



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Community Relations Committee

### ~ AGENDA ~

Chairman  
Kevin J. Dombrowski

Regular Meeting

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**Wednesday, August 16, 2023**

**6:30 PM**

**Town Hall Annex - Hybrid Format**

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In -Person: Council Chambers, Town Hall Annex Building

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

**<https://us06web.zoom.us/j/85051461883?pwd=c1pNU1pPeWFQY1NyNzIxZ3NNYk15Zz09>**

**Or by Audio Only: Telephone: +1 646 558 8656; +Meeting ID: 850 5146 1883; Passcode: 999032**

- 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 June 21, 2023.

**Attachments:** [COMM REL-MIN-2023-06-21.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. Continued discussion regarding the possibility to schedule joint meetings with the Mashantucket Pequot Tribal Nation to discuss items of mutual interest.
- 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. MOTION to adopt a proposed “An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance” as contained in the draft dated July 17, 2023.

**Attachments:** [ORD-GOOD SEMARITAN LAW-2023-07-19-DRAFT.docx](#)  
[Good Samaritan Law-CGS- 52-557b-Chapter 925-docx.docx](#)  
[Good Samaritan Protection -Police-Legislative Research Report-2019-09-07 ..pdf](#)  
[Ordinance-Good Samaritan-Chief Rich-email-2023-08-03.pdf](#)

2. MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date on September 27, 2023 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed “An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance” as contained in the draft dated July 17, 2023.

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

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**File #:** 23-1962

**Agenda Date:** 8/16/2023

**Agenda #:**

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## MINUTES

**Minutes:**

MOTION to approve the Community Relations Committee Minutes of June 21, 2023.



**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  
REGULAR MEETING

Wednesday, June 21, 2023

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	6:47 pm
John Marshall	Town Councilor	Excused			
Bill Saums	Town Council	Present	In-Person	6:30 p.m.	
Roxanne Maher	Administrative Assistant	Present	Remote	6:30 pm	6:47 pm

- III. CITIZENS' COMMENTS – None.

- IV. INFORMATIONAL ITEMS – None.

- IV. REVIEW AND APPROVAL OF MINUTES

MOTION to approve the Regular Meeting Minutes of May 17, 2023

Moved by Councilor Paul, seconded by Councilor Saums

VOTE: 2 - 0 Approved and so declared

- V. OLD BUSINESS

1. Black History Month 2024 Activity/Contest. – No Action.

**RESULT: NO ACTION** **Next Meeting: 08/16/2023 6:30 p.m.**

2. 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.

Councilor Paul stated last summer (2022) the Community Relations Committee found that hosting booths at the Farmers Market was successful in providing information to residents regarding the many services and programs that were available. He noted that the Committee planned to host three Booths again this summer and he provided an overview of the Committee’s previously agreed upon schedule and the status of the work that has been done to date to organize each of three events as follows:

***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>
<i>Summer 2023</i>			
July 19, 2023	Mental Health Awareness	<ul style="list-style-type: none"> <li>• Brian Dagle Healing Hearts Foundation;</li> <li>• Home heating fuel through Thames Valley Council for Community Action (TVCCA) and other assistance programs;</li> <li>• Utilities – Electric/Water Assistance;</li> <li>• Homeowners Assistance program that provided no interest loans to help people replace their furnace, roof or septic system, etc.</li> <li>• Home meal delivery available for those who cannot get out to grocery shop through Thames Valley Council for Community Action (TVCCA);</li> <li>• Linda C. Davis Food Pantry located in Ledyard Center;</li> <li>• United Way located in Gales Ferry was a great resource;</li> <li>• Connecticut’s Paid Family Medical Leave Program;</li> <li>• Police Department “<i>Green and/or Blue Envelope</i>” for drivers with Autism or Hearing Impaired</li> <li>• SERAC</li> </ul>	✓ ✓  ✓ ✓  ✓  ✓ ✓  ✓
August 30, 2023	Back-to-School	Library Services – Open House Bill Library & Short Presentation	✓
September 19, 2023	First Responders - Home Town Heroes - Volunteers	Provide information on how residents could volunteer & promote the many organizations and committees that are operated with volunteers from the community.	

		<ul style="list-style-type: none"> <li>• Representative from the Police Department;</li> <li>• Representative from the Ledyard Center Fire Company;</li> <li>• Representative from the Gales Ferry Fire Company;</li> <li>• Chairman from each of the town's committees/commissions/boards.</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p>
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Councilor Paul noted he spoke with Farmers’ Market Committee Chairman Lauriann Hary, noting that the Farmers Market could accommodate the Community Relations Committee’s Booth on the three dates they selected. He stated the Community Relations Committee worked to coordinate their subject matter with the Farmers Market’s Weekly Themes. He stated he submitted the Application Form to the Farmers Market Committee to formalize the process.

Councilor Paul went on to note that he has spoken to all of the participants that the Community Relations Committee would like to feature at each of the three Markets to bring awareness to the programs and services that were available to residents. He stated everyone was enthusiastic about participating in the events, noting that the Community Relations Committee worked to schedule their topics to be in-keeping with the Farmers’ Market weekly themes.

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

Councilor Paul went on to note that many of these groups participated at the Community Relations Committee’s Farmers’ Market Booths last summer. However, he stated SERAC would be a new addition to their Mental Health Awareness Booth this summer. He provided some background noting that SERAC was a non-profit organization located in Norwich that served 41 communities in Eastern Connecticut, noting that they provide programs and services to reduce the impact of substance abuse, problem gambling, and mental health challenges, noting that May was Mental Health Awareness Month. He stated he spoke with SERAC Representative Mark Irons (Suicide Prevention Lead) and he noted that Mr. Irons stated that SERAC would like to participate in July 19, 2023 event, noting that SERAC would like to have a presence in Ledyard. Councilor Paul suggested that the Community Relations Committee may want to invite SERAC to a Town Council meeting, as they did last year with the Brian Dagle Foundation, so that SERAC could inform the community about the programs they provide. Councilor Paul stated because of the number of organizations they would be featuring at their July 19, 2023 Farmers’ Market Booth that he requested space for three tents.

