



TOWN OF LEDYARD

Department of Land Use and Planning

Elizabeth J. Burdick, Director

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VIA EMAIL: council@ledyardct.org

May 12, 2026

Chairman Gay St. Vil
Ledyard Town Council
741 Colonel Ledyard Highway
Ledyard, CT 06339

RE: Sustainable CT Ad Hoc Committee – Bronze Certification Process, Referral of Action 1.2.2 “Participate in Equity Training” & Action 1.3.1 “Develop and Adopt a Statement on Equity”

Dear Chairman St. Vil:

The Sustainable CT Ad Hoc Committee, formed by Resolution 004-2025 that was adopted on June 25, 2025, has since commenced their assigned task of seeking certification through Sustainable CT. In efforts to acquire all necessary points for Bronze Certification by the August 18, 2026 certification deadline, the Committee has requested the referral of two action items to the Ledyard Town Council as entitled above. In support of the Committee’s efforts, they request that the Town Council complete the following tasks or submit documentation that such tasks have been completed within the last 3 years:

1.2.2 Participate in Equity Training

Host equity training for municipal staff (municipal staff and/or Board of Education employees) and/or elected municipal officials. The training must be "live" (whether in person or virtual). Your municipal staff must have completed this training within the last three years. **(5 points)**

Submit: The name and date of the training, the training entity, and a description of what was covered (for example, submit a few sentences or a copy of the agenda). Please also submit number of attendees and the municipal departments represented.

1.3.1 Develop and Adopt a Statement on Equity

Develop, adopt (through municipal governing body and/or board of education), and publicly share a statement on your community's shared vision for equity. Your statement should be unique to your town, written through a lens that addresses both the town's specific history with inequity/injustice and the current challenges being faced. You should consider current municipal processes that promote inclusion and cohesion and ensure adequate representation of all community members. **(20 points)**

You must include the following concepts within your town's equity statement or corresponding plans:

- Recognition of a need for systemwide change, historic and current weaknesses in systems in place, and the need for a more equitable path going forward;
- Your town's commitment to protecting current and future residents, with special consideration for marginalized communities; and
- A vision for future municipal processes that will address past and current inequities.

Forming a committee to address equity issues is insufficient on its own to earn points under this Action.

Submit: Your town's equity statement, the date it was adopted by the municipal governing body or board of education, and documentation of the equity statement's adoption (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).

The complete overview of these actions for certification will be attached to this correspondence. Please contact me with any questions, and I thank you for your attention to this matter.

Sincerely,

Anna Wynn

Assistant to the Director of Land Use & Planning for
Ledyard Sustainable CT Ad Hoc Committee

C: Administrative Assistant to the Ledyard Town Council, Roxanne Maher
Director of Land Use & Planning, Elizabeth Burdick
Mayor Fred Allyn III
Sustainable CT Ad Hoc Committee Chairman, Nathaniel Woody

1.2 Participate in Equity Training – REQUIRED for Gold Certification

5 Points

10 Points

15 Points

Action Updates

This action was last updated in 2024. The previous version of this action is [available for comparison](#). Edits are highlighted in yellow.

This action is required for Gold level certification.

Objective

Promote community cohesion and representation by attending equity trainings.

Resources and assistance are available for this action. Visit our ["Equity Resources"](#) page for more information.

Complementary Actions:

- [Optimize for Equity](#)
- [Develop and Adopt a Statement on Equity](#)

What to Do

1. Have a cohort from your town of at least three people, including one elected official (from Board of Selectmen, Board of Aldermen, Common Council, Town Council, or other governing body that represents the municipal executive branch; the Board of Education and the Board of Finance are not included), one higher level municipal staff member (management and/or director-level), and one resident serving on your sustainability team or on a relevant municipal committee/commission attend a series of [Sustainable CT-provided trainings on equity](#). Your municipal cohort must have completed this training within the last three years. **(10 points)**

Submit: The name and title of each person who attended the trainings and the dates the trainings were held.

