



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Community Relations Committee

### ~ AGENDA ~

Chairman  
Kevin J. Dombrowski

Regular Meeting

---

Wednesday, January 18, 2023

6:30 PM

Town Hall Annex - Hybrid Format

---

In -Person Location goes here

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

**<https://us06web.zoom.us/j/83430605191?pwd=eTdkbXhIbzRtYm9LUzh1WlVvOXIyQT09>**

**Or by Audio Only: Telephone: +1 646 558 8656; +Meeting ID: 834 3060 5191; Passcode: 775584**

I CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

Chorus Director Cometa e-mail dated 1/9/2023 re: Ledyard High School Chorus Concert- January 16, 2023 - Black History Month

**Attachments:** [LEDYARD HIGH SCHOOL CHOIR-MARTIN LUTHER KING CONCERT-2023-01-16.pdf](#)

V. APPROVAL OF MINUTES

Community Relations Committee Regular Meeting Minutes of December 21, 2022

**Attachments:** [COMM REL-MIN-2022-12-21.pdf](#)

VI. OLD BUSINESS

1. Continued discussion regarding Black History Month and update on the 2023 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.
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.

- Draft a schedule for Informational Forums/Gatherings.
- 4. Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal Nation to discuss items of mutual interest.
  - 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.
- 5. Continued review of status regarding the progress of improvements at the Park on East Drive.
- 6. Any other Old Business proper to come before the Committee

VII. NEW BUSINESS

- 1 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 #:** 23-1028

**Agenda Date:** 1/18/2023

**Agenda #:**

---

AGENDA ITEM  
CORRESPONDENCE

**Subject:**

Chorus Director Cometa e-mail dated 1/9/2023 re: Ledyard High School Chorus Concert- January 16, 2023 - Black History Month

**Correspondence List:**

(type text here)

## Roxanne Maher

---

**From:** Melanie Cometa <mcometa@ledyard.net>  
**Sent:** Monday, January 09, 2023 3:12 PM  
**Subject:** You're invited! Celebrate MLK

Some people who received this message don't often get email from mcometa@ledyard.net. [Learn why this is important](#)

Dear Board of Education and Town Council,

We hope to see you for the return of **Ledyard's 'Celebrate MLK' All-District Choir Festival** on **January 16 at 6pm** here at Ledyard High School! (*This is an earlier start time and a shorter program than most of our concerts, so it is a great opportunity to check out Ledyard Music and the incredible progress in the auditorium!*)

The concert will feature performances from the LHS Chamber Choir, the LHS Select Singers, and a festival choir composed of Ledyard students in grades 6-12!

We will also welcome guest artists Damon E. Coachman, Terry L. Jones, and Lisa Clayton and the Lisa Clayton Singers as guest artists on this magnificent concert.

**General admission is by donation.** All proceeds will benefit [The Dr. Martin Luther King Jr. Scholarship Trust Fund](#), which grants life-changing scholarships to students of color in southeastern CT.

Our staff and students always appreciate seeing town leadership at events. Please consider attending this important performance. Thank you for your consistent support for Ledyard Music and Ledyard Public Schools.

# THE LEDYARD CHOIRS

# celebrate **MLK**

**JANUARY 16, 2023**  
**6PM, LHS AUDITORIUM**

JOIN US FOR AN EVENING OF MUSIC  
CELEBRATING THE LEGACY OF  
**DR. MARTIN LUTHER KING JR.**

FEATURING PERFORMANCES FROM THE  
**LHS CHAMBER CHOIR, THE LHS SELECT SINGERS, AND AN ALL-DISTRICT FESTIVAL CHOIR** WITH GUEST CONDUCTOR **DAMON COACHMAN**.

WE WILL ALSO WELCOME **TERRY L. JONES, LISA CLAYTON, AND THE LISA CLAYTON SINGERS**, AS GUEST ARTISTS.



**DAMON COACHMAN**  
FESTIVAL CHOIR  
CONDUCTOR



**LISA CLAYTON**  
GUEST ARTIST  
LISA CLAYTON SINGERS

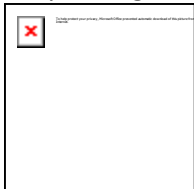


**TERRY L. JONES**  
GUEST ARTIST  
TROMBONE



**GENERAL ADMISSION BY DONATION**  
PROCEEDS TO BENEFIT THE MLK SCHOLARSHIP TRUST FUND

--  
Mrs. Melanie Cometa  
Director of Choral Activities  
Ledyard High School





# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1029

**Agenda Date:** 1/18/2023

**Agenda #:**

---

## MINUTES

### **Minutes:**

Community Relations Committee Regular Meeting Minutes of December 21, 2022



**TOWN OF LEDYARD**  
CONNECTICUT  
TOWN COUNCIL

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

Chairman Kevin J. Dombrowski

HYBRID FORMAT  
MINUTES  
COMMUNITY RELATIONS COMMITTEE  
REGUALR MEETING

Wednesday, December 21, 2022

6:30 PM

Town Hall Annex-Video Conference

**DRAFT**

- I. CALL TO ORDER – The Meeting was called to order by Councilor Paul at 6:30 p.m. at the Council Chambers - Town Hall Annex Building.