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

Councilor Paul stated the Farmers’ Market August 30, 2023 Theme was “**Back to School**” and that the Committee felt that the Library services would be in-keeping with that Theme. He stated 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. H stated when the Farmers Market closed that the Library would provide a short Presentation that same evening.

• **September 19, 2023- Hometown Heroes –**

Councilor Paul stated in preparation for the September 19, 2023 “*Hometown Heroes*” he met with both Ledyard Center Fire Chief Jon Mann and Gales Ferry Fire Chief Tony Saccone. He stated he received a tour of both Fire Stations, and he noted that both Fire Chief’s were looking forward to participating in the Community Relations Committee September 19, 2023 Farmers’ Market Booth, noting that it would be good opportunity for them to talk with residents about becoming a volunteer firefighter and for the Police Department to talk with young people who may be interested in a career in law enforcement or becoming a police officer.

The Community Relations Committee also discussed inviting other town Committees/Commissions/Boards to talk about how residents could volunteer to serve on a town committee that they may be interested in serving on.

The Committee discussed having the List of Town Committees/Commissions/Boards; their Appointing Authority along with brief roles/responsibilities description for each Committee available for residents to pick-up. Administrative Assistant Roxanne Maher noted that the information the Committee was discussing was available on line at: <https://www.ledyardct.org/244/Commissions-Committees-Boards> or could be found by visiting the town’s website at: <http://ledyardct.org> and selecting from the “*Department Drop Down*” menu select *Committee/Commissions/Boards*. She explained that the List of Committees & Boards along their role descriptions and vacancies could be found there. She went on to explain that residents could also apply on-line to volunteer to serve on town committee from this link. She noted that this was part of the Granicus-Legistar Meeting Portal.

**Town Council Appoints the following:**

- Agricultural Commission
- Board of Assessment Appeals
- Building Code Board of Appeals
- Cemetery Committee
- Historic District Commission
- Housing Authority
- Inland Wetland & Watercourses Commission
- Ledyard Beautification Committee
- Ledyard Farmers’ Market Committee
- Library Commission
- Retirement Board
- Parks, Recreation & Senior Citizens Commission
- Planning & Zoning commission
- Planning & Zoning Commission
- Southeastern CT Regional Resources Recovery Authority
- Southeastern CT Water Authority
- Water Pollution Control Authority

**Mayor Appoints the following:**

- Cable TV Advisory Board
- Conservation Commission
- Eastern Regional Tourism
- Economic Development Commission
- Public Safety Commission
- Social Services Board
- Zoning Board of Appeals

Councilor Saums stated last year they could see people looking at their Booth, noting that some would keep their distance because they did not know who they were or what they were offering. However, he stated once members from the Community Relations Committee approached the residents with a card that they were appreciative of the information that was made available to them. The Community Relations Committee stated they looked forward to hosting the Booths at this Summer's Farmers Market noting that this year residents would easily be able to recognize that they were a town organization, as they would be under the new Town of Ledyard canopy. They also discuss using a picture of the new town canopy in their advertisements so resident would know to look for them.



- **Land Use Processes** - Councilor Paul addressed the importance for residents to understand the Land Use processes relative to the approval of applications, and the complexities involved as they relate to Regulatory, State Statutes, and the Plan of Conservation & Development (POCD), etc. However, he stated that the Land Use Informational Presentation has been deferred until Ms. Hodge could work it into her schedule. He noted the new Zoning Enforcement Officer Mr. Alex Samalot joined Ledyard on May 1, 2023 and that he was currently enrolled in the Connecticut Association of Zoning Enforcement (CAZEO) Certification Program. He stated that he had hoped they could do an Informational Forum similar to the Public Works Information Forum that was held in the Council Chambers on November 16, 2022, noting that the presentation was great and that the video has been made available on the town's website and was also on the town's meeting



portal for residents to view anytime they had a question. He stated he would continue to keep in-touch with Ms. Hodge to find out when she thought would be able to put together her presentation. He stated he was hoping to hold the Land Use Informational Forum earlier this year because a lot of people apply for building permits in the spring, but that perhaps they could now try to hold the Informational Forum in October or November, 2022.

**RESULT: CONTINUED**

**Next Meeting: 08/16/2023 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 stated the Park & Recreation Commission has been discussing scheduling a tour to visit the many recreational parks in town. However, he stated Parks & Recreation Commission cancelled their June 20, 2023 meeting. He stated that he would keep the Community Relations Committee informed as more information becomes available.

Administrative Assistant Roxanne Maher noted that in accordance with Ordinance #001-016 (rev. 1) “*An Ordinance Combining Parks And Recreation Commission and Senior Citizens Commission for the Town of Ledyard*” members would be appointed to the newly combined Parks, Recreation, and Senior Citizens Commission at the Town Council’s June 28, 2023 meeting. She noted that the Commission would hold their Organizational Meeting shortly thereafter; and decide on their regular meeting schedule and other items of business.

Councilor Paul stated that the newly combined Commission would most likely take on the scheduling of the tour to visit the town’s recreational parks and that he would update the Community Relations Committee once a date has been scheduled to visit the parks. Councilor Saums noted the new combined Commission may be able to schedule the tour of the parks until August, 2023.

