

**Board of Selectmen  
Regular Meeting Agenda  
February 24, 2022 at 7.30pm**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84296724461?pwd=cUNnNFVqZm1GNHkvbUxyNXpDMzITUT09>

Webinar ID: 842 9672 4461

Passcode: 133139

Join by phone: 646 558 8656

**Meeting held remotely due to Covid 19**

1. Call to order
2. Pledge of Allegiance
3. Hire of Carla Jegen as Senior Center Assistant Program and Communications Coordinator
4. Interview of Mark Brennan for a position on the Historic District Commission
5. Interview of Amy Rapawy for a position on the Marketing Communications and Advisory Committee
6. Interview of Andrew Palladino for a position on the Conservation Commission
7. Discussion about the activities of the Sustainable Weston Committee with Committee Chair Nicci Wiese.
8. Appointment of Dana Levin as an Alternate on the Board of Assessment Appeals for a term to end December 31, 2023
9. Appointment of Darrel Grigerick to the Parks and Recreation Commission for a term to end December 31, 2025
10. Appointment of Leslie Stetter to the Commission for the Arts for a term to end June 30, 2023
11. Acceptance of Denise Harvey's resignation from the Commission for Children and Youth
12. Acceptance of Leona Peiffer's resignation from the Historic District Commission
13. Acceptance of Bob Turner's resignation from the Conservation Commission effective February 25, 2022
14. Acceptance of Harriet Heller's resignation from the Diversity Equity Inclusion Advisory Committee
15. Acceptance of Chris Razaki's resignation from the Diversity Equity Inclusion Advisory Committee
16. Update from the First Selectwoman about disaster declaration related to Hurricane Ida
17. Update from the First Selectwoman on the Transportation Alternatives Sidewalk grant
18. First Selectwoman's update on the Strategic Town and Educational Assets Masterplan (STEAM)
19. Approval of the minutes from the Board of Selectmen Regular meeting on January 20, 2022, February 3, 2022 and the Board of Selectmen Special Meetings on January 14, 2022 and February 8, 2022
20. Adjournment

**1. Call to order: No motion**

**2. Pledge of Allegiance: No motion**

**3. Hire of Carla Jegen as Senior Center Assistant Program and Communications Coordinator: I move to hire Carla Jegen as Senior Center Assistant Program and Communications Coordinator retroactive to November 1, 2021**



Jonathan Luiz <jluiz@westonct.gov>

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## Senior Center Staff

1 message

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**Wendy Petty** <wpetty@westonct.gov>  
To: Jonathan Luiz <jluiz@westonct.gov>

Wed, Feb 23, 2022 at 4:18 PM

Hi Jonathan,  
Here is the update and recap for Senior Center staff.

Carla Jegen was the program coordinator, at 15 hours per week. Linda Gilmore was the assistant program coordinator at 14.5 hours per week. In August, Carla was ready to retire.

Linda was promoted to program coordinator (15 hours per week). At that time, we reassessed the needs of our Center. The area that we needed more help was with administrative duties and outreach, so we came up with a new job description: Assistant Program and Communications Coordinator. This position allows for flexibility. One day a week at the Center and one day working remotely, if desired for a total of 14.5 hours per week. Carla was interested in that position and we are very happy to have her staying on. She has been with our Senior Center for many years and she brings an abundance of knowledge and wonderful continuity.

Thank you,  
Wendy

--  
Wendy Petty  
Director, Weston Senior Center  
P: (203) 222-2608  
Mailing Address:  
PO Box 1007  
Weston, CT 06883  
wpetty@westonct.gov  
www.westonseniorcenter.info



**February 25, 2022**

Carla Jegen

Weston, CT 06883

**Re: Employment with the Town of Weston**

Dear Carla,

On behalf of the Weston Board of Selectmen, I am pleased to offer you the part-time position of *Senior Center Assistant Program & Communications Coordinator* retroactive to November 1, 2021. The job description is attached.

The position calls for a regular work week of 14.5 hours. Your work schedule will call for you to work 7.25 hours per week on Monday's at the Senior Center. In addition, you will be allowed to work 7.25 hours per week from home. Your ability to work from home may be changed depending on the needs of the Senior Center Director. The hourly rate of pay is \$22.09. There are no benefits offered except for sick time in accordance with the state law.

This letter contains the complete terms of the Town's offer of employment to you. Any prior oral or written representations which are not contained in this letter are invalid. In the event these terms of employment would be acceptable, then please indicate your acceptance by signing and dating in the places designated below, and returning the original letter to the Town Administrator.

Sincerely,

Jonathan Luiz  
Weston Town Administrator

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Carla Jegen

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Date

Cc: Personnel File for Carla Jegen  
Rick Darling, Finance Director and Assistant Town Administrator  
Katie Buch, Accountant/Payroll Benefits Personnel

# **TOWN OF WESTON SENIOR CENTER ASSISTANT PROGRAM & COMMUNICATIONS COORDINATOR**

## **Position Purpose:**

Assist the Senior Center Director with programs and activities that promote the social and emotional well-being of older persons in Weston.

## **Supervision:**

*Supervision Scope:* Performs responsible administrative duties requiring independent judgment and initiative in planning, organizing programs and trips. Also performs a wide variety of research skills, administrative and clerical responsibilities to provide appropriate programs for the senior population

*Supervision Received:* Works under the direction of the Senior Center Director; follows established policies where appropriate; coordinates programs as needed.

## **Job Environment:**

Administrative work is performed in a moderately quiet office with regular interruptions during the day from the seniors; frequently required to arrange furniture and equipment for events at the Center.

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

Makes frequent contact with the seniors, Social Services, health care agencies, assisted living facilities, civic groups, transportation vendors and various speakers, teachers or performers; volunteers and the Committee on Aging. Communication is frequently in person, by telephone, e-mail and in writing.

Errors in judgment or omissions could result in delays in service, injury to others, loss of funds.

## **Essential 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.)*

- In consultation with the Senior Center Director assist with programs and activities to promote the social and emotional well-being of older persons in Weston.
- Create the monthly/bimonthly newsletter.
- Publish weekly bulletin
- Develop a social media plan
- Assist with planning of fundraising events for the Senior Center and Friends of the Senior Center

- Assist with program activities in order to ensure a safe and pleasant environment for participants and staff. Attends events on evening and weekends, as needed.
- Provide setup assistance for all programs; maintain a clean, organized and safe senior center

**Other Functions:**

- Performs similar or related work as required, directed or as situation dictates.
- Continue to keep informed about senior populations needs
- Assist other department staff as needed to promote a team effort to serve the public.

**Minimum Required Qualifications:**

Education, Training and Experience:

The necessary qualifications would generally be acquired with an Associate’s Degree and over two year of responsible recreation or senior program experience, or an equivalent combination of education, work experience and training.

Special Requirements:

Must have and maintain: CPR and First Aid certifications; training can be provided if necessary.

Knowledge, Ability and Skill:

*Knowledge:* Knowledge of practices of senior center or recreational programming that are usual in a Senior Center; knowledge of and ability to coordinate the programming; some knowledge of social trends and indicators and their impact on senior services; knowledge of computer applications appropriate newsletter publishing, program flyers and social media.

*Skill:* Excellent verbal communication skills; excellent listening skills; aptitude for working with people and maintaining effective working relationships with various groups; extensive computer skills and ability to publish monthly/bi-monthly newsletter; strong creativity 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 chemicals	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				

**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-Lifting and setting up tables and chairs			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. Interview of Mark Brennan for a position on the Historic District  
Commission: **No motion**



## Mark Brennan

TEST MANAGER, PROJECT MANAGER, and BUSINESS ANALYST with demonstrated expertise to deliver results for a variety of IT projects. Steadily promoted with increasing responsibility. Successfully built relationships between the business and technical communities. Created high quality software systems that enable the business to thrive.

### EXPERIENCE

#### **Deloitte Touche Tohmatsu Limited**

##### SENIOR MANAGER, COMPLIANCE SYSTEMS

Stamford, CT 2011 - present

- Organized and managed acceptance testing for key Deloitte software systems. Created SharePoint test tracking and assignment tool for Deloitte's Global Independence team. Wrote and edited test scripts, managed review process and got final approvals. Collaborated with on-site and remote testers to thoroughly test new software releases. Wrote bug reports and managed the defect resolution process. Run exploratory test sessions to get rapid and accurate insight into system enhancements.
- Automated acceptance tests and manual processes using Python and Selenium. Built and maintained automation framework and managed deployments using Microsoft VSTS and Git. Tested new features with pytest.
- Draft business requirements. Align with off-shore development teams to ensure that they fully understand them. Built relationships with off-shore teams to ensure project activities were completed efficiently and accurately.
- Designed and built MS Access reports for the Global Independence team. These reports automated manual processes that had previously been done with spreadsheets.