Councilor Paul welcomed all to the Hybrid Meeting. He 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	Location	Arrived	Departed
Gary Paul	Committee Chairman	Present	In-Person	6:30 pm	7:18 pm
John Marshall	Town Councilor	Excused			
Bill Saums	Town Council	Present	In-Person	6:30 p.m.	7:18 pm
Roxanne Maher	Administrative Assistant	Present	Remote	6:30 pm	7:18 pm

- III. CITIZENS' COMMENTS – None.

- IV. INFORMATIONAL ITEMS – None.

IV. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the Regular Meeting Minutes of November 16, 2022  
Moved by Councilor Saums, seconded by Councilor Paul

VOTE: 2 – 0 Approved and so declared

V. OLD BUSINESS

1. Black History Month 2023 Activity/Contest.

Councilor Paul provided an update regarding the progress on the planning and organizing of the Black History Month Program. He stated that Councilor Rodriguez sent an e-mail to Board of Education Chairman Anthony Favry regarding the upcoming the Program.

The Committee discussed the Black History Month Program as follows:

- Essay and Poster Contest
  - Essay Contest for the Middle School and High School students.
  - Poster Contest for the Elementary School students.
- Pan-African Flag Raising Ceremony to show unity
  - Ceremony to take place on Wednesday, February 1, 2022 at 4:00 p.m.
  - Councilor Paul would talk with Mayor Allyn, III about the Ceremony.
  - Councilor Saums would contact Mashantucket Pequot Tribal Councilmember Crystal Whipple for the MPTN interest in participating in the Ceremony
  - Councilor Rodriguez would be meeting with the National Association for the Advancement of Colored People (NAACP) President Jean Jordan and Secretary Juliet Parker after the holidays to discuss the program and their interest to participate in the Program/Ceremony.

**RESULT: CONTINUED**

**Next Meeting: 01/18/2023 6:30 p.m.**

2. 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.
- 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.

**RESULT: CONTINUED**

**Next Meeting: 01/18/2023 6:30 p.m.**

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 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.

**RESULT: CONTINUED**

**Next Meeting: 01/18/2023 6:30 p.m.**

4. Joint meetings with the Mashantucket Pequot Tribal Nation. – No Update

Councilor Saums stated he would contact Mashantucket Pequot Tribal (MPTN) Council Member Crystal Whipple to try to coordinate an Informal Gathering between the Mashantucket Pequot Tribal Council and the Town Council.

**RESULT: CONTINUED**

**Next Meeting: 01/18/2023 6:30 p.m.**

5. Review status update regarding the progress of improvements at the Park on East Drive.

Councilor Paul stated he did not have an update regarding the improvements at the Park, noting that the activity has been fairly quiet with the shorter days and colder temperatures. He noted that Mr. Jamieson has been communicating with Police Chief John Rich and Mayor Allyn, III to resolve an issue.

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 Paul stated during the July 20, 2022 Gathering the Committee told the residents that they would host another Informal Gathering to follow-up on the actions that were taken to make safety improvements at the Park. He stated although he has stopped by the Park on his own that he would like the Committee to host another Informal Gathering with the residents in the Spring, 2023. He stated that he has been communicating with Parks & Recreation Director Scott Johnson, Jr. on the progress of the improvements, noting that the lights were now working and looked great and that the wood chips for the playscape areas were delivered.

**RESULT: CONTINUED**

**Next Meeting: 01/18/2023 6:30 p.m.**

6. Any other Old Business proper to come before the Committee – None.

VI. NEW BUSINESS

1. Any new business proper to come before the Committee – None.

VIII. ADJOURNMENT

VOTE: Councilor Saums, moved the meeting be adjourned, seconded by Councilor Paul.  
2 – 0 Approved and so declared. The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Gary Paul  
Committee Chairman  
Community Relations Committee



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 22-103

**Agenda Date:** 1/18/2023

**Agenda #:** 1.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Continued discussion regarding Black History Month and update on the 2023 Black History Activity/Contest.