Councilor Saums stated he would like to visit the new Lantern Hill Waterfront Park that was being very generously leased to the Town by Mr. and Mrs. Graham. He stated that Parks & Recreation was making some non-permanent improvements such as a gazebo, boat launch for small boats, and some picnic tables. He stated it would be great to do something for the residents to see the new park and to hear about the history of the property. Councilor Paul stated Mrs. Betsy Graham was on the Conservation Commission and he noted the history of the property was interesting. The Committee agreed to consider possible dates to visit the Lantern Hill Waterfront Park at their July 19, 2023 meeting.

**RESULT: CONTINUED**

**Next Meeting: 08/16/2023 6:30 p.m.**

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

Councilor Saums stated he was hoping they could get something scheduled for May or June. He stated Mashantucket Pequot Tribal (MPTN) Council Member Crystal Whipple was going to reach out to the Tribal Secretary to try to get something scheduled; however, he has not heard back from her regarding a date.

Councilor Paul stated they all have busy schedules, and as he suggested at their April 19, 2023 meeting, that perhaps the Informal Gathering could be something as simple as morning coffee. Councilor Saums agreed with Councilor Paul's suggestion, and he stated that he would continue to try to get something scheduled between the two groups.

**RESULT: CONTINUED**

**Next Meeting: 09/19/2023 6:30 p.m.**

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

Councilor Paul stated that he did not communicate with Police Chief John Rich before tonight's meeting to find out if there were any new developments/complaints at the Park.

Councilor Saums noted the following email thread received earlier today from Mr. Jamison regarding the paving of East Drive; and Public Works Director/Town Engineer Steve Masalin's response as follows:

***“From:*** Steve Masalin <[pwd@ledyardct.org](mailto:pwd@ledyardct.org)>  
***Sent:*** Wednesday, June 21, 2023 2:05 PM  
***To:*** Roxanne Maher <[council@ledyardct.org](mailto:council@ledyardct.org)>; Fred Allyn, III <[mayor@ledyardct.org](mailto:mayor@ledyardct.org)>; Town Council Group <[TownCouncil@ledyardct.org](mailto:TownCouncil@ledyardct.org)>  
***Subject:*** RE: East Drive paving issue still not resolved

*Just to clarify. This damage was due to a ruptured SCWA waterline, not due to the Town's prior resurfacing through Pasteryak. The restoration has been complete for some while, and we were not aware of any lingering issues. I have asked Joe Tillman to follow up according to the complaint to assess the matter.*

*Steve*

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***From:*** William Jamieson Jr <[williamjamiesonjr@gmail.com](mailto:williamjamiesonjr@gmail.com)>  
***Sent:*** Wednesday, June 21, 2023 1:34 PM  
***To:*** Fred Allyn, III <[mayor@ledyardct.org](mailto:mayor@ledyardct.org)>; Town Council Group <[TownCouncil@ledyardct.org](mailto:TownCouncil@ledyardct.org)>; Blakely Elizabeth Jamieson <[blakelyelizabethjamieson@gmail.com](mailto:blakelyelizabethjamieson@gmail.com)>  
***Subject:*** East Drive paving issue still not resolved

*Good Afternoon Mayor Fred and Council Members,*

*I am inquiring if the town is still planning on fixing East Drive that they messed up paving last year?*

*Public works told us they would be doing that this spring and we haven't seen them yet. The road was heaved in one area. When the heaving caused our 6 year old daughter to crash her scooter and resulted in a concussion, even though she had on a helmet, the town came out the following day and performed a temporary repair. This is about a 5' x 20' patch. We opted to not seek restitution for her injuries, but expect the promised repairs will be completed.*

*The pitch of the street was done incorrectly causing major puddling at the bottom of the hill about 15' shy of the street drain. This was very hazardous during the winter months especially, causing an ice skating rink coming into the sharp turn at the bottom of the hill across from the playground entrance on East Drive. I provided photos to public works of the situation at which time they said it would be addressed this spring.*

*Also, the curb height was significantly reduced causing the rain water to overtake the curb and wash out the mulch from our flower bed into the street.*

*We hate to see the town spend money for this level of quality and hope that it can be resolved before more injuries result.*

*Respectfully,  
William Jamieson Jr  
16 East Dr, Gales Ferry  
860-383-9008”*

Councilor Paul commented on the need to stay on track of the agenda item. He noted the paving issue Mr. Jamison addressed in his June 21, 2023 was not related the improvements at the Park itself on East Drive (Christy Hill Park).

**\*\*\*POST MEETING NOTE: 6/27/2023\*\*\***

***From:*** Steve Masalin <pwd@ledyardct.org>  
***Sent:*** Tuesday, June 27, 2023 1:09 PM  
***To:*** Fred Allyn, III <mayor@ledyardct.org>; Roxanne Maher <council@ledyardct.org>; Town Council Group <TownCouncil@ledyardct.org>  
***Cc:*** Kristen Chapman <mayoral.asst@ledyardct.org>; Joseph Tillman <hwy.supt@ledyardct.org>  
***Subject:*** RE: East Drive paving issue still not resolved

*On June 27<sup>th</sup> I visited the road frontage in the vicinity of 16 East Drive. Joe Tillman had visited the site earlier and we have found nothing that rises to the level represented by the resident.*

*On the matter of the repaired area associated with the water main break, this is above the frontage of the resident's property in the vicinity of their neighbor at 12 East Drive. There are no issues with this. The final patching is acceptable, functional, and not a hazard.*

*On the matter of standing water that doesn't reach the basin, this is related to the original paving job. Below is a picture of the puddle that was left by last night's rain.*

*Though there is an obvious issue, it doesn't seem to rise to the level alleged by the resident. We will continue to assess what may be appropriately done in a way that the cure is not worse than the disease.*

*On the matter of condition of the curb, we find that it is adequate to perform its basic function regarding drainage. Joe Tillman has previously explained to the resident that the aesthetics of curbing is secondary to the primary purpose of drainage.*