#### **Allegient Systems, Inc**

##### BUSINESS SYSTEMS ANALYST

Wilton, CT 2009 - 2011

- Documented business requirements for the selection of new business intelligence software. Collaborated with technical team to evaluate the product that best met Allegient's needs. Wrote reports using InetSoft and Pentaho BI tools.
- Created use cases for new releases of Allegient's litigation cost management software. Followed the RUP methodology to create business vision, requirements attributes, use case, and target organizational assessment documents.

#### **Fujifilm Medical Systems USA, Inc**

##### PROJECT MANAGER (Consultant)

Stamford, CT 2009

- Managed the transition to an FDA regulated service management system for medical imaging equipment. Coordinated the work of business, quality, and information technology teams. Ensured that all work met FDA quality standards.
- Analyzed data and identified service contracts that were not migrated from the legacy system to the new one. This resulted in the savings of millions of dollars of revenue each month and it increased customer satisfaction.

#### **Synapse Group Inc, a subsidiary of Time Inc**

##### BUSINESS ANALYST AND PROJECT LEADER

Stamford, CT 2003 - 2008

Business analysts and project leader on software development projects using Java, J2EE, Unix, Business Objects and Oracle.

Significant projects included:

- An E-commerce system for sale of consumer magazines. This system was a three-tier application that used the Apache web server, a business layer implemented using WebLogic, and an Oracle database. It generated over a million magazine subscriptions each year and could handle hundreds of thousands of visits a day.
- Mission critical intranet applications, such as a sales campaign management system.
- Web service systems for exchange of data with vendors and partners.
- Marketing business intelligence and reporting systems. The goal of these was to analyze customer behavior in order to improve profits through better marketing campaigns.
- Web analytics data warehouse. This improved Synapse's understanding of the performance of its on-line campaigns. Synapse used this information to create more profitable promotions and sites.
- Gathered requirements by interviewing individual users and by meeting with groups of users.
- Validated requirements with business users and technical staff. Secured approvals to proceed with project.
- Wrote business requirements and functional specifications. Included textual use cases to describe how business processes should function. Used MS Visio to create flowcharts and UML use cases, sequence diagrams, and activity diagrams.
- Documented non-functional requirements such as performance, scalability, and security (including PCI compliance for systems with credit card data).
- Analyzed data using Business Objects, Excel, SQL, TOAD, and Access.
- Documented how data should be migrated from legacy applications to new systems.
- Provided leadership to cross-functional teams encompassing software developers, analysts, systems administrators, and

testers. Created plans using MS Project and ensured that team delivered all components on time.

- Employed Synapse's software development life-cycle on all projects. This was a flexible methodology that included an iterative approach for projects with volatile requirements or a more traditional waterfall approach when working with legacy systems.

**TECHNICAL LEADER**

Stamford, CT 2001 - 2003

- Managed teams of Java and Oracle software developers during design, construction, testing, and implementation of Synapse intranet applications.
- Designed and developed web applications to help Synapse manage its relationships with magazine industry clients and provides referential data to a transactional sales system.
- Created technical documentation for software systems.

**PROGRAMMER/ANALYST**

Stamford, CT 1998 - 2001

- Designed, built, and implemented multiple intranet applications using Java and Oracle.
- Worked with users to determine project requirements. Wrote functional specifications and secured user approval.
- Investigated problems and resolved user queries.

**International Masters Publishers, Inc**

**PRODUCTION CONTROLLER**

Stamford, CT 1995 - 1998

**Longmeadow Press, Inc, a unit of Waldenbooks, Inc**

**PRODUCTION ASSISTANT**

Stamford, CT 1994 - 1995

**Zokeisha Publications, Inc**

**EDITORIAL ASSISTANT**

New York, NY 1991 - 1994

**United States Navy**

**INTELLIGENCE ANALYST**

1987- 1991

- Supervised photographic interpretation branch of a naval photo-reconnaissance squadron.
- Commanded team of intelligence analysts at US military headquarters in Naples, Italy during the 1991 Persian Gulf War.

**CIVIC ORGANIZATIONS**

**Weston Volunteer Fire Department**

**FIREFIGHTER**

Weston, CT 2018 - present

- IT Committee

**Glenbrook Fire Department**

**EXECUTIVE BOARD MEMBER-AT-LARGE**

Stamford, CT 2016 - 2018

**PRESIDENT**

Stamford, CT 2007 - 2016

- Administer volunteer fire department with twenty members.
- Coordinate use of department's firehouse with equipment, vehicles and professional staff from the Stamford Fire Rescue Department and from Stamford Emergency Medical Services.
- Handle \$175,000 annual operational budget and \$75,000 capital budget.

**FIREFIGHTER**

Stamford, CT 2001 - 2016

- Responds to all manner of municipal emergencies.
- Trained to Connecticut standards for Firefighter I

**EDUCATION**

- Central Connecticut State University - current student in the Public History MA program
- Manhattan College, Bronx, NY, Bachelor of Arts, History/International Studies

5. Interview of Amy Rapawy for a position on the Marketing Communications and Advisory Committee: **No motion**

# AMY RAPAWY

## OVERVIEW

Senior marketing executive with 24 years of experience building premium/better brands. Expertise in creating omni-channel, DNA-led brand platforms, collaborations, and cause programs that build community, culture, conversion, and long-term brand value.

## EXPERIENCE

### CENTRIC BRANDS

Feb 2021 - Present

#### *Senior Vice President, Corporate Marketing*

- Leads a marketing/art/photo studio team of 9 for a \$2B fashion organization that licenses/owns brands and manufactures product across kids, accessories, beauty, entertainment sleepwear, men's and women's apparel.
- Developed corporate external storytelling strategy to position Centric Brands as a best-in-class licensee, brand owner, and place to work.
- Re-focused Centric Brands corporate social media channels and community, growing engagement and followers 20% organically.
- Author of strategic and creative business acquisition decks that win new business.
- Establishing Centric Brands philanthropy platform through qualitative and quantitative research.
- Founding member of task force that is developing Centric Brands sustainability platform and goals.
- Content creation for licensed and owned brands including; still and video shoots, social media gifs/filters, influencer/ambassador campaigns, and brand building community platforms.

### 7 FOR ALL MANKIND

Sept 2019 - Dec 2020

#### *Chief Marketing Officer*

- Led a marketing/art team of 10, focused on incremental growth, for a \$155M global dual-gender premium denim brand.
- Created best-in-class digital flagship experiences.
  - +27% in homepage views and +26% page views YoY. Digital business trending up 11% vs LY.
- Drove sell-thru of strategic seasonal key items thru Omni-channel initiatives.
  - Coated denim category 30% of sales.
  - Launched Men's Tech category with a 65% sell-thru.
- Acquired new audiences through innovative digital content.
  - YTD 2020 48M impressions, 90% new visitor rate.
- Activated social tools for brand discovery and engagement.
  - GIPHY stickers: 1M views. AR filters: 32M impressions, 9M opens, 5M captures.
- Piloted new live-selling social and on-site formats with strategy to scale on success.
  - Delivered 5M impressions and encouraging early read selling over \$20k.
- Developed Community First platform to embed in 55 Full-price/Outlet fleet stores as contributing members of communities.
  - Weekly high single to double digit sales increases and +11% in weekly traffic.
  - Post-COVID re-opening outreach program generated \$350k in sales.
- Implemented vendor provided photography model for department store accounts that drove +10-point conversion improvement and improved speed to site by 6-8 weeks.
- Founding member of task force that developed the pledge: 80% of 7FAM products will have sustainable properties by 2023.
- Produced global content with an evolved narrative reflective of current culture and sentiment.
- Crafted development of Love For All Mankind cause program designed to support sustainability and youth education programs.
- Authored the 7 University program for on-going associate engagement, education, and to stimulate a culture of learning.
- Responsible for a \$4M annual budget.

### RACHEL ROY / TOPSON DOWNS

Oct 2014 - Sept 2019

#### *Senior Vice President, Marketing, Ecommerce, Licensing*

- Led a marketing/art team of 7 for an all-in \$50M personified apparel brand.
- P&L and re-launch responsibility for Ecommerce business including team members, selection/implementation of new technology platform and 3PPs.

- Achieved double digit margin and revenue growth.
- Oversight of partner selection, product development, and marketing for licensed categories: Swim, Outerwear, Hosiery, Home, Bedding, Throws, Optical, and Jewelry.
  - Drove approx. \$2.5M in royalty revenue.
- Launched Curvy (plus-size) business with 15% YTD ecommerce growth.
- Drove awareness and revenue through creation of signature brand platforms:
  - Self Rule: Empowerment message with benefit t-shirt. 43M impressions, 15k donation.
  - Entrepreneurship platform: Amplification of designer Rachel Roy as a female founder leading to speaking/panel engagements and ultimately a UN Women Global Champion appointment.
- Deep experience working in an IPCO/OPCO business structure.
- Responsible for a \$2M annual budget.

