TOWN OF LEDYARD
CONNECTICUT
OFFICE OF THE MAYOR

Fred B. Allyn III
Mayor

Kristen Chapman
Executive Assistant to the Mayor

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January 14, 2025

Kathleen Edgecomb
229 Haley Road
Ledyard CT, 06339

Dear Ms. Edgecomb:

It is my pleasure to reappoint you as a regular member of the Conservation Commission, to complete a three-year term ending December 21, 2027.

As you are aware, the Town's Meeting Portal (InSite) will aid you in preparation for the Conservation Commission meetings by providing materials and supporting documentation, daily 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 Conservation 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.

I would like to take this opportunity to thank you for your continuing willingness to volunteer for this commission and for helping to make the Town of Ledyard a better place to live.

Please do not hesitate to contact me if there are any issues that you would like to discuss.

Sincerely,

Fred Allyn, III
Mayor

cc: Town Clerk
Town Council
Conservation Commission