**Background:**

(type text here)

**Meeting Action Detail:**

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

**File #:** [22418](#) Version: 1

**Type:** General Discussion

**Title:** Black History Month and update on the 2023 Black History Activity/Contest

**Action:** Continued

**Minute Note:**

Councilor Paul provided an update regarding the progress on the planning and organizing of the Black History Month Program. He stated that Councilor Rodriguez sent an e-mail to Board of Education Chairman Anthony Favry regarding the upcoming the Program.

The Committee discussed the Black History Month Program as follows:

- Essay and Poster Contest
  - Essay Contest for the Middle School and High School students.
  - Poster Contest for the Elementary School students.
- Pan-African Flag Raising Ceromony to show unity
  - Ceromony to take place on Wednesday, February 1, 2022 at 4:00 p.m.

- Councilor Paul would talk with Mayor Allyn, III about the Ceromony.
- Councilor Saums would contact Mashantucket Pequot Tribal Councilmember Crystal Whipple for the MPTN interest in participating in the Ceromony
- Councilor Rodriguez would be meeting with the National Association for the Advancement of Colored People (NAACP) President Jean Jordan and Secretary Juliet Parker after the holidays to discuss the program and their interest to participate in the Program/Ceromony.

**Action:** Continued

---

### **Community Relations Cmt Meeting 11/16/2022**

**File #:** [22418](#) Version: 1

**Type:** General Discussion

**Title:** Black History Month and update on the 2023 Black History Activity/Contest

**Action:** Continued

#### **Minute Note:**

Councilor Rodriguez provided an update regarding the status of planning for the Black History Month 2023 Activity/Contest, and she noted the following:

- National Association for the Advancement of Colored People (NAACP) Organization - Councilor Rodriguez stated that she spoke with NAACP President Jean Jordan and Secretary Juliet Parker and Mashantucket Pequot Tribal Councilor Crystal Whipple. She stated they have all agreed to help with the program. She stated they planned to meet after the holidays to discuss the program.
- Superintendent of Schools Jason Hartling - Councilor Rodriguez stated as a follow-up to the Community Relations Committee October 19, 2022 meeting that she spoke with Mr. Hartling about transitioning the Black History Month Essay and Poster Activities to the Board of Education. She noted that Mr. Hartling stated the Schools did not have the time or resources to take on the initiative.

Chairman Dombrowski suggested Councilor Rodriguez talk with the Board of Education about transitioning the Black History Month Essay and Poster Activities to them. Councilor Rodriguez stated that she would forward the suggestion to the Board of Education as well.

- February 1, 2023 Black History Month Ceremony - Councilor Rodriguez stated she spoke with Mayor Allyn, III about the town having a short ceremony for Black History Month. She stated that she would keep Mayor Allyn updated on the planning of the ceremony.

Councilor Paul stated he liked the idea of the Board of Education being involved with Black History Month Essay and Poster Activities. He stated he had hoped the Board of Education would agree to take the lead on the Black History Poster Activity and Essay Contest, noting that he believed the schools would be able to do more with the students by focusing additional programs on Black History Month with things like school assemblies, etc. He stated as the Community Relations Committee discussed at their October 19, 2022 meeting that perhaps the Essay Contest winner could read their

essay at a Town Council meeting; and as they did last year, the winning posters could be displayed.

**Action:** Continued

---

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

**File #:** [22418](#) Version: 1

**Type:** General Discussion

**Title:** Black History Month and update on the 2023 Black History Activity/Contest.

**Action:** Continued

**Minute Note:**

Councilor Rodriguez provided an update regarding the status of planning for the Black History Month 2023 Activity/Contest and she noted the following:

- National Association for the Advancement of Colored People (NAACP) Organization - Councilor Rodriguez stated that she spoke to some members of the NAACP in New London to discuss Ledyard's interest in having a Black History Month Activity. She stated in speaking to Juliet Parker, who was the NAACP Secretary, that Ms. Parker stated that the NAACP was willing to help Ledyard with their program. However, Ms. Parker asked that she submit their request in writing, noting that Ms. Parker provided her e-mail address.
- Superintendent of Schools Jason Hartling - Councilor Rodriguez stated that Mr. Hartling was pleased that one of the Contest Judges would be a Board of Education Member. She stated Mr. Hartling requested that the information regarding the Black History Month Activity and Essay Contest be provided to the Schools in November, because the Art Teachers needed time to plan for the projects and to include the initiative into schedules.
- Poster Contest - Councilor Rodriguez stated the Poster Contest for the elementary school students would remain the same as last year. She stated the variety of Black History Month posters the kids came up with were great.
- Essay Contest - Councilor Rodriguez stated Black History Month Essay Topic was going to be "*Black Resistance - How African Americans Have Fought Repression from America's Earliest Days*", noting that this was the national theme.

