

**Board of Selectmen
Regular Meeting Agenda
August 5, 2021 at 7.30 pm
Meeting held remotely due to COVID 19
Join Zoom Meeting
<https://us02web.zoom.us/j/83886887759>
Meeting ID: 838 8688 7759
Passcode: 388943
Dial by phone: 646 558 8656**

1. Call to order
2. Pledge of Allegiance
3. Discussion with Steve Ezzes about members of the Police Commission Possessing police badges
4. Appointment of David Felton to the Board of Education for a term to end November 13, 2023
5. Appointment of James Carlon to the Planning and Zoning Commission for a term to end November 13, 2023
6. Appointment of Michael Imber to the Board of Finance for a term to end November 13, 2023
7. Appointment of Jamie Zeppernick to the Board of Finance for a term to end November 8, 2021
8. Interview Martin Mohabeer for appointment to Board of Selectman for a term to end November 8, 2021
9. Discussion /decision concerning a prospective Dog Park project
10. Discussion/ decision concerning food trucks on Town property
11. Discussion/ decision to hold a fully remote public hearing on Thursday, August 19th, 2021 concerning the Town of Weston possibly selling to the Aspetuck Land Trust, Inc. real property commonly known as the "Fromson Strassler Property", containing 85.879 +/- acres of vacant and unimproved land and located at Upper Parish Drive, Georgetown Road and Wampum Hill Road, Weston, for the purchase price of ONE MILLION ONE HUNDRED FORTY THREE THOUSAND SEVEN HUNDRED FIFTY DOLLARS.
12. Update on road resurfacing and sidewalk construction
13. Discussion/ decision to request a supplemental appropriation of \$300 for an economic development survey.
14. Discussion/ decision to adopt a pollinator friendly resolution
15. Approval of the minutes from the Board of Selectmen Regular meeting on July 15, 2021 and the Special meeting on July 28, 2021
16. Discussion/ decision to approve a revised job description for the Adult Services Library position
17. Discussion/ decision to approve the Library's use of the American Recovery Act Funding
18. Adjournment

1. Call to order: **No motion**
2. Pledge of Allegiance: **No motion**
3. Discussion with Steve Ezzes about members of the Police Commission possessing police badges: **No motion**



Town Property

1 message

Steven Ezzes <sezzes@westonct.gov>

Sun, Jun 13, 2021 at 11:37 AM

To: Christopher Spaulding <cspaulding@westonct.gov>, Samantha Nestor <snestor@westonct.gov>, Stephan Grozinger <sgrozinger@westonct.gov>, Ira Bloom <ibloom@berchemmoses.com>, Jonathan Luiz <jluiz@westonct.gov>

Members of the Board of Selectman:

I would like to have a discussion on what constitutes town property and the potential for misuse which may harm the town.

As you know, the Police Commission instructs the Police Department to issue identification indicating they are members of the commission. The cost is included in the budget of the Police Department and not borne by the individual member. To my knowledge no other board or commission receives official town identification with the possible exception of business cards.

When a person is no longer a member of the commission they are not instructed to return the identification they have in their possession. This leaves the town in the potential position of misuse by a person having official Weston Connecticut identification. Certainly the incident with Rick Phillips is a good example.

As a member of the Board of Finance, I view one of my responsibilities to be a steward of town assets. I requested the Chairman of the Police Commission inform former members to return their identification. Her response was it was issued as a "courtesy" to the members and the commission will decide whether to request the return. I disagree as the identification was paid by the Police Department hence property of the Town. At no point have I seen in the Police Budget a line item for Police Commission identification.

I would also like to discuss the establishment of a policy on town identification which will result in the return by current members of the Police Commission.

If you would like to discuss in an upcoming BOS meeting please let me know..

Steve

4. Appointment of David Felton to the Board of Education for a term to end November 13, 2023: **I move to appoint David Felton to the Board of Education for a term to end November 13, 2023**

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.

5. Appointment of James Carlon to the Planning and Zoning Commission for a term to end November 13, 2023: **I move to appoint James Carlon to the Planning and Zoning Commission for a term to end November 13, 2023**

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.

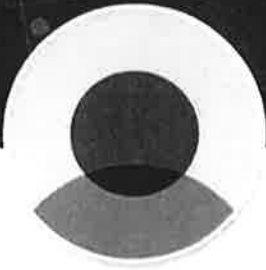
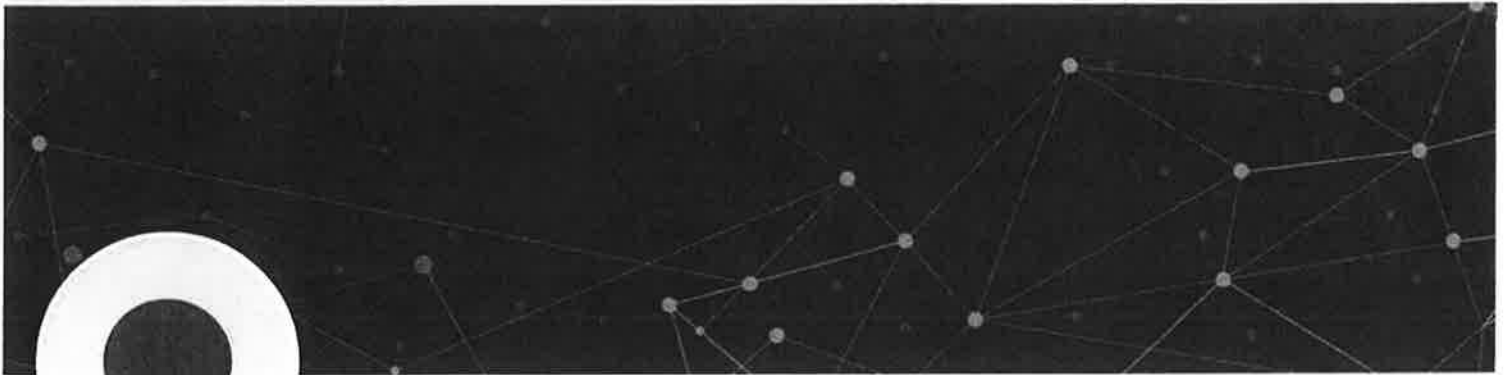
Jim has previously served as a Commissioner on the Weston Planning & Zoning Commission from 2013-2016 and, thereafter, served two years as an alternate on the Zoning Board of Appeals. He is a veteran of the U.S. Army Reserve, Judge Advocate General's Corps where he achieved the rank of Captain and earned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

6. Appointment of Michael Imber to the Board of Finance for a term to end November 13, 2023: **I move to appoint Michael Imber to the Board of Finance for a term to end November 13, 2023**



