



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

Chairman Kevin J. Dombrowski

741 Colonel Ledyard Highway
Ledyard, CT 06339
(860) 464-3203
council@ledyardct.org

October 26, 2023

Ms. Carol Schneider
101 Inchcliffe Drive
Gales Ferry, Connecticut 06335

Dear Ms. Schneider:

CONGRATULATIONS! The Town Council, at its meeting on October 25, 2023 appointed you as an Alternate Member of the Parks, Recreation & Senior Citizens Commission, to complete a three (3) year term ending June 28, 2023 to fill a vacancy left by Ms. Winslow.

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. Should your schedule conflict with regular business hours, please call the Town Clerk's Office at 860.464.3257 to arrange a time to be sworn-in.

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

Sincerely,

Kevin J. Dombrowski
Chairman

cc: Town Clerk
Parks, Recreation & Senior Citizens Commission