hearts Foundation to try to coordinate with them.

Councilor Brunelle stated that once the Farmers' Market Committee sets their weekly 2024 Theme Schedule that the Community Relations Committee could work to determine the subjects/services they would like to feature and coordinate their outreach events with the Farmers' Market schedule. She stated that she agreed that she would like to see a Mental Health Awareness Event and a Hometown Heros Event, noting that the Farmers' Market has included Hometown Heros in the weekly themes for a number of years.

Councilor Brunelle noted last summer she volunteered at "Mayor's Day" in Providence, Rhode Island; and that she would like to see Ledyard do something similar. She explained the event was open to the public, noting that many families attended. She stated that Providence provided bus transportation and a free lunch for the Senior Citizens to attend the event. She stated during the event the Mayor gave a speech regarding all the things that he had been working on during the year, which included programs to help the Seniors such as services, housing, etc. She noted residents had the opportunity to talk with the Mayor, and that everyone left the event happy.

Councilor Paul suggested Councilor Brunelle talk with Parks, Recreation & Senior Citizens Director Scott Johnson, Jr. about using the Parks, Recreation & Senior Citizens Facility, noting that some residents might not know the Facility was there.

Councilor St. Vil questioned whether the intent of the event was to inform the community about things that have been done and services that were available; or was it to celebrate the Mayor. Councilor Brunelle stated the "Mayor's Day" event was more about the Senior Citizens and making them feel important. Councilor Paul suggested that they could have a "Senior Day"; and invite the Mayor, noting that Seniors could see the facility on Van Tassel Drive, Gales Ferry, and learn about the programs that were available to them. He stated that he would be a proponent of "Senior Day", noting that they would have more flexibility in selecting a day and to address different topics. Councilor Brunelle stated that they could continue to discuss this as an Event to have later in the year.

Councilor Brunelle suggested the Committee be prepared to talk about having different themes throughout the year for different groups in the community.

Councilor St. Vil questioned the town's avenues communicate with the public such as digital, in-person, and other sources.

Chairman Rodriguez noted the following media sources the town used to communication with the public:

- Town website
- Ledyard News
- Mayor’s News
- Events Magazine (quarterly)
- Meeting Portal

Chairman Rodriguez stated many other share a lot of the information that was posted on the sites she noted above, on their facebook pages/social media sites. However, she suggested if the Community Relations Committee wanted to promote communication that she would suggest the first step should be to show people how to sign-up to receive notifications from the town when meetings, events, legal notices, announcements (changes in trash collection day, road closures for construction, etc.) were posted to the town’s website. Councilor Brunelle stated that she would tie this discussion in with New Business Item #1 later in tonight’s meeting.

RESULT: CONTINUED	Next Meeting: 02/21/2023 6:30 p.m.
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3. Identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Councilor Paul noted at the Committee’s December 20, 2023 meeting that he mentioned that the previous Committee was hoping to host an Informal Gathering at the new Lantern Hill Waterfront Park (Long Pond), which was the property Mr. and Mrs. Graham donated to the town (leased for \$10 per year). He stated the objective would be to showcase the Lantern Hill Waterfront Park and to provide some history regarding Long Pond and to engage residents. He noted that he attended the Conservation Commission’s January 9, 2024 meeting; and that he talked to Mrs. Betsy Graham about the Community Relations Committee’s interest in having an “*Informal Conversations in the Park*” to provide some historical background regarding Long Pond. He stated that Mrs. Graham stated that she would be delighted to participate, should the Committee decide that this was something they wanted to do.

Councilor Brunelle stated that they would keep this on their agenda.

RESULT: CONTINUED	Next Meeting: 02/21/2024 6:30 p.m.
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4. Any other Old New Business proper to come before the Committee. – None.

VII. NEW BUSINESS

1. Discussion regarding ideas to increase communication/transparency with residents.

Councilor Brunelle stated that she was glad that Councilor St. Vil and Chairman Rodriguez brought up town's avenues to communicate with the public during Old Business Item #2 (see above). She stated that she would like to see Members of the Community Relations Committee put out one-minute videos on a regular basis that could be posted on the town's website, YouTube, the Ledyard/Gales Ferry Community Forum, etc. to let the community know what happened last week in Ledyard. She stated as Chairman Rodriguez suggested the first video could be "**How to Sign Up for *Notify Me***".

