

**Board of Selectmen
Regular Meeting Agenda
July 15, 2021 at 7.30 pm**

Meeting held remotely due to COVID 19

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81804549386?pwd=ZzB1eWQrNG44SGtVRXdqOStvWlpkZz09>

Passcode: 655337

Webinar ID: 818 0454 9386

Dial by phone: 646 558 8656

- 1. Call to order**
- 2. Pledge of Allegiance**
- 3. Discussion/ decision to establish a job description for the Document Coordinator**
- 4. Discussion/ decision to hire Keisha Fink as the Document Coordinator**
- 5. Appointment of Vicky Brakl to the Diversity Equity and Inclusion Advisory Committee for a term to end June 30, 2022**
- 6. Interview of Jamie Zeppernick for appointment to the Board of Finance**
- 7. Interview of David Felton for appointment to the Board of Education**
- 8. Interview of James Carlon for appointment to the Planning and Zoning Commission**
- 9. Interview of Michael Imber for appointment to the Board of Finance**
- 10. Discussion/decision to establish a public hearing concerning a draft ordinance establishing a Police Civilian Review Board**
- 11. Discussion/ decision concerning the Weston Town Green Project**
- 12. Discussion/ decision regarding the Connecticut Small Town Economic Assistance Grant**
- 13. Discussion of the Regional Waste Management study**
- 14. Discussion concerning Fiscal Year 2020-21 financials**
- 15. Discussion concerning municipal authority to regulate recreational marijuana**
- 16. Discussion/decision about a proposed survey from the Economic Vitality Committee**
- 17. Discussion/decision concerning Food Trucks on Town Property**
- 18. Approval of the minutes from the Board of Selectmen Meeting on July 1, 2021**
- 19. Executive session to discuss personnel**
- 20. Adjournment**

DRAFT Motions for the 7/15/21 BOS Regular Meeting

1. Call to order: **No motion**
2. Pledge of Allegiance: **No motion**

I move to add to the agenda the following item of business: *Discussion/decision to hire Susan Frail as Library Assistant.*

I move to hire Susan Frail as Library Assistant, pending the successful results of a criminal background check.

3. Discussion/ decision to establish a job description for the Document Coordinator: **I move to establish a job description for the position of Document Coordinator, as presented**
4. Discussion/ decision to hire Keisha Fink as the Document Coordinator: **I move to hire Keisha Fink as the Document Coordinator**
5. Appointment of Vicky Brakl to the Diversity Equity and Inclusion Advisory Committee for a term to end June 30, 2022: **I move to appoint Vicky Brakl to the Diversity Equity and Inclusion Advisory Committee for a term to end June 30, 2022**
6. Interview of Jamie Zeppernick for appointment to the Board of Finance: **No motion.**
7. Interview of David Felton for appointment to the Board of Education: **No motion.**
8. Interview of James Carlon for appointment to the Planning and Zoning Commission: **No motion.**
9. Interview of Michael Imber for appointment to the Board of Finance: **No motion.**
10. Discussion/decision to establish a public hearing concerning a draft ordinance establishing a Police Civilian Review Board: **I move to establish a public hearing concerning a draft ordinance establishing a Police Civilian Review Board**
11. Discussion/ decision concerning the Weston Town Green Project: **No motion**
12. Discussion/ decision regarding the Connecticut Small Town Economic Assistance Grant: **I move to adopt the following resolution:**

WHEREAS, pursuant to Connecticut General Statutes Section 4-66G, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and **WHEREAS**, it is desirable and in the

public interest that the Town of Weston make an application to the State for \$128,205.00 in order to undertake a project entitled **Construction of Storage for Municipal Records and Equipment** and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE WESTON BOARD OF SELECTMEN:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Connecticut General Statutes Section 4-66G.
2. That the filing of an application for State financial assistance by The Town of Weston in an amount not to exceed \$128,205.00 is hereby approved and that Weston Town Administrator Jonathan Luiz is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Weston.

13. Discussion of the Regional Waste Management study: **No motion.**
14. Discussion concerning Fiscal Year 2020-21 financials: **No motion**
15. Discussion concerning municipal authority to regulate recreational marijuana: **No motion**
16. Discussion/decision about a proposed survey from the Economic Vitality Committee: **No motion**
17. Discussion/decision concerning Food Trucks on Town Property: **No motion**
18. Approval of the minutes from the Board of Selectmen Meeting on July 1, 2021: **I move to approve the unapproved minutes of the July 1, 2021 Board of Selectmen meeting, as presented.**
19. Executive session to discuss personnel: **TABLED**
20. Adjournment: **I move to adjourn**

1. Call to order: No motion

2. Pledge of Allegiance: No motion

I move to add to the agenda the following item of business: *Discussion/decision to hire Susan Frail as Library Assistant.*

I move to hire Susan Frail as Library Assistant, pending the successful results of a criminal background check.

SUSAN FRAIL

Weston, CT | 661-505-5729 | sfrail@mac.com | LinkedIn.com/in/susanfrail

Mr. Jonathan Luiz
Weston Town Administrator
56 Norfield Rd
Weston, CT 06883

Dear Mr. Luiz,

I am writing to apply for the position of Library Assistant for the Town of Weston. I moved to Weston last year at the start of the pandemic, after having moved several times across the country for my husband's job. He has retired and we have decided to move back to Connecticut, after having been away for more than 10 years, to be closer to family and friends. It's been a long 15 months of COVID-19 restrictions and I am eager to get back into the work force.

I believe my extensive management experience, in both paid and volunteer positions, coupled with my eagerness to become more involved in the Weston community, uniquely qualify me for this position. While meeting people during the pandemic was difficult, I joined both the library's Cookbook Club and another book club I found through the library that is headed by Jenny Mitchell, in an effort to fuel my passion for cooking, and reading and to get myself out into the community, even if only via Zoom meetings. I would love the opportunity to share my experience and my love of reading with other Weston residents.

I am proficient in using both a PC and a MAC, I know Microsoft Word, Excel, and PowerPoint, and I am very organized and efficient.

I look forward to hearing from you to discuss your needs and how my experience can help you meet your goals.

Warm regards,

Susan Frail



APPLICATION FOR EMPLOYMENT

The Town of Weston is an Affirmative Action/Equal Opportunity Employer

The Town of Weston ("Town") considers applicants for all positions without regard to race, color, religion, age, creed, sex, marital status, pregnancy, sexual orientation, citizenship status, the presence of non-job-related medical conditions or disabilities, veteran status, or any other legally protected class.

Instructions: Please complete this application form in its entirety, including specific dates where requested. Failure to provide all required information may result in your application being disapproved. A resume may be attached but is not a substitute for completing the application form in its entirety. Please print or type your responses.

Date of Application:
06/16/2021

Position:
LIBRARY ASSISTANT

PERSONAL INFORMATION

Last Name	First Name	Middle Name or Initial		
FRAIL	SUSAN	M		
Address Number	Street	City	State	Zip Code
43	CATBRIER RD	WESTON	CT	06883
Home Phone #:		Cell Phone #:		
N/A		661-505-5729		
Email Address:				
sfrail@mac.com				
Best time of day to contact you:				
MORNINGS				

AVAILABILITY

Check all that apply:

Schedule: Full-Time Part-Time - please circle: Mornings Afternoons Evenings
 Seasonal - Indicate dates available: from ___ / ___ / ___ to ___ / ___ / ___
 Other (explain) _____

Workdays: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

TOWN OF WESTON EMPLOYMENT HISTORY

Are you currently employed by the Town? Yes No If yes, state current position and Department:

Have you previously worked for the Town? Yes No If yes, state the following:

- Dates of prior Town employment:
- Position held at time of employment separation:
- Reason(s) for separation from Town employment:

EDUCATION HISTORY

Education Level Completed:

- Less than high school High school or equivalent (GED) Technical School
 Some College 2-year College 4-year College Graduate School

High School Information:

High School (name): **KINGS PARK HS**

City/State: **KINGS PARK, NY**

College Information (list all schools attended):

College attended (name): **LONG ISLAND UNIVERSITY - C.W. POST CENTER**

City/State: **GREENVALE, NY**

Major(s): **COMMUNICATIONS**

Degree(s) earned: **B.A. - COMMUNICATION ARTS**

Graduate School Information (list all schools attended):

College attended (name):

City/State:

Course of Study:

Degree(s) earned:

Other School/Training (list all schools/programs attended):

School/Program attended (name): **DUKE UNIVERSITY - FUQUA SCHOOL OF BUSINESS**

City/State: **DURHAM, NC**

Course of Study: **MANAGER DEVELOPMENT**

Degree(s)/Certificate(s) earned: **CERTIFICATE PROGRAM**

(Attach additional sheets if you attended more schools or received additional degrees or certificates)

TOWN OF WESTON EMPLOYMENT HISTORY

Are you currently employed by the Town? Yes No If yes, state current position and Department:

Have you previously worked for the Town? Yes No If yes, state the following:

- Dates of prior Town employment:
- Position held at time of employment separation:
- Reason(s) for separation from Town employment:

EDUCATION HISTORY

Education Level Completed:

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College attended (name): **LONG ISLAND UNIVERSITY - C.W. POST CENTER**

City/State: **GREENVALE, NY**

Major(s): **COMMUNICATIONS** Degree(s) earned: **B.A. - COMMUNICATION ARTS**

Graduate School Information (list all schools attended):

College attended (name):

City/State:

Course of Study:

Degree(s) earned:

Other School/Training (list all schools/programs attended):

School/Program attended (name): **PENN STATE UNIVERSITY - JOHNSON SCHOOL OF BUSINESS**

City/State: **STATE COLLEGE, PA**

Course of Study: **FINANCIAL ANALYSIS FOR STRATEGIC DECISION-MAKING**

Degree(s)/Certificate(s) earned: **CERTIFICATE PROGRAM**

(Attach additional sheets if you attended more schools or received additional degrees or certificates)

EMPLOYMENT HISTORY

Instructions: List all employment positions held by you over the last fifteen years. Begin with your current/most recent position. List all positions separately, even if with the same employer. For each position listed, provide all information requested. If you need additional space to complete your response then attach additional sheets.

1. Employer (Name/City/State): **FINE ART PHOTOGRAPHY BY SUSAN K. FRIEDLAND
ATLANTA, GA**

Employer Phone #: **678-358-3193**

Position/Job Title: **PUBLICIST**

Start Date: **OCT 2017** End Date: **CURRENT**

Full-Time Part-Time Per diem Number of hours worked per week: **10-12**

Name & Job Title of Immediate Supervisor: **SUSAN K. FRIEDLAND, OWNER/ARTIST**

If still employed, may the Town contact your present employer? Yes No

Please list all major duties and responsibilities performed by you in this job:

- **SEEK & MANAGE OPPORTUNITIES TO SHOW HER WORK IN GALLERIES & OTHER VENUES**
- **MANAGE ALL SOCIAL MEDIA**
- **MANAGE WEBSITE**
- **WRITE BLOG POSTS**

Reason for Leaving:

THIS IS PARTTIME WORK I DO FROM MY HOME OFFICE. I WILL CONTINUE WITH IT AS MY HOURS ARE VERY FLEXIBLE.

2. Employer (Name/City/State): **TURKNETT LEADERSHIP GROUP
ATLANTA, GA**

Employer Phone #: **770-270-1723**

Position/Job Title: **COMMUNICATIONS SPECIALIST**

Start Date: **AUG 2018** End Date: **OCT 2018**

Full-Time Part-Time Per diem Number of hours worked per week: **40+**

Name & Job Title of Immediate Supervisor: **KATHY IGOU, DIRECTOR OF OPERATIONS**

If still employed, may the Town contact your present employer? Yes No

Please list all major duties and responsibilities performed by you in this job:

- **DEVELOPED CONTENT FOR MARKETING & SPECIAL EVENT MATERIALS FOR 2018 LEADERSHIP CHARACTER AWARD** /PRESENTED TO CIVIL RIGHTS LEADER FORMER ATLANTA MAYOR, ANDREW YOUNG
- **DIRECTED PUBLICATION PROCESS FOR CREATING & DISSEMINATING COMPANY MARKETING MATERIALS, INCLUDING MANAGING CONTRACTED GRAPHIC ARTISTS, PRINTERS & OTHER VENDORS**
- **DEVELOPED CONTENT FOR PRESS RELEASES & DISSEMINATED INFORMATION THROUGH A VARIETY OF MEDIA OUTLETS**

Reason for Leaving:

CONTRACT POSITION - I WAS HIRED SPECIFICALLY TO WORK ON ONE PROJECT

3. Employer (Name/City/State): CYSTIC FIBROSIS FOUNDATION "SHAKROCKIN' FOR A CURE"
ATLANTA, GA

Employer Phone #: 404-514-6533

Position/Job Title: SILENT AUCTION COMMITTEE MEMBER

Start Date: DEC 2017 End Date: APRIL 2019

Full-Time Part-Time Per diem Number of hours worked per week: 10

Name & Job Title of Immediate Supervisor: LARA DOLAN, COMMITTEE CHAIR

If still employed, may the Town contact your present employer? Yes No

Please list all major duties and responsibilities performed by you in this job:

- SOLICITED DONATED ITEMS FOR SILENT AUCTION AT THE ANNUAL ST. PATRICK'S DAY- THEMED EVENT TO RAISE MONEY FOR A LEADING NON-PROFIT.
- PREPARED HUNDREDS OF ITEMS FOR DISPLAY WITH COORDINATING BID SHEETS
- COMMITTEE RAISED NEARLY \$80K IN SILENT AUCTION DONATIONS

Reason for Leaving: MOVED TO CONNECTICUT

4. Employer (Name/City/State): WEST RANCH HS MARCHING BAND/
VALENCIA, CA

Employer Phone #: 661-993-4310

Position/Job Title: UNIFORM MANAGER

Start Date: AUG 2010 End Date: JAN 2016

Full-Time Part-Time Per diem Number of hours worked per week: 20 DURING MARCHING BAND SEASON (AUG-DEC)

Name & Job Title of Immediate Supervisor: JASON MARSHALL, BAND DIRECTOR

If still employed, may the Town contact your present employer? Yes No

Please list all major duties and responsibilities performed by you in this job:

- LED A 12-MEMBER TEAM IN FITTING, TAILORING, TRACKING, AND CLEANING OF NINE-PIECE UNIFORMS FOR A SOUTHERN CALIFORNIA HIGH SCHOOL MARCHING BAND.
- ENSURED ALL 100 BAND MEMBERS' WERE PROPERLY OUTFITTED & ADHERED TO UNIFORM STANDARDS FOR WEEKLY COMPETITIONS.

Reason for Leaving: MY CHILDREN, WHO WERE IN THE PROGRAM, GRADUATED

5. Employer (Name/City/State): ST. PETER'S EPISCOPAL CHURCH/MONROE, CT
Employer Phone #: 203 - 268 - 4265, (203) 261-2813 (SUPERVISOR)

Position/Job Title: CO-CHAIR, COUNTRY KITCHEN AT ST. PETER'S APPLE FESTIVAL

Start Date: JUNE 2002 End Date: JUNE 2008

Full-Time Part-Time Per diem Number of hours worked per week: 10

Name & Job Title of Immediate Supervisor: SUSAN CAPPUCCI (CO-CHAIR)

If still employed, may the Town contact your present employer? Yes No

Please list all major duties and responsibilities performed by you in this job:

- LED 30-MEMBER VOLUNTEER TEAM TO CREATE MORE 1300 HOME-BAKED GOODS FOR SALE AT ANNUAL APPLE FESTIVAL FUNDRAISER, INCLUDING HUNDREDS OF PIES, BROWNIES, COOKIES, AND MUFFINS.
- RAISE APPROXIMATELY \$8,000 ANNUALLY FROM BAKED GOODS.
- WROTE PRESS MATERIALS FOR LOCAL MEDIA OUTLETS

Reason for Leaving:

• MOVED TO CALIFORNIA FOR HUSBAND'S JOB .

6. Employer (Name/City/State): VERIZON/NEW YORK, NY

Employer Phone #:

Position/Job Title: VARIOUS (SEE ATTACHED RESUME)

Start Date: SEP 1986 End Date: JULY 2000

Full-Time Part-Time Per diem Number of hours worked per week: 40+

Name & Job Title of Immediate Supervisor: MANY

If still employed, may the Town contact your present employer? Yes No

Please list all major duties and responsibilities performed by you in this job:

SEE ATTACHED RESUME

Reason for Leaving:

TO RAISE MY FAMILY WHILE HUSBAND PURSUED BIGGER CAREER OPPORTUNITIES

SPECIALIZED SKILLS

Instructions: Check skills/equipment that you are able to operate. Attach additional sheets if necessary.

- PC/Mac
- Typewriter
- Word Processing (e.g., Microsoft Word)
- Spreadsheet (e.g., Microsoft Excel)
- Other: _____

List any machinery or equipment that you are able to operate:

List additional information about your skills that may be helpful to the Town in considering your application:

SKILLED AT ORGANIZATION, MANAGEMENT, BUDGETS, COMMUNICATIONS,
PROJECT MANAGEMENT, WORKING ON TEAMS, EVENT MANAGEMENT,
WRITING, EDITING, BUSINESS PLANNING, AND WORKING WITH
BOTH OUTSIDE VENDORS & OTHER INTERDEPARTMENTAL ORGANIZATIONS

REQUIRED LICENSES, CERTIFICATIONS, OR OTHER QUALIFICATIONS

Do you currently have a valid Motor Vehicle Driver's License? Yes No State: CT

Do you currently have a valid Commercial Driver's License (CDL)? Yes No

If you answered "Yes" to the previous question, check all that apply:

Class A Class B Class C CDL License #: _____

Do you have any valid licenses or certificates which authorize you to practice a profession or trade?
(e.g., law, nursing, psychology, plumbing, etc.) Yes No

List all professional licenses/certifications currently held:
(Use additional sheets if you require additional space to complete your response.)

Type of License/Certification: _____ License/Cert. #: _____
Issued By: _____ Date Issued: _____ Expiration Date: _____

Type of License/Certification: _____ License/Cert. #: _____
Issued By: _____ Date Issued: _____ Expiration Date: _____

Type of License/Certification: _____ License/Cert. #: _____
Issued By: _____ Date Issued: _____ Expiration Date: _____

REFERENCES

Identify three professional references the Town may contact in connection with your employment application.

Name: SUSAN FRIEDLAND Title: OWNER, ARTIST
SUSAN K.
Business/Co. Name: FINE ART PHOTOGRAPHY BY FRIEDLAND Telephone: 678-358-3193
Address: 1010 CHESSON CT JOHNS CREEK, GA
Street City State
Relationship to you (e.g., co-worker, supervisor, etc.): SUPERVISOR
How many years? 3.5
Are they still employed with the company/business? Yes No

Name: LARA DOLAN Title: COMMITTEE CHAIR
Business/Co. Name: CFF- "SHAMROCKIN' FOR A CURE" Telephone: 404-514-6533
Address: 31 CHURCH ST ALPHARETTA, GA
Street City State
Relationship to you (e.g., co-worker, supervisor, etc.): SUPERVISOR
How many years? 2
Are they still employed with the company/business? Yes No

Name: KATHY IGOV Title: VP, OPERATIONS
 Business/Co. Name: TURKNETT LEADERSHIP GROUP Telephone: 770-720-1723
 Address: 100 CRESCENT PKWY ATLANTA, GA
Street City State
 Relationship to you (e.g., co-worker, supervisor, etc.): SUPERVISOR
 How many years? 3 MOS (CONTRACTED TO WORK ON A SPECIFIC PROJECT)
 Are they still employed with the company/business? Yes No

TERMS AND AGREEMENTS

By signing my name on the signature line below, I am certifying:

- That the statements made by me on this application form and attachments, if any, are true and complete to the best of my knowledge, are made in good faith, and are subject to verification as a condition of employment. I understand that intentional falsification of my application materials may result in disqualification of my candidacy or termination of employment;
- That I understand and acknowledge that if offered employment with the Town of Weston, my employment may be subject to and conditioned on my taking and passing a pre-employment physical examination, pre-employment drug screening test and/or a pre-employment background check (e.g., criminal history, education verification, driving history, credit history) (requirements may vary depending on the position);
- That, if I am under the age of 18, I understand and acknowledge that if offered employment with the Town of Weston, my employment is subject to and conditioned on my providing such work permits, or other proof of eligibility to work that is or may be required by law;
- That I understand and acknowledge that, in compliance with federal law, all persons hired for employment with the Town of Weston will be required to verify identity and eligibility to work in the United States and to complete required employment eligibility verification forms upon hire.

