

**Board of Selectmen
Regular Meeting Agenda
July 20, 2023 7:30 pm
Town Hall Meeting Room and via Zoom**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88437526179>

Join by Phone: 646 558 8656

Webinar ID: 884 3752 6179

1. Call to Order
2. Pledge of Allegiance
3. Discussion / Decision to appoint Joseph Constantino as Communications Center Director
4. Interview John Lawless for possible appointment to the Commission for the Arts
5. Discussion / Decision to appoint John Lawless to the Commission for the Arts for a term expiring June 30, 2025
6. Reappoint Genevieve Morales to the Marketing and Communications Advisory Committee for a term expiring June 30, 2025
7. Update on the Town's year end financial forecast - Finance Director Rick Darling
8. Report on appointed committees – Selectwoman Amy Jenner
9. Approval of Minutes from the June 15, 2023 Regular Board of Selectmen Meeting, and the July 5, 2023 12:00 pm and July 5, 2023 1:00 pm Special Board of Selectmen meetings
10. Adjournment

3. Discussion / Decision to appoint Joseph Constantino as Communications Center Director: **I move to appoint Joseph Constantino as the Communications Center Director.**

6/27/23

JC

Joseph Constantino

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

06/11/2023

W. Lee. Palmer
Interim Town Administrator
Town Of Weston
PO Box 1007
Weston, CT 06883

Dear Mr. Palmer,

I am writing to express my strong interest in the position of Director of Communications at the Weston ECC, as seen on the Town of Weston website. My experience in emergency communication, and leadership skills developed over the last 21 years as an officer and currently in the role as Assistant Chief with the Shelton Fire Department, have prepared me to excel at this role.

Having worked in the field of emergency communications for over 24 years, the last 17 years with the Town of Weston as a 911 Dispatcher, I have gained comprehensive knowledge of the vital roles played by 911 centers in ensuring effective emergency response.

Additionally, I possess exceptional organizational and problem-solving abilities, which have been demonstrated in my capacity to manage high pressure situations and make quick, informed decisions. I thrive in fast paced environments and am adept at prioritizing tasks, allocating resources efficiently, and ensuring seamless communications among all organizations and parties involved.

Joseph Constantino



EXPERIENCE

Weston ECC

Senior Dispatcher

May 2019 –
Present

- Assists the Director with the design and dissemination of new policies and procedures
- Assists the Director with the hiring process of prospective dispatch candidates
- Assists the Director with the training of new dispatchers
- Performs routine clerical and/or record keeping tasks
- Performs the duties of the Director at a time when they are unavailable

Weston ECC
2019

Dispatcher

March 2005 – May

- Responsible for answering all incoming 911 calls and routine calls for assistance
- Receives and relays information regarding incidents and other activities to appropriate agencies and personnel
- Dispatch appropriate agency and personnel based on call type, priority, and severity
- Enters and modifies information into local, state and national computer databases
- Follow all department guidelines and SOP's / SOG's
- Responsible for Multi Agency communications when arises

Police Dispatcher

Shelton Police Dept. 2002-2005 & 2019– Present

- Responsible for answering all incoming 911 calls and routine calls for assistance
- Receives and relays information regarding incidents and other activities to appropriate agencies and personnel
- Dispatch appropriate agency and personnel based on call type, priority, and severity
- Enters and modifies information into local, state and national computer databases
- Follow all department guidelines and SOP's / SOG's
- Responsible for Multi Agency communications when arises

Sikorsky Aircraft

2002 - 2003

Security Officer

- Armed Security
- Responsible for Plant and Employee Protection
- Responsible for patrolling grounds and vehicle inspections
- Responsible for the protection of aircraft on premise and flight field
- Responsible for protection of visiting Dignitaries
- Responsible for acknowledging radio dispatch calls for service

EDUCATION

Quinnipiac College

1991 - 1993

Majored in Psychology

Norwalk Technical College

1993 - 1995

Majored in Fire Technology and Administration

Certifications

- State Of Connecticut Emergency Telecommunicator
- NCIC/COLLECT
- Emergency Medical Dispatch
- ISDN 911
- State Of Connecticut Firefighter I

- State of Connecticut Firefighter II
- Hazardous Materials Operational
- Incident Safety Officer
- Incident Command System 100, 200, 300, 700, and 800

Skills

- Proficient in Microsoft Office (Excel, Word, etc.)
- Proficient with Accucom CAD Software
- Proficient with NexGen CAD Software
- Proficient in Bases Station and Mobile radio usage
- Proficient with ESO Suite Record Management Software
- Proficient with Firehouse Software
- Proficient with Google Suite

Community Activities

- Member of the Shelton Fire Department since 1990
- 7 Years as a Company Officer, and last 14 Years as an Assistant Chief
- Member of the Echo Hose Ambulance Corps from 1993 – 2005
- Previous Line Officer of the Ambulance Corps for 6 Years



JOB DESCRIPTION	
Job Title: Communications Center Director	Grade: 8
FLSA Status: Exempt	EEO Category: Officials/Administrators
Job Classification Designation: Classified/Competitive	Bargaining Unit: Non-Union/Managerial

Job Summary: This class is accountable for planning, organizing, directing, and supervising the Communications Center's operations for the Town which handles calls and radios for Police, Fire, EMS, Animal Control, Public Works and Town Hall after hour's calls. This position also serves as a dispatcher and the public-safety answering point (PSAP) director and administers the various FCC licenses associated with the Communication Center.

