



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

Board of Selectmen Regular Meeting Minutes

Thursday, May 4th, 2023, at 7 PM

Hybrid: Town Hall - Meeting Room 1 & Via Zoom

Present: A. Bisbikos (First Selectman), D. Bates, J. LaChapelle, R. Coyle, and D. Turner

Also Present: S. Hoffmann (Fire Chief), D. Sorrentino (Town Planner), S. Tassone (Town Engineer), J. Leone (Public Works Director), E. Nelson (Silver Brook Solar)

1. Call to Order – Meeting called to order at 7:08 PM
2. Pledge of Allegiance
3. Correspondence
 - D. Bates made an added motion for a Hearing of the Board of Selectmen to discuss an employee personnel issue involving the Sewer & Water Department. 2nd by R. Coyle. 3 in favor (D. Turner, R. Coyle, and D. Bates) and 2 against (A. Bisbikos, J. LaChapelle). 2/3rd of all members needed to be added to the agenda. **Motion denied.**
 - A. Bisbikos asked R. Coyle and D. Turner to recuse themselves from the employee's termination hearing and provided reasoning. J. LaChapelle concurred and provided reasoning. R. Coyle and D. Turner disagreed with the reasoning.
4. Citizens Comments
 - J. Scherff raised concerns regarding a property on Skyview Drive. L. Scherff raised concerns regarding a property on Skyview Drive. M. Millington asked that the BOS hold the BOE Budget from being sent to referendum. J. McKenzie spoke about the concerns about the BOF in relation to the BOE Budget. D. Bouchard spoke about the BOE Budget and raised concerns related to the Sewer & Water employee and the entire situation. E. Kaiser spoke against the BOF's current position on the BOE Budget. J. Sevigny asked the BOS to send the BOE Budget back to the BOF. R. Silberman spoke about recusals. T. Moroch spoke about decorum. J. Farrell discussed reviewing personnel matters.
5. Consent Agenda
 - R. Coyle a motion to move E and make it 5.1. 2nd by D. Bates. **Motion carried unanimously 5-0**
 - D. Turner made a motion to move the consent agenda. 2nd by R. Coyle. **Motion carried unanimously 5-0**
 - 5.1: R. Coyle made a motion to approve Colchester Sablitz Property Resolution as defined in the paperwork OSWA 599 Grant and Easement Agreements and allow the First Selectman to sign all necessary documents. 2nd by J. LaChapelle. **Motion carried unanimously 5-0**
 - A. Approve the 4/20/23 Board of Selectmen Regular Meeting minutes.
 - B. Accept the Tax Collector's Refunds
 - C. Motion to accept that the CORE Commission establishes an informational Facebook page.
 - D. Motion to allow the Town to apply for the FY24 School Readiness Grant as recommended by Cindy Praisner

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COLCHESTER, CT
2023 MAY -8 PM 2:20
Gayle Furman
TOWN CLERK