## **THE JONES GROUP**

**Mar 1999 - Aug 2014**

**Senior Vice President, Marketing, 2008 to August 2014**

**Vice President, Marketing 2004-2008**

**Director of Marketing, 2002- 2004**

**Rachel Roy, Brian Atwood, Rafe New York, Jones New York, Easy Spirit**

- Led a Marketing/PR/Creative team of 14 with cross-functional management of visual, retail development, store planning, in-house photography studio.
- Drove awareness and revenue through creation of signature brand platforms and hero item activations:
  - Rachel Roy collaborations:
    - Jewelry w/R&B singer Estelle: 35M impressions, \$14k sales on Facebook store, +136% increase in follower acquisition.
    - Apparel w/Amar'e Stoudamire/NBA: 425M impressions, 27% sell-thru.
  - Jones New York Empowering Your Confidence:
    - 5BM impressions, +33% increase in JNY.com sales, \$370k store tour
  - Easy Spirit cross-country tour events tied to department store partners:
    - Spirit of Country: 20-30% sales lift per tour stop
    - What Is Comfort: 15-25% sales lift per tour stop
- Created CSR/philanthropic brand platforms and activations:
  - Jones New York: JNY In The Classroom (501c3) supporting America's teachers.
    - \$6M raised & donated to non-profits, 60k cause t-shirts sold.
  - Rachel Roy: Kindness Is Always Fashionable partnerships with global women artisans to support women & children's causes.
    - 383M organic impressions, 6,000 product units, \$200k donated.
  - Easy Spirit: Freedom Walk For Education.
    - \$350k donated to Scholarship America.
- Generated 15% organic growth YoY for Rachel Roy & Brian Atwood social channels.
- Designed Full-price/Outlet experiences including visual merchandising, signage, events, and direct mail programs for over 200 store locations.
- Strategy/execution for brand launches: Jones New York Signature, RACHEL Rachel Roy, C&T Costello Tagliapietra
- Responsible for a collective \$22M annual budget

## **NINE WEST GROUP INC.**

**Jun 1997 - Mar 1999**

**Marketing Manager, 1998 - 2002 Easy Spirit Retail & Outlet Division**

**Marketing Coordinator, 1997 - 1998 - Enzo Angiolini, C/K Calvin Klein**

## **EDUCATION**

IONA COLLEGE, Hagan School of Business, New Rochelle, NY

**Master of Business Administration, Marketing, 2002, with Honors**

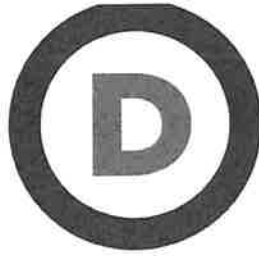
Member, Beta Gamma Sigma Honor Society

ITHACA COLLEGE, Ithaca, New York

**Bachelor of Arts, 1997, Cum laude**

Major: Journalism

6. Interview of Andrew Palladino for a position on the Conservation Commission: **No motion**



**DEMOCRATS**  
CHANGE THAT MATTERS

**Weston Democratic Town Committee**

February 16, 2022

First Selectwoman, Samantha Nestor  
Weston Town Hall  
56 Norfield Road  
Weston, CT 06883  
Via email; Confirmation requested

Dear Ms. Nestor:

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

Andrew Palladino for appointment to the Conservation Commission.

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

Please advise.

Sincerely,

*Sara Spaulding*

Search Chair, Weston DTC

cc:

Gayle Weinstein, DTC Chairwoman

Andrew Palladino, DTC Vice Chair

Martin Mohabeer, Selectman

Amy Jenner, Selectwoman

Sara Beer

**ANDREW M. PALLADINO**

February 22, 2022

Dear Board of Selectmen,

I am writing to confirm my expressed interest in a volunteer position on the Weston Conservation Commission. One of the greatest strengths the Town of Weston has are its natural assets including its watercourses and wetlands. With an opening on this vital Commission as the town's future is at a crossroads moment, I felt the need to continue my volunteer service to the town by seeking your consideration for this role.

Personally, as a resident of Weston since 2005, I have appreciated and photographed some of the beauty of the town's geographical assets. Prominently featured in my photo collection over the years are of various local waters, from Devil's Den to Held Pond, to the various branches which feed the Saugatuck River; from the Cobb's Mill Inn waterfall to the brook and wetlands on a wooded part of my property. The importance of informed regulations protecting these waters and wetlands are paramount for the residents of Weston, today, and for future generations.

As Chairperson and member of the Weston Marketing Communications & Advisory Committee we recognized some of these assets and incorporated them into our efforts to market the town. As a result, the foundation of the real estate map presentation materials we created featured these natural resources.

After serving more than four years on this committee (April 2017 – December 2021), I know the importance of volunteerism in Weston, and appreciate your efforts on this potential appointment. Thank you.

Sincerely,

Andrew Palladino



# ANDREW M. PALLADINO

## Professional Experience

**DEPUTY DIRECTOR GLOBAL COMMUNICATIONS & MEDIA RELATIONS, Council on Foreign Relations, New York, NY, November 2014 – Present**

- Execute targeted press campaigns for print and web-only content for all CFR editorial offerings.
- Leverage the profile and reach of *CFR Fellows, Foreign Affairs* authors and editorial staff by arranging broadcast and other press opportunities.
- Write and edit press communications and marketing materials for CFR and *Foreign Affairs*.
- Develop and implement social media outreach campaigns.
- Outreach and on-site management of media at on-the-record CFR events.
- Coordinate marketing strategy meetings for CFR book, reports, *Foreign Affairs*, special sections, ebooks, and other products.
- Support the Vice President with branding and messaging of CFR and *Foreign Affairs* content.
- Oversee Global Communications Department annual budget.

**INDEPENDENT MEDIA RELATIONS CONSULTANT, Weston, CT, September 2008 – November 2014**

**PUBLIC RELATIONS CONSULTANT, Planned TV Arts (Ruder Finn), New York, NY, September 2009 – Present**

- Public relations strategies and campaign execution provided to a range of clients including digital media companies, consumer brands, book authors and financial specialists.
- Consulting services include development and execution of traditional and non-traditional communications, events, marketing, and social media initiatives for both full-scale and supplemental publicity campaigns. Client roster has included: AOL, Daily Finance, Examiner.com, Planned TV Arts--Ruder Finn, Random House, Pear Press, Track 180, Unity Books, Beat The GMAT, and several bestselling book authors, among others.

**RUBENSTEIN COMMUNICATIONS, New York, NY, September 2007 – September 2008**

**Vice President, Communications**

- Played primary role in development and growth of agency's digital media practice.
- Conceived and implemented multiple public relations campaigns for digital and traditional media companies and consumer brands.
- Publicity highlights included major national and trade coverage for *Hearst Digital*--including highly successful six-month multi-platform campaign with Universal Motown Records; online video portal, *blip.tv*; beta launch of *First30Days.com*, its Founder/CEO's book publication and site's ancillary products.
- Created and collaborated on detailed proposals and presentations for acquisition of new clients.

**TIME INC., New York, NY, April 2006 – September 2007**

**Director, Communications, Business 2.0/CNN Money**

- Developed brand-building, grassroots, networking and social media publicity initiatives for monthly, franchise issues and corresponding online reports for *Business 2.0* until closure of magazine.
- Conceptualized and assisted B2.0 tech editor in the development of an executive roundtable-networking event series on *Disruptive Technologies*--informal, high-level regional events produced in Boston, Los Angeles, Raleigh and San Francisco designed to bring tech influencers, big thinkers, venture capitalists and journalists together for provocative discussions about impact of disruptive technologies and industries. Events became an advertising sponsorship opportunity.
- Oversaw external media relations and the primary content liaison between financial website, CNN Money and the Time Inc. Business & Finance Group (Business 2.0, Fortune, MONEY).

**CNN**, New York, NY, August 2005 – April 2006

**Editorial Guest Segment Producer / Consultant, Lou Dobbs Tonight**

- Produced multiple daily guest segments with major academic, literary, media and political figures for geopolitical news program, *Lou Dobbs Tonight*. Segments included dozens of Congressional interviews, weekly political round table discussions, numerous breaking news guest interviews for Hurricanes Katrina, illegal immigration, intelligent design, Dubai Ports World controversy and Judith Miller's first post-incarceration interview, among others.
- Responsibilities included monitoring news events for appropriate program content, researching background on all guest-related topics, guest pre-interviews, coordinating logistics for remote feeds, liaising with studio guests and collaborating on visual elements for interviews.

**THE GOLF DIGEST COMPANIES, Conde Nast Publications**, New York, NY, September 2004 – July 2005

**Executive Director, Corporate Communications**

- Director of four-member team tasked with communicating corporate message through PR outreach, events and activities.
- Conceptualized and managed all PR initiatives and support for advertising sales teams for *Golf Digest*, *Golf for Women*, *Golf World* magazines and their corresponding websites.
- Enhanced website visibility by combining editorial content with strategic ESPN.com partnership to create daily Internet destination for industry-related news.
- Conceptualized and coordinated supplemental digital projects for key franchise issues, adding value and depth to public relations opportunities for all GDC brands.
- Supported charitable organizations and complementary companies, creating sponsorship opportunities for golf events.