Supervision Received: Works under the general direction of the Town Administrator.

Supervision Exercised: Directs all department and contract staff.

Examples of Essential Duties:

- Assigns, oversees and reviews work of dispatchers to ensure that all communications are handled properly;
- Assists other departments, offices or staff as needed to promote a team effort to serve the public;
- Assists with scheduling and ensuring complete coverage including third shift, weekends and holidays;
- Assures safe working conditions for employees through training programs as required by State and Federal agencies;
- Assures safe working conditions for employees;
- Continues to participate in professional development courses and other opportunities;
- Coordinates emergency and specialized personnel mobilization efforts with Emergency Services and Division of Fire, Emergency and Building Services when emergency situations occur such as bomb threats, drownings, searches, rescues, arson, etc.;
- Coordinates with public safety agencies, or other officials to review and enhance operations/activities; reviews/resolves problems, receives advice/direction, and provides recommendations; and advises Deputy COO and/or COO of 911 situations, solutions, major incidents, and other problems;
- Coordinates, contacts, advises and apprises agency units and/or agencies such as the Federal Bureau of Investigation, Federal Aviation Administration, Departments of Consumer Protection and Energy and Environmental Protection and local police department regarding incidents of special concern within its jurisdiction;
- Dispatches responses to multi-emergencies simultaneously and formulates strategies required to expedite resolution of these situations; maintains radio communications with various law enforcement and emergency services personnel town-wide and regionally as required;
- Independently responds to calls from the general public, determines and evaluates whether emergency or non-emergency, prioritizes accordingly and takes appropriate action;
- Interprets and applies state statutes and regulations related to various law enforcement and criminal issues;
- Keeps supervisor apprised of performance issues or disciplinary problems;
- Maintains and ensures the efficiency and stability of the town-wide communications center;
- Maintains and reviews written records and logs of shift activity;
- Maintains confidentiality and security of department information and records;
- Maintains generator and battery backup systems for Town Hall and Communication Center;
- Manages department financial resources, develops and implements departmental budget, including establishing priorities for capital and material requirements; monitors expenditures to ensure compliance

with approved budget, and reviews and approves payroll, bills, invoices, purchase orders, contracts and other financial documents;

- Manages, directs, and evaluates assigned staff, oversees employee work schedules to ensure adequate coverage and control, reviews timesheets, approves/processes employee concerns and problems and counsels or disciplines as appropriate; completes employee performance appraisals, directs work, acts as a liaison between employees and management, and trains staff in operations, policies, and procedures, conduct interviews and makes hiring and recommends termination decisions;
- Monitors and evaluates department programs, services and operations; assesses department effectiveness and performance, manages quality assurance and quality improvement initiatives, analyzes operational statistics and staffing needs, and identifies and implements changes to maximize use of resources, and achieve goals and objectives.
- Operates, monitors and maintains various complex communications equipment such as digital radio communications systems, computer aided dispatch (CAD), multi-line telephone system, enhanced 911 telephone system, surveillance video systems, security and fire alarm systems, telecommunication device for the deaf and hard of hearing (TDD) and other office related communications equipment;
- Organizes, schedules and leads monthly Public Safety Partners meeting for all Police, Fire and EMS Chief Officers;
- Oversees the design, installation, maintenance and repair of land mobile radio systems and components including panic buttons located within Weston Town Hall, the structures housing land mobile radio system equipment and components, and telephone communication equipment for all Town buildings;
- Oversees the operation of communication center by serving as key contact, PSAP director, 911 contact, etc., scheduling dispatchers to insure 24 hour coverage, coordinating with public service agencies, and oversees, program and maintain computer and radio equipment for communication center;
- Participates in various emergency service committees or homeland security committees as appropriate;
- Performs all functions of a Dispatcher usually on a daily basis as required;
- Plans for and manages the use of department equipment, communication systems and facilities, ensures proper maintenance and repair of communications equipment, radios, and systems, assigns and oversees research of vendor pricing, coordinates with contractors, vendors and suppliers regarding the procurement of new equipment, services and supplies; works with vendors regarding wireless services and planning for future department technology needs;
- Plans, organizes, and manages the day-to-day operational functions of the Center to provide effective and timely emergency services town-wide, plans, develops and directs department programs, services, resources and staff; formulates short and long range plans, goals and objectives, develops and implements policies, procedures and standards, and directs the implementation of programs and services through subordinate supervisors and staff;
- Prepares and administer operating budget for department and present budget to appropriate Boards, First Selectperson and Town Administrator;
- Prepares and maintain FCC licenses and ensures systems, procedures and equipment meets all FCC regulations;
- Prepares and/or reviews operational and statistical reports, presents proposals and recommendations regarding center services and needs, serves as a member of varying task forces, committees, and management and planning teams, and represents the center to other Town, State and Federal agencies and officials;
- Prepares bid specifications for contracted work, communication towers, and construction projects connected with implementation or maintenance of computer, communication towers and radio equipment;
- Provides training for all dispatchers and maintain records of all certifications of dispatcher, and conducts training of staff as necessary;
- Researches and provides sensitive information on matters such as stolen vehicles, criminal records, motor vehicle data and law enforcement information to both statewide and nationwide law enforcement and emergency services personnel;

