



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ledyard Beautification Committee

~ AGENDA ~

Chairman
Jennifer Eastbourne

Regular Meeting

Tuesday, June 6, 2023

5:00 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Meeting ID: 891 4747 3705

Passcode: 273071

Zoom Meeting Link:

<https://us06web.zoom.us/j/89147473705?pwd=RXBsZm9leHpHelMzVUx3Nm1pdEpQZz09>

Dial by your location

+1 646 558 8656 US (New York)

I. CALL TO ORDER

II. ROLL CALL

III. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE Regular Meeting Minutes from April 4, 2023, as written.

Attachments: [LBC minutes 4-4-23](#)

IV. FINANCIAL REPORTS

1. Financial Reports

Attachments: [LBC budget report donation 5-24-23](#)

[LBC budget report 5-24-23](#)

[LBC GL account detail donation 5-25-23](#)

[LBC GL account detail 5-25-23](#)

V. OLD BUSINESS

1. Discussion of possible Committee projects
2. Any Other Old Business to Come before the Committee.

VI. NEW BUSINESS

1. Donations.

Attachments: [Rodriguez donation 4-5-23](#)

[Ledyard Garden Club donation 4-6-23](#)

2. Pole Banner Photos for Town Website

3. Discussion and possible Motion regarding Holiday Banners
4. Any Other New Business to Come before the Committee.

VII. ADJOURNMENT

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1708

Agenda Date: 6/6/2023

Agenda #: 1.

MINUTES

Minutes:

Motion to APPROVE Regular Meeting Minutes from April 4, 2023, as written.



TOWN OF LEDYARD

Ledyard Beautification Committee

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman
Jennifer Eastbourne

Regular Meeting

Tuesday, April 4, 2023

5:00 PM

Town Hall Annex - Hybrid Format

I. CALL TO ORDER

The meeting was called to order by Chairperson Eastbourne.

II. ROLL CALL

Present Committee Member Carol Christiansen
 Committee Member Julie Brousseau
 Chairman Carol Ann Schneider
 Committee Member Jennifer Eastbourne
 Committee Member Jennifer Holdsworth
 Committee Member Kathrine Kohrs
 Committee Member Sheila Vincent

Also in attendance:

Andra Ingalls, Town Council (via Zoom)

Naomi Rodriguez, Town Council

III. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE Regular Meeting Minutes from February 7, 2023, as written.

RESULT: APPROVED AND SO DECLARED

MOVER: Jennifer Eastbourne

SECONDER: Julie Brousseau

AYE 7 Christiansen Brousseau Schneider Eastbourne Holdsworth Kohrs Vincent

IV. FINANCIAL REPORTS

1. Financial Reports

Total available budget = \$2,128.07, no change since last meeting.

V. OLD BUSINESS

1. Facebook page continued

Ms. Kohrs was granted access as an administrator to the Facebook page.

The Face Book page was originally set up as a business page which makes it a bit harder to promote things. Ms. Kohrs said it may be easier to create a new page than try to change the existing page. There hasn't been a lot of historical activity so there would not be much to lose. The old page could direct followers to the new page.

The transition would be from a Business page to a Community Organization page.

Currently there are 562 followers.

The other Committee members agreed that creating a new page would be better. Ms. Kohrs will work on creating a new LBC Community organization page.

2. Pots of plants at Police Station and storage of pots

There are five pots total: two at the Police Station, two at Town Hall and one at the Town Hall Annex.

Chairperson Eastbourne was concerned that the flowerpots would be missed if taken away permanently from the Police Station and moved the Senior Center. Ms. Brousseau said she did not think that would be an issue.

Chairperson Eastbourne suggested asking either the Boy or Girl Scouts to sponsor the pots. It was suggested that the Committee donates the pots to the Town instead of getting in the middle of the Town and the Scout project, the Committee agreed.

Councilor Rodriguez suggested keeping two pots for the front of the Town Hall and having the Town be responsible for planting and maintaining the pots. It was decided instead that four of the pots would be donated to the Senior Center and the fifth one be kept in front of the Annex. The Committee will ask Ms. Maher if she would like flowers placed in the pots or if she would rather plant her own. If she decides to have the Committee plant the flowers it will be explained that this is the last year they will plant them, next year the Town will be responsible.

3. Motion to AUTHORIZE DDI Signs.com to produce fourteen 24"x36" full color double sided wind mess banners with reinforced hems, pole pockets with grommets in corners for attaching to existing pole banner brackets previously ordered for a total of \$1,455.00.