Councilor Rodriguez stated that she would send a draft of the 2023 Black History Month Activity and Poster Contest Information to the Community Relations Committee to review and to provide comments before she sent it off the Board of Education to be distributed to the Principals' Offices at each of the schools.

Councilor Paul stated with the Town Council being seated in December, 2021 and their Sub- Committees not holding their first regular meeting until January, 2022 that the Black History Month Program (February) came up quick last year. He stated he has put some thought into the program; and he questioned whether it would be a good idea to transition the Black History Month Activity over to the Board of Education, with the Town Council's Community Relations Committee acting in a supportive role. He noted as Councilor Rodriguez explained, with the

need to involve Superintendent Hartling, the School Principals, and the Teachers that it may be more appropriate for the Board of Education to directly handle the essay and posters contest with Councilor Rodriguez's direction. He suggested that perhaps the Essay Contest winner could read their essay at a Town Council meeting; and as they did last year, the winning posters could be displayed. He stated by the Board of Education taking the lead on the Black History Activity and Essay Contest, that perhaps the schools would be able to do more with the students by focusing additional programs on Black History Month with thinks like school assemblies, etc.

Councilor Saums addressed Councilor Paul's suggestion to transition the Black History Month Activities to the Board of Education. He stated because the Board of Education had a lot on their plate, and a lot of competing initiatives, that perhaps Councilor Rodriguez could help with lining up judges, or with establishing the contest the guidelines, or with handling things that had specific timelines, etc.

Councilor Rodriguez stated she would bring Councilor Paul's and Councilor Saums' suggestions regarding Black History Month Activities to Superintendent Hartling. However, she stated the Essay Contest and Poster Contest was only part of the Black History Month Activity, noting that she was also trying to figure out other ideas for Black History Month for the town.

Councilor Paul requested clarification, questioning whether the other ideas for the town that Councilor Rodriguez was trying to figure out would be separate from the essay contest and poster contest. Councilor Rodriguez stated Councilor Paul's understanding was correct. She stated in speaking with High School Chorus Director Ms. Cometa that the Chorus would be doing a concert for Martin Luther King Day (January 16, 2023). She stated that she had hoped that in early February that the High School Chorus could sing something at the Town Council meeting.

Councilor Saums stated he liked the idea that was suggested by Ms. Nicole Cruz-Glacken at the Community Relations Committee's August 17, 2022 meeting to fly the Pan African Flag in front of Town Hall. He stated that they would need to talk to the Mayor about the idea. Councilor Rodriguez suggested if the Town Hall raised the Pan African Flag that they could have a short program at that time. She stated last year New London had a short ceremony in which the Pan African Flag was raised by a military person, police officer and a town council member. She stated that she would provide more information at the Community Relations Committee November 16, 2022 meeting.

Councilor Paul stated that they discussed some good ideas this evening and that he would contact the Mayor regarding the Committee's ideas.

### **Community Relations Cmt Meeting 9/21/2022**

**File #:** [22418](#) Version: 1

**Type:** General Discussion

**Title:** Black History Month and update on the 2023 Black History Activity/Contest.

**Action:** Continued

#### **Minute Note:**

Councilor Rodriguez stated that she has begun working on the details of the Black History Month 2023 Activity/Contest and she noted the following:

- The Contest would be an Essay and Poster Contest.
- The activities would once again be on a volunteer basis.
- The activities would include an essay contest for Ledyard Middle School and Ledyard High School, and a poster contest for the elementary schools.

- Judges would include the following:
  - Board of Education Representative - The BOE has requested a representative to serve as a judge
  - Police Sergeant Mike McKinney
  - Mashantucket Pequot Tribal Council Member Crystal Whipple
  - Community Relations Committee Chairman Councilor Paul
  - Councilor Rodriguez
- Would not have grant funding in-time for the 2023 Black History Month Program; and hope to have grant funding for the 2024 Black History Month Program.
- Timing of Contest to be held during the month of January with Contest Winners being announced in February.

The Committee suggested the 2023 Black History Month Contest:

- Provide a theme for educational purposes such as a segment focusing on a local person.
- Engage residents using social media. Perhaps the Judges could post their favorite posters and essays on-line and ask residents to weigh-in.
- Display last year's (2022) posters around town to recognize Black History Month and to raise awareness of Ledyard's Contest.