- Responds to questions or complaints related to communications activities and personnel, provides information and education, researches problems, and initiates problem resolution;
- Reviews and approves or develops as warranted, operating procedures for Communication Center to meet needs of public safety agencies, state and federal regulations and other town department needs;
- Serves as a management representative on the Town Dispatchers negotiation team;
- Serves as liaison to regional and state agencies related to Communication Center;
- Supervises, trains, assigns work, counsels and evaluates employees;
- Performs related duties as required.

Knowledge, Skills and Abilities:

- Considerable knowledge of computer systems related to public safety communication programs;
- Considerable knowledge of the principles and practices of municipal public safety communication systems;
- Knowledge of and ability to interpret and apply state and federal laws, statutes, regulations and procedural guidelines relating to communications;
- Knowledge of and ability to operate and monitor communications equipment;
- Knowledge of emergency services;
- Knowledge of FCC regulations and licensing requirements;
- Knowledge of laws, rules and regulations governing radio communications equipment;
- Knowledge of municipal budgeting;
- Knowledge of principles, practices, and methods related to dispatch and communication;
- Knowledge of radio programming and communication towers;
- Knowledge of terminology and coding used in radio communications;
- Knowledge of trends in communication systems and public safety procedures;
- Excellent verbal and written communication skills;
- Interpersonal skills;
- Organizational skills;
- Proficiency with Microsoft WORD, Outlook and Excel; computer keyboarding skills;
- Ability to assign, train, and supervise staff;
- Ability to communicate clearly and effectively in person, telephone, and in writing; ability to efficiently operate computer based programs, computers, two-way radios, multiple button telephones, telecommunications device for the deaf (TDD), dispatch and recording equipment;
- Ability to develop short term and long range plans for communication center, and to implement and evaluate such services and activities;
- Ability to establish and maintain effective working relationships with center staff, public safety officials, the public and the media;
- Ability to exercise common sense and sound judgment in quickly determining an appropriate course of action;
- Ability to exercise discretion in handling confidential information;
- Ability to follow oral and written instructions;
- Ability to function and react calmly, effectively and efficiently under stress;
- Ability to handle multiple projects and programs at one time;
- Ability to identify technological problems and effectively coordinate transition of service to a backup PSAP;
- Ability to interact professionally and courteously with the public;
- Ability to listen and communicate calmly, effectively and courteously in emergency and non-emergency situations;
- Ability to maintain a high standard of ethical conduct;
- Ability to maintain complete and accurate records;

- Ability to manage and administer contracts for service;
- Ability to manage FCC licenses;
- Ability to multi-task;
- Ability to prepare and administer an operating budget for the center;
- Ability to prioritize emergency calls;
- Ability to read, interpret, and follow both verbal and written instructions;
- Ability to speak proper English and enunciate clearly;
- Ability to think and act quickly in emergency situations with judgment and discretion;
- Ability to work independently;
- Ability to work assorted shifts as assigned, including evening, overnight, and weekends.

Minimum Qualifications: Bachelor's degree in Business Administration, Communications, Emergency Management, Public Administration, Criminal Justice, Public Safety, or a related field; ten (10) years of progressively responsible experience in emergency communications, with two (2) years of supervisory experience; or any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job.

Special Requirements: Incumbents in this class must possess and retain certification as a Telecommunicator. Incumbents in this class must possess and retain certification in National Crime Information Center (NCIC) and Connecticut On-Line Law Enforcement Communications Teleprocessing (COLLECT) systems. Incumbents in this class must possess a high school diploma or certification of having passed the General Educational Development (GED) examination. Incumbents in this class may be required to work a schedule that includes weekends, evenings and holidays. Incumbents in this class may be required to travel. Incumbents in this class may be required to possess and retain a valid Motor Vehicle Operator's license.

Working Conditions, Physical and Mental Requirements: The Communications Center is the central hub of all emergency services for the Town of Weston. Work can occur in a high stress environment subject to frequent interruptions and multiple distractions. The work can require long periods of sitting, standing, and concentration on multi-color computer programs on multiple computer screens. The work may require extended wearing of headphones. Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. In addition to the checking of references and facts stated in the application a thorough background investigation of each candidate will be made before persons are certified for appointment. A physical examination may be required.

Frequency: Place an "X" in each box that is appropriate to your job.

