



# 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)

October 24, 2024

Mr. James Harwood  
10 Eska Drive  
Ledyard, Connecticut 06339

Dear Mr. Harwood:

CONGRATULATIONS! The Town Council, at its meeting on October 23, 2024 appointed you as an alternate regular member of the Planning and Zoning Commission, to complete a three (3) year term ending December 31, 2025, filling a vacancy left by Ms. Baudro.

The Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Planning and Zoning 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 Planning and Zoning 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  
Planning and Zoning Commission