I agree to these terms. I do not agree to these terms.

Susan Trail
 Signature

06/18/2021
 Date

SUSAN FRAIL

Alpharetta, GA | 661-505-5729 | sfrail@mac.com | LinkedIn.com/in/susanfrail

SUMMARY

Senior Manager accomplished both at communications and operations management. Expert at writing, editing, and disseminating messages for both internal and external stakeholders. Strategic planner, effective manager and collaborative leader. Experienced communicator for Fortune 500 companies and effective developer of messaging for the C-Suite. Skilled at simplifying complex concepts leading to informed customers and employees at all levels of the organization.

- Communication**
 - Over 10 years writing and disseminating meaningful communications supporting the company brand
 - Developed corporate presentations, newsletters, and other employee communications
 - Crafted speeches for C-level executives and other senior managers
 - Directed media relations, prepared press releases and articles for placement in various media outlets
 - Earned B.A. in Communications
- Management**
 - Directed diverse workforce of 1,200 employees, including 10 direct reports and managed a \$65 million budget
 - Implemented process improvements that increased customer satisfaction and reduced recurring issues
 - Developed and executed strategic and operational action plans

EXPERIENCE

Fine Art Photography by Susan K. Friedland | Johns Creek, GA

2017 - Present

Publicist

Generates and manages publicity for a fine arts photographer. Liaises between the artist and various media outlets. Manages the artist's brand and develops editorial content for press releases and press kits for gallery shows. Collaborates with technical specialist to update and monitor websites and social media content.

- Updates and monitors website, including blog posts
- Manages social media content and dissemination
- Seeks and manages opportunities for in-person and online gallery shows and other exhibitions

Turknett Leadership Group | Atlanta, GA

2018

Communications Specialist (Contract Position)

- Developed content for marketing and special event materials for 2018 Leadership Character Awards
- Directed publication processes for creating and disseminating company marketing materials, including managing outside graphic artists, printers and other vendors
- Developed content for press releases and disseminated information through a variety of media outlets, including social media

Cystic Fibrosis Foundation, Shamrockin' For A Cure | Milton, GA

2017 - Present

Silent Auction Committee Member Volunteer

Solicits donated items for a silent auction at the annual St Patrick's Day themed event to raise money for a leading non-profit. Works with committee members to prepare displays and ensure all items are presented with corresponding bid sheets.

- Participated on committee which raised nearly \$80K in silent auction donations with total event donations of \$462K for 2018
- Asked to serve as the co-chair of the Silent Auction Committee for 2018 – 2019

West Ranch Wildcat Marching Band | Valencia, CA

2010 - 2016

Uniform Manager Volunteer

Led a 12-member volunteer team in fitting, tailoring, tracking, and cleaning of nine-piece uniforms for a southern California high school. Ensured all 100 band members' adherence to uniform standards for weekly competitions. Managed communications with volunteers, band members, and band director via e-mail.

St. Peter's Apple Festival and Country Kitchen | Monroe, CT

2002 - 2008

Volunteer Co-chair and Operations Leader

Wrote press releases for local newspapers, TV, and radio. Led a 30-member volunteer team creating 1,300 various homemade products to raise money for St. Peter's Episcopal Church.

- Raised approximately \$8000 annually with product sales alone

SUSAN FRAIL

Verizon Communications

1986 - 2000

General Manager - New Jersey Field Operations | Union, NJ 1998-2000

Directed a diverse workforce of 1,200 employees responsible for service dispatch, residential installation, and repair in the state of New Jersey. Managed 10 direct reports, oversaw 20 company locations throughout the state, with a \$65 million budget. Engaged with labor unions, and municipal, state, and federal agencies.

- Met or exceeded all company and state regulatory service objectives
- Improved departmental culture and productivity by identifying interpersonal issues, then developing and implementing a multi-faceted action plan, including team building events
- Recognized by VP of Customer Quality for implementing innovative improvements that increased customer satisfaction in the field
- Played a key role in launching a new line of business selling fiber optic technology to large residential builders

Staff Director of Operations | New York, NY 1996-1998

Managed the staff of NY's chief operating officer to analyze service metrics and direct field organization response. Wrote COO communications to internal and external stakeholders. Interacted with other departments to implement strategy designed to ensure customer service excellence, employee satisfaction, shareholder value, and compliance with regulatory commitments.

Director Operations | East Brooklyn, NY 1993-1995

Directed five managers, each of whom oversaw 10 supervisors, with a total workforce of 500 union employees who performed installation and repair activities in East Brooklyn. Managed a budget of \$35M. Worked with labor unions and regulatory agencies. Assumed management responsibility for the Marketing team with concentration on community outreach.

- Initiated an interdepartmental process and partnered with Engineering Department to target and address high priority issues that were the source of recurring system failures. This process was later implemented across the organization. Addressing these issues brought the district from being one of the worst performers up to meeting and exceeding service levels established by the New York State Public Service Commission
- Introduced the first ever targeted marketing of non-regulated services and developed a plan for dissemination of messaging through various media channels

Director of Communications -Operations | New York, NY 1990-1993

Prepared key communications on behalf of the Assistant Vice President-Operations and the Chief Operating Officer, including speeches, PowerPoint presentations, and letters to employees and external stakeholders. Organized and executed departmental and companywide conferences, including leadership, strategic and operations planning, and team-building events.

- Wrote the operations portion and collaborated with other departments on the presentation to the big three credit rating agencies, Standard & Poor's, Moody's, and Fitch, retaining the company's credit rating, which was in jeopardy
- Proactively developed solid working relationships with the new AVP of Operations and staff following a reorganization and leveraged those relationships to enhance effectiveness across departments
- Promoted at an uncommonly young age for the role due to exceptional communication skills

Staff Director of Corporate Planning | New York, NY 1987-1990

Developed the company's strategic business plan. Created operations presentations for external organizations, including NYS Public Service Commission, bond rating agencies, and corporate parent company.

- Tapped to write a presentation for the new Executive Vice President
- Recruited into Corporate Planning department because of communication skills
- Selected to edit company's annual report to ensure consistent messaging

Staff Manager - Public Relations | New York, NY 1986-1987

Wrote articles and pitched story ideas for company employee publications.

- Authored article that was selected for the cover of the monthly corporate magazine
- Selected to write the copy on the corporate annual report
- Served as an on-air anchor for the company's daily video news production

EDUCATION

B.A. in Communication Arts, Long Island University | Greenvale, NY

Certificate in Management Development, Duke University - Fuqua School of Business | Durham, NC

Financial Analysis Certificate, Penn State University - Johnson School of Business | State College, PA

3. Discussion/ decision to establish a job description for the Document Coordinator: **I move to establish a job description for the position of Document Coordinator, as presented**

TOWN OF WESTON DOCUMENT COORDINATOR

Position Purpose:

The purpose of this position is to assist the Town Administrator with the search for documents that have been requested by a member of the public.

Supervision:

Supervision Scope: Performs a variety of secretarial, clerical and administrative duties; is responsible for following through to completion of projects.

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

Supervision Given: None.

Job Environment:

Requires the operation of telephones, computers, and other standard office equipment.

Makes frequent contact with municipal employees, elected officials and appointed officials. Communication is frequently by telephone, fax, and email. Has access to extensive confidential information such as personnel records, and litigation.

Essential Job Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

- Searches for documents.
- Flags documents that may be privileged per State law.
- Keeps track of the progress made by employees and officials with respect to responding to records requests.
- Assists officials in the search and compilation of documents.

Minimum Required Qualifications:

Education, Training and Experience:

The qualifications required would generally be acquired with a bachelor's degree and more than 2 years of municipal employment experience – preferably in Connecticut.

Special Requirements: None.

Knowledge, Ability and Skill:

Knowledge: Thorough knowledge of word processing and electronic mail. Basic knowledge of spreadsheets and searching for documents located on the Google Drive and a server.

Ability: Ability to follow instructions accurately and in a timely fashion; ability to search for emails and other electronic documents in an accurate fashion; ability to explain to others how to search email and servers for documents; ability to establish and maintain effective working relationships with town staff and official; ability to differentiate differences between public and confidential information and maintain appropriate discretion; ability to manage multiple priorities; ability to plan and prioritize assignments to meet established deadlines.

Skill: Excellent verbal and written communication; aptitude for working well with volunteers and maintaining effective working relationships with various groups; must have strong personal organizational skills highly proficient skills in the use of office computers and software used by office; skill in using the above mentioned office equipment; skills associated with handling numerous projects at one time; must be able to type at least 40 words per minute

Physical and Mental Requirements:

Work Environment

	None	Under 1/3	1/3 to 2/3	Over 2/3
Outdoor Weather Conditions	X			
Work in high, precarious places	X			
Work with toxic or caustic chemical	X			
Work with fumes or airborne particles	X			
Non weather related –extreme heat/cold	X			
Work near moving mechanical parts	X			
Risk of electrical shock	X			
Vibration	X			

Physical Activity

	None	Under 1/3	1/3 to 2/3	Over 2/3
Standing	X			
Walking	X			
Sitting				X
Talking & Hearing		X		
Using hands/fingers to handle/feel				X
Climbing or balancing	X			
Stooping, kneeling, crouching, crawling	X			
Reaching with hands and arms		X		
Tasting or smelling	X			
Bending, pulling, pushing	X			

Other-Dealing with constant interruptions	X			
---	---	--	--	--

Lifting Requirements

	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds		X		
Up to 25 pounds	X			
Up to 50 pounds	X			
Up to 75 pounds	X			
Up to 100 pounds	X			
Over 100 pounds	X			

Noise Levels

	None	Under 1/3	1/3 to 2/3	Over 2/3
Very Quiet (forest, isolation booth)		X		
Quiet (library, private office)	X			
Moderate noise (computer, light traffic)	X			
Loud Noise (heavy equipment/traffic)	X			
Very Loud (jack hammer work)	X			

Vision requirements

- Close vision (i.e. clear vision at 20 inches or less)
- Distance vision (i.e. clear vision at 20 feet or more)
- Color vision (i.e. ability to identify and distinguish colors)
- Peripheral vision (i.e. ability to observe an area that can be seen up and down or left and right while the eyes are fixed on a given point)
- Depth perception (i.e. three dimensional vision, ability to judge distances and spatial relationships)
- No special vision requirements

(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)

4. Discussion/ decision to hire Keisha Fink as the Document Coordinator: **I move to hire Keisha Fink as the Document Coordinator**

KEISHA B. FINK

SKILLS

- Leadership
- Effective communication and listening skills
- Multi-tasking
- Organization and goal setting
- Computer Literacy

PROFILE

Experience Land Use Planning professional with years of progressively more challenging assignments.

Expert in Land Use Planning, strategic financial planning, economic development, and community relations. Excellent verbal communication and technical writing skills, including considerable project management experience.

CONTACT

PHONE:
203.692.5588

EMAIL:
k.biggsfink@gmail.com

ACHIEVEMENTS

Organized and implemented over 100 community partnerships with key stakeholders.

Assisted with 2017 Plan of Conservation and Development for the Town of Westport

LICENSES/ORGANIZATIONS

CT Insurance License

Parent Teacher Organization 4th and 5th Grade Chair

Town of Weston Strategic Planning Committee

RELEVANT WORK EXPERIENCE

New York Life - Financial Professional

2019 – Present

Assist clients by developing a sound, long term financial strategy to achieve their financial goals while using a comprehensive array of financial products and services, including life insurance, investments, annuities, and mutual funds.

Town of New Canaan - Acting Town Planner

September 2017 – January 2019

Acted as the main point of contact between town government and community groups, state agencies, developers and elected officials.

Town of Westport - Planner

January 2016 – August 2017

Was responsible for a wide range of administrative and technical duties that supported the department's planning and zoning objectives. Facilitated in the reorganization of the department's website and social media accounts.

City of Carlsbad, Parks Planning - Trails Volunteer Coordinator

January 2009 – December 2010

Successfully completed GIS/GPS Trail Identification Special Project for the City of Carlsbad's emergency response units.

DeLorenzo, Inc. Landscape Architecture - Senior Project Manager

September 2007 – 2008

Evaluated and finalized Exterior Architecture Plan for Marine Corps Air Station Miramar and Naval Air Station North Island Visioning Study.

City of Orlando - Transportation Planner II

January 2006 – September 2007 - Coordinated capital improvement right-of-way acquisitions for future road networks and contributed to the update of the Growth Management Plan for the City of Orlando.

EDUCATION

University of Central Florida

Masters Certificate in Urban and Regional Planning

Rollins College

Bachelor of Arts in International Affairs and Communication

VICKI BRAKL

917.207.4624 • vbrakl@gmail.com • linkedin.com/in/vickibrakl

MARKETING EXECUTIVE • BUSINESS STRATEGIST • INSPIRATIONAL LEADER

Driving revenue growth and profitability through dynamic leadership, key insights and transformational ideas.

"Vicki is a rock star. She goes above and beyond on every project she touches. The new brand rollout is flawless, as is the new website, lead generation initiatives, CMO seminars and the partnerships she established for new business. She has a "can do" attitude that spreads throughout the company. She has been a huge asset to me and the Meredith Corporation is lucky to have her."

Direct Supervisor, President,
MNI Targeted Media

Hands-on, innovative, entrepreneurial leader creates game-changing, data-driven strategies for top B2B and B2C brands. Strong record of success building award-winning campaigns, marketing operations, and long-term account relationships. Self-aware, approachable and progressive executive with strong instincts and solid understanding of sales pipeline, KPIs, data and the role of marketing across operations. Inspires teams to continually advance professionally and break through perceived barriers to achieve unprecedented results. Adaptable executive able to thrive in multiple entity types, cultures and environments. Winner of multiple awards – earning coverage on media outlets including *CNN.com*, *The Guardian*, *The New York Times*, *TechCrunch*, *Mashable*, *Business Insider*, and *Digiday*.

AWARD-WINNING CAMPAIGNS

Hermes Creative Awards, Gold Award, Integrated Marketing Campaign "Mean Tweets" 2017
Communicator Award of Distinction, "Best Mobile App" 2016
BrilliAAnce Award, "Brilliant Use of Mobile" 2016
W3 Awards, Silver, "One Voice Live App" 2016
OMMA Finalist, Bank of America, "America's Cheer" Campaign 2009
EX Award, Best Retail Program, Walmart Wellness 2008

Professional Experience

2014 to Present • **MNI TARGETED MEDIA (MEREDITH CORP.)** • Stamford, CT

SENIOR VICE PRESIDENT – MARKETING (2019 TO PRESENT)

VICE PRESIDENT – INTEGRATED MARKETING & COMMUNICATIONS (2014 TO 2019)

CO-CHAIR, WOMEN@MEREDITH - DIVERSITY AND INCLUSION EMPLOYEE WORKING GROUP (2020-PRESENT)

Oversee marketing functions, working side-by-side with sales leadership, to guide sales efforts and smooth operational complexities within fast-growth environment. Motivates team to maintain engagement, momentum, and positive energy to drive sales for 1.2K clients generating \$100M annually. Build new capabilities and revenue streams to expand company's client offerings. Inspire team of 85+ salespeople across 40+ offices nationwide with sales themes, prospecting strategies, and compelling product propositions. Lead 15 direct reports from ideation through campaign development and execution, delivering \$50M in new revenue to date. Expertly promote offerings/events, maximize marketing ROI, and capitalize on opportunities to more efficiently acquire/retain customers. Architected company's lead generation practice, establishing lead pipeline and conversion goals, implementing HubSpot CRM; created a corporate business development function with a resulting +20% in qualified leads and \$1.3MM in revenue to date.

- *Built from ground-up: content/thought leadership strategy, brand guidelines, intranet, training curriculum, specialized digital 'agency inside', SEO, B2B promotion, sales enablement strategies.*
- *Led the creation and rollout of specialized agency-inside, Harpoon Digital, that captured \$30MM in new revenue in under 16 months, and which now accounts for more than 40% of total company ongoing revenue.*
- *Hired and managed PR, SEO agencies to stellar results, 650% ROI with \$8.2M to date in earned media impressions by creating dynamic, engaging content and thought leadership pieces and top SEO rankings in competitive set.*

MNI TARGETED MEDIA CONTINUED...

- *Established content team, integrating technology for blog and webinars, education and talent investments that directly led to key new business wins.*
- *Significantly improved analytics and experiences by designing data driven UX across web, mobile, social media platforms and sales enablement platforms.*
- *Introduced tailored training curriculum for staff. Formulated comprehensive onboarding process and standardized HR systems to streamline onboarding and attract and retain the industry’s top talent. Built and launched suite of product training videos and training playbook to increase staff skillset throughout the organization.*
- *Won “Communicator Award of Distinction,” “Best Mobile App” and “Silver W3” awards after designing innovative, customized sales enablement app for company.*

2012 to 2014 • **MAX WORLDWIDE – FAMILY OFFICE** • Greenwich, CT & New York, NY

CHIEF MARKETING OFFICER / CHIEF OPERATING OFFICER

Recruited to serve as operating partner for the family office of a well-known media and advertising executive, Bill Apfelbaum. Defined, directed, and executed compelling branding and campaign strategies that drove profitability and engagement within companies in investment portfolio. Forged strong working relationships within public/private sector with investors and corporate sponsors for start-up ventures. Developed localized marketing vision and strategies, collaborating across geographies, levels and functions. Fostered collaboration and improved morale as passionate leader and employee champion.

- *Served as member of Executive Leadership Team and as Chief Operating Officer. Directed staffing and resource planning to align with client growth and financial objectives.*
- *Uncovered embezzlement issue within portfolio company. Shielded investors from significant financial loss by identifying and reporting discrepancies. Coordinated all shut-down activities to unburden company while repairing damaged relationships with 15 major non-profits including March of Dimes and The Wounded Warrior Project.*
- *Established initiatives and plans to drive achievement of business goals. Optimized processes and systems to support company and client success.*

2010 to 2012 • **WOMENKIND** • New York, NY

DIRECTOR/COO – STRATEGY & ACCOUNTS

Notable Clients: Citibank, TD Ameritrade and Post Cereals.

Grew client portfolio to include iconic brands. Managed account growth and relationship development at Fortune 500 companies. Drove strategic and creative excellence within challenging and highly competitive industry. Launched innovative campaigns and operational processes to cultivate a culture of accountability and transparency. Managed staff of 5 direct reports.

- *Produced \$3M in annual revenue and displaced competitors to capture and maintain high-ROI accounts including TD Ameritrade and Citibank.*

Earlier Career

PEPSICO • SR. MANAGER – BRAND, PROMOTIONAL & RETAIL MARKETING • Promoted 6X, received STAR Award for Excellence & President’s Award for Breakthrough Thinking.

HEARST CORPORATION • VICE PRESIDENT – ACQUISITION MARKETING • Generated 1K+ press mentions after creating and launching e-reading device, Skiff.

OMNICOM • SVP – MARKETING • MANAGED 7 OMC AGENCIES FOR CLIENT BANK OF AMERICA. WON & executed incremental \$58M Beijing Olympics campaign.

Education & Professional Development

**PACE UNIVERSITY – LUBIN SCHOOL OF BUSINESS
MBA**

**COLGATE UNIVERSITY
BA – INTERNATIONAL RELATIONS/GERMAN**

**INTERNET ADVERTISING BUREAU
DIGITAL MEDIA CERTIFICATION 2017**

**HUBSPOT
INBOUND MARKETING CERTIFICATION 2021
MARKETING SOFTWARE CERTIFICATION 2021**

5. Appointment of Vicky Brakl to the Diversity Equity and Inclusion Advisory Committee for a term to end June 30, 2022: **I move to appoint Vicky Brakl to the Diversity Equity and Inclusion Advisory Committee for a term to end June 30, 2022**

6. Interview of Jamie Zeppernick for appointment to the Board of Finance: **No motion.**



Jonathan Luiz <jluiz@westonct.gov>

Fwd: [EXTERNAL] RTC Candidates for July 15 BOS Meeting

1 message

Jonathan Luiz <jluiz@westonct.gov>
To: Executive Assistant <executiveassistant@westonct.gov>

Fri, Jul 9, 2021 at 2:35 PM

Hi Sara,

Three more interviews for the BOS' Thursday night's meeting, please.