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

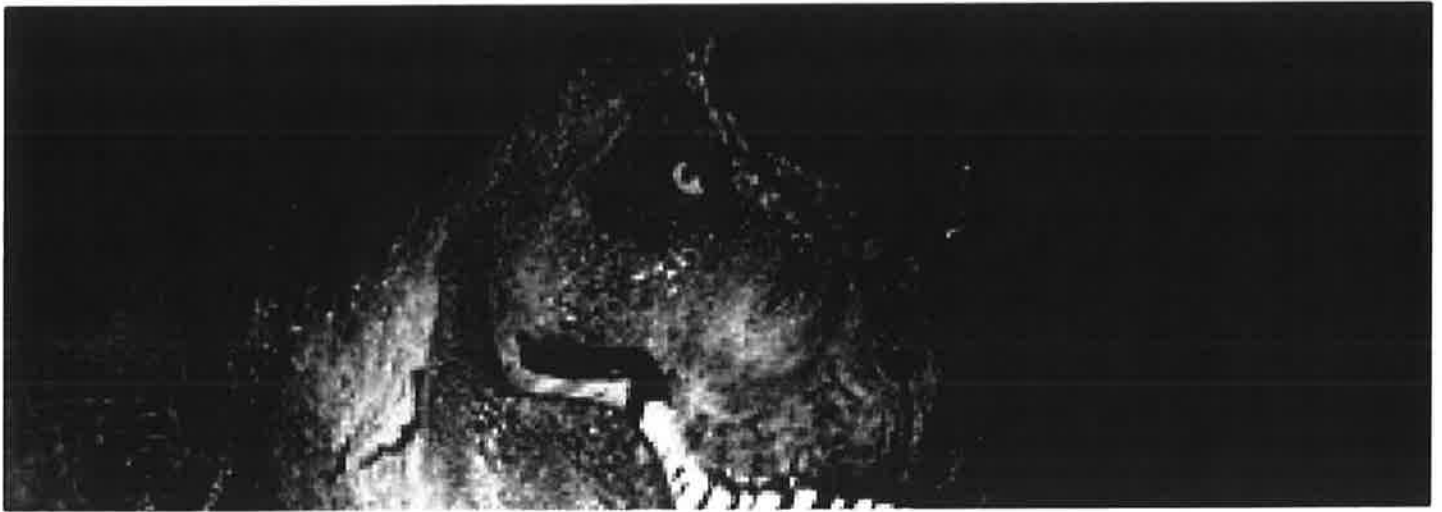


Michael Imber



By Michael Imber

Aug 22, 2016



The Butterfly Effect

By Michael Imber

Aug 16, 2016

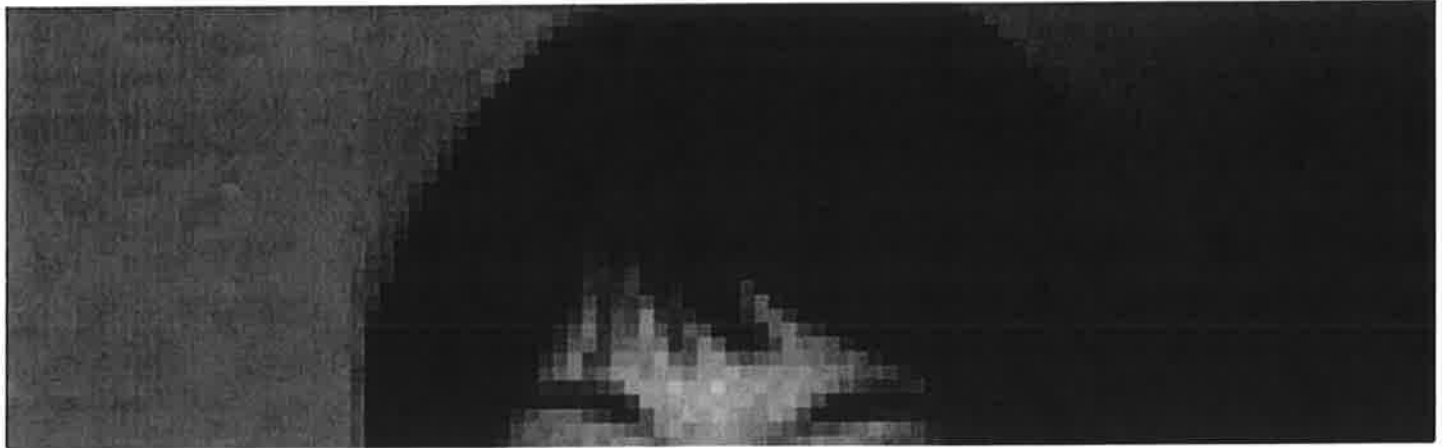
Activity

Check out this article from The Detroit News: Moody's upgrades Wayne County's credit rating <https://lnkd.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

7. Appointment of Jamie Zeppernick to the Board of Finance for a term to end November 8, 2021: **I move to appoint Jamie Zeppernick to the Board of Finance for a term to end November 8, 2021**



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

8. Interview Martin Mohabeer for appointment to Board of Selectman for a term to end November 8, 2021: **No motion**

Profile

Corporate Development • Business Development • Strategy Assessment • Risk Management • Internal Audit/Controls

Record of success improving business processes/units through:

- **Experienced in M&A, IPO, and private equity transactions**, guiding negotiations, deal structuring, and integrations.
- **Expert ability to gauge target markets** and adapt product/service offerings to seize untapped opportunities.
- **"Quick study" with technical and industry knowledge** to communicate, execute, and drive project/product roadmaps.
- **Experience auditing risk/business data** to implement sufficient controls/compliance.
- **Proven ability to interface at senior and diplomatic levels**, navigating a multitude of factors, forging strong relationships.

Core Competencies Include

• Financial Analysis & forecasting • Risk Management • Due Diligence Execution • Strategic Business Planning & Execution • Strategic Partnerships • Business Case Development • Emerging Market Opportunities • Go-to-Market Strategy • Team Building & Leadership

Professional Experience

MANAGING DIRECTOR, Spackman Group (a diversified holding company), New York, NY/Hong Kong 2002–present

Delivered corporate development, business development and risk management services to the firm including market opportunity analysis, strategy formulation and execution, internal auditing/controls & risk reporting, monetization strategies, fundraising, mergers and acquisitions, and due diligence. Notable contributions:

Strategy:

- **Spearheaded evolution of the firm's international strategy from organic growth to strategic partnerships** and led critical JV evaluations and negotiations with leading private equity firms across 3 countries.
- Appointed liaison for company acquisitions/financing. **Communicated directly with Chairman** of the organization to evaluate and review all acquisitions and overall company development and market exposure. Assist business units in evaluating new businesses and cross-organization opportunities.

Financial Service:

- **As interim CFO of BalanceStreet.com**, created complex financial model for the company's business plan and co-built with CEO go-to-market plan and distribution strategy for impending market entry.
- Identified the market and **led the IPO** of Spackman Equities Group onto the Toronto stock exchange resulting in \$40million evaluation. Directed a team of 4.
- Streamlined operations, re-structured companies, and re-negotiated debt to facilitate sale of companies and **ensure successful exit and ROI**.

Business Development:

- **Directed migration of investment sourcing platform** to English-speaking international properties; streamlined future deal structuring.
- **Identified and evaluated 10+ key deals** in the Media & Entertainment landscape across multiple geographies. Built high-level business case with go-to-market and action plans.

Risk Management:

- **Handpicked by Board** after financial crisis to oversee risk reporting processes including adequate capital allocations and management, monthly risk reporting, sufficient reserves and corporate controls, finance reconciliations, acceptable credit quality of all portfolio companies' holdings. Direct reporting to Office of Chairman.

Selected M&A Transactions:

- **Acquisition of Sidus Pictures** - Given responsibility for deal structuring within three weeks of joining team. Co-negotiated significant reduction in asking price. Developed a transaction deal model that has become standard in organization. Successfully sponsored deal through the executive process despite recent arrival. Recommended sale and captured 7x ROI.
- **Acquisition of Key Engineering** - Structured \$100M acquisition to maximize ROI within certain operating constraints while limiting execution risk, both short- and long-term. Successfully moved deal through accelerated process to accommodate urgency of needs while still achieving executive buy-in. Co-led the transaction execution team of six in the valuation of potential merger and capital raising transactions subsequent to acquisition. Suggested company restructure to focus on green issues and alternative energy.

ASSOCIATE, INVESTMENT BANKING, Goldman Sachs, New York, NY

2001–2002

Provided M&A, valuation, capital raising, and other investment banking advisory services to clients of the Financial Institutions Group (FIG).

- **Mergers & Acquisitions** - Conducted detailed business due diligence, drafted offering memoranda, internal sales and commitment committee memorandums, sales prospectus and road show materials, and presented at the Board level. Performed discounted cash flow, LBO, precedent transactions, accretion/dilution and comparable company analysis for client presentations, fairness opinions and valuation of acquisition targets. Built stand-alone and detail merger models to analyze pro forma consequences.
- **Corporate Finance** - Analyzed the capital structure of various companies to access their financing needs. Built trading and credit statistics of various peer group companies for comparable analyses.
- **Business Development** - Prepared several presentations to companies regarding their market positions and strategic alternatives such as acquisitions and/or divestitures. Presentations included detailed industry overviews and competitive landscapes.
- **Management** - Managed analysts on various projects by reviewing financial models and valuation analyses. Highly rated by analysts on performance reviews for careful planning of projects and ability to teach.

ASSOCIATE, GLOBAL MANAGEMENT CONSULTANT, Mitchell Madison Group (ex-McKinsey spinoff), NY / San Francisco 1994–1998

Developed strategic advice and business strategies for medium to large domestic banks and other large US financial services companies. Promoted from Analyst to Associate after 18 months.

- **Analyzed and renegotiated** the cellular expenditures and contracts of Bank of America, yielding \$25 million in savings over three years.
- **Designed and implemented** a post-merger integration plan, achieving bottom-line cost reductions of 30% for PNC Bank
- **Managed small client transactions** with multiple teams of consultants with a focus on competitive benchmarking, cost rationalization, expansion and acquisition related analysis.

INTERNSHIPS

- **United Way Linkages Board Training and Placement Alumni**, 2008
 - Insurance Intern, **OPIC** (Overseas Private Investment Corporation), Washington DC, 2001
 - Investment Banking Intern, **DLJ** (Donaldson, Lufkin & Jenrette), New York, NY, 2000
 - **Inroads** Intern, MILLIMAN, actuarial consulting firm, New York, NY, 1991–1993
-

Education

UNIVERSITY OF PENNSYLVANIA, WHARTON SCHOOL, Philadelphia, PA

MBA Degree - Risk Management

1999 - 2001

Robert A. Toigo Foundation Fellow

HARVARD UNIVERSITY, Cambridge, MA

BA Degree - Statistics1990 -1994

Additional Information

- Regis High School (NY) - alumni and mentor; Wharton Business School - interviewer
- Treasurer for 20 years at PAPT (Non-profit that provides training to parents/guardians to assist their children excel academically)
- Member of the Advisory Boards: Spackman Capital Group and Spackman Equities Group (ticker: SQG)
- Board member of Weston Educational Fund
- Interests include recruiting, mentoring, traveling, jogging, boxing, Indy/NASCAR racing, Caribbean cuisine
- Advanced Excel Modeling and presentation skills (Powerpoint)

9. Discussion /decision concerning a prospective Dog Park project: **No motion**



Jonathan Luiz <jluiz@westonct.gov>

[EXTERNAL] Dog Park Drawings and Cost Estimate

1 message

Harry Rocheville <hrocheville@mcchordengineering.com>
To: Jonathan Luiz <jluiz@westonct.gov>

Fri, Jul 23, 2021 at 10:52 AM

Hello Jonathan,

Please find a preliminary copies of the Dog Park drawings attached. We are working thru the final review phase and have a few tweaks to make, but I figured I would get these to you for review. One item that we thought would be useful would be to install bollard and a chain where the cul-de-sac meets the existing dirt road to prohibit pedestrians from mistakenly driving down the road. Let me know what you think. Cost estimate also attached. We are about \$300,000 less than before or about 40% of the original estimate.

