

Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

Board of Selectmen Special Meeting Minutes
Thursday, November 17th, 2022, at 6 PM

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

RECEIVED
TOWN OF COLCHESTER
2022 NOV 22 AM 8:54
J. LaChapelle

1. Call to Order – Meeting called to order at 6:03 PM
2. Pledge of Allegiance
3. Correspondence
4. Citizens Comments
5. Consent Agenda
 - A. Approve the 11/3/22 Board of Selectmen Meeting minutes and the 11/7/22 Joint Meeting of the ARPA Committee & Board of Selectmen Special Meeting minutes.
 - B. Accept the resignation of Lisandro Suarez from the Economic Development Commission
 - C. Approve the Residential Water/Wastewater Vendor Conditions of Participation – 2022/2023 Connecticut Low Income Household Water Assistance Program (LIHWAP) and allow the First Selectman to sign any necessary documents
 - D. Turner motioned to approve the Consent Agenda. 2nd by R. Coyle. *Motion carried unanimously 5-0*
6. Police Department
 - A. Possible action to approve the Agreement Between the Town of East Haddam and Town of Colchester Concerning Private Duty Police Assignments.
 - R. Coyle made a motion to Agreement Between the Town of East Haddam and Town of Colchester Concerning Private Duty Police Assignments. 2nd by D. Bates. *Motion carried unanimously 5-0*
 - B. Possible action for the Colchester Police Department to sign a contract with Power DMS and have the First Selectman sign all necessary documents – No action
 - C. Possible action for the Colchester Police Department to sign an agreement with Daigle Law Group, LLC and have the First Selectman sign all necessary documents – No action
7. Executive Session
 - J. LaChapelle made a motion to enter executive session. 2nd by D. Bates. *Motion carried unanimously 5-0*. Board of Selectmen enter executive session at 6:24 PM

A. Town Planner Interview

- Board of Selectmen exit executive session at 7:52 PM

8. Possible action on the Town Planner Position

- R. Coyle made a motion to move to make an offer for Town Planner contingent on an acceptable background and reference check. 2nd by J. LaChapelle. **Motion carried unanimously 5-0**

9. C-TIP

A. Review and Discussion of the C-TIP Applications of 2011, 2021, 2022 (Proposed)

- The Board of Selectmen reviewed the C-TIP Applications and made modifications to establish an overall master C-TIP Application. A. Bisbikos will return with a draft of the C-TIP Application incorporating the suggested modifications for further review at the 12/1/22 BOS Meeting.

B. Possible action to approve of the Town of Colchester Town Incentive Program (C-TIP) Application modifications as recommended by the Economic Development Commission – No Action

10. FOI Review

- The Board of Selectmen reviewed the FOI Log and made suggestions on next steps & areas of improvement.

11. Citizens Comments

- M. Rudko spoke about citizens comments and FOI. D. Bouchard spoke about FOI and on the C-TIP Application review.

12. First Selectman's Report

1. The Town Budget has passed and the new mill rate has been set to 26.82 mills. Tax bills will be sent out on November 28th.
2. The 2nd Annual Colchester Turkey Pardon will take place next week. I will be pardoning and hugging a live turkey in front of Town Hall at noon on Wednesday, November 23rd which is the day before Thanksgiving. Lil Rascals Farm run by Tim Francis, his wife, Amanda, and their two children will be providing the turkey. They will also be donating 5 turkeys to social services for families in need. They operate a 6+ acre farm at 596 Deep River Road in Colchester and raise goats, cows, turkeys, and other farm animals.
3. The Board of Selectmen and Board of Finance will having a joint meeting to discuss options on how to mitigate inflationary costs for the Senior Center on Monday, November 21st at 6 PM. The meeting will be hybrid.
4. Colchester Scouting Adventure Day

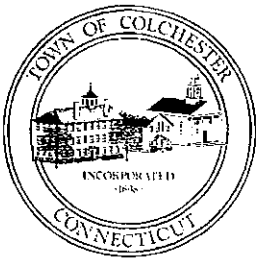
All children aged 5 and older are invited to be a part of "Colchester Scouting Adventure Day." Colchester Boy Scout Troops and Cub Scout Packs are hosting outdoor adventure skills day on November 19, 2022, from 10:00 AM to 3:00 PM at the Zagray Farm, on Route 85 in Colchester. All Scouting aged boys and girls and siblings are invited to this no cost event.

13. Liaison Reports

- D. Turner: Historic Commission – Officers were appointed, and 2023 Meeting Schedule was set. CORE – Discussed inclusive holidays to celebrate in 2023, had guest speakers from CODE. Senior Center Strategic Planning Committee – Working on their 5-year Plan.
- R. Coyle: Open Space needs members
- D. Bates: Norton Park – update on finances and the grant application

14. Adjourn – D. Turner made a motion to adjourn. 2nd by R. Coyle. Meeting adjourned at 9:06 PM

Minutes submitted by Franchesca Brown



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

RECEIVED
COLCHESTER, CT
2022 NOV 28 PM 2:04
Gayle Furman
Town Clerk

Andreas Bisbikos, First Selectman

Joint Meeting Minutes

Board of Selectmen Special Meeting & Board of Finance Special Meeting

Monday, November 21st, 2022, at 6:00 PM

Board of Selectmen Members Present: A. Bisbikos (First Selectman), D. Bates, J. LaChapelle, D. Turner, R. Coyle

Board of Finance Members Present: A. Migliaccio (Chairman), J. Thomas, M. Egan, M. Hayes, T. Vaillancourt, and A. Shilosky

Board of Finance Member Absent: J. Thomas

Also Present: T. Tamowski (Chairman of the Senior Center Building Committee)