*Finally, while there I noted that the resident is in violation of Ordinance 300-027 regarding placement of obstructions in the right-of-way. The picture below shows that the resident has placed several large tree chunks within 10 feet of the curblines.*



Councilor Paul continued to note with the improvements such as the lights, removing the brush to open up the entrance area, the new wood chips, etc. that the Park on East Drive looked great and that he would like to have a follow-up to the July 20, 2022 Informal Gathering they had last summer with the residents in the area, noting that he appreciated the residents who attended the first Informal Gathering. He stated they were all volunteers and that somethings took time to address, but that progress was made. He stated it was important for the residents to know that Parks & Recreation Director Scott Johnson, Jr., was available for them to bring their concerns to. He stated Mr. Johnson does a good job at keeping the parks looking great, noting that it was just as important to Mr. Johnson as it was to the residents that the town's parks were being treated properly.

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

Councilor Paul reminded the Committee that their July 19, 2023 Regular Meeting would be cancelled, as they would be hosting the Mental Health Awareness Booth at the Farmers Market that evening.

VOTE: Councilor Paul moved the meeting be adjourned, seconded by Councilor Saums.  
2 – 0 Approved and so declared. The meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Gary Paul  
Committee Chairman  
Community Relations Committee



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 22-103

**Agenda Date:** 7/19/2023

**Agenda #:** 1.

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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:** 7/19/2023

**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 04/19/2023**

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

**Type:** General Discussion

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

**Action:** Continued

**Meeting Note:**

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

Type: General Discussion

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

Action: Continued

**Meeting Note:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Action:** Continued

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

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

**Type:** General Discussion

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

**Action:** Continued

**Meeting Note:**

The Committee discussed the following topics for Informational Forums:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Relations Committee also plan to hold an Informal Gathering at the Gales Ferry Library at another time.

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

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

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

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

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

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

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

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

- Library Services
- Mental Health Awareness
- First Responders

Action: Continued

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

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

Type: General Discussion

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

Action: Continued

Meeting Note:

The Committee discussed the following topics for Informational Forums:

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

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

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

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

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

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

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

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

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

**Type:** General Discussion

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

**Action:** Continued

**Meeting Note:**

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

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



Departments get information to residents pertaining to the structure and operations of the Town's Land Use process.

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

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

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

**Action:** Continued

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

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

**Type:** General Discussion

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

**Action:** Continued

#### **Meeting Note:**

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

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

Councilor Paul stated in-light of some of new developments in Gales Ferry such as the Dollar General Store and the Cashman Marine Dredging at the former Dow Chemical property, that residents have been questioning the Land Use

process and approvals. He noted the LUPPW Committee discussed ways to provide information to residents pertaining to the structure and operations of the Town's Land Use process which included posting a *Frequently Asked Question* (FAQ) Sheet and/or uploading short videos on the town's website which would answer land use questions and that could be linked to social media pages. He suggested the Community Relations Committee invite Land Use Director Juliet Hodge to give a presentation regarding the Land Use Departments in February or March, 2023.

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

**Action:** Continued

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

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

**Type:** General Discussion

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

**Action:** Continued

**Meeting Note:**

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

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

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

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

**Type:** General Discussion

**Title:** Continued discussion and possible action draft a schedule for Public Information Forums to present to

residents the types of services the town offers; how to access services and the authority residents should direct concerns regarding services.

**Action:** Continued

**Minute Note:**

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

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

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

**Action:** Continued

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

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

**Type:** General Discussion

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

**Action:** Continued

**Minute Note:**

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

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

**Action:** Continued

***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>
<b>2023</b>			
July 19, 2023	Mental Health Awareness	<ul style="list-style-type: none"> <li>• Brian Dagle Healing Hearts Foundation;</li> <li>• Home heating fuel through Thames Valley Council for Community Action (TVCCA) and other assistance programs;</li> <li>• Utilities – Electric/Water Assistance;</li> <li>• Homeowners Assistance program that provided no interest loans to help people replace their furnace, roof or septic system, etc.</li> <li>• Home meal delivery available for those who cannot get out to grocery shop through Thames Valley Council for Community Action (TVCCA);</li> <li>• Linda C. Davis Food Pantry located in Ledyard Center;</li> <li>• United Way located in Gales Ferry was a great resource;</li> <li>• Connecticut’s Paid Family Medical Leave Program;</li> <li>• Police Department “<i>Green and/or Blue Envelope</i>” for drivers with Autism or Hearing Impaired</li> <li>• SERAC</li> </ul>	
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 &amp; promote the many organizations and committees that are operated with volunteers from the community.</p> <ul style="list-style-type: none"> <li>• Representative from the Police Department;</li> <li>• Representative from the Ledyard Center Fire Company;</li> <li>• Representative from the Gales Ferry Fire Company;</li> <li>• Chairman from each of the town’s committees/commissions/boards.</li> </ul>	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 22-106

**Agenda Date:** 7/19/2023

**Agenda #:** 3.

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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

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### **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

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### **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

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### **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

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**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

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### **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

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**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

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**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

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**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

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**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

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**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

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**File #:** 22-107

**Agenda Date:** 7/19/2023

**Agenda #:** 4.

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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 04/19/2023**

**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 Paul stated that Councilor Saums has been communicating with Mashantucket Pequot Tribal (MPTN) Council Member Crystal to schedule an Informal Gathering with the MPTN Council. He stated at their April 19, 2023 meeting the Community Relations Committee agreed that because they all had busy schedules the Informal Gathering could be something as simple as morning coffee. He suggested the Committee defer this discussion to their June 21, 2023 meeting to receive an update from Councilor Saums regarding the status of scheduling the Informal Gathering.