Best,

Harry M. Rocheville, P.E.

McChord Engineering Associates, Inc.

1 Grumman Hill Road

Wilton, CT 06897

Tel. (203) 834-0569

Fax (203) 834-2789

3 attachments

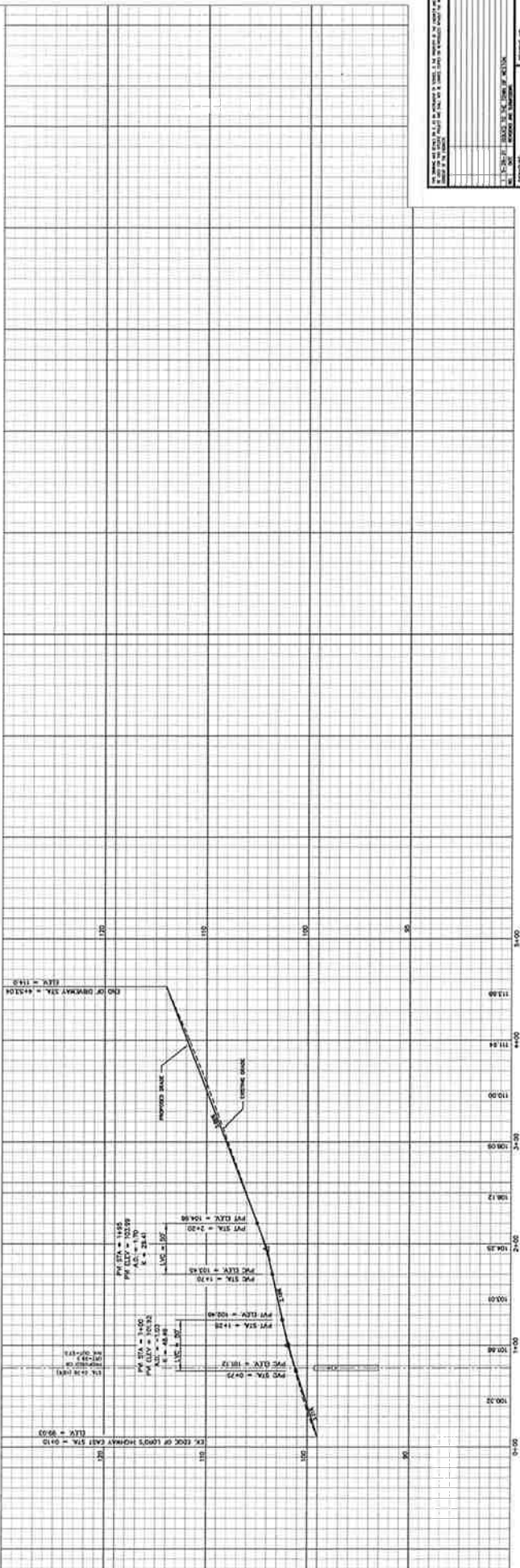
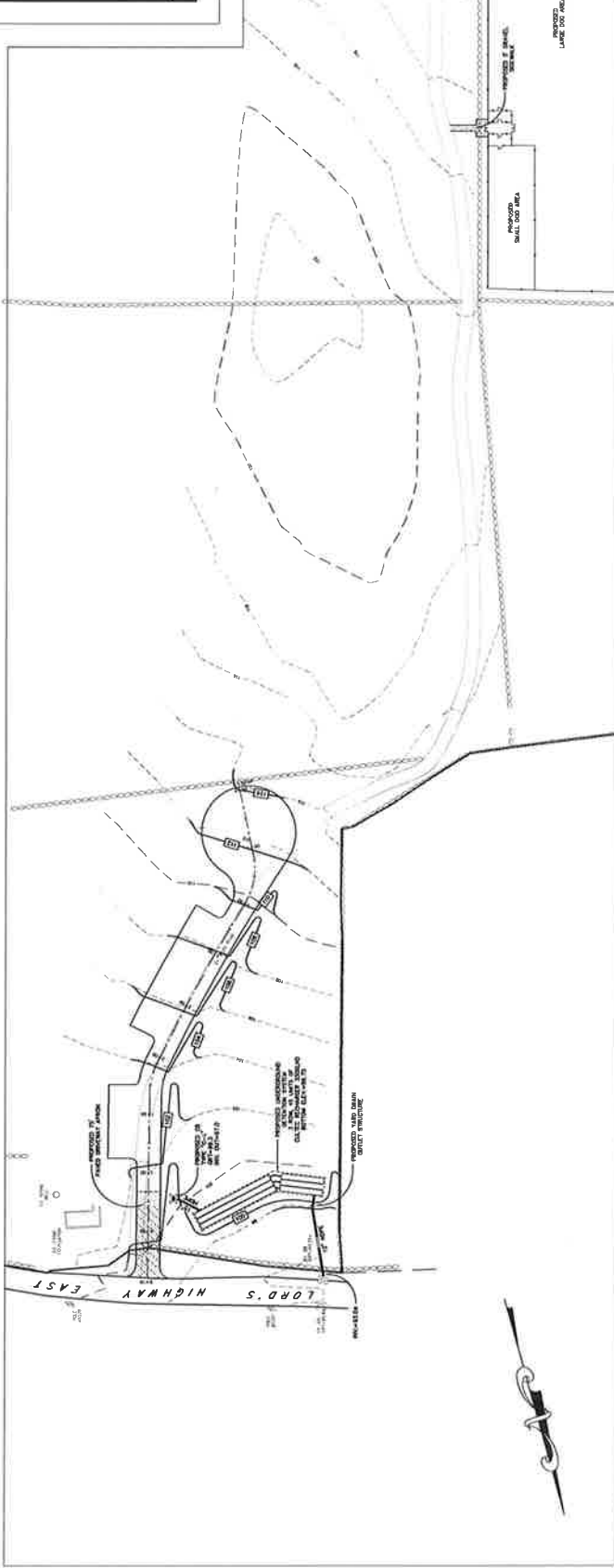
 **SE1.pdf**
303K

 **PP1.pdf**
130K

 **Weston Dog Park - Cost Estimate REV 072321.pdf**
435K



ORIENTATION
SCALE: 1" = 200'



DATE: 08/20/2013
 DRAWN BY: J. H. [unreadable]
 CHECKED BY: [unreadable]
 PROJECT: [unreadable]
 SHEET: [unreadable]

PP1
 SHEET 2 OF 2

PLAN AND PROFILE
 DAVIS HILL ROAD AND LORD'S HIGHWAY EAST
 WESTON, CONNECTICUT

PLAN PREPARED FOR
 THE TOWN OF WESTON
 WESTON, CONNECTICUT

McChord Engineering Associates, Inc.
 Civil Engineers and Land Planners
 1000 Main Street
 Weston, CT 06897 (203) 894-0569



Weston Dog Park - Construction Cost Estimate

SITE CLEARING/EROSION AND SEDIMENTATION CONTROLS

ITEM	QTY	UNIT	UNIT COST	AMT
Dust Control	2	Months	\$ 150.00	\$ 300.00
Clear Dead Trees, Remove Invasives, Leaners, Branches to 7' at Dog Park	1	LS	\$ 40,000.00	\$ 40,000.00
Clear/Grub, Cut Trees, Remove Invasives for Access Road Construction (Est.)	0.3	LS	\$ 140,000.00	\$ 42,000.00
Construction Entrance and Maintenance	2	Months	\$ 500.00	\$ 1,000.00
Haybales	40	LF	\$ 25.00	\$ 1,000.00
Silt Fence & Maintenance	2,500	LF	\$ 4.00	\$ 10,000.00
Staked Haybale Ring	2	EA	\$ 300.00	\$ 600.00
TOTAL				\$ 94,900.00

SITE EARTHWORK

ITEM	QTY	UNIT	UNIT COST	AMT
Excavate Cut @ Driveway & Parking	400	CY	\$ 12.00	\$ 4,800.00
Excavate Cut @ Detention System	300	CY	\$ 12.00	\$ 3,600.00
Excavate Cut @ Swale	300	CY	\$ 12.00	\$ 3,600.00
Maintain Native Soil Excavation for Fill Or Haul Off	1,000	CY	\$ 12.00	\$ 12,000.00
Grading & Placement of Material @ Driveway & Parking	17,050	SF	\$ 1.30	\$ 22,165.00
Grading & Placement of Material @ Detention Systems	2,000	SF	\$ 1.30	\$ 2,600.00
Grading & Placement of Material @ Rip Rap Swale	3,600	SF	\$ 1.30	\$ 4,680.00
Topsoil, Seed and Mulch Disturbed Areas Next to Road	9,000	SF	\$ 1.20	\$ 10,800.00
TOTAL				\$ 64,245.00

