

## First Selectman

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**From:** Michael Dubreuil <dubreuilm@gmail.com>  
**Sent:** Sunday, January 1, 2023 8:05 PM  
**To:** First Selectman  
**Subject:** Correspondence for next BoS Meeting  
**Attachments:** 2021\_referendum.pdf; 2022\_referendum.pdf

Mr. Bisbikos,

Please include this in correspondence for the next Board of Selectmen meeting.

In June of 2021, Farmington held a referendum for a new high school. In October 2022, the town received construction bids and unfortunately all were over their construction budget. The town immediately began work to approve additional funds via referendum; an increase of 7%. In December of 2022, voters approved additional funds for the project.

Numerous news articles can be found online on the topic. However, I have attached their referendum results. Please include this email and the attachments in correspondence.

Thank you,  
Michael Dubreuil  
180 Woodbine Rd, Colchester, CT

**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.

**CERTIFICATE OF ADJOURNED TOWN MEETING VOTE**

We, Maureen Frink, Town Clerk of the Town of Farmington, Connecticut, and Neil Kelsey, Moderator of the adjourned Town Meeting held pursuant to Section 10.3 of the Town Charter on Thursday, December 8, 2022, hereby certify that a vote upon the voting machines of the electors and citizens qualified to vote in Town Meetings of said Town was held at the normal polling places of said Town on Thursday, December 8, 2022, between the hours of 6:00 a.m. and 8:00 p.m.; that the question submitted to said vote was placed on ballots under the following heading and that the results of said vote on the question were as follows:

“SHALL THE TOWN OF FARMINGTON APPROPRIATE AN ADDITIONAL \$9,700,000 (INCREASING THE APPROPRIATION AND BORROWING AUTHORIZATION TO AN AGGREGATE \$145,300,000) FOR THE DESIGN AND CONSTRUCTION OF A NEW HIGH SCHOOL ON THE GROUNDS OF THE EXISTING HIGH SCHOOL CAMPUS, DEMOLITION OF SUBSTANTIALLY ALL OF THE EXISTING FARMINGTON HIGH SCHOOL OTHER THAN THE 900 WING AND THE 1928 BUILDING, AND RENOVATION AND IMPROVEMENTS TO THE 900 WING, AND AUTHORIZE THE ISSUANCE OF BONDS AND NOTES IN AN AMOUNT SUFFICIENT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAID FROM GRANTS (AN ANTICIPATED NET PROJECT COST TO THE TOWN OF \$104,700,000)?”

Number of “Yes” votes

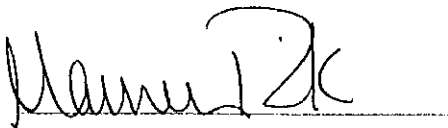
1787

Number of “No” votes

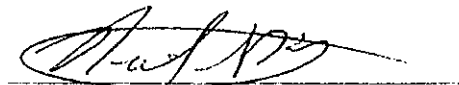
815

**A true, correct and complete copy of the Moderator’s Return of said vote is attached hereto.**

Dated at Farmington, Connecticut this 8<sup>th</sup> day of December, 2022.



Town Clerk



Moderator

CERTIFICATE OF ADJOURNED TOWN MEETING VOTE

We, Paula B. Ray, Town Clerk of the Town of Farmington, Connecticut, and Edward J. Leary, Moderator of the adjourned Town Meeting held pursuant to Section 10.3 of the Town Charter on Thursday, June 3, 2021, hereby certify that a vote upon the voting machines of the electors and citizens qualified to vote in Town Meetings of said Town was held at the normal polling places of said Town on Thursday, June 3, 2021, between the hours of 6:00 a.m. and 8:00 p.m.; that the question submitted to said vote was placed on ballots under the following heading and that the results of said vote on the question were as follows:

“SHALL THE TOWN OF FARMINGTON APPROPRIATE \$135,600,000 FOR THE DESIGN AND CONSTRUCTION OF A NEW HIGH SCHOOL ON THE GROUNDS OF THE EXISTING HIGH SCHOOL CAMPUS, DEMOLITION OF SUBSTANTIALLY ALL OF THE EXISTING FARMINGTON HIGH SCHOOL OTHER THAN THE 900 WING AND THE 1928 BUILDING, AND RENOVATION AND IMPROVEMENTS TO THE 900 WING, AND AUTHORIZE THE ISSUANCE OF BONDS AND NOTES IN AN AMOUNT SUFFICIENT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAYED FROM GRANTS (AN ANTICIPATED NET PROJECT COST TO THE TOWN OF \$109,300,000)?”