**BUSINESSWEEK**, New York, NY, April 2000 – September 2004

**Director of Communications** (August 2003 – September 2004), **Senior Publicist** (April 2000 – August 2003)

- Director's role encompassed supervision of a four member publicity team, external/internal media relations, media bookings, development/training of editorial staff for media appearances and liaison with McGraw-Hill Corporate Communications on major publicity initiatives.
- Developed extensive relationships with producers and print/online journalists across all media and assisted TV producers in development of regular *BusinessWeek* guest appearances on national business news programs on *ABC News*, *CNBC*, *CNN* and *CNN Financial News*, among others.
- Garnered millions of annual impressions through print and online coverage, recurring media appearances and bookings of more than 500 interviews per year.
- Direct liaison between magazine PR department and Washington, D.C. bureau. Created greater media awareness of magazine's political coverage and editorial staff. Conceived and executed first-time publicity campaigns for magazine at 2000/2004 Democratic and Republican conventions.
- Played a key role in development/pre-production, guest bookings, location shoots and liaison for magazine content to the independently produced weekly program, *BusinessWeek TV*.
- Primary PR liaison between *BusinessWeek.com* and print publication. Increased website and magazine visibility in competitive marketplace through various publicity and breaking news campaigns. Daily communications with external PR agency on various communications initiatives.
- Assisted in planning and execution of publicity efforts for annual digital and homeland security conferences and leveraged brand opportunities at external major conferences (CES, COMDEX etc.).
- Instrumental in development, coordination and execution of nine month multi-platform public relations program for the magazine's 75<sup>th</sup> anniversary celebration in 2004.

**NEWSWEEK**, New York, NY, July 1999 – April 2000

**Senior Publicist / Weekend Manager**

- Secured print, radio, television, and online media placements for weekly domestic, international and special franchise issues.
- Supervised weekend staff in distribution of breaking news, distribution of weekly magazine and web content, and press releases and media tip sheets to Sunday political shows, local, national and international media.
- Expanded visibility for the magazine through weekly selection and placement of content-rich news-breaking

articles.

- Wrote, edited and distributed weekly poll press releases during 2000 presidential primary season
- Played integral part in guest bookings and content-sharing protocol for MSNBC partnership.

## Education

**HUNTER COLLEGE**, New York, NY 1997,

- **Bachelor of Arts**, *Summa cum Laude*

7. Discussion about the activities of the Sustainable Weston Committee with Committee Chair Nicci Wiese: **No motion**
  
8. Appointment of Dana Levin as an Alternate on the Board of Assessment Appeals for a term to end December 31, 2023: **I move to appoint Dana Levin as an Alternate on the Board of Assessment Appeals for a term to end December 31, 2023**

**Dana A. Levin**

**Education:**

The George Washington University, Washington, D.C.

Masters of Business Administration, Concentration - Marketing

Vassar College, Poughkeepsie, NY

Bachelor of Arts, Major - Psychology

Concentrations - Economics, American History

**Experience:**

**Realtor**, Westport, CT - currently with **Keller Williams Prestige Properties**

**Carl Bernstein for the 135<sup>th</sup> Assembly District**, Weston/Easton/Redding, CT

Assistant Treasurer for political campaign. Responsible for collecting contributions and verifying donor validity, accounts payable, and completing periodic filings with the Connecticut State Elections Enforcement Commission.

**Free-Lance Motion Picture Production Accountant**, Los Angeles, CA and New York, NY

Responsible for accounting functions on motion picture production/post-production including: cash flow, accounts receivable, accounts payable, petty cash handling/reconciliation, analyzing budget variances.

**KCET**, Los Angeles, CA

Television Production Finance Comptroller - assigned to various television series at Los Angeles' PBS station. Responsible for budgets, variance analysis, accounts payable. Interfaced with production and station management/executives.

**Rocketdyne Division, Rockwell International**, Canoga Park, CA

Materials Department Financial Analyst - budget responsibility for the materials portion of major aerospace programs including the National Aerospace Plane (NASP) initiative and the International Space Station. Interfaced with engineers, procurement management, and departmental management. Promoted after six months. Department of Defense Secret Clearance.

**Busby, Rehm and Leonard, P.C.**, Washington, DC

Full-time assistant at boutique international trade law firm while attending graduate school. Assisted partners and associates in preparing cases including financial analysis and photography of exhibits. Interfaced with clients. Attended Congressional hearings and briefings of Congressional staff. Planned events for trade association clients. Assisted at Democratic presidential candidate fundraiser.

**Neuberger and Berman Management**, New York, NY  
Assistant to the Corporate Secretary.

**Bank of America, NT& SA**, Beverly Hills, CA  
Trust Officer training. Assisted trust officer in handling all aspects of client accounts. Confidential clients included executives, celebrities, and major politicians. Promoted twice in 18 months.

**Community Involvement:**

Member, Saugatuck Rowing Club

Weston Board of Education, Member: 2007-2015

Board Secretary/Treasurer, Chair, Policy Committee, Member, Curriculum Committee. Also served as Chair, Communications Committee and Member

Transportation Committee

Spearheaded SRO Initiative

Weston Democratic Town Committee - Former Search Chair

Hurlbutt Elementary School PTO President: 2006-2007

Weston Intermediate School PTO - Founding editor of monthly parent newsletter

Weston Middle School PTO - Grade Chair: 2006-2007

Weston Newcomers and Neighbors Club - President: 2002-2003

Temple Israel, Westport, CT - Former Youth Committee Chair

**9. Appointment of Darrel Grigerick to the Parks and Recreation Commission for a term to end December 31, 2025: I move to appoint Darrel Grigerick to the Parks and Recreation Commission for a term to end December 31, 2025**

# **DARREL E. GRIGERICK M.A., RDCS**

Westeron CT 06883

## **EXPERIENCE**

### **THE STAMFORD HOSPITAL**

Stamford, CT (07/10-Present)

#### **Supervisor, Noninvasive Cardiology**

Responsible for the supervision of 40 staff members at five outpatient and one inpatient locations. Oversee the day to day operations of Nuclear stress testing, EKG, Holter, transthoracic echocardiography, stress echocardiography and transesophageal echocardiography. Responsible for IAC echo accreditation and all Quality Assurance programs and meetings. Responsible for staff and physician training for all department equipment and structured reporting systems. Work in partnership with other departments, physicians and administration to delivery excellent patient care. Responsible for staying within labor and expense budgets.

### **BAYSTATE MEDICAL CENTER**

Springfield, MA (11/7-7/10)

#### **Supervisor, Echocardiography Lab**

Responsible for the day to day operations of the inpatient and outpatient echo services as well as the supervision of the echo staff. Responsible for IAC echo accreditation. Responsible for staying within labor and expense budgets.

### **BAYSTATE MEDICAL CENTER**

Springfield, MA (08/05-11/07)

#### **Cardiac Sonographer III**

Provide compassionate care in performing adult and pediatric 2D, Mmode, Doppler and contrast transthoracic echocardiograms, as well as pre-cardiac resynchronization ultrasound examinations to Baystate's inpatient and outpatient populations. Also responsible for delivering high quality clinical instruction for Baystate's Echocardiography students, as well as the hospital's Cardiology Fellows.

## **EDUCATION**

### **JOHNS HOPKINS HOSPITAL SCHOOL OF MEDICAL IMAGING**

Baltimore, MD 2004-2005

#### **Certified Cardiac Sonography Program**

Program included didactic and clinical instruction in echocardiography and heart pathologies. Responsible for independently performing echocardiograms in all areas of the hospital.

### **CLEMSON UNIVERSITY**

Clemson, SC 2000-2005

#### **Master of Arts in Professional Communication**

Program included instruction in Public Relations, Professional Writing, Organizational Communication and Rhetorical Theory.

### **COASTAL CAROLINA UNIVERSITY**

Conway, SC, 1997-1999

#### **Bachelor of Arts in Interdisciplinary Studies**

Program included courses in Communications, Gerontology, Psychology and Personnel Management.

#### **Gerontology Certificate**

Awarded December 15, 1999.



**VOLUNTEERING**

US Food Rescue, Stamford Hospital Foundation

**TECHNICAL SKILLS**

Philips IE33, Philips CX50, Siemens SC2000, General Electric Vivid 7, General Electric Dimension, Enconcert digital system, Echo Pac digital system, and Vericities digital system; Microsoft Office Suite and Adobe PageMaker.

**Professional**

ARDMS Registered Diagnostic Cardiac Sonographer (RDCS). BSE British Society of Echocardiography.

**Certifications**

**10. Appointment of Leslie Stetter to the Commission for the Arts for a term to end June 30, 2023: I move to appoint Leslie Stetter to the Commission for the Arts for a term to end June 30, 2023**

# Leslie Baldwin Stetter

## Professional Experience

### Compass Real Estate

December 2019 - Present

#### Realtor with Katie O'Grady & Company

- Realtor with one of the top selling teams for Fairfield County covering business across Westport, Weston, Fairfield, Southport, Darien and Norwalk.