MATERIALS

ITEM	QTY	UNIT	UNIT COST	AMT
3/4" Process (Delivered) (Driveway)	474	TON	\$ 28.00	\$ 13,272.00
1-1/4" Process (Delivered) (Driveway)	632	TON	\$ 26.00	\$ 16,419.00
Modified Rip Rap (Delivered)	189	TON	\$ 34.00	\$ 6,409.00
Detention System Crushed Stone (Delivered)	140	TON	\$ 25.00	\$ 3,500.00
6-ft Chainlink Fence (Material and Labor)	1,670	LF	\$ 20.00	\$ 33,400.00
TOTAL				\$ 73,000.00

STORM WATER STRUCTURES

ITEM	QTY	UNIT	UNIT COST	AMT
Catch Basin (Material and Install)	2	EA	\$ 2,500.00	\$ 5,000.00
HDPE Pipe (Material and Install)	80	LF	\$ 60.00	\$ 4,800.00
Cultec Recharger 330XLHD (Material and Install)	45	EA	\$ 500.00	\$ 22,500.00
TOTAL				\$ 32,300.00

TOTAL COST EST. \$ 264,445.00

10. Discussion/ decision concerning food trucks
on Town property: **No motion**

11. Discussion/ decision to hold a fully remote public hearing on Thursday, August 19th, 2021 concerning the Town of Weston possibly selling to the Aspetuck Land Trust, Inc. real property commonly known as the "Fromson Strassler Property," containing 85.879 +/- acres of vacant and unimproved land and located at Upper Parish Drive, Georgetown Road and 15 Wampum Hill Road, Weston, for the purchase price of ONE MILLION ONE HUNDRED FORTY THREE THOUSAND SEVEN HUNDRED FIFTY DOLLARS: **I move to hold a fully remote public hearing on Thursday, August 19th, 2021 concerning the Town of Weston possibly selling to the Aspetuck Land Trust, Inc. real property commonly known as the "Fromson Strassler Property," containing 85.879 +/- acres of vacant and unimproved land and located at Upper Parish Drive, Georgetown Road and 15 Wampum Hill Road, Weston, for the purchase price of ONE MILLION ONE HUNDRED FORTY THREE THOUSAND SEVEN HUNDRED FIFTY DOLLARS**

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

2012 Connecticut General Statutes

Title 7 - Municipalities

Chapter 98 - Municipal Powers

Section 7-163e - Public hearing on the sale, lease or transfer of real property owned by a municipality.

Universal Citation: CT Gen Stat § 7-163e (2012)

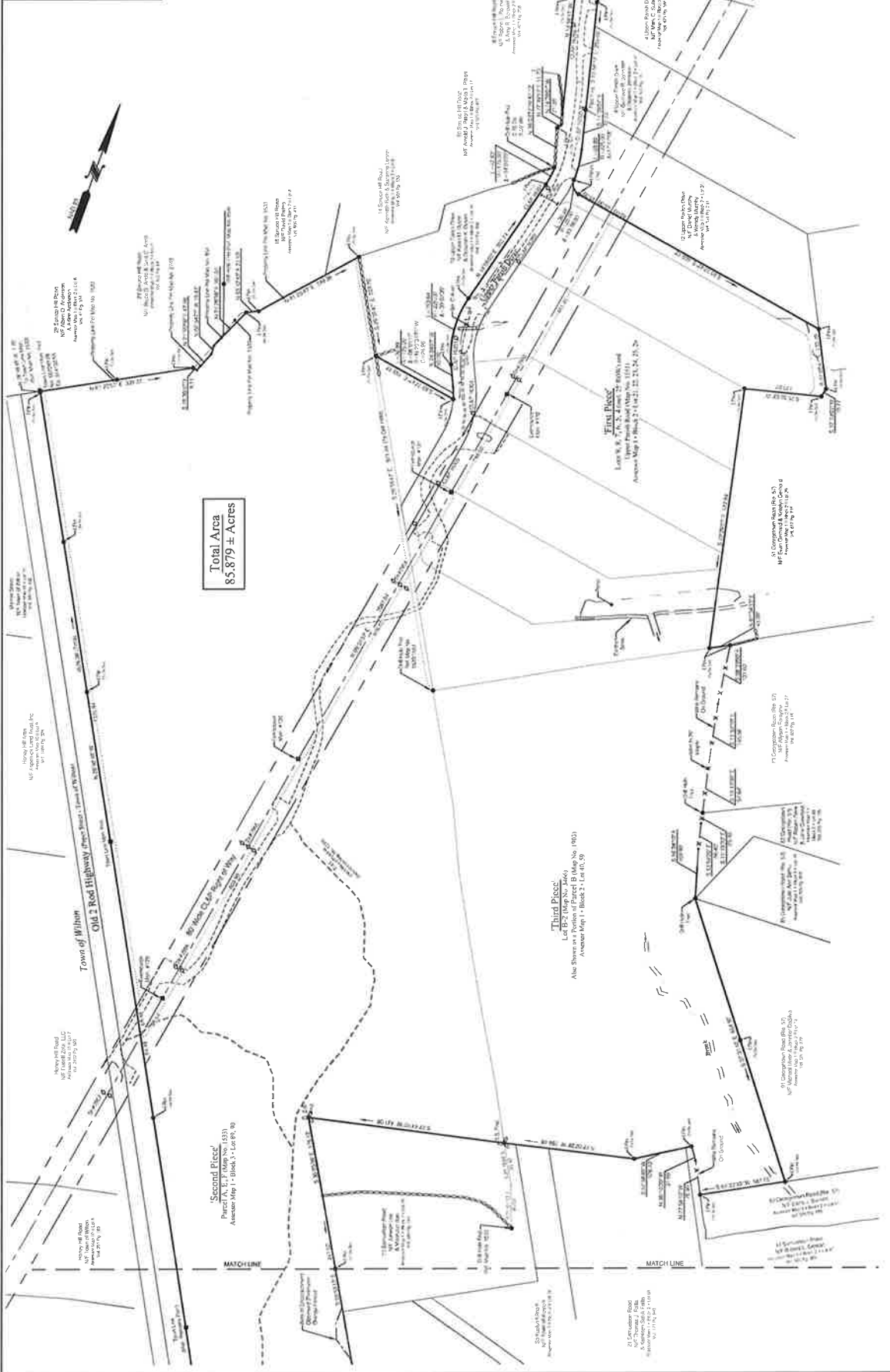
(a) The legislative body of a municipality, or in any municipality where the legislative body is a town meeting or representative town meeting, the board of selectmen, shall conduct a public hearing on the sale, lease or transfer of real property owned by the municipality prior to final approval of such sale, lease or transfer. Notice of the hearing shall be published in a newspaper having a general circulation in such municipality where the real property that is the subject of the hearing is located at least twice, at intervals of not less than two days, the first not more than fifteen days or less than ten days and the last not less than two days before the date set for the hearing. The municipality shall also post a sign conspicuously on the real property that is the subject of the public hearing.

(b) The provisions of subsection (a) of this section shall not apply to (1) sales of real property, except parkland, open space or playgrounds, if the fair market value of such property does not exceed ten thousand dollars, (2) renewals of leases where there is no change in use of the real property, and (3) the sale, lease or transfer of real property acquired by the municipality by foreclosure.

(P.A. 07-218, S. 1; 07-251, S. 1; P.A. 10-32, S. 16.)

History: P.A. 07-251 added Subsec. (b)(3) re exception for property acquired by foreclosure; P.A. 10-32 made technical changes, effective May 10, 2010.

Disclaimer: These codes may not be the most recent version. Connecticut may have more current or accurate information. We make no warranties or guarantees about the accuracy, completeness, or adequacy of the information contained on this site or the information linked to on the state site. Please check official sources.



Total Area
85.879 ± Acres

Second Piece
Parcel 7A, E.P. Map No. 15331
Assessor's Map 1 - Block 2 - Lot 85, 90

Third Piece
Lot B-2 (Map No. 1460)
Assessor's Map 1 - Block 2 - Lot 81, 82, 83, 84, 85, 86, 87, 88, 89

PERIMETER SURVEY

PREPARED FOR:
ASPETUCK LAND TRUST, INC.
LAND OF HOWARD A. FRIMSON & DAVID STRASSLER
WESTON, CONNECTICUT
ASSESSOR'S MAP 1 - BLOCK 2 - LOTS 81 - 90
ASSASSOR'S MAP NO. 15331
JUNE 15, 2021

SHEET TITLE:

SCALE: 1" = 100'

SHEET NO.: 2 OF 2

PROJECT NO.: DWG NO. 2-20

CHECKED BY: MMD

DATE: 6/15/21

REVISIONS:

NO.	DATE	REVISION
1		

LEGEND:

- OWN TRAIL MARK
- RWY MARK
- BENCH MARK
- WIRELINE
- DIM LINE
- BENCH MARK
- BENCH MARK

SIGNATURE: [Signature]
DATE: 6/15/21

MAP A. COHAN, CL. LICENSE # 4163

COCHAN ASSOCIATES, INC.
P.O. BOX 11, EASTON, CONNECTICUT 06027
PHONE: (203) 258-8184

THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT OF 1980 AND THE REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING OF THE STATE OF CONNECTICUT, ADOPTED JUNE 21, 1980.