- E. Motion to approve the Colchester Sablitz Property OSWA 599 Grant and Easement Agreements and allow the First Selectman to sign all necessary documents.
6. Green Energy Initiatives
- A. Program presentation by TitanGen (Titan Energy) regarding lease of Town landfill for ground-mounted solar installation.
- D. Sorrentino discussed the project with the Board of Selectmen. J. Leone answered questions.
- B. Non-residential Renewable Energy Solutions (NRES) program service agreement solicitation from Silver Brook Solar
- E. Nelson provided a presentation to the Board of Selectmen.
- C. Electric Vehicle (EV) Chargers at Town Hall
- D. Sorrentino discussed the project with the Board of Selectmen.
- D. Energy Audit for Town Buildings
- J. Leone discussed the project with the Board of Selectmen.
 - R. Coyle made a motion to authorize the Director of Public Works to do a free energy audit for the town buildings. 2nd by J. LaChapelle. **Motion carried unanimously 5-0**
7. Motion that the Board of Selectmen and the Board of Finance approve the \$30,900 from account 20019690-48734 Facility & Maintenance Grounds Reserve to help pay for necessary Town Green Gazebo Repairs and that the Board of Selectmen and Board of Finance approve the contract award for “Colchester Town Green Gazebo Repairs” to the apparent low builder, General Builders, LLC in the amount of \$51,800 and allow the First Selectman to sign any necessary documents associated with said contract as recommended by the Town Engineer.
- D. Turner made a motion that the Board of Selectmen recommend to the Board of Finance approve the \$30,900 from account 20019690-48734 Facility & Maintenance Grounds Reserve to help pay for necessary Town Green Gazebo Repairs. 2nd R. Coyle. **Motion carried unanimously 5-0**
 - D. Turner made a motion that the Board of Selectmen award the contract for “Colchester Town Green Gazebo Repairs” to the apparent low builder, General Builders, LLC in the amount of \$51,800 and allow the First Selectman to sign any necessary documents associated with said contract as recommended by the Town Engineer. 2nd by J. LaChapelle. **Motion carried unanimously 5-0**
8. Motion to approve the Recreation Specialist Job Description as recommended by Tiffany Quinn and the Park & Recreation Commission.
- R. Coyle made a motion to approve the Recreation Supervisor Job Description as recommended by Tiffany Quinn and the Park & Recreation Commission and add a date of approval. 2nd by D. Turner. **Motion carried unanimously 5-0**
9. Motion to dissolve the ARPA Ad-Hoc Committee – No action.
10. ARPA Discussion
- A. Motion to approve \$100,121.62 of a New Apparatus equipment for the Colchester Hayward Fire Department as recommended by Fire Chief Steven Hoffmann
- R. Coyle made a motion to approve \$100,121.62 of New Apparatus equipment for the Colchester Hayward Fire Department as recommended by Fire Chief Steven Hoffmann. 2nd D. Bates. **Motion carried unanimously 5-0**

B. Possible action on the ARPA Projects and the associated costs

11. Citizens Comments

- S. Van Zilen spoke on the personnel issue, Skyview Dr., and meeting decorum. J. Vinci wanted clarity on the consent agenda. R. Silberman spoke about the Town Gazebo and the personnel matter.

12. First Selectman's Report – None

13. Liaison Reports - None

14. Adjourn – J. LaChapelle made a motion to adjourn, 2nd by D. Turner. Meeting adjourned at 9:47 PM

Minutes submitted by F. Brown



**FFY 2022 STATE HOMELAND SECURITY GRANT
PROGRAM Region 4 MEMORANDUM OF AGREEMENT**




Data Sheet


Step 1- Fill out this datasheet form to auto populate MOA document in this PDF file.

THIS DATASHEET MUST BE COMPLETED ELECTRONICALLY

Step 2- After populating the document, obtain the correct signatures as outlined by the completion checklist on the following page. Digital and /or scanned signatures can be used, no hardcopy/original signatures are required.

Town Information: 	
Person Completing Document:	Sean Shoemaker, EMD
Municipality Name:	TOWN OF COLCHESTER
Town CEO Name:	Andreas Bisbikos
Town CEO Title (ie. Mayor):	First Selectman

***Municipality Name - Municipalities can enter the name as either the long or short name, for example: enter name as either "New Haven" or "City of New Haven"**

Point of Contact Information: 	
POC Name & Title:	Andreas Bisbikos First Selectman
Address:	127 Norwich Avenue, Colchester, CT 06415
Email:	selectman@colchesterct.gov
Phone:	860-537-7200
Fax:	860-537-0547



**FFY 2022 STATE HOMELAND SECURITY GRANT
PROGRAM Region 4 MEMORANDUM OF AGREEMENT
CHECKLIST**



Please use this checklist to insure completion and accuracy of the following agreement.

1.

Instructions for: TOWN OF COLCHESTER

Received by: Sean Shoemaker, EMD

For the MOA:

- A municipal point of contact has been identified (p. 1 and 10).
- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.