Chairman Rodriguez suggested that they encourage residents to use the platforms that were already being provided by the town. She noted as she mentioned earlier this evening, a good First Step would be to let residents know how they can receive notifications from the town such as meetings/cancellations, events, legal notices, announcements (changes in trash collection day, road closures for construction, etc.) regarding the information that was posted on the town's website.

Chairman Rodriguez urged caution in posting videos, noting the following:

- Important to stick to the facts;
- They would not be speaking for the whole Town Council;
- See if they could post without having comments from the public.
- Not to be objective.

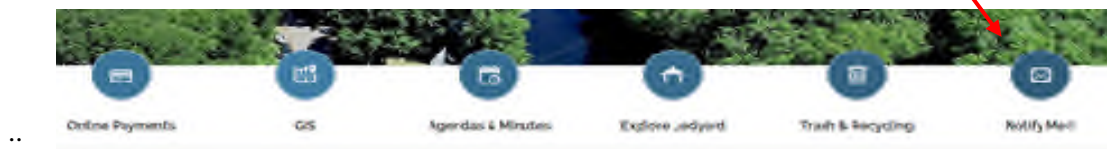
Councilor Brunelle stated the "***Notify Me***" was great, but that it would not tell residents about things such as the Library functions, etc.

Councilor Paul stated that he appreciated Councilor Brunelle's comments that it seemed like people were not getting information. He stated as a musician that he has put out videos and they were time consuming to do. He noted that he agreed with Chairman Rodriguez in that they would need to be careful on how they presented the information, noting that they would not be speaking for the full Town Council. He stated the Library does a good job getting their information out to residents, noting that the Library uses the town's website, Ledyard Resource Page., and the Library Facebook page. He went on to state when the Community Relations Committee hosted Outreach Events at the Farmers' Market that Administrative Assistant Roxanne Maher has done a wonderful job with putting together flyers and Posters, which were distributed around town and posted on the Ledyard Community Page, noting when people stopped by their tent they mention that they saw the post on-line. Therefore, he suggested that in addition to getting the word out about the "***Notify Me***" option that was available on the town's website that they should continue their efforts to post on the Ledyard/Gales Ferry Community Forum; and other social media pages. He stated they all need to take some responsibility to get the word out by talking with their neighbors; noting that it was a great way to engage with people.

Councilor Paul went on to note at Community Relations Committee’s October 18, 2023 meeting that resident Ms. Ginina Diaz talked about the community not knowing who the members of the Town Council were; or when referendums were being held, etc.. He commented that unless it was a topic that was of interest to residents that referendums and town meetings can be boring for some people. However, he stated because the town continuously works try to get information out to residents that they would be installing two digital signs one in Gales Ferry and one in Ledyard Center, which should also help.

Chairman Rodriguez stated that they also need to be careful that they are not stepping on toes or getting into someone else’s lane. She noted as an example that Ledyard Music, the Library, and many other Departments do a good job with getting their information out.

Administrative Assistant Roxanne Maher shared her screen to provide a demonstration on how residents could sign up to receive email notifications regarding meetings/cancellations, events, legal notices, announcements (changes in trash collection day, road closures for construction, etc.). She explained residents could visit the town’s website at www.ledyardct.org and click on the “*Notify Me*” tab that was located in the middle of the screen; and then follow the prompts to enter in their information. She stated residents could sign up for email and/or text messages. (please see below):



Ms. Maher stated if residents had questions or needed assistance with signing up to receive notices that they could call her at telephone (860) 464-3203; or call the Mayor’s Executive Assistant Kristen Chapman at telephone (860) 464-3222, noting that they would both be happy to assist residents.

RESULT: CONTINUED **Next Meeting: 02/21/2024 6:30 p.m.**

- 2. Any other New Business proper to come before the Committee.- None.

