



TOWN OF LEDYARD
CONNECTICUT
OFFICE OF THE MAYOR

Fred B. Allyn III
Mayor

Kristen Chapman
Executive Assistant to the Mayor

741 Colonel Ledyard Highway
Ledyard, CT 06339-1551
(860) 464-3222
FAX (860) 464-1126

April 25, 2024

Juliet Hodge
622 Pendleton Hill Rd.
Voluntown, CT 06384

Dear Juliet:

This letter is to confirm that your employment with the Town of Ledyard is terminated effective April 25, 2024.

Your appointment is being ended and this notice provided, in accordance with Chapter VI, Section 6 and Chapter V, Section 3 of the Town Charter. You may view a copy of the Town Charter on the Town's web site at: www.ledyardct.org.

Four weeks of severance pay is being offered in exchange for signing and returning the attached release of claims to my office no later than May 16, 2024. If you choose not to sign the attached release of claims, please inform me of this decision in writing.

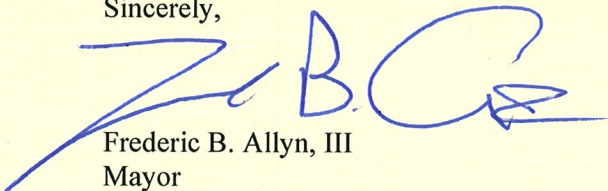
Your final paycheck for hours worked will be paid on the first regularly scheduled payday following your last day of work.

Your health insurance benefits will continue through June 30, 2024. Your rights to continue coverage under COBRA will be provided to you by mail from our plan administrator.

At this time, please prepare to return any Town issued equipment including but not limited to keys, cell phone, and laptop no later than April 29, 2024.

We appreciate your contributions to the Town and wish you well in your future endeavors.

Sincerely,



Frederic B. Allyn, III
Mayor

CC: Human Resources