NEVER (N)	OCCASIONALLY (O)				FREQUENTLY (F)				CONSTANTLY (C)				
0 % of Shift	1-33% of Shift				34-66% of Shift				67-100% of Shift				
Frequency:	N	O	F	C	Frequency:	N	O	F	C	N	O	F	C
Physical Demands:					Depth Perception								X
Standing			X		Color Distinction								X
Walking			X		Peripheral Vision								X
Sitting			X		Driving			X					
Lifting		X			Physical Strength:								
Carrying		X			Little Physical Effort (-10 lbs.)		X						
Pushing		X			Light Work (-20 lbs.)		X						
Pulling		X			Medium Work (20-50 lbs.)		X						
Climbing		X			Heavy Work (50-100 lbs.)		X						
Balancing		X			Very Heavy Work (100+ lbs.)	X							
Stooping		X			Environmental Conditions:								
Kneeling		X			Cold (50 degrees F or less)		X						
Crouching		X			Heat (90 degrees F or more)		X						
Crawling		X			Temperature Changes		X						
Reaching		X			Wetness		X						
Handling		X			Humidity		X						
Grasping		X			Extreme Noise or Vibration		X						
Twisting		X			Exposure to Chemicals		X						
Feeling			X		Exposure to Gases and Fumes		X						
Talking			X		Exposure to Unpleasant Odors		X						
Hearing				X	Exposure to Bodily Fluids	X							
Repetitive Motion			X		Exposure to Dampness		X						
Hand/Eye/Foot Coordination			X		Confinement to a Small/Restricting Area		X						
Visual Acuity/Near			X		Mechanical Hazards		X						
Visual Acuity/Far			X		Physical Danger		X						

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The Town of Weston is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the Town when necessary.

Updated on: June 6, 2023

4. Interview John Lawless for possible appointment to the Commission for the Arts: **No Motion**

John Lawless

June 12, 2023

To Whom it May Concern:

My name is John Lawless and I have been a Weston resident for the past 30 years. Prior to Weston I am also a Westport native having been educated K through 12, graduating Staples High School in 1970.

After High School I created MoonStreet Gallery. It was a successful art gallery for almost 40 years specializing in picture framing, pottery and giving local area artist a venue for their talents.

Wanting a change of pace, I began a second local business maintaining clay tennis courts. I still do this on a limited basis.

I also have been involved with Weston High School Drama department as the Set Designer and Builder for the last 8 years. I have worked with hundreds of students building over 24 sets, with my student builders winning 2 Halo awards. I have also mentored a few who have gone on to college to prepare them for a career in this field.

5. Discussion / Decision to appoint John Lawless to the Commission for the Arts for a term expiring June 30, 2025: **I move to appoint John Lawless to the Commission for the Arts for a term expiring June 30, 2025.**

6. Reappoint Genevieve Morales to the Marketing and Communications Advisory Committee for a term expiring June 30, 2025: **I move to reappoint Genevieve Morales to the Marketing and Communications Advisory Committee for a term expiring June 30, 2025.**

7. Update on the Town's year end financial forecast - Finance
Director Rick Darling: **No Motion**

General Fund Year End Highlights FY 2022-23

Revenue

- Tax Revenue estimated at \$239k higher than budget due to projected stronger collections on the current levy compared to budget, which is offset somewhat by lesser than anticipated delinquent tax collections, and the supplemental automobile levy coming in slightly less than budget.
- Investment Income forecasted at \$640k higher than budget due to the significant increase in short term yields over the past year.
- Town Clerk receipts and building permits higher by \$260k collectively due to strong demand in the local real estate market during the first quarter of the fiscal year, and solid building activity.
- State revenue reflects the receipt of funds through the state's municipal revenue sharing program, the first such distribution in several years. ECS is \$50k less than budget after state audit of special education.
- \$100k is a tentative estimate for anticipated storm reimbursement from FEMA for the Town's application under Storm Ida.

Expenditures

- Legal Department reflects a deficit of (\$70k) due to continuing litigation in the areas of Land Use and Freedom of Information (FOIA) matters.
- Police wages reflects a (\$40k) deficit due to a severance payment to a long tenured officer and provisions in the Police contract that were not quantified until after the FY 23 budget process. Favorable variances in non-personnel accounts helped offset the deficit in wages and overtime.
- Animal Control shows a positive variance of \$23k due to the Animal Control Officer being on light duty, and the Town is receiving worker's compensation reimbursement to offset his wages.
- Public Works is reflecting a surplus on overall budget operations as significant overages in vehicle maintenance costs (\$66k) are offset by available balances in salaries and snow removal expenses.
- School/Town Water and the Ravenwood Water Utility reflect an aggregate deficit of \$54k due to PFAS related work and additional water deliveries during the summer of 2022 caused by drought conditions.
- Selectmen's budget reflects a \$39,334 surplus compared to the revised budget.
- Board of Education reflects a forecasted surplus of \$495k.