VIII. ADJOURNMENT

Councilor Paul moved the meeting be adjourned, seconded by Councilor Brunelle.

VOTE: 3 – 0 Approved and so declared. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

April Brunelle
 Committee Chairman
 Community Relations Committee



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-103

Agenda Date: 2/21/2024

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discuss the 2024 Black History Activity/Contest.

Background:

(type text here)

Meeting Action Detail:

Community Relations Cmt Meeting 05/17/2023

File #: [22418](#) Version: 3

Type: General Discussion

Title: Black History Month 2024 Activity/Contest

Action: No Action

Minute Note:

No Action



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-105

Agenda Date: 2/21/2024

Agenda #: 2.

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

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 th - "MEAT" You at the Market	✓ 5 th Red, White and Berry	✓ 2 nd Bubbles & Blooms	✓ 6 th Simply Sweet
✓ 14 th All American Artisans	✓ 12 th Backyard BBQ	✓ 9 th Farm Fresh	✓ 13 th Hometown Heroes
✓ 21 st Summer Solstice	✓ 19 th Christmas in July	✓ 16 th Beach Blanket Bingo	✓ 20 th "SEA" You Next Year
✓ 28 th CREAM of the Crop	✓ 26 th "Bee" Your Best	✓ 23 rd Bark' N Brew	
		✓ 30 th 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.

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

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

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

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

Community Relations Committee
 Host Booths at
 Ledyard Farmers Market

<i>Date of Market</i>	<i>Featured Services/Programs</i>	<i>Invited Guest</i>	<i>Confirmed Participation</i>
2023			
July 19, 2023	Mental Health Awareness	<ul style="list-style-type: none"> • 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); • 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 “<i>Green and/or Blue Envelope</i>” for drivers with Autism or Hearing Impaired • SERAC 	
August 20, 2023	Back-to-School	Library Services – Open House Bill Library & Short Presentation	
September 19, 2023	First Responders - Home Town Heroes - Volunteers	<p>Provide information on how residents could volunteer & promote the many organizations and committees that are operated with volunteers from the community.</p> <ul style="list-style-type: none"> • 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. 	



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-106

Agenda Date: 2/21/2024

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Background:

(type text here)

Department Comment/Recommendation:

Meeting Action Detail:

Community Relations Committee Meeting 04/19/2023

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Meeting Note:

Councilor Paul stated Park & Recreation has been discussing scheduling a tour to visit the many recreational parks in town in May, 2023. He stated that he would keep the Community Relations Committee informed as more information becomes available.

Councilor Paul noted that Councilor Saums was working with the Administrators of the Ledyard/Gales Ferry Forum on the idea of hosting a “*Whining Wednesday*” and a “*Thankful Thursday*”. Therefore, he suggested they defer this discussion to their next meeting, when Councilor Saums could provide an update.

Councilor Marshall suggested hosting an Informal Gathering/Conversation at the Town Green or at another Park some afternoon to talk with residents. He noted the event could be similar to the July 20, 2022 Informal

Gathering they had at the Park on East Drive. He stated the town had a lot of parks, and it would be good feature them, noting that the Parks were underutilized.

Action: Continued

Community Relations Committee Meeting 04/19/2023

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Meeting Note:

Councilor Paul stated that he spoke with Director of Senior Citizens and Park & Recreation Scott Johnson, Jr., about touring/visiting the many recreational parks in town in May, 2023. He stated they could advertise that the Parks & Recreation Commission along with the Community Relations Committee would be conducting a tour of the Towns Recreational Parks:

- Aljen Heights Park - Councilor Saums stated noted that some residents had questions regarding the Park at Aljen Heights. He stated that he did not know if the questions were regarding the condition of the equipment or the condition of the field. He also noted that a new playscape was put in near the Community Center in Gales Ferry.
- Erickson Park
- Highlands Lake
- Bush Pond - Lantern Hill Waterfront Park (Graham Property)

Councilor Saums suggested because they would not know when they would be at each of the Parks that they could post on Facebook or other social media sites when they were heading to the next park location, for residents that would like to join them.