Thanks,
Jonathan

----- Forwarded message -----

From: **Matt Carrothers** <carrothers1@gmail.com>

Date: Fri, Jul 9, 2021 at 2:02 PM

Subject: [EXTERNAL] RTC Candidates for July 15 BOS Meeting

To: Jonathan Luiz <jluiz@westonct.gov>

Cc: Joseph Colaprico <jcolaprico@gmail.com>, Stephan Grozinger <sgrozinger@westonct.gov>, Jamie Zeppernick <jbz2102@caa.columbia.edu>, David Felton <david@felton.net>, James P. Carlon <JCarlon@dmoc.com>

Jonathan,

Per our prior communications, the Weston Republican Town Committee is endorsing each of the following candidates to fill current vacancies on two Weston Boards and a Commission. I have attached bios for Jim Carlon and David Felton, and a link to Jamie Zeppernick's LinkedIn page.

1) Jamie Zeppernick: To fill a current vacancy on the Board of Finance (<https://www.linkedin.com/in/jamie-zeppernick-91754056/>)

2) David Felton: To fill a current vacancy on the Board of Education (bio attached)

3) James Carlon: To fill a current vacancy on the Planning & Zoning Commission (bio attached)

Thanks for our assistance, and please let me know if you have any questions.

Best regards,

Matt

--

Matt Carrothers
404-808-7709
carrothers1@gmail.com

--

Sincerely,
Jonathan Luiz
Weston Town Administrator

2 attachments

 **Jim Carlon Bio.docx**
100K



Jamie Zeppernick



Jamie Zeppernick

Executive Level Leadership in Health Care

New York City Metropolitan Area · 500+ connections

Join to Connect



ABLE Home Health Care



Columbia University in the City of
New York



Company Website 

Activity



Jamie Zeppernick



Jun 2009 - Present · 12 years 2 months

Connecticut

Director

FC Select Youth Soccer Club

Aug 2011 - Present · 10 years

Brooklyn, New York, United States

Soccer Club

Education

Columbia University in the City of New York

International Relations and Affairs

2005 - 2008

Groups

The Behavior Analysis Network

-

ABA Therapists Rock!

-

specialeducators.inc

-

Columbia Alumni Association Network

-

Applied Behavior Analysis

7. Interview of David Felton for appointment to the Board of Education:
No motion.

David R. Felton

21 Ridge Road, Weston, Connecticut 06883 | p: (203) 807-8686 | e: david@felton.net

Summary

David Felton is the owner of Canaan Technology, a Managed Service Provider (IT Services) which he founded in 2002. Canaan Technology provides Proactive IT Services such as Cloud Hosting, Cybersecurity, Business Continuity, Disaster Recovery, VoIP (Telephone), and Surveillance Camera Solutions to Small and Medium Businesses, Municipalities, Schools, and Non-profit Organizations throughout Connecticut. David holds a bachelor's degree in Communications and Criminal Justice from the University of Hartford.

David is a disciplined problem solver with the ability to consider elements of an issue that are not necessarily obvious; seek-out opinions from both like-minded and dissimilar peers; and collaborate with people that have an opposing position.

David's responsibilities at Canaan Technology include development and execution of the Company's strategy, day-to-day management, identifying and evaluating new products and services, and working closely with clients and staff during the entire project lifecycle, including Initiation, Planning, Implementation, and Transitioning to day-to-day support. Under David's leadership, Canaan Technology has received numerous recognitions including CRN's NextGen three consecutive years, and CRN's Managed Service Provider 500 which recognizes the top technology providers and consultants in North America whose forward-thinking approach to providing managed services is changing the landscape of the IT channel.

Prior to founding Canaan Technology, David held management level positions in the IT field at the University of Hartford, Yale University, the Hamden Public Schools, and several privately held companies.

Throughout his career, David has made it a priority to maintain his proficiency with emerging technologies and trends. David's tenacity for troubleshooting and deep understanding of technology is recognized by manufacturers, vendors, peers, and clients. He is frequently called upon by trade publications to provide expert commentary and analysis of technology industry trends and events.

David is married, has two children, a Little League Coach, an avid Yankees Fan, and has taught technology classes for both College Students and Adult Education.

8. Interview of James Carlon for appointment to the Planning and Zoning Commission: **No motion.**

Jim Carlon Bio



Jim has been a resident of Weston for over twenty years, and has been a practicing attorney for over twenty-two years. Jim handles commercial real estate transactions throughout the United States. He represents developers in construction and permanent financing, acquisitions, sales and other sophisticated transactions, as well as commercial real estate owners and tenants in lease transactions. Jim also has years of experience helping clients with diverse commercial real estate asset transactions, such as office developments, retail property and apartment complexes.

Jim has previously served as a Commissioner on the Weston Planning & Zoning Commission from 2013-2016 and, thereafter, served two years as an alternate on the Zoning Board of Appeals. He is a veteran of the U.S. Army Reserve, Judge Advocate General's Corps where he achieved the rank of Captain and earned three Army Commendation Medals for meritorious service. He received his honorable discharge in 2019.

Jim lives with his older son who just recently graduated Weston High School this June.

9. Interview of Michael Imber for appointment to the Board of Finance: **No motion.**



DEMOCRATS
CHANGE THAT MATTERS

Weston Democratic Town Committee

July 9, 2021

First Selectman, Christopher Spaulding
Weston Town Hall
56 Norfield Road
Weston, CT 06883
Via email; Confirmation requested

Dear Dr. Spaulding:

On behalf of the Weston Democratic Town Committee, we endorsed:

Michael Imber, for appointment to the Board of Finance.

Kindly consider putting this candidate on the next available Board of Selectmen's agenda.

Please advise.

Sincerely,

Sara Spaulding

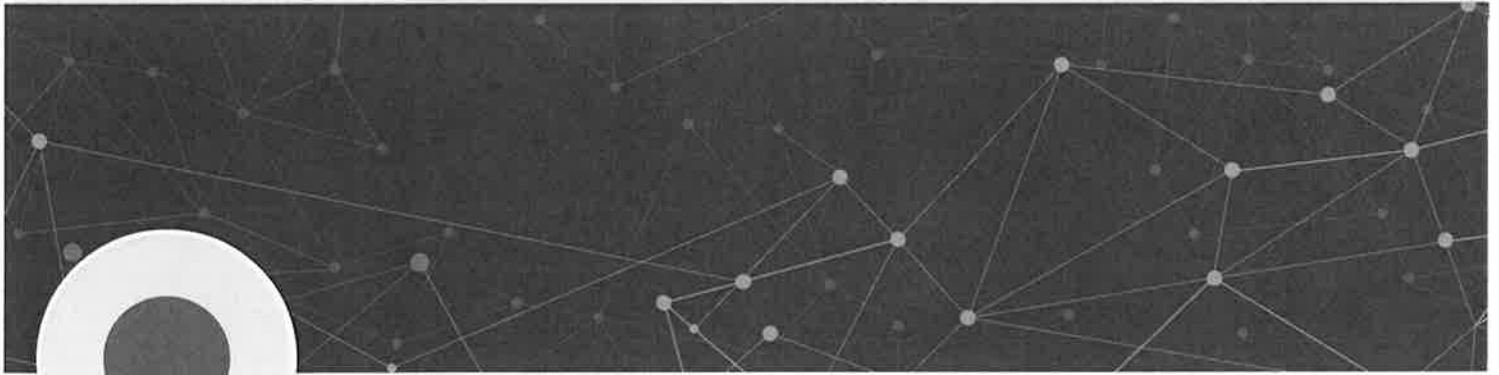
Search Chair, Weston DTC

cc:

Ilene Richardson, DTC Chairwoman
Andrew Palladino, DTC Vice Chair
Samantha Nestor, Selectwoman
Stephan Grozinger, Selectman
Sara Beer



Michael Imber



Michael Imber

Managing Director at Conway MacKenzie, Inc.

New York City Metropolitan Area · 500+ connections

Join to Connect



Conway MacKenzie, Inc.



Columbia Business School

About

Michael Imber is a Managing Director in Conway MacKenzie's Government & Municipal practice where he is focused on fiscal sustainability for cities, counties, and other government units. With more than 25 years of experience in workouts and middle-market finance, Michael also provides bankruptcy, restructuring, and fiduciary services in the New York office.

In the public sector, Michael led an analysis of K-12 and Higher Education in the State of Kansas as part of a larger efficiency study that identified \$2 billion of savings opportunities. He served as the financial adviser to the COP Note Holders in the Detroit Chapter 9 case; he also represented the largest unsecured general obligation creditor in the Jefferson County, Alabama Chapter 9 case. He served as financial adviser to Mammoth Lakes Land Acquisition in pursuit of its judgment claim in the Chapter 9 case of the City of Mammoth Lakes, CA.. He has also served as a financial & restructuring adviser to the Nassau County Interim Finance Authority, the New York Metropolitan Transportation Authority, NJ Transit and several other major municipal transit authorities.



Michael Imber



of out of court and Chapter 11 matters. His industry experience has included retail, healthcare, hospitality, utilities, and telecom. His fiduciary experience includes having recently served as the court-appointed receiver over a biotechnology company in Florida.

Michael currently serves as the Board Chairman of the Municipal Analyst Group of New York. He recently was elected to be Chairman of the Connecticut Public Affairs Network. Michael is a frequent speaker and conference panelist on municipal distress and has been frequently quoted on municipal and state fiscal sustainability topics in the Wall Street Journal, the BondBuyer, Crain's Chicago Business and Bloomberg.

Articles by Michael



Connecticut Budget Crisis

By Michael Imber

Jun 28, 2017



Michael Imber



By Michael Imber

Aug 22, 2016



The Butterfly Effect

By Michael Imber

Aug 16, 2016

Activity

Check out this article from The Detroit News: Moody's upgrades Wayne County's credit rating <https://Inkd.in/eAz7-CD>

Liked by Michael Imber



Michael Imber



The Democracy Center at the Old State House has officially reopened. Admission is free this summer for children under 18. Great chance to learn more...

Liked by Michael Imber

Congrats to everyone who played a role in this huge milestone. This is a great day. Khalil Rahal Cheryl Verran Jordan Mathieu Dube, MBA CPA Yogesh...

Liked by Michael Imber

Join now to see all activity

Experience

Managing Director



Michael Imber



New York, United States

Government, Municipal & Education Practice



Managing Director

EisnerAmper

2018 - Apr 2020 · 2 years

Greater New York City Area



Commissioner

Connecticut Pension Sustainability Commission

Apr 2018 - Jul 2019 · 1 year 4 months

Hartford, CT

Appointed member of Commission tasked by the Connecticut General Assembly to evaluate the potential of in-kind asset contributions to benefit the state's underfunded pensions.



Senior Director

Alvarez & Marsal

2012 - 2017 · 5 years

New York City



Principal

Grant Thornton LLP

2008 - 2012 · 4 years

Greater New York City Area



Principal

Lakeside Advisors Group LLC

2005 - 2008 · 3 years



Senior Vice President



Michael Imber



Executive with global responsibility for monitoring \$4 billion credit enhancement portfolio and supervising the work-out and restructuring of more than \$1 billion of exposure



Director

PricewaterhouseCoopers

1993 - 2001 · 8 years

Directed and managed domestic and international financial advisory engagements involving large and middle-market companies experiencing liquidity crises or bankruptcy. Managed engagement teams representing senior secured creditors, unsecured creditor committees, and debtors



Assistant Vice President

Citibank, N.A.

1987 - 1991 · 4 years

Decamillionaire Division



Assistant Treasurer

Chase Manhattan Bank, N.A.

1984 - 1987 · 3 years

Textile & Apparel Division

Education



Columbia Business School

MBA · Management & Finance



University of Illinois Urbana-Champaign

Bachelor of Science · Finance



Michael Imber



Board of Directors, Chairman

Connecticut Public Affairs Network, Inc.

2018 - Present · 3 years

This not-for-profit media company manages the Connecticut General Assembly's public affairs television network that covers state government activities as well as runs programming at the Old State House in Hartford, CT.

<https://ctpublicaffairsnetwork.org/>



Board of Directors, Immediate Past Chairman

Municipal Analysts Group of New York

2021 - Present · less than a year



Board of Governors, Member

National Federation of Municipal Analysts

2019 - 2020 · 1 year



Strategic Planning Committee

Town of Weston

2015 - 2017 · 2 years

Licenses & Certifications



Certified Insolvency & Restructuring Advisor (CIRA)

Association of Insolvency & Restructuring Advisors



Emergency Manager

State of Michigan

Publications

Could 'Antiques Roadshow' Save Our Pensions?



Michael Imber



asset contributions as a pension funding technique.

[See publication](#)

Making a Dent in Our Pension Liabilities: A New Solution

Connecticut Mirror · February 22, 2018

My op-ed discusses the potential for in-kind asset contributions as a pension funding tool for Connecticut's underfunded pensions.

[See publication](#)

Payment-in-kind for state & local pensions: Good idea or not? When it is appropriate? When not?

Brookings Institute: 8th Annual Municipal Finance Conference · July 15, 2015

This 47 minute video of my panel discussion explores the pros and cons of in-kind asset contributions as a means of pension funding.

[See publication](#)

Taking the Fiscal Pulse of Local Governments

American Bankruptcy Institute · May 10, 2013

Now more than ever, keeping a finger on the pulse of local governments' fiscal health is a critical task for community stakeholders of all types. Businesses depend on a stable local government environment in order to prosper. Legal and financial advisors to business should conduct routine "check-ups" on local government as inconsistent service delivery may be a symptom of a wider fiscal management malady.

Other authors

[See publication](#)



Michael Imber



Nassau County Interim Finance Authority

Jan 2011 - Oct 2011

Grant Thornton's report to NIFA in 2011 summarizes more than \$300 million of potential savings opportunities in Nassau County's annual budget. The report is a matter of public record and available on NIFA's website at the link attached.

Other creators



Michael Imber



Organizations

Municipal Analysts Group of New York

Membership Chair, Member Board of Directors (2016-2017)

2013 - Present

National Federation of Municipal Analysts

Member, Annual Conference Planning Committee (2016-2017)

2013 - Present

American Bankruptcy Institute

Member

2010 - Present

Association of Insolvency & Restructuring Advisors

Member

1997 - Present

Turnaround Management Association - New York Chapter

Chairman (2011), President (2010), Vice President of Programming (2008-2009)

1995 - Present

Member of the Board since 1997; Founder and member of Past Presidents' Council

Turnaround Management Association International

Executive Board Member-at-Large (2013-2014), Board of Trustees (2010-present), Executive Board (2010-2012), Chairman of Chapter Presidents' Council (2012), Vice-Chairman of Chapter Presidents' Council (2011)

1995 - Present

Groups

Turnaround, Restructuring & Distressed Debt



Michael Imber



Public Finance Credit

-

American Bankruptcy Institute

-

National Federation of Municipal Analysts

-

UIUC Networking

-

Restructuring and Turnaround Management

-

Show 2 more groups

Recommendations received

"Michael's leadership, knowledge and ability to work with all levels of our company was extremely valuable. Strategic, hands-on, great value, high integrity! I highly recommend Michael."

"When Mike joined Centre, our workout department was fragmented and lacked discipline and direction. In short order, he put in place standardized reporting and analytic approaches as well as raised the group's professionalism and skill by putting his officers through the Certified Insolvency & Restructuring Advisor program. While supervising approximately 20 employees in New York, London, Paris and Bermuda, Mike established a strong reputation for developing junior staff and helping more senior officers advance their careers. He was well thought of, well respected, effective, and fun to work with."

3 people have recommended Michael

Join now to view

10. Discussion/decision to establish a public hearing concerning a draft ordinance establishing a Police Civilian Review Board: I move to establish a public hearing concerning a draft ordinance establishing a Police Civilian Review Board

DRAFT 6-18-21

**ORDINANCE ESTABLISHING A CIVILIAN POLICE
REVIEW BOARD**

WHEREAS, the Town of Weston is committed to ensuring the safety of the public by providing professional, high quality police services; and

WHEREAS, transparency and accountability are critical to ensuring that police are acting in the interest of the public they serve; and

WHEREAS, transparency and accountability will be enhanced through the independent civilian review of external and internal complaints filed against police officers for serious breaches of rules and regulations or violations of law; and

WHEREAS, Public Act No. 20-1 authorizes the legislative body of a town, by ordinance, to establish a Civilian Police Review Board.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF
SELECTMEN OF WESTON THAT:**

Section One. (NEW) Chapter 18 of the Code of the Town of Weston is amended by adding the following Article.

Article VIII Civilian Police Review Board

§ 1 Establishment.

This Article shall be effective _____, 2021. A Civilian Police Review Board (“Board”) is hereby established as authorized by section 17 of Public Act 20-1, as that Public Act may be codified, recodified or amended from time to time.

§ 2 Purpose.

The purposes of the Board established by this article shall be as follows:

- A. To promote public confidence in the professionalism and accountability of the Weston Police Department through the unbiased review of the investigation of complaints filed against any Weston police officer.
- B. To add a civilian perspective to the evaluation of complaints.
- C. To provide a timely, fair, and objective review of complaints and the manner in which they are investigated.

- D. To promote positive interactions and maintain trust between the community and the police.

§ 3 Membership; compensation; qualifications; terms; alternates.

- A. The Board shall consist of three (3) members appointed by the Board of Selectmen. The members of the Board shall serve without compensation. No member of the Board shall be a sworn officer of any police department or law enforcement entity. No member shall be a former sworn officer of the Weston Police Department, unless said officer has not been employed in such capacity for at least three years.
- B. No person shall be appointed to the Board unless such person has consented to and executed all necessary releases for the performance of a criminal background check. Such background check shall be performed by the Police Department, and no person shall be appointed to the Board until the Police Chief or his or her designee has reported the results of such criminal background check to the First Selectman.
- C. At the time of first appointment of the members of the Board, one (1) member shall be appointed to serve until December 31, 2021, and two (2) members shall be appointed to serve until December 31, 2022. Upon the expiration of these initial terms, each subsequent appointment shall be for a term of two (2) years, commencing on the first day of January.
- D. There are hereby authorized two (2) alternate members of the Board, who shall be electors of the Town and shall be appointed by the Board of Selectmen. At the time of original appointment, one alternate shall be appointed to serve until December 31, 2021, and one alternate until December 31, 2022, and each successor shall be appointed for a term of two (2) years, commencing on the first day of January. Upon the expiration of these initial terms, each subsequent appointment shall be for a term of two (2) years, commencing on the first day of January. Any alternate member of the Board shall, when designated to act for any member of the Board, have all of the powers and duties of a member of the Board.

§ 4 Staff liaisons; officers.

- A. The Police Chief shall designate one or more representatives from the Weston Police Department to serve as a departmental liaison to the Board. Such departmental liaison or liaisons shall have the privilege of the floor at any meeting for the purpose of providing information and perspective on police techniques, procedures, and methods.
- B. The Town Administrator shall designate one or more representatives from his or her office or other appropriate department to serve as a staff liaison with the Board for the purposes of coordination and administrative support. The Town Administrator

may designate a departmental liaison appointed by the Police Chief pursuant to this section to serve in such role. The Board, through its Chairperson or, in the absence of its Chairperson, through its Vice Chairperson, may request from the staff liaison or liaisons such information as it may require and such clerical or other assistance as may be reasonably available and necessary to carry out its duties and responsibilities under the provisions of this article.

- C. The Board shall, at its first meeting following the effective date of its appointment and annually thereafter, elect a Chairperson and Vice Chairperson from among its members and such other officers as the Board may determine.

§ 5 Powers and duties; scope of authority.

A. Review of Police Department Internal Investigations.

- i. Civilian complaints shall be submitted to the Police Department on forms provided by such department. The Police Chief shall promptly submit to the Board each civilian complaint received by the Police Department. Each civilian complaint received by the Police Department shall be processed according to the Police Department's Civilian Complaint Policy. The Police Chief shall provide regular updates to the Board of each civilian complaint received and shall promptly submit to the Board the completed internal investigation of each civilian complaint received. Each completed internal investigation submitted to the Board shall be placed on the agenda of the next meeting of the Board for its review.
- ii. In evaluating such completed investigation, the Board may review a copy of the complaint and any public records or files relevant to such completed investigation. For the purpose of this section, "public records or files" shall have the same meaning as set forth in chapter 14 of the Connecticut General Statutes, the Freedom of Information Act, as amended from time to time.
- iii. Following a review of a completed investigation, the Board shall recommend by majority vote to either sustain or remand such completed internal affairs investigation. In the event the Board recommends remand, the Board shall make findings as to the thoroughness, completeness, accuracy, and objectivity of the investigation.
- iv. The Board shall recommend to sustain or remand within sixty (60) days after a referred complaint first appears on an agenda. The failure of the Board to act thereon shall be considered as a recommendation to sustain.