Number of “Yes” votes      4,500

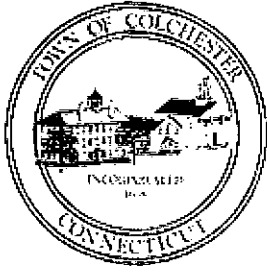
Number of “No” votes      2,198

**A true, correct and complete copy of the Moderator’s Return of said vote is attached hereto.**

Dated at Farmington, Connecticut this 3<sup>rd</sup> day of June, 2021.

Paula B. Ray  
Town Clerk

Edward J. Leary  
Moderator



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

RECEIVED

2022 DEC 19 PM 1:00

Andreas Bisbikos, First Selectman

*D. Turner*  
D. TURNER

Board of Selectmen Meeting Minutes  
Thursday, December 15<sup>th</sup>, 2022, at 7 PM

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

**Also Present:** P. Watts (Senior Center Director)

1. Call to Order – A. Bisbikos called the meeting to order at 7:00 PM
2. Pledge of Allegiance
  - R. Coyle made a motion to adjust E on the consent agenda to include Commission on Ageing and to change the expiration date to 12/31/25 and to add I. to the consent agenda to include the Board of Selectmen calendar. 2<sup>nd</sup> by D. Turner. *Motion carried unanimously 5-0*
  - D. Bates made a motion to make #9 on the agenda a discussion on Norton Park & Jay Gigliotti. 2<sup>nd</sup> by R. Coyle. *Motion carried unanimously 5-0*
3. Correspondence
  - A. Bisbikos provided an update on the senior center project, on a possible motion, and the current injunction in place. J. LaChapelle provide an update on the senior center project and the recent injunction.
4. Citizens Comments
  - T. Rudko spoke about the injunction. G. Transue spoke about the Bendas bequest. D. Lambert spoke about the Bendas bequest. B. Denner spoke about the potential need for additional funds. J. LaChapelle spoke about the injunction. M. Dubreuil spoke about the senior center project. R. Avery spoke about the senior center project. D. Bouchard spoke about the injunction. M. Rudko spoke about citizens comments etiquette. R. Bianco spoke about the senior center project. T. Brown spoke about the senior center project. K. Paquette spoke about citizen comments etiquette. S. Armstrong spoke about R. Coyle and A. Bisbikos collaborating on solutions to the senior center project. J. Farrell spoke about the passion surrounding the senior center project.
5. Consent Agenda
  - A. Approve the 11/28/22 Joint Meeting of the Board of Selectmen & ARPA Ad-Hoc Special Meeting minutes and the 12/1/22 Board of Selectmen minutes,
  - B. Possible action to reappoint Jeb Bates to the Economic Development Commission for a term to expire 12/15/2027
  - C. Possible action to reappoint Laurie Robinson to the Zoning Board of Appeals for a term to expire 12/1/2027
  - D. Possible action to reappoint Bruce Hayn and Sean Nadeau to Planning & Zoning for a term to expire 12/31/2027
  - E. Possible action to reappoint Nola Weston, Terry Brown, and William Otfinoski to the Commission on Ageing for a term to expire 12/31/25
  - F. Possible action to reappoint Russell Melmed to the Youth First Coalition for a term to expire 12/1/25