1. Call to Order – Board of Selectmen – Meeting called to order at 6:03 PM by A. Bisbikos
2. Call to Order – Board of Finance – Meeting called to order at 6:03 PM by A. Migliaccio
3. Citizens Comments
 - T. Rudko spoke against spending additional tax dollars beyond the \$9.5 million. G. Transue provided a history of the project and asked for collaboration. S. Schuster led the meeting in the Pledge of Allegiance. B. Smith spoke about successfully securing the senior center grant from the state and moving forward on the project. C. Russi spoke about the importance of a senior center and creative fundraising. D. Bouchard spoke against spending additional tax dollars beyond the \$9.5 million. M. Dubreuil questioned the size of the proposed senior center. R. Avery has trust in the Senior Center Building Committee in their decision making. D. Lambert spoke about the affordability of the proposed senior center and on debt service. B. Dennler spoke about moving the proposed senior center project without delay. M. Bylone spoke about the senior center project. J. LaChapelle raised issue with the meeting and the advocacy around the meeting.
4. Senior Center Presentation & Discussion
 - T. Tamowski presented an overview of the Senior Center costs and challenges due to inflation with possible solutions to mitigate the costs. A. Bisbikos presented a possible solution to mitigate the costs. All elected officials weighed in on the presentation, the inflationary costs, and the possible solutions.
5. Citizens Comments
 - G. Transue spoke about the importance of having a legal opinion. S. Schuster suggested getting new legal representation for the town. P. Bureau spoke against spending additional tax dollars beyond the \$9.5 million. J. Malsbenden spoke about the decorum of the meeting and the possible solutions presented by the First Selectman. B. Smith spoke about the undesignated fund balance and potentially

looking for more grant opportunities. T. Rudko spoke about making reductions, so the project does not exceed \$9.5 million. V. Rose spoke about the collaborative approach that allows the project to move forward in a legal manner. S. Chapman stated that the senior center project needs to move forward. K. Kardys spoke about moving the project forward. A. Rettig spoke about the dollars amounts regarding the project. R. Silberman spoke about the positive collaboration between the boards. D. Lambert identified potential concerns with the project. M. Dubreuil spoke about following the process and the justification of the project. C. Russi spoke about possible solutions to lower costs. D. Bouchard spoke about the wording of the referendum and making possible reductions. B. Dennler asked questions regarding the bid process.

6. Senior Center Discussion

A. Possible action by the Board of Selectmen – No action

B. Possible action by the Board of Finance – No actions

- Consensus among both boards included that action could not be taken until all questions/concerns were answered through legal counsel.

7. Adjourn the Board of Selectmen Special Meeting – R. Coyle motioned to adjourn, 2nd by J. LaChapelle.

Meeting adjourned at 9:03 PM

8. Adjourn the Board of Finance Special Meeting – M. Egan motioned to adjourn, 2nd by M. Hayes. Meeting

adjourned at 9:03 PM

Minutes submitted by Franchesca Brown

Private Duty Agreement

Irene Haines <irene.haines@easthaddam.org>

Wed 11/23/2022 10:15 AM

To: First Selectman <selectman@colchesterct.gov>

Andreas:

As per our discussion, in accordance with Section 4 (Term) of the Agreement between the Town of East Haddam and Town of Colchester Concerning Private Duty Police Assignments (hereinafter the "Agreement"), the Town of East Haddam and the Town of Colchester mutually consent and agree to terminate the Agreement effective November 23, 2022.

Please sign the attached and forwarded it back to me.

Thank you.

Irene

Irene M. Haines

First Selectman

Town of East Haddam
Municipal Office Complex
1 Plains Rd, P.O. Box 385
Moodus, CT 06460
860-873-5021
irene.haines@easthaddam.org

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mutual Consent and Agreement to Terminate the Agreement between the Town of East Haddam and Town of Colchester Concerning Private Duty Police Assignments

In accordance with Section 4 (Term) of the Agreement between the Town of East Haddam and Town of Colchester Concerning Private Duty Police Assignments (hereinafter the "Agreement"), the Town of East Haddam and the Town of Colchester mutually consent and agree to terminate the Agreement effective November 23, 2022.

Town of East Haddam

Town of Colchester

Dated: _____

Dated: _____

Contract Details		Order Details	
Account Number:	A-477950	Order #:	Q-193671
Customer:	Colchester Police Department (CT)	Order Date:	11/11/2022
Sales Rep:	Paige Kransberg	Valid Until:	11/11/2022
		Subscription Start Date:	Per signature date below
		Subscription Term (months):	36
Customer Contact			
Billing Contact:	Colchester Police Department (CT) Darrell Tetreault	Billing Contact Email:	darrell.tetreault@ct.gov
Address:		Phone:	(860) 537-7272
		Fax:	
Payment Terms			
Payment Term:	Net 30	Notes:	
PO Number:			
Subscription Service			

YEAR-1

Item	Type	Qty	Total
PowerPolicy Professional Subscription	Recurring	19	\$2,187.03
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.			
PowerTraining	Recurring	19	\$123.50
A training solution that lets you create, deliver, and track training content online, including videos and PowerPoint presentations. It integrates with PowerPolicy Select and Professional, giving you the ability to attach policies to training courses while ensuring version control.			
CT POSTC Manual	Recurring	1	\$0.00
View Standards manual electronically.			
PowerDMS Standards for CT POSTC	Recurring	1	\$1,150.00
Attach proofs to show compliance with CT POSTC Standard, assign assessment tasks, track revisions, and status-based grading.			
PowerPolicy Professional Setup (Onboarding)	Services	1	\$500.00
This package ensures a smooth implementation and successful ongoing use of PowerPolicy. This package includes Implementation Management: Led by a designated Implementation Specialist, guiding administrators through predetermined milestones to lead to a successful product launch, Project Management, Document and User Import and Site Configuration.			
YEAR-1 TOTAL:			\$3,960.53

YEAR-2

Item	Type	Qty	Total
PowerPolicy Professional Subscription	Recurring	19	\$3,477.38
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.			
PowerTraining	Recurring	19	\$196.37
A training solution that lets you create, deliver, and track training content online, including videos and PowerPoint presentations. It integrates with PowerPolicy Select and Professional, giving you the ability to attach policies to training courses while ensuring version control.			

Item	Type	Qty	Total
CT POSTC Manual	Recurring	1	\$0.00
View Standards manual electronically.			
PowerDMS Standards for CT POSTC	Recurring	1	\$1,150.00
Attach proofs to show compliance with CT POSTC Standard, assign assessment tasks, track revisions, and status-based grading.			
YEAR-2 TOTAL:			\$4,823.75

YEAR-3

Item	Type	Qty	Total
PowerPolicy Professional Subscription	Recurring	19	\$4,423.22
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.			
PowerTraining	Recurring	19	\$249.78
A training solution that lets you create, deliver, and track training content online, including videos and PowerPoint presentations. It integrates with PowerPolicy Select and Professional, giving you the ability to attach policies to training courses while ensuring version control.			
CT POSTC Manual	Recurring	1	\$0.00
View Standards manual electronically.			
PowerDMS Standards for CT POSTC	Recurring	1	\$1,150.00
Attach proofs to show compliance with CT POSTC Standard, assign assessment tasks, track revisions, and status-based grading.			
YEAR-3 TOTAL:			\$5,823.00
Subscription Term Total :			\$14,607.28

This price does not include any sales tax.