Action: Continued

### **Community Relations Cmt Meeting 8/17/2022**

File #: [22418](#) Version: 1

Type: General Discussion

Title: Black History Month and update on the 2023 Black History Activity/Contest.

Action: Continued

#### Meeting Note:

Councilor Paul stated he would like the Committee to start working on preparations for next year's February, 2023 Black History Month Activity. He noted last year's (2022) program was the first Black History Activity the Community Relations Committee held and he commented that although they got off to a late start with rolling out the program that it was a success thanks to all the work Councilor Rodriguez did to get the project off the ground.

Councilor Saums noted that Councilor Rodriguez was interested in applying for Grant Funding to further support the Black History Month Program.

Ms. Nicole Cruz-Glacken, 5 Allyn Lane, Ledyard, suggested in the "Chat Box" that the town raise the Pan African Flag in front of Town Hall and have speakers during Black History Month.



[Action:](#) Continued



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 22-105

**Agenda Date:** 1/18/2023

**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 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



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 22-106

**Agenda Date:** 1/18/2023

**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 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 #:** 22-941

**Agenda Date:** 1/18/2023

**Agenda #:**

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

- Draft a schedule for Informational Forums/Gatherings.

**Background:**

**Department Comment/Recommendation:**  
(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 22-107

**Agenda Date:** 1/18/2023

**Agenda #:** 4.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal Nation to discuss items of mutual interest.

**Background:**

During the meetings the previous Community Relations Committee had with the Mashantucket Pequot Tribal Council they had good participation from both sides, and they were good meetings.

Councilor Saums and Councilor Rodriguez reached out to Mashantucket Pequot Tribal Council Member Crystal Whipple on March 11, 2022 and they discussed the following:

- Scheduling informal get togethers between the Community Relations Committee and the Mashantucket Pequot Tribal Council similar to the meetings the former Community Relations Committee had with the MPTN (9/24/2020) at which they discussed the Police, Food Pantry and other issues. He noted that they discussed a goal of having at least two per year. He noted that they received some feedback from Ms. Whipple on how the Tribal Council felt things were going on these matters.
- Town Council attending the MPTN Council Swearing-In Ceremony - Councilor Rodriguez noted because of the Covid -19 pandemic gathering restrictions the Town Council and Mayor were not invited this past year.
- Organizing some informal activities at the Pequot Museum, between the Community Relations Committee and some members of Tribal Council. Ms. Whipple would be getting some potential dates.
- Having some informal activities between the Community Relations Committee and some members of Tribal Council over a meal, because sharing a meal stimulates community.

**Meeting Action Detail:**

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

**File #:** [22107](#) Version: 1

**Type:** General Discussion

**Title:** Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal Nation to discuss items of mutual interest.

**Action:** Continued

**Meeting Note:**

Councilor Saums stated he would contact Mashantucket Pequot Tribal (MPTN) Council Member Crystal Whipple to try to coordinate an Informal Gathering between the Mashantucket Pequot Tribal Council and the Town Council.

**Action:** Continued

---

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

**File #:** [22107](#) Version: 1

**Type:** General Discussion

**Title:** Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal Nation to discuss items of mutual interest.

**Action:** Continued

**Meeting Note:**

Councilor Saums stated he did not have an update, noting that it was unfortunate that the previously scheduled had to be cancelled due to illness. He stated that he would continue to work with MPTN Council Member Crystal Whipple to discuss possible dates to reschedule their Informal Gathering.

Councilor Paul stated it was great to see all of the area First Responders from Ledyard, Gales Ferry and the Mashantucket Pequot Tribal Nation come together at the October 9, 2022 *First Responders Clam Chowder Fish Fry Community Event*.

**Action:** Continued

---

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

**File #:** [22107](#) Version: 1

**Type:** General Discussion

**Title:** Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal

---

Nation to discuss items of mutual interest.

**Action:** Continued

**Meeting Note:**

Councilor Saums stated he did not have an update, noting that he would communicate with MPTN Council Member Crystal Whipple to discuss possible dates to schedule their Informal Gathering.

**Action:** Continued

---

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

**File #:** [22107](#) Version: 1

**Type:** General Discussion

**Title:** Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal Nation to discuss items of mutual interest.

**Action:** Continued

**Minute Note:**

Councilor Paul noted that unfortunately due to illness they had to cancel their Informal Gathering with the Mashantucket Pequot Tribal (MPTN) that was scheduled for Thursday, September 8, 2022. illness.

Councilor Saums stated that he would communicate with MPTN Council Member Crystal Whipple to discuss possible dates to reschedule their Informal Gathering.