Fund Balance

- Unassigned fund balance is estimated at \$15,853,323 (19.9% of the adopted FY 24 budget). **Note that this reflects the Town Meeting approval of the Land Mobile Radio \$4.5 million supplemental which will be reflected as Assigned fund balance on our financial audit. The Town may not require utilizing the entire \$4.5 million as we have applied for grant funding in the amount of \$1.5 million.**

**Town of Weston
FY 2022-23 Budget Report**

	2021-22	2022-23	Additions, (Deletions),	Final Revised	Estimated	Variance	Variance
	Actuals	Original Budget	Transfers	Budget	Actual	From Original Budget	From Revised Budget
REVENUES							
TAX COLLECTIONS							
CURRENT TAXES	74,402,087	75,129,669		75,129,669	75,400,000	270,331.00	270,331.00
BACK TAXES	549,475	525,000		525,000	475,000	(50,000.00)	(50,000.00)
INTEREST/PENALTIES	416,164	300,000		300,000	300,000	0.00	0.00
SUPPLEMENTAL AUTO TAX	Incl. above	725,000		725,000	690,000	(35,000.00)	(35,000.00)
ELDERLY TAX RELIEF	(392,227)	(431,500)		(431,500)	(384,323)	47,177.00	47,177.00
FIRE/EMS ABATEMENT	(77,597)	(78,000)		(78,000)	(71,631)	6,369.00	6,369.00
TOTAL TAX COLLECTIONS	74,897,902	76,170,169	-	76,170,169	76,409,046	238,877.00	238,877.00
DEPARTMENTAL RECEIPTS							
INVESTMENT INCOME	(630,175)	200,000		200,000	840,000	640,000.00	640,000.00
BUILDING DEPARTMENT	392,753	240,000		385,000	385,000	145,000.00	145,000.00
TOWN CLERK	853,520	525,000		525,000	640,000	115,000.00	115,000.00
POLICE	4,857	4,000		4,000	4,000	0.00	0.00
ZBA HEARING FEES	1,770	1,000		1,000	1,000	0.00	0.00
PLANNING AND ZONING	23,900	17,000		17,000	19,000	2,000.00	2,000.00
CONSERVATION COMM.	9,678	8,000		8,000	7,000	(1,000.00)	(1,000.00)
SELECTMAN'S OFFICE	370	600		600	600	0.00	0.00
ASSESSOR COPIES	125	300		300	300	0.00	0.00
PUBLIC LIBRARY	17,027	5,000		5,000	5,000	0.00	0.00
POLICE SPECIAL DUTY ADMIN FEES	14,656	15,000		15,000	18,000	3,000.00	3,000.00
MISCELLANEOUS	80,914	5,000		5,000	65,000	60,000.00	60,000.00
MISCELLANEOUS BOE	41,885	-		-	-	0.00	0.00
SALE OF ASSETS (AUCTION)	10,000	-		-	-	0.00	0.00
TELECOMMUNICATIONS TAX	20,425	21,500		21,500	23,498	1,998.00	1,998.00
ANIMAL CONTROL FEES	8,032	10,000		10,000	10,000	0.00	0.00
BOOSTER BARN REPAYMENT	6,090	16,500		16,500	10,000	(6,500.00)	(6,500.00)
DEPARTMENTAL/MISC. RECEIPTS	855,827	1,068,900	-	1,068,900	2,028,398	959,498.00	959,498.00
STATE GRANTS							
ELDERLY TAX RELIEF LOCAL	4,694	-		-	4,982	4,982.00	4,982.00
GENERAL EDUCATION - ECS	131,896	263,792		263,792	213,171	(50,621.00)	(50,621.00)
TOWN ROAD AID	251,184	251,184	-	251,184	251,184	0.00	0.00
LOCIP	66,122	65,918		65,918	65,918	0.00	0.00
MOTOR VEHICLE MILL RATE CAP REIMBURSE.	-	-		-	61,373	61,373.00	61,373.00
OTHER/MISCELLANEOUS	16,933	5,500		5,500	5,500	0.00	0.00
COVID and STORM REIMBURSEMENTS FEMA	173,931	-		-	100,000	100,000.00	100,000.00
MUNICIPAL REVENUE SHARING	-	-		-	202,577	202,577.00	202,577.00
MUNICIPAL STABILIZATION GRANT	70,181	70,181		70,181	70,181	0.00	0.00
STATE GRANTS	714,941	656,575	-	656,575	974,886	318,311.00	318,311.00
TOTAL REVENUES	76,468,670	77,895,644	-	77,895,644	79,412,330	1,516,686	1,516,686

