

First Selectman

From: James McNair <jmcnair3@comcast.net>
Sent: Friday, July 22, 2022 1:43 PM
To: First Selectman
Subject: Cragin policy

I'd like to have this read into the BOS minutes.

Fulfilling a FOI request, the Cragin Director, after some time, shared current policy approved by Cragin Trustees in 1997 and 1995.

I was initially concerned policy was not at her finger tips. Now I hope the BOS addresses:

Is current policy in conflict with the Charter? No policy was approved by BOS.

Is the current policy outdated? Since the 1990s, we have a surge in diversity, equity and inclusion. There are more titles for children expressing that trend. We also have concerns certain titles are no longer appropriate for being insensitive to diverse groups.

Is there viewpoint bias with respect purchasing of books or keeping them in circulation?

Thanks

James D. McNair III
Colchester

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First Selectman

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Tuesday, June 28, 2022 8:24 PM
To: Andreas Bisbikos
Subject: [Colchester CT] Cragin Library children's books on display (Sent by Paul Hanrahan , phanrahan3@gmail.com)

Hello abisbikos,

Paul Hanrahan (phanrahan3@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/30/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/30/edit>.

Message:

Good Evening,

My wife and I have been residents in Colchester for 5 years, and we have two young daughters ages 1 and 4. My wife used to bring my oldest daughter to the Cragin library quite a bit, especially before COVID when there were more activities available. I saw the article about the book "Who Is RuPaul", and I wanted to inform you of our experience. The books on display have been more and more inappropriate as time has gone on, and it has become to the point where we can hardly bring our 4 year old in there anymore, since she would be scandalized. Books featuring hyper sexualized and LGBT themes are completely inappropriate for children. Books similar to these are frequently on eye level for kids as young as her to see. It is not just a one-off incident, it has been a trend in the last couple of years. I was very encouraged by the fact that you seem to be taking a stance against this, and I want to thank you for that. Children are innocent, and should not be subjected to scandal such as this. Please let me know if you would like any more information about what we have seen there. We've been very unhappy the way the children's department has been run the last few years, but didn't know how we could voice our concerns.

Thank you,
Paul Hanrahan
860-383-5355

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First Selectman

From: Shirley Ellis <sbellis@snet.net>
Sent: Tuesday, June 28, 2022 2:36 PM
To: First Selectman
Subject: Sexual Explicit material in our Library

Let me get right to the point

I am a mother and a 46 year resident of Colchester

I do NOT approve of the "Who is RuPaul" book or an sexually explicit material in our library or our schools!

Is this book being used our public schools??

If you need help reviewing these materials, I would be happy to be a part of that team

Thank you

Shirley Ellis
141 west rd
Colchester
860-965-7728

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First Selectman

From: Ellen Cercone <ellencercone16@gmail.com>
Sent: Friday, July 1, 2022 12:48 PM
To: First Selectman
Subject: Re: [Colchester CT] Censorship (Sent by Ellen Cercone , ellencercone16@gmail.com)

Thank you for the clarification. I agree with you that the books should be in a place where the appropriate age group can access them.

On Fri, Jul 1, 2022 at 10:57 AM First Selectman <selectman@colchesterct.gov> wrote:

Hi Ellen,

The placement of the book was located near younger children's books, which were not for 8–12-year old's – but much younger. Let's move it to a location that is more age appropriate. It is a very easy fix.

The inventorying of the children's section is to ensure that all the books are in an age-appropriate location. If there are books far more inappropriate, shouldn't we address it now? Protecting our children is important. I would rather be safe than sorry.

Sincerely,

Andreas

From: Ellen Cercone <ellencercone16@gmail.com>
Sent: Tuesday, June 28, 2022 8:34 PM
To: First Selectman <selectman@colchesterct.gov>
Subject: Re: [Colchester CT] Censorship (Sent by Ellen Cercone , ellencercone16@gmail.com)

Respectfully, many people feel that If the book was removed from the shelf before due process, then the book was “banned”. Where would an age appropriate section be? The young adult section? These books are written for 8-12 year olds. And what if a parent of that age group was offended? Does it then move to the adult section?

I am also wondering who made the decision that the content was sexually provocative ? The image was no different than the image of Wonder Woman in comic books that have been around for years. It seems as if this was the opinion of one parent and perhaps yourself that found the image sexually provocative? I am not saying that I agree or disagree with that statement but this is why policies are in place to have a panel or committee meet to decide what is considered appropriate or inappropriate.

Finally, I am wondering what the point of inventorying the children's section is? What exactly is the librarian looking for? And who is going to decide what constitutes appropriate vs. inappropriate content?

Thank you for taking the time to consider these questions that many of the residents of Colchester and Connecticut in general are wondering now that this story has made national news.

On Tue, Jun 28, 2022 at 10:16 AM First Selectman <selectman@colchesterct.gov> wrote:

No book is being censored or banned. The question is whether we can find a more age-appropriate section of the library for the book with the consideration of the sexually provocative image that is being displayed.

From: Contact form at Colchester CT <cmsmailer@civicplus.com>

Sent: Monday, June 27, 2022 5:30 PM

To: Andreas Bisbikos <abisbikos@colchesterct.gov>

Subject: [Colchester CT] Censorship (Sent by Ellen Cercone , ellencercone16@gmail.com)

Hello abisbikos,

Ellen Cercone (ellencercone16@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/30/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/30/edit>.

Message:

Dear First Selectman,

I am writing to you as a citizen in the town of Colchester. I am a parent of a child that was raised in this town and an elementary public school teacher of 33 years who also holds library media specialist certification. I have to say that I am appalled by the removal of ANY book from the shelves of our PUBLIC library at the

direction of an elected official without going through the documented review process. There are policies in place for book reviews and it appears that rather than upholding the duties of your elected position and immediately informing this person of the process to discuss any questionable material, you appear to have jumped the gun and directed the librarian to remove the book from the shelves and to inventory the entire children's section of the library for "questionable" content. Although I understand that in your heart you think you are looking out for and protecting the best interest of children, this is not the way to go about it. Please uphold the laws and policies that you were elected to as a public servant of the town of Colchester, CT.

Respectfully Yours,
Ellen Cercone

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First Selectman

From: Yuliya Lengel <yuliyalengel@gmail.com>
Sent: Friday, July 8, 2022 9:59 PM
To: First Selectman
Subject: Re: Colchester News Blast July 8, 2022

Andreas,

I'm sure you've been receiving a lot of complaints/feedback with respect to the children's book issue which as I gather from the newspaper and social media, must be becoming aggravating to deal with.

I just wanted to add my voice of support - I think you're doing a great job for this town and you did the absolute right thing with respect to the book. I hope you don't allow the critics to sway you or doubt yourself as our First Selectman.

Thanks for your hard work.
Yuliya

On Jul 8, 2022, at 5:00 PM, Andreas Bisbikos: First Selectman <townhall@colchesterct.gov> wrote:

Colchester News Blast

Dear Colchester Residents,

First Selectman's Report: 7/5 - 7/8/2022

- 1. ARPA Initiative Update: A pool of over 100 businesses were approved for ARPA funding as part of the Colchester Comeback Grant Program. On Monday, the Board of Selectmen and the ARPA Ad-Hoc Committee will be hosting a special meeting to finalize the funding allocation of the \$1 Million that has been earmarked for our community's small businesses. On Tuesday, I will be reaching out to each qualified business and begin the process of disbursing funds.**
- 2. An update on what is being done about Bulkeley Hill Road and Rt 16 intersection. The town has already contacted DOT about 1) Moving the stop sign, so it is in a more prominent location, 2) Making**

the stop sign bigger, and 3) Adding lights at the intersection where the accident occurred. We are waiting to hear back from the state to discuss the next steps.

3. Congratulations to Bacon Academy high school student Alexandra Skilton for winning the Doodle for Google art contest for Connecticut. She was recognized for her artwork titled Imagine the Worlds. You can read more about the story here:

<https://www.fox61.com/article/news/local/new-london-county/colchester-student-wins-doodle-for-google-art-contest/520-54fa7d4e-a244-46fa-b67d-6e09898a0272>

4. The Town of Colchester does not have an approved budget for FY 2022-2023. Therefore, we are ONLY billing for the first installment of your real estate bill. Once the budget is approved, you will receive all adjustments in your 2nd installment, which will reflect the approved mill rate along with any credits, if applicable. Additionally, once the budget is approved, we will be sending personal property and motor vehicle bills ASAP. Here is the information on our legal notice. Questions concerning tax payments should be directed to the Tax Collector, (860) 537-7210

5. Starting July 18th, tree companies will come to town to remove dead trees.

6. In the coming weeks, the following roads will be paved: Pine Road, Parkside Road, Rudden Lane, and Nelkin Road

7. The Board of Selectmen unanimously approved Lenard Engineering to provide professional services, design plans, contract documents, and permitting for an upgrade of the Cabin Road Filter Plant for \$78,500 and allow the First Selectman to sign all necessary documents. The contract was signed today.

8. The Board of Selectmen unanimously approved a contract to allow Lenard Engineering to provide professional services, provide design plans, technical specifications, and contract documents for coatings and upgrades to the 40ft. tall, 375,000-gallon steel water tank on

Elmwood Heights for an amount of \$15,000 and allow the First Selectman to sign all necessary documents. The contract was signed today.