- G. Possible action to move Jah-Marley Wright from a member to an alternate on the CORE Commission for a term to expire 12/1/25
- H. Possible action to that the Town of Colchester accept the portion of North Pond Way station 0+00 to station 11+50 and Weston Terrace located within Phase 1 of the North Pond Subdivision as recommended by the Town Engineer
- I. Possible action to approve of the proposed Board of Selectmen Calendar
- R. Coyle made a motion to approve the consent agenda. 2<sup>nd</sup> by D. Bates. ***Motion carried unanimously 5-0***
6. Jasko Zelman Presentation
7. Transfers
- A. Possible action to recommend a transfer in the amount of \$290,000 from the Sewer Capital Fund to the 22-23 Sewer Operating fund account 46224 Equipment Repair as recommended by the Sewer & Water Commission
- D. Turner a motion to approve a transfer in the amount of \$290,000 from the Sewer Capital Fund to the 22-23 Sewer Operating fund account 46224 Equipment Repair as recommended by the Sewer & Water Commission. 2<sup>nd</sup> by J. LaChapelle. ***Motion carried unanimously 5-0***
8. Contracts
- Possible action for the Town of Colchester to award a bid to JB Roofing for the Salt Shed Roof in the amount of \$13,955 and have the First Selectman sign any necessary documents
  - J. LaChapelle motioned for the Town of Colchester to award a bid to JB Roofing for the Salt Shed Roof in the amount of \$13,955 and have the First Selectman sign any necessary documents with \$8,835 coming from the Capital Reserve fund. 2<sup>nd</sup> by D. Bates. ***Motion carried unanimously 5-0***
9. Discussion on Norton Park & Jay Gigliotti
- D. Bates provided an overall update on the Norton Park project with the news that the town did not receive a grant from the state. A. Bisbikos and D. Bates will work with J. Gigliotti and D. Sorrentino to strategize next steps.
10. FOI Review – Discussion on Outlook and PST formatting
11. Citizens Comments
- D. Lambert spoke in favor of the injunction. J. LaChapelle spoke about the intended motion and collaboration with the Board. K. Kardys spoke about political alliances. T. Rudko spoke about social contracts and following the Charter. P. Watts spoke in favor of the senior center project. M. Dubreuil spoke about citizen comments etiquette and the senior center project. G. Furman provided clarity on an FOI related to the senior center project. M. Rudko spoke about citizens comments etiquette and the FOI log. R. Silberman spoke about collaboration on the Board. C. Russi spoke in favor of the senior center project. D. Bouchard spoke about the price of the senior center project and correspondence between the FS.
12. First Selectman’s Report – A. Bisbikos will provide the report in an email blast and on social media
13. Liaison Reports - None
14. Adjourn – D. Turner motioned to adjourn. 2<sup>nd</sup> by D. Bates. Meeting adjourned at 9:38 PM

Meeting minutes submitted by Francesca Brown

**RE: Transcripts of the Judge's Ruling & Cost of the Lawsuit**

Ritter, Matthew D. &lt;MRitter@goodwin.com&gt;

Tue 1/3/2023 1:04 PM

To: First Selectman <selectman@colchesterct.gov>; Zeitlin, Andrew <AZeitlin@goodwin.com>; O'Brien, Robert J. <RObrien@goodwin.com>

Andreas – I will defer to Andy and Bob on how long it takes to get the transcripts.

I will have the final number by the end of the week but after I apply write offs and the Town's fixed hourly rate, I suspect it will be between \$15,000 - \$25,000.

Unfortunately, we cannot generate bills yet because our system is still being closed out for the end of 2022.

Thanks, Matt



**Matthew D. Ritter**  
Shipman & Goodwin LLP  
Partner  
One Constitution Plaza  
Hartford, CT 06103-1919

Tel: (860) 251-5092  
Fax: (860) 251-5212  
[MRitter@goodwin.com](mailto:MRitter@goodwin.com)  
[www.shipmangoodwin.com](http://www.shipmangoodwin.com)

*Shipman & Goodwin LLP is a 2021 Mansfield Certified Plus Firm*

Disclaimer: Privileged and confidential. If received in error, please notify me by e-mail and delete the message.

**From:** First Selectman <selectman@colchesterct.gov>

**Sent:** Tuesday, January 3, 2023 9:48 AM

**To:** Zeitlin, Andrew <AZeitlin@goodwin.com>; O'Brien, Robert J. <RObrien@goodwin.com>

**Cc:** Ritter, Matthew D. <MRitter@goodwin.com>

**Subject:** Transcripts of the Judge's Ruling & Cost of the Lawsuit

\*EXTERNAL EMAIL\*

Hi Everyone,

Are the transcripts of the judge's rulings available? Do we have an updated estimated cost of the lawsuit?