**Town of Weston
FY 2022-23 Budget Report**

	2021-22 Actuals	2022-23 Original Budget	Additions, (Deletions), Transfers	Final Revised Budget	Estimated Actual	Variance From Original Budget	Variance From Revised Budget
EXPENDITURES							
GENERAL GOVERNMENT							
Administration	681,782	736,295	12,341	748,636	742,000	(5,705.00)	6,636.00
General Administration							
Social Security	484,400	500,000	-	500,000	497,790	2,210.00	2,210.00
Pension	1,223,846	1,241,000	-	1,241,000	1,275,000	(34,000.00)	(34,000.00)
Health Insurance	2,228,737	2,354,175	-	2,354,175	2,325,000	29,175.00	29,175.00
Other Insurances	379,975	381,427	-	381,427	388,000	(6,573.00)	(6,573.00)
All Other	381,373	418,708	5,000	423,708	413,000	5,708.00	10,708.00
General Administration	4,698,331	4,895,310	5,000	4,900,310	4,898,790	(3,480.00)	1,520.00
Information Services	193,712	207,259	-	207,259	195,000	12,259.00	12,259.00
Probate Court	3,607	4,658	-	4,658	4,100	558.00	558.00
Elections/Registrars	66,610	77,983	-	77,983	70,000	7,983.00	7,983.00
Board of Finance	54,850	58,000	-	58,000	57,800	200.00	200.00
Assessor	168,763	169,250	10,806	180,056	181,004	(11,754.00)	(948.00)
Board of Tax Review	900	1,100	-	1,100	400	700.00	700.00
Tax Collector	131,295	129,196	-	129,196	125,000	4,196.00	4,196.00
Legal	339,646	246,000	-	246,000	316,000	(70,000.00)	(70,000.00)
Town Clerk	167,286	171,320	25	171,345	165,000	6,320.00	6,345.00
Land Use	410,575	431,057	-	431,057	435,000	(3,943.00)	(3,943.00)
Total General Government	6,917,357	7,127,428	28,172	7,155,600	7,190,094	(62,666.00)	(34,494.00)
PUBLIC SAFETY							
Police Services							
Regular Wages	1,986,422	1,982,281	20,000	2,002,281	2,042,701	(60,420.00)	(40,420.00)
Overtime	233,293	221,594	-	221,594	238,000	(16,406.00)	(16,406.00)
All Other	244,554	362,788	-	362,788	335,000	27,788.00	27,788.00
Police Services	2,464,269	2,566,663	20,000	2,586,663	2,615,701	(49,038.00)	(29,038.00)
Volunteer Fire Dept.	276,130	295,203	-	295,203	295,203	0.00	0.00
Fire Marshal	68,329	69,094	-	69,094	69,094	0.00	0.00
Animal Control	82,797	94,790	-	94,790	72,000	22,790.00	22,790.00
Communication Center	288,136	306,404	-	306,404	280,000	26,404.00	26,404.00
Total Public Safety	3,179,661	3,332,154	20,000	3,352,154	3,331,998	156.00	20,156.00
PUBLIC WORKS							
Public Works - Highway							
Salaries	964,460	977,834	-	977,834	973,000	4,834.00	4,834.00
Snow Removal Expenses	187,350	209,341	-	209,341	128,000	81,341.00	81,341.00
Road resurfacing	533,900	562,500	-	562,500	562,500	0.00	0.00
Gen Maintenance/Other Contractual	219,751	197,108	-	197,108	190,000	7,108.00	7,108.00
All Other	207,360	228,350	-	228,350	285,000	(56,650.00)	(56,650.00)
Public Works - Highway	2,112,821	2,175,133	-	2,175,133	2,138,500	36,633.00	36,633.00
Tree Warden	89,804	106,700	-	106,700	106,700	0.00	0.00
Solid Waste Disposal	53,000	50,968	-	50,968	72,000	(21,032.00)	(21,032.00)
Total Public Works	2,255,625	2,332,801	-	2,332,801	2,317,200	15,601.00	15,601.00
HEALTH, CULTURE & WELFARE							
Westport/Weston Health District	228,320	216,940	-	216,940	216,940	0.00	0.00
Emergency Med. Comm. Service	15,269	15,440	-	15,440	15,449	(9.00)	(9.00)
Regional Paramedic	140,344	143,151	-	143,151	143,151	0.00	0.00
Weston Water Utility	22,225	22,866	-	22,866	35,000	(12,134.00)	(12,134.00)
School/Town Water Supply	56,640	40,422	-	40,422	82,000	(41,578.00)	(41,578.00)
Social Services	96,508	140,199	5,000	145,199	126,000	14,199.00	19,199.00
Youth Services Department	32,373	1,155	-	1,155	-	1,155.00	1,155.00
Senior Center/Comm. for the Elderly	201,531	214,862	5,000	219,862	217,000	2,862.00	2,862.00
Public Library	585,636	598,447	-	598,447	540,000	58,447.00	58,447.00
Recreation Department	518,020	499,881	248	500,129	490,000	9,881.00	10,129.00
Total Health, Culture & Welfare	1,896,866	1,893,363	10,248	1,903,611	1,865,540	27,823.00	38,071.00
TOTAL SELECTMANS BUDGET	14,249,509	14,685,746	58,420	14,744,166	14,704,832	(19,086.00)	39,334.00
Debt Service							
Interest	484,340	271,395	-	271,395	271,395	0.00	0.00
Principal	5,040,000	5,260,000	-	5,260,000	5,260,000	0.00	0.00
Property Sale Offset		(1,143,750)	-	(1,143,750)	(1,143,750)	0.00	0.00
Debt Service	5,524,340	4,387,645	-	4,387,645	4,387,645	-	-
Board of Education	53,679,039	56,391,182	-	56,391,182	55,896,114	495,068.00	495,068.00
Capital Outlay	2,668,217	2,431,071	50,000	2,481,071	2,481,071	(50,000.00)	0.00
TOTAL EXPENDITURES	76,121,105	77,895,644	108,420	78,004,064	77,469,662	425,982	534,402

