



TOWN OF LEDYARD

CONNECTICUT

Chairman Gary St. Vil

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339-1551
(860) 464-3203
towncouncil@ledyardct.org

MEMORANDUM

DATE: December 10, 2025
TO: Staff, Town Council, and All Town Committees, Commissions, and Boards
FROM: Chairman Gary St. Vil; and Mayor Allyn, III
Subject: Freedom of Information Act Training Presentation– February 10, 2026

On Tuesday, February 10, 2026 Director of Education & Communications Russell Blair from the State of Connecticut Freedom of Information Commission will give a presentation regarding the Freedom of Information Act and its guidelines.

Mr. Blair will provide two sessions as follows:

- ✓ 3:30 p.m. for Staff Members
- ✓ 6:00 p.m. for Volunteers serving on the Town's Committees/Commissions/Board

Should you have specific questions you would like Mr. Blair to answer, please provide them to the Town Council Office or the Mayor's Office no later than December 31, 2025.

The presentations will be held in the Council Chambers, Town Hall Annex Building. Staff Members and all Committee, Commission, and Board volunteers are encouraged to attend.

As local government agencies it is important that we appropriately serve our community. Your attendance and commitment to our town is greatly appreciated.

Remember to Mark Your Calendars!

Thank you.

cc: Mayor