### William Raveis Real Estate

May 2017 - December 2019

#### Realtor with Katie O'Grady & Company

- Realtor with top selling team for William Raveis Southport Office selling business across Fairfield County including Westport, Fairfield, Southport, Darien and Rowayton.

### PEOPLE Magazine

March 2012 – April 2014

#### Integrated Account Manager

- Integrated seller managing a \$13million+ list including Nestle, Milk, GlaxoSmithKline, PBS, Bic, MediaStorm and ShopStyle.com among other accounts
- Responsible for maintaining and growing business and market share across key accounts such as Nestle where I grew our Gerber and Waters business year-over-year.
- Broke Milk for People.com for only Time Inc digital deal in 2013 in addition to growing print business. For 2014, grew business by 50% year-over-year by securing an Oscars sponsorship for print, digital and mobile in Q1.

### PARADE

New York, NY

#### Dash Magazine

February 2011 – March 2012

#### Account Director

- Integrated seller responsible for breaking business on a launch with Campbell's, ConAgra, Walmart, Nestle, Smuckers' and MARS.
- Responsible for a list that includes Pernod Ricard, Terlato Wines, Cavit Wines, Campbell Soup, ConAgra, Tyson Foods, General Mills, MilkPep, Mars, Unilever and Walmart, among others
- Responsible for developing marketing programs, ideas, client mailers and email blasts for self and sales staff.

### Hearst Publications

#### Food Network Magazine

New York, NY

August 2009 – February 2011

#### Account Director

- Sold integrated programs to advertisers such as J&J, FYE, Simply Orange and Terlato Wines in addition to exceeding revenue goals by 91%.
- Sales representative on the launch of Food Network Magazine breaking over \$1.1M in new business in the first year from Terlato Wines, Sun Crystals, Splenda, Rutherford Hill, Simple Orange Juice, Motrin, Pfizer, Stevia, Folger's, FYE and Pompeian

### Reader's Digest Association

#### Reader's Digest Magazine

New York, NY

May 2007 – August 2009

#### Account Manager

- Achieved historic sale of first C4 advertiser for Reader's Digest to Unilever/Dove for 2008. Partnership was well-received and renewed for 2009
- For 2009, sold \$1M cross-platform partnership to Promise Spreads including digital integration and custom targeted inserts.
- Responsible for 100+ accounts totaling over \$6M in revenue for the magazine

**Conde Nast**  
**Cookie Magazine**  
*Account Executive*

**New York, NY**  
**October 2005 – May 2007**

- In first year at Cookie exceeded sales goals by 50% and was Team Leader on the Papyrus account for CNP Corporate Sales. Broke Papyrus for Conde Nast with a 10-page schedule across Cookie, Domino and Vanity Fair

**Conde Nast**  
**Vitals Man and Vitals Woman Magazines**  
*Assistant to the Publisher*

**New York, NY**  
**September 2004 – October 2005**

- Sole assistant to Publisher for two start-up magazines with advertiser base encompassing men's and women's luxury brands across all lifestyle categories
- Work with HR to hire and train sales assistants and interns. Fully responsible for managing three interns per semester, including daily workflow and performance reviews

## **Education**

**Connecticut Real Estate College**  
**Practice & Principles 60 Hour Course**

**Fairfield, CT**  
**February 2017 - March 2017**

**Georgetown University,**  
**College of Arts & Sciences**  
B.A. in English Literature, Minor in Intra-Arts: Art History

**Washington, DC**  
**September 2000 - May 2004**

## **Skills**

- Microsoft Office, Salesforce, Outlook, ACT!, Windows, Mac systems, MagAdvisor, PowerPoint and AdMarc

**Languages: Studied Italian and Spanish.**

**11. Acceptance of Denise Harvey's resignation from the Commission for Children and Youth: I move to accept Denise Harvey's resignation from the Commission for Children and Youth**

# Youth Commission

Inbox

Thu, Feb 17, 12:00 PM (6  
days ago)

**Denise Harvey**

to Samantha, me

I don't think I ever gave you notice that I had stepped down from the Commission for Children and Youth towards the end of 2021, so I don't think the BOS ever accepted my resignation. The last meeting I attended was in November.

**12. Acceptance of Leona Peiffer's resignation from the Historic District Commission: I move to accept Leona Peiffer's resignation from the Historic District Commission**

# Resigned from HDC

Inbox

Thu, Feb 10, 2:21 PM (13 days ago)

**HDC**

to me, Donna

Hi

I resigned last night. Please send calls and communications elsewhere

Cheers,  
Leona Peiffer  
HDC chair



**13. Acceptance of Bob Turner's resignation from the Conservation Commission effective February 25, 2022: I move to accept Bob Turner's resignation from the Conservation Commission effective February 25, 2022**



Jonathan Luiz <jluiz@westonct.gov>

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## Bob Turner Letter of Resignation

1 message

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**Dr. Tom Failla** <conservationplanner@westonct.gov>

Tue, Feb 22, 2022 at 6:22 AM

To: Sarah Schlechter <[redacted]>, Sarah Schlechter <sschlechter@westonct.gov>

Cc: Robert Turner <[redacted]>, Jonathan Luiz <jluiz@westonct.gov>, Tracy Kulikowski <tkulikowski@westonct.gov>

Sarah - As agreed previously, once a replacement was found, Bob Turner has now tendered his resignation (please see attached) directed to you as Chair of the Conservation Commission. I am including Jonathan Luiz on this because he requested the written notification on behalf of the Board of Selectmen in time for the Feb. 24 meeting of the BOS so the board can proceed with appointing Abigail Squance to fill the vacancy for a term ending Dec. 31, 2025.

Separately, I suggest that you and others on the commission recommend that the BOS recognize Bob through a resolution conferring on him Land Use Commissioner emeritus status for his unusually long years of service to the town. His record goes back to the 1960s when he first served as a Civil Defense official and member of the Public Works and Building Committees and then served from the late 1960s to early 1980s as a member and Chair of P&Z, followed by ZBA through the 1980s and 1990s, Zoning Code Officer 1999-2009 and member of WCC since July 2009. He and his family moved to Weston in 1953 and he is a veteran of WWII. If you agree, I will draft a resolution that you can circulate to the members.

Cheers Tom

**Dr. Tom Failla**

Conservation Planner

Town of Weston

203.222.2681

203.331.6035

203.222.2537 (fax)

ConservationPlanner@westonct.gov

*This message may contain PRIVILEGED AND CONFIDENTIAL INFORMATION. If you are not the intended recipient, do not read, copy or distribute the email or any attachment. Instead, please notify the sender and delete the email and any attachments. Thank you.*

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 **TurnerBobWCCResignation-2-17-22\_0001.pdf**  
64K

To the Chair of the Western Conservation Comm.  
Thursday, February 17, 2020

From Robert P. Turner, member of commission

By this letter please accept my resignation,  
effective immediately as a member of  
the Commission for reasons of age, health  
and mobility.

I leave a trail of almost 50 years with  
Western CC and such wonderful joint friendships.

Also solid productive work along with your help  
for all our citizens.

with deepest affection for my town.

Robert P. Turner



Mr. Robert P. Turner

Weston, CT 06883

## PROCLAMATION

**Whereas, Robert Turner** and his wife Hope, moved to Weston in 1953, have lived here continuously since 1953, raised their family here and have been active in the community and members of Emmanuel Church since then; and

**Whereas, Robert Turner** served as the town's Assistant Civil Defense Director for the and a member of the Public Works Committee in the 1950s and 1960s; and

**Whereas, Robert Turner** for six decades served on the Town's land use boards, including the Planning & Zoning Commission from 1967 to 1981 and its Chair for 11 years; the Building Committee from 1969-1977; Zoning Board of Appeals from 1984-1998, and became the Town's Code Enforcement Officer until 2008; and

**Whereas, Robert Turner** has provided invaluable assistance, insight and training to the Town's Land Use volunteers and staff and performed meticulous land records research for the benefit of the Town; and

**Whereas, Robert Turner** served from July 2009 to February 2022 as a member of the Weston Conservation Commission; and.

**Whereas, Robert Turner** celebrated his 101<sup>st</sup> birthday on February 14, 2022; and

**Now, Therefore,** the Weston Board of Selectmen do hereby confer on

### **Robert Turner the Special Recognition of *Land Use Commissioner Emeritus***

In Weston, Connecticut, and call upon our families, schools, businesses, and institutions to join us in recognizing and thanking him for his many contributions to our community.