9. The Board of Selectmen unanimously recommended to the Board of Finance that \$25,000 of unassigned fund balance be utilized for exterior repaint and window repair for Cragin Memorial Library.

10. The Board of Selectmen unanimously recommended to the Board of Finance that \$35,000 of unassigned fund balance be utilized for window repair for the Colchester Hayward Fire Department building on 52 Old Hartford Road.

11. The Board of Selectmen recommended to the Board of Finance that \$44,891.92 of unassigned fund balance be utilized to purchase an off-road utility vehicle with a trailer for the Colchester Hayward Fire Department.

Andreas Bisbikos
First Selectman

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127 Norwich Ave., Colchester CT selectman@colchesterct.gov

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First Selectman

From: Barbara Cordell <brbrcordell@gmail.com>
Sent: Friday, July 8, 2022 10:27 PM
To: First Selectman
Subject: Library Situation

Dear Mr. Bisbikos

I am writing to let you know that I am in full support of your actions in regard to the Library complaint. I voted to elect you for a reason and you are meeting my full expectations. I do question why the Connecticut Library Association has been contacted and is now interjecting their opinions on the situation. Do they pay taxes and vote in Colchester? Also, why is it that the entrenched long standing Library Director who clearly reports to you feels that her authority cannot be questioned. I have read that she has been in that position for more than 20 yrs. So does that mean she is beyond reproach? She is the be all / end all? This is the problem with entrenched bureaucracy whether at the Federal, State or Local level. I have seen that since you have been elected there has been nothing but complaint after complaint from the employees or board members who just clearly cannot accept the fact that yes a Republican is the elected First Selectman. I thank you and please carry on.

Barbara Cordell

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:55 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Concern for Library book removal (Sent by Ashley Gustafson, a.gustafson002@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Monday, June 27, 2022 3:00 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Concern for Library book removal (Sent by Ashley Gustafson, a.gustafson002@gmail.com)

Hello rcoyle,

Ashley Gustafson (a.gustafson002@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Hello Ms. Coyle,

I'm writing with a concern of action taken in Colchester by our First Selectman. Just this afternoon our FS posted to Facebook that he instructed our library director to remove a book from the children's library. He received a complaint about the book "Who is Ru Paul?" from one parent - rather than instruct this parent to use proper procedures for complaints at the library he took it upon himself to instruct the library to remove the book.

I believe in choice. Parents can make the choice which books they do or do not check out from our libraries. As a parent myself I choose which books my child and I check out. If something is not fit for her cognitive abilities or our family beliefs I make that choice. The decision should not be taken away by our First Selectman skipping proper procedures and misusing his authority. Our libraries are valuable resources for the community - restricting access to information, at any age, is detrimental to all, especially those who don't experience financial freedom to purchase books for their children. Any help or advice you could provide would be greatly appreciated. I thank you for your time.

Ashley Gustafson, Colchester resident

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:54 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Banning Books in Colchester (Sent by Megan Gauthier, megsg881@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Monday, June 27, 2022 3:28 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Banning Books in Colchester (Sent by Megan Gauthier, megsg881@gmail.com)

Hello rcoyle,

Megan Gauthier (megsg881@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

I'm writing to you today to express my outrage at Mr. Bisbikos' recent gross overstep of authority by attempting to ban books from the Cragin Memorial Library. I am a parent of three children in Colchester and we utilize the library often. I love the fact that there are so many choices available to us and I would like for that to continue. This is a disgusting abuse of power and censorship to the extreme. The timing of this particular book ban is unfortunate, considering it's a book about Ru Paul that he removed from the shelves during Pride Month. Don't think the implied homophobia has escaped anyone's notice.

Kids today need to have role models in the LGBTQ+ community, especially if they see themselves in this community. You're heading down a slippery slope by not only ignoring the proper protocol for having a book reviewed at the library, but by removing a book that fits this description at the urging of one parent. I'm disappointed in his actions and implore you to return this book to the shelf and review your own policies and procedures.

While I personally do not find the images in question offensive, I respect the fact that someone else might. What I don't respect is this egregious form of censorship and I don't think many citizens of our great town will, either.

This situation needs to be rectified immediately and I hope you make the right decision.

Sincerely,

Megan Gauthier

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:20 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] No (Sent by Julie Fetzter, Japfetzter@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Monday, June 27, 2022 4:50 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] No (Sent by Julie Fetzter, Japfetzter@gmail.com)

Hello rcoyle,

Julie Fetzter (Japfetzter@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Mr. Bisbikos,

I recently learned that you made the unilateral decision, after receiving feedback from a singular parent, to order the removal of a book titled "Who Is RuPaul?" from our community library. Further, you demanded our librarians scour the children's department for other "questionable material."

Why on earth do you believe it is your right to decide what books my children have access to at our community library? Why are you under the impression that you have the sole authority to determine what constitutes questionable material?

Further, you made these decisions with no regard for the protocols that exist to address the issue of controversial books. This is what dictators and censors do.

Please repair this foolishness.

Regards,

Julie Fetzter

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:19 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Censorship (Sent by Ellen Cercone , ellencercone16@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Monday, June 27, 2022 5:45 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Censorship (Sent by Ellen Cercone , ellencercone16@gmail.com)

Hello rcoyle,
Ellen Cercone (ellencercone16@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.
If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.
Message:

Dear Ms. Coyle,

As a fellow educator I hope you will work to educate our current First Selectman about the government policies and procedures he was sworn to uphold. I am embarrassed that our town is in the news for such blatant disregard for freedom of choice in a public library. Below is my letter to him.

Respectfully Yours,

Ellen Cercone

Colchester Resident

West Hartford Public School Teacher

CEA Member

Dear First Selectman,

I am writing to you as a citizen in the town of Colchester. I am a parent of a child that was raised in this town and an elementary public school teacher of 33 years who also holds library media specialist certification. I have to say that I am appalled by the removal of ANY book from the shelves of our PUBLIC library at the direction of an elected official without going through the documented review process. There are policies in place for book reviews and it appears that rather than upholding the duties of your elected position and immediately informing this person of the process to discuss any questionable material, you appear to have jumped the gun and directed the librarian to remove the book from the shelves and to inventory the entire children's section of the library for "questionable" content. Although I understand that in your heart you think you are looking out for and protecting the best interest of children, this is not the way to go about it. Please uphold the laws and policies that you were elected to as a public servant of the town of Colchester, CT.

Respectfully Yours,

Ellen Cercone

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:20 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Banning Library books is not right (Sent by Jessica E Hickey, mamapjama@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Monday, June 27, 2022 4:39 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Banning Library books is not right (Sent by Jessica E Hickey, mamapjama@gmail.com)

Hello rcoyle,

Jessica E Hickey (mamapjama@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

HI - I have been a Colchester resident for 18 years and a high school teacher for 25 years. I have raised 2 kids here, the most recent just graduated from Bacon this year. I am writing in full support of having no children's books banned especially ones that are about inclusion. I feel it is important to offer LGBTQ+ for children to promote support and tolerance and also for children to see they are not alone. I am disgusted that our first selectman is asking for an inventory and ban on children's books he feels are offensive. This is not his job and should not be posting about this on his town page.

Thank you,

Jessica Hickey

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:18 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Censorship (Sent by Susan Banning, sj.banning@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Tuesday, June 28, 2022 9:14 AM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Censorship (Sent by Susan Banning, sj.banning@gmail.com)

Hello rcoyle,

Susan Banning (sj.banning@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Hello,

I am appalled by the first selectman's overreach regarding the library. This is none of his business and smacks of censorship. I hope the board of selectmen holds him accountable. It is unacceptable that he did not instruct the parent who complained to follow proper channels. After his LOOK AT ME post on Facebook backfired, he tried to backtrack and then seemed to double down on camera with a TV station. He is an embarrassment to the town at this point.

On behalf of citizens who are infuriated by this, I hope other board members rein him in.

Susan Banning

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:54 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Library book removal (Sent by Erik Barthel, Edbarthel@yahoo.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Monday, June 27, 2022 3:09 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Library book removal (Sent by Erik Barthel, Edbarthel@yahoo.com)

Hello rcoyle,

Erik Barthel (Edbarthel@yahoo.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Hi Rosemary - I'm copying an email I sent to andreas regarding his recent involvement in removing a book from the library. This is absolutely ridiculous and not the place of our selectman. I hope you can ensure this kind of behavior does not continue

Hello - I recently saw that you forced the library to remove a book because a parent deemed it inappropriate. Who gives you the right to overwrite the policy's and procedures that exist for our library? Who gives you the right to deem what is appropriate for all children in this town?

You don't get to choose what is appropriate. As a parent of three, you certainly don't choose for my children. I'm disgusted that you could act so quickly on this - something you should not be involved in the the first place. Yet, you are still not able to get the lights for the school zones working I've been emailing about for weeks now. Something that is a serious safety issue.

I will be calling our governor and senator next.

You need to ensure this is reversed. You need to stay focused on ensuring the services of this town are appropriate and stop playing out of your lane.