The banners are ready to be ordered with pictures given to Steve Masalin, Public Works Director by former Chairperson Robinson.

A friendly amendment was made to add "upon approval of digital images" at the end of the motion. Chairperson Eastbourne will contact Mr. Masalin to review images.

Motion to AUTHORIZE DDI Signs.com to produce fourteen 24"x36" full color double sided wind mess banners with reinforced hems, pole pockets with grommets in corners for attaching to existing pole banner brackets previously ordered for a total of \$1,455.00 upon approval of digital images.

RESULT: APPROVED AND SO DECLARED

MOVER: Julie Brousseau

SECONDER: Carol Christiansen

AYE 7 Christiansen Brousseau Schneider Eastbourne Holdsworth Kohrs Vincent

4. Earth Day/Week - April 22-29

Earth Day is also Opening Day for Little League which will be occupying several parks.

Chairperson Eastbourne suggested sponsoring a Community clean-up day on April 23rd at Colonel Ledyard Park. Ms. Korls said she contacted SCRRA and they said they would provide pickers and bags.

The goal would be to bring the Community together to help clean and to educate the residents of what the Committee does.

Ms. Korls suggested sharing the new Facebook page link on the day of the clean-up.

The Committee discussed the possibly of asking SCRRA to attend for re-cycling and educating.

Suggestion to give prizes for the most trash collected.

The clean-up event would run from 12:30 p.m. - 2:30 p.m.

Action item: to create a flyer to put on Facebook and possibly at the schools advertising the clean-up event.

Perhaps ask some food trucks to attend. Ms. Korls will ask Yoko Loko about a food truck presence for the clean-up event.

5. Discussion of possible Committee projects

Chairperson Eastbourne said a Pancake breakfast is booked for June 3, 2023, at the Ledyard Congregational Church. The Girl Scouts could be asked to help serve breakfast.

Chairperson Eastbourne asked if donations to LBC are tax exempt? Councilor Ingalls said she would find out if the donation can be considered charitable giving.

Chairperson Eastbourne said that someone reached out about sponsoring an area to garden. It was suggested that the Committee reaches out on the forum to see where residents would like to see a new garden.

Ms. Korls suggested that the Committee members drive around the Town and check out the sponsored areas on the list and see if there are any areas not being maintained. If un-maintained areas are found the Committee could reach out to see if sponsors are still interested.

The area near the Senior Center sign on Van Tassel Drive could use some maintenance. The Rotary Club said they could take over that area if the sponsor is no longer interested, since they meet there

each week anyway. Chairperson Eastbourne will call Mr. Spicer and ask him if he would be interested in the Rotary Club taking over that area.

The Committee should read and update the sponsor agreement,

The winter wreaths could use new ribbons. Originally, they were donated by Holdridges. Possibly a sponsor or donation(s) could help fund the new ribbons.

Chairperson Eastbourne asked if the Committee would be interested in marching in the Memorial Day parade? The Committee will look into using a truck/trailer.

6. Any Other Old Business to Come before the Committee.

None.

VI. NEW BUSINESS

1. Any Other New Business to Come before the Committee.

None.

VII. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 6:01 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Sheila Vincent

SECONDER: Carol Christiansen

AYE 7 Christiansen Brousseau Schneider Eastbourne Holdsworth Kohrs Vincent

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1707

Agenda Date: 6/6/2023

Agenda #: 1.

REPORT

Staff/Committee Report:
Financial Reports

YEAR-TO-DATE BUDGET REPORT 5-24-23

| FOR 2023 13 | | | | | | | | | |
|-----------------------------------|----------|----------|---------|---------|----------|--------------|-----------|--------|--|
| ACCOUNTS FOR: | ORIGINAL | TRANFRS/ | REVISED | YTD | EXPENDED | ENCUMBRANCES | AVAILABLE | PCT | |
| 0208 DONATIONS AND GRANTS | APPROP | ADJSTMTS | BUDGET | | | | BUDGET | USED | |
| 2081020 DONATIONS/GRANTS REVENUES | | | | | | | | | |
| 2081020 48002 24200 DONATIONS | 0 | 0 | 0 | -450.00 | | .00 | 450.00 | 100.0% | |
| TOTAL DONATIONS/GRANTS REVENUES | 0 | 0 | 0 | -450.00 | | .00 | 450.00 | 100.0% | |
| TOTAL DONATIONS AND GRANTS | 0 | 0 | 0 | -450.00 | | .00 | 450.00 | 100.0% | |
| TOTAL REVENUES | 0 | 0 | 0 | -450.00 | | .00 | 450.00 | | |