**Action:** Continued

---

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

**File #:** [22107](#) Version: 1

**Type:** General Discussion

**Title:** Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal Nation to discuss items of mutual interest.

**Action:** Continued

---

**Minute Note:**

Councilor Saums stated he and Mashantucket Pequot Tribal (MPTN) Council Member Crystal Whipple have been communicating in an effort to identify potential dates for the Mashantucket Pequot Tribal Council and Town Council Community Relations Committee to get together. He stated Thursday, September 8, 2022 has been proposed and he questioned whether this date would work for the Community Relations Committee. Councilor Paul stated that he believed that September 8, 2022 would be a good date.

Councilor Saums stated Ms. Whipple would be sending an Invite to the Town Council for a “*Meet and Greet*” at the MTPN Community Center. He suggested during their Informal Gathering that it would be nice to share a meal; and he suggested the Community Relations Committee bring grinders.

**\*\* POST MEETING NOTE 8/18/2022:\*\*** Freedom of Information Act Tom Hennick regarding the posting of an Informal Social Gathering:

“**From:** Hennick, Thomas A <Thomas.Hennick@ct.gov>

**Sent:** Thursday, August 18, 2022 5:06 PM

**To:** Roxanne Maher <council@ledyardct.org>

**Subject:** RE: Town of Ledyard - Meeting Portal - Social Gathering Invite

Hello Roxanne,

Hope you are doing well.

I would suggest that while the **notes and questions council members type onto their copies of the online agendas would clearly be “public records”** under the definition in state statutes, **they also would likely be records that would not have to be released because they are personal notes, which can be withheld (see exemption below) under FOI.**

(b) Nothing in the Freedom of Information Act shall be construed to require disclosure of:

(1) Preliminary drafts or notes provided the public agency has determined that the public interest in withholding such documents clearly outweighs the public interest in disclosure;

As for the second issue, **I don't believe that council members attending an event sponsored by the Mashantucket Pequot Tribal Council would be a meeting that needed to be noticed** unless the council members sat down and conducted official council business. It doesn't sound like that's the case.

Feel free to follow up if needed.

Tom

---

**From:** Roxanne Maher <council@ledyardct.org <mailto:council@ledyardct.org>>

**Sent:** Thursday, August 18, 2022 12:50 PM

**To:** Hennick, Thomas A <Thomas.Hennick@ct.gov <mailto:Thomas.Hennick@ct.gov>>

**Cc:** Kristen Chapman <mayoral.asst@ledyardct.org <mailto:mayoral.asst@ledyardct.org>>; Roxanne Maher <council@ledyardct.org <mailto:council@ledyardct.org>>; Fred Allyn, III <mayor@ledyardct.org



<mailto:mayor@ledyardct.org>>

**Subject:** Town of Ledyard - Meeting Portal - Social Gathering Invite

Good Afternoon Mr. Hennick:

I hope you are doing well and that you were enjoying the summer.

I am looking for guidance regarding the following two items:

- (1) Ledyard has transitioned to a new on-line meeting portal that allows Town Council Members and other Committee Members to review the on-line Agendas and to type a note or highlight text on attachments to remind themselves of questions they may like to ask during the Meeting. They would also be able to type the response to their question in the same place. These “Notes” would only be available to that person (Using their log-in & password).

**The Question** is whether these notes would be subject to a Freedom of Information Act Request (FOI).

Or would their notes be considered nothing more than if the person jotted down a note on a “sticky” or on their paper Agenda (if we were still using paper) and then throwing the note away after the meeting.

- (2) This is a somewhat of a repeat question. A few months ago, I asked you about the Town Council’s Subcommittees hosting “Informal Conversation” at various venues (such as parks or the Town’s historic properties ) to provide residents an opportunity to discuss any issues that were of concern to them. At that time you advised that the **Informal Gathering** would not need to be posted as a Meeting as long as they were not making any decisions.

**The Question:** Would the same apply, If the Mashantucket Pequot Tribal Council invited members of the Town Council or members of a subcommittee to an **Informal Gathering** at MPTN Community Center as a “Meet & Greet” more as a social event.

And if during their casual conversations with each other some ideas were exchanged regarding some areas they may want to consider working on jointly, would the town be required to post this as a meeting.

As always, I appreciate you taking the time to review our questions, and look forward to receiving your response/guidance.

Thank you,

Roxanne

**Roxanne M. Maher**

*Administrative Assistant to*

*the Ledyard Town Council*

*(860) 464-3203*

[council@ledyardct.org](mailto:council@ledyardct.org) <<mailto:council@ledyardct.org>>”

**Action:** Continued



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

**File #:** 22-940

**Agenda Date:** 1/18/2023

**Agenda #:**

## AGENDA REQUEST GENERAL DISCUSSION ITEM

### Subject:

- 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.

