



TOWN OF LEDYARD CONNECTICUT

Fred B. Allyn III
Mayor

Kristen Chapman
Executive Assistant to the Mayor

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February 13, 2025

Chairman S. Naomi Rodriguez
Ledyard Town Council
741 Colonel Ledyard Highway
Ledyard, CT 06339

Dear Chairman Rodriguez:

As we are all working together for the betterment of our community, we must be mindful to comply with the provisions of our Town Charter, specifically with regard to the directing of Town staff.

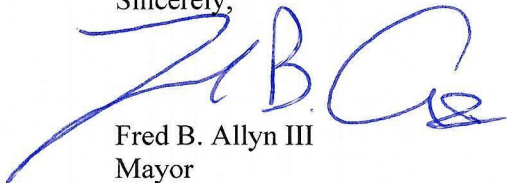
In accordance with Section 10: Relations to the Administrative Service of the Ledyard Town Charter "*The Town Council and its members shall deal with personnel through the Mayor, and neither the Town Council nor any member thereof shall give orders to any of the subordinates of the Mayor either publicly or privately*".

As a friendly reminder, I would direct members of the Town Council to first contact your Administrative Assistant, Roxanne Maher with matters pertaining to town departments. My Executive Assistant, Kristen Chapman is also available to facilitate inquiries related as such.

I trust that you will share this with members of the Town Council. Your cooperation in ensuring the Town Council adheres to these provisions is most appreciated.

Please do not hesitate to contact me should you have any questions regarding this matter.

Sincerely,



Fred B. Allyn III
Mayor