Erik Barthel

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:17 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Regarding the library incident (Sent by Matthew F Payne, mattpayne24@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Thursday, June 30, 2022 10:36 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Regarding the library incident (Sent by Matthew F Payne, mattpayne24@gmail.com)

Hello rcoyle,

Matthew F Payne (mattpayne24@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Below is a message I sent to the director of the library, the first selectman, and their assistant. While I understand that there is an influx of messages during this time and responding to all is hard. I was disappointed with the first selectman's response as it was a canned response (2 sentences, no signature) that didn't address my questions below. The initial post by Mr. Bisbikos said the book was removed from circulation. At no time did he ever say the book was still available and he maintains that this wasn't censorship/banning. Many citizens didn't find out the name of the book or the images until the news got involved. This was unacceptable. The book in question is for children ages 8 to 12 and belongs in the children's section. It is the responsibility of the parents to decide what is appropriate and to have discussions with their children. NO CATALOG OR INVENTORY OF ALL IMAGES IN THE LIBRARY IS NEEDED, AND FRANKLY IS A WASTE OF TAXPAYER DOLLARS. This is not the first time Mr. Bisbikos' use of Facebook has caused this type of event to happen and brought negative attention to our town. Kate Byroade provided an articulate, personal, and professional response.

I hope this email finds you well. I am a homeowner and resident in Colchester and was quite alarmed by the recent controversy regarding a decision to pull a book. I am sure your email has been flooded with inquiries and questions from other citizens. I imagine that you may not be able to discuss the matter fully or at all but was hoping for any details that can explain what happened. At the time of writing this email I have seen the allegations that the book was by Rupaul (a popular drag queen, author, and vocal advocate for the LGBTQIA+ community and that it contained "sexually provocative drawings". There remains no additional details from leadership after the initial Facebook post and many of us are looking for details and confirmation. I have included the First Selectman and his assistant as a chance to answer my questions but also to see the following message.

I strongly support equal representation of all people and strongly urge you to continue to offer books that represent and educate the public on all issues, but in this case specifically LGBTQIA+. It is very concerning that during pride month such an incident happened. I have seen other allegations that this book was part of a pride month display, if that is true I applaud the library staff and leadership for such a display. If this isn't true, that is a shame and such a display for alienated and underrepresented communities and persons should be done.

If the book is a child's book it belongs in that section regardless of the subject matter. Thank you for your time to read my email and I look forward to your response and further transparency from the appropriate persons & channels.

Sincerely,
Matthew Payne
Colchester Resident

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.

First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:56 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] Recent book removal at library (Sent by Susan Noble , susan.e.noble@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Monday, June 27, 2022 2:12 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] Recent book removal at library (Sent by Susan Noble , susan.e.noble@gmail.com)

Hello rcoyle,

Susan Noble (susan.e.noble@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Hello,

I was very concerned to learn that a book was removed from circulation at Cragin Memorial Library after a single parent complained about its content to the First Selectman - and for which due process was not followed. Will this book be put back into circulation and the appropriate forms filled out so the required review can be done of the content?

On a more personal note, I am familiar with the book series the removed book is part of, and have found all books in the series a fantastic resource for children and families- and entirely appropriate for children, the target audience. I would like to think our town will not discriminate against books featuring queer people, as we are supposedly a welcoming, open community for all.

Thank you,

Susan

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:17 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] In Support of the Library (Sent by Lisa T Williamson, LTWSoprano@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Friday, July 1, 2022 2:37 PM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] In Support of the Library (Sent by Lisa T Williamson, LTWSoprano@gmail.com)

Hello rcoyle,

Lisa T Williamson (LTWSoprano@gmail.com) has sent you a message via your contact form (<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Dear Ms. Coyle,

My name is Lisa Williamson and I am a 15-year resident of Colchester and a frequent user of the library, both the adult and children's sections. My 6-year-old loves picking out books from the vehicles section and visiting the fish, and before the pandemic, we would often come in for reading time and to play with the train tables. Today I am writing to share my support of the library and state clearly that I trust the judgment of the librarians.

I saw the Facebook posts by our First Selectman earlier this week and was appalled to read that he took it upon himself (or at least stated that he took it upon himself) to order a book be removed from the children's section because he disagreed with the subject matter. The suggestion that people - real, actual human beings - are "inappropriate" for children because they seem different from us is an offensive, dangerous, and hateful belief and one which only serves to further divide our increasingly divided town. As a parent, I navigate challenging questions from my child all day and it is my job, not the First Selectman's, to decide what is or is not appropriate. I fully understand that another parent took issue with the book in question, but the library has a procedure to deal with these types of concerns for a reason. It seems to me that the First Selectman inserted himself to score political points while managing to overstep his authority and be homophobic with the same stroke of the keyboard.

I am a lifelong reader and am proud to be the granddaughter of a former public librarian. I still remember clearly, when I was 10 years old, the day she handed me an adult novel for the first time (Midnight in the Garden of Good and Evil, by John Berendt). I didn't understand everything in that book at the time but her giving it to me taught me not to fear what I didn't understand. In that way, books carry a lot of power. It is often quite telling to see who fears that power.

In support of the library,
Lisa Williamson

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First Selectman

From: Rosemary Coyle
Sent: Tuesday, July 26, 2022 10:16 AM
To: First Selectman
Cc: Denise Turner; Deborah Bates; Jason LaChapelle
Subject: Fw: [Colchester CT] A letter to fs cc: selectman (Sent by Amanda Seals, aseals26@gmail.com)

Please include in correspondence at the next BOS meeting.

Thank you,
Rosemary

From: Contact form at Colchester CT <cmsmailer@civicplus.com>
Sent: Friday, July 8, 2022 8:21 AM
To: Rosemary Coyle <rcoyle@colchesterct.gov>
Subject: [Colchester CT] A letter to fs cc: selectman (Sent by Amanda Seals, aseals26@gmail.com)

Hello rcoyle,

Amanda Seals (aseals26@gmail.com) has sent you a message via your contact form

(<https://www.colchesterct.gov/user/35/contact>) at Colchester CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.colchesterct.gov/user/35/edit>.

Message:

Cc: Rosemary Coyle

"I pray to God that there are no further books that are highly questionable in that library," Bisbikos said.

Dear First Selectman Bisbikos,

I would love to chat with you regarding what this statement means.

As the first selectman of Colchester, you represent ALL residents of Colchester, including those children and adults who feel represented and seen in books about RuPaul and drag queens.

I believe the CORE commission would be an advocate of this sort of literature in our children's library and am confused on how the two connect. What are you trying to achieve with the CORE Commission? As an educator in an urban district and a mother of Colchester residents who are biracial, I'd love to know how I can become more involved in this committee.

I have communicated to you prior regarding racial issues including the Ledyard and Colchester basketball parent issue and the Nazi propaganda being spread in communities in our town. Your response to a children's book is more urgent and dire than your response to the racial issues.

I look forward to hearing from you,

Amanda Seals

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Incident Report

For Dates Between: 07/01/21 and 06/30/22
and Municipality = Colchester

Incident #	Date/Time:	Location:	Type:	Animal:	Status:
2021-5745	07/01/21 08:29 AM	Westchester Hill	Aggressive Dog	Dachshund Mix	Closed
2021-5753	07/02/21 08:59 AM	Middletown Road	Aggressive Dog		Closed
2021-5767	07/07/21 10:21 AM	Brainard Road	Roaming Dog	Beagle	Closed
2021-5796	07/11/21 10:37 PM	14 Meadow Drive	Dog Bite	Am. Staffordshire Terrier	Closed
2021-5795	07/12/21 04:15 PM	11 Scofield Road	Found Dog		Closed
2021-5808	07/14/21 01:24 PM	24 Edgewood Drive	Found Kitten	Domestic Medium Hair Terrier	Closed
2021-5830	07/20/21 10:22 AM	21 Pheonix Road	Found Dog		Closed
2021-5854	07/27/21 02:30 PM	267 Old Hartford Road	well-being check		Closed
2021-5856	07/27/21 04:16 PM	Westchester Hill		Labrador Mix	Closed
2021-5860	07/28/21 10:16 AM	596 Deep River Road	Dog Bite	Dachshund Mix	Closed
2021-5861	07/28/21 12:02 PM	92 Lake Shore Drive	Livestock roaming		Closed
2021-5870	08/02/21 09:23 AM	56 Clark Street	cat bite		Closed
2021-5881	08/04/21 04:21 PM	157 Way Road	Dog Bite		Closed
2021-5904	08/10/21 01:55 PM	72 Park Road	Neglect		Closed
2021-5943	08/18/21 02:00 PM	Shailor Hill Road	Found Dog		Closed
2021-5950	08/20/21 09:02 AM	363 Chestnut Hill Road	Roaming Dog		Closed
2021-5956	08/21/21 08:18 PM	41 Forrest Drive	Found Dog		Closed
2021-5967	08/23/21 02:52 PM	592 Deep River Road	Injured/ Sick		Closed
2021-5977	08/28/21 02:40 PM	289 Chestnut Hill Road	Roaming Dog	German Shepherd	Closed
2021-6010	09/03/21 04:40 PM	592 Deep River Road	Roaming Dog		Closed
2021-6021	09/07/21 03:25 PM	Bucky Hill Road	Roaming Dog		Closed
2021-6031	09/09/21 09:23 AM	5 Cobble Way	Dog Bite	Beagle Mix	Closed
2021-6032	09/09/21 01:19 PM	797 Middle Town Road	Relinquish Ownership	Pit-Mix	Closed
2021-6041	09/10/21 04:20 PM	143 Buikley Hill Road	Livestock roaming	Red Heeler	Closed
2021-6062	09/14/21 04:25 PM	Maclyn Drive	Roaming Dog		Closed
2021-6071	09/15/21 05:13 PM	51 Hungerford Road	Roaming Dog		Closed
2021-6074	09/16/21 01:40 PM	52 Sky View Drive	Livestock-Wellbeing		Closed
2021-6081	09/17/21 01:58 PM	46 Center Court	cat bite		Closed
2021-6094	09/19/21 02:00 PM	71 Pickerel Lake Road	well-being check	Domestic Short Hair	Closed
2021-6091	09/20/21 09:22 AM	60 Lynnwood Avenue	Dog Bite	Labrador Retriever	Closed
2021-6095	09/20/21 12:47 PM		Dog Bite		Closed
2021-6109	09/21/21 04:25 PM	23 Coco Drive	Found Cat		Closed
2021-6112	09/22/21 09:18 AM	892 Middletown Road	Roaming Dog		Closed
2021-6119	09/23/21 09:18 AM	23 coco drive	cat bite	Domestic Medium Hair	Closed
			Roaming Dog		Closed