Authorizing Resolution Attached

The Blanket Resolution Template includes the recommended language for a resolution. If the information on a blanket resolution signed in a prior year is still valid, the town clerk can verify the accuracy, sign and seal the resolution. In order for a raised seal to be visible in a scan, please rub a pencil over the seal. If a Blanket Resolution is not used, the resolution must reference the FFY 2022 Homeland Security Grant Program. No other resolutions shall be accepted.

Please note: The Fiduciary and Municipality shall complete Appendix A Custodial Ownership and Memorandum of Agreement (Appendix A), for any municipality that takes ownership of equipment purchased with 2022 HSGP funds by the REPT.

(Sample attached, the Fiduciary will complete this form for custodial owners of equipment purchased under the FY 2022 Homeland Security Grant Program)

Once complete, e-mail (no hard copies need to be sent) the complete MOA package (MOA and resolution) to: Mark Paquette , Southeastern CT COG, Region 4 Fiduciary at: mpaquette@seccog.org

2.

**Instructions for the Southeastern CT COG as
Regional Fiduciary**

Received by: _____

Review and Signature

- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.
- All of the items listed on this checklist have been completed and are correct.

Submit completed MOAs and resolutions to your DESPP/DEMHS Program Manager by email on a quarterly basis.

Please note: The Fiduciary shall complete Appendix A, Custodial Ownership, for any Municipality that takes ownership of equipment purchased with 2022 HSGP funds by the REPT. *(Sample attached, Fiduciary will complete for custodial owners of equipment purchased under the FY 2022 Homeland Security Grant Program)*

DUE DATE:

**Send to Regional Fiduciary on or before
September 30, 2023**

MEMORANDUM OF AGREEMENT

REGARDING USE OF FEDERAL FISCAL YEAR 2022 STATE HOMELAND SECURITY GRANT FUNDING AND CUSTODIAL OWNERSHIP OF REGIONAL ASSETS IN DEMHS Region 4

I. AGREEMENT REGARDING THE USE OF FEDERAL HOMELAND SECURITY GRANT FUNDS TO SUPPORT REGIONAL SET-ASIDE PROJECTS

A. Introduction

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of TOWN OF COLCHESTER, the Southeastern CT COG (Fiduciary) and the Region 4 Regional Emergency Planning Team (Region 4 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for Federal Fiscal Year 2022 State Homeland Security Grant Program (SHSGP), Award No. EMW-2022-SS-00057. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. The DEMHS Advisory Council, through its Homeland Security Working Group, has approved the allocation formula for grant funds available under the SHSGP;
4. DESPP/DEMHS is retaining pass-through funds from 2022 SHSGP in the total amount of \$2,188,219.24 on behalf of local units of government, for the following eleven regional set-aside projects designed to benefit the state's municipalities:
 1. Regional Collaboration, 2. Enhancing Information and Intelligence Sharing and Cooperation with Federal Agencies, including DHS*; 3. Addressing Emergent Threats; 4. Capitol Region Metropolitan Medical Response System (MMRS); 5. Medical Preparation and Response; 6. Citizen Corps. Program; 7. Enhancing Cybersecurity*; 8. Enhancing the Protection of Soft Targets/Crowded Places* (allocation included in REPT subgrants;); 9. Combating Domestic Violent Extremism*; 10. Enhancing election security* (allocation included in REPT subgrants;); and 11. Enhancing Community Preparedness and Resilience* (*denotes National Priority Project).
5. DEMHS – in coordination and cooperation with the municipalities located within DEMHS Region 4 including TOWN OF COLCHESTER – has created, and established bylaws for, the Region 4 REPT, a multi-disciplinary, multi-jurisdictional regional group to facilitate planning and resource coordination within DEMHS Region 4
6. TOWN OF COLCHESTER is eligible to participate in those Federal Fiscal Year 2022 SHSGP regional allocations made through the Region 4 REPT in the amount of \$393,456.15 (\$354,371.15 for regional projects, \$29,085 for soft target projects and \$10,000 for election security projects) for Region 4 which will be made available to the jurisdictions in Region 4 in the manner recommended by the Region 4 REPT in accordance with its approved bylaws, upon execution of the grant application and as accepted by DESPP/DEMHS.