Sincerely,

Andreas

**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.

**RFP #2022-012**  
**BID FORM**

**BIDDERS:** COMPLETE ALL INFORMATION REQUESTED BELOW. BIDDER MUST SIGN BID FORM.

**COMPANY NAME & ADDRESS:** Stula Enterprises LLC  
362 Wawecus Hill Rd.  
Norwich Ct. 06360

**TELEPHONE #:** 860 - 639-1351

**FAX #:** 860 - 383-2426

**EMAIL:** Shawn@StulaLLC.com

**REPRESENTED BY:** Shawn Stula Owner  
(Name & Title)

**INSTRUCTIONS:** *The undersigned, attesting to be a duly authorized representative of the Bidder, having familiarized himself/herself with the existing conditions of the school and Specifications contained herein affecting the cost of the work, hereby proposes to furnish the Town of Colchester / Colchester Public Schools with all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, permits, fees and services required to perform and satisfactorily complete the work specified, in accordance with said Specifications, for the sums as indicated below.*

**BASE BID**

| <u>Item #</u> | <u>Description</u>                                 | <u>Price for Item</u> |
|---------------|--|-----------------------|
| 1             | Lump Sum price for Replacement of Wash Bay Ceiling | <u>24,200</u>         |

Total of estimate Amount Written in words (Item 1)

Twenty four thousand, Two hundred 00

Shawn Stula [Signature]  
Bidders Name (print) Authorized Signature  
Bidders Address: 362 Wawecus Hill Rd. Norwich Ct. 06360  
860-639-1351 860-383-2426  
Bidders Phone Bidders FAX

\* Please note!

Due to backorders and delays project may not be able to be completed in the time called out in the RFP, however every possible attempt will be made





**Memorandum of Agreement**

This Memorandum of Agreement (“Agreement”) is made between the Town of Colchester (“Town”) Local 1303 - 254 of Council 4 American Federation of State, County and Municipal Employees AFL-CIO Town Hall Employees (“Union”) and Stacy Kilgus (“Ms. Kilgus”) (collectively referred to herein as the “Parties”).

**WHEREAS**, the Town and the Union are parties to a Collective Bargaining Agreement (CBA) dated July 1, 2021- June 30, 2024; and

**WHEREAS**, the Director of Planning position was vacant and some functions of that position have been assumed by bargaining unit member Stacey Kilgus ("Ms. Kilgus"), in addition to her normal duties assigned to her position as Land Use Assistant between May 1, 2022 and December 31, 2023; and

**NOW THEREFORE**, the parties hereby agree as follows:

1. Effective and retroactive to May 1, 2022, the Town shall pay a stipend of one hundred fifty dollars (\$150.00) per week to Ms. Kilgus for covering the period between May 1, 2022 and December 31, 2022 for the additional duties she assumed during this period of time. The total amount paid to Ms. Kilgus shall be Five Thousand Two Hundred Fifty Dollars (\$5,250.00).
2. Ms. Kilgus and the Union agree that, through this Agreement, Ms. Kilgus has been paid all forms of compensation due to her for work performed as described herein and that no other compensation, wages, overtime, bonuses, and/or benefits are due to her, except as otherwise provided in this Agreement.
3. Any additions to, deletions, or modifications of any provision of this Agreement shall be effective only if made in writing and executed by the Parties.
4. This Agreement constitutes the complete understanding between the Parties concerning the matters addressed herein, and supersedes any and all prior agreements or understandings, oral or written, between the Parties addressing this topic.
5. This Agreement shall not be used as precedent or cited as past practice or bargaining history by the Parties in any manner or proceeding whatsoever except to enforce the terms of this Agreement.

**AGREED TO:**

**FOR THE UNION:**

**FOR THE TOWN:**

-----  
Local Union Leadership

-----  
Andreas Bisbikos  
First Selectman

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**STACY KILGUS**

-----  
Stacey Kilgus

Dated: \_\_\_\_\_

## **Memorandum of Agreement**

This Memorandum of Agreement (“Agreement”) is made between the Town of Colchester (“Town”) Local 1303 - 254 of Council 4 American Federation of State, County and Municipal Employees AFL-CIO Town Hall Employees (“Union”) and Amber Albee (“Ms. Albee”) (collectively referred to herein as the “Parties”).