Incident Report

For Dates Between: 07/01/21 and 06/30/22
and Municipality = Colchester

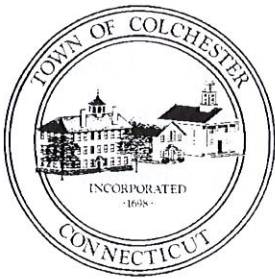
Incident #	Date\Time:	Location:	Type:	Animal:	Status:
2021-6166	09/25/21 08:28 AM	80 Beechwood Drive	Injured/ Sick		Closed
2021-6139	09/27/21 10:26 AM	327 South Main Street	Found Dog	Labrador Mix	Closed
2021-6193	10/04/21 12:06 PM	94 Hammond Court	well-being check		Closed
2021-6196	10/04/21 03:55 PM	47 Ude Way	Dog Bite	Labradoodle	Closed
2021-6247	10/12/21 10:00 AM	14 Meadow Drive	well-being check	Am. Staffordshire Terrier	Closed
2021-6275	10/14/21 04:13 PM	88 Cabin Road	Roaming Dog		Closed
2021-6293	10/19/21 09:09 AM	592 Deepriver Road	Roaming Dog		Open
2021-6298	10/19/21 02:50 PM	23 Coco Drive	Roaming Dog		Closed
2021-6314	10/20/21 06:22 PM	488 Parum Road	Found Dog	German Shepherd	Closed
2021-6344	10/26/21 12:45 PM	12 Balabam Road APT 108	Found Dog		Closed
2021-6346	10/26/21 02:07 PM	107 Nutmeg Circle	Aggressive Dog	Pit-Mix	Closed
2021-6387	10/29/21 12:20 PM	Old Hartford Road	Found Dog	German Shepherd	Closed
2021-6389	11/01/21 03:01 PM	23 Coco Drive	Roaming Dog	German Shepherd	Closed
2021-6415	11/05/21 10:24 AM		Dog Bite	French Bulldog	Closed
2021-6428	11/07/21 09:13 AM	Rt 11 South	Found Dog	German Shepherd	Closed
2021-6443	11/14/21 03:16 PM	123 Marvin	Found Dog	German Shepherd	Closed
2021-6534	11/24/21 05:40 PM	Mill Lane	Dog Bite		Closed
2021-6533	11/26/21 12:39 PM	9 Choma Lane	Injured/ Sick	Domestic Short Hair	Closed
2021-6502	11/30/21 09:37 AM	18 Clark Road	Found Dog	Corgi	Closed
2021-6535	12/02/21 06:53 PM	72 Midland Drive	well being check...		Closed
2021-6529	12/06/21 10:03 AM	Red School House	Found Dog	Shih Tzu	Closed
2021-6583	12/16/21 08:48 AM	48 Novelli Place	well-being check		Closed
2021-6587	12/20/21 12:18 PM	3 Westerley Terrace	Dog Bite	Canadian Eskimo	Closed
2021-6588	12/20/21 12:59 PM	352 Doctor Foot Road	Abandoning Animals	Domestic Short Hair	Closed
2021-6600	12/23/21 11:49 AM	75 Carli Boulevard	well-being check		Closed
2021-6622	12/28/21 04:09 PM	24 Davidson Road	well-being check	Golden Retriever	Closed
2021-6630	12/30/21 09:47 AM	107 Nutmeg Circle	Livestock roaming		Closed
2022-6642	01/03/22 12:43 PM	9 A Nature Avenue	Dog Bite	Beagle Mix	Closed
2022-6676	01/11/22 09:21 AM	848 Norwich Avenue	well-being check		Closed
2022-6701	01/14/22 11:23 AM	94 Hammond Court	Aggressive Dog		Closed
2022-6704	01/14/22 03:57 PM	119 Brainerd Road	well-being check		Closed
2022-6720	01/20/22 11:20 AM	85 Clark Road	Dog Bite	Cocker Spaniel	Closed
2022-6736	01/24/22 10:21 AM	66 Pinebrook Road	Aggressive Dog		Closed
2022-6737	01/24/22 10:39 AM	72 West Road	Roaming Dog		Closed
			Dog Bite		Closed

Incident Report

For Dates Between: 07/01/21 and 06/30/22
and Municipality = Colchester

Incident #	Date\Time:	Location:	Type:	Animal:	Status:
2022-6757	01/27/22 08:45 AM	55 Homonick Road	Roaming Dog		Open
2022-6766	01/29/22 12:05 PM	305 Hebron road	Dog Bite	Shepherd Mix	Closed
2022-6790	02/05/22 04:43 PM	592 Deep River Road	Roaming Dog		Closed
2022-6829	02/14/22 12:52 PM	16 Mary Lane	Dog Bite		Closed
2022-6851	02/18/22 11:35 AM	289 Chestnut Hill Road	Roaming Dog		Open
2022-6890	02/26/22 03:22 PM	70 Longwood Drive	Found Dog	Am. Staffordshire Terrier	Open
2022-6935	03/07/22 12:10 PM	360 West Road	Aggressive Dog	Pit-Mix	Closed
2022-6939	03/08/22 08:31 AM	47 Evergreen Terrace	Aggressive Dog	Am. Staffordshire Terrier	Closed
2022-6994	03/18/22 09:07 AM	670 Old Hartford Road	Injured/ Sick		Closed
2022-6999	03/18/22 01:59 PM	99 prospect Street	well-being check		Open
2022-7119	04/04/22 02:53 PM	51 Sashel Lane	Aggressive Dog		Open
2022-7239	05/15/22 04:14 PM	26 Brainard Road	Roaming Dog		Closed
2022-7156	05/16/22 03:20 PM	Day Pond Road	Found Dog		Open
2022-7082	05/17/22 12:36 PM	1 Village Court	Livestock roaming		Open
2022-7011	05/23/22 11:58 AM	Day Pond Road	Found Dog		Open
2022-7021	05/23/22 03:04 PM	13 Pine Road	Dog Bite	Pit-Mix	Open
2022-7073	05/26/22 12:04 PM	47 Evergreen Terrace	Roaming Dog		Open
2022-7086	05/26/22 01:02 PM	24 Hammon Court	Livestock roaming		Open
2022-7109	05/26/22 03:04 PM	79 McDonald Road	Dog Bite	English Mastiff	Open
2022-7114	05/26/22 03:13 PM	79 McDonald Road	Dog Bite		Closed
2022-7153	06/01/22 01:39 PM	26 Cemetery Road	Found Dog	Cane Corso	Open
2022-7179	06/06/22 02:05 PM	Old colchester rd	Found Dog	German Shepherd	Open
2022-7175	06/07/22 01:45 PM	Dianne Lane and Debby Circle	Roaming Dog		Open
2022-7201	06/08/22 11:41 AM	95 Wall Street	Found Cat		Open
2022-7194	06/09/22 04:02 PM	19 Lebanon Ave	Dog Bite	Domestic Short Hair	Closed
2022-7202	06/10/22 11:47 AM	28 Starr Road	Dog Bite	Pitbull	Closed
2022-7203	06/10/22 11:56 AM	60 Lakeview Court	Dog Bite	Labrador Mix	Closed
2022-7226	06/14/22 03:40 PM	52 Mill Hill Road	Dog vs Dog	Red Bone Coon Hound.	Closed
2022-7231	06/14/22 04:01 PM	50 Waterhole Road	Dog vs Dog		Closed
2022-7238	06/15/22 01:56 PM	312 Doctor Foote Road	well-being check		Closed
2022-7240	06/15/22 04:21 PM	181 Mcdonald Road	Dog vs Dog	Aust. Shep. Mix	Open
2022-7273	06/20/22 02:42 PM		Livestock roaming		Closed
2022-7321	06/27/22 03:29 PM	520 Parum Road	Found Dog	German Shepherd	Closed
2022-7332	06/29/22 09:38 AM	15 Founders way	Roaming Dog		Open

Total Incidents Listed: 102



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

Board of Selectmen Minutes - Amended
Thursday, July 7th, 2022, at 7 PM

Members Present: A. Bisbikos (First Selectman), D. Bates, R. Coyle, J. LaChapelle, D. Turner
Others Present: S. Hoffmann (Fire Chief)

1. Call to Order – A. Bisbikos calls meeting to order at 7 PM
2. Pledge of Allegiance
3. Correspondence
4. First Selectman's Statement

A. Bisbikos reads the following statement into the record:

Good Evening Colchester Citizens,

Misleading headlines from sensationalist media outlets and abrasive rhetoric from local political extremists have tarnished a parent's concern regarding the placement of a book.