B. Purpose of Agreement

1. DESPP/DEMHS and TOWN OF COLCHESTER enter into Part I of this MOA authorizing DESPP/DEMHS to act as the agent of TOWN OF COLCHESTER and allowing DESPP/DEMHS to retain and administer grant funds provided under 2022 SHSGP for the eleven regional set-aside projects listed above, and also for The Southeastern CT COG to provide the financial and programmatic oversight described below.

C. SAA and TOWN OF COLCHESTER Responsibilities.

1. DESPP/DEMHS agrees to administer the SHSGP grant funds of \$2,188,219.24 in furtherance of the eleven regional set-aside projects listed above.
TOWN OF COLCHESTER agrees to allow DESPP/DEMHS to provide financial and programmatic oversight of the \$2,188,219.24 for the purpose of supporting the allocations and uses of funds under the

2022 SHSGP consistent with the 2022 State Homeland Security Grant Application that has been reviewed and approved by the federal Department of Homeland Security and supported by the Initial Strategy Implementation Spending Plan (ISIP) as part of the Biannual Strategy Implementation Report (BSIR) approved by the Emergency Management & Homeland Security Council, now known as the DEMHS Advisory Council. TOWN OF COLCHESTER agrees to allow DESPP/DEMHS to hold, manage, and disburse the grant funds that have been reserved for the eleven regional set-aside projects listed above.

D. Southeastern CT COG and TOWN OF COLCHESTER Responsibilities.

TOWN OF COLCHESTER also agrees to allow the Southeastern CT COG to provide financial and programmatic oversight of the Federal Fiscal Year 2022 regional allocation in the amount of \$393,456.15 (\$354,371.15 for regional projects, \$29,085 for soft target projects and \$10,000 for election security projects) targeted to member municipalities in DEMHS Region 4 and recommended through the Region 4 REPT in accordance with its approved bylaws. Such funds will be applied to specific projects developed and approved by the Region 4 REPT and DEMHS.

II. AGREEMENT REGARDING CUSTODIAL OWNERSHIP OF REGIONAL ASSETS

A. Introduction

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of TOWN OF COLCHESTER, the Southeastern CT COG (Fiduciary), and the DEMHS Region 4 Regional Emergency Planning Team (Region 4 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for grants awarded beginning in Federal Fiscal Year (FFY) 2004, up to the present time. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. TOWN OF COLCHESTER has agreed to operate as the custodial owner of the asset(s) described in Appendix A, on behalf of TOWN OF COLCHESTER, the region, and if necessary, the State. (Please note: If a town takes ownership of assets, the Fiduciary will assist them in completing Appendix A. The Appendix will be added to this MOA).
4. The parties also agree that TOWN OF COLCHESTER may operate as the custodial owner of additional assets purchased on behalf of the Region from FFY 2022 grant funds, as approved by the Region 4 REPT, and DEMHS, which assets will be added to Appendix A by the Fiduciary within thirty (30) days of approval by the Region 4 REPT.
5. The Region 4 REPT has been established to foster regional collaboration and mutual aid through, among other things, collaborative plan development, all equipment and resources sharing and coordination. All equipment and resources purchased with SHSGP money in this region is eligible for use by any municipality in the region, regardless of who is the custodial owner. An inventory of all equipment purchased with this money shall be maintained and available to DEMHS and all Region 1 municipalities if requested.
6. The Southeastern CT COG (Fiduciary) has agreed to operate as the fiscal agent for the federal SHSGP grants awarded to DEMHS Region 4 for Federal Fiscal Year 2022;

B. Purpose.

DESPP/DEMHS, the Region 4 REPT, Southeastern CT COG (Fiduciary), and TOWN OF COLCHESTER, enter into Part II of this MOA regarding asset(s) for which TOWN OF COLCHESTER agrees to be the custodial owner, and which are described in the approved 2022 Subgrant Application and will be added to this MOA as Appendix A.