**Action:** Continued

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

**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 in communicating with Mashantucket Pequot Tribal (MPTN) Council Member Crystal Whipple that she was going to put out to the MPTN Secretary the Community Relations Committee's interest to schedule an Informal Gathering with the MPTN Council. However, Councilor Saums stated that he had not heard back from Ms. Whipple, noting that he would like to see them plan something in May, 2023. He stated that he would reach out to Ms. Whipple again.

Councilor Paul commented on all of their busy schedules and he suggested that the Informal Gathering could be something as simple as morning coffee.

**Action:** Continued

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

**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 Paul noted that Councilor Saums was working to coordinate an Informal Gathering between the Mashantucket Pequot Tribal Council and the Town Council. Therefore, he suggested they defer this discussion to their next meeting, when Councilor Saums could provide an update.

**Action:** Continued

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

**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 reached out to Mashantucket Pequot Tribal (MPTN) Council Member Crystal Whipple today to try to coordinate an Informal Gathering between the Mashantucket Pequot Tribal Council and the Town Council, possibly outdoors this spring or summer.

Councilor Rodriguez noted that Councilor Saums would most likely not receive a response from Ms. Whipple right away because she was on vacation and would be traveling for the next couple of weeks. Councilor Saums stated that he would ask Ms. Whipple to forward his e-mail to schedule the Gathering to their Public Affairs Director.

Councilor Rodriguez went on to note that she sent invitations to the Mashantucket Pequot Tribal (MPTN) Council inviting them to attend the February 19, 2023 Law Enforcement Appreciation Day at the Methodist Church. She suggested that it may be a good opportunity to connect with the MPTN - Tribal Council to try to schedule the Informal Gathering between the two Councils (Mashantucket Pequot Tribal Council and the Town Council).

**Action:** Continued

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

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 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

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**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

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**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

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**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

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**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

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### **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

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**From:** Roxanne Maher <[council@ledyardct.org](mailto: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) <<mailto:Thomas.Hennick@ct.gov>>>

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

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**File #:** 22-260

**Agenda Date:** 8/16/2023

**Agenda #:** 5.

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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 04/19/2023**

**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 in communicating with Police Chief John Rich that there has not been any new developments/complaints at the Park. However, he stated with the warmer weather that they would expect more activity at the Park.

Councilor Marshall stated with the improvements such as the lights, removing the brush to open up the entrance area, and more frequent police patrols that perhaps the Park has lost its appeal and that the problems have moved on.

Councilor Paul stated that he agreed with Councilor Marshall's comments, noting with the exposure of the

Park on East Drive that they were getting more people to use their underutilized Parks. He stated with more people using the Park that it was a good way to police the parks, noting that neighbors look out for their neighbors.

**Action:** Continued

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

**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 that he spoke with Director of Senior Citizens and Park & Recreation Scott Johnson, Jr., about the Parks & Recreation Commission holding one of their meetings at the Park on East Drive in May, 2023; which the Community Relations Committee could attend.

Councilor Paul went on to note at the July 20, 2022 Informal Gathering the Community Relations Committee told residents that they would follow-up with them about the park improvements. He stated the new lights looked great, the fields were looking great and that they have provided some other safety measures. He stated although they would not be able to stop all the illicit activities, that they would continue to remain vigilant.

Councilor Paul stated during the winter months there was not much activity at the Park, noting that Mr. Johnson stated that he had received some feedback from residents that they were pleased with the work that has been done at the Park. He stated as they were heading into Spring that activity at the Park would increase; and so, the Committee would keep this item on their agenda

**Action:** Continued

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**Community Relations Cmt Meeting 03/15/2023**

**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 Park on East Drive. He stated that he would contact Parks and Recreation Director Scott Johnson, Jr., to discuss including the Parks and Recreation Commission members in the next Informal Gathering at the Park on East Drive.

The Committee discussed possibly doing a tour to visit all of the town's Parks.

The Community Relations Committee noted that they would like to schedule the Follow-up Informal Gathering in May, 2023.

**Action:** Continued

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

**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 Park on East Drive. He stated that he would contact Parks and Recreation Director Scott Johnson, Jr., to discuss including the Parks and Recreation Commission members in the next Informal Gathering at the Park on East Drive.

Councilor Saums suggested that the interested residents come to a Community Relations Committee meeting to tell them how things were going at the Park rather than the Committee going to them. Councilor Paul stated Parks and Recreation Director Scott Johnson, Jr., mentioned that some residents have attended the Parks and Recreation Commission meetings. Councilor Saums stated that was great, noting at the July 20, 2022 Informal Gathering that the Community Relations Committee recommended the residents attend the Parks and Recreation Commission meetings because the Park on East Drive was under the Parks and Recreation Commission's Administrative Control.

The Committee noted the last incident that occurred at the Park was in October, 2022 and that the last communication the Town Council saw was from one resident in December, 2022 which was a police matter.

Councilor Paul went on to note that during the July 20, 2022 Informal Gathering at the Park on East Drive that

the Committee told the residents that they would host another Informal Gathering to follow-up on the actions that were taken to make safety and other improvements at the Park.

The Committee discussed possibly visiting all of the town's Parks.

The Community Relations Committee noted that they would like to hold the follow-up Informal Gathering in May, 2023.

**Action:** Continued

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### **Community Relations Cmt Meeting 01/18/2023**

**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 spoke to Chief Rich and Parks and Recreation Director Scott Johnson, Jr. about the activity at the Park; and that they both indicated that things have been going well.

Councilor Paul went on to note that during the July 20, 2022 Informal Gathering at the Park on East Drive that the Committee told the residents that they would host another Informal Gathering to follow-up on the actions that were taken to make safety and other improvements at the Park.