IF AN UNREGISTERED SURVEYOR HAS ASSISTED IN THIS SURVEY, HIS NAME AND LICENSE NUMBER WILL BE PRINTED ON THIS SURVEY.

July 30, 2021

Metes & Bounds Description
Prepared for Aspetuck Land Trust, Inc.
Fromson/Strassler Property, Weston, Connecticut

All that certain piece or parcel of land situated in the Town of Weston, County of Fairfield, State of Connecticut, being depicted on a certain map entitled "Perimeter Survey Prepared For Aspetuck Land Trust, Inc., land of Howard A. Fromson & David Strassler, Weston, Connecticut, Sheet 1 of 1 and Sheet 1 of 2." Scale: 1" = 100', dated June 15, 2021 and prepared by Ochman Associates, Inc.; being bounded and described as follows:

Beginning at a point located on the southerly street line of Georgetown Road (fka Bull Punk Hill Road) (State Route 57) found at the northwest corner of subject parcel and 63.83' west from a CHD monument;

Thence running along the southerly street line of Georgetown Road

S 68°09'37" E 138.48' to a CHD monument and a point of curvature to the left

Thence running along land, now or formerly of, Sullivan

Arc Length: 47.34';
Radius: 25.01';
Delta: 108°26'10";
Chord Length: 40.58';
Chord BRG: S 49°06'18" W

S 05°06'47" E 169.67'

Thence running along land, each in part, now or formerly of, Sullivan, Johnson and Murphy

S 13°58'17" E 255.00'

Thence running along land, now or formerly of, Murphy

S 14°39'07" E 72.23' to a point of curvature to the right

Arc Length: 69.89';
Radius: 225.00';
Delta: 17°47'48" to an iron pipe and a point of reverse curvature to the left

Arc Length: 36.48';
Radius: 25.00';
Chord Length: 33.33' to an iron pipe

S 80°27'47" E 605.12'

Thence running along land, now or formerly of, Gerhard

S 27°00'47" E 133.39'

S 12°13'03" W 19.77'

S 75°55'53" W 170.07'

S 12°29'27" E 577.99'

N 61°54'13" E 45.06'

Thence running along land, now or formerly of, Forsythe

S 08°33'00" E 131.60'

S 11°34'10" E 145.56'

S 13°13'00" E 97.64' to a drill hole

Thence running along land, now or formerly of, Flore & Crawford

S 11°19'20" E 23.40'

S 13°54'20" E 56.40'

S 16°38'10" E 109.90' to a drill hole

Thence running along land, now or formerly of, Mixer & DaSilva

S 37°31'10" E 654.82'

Thence running along land, now or formerly of, Barnett

S 61°22'10" W 187.75'

Thence running along land, now or formerly of, Gibson

N 27°58'10" W 76.90'

N 36°16'20" W 31.69'

Thence running along land, now or formerly, each in part, of Gibson, Failla, Town of Weston and Lee & Bae

S 57°56'40" W 128.70'

S 77°02'39" W 288.48' to a stone bound

Thence running along land, now or formerly of, Lee & Bae and Allen

S 77°44'10" W 431.08'

S 30°03'08" E 175.13'

S 29°53'13" E 457.52'

Thence running along land, now or formerly of, Allen

S 27°01'00" E 91.72'

S 31°50'10" E 38.40' to a drill hole

Thence running along land, now or formerly of, Canevari

S 30°41'50" E 226.26'

S 36°57'40" E 22.05'

S 33°17'40" E 22.46'

S 24°24'40" E 15.08'

S 39°46'59" E 10.14' to a drill hole

S 30°23'48" E 250.15' to a drill hole

Thence running along land, now or formerly of, Koeppen

S 26°05'36" E 449.90' to a stone bound

Thence running along land, each in part, now or formerly of, Koeppen and Jones

N 62°11'27" E 406.20' to a wall corner

Thence running along land, now or formerly of, Belknap

S 28°38'01" E 106.30' to a drill hole

Thence running along land, each in part, now or formerly of, Belknap and Aspetuck Land Trust, Inc.

S 28°01'55" E 291.66'

Thence running along land, now or formerly of, Aspetuck Land Trust, Inc.

S 26°00'18" E 101.33' to a wall intersection

S 63°14'54" W 112.63'

S 64°24'14" W 119.35' to a drill hole

S 63°37'54" W 61.95'

S 73°36'12" W 282.24'

S 27°36'36" E 229.25' to a drill hole

S 27°00'04" E 56.68'

S 28°14'03" E 102.83'

S 28°38'13" E 116.43'

S 24°47'53" E 75.00'

S 25°58'23" E 92.88'

S 26°46'03" E 58.70'

S 65°24'27" W 82.55'

S 71°08'47" W 73.51'

Thence running along land, now or formerly of, the Town of Wilton

N 28°48'48" W 4,576.38' to a point found 1.70' east of a Town Monument

Thence running along land, each in part, now or formerly, of Anderson and Ando

N 61°20'57" E 339.22'

Thence running along land, now or formerly of, Ando

S 78°30'42" E 9.11'

N 21°55'58" E 47.98'

N 02°54'22" W 19.81'

Thence running along land, each in part, now or formerly of, Ando and Patino

N 24°28'38" E 101.04'

Thence running along land, now or formerly of, Patino

N 63°42'43" E 27.52'

Thence running along land, each in part, now or formerly of, Patino and Rath & Lenzer

N 41°25'43" E 249.36'

Thence running along land, now or formerly of, Dyson

S 29°35'47" E 222.20'

S 80°27'47" E 193.77' to a point of curvature to the left

Arc Length: 26.99';

Radius: 175.00';

Delta: 08°50'11";

Chord Length: 26.96';

Chord BRG: N 20°34'21" W

N 24°59'27" W 50.00' to a point of curvature to the right

Arc Length: 153.64';

Radius: 225.00';

Delta: 39°07'30"

N 14°08'03" E 302.74' to a point of curvature to the left

Arc Length: 42.83';

Radius: 175.00';

Delta: 14°01'22"

Thence running along land, now or formerly of, Pittori

N 16°03'27" W 87.12'

N 27°49'13" E 11.73'

N 14°39'07" W 21.38'

Thence running along land, each in part, now or formerly of, Pittori, Borowik, Gheorghe & Budai and Iacono

N 13°58'17" W 522.34' to the point of beginning

Total Area: 85.879± Acres

12. Update on road resurfacing and sidewalk construction: **No motion**

13. Discussion/decision to request a supplemental appropriation of \$300 for an economic development survey: **I move to approve a supplemental appropriation of \$300 for an economic development survey, with funds to go into the Administration and Finance budget, Contractual Services, Line item #0110100-51301.**



Jonathan Luiz <jluiz@westonct.gov>

[EXTERNAL] EVA Survey Logistics

1 message

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

Fri, Jul 30, 2021 at 12:28 PM

Hi Jonathan,

As you know the Survey Research Committee is assisting the EVC on the survey approved by the BOS. There are some logistics for us to handle and we need your input on some of it.

1. We need to open a Survey Monkey account. Would you like Sara to do that on behalf of the town or have someone on my team do that? If that latter, how will that person go about being reimbursed?
2. Based on the town survey size and having it open for 2-3 months we expect the survey to cost \$200-250.
3. We thought it made sense to have the data (results of the survey) sent to a member of the survey team to be analyzed and the results sent to EVC so they can digest and take their next steps.

Let me know when you can and then we can start putting this together and discuss distribution.

thanks,
Kristana

14. Discussion/decision to adopt a pollinator friendly resolution: I move to adopt the following resolution: **I move to adopt the following pollinator friendly resolution -**

WHEREAS pollinators are in decline due to destruction and fragmentation of habitat from development, a lack of native plants due to an increase of invasive species, inappropriate and excessive use of pesticides, and a lawn culture that promotes turfgrass monoculture which offers no benefits to pollinators and other wildlife;

WHEREAS, pollinator species such as bees, birds, butterflies, and other pollinating insects are vital to maintaining healthy and diverse ecosystems;

WHEREAS, native plants support pollinators and all wildlife in Weston and beyond by providing food and shelter; they also help prevent erosion, keep our waterways clean, restore soil health and improve the air we breathe;

WHEREAS, pollination is responsible for most of the food we eat;

WHEREAS, five native bee species are threatened, endangered, or of special concern in Connecticut, and a downward trend is seen in species diversity of bees, butterflies, birds, and many other animals;

WHEREAS, the Town of Weston is cognizant of the need for safe and healthy landscapes for its residents and habitat for important pollinators; and

WHEREAS, recent scientific research supports the benefits of restoring and reconnecting isolated patches of habitat;

NOW, THEREFORE, BE IT RESOLVED, THE TOWN OF WESTON, CONNECTICUT does hereby recognize and support the tenets of the Pollinator Pathway Northeast which are to encourage all residents to:

(1) Reduce lawn size, provide predominantly native and pollinator-supporting plants and assure a sequence of blooms from early spring through fall (see www.pollinator-pathway.org for helpful lists);

(2) Protect and enrich the soil by using organic yard-care practices and avoiding the application of synthetic fertilizers, pesticides, and treated mulch, and leave some areas of bare ground for ground-nesting bees;

(3) Follow best practices for garden clean up: clean up in the spring, allow plant heads to remain through winter to provide food for wildlife, keep plant stalks standing and leave snags of dead wood for native bees to nest, ‘#leavetheleaves’ on flower beds through fall and winter to provide habitat, soil nourishment and protection for overwintering pollinators; and

(4) Have a water feature, e.g., birdbath, fountain, or natural water source.