**WHEREAS**, the Town and the Union are parties to a Collective Bargaining Agreement (CBA) dated July 1, 2021-June 30, 2024; and

**WHEREAS**, the Social Services Coordinator position became vacant and, effective September 9, 2022, some functions of that position (including, but not limited to being first point of contact for Social Services, management of holiday programs, management of the Town’s food bank and Social Services volunteers) have been assumed by Ms. Albee who is a bargaining unit member, in addition to her normal duties assigned to her position as Youth and Social Services Administrator and Program Coordinator; and

**NOW THEREFORE**, the parties hereby agree as follows:

1. Effective and retroactive to September 9, 2022, the Town shall pay a stipend of two hundred dollars (\$200.00) per week to Ms. Albee for the additional duties she assumed during this period of time. The Town shall continue to pay Ms. Albee this stipend for all weeks she continues to perform these, and other functions associated with the Social Services Coordinator position until such position is filled, or the Town otherwise reassigns duties associated with the Social Services Coordinator position.
2. Ms. Albee and the Union agree that, through this Agreement, Ms. Albee has been paid all forms of compensation due to her for work performed as described herein and that no other compensation, wages, overtime, bonuses, and/or benefits are due to her, except as otherwise provided in this Agreement.
3. Any additions to, deletions, or modifications of any provision of this Agreement shall be effective only if made in writing and executed by the Parties.
4. This Agreement constitutes the complete understanding between the Parties concerning the matters addressed herein, and supersedes any and all prior agreements or understandings, oral or written, between the Parties addressing this topic.
5. This Agreement shall not be used as precedent or cited as past practice or bargaining history by the Parties in any manner or proceeding whatsoever except to enforce the terms of this Agreement.

**AGREED TO:**

**FOR THE UNION:**

**FOR THE TOWN:**

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Local Union Leadership

Andreas Bisbikos, First Selectman

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**Amber Albee:**

-----

Amber Albee

Dated: \_\_\_\_\_

**Memorandum of Agreement  
Between the Town of Colchester  
and  
Jay Giglotti**

This Memorandum of Agreement ("Agreement") is made between the Town of Colchester ("Town") and Jay Giglotti

**WHEREAS**, a consultant is needed to complete all jobs and tasks related to Norton Park; including securing state grants and overseeing operations related to the completion of the park. Mr. Giglotti will have access to town email, the Planning Department Server, access to the Town Hall building (even on off hours), and assistance from any town department upon request;

**NOW THEREFORE**, the parties hereby agree as follows:

1. Effective January 1, 2023, the Town agrees to pay a stipend of two hundred dollars (\$200.00) per week to Mr. Giglotti for each week he performs these additional duties related to Norton Park or other related duties as may be assigned from time to time.
2. This Agreement will be in effect until such time as the Town reassigns the additional duties being temporarily assigned to Mr. Giglotti or December 31, 2023, whichever shall occur first.
3. Any additions to, deletions, or modifications of any provision of this Agreement shall be effective only if made in writing and executed mutually by the parties.
4. This Agreement constitutes the complete understanding between the Parties concerning the matters addressed, and supersedes any and all prior agreements or understandings, oral or written, between the Parties addressing this topic.

**AGREED TO:**

FOR THE PARTY:

FOR THE TOWN:

\_\_\_\_\_  
Jay Giglotti

\_\_\_\_\_  
Andreas Bisbikos  
First Selectman

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## FIRE MARSHAL MUTUAL AID SERVICES AGREEMENT

This Agreement is by and among the Town of Lebanon, a municipal corporation with an address of 579 Exeter Road, Lebanon, Connecticut 06249, the Town of Colchester ("Colchester"), a municipal corporation with an address of 127 Norwich Avenue, Colchester, Connecticut 06415, The Town of Bozrah ("Bozrah"), a municipal corporation with an address at 1 River Road, Bozrah, Connecticut 06334, The Town of Franklin ("Franklin"), a municipal corporation with an address of 7 Meetinghouse Hill Road, Franklin, Connecticut 06254, and The Town of Salem ("Salem"), a municipal corporation with an address of 270 Hartford Road, Salem, Connecticut 06420. Lebanon, Colchester, Bozrah, Franklin, and Salem are referred to herein collectively as the "Towns".

The Towns voluntarily enter into this Fire Marshal Mutual Aid Services Agreement for the purpose of providing the opportunity to share authorized fire marshal staff and resources among the five towns for emergency responses.

The Board of Selectmen of each municipality is the appointing authority pursuant to CGS §29-297 and may appoint deputy fire marshals as necessary. Each deputy fire marshal so appointed shall be sworn to his/her faithful performance of assigned duties by their respective Town Clerk and shall act under the direction and supervision of their local fire marshal, as provided in CGS §29-298(d).