Additional Terms and Conditions

Payment Terms All invoices issued hereunder are **due upon the invoice due date**. The fees labeled "Year 1 Total" shall be invoiced immediately, and if the Subscription Term is for a period longer than one year, the fees for future years shall be invoiced annually in advance of each 12 month period of the Subscription Term, but regardless of the billing cycle, Customer is responsible for the fees for the entire Subscription Term. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable.

Terms & Conditions Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEO GOV") and Customer, this Service Order and the services to be furnished pursuant to this Service Order are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the date set forth below.

Accepted and Agreed By Authorized Representative of:
Colchester Police Department (CT)

Signature: _____

Printed Name: _____

Title: _____

Date _____

THE INFORMATION AND PRICING CONTAINED IN THIS SERVICE ORDER IS STRICTLY CONFIDENTIAL



AGREEMENT TO PROVIDE SERVICES

This Agreement, dated November __, 2022, is made between the AGENCY,

Colchester Police Department
127 Norwich Avenue
Colchester, CT 06415

referred to as the "Agency" or "You", and **Daigle Law Group, LLC** "DLG", whose address is: 960 South Main Street, Plantsville, CT 06479, referred to as the "Law Firm."

1. SERVICES TO BE PROVIDED. You agree that Attorney Eric P. Daigle, the Law Firm and its contractors will conduct Consulting Services for the Colchester Police Department.

The scope of the work includes: Review and analyze the current policy and procedure manual in operation at the Colchester Police Department. Development of policies and procedures that meet common practice in the industry, CT accreditation standards, and CT legal standards.

2. ADDITIONAL LEGAL SERVICES. If you need any other services which may or may not be related to the above matter, you and the Law Firm may make a new agreement to provide the other services.

3. FEES. The Law Firm cannot predict or guarantee the final amount of the bill. The final amount will depend on the total amount of time required to develop, review and implement new policies and procedures.

A. INITIAL PAYMENT. No initial payment is required.

B. PAYMENT. You agree to pay the Law Firm for consulting services at the rate of \$200.00 per hour.

C. ALL SERVICES WILL BE BILLED. You will be billed at the hourly rates set forth in paragraph 3B for all services rendered. These services include: review, developing, drafting policies and procedures. Also, telephone calls, reviewing documents, analysis of information, participate in conferences, as well as any other service relating to this matter.

D. COSTS AND EXPENSES. In addition to fees, you must pay the all reasonable costs and expenses directly related to the policy development and consultant services described in section 1 above.

4. TERMINATION. You have the right to terminate services at any time by delivering a signed letter notifying DLG of the termination of our relationship. You shall remain liable for, and shall promptly pay, all fees earned and costs advanced through the time and date of my receipt of such notice of termination. Similarly, we shall retain my right to withdraw from this project at any time, and for any reason (including, without limitation, nonpayment of my fees and costs) upon reasonable written notice to you.

5. NO GUARANTEE. The Law Firm agrees to provide conscientious, competent and diligent services and at all times will seek to achieve solutions which are just and reasonable for you.
6. YOUR RESPONSIBILITY. You must fully cooperate with the Law Firm and provide all information relevant to the issues involved in this matter. You must also pay all bills as required by this Agreement
7. PRIVACY POLICY. DLG will hold all information Agency provides in confidence unless required to provide information in accordance with an order from a court or other governmental agency or other legal process. Agency acknowledges that DLG may provide view-only access and summary information to the Agency's affiliated Risk Management Authority, Insurance Pool or Group if they have provided an economic subsidy. However, Agency acknowledges and agrees that Internet data transmission is not always 100% secure and DLG does not warrant or guaranty that information Agency transmits utilizing the DLG system or online platform is 100% secure.
8. POLICY ADOPTION. Agency hereby acknowledges and agrees that any and all policies included in the Material provided by DLG have been individually reviewed, customized and adopted by Agency for use by Agency. Agency further acknowledges and agrees that neither DLG nor any of its agents, employees or representatives shall be considered "policy makers" in any legal or other sense and that the chief executive of Agency will, for all purposes, be considered the "policy maker" with regard to each and every such policy.
9. INDEMNIFICATION. In developing the policies, DLG has made a good faith effort to comply with all applicable statutes, case law and industry standards in effect at the time such Materials are provided to Agency. While DLG has made such a good faith effort, Agency acknowledges and agrees that DLG will have no liability to Agency or any other person or entity arising from or related to the Subscription Materials, or any act or omission by Agency or its personnel pursuant to, or in reliance on, any of the Materials.
10. LIMITATION OF LIABILITY. DLG's cumulative liability to Agency and any other person or entity for any loss or damages resulting from any claims, demands, or actions arising out of or relating to this Agreement or the use of any Materials shall not exceed the subscription fees actually paid to DLG for the use of the Materials under this Agreement during the twelve-month period immediately prior to the assertion of such claim, demand or action. In no event shall DLG be liable for any indirect, incidental, consequential, special, or exemplary damages or lost profits, even if DLG has been advised of the possibility of such damages. The limitations set forth in this Section shall apply whether Agency's claim is based on breach of contract, tort, strict liability, product liability or any other theory or cause of action.
11. MISCELLANEOUS.
- A. Governing Law. This Agreement shall be construed in accordance with, and governed by, the laws of the State of Connecticut without giving effect to any choice of law doctrine that would cause the law of any other jurisdiction to apply.
- B. Entire Agreement. This Agreement embodies the entire agreement and understanding of the parties hereto with respect to the subject matter hereof. No



representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied in this Agreement. Terms and conditions set forth in any purchase order, or any other form or document of Agency, which are inconsistent with, or in addition to, the terms and conditions set forth in this Agreement, are hereby objected to and rejected in their entirety, regardless of when received, without further action or notification by DLG, and shall not be considered binding on DLG unless specifically agreed to in writing by it.