C. Agreements and Responsibilities of the Parties.

1. Definitions.

As used in this MOA:

- The term “authorized training” means training that is authorized by DESPP/DEMHS.
- The term “custodial owner” means a political subdivision or tribe that has agreed to accept title and responsibility for the asset(s), subject to possible redeployment under the terms outlined in Paragraph C(4) below.

2. Responsibilities of DESPP/DEMHS and Southeastern CT COG (Fiduciary)

In its role as SAA, DESPP/DEMHS will subgrant funds to Southeastern CT COG which, as the Region 4 Fiscal Agent, will procure the asset(s) listed in their approved Subgrant Application (which will be added to Appendix A).

3. Appendix A.

The parties agree that decisions regarding the placement of regional assets in TOWN OF COLCHESTER may be made after the execution of this agreement and that Appendix A shall be completed accordingly. TOWN OF COLCHESTER agrees to be bound by the terms of this agreement for any asset added to Appendix A. The parties also agree that Appendix A must be signed by the DEMHS Deputy Commissioner, the chair of the Region 4 REPT, and the Chief Executive Officer, or his/her designee, of TOWN OF COLCHESTER.

4. Responsibilities of Custodial Owner

TOWN OF COLCHESTER understands that it is the Custodial Owner, on behalf of itself and the Region, of the asset(s) which will be added to Appendix A, as may be amended pursuant to Paragraph C(4) above. As Custodial Owner, TOWN OF COLCHESTER agrees:

- a. To safeguard the asset(s) in a secure location, including, for example, providing refrigeration or protection from the elements, if appropriate;
- b. To regularly test, use and maintain the asset(s) in working order. It is understood by the parties that trained personnel of TOWN OF COLCHESTER's municipal agencies may use the asset(s) for appropriate emergency response/emergency management purposes, including authorized training and exercise;
- c. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested: under the terms of this MOA; under a mutual aid agreement, including a civil preparedness mutual aid agreement approved by DESPP/DEMHS, as required by Conn. Gen. Stat. §28-7(d); under the terms of the intrastate mutual aid system, Connecticut General Statutes §28-22a; or at any time by the State of Connecticut, including DESPP/DEMHS;
- d. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested for authorized training and/or exercise;
- e. To maintain records of the use of the asset(s), including deployment for an actual incident or for authorized training, and to provide these records to DESPP/DEMHS as requested;
- f. To maintain an inventory of the asset(s), including a unique tagging system (including the DEMHS logo) so that the asset(s) can be easily identified as separate from the Custodial Owner's other property, and to provide that inventory to DESPP/DEMHS as requested.
- g. To maintain all necessary insurance regarding the asset(s) and their use;
- h. To cooperate with any state or federal audit of the asset(s) and/or their use;
- i. To abide by the bylaws and/or procedures established under any applicable State of Connecticut or regional plan;
- j. That the State, including DESPP/DEMHS, does not guarantee any further funding for, or provision of repairs to, the asset(s) beyond the terms of this MOA;
- k. That all maintenance and operations of the asset(s) by TOWN OF COLCHESTER shall conform to the manufacturer's recommendations. If appropriate, TOWN OF COLCHESTER shall maintain trained personnel available to transport and supervise the operation of the asset(s). All personnel or agents of TOWN OF COLCHESTER performing any maintenance or repair services in connection with these asset(s) shall be fully qualified and authorized or permitted under federal, state, and local laws to perform such services.

5. Responsibilities of the REPT.

The Region 4 REPT understands and acknowledges that, in accepting responsibility as the custodial owner of the asset(s), TOWN OF COLCHESTER is furthering regional collaboration and mutual aid on behalf of all of the members of Region 4

6. Assignment of Asset(s).

If TOWN OF COLCHESTER does not comply with the requirements under this MOA, or terminates its involvement in this MOA, then DESPP/DEMHS, in consultation with the REPT Chair, may redirect the asset(s), preferably to a different town within the Region. Whenever possible, DESPP/DEMHS will provide 60 days' notice before re-assigning the asset.