Councilor Paul stated visiting the Recreational Parks would be a good opportunity for residents to see the great Parks the town has; and for residents to ask questions or to bring issues of concern to the Community Relations Committee’s attention. He stated when they had the July 20, 2022 Informal Gathering at the Park on East Drive he was amazed to learn that a lot of residents did not know that they could contact the Parks & Recreation Director to discuss the issues at the Park such as the lighting or condition of the equipment, which was the reason residents were contacting the Mayor’s Office, the Town Council, and the Police Department.

Councilor Paul stated having the opportunity to talk to residents in-person and for residents to talk with their

elected officials in-person was a win-win. He stated that it gave them the opportunity to let residents know if they had concerns about what was happening at the Park that they had a great Parks & Recreation Director, who had also attended the July 20, 2023 Informal Gathering to hear the residents' concerns, suggestions, and to answer their questions. He stated that was what he believed the Community Relations Committee was about, to bring the community together and to help them by directing them to the appropriate department and staff that could address their concerns.

Councilor Paul stated if they could obtain comments on other topics that he would be open to hosting an Informal Gathering at other locations such as the Historic Up-Down Sawmill.

Action: Continued

Community Relations Committee Meeting 03/15/2023

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Meeting Note:

Councilor Paul noted that Councilor Saums was working with the Administrators of the Ledyard/Gales Ferry Forum on the idea of hosting a “*Whining Wednesday*” and a “*Thankful Thursday*”. Therefore, he suggested they defer this discussion to their next meeting, when Councilor Saums could provide an update.

Action: Continued

Community Relations Committee Meeting 02/15/2023

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Meeting Note:

Councilor Paul stated by scheduling the programs and services the Committee would like to highlight at the Farmers' Summer Market that it would enable them to target other topics that residents may be interested in talking about. He stated possibly bringing back something like a "*Whining Wednesday*" on the Ledyard-Gales Ferry Forum would help the Committee to solicit the types of topics that residents were interested in talking or learning about.

Councilor Saums stated that contacted the three Administrators of the Ledyard/Gales Ferry Forum and he noted that they indicated that they would be willing to field something like a "*Whining Wednesday*" and that they also suggested hosting a "*Thankful Thursday*". He stated the Administrators also suggested the format be like a Poll that would be open from 5: 00 p.m. to 8:00 p.m. and that they would manually turn off the comment period at 8:00 p.m.

Councilor Marshall stated that he liked the Ledyard/Gales Ferry Forum Administrator's suggestions.

Councilor Paul reviewed examples of some open-ended type of questions presenting one question each week, that would keep the comments on topic such as:

1. Where would you like to see Electric Vehicle Charging Stations located in Ledyard?
2. Do you think roadside trash in Ledyard is excessive?
3. Would you be interested in participating in a town-wide Earth Day Clean-up?
4. Did you know that the "Bottle Bill" (Public Act No. 21-58 - An Act Concerning Solid Waste Management") implemented a five-cent surcharge on any beverage container containing a spirit or liquor of fifty milliliters. Each quarter the surcharge fee is dispersed to the town in which the beverages were sold. Last quarter the Ledyard received \$13,027.06, which was for a total of 260,541 nip bottles that were sold during that quarter. The funds could only be used for the following purposes: (1) environmental measures intended to reduce the generation of solid waste; and (2) reduce the impact of litter caused by such solid waste, including, but not limited to, the hiring of a recycling coordinator, (3) the installation of storm drain filters designed to block solid waste and beverage container debris or (4) the purchase of a mechanical street sweeper, vacuum or broom that removes litter, including, but not limited to, such beverage containers and other debris from streets, sidewalks and abutting lawn and turf.
5. What town services would you like to know more about?
6. Would you be interested in participating in informal discussions regarding town issues?
7. What town issues would you like to discuss?
8. If you are a new Ledyard Resident why did you choose to move to Ledyard?
9. What would you like to see change in our community?

10. Do you use any of the town’s parks, and if so, which parks do you like best and why?
11. Do you Love Ledyard and Why?