[EXTERNAL] Fwd: Silver Accreditation Action Item 3.12.3 - Pollinator Friendly Resolution - DRAFT WORDING FOR COMMITTEE REVIEW

1 message

Sarah Hutchison <shutchisonsw@gmail.com>

Wed, Jul 28, 2021 at 7:24 PM

To: Jonathan Luiz <jluiz@westonct.gov>

Cc: Sara Beer <executiveassistant@westonct.gov>, ranymamdouh@gmail.com, Jamie Semaya <jamiesemaya1@gmail.com>

Hi Jonathan,

As a follow up to the SW town committee meeting held last week, I send this email on behalf of the SW committee. As part of Silver accreditation, we should update the Pollinator Proclamation dated May 2019, and replace it with this Resolution.

This will also serve a timely reminder to new residents to manage their lawns and property with care and consideration of our local wildlife / environment. This action will contribute 20 points towards the Silver goal.

Please advise next steps. I have cc-d our interns on this email.

Best regards,

Sarah Hutchison

619-218-5134

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

From: **Sarah Hutchison** <shutchisonsw@gmail.com>

Date: Thu, Jul 22, 2021 at 12:07 AM

Subject: Silver Accreditation Action Item 3.12.3 - Pollinator Friendly Resolution - DRAFT WORDING FOR COMMITTEE REVIEW

To: Kirby Brendsel <brendsel@hotmail.com>, <ranymamdouh@gmail.com>, Amy Kalafa <amy@a-ray.tv>, Andy Bill <andrewbill@sieramarketing.com>, Hailey Brooks <haileyabrooks3@gmail.com>, Sarah Hutchison <hutch06883@gmail.com>, Jessie Schwartz <jessiejschwartz@gmail.com>, Eric Shrago <eric.shrago@gmail.com>, Tom Socha <tomsocha2@gmail.com>, Ben Winglass <BenMWinglass@gmail.com>, Collin Socha <collinsocha27@gmail.com>, Jamie Semaya <jamiesemaya1@gmail.com>, Cole Kirven <ckirven3@gmail.com>, Nicci Wiese <swnicciwiese@gmail.com>

<https://docs.google.com/document/d/1n0zBCXoxfGu1woEXmUVha9ScBR8cBiqTQ6h4ucors7A/edit?usp=sharing>

Hi Everyone, great to see many of you tonight.

Can you please review the wording for action item 3.12.3 and let me know if you have any issues.

7.21.21

Town of Weston - Pollinator Friendly Resolution

The Sustainable Weston town committee, with the support of the town of Weston, is striving to attain Silver status as a town through the Sustainable CT certification program. Currently, Weston is one of 45 Towns in Connecticut that have Bronze Status. Through participating in this program, our town has access to a wide range of support from Sustainable CT, including matching fundraisers, training, education, and outreach assistance.

I would be grateful if you would approve and adopt the following pollinator-friendly resolution. This resolution will add 20 points to our tally towards Silver and has been based on a similar resolution recently proposed in Fairfield. Here is a link to the resolution template on the Pollinator Pathway website. https://a405abfc-cc29-4d83-80dc-8317bff89633.filesusr.com/ugd/110149_aff79aa8661246ac913976583f7d8c66.pdf

Town of Weston, Connecticut Pollinator Pathway Resolution

WHEREAS pollinators are in decline due to destruction and fragmentation of habitat from development, a lack of native plants due to an increase of invasive species, inappropriate and excessive use of pesticides,

and a lawn culture that promotes turfgrass monoculture which offers no benefits to pollinators and other wildlife;

WHEREAS, pollinator species such as bees, birds, butterflies, and other pollinating insects are vital to maintaining healthy and diverse ecosystems;

WHEREAS, native plants support pollinators and all wildlife in Weston and beyond by providing food and shelter; they also help prevent erosion, keep our waterways clean, restore soil health and improve the air we breathe;

WHEREAS, pollination is responsible for most of the food we eat;

WHEREAS, five native bee species are threatened, endangered, or of special concern in Connecticut, and a downward trend is seen in species diversity of bees, butterflies, birds, and many other animals;

WHEREAS, the Town of Weston is cognizant of the need for safe and healthy landscapes for its residents and habitat for important pollinators; and

WHEREAS, recent scientific research supports the benefits of restoring and reconnecting isolated patches of habitat;

NOW, THEREFORE, BE IT RESOLVED, THE TOWN OF WESTON, CONNECTICUT does hereby recognize and support the tenets of the Pollinator Pathway Northeast which are to encourage all residents to:

- (1) Reduce lawn size, provide predominantly native and pollinator-supporting plants and assure a sequence of blooms from early spring through fall (see www.pollinator-pathway.org for helpful lists);
- (2) Protect and enrich the soil by using organic yard-care practices and avoiding the application of synthetic fertilizers, pesticides, and treated mulch, and leave some areas of bare ground for ground-nesting bees;
- (3) Follow best practices for garden clean up: clean up in the spring, allow plant heads to remain through winter to provide food for wildlife, keep plant stalks standing and leave snags of dead wood for native bees to nest, '#leavetheleaves' on flower beds through fall and winter to provide habitat, soil nourishment and protection for overwintering pollinators; and
- (4) Have a water feature, e.g., birdbath, fountain, or natural water source.

Thank you in advance for all of your assistance.

Warm Regards,

Sarah Hutchison (619) 218 5134

Sustainable Weston Committee Member

Best,
Sarah

--

Regards,

Sarah Hutchison
Volunteer Committee Member, Sustainable Weston
Follow us on Instagram and Facebook

Sign up to the Pollinator Pathway [HERE!](#)

15. Approval of the minutes from the Board of Selectmen Regular meeting of July 15, 2021 and the Special meeting of July 28, 2021: **I move to approve the unapproved minutes of the Regular Board of Selectmen held July 15, 2021 and the Special Board of Selectmen meeting held July 28, 2021, as presented.**

**Board of Selectmen
Regular Meeting Minutes
July 15, 2021 at 7.30 pm
Meeting held remotely due to COVID 19**

1. **Call to order:** First Selectman Chris Spaulding called the meeting to order at 7.30pm, also in attendance were Selectwoman Samantha Nestor, Selectman Stephan Grozinger, Town Administrator Jonathan Luiz, Susan Frail, Library Director Karen Tatarka, Michael Imber, Jamie Zeppernick, David Felton, James Carlon, Carolyn Bjerke, Kristana Esslinger, and Town Residents.

2. **Pledge of Allegiance:** The pledge was recited.

Selectman Grozinger moved to add to the agenda the following item of business: **Discussion/decision to hire Susan Frail as Library Assistant**, this was seconded by Selectwoman Nestor, the motion carried unanimously

Selectwoman Nestor moved to hire Susan Frail as Library Assistant, pending the successful results of a criminal background check. Selectman Grozinger seconded this. The motion carried unanimously.

3. **Discussion/ decision to establish a job description for the Document Coordinator:** Selectman Grozinger moved to establish a job description for the position of Document Coordinator, as presented. Selectwoman Nestor seconded this. The motion carried unanimously.

4. **Discussion/ decision to hire Keisha Fink as the Document Coordinator:** Selectwoman Nestor moved to hire Keisha Fink as the Document Coordinator. Selectman Grozinger seconded this. The motion carried unanimously.

5. **Appointment of Vicky Brakl to the Diversity Equity and Inclusion Advisory Committee for a term to end June 30, 2022:** Selectman Grozinger moved to appoint Vicky Brakl to the Diversity Equity and Inclusion Advisory Committee for a term to end June 30, 2022. Selectwoman Nestor seconded. The motion carried unanimously.

6. **Interview of Jamie Zeppernick for appointment to the Board of Finance:** The Board of Selectmen interviewed Jamie Zeppernick for a position on the Board of Finance.

7. **Interview of David Felton for appointment to the Board of Education:** The Board of Selectmen interviewed David Felton for a position on the Board of Education.

8. **Interview of James Carlon for appointment to the Planning and Zoning Commission:** The Board of Selectmen interviewed James Carlon for a position on the Planning and Zoning Commission.