### Background:

At the LUPPW Committee’s October 3, 2022 they heard comments that residents were not sure how the land use process worked regarding permits; the approvals, and who decided what business could come into town.

The developments that were specifically mentioned was the Dollar General Store and the Cashman Project on Route 12, Gales Ferry. Residents questioned why the town would allow a Dollar General Store and that they did not try to facilitate other stores such as a *Trader Joes* or a similar type of business.

Because land use matters were outside of the Town Council’s purview, the Committee discussed helping the Land Use Commissions facilitate a discussion by holding an Informational Meeting to help residents learn about the structure and operations of how the town’s the Land Use processes worked.

Also, discussed was posting a *Frequently Asked Question (FAQ)* Sheet and uploading short videos on the town’s website, which would answer land use questions and could be linked to other social media pages.

### Department Comment/Recommendation:

(type text here)

### Meeting Action Detail:

### Community Relations Committee Meeting 12/21/2022:

**File #:** [22940](#) Version: 1

**Type:** Land Use

### Title:

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.

**Action:** Continued

**Minute Note:**

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



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 22-260

**Agenda Date:** 1/18/2023

**Agenda #:** 5.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Continued review of status regarding the progress of improvements at the Park on East Drive.

**Background:**

(type text here)

**Department Comment/Recommendation:**

**Meeting Action Detail:**

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

**File #:** [22260](#) Version: 1

**Type:** General Discussion

**Title:** Review comments received at the July 20, 2022 Informal Conversation with residents at the Park on East Drive

**Action:** Continued

**Meeting Note:**

Councilor Paul stated he did not have an update regarding the improvements at the Park, noting that the activity has been fairly quiet with the shorter days and colder temperatures. He noted that Mr. Jamieson has been communicating with Police Chief John Rich and Mayor Allyn, III to resolve an issue.

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 Paul stated during the July 20, 2022 Gathering the Committee told the residents that they would host another

Informal Gathering to follow-up on the actions that were taken to make safety improvements at the Park. He stated although he has stopped by the Park on his own that he would like the Committee to host another Informal Gathering with the residents in the Spring, 2023. He stated that he has been communicating with Parks & Recreation Director Scott Johnson, Jr. on the progress of the improvements, noting that the lights were now working and looked great and that the wood chips for the playscape areas were delivered.

---

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

**File #:** [22260](#) Version: 1

**Type:** General Discussion

**Title:** Review comments received at the July 20, 2022 Informal Conversation with residents at the Park on East Drive

**Action:** Continued

**Meeting Note:**

Councilor Rodriguez stated she spoke to a woman who lived on a street close to East Drive. She stated the woman noted that she was a lifetime Ledyard resident and that she provided positive comments regarding the improvements to the Park on East Drive.

Chairman Dombrowski stated Mr. Jamison has reached out to him a few times and he noted that Mr. Jamison had positive comments regarding the work that Parks & Recreation has done with the new lights, and the wood chips for the playscape areas, etc.

Councilor Paul stated he visited the Park on East Drive (Christy Hill Park), and he noted the lights and other improvements looked great. He thanked Parks & Recreation Director Scott Johnson, Jr. and the Parks & Recreation Department for the work they have done in the Park. He stated during the July 20, 2022 gathering members of the Town Council had discussed following-up with residents and revisiting the Park once the improvements were completed. However, he stated with the shorter day light hours that they may need to wait until spring. He noted because some of the work took some time, that he wanted to also thank the residents for their patience.

Councilor Saums suggested inviting the residents in the East Drive Park area to a Community Relations Committee to follow up with them on the progress of the improvements and security issues.

Councilor Paul stated the Committee could invite the East Park Drive residents to their January or February, 2023 meeting.

**Action:** Continued

---

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

**File #:** [22260](#) Version: 1

**Type:** General Discussion

**Title:** Review comments received at the July 20, 2022 Informal Conversation with residents at the Park on East Drive

**Action:** Continued

**Minute Note:**

Councilor Paul stated he visited the Park on East Drive (Christy Hill Park) today and he noted the lights looked great. He stated the railroad ties and wood chips have not been done yet, but that the improvements were progressing nicely. He stated that he would contact Parks & Recreation Director Scott Johnson, Jr. to discuss the status of the park improvements.

Councilor Paul continued by noting the e-mail received from Mr. Jamieson noting that the residents in the area were happy with the progress that has been made at the Park to date.