2. Host equity training for municipal staff (municipal staff and/or Board of Education employees) and/or elected municipal officials. The training must be "live" (whether in person or virtual). Your municipal staff must have completed this training within the last three years. **(5 points)**

Submit: The name and date of the training, the training entity, and a description of what was covered (for example, submit a few sentences or a copy of the agenda). Please also submit number of attendees and the municipal departments represented.

Engaging Partners

Sustainable CT encourages regional collaboration and other forms of partnership. For every action, please complete the "Partners" box in your submission, indicating the name(s) of any municipalities and/or organizations you partnered with (if any) and a brief description of your municipality's role. If you collaborate with other municipalities, each community will receive points. For additional information, please see the ["Partners Guidance Document"](#).

Potential Municipal and Community Collaborators

Municipal staff from all departments as well as representatives from existing local commissions, committees, or community organizations; civic leaders, representatives from neighborhood organizations, seniors and youth; and community members who rely on or are impacted by public services and amenities, including transportation, built infrastructure, local municipal operations, planning, natural resources, land conservation, economic development and retention, housing, arts and culture, food systems, public health, community engagement, equity, etc. may be helpful in implementing this action.

Funding

If available, below are potential funding sources specific to this Action. For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the [Sustainable CT Grants Portal](#), which is searchable by Action. Please also visit the [Support for Your Town](#) page for opportunities for technical assistance and other supports.

- [Urban Act Grant Program](#)
- [State Funding Readiness Project](#)
- If applied to Sustainable CT Action [Conduct Health Impact Assessments: Connecticut Health Foundation](#)

Resources

- [Sustainable CT Equity Support](#)

Why This Matters

Building inclusive and equitable communities is a process that recognizes the intrinsic value of each member of a community and the need to connect; and is achieved when social, economic, and political opportunities are not predicted based upon a person's race, gender, age, or sexual identity. To build communities that embrace equity, Sustainable CT cities and towns will create a table where diverse relationships are welcomed and valued, where decisions are made collectively, and where success will be measured by having a variety of perspectives and experiences represented. Sustainable CT encourages cities and towns to include marginalized voices in their decision-making processes, and to specifically identify barriers to access for marginalized residents in order to identify and respond to community priorities.

CT Success Stories

- [Mansfield - Oct 2022 Certification](#)
- [Windsor - Oct 2022 Certification](#)
- [Haddam - May 2024 Certification](#)
- [West Hartford - Oct 2024 Certification](#)
- [Marlborough - May 2025 Certification](#)
- [East Haddam - Oct 2025 Certification](#)
- [Haddam - Oct 2025 Certification](#)

1.3 Develop and Adopt a Statement on Equity – REQUIRED for Gold Certification

20 Points

Action Updates

This action was last updated in 2025. The previous version of this action is [available for comparison](#). Edits are highlighted in yellow.

This action is required for Gold level certification.

Objective

Promote community cohesion and representation by creating and adopting a shared vision for equity in your municipality.

Resources and assistance are available for this action. [Visit our "Equity Resources" page for more information.](#)

Complementary Actions:

- [Optimize for Equity](#)
- [Participate in Equity Training](#)

What to Do

1. Develop, adopt (through municipal governing body and/or board of education), and publicly share a statement on your community's shared vision for equity. Your statement should be unique to your town, written through a lens that addresses both the town's specific history with inequity/injustice and the current challenges being faced. You should consider current municipal processes that promote inclusion and cohesion, and ensure adequate representation of all community members. **(20 points)**

You must include the following concepts within your town's equity statement or corresponding plans:

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- [Urban Act Grant Program](#)
- [State Funding Readiness Project](#)
- If applied to Sustainable CT Action [Conduct Health Impact Assessments](#): [Connecticut Health Foundation](#)

Resources

- Sustainable CT x Thought Partner Solutions, [Belonging, Equity, Diversity, and Inclusion Workshop](#)
- [Sustainable CT Equity Support](#)
- [Glastonbury's Resolution](#)
- [Simsbury's Resolution](#)

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CT Success Stories

- [West Hartford - Nov 2021 Certification](#)
- [Litchfield - Oct 2024 Certification](#)
- [Milford - Oct 2024 Certification](#)