YEAR-TO-DATE BUDGET REPORT 5-24-23

| FOR 2023 13 | | | | | | | | |
|--|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|--|
| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED | |
| GRAND TOTAL | 0 | 0 | 0 | -450.00 | .00 | 450.00 | 100.0% | |
| ** END OF REPORT - Generated by Christina Hostetler ** | | | | | | | | |

YEAR-TO-DATE BUDGET REPORT 5-24-23

| FOR 2023 13 | | | | | | | | |
|------------------------------------|----------|----------|---------|--------------|--------------|-----------|-------|--|
| ACCOUNTS FOR: | ORIGINAL | TRANFRS/ | REVISED | YTD EXPENDED | ENCUMBRANCES | AVAILABLE | PCT | |
| 0208 DONATIONS AND GRANTS | APPROP | ADJSTMTS | BUDGET | | | BUDGET | USED | |
| 20810201 DONATIONS/GRANTS EXPENSES | | | | | | | | |
| 20810201 53999 24200 BEAUT | 0 | 2,128 | 2,128 | 1,455.00 | .00 | 673.07 | 68.4% | |
| TOTAL DONATIONS/GRANTS EXPENSES | 0 | 2,128 | 2,128 | 1,455.00 | .00 | 673.07 | 68.4% | |
| TOTAL DONATIONS AND GRANTS | 0 | 2,128 | 2,128 | 1,455.00 | .00 | 673.07 | 68.4% | |
| TOTAL EXPENSES | 0 | 2,128 | 2,128 | 1,455.00 | .00 | 673.07 | | |

YEAR-TO-DATE BUDGET REPORT 5-24-23

| FOR 2023 13 | | | | | | | | |
|--|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|--|
| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED | |
| GRAND TOTAL | 0 | 2,128 | 2,128 | 1,455.00 | .00 | 673.07 | 68.4% | |
| ** END OF REPORT - Generated by Christina Hostetler ** | | | | | | | | |

G/L ACCOUNT DETAIL

Org: 2081020 Object: 48002 Project: 24200
DONATIONS 0208-00-1010-00000-48002 -24200

| YEAR | PER | JOURNAL | EFF DATE | SRC | TR | PO/REF2 | REFERENCE | AMOUNT | POSTED |
|------|-----|---------|------------|-----|----|---------|-----------|---------|--------|
| 2023 | 10 | 570 | 04/10/2023 | CRP | 1 | 22503 | | -250.00 | Y |
| 2023 | 05 | 624 | 11/09/2022 | CRP | 1 | 21474 | | -100.00 | Y |
| 2023 | 03 | 711 | 09/21/2022 | CRP | 1 | 21178 | | -100.00 | Y |

Total Amount: -450.00

** END OF REPORT - Generated by Christina Hostetler **

G/L ACCOUNT DETAIL

Org: 20810201 Object: 53999 Project: 24200
BEAUTIFICATION 0208-00-1020-00000-53999 -24200

| YEAR | PER | JOURNAL | EFF DATE | SRC TR | PO/REF2 | REFERENCE | AMOUNT | POSTED |
|------|-----|---------|------------|--------|----------|-----------|----------|--------|
| 2023 | 10 | 613 | 04/26/2023 | API 1 | 20233550 | W 050423T | 1,455.00 | Y |

Total Amount: 1,455.00

** END OF REPORT - Generated by Christina Hostetler **



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1435

Agenda Date: 6/6/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion of possible Committee projects

Background:

During the April meeting the Committee had discussed several ideas for projects;
Possibly the Regatta.

Chairperson Eastbourne said a Pancake breakfast is booked for June 3, 2023, at the Ledyard Congregational Church. The Girl Scouts could be asked to help serve breakfast.

Chairperson Eastbourne asked if donations to LBC are tax exempt? Councilor Ingalls said she would find out if the donation can be considered charitable giving.

Chairperson Eastbourne said that someone reached out about sponsoring an area to garden. It was suggested that the Committee reaches out on the forum to see where residents would like to see a new garden.

Ms. Korls suggested that the Committee members drive around the Town and check out the sponsored areas on the list and see if there are any areas not being maintained. If un-maintained areas are found the Committee could reach out to see if sponsors are still interested.