Recently, a parent brought forward a complaint over a sexually provocative graphic in a book about RuPaul. The parent felt the book was not properly located in an age-appropriate section of the children's library and came to me expressing those concerns. These concerns were brought to our library director for review of placement. The book was temporarily removed from circulation but only until an age-appropriate location could be identified. The book is still available for anyone in the public to review, it is just not located in the children's section. Clearly, there may need to be a review of existing policy to ensure that books are properly placed in the age-appropriate sections of the library.

No book is being censored or banned. The question is whether we can find a more age-appropriate section of the library for the book with the consideration of the sexually provocative image that is being displayed. The concerns are with the placement of a book containing a sexually provocative image, not the book itself. The decision to review the book has nothing to do with anyone's sexual orientation or any social issues. None of the other Pride Books were pulled. If this image was found in a book about George Washington in the children's section, there would have been an identical response.

I have also instructed our Library Director to conduct an inventory of the children's section. Protecting our children is important. It is imperative that we review to see if there are any other books that may contain sexually suggestive imagery and whether to consider placing them in a more age-appropriate location. Our kids matter.

Sincerely,

Andreas Bisbikos

- R. Coyle spoke about the importance of procedure, working with the Board of Selectmen, and spoke about the negative publicity regarding the book concern. A. Bisbikos read from the Charter that the First Selectman shall be responsible for the direction and supervision of all activities within each department. R. Coyle read from the Charter that the Board of Selectmen shall oversee all internal operations of all town departments. D. Turner spoke about the timeline of the book situation and the dangers of social media. J. LaChapelle spoke about the timeline of the book situation & the First Selectman's statements to the Rivereast about the age-appropriate section of the library. D. Bates responded to emails that there will be no censorship or banning, the importance of following proper protocols, and the importance of parents monitoring their children. R. Coyle spoke out against an inventory because of the length and energy needed to complete it.
- R. Coyle made a motion that the Board of Selectmen rescind the First Selectman's directive to the director of the library to review the 25,909 items in the Children's Library collection. 2nd by J. LaChapelle. ***Motion carried unanimously 5-0***
- R. Coyle emphasized the importance of following procedure and that parents redirect their children if there is concerning material. A. Bisbikos stated that we will review books on a case-by-case basis, we will go through the process, and if need be, will go to the Board of Selectmen. A. Bisbikos stated that he takes the welfare of our children very seriously and that the book in question was next to second grade-reading material and would testify in court to that.

5. Citizens Comments

- E. Howes spoke in support of the FS. S. Gillespie discussed the importance of optics. J. Thomas spoke in support of the FS. J. Barnowski spoke about the image. P. Hanrahan spoke in support of the FS. J. Cox spoke about overreach. T. Crowell spoke in support of the FS. R. Silberman thanked the BOS for collectively regarding the inventory review. C. Barthel spoke against the inventory review. K. Kardys

spoke against the FS. A. DePaola spoke in favor of the FS. S. Banning spoke about the support of libraries. MJ. Lawton spoke against the actions of the FS. S. Croucher spoke in favor of following library procedure. S. Esteves spoke in support of the FS. S. Armstrong disagreed with the FS actions. M. Gilman discussed the importance of children having access to a diverse type of books. M. Egan discussed the importance of following the process. E. Soboleski discussed ethics. S. Chapman discussed Robert's Rules of Order. S. Milner spoke in support of the library staff and the need for speed enforcement on route 16. D. Bouchard spoke against the FS actions. R. Cosa spoke about children having access to all books. N. Niemann talked about the importance of representation in books. M. Pappalardo spoke against the actions of the FS. B. Dennler talked about his personal experience. K. Bisbikos spoke about citizen complaints. J. LaChapelle spoke about the image in question. T. Gilman spoke against the FS actions.

6. Consent Agenda

- A. Approve the 6/16/22 Board of Selectmen Special Meeting minutes and the 6/21/22 Board of Selectmen Special Meeting minutes
- B. Accept David Kane's request to replace the gravestone of his ancestor, Frederick Bulkeley at the Old Burying Ground in Colchester
- C. Accept the resignation of Rick Peruta from the Public Safety Subcommittee
- D. Reappointment of Denise Salmoiraghi as a member of the Colchester Housing Authority with a term set to expire on 5/1/24
- E. Accept the renewal of the contract with Tyler Technologies to conduct application services to the Town of Colchester in the amount of \$84,996.63 and allow the First Selectman to sign all necessary documents.
- D. Turner motioned to approve of the Consent Agenda. 2nd by D. Bates. ***Motioned carried unanimously 5-0***

7. Boards and Commissions – Possible Appointments

- A. Possible action to appoint Amy Domeika as a member the Park & Recreation Commission with a term to expire 11/01/23
 - D. Turner made a motion to appoint Amy Domeika as a member the Park & Recreation Commission with a term to expire 11/01/23. 2nd by R. Coyle. ***Motion carried unanimously 5-0***
- B. Possible action to appoint the following to the ARPA Ad-Hoc Committee
 - Brien Brown, Jennifer Cox, Stephanie Mattera, and Denise Mizla
 - R. Coyle made a motion to appoint Jennifer Cox and Denise Mizla to the ARPA Ad-Hoc Committee. 2nd by D. Bates. ***Motion carried unanimously 5-0***

8. Contract Discussion

- A. Possible action to approve a contract to allow Consulting Engineering Services (CES) to conduct a Colchester Town Hall HVAC Study in the amount of \$5,850 and allow the First Selectman to sign all necessary documents.
- R. Coyle wanted to make sure that the 3rd floor would be part of the study cost. A. Bisbikos will reach out to CES for the study cost to ensure the 3rd floor is covered in the study cost. No action taken.
- B. Possible action to approve a contract to allow Lenard Engineering to provide professional services, provide design plans, contract documents, and permitting for an upgrade of the Cabin Road Filter Plant for an amount of \$78,500 and allow the First Selectman to sign all necessary documents.
- A. Bisbikos made a motion to approve a contract to allow Lenard Engineering to provide professional services, provide design plans, contract documents, and permitting for an upgrade of the Cabin Road Filter Plant for an amount of \$78,500 and allow the First Selectman to sign all necessary documents. 2nd by D. Bates. ***Motioned carried unanimously 5-0***
- C. Possible action to approve a contract to allow Lenard Engineering to provide professional services, provide design plans, technical specifications, and contract documents for coatings and upgrades to the 40ft. tall, 375,000-gallon steel water tank on Elmwood Heights for an amount of \$15,000 and allow the First Selectman to sign all necessary documents.
- A. Bisbikos made a motion to approve a contract to allow Lenard Engineering to provide professional services, provide design plans, technical specifications, and contract documents for coatings and upgrades to the 40ft. tall, 375,000-gallon steel water tank on Elmwood Heights for an amount of \$15,000 and allow the First Selectman to sign all necessary documents. 2nd by D. Turner. ***Motioned carried unanimously 5-0***

9. Unassigned Fund Balance

- A. Possible action to recommend to the Board of Finance that \$25,000 of unassigned fund balance be utilized for exterior repaint and window repair for Cragin Memorial Library.
- D. Turner made a motion to recommend to the Board of Finance that \$25,000 of unassigned fund balance be utilized for exterior repaint and window repair for Cragin Memorial Library. 2nd by R. Coyle. ***Motion carried unanimously 5-0***
- B. Possible action to recommend to the Board of Finance that \$35,000 of unassigned fund balance be utilized for window repair for the Colchester Hayward Fire Department building on 52 Old Hartford Road.
- R. Coyle made a motion to recommend to the Board of Finance that \$35,000 of unassigned fund balance be utilized for window repair for the Colchester Hayward Fire Department building on 52 Old Hartford Road. 2nd by D. Bates. ***Motion carried unanimously 5-0***

- C. Possible action to recommend to the Board of Finance that \$36,000 of unassigned fund balance be utilized to purchase an off-road utility vehicle with a trailer for the Colchester Hayward Fire Department.
- A. Bisbikos made a motion to recommend to the Board of Finance that \$44,891.92 of unassigned fund balance be utilized to purchase an off-road utility vehicle with a trailer for the Colchester Hayward Fire Department. 2nd by R. Coyle. ***Motion carried with J. LaChapelle abstaining.***
 - J. LaChapelle questioned the usage and time effectiveness of the vehicle. S. Hoffmann explained the usage and the importance of having an updated vehicle.