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

Services. Any Town's First Selectman, as applicable, or its fire marshal or his/her designee may, pursuant to such authority and discretion as may be delegated to them from time to time by their respective Town's Board of Selectmen, request assistance from another town for the performance of emergency fire marshal services from time to time. The providing town's fire marshal or deputy fire marshals shall promptly notify the fire marshal of the requesting town of their availability to perform the services requested. Only those individuals who have been duly appointed and sworn may provide the requested assistance. Such duties shall be performed under the direction and supervision of the requesting fire marshal or his/her designee.

Term. The services provided hereunder shall commence on the date on which all parties have executed this Agreement and shall cease on January 1, 2028 (the "Initial Term") subject to earlier termination or extension as set forth herein. One month before the end of the Initial Term and any extension thereof, representatives from the Towns will meet to discuss the services being provided hereunder and whether there needs to be a change in contract terms and to enter into an extension agreement.

Fees. Unless the parties agree otherwise, there will no hourly rate charged for emergency responses.

No Employment Contract. This Agreement is for services provided by the respective towns' fire marshal, deputy fire marshal or fire inspectors or fire investigators on an independent contractor basis. Nothing herein shall be construed as an employment contract nor shall the personnel of either town be deemed employees of other town as a result of services provided hereunder. The employing town shall indemnify and hold the requesting town harmless for any liability for withholding taxes, FICA, FUTA, workers' compensation and the like, which may be incurred or suffered by the providing town as a result of this Agreement and shall maintain in full force and effect all applicable workers' compensation and other liability insurance coverages.

Termination. Notwithstanding the foregoing, any town may withdraw from this Agreement without cause upon thirty (30) days' prior written notice to the other towns.

Liability/Indemnification. Each Town shall defend, indemnify and hold harmless to the fullest extent permitted by law the other participating Towns, their elected officials, officers, employees and agents from and against all claims or actions under law arising from this agreement alleging bodily injury, property damage, or any other losses, damages, claims, liabilities, and expenses of any kind and nature, including but not limited to settlements, judgments, penalties, attorneys' fees and costs, arising out of, or resulting from negligent acts, errors or omissions of the indemnifying Town, its elected officials, officers, employees and agents.

Entire Agreement. This Agreement contains the entire understanding of the parties. There are no oral understandings, terms or conditions, and no party has relied upon any representation, express or implied, not contained in this Agreement.

Amendment. Any changes to the terms and conditions as outlined herein must be mutually agreed upon by and between the Parties and shall be incorporated in written amendments hereto, executed with the same formalities as this Agreement. No amendment or modification of this Agreement shall be effective until executed by the Parties.

Governing Law/Venue. The laws of the State of Connecticut shall govern the formation, interpretation, and performance of this Agreement. No lawsuit pertaining to any matter under or growing out of this Agreement shall be instituted in any state other than Connecticut. The Parties agree that the venue for any legal proceeding in respect to this Agreement shall be Connecticut Superior Court, Judicial District of Norwich.

Notice. Any notice, demand, offer or other written instrument ("Notice") required or permitted to be given shall be in writing, signed by the party giving such Notice and shall be hand delivered or sent, postage prepaid, to the parties at the addresses as set forth in this Agreement. Any party shall have the right to change the place to which such Notice shall be sent or delivered by similar notice sent in like manner to all other parties hereto.

Dated this      day of                      2023.

TOWN OF LEBANON

By \_\_\_\_\_  
Kevin Cwikla  
First Selectman

TOWN OF COLCHESTER

By \_\_\_\_\_  
Andreas Bisbikos  
First Selectman

TOWN OF BOZRAH

By \_\_\_\_\_  
Glenn Pianka  
First Selectman

TOWN OF SALEM

By \_\_\_\_\_  
Ed Chmielewski  
First Selectman

TOWN OF FRANKLIN

By \_\_\_\_\_  
Charles Grant  
First Selectman

**Fw: Fire Marshal Mutual Aid Agreement**

Steven Hoffmann <shoffmann@ColchesterCT.gov>

Mon 1/2/2023 8:39 PM

To: Andreas Bisbikos <abisbikos@colchesterct.gov>

Cc: Sean Shoemaker <firemarshal@colchesterct.gov>

Andreas,

I reviewed the attached mutual aid agreement as well as discussed it with Fire Marshal Shoemaker and we are in favor of this partnership. This will provide shared resources for emergency responses where a fire investigation is needed and local resources are not available. It is great to build a working partnership with our neighboring communities for this initiative to meet statutory and investigative expectations. When a local resources (Fire Marshal, Deputy Fire Marshal, etc) is not available such as vacation, sick, personal commitment, the five towns are able to assist by providing a resource to fill the need. This is not to augment any staffing, but to assist when situations arise that need immediate attention. Please place this on the next BOS agenda for discussion and potential approval.