Witness my hand and the seal of the Town of Weston, this 24<sup>th</sup> day of February 2022

Samantha Nestor  
First Selectperson

**14. Acceptance of Harriet Heller's resignation from the Diversity Equity Inclusion Advisory Committee: I move to accept Harriet Heller's resignation from the Diversity Equity Inclusion Advisory Committee**

**15. Acceptance of Chris Razaki's resignation from the Diversity Equity Inclusion Advisory Committee: I move to accept Chris Razaki's resignation from the Diversity Equity Inclusion Advisory Committee**



Jonathan Luiz <jluiz@westonct.gov>

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**[EXTERNAL] Re: Weston DEI - resignation**

1 message

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**Chris Razal**

To: Jonathan Luiz <jluiz@westonct.gov>

Cc: Executive Assistant <executiveassistant@westonct.gov>

Fri, Feb 18, 2022 at 11:17 AM

Yes, that is correct.

On Fri, Feb 18, 2022 at 11:16 AM Jonathan Luiz <jluiz@westonct.gov> wrote:  
Chris - would you please confirm that you have resigned from the DEI Committee?

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.

**16. Update from the First Selectwoman about disaster declaration related to Hurricane Ida: **No motion****



# The Office of Governor Ned Lamont

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[Press Releases](#) [Office-of-the-Governor/News/Press-Releases](#)

Governor Lamont Announces President Biden Approves His Request for a Disaster Declaration Due to Damage From Remnants of Hurricane Ida

## Press Releases



STATE OF CONNECTICUT

## GOVERNOR NED LAMONT

10/30/2021

### Governor Lamont Announces President Biden Approves His Request for a Disaster Declaration Due to Damage From Remnants of Hurricane Ida

(HARTFORD, CT) – Governor Ned Lamont today announced that at his urging, President Joe Biden has approved (<https://www.whitehouse.gov/briefing-room/statements-releases/2021/10/30/president-joseph-r-biden-jr-approves-connecticut-disaster-declaration/>) his request ([Office-of-the-Governor/News/Press-Releases/2021/10-2021/Governor-Lamont-Submits-Formal-Request-for-Presidential-Major-Disaster-Declaration](#)) for a presidential major disaster declaration due to the damage caused by the remnants of Hurricane Ida in early September.

The portions of the request that were approved today include:

- The FEMA Individual Assistance Program for Fairfield County and New London County, including the Mashantucket Pequot Tribal Nation and the Mohegan Tribal Nation; and
- The Hazard Mitigation Grant Program for the entire state.

Governor Lamont's request for the FEMA Public Assistance Grant Program is still pending completion of the FEMA Preliminary Damage Assessment. The governor is hopeful that the state will receive approval for that program soon.

"Approval of this declaration from President Biden will provide much-needed financial assistance to homeowners, renters, and business owners in the areas that were heavily impacted by the floods from this severe storm," **Governor Lamont said**. "I thank President Biden and FEMA for their ongoing work with our administration to protect Connecticut from damage caused by dangerous weather."

The FEMA Individual Assistance Program makes homeowners, renters, and business owners who sustained uninsured or underinsured damage to their property in Fairfield County and New London County eligible for federal disaster assistance. This may include grants for temporary housing and emergency home repairs to make housing safe, accessible, and secure. FEMA is unable to duplicate insurance payments and encourages survivors to file insurance claims for damage to their homes, personal property, businesses, and vehicles as soon as feasible.

The fastest and easiest way to apply for this assistance is by visiting [disasterassistance.gov](https://www.disasterassistance.gov) (<https://www.disasterassistance.gov/>) or by downloading the FEMA app. If it is not possible to apply online, call 800-621-3362 (TTY: 800-462-7585). The toll-free telephone lines are currently operating from 7:00 a.m. to 1:00 a.m. daily. If using a relay service, such as video relay service (VRS), captioned telephone

service or others, please provide FEMA the number for the service. Survivors who may need to request an accommodation or have additional questions can call the FEMA Helpline at 800-621-3362 (TTY 800-462-7585) from 7:00 a.m. to 11:00 p.m., seven days a week. Help is available in most languages.

The FEMA Hazard Mitigation Grant Program will help state agencies, local governments, and the tribal nations take actions that can reduce or eliminate long-term risk to people and property from natural disasters.

Twitter: [@GovNedLamont](https://twitter.com/GovNedLamont) (<https://twitter.com/GovNedLamont>)

Facebook: [Office of Governor Ned Lamont](https://www.facebook.com/GovNedLamont) (<https://www.facebook.com/GovNedLamont>)

**17. Update from the First Selectwoman on the Transportation Alternatives Sidewalk grant: **No motion****



January 24, 2021

Mr. Hugh Hayward, PE, Principal Engineer  
Division of Highway Design, Local Roads  
Connecticut Department of Transportation  
2800 Berlin Turnpike  
P.O. Box 317546  
Newington, CT 06131-7546

Subject: State Project No. 157-89, Weston Town Center Improvements

Dear Mr. Hayward,

The Town of Weston has completed the Consultant Selection process for Municipally Administered Projects following the State Quality Based Selection process for our Weston Town Center Improvements Project. Attached for your review are the Consultant Qualifications and Ratings and Summary forms and the Consultant Interview Ratings and Summary Form.

The selection panel consisted of:

1. Samantha Nestor, First Selectwoman
2. John Conte, PE, Director of Public Works
3. Jonathan Luiz, Town Administrator

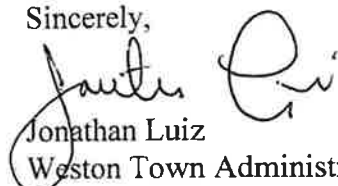
There were nine consulting firms that responded to the RFQ: BETA Group Inc.; Wengell McDonell & Costello Inc. (WMC Engineers); Stantec Consulting Services Inc.; BL Companies; VN Engineers Inc.; AI Engineers; B&B Engineering; M&J Engineering; and Tighe & Bond.

The five firms selected for interviews were: BETA Group Inc., Wengell McDonell & Costello Inc. (WMC Engineers); Stantec Consulting Services Inc.; BL Companies; and VN Engineers Inc.

Following the interviews, **VN Engineers Inc.** was selected based on the ratings of the panelists.

We look forward to your approval.

Sincerely,

  
Jonathan Luiz  
Weston Town Administrator

An Affirmative Action/ Equal Opportunity Employer

James F. Kulpa/cf

bcc: Michael N. Calabrese – Hugh H. Hayward – Scott A. Roberts

[DOT.COGCoordinationUnit@ct.gov](mailto:DOT.COGCoordinationUnit@ct.gov)





**STATE OF CONNECTICUT**  
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546

Phone: (860) 594-2075

February 9, 2022

Mr. Jonathan Luiz  
Town Administrator  
Town of Weston  
56 Norfield Road  
Weston, Connecticut 06883

Dear Mr. Luiz:

**Subject: Design Consultant Selection Approval**  
State Project No. 157-089  
Federal-Aid Project No. PEDS(231)  
Weston Town Center Pedestrian Improvements  
Town of Weston

This is in response to your letter dated January 24, 2022 (copy enclosed) informing the Department of Transportation (Department) of the Town of Weston's (Town) Consultant Selection Committee recommendation that VN Engineers, Inc. (VN) be approved as the consultant engineering firm for the design of the subject project.

The Department has reviewed your request, along with the supporting documents, and concurs with the recommendation. The selection of VN is hereby approved for design and, if required, may provide construction inspection services.

Please inform VN of their selection for this project. Also, please inform all other consultant firms who submitted letters of interest for this project and were not selected, in accordance with the Department's "Consultant Selection, Negotiation and Contract Monitoring Procedures for Municipally-administered Projects."

Please be reminded that the Department's Disadvantaged Business Enterprise (DBE) Screening Committee previously reviewed the project and assigned a ten percent (10%) DBE goal to the total design contract, including any approved extra work assignments.

The Town should now proceed by scheduling an assignment meeting with VN and the Department's liaison, Vanasse Hangen Brustlin, Inc. (VHB). The purpose of this meeting is to familiarize the consultant with the scope of improvements to be designed, discuss the scope of services in detail, review affirmative action requirements, request a proposal for design services, and discuss the project delivery schedule.

Mr. Jonathan Luiz

-2-

February 9, 2022

If you have any questions, please contact the Project Liaison, Mr. Chris Faulkner of VHB, Inc. at (860) 807-4331.

Very truly yours,

*Michael N. Calabrese*  
Digitally signed  
by Calabrese,  
Michael  
Date: 2022.02.09  
16:27:09-05'00'

**Michael N. Calabrese, P.E.**  
Division Chief of Highway Design  
Bureau of Engineering and Construction

Enclosure

**18. First Selectwoman's update on the Strategic Town and Educational Assets Masterplan (STEAM): No motion**



# Join us for Community Conversation #2!

Here's how you can **GET INVOLVED**  
and be **PART OF THE CONVERSATION**

## March 2, 2022

### 7:00pm via Zoom

Check [westonct.gov](http://westonct.gov) for Zoom details

Topic:  
**Exploration of  
Proposed Options  
for School & Town  
Facilities**

Update on the current  
Facilities Optimization  
Committee progress to  
date, and an evaluation of  
the options being  
considered - share your  
thoughts on next steps!