10. ARPA Discussion

A. Discussion on Herman's Diner's application

- D. Bates cited S. Farber's (UHY) highlighted concerns not to support the application. All other board members concurred.

B. Possible action to approve of Herman's Diner application for ARPA funding under the Colchester Comeback Grant Program

C. ARPA Playbook Review & Next Steps

- A. Bisbikos provided a review of various ARPA projects. R. Coyle stated that the Town Hall Roof and the Town Hall HVAC were her top two priorities. J. LaChapelle stated that the Town Hall Roof and the Field irrigation were his top two priorities. D. Turner stated that Town Hall HVAC and the Elmwood Heights Water Tower were her top priorities. D. Bates stated that the UHF Portable Radios and the Town Hall HVAC. A. Bisbikos stated that Field Irrigation and Police Expansion were his top two priorities.
- R. Coyle suggested all the priorities are outlined in an excel spreadsheet with the encumbered items. BOS reached consensus that the UHF Portal Radios should go to the ARPA Ad-Hoc Committee. A. Bisbikos stated that he will provide the BOS an excel spreadsheet encompassing the priorities and the encumbered dollars. A. Bisbikos spoke about potentially having a special meeting to flesh out the ARPA plan but identified how slow government works and would like to address the needs of the town efficiently. R. Coyle would like more details on the Police Expansion, on the costs of moving things around. J. LaChapelle suggested drafting an acceptance letter on the Colchester Comeback Grant Program and agreed to work on it. A. Bisbikos provided an update on the Youth Center and suggested bringing in SLR to review the project. A. Bisbikos provided an update on the Social Services Grant Program. A. Bisbikos stated that he would put the Town Hall Roof out to bid after hearing feedback from the BOS.

11. Citizen's Comments

- D. Koji spoke about support for the Social Services Grant Program. R. Silberman spoke about the importance of taking care of our facilities. G. Transue discussed establishing criteria a for the ARPA

related projects. J. Cox stated that she looks forward to working with the ARPA Ad-Hoc Committee. S. Horvitz spoke against the actions of the FS. S. Hawkins spoke for the need for library updates. T. Dimitri spoke against the FS. K. Paquette spoke against the actions of the FS. S. Milner spoke about the location of the book. MJ. Lawton spoke about the importance of representation. S. Armstrong asked for clarity on the inventory motion. D. Bouchard spoke about the FS behavior. K. Bisbikos stated the importance of recognizing age-appropriate material.

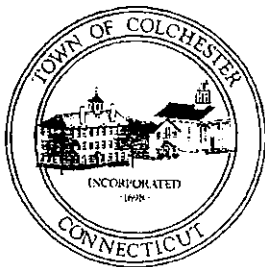
12. First Selectman's Report

1. The Bisbikos Administration would like to send its deepest condolences and sympathies to the families and friends of those involved in this week's fire. May we all stand united in prayer.
2. An update on what is being done about Bulkeley Hill Road and Rt 16 intersection (the location of the recent car accident). The town has already contacted DOT about 1) Moving the stop sign so it is in a more prominent location, 2) Making the stop sign bigger, and 3) Adding lights at the intersection where the accident occurred. We are waiting to hear back from the state to discuss next steps.
3. Last week, a wonderful ceremony was held dedicating Troop K to Linda Orange. Representative Orange spent 23 years in the Connecticut General Assembly serving the 48th state district. State lawmakers say first responders, especially state police, held a special place in her heart.
4. The Splash Pad is officially open!! Time for kids to be kids!!
5. On June 23rd, I issued a Proclamation recognizing Sergeant Tim Edwards' 23 distinguished years of service to our community. His career achievements in Colchester include a significant drug bust that secured over 100 bundles of heroin & a large amount of other major drugs and the surveillance of a terrorist, affiliated with Al-Qaeda, that resulted in government apprehension. Let's all wish him a wonderful retirement and thank him for his dedication to our great town.

13. Liaison Reports

- J. LaChapelle stated the BOE cut ties with Principal Peel.
- A. Bisbikos talked about the tax bills.

14. Adjourn – R. Coyle made a motion to adjourn. 2nd by D. Turner. Meeting adjourns at 9:58 PM.



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

RECEIVED
COLCHESTER, CT

2022 JUL 25 PM 2:24

GAY E. FURMAN
TOWN CLERK

Andreas Bisbikos, First Selectman

Board of Selectmen Minutes
Thursday, July 21st, 2022, at 7 PM

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

Members Absent: D. Bates

Others Present: S. Hoffmann (Fire Chief), J. Jones (Public Works Director)

1. Call to Order – Meeting called to order at 7 PM
2. Pledge of Allegiance
3. Correspondence
4. Citizens Comments
 - D. Bouchard spoke about the 7/7/22 minutes. A. DePaola spoke about the political climate in town. K. Paquette spoke about the political climate in town.
5. Consent Agenda
 - R. Coyle made a motion to make 7/7/22 Board of Selectmen Meeting minutes 5A under the consent agenda and then all other items 5 B, C, and D including the other minutes. 2nd by J. LaChapelle. **Motion carried unanimously 5-0**
 - A. Approve the 7/7/22 Board of Selectmen Meeting minutes, 7/11/22 Joint Board of Selectmen/ARPA Ad-Hoc Special Meeting minutes, and 7/11/22 Board of Selectmen Special Meeting minutes
 - A conversation on how the minutes were created and how they should be amended. A. Bisbikos agreed to amend the minutes and make the appropriate adjustments.
 - B. Accept the Tax Collector's Refunds for 7/7/22 and 7/21/22
 - C. Accept the appointment of Tyler Migliaccio as a regular member of the Economic Development Commission with a term set to expire on 10/1/24
 - D. Possible action to approve the Unemployment Compensation Service Agreement and allow the First Selectman to sign all necessary documents
 - E. Possible action to approve the Agreement by and between the Northeastern Connecticut Council of Governments and the Town of Colchester Regarding Animal Services and allow the First Selectman to sign all necessary documents.
 - R. Coyle made a motion to approve Consent Agenda Items B, C, D, E. 2nd by D. Turner. **Motion carried unanimously 4-0**
6. Contract Discussion

- A. Possible action to approve a contract to allow Consulting Engineering Services (CES) to conduct a Colchester Town Hall HVAC Study in the amount of \$5,850 and allow the First Selectman to sign all necessary documents.
- D. Turner made a motion to approve a contract to allow Consulting Engineering Services (CES) to conduct a Colchester Town Hall HVAC Study in the amount of \$5,850 and allow the First Selectman to sign all necessary documents. 2nd by J. LaChapelle. ***Motion carried unanimously 4-0***
- B. Possible action to approve a license agreement by and between The Connecticut Department of Emergency Services and Public Protection and the Town of Colchester and allow the First Selectman to sign all necessary documents
- S. Hoffmann explained that this was an initial step in understanding the need of 800mhz radio system upgrade for the town. This MOU would have no cost to the town.
 - R. Coyle made a motion to approve a license agreement between the between The Connecticut Department of Emergency Services and Public Protection and the Town of Colchester and allow the First Selectman to sign all necessary documents. 2nd by A. Bisbikos. ***Motion carried unanimously 4-0***
- C. Possible action to approve of the First Amendment to Lease and Maintenance Agreement between James J. Noel and the Town of Colchester and allow the First Selectman to sign all necessary documents
- A. Bisbikos provided an overview of the lease agreement between Jamie Noel and the Town of Colchester.
 - R. Coyle made a motion to approve of the First Amendment to Lease and Maintenance Agreement between James J. Noel and the Town of Colchester and allow the First Selectman to sign all necessary documents. 2nd by A. Bisbikos. ***Motion carried unanimously 4-0***

7. MOU Discussion

- A. Possible action to approve of the MOU between the Town of Colchester and the Municipal Employees Union regarding Pam Minella and allow the First Selectman to sign all necessary documents
- A. Bisbikos made a motion to approve of the MOU between the Town of Colchester and the Municipal Employees Union regarding Pam Minella and allow the First Selectman to sign all necessary documents. 2nd by D. Turner. ***Motion carried unanimously 4-0***
- B. Possible action to approve of the MOU between the Municipal Employees Union regarding Tyler Molcan and allow the First Selectman to sign all necessary documents
- A. Bisbikos made a motion to approve of the MOU between the Municipal Employees Union regarding Tyler Molcan and allow the First Selectman to sign all necessary documents. 2nd by D. Turner. ***Motion carried unanimously 4-0***

8. Unassigned Fund Balance

- A. Possible action to recommend to the Board of Finance that \$44,010 of unassigned fund balance be utilized for the removal of the existing 10,000-gallon UST located at Colchester's Town Hall, for the

temporary installation of town provided 1,000-gallon convault tank and tank pad, and any other labor associated with the project