**Town of Weston
FY 2022-23 Budget Report**

	2021-22	2022-23	Additions,	Final Revised	Estimated	Variance	Variance
	Actuals	Original	(Deletions),	Budget	Actual	From Original	From Revised
		Budget	Transfers			Budget	Budget
FUND BALANCE ANALYSIS:							
FUND BALANCE 6/30/2021,2022	17,221,658	18,657,924	-	18,657,924	18,657,924		
TOTAL REVENUES	76,468,670	77,895,644	-	77,895,644	79,412,330	1,516,686.00	1,516,686.00
REVENUES MINUS EXPENDITURES	347,565	-	(108,420)	(108,420)	1,942,668	1,516,686.00	1,516,686.00
SUBTOTAL	17,569,223	18,657,924	(108,420)	18,549,504	20,600,592		
<i>PLUS/MINUS: Various Estimates and Adjust.</i>							
Other Changes in Reserves	754,302				(403,800)		
Reserve for unsettled DPW contract	** (16,500)				16,500		
BOE non-lapsing account (net)	25,899				140,031		
Release of 27th pay period reserve	325,000				-		
Committed for LMR Project					(4,500,000)		
UNASSIGNED FUND BALANCE 6/30/22,23	18,657,924	18,657,924			15,853,323	(2,804,601.00)	
NEXT YEAR PRO FORMA TOTAL BUDGET	77,895,644				79,699,432		
FUND BALANCE AS % OF NEXT YEAR BUDGET	24.0%				19.9%		

9. Approval of Minutes from the June 15, 2023 Regular Board of Selectmen Meeting, and the July 5, 2023 12:00 pm and July 5, 2023 1:00 pm Special Board of Selectmen meetings: **I mote to approve the minutes from the June 15, 2023 Regular Board of Selectmen Meeting, and the July 5, 2023 12:00 pm and July 5, 2023 1:00 pm Special Board of Selectmen meetings.**

**Board of Selectmen
Regular Meeting Minutes
June 15, 2023 at 7:30 pm
Weston Town Hall and via Zoom**

1. **Call to Order:** First Selectwoman Samantha Nestor called the meeting to order at 7:30 pm. Also in attendance were Selectman Martin Mohabeer, Selectwoman Amy Jenner, Board of Education Chair Steve Ezzes, Weston Public Schools Director of Finance and Operations Phil Cross, Marc Fontaine, and members of the public.
2. **Pledge of Allegiance:** Marc Fontaine led in the Pledge of Allegiance.
3. **Discussion / decision to approve a special appropriation of \$350,000 for ongoing school security initiatives for the Weston Public Schools:** Steve Ezzes, Chair of the Board of Education, and Phil Cross, Director of Finance and Operations for Weston Public Schools, presented information regarding the request of the Weston Public Schools request for a special appropriation. First Selectwoman Nestor made a motion to approve a special appropriation of \$350,000 for ongoing school security initiatives for the Weston Public Schools. Selectwoman Jenner seconded the motion. Motion passed unanimously,
4. **Interview of Marc Fontaine for possible appointment to the Commission for the Arts:** Marc Fontaine was interviewed by the Board of Selectmen for possible appointment to the Commission for the Arts. Discussion took place regarding appointing Mr. Fontaine at this meeting.

Selectman Mohabeer made a motion to add an item to the agenda to appoint of Marc Fontaine to the Commission for the Arts. Selectwoman Jenner seconded the motion. Motion passed unanimously

First Selectwoman Nestor made a motion to appoint Marc Fontaine to the Commission for the Arts effective immediately. Selectwoman Jenner seconded the motion. Motion passed unanimously.

5. **Discussion / decision to appoint Jeffrey O'Hara to the Veteran's Affairs Committee:** Selectwoman Jenner made a motion to appoint Jeffrey O'Hara to the Veteran's Affairs Committee for a term expiring December 31, 2024. Selectman Mohabeer seconded the motion. Motion passed unanimously.
6. **Acceptance of resignation of Elizabeth Zeppernick from the Lachat Town Farm Commission effective July 5, 2023:** Selectman Mohabeer made a motion to accept the resignation of Elizabeth Zeppernick from the Lachat Town Farm Commission effective July 5, 2023. Selectwoman Jenner seconded the motion. Discussion took place and the Board extended their appreciation to Ms. Zeppernick for her years of service. Motion passed unanimously.
7. **Reappointment to the following Boards and Commissions:**
 - Lachat Town Farm Commission for a term expiring June 30, 2026
 - Carol Baldwin
 - Nicholas Bell
 - Nicole Copans
 - Ellen McCormick
 - Commission for the Arts for a term expiring June 30, 2025
 - Kristin Kreuder
 - Ewa Ojarovska

Building Committee for a term expiring June 30, 2025

Jack Davidoff
Al Fazi
Megan Loucas
Richard Wolf

First Selectwoman Nestor made a motion to reappoint Carol Baldwin, Nicholas Bell, Nicole Copans, and Ellen McCormick to the Lachat Town Farm Commission for a term expiring June 30, 2026. Selectman Mohabeer seconded the motion. Motion passed unanimously.