- v. Any recommendation made by the Board under this section shall be advisory only. Any final decision of discipline shall be made by the Police Chief.

B. Referral of Civilian Complaint Directly to the Board

- i. Any member of the public may, thirty (30) days or more after filing a complaint with the Police Department, submit a separate complaint to the Board for its review. Any matter so referred shall be placed on the agenda for the next meeting of the Board. The Board shall review with the Police Chief the progress of the complaint filed with the Police Department, and the Board may decide to initiate its own investigation of the civilian complaint.
- ii. In conducting its own investigation, the Board shall have the authority to:
 - (1) issue subpoenas to compel the attendance of witnesses before such board;
 - (2) require the production for examination of any books and papers that such board deems relevant to any matter under investigation or in question; and
 - (3) hire outside investigators.
- iii. The person to whom a subpoena is issued under this Section may, not later than fifteen (15) days after service of such subpoena, or on or before the time specified in the subpoena for compliance if such time is less than fifteen (15) days after service, serve upon the Board written objection to the subpoena and file such objection in the Superior Court which shall adjudicate such objection in accordance with the rules of the court.
- iv. If the person to whom such subpoena is issued fails to appear or if having appeared refuses to testify or produce the evidence required by such subpoena, the Superior Court, upon application of such Board, shall have jurisdiction to order such person to appear or to give testimony or produce such evidence, as the case may be.
- vi. Following a review of its own investigation, the Board shall recommend further action by the Police Chief, by majority vote. Any recommendation made by the Board under this section shall be advisory only. Any final decision of discipline shall be made by the Police Chief.

§ 6 Quorum.

A quorum shall consist of two (2) members.

§ 7 Qualifications and conduct.

- A. The Town Administrator, in coordination with the Police Chief, shall develop reasonable requirements for orientation, training, and continuing education for members and alternates appointed to the Board. No member or alternate shall enter upon the duties of office unless the Town Administrator or his or her designee has certified that such member or alternate has completed such orientation and training. Any member or alternate who fails to complete any continuing education within a reasonable period of time prescribed by the Town Administrator shall be ineligible to participate in the consideration of complaints, and the Town Administrator may refer such member or alternate to the Board of Selectmen for removal from office.
- B. Except as may be required by law, no member or alternate to the Board shall publicly discuss any complaint pending or any matter reasonably likely to come before the Board outside of a meeting of the Board.

§ 8 Stay of proceedings; effect of settlement agreements.

- A. If the Board receives a written request from the State of Connecticut Office of the Inspector General (OIG), it must stay and take no further action on any proceeding that is the subject of an OIG investigation or criminal prosecution (e.g., police use of force investigations). Stays may last for up to six months from the day the board receives OIG's request, but OIG may terminate a stay sooner by written notice to the board.
- B. Upon receipt of a written request from the Town Attorney, the Board shall stay and take no further action in connection with any proceeding that is the subject of pending litigation in which the Town is a party or may be required to protect and save harmless a party pursuant to section 7-101a of the General Statutes, as amended from time to time, until (1) such litigation or claim has been finally adjudicated or otherwise settled, or (2) the Town Attorney provides written notification to the Board that a stay of proceeding is no longer required, whichever is sooner. The deadline for the Board to take action shall be tolled during such stay.
- C. Nothing in this article shall prevent the Town from entering into a settlement agreement that restricts the ability of the Town or any other party to comment on or discuss a matter. Upon receipt of a written request from the Town Attorney, the Board shall stay and take no further action in connection with any proceeding in which such consideration or discussion would violate the terms of a settlement agreement to which the Town is a party.
- D. Upon receipt of a written request from the Police Chief, the Board shall stay and take no further action in connection with any proceeding that the Police Chief reasonably believes may prejudice a pending prosecution or a prospective law enforcement action until (1) such prosecution or law enforcement action is complete, or (2) the

Police Chief provides written notification to the Board that the stay of proceedings is no longer required, whichever is sooner.

§ 9 Annual report.

The Board shall provide an annual written report to the Board of Selectmen. Such report shall include a brief summary of the disposition of all complaints reviewed and/or investigated by the Board as well as any policy recommendations.

ADOPTED BY THE WESTON BOARD OF SELECTMEN AT ITS MEETING ON

**11. Discussion/ decision concerning the
Weston Town Green Project: **No motion****



Jonathan Luiz <jluiz@westonct.gov>

[EXTERNAL] Weston Town Green

1 message

Nancy Thiel <nancy@thielfdesign.com>

Wed, Jun 30, 2021 at 6:54 AM

To: Jonathan Luiz <jluiz@westonct.gov>, Christopher Spaulding <cspaulding@westonct.gov>

Cc: Claudia Hahn <claudiahahn2000@gmail.com>

Good morning, Chris and Jonathan.

Attached please find our latest Town Green budget – comparing our original estimate and the one provided this year by Country Contractors – and a brochure we have put together for fundraising purposes.

Claudia and I look forward to speaking with you this morning at 10am. We'll call you at 203.231.9078.

All best,

Nancy

Nancy Thiel, Founding Principal

THIEL ARCHITECTURE + DESIGN

nancy@thielfdesign.com

+1 917 679 8070

thielfdesign.com

Facebook

Instagram

Twitter

2 attachments

 **WESTON TOWN GREEN BUDGET 2021.pdf**
102K

 **WTG 2021-06-30 fundraising.pdf**
15454K

WESTON TOWN GREEN, WESTON, CT
 COST COMPARISON - BC 2019 ESTIMATE VS COUNTRY CONTRACTORS 2021 QUOTE

0630 rev

ITEM	QUAN	UNIT	UNIT COST	BC ESTIMATE 2019	CC QUOTE 2021	SUMMARY	NOTES
HARD COSTS							
EARTHWORK							
Demolition of existing sidewalk	1	allow	\$ 7,000	\$ 7,000	\$ 4,800		
Demolition/removal of boulders	1	allow	\$ 5,000	\$ 5,000	\$ 5,100		
Site Protection	1	allow	\$ 5,000	\$ 5,000	\$ 3,500		
Regrading at ramped sidewalk	1	allow	\$ 5,000	\$ 5,000	\$ 6,000		
Fine grading, assistance with lawn	1	allow		\$ 2,500	\$ 2,000		
New Top Soil Labor				\$ 5,000			
New Top Soil				\$ 3,300			
New Lawn				\$ 12,000	\$ 24,500		
Plant Material Installation				\$ 10,000			CC - 4' = 380yds(200yds would do) see below
Red Bud Trees	4	each	\$ 1,500	\$ 6,000			
Perennial Garden	500	sf	\$ 14	\$ 7,000			
Memorial Garden	975	sf	\$ 20	\$ 19,500			
Pollinator Meadow	604	sf	\$ 8	\$ 4,832			
No-mow lawn/meadow	4416	sf	\$ 0.36	\$ 1,590			
Plantings at Benches	20	each	\$ 85	\$ 1,700			
Plant Material at 911 Memorial	1	allow	\$ 2,000	\$ 2,000			
TOTAL PLANT MATERIAL					\$ 60,500		
SUBTOTAL EARTHWORK				\$ 97,422	\$ 106,400	\$ 106,400	
EXTERIOR IMPROVEMENTS							
MASONRY							
New Concrete Sidewalk and Terrace	1630	sf	\$ 13	\$ 21,190	\$ 38,000		Upgrade for scoring and pigmentation
Curb cuts - at each end of sidewalk	2	each	\$ 750	\$ 1,500	\$ -		
Concrete Pads for Benches	11	each	\$ 350	\$ 3,850	\$ 5,720		CC - 11@ \$520
Footings at new lamppost locations	6	each	\$ 250	\$ 1,500	see below		
Ellipse sidewalk (permeable)	1441	sf	\$ 12	\$ 16,572			perma-drive
Ellipse sidewalk substrate	1441	sf	\$ 5	\$ 7,205	\$ 50,800		subject to change
Ellipse metal edging	700	lf	\$ 6	\$ 4,025	\$ 14,000		Black, stake through back pockets
Stepping Stones - 2' x 3'	6	each	\$ 300	\$ 1,800			
Stepping Stones - 2' x 2'	14	each	\$ 150	\$ 2,100	\$ 5,300		
SUBTOTAL MASONRY				\$ 59,742	\$ 113,820	\$ 113,820	
LIGHTING AND SIGNAGE							
New lightpost base					\$ 14,128		
GFI receptacles at lampposts	4	ea	\$ 250	\$ 1,000	\$ 2,400		CC - 6 @ \$400
Install lampposts	6	each	\$ 1,000	\$ 6,000			
Reinstall existing luminaires on new posts	6	each	\$ 350	\$ 2,100			
Electrical for signs at road	2	allow	\$ 1,000	\$ 2,000			estimate
SUBTOTAL LIGHTING AND SIGNAGE				\$ 11,100	\$ 16,528	\$ 16,528	
MEMORIAL							
Dedication marker - Lest We Forget	1	each	\$ 6,000	\$ 6,000		\$ 6,000	Includes footing/substrate
New memorial boulders	5	each	\$ 5,000	\$ 25,000		\$ 25,000	add Rev. Civil & SpAmer wars, CC-machine/truck
One large boulder	1	each	\$ 9,000	\$ 9,000	\$ 5,000	\$ 9,000	CC - local boulder pickup
Masonry dressing for boulders				\$ 5,000		\$ 5,000	
Plaques for memorial boulders	6	each	\$ 2,000	\$ 12,000		\$ 12,000	
Boulder installation	6	each	\$ 400	\$ 2,400		\$ 2,400	
Base for Memorial Garden					\$ 2,700	\$ 2,700	CC - no spec
SUBTOTAL MEMORIAL				\$ 59,400	\$ 7,700	\$ 62,100	
ARCHITECTURAL IMPROVEMENTS							
Paint Shutters and Cupola	1	allow	\$ 2,000	\$ 2,000		\$ 2,000	
Paint Cupola - scaffolding	1	allow	\$ 4,500	\$ 4,500		\$ 4,500	
Gazebo maintenance	1	allow	\$ 3,000	\$ 3,000		\$ 3,000	
Donation Plaque	1	allow	\$ 10,000	\$ 10,000		\$ 10,000	
SUBTOTAL ARCH. IMPROVEMENTS				\$ 19,500	\$ -	\$ 19,500	
UTILITIES							
ELECTRICAL							
Power upgrade	1	allow	\$ 5,000	\$ 5,000		\$ 15,887	
Lighting at memorial	1	allow	\$ 5,000	\$ 5,000			
Power at memorial	2	allow	\$ 500	\$ 1,000			
Power at perennials	2	allow	\$ 500	\$ 1,000			
Power at ellipse	3	allow	\$ 500	\$ 1,500			
Trenching for new wire					\$ 3,500		CC - no specs ??
Base for EV charging station					\$ 2,000		CC - 5 @ \$400
Excavation for EV Base					\$ 3,000		CC - no specs ??
PLUMBING							
Irrigation/Hose Bibs	1	allow	\$ 5,000	\$ 5,000	\$ 6,800		
SUBTOTAL UTILITIES				\$ 18,500	\$ 31,187	\$ 31,187	
TOWN RESPONSIBILITY							
New lightposts	6	ea	\$ 945	\$ 5,670		\$ 5,670	Main Street Lighting Brie smooth tapered
New Luminaires	6	ea	\$ 700	\$ 4,200		\$ 4,200	
Signage brackets	4	ea	\$ 175	\$ 700		\$ 700	
Road signs - at Norfield Road	1	order	\$ 5,725	\$ 5,725		\$ 5,725	
Signs - blade signs on lampposts	1	order	\$ 7,425	\$ 7,425		\$ 7,425	
EV Stations	5	ea	\$ 6,000	\$ 30,000		\$ 30,000	

SUBTOTAL TOWN RESPONSIBILITY				\$ 53,720		\$ 53,720	
FURNISHINGS							
Bench	11	each	\$ 980	\$ 13,997		\$ 13,997	Avondale w/lpe
Bench installation	11	each	\$ 400	\$ 4,400	\$ 5,170	\$ 5,170	CC = 11 @ 470
Install 9/11 bench	1	each	\$ 400	\$ 400	\$ 500	\$ 500	
Plaques for benches	11	each	\$ 150	\$ 1,650		\$ 1,650	
Circular Bench at Tree	1	each	\$ 12,000	\$ 12,000		\$ 12,000	
Circular Bench installation					\$ 1,000	\$ 1,000	
Bicycle Rack	1	each	\$ 500	\$ 500		\$ 500	
Trash/Recycling Bins	3	allow	\$ 500	\$ 1,500		\$ 1,500	
SUBTOTAL FURNISHINGS				\$ 34,447	\$ 6,670	\$ 36,317	
SUB TOTAL HARD COST				\$ 353,830	\$ 282,305	\$ 439,572	
15% Contingency				\$ 53,074	\$ 42,346	\$ 65,936	
General Conditions, Bonds, Insurance				\$ 20,000	\$ 28,231	\$ 28,231	
Permit Fee				\$ 2,000		\$ 2,000	
TOTAL HARD COST				\$ 428,904	\$ 352,882	\$ 535,739	
PROFESSIONAL FEES							
Schematic Design & Approvals	1	allow	\$ 15,000	\$ -			donated by Thiel Architecture + Design
Meadow Design	1	allow	\$ 5,000	\$ -			donated by Karin Feingold / Claudia Hahn
Project Manager/Owner's Rep	1	allow	\$ 5,000	\$ -			donated by Jim Jamieson
Survey	1	allow	\$ 2,000	\$ 2,000		\$ 2,000	
Design Development	1	allow	\$ 8,000	\$ 7,000		\$ 7,000	
Construction Documents	1	allow	\$ 8,000	\$ 8,000		\$ 8,000	
Bidding & Negotiation	1	allow	\$ 8,000	\$ 2,000		\$ 2,000	
Construction Administration	1	allow	\$ 9,000	\$ 8,000		\$ 8,000	
Landscaping supervision	1	allow	\$ 4,000	\$ 2,500		\$ 2,500	
Estimator	1	allow	\$ 3,000	\$ 3,000		\$ 3,000	
TOTAL SOFT COSTS						\$ 32,500	
ENDOWMENT (5 years of maintenance)						\$ 100,000	\$30k ea Y1+Y2, \$20k Y3, \$10k ea Y4+Y5
TOTAL PROJECT COSTS						\$ 668,239	

A PROPOSED TOWN GREEN for WESTON, CT



In January of 2019, Weston's Beautification Committee embarked on a new landscape design for the lawn in front of Weston's handsome 1950s neo-Colonial Town Hall. The Beautification Committee created a quintessential front yard designed to host proclamations, civic celebrations and casual gatherings. A graceful elliptical walkway invites visitors to enjoy the refurbished Gazebo, a new Veterans Memorial and new bench seating – all overlooking a revived landscape of red, white and blue perennials, a pollinator meadow, and a hardy luxuriant lawn. Weston Town Green offers a much needed gathering space for this charming small town in Fairfield County, Connecticut.

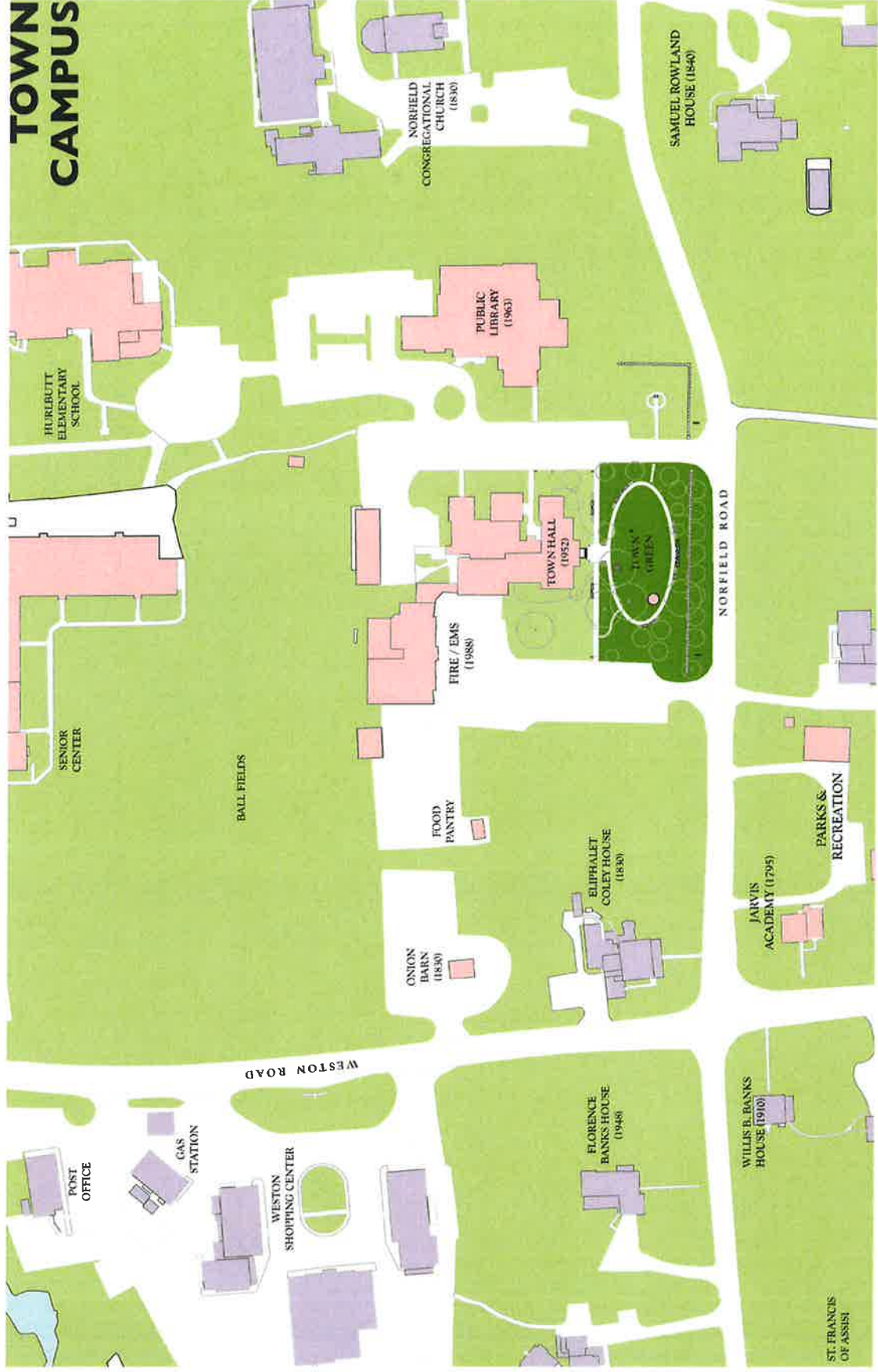
In March 2020, Weston's Board of Selectmen announced that Richard Orenstein, the Trustee of The Daniel E. Offutt, III Charitable Trust, pledged support of Weston Town Green with a matching contribution of up to \$250,000 towards the \$500,000 budget for the project. Weston's Beautification Committee is now looking to raise the remaining \$250,000 in support of the new Town Green. They are looking for a select group of major donors to form the backbone of the project. A bronze plaque located by the front door of Town Hall will acknowledge all major donors. Construction is scheduled to start as soon as the project is fully funded.