Councilor Paul continued by stating in speaking with Parks and Recreation Director Scott Johnson, Jr., that he asked him to invite the Parks and Recreation Commission members to the next Informal Gathering at the Park on East Drive, noting:

- The importance of the Parks and Recreation Commission's involvement.
- The importance for the residents to understand that the Park was under the Administrative Control of the Parks and Recreation Commission.
- That residents could attend the Parks and Recreation Commission's meetings.

Councilor Paul stated that Mr. Johnson would like to have the Informal Gathering at East Park in April or May

and that he would follow-up with him.

**Action:** Continued

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**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 spoke to Chief Rich and Parks and Recreation Director Scott Johnson, Jr. about the activity at the Park; and that they both indicated that things have been going well.

Councilor Paul went on to note that during the July 20, 2022 Informal Gathering at the Park on East Drive that the Committee told the residents that they would host another Informal Gathering to follow-up on the actions that were taken to make safety and other improvements at the Park.

Councilor Paul continued by stating in speaking with Parks and Recreation Director Scott Johnson, Jr., that he asked him to invite the Parks and Recreation Commission members to the next Informal Gathering at the Park on East Drive, noting:

- The importance of the Parks and Recreation Commission’s involvement
- The importance for the residents to understand that the Park was under the Administrative Control of the Parks and Recreation Commission,
- That residents could attend the Parks and Recreation Commission’s meetings.

Councilor Paul stated that Mr. Johnson would like to have the Informal Gathering at East Park in April or May and that he would follow-up with him.

**Action:** Continued

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**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.

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**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

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### **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

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### **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

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### **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 complemented 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

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**File #:** 22-091

**Agenda Date:** 8/16/2023

**Agenda #:** 6.

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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

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**File #:** 23-1911

**Agenda Date:** 8/16/2023

**Agenda #:** 2.

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## ORDINANCE

### **Motion/Request:**

MOTION to adopt a proposed “*An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance*” as contained in the draft dated July 17, 2023.

### **Background:**

Recently the town received a bill for damage to a door when the Police Department responded to an emergency call. When the Police arrived at the resident’s home their vehicle was in the driveway, and the house was locked. The Police looked into the house and being concerned for the wellness of the individual; they breached the door. As it turned out, the individual was not in the home, because a friend had already taken the individual to the emergency room. However, when the Police arrived at the home they did not know this, noting that the individual could have been unconscious and laying on the floor.

The proposed “*An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance*” cites the State Statute 52-557(b) regarding the “*Good Samaritan Law*” exempting emergency responders from liability. The purpose of having such an Ordinance on file was to bring the law to the attention of residents.

Pursuant to provisions of Connecticut General Statutes 52-557(b) “*Good Samaritan Law*”.

(b) **A paid or volunteer firefighter or police officer**, a teacher or other school personnel on the school grounds or in the school building or at a school function, a member of a ski patrol, a lifeguard, a conservation officer, patrol officer or special police officer of the Department of Energy and Environmental Protection, or emergency medical service personnel, who (1) has completed a course in first aid offered by the American Red Cross, the American Heart Association, the National Ski Patrol, the Department of Public Health, any director of health or an organization using guidelines for first aid published by the American Heart Association and the American Red Cross, that is certified by the organization or director of health offering the course, and, (2) renders emergency first aid to a person in need thereof, shall not be liable to such person assisted for civil damages for any personal injuries which result from acts or omissions by such person in rendering the emergency first aid, which may constitute ordinary negligence. **No paid or volunteer firefighter, police officer or emergency medical service personnel who forcibly enters the residence of any person in order to render emergency first aid to a person whom such firefighter, police officer or emergency medical service personnel reasonably believes to be in need thereof shall be liable to such person for civil damages incurred as a result of such entry.** The immunity provided in this subsection does not apply to acts or omissions constituting gross, wilful or wanton negligence.

The proposed Ordinance has been drafted to exempt the Town of Ledyard from liability; and its agents from liability, including paid and volunteers firefighters, police officers, emergency medical services personnel in

providing emergency services to people in need.

By enacting the proposed Ordinance the Town was clearly putting on record that they would not be liable for damages incurred in response to a call for emergency assistance. (see attached CGS 52-557b and Legislative Research dated September 7, 2018.

**Proposed Ordinance:**

DRAFT: 7/19/2023

Ordinance #

AN ORDINANCE  
CONCERNING LIABILITY PERTAINING TO  
FIRST RESPONDERS PROVIDING  
EMERGENCY ASSISTANCE

Be it ordained by the Town Council of the Town of Ledyard: *“An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance”* is hereby enacted.

Section 1: Authority

Pursuant to provisions of Connecticut General Statutes 52-557(b) “Good Samaritan Law”.

Section 2. Exempt from Liability

The Good Samaritan Law exempts the Town of Ledyard from liability; and its agents from liability, including paid and volunteer firefighters, police officers, emergency medical services personnel in providing emergency services to people in need.

This includes protection from civil liability for damages as a result of forcible entry believing that a person inside is in need of assistance or first aide.

Section 3 . Severability.

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 4. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: \_\_\_\_\_

Kevin J. Dombrowski, Chairman

Approved / Disapproved on: \_\_\_\_\_

Fred B. Allyn, III, Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

\*\*\*\*\*

History: There has been some incidents for which the Town received a bill for damages due to the breaching of a home in responding to an Emergency 911 Call and concern for the wellness of the individual and concern that the individual could have been unconscious and laying on the floor.

In accordance with the “*Good Samaritan Law*” the town decided to adopt an Ordinance to clearly state that the town as a non-profit and their agents were exempt from liabilities.