## GOALS OF PROPOSED OPTIONS

1

Long-term solution  
(20-30 years)

2

Must be educationally  
sound and improve  
educational  
environment

3

Optimize Town and School  
facilities, possibly reduce  
overall footprint, integrate  
2020 POCD

4

Identify and leverage  
possible synergies for  
Town and School

5

Minimize disruption  
during implementation  
(phasing)

6

Be fiscally  
responsible

We're still in the planning stages...

**Now is your opportunity to join  
the conversation about School  
and Town facilities. Help shape  
Weston's future!**

**Come talk to us - we want to hear from you!**

Full

(Strategic)  
(Town)

(and)

(Educational) (Assets)

(Masterplan)

# Steam

Ahead!



**19. Approval of the minutes from the Board of Selectmen Regular meeting on January 20, 2022, February 3, 2022 and the Board of Selectmen Special Meetings on January 14, 2022 and February 8, 2022: I move to approve the unapproved minutes from the Board of Selectmen Regular meetings held January 20, 2022, February 3, 2022 and the Board of Selectmen Special Meetings held January 14, 2022 and February 8, 2022, as presented.**

**Board of Selectmen  
Regular Meeting Minutes  
January 20, 2022 at 7.30 pm  
This meeting was held remotely due to Covid**

1. **Call to order:** First Selectwoman Samantha Nestor called the meeting to order at 7:30 pm with Selectman Martin Mohabeer, Selectwoman Amy Jenner and Town Administrator Jonathan Luiz present.
2. **Pledge of Allegiance:** Gillann Blunski led in the recitation of the pledge.
3. **Presentation by the Diversity Equity & Inclusion Advisory (DEI) committee on proposed training (min 30 mins):** DEI Committee members Gillan Blunski, Melissa Connor, and Vanessa Richards presented the 2022 Weston DEI Committee Strategy Review." There were three key areas discussed. The first was immediate recommendations and pertinent business activity. The second was a discussion about proposed revisions to the mission, vision and objectives. The third was a highlight of 2022 initiatives. Each member of the Board of Selectmen (BOS) spoke favorably of the contents of the presentation. There was a general consensus that the Board of Selectmen would hold a special meeting in the near future that would essentially serve as a workshop with representatives of the DEI Committee. At the workshop, the BOS and the DEI Committee would spend more time talking about each of the key points in the presentation. Selectman Mohabeer asked what the audience would be for the proposed training. Chair Blunski said it would include Weston officials. Selectwoman Jenner suggested that Weston share trainers with other entities, and raised a concern about the continual training needed since there is a lot of board/commission turnover. She went on to mention that the Police Commission is the elected body that oversees the police, so DEI could offer to help them. First Selectwoman Nestor explained that the Connecticut Conference of Municipalities is months away from developing DEI training for communities. She said that the entire event plan should be reviewed to see if there is cost sharing opportunity via grants and sponsorships. Selectwoman Jenner suggested that the proposed revised mission statement be pithy and mention the handicapped. First Selectwoman Nestor expressed support for the mission statement.
4. **Discussion/ Decision to approve a supplemental appropriation of \$10,000 for DEI training:** This item was tabled. The BOS requested a copy of a proposed agreement and proposal from the vendor that would train.
5. **Review of the most recent dog park plans and cost estimates:** Maria Proto of Weston Dog Park, Inc., provided some history about the dog park endeavor. Harry Rocheville of the engineering firm of McChord Engineering provided a summary of the latest project design and the latest revised cost estimate. Questions were posed about handicapped accessibility, the proposed plantings, and how the latest plan differs from the previous plan. Selectman Mohabeer expressed his desire to walk the Moore Property with Tom Failla. He said he would be willing to also walk the property with Maria Proto, as well as with representatives of groups that may be opposed to the proposed plan. Selectwoman Jenner expressed the same sentiment.
6. **Discussion about the American Rescue Plan Act final ruling by U.S. Treasury and next steps in Weston:** Jonathan Luiz provided a brief summary of the highlights of the latest and final rule by the Treasury, including new information concerning the "revenue loss" option. First Selectwoman Nestor said she has begun working with Board of Finance Chair Baldwin about the process of determining the ARPA spend. Selectman Mohabeer said the public should have the opportunity to share its suggestions/ideas as to how Weston should spend the ARPA.
7. **Interview of Leslie Stetter for appointment to the Commission of Arts:** Leslie answered several questions.
8. **Interview Dana Levin for appointment to the Board of Assessment Appeals as an alternate:** TABLED

9. **Discussion / Decision about the Board of Selectmen checking in with Appointed Boards and Commissions:** First Selectwoman Nestor proposed that the BOS meet with representatives of each board and commission at future BOS meetings for the purpose of getting updates on what each board and commission is working on.
10. **Appointment of David Felton to the Facilities Optimization Committee for a term to end September 30, 2022:** Selectwoman Jenner moved and Selectman Mohabeer seconded to appoint David Felton to the Facilities Optimization Committee for a term to end September 30, 2022. The motion was approved unanimously.
11. **Appointment of Carolyn Hill-Bjerke to the Marketing and Communications Committee for a term to end December 31, 2023:** Selectman Mohabeer moved and Selectwoman Jenner seconded to appoint Carolyn Hill-Bjerke to the Marketing and Communications Committee for a term to end December 31, 2023. The motion was approved unanimously.
12. **Appointment of Tyler Lee to the Marketing and Communications Committee for a term to end December 31, 2023:** Selectwoman Jenner moved and Selectman Mohabeer seconded to appoint Tyler Lee to the Marketing and Communications Committee for a term to end December 31, 2023. Motion unanimously approved.
13. **Appointment of Al Fazi to the Veterans Affairs Committee for a term to end December 31, 2023:** Selectman Mohabeer moved and Selectwoman Jenner seconded to appoint Al Fazi to the Veterans Affairs Committee for a term to end December 31, 2023. The motion was approved unanimously.
14. **Appointment of Bill Fusco to the DEI Advisory Committee for a term to end June 30, 2022:** Selectwoman Jenner moved and Selectman Mohabeer seconded to appoint Bill Fusco to the DEI Advisory Committee for a term to end June 30, 2022. The motion was approved unanimously.
15. **Appointment of Michael Reiner to the Planning and Zoning Commission for a term to end November 7, 2023:** Selectwoman Jenner moved and Selectman Mohabeer seconded to accepted Michael Reiner's resignation from the Conservation Commission effective Friday, January 21, 2022, and to appoint Michael Reiner to the Planning and Zoning Commission effective Friday, January 21, 2022 for a term to end November 7, 2023. The motion was approved unanimously.
16. **Appointment of Mary Francois to the Conservation Commission for a term to end December 31, 2023:** First Selectwoman Nestor said Town Attorney Ira Bloom sees no conflict with her and Selectman Mohabeer voting on this item given the fact that Mary Francois was their campaign manager this past municipal election. Selectman Mohabeer moved and Selectwoman Jenner seconded to appoint Mary Francois to the Conservation Commission for a term to end December 31, 2023. The motion was approved unanimously.
17. **Appointment of Ruth Glazer to the Board of Ethics for a term to end December 31, 2022:** Selectwoman Jenner moved and Selectman Mohabeer seconded to appoint Ruth Glazer to the Board of Ethics for a term to end December 31, 2022. The motion was approved unanimously.
18. **Appointment of Ruth Glazer as a Justice of the Peace for a term to end January 6, 2025:** Selectwoman Jenner moved and Selectman Mohabeer seconded to appoint Ruth Glazer as a Justice of the Peace for a term to end January 6, 2025. The motion was approved unanimously.
19. **Appointment of Judy Stripp to the Board of Ethics for a term to end December 31, 2023:** Selectwoman Jenner moved and Selectman Mohabeer seconded to appoint Judy Stripp to the Board of Ethics for a term to end December 31, 2023. The motion was approved unanimously.
20. **Approval of the unapproved minutes from the Board of Selectmen Regular meeting held January 6, 2022:** Selectman Mohabeer moved and Selectwoman Jenner seconded to approve the unapproved minutes from the

BOS Regular meeting held January 6, 2022, as presented. The motion was approved unanimously.