C. Headings. The captions and other headings contained in this Agreement are for convenience only and shall not be considered a part of or affect the construction and interpretation of any provision of this Agreement.

D. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same document.

E. Amendment. No amendment, modification, or supplement to this Agreement shall be binding unless it is in writing and signed by the party sought to be bound thereby.

F. Attorneys' Fees. If any action is brought by either party to this Agreement against the other party regarding the subject matter hereof, the prevailing party shall be entitled to recover, in addition to any other relief granted, reasonable attorneys' fees and expenses of litigation.

G. General Interpretation. The language used in this Agreement shall be deemed to be the language chosen by the parties hereto to express their mutual intent. This Agreement shall be construed without regard to any presumption or rule requiring construction against the party causing such instrument or any portion thereof to be drafted, or in favor of the party receiving a particular benefit under the Agreement. No rule of strict construction will be applied against any person or entity.



H. Notices. Any notice required by this Agreement or given in connection with it, shall be in writing and shall be given by personal delivery, by certified mail, postage prepaid, or by recognized overnight delivery service to the appropriate party at the address of such party stated on the cover sheet to which these General Terms and Conditions are attached, or such other address as such party may indicate by a notice delivered to the other party in accordance with the terms of this Section. Alternatively, electronic mail or facsimile notice is acceptable when acknowledged by the receiving party.

I. Invalidity of Provisions. Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof. Further, if a court of competent jurisdiction finds any provision of this Agreement to be invalid or unenforceable, then the parties agree that the court should endeavor to give effect to the parties' intention as reflected in such provision to the maximum extent possible.

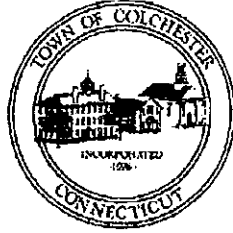
J. Waiver. DLG's failure to exercise, or delay in exercising, any right or remedy under any provision of this Agreement shall not constitute a waiver of such right or remedy

End of General Terms and Conditions

SIGNATURES. You and the Law Firm have read and agree to this Agreement. The Law Firm has answered all of your questions and fully explained this Agreement to your complete satisfaction. You have been given a copy of this Agreement.

By: _____
ATTORNEY: Eric P. Daigle
Date: _____

CLIENT: _____
Date: _____



Colchester Sewer and Water Commission
Regular Meeting Minutes

MEETING: 26 October 2022
TIME: 7:00 p.m.
LOCATION: Zoom

1. Meeting called to Order at 7:03 PM by Chairman Stephen Coyle
2. Attending: S Coyle, R. Peter, R Silberman, K Fargnoli, G LePage, T Hochdorfer, P. Minella – Interim Water Supervisor, Paul DeStefano from SLR, Michael Zerba from SLR, Pat Smith
3. Approval of the 9/29/2022 minutes was postponed until the next meeting.
4. Discussion with SLR regarding their Public Works evaluation for the Town.
5. Calendar for 2023 was discussed and agreed that the 4th Wednesday of the month works for the members of the commission.
6. Discussion of possible sewer connection and service of 288 Old Hartford Rd (Stollman).
7. Discussion of possible water service for 172 Windham Rd.
8. Discussion of vacant commercial tenants a.k.a. Stephen Fedus request. No action taken.
9. Discussion of expenses for Sewer equipment and Maintenance. Invoices from Control Systems of CT.
10. Motion made by Rob Peter, seconded by G LePage to transfer \$93,500 from the June 30, 2021 Water Enterprise fund balance to the 22-23 Water Operating fund (4003210) account for Professional services (44208). Motion carried unanimously.
11. Motion to adjourn made by R. Silberman, Second by G. LePage. Motion carried unanimously.
Meeting adjourned at 9:18.

Gayle Furman
GAYLE FURMAN
TOWN CLERK
2022 NOV - 7 PM 3:05
RECEIVED
COLCHESTER, CT

Town of Colchester
Enterprise Fund
 Budget Transfer/Additional Appropriation

Department: Water

Reason for Request: This will pay for the Engineering design of the Filter Vessels and the painting / refurbishing of the 40 ft water tank.

Reason for Available Funds: These two projects were not budgeted for when we created the Water Operating budget. They are a one time expenses.

From:

Account Number	Account Name	Amount
Fund Balance	Cash	93,500.00

To:

44208	Professional Services	93,500.00

11/10/22
 Date Requested

Pam Minella
 Department Director or Supervisor - Signature

Print Name Pam Minella

11/16/22
 Date Reviewed

[Signature]
 Chief Financial Officer

Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Debbie Kratochvil

From: Stephen Coyle
Sent: Thursday, November 10, 2022 11:57 AM
To: Debbie Kratochvil
Cc: Pam Minella
Subject: Enterprise Fund transfer - fund balance to 22-23 fiscal year Water Operating budget

Hi Debbie,

At its 10/26/2022 meeting, the Colchester Sewer and Water commission voted to transfer \$98,500 from the 6/30/2021 Water Operating budget to the current year's budget. Pam gave me the form you require for transfers but it needs modifications:

1. The title of the form is General Fund. For water, this is incorrect. Water budgets are tracked within the Enterprise Fund.
2. The Department drop down box does not contain a selection for the Sewer and Water Department.

I will print the form, make these modifications manually and then provide the information.

Let me know if this is satisfactory.

thanks,

Stephen Coyle, Chairman,
Colchester Sewer and Water commission

Ref:

Sewer and Water commission minutes:

https://www.colchesterct.gov/sites/g/files/vyhlf4286/f/minutes/10-26-22_swr-11072022150736.pdf

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway


Reason for Request: More money is needed for Tree Removal to mitigate tree accidents in the future.

Reason for Available Funds: We will forgo some road improvements to allow for tree removals that are needed urgently.

