



Chairman S. Naomi Rodriguez

TOWN OF LEDYARD CONNECTICUT TOWN COUNCIL

741 Colonel Ledyard Highway
Ledyard, CT 06339
(860) 464-3023
council@ledyardct.org

MEMORANDUM

DATE: December 5, 2024

TO: All Town Councilors
Mayor Fred Allyn, III
Board of Education
Finance Director
Finance Department (Tax Assessor/Collector)
Administrator of Human Resources
Animal Control Officer
Economic Development
Emergency Dispatch Center
Fire Marshall
Gales Ferr Fire Department
Historic District Commission
Land Use Departments (Building-Planning & Zoning/Inland Wetlands)
Ledyard Fire Department
Library Director
MIS Director
Parks, Recreation & Senior Citizens Director
Police Chief – Department
Public Works Director – Department
Registrar of Voters
Social Services Coordinator
Town Clerk

FROM: Tony Saccone, Finance Committee Chairman *Anthony G. Saccone Sr.*
Re: **Preliminary Budget Work Session Schedule for Fiscal Year 2025/2026**

Attached please find the preliminary budget work session schedule for the Fiscal Year 2025/2026 Budget. As we have done in past years, the Finance Committee will hold work sessions during regular business hours. Budget work session time slots have been allocated appropriately to each department.

The Budget Work Sessions will be held in a hybrid format for Department Heads attending in-person in the Council Chambers, while providing access for other members of their departments and the public to attend remotely by video conference using the Zoom platform.

The Finance Committee does not intend to break between each work session. Therefore, once a department's work session has completed, we will immediately move to review the next department's budget as sequentially listed on the tentative schedule.

Please review your department's scheduled work session and your availability. Please ensure you are in attendance 10 – 15 minutes prior to your scheduled time to maximize efficiency of the departmental budget work session process. If you are not able to attend the budget work session at the designated time for your department, please contact the Town Council Office at (860) 464-3203 no later than February 17, 2025 to reschedule. A final schedule will be distributed on February 20, 2025.

Thank you for your cooperation.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
March 2025						
						1
2	3 MAYOR'S BUDGET DUE LUPPW 6:00 CC	4	5 FINANCE 5:00 CC	6 BUDGET WORK SESSIONS 12:00 MAYOR 12:30 FINANCE 12:45 HUMAN RESOURCES 1:00 LAND USE 1:00 EDC 1:00 BUILDING 1:00 PLANNING//ZONING 1:00 IWWC 1:30 PUBLIC WORKS 1:45 CIP 2:00 BUDGET WORK	7	8
9	10 BUDGET WORK SESSIONS 2:00 FIRE MARSHALL 2:00 EMERG MGT 2:00 ADMIN OF EMERG SERV 2:15 GFFD 2:15 LCFD 2:30 ACO 2:30 DISPATCH 2:30 POLICE 3:00 WPCA 3:30 BUDGET WORK	11	12 ADMIN 5:30 CC TOWN COUNCIL 7:00 CC	13 BUDGET WORK SESSIONS 12:00 TOWN CLERK 12:10 REGISTRARS 12:15 HISTORIC 12:30 PARKS-REC- SENIORS 12:45 SOCIAL SERV 1:00 SCHOOL NURSES 1:15 LIBRARY 1:30 MIS DEPARTMENT 1:45 CIP 2:15 BUDGET WORK	14	15
16	17	18	19 FINANCE 5:00 CC (Recommend FY 25/65 Budget to Town Council) COMM REL 6:30 CC	20	21	22
23	24	25	26 TOWN COUNCIL 7:00 CC APPROVE BUDGET FOR PUBLIC HEARING	27	28	20
30	31					