**Mayor Comment/Recommendation:**

(type text here)

**Body:**

(type text here)

AN ORDINANCE  
CONCERNING LIABILITY PERTAINING TO  
FIRST RESPONDERS PROVIDING  
EMERGENCY ASSISTANCE

Be it ordained by the Town Council of the Town of Ledyard: “*An Ordinance Concerning Liability Pertaining To First Responders Providing Emergency Assistance*” is hereby enacted.

Section 1: Authority

Pursuant to provisions of Connecticut General Statutes 52-557(b) “Good Samaritan Law”.

Section 2. Exempt from Liability

The Good Samaritan Law exempts the Town of Ledyard from liability; and its agents from liability, including paid and volunteer firefighters, police officers, emergency medical services personnel in providing emergency services to people in need.

This includes protection from civil liability for damages as a result of forcible entry believing that a person inside is in need of assistance or first aide.

Section 3 . Severability.

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 4. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: \_\_\_\_\_

\_\_\_\_\_  
Kevin J. Dombrowski,-Chairman

Approved / Disapproved on: \_\_\_\_\_

\_\_\_\_\_  
Fred B. Allyn, III, Mayor

Published on:

Effective Date:

\_\_\_\_\_  
Patricia A. Riley, Town Clerk

\*\*\*\*\*

Background: There has been some incidents for which the Town received a bill for damages due to the breaching of a home in responding to an Emergency 911 Call and concern for the wellness of the individual and concern that the individual could have been unconscious and laying on the floor.

In accordance with the “*Good Samaritan Law*” the town decided to adopt an Ordinance to clearly state that the town as a non-profit and their agents were exempt from liabilities.

## Connecticut's Good Samaritan Law

By: Michelle Kirby, Senior Legislative Attorney  
September 7, 2018 | 2018-R-0227

### Issue

Provide a summary of Connecticut's Good Samaritan Law. This report updates OLR report [2013-R-0199](#).

### Summary

Connecticut, like most states, has Good Samaritan Laws with the overriding purpose of encouraging professionals and laypersons to help those in need of emergency medical assistance or first aid, even when the actor is under no legal obligation to do so. Although there are a few exceptions, the immunity shields volunteers from claims involving ordinary negligence only. Volunteers may be held liable for claims arising from acts of gross or wanton and willful negligence or intentional misconduct (see sidebar). The organizations for which a person volunteers or works may also be held liable, with exceptions (e.g., railroad companies and nonprofit organizations).

The protection against liability applies in cases where a person:

1. provides emergency assistance;
2. administers first aid;

*“Ordinary negligence” is the failure to exercise the care that a prudent and reasonable person would (or would not) use under the same circumstances. (57A Am. Jur. 2d Negligence § 226).*

*“Gross negligence” generally signifies more than ordinary inadvertence or inattention, but less than a conscious indifference to consequences (Prosser on Torts, Gross Negligence).*

*“Willful or wanton negligence” is an act intentionally done that is unreasonable, taken in disregard of a risk known to the actor or so obvious that he or she must be taken to have been aware of it, and so great as to make it highly probable that harm would follow (Restatement (2nd) of Torts, § 500).*

3. uses Epinephrine Cartridges (e.g., EpiPens);
4. prescribes or administers opioid antagonists (e.g., Narcan);
5. seeks care for a drug overdose; or
6. rescues a child or animal from a motor vehicle.

Connecticut law grants immunity from liability under other circumstances. For example: food donors are protected from law suits filed by someone injured by the donated food or its packaging (CGS § [52-557l](#)).

## **Providing Emergency Assistance**

### ***Medical Personnel***

The law grants negligence immunity to the following people who voluntarily, gratuitously, and other than in the ordinary course of employment or practice, provide emergency assistance to people in need:

1. licensed physicians and dentists,
2. registered nurses and licensed practical nurses,
3. medical technicians,
4. those operating (a) cardiopulmonary resuscitators trained in CPR in accordance with Red Cross or Heart Association standards and (b) automatic external defibrillator users, and
5. people providing or maintaining defibrillators (CGS § [52-557b\(a\)](#)).

The law also protects teachers and other school personnel who administer medication by injection in emergencies on school grounds, in school buildings, or at school functions. They must have completed both a first aid course that meets the standards described above and one given by the school's medical advisor or a licensed physician (CGS § [52-557b\(f\)](#)). The law does not require teachers or after-school personnel to render emergency first aid or administer medication by injection (CGS § [52-557b\(g\)](#)).

### ***Property Damage***

The Good Samaritan Law also exempts from liability firefighters, police officers, or emergency medical service personnel who forcibly enter homes believing that a person inside is in need of emergency first aid. This includes protection from civil liability for damages incurred as a result of the forcible entry (CGS § [52-557b\(g\)](#)).

## Administering First Aid

The following people who render emergency first aid are not liable for ordinary negligence if they have completed a course in first aid offered by the American Red Cross, the American Heart Association, the National Ski Patrol, the Department of Public Health (DPH), or any health director as certified by the agency or health director offering the course:

1. paid or volunteer firefighters or police officers;
2. teachers or other school personnel on school grounds, in school buildings, or at school functions;
3. ski patrol members;
4. lifeguards;
5. conservation officers;
6. patrol officers or special police officers of the Department of Energy and Environmental Protection;
7. emergency service personnel;
8. railroad employees (who, if trained by one of the entities listed above, are also immune from liability for performing CPR); and
9. people operating automatic external defibrillators (CGS § [52-557b\(a\), \(b\), and \(c\)](#)).

As exceptions to the general rule that the law does not protect the organizations for which a person volunteers or works, railroad companies are immune from suits from individuals claiming that they negligently trained the person who provided the assistance or claiming negligence in providing the equipment (CGS § [52-557b\(d\)](#)).