Prepared for Weston Town Green Fundraising by Thiel Architecture + Design / Summer 2021

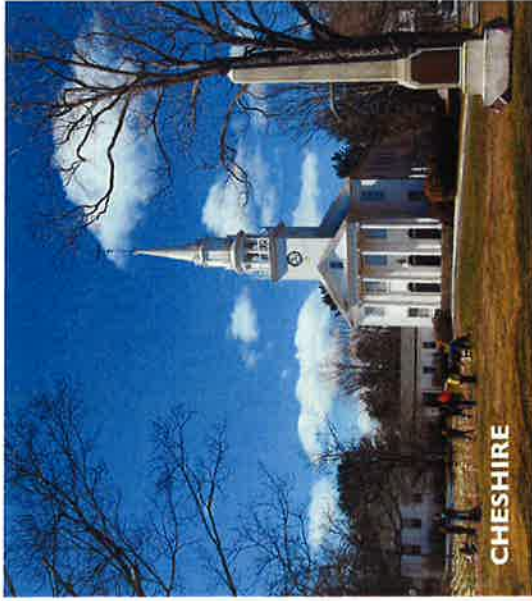


THIEL

Proposed Town Green for Weston CT

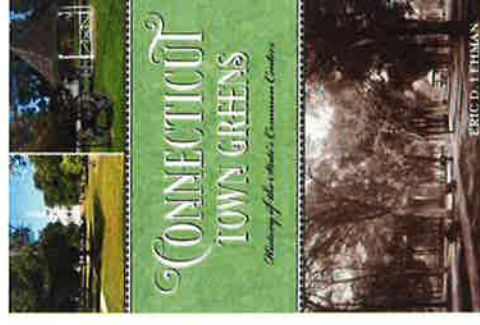


Proposed Town Green for Weston CT



IMPORTANT CIVIC ASSET

- Expand Town Hall to include an outdoor space
- Engage the community
- Create a sense of civic pride
- Celebrate important town events
- Encourage town walking
- Provide proper locations for town memorials
- Add variety of seating



Proposed Town Green for Weston CT



EXISTING CONDITIONS

- Lawn is under-used and unwelcoming
- Access to lawn is mostly blocked
- Needs new topsoil
- Approaches to Town Hall are not accessible by wheelchair
- Sidewalk pavers are falling to pieces
- Gazebo needs repair and new paint
- Lampposts in disrepair
- Aging benches
- Veterans Memorial needs an upgrade



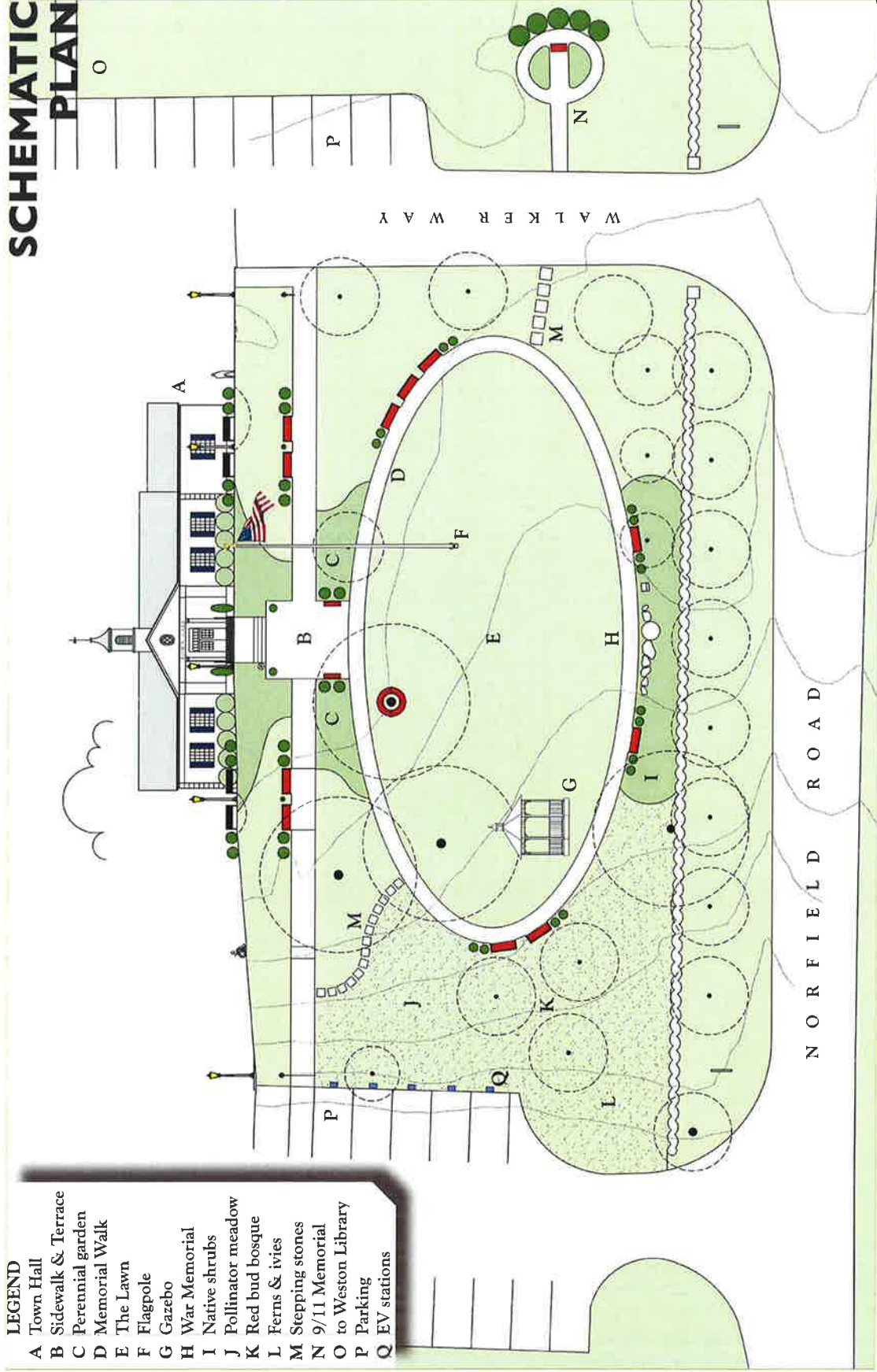
Proposed Town Green for Weston CT



Proposed Town Green for Weston CT

LEGEND

- A Town Hall
- B Sidewalk & Terrace
- C Perennial garden
- D Memorial Walk
- E The Lawn
- F Flagpole
- G Gazebo
- H War Memorial
- I Native shrubs
- J Pollinator meadow
- K Red bud bosque
- L Ferns & ivies
- M Stepping stones
- N 9/11 Memorial
- O to Weston Library
- P Parking
- Q EV stations



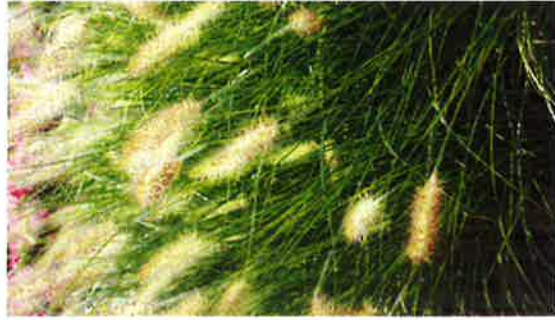
Proposed Town Green for Weston CT



PERENNIAL GARDEN

Plant material to be a selection of red, white and blue blooms:

- Lupinus
- Daisy 'Becky Shasta'
- Blue hyacinths
- Petunias



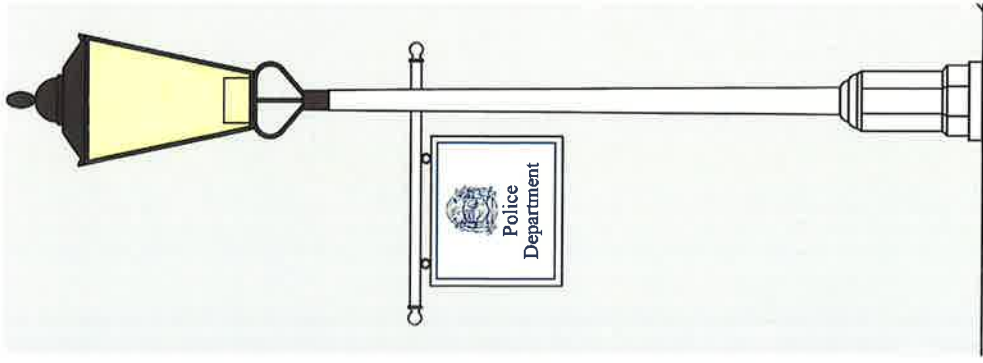
POLLINATOR MEADOW

Plant material to be drawn from 'Pollinator Pathway' selection list:

- Pennisetum
- Lobelia cardinalis
- White trillium

Proposed Town Green for Weston CT

LAMPPOST & SIGN



proposed lamppost with blade sign

SEATING



Circular bench



PROPOSED 6-FT BENCH

- 'Avondale' by Sitiescapes
- Powder-coated steel for durability and zero maintenance
- Ipe hardwood seat & back for comfort



PAVING Sidewalk & Terrace



Scored, pigmented concrete

Memorial Walk



Porous paving & metal edging

Proposed Town Green for Weston CT

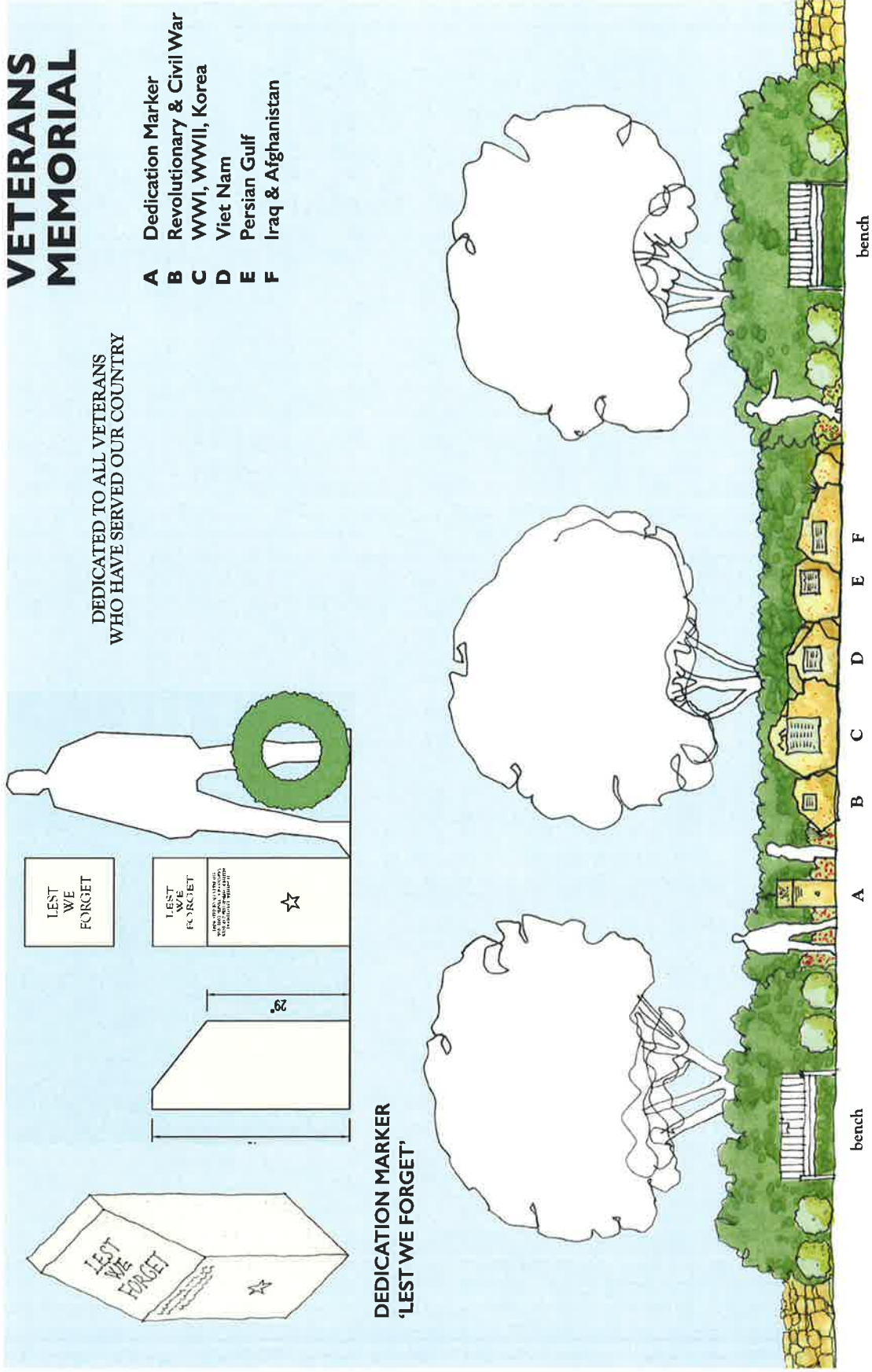


MEMORIAL GARDEN

- Rhododendron hedge
- Native flowering shrubs
- Boulders native to Weston
- Re-use existing plaques



Proposed Town Green for Weston CT



Proposed Town Green for Weston CT

EVENTS CALENDAR



WINTER

- New Year's Eve
- Martin Luther King Day
- Groundhog Day
- Presidents Day
- St. Patrick's Day

SPRING

- Easter
- May Day
- Graduations
- Memorial Day
- Weddings
- Pride

SUMMER

- Independence Day
- Summer movies
- Peace Day
- 9/11 Remembrance

AUTUMN

- 10/11 Founders Day
- Halloween
- Election Day
- Veterans Day
- Thanksgiving
- Seasons Greetings

EVENTS SPACE

MEMORIAL CEREMONIES

- Musicians in the Gazebo
- Flag-raising and anthem-singing
- Speeches on the Town Hall steps
- Wreath-laying at new War Memorial

TENTED EVENTS

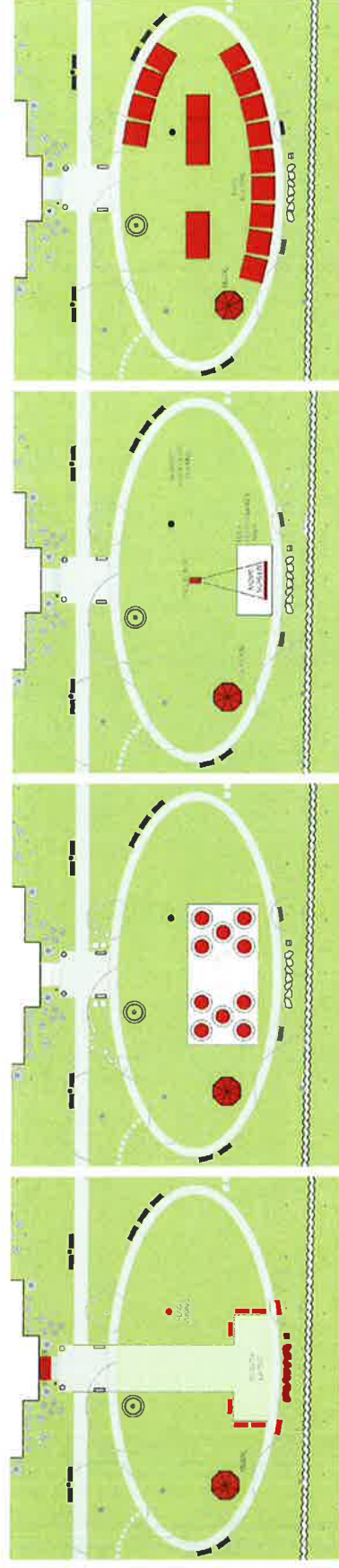
- 30' x 60' tent
- Maximum tent seating 120 people
- Power points in a few locations
- Create a Town Picnic

PERFORMANCES

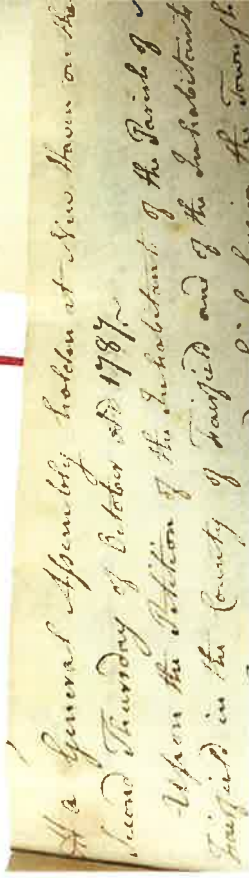
- Blanket & lawn chair seating
- Senior seating on ellipse
- Concessions in the Gazebo

MARKETS & FAIRS

- Market booths set up along ellipse
- Live musical performances in the Gazebo
- Capacity (18) 10'x10' booths



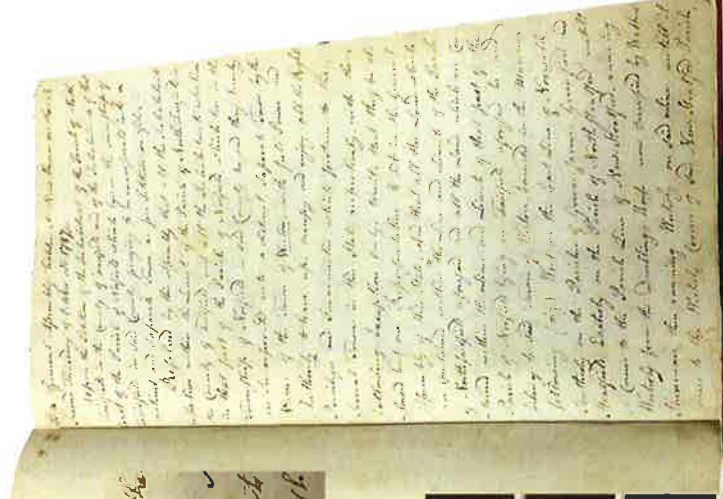
Proposed Town Green for Weston CT



A General Assembly holden at New Haven on the Second Thursday of October 1787.
Upon the Petition of the Inhabitants of the Parish of *[illegible]* and of the Inhabitants *[illegible]* in the County of Fairfield and in the Town of *[illegible]*

Courtesy of Weston Town Hall

OCT 11th FOUNDERS DAY



Photos courtesy of Weston Today

Proposed Town Green for Weston CT



TEAM of STAKEHOLDERS

TOWN of WESTON, CT.

Board of Selectmen

- Chris Spaulding, First Selectman
- Stephan Grozinger, Selectman
- Samantha Nestor, Selectwoman

Historic District Commission

- Leona Peiffer, Chairperson
- Roland Poirier, Vice Chairperson

Parks and Recreation Commission

- Mark Crowley, Chairman
- Elizabeth Pocsik, Vice-Chairman

Planning and Zoning Commission

- Kenneth Edgar, Chairman
- Jane Connolly, Vice Chairwoman

Lachat Town Farm Commission

- Elizabeth Zeppernick, Chair
- Terry Cho, Vice Chair

Weston Public School District

- Lisa Wolak, Superintendent
- Tony Pesco, Chairman

Commission on Aging

- Bruce Lorentzen, Chairman
- Alison McElhone, Secretary

TOWN COMMITTEES

Beautification Committee

- Claudia Hahn, Co-Chair
- Nancy Thiel, Co-Chair

Economic Vitality Committee

- Carolyn Hill, Secretary
- Andrew Palladino, Chairman

Veterans Affairs Committee

- Betsy Peyreigne, Chairman
- Amy Kalafa, Chair

Sustainable Weston Committee

- Eric Shrago, Treasurer
- Anne Hunt, Chairperson

Weston Public Library

- Amy Sanborn, Secretary
- Karen Tartaoka, Director

Commission for the Arts

- Paul Levin, Chair
- Patricia Goodrich, Treasurer

COMMUNITY

Weston Historical Society

- Leigh Meccay, President
- Pam Kersey, Vice President
- Samantha Kulish-Fargione, Executive Director

Weston Kiwanis

- Denise Murillo, President
- Curt Gunn, President-elect

Weston Arts

- Patricia Perez-Goodrich, Chair
- Deborah Rehr, Secretary

Girl Scout Troops #56620 & #50029

- Gayle Costello, Troop Manager
- Lisa Cicale Moskal, Troop Manager

Boy Scout Troop #788

- Marlene Aguilar, Scoutmaster
- Weston Senior Center

Weston Pollinator Pathway

- Wendy Petty, Director
- Sarah Hutchison, Chair

Weston Garden Club

- Christina Koether, President

PRO BONO CONSULTANTS

Thiel Architecture + Design

- Nancy Thiel
- Julie Hanselmann Davies

Landscape Design

- Karin Feingold
- Claudia Hahn

Cost Estimation

- Shane Kuhn, Country Contractors

Project Manager

- James Jamieson

12. Discussion/ decision regarding the Connecticut Small Town Economic Assistance Grant: I move to adopt the following resolution

WHEREAS, pursuant to Connecticut General Statutes Section 4-66G, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and **WHEREAS**, it is desirable and in the public interest that the Town of Weston make an application to the State for \$128,205.00 in order to undertake a project entitled **Construction of Storage for Municipal Records and Equipment** and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE WESTON BOARD OF SELECTMEN:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Connecticut General Statutes Section 4-66G.
2. That the filing of an application for State financial assistance by The Town of Weston in an amount not to exceed \$128,205.00 is hereby approved and that Weston Town Administrator Jonathan Luiz is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Weston.