The area near the Senior Center sign on Van Tassel Drive could use some maintenance. The Rotary Club said they could take over that area if the sponsor is no longer interested, since they meet there each week anyway. Chairperson Eastbourne will call Mr. Spicer and ask him if he would be interested in the Rotary Club taking over that area.

The Committee should read and update the sponsor agreement,

The winter wreaths could use new ribbons. Originally, they were donated by Holdridges. Possibly a sponsor or donation(s) could help fund the new ribbons.

Chairperson Eastbourne asked if the Committee would be interested in marching in the Memorial Day parade? The Committee will look into using a truck/trailer.

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1441

Agenda Date: 6/6/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other Old Business to Come before the Committee.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1498

Agenda Date: 6/6/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:
Donations.

Background:
(type text here)

Department Comment/Recommendation:
(type text here)

Ledyard Beautification Committee Deposit Form

DATE:

4/5/23

DIME 0408 - FUND 0208 DONATIONS/GRANTS

ORG

OBJECT/PROJECT

AMOUNT

DESCRIPTION

2081020

48002 / 24200

150

Monic + Sonia Rodriguez

2081020

53999 / 24200

RECEIVED BY:

C. Hestler

MAIK J SCHULER OR
SONIA N RODRIGUEZ (Naomi)
6 SAINT PETERS CT
LEDYARD, CT 06339-1318
(860) 464-2003

5238
51-57/119 CT
18452

April 5, 2023
Date

Pay to the
Order of Town of Ledyard

One hundred and fifty dollars \$ 150.00

BANK OF AMERICA
ACH R/T 011900571
Donation to
For Beautification Committee

Sonia N. Rodriguez

0011900571 009426481535 5238

Harland Clarke

AMERICA IS BEAUTIFUL



Ledyard Garden Club

22 Burrows St.
Mystic, CT 06355

www.ledyardgardenclub.org

Email: ledyardgardenclub@gmail.com

4 April 2023

Town of Ledyard, Beautification Committee
ATTN: Christina Hostetler
741 Colonel Ledyard Highway
Ledyard, CT 06339

Dear Christina,

Enclosed is a check in the amount of \$100 as a donation from the Ledyard Garden Club to the Town of Ledyard's Beautification committee for assistance in funding horticultural enhancements to the town, such as the recent bulb planting campaign.

The Garden Club is pleased to continue to partner with agencies throughout Ledyard to promote horticulture and gardening within our local community. This donation is funded by the proceeds from the Ledyard Garden Club's Annual Plant Sale which is held each year in May, and supports the Club's annual charitable donations as well as community and civic projects.

With best regards,

Carolyn Roarke,
Treasurer, Ledyard Garden Club

Our mission includes: Promoting horticulture & gardening throughout the community | Encouraging gardening throughout the community | Contributing to civic, historic and beautification projects in the community | Promoting educational pursuits in horticultural projects in the community

Ledyard Garden Club is a 501(c)(3) non-profit organization. Thank-you for your support!

Ledyard Beautification Committee Deposit Form

DATE:

4/6/23

DIME 0408 - FUND 0208 DONATIONS/GRANTS

ORG:

OBJECT/PROJECT

AMOUNT

DESCRIPTION

2081020

48002 / 24200

100-

Ledyard Garden Club donation

2081020

53999 / 24200

RECEIVED BY:

C. Hester

| | | |
|---|--------------------------|------------------------------------|
| LEDYARD GARDEN CLUB | | 2234 |
| | | 51-7337/2111 405 |
| <u>4 April 2023</u> | | DATE |
| PAY TO THE ORDER OF <u>Ledyard Beautification Committee</u> | | \$ <u>100.00</u> |
| <u>one hundred and no/100</u> | | DOLLARS |
| Dime Bank <small>INCORPORATED 290 Salem Tpke. Norwich, CT 06360</small> | | Photo Safe Deposit Details on back |
| FOR | <u>Carolyn B. Zacher</u> | NP |
| ⑆ 211173373⑆ 1022800220⑆ 2234 | | |

Harland Clarke



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1733

Agenda Date: 6/6/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Pole Banner Photos for Town Website

Background:

The Town would like to update the Town Website with the photographs from the Pole Banner contest.

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1732

Agenda Date: 6/6/2023

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion and possible Motion regarding Holiday Banners

Background:

Mayor's Office has Contingency funds available to purchase Holiday Banners for the light poles before July 1, 2023.

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1442

Agenda Date: 6/6/2023

Agenda #: 4.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other New Business to Come before the Committee.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)