First Selectwoman Nestor made a motion to reappoint Kristin Kreuder and Ewa Ojarovska to the Commission for the Arts for a term expiring June 30, 2025. Selectman Mohabeer seconded the motion. Motion passed unanimously.

First Selectwoman Nestor made a motion to reappoint Jack Davidoff, Al Fazi, Megan Loucas, and Richard Wolf to the Building Committee for a term expiring June 30, 2025. Selectman Mohabeer seconded the motion. Discussion took place. Motion passed unanimously.

8. **Selectwoman Jenner report on Boards, Commissions, and Committees:** First Selectwoman Nestor provided background on the Board, Commission, and Committee review of charge project. Selectwoman Jenner gave a presentation titled Commission and Committee Rationalization Project - Discussion with the Board of Selectmen, which included scope of work, the difference between commissions and committees, commissions and committees that are established by charter or ordinance or Board of Selectmen, items for consideration, and establishing a process for committees that values the talents of the community and serves the needs of the Town. Discussion took place regarding Selectwoman Jenner's presentation and development of the volunteer handbook that Selectwoman Jenner is working on with Amy Gare.

First Selectwoman Nestor made a motion to add an item to the agenda for the approval of tax refunds. Selectman Mohabeer seconded the motion. Motion passed unanimously.

First Selectman Nestor made a motion to approve tax refunds totaling \$7,045.59, as presented. Selectwoman Jenner seconded the motion. Motion passed unanimously.

9. Approval of minutes from the May 18 and June 1, 2023 regular Board of Selectmen meetings and June 7, 2023 Special Board of Selectmen meeting: **Selectwoman Jenner made a motion to approve the minutes from the May 18 and June 1, 2023 regular Board of Selectmen meetings and June 7, 2023 Special Board of Selectmen meeting, as presented. Selectman Mohabeer seconded the motion. Motion passed unanimously.**
10. Adjournment: **Selectwoman Jenner made a motion to adjourn. Selectman Mohabeer seconded the motion. Motion passed unanimously.** Meeting adjourned at 8:42pm

Minutes submitted by Darcy Barrera-Hawes

**Board of Selectmen
Special Meeting Minutes
July 5, 2023 at 12:00 pm
Meeting held via Zoom**

1. **Call to Order:** First Selectwoman Samantha Nestor called the meeting to order at 12:00 pm. Also in attendance were Selectman Martin Mohabeer and Selectwoman Amy Jenner.
2. **Pledge of Allegiance:** The Board of Selectmen led in the Pledge of Allegiance.
3. **Executive Session regarding pending litigation regarding the dog park pursuant to CGS § 1-200:** Selectwoman Jenner made a motion to enter into executive session to discuss pending litigation regarding the dog park pursuant to CGS § 1-200. Selectman Mohabeer seconded the motion. Motion passed unanimously. Invited to attend were Town Attorneys Ira Bloom and Nick Bamonte. Executive session commenced at 12:01pm and ended at 12:26 pm.
4. **Adjournment:** Selectwoman Jenner made a motion to adjourn. First Selectwoman Nestor seconded the motion. Selectman Mohabeer was not present for the motion to adjourn. Motion passed unanimously. Meeting adjourned at 12:26 pm.

Minutes submitted by Darcy Barrera-Hawes, Executive Administrative Assistant

**Board of Selectmen
Special Meeting Minutes
July 5, 2023 at 1:00 pm
Meeting held via Zoom**

1. **Call to Order:** First Selectwoman Samantha Nestor called the meeting to order at 1:00 pm. Also in attendance were Selectman Martin Mohabeer, Selectwoman Amy Jenner and members of the public.
2. **Pledge of Allegiance**
3. **Executive Session regarding personnel search committee pursuant to CGS § 1-200:** Selectwoman Jenner made a motion to enter into executive session regarding a personnel search committee pursuant to CGS § 1-200. First Selectwoman Nestor seconded the motion. Selectman Mohabeer was not in attendance for the motion to enter into executive session, he was present for executive session. Motion passed unanimously. Executive session commenced at 1:01 pm and ended at 1:59 pm
4. **Adjournment:** Selectwoman Jenner made a motion to adjourn. First Selectwoman Nestor seconded the motion. Selectman Mohabeer was not in attendance for the motion to adjourn. Motion passed unanimously. Meeting adjourned at 2:00 pm

Minutes prepared by Darcy Barrera-Hawes, Executive Administrative Assistant