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

11/9/2020

Town of Weston
The Honorable Chris Spaulding
P O Box 1007
Weston, CT 06883-1007

Dear First Selectman Spaulding:

Governor Ned Lamont and I would like to congratulate you and the Town of Weston on your \$128,205.00 grant through the 2020 Small Town Economic Assistance Program (STEAP) for the following project:

PROJECT NAME: Construction of Storage for Municipal Records and Equipment
PROJECT DESCRIPTION: Additional storage space for municipal records and equipment
Qualifies for COVID-Related Project Provision: NO
Other Comments (if applicable): N/A

Please confirm your award no later than 12/9/2020, by contacting Acting Undersecretary Martin Heft at the Office of Policy and Management at Martin.Heft@ct.gov.

The Department of Economic and Community Development will administer your award. We are providing a copy of this letter to Christine Marques of Department of Economic and Community Development. After confirming your award with Martin Heft, please contact Christine Marques, at Christine.Marques@ct.gov as soon as possible to begin the grant contract process.

You should not proceed with any anticipated STEAP-funded project work until you are fully aware of any contractual terms required by the administering agency. This letter does not constitute a contract.

Please keep in mind that your receipt of these STEAP funds will be contingent upon your compliance with the rules and regulations of the agency that administers your award, and reimbursement(s) of funds will not occur without a fully executed agreement between the municipality and the state administering agency.

Thank you and best of luck with your project.

Sincerely,

A handwritten signature in blue ink that reads "Melissa McCaw".

Melissa McCaw, Secretary

C: Martin Heft, Acting Undersecretary, OPM
Christine Marques- Department of Economic and Community Development

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
STATE OF CONNECTICUT
(AN EQUAL OPPORTUNITY EMPLOYER)
CERTIFIED RESOLUTION OF THE GOVERNING BODY

I, Donna Anastasia, Town Clerk, certify that below is a true and correct copy of a resolution duly adopted by The Town of Weston at a meeting of its Board of Selectmen duly convened on July 15, 2021 and which has not been rescinded or modified in any way whatsoever and is at present in full force and effect.

July 16, 2021

(Date)

_____, Weston Town Clerk

(Signature and Title of Official)

SEAL

WHEREAS, pursuant to Connecticut General Statutes Section 4-66G, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and **WHEREAS**, it is desirable and in the public interest that the Town of Weston make an application to the State for \$128,205.00 in order to undertake a project entitled **Construction of Storage for Municipal Records and Equipment** and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE WESTON BOARD OF SELECTMEN:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Connecticut General Statutes Section 4-66G.
2. That the filing of an application for State financial assistance by The Town of Weston in an amount not to exceed \$128,205.00 is hereby approved and that Weston Town Administrator Jonathan Luiz is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Weston.

[View the 2019 Connecticut General Statutes](#) | [View Previous Versions of the Connecticut General Statutes](#)

2012 Connecticut General Statutes
Title 4 - Management of State Agencies
Chapter 50 - Office of Policy and Management: General Provisions; Budget and Appropriations; State Planning
Section 4-66g - Small town economic assistance program. Bond authorization. Certain sewer projects eligible.

Universal Citation: CT Gen Stat § 4-66g (2012)

(a) For the purposes described in subsection (b) of this section, the State Bond Commission shall have the power, from time to time, to authorize the issuance of bonds of the state in one or more series and in principal amounts not exceeding in the aggregate two hundred twenty million dollars, provided twenty million dollars of said authorization shall be effective July 1, 2012.

(b) The proceeds of the sale of said bonds, to the extent of the amount stated in subsection (a) of this section, shall be used by the Office of Policy and Management for a small town economic assistance program the purpose of which shall be to provide grants-in-aid to any municipality or group of municipalities, provided the municipality and each municipality

that is part of a group of municipalities is not economically distressed within the meaning of subsection (b) of section 32-9p, does not have an urban center in any plan adopted by the General Assembly pursuant to section 16a-30 and is not a public investment community within the meaning of subdivision (9) of subsection (a) of section 7-545. Such grants shall be used for purposes for which funds would be available under section 4-66c. No group of municipalities may receive an amount exceeding in the aggregate five hundred thousand dollars per municipality in such group in any one fiscal year under said program. No individual municipality may receive more than five hundred thousand dollars in any one fiscal year under said program, except that any municipality that receives a grant under said program as a member of a group of municipalities shall continue to be eligible to receive an amount equal to five hundred thousand dollars less the amount of such municipality's proportionate share of such grant. Notwithstanding the provisions of this subsection and section 4-66c, a municipality that is (1) a distressed municipality within the meaning of subsection (b) of section 32-9p or a public investment community within the meaning of subdivision (9) of subsection (a) of section 7-545, and (2) otherwise eligible under this subsection for the small town economic assistance program may elect to be eligible for said program individually or as part of a group of municipalities in lieu of being eligible for financial assistance under section 4-66c, by a vote of its legislative body or, in the case of a municipality in which the legislative body is a town meeting, its board of selectmen, and submitting a written notice of such vote to the Secretary of the Office of Policy and Management. Any such election shall be for the four-year period following submission of such notice to the secretary and may be extended for additional four-year periods in accordance with the same procedure for the initial election.

(c) All provisions of section 3-20, or the exercise of any right or power granted thereby, which are not inconsistent with the provisions of this section are hereby adopted and shall apply to all bonds authorized by the State Bond Commission pursuant to this section, and temporary notes in anticipation of the money to be derived from the sale of any such bonds so authorized may be issued in accordance with said section 3-20 and from time to time renewed. Such bonds shall mature at such time or times not exceeding twenty years from their respective dates as may be provided in or pursuant to the resolution or resolutions of the State Bond Commission authorizing such bonds. None of said bonds shall be authorized except upon a finding by the State Bond Commission that there has been filed with it a request for such authorization which is signed by or on behalf of the Secretary of the Office of Policy and Management and states such terms and conditions as said commission, in its discretion, may require. Said bonds issued pursuant to this section shall be general obligations of the state and the full faith and credit of the state of

Connecticut are pledged for the payment of the principal of and interest on said bonds as the same become due, and accordingly and as part of the contract of the state with the holders of said bonds, appropriation of all amounts necessary for punctual payment of such principal and interest is hereby made, and the State Treasurer shall pay such principal and interest as the same become due.

(d) Any grant-in-aid allowed under the small town economic assistance program under this section may be administered on behalf of the Office of Policy and Management by another state agency as determined by the Secretary of the Office of Policy and Management.

(e) Notwithstanding the provisions of section 16a-31, no municipality that has a population of less than fifteen thousand as determined by the most recent decennial census and in which at least five thousand five hundred acres of land but not more than six thousand acres of land is owned by a regional water authority shall be denied a grant pursuant to subsections (a) to (d), inclusive, of this section for a sewer project solely because such project is not consistent with the locational guide map accompanying the state plan of conservation and development adopted under chapter 297.

(June Sp. Sess. P.A. 01-7, S. 19, 28; May 9 Sp. Sess. P.A. 02-5, S. 21; May Sp. Sess. P.A. 04-1, S. 2; P.A. 05-194, S. 1; 05-247, S. 10; June Sp. Sess. P.A. 05-5, S. 2; June Sp. Sess. P.A. 07-7, S. 41; Sept. Sp. Sess. P.A. 09-2, S. 1; P.A. 11-57, S. 62; 11-123, S. 1.)

History: June Sp. Sess. P.A. 01-7 effective July 1, 2001; May 9 Sp. Sess. P.A. 02-5 added Subsec. (d) re administration of grant-in-aid, effective August 15, 2002; May Sp. Sess. P.A. 04-1 amended Subsec. (a) to increase the aggregate authorization to \$60,000,000, make \$20,000,000 of said authorization effective July 1, 2004, and delete provision re funds authorized in 2002, effective July 1, 2004; P.A. 05-194 amended Subsec. (b) to authorize certain distressed municipalities and public investment communities to elect to be eligible for the small town economic assistance program in lieu of being eligible for financial assistance under Sec. 4-66c, effective July 1, 2005; P.A. 05-247, designated editorially by the Revisors as Subsec. (e), provided that certain municipalities shall not be denied a grant for a sewer project solely because the project is not consistent with the locational guide map, effective July 8, 2005; June Sp. Sess. P.A. 05-5 amended Subsec. (a) to increase the aggregate authorization from \$60,000,000 to \$100,000,000, of which \$20,000,000 is effective July 1, 2006, and amended Subsec. (b) to remove requirement that to receive grant, municipality must have a population under thirty thousand, effective July 1, 2005; June Sp. Sess. P.A. 07-7 amended Subsec. (a) by increasing aggregate authorization from

\$100,000,000 to \$140,000,000, of which \$20,000,000 is effective July 1, 2008, effective November 2, 2007; Sept. Sp. Sess. P.A. 09-2 amended Subsec. (a) to increase aggregate authorization from \$140,000,000 to \$180,000,000, of which \$20,000,000 is effective July 1, 2010, effective September 25, 2009; P.A. 11-57 amended Subsec. (a) to increase aggregate authorization from \$180,000,000 to \$220,000,000, of which \$20,000,000 is effective July 1, 2012, effective July 1, 2011; P.A. 11-123 amended Subsec. (b) to allow groups of municipalities to apply for grants, to limit the amount of any such grant and to make conforming changes, effective July 8, 2011.

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13. Discussion of the Regional Waste Management study: No motion.

Regional Waste Management Study

Prepared For
Western Connecticut Council of Governments

1 Riverside Road
Sandy Hook, CT 06482

June 2021

Barton&Loguidice

Regional Waste Management Study

Project Background

Currently, municipalities in the region operate transfer stations or comparable services. With changing dynamics in the waste market, including increases in solid waste and recycling tipping fees, the cost of operating and accepting waste at transfer stations is also increasing. Solutions to these problems exist (e.g., pay as you throw, separate collection of specialized waste) – however, the fragmentation of station operations may diminish the return on investment for such solutions.

Operating hours and services at many transfer stations in the region are limited, potentially inconveniencing residents and businesses, and contributing to improper or suboptimal disposal.

Sharing or consolidation of transfer station operations could provide:

- economies of scale in management, operations, and disposal, reducing the cost of waste to municipalities and to households and businesses;
- a sufficient volume of waste for the dedicated collection and appropriate disposal of special wastes that may not be accepted by all stations (e.g., batteries, smoke detectors, electronics, pharmaceuticals, paint, clothing, compost);
- the critical mass to deploy service-enhancing or cost-limiting technology, and
- longer operating hours and improved service for users – reducing their costs, facilitating proper disposal of special wastes, reducing household waste volumes, and benefiting the environment.

Sharing or consolidation of stations could result in longer travel distances for some users; however, it could also decrease distances, and service enhancement may attract more customers.

Project Framework

The project evaluated the feasibility and potential savings of the sharing or consolidation of municipal transfer station facilities and operations in eight communities within the Western Connecticut Planning Region. Using a consultant with experience in the area of waste management and disposal, the project:

1. Evaluated costs and operations at all transfer stations in the region.
2. Determined achievable economies of scale and no-cost service improvements through the consolidation of transfer station facilities and operations. Both enlargement of existing stations, as well as creation of new stations were considered.
3. Developed conceptual plans for the consolidation of two transfer station facilities.

Due to the large population and geographic extent of the region, the project did not propose consolidation to a single transfer station. The project considered a range of ownership, governance, operations, and financial models for intermunicipal waste transfer services, including regional, interlocal entity, intermunicipal contracting, and nonprofit options.

Project Management and Delivery

WestCOG retained the services of Barton & Loguidice Engineers (B&L) to develop this Project. The project involved interaction with an advisory committee consisting of persons with expertise in the respective area and/or responsibility for implementation. Recommendations and implementation plans were developed with consultation of and involvement of the committee and of WestCOG.

Responsibility for execution of the implementation plans will be a local responsibility, with WestCOG playing a supporting role if requested.

For more information, contact Todd Fontanella of the WestCOG staff at (475) 323-2076 or by email at tfontanella@westcog.org

14. Discussion concerning Fiscal Year 2020-21 financials: **No motion**

General Fund Year End Forecast Highlights FY 2020-21

Revenue

- Tax Revenue forecasted at \$1,143k higher than budget due primarily to the tax sale in May, 2021. Also, the current levy collections have come in better than anticipated by \$251k.
- Town Clerk receipts are forecasted to be higher by \$520k due to continued strong activity in the real estate market.
- Investment income forecasted to fall \$165k short of budget due to a sharp decline in short term yields, and fixed income portfolio mark to market declines.
- The Town has received \$98k from FEMA and the state of Connecticut for COVID related expenses incurred during the last quarter of FY 20, and during FY 21.

Expenditures

- Health insurance reflects a positive variance of \$168k due to favorable trending primarily as a result of fewer participants in the plan to date.
- Other insurances reflect a positive \$36k variance due to successful results in negotiating our LAP and worker's comp policy renewals after budget adoption.
- Police reflects a deficit in regular wages and overtime of \$59k due to a severance payment, Storm Isaias and by officers out on worker's comp.
- Public Works reflecting a \$60k surplus in wages due to a planned delay in hiring for a vacant position influenced by a projected deficit in Solid Waste.
- Solid Waste Disposal is reflecting a \$66k deficit due to a large severance payment made to the retiring Transfer Station Operator, and additional costs related to Household Hazardous Waste Day.
- Library reflects a modest surplus due to reduced hours amongst its part time staff.
- Board of Education reflects a forecasted surplus of \$250k based on their most recent forecast presented this evening.
- Public Safety complex reflects removal of an additional \$250k Town contribution toward this project, as the final \$250k check has been received from the Volunteer Fire Department.

Fund Balance

- Forecasted at \$15,562,802 (prior to pending 7/8 supplemental appropriations) for 6/30/21 which is 20.4% of the adopted FY 2021-22 total budget. Note that this amount is \$611,814 higher than the fund balance reported at the April budget deliberation meeting.

Fund balance forecast	\$15,562,802
Less: Supplemental approp. 7/8	(364,703)
Proposed FY 2021 transfers to Enterprise funds:	
Ravenwood Water System -	(\$55,548)
Recycling and Transfer Station -	<u>(\$36,129)</u>
Revised fund balance forecast	\$15,106,422 (19.8% of FY 22 budget)

Town of Weston
FY 2020-21 Budget Report

	2019-20	2020-21	Additions,	Final Revised	Estimated	Variance	Variance
	Actuals	Original	(Deletions),	Budget	Actual	From Original	From Revised
		Budget	Transfers			Budget	Budget
REVENUES							
TAX COLLECTIONS							
CURRENT TAXES	71,624,743	71,399,037		71,399,037	71,650,000	250,963.00	250,963.00
BACK TAXES	590,742	500,000		500,000	1,075,000	575,000.00	575,000.00
INTEREST/PENALTIES	286,411	300,000		300,000	575,000	275,000.00	275,000.00
SUPPLEMENTAL AUTO TAX	Incl above	500,000		500,000	500,000	0.00	0.00
ELDERLY TAX RELIEF	(435,838)	(451,500)		(451,500)	(412,392)	39,108.00	39,108.00
FIRE/EMS ABATEMENT	(76,458)	(77,000)		(77,000)	(73,745)	3,255.00	3,255.00
TOTAL TAX COLLECTIONS	71,989,600	72,170,537	-	72,170,537	73,313,863	1,143,326.00	1,143,326.00
DEPARTMENTAL RECEIPTS							
INVESTMENT INCOME	750,026	275,000		275,000	110,000	(165,000.00)	(165,000.00)
BUILDING DEPARTMENT	195,562	217,000		217,000	310,000	93,000.00	93,000.00
TOWN CLERK	492,084	430,000		430,000	950,000	520,000.00	520,000.00
POLICE	4,854	4,000		4,000	11,000	7,000.00	7,000.00
ZBA HEARING FEES	746	1,000		1,000	2,000	1,000.00	1,000.00
PLANNING AND ZONING	10,384	16,000		16,000	25,000	9,000.00	9,000.00
CONSERVATION COMM.	6,034	6,000		6,000	10,000	4,000.00	4,000.00
SELECTMAN'S OFFICE	504	600		600	700	100.00	100.00
ASSESSOR COPIES	181	300		300	200	(100.00)	(100.00)
PUBLIC LIBRARY	2,631	-		-	-	0.00	0.00
POLICE SPECIAL DUTY ADMIN FEES	12,850	15,000		15,000	15,000	0.00	0.00
MISCELLANEOUS	53,485	5,000		5,000	15,000	10,000.00	10,000.00
MISCELLANEOUS BOE	-	-		-	-	0.00	0.00
SALE OF ASSETS (AUCTION)	9,815	-		-	-	0.00	0.00
TELECOMMUNICATIONS TAX	20,280	22,500		22,500	21,334	(1,166.00)	(1,166.00)
IVY MOORE RENTAL	2,106	-		-	-	0.00	0.00
ANIMAL CONTROL FEES	2,309	10,000		10,000	10,000	0.00	0.00
BOOSTER BARN REPAYMENT	16,820	16,500		16,500	17,060	560.00	560.00
DEPARTMENTAL/MISC. RECEIPTS	1,580,671	1,018,900	-	1,018,900	1,497,294	478,394.00	478,394.00
STATE GRANTS							
ELDERLY TAX RELIEF LOCAL	1,461	-		-	-	0.00	0.00
GENERAL EDUCATION - ECS	271,733	263,792		263,792	263,792	0.00	0.00
TOWN ROAD AID	251,619	251,619	-	251,619	251,306	(313.00)	(313.00)
LOCIP	65,800	65,857		65,857	65,918	61.00	61.00
OTHER/MISCELLANEOUS	770	800		800	800	0.00	0.00
COVID REIMBURSEMENTS - FEMA AND STATE	-	-		-	98,530	98,530.00	98,530.00
MUNICIPAL STABILIZATION GRANT	70,181	70,181		70,181	70,181	0.00	0.00
STATE GRANTS	661,564	652,249	-	652,249	750,627	98,278.00	98,278.00
TRANSFER IN/OFFSET FROM GENERAL FUND BAL	-	664,810		664,810	-	(664,810.00)	(664,810.00)
TOTAL REVENUES	74,231,835	74,506,496	-	74,506,496	75,561,684	1,055,188	1,055,188