From:	Account Number	Account Name	Amount
	13201-48439	Road Improvement	100,000

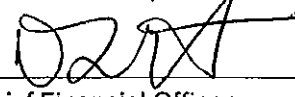
To:	Account Number	Account Name	Amount
	13201-44208	Professional Services	100,000

11-16-22
Date Requested


Department Director or Supervisor - Signature

Print Name John Jones

11/18/22
Date Reviewed


Chief Financial Officer

Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Contract Terms & Conditions

Buyer: Town of Colchester
127 Norwich Ave
Colchester, CT 06415

Seller: Dime Oil Co LLC
93 Industry Lane
Waterbury, CT 06704

This agreement dated November 28, 2022, by and between Dime Oil Co LLC (“seller”) and the Town of Colchester (“buyer”) is subject to the Terms and Conditions listed herein, and Seller agrees to sell to Buyer, and Buyer agrees to purchase and receive from Seller, the following quantities of the following Product(s), under the Payment Terms, during the Delivery Period of December 1, 2022 to June 30, 2023, and at the Price(s), and Delivery Locations(s) with their respective individual allocations specified below.

Location	Address	Product	Price	Allocation
Senior Center	95 Norwich Ave	Heating Oil	\$3.5976	15,214
Youth Center	40 Norwich Ave	Heating Oil	\$3.5976	
Colchester Fire Co #1	52 Old Hartford Rd	Heating Oil	\$3.5976	
Colchester Fire Co #2	424 Westchester Rd	Heating Oil	\$3.5976	
Historical Museum	24 Linwood Ave	Heating Oil	\$3.5976	
Cragin Memorial Library	8 Linwood Ave	Heating Oil	\$3.5976	
Prospect Hill Pump Station	31 Prospect Hill Rd	Heating Oil	\$3.5976	
Town Hall	127 Norwich Ave	Heating Oil	\$3.5976	
Highway Department	300 Old Hartford Rd	Diesel Fuel	\$3.6878	18,885
Total #2 Heating Oil Purchased:				15,214
Total Ultra Low Sulfur Diesel Purchased:				18,885

Payment Terms: Net 30 Days.

1. Taxes: All prices are exclusive of taxes. Currently, the following taxes are applicable to fuel oil purchases by municipalities. The NORA (National Oilheat Research Alliance) Assessment of \$0.0020 cents per gallon applies to purchases of fuel oil used for heating. The LUST tax (Leaking Underground Storage Tank) at \$0.0010 cents per gallon and the Spill Recovery fee of \$0.0021 both apply to #2 Heating Oil, Diesel Fuel and Gasoline. Effective 1/1/23 the Superfund tax will be re-instated as part of the Inflation Reduction Act at the following rates: \$0.0039 cents per gallon on Heating Oil and Diesel fuel and \$0.00351 cents per gallon on Gasoline. The CT Gross Receipts tax, currently only applicable on gasoline, is at an effective rate of 8.814% of the total sale. Any tax, or governmental charge or increase thereof now due or hereafter imposed and assessed to Dime Oil thereof due to purchasing, selling, or delivering the product such as, but not limited to Sales Tax, Use Tax, Excise Tax, Gross Receipts Tax, and Superfund Tax, may at Dime Oil Companies option, be added to the purchase price. The Town of Colchester shall provide federal and state tax identification numbers and shall complete exemption certificates before the commencement of this contract.
2. Dime Oil reserves the right to refuse delivery to any tank and/or location, which, in its sole discretion is deemed unsafe by an employee of Dime Oil. Deliveries will only resume once the problem is resolved and the tank is again deemed safe for delivery.
3. Payment: Payment terms are net 30 days. If payments are received later than 30 days from the date of delivery, finance charges may be assessed at a rate of 1% per month plus collection fees if necessary. In the event payment is not received from the Town of Colchester in accordance with the terms provided herein, payment in full of any obligations of Buyer to Seller shall be given by Buyer before further deliveries are made. The Town of Colchester hereunder shall give Seller upon requesting advance payment or security satisfactory to Seller if payments are not made within the specified terms listed above and Seller may withhold deliveries until such payment or security is received.

4. If a location on "will call" status (non-automatic), should either require a same day delivery, or requests a delivery scheduled outside of our normal working hours, Dime Oil reserves the right to add a surcharge for the cost of providing an emergency delivery if one is requested.
5. Delivery: Diesel fuel and gasoline purchases will be delivered in approximately equal amounts prorated over contract periods. Fixed price on Heating Oil will remain in effect at the established price per gallon ratable per month by degree day for the individual delivery location for all product up to the contract amount during the period of December 1, 2022 through June 30, 2023. Buyer will be granted a +0% variance in allocation coverage for the delivery period specified and a -2% for gallons not consumed.
6. Buyer agrees to pay Seller the price established above for the indicated delivery location for all products up to the contract or allocation amount. If gallons actually purchased exceed 100% of gallons allocated for the respective delivery location as listed above, the Seller reserves the right to offer one or all of the following options:
 - a. All overage will be billed at a differential price of .0989 per gallon plus the New Haven average quotation for Reseller Rack Prices as published daily in the Oil Price Information Service "OPIS" for the date of delivery.
 - b. Extend the fixed price contract at the same terms and conditions.
 - c. Renegotiate a fixed price based on the current market conditions.

If gallons actually purchased are less than 98% of gallons allocated for the respective delivery location as listed above, the Seller reserves the right to offer one or all of the following options:

