



# TOWN OF LEDYARD

## CONNECTICUT

### TOWN COUNCIL

Chairman Kevin J. Dombrowski

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

March 23, 2023

Ms. Sheila M. Vincent  
19 Friar Tuck Drive  
Gales Ferry, Connecticut 06335

Dear Ms. Vincent:

CONGRATULATIONS! The Town Council, at its meeting on March 22, 2023 appointed you as a member of the Ledyard Beautification Committee, to complete a three (3) year term ending October 26, 2023 to fill a vacancy left by Ms. Harris.

As you are aware, the Town's Meeting Portal (Granicus-Legistar) will aid you in preparation for the Ledyard Beautification Committee 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 Ledyard Beautification Committee 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  
Ledyard Beautification Committee