7. Effective Date.

The terms of this agreement will become effective when all parties have executed it.

8. Authority to Enter Agreement.

DESPP/DEMHS is authorized to enter into this Agreement through the Deputy Commissioner of the DESPP/DEMHS pursuant to the authority provided under Connecticut General Statutes §4-8 and Titles 28 and 29. The Municipality of TOWN OF COLCHESTER is authorized to enter into this agreement through its Chief Executive Officer, authorized pursuant to the attached [original or certified copy of resolution, ordinance or charter provision]. The other persons executing this Memorandum of Agreement (MOA) on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this agreement on behalf of the entity for which they sign, as indicated by valid resolutions, if necessary.

9. Duration of Agreement.

Part I of this MOA, as modified with the consent of the parties, remains in full force and effect until the end of the grant period, or any extension thereof, covered by this MOA, unless cancelled by DESPP/DEMHS, giving

TOWN OF COLCHESTER written notice of such intention at least thirty (30) days in advance. Any party may terminate its involvement with Part II of this agreement upon sixty days' written notice to the other parties. DESPP/DEMHS reserves the right to cancel any funding under this MOA without prior written notice when the funding is no longer available.

10. Amendment of the Agreement.

This agreement may be modified upon the mutual written consent of the parties.

11. Additional Required Terms and Conditions

Parties agree to incorporate the additional terms in Appendix B and Appendix C into this agreement. Parties agree to be bound by the terms in Appendix B and Appendix C.

Points of Contact

1. The Point of Contact for DESPP/DEMHS	
Name & Title: Deputy Commissioner Brenda M. Bergeron	
Address: 1111 Country Club Road, Middletown, CT 06457	
Emails: brenda.bergeron@ct.gov and DEMHS.HSGP@ct.gov	Phone: 860-685-8531 Fax: 860-685-8551
2. The Point of Contact for (Please fill in the following fields)	
Name & Title: Andreas Bisbikos	TOWN OF COLCHESTER First Selectman
Address: 127 Norwich Avenue, Colchester, CT 06415	
Email Address: selectman@colchesterct.gov	Phone: 860-537-7200 Fax: 860-537-0547

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the dates written below:

THE TOWN OF COLCHESTER

By: _____ Date: _____
 Its Chief Executive Officer
 Duly Authorized
 Typed Name & Title: Andreas Bisbikos First Selectman

THE Southeastern CT COG, as fiduciary agent By:

_____ Date: _____
 Its Chief Executive Officer
 Duly Authorized
 Typed Name _____

DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION/
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY

By: _____ Date: _____
 Brenda M. Bergeron
 Duly Authorized

MEMORANDUM OF AGREEMENT

REGARDING USE OF
FEDERAL FISCAL YEAR 2022 STATE HOMELAND SECURITY
GRANT FUNDING AND CUSTODIAL OWNERSHIP OF REGIONAL
ASSETS IN DEMHS REGION 4

AMENDMENT TO APPENDIX A

FOR THE

Equipment Description

THE

By:

Its Chief Executive Officer Duly Authorized

Date:

Typed Name & Title: Andreas Bisbikos

First Selectman

**DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION/
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY**

By:

Brenda M. Bergeron
Deputy Commissioner
Duly Authorized

Date:

AUTHORIZING RESOLUTION OF THE

Insert Name Of Governing Body -- For Example, Town Council

CERTIFICATION:

I, Record Keeper Name, the Record Keeper Title of Name of Governing Body, do hereby certify that the following is a true and correct copy of a resolution adopted by Name of Governing Body at its duly called and held meeting on Month and Day, Year, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Name of Governing Body may enter into with and deliver to the **State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security** any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Name of Officer, as Title of Officer of Name of Governing Body, is authorized and directed to execute and deliver any and all documents on behalf of the Name of Governing Body and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Name of Officer now holds the office of Title of Officer and that he/she has held that office since Month, Day, and Year.

IN WITNESS WHEREOF: The undersigned has executed this certificate this day of
Month Year.

Name and Title of Record Keeper