- a. Extend the fixed price contract at the same terms and conditions until the actual gallons used are at least 98% of the respective quantities allocated above.
 - b. Terminate the contract.
 - c. Buyer will purchase the quantity not used at the price per gallon quoted in the bid. Seller shall have no obligation to deliver the actual volume not consumed by purchaser within the contract period.
 - d. If the buyer fails to consume the un-lifted volume, the Town of Colchester will pay Dime Oil Company reasonable liquidated damages for such deficient lifting's. This fee shall not be construed as a penalty, but a deficiency fee equal to the difference between the aggregate purchase price for the un-lifted volume and the lowest OPIS posting for the month(s) with un-lifted volumes. Dime Oil Co shall not be entitled to any amounts from buyer if the lowest OPIS posting is greater than the fixed price contract rate per gallon.
7. Force Majeure: Seller shall not be responsible for damages caused by delay or failure to perform, in whole or in part, hereunder or noncompliance with any of the terms hereof when such delay, failure or noncompliance is attributable to acts of God, strikes, lockouts, fires, floods, storms, explosions, embargoes, acts or compliance with requests of any governmental authority without regard to legal validity, war conditions, acts of terrorism, accidents, delays in transportation, any allocation program or rationing or priorities in effect pursuant to governmental direction or request or instituted in cooperation with any governmental authority, or other cause beyond control of the Seller whether or not similar to those enumerated.
 8. The Town of Colchester is required to give Dime Oil Company notice of changes to tank sizes, removal of tanks, and/ or construction near where tanks are to be serviced. If quantities used at listed locations should change drastically where it would greatly impact the scope of the contract it may be subject to additional delivery fees. Demurrage charges may also be assessed should a driver be delayed or unable to make a delivery due to snow, ice, parked vehicles or debris near or covering the fill area.
 9. End of Year Deliveries: By initialing below the Town of Colchester must specify if they will require their fuel oil tanks topped off to approximately 90% of capacity during the month(s) of May and or June. This information is necessary so that we may secure sufficient quantities of heating oil and or diesel fuel for May and or June 2023 at the contract price per gallon. If no response is indicated below regarding this matter prior to purchases for this contract it will be assumed that May and June fuel will be purchased according to either a degree day heat curve for #2 heating oil or for diesel and gas it would be your average monthly allotment. Degree day heat curve is defined as 4% of your total allotment for May and 2% of your total allotment for June. Average Monthly allotment is defined as 10% of your total allotment for May and 6% of your total allotment for June.

10. Fixed price contracts reflect market conditions at time of order. These prices are based on the New York Mercantile Exchange or NYMEX. Prices on the NYMEX are extremely volatile. Price will remain firm for allocated contract gallons once both the seller and the buyer have signed a copy of this contract.
11. No delay or omission on the part of the Seller in exercising any right hereunder shall operate as a waiver of such right or of any other right of the Seller, nor shall any delay, omission or waiver on any one occasion(s) be deemed a bar to or waiver of the same or any other right on any future occasion(s) of any portion of this agreement. Other conditions may apply.
12. Buyer acknowledges that they have had a reasonable opportunity to read and have read and understood the terms and conditions of this Agreement.

Acceptance of Contract Terms and Conditions

Buyer: Town of Colchester

Seller: Dime Oil Co LLC

Signature: _____

Signature:  _____

Title: _____

Title: Manager _____

Name: _____

Name: Tracy Cyr _____

Date: _____

Date: November 28, 2022 _____

In regards to section 9, End of Year Deliveries: Please indicate if your municipality would like to have contract rate oil placed in reserve for tank top off's at the end of the contract period during the months of May and June.

For #2 Heating Oil please indicate YES / NO if the Buyer wishes to have all tanks topped off at the contract rate during May and or June of 2023. _____ Initial

For Ultra Low Sulfur Diesel fuel please indicate YES / NO if the Buyer wishes to have all tanks topped off at the contract rate during June of 2023. _____ Initial

Please note that any municipality that elects to not top off at the contract rate could still fill their tanks next May / June 2023, only the price may be at a differential rate per gallon over the New Haven Harbor Low.

RE: prices

First Selectman <selectman@colchesterct.gov>

Mon 11/28/2022 12:58 PM

To: Tracy Cyr <tracy@dimeoil.com>

Hi Tracy,

The Town accepts the prices and would like a contract for the following:

Town Heating Oil=15,214 Gallons

Town Diesel=18,885 Gallons

Once the contract is received, I will move it to the Board of Selectmen for approval on Thursday, December 1st.
Once approved, I will sent you the signed contract.

Sincerely,

Andreas

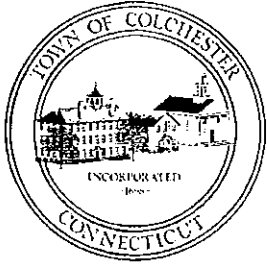
From: Tracy Cyr <tracy@dimeoil.com>
Sent: Monday, November 28, 2022 12:51 PM
To: First Selectman <selectman@colchesterct.gov>
Subject: prices

Pricing update 22/23	
Heating Oil	\$ 3.5976
Diesel Fuel	\$ 3.6878



Tracy Cyr- Manager tracy@dimeoil.com
 ☎office: (203)754-5334 ☎direct: (203)437-6148
 ☎www.dimeoilco.com ☎cell: (203)233-1109

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Town of Colchester, Connecticut

95 Norwich Avenue, Colchester, Connecticut 06415

Patricia A. Watts, Director of Senior Services/Municipal Agent

MEMORANDUM

To: Board of Selectmen
From: Patricia A. Watts, Director of Senior Services
Date: 11/29/2022
Re: Usage of Bendas Bequest for the New Senior Center

Due to inflationary increases and escalating costs, the New Senior Center project has a budgetary shortfall which needs to be satisfied before the project can move forward. It falls to this Board to make decisions which honor the results of the Referendum of November 16, 2021; the will of the people as expressed through their majority vote. One of the ways to fund the budgetary shortfall, which does not have a detrimental impact on taxpaying citizens, is to authorize the usage of the generous gift Mr. Stephen J. Bendas, bequeathed to the Colchester Senior Center.

As the Director of Senior Services, it is my recommendation for you to move the funds which were donated through the Estate of Mr. Stephen J. Bendas for use in the costs of the New Senior Center. Utilizing these funds for a new Town Senior Center will honor Mr. Bendas' memory and be useful in helping to provide a facility to serve seniors today and in the future—perhaps the most worthy use of Mr. Bendas' generous gift.

Recommended Motion

Motion to review and approve the use of up to \$575,000.00 of funding donated to the Colchester Senior Center through the Estate of Mr. Stephen J. Bendas for the New Senior Center building project, and authorize the First Selectman to sign all necessary documents..

Respectfully Submitted,

Patricia A. Watts

Town Of Colchester

Tax Incentive Program

A. Purpose and Intent of the Tax Incentive

The Colchester Tax Incentive Program ("the C-TIP") is intended to attract new businesses and commercial interests to Colchester and encourage existing businesses and interests to expand by offering partial relief from local property tax burdens.

The C-TIP was developed pursuant to a directive from the members of the Colchester Board of Selectmen, who have made economic development a priority for the Town. The town has experienced a tremendous amount of residential growth over the past few years, and C-TIP is intended to foster the commercial development that is necessary when such growth occurs. With residential growth comes the need for jobs and many types of commercial development. Also needed is growth in the Town tax base, for as a community grows so too does the demand for Town services.