Thanks,

Steven Hoffmann  
Fire Chief  
Colchester Hayward Fire Department



(o) 860-537-2512

(c) 860-705-9382

[shoffmann@colchesterct.gov](mailto:shoffmann@colchesterct.gov)

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**From:** Mark Waters <mwaters@lebanonct.gov>

**Sent:** Monday, January 2, 2023 8:06 PM

**To:** Kevin Cwikla <kcwikla@lebanonct.gov>; //www.franklinct.com/user/32/contact; firstselectman@bozrahct.org <firstselectman@bozrahct.org>; //www.salemct.gov/user/1351/contact; First Selectman <selectman@colchesterct.gov>

**Cc:** THOMAS MAIN <temainjr@comcast.net>; Sean Shoemaker <firemarshal@colchesterct.gov>; Steven Hoffmann <shoffmann@ColchesterCT.gov>; John Meigel <FM306@lebanonct.gov>; signal54tr@gmail.com <signal54tr@gmail.com>

**Subject:** Re: Fire Marshal Mutual Aid Agreement

Good Evening,

Please see the updated draft.

Mark



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**From:** Mark Waters

**Sent:** Sunday, January 1, 2023 4:37 PM

**To:** Kevin Cwikla <kcwikla@lebanonct.gov>; //www.franklinct.com/user/32/contact; firstselectman@bozrahct.org <firstselectman@bozrahct.org>; //www.salemct.gov/user/1351/contact; selectman@colchesterct.gov <selectman@colchesterct.gov>

**Cc:** THOMAS MAIN <temainjr@comcast.net>; sshoemaker@colchesterct.gov <sshoemaker@colchesterct.gov>; shoffmann@colchesterct.gov <shoffmann@colchesterct.gov>; John Meigel <FM306@lebanonct.gov>; signal54tr@gmail.com <signal54tr@gmail.com>

**Subject:** Fire Marshal Mutual Aid Agreement

Greetings First Selectmen,

In an effort to establish a list of fire marshals to assist in providing emergency coverage for investigations, I have attached a draft Fire Marshal mutual aid agreement for your review. Once the draft has been approved by the 5 towns, I will look to establish a master contact list to be on file at the dispatch centers.

Feel free to contact me with any questions.

Thank You,

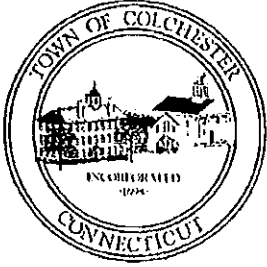
Mark Waters

Lebanon Fire Marshal

|   |
|---|
| <p><b>CAUTION:</b> 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.</p> |
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**Schedule M7 – Public Safety and Emergency Services Records, Page 16 of 18**

| <b>Item #</b>                             | <b>Record Series Title</b>                    | <b>Description</b>  | <b>Minimum Retention</b>  | <b>Disposition</b>                          | <b>Notes</b>  |
|---|---|---|---|---|---|
| M7-640                                    | Recordings, Audio / Video                     | Consists of audio/video recordings, regardless of format, unless part of another records series. Including but not limited to: cruiser video recording systems, street cameras, or prisoner recordings. | 30 days from date of recording, unless notice of pending action has been filed or determined to be evidence in a case | Destroy or recycle                          | In the event that the recording is determined to be evidence, it must be held pursuant to standard procedures and retention requirements as part of the case file: Motor vehicle cases (non-accident) -- retain through the hearing and court proceedings; Accidents -- retain for the 10 year retention period for accident records.<br><br>CGS §7-101a(d)<br><br>See M1-265 for security surveillance tapes; Also see M7-650 for DUI recordings |
| M7-650                                    | Recordings, Driving Under the Influence (DUI) | Consists of audio / video recordings, regardless of format. Including but not limited to: cruiser video recording systems, street cameras, or prisoner recordings.                                      | 2 years from date defendant charged [CGS §14-2271 (a)]  | Destroy after receipt of signed Form RC-075 | A recording related to DUI cases must be retained through the hearing and court proceedings.  |
| M7-660                                    | Warrants                                      | Consists of departmental copy of court issued warrants.   | 10 years, or until vacated, whichever comes later   | Destroy                                     | Official record maintained by Judicial Department.  |
| M7-670                                    | Written Warnings                              | Consists of warnings issued for non-criminal events (i.e., no accident traffic violations, jay walking, juvenile activities, and illegal fishing).  | 3 years from date issued  | Destroy after receipt of signed Form RC-075 | In accordance with the CT Department of Motor Vehicles Law Enforcement Bulletin dated June 12, 2001, towns no longer have to transmit motor vehicle warnings to the DMV with the exception of warnings for operation with defective equipment, failure to properly stop for a school bus, and possession of alcohol by a minor operating a motor vehicle. Retain a copy in the department for the required retention period.                      |
| <b>I. PUBLIC SAFETY PERSONNEL RECORDS</b> |   |   |   |   |   |
| M7-680                                    | Canine Service Records                        | Includes training records, health records or other records associated with the canine.  | 5 years after completion of service or resolution of any lawsuit  | Destroy after receipt of signed Form RC-075 | See M7-720 for handler's training records.  |