## Using Epinephrine Cartridge Injectors

### *Trained Volunteers*

Volunteers who have (1) completed a first aid course meeting the standards described above or (2) been trained to use cartridge injectors by a licensed physician, physician assistant, or advanced practice or registered nurse are immune from liability when they use these devices in emergencies (CGS § [52b-557b\(h\)](#)).

### *Cartridge Injectors*

A “cartridge injector” is an automatic prefilled cartridge injector or similar automatic injectable equipment used to deliver epinephrine in a standard dose for emergency first aid response to allergic reactions (CGS § [52-557b\(e\)\(1\)](#)).



## ***Nonprofit Organizations' Volunteers and Employees***

The law provides the same immunity to volunteers associated with, and employees of, programs offered by federally tax-exempt, nonprofit corporations for children under age 17 when the user has been trained to use the injector by one of the medical professionals listed above, has parental permission, and the person in need of the medication is a program participant (CGS § [52b-557\(e\)\(2\)](#)).

Nonprofit corporations are immune from liability that is based on a claim that they negligently trained volunteers regarding epinephrine cartridge use (CGS § [52-557b\(e\)\(3\)](#)).

## ***Staff Members of Before- or After- School Programs, Day Camps, or Child Care Facilities***

In emergencies, people identified as staff members of before- or after- school programs, day camps, or child care facilities are immune from claims arising from their use of such devices on anyone in distress (CGS § [52-557b\(h\)](#)). It appears that the training described above is not required of such staff for the immunity to apply (CGS §§ [52-557b\(e\)\(2\)](#) and [\(h\)](#)).

## ***School Bus Drivers***

[PA 18-185](#) (§ 7), effective July 1, 2018, grants school bus drivers immunity from civil liability that may arise from administering a cartridge injector to a student with a medically diagnosed allergic condition requiring treatment on or near a school bus (CGS § [52-557b\(i\)](#)).

## **Prescribing or Administering Opioid Antagonists**

Connecticut law allows licensed health care practitioners authorized to prescribe an opioid antagonist to prescribe, dispense, or administer it to treat or prevent a drug overdose without being (1) civilly or criminally liable for the action or for its subsequent use or (2) deemed as violating their professional standard of care (CGS § [17a-714a\(b\)](#)).

The law also provides immunity from civil and criminal liability to all licensed health care professionals who administer an opioid antagonist in accordance with the law. Any such health care professional must not be deemed to have violated his or her professional standard of care (CGS § [17a-714a\(c\)](#)).

The law also allows anyone, if acting with reasonable care, to administer an opioid antagonist to someone he or she believes, in good faith, is experiencing an opioid-related drug overdose. It generally gives civil and criminal immunity to such a person regarding the administration of the opioid antagonist (CGS § [17a-714a\(d\)](#)).

## Seeking Emergency Medical Care for a Drug Overdose

The law provides immunity from civil and criminal liability to individuals who in good faith seek or receive emergency medical care for themselves or another person they reasonably believe is experiencing an overdose from the ingestion, inhalation, or injection of intoxicating liquor or any drug or substance (CGS § [21a-279\(d\)](#)).

## Rescuing a Child or an Animal from a Vehicle

Under certain circumstances, the law provides an affirmative defense against civil damages or criminal penalties for entering another person's passenger motor vehicle, including forcibly, to remove a child. It covers the person's actions or omissions in removing the child as long as the person:

1. reasonably believes, at the time of entry, that entering the vehicle is necessary to remove the child from imminent danger of serious bodily injury;
2. uses no more force than is reasonably necessary, under the circumstances the person knows at the time, to enter the vehicle to remove the child;
3. reports the entry and related circumstances to a law enforcement or public safety agency within a reasonable time after entering the vehicle; and
4. takes reasonable steps to ensure the child's safety, health, and well-being after removing the child from the vehicle (CGS § [52-557u](#)).

[PA 18-164](#), effective October 1, 2018, extends these same protections to individuals who take such actions to rescue an animal.

MK:cmg

**Roxanne Maher**

---

**From:** John Rich  
**Sent:** Thursday, August 03, 2023 12:24 PM  
**To:** Fred Allyn, III  
**Cc:** Roxanne Maher  
**Subject:** RE: LF #23-1911- Proposed Ordinance-Good Samaritan Law

I think the Good Samaritan law is a great basis for this.

No edits from me.

Chief

-----Original Message-----

**From:** Fred Allyn, III <mayor@ledyardct.org>  
**Sent:** Thursday, August 3, 2023 11:57 AM  
**To:** John Rich <chief.rich@ledyardct.org>  
**Subject:** FW: LF #23-1911- Proposed Ordinance-Good Samaritan Law

Chief,

Please take a look at the attached proposed ordinance for any edits you feel appropriate.

Best,

Fred

Fred B. Allyn III

Mayor, Town of Ledyard, CT  
741 Colonel Ledyard Hwy.  
Ledyard, CT 06339  
Tel (860) 464-3221  
www.ledyardct.org

NOTICE\* Effective June 11, 2018  
Town Hall hours are 7:30AM-4:45PM Mon-Thurs CLOSED FRIDAYS

-----Original Message-----

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

Sent: Monday, July 31, 2023 1:40 PM  
To: Fred Allyn, III <mayor@ledyardct.org>  
Cc: Roxanne Maher <council@ledyardct.org>  
Subject: LF #23-1911- Proposed Ordinance-Good Samaritan Law

Good Afternoon Fred:

Please visit Granicus/Legistar and review Legislative File #23-1911 regarding the Draft Ordinance-Good Samaritan Law.

Please let me know if you think there should be any Changes before I include it on the Community Relations Committee's August 16, 2023 Agenda.

Also, do you think Chief Rich may be interested in Reviewing the draft?

Thank you,  
Roxanne



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 22-092

**Agenda Date:** 8/16/2023

**Agenda #:** 3.

---

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)