Councilor Saums stated the hope was to engage and obtain input from residents on topics that they would like to discuss. He noted the safety concerns at the Park on East Drive were brought to their attention by a resident. He stated with the Community Relations Committee’s involvement and thru a concerted effort of several Town Departments that they were able to address the concerns. He stated the Community Relations Committee did a mailing to the residents in the area of the Park on East Drive and they received a good turnout at the July 20, 2022 Informal Gathering, noting that it was a positive result and experience.

Councilor Saums suggested the Committee forward the list of questions to the Ledyard/Gales Ferry Forum Administrators and ask them to consider putting one or two questions into a Poll per week.

Councilor Paul addressed how the Poll Question should be presented, questioning whether it should be phased: “*The Town Council’s Community Relations Committee would like to know.....(Poll Question)*”. The Committee agreed that presenting the Poll Question as Councilor Paul suggested would provide transparency and validation to residents.

Councilor Saums stated that he would work with the Ledyard/Gales Ferry Forum Administrators to post these questions in the format of a Poll on *Whining Wednesday* and *Thankful Thursday*.

Councilor Paul stated this initiative was a great way to engage residents and for any of any of the town’s leaders to get residents’ temperature on specific issues/topics.

Action: Continued

Community Relations Committee Meeting 01/18/2023

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Meeting Note:

Councilor Paul noted at their December 21, 2022 meeting the Committee discussed launching something like a “*Whiney Wednesday*” on the Ledyard-Gales Ferry Forum to solicit topics that residents were interested in talking or learning about.

Councilor Saums stated that they would need to talk to the Forum’s Administrators to see if they would be willing and able to field something that a *Whiney Wednesday*.

The Committee discussed crafting a general type of open-ended question to post on the Forum to engage residents and to learn about the topics regarding Ledyard that residents were interested in talking and learning about.

The Committee noted the Informal Gathering they held at the Park on East Drive on July 20, 2022 went well; and based on the residents feedback that some great improvements have been made to the Park (Christy Hill Park).

Action: Continued

Community Relations Committee Meeting 12/21/2022

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Meeting Note:

Councilor Paul suggested the Community Relations Committee develop a list of the types of programs they would like to inform residents about and then decide on a schedule of when they would like to present them. He stated having a schedule in place would allow them to coordinate with other departments/organizations/entities that they would like to feature.

The Committee discussed the success they had at the Farmers Market last summer and noted that the following topics for consideration the upcoming summer Market:

- The Brian Dagle Foundation for Suicide Prevention
- First Responders “Heroes” Police and Fire Departments
- ✓ Do a staged demonstrations such as the rescue of the man in the abandoned well
- Volunteer Table to talk to residents about how to get involved in their community and their local government.

Councilor Paul also noted that the Committee could host events at different town sites to expose residents the many great town-owned properties that were available to the public, and to engage with residents who may be already visiting the site such as:

- Up-Down Sawmill - The mill operated in the fall and would be a good opportunity to talk with residents after the Sawmill demonstration.

The Committee also discussed ways to obtain input from residents on issues of concern.

Councilor Saums noted the Ledyard/Gales Ferry Forum was a great opportunity to obtain feedback from residents. He noted at one time the Forum had a “*Whiney Wednesday*”.

The Committee agreed to launch something like a “*Whiney Wednesday*” on the Ledyard-Gales Ferry Forum in January, 2023.

Action: Continued

Community Relations Committee Meeting 11/16/2022

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

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

Community Relations Committee Meeting 10/19/2022

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

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.

Action: Continued

Community Relations Committee Meeting 9/21/2022

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Councilor Paul stated as they were moving into the winter months that they would put conversations in the park off until the spring. Councilor Saums stated he agreed, noting with the shorter daylight hours and colder weather that it would be difficult to gather people outside.