- J. Jones provided a history of the oil tank, its status, and the urgency of replacing it.
- R. Coyle made a motion to add to the agenda a motion to waive the purchasing policy as 8A, with the possible action being 8B. 2nd by D. Turner. *Motion carried unanimously 4-0*
- 8A. R. Coyle made a motion to waive the purchasing policy because time is a critical factor in removing the tank. 2nd by A. Bisbikos. *Motion carried unanimously 4-0*
- 8B. R. Coyle made a motion to recommend to the Board of Finance that \$44,510 of unassigned fund balance be utilized for the removal of the existing 10,000-gallon UST located at Colchester's Town Hall, for the temporary installation of town provided 1,000-gallon convault tank and tank pad, and any other labor associated with the project. 2nd by D. Turner. *Motion carried unanimously 4-0*

9. ARPA Discussion

- A. Possible action to approve of \$48,000 in ARPA funding for UHF Portable and have the First Selectman sign any necessary paperwork
- D. Turner made a motion to approve \$47,949.88 in ARPA funding for UHF Portable Radios and have the First Selectman sign any necessary documents. 2nd by A. Bisbikos. *Motion carried unanimously 4-0.*
- B. ARPA Playbook Review, Updates, Next Steps
- A. Bisbikos provided an update on various ARPA related Projects, SLR's services, and on the recent ARPA-Ad Hoc meeting.
- J. LaChapelle made a motion to add M. Ritter's legal opinion as part of the agenda 2nd by R. Coyle. *Motion carried unanimously 4-0*
 - Discussion on M. Ritter's legal opinion occurred.
 - J. LaChapelle made a motion to adjourn (it was not 2nd)

10. Citizen's Comments

- K. Paquette discussed a recent FOI request of a citizen. R. Silberman discussed ideas regarding ARPA and the bid process. S. Gillette-Green spoke about noise concerns in town. D. Bouchard spoke about the purchasing policy.

11. First Selectman's Report

1. ARPA Initiative Completed: Nearly half of the ARPA small business checks were sent out today
2. Tree companies have been coming into town and removing dead trees
3. Town Green Project Start Date: Anticipated for August 1st /August 2nd

4. Early last Saturday morning, I had the pleasure of spending time with the Bacon Academy football team and our Parks & Recreation staff who volunteered to freshen up our high school. Their work was nothing short of impressive
5. Next week, I will be presenting the list of suggested budgetary reductions, which were gathered through the collaboration of our department heads, to the Board of Finance
6. A friendly reminder that both the Cragin Memorial Library and the Firehouse are the designated cooling centers for the Town of Colchester. They have been operating all day as such and will continue to do so during any extreme heat.
7. The Making Memories Program grant through Senior Resources was awarded for FY 2023 in the amount of \$19,012.50. The contract will go to the BOS in 2 weeks.
8. The Natural Gasline on Mainstreet: Night work will begin August 1st, it is an Eversource Project, and the project will bring into our town significant revenue.

12. Liaison Reports

- D. Turner provided updates on the Youth Coalition and the CORE Commission.
- R. Coyle spoke provided updates on the ARPA Committee meeting and the Senior Center Building Committee
- J. LaChapelle – No Updates

13. Adjourn – A. Bisbikos made a motion to adjourn. 2nd by R. Coyle. Meeting adjourned at 8:33 PM

First Selectman

From: Steven Hoffmann
Sent: Tuesday, July 26, 2022 9:01 AM
To: Andreas Bisbikos
Subject: Hebron Lions Club MOU - Hebron Harvest Fair
Attachments: EMS Memo of Understanding Standby Coverage 2022.docx

Andreas,

We are assisting Hebron with the Hebron Harvest Fair as we have for many years past. However, this year I was able to secure payment for our ambulance crew. This money will be paid to the 2 EMTs on the crew who provide the standby with the ambulance. With the decline in EMS staffing and difficulty in obtaining EMS coverage, for this event everyone was in agreement that a financial incentive for providing EMS standby coverage for the event would be beneficial. Attached is an MOU that was created for the CHFD and the Hebron Lions. Do you have any issue with me signing this document? This is not a contract, just a memorandum of understanding on the agreeable terms for payment and ambulance coverage for the event.

Thanks,

Steven Hoffmann
Fire Chief
Colchester Hayward Fire Department



(o) 860-537-2512

(c) 860-705-9382

shoffmann@colchesterct.gov



Memorandum of Understanding

Between

Colchester Hayward Fire Department (CHFD)

And

Hebron Lions Club

This Memorandum of Understanding (**MOU**) sets for the terms and **agreement** between the Colchester Hayward Fire Department and the Hebron Lions Club to provide Emergency Medical Services.

Purpose

This **MOU** will establish and specify level of service requested, rates of billing, and committed dates and duration of event which is to be covered.

Funding

Billed to the organization by the Colchester Hayward Fire Department.

- **Complete Ambulance coverage at the Basic Life Support (BLS) level – one hundred dollars (\$100.00) per hour**

Duration

This **MOU** is at-will and may be modified by mutual consent of authorized officials from Chief of the CHFD and representative from the Hebron Lions Club.

This **MOU** shall become effective upon signature by the authorized officials from the Colchester Hayward Fire Department and the Hebron Lions Club. This **MOU** will remain in effect until completion of the specified event to be covered (see below).

Emergency Clause

In the event of a catastrophic event, the Fire Chief reserves the right to remove services during the scheduled event in the interest of public safety. Partners will not be financially liable should this occur.

EVENT NAME: Hebron Harvest Fair

DATE: 9/8 & 9/8

LOCATION: Hebron Fair Grounds

BEGIN TIME OF STAFFING: 1830 hrs

END TIME OF STAFFING: 2230 hrs

TYPE OF EVENT: Fair with Demo Derby

SPECIFY COVERAGE REQUESTED: BLS Transport Ambulance Coverage

Contact Information:

Colchester Hayward Fire Department
52 Old Hartford Rd
Colchester, CT 06415
860-537-2512
firedepartment@colchesterct.gov

Partner name: Mike Tarbell

Partner representative: Hebron Lions Agricultural Association

Position: Representative

Address: 347 Gilead Street

Telephone: 860-729-8104

Fax: N/A

E-mail: Michael.tarbell@hebronharvestfair.org

Best Time to contact: Any

Steve Hoffmann, Fire Chief Date: _____

Michael Tarbell, Hebron Lions, Rep Date: _____

Town of Colchester
ARPA Recovery Funding Request Application

Directions: Please fill in all fields. Once completed, either print and drop off this application to the First Selectman's office located at 127 Norwich Ave, Colchester, CT 06415, or save a copy and email to ARPA@ColchesterCT.gov. If you have questions please email ARPA@ColchesterCT.gov. Please include any additional documentation you feel would help in the application process. Submit only one project per application (submit multiple applications if you have multiple projects).

Important: Applicant must demonstrate that the funding use directly addresses a negative economic impact of the COVID-19 public health emergency.

Applicant Background Information

Applicant Name:	Scott Ezold	Date Prepared:	3/14/22
Applicant email:	EZ-AIR@yahoo.com	Applicant Phone:	860-508-1670
Department / Business / Establishment Name:	EZ-AIR		

Project Details

Project Title:	Shop/Office	Anticipated Start Date:	4/14/22
Total Funding Request Amount:	\$ 25,000.00	Anticipated Length of Time to Complete Project:	2 weeks

On a scale of 1 (Not Urgent) - 10 (Very Urgent), how urgent is this request? **Please explain.** 10. I think my request is urgent due to inflation and the availability of all hvac related units and or parts. I also just received a big client, just this year. I was reward all the Brueggers Bagels in CT & MA. I have to rent out a garage for extra new equipment.

Project Description (How will the funds be used?)

If i received this funding I would use it for a new shop/office behind my house. I would build a metal building so that I could store my work vehicles and also be able to have a weatherproof building to store new parts and units.

Justification (Please describe how your request addresses a negative impact to COVID-19.)

Covid-19 effected my business by closing down restaurants. I do hvac and refrigeration for many restaurants right here in Colchester. Like Fresca, Louis Seafood, and many others. Due to my clients in and out of Colchester closing their doors because of covid, I was out of work for a few months. 2 years ago my plan was to build this shop so that my company can grow and I can start hiring employees. And now that Covid is starting to wind down the price for a shop due to it being made out of metal has increase significant. I'm hoping that I can receive this grant and this year my business will be able to grow and prosper. Thank you for your time.

Briefly explain the positive impact your project will have on the community.

This project would impact the community positively because if a unit at a Colchester restaurant broke down I would have all parts and or a new unit to replace the broken one. If i was able to repair and or replace this unit it would allow restaurants to be able to serve that food and or serve that beer and not have to throw away products.

Describe the impact to your department / business / establishment if ARPA funds are NOT approved.

If by some chance ARPA fun's are not approved this would impact me because prices off all goods are increasing and the availability of certain products. I would not be able to grow my company due to me not having a place to store material,parts and or units. To have your own shop is a big deal because you can not only have a place to store product you also have a place to repair and or fix units.