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 12/19/2022

## BOARDS & COMMISSIONS APPLICATION

Name: Alexis Devlin

Address: 32 Waterhole Road Colchester, CT. 06415

Home Phone: \_\_\_\_\_ Email alexisdevlin@hotmail.com FAX: \_\_\_\_\_

Cell Phone: 8602149859 Town Residency 15 Years

Party Affiliation:  Democrat  Republican  Unaffiliated (check one)

Commission or Board you are interested in serving on: Open Space

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

High School: St. Hildas and St. Hughs  
New York City, NY

College: Manhattanville College  
Purchase, NY  
B. A. 1990

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 am currently a real estate broker at Berkshire Hathaway in Colchester, CT. I have been working in this industry for 22 years.

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

Why are you interested in serving? To help my community by volunteering my time and knowledge.

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Do you have any experience or familiarity with this area? Yes I have sold land in this area for 22 years.

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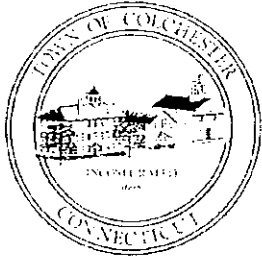
If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? Any other town boards

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Date: 12/19/2022

Signature: 



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 11/08/2022

## BOARDS & COMMISSIONS APPLICATION

Name: HALINA KILROY

Address: 88 BRAINARD ROAD Colchester, CT. 06415

Home Phone: 5 Email \_\_\_\_\_ FAX: \_\_\_\_\_

Work Phone: (860) 883-2484 Email KILROY HALINA @GMAIL.COM Town Residency 10 Years

Party Affiliation:  Democrat  Republican  Unaffiliated (circle one)

Commission or Board you are interested in serving on: BUILDING

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

High School: EAST HARTFORD HIGH SCHOOL -

College: CAPITAL COLLEGE

Trade, Business Or Correspondence School CARPENTER'S UNION APPRENTICESHIP  
3000 HRS

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

- 10 YEARS UNION CARPENTER - TRIMWORK, BRIDGE WORK  
MILLWRIGHT, SHEETROCK, INSULATION, ETC
- 25 YEARS - SUBCONTRACTOR THEN A WOMAN BUSINESS  
ENTERPRISE GENERAL CONTRACTOR - MAJOR CONTRACTOR  
KILROY CONCRETE CONSTRUCTION TO KILROY CONSTRUCTION, INC.

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 MY  
TOWN BUILDING TO A HIGHER STANDARD FOR  
THE BETTERMENT OF COLCHESTER DIVERSITY  
AND PROSPERITY AND CONSERVATION, AS WELL AS  
LOW INCOME

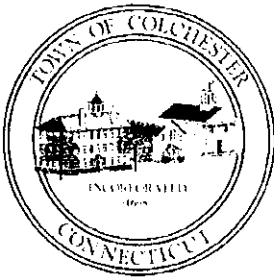
Do you have any experience or familiarity with this area? Yes - OVER 30 YEARS  
CITY OF HARTFORD  
PLANS & SPECS FOR NUMEROUS STATE / FED / LOCAL  
PROJECTS

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

Which ones? HISTORICAL, PLANNING & ZONING, WETLANDS, ETC.

Date: 11/08/2020

Signature: Valerie Kelley



# 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: \_\_\_\_\_