Town of Weston
FY 2020-21 Budget Report

	2019-20 Actuals	2020-21 Original Budget	Additions, (Deletions), Transfers	Final Revised Budget	Estimated Actual	Variance From Original Budget	Variance From Revised Budget
EXPENDITURES							
GENERAL GOVERNMENT							
Administration	624,506	634,698	14,000	648,698	662,000	(27,302.00)	(13,302.00)
General Administration							
Social Security	469,106	487,000	-	487,000	468,000	19,000.00	19,000.00
Pension	961,488	1,045,000	-	1,045,000	1,068,000	(23,000.00)	(23,000.00)
Health Insurance	2,109,123	2,298,475	-	2,298,475	2,130,000	168,475.00	168,475.00
Other Insurances	378,029	384,404	-	384,404	348,500	35,904.00	35,904.00
All Other	415,692	399,648	10,000	409,648	412,000	(12,352.00)	(2,352.00)
General Administration	4,333,438	4,614,527	10,000	4,624,527	4,426,500	188,027.00	198,027.00
Information Services	200,963	201,148	-	201,148	197,000	4,148.00	4,148.00
Probate Court	4,347	4,500	-	4,500	4,500	0.00	0.00
Elections/Registrars	44,244	70,698	-	70,698	69,000	1,698.00	1,698.00
Board of Finance	53,600	54,600	-	54,600	54,000	600.00	600.00
Assessor	156,861	156,537	-	156,537	156,537	0.00	0.00
Tax Collector	122,271	123,930	-	123,930	132,000	(8,070.00)	(8,070.00)
Legal	231,918	246,000	-	246,000	210,000	36,000.00	36,000.00
Town Clerk	152,579	162,343	-	162,343	160,000	2,343.00	2,343.00
Land Use	370,299	411,635	5,000	416,635	414,000	(2,635.00)	2,635.00
Total General Government	6,295,026	6,680,616	29,000	6,709,616	6,485,537	195,079.00	224,079.00
PUBLIC SAFETY							
Police Services							
Regular Wages	1,841,482	1,914,024	-	1,914,024	1,953,104	(39,080.00)	(39,080.00)
Overtime	178,441	194,895	-	194,895	215,000	(20,005.00)	(20,005.00)
All Other	175,219	225,881	-	225,881	222,000	3,881.00	3,881.00
Police Services	2,195,142	2,334,800	-	2,334,800	2,390,104	(55,204.00)	(55,204.00)
Volunteer Fire Dept.	256,756	271,295	-	271,295	271,295	0.00	0.00
Fire Marshal	63,659	66,316	-	66,316	65,500	816.00	816.00
Animal Control	86,575	91,916	-	91,916	80,000	1,916.00	1,916.00
Communication Center	333,740	300,714	-	300,714	317,000	(16,286.00)	(16,286.00)
Total Public Safety	2,935,872	3,065,141	-	3,065,141	3,133,899	(68,758.00)	(68,758.00)
PUBLIC WORKS							
Public Works - Highway							
Salaries	966,948	927,705	-	927,705	867,457	60,248.00	60,248.00
Snow Removal Expenses	114,060	207,341	-	207,341	206,303	1,038.00	1,038.00
Road resurfacing	912,815	550,000	-	550,000	570,000	(20,000.00)	(20,000.00)
Gen Maintenance/Other Contractual	104,430	106,216	-	106,216	100,000	6,216.00	6,216.00
All Other	309,401	284,228	-	284,228	284,228	0.00	0.00
Public Works - Highway	2,407,654	2,075,490	-	2,075,490	2,027,988	47,502.00	47,502.00
Tree Warden	77,426	84,945	-	84,945	84,945	0.00	0.00
Solid Waste Disposal	68,338	53,574	-	53,574	110,000	(56,426.00)	(56,426.00)
Total Public Works	2,553,418	2,214,009	-	2,214,009	2,222,933	(8,924.00)	(8,924.00)
HEALTH, CULTURE & WELFARE							
Westport/Weston Health District	225,520	225,520	-	225,520	242,320	(16,800.00)	(16,800.00)
Emergency Med. Comm. Service	14,647	15,050	-	15,050	15,050	0.00	0.00
Regional Paramedic	136,886	143,910	-	143,910	136,987	6,923.00	6,923.00
Weston Water Utility	27,490	21,790	-	21,790	30,000	(8,210.00)	(8,210.00)
School/Town Water Supply	33,518	38,200	-	38,200	37,000	1,200.00	1,200.00
Human Services	94,112	87,392	-	87,392	89,000	(1,608.00)	(1,608.00)
Youth Services Department	26,140	29,399	-	29,399	29,399	0.00	0.00
Commission for the Elderly	178,002	195,260	-	195,260	192,000	3,260.00	3,260.00
Public Library	488,007	544,090	-	544,090	525,000	19,090.00	19,090.00
Recreation Department	432,288	450,620	-	450,620	447,000	3,620.00	3,620.00
Total Health, Culture & Welfare	1,656,710	1,751,231	-	1,751,231	1,743,756	7,475.00	7,475.00
TOTAL SELECTMANS BUDGET	13,441,026	13,710,897	29,000	13,739,997	13,586,125	124,872.00	163,872.00
Debt Service							
Interest	844,043	673,095	-	673,095	673,095	0.00	0.00
Principal	4,940,000	4,940,000	-	4,940,000	4,940,000	0.00	0.00
Debt Service	5,784,043	5,613,095	-	5,613,095	5,613,095	-	-
Board of Education	52,248,794	54,161,443	-	54,161,443	53,911,418	250,025.00	250,025.00
Capital Outlay	1,514,429	1,020,961	5,000	1,025,961	1,025,961	(5,000.00)	0.00
Public Safety Project	1,375,789	-	-	-	-	0.00	-0.00
TOTAL EXPENDITURES	74,364,081	74,506,496	34,000	74,540,496	74,136,599	369,897	403,897


**Town of Weston
FY 2020-21 Budget Report**

	2019-20 Actuals	2020-21 Original Budget	Additions, (Deletions), Transfers	Final Revised Budget	Estimated Actual	Variance From Original Budget	Variance From Revised Budget
FUND BALANCE ANALYSIS:							
FUND BALANCE 6/30/2019, 2020	14,552,699	14,462,717	-	14,462,717	14,462,717		
TOTAL REVENUES	74,231,835	74,506,496	-	74,506,496	75,561,684	1,055,188.00	1,055,188.00
TOTAL EXPENDITURES	74,364,081	74,506,496	34,000	74,540,496	74,136,599	369,897.00	403,897.00
REVENUES MINUS EXPENDITURES	(132,246)	-	(34,000)	(34,000)	1,425,085	1,425,085.00	1,459,085.00
SUBTOTAL	14,420,453	14,462,717	(34,000)	14,428,717	15,887,802		
PLUS/MINUS: GAAP ADJUSTMENTS							
Allowance for payroll GAAP to budget reconcil.	-				(325,000)		
Adjustment to Committed Fund Bal.	42,264				-		
UNASSIGNED FUND BALANCE 6/30/20,21	14,462,717	14,462,717			15,562,802	1,100,085.00	
NEXT YEAR APPROVED TOTAL BUDGET	74,500,495				76,369,158		
FUND BALANCE AS % OF NEXT YEAR BUDGET	19.4%				20.4%		

15. Discussion concerning municipal authority to regulate recreational marijuana: **No motion**



MEMORANDUM

To: Municipal CEOs
From: Nicholas R. Bamonte, Esq. 
Date: July 2, 2021
Re: Municipal Authority to Regulate Recreational Marijuana

The state legislature recently approved Senate Bill 1201, “An Act Concerning Responsible and Equitable Regulation of Adult-Use Cannabis” (the “Act”), now codified as Public Act 21-1, which legalizes recreational use of marijuana in Connecticut effective July 1, 2021, but also provides the following regulatory authority and limitations to local municipalities.

Effective July 1, 2021:

1. Regulation by Referendum (Section 83 of the Act):

- Upon petition and subsequent vote at a regular election, municipalities may (a) prohibit all recreational sale of marijuana in the municipality; or (b) limit recreational sale to certain types of sellers that have been established under the Act and are required to obtain licenses from the Department of Consumer Protection (“DCP”). See attached Exhibit A summarizing the new “cannabis establishment” licenses authorized under the Act, depicted throughout this memo in *italics*.
- The petition must be signed by at least 10% of the electors of a municipality and filed with the town clerk at least 60 days before any regular election.
- The ballot must comply with C.G.S. § 9-250 and, depending on the petition request, state the question as follows:
 - “Shall the sale of recreational marijuana be allowed in [insert name of municipality]?” or
 - “Shall the sale of cannabis under [insert specific type of state license or licenses] be allowed in [insert name of municipality]?” or
 - “Shall the sale of recreational marijuana be prohibited in [insert name of municipality]?”
- No elector shall vote for more than one question.
- The vote must comply with C.G.S. § 9-369. of the general statutes and
- The vote becomes effective on the first Monday of the next month and remains in effect unless and until a new vote is taken.
 - At least one year after the first vote, a new vote may be taken at a special election called for that purpose and that complies with C.G.S. § 9-164.
- Absentee voting is allowed if the elector satisfies the existing requirements under C.G.S. Chapter 145.

- Any class of cannabis establishments already allowed or established in a municipality before the vote becomes effective is not subject to any resulting prohibition or limitation on sale.
2. Regulation by Zoning Regulation or Local Ordinance (Section 148 of the Act):
- Municipalities may amend their zoning regulations or pass a local ordinance to:
 - prohibit the establishment of a cannabis establishment,
 - establish reasonable restrictions regarding the hours and signage (but only if as such signage restrictions apply to all signs in a municipality) of a cannabis establishment within the municipality, or
 - establish restrictions on the proximity of cannabis establishments to churches, public or parochial schools, convents, charitable institutions (whether supported by private or public funds), hospitals or veterans' homes or any camps, barracks or flying fields of the armed forces.
 - The chief zoning official of a municipality must report in writing any zoning changes adopted by the to the Secretary of the Office of Policy and Management and to DCP within 14 days of adoption.
 - Unless otherwise provided for by a municipality through its zoning regulations or ordinances, a cannabis establishment must be zoned as if for any other similar use.
 - Any restriction regarding hours, zoning and signage of a cannabis establishment adopted by a municipality shall not apply to an existing cannabis establishment located in such municipality if such cannabis establishment does not convert to a different license type, for a period of five years after the adoption of such prohibition or restriction.
 - Until June 30, 2024, municipalities can only grant zoning approval for one *retailer* and one *micro-cultivator* for every twenty-five thousand residents of the municipality per the most recent decennial census (the “density cap”).
 - On and after July 1, 2024, DCP may change the specific number of residents required per approval.
 - A special permit or other affirmative approval is required for any *retailer* or *micro-cultivator* seeking to be located within a municipality.
 - A municipality cannot grant special permit or approval for any *retailer* or *micro-cultivator* if that would result in an amount that exceeds the density caps described above.
 - When awarding final licenses for a *retailer* or *micro-cultivator*, DCP may assume that, if an applicant has obtained municipal zoning approval, the approval of a final license will shall not result in a violation of the above requirements or any other municipal restrictions on the number or density of cannabis establishments.
3. Public Safety Reimbursement (Section 83 of the Act):
- For up to 30 days after the opening of a *retailer* or *hybrid retailer* a municipality may charge such *retailer* or *hybrid retailer* for any necessary and reasonable costs incurred by the municipality for provision of public safety services related to opening, including, but not limited to, public safety costs incurred to direct traffic, not to exceed \$50,000.
4. Limitations (Section 83 of the Act):
- Municipalities cannot prohibit (a) delivery of cannabis within the municipality or (b) transport of cannabis to, from or through the municipality by any person authorized to do so under the Act.

- Municipalities cannot accept donations from, or enter into a local host agreement with, any establishment or person that has applied for a state license to open or operate a cannabis establishment in the municipality.

Effective October 1, 2021:

1. Regulation of Municipal Property (Section 84 of the Act, which amends C.G.S. § 7-148):
 - The authority for municipalities to regulate smoking on property owned or controlled by the municipality will be expanded to include smoking or vaping of cannabis.
 - If the municipality's population is greater than 50,000, the regulations must designate a place in the municipality where public consumption of cannabis is permitted.
 - The regulations may prohibit the smoking of cannabis and the use of electronic cannabis delivery systems and vapor products containing cannabis in the outdoor sections of a restaurant.
 - The regulations may prescribe penalties for the violation of such regulations, but the fine cannot exceed \$50.00 for a violation involving consumption by an individual or \$1,000.00 for a violation by any business.
2. Expansion of Smoking Location Prohibitions (Section 86, 87 and 88 of the Act):
 - Existing law prohibiting smoking or vaping in certain locations will be expanded to now include the space within 25 feet of any doorway, window or air intake vent of a municipally owned or leased building.
 - This same expansion applies to school buildings. Smoking and vaping is already prohibited on “school grounds” under existing law, which will not change.

EXHIBIT A

Types of Cannabis Establishments/Licenses under the Act

1. *Producer*: a person that is licensed as a producer pursuant to section 21a-408i of the general statutes and any regulations adopted thereunder (medical marijuana)
2. *Dispensary facility*: means a place of business where cannabis may be dispensed, sold or distributed in accordance with chapter 420f of the general statutes and any regulations adopted thereunder, to qualifying patients and caregivers, and to which DCP has issued a dispensary facility license under chapter 420f of the general statutes and any regulations adopted thereunder (medical marijuana)
3. *Cultivator*: a person that is licensed to engage in the cultivation, growing and propagation of the cannabis plant at an establishment with not less than fifteen thousand square feet of grow space.
4. *Micro-cultivator*: a person licensed to engage in the cultivation, growing and propagation of the cannabis plant at an establishment containing not less than two thousand square feet and not more than ten thousand square feet of grow space, prior to any expansion authorized by DCP
5. *Retailer*: a person, excluding a dispensary facility and hybrid retailer, that is licensed to purchase cannabis from producers, cultivators, micro-cultivators, product manufacturers and food and beverage manufacturers and to sell cannabis to consumers and research programs
6. *Hybrid retailer*: a person that is licensed to purchase cannabis and sell cannabis and medical marijuana products
7. *Food and beverage manufacturer*: a person that is licensed to own and operate a place of business that acquires cannabis and creates food and beverages
8. *Product manufacturer*: a person that is licensed to obtain cannabis, extract and manufacture products exclusive to such license type
9. *Product packager*: a person that is licensed to package and label cannabis
10. *Delivery service*: person that is licensed to deliver cannabis from (A) micro-cultivators, retailers and hybrid retailers to consumers and research program subjects, and (B) hybrid retailers and dispensary facilities to qualifying patients, caregivers and research program subjects, as defined in section 21a-408 of the general statutes, or to hospices or other inpatient care facilities licensed by the Department of Public Health pursuant to chapter 368v of the general statutes that have a protocol for the handling and distribution of cannabis that has been approved by DCP, or a combination thereof
11. *Transporter*: a person licensed to transport cannabis between cannabis establishments, laboratories and research programs

*Note: As of July 1, 2021, DCP is authorized to accept applications from any medical marijuana *dispensary facility* to convert its license to a *hybrid-retailer* license and any medical marijuana *producer* for expanded authorization to engage in the adult use cannabis market under its existing license.

June 24, 2021

CCM Connecticut Conference
of Municipalities

Municipal Management Bulletin

545 LONG WHARF DRIVE, NEW HAVEN, CT 06511 • PHONE (203) 498-3000 • FAX (203) 562-6314

SB 1201—Adult-Use Recreational Marijuana Municipal Impact and Analysis

SB 1201 was enacted during the June 2021 Special Session which legalizes adult use of cannabis. Among other things, the new law (a) creates a process for the erasure of previous marijuana related convictions, (b) establishes legal adult recreational use of cannabis by allowing individuals age 21 or older to possess, use, or otherwise consume cannabis and cannabis products, (c) and establishes new laws, regulations and control of cannabis products. In general, the bill limits possession to 1.5 ounces of cannabis plant material and 5 ounces of such material in a locked container in the person's residence or locked vehicle glove box or trunk (or equivalent cannabis product amounts or combined amounts). In addition, beginning on July 1, 2023 the bill allows any individual age 21 or older to cultivate up to three mature and three immature cannabis plants in an individual's primary residence.

The following are specific municipal provisions of SB 1201:

Local referendum (section 83-84) - Effective July 1, 2021 if at least 10% of a municipalities electors petition for a vote to allow certain marijuana sales, it must be done at least 60 days before a regular election. If met, the municipality must hold a referendum to determine whether to allow (1) the recreational sale of marijuana in the municipality or (2) the sale of marijuana in one or more of the cannabis establishment license types. The bill does specify what specific language needs to be used in a referendum question.

Zoning Authority and Restrictions (sections 83-84, 148)

The bill allows municipalities to amend their zoning regulations or local ordinances to take the following actions regarding cannabis establishments:

- a) prohibit them from opening;
- b) reasonably restrict their hours and signage; or
- c) restrict their proximity to religious institutions, schools, charitable institutions, hospitals, veterans' homes, or certain military establishments.

If a municipality imposes regulations or ordinances regarding the above, they will be precluded from imposing additional or modified restrictions on cannabis establishment regarding hours, zoning, or signage existing businesses until five years after the restrictions are originally adopted. If municipalities take no action through zoning regulations or ordinances, these establishments must be zoned as similar uses would be. The bill prohibits municipalities from regulating the delivery of cannabis of any form. In addition, prohibits negating or entering into local host agreements.

Until June 30, 2024, the bill prohibits municipalities from granting zoning approval for more retailers or micro-cultivators than a number that would allow for one retailer and one micro-cultivator for every 25,000 municipal residents, as determined by the most recent decennial census.

The law also allows municipalities, for the first 30 days after cannabis retailers or hybrid retailers open, to charge them up to \$50,000 for any necessary and reasonable municipal costs for public safety services related to the opening (such as for directing traffic).

- OVER -

Regulating Cannabis Usage (sections 83-84)

Effective October 1, 2021, existing law allows municipalities to regulate activities deemed harmful to public health, including smoking, on municipally-owned property. The bill broadens this to include property that a municipality controls but does not own. It specifies that this regulatory authority applies to (1) smoking tobacco or cannabis, including cannabis ecigarette use (i.e., electronic delivery systems and vapor products) and (2) other types of cannabis use or consumption. It allows municipalities to ban cannabis smoking (including ecigarette use) at outdoor sections of restaurants. Through regulations, municipalities may set fines for violations, up to (1) \$50 for individuals or (2) \$1,000 for businesses.

For municipalities with more than 50,000 people, if the town or city decides to regulate the public use of cannabis, the local regulations must designate a location in the municipality where public consumption of cannabis is allowed.

Municipal Cannabis Tax (Sections 126—127)

The bill imposes a 3% municipal sales tax (in addition to the state cannabis tax established at 6.35%) on the gross receipts from the sale of cannabis by a cannabis or hybrid retailer or micro-cultivator. Under the bill, “gross receipts” means the total amount received from cannabis sales by the retailer or micro-cultivator. The tax must be collected from consumers at the time of sale and be held in trust until remitted to the municipality. The bill exempts from the municipal sales tax:

- a) cannabis for palliative use;
- b) sales of cannabis by a delivery service to a consumer; and
- c) the transfer of cannabis to a transporter for transport to any cultivator, micro-cultivator, food and beverage manufacturer, product manufacturer, product packager, dispensary facility, cannabis retailer, hybrid retailer, or producer.

Any municipality in which a cannabis or hybrid retailer or micro-cultivator is located will need to submit to the DRS commissioner, at least annually, the name and contact information of the individual designated by the municipality to receive notifications regarding the local cannabis tax. The DRS commissioner will then notify (and establish policies and procedures) the municipally designated individuals of the tax amount reported due from each cannabis and hybrid retailer and micro-cultivator located in their respective municipalities.

Within 60 days after receiving such a notice from DRS, each municipality must invoice each applicable cannabis retailer, hybrid retailer, and micro-cultivator in accordance with the law for DRS notices. This will need to be done through an invoice by first-class mail to the address of the facility on file. The retailer or microcultivator must remit payment to the municipality within 30 days after the invoice was sent.

Under the bill, the amounts remitted become a part of the municipality’s general revenue and must be used for the following purposes:

- a) streetscape improvements and other neighborhood developments in communities where cannabis or hybrid retailers or micro-cultivators are located;
- b) education programs or youth employment and training programs in the municipality;
- c) services for individuals living in the municipality who were released from DOC custody, probation, or parole;
- d) mental health or addiction services;
- e) youth service bureaus and municipal juvenile review boards; and
- f) community civic engagement efforts

CCM hosted municipal representatives from Colorado and Massachusetts at our 2019 Annual Convention to share the municipal perspective regarding the legalization of marijuana in those States. To view the CT-N coverage, please click on the link: [CCM Panel Discussion on the Legalization of Recreational Marijuana](#).

###

For more information on this issue, please contact Mike Muszynski
(mmuszynski@ccm-ct.org or 203-500-7556) of CCM.

16. Discussion/decision about a proposed survey from the Economic Vitality Committee: **No motion**



Jonathan Luiz <jluiz@westonct.gov>

[EXTERNAL] Survey from the EVC in conjunction with the Survey Committee

1 message

Carolyn Hill <westonctmom@gmail.com>
To: Jonathan Luiz <jluiz@westonct.gov>
Cc: Kristana E <kristana.esslinger@gmail.com>

Thu, Jul 1, 2021 at 8:44 AM

Dear Jonathan,
Good Morning. I am respectfully submitting the attached survey developed by the Economic Vitality Committee in conjunction with the Survey Committee.

We would like to have you & the BOS look it over. If they feel it asks the correct questions to then we would ask that you send it out via Ever Bridge so that we can generate data about Weston and work habits of the residents here. From the data, we would be able to move forward with appropriate recommendations for the Town.