Budget Overview (How will the ARPA funding be spent?)
(If more room is needed, please attach additional spreadsheet)

Budgeted item / Service	Budgeted Amount	Notes
Shop	\$ 42,061.25	Metal building & Install cost
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
TOTAL:	\$ 42,061.25	

PRO SOLUTION BUILDINGS

☎ 336.755.3181

🏠 336.755.3381

✉ sales@prosolutionbuildings.com

🌐 www.prosolutionbuildings.com

Customer: Scott Ezold Phone: _____ Fax: _____
 Address: _____ City: _____ State: CT
 E-mail: _____ Date: 3/15/2022

<input type="checkbox"/> Round	<input type="checkbox"/> AFH	<input checked="" type="checkbox"/> AFV	<input type="checkbox"/> 12 Gauge	<input checked="" type="checkbox"/> 14 Gauge
Engineered:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$ 4,000.00	
Vertical:	<input checked="" type="checkbox"/> Roof	<input type="checkbox"/> All		
Width: 30'	Length: 50'	\$ 9,450.00		
Height: 15'	\$ 3,275.00			
Sides:	<input type="checkbox"/> Left	<input type="checkbox"/> Right	<input checked="" type="checkbox"/> Both	\$ 5,000.00
Ends:	<input type="checkbox"/> Front	<input type="checkbox"/> Back	<input checked="" type="checkbox"/> Both	\$ 5,150.00
(4) 10' x 10' Roll-up Doors			\$ 3,700.00	
(1) 36" x 80" Walk-in Doors			\$ 350.00	
(6) 24" x 36" Windows			\$ 1,110.00	
12' x 30' x 15'/10' Lean-to (30' End)			\$ 3,000.00	
Insulation (Prices not included)				
2" Fiberglass - Roof Only: \$3,600 Walls: \$5640			\$ 9,240.00	
Double Bubble - Roof Only: \$2,400 Walls: \$3,050				
Sub-Total:			\$ 44,275.00	
Discount: 5%			\$ 2,213.75	
Total:			\$ 42,061.25	

JH Approved By:

*Restrictions may apply to Commercial/Industrial buildings, please ask associate for details and delivery schedule.

Price quote is valid for 14 Days.

First Selectman

From: Shannon Ramsby <sramsby@colchesterct.org>
Sent: Friday, July 29, 2022 10:19 AM
To: First Selectman
Subject: HR Coordinator
Attachments: Human Resources Coordinator Draft 7 18 22.docx

Attached is the draft job description. Debbie confirmed that the % increase for Town non-union for 2023 is 2.5% which is the factor I used to compute the high point of the salary range i.e. I took the 30% of my salary that was in the Town budget for 2022 (\$34,755) added the 10 hours from the clerk position (\$9,876) that was dedicated to HR (total \$44,631) and multiplied by 2.5% (\$1,115.77) thus resulting in a salary of \$45,746.77. This is a "budget neutral" number in my opinion.

At 30 hours per week, you are looking at 1,560 hours per year which would equate to an hourly rate of \$29.32 on the high end which is low in so far as the market is concerned as this is a very robust job description for a Coordinator. The other issue I perceive is that the position comes with benefits. My understanding was that even though the BOE and Town shared my salary at 70/30 respectively, the BOE caught all the cost of my benefits. In the scenario being contemplated, the Town will have to come up with that cost which I would conservatively estimate at approximately \$11,437 (x 25% of salary).

Thank you.

--

Sincerely,

Shannon Ramsby SPHR, SHRM-SCP

Director of Human Resources

Colchester Public Schools and Town of Colchester

127 Norwich Avenue, Suite 202

Colchester, CT 06415

860-537-7264

sramsby@colchesterct.org

Please be aware that email communication can be intercepted in transmission or misdirected. Please communicate sensitive information by telephone or in person.

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.

JOB DESCRIPTION

Job Title: Human Resources Coordinator

Department: Human Resources

Classification: Professional, Part-time, Salaried-Exempt

Reports to: First Selectman

Supervises: None

Non-Union

Reviewed: July 2022

SUMMARY

The Human Resources Coordinator coordinates the broad range of activities associated with human resources for the Town encompassing the entire employee life-cycle. Work is performed with considerable independence and initiative and with the widest possible latitude for the exercise of professional judgment.

QUALIFICATIONS

- Bachelor's degree in human resources, public administration, business administration, labor relations, or a related field
- Two years of professional experience in personnel/labor relations, preferably in a municipal setting, or any equivalent combination of education and experience

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Familiarity with human resources management principles and practices related to recruitment, selection, labor relations, performance evaluation, discipline, equal employment opportunity/non-discrimination, compensation and benefits, Worker's Compensation, and Unemployment benefits administration.

Knowledge of state and federal employment laws and the ability to apply such laws as they relate to municipalities (ADA, ADEA, COBRA, FMLA, ERISA, FLSA, NLRA, Title VII, etc.).

Ability to support a broad range of management responsibility over supervisory, professional, and administrative personnel.

Ability to provide leadership in implementing town policies and employment related programs.

Ability to analyze, interpret and apply relevant applicable Federal, State and Town laws, rules and regulations.

Ability to establish and maintain cooperative work relationships with town management, labor organization representatives, other town employees and the general public.

Ability to build relationships and work collaboratively with individuals and groups from all levels of the organization based on trust, confidence and strict adherence to confidentiality.

Ability to initiate projects and manage priorities while balancing commitments to multiple stakeholders and operating in and being committed to a team environment.

Ability to handle sensitive and confidential information.

Ability to communicate in the English language with customers, clients, and the public using a telephone or computer or in a one-on-one or group setting.

Ability to produce employment related documents in the English language with clearly organized thoughts with proper sentence construction, punctuation, and grammar.

JOB DESCRIPTION

Job Title: Human Resources Coordinator

Department: Human Resources

Classification: Professional, Part-time, Salaried-Exempt

Reports to: First Selectman

Supervises: None

Non-Union

Reviewed: July 2022

PHYSICAL REQUIREMENTS WITH OR WITHOUT A REASONABLE ACCOMMODATION

- Sit for extended periods of time
- Occasionally lift, carry and move parcels weighing up to 20 lbs.
- Bend, stretch, reach and stoop
- Independently move throughout the town and town facilities
- Operate equipment commonly found in an office environment such as computer, telephone, photocopier, FAX, calculator etc.
- Hearing requirements include the ability to effectively interact with customers in person or by telephone

MENTAL REQUIREMENTS WITH OR WITHOUT A REASONABLE ACCOMMODATION

- Ability to plan, direct, coordinate, and manage multiple priorities under sometimes severe time constraints
- Ability to work under stress from demanding deadlines, competing priorities and changing conditions; may have occasional interactions with people who, at times, may be agitated.
- Must be able to concentrate on fine details, remember multiple assignments given over long periods of time, and understand theories behind several related concepts.
- Ability to problem solve and communicate effectively in written and verbal contexts

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

Responsible for the day-to-day management of human resource processes; oversees the effective implementation of human resources programs and services.

Coordinates activities involved in recruitment and testing, position classification and pay administration, compensation and benefit administration, collective bargaining, employee training and development, employee records administration, and employee relations including performance management and disciplinary action.

Assists in the creation of performance standards and reviews.

Interprets Personnel Rules, policies and procedures and participates in the enforcement of regulations and applicable contract agreements, including the adjustment of grievances.

Assists in budget preparation, including changes to personnel.

Conducts research to help develop procedural and policy recommendations.

Coordinates drug and alcohol testing program for CDL holding employees.

Serve as the ADA Coordinator for the Town.

JOB DESCRIPTION

Job Title: Human Resources Coordinator

Department: Human Resources

Classification: Professional, Part-time, Salaried-Exempt

Reports to: First Selectman

Supervises: None

Non-Union

Reviewed: July 2022

Maintains contact with all Town and BOE departments to determine changing personnel needs and problems; coordinates departmental personnel activities and explains personnel policies, procedures, and regulations.

Advises and consults with Town management, labor representatives, employees, retirees, and representatives of other jurisdictions regarding a variety of personnel actions, laws, programs and services.

Monitors legislation and labor union agreements and helps develop policies, programs and procedures to ensure compliance with federal, state, and local laws, regulations and agreements.

Responsible for the proper storage and maintenance of employee personnel files.

Maintains OSHA log of injuries, reports annually as required.

Documents FMLA leave requests.

Executes Worker's Compensation reporting to carrier.

Facilitates ADA accommodation dialogues with guidance from legal counsel.

Serves on the Town's labor negotiation team and participates in the preparation, negotiation, and implementation of collective bargaining agreements.

Meets and confers with staff members, job applicants, and employees or their representatives to discuss and resolve personnel matters.

Monitors and advises the First Selectman on unusual personnel trends and problems.

Assumes responsibility for continuing education and professional development for self.

Other related duties as assigned by the First Selectman.

KEY COMPETENCIES

1. Collaborative inter-personal relationship building
2. Facility with Human Resource and Office Productivity computer programs
3. Focused attention to detail while juggling competing priorities

CONDITIONS OF EMPLOYMENT

Schedule: 8:30 a.m. to 4:30 p.m. with a ½ hour unpaid lunch Monday through Thursday.

Attendance and participation required at occasional extended night meetings outside the normal business workday, usually with advance notice.

Salary Range: \$42,619 to \$45,739 annual depending on education and experience

Benefits: Eligible per Colchester Employee Handbook & Personnel Policies