9. **Interview of Michael Imber for appointment to the Board of Finance:** The Board of Selectmen interviewed Michael Imber for a position on the Board of Finance.

10. **Discussion/decision to establish a public hearing concerning a draft ordinance establishing a Police Civilian Review Board:** The ordinance discussion will resume at a future meeting once the Town Attorney has provided responses to outstanding questions from the Selectmen. A public hearing would likely be held in September.

11. **Discussion/ decision concerning the Weston Town Green Project:** First Selectman Spaulding introduced Nancy Theil, Chair of the Beautification Committee. Ms. Theil provided an update on fundraising and timelines for beginning work. The Board of Selectmen expressed their support for the project.

12. **Discussion/ decision regarding the Connecticut Small Town Economic Assistance Grant:** First Selectman Spaulding and Town Administrator Luiz explained that the grant would help fund a Town Hall records project

Selectwoman Nestor moved and Selectman Grozinger seconded 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.

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.

The motion carried unanimously.

13. **Discussion of the Regional Waste Management study:** First Selectman Spaulding provided a brief overview of the study and encouraged the other Selectmen to read the large document.
14. **Discussion concerning Fiscal Year 2020-21 financials:** Finance Director Rick Darling provided a projection on the Fiscal Year 2020-21 financials. Mr. Darling recapped expenditures and revenues. He also discussed the projected unassigned fund balance projections. First Selectman Spaulding thanked Mr. Darling.
15. **Discussion concerning municipal authority to regulate recreational marijuana:** First Selectman Spaulding introduced the topic and encouraged the Selectmen to read the documents provided.
16. **Discussion/decision about a proposed survey from the Economic Vitality Committee:** First Selectman Spaulding introduced Economic Vitality Chairperson Carolyn Bjerke. Ms. Bjerke explained that the survey would help determine what percentage of the Weston community works from home. She mentioned that the Survey Research Committee had been involved in crafting the survey. The Board of Selectmen expressed their support.
17. **Discussion/decision concerning Food Trucks on Town Property:** First Selectman Spaulding explained that the Town's public safety leadership is in agreement that the Onion Barn could feature food trucks only on certain days and times for traffic safety reasons. Kristana Esslinger provided more detail. Selectman Gorzinger expressed support for getting a food truck in town as soon as possible. Mr. Luiz recommended speaking with the Town Attorney about "licensing" a food truck. The Selectmen will accept proposals from interested vendors.
18. **Approval of the minutes from the Board of Selectmen Meeting on July 1, 2021:** Selectman Grozinger moved to approve the minutes from the Board of Selectmen Meeting on July 1, 2021 as presented. Selectwoman Nestor seconded this. The motion carried unanimously.
19. **Executive session to discuss personnel:** this item was tabled
20. **Adjournment:** Selectwoman Nestor moved to adjourn at 9.48pm. Selectman Grozinger seconded this. The motion carried unanimously.

**Board of Selectmen
Special Meeting Minutes
July 28, 2021 at 2pm
Meeting held remotely due to COVID 19**

1. **Call to order:** First Selectmen Spaulding called the meeting to order at 2pm, also in attendance were Selectwoman Samantha Nestor, Selectman Stephan Grozinger, Town Administrator Jonathan Luiz, and Town Residents participating.
2. **Pledge of Allegiance:** The Pledge was recited.
3. **Discussion/decision to approve a supplemental appropriation of \$240,000 for road resurfacing:** First Selectman Spaulding introduced Town Administrator, Jonathan Luiz and asked him to provide a recap of the road resurfacing project. Mr. Luiz went over the vendor selection, plans, timeline projections, and potential funding scenarios. First Selectman Spaulding mentioned that fixing Weston Roads was a priority. Selectman Grozinger expressed his support for the project given the positive financial standing of the Town. Selectwoman Nestor agreed. Selectwoman Nestor moved to approve a supplemental appropriation of \$240,000 for road resurfacing. This was seconded by Selectman Grozinger. The motion carried unanimously.
4. **Discussion/ decision to elect Samantha Nestor as Acting First Selectman per Town Charter Section 5.2:** Selectman Grozinger moved to elect Samantha Nestor as Acting First Selectman per Town Charter Section 5.2. This was seconded by Selectwoman Nestor. The motion carried unanimously.
5. **Resignation of Christopher Spaulding as First Selectman, effective 10am on Monday, August 2, 2021:** First Selectman Spaulding thanked his colleagues, Town employees and residents saying that this was one of the most rewarding periods of his life. Selectman Grozinger and Selectwoman Nestor thanked First Selectman Spaulding for his time and efforts over the years. Selectwoman Nestor moved to accept the resignation of Christopher Spaulding as First Selectman, effective 10am on Monday, August 2, 2021. Selectman Grozinger seconded this. The motion carried unanimously.
6. **Adjournment:** Selectman Grozinger moved to adjourn at 2.17pm. Selectwoman Nestor seconded this. The motion carried unanimously.

Minutes submitted by: Sara Beer, Executive Administrative Assistant.

16. Discussion/ decision to approve a revised job description for the Adult Services Library Position: **I move to approve a revised job description for the Adult Services Library Position**

Employee Approval: 9/14/07
Employee Modifications: 9/6/07
Town/Management Approval: 9/14/07
Town/Management Modifications: (Date)
Consultant Approval: 9/9/07
Consultant Modifications: (Date)
FINAL VERSION APPROVED BY ALL: (Date)
ISSUE DATE: (Date)

TOWN OF WESTON
ADULT SERVICES LIBRARIAN
SENIOR LIBRARIAN

Position Purpose:

The purposes of this position are to oversee ~~access circulation~~ services provided by the public library and to oversee the provision of services to adults, ~~including scheduling staff, patron assistance~~. Additional responsibilities include ~~;~~ handle reference desk and ~~to serve to serve~~ as back up to the Library Director in his/her absence. This position also evaluates the needs of the various populations it serves and seeks out new ideas and methods to provide the appropriate services. The ~~Adult Services Librarian Senior Librarian~~ is required to exercise sound judgment in administering library activities and is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her control.

Supervision:

Supervision Scope: Performs a variety of professional duties requiring knowledge of modern library services. Knowledge also required in library procedures, customer service and computer applications. Exercises independent judgment in implementing library policy and addressing facility issues in the absence of the Library Director.

Supervision Received: Works under the general direction of the Library Director following professional standards, procedures and policies.

Supervision Given: Oversees Information Desk staff in coordination with the Library Director. ~~No formal direct reports.~~ Trains and, provides job direction, and instructions, and schedules to part time/temporary employees.

Job Environment:

Library work is performed in a moderately noisy office.

Requires the operation of; telephones, computers, copiers, facsimile machines, and other

standard office equipment.

Regular contact with other municipal departments; ~~regular periodic~~ contact with regional libraries; ~~participation in local, state, and consortial professional development opportunities; and~~ frequent contact with the general public, vendors, contractors, community organizations, and local schools; communication is frequently in person, by telephone, fax, e-mail, in meetings and in writing; contacts require a high level of diplomacy.

Errors in judgment or omissions could result in delay of services, monetary loss, personal injury and damage to building/equipment

Has access to confidential information such as library patron records.

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.)

- Assume primary responsibility for circulation functions, including the ILS circulation module. Attend regular consortial meetings regarding ILS circulation module enhancements. Train staff on enhancements.
- Assist adult Library patrons in selection and use of library resources materials by using/tilizing knowledge of collections, databases, electronic resources searching catalog, and reference resources examining reference materials. Assist adult Library patrons at the Information Desk circulation and reference desks, and and by telephone and email, by checking Check -materials in and out of the Library, answering and referring questions, and directing patrons to appropriate sections of the Library.
- Provide in-person reader's advisory services to adult patrons and develop new/alternative methods for reader's advisory.
- Maintain awareness of trends in adult library services and recommend/develop new services.
- Assist in filling patron holds placed through the OPAC and process them for pick up. Handle patron reserve system (in which patrons reserve Library materials, especially new books), locate and notify patrons of availability of requested books.
- Oversee overdue notice and item billing process. Maintain patron records accordingly. Maintain records of overdue materials; send notices to patrons concerning overdues.
- Provide community outreach to residents about Library services and accounts.
- Read reviews and related sources for of new publications and recommend material selection in both print and digital format to Library Director to help maintain a balanced library collection.
- Develop, maintain and implement training methodology for Train Information Desk staff members in performing circulation, adult shelving, and related tasks. Coordinate with

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Children's and Teen department to insure appropriate training in specific collections and resources. Ensure continued quality of work in these areas, such tasks as receiving, shelving and locating materials.