I've left the last bits of comments below.

Thank you.

Carolyn

>

> On June 28, 2021 at 10:32 AM, DinlencKerem <kerem9@me.com> wrote:

>

>> Hi all

>> In reviewing the survey edits I was generally aligned with most suggestions, except the 'why is this relevant' comment for Q5 which we already discussed as a team and decided to keep.

>> I'm attaching a clean, final version so that we can finally put this to bed and publish once we agree Wednesday night to accept.

>>

>>

>>

>> On June 27, 2021 at 10:49 PM, Carolyn Hill <westonctmom@gmail.com> wrote:

>>

>>> Please review for the meeting. Regarding the survey - Kristana says that Q11 and Q12 should both be split between cell service & internet service.

>>> We'll discuss on Wednesday.

>>> Thanks lots & stay cool !

>>> Carolyn

>>>

>>>

>>>



EVC Weston Survey Final Draft-5.docx

25K

Members of Weston's Economic Vitality Committee want to hear from you!

We are a group of dedicated volunteers who want to understand where and how Weston residents work. Please take five minutes to answer a small number of questions.

Thank you!

1. How long have you lived in Weston?

Less than 2 years

2-5 years

6-10 years

11-20 years

More than 20 years

2. Did you and how often did you commute to work before Covid?

Yes, every work day

Yes, part time

No, worked from home

Was not employed

3. During Covid, what best describes your commute:

Yes, every work day

Yes, part time

No, worked from home

Was not employed

4. Post-Covid, what best describes your likely commute :

Back to commuting same as before

Back to commuting but less than before COVID

Still working from home as before COVID

Now working from home unlike before COVID

Not applicable

5. If you answered "Less than 2 years" to question 1, what best describes your current commuting experience:

I was not expecting to commute but I am or will soon be doing so part time

I was not expecting to commute but I am or will soon be doing so full time

I was commuting regularly during COVID and will continue

I work from home

Not applicable

6. Where is your business or company based?

Weston

Westport

Norwalk

Fairfield

Ridgefield

Wilton

Stamford

Greenwich

New Haven

Westchester County

New York City

Elsewhere : _____

7. How do you commute to work? (check all that apply)

Drive alone

Drive in car pool

Train

Comment [1]:

We should not assume respondents only commute one way.

_Bus/other

8. If Weston had a co-working space, how often would you use it?

_A few hours a week

_A few days a week

_Full Time

_Not at all

9. Do you own a business?

_Yes Based in Weston

_Yes, Outside Weston but local

_Yes, outside any local towns

_No

10. If Yes to Q9, would your business benefit from a 'Buy Local' Initiative?

_Yes

_No

11. Would you use a shuttle service to Westport Train Station?

_Yes, regularly

_Sometimes

_No

12. How important is strong cellular service for conducting business outside the home when in Weston?

_Extremely Important

_Important

_Somewhat Important

_Not important

Don't need cell service

13. On a scale of one to ten (With 10 being the highest) how do you rate the cellular service in Weston

1 2 3 4 5 6 7 8 9 10

14. How important is strong internet/wifi for conducting business in the home when in Weston?

Extremely Important

Important

Somewhat Important

Not important

Don't need cell service

15. On a scale of one to ten (With 10 being the highest) how do you rate the wi-fi service in Weston

1 2 3 4 5 6 7 8 9 10

16. What Industry to do you work in :

Finance

Legal

Arts

Healthcare

Retail/consumer goods

B2B Client Services

Technology

Other: _____

17. Do you have children attending Weston Schools (check all that apply)

Hurlbutt or Pre-K

WIS

Middle School

High School

No, kids attend other schools

No school age children

18. Please feel free to add anything else you think is important to small business owners or individuals primarily working from home in Weston :

17. Discussion/decision concerning Food Trucks on Town Property: **No motion**



Jonathan Luiz <jluiz@westonct.gov>

[EXTERNAL] Re: [EXTERNAL] Food Trucks in Weston Discussion 7/2/21

1 message

Kristana E <kristana.esslinger@gmail.com>

Mon, Jul 12, 2021 at 4:20 PM

To: Jonathan Luiz <jluiz@westonct.gov>

Hi,

Sorry I was away last week. A few comments below but will take another stab at this and send back.

On Tue, Jul 6, 2021 at 7:01 AM Jonathan Luiz <jluiz@westonct.gov> wrote:

Hi Kristana,

Thanks for the email. My responses are below in orange font.

Sincerely,
Jonathan Luiz
Weston Town Administrator

On Mon, Jul 5, 2021 at 5:56 PM Kristana E <kristana.esslinger@gmail.com> wrote:

Jonathan,

Sending you a draft before sending to all of those in attendance on 7/2. Please reply with comments!

Hi all,

I want to summarize our discussion this past Friday regarding the idea of providing 'food truck' amenities to Weston residents on a periodic basis. Fingers crossed the work to 'clean-up' the Onion Barn area (water mitigation, pea gravel, etc.) will be finished this summer so we can work towards the OB being a place the community can congregate (sports games, food trucks, etc.).

What

It was agreed that the intent to provide food/ice cream truck options to Weston residents was something we all want to achieve. We agreed to start small and 'pop-up' and see how the interest from the town builds and adjust our plan from there. We also agreed in general that we did not want to 'compete' with the 2 vendors utilizing the Grange property on Tuesday to Friday nights. I do not believe that any of the Fire/EMS/Police people explicitly expressed this. I believe this is something that you expressed. As for myself, I believe the BOS would like to encourage food trucks on town property and therefore I am working to that end. I am ambivalent about competing with the Grange, but am fine with going along with your position. Will reword this.

Where

While we are initially focused on the Onion Barn area (better public visibility, central location), we can also consider Bisceglie and maybe even Morehouse Farm Park. Again, i do not believe that any of the Fire/EMS/Police people explicitly expressed this. I think having food trucks at Bisceglie and Morehouse Farm Park are "no brainers" when there are games there. I don't believe anyone saying that the Onion Barn should be our initial focus. Stephan and I definitely started this with the intent the the Onion Barn be the initial focus based on its location and visibility. Will reword this.

When

We have a few options.

- Monday Night (who likes to cook on Mondays?) - either at Onion Barn (FD/EMS meetings going on) or Bisceglie focused on food Agreed.
- Friday afternoon - at the Onion Barn focused on ice cream/ices I believe Fire/EMS/Police expressed concern about having a food truck during heavy traffic times during the week, so the Friday afternoon would really be Friday early evening. That might be fine as well but wouldn't afternoon be better than "rush hour". Just curious.
- Sat/Sun - this might be a better option in the fall when families are back and vendors may be more available Agreed

How

- There are lists of vendors who frequent Weston events. We will look to those plus others willing to secure the WWHD permit. We would initially NOT charge the vendors instead waiting to see if town interest is there and help the vendors in our early stages. I believe Fire/EMS/Police expressed no opinion about this. I recall saying that the BOS needs to decide if it wants to regulate the trucks through a permitting/licensing arrangement.
- When agreed to date, venue and vendor, we would advertise through Everbridge and various Facebook pages in town. Yes.

Issues/Concerns

- Safety - Of primary concern was to ensure safety for our citizens. In the future we will have sidewalks that will make their way to the Onion Barn. There will also be a visible 'safety sign' at the Town Center/Rt.57 crosswalk. I agree with the first sentence here. I don't believe we discussed the second or third sentence at our meeting last week. Chris was the one who said the last 2 sentences.
- Traffic - At the Onion Barn, the intent would be to "cone off" the entrance and have people park by the back of the library or the Senior Center (when the Senior Center is closed) and walk over. Monday and Thursday nights there are FD/EMS meetings and the parking lot there (by the Weston Food Pantry) is utilized and many times full. What we did say was that people visiting the food truck should never park in the "lower lot of the Town Hall", which includes the front and sides of the FD. We also said that food trucks should be encouraged during school summer break to park in the library parking lot provided the library is ok with that. We also said that if the school district allows it, that food trucks should be encouraged to park at the Senior Center so people could go there and buy food and hang out at the playground. Will re-word this.

Next Steps

- Contact the WWHD to confirm the pricing of permits for the food vendors (KKE) We don't need to confirm pricing. We just need to gain a clear understanding of the permit process.
- Contact Wendy Petty at the Senior Center to discuss the parking option (KKE) Agreed
- Better advertise the Wednesday 12-1 pm ice cream truck at Bisceglie during the summer (P&R) I think Fire/EMS/PD and I expressed that Bisceglie seemed like a great place for a food truck. I don't recall us discussing any days or times. What I meant by this is that P&R already has an ice cream truck that goes to Bisceglie on Weds in the summer.
- Check with town lawyer (JL) The Town Attorney needs to advise the BOS on this.
- When we are ready, contact possible vendors for interest (KKE) We need to figure out what, if any, licensing or preferential treatment the BOS needs to give to a vendor or vendors.

What else am I missing?????

Thanks,
Kristana

--

Sincerely,
Jonathan Luiz
Weston Town Administrator

CONFIDENTIALITY(NOTICE):

This is a staff email account managed by the Town of Weston. This e-mail message from the Town of Weston, including any attachments, is for the sole use of the intended recipient(s) and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you are not the intended recipient or authorized to receive information for the recipient, you are hereby notified that any review, use, disclosure, distribution, copying, printing, or action taken in reliance on the contents of this email is strictly prohibited. If you receive this communication in error, please, immediately contact the sender and destroy the material in its entirety. Please note that messages to or from the Town of Weston domain may be subject to the Freedom of Information Act (Conn. Gen. Stat. sections 1-200 et seq.) Thank you.



WESTPORT, CONNECTICUT

JAMES S. MARPE
First Selectman

ICE CREAM VENDORS & PEDDLERS (REQUIREMENTS, GUIDELINES, PROCEDURES)

Revised April 13, 2016

THIS POLICY APPLIES TO ICE CREAM VENDORS AND PEDDLERS (AS DEFINED BELOW) ONLY.

FOOD TRUCKS ARE NOT ALLOWED ON ANY TOWN-OWNED PROPERTY UNLESS THE OPERATION IS IN CONJUNCTION WITH A BOARD OF SELECTMEN APPROVED EVENT AND WITH THE PERMISSION OF THE EVENT ORGANIZER.

The following shall apply to Ice Cream Vendors:

Ice Cream Vendors must have their trucks inspected by the Westport/Weston Health District (WWHD) located at 180 Bayberry Lane, Westport. For information, including fee requirements and an appointment, please call the Health District directly at 203-227-9571. Guidelines for itinerant food vendors from the WWHD include but are not limited to the following:

- a) Itinerant food vending businesses shall comply with the requirements of the Westport Weston Health Code and Section 19-13B48 of the State Public Health Code.
- b) All foods must be pre-wrapped or pre-packaged by a commercial processor or at an approved food facility. The applicant will furnish a copy of the food facility's permit to the Director of Health.
- c) No processing, preparation, or portion change shall be allowed in the vending vehicle or during the process of dispensing food items.

Complete the Vendor Permit Application and include:

1. Application fee of \$35.00. Payable to the Town of Westport.
2. A copy of the valid food permit obtained from the Westport Weston Health District. If permit is approved, the permit will be valid coextensive with the health permit.
3. A copy of a valid driver's license. Police Department will do cursory background check.

The following shall apply to Peddlers:

"Peddlers" are defined as "any person, whether principal or agent, who goes from town to town or from place to place in the same town selling or bartering or carrying for sale or barter or exposing therefor any goods, wares or merchandise, either on foot or from any animal or vehicle." (Town Code, Sec 18-44)

Complete the Vendor Permit Application and include:

1. Application fee of \$35.00. Payable to the Town of Westport.
2. A copy of a valid driver's license. Police Department will do cursory background check.

GENERAL INFORMATION AND GUIDELINES

- may not stop to operate on the main traveled portion of any public roadway, interfere with pedestrian or vehicular traffic, or remain stationary for an extended period of time. After the customer has hailed a vendor and the transaction is complete, the vendor must move on.
- may not operate at the Levitt Pavilion or the parking areas surrounding the Levitt without the consent of the Pavilion operators.
- may not operate on Board of Education property without Board of Education approval.
- may not operate within Compo Beach or along Soundview Drive.
- may not operate within Longshore Club Park or immediately adjacent on South Compo Road.
- may not operate adjacent to Little League Fields at Coleytown or Town Farms while Little League concessions are in operation.
- may not operate at or near any approved function/event (i.e. Slice of Saugatuck, Yankee Doodle Fair, Levitt Pavilion) or compete directly with any established retail operations unless invited and permitted by said function's organizing body
- may not operate on private property without the owner's written permission
- must provide a copy of the Connecticut Registration for each truck operated
- must provide evidence of permit if requested
- must maintain good order and remove any litter

PERMIT PROCEDURE

Completed applications with all required documents and fees may be mailed to First Selectman's Office, Town of Westport, 110 Myrtle Avenue, Westport, CT 06880 or dropped off at the Office of the Selectman, Room 310.

Please allow 5-7 days for processing. If application is approved, the original permit will be mailed or may be obtained at the Selectman's Office. If permit is NOT approved, fee will be refunded in full.

The offices of the First Selectman and the Town Attorney reserve the right to submit applications for unusual or unfamiliar vendor operations to the Board of Selectmen for review.



WESTPORT™
VENDOR PERMIT APPLICATION

The First Selectman's Office Issues Licenses to Peddlers, Itinerant Vendors, Temporary/Transient Businesses under Requirements of Chapter 18, Westport Town Code.

Check for payment of fee(s) must accompany application. If License/permit is NOT approved, fee will be refunded in full. Please allow 5-7 days for processing.

NAME OF PROPRIETOR
SOLICITOR
NAME OF BUSINESS
BUSINESS ADDRESS
PHONE/CELL
E-MAIL ADDRESS
DATE (S) OF OPERATION
VEHICLES & I.D. NUMBERS, IF ANY
SPECIFIC PLACE (S) OF OPERATION

(NOTE: Selectman's Office AND Police Department must be informed of specific areas of Town where canvassing will occur each time permit holders canvass)

I/We have read the attached policy, rules and regulations relating to Vending Permits and agree to abide by these policies, rules and regulations:

Signature of Applicant _____ Date _____

BELOW FOR OFFICE USE ONLY:

Approvals	Date		Completed ✓
Chief of Police		Application Fee	
Fire Chief		Driver's License	
Director of Public Works		Westport/Weston Health District Permit	
Director of Westport/Weston Health District		Permit Issued	

18. Approval of the minutes from the Board of Selectmen Meeting on July 1, 2021: I move to approve the unapproved minutes of the July 1, 2021 Board of Selectmen meeting, as presented.

**Board of Selectmen
Regular Meeting Minutes
July 1, 2021 at 7.30 pm
Meeting held remotely due to COVID 19**

1. **Call to order:** First Selectman Spaulding called the meeting to order at 7.32pm. Also in attendance were Selectwoman Samantha Nestor, Selectman Stephan Grozinger, Town Administrator Jonathan Luiz, Police Chief Ed Henion, Captain Matt Brodacki, Board of Police Commissioners Chairwoman Beth Gralnick, Director of Land Use Tracy Kulikowski, Vicky Brakl, Commission on Aging Chair Bruce Lorentzen, and Senior Services Director Wendy Petty.
2. Selectwoman Nestor moved add the following items to the agenda, update on dog park, road paving and sidewalks. Selectman Grozinger seconded this. The motion carried unanimously.
3. Selectman Grozinger moved to include on the agenda discusson /decision on proposed section 70-2 support services fee land use. Selectwoman Nestor seconded this. The motion carried unanimously.
4. First Selectman Spaulding introduced Tracy Kulikowski, Weston Land Use Director and asked that she explain a fee that we are being asked to renew. Having spoked to the Town Attorney he recommended strongly renewing this fee and approving its permanent standing. Ms. Kulikowski explained what the support service fee was for and explained the reasoning behind the renewal of the fee. Selectwoman Nestor moved to establish a public hearing on Thursday, August 5th at 7.30pm on a proposed ordinance concerning the support service fee. Selectman Grozinger seconded this. The motion carried unanimously.
5. **Resignation of Allan Grauberd from the Board of Finance:** First Selectman Spaulding thanked Mr. Grauberd for his service on the Board of Finance. Selectman Grozinger moved to accept Allan Grauberd's resignation from the Board of Finance effective July 15, 2021. Selectwoman Nestor seconded this. The motion carried unanimously.
6. **Resignation of Glenn VanDeusen from the Zoning Board of Appeals:** Selectwoman Nestor moved to accept Glenn vanDeusen's resignation from the Zoning Board of Appeals effective immediatly. Selectman Grozinger seconded this. The motion carried unanimously.
7. **Resignation of Keisha Fink as Conservation Planner:** Selectman Grozinger moved to accept Keisha Fink's resignation as Conservation Planner effective immediatly. Selectwoman Nestor seconded this. The motion carried unanimously.
8. **Appointment of Jordan Gladstone to the Commission for Children and Youth:** Selectwoman Nestor moved to appoint Jordon Gladstone to the Commission for Children and Youth for a term to end June 30, 2022. Selectman Grozinger seconded this. The motion carried unanimously.
9. **Appointment of Sharon Ferraro to the Board of Education for a term to end November 8, 2021:** Selectman Grozinger moved to appoint Sharon Ferraro to the Board of Education for a term to end November 8, 2021. Selectwoman Nestor seconded this. The motion carried unanimously.

10. **Interview of Charlie Goldberg for a position on the Diversity Equity and Inclusion Advisory Committee:** This item was tabled to another meeting.
11. **Interview of Vicky Brakl for position on the Diversity Equity and Inclusion Advisory Committee:** The Board of Selectmen interviewed Vicky Brakl for a position on the Diversity Equity and Inclusion Advisory Committee.
12. **Discussion /decision to authorize a supplemental of \$259,703 for Police Body Cameras and associated expenses, as requested by the Weston police commission:** First Selectman Spaulding introduced Board of Police Commissioners Chair Beth Gralnick who went into detail on the vendor selection process from original submission to the Board of Finance through the RFP process, committee recommendations and the final decision by the Board of Police Commissioners of Axon. First Selectman Spaulding asked for more detail on the technological requirements of the equipment as listed in the RFP. There was much discussion between the Board of Selectmen and the Chief Henion who went into detail on law requirements, timelines for ordering, set up and training, technological requirements etc. Selectman Grozinger moved to authorize a supplemental appropriation of \$259,703 for Police Body Cameras and associated expenses, as requested by the Weston police Commission. Selectwoman Nestor seconded this. The motion carried unanimously.
13. **Discussion/ decision concerning mask wearing at the Senior Center:** Mr. Luiz explained the position of the Senior Center and introduced Wendy Petty, Senior Services Director who went into further details on guidelines and limitations and whether or not they enforce mask wearing or proof of vaccination. There was much discussion on the topic. Mr. Bruce Lorentzen Chair of The Commission on the Aging said they were in support of relaxing the mask mandates. The Board of Selectmen expressed support for this as well.
14. **Updates on project pipelines:** Mr. Luiz provided an update on the Dog Park saying that he has asked the engineers to move ahead with draft revisions and will bring this to the Board of Selectmen for their review. With regards to the Sidewalk Project, Mr. Luiz said that the drawings are complete for the Community Connectivity Project and with the Department of Transportation. He provided updates on the status of right of way agreements, bid process and project timelines. Selectwoman Nestor asked if there as a risk of losing the grant, Mr. Luiz responded saying that no, this was not the case. Lastly Mr. Luiz provided updates on the paving project, saying he had received the bids and vendors have been selected. He is working with John Conte on next steps.
15. **Approval of the minutes from the Board of Selectmen Special meeting on June 17, 2021:** Selectwoman Nestor move to approve the unapproved minutes of the Board of Selectmen Special meeting held June 17, 2021, as presented. Selectman Grozinger seconded this. The motion carried unanimously.
16. **Executive session to discuss personnel and a pending real estate transaction:** Selectman Grozinger moved to enter into executive session to discuss a pending real estate transaction at 9.25pm. Selectwoman Nestor seconded this. The motion carried unanimously. Mr. Luiz was invited to attend. The Board of Selectmen exited the executive session at 10.12pm.
17. **Adjournment:** Selectman Grozinger moved to adjourn 10.13pm. First Selectman Spaulding seconded this. The motion carried 2-0 in favor.

**19. Executive session to discuss personnel:
TABLED**

20. Adjournment: I move to adjourn