The goals of the Colchester Tax Incentive Program are to:

- Encourage new job creation and expansion of existing businesses
- Attract forms of commercial development not currently offered
- Attract forms of development that expand opportunities and services that foster economic growth
- Foster the development of start-up companies within the Town
- Grow the Town tax base and more equitably distribute tax burdens

B. Qualifying Applicants

Applications to C-TIP will be accepted from any individual, group or entity that pays or will pay real estate taxes in the Town, provided: (i) the applicant is not delinquent in the payment of any taxes or service charges to the Town; (ii) the proposal is consistent with the enabling legislation of Connecticut General Statutes Section 12-65b (except for residential use); and (iii) the applicant evidences a solid financial base and potential for growth.

C. The Application and Approval Process

Qualified applicants for tax incentives are required to present their application to the Town's Economic Development Commission. The members of the Commission review each application and make a determination as to whether incentives are appropriate, based on certain criteria established annually by the Commission. If they determine that incentives are appropriate, Commission members will further consider the appropriate amount and duration for the incentive.

From this review by the Economic Development Commission, the application and recommended incentive package is sent to the Board of Selectmen. The Selectmen consider the recommendation and may adjust the package, as they deem appropriate. After the Selectmen's review, the package is brought before the legislative body of the Town, (the Town Meeting), for approval. The Town Meeting is the sole decision-maker regarding the approval of the incentive package. The members of the Economic Development Commission and the Board of Selectmen simply develop recommendations

for the package. Only those in attendance at the Town Meeting can actually award the incentives to the applicant.

D. Criteria for Incentive Recommendations

The Economic Development Commission will recommend tax incentives as allowed by state statute after considering the following criteria:

- Demonstrated need for incentives
- Potential for new job creation
- Providing a product, need or service to the local community
- Appropriateness of the business to its proposed location
- Possibility for the business to generate additional economic development
- Planned use by the business of other Colchester vendors
- Compatibility of the project with the environment and town resources
- Impact on the Town's infrastructure, including roads and utilities
- Net gain provided to the Town tax base overall
- Improvement or renovation to historic structures
- Repurpose existing structure

These are not exclusive criteria, and the members of the Commission may consider other issues when appropriate to do so. Each application presents a unique set of circumstances, and should those circumstances require the consideration of additional factors, the applicant should make the Commission so aware.

E. Incentive for Developers of Commercial Real Estate

In the event a developer of commercial real estate applies to C-TIP, the members of the Commission may award tax incentives to the developer, provided the developer covenants to pass through to tenants, on a prorated basis, the benefit of the incentive award. The Commission may award tax incentives to developers prior to full occupancy. Applications from developers will be reviewed subject to the same criteria as in "C." above.

Application for Property Tax Incentive

Applicant Information

Full Name (as it appears, or will appear, on the Land Records):

Address:

Relationship to Project:

Company Name and Address:

Telephone and Email:

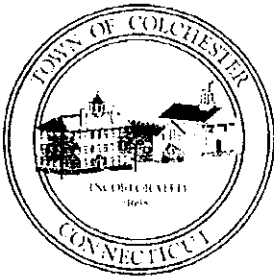
Business / Project Information

Please provide the following information. Use additional pages to provide more detail and attach any relevant documents as needed

1. Background information on yourself, other key members of your management team and your company.
2. A brief project description and include how you feel the Town of Colchester and its residents would benefit from your business or project.
3. Attach your business plan for the project or business including any capital improvements, projected income and hiring plans, including what type of jobs, for the next five years.
4. The estimated cost of the proposed real property to be constructed/renovated for this project?
5. Will your project require any improvements to, or extension of the Town infrastructure and/or utility systems? If so, please describe.
6. To what extent do you plan to employ Colchester-based vendors in the planning, design, and construction of this project? If possible, please provide the Colchester-based contractors you intend to use and the estimated value of your contracts with them.
7. How many jobs do you expect to create as a result?
8. What are the planned start up and completion dates of this project? Are there multiple phases to this project?
9. What other locations besides Colchester are being considered for this project?

If you are applying as the lessor of commercial space:

10. Please provide the type of lessees you are targeting (types of business tenants)
11. Are these new tenants to Colchester or existing businesses?
12. If you have signed tenants and/or leases in process, please share the percentage of open lease space you currently have.



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 11/18/2022

BOARDS & COMMISSIONS APPLICATION

Name: Alysha Fagan

Address: 9 Cobble Way Unit 1 Colchester, CT. 06415

Home Phone: 8603017479 Email alyshafaganx0@gmail.com FAX: NA

Cell Phone: 8603017479 Town Residency 3 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: Open Spaces Committee

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Nathan Hale-Ray High School

College: Southern Conn. State University - 2 years - Business Admin - Did not graduate
Manchester Community College - 1.5 years - Political Science - Currently Attending

Trade, Business
Or Correspondence
School _____

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

3 Months - S&S Worldwide, 75 Mill St, Colchester CT 06415 - Buyer - Currently Employed

2019-2022 - Kids Eat in Color - Maryland (Remote Job) - Program Manager - Left amicably due to job becoming too demanding

2014-2018 - Brooks Brothers - 100 Phoenix Ave Enfield, CT - Cust Svc Supervisor - Left after having a baby

2011-2014 - From You Flowers LLC - 183 Mill Rock Rd E Old Saybrook CT - Left for a better opportunity

Are you capable of making the commitment of time necessary to serve on this Board or Commission? Yes

Why are you interested in serving? I think the open spaces committee is a great way for me to get aquanted with the community in which I have been living for the past three years. I am very interested in local politics and how we are investing our money as a town. I feel that my perspective is fresh and I would be able to contribute uniquely to matters such as what land to aquire and how it should be used. I have my finger on the pulse of the needs of young families, as I am a single mother of one who is socially engaged with other parents and young adults in the community.

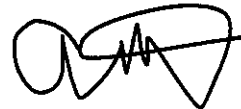
Do you have any experience or familiarity with this area? I do not have any experience or familiarity with this area aside from research of my own as well as in partnership with my political science teachers. I am looking to make an impact in my community and starting small as a committee member is my way of attempting to do that.