**Action:** Continued

---

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

**File #:** [22260](#) Version: 1

**Type:** General Discussion

**Title:** Review comments received at the July 20, 2022 Informal Conversation with residents at the Park on East Drive

**Action:** Continued

**Minute Note:**

Councilor Paul noted he attended the Parks & Recreation Commission's September 20, 2022 meeting. He stated the reason the Commission decided not to hold their meeting at the Park on East Street (which P&R refer to as the Christy Hill Park) was because they were still working with Eversource to have the light's that have been installed turned on. He stated Mr. Johnson was hoping to have the lights turned on by their October 18, 2022 meeting. However, Councilor Paul stated that if Eversource does not get the light's turned on soon that Mr. Johnson would like the members of the Community Relations Committee join him in an informal gathering to talk with the residents to follow-up on the status of work at the Park.

Councilor Paul went on to note that Mr. Johnson reported that the Parks & Recreation Department has been locking the Park every night. Also, the Department was continuing to clean up areas of the Park; and along with addressing other issues, they were working on the infields.

Councilor Rodriguez stated Ms. Jamieson reported that the residents were happy with lights that were installed and with the work that has been done in the Park. However, she noted that Ms. Jamieson stated the residents would still like to meet with the Parks & Recreation Commission. Councilor Rodriguez stated because the daylight hours were getting shorter that the Parks & Recreation Commission may not be able to hold a meeting at the Park; and therefore, she suggested that perhaps the residents could meet with Parks & Recreation Director Scott Johnson, Jr. Councilor Paul, and herself. She noted that Ms. Jamieson seemed to be pleased with holding such a meeting.

Councilor Saums suggested that residents could attend the Parks & Recreation Commission meetings, noting that they were open to the Public and they could express their concerns or just listen to the meeting. He stated the Parks

& Recreation Commission meets on the third Tuesday of each month at 7:00 p.m. at the Parks & Recreation/Senior Citizens Center on Van Tassel Drive, in Gales Ferry.

Councilor Saums went on to state in reading the Parks & Recreation Commission minutes that they have been discussing the Park on East Drive, which the Commission referred to as “*Christy Hill Park*”. He also noted the Parks & Recreation Director’s Report was included as part of the Commission’s Meeting Minutes and that Mr. Johnson has reported on the wood chips, the lights, Eversource, etc.

The Committee noted the Town Council received e-mail received from Mr. Jamieson earlier today regarding the Park on East Drive.

**Action:** Continued

---

### **Community Relations Cmt Meeting 8/17/2022**

**File #:** [22260](#) Version: 1

**Type:** General Discussion

**Title:** Review comments received at the July 20, 2022 Informal Conversation with residents at the Park on East Drive

**Action:** Continued

#### **Minute Note:**

Councilor Saums complimented Councilor Paul for his organization of the Informal Conversation at the Park on East Drive that was held on July 20, 2022. He stated they had a great turn out and a good conversation with the residents, noting at times it was somewhat emotional, but all-in-all he believed everyone felt good about their conversation.

Councilor Paul stated about 15 residents attended the event along with many Town Councilors and Parks & Recreation Director Scott Johnson, Jr. He stated the idea was to discuss important issues regarding safety concerns at the Park. He noted at times the conversation was a bit contentious, but overall, it turned out to be a positive event. He stated what he found interesting was that while the group was standing in a circle that people were raising their voices and that was when the conversation became contentious. However, he stated as they broke up and engaged one-on-one with each other the conversations became more civil. He stated they discussed a number of good ideas to bring back to their respective committees such as the possibility to install surveillance cameras. He stated neighbors were encouraged to continue to talk to each other and to become more involved in the process as well. He stated they learned a lot about the Park and a lot about each other.

Councilor Paul went on to note that the Public Works Department has done a lot of work at the Park on East Drive, however, he stated more work needed to be done. He also stated that he appreciated Parks & Recreation Director Scott Johnson, Jr. attending the event and for letting the residents know that he was available should they have questions or concerns. Councilor Paul stated he appreciated Mr. Johnson’s his input, noting that Parks & Recreation would be holding their September 20, 2022 meeting at the Park.

The Community Relations Committee briefly discussed the suggestion to install surveillance cameras at the Park on East Drive relative to legal issues, requirements to monitor the cameras, and options such as posting signs to alert the public that surveillance cameras were in-use.

**Action:** Continued

---



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 22-091

**Agenda Date:** 1/18/2023

**Agenda #:** 6.

---

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 #:** 22-092

**Agenda Date:** 1/18/2023

**Agenda #:** 1

---

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)