- Develop Information Desk work schedules to ensure adequate coverage and services with the Library Director.
- Describe and demonstrate procedures to patrons for searching the online catalogue, databases, and electronic and print resources, files, biographical dictionaries, indexes, and reference materials.
- Maintain inventory of office supplies and order supplies as necessary. Process orders through the Town's financial system and maintain assigned budget. Order office supplies, check invoices and shipments upon delivery.
- Oversight of public equipment such as copier, fax machine, and coffee machine and work with vendors as needed for service and supplies.
- Maintain patron record files Register patrons for Library cards and maintain files of patrons in ILS and other formats.
- Repair damaged books including taping of rips, page trimming, erasures of marks, and card and spine label replacement and replacing or loose pages and "tipping in" loose illustrations, graphs, etc.
- Maintain computer spreadsheets for statistical reports and patron overdue lists.
- Process new books for circulation in conjunction with Library Director and Library Technology Assistant.
- Oversee Library's adult volunteer program.
- Maintain working knowledge of Library's room reservation software and enter reservations, as necessary.
- Maintain awareness of library facilities and mechanical systems.
- Maintain currency in Adult Library Services by pursuing professional development opportunities.
- Participates in weekend staff rotation.
- Act as Library Director in his/her absence.
- Comply with OSHA.

Other Functions:

- Performs similar or related work as required, directed or as situation dictates.
- ~~Continue professional development.~~
- Assists other departments, offices or staff as needed to promote a team effort to serve the public

Minimum Required Qualifications:

Education, Training and Experience:

The qualifications required would generally be acquired with a Masters of Library Science and over two years related experience of or an equivalent combination of education, work experience and training.

Special Requirements: None.

Knowledge, Ability and Skill:

Knowledge: Comprehensive knowledge of contemporary library theory, principles, policies, practices utilized in public libraries; knowledge of automated systems and various technology to provide library services; knowledge of principles and practices of classification and cataloging of library materials; knowledge of library reference services. Knowledge of the MS Office Suite, especially Word and Excel.

Ability: Ability to maintain detailed and accurate records using data processing applications as they apply to library functions; ability to establish and maintain effective working relationships with customers; ability to communicate effectively verbally and in writing; ability to effectively train and schedule staff.

Skill: Excellent verbal and written communication skills; skilled in working with automated library management systems and computers, establishing goals and managing staff; skilled in using the above mentioned office equipment; skilled in training staff in library practices; aptitude for working with people and maintaining effective working relationships with various groups; aptitude for working with paperwork and details; ability to repair damaged books and process new ones. Excellent customer service skills.

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			
Other-Describe				

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-Describe				

Lifting Requirements

	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds		X		
Up to 25 pounds	X	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.)

17. Discussion/ decision to approve the Library's use of the American Recovery Act Funding: **I move to approve the Library's use of the American Recovery Act Funding**

18: Adjournment: **I move to adjourn**



Date: July 10, 2021
To: Jonathan Luiz, Town Administrator
From: Karen Tatarka, Library Director
Re: Weston Public Library ARPA Grant

The Connecticut State Library was awarded \$2,775,000 in American Rescue Plan Act (ARPA) funding by the Institute of Museum and Library Services (IMLS). \$2 million of this funding was designated for direct grants to Connecticut's principal public libraries. The Weston Public Library was allocated \$16,023 for projects that fell within the scope of the IMLS High Priority Spending Categories, subject to State Library approval.

The attached application includes information on the items approved for Weston. Funds must be expended prior to March 31, 2022. In selecting items the Board of Trustees and I took into account what services and resources would have the greatest impact on Library patrons, while being mindful of not implementing services or resources that would incur ongoing expenses that would affect the Library's budget.

With the recent legal guidance you shared regarding review of these funds by the appropriate legislative and financial authorities, I submit the attached application for approval of the funds received from the Connecticut State Library.

Cc: Weston Public Library Board of Trustees



American Rescue Plan Grants to Connecticut
Public Libraries
Application Form



1. Library name: Weston Public Library
2. Library address: 56 Norfield Rd. Weston, CT 06883
3. Library director: Karen Tatarka
4. Director phone: 203-222-2650
5. Director e-mail: ktatarka@westonct.gov
6. Federal Employer Identification Number: 06-6002127
7. DUNS number: 072130412
8. Name and address of agency to which grant is to be paid: Town of Weston
9. Does this agency have an Automated Clearing House (ACH) account set up to receive direct deposits from the State of Connecticut? Y

10. Projected budget:

1.	Personal Protective Equipment (PPE)	\$ 126.52
2.	Furniture & Equipment – indoors	\$ 2,931.37
3.	IT Equipment, Software, Systems, Consulting	\$
4.	Cleaning and Supplies	\$ 6,989
5.	Security	\$
6.	Other (attach explanation)	\$ 5,979.11
7.	Indirect costs	\$
	Total Amount	\$ 16,023

11. Provide a detailed description of what you intend to purchase with these grant funds. *Please see below.*

12. Explain how this budget proposal addresses one or more of the high priority spending categories as defined by IMLS. *Please see below.*

13. Do any of these items have an individual unit cost of \$5,000 or more? N

If the applicant intends to use any ARPA funds to purchase computers or peripherals used to access the Internet or to pay for direct costs associated with accessing the Internet, the applicant must comply with the requirements of the Children's Internet Protection Act (CIPA). **Signature**

below certifies that they are in compliance with CIPA or are not using ARPA funds for such purposes.

The CT State Library reserves the right to terminate a grant if it is determined that the grantee is not in compliance with Federal and state regulations.

Application signature below acknowledges accuracy of application and responsibility for submitting all required project deliverables.



Signature of Library Director

6/16/21

Date

Karen Tatarka

Typed Name of Library Director

Send this form by email to the designated ARPA grant contact for your library, either Dawn La Valle, dawn.lavalle@ct.gov, or Maria Bernier, maria.bernier@ct.gov.

The Weston Public Library's ARPA Grant application focuses on the high priority areas of pandemic relief for safe operations as well as resources that will help improve access to Library services.

The majority of the grant funds will be used for pandemic relief for safe operations including: additional cleaning to allow the Library to return to pre-pandemic service hours, additional PPE for staff and patrons, air purification systems for heavily-used areas, and room partitions to allow for increased seating.

The remaining grant funds will be used to improve access to Library services including: a charging station inside the Library that supports a multitude of devices, solar charging stations outside the Library for those who prefer to access our robust WiFi outdoors, and security lockers for after-hours pick up of physical library resources and technology. These improvements will allow the Library to extend services to a broader portion of the Weston community and will help ensure equitable access to Library resources to all residents.

Please see below for detailed descriptions of initiatives.

PPE

Masks, hand sanitizer, and wipes are in high demand as the Library continues to expand services. The Library will provide wipes and hand sanitizer in all public and staff work areas and will provide masks for the public, as requested. The Town expects to require masks in municipal buildings at least through the summer months.

\$126.52

Furniture/Equipment (Indoors)

Mobile White Board Room Partitions

The Weston Public Library plans to purchase 4 mobile white board room partitions to use between tables in higher density seating areas. These partitions would serve the dual purpose of providing a barrier between users allowing for increased seating, as well as providing a more collaborative work environment.

\$2,931.37

Cleaning and Supplies

Sunday Cleaning

The Weston Public Library is currently unable to open for its Sunday hours as there is no Sunday cleaning scheduled. Sunday hours are important to the Weston community as residents have an average commuting time of over 40 minutes, according to United States Census Bureau's American Community Survey, and are often unable to take advantage of the Library's services and collections on weekdays. The Sunday cleaning included in this application would allow the Library to open starting September 12 through the end of March and would be provided by a

cleaning company.

\$4,050

Air Purifiers

The Weston Public Library will install portable air purifiers in all office areas and in the Community Room and Board Room to ensure the best possible air quality in areas where there are frequently groups of people. As the purifiers will be portable, they can be relocated to serve additional areas as needed.

\$2,936

Other

Solar Charging Stations

The Library lacks power that is convenient to many of our outdoor seating areas. Patrons who prefer to access the Library's WiFi outdoors rather than in the building, or access the WiFi when the Library is closed, will be provided with a way to charge their devices, or the devices currently available for loan from the Library, with the installation of two solar charging stations near outdoor seating areas. These charging stations will also be helpful during storm related power outages.

\$1,200

Lockers

The Weston Public Library will install a unit of lockers for after-hours/self-service holds. These lockers will allow the Library to make materials available to patrons at a time that is convenient to them, regardless of the Library's operating hours. As mentioned earlier under the justification for additional cleaning services, Weston residents have an average commuting time of over 40 minutes, according to United States Census Bureau's American Community Survey. Adding lockers for after-hours pick up of Library materials and equipment will allow the Library to serve a portion of the community that does not have the ability to use the Library during normal business hours. Providing a secure place for pickups will also allow the Library to extend its self-service holds to include items such as Chromebooks, projectors, etc., which would not be possible without a secure location.

\$4,380.11

Multi-Device Charging Station

The Weston Public Library, while providing adequate access to power outlets as a result of a recent renovation, does not currently have the ability to provide charging on the go for patrons who come to the Library without their adapters. The Library will add a multi-device charging station with a variety of connection types to ensure that patrons can remain connected to information throughout the day.

\$399.00

18. Discussion/ decision to approve the Library's use of the American Recovery Act Funding: **I move to approve the Library's use of the American Recovery Act Funding**

19: Adjournment: **I move to adjourn**