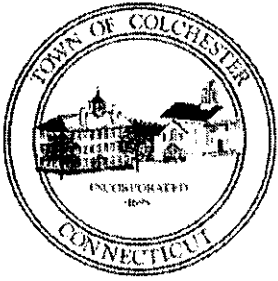
If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? Ethics Commission or the Youth FIRST Coalition or CORE Commission

Date: 11/18/2022

Signature: _____





Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 10-10-22

BOARDS & COMMISSIONS APPLICATION

Name: Sally Whipple

Address: 32 Hill Farm Road Colchester, CT. 06415

Home Phone: 860-573-0280 Email spwhipple@gmail.com FAX: _____

Cell Phone: 860-573-0280 Town Residency 29 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: CORE

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Newington High School, Newington CT, 4 years, graduated.

College: Seton Hill College, Greensburg PA 4 years, graduated BA History; Minor Spanish
Cooperstown Graduate Program, 2 years, graduated MA History Museum Studies

Trade, Business
Or Correspondence
School _____

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

I have been in my current position as Exec Director of the CT Democracy Center at CT's Old State House since 2008 (800 Main Street, Hartford CT). I have also worked as Director the Lebanon Historical Society Museum, Noah Webster House, Education Director at the Mark Twain House, and have done strategic and educational planning with historical societies across the state as a consultant.

Are you capable of making the commitment of time necessary to serve on this Board or Commission? Yes

Why are you interested in serving? The fact that we have a commission signals that Colchester plans to be intentional and thoughtful about the ways we support our neighbors and welcome new businesses and residents into the community. The mission's commitment to creating bridges that strengthen our connections and facilitating dialogues that help us understand one another seems like an important step forward. I would like to be part of that.

Do you have any experience or familiarity with this area? _____

I have experience in programs that use dialogue and historical context to help people understand one another and explore current issues. I volunteer on the boards of the Connecticut State Library, the Association for the Study of CT History, & Discovering Amistad, Through my work, I help manage the CT Freedom Trail and I have done extensive research on Black history in CT.

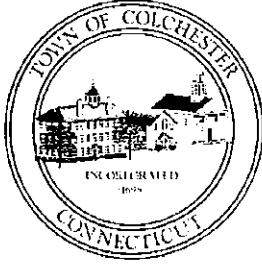
If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? Yes, I would be interested, but not sure which forms of public service would be of most interest.

Date: 10-10-22

Signature: _____

Sally Whipple



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 10/18/2022

BOARDS & COMMISSIONS APPLICATION

Name: Jocelyn Nadeau

Address: 179 Lynn St Colchester, CT. 06415

Home Phone: _____ Email Jocelyn.R.Nadeau@gmail.com FAX: _____

Cell Phone: 860-334-1868 Town Residency 6 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: CORE commission

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Plainfield High School

College: Eastern CT State University - Graduated 2010 BA in Psychology, concentration in children and youth
University of Hartford - Graduated 2012 MA in Clinical Practices in Psychology

Trade, Business n/a
Or Correspondence
School _____

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

Currently Employed as a therapist at Project Thrive CT, West Hartford Ct. Employed since Oct 2020

Joshua Center Northeast, Natchaug Hospital, Danielson Ct. Lead Therapist 2015-2020. Reason for leaving: Pandemic related

Joshua Center Northeast, Natchaug Hospital, Danielson Ct. Primary Therapist 2012-2015. Reason for leaving: Promoted

Are you capable of making the commitment of time necessary to serve on this Board or Commission? yes

Why are you interested in serving? I am interested in serving on the CORE commision to continue to advocate for diversity, equity, inclusion, and belonging within the town that I live and adore. In these uncertain times, I feel it is most important to be involved in continuing to build a community that fosters values of safety and respect. I hope that by serving on CORE commission I can do my part to create a safe and supportive environment for all current and future residents of the town of Colchester.

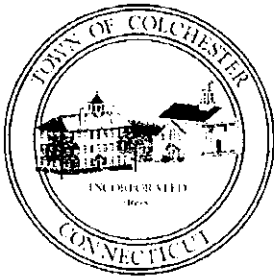
Do you have any experience or familiarity with this area? Yes. During the summer I completed an Anti-racism training lead by Dr. Natalie Edmond. This training was invaluable to my career and gave me many wonderful insights into, not only recognizing and celebrating different backgrounds and cultures, but also identifying inequities and challenges that different groups of people face.

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? I would be open to discussing other forms of public service should I not be appointed to CORE

Date: 11/18/22

Signature: _____



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 11/10/2022

BOARDS & COMMISSIONS APPLICATION

Name: Jillian Vinci

Address: 28 Shailor Hill Road Colchester, CT. 06415

Home Phone: (860) 463-4466 Email jillian.vinci@gmail.com FAX: _____

Cell Phone: (860) 463-4466 Town Residency 5.5 Years

Party Affiliation: Democrat Republican Unaffiliated (check one)

Commission or Board you are interested in serving on: CORE Commission

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: New Britain High School, attended 4 years, gen ed, graduated

College: Southern New Hampshire University, attended all years, graduated summa cum laude with a bachelor's degree in finance

Trade, Business n/a
Or Correspondence
School _____

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

OneDigital, Farmington CT, started in January 2022 and I am a Financial and Benefits Consultant

WillisTowersWatson, Hartford CT. was here for 12 years as a Financial analyst; left for promotion

Andrews Agency, Farmington, CT, was here for 5 years as an Account Exec; left for promotion

Prior to the above, I worked at The Hartford and People's Bank right out of high school

I work in Finance with a 17+ year specialty in employee benefits

Are you capable of making the commitment of time necessary to serve on this Board or Commission? Yes

Why are you interested in serving? _____

Diversity, equity and inclusion has always been very important to me as I grew up in a very diverse community. As an adult, it has become even more important as my husband and I recently adopted two biracial sons from the foster care system. We love our town and want to make sure it's the best place for all of the children, not just ours, to grow up in.

Do you have any experience or familiarity with this area? _____


While at WillisTowersWatson, I ran our regional diversity, equity and inclusion network which included approximately 350 employees. I am also in the processing of joining a similar team at OneDigital.

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? Yes I would, but not sure which specific option. I would really like to be more involved in the Colchester community

Date: 11/10/2022

Signature: _____

A handwritten signature in black ink, appearing to be 'J. M. A.', written over a horizontal line.