

AGENDA
Town Council Steering Committee Meeting
February 27, 2023
7:00 PM
Town Hall Conf. B (See below for ZOOM meeting information)

1. Call To Order, Roll Call

2. Update: Parks And Recreation Commission (7:15 PM)

3. Acceptance Of Minutes, January 23, 2023: (E)

Documents:

[STEERING 1-23-23 MINUTES WITH ATTACHMENT.PDF](#)

4. Reports:

4.A. Chairperson

4.B. Committee Members:

4.C. Monthly Board And Commission Reports (E)

Documents:

[VACANCY REPORT - 2023-02-21T14_48_09-05_00.PDF](#)
[EXPIRATION REPORT - 2023-02-21T14_47_48-05_00.PDF](#)
[BOARD MEMBER REPORT - 2023-02-21T14_46_40-05_00.PDF](#)

5. Resignations/Not Wishing To Be Reappointed:

5.A. Economic Development Commission: Conti (E)

Documents:

[RESIGNATION CONTI.PDF](#)

6. Reappointments: (E)

6.A. Cemetery Commission: Arpin (E)

Documents:

[STATEMENT OF INTEREST ARPIN.PDF](#)

6.B. Energy Conservation/Alternative Energy Committee: Reilly (E)

Documents:

[STATEMENT OF INTEREST REILLY.PDF](#)

6.C. Parks And Recreation Commission Alt: Pascarelli (E)

Documents:

[STATEMENT OF INTEREST PASCARELLI.PDF](#)

7. Appointments:

7.A. Energy Conservation/Alternative Energy Committee: Castillo (E)

Documents:

[STATEMENT OF INTEREST CASTILLO.PDF](#)

8. Discussion Of Implications: Connecticut Fair Employment Practices Act Amendments (E)

Discussion/potential action items:

- o Process to schedule and track training
- o Modifications to Statement of Interest form to serve on Boards and Commissions
- o Modifications to Handbook for Elected and Appointed Officials and Volunteers
- o Staff resources for implementation and reporting
- o Software solutions
- o Ramifications for non-compliance

CHRO online training: [HTTPS://FORMS.OFFICE.COM/PAGES/RESPONSEPAGE.ASPX?ID=-NYLED2JUUIWJJH_ABTZI1HO4UKVVFTOPZDTEVU7P7LUMK5JTJY2WLZSWDFOTELXMK9OUJYWRFNOS4U](https://forms.office.com/pages/responsepage.aspx?id=-NYLED2JUUIWJJH_ABTZI1HO4UKVVFTOPZDTEVU7P7LUMK5JTJY2WLZSWDFOTELXMK9OUJYWRFNOS4U)

Documents:

[FAIREMPYPRACACTAMEND_EPL_100722.PDF](#)
[MEMO RE SEXUAL HARASSMENT PREVENTION TRAINING.PDF](#)

9. Consideration/Possible Action: Personnel Policies & Procedures Language Modification, Tuition Reimbursement (E)

Documents:

[REIMBURSEMENT MEMO.PDF](#)
[EXISTING LANGUAGE.PDF](#)
[LANGUAGE 2.0.PDF](#)

10. Consideration/Possible Action: Adoption Of Revised Job Descriptions (E)

Documents:

[ACCOUNTANT.PDF](#)
[ASSESSOR.PDF](#)
[BUILDING OFFICIAL.PDF](#)
[COLLECTOR OF REVENUE.PDF](#)
[DIRECTOR OF PLANNING AND DEVELOPMENT.PDF](#)
[HUMAN SERVICES ADMINISTRATOR.PDF](#)
[TOWN CLERK.PDF](#)

11. Adjournment

John Elsesser is inviting you to a scheduled Zoom meeting.

Topic: Town Council Steering Committee

Time: Feb 27, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84336820514?pwd=cFVMakNJUkxTUzZQbUpFNkpEOERsdz09>

Meeting ID: 843 3682 0514

Passcode: 879340

One tap mobile

+16469313860,,84336820514#,,,,*879340# US

+19292056099,,84336820514#,,,,*879340# US (New York)

Dial by your location

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

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(E) Denotes enclosure

