



**TOWN OF LEDYARD**  
**CONNECTICUT**  
**TOWN COUNCIL**

Chairman S. Naomi Rodriguez

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

May 23, 2024

Ms. Lauren Hawes  
8 Warbler Way  
Gales Ferry, Connecticut 06335

Dear Ms. Hawes:

CONGRATULATIONS! The Town Council, at its meeting on May 22, 2024 appointed you as an alternate member of the Parks, Recreation & Senior Citizens Commission, to complete a three (3) term ending June 28, 2027 filling a vacancy left by Mr. Gallagher.

The Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Parks, Recreation & Senior Citizens Commission meetings by providing materials and supporting documentation, and other reference information. This technology has enabled the town to streamline processes and implement paperless meetings. Each month you will be electronically notified of the Parks, Recreation & Senior Citizens Commission scheduled meeting. You can access this information by visiting the Town of Ledyard Website at: <https://www.ledyardct.org/> clicking on the "Agendas & Minutes" tab.

It is customary and traditional to be sworn-in by the Town Clerk prior to assuming your duties. Please bring a copy of this letter with you and try to have this accomplished as soon as possible.

Town Hall business hours are Monday through Thursday, 7:30 a.m. to 4:45 p.m.

Thank you for your willingness to serve the Town of Ledyard.

Sincerely,

S. Naomi Rodriguez  
Chairman

cc: Town Clerk  
Parks, Recreation & Senior Citizens Commission