Action: Continued

Community Relations Committee Meeting 9/21/2022

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Minute Note:

Councilor Saums stated the Community Forum Page was a great way to obtain ideas and feedback from residents. He stated a few years ago, when Ledyard Center School was sold, the Ledyard Fair was looking for ideas about what they should do. He stated the Ledyard Fair received over 500 comments from residents on the Community Forum, noting that there was a lot of interest in a Food Truck Fair. He stated the Parks & Recreation Commission held a Food Truck Fair at the Town Green on May 21, 2022.

Councilor Saums suggested the Community Relations Committee contact the Administrator of the Community Forum to post something to solicit topics or concerns that residents were interested in talking or learning about.

Councilor Saums stated the Community Forum Page was a great way to obtain ideas and feedback from residents. He stated a few years ago, when Ledyard Center School was sold, the Ledyard Fair was looking for ideas about what they should do. He stated the Ledyard Fair received over 500 comments from residents on the Community Forum, noting that there was a lot of interest in a Food Truck Fair. He stated the Parks & Recreation Commission held a Food Truck Fair at the Town Green on May 21, 2022.

Councilor Saums suggested the Community Relations Committee contact the Administrator of the Community Forum to post something to solicit topics or concerns that residents were interested in talking or learning about.

The Committee noted the Food Truck Fair was a great idea, noting that because so much was done in Ledyard Center that they would like to see an event such as a Food Truck Fair be held Gales Ferry. The Committee noted that the Sweet Hill Farm would be a great location for a Food Truck Fair. Councilor Paul noted that Economic Development Commission

Member Jessica Buhle did a great job in planning the *Regatta Day Festival* in June, 2022, noting that they used the Sweet Hill Farm and it was a great venue.

Action: Continued

Community Relations Committee Meeting 8/17/2022

File #: [22106](#) Version: 1

Type: General Discussion

Title: Continued discussion and possible action to identify various town venues to host “*Informal Conversations in the Park*” to engage residents in discussions regarding their concerns and their ideas for potential solutions.

Action: Continued

Meeting Note:

The Community Relations Committee discussed the following potential venues to engage residents about issues that are of concern to the Community.

- Nathan Lester House
- Up-Down Sawmill - The mill operated in the fall and would be a good opportunity to talk with residents after the Sawmill demonstration.

Councilor Saums commented on the good participation the Community Relations Committee received at the July 20, 2022 Informal Conversation with residents at the Park on East Drive. He stated that he believed the good turnout was because they had a topic for the discussion, noting that residents previously brought concerns regarding safety issues at the Park to the town’s attention. He also noted that letters were sent to the residents in the area of Park; and that the letters were followed-up with a mailing of flyers the week before the event.

Councilor Saums suggested in working to plan/schedule future Informal Conversations to engage residents that they identify the subject matter that would be the topic of conversation.

Action: Continued



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0022

Agenda Date: 2/21/2024

Agenda #: 4.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion regarding ideas to increase communication/transparency with residents.

Background:

Department Comment/Recommendation:

Roxanne Maher

From: Justin Dube
Sent: Wednesday, February 07, 2024 10:43 AM
To: Roxanne Maher
Subject: RE: Notify Me Subscribers

Sorry also found one other area that has subscribers

Town News	3	Active	260
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Thanks,
Justin

From: Justin Dube
Sent: Wednesday, February 7, 2024 10:42 AM
To: Roxanne Maher <council@ledyardct.org>
Subject: Notify Me Subscribers

Hi Roxanne,

As you requested there are 181 subscribers for the website postings and 31 for tax postings.

List Title	Status	Subsc
Published Lists		
Tax Department Notification	Active	31
Website Updates	Active	181



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-091

Agenda Date: 2/21/2024

Agenda #: 5.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any other Old Business proper to come before the Committee

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-107

Agenda Date: 2/21/2024

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discuss starting a relationship with the Mashantucket Pequot Tribal Council to help foster communication and mutual points of interest.

Background:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0171

Agenda Date: 2/21/2024

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discuss changing the name of the Community Relations Committee to “*Community Relations for Diversity, Equity and Inclusion (DEI)*”.

Background:

Department Comment/Recommendation:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-092

Agenda Date: 3/6/2024

Agenda #: 7.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any other New Business proper to come before the Committee.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)