**21. Adjournment:** Selectwoman Jenner moved and Selectman Mohabeer seconded to adjourn.

Minutes produced by Town Administrator Jonathan Luiz

UNAPPROVED

**Board of Selectmen**  
**Regular Meeting Minutes**  
**February 3, 2022 at 7.30pm**  
**Meeting held remotely due to Covid 19**

1. **Call to order:** First Selectwoman Nestor called the meeting to order at 7.30pm. Also in attendance were Selectwoman Amy Jenner, Selectman Martin Mohabeer, Town Administrator Jonathan Luiz and others.
2. **Pledge of Allegiance:** Selectwoman Jenner led in the recitation of the Pledge of Allegiance
3. **Discussion/ Decision to approve a supplemental appropriation of \$5,000 for Diversity, Equity and Inclusion (DEI) training for elected officials and appointed officials and Neighbors of Weston:** First Selectwoman Nestor gave a brief explanation of the proposed training program, mentioning that the committee had already received a \$5,000 matching Grant from the Weston Education Fund. She introduced DEI Advisory Board Member Vanessa Richards to answer questions from the Board of Selectmen (BOS). A special meeting between the BOS and the DEI Advisory Committee was proposed for the week of March 21<sup>st</sup>. Selectwoman Jenner moved to approve a supplemental appropriation of \$5,000 for Diversity, Equity and Inclusion training for elected officials and appointed officials and Neighbors of Weston. Selectman Mohabeer seconded this. The motion carried unanimously.
4. **Discussion/decision to approve a collective bargaining agreement with the Town Hall Union:** Selectman Mohabeer moved to approve a new collective bargaining agreement with the Town Hall Union, as presented. Selectwoman Jenner seconded this. The motion carried unanimously.
5. **Discussion/decision to approve a collective bargaining agreement with the Public Works Union:** Selectwoman Jenner move to approve a new collective bargaining agreement with the Public Works Union, as presented. Selectman Mohabeer seconded this. The motion carried unanimously.
6. **Discussion/decision to amend the job description for Records Coordinator:** Town Administrator Jonathan Luiz provided a brief explanation into the role of the records coordinator. Selectwoman Jenner asked whether this would position would be permanent. Mr. Luiz said this would not be a permanent position, however the question of the need for a permanent part-time position for the next budget year this will be discussed at a later point. Selectwoman Jenner questioned whether this person should report to the First Selectwoman instead of the Town Administrator. First Selectwoman Nestor said that they had consulted with the Town Attorney on this, she provided an explanation to the amount of time needed for the supervision of this role, and so that the Town Administrator can focus on running the Town. There was further discussion on the reporting structure of this position. Selectwoman Jenner moved to approve the amended job description with the change as the reporting structure to report to the Town Administrator for Records Coordinator. Selectman Mohabeer seconded this. The motion carried unanimously.
7. **Interview and hire of Marina Zegarelli as Administrative Assistant in the Land Use Department:** The Board of Selectmen interviewed Marina Zegarelli for the position as Administrative Assistant in the Land Use Department. Selectman Mohabeer moved to hire Marina Zegarelli as Administrative Assistant in the Land Use Department effective February 21, 2022. Selectwoman Jenner seconded this. The motion carried unanimously.
8. **Interview Dana Levin for appointment to the Board of Assessment Appeals as an alternate:** The Board of Selectmen interviewed Dana Levin for a position on the Board of Assessment Appeals as an alternate.
9. **Interview of Mark Brennen for appointment to the Historic District Commission:** This item was tabled.

10. **Interview of Fran Sheff-Mauer for appointment to the Historic District Commission:** This item was tabled.
11. **Interview of Darrell Grigerick to the Parks and Recreation Commission:** The Board of Selectmen interviewed Darrell Grigerick for a position on the Parks and Recreation Commission.
12. **Interview of Abigail Squance for appointment to the Conservation Commission:** The Board of Selectmen interviewed Abigail Squance for a position on the Conservation Commission.
13. **Acceptance of Laura Cleary's resignation as Youth Services Director:** Selectwoman Jenner moved to accept Laura Cleary's resignation. Selectman Mohabeer seconded this. The motion carried unanimously.
14. **Presentation of the Lachat Schedule of Large Events for 2022:** The Board of Selectmen reviewed the potential upcoming schedule for 2022.
15. **Discussion/update with representation from the Sustainable Weston Committee:** This item has been tabled.
16. **Adjournment:** Selectman Mohabeer moved to adjourn at 8.50pm. Selectwoman Jenner seconded this. The motion carried unanimously.

**Board of Selectmen  
Special Meeting Minutes  
Friday, January 14, 2022 10:00 AM  
Meeting held via Zoom due to COVID 19**

1. **Call to Order:** First Selectwoman Samantha Nestor called the meeting to order at 10 am, also in attendance were Selectman Martin Mohabeer, Selectwoman Amy Jenner and Town Administrator Jonathan Luiz.
2. **Pledge of Allegiance:** Selectwoman Jenner led in the recitation of the Pledge of Allegiance
3. **Resolution concerning the submission of an application for the Connecticut Communities Challenge Grant:**  
The Board of Selectmen discussed the submission of the application Connecticut Communities Challenge Grant. Selectwoman Jenner moved that the Board of Selectmen approve the town submitting an application to the Connecticut Communities Challenge Grant as presented. Selectman Mohabeer seconded this. The motion carried unanimously.
4. **Adjournment:** Selectwoman Jenner moved to adjourn at 10.27am. Selectman Mohabeer seconded this. The motion carried unanimously.

Minutes submitted by: Sara Beer, Executive Administrative Assistant.



**Board of Selectmen Special Meeting**  
**Feb 8, 2022 07:30PM**  
**Meeting held remotely due to COVID 19**

1. **Call to order:** First Selectwoman Nestor called the meeting to order at 7.30pm. Also in attendance were Selectwoman Amy Jenner, Selectman Martin Mohabeer, Board of Education Chair Tony Pesco, Superintendent of Schools Lisa Wolak, Board of Education members Bernadette Kingsley.
2. **Pledge of Allegiance:** Superintendent Wolak led in the recitation of the Pledge of Allegiance
3. **Discussion concerning the Board of Education's proposed budget for FY 2022-2023: for background information visit:** <https://westonps.org/22-23-budget-page/> Board of Education Chair Tony Pesco gave a brief introduction to the process that led to the budget being presented. He introduced Superintendent Lisa Wolak to go through the proposed budget in more detail via a PowerPoint presentation.

First Selectwoman Nestor had questions on the Capital Budget:

First Selectwoman Nestor asked about the proposed duct work cleaning and why it was included in Capital Budget and not in the Operating Budget. Mr. Cross said that it was submitted as a Capital expense because of the large dollar amount involved and because it is projected to be a district-wide expense. Mr. Pesco mentioned that this was not a yearly expense. First Selectwoman Nestor asked if the duct work cleaning could be staggered across several years instead of doing all the schools at the same time. Mr. DeMastro said that he would like to get them all done together because of over the past two years they have had to have the windows open due to COVID and there has been more debris and dirt entering the HVAC system than in previous years. Selectman Mohabeer expressed support for this expense being included in the Operating Budget for consistency in assumptions.

First Selectwoman Nestor explained that she supports using the internal services fund for dental plan and splitting it into two utilizations over the next two fiscal years. Mr. Pesco said the probability of going back to a self-funded health insurance plan is very small.

First Selectwoman Nestor asked whether the \$550k for paving the parking lot of the high school was a must have. She suggested pushing this cost to Fiscal Year 2023-23. WPS Finance Director Phil Cross responded to this, saying that this item could be deferred a fiscal year and be a part of the overall town capital plan. First Selectwoman Nestor said that moving the paving cost along with the HVAC cost to the Operating budget would save the town \$700,000 on the proposed FY 22-23 capital budget.

Selectwoman Jenner asked about the ESSER and Special Education ESSER that are not recurring, and whether the intent is to build the internal capacity so that when the grants go away there will be no additional burden on the budget. Superintendent Wolak said that while this is an ambitious goal, it is being tackled gradually. She mentioned that these grants pay for multiple interventionists and professionals who may still be needed after the grants go away, but that this will depend on the students. Dr. Ken Crow explained that the funds are used for intervention and provided targeted resources for students as well as professional development for staff, particularly in areas like math and reading.

Selectwoman Jenner asked how the BOE is accounting for inflation in the proposed budget, which is substantially higher than the 3.5%. Mr. Cross mentioned that from a multiyear perspective they did not include inflation in anticipated union wage settlements, as they have to be careful not to "pre-negotiate" budgeted increases.

Selectwoman Jenner asked about the proposed school paving cost in the Capital Budget and why this cost is not moved over to the Town to take advantage of consortium prices etc. Mr. Pesco answered saying that the Capital Budget is put together with the Town Capital budget and it would be a good idea to have these items put together in an effort to negotiate a better price. First Selectwoman Nestor explained the budgeting process further.

Selectman Mohabeer had questions on declining enrolment and student to teacher ratios. Mr. Pesco and Superintendent Wolak went into detail on the varying nuances to enrolment ratios at the different schools. Mr. Pesco said he was worried about linking student enrolment to the budget discussion which is difficult because there are a certain number of programs that have to be offered.

First Selectwoman Nestor asked what neighboring school districts are proposing for spending increases. Mr. Pesco went into detail on these comparisons.

- 4. Adjournment:** Selectman Mohabeer moved to adjourn at 9.08pm. Selectwoman Jenner seconded. The motion carried unanimously.

Minutes submitted by: Sara Beer, Executive Administrative Assistant

**20. Adjournment: I move to adjourn**