



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"> • 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); • 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 “<i>Green and/or Blue Envelope</i>” for drivers with Autism or Hearing Impaired • SERAC 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
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"> • 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. 	<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>
Sent: Wednesday, June 21, 2023 2:05 PM
To: Roxanne Maher <council@ledyardct.org>; Fred Allyn, III <mayor@ledyardct.org>; Town Council Group <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

From: William Jamieson Jr <williamjamiesonjr@gmail.com>
Sent: Wednesday, June 21, 2023 1:34 PM
To: Fred Allyn, III <mayor@ledyardct.org>; Town Council Group <TownCouncil@ledyardct.org>; Blakely Elizabeth Jamieson <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 27th 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 curbline.



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.

RESULT: CONTINUED

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

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

VI. NEW BUSINESS

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

VIII. ADJOURNMENT

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