



**MINUTES OF THE TOWN OF CHESHIRE  
TOWN COUNCIL REGULAR MEETING  
7:00 PM, TUESDAY, JANUARY 13, 2026  
COUNCIL CHAMBERS, 84 SOUTH MAIN ST., CHESHIRE, CT 06410**

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Present:

Peter Talbot, Don Walsh, David Veleber, Fiona Pearson, Greg Wolff, Jim Jinks, Lou Todisco, Deb Manke

Staff/Guests: Sean M. Kimball, Town Manager; Andrew Martelli, Assistant Town Manager; Town Attorney Jeffrey Donofrio; Jim Jaskot, Finance Director; Dan Bombero, Director of Public Works; Sandy Hernandez, Library Director; Rich Pruitt, Assistant Superintendent of Highways and Grounds

Absent:

Tricia Cramer

Peter Talbot called the meeting to order at 7:02 p.m.

1. ROLL CALL

Noelle Shepard called the roll, and a quorum was present. Tricia Cramer was absent.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMUNICATIONS

- A. Recognition of the 2025 Connie Wallace Employee of the Year recipient Assistant Superintendent of Highways and Grounds Richard Pruitt Jr.

Peter Talbot read a proclamation recognizing Richard Pruitt Jr., the Town of Cheshire's 2025 Employee of the Year. Sean Kimball provided an overview of the nomination process and recognized Rich for his hard work.

- B. Public comments.

Lynne Gannon, Cheshire Town Players, explained that the organization has been in existence for one year. They participated in the Fall Festival as well as produced Blythe Spirit, which was attended by over 200 people. She explained that they utilize ReRead Books as their homebase and are planning

more events this spring, including a possible Shakespeare in the Park. Town Councilors thanked her and the Cheshire Town Players.

#### 4. APPROVAL OF MINUTES

- A. Minutes of the December 16, 2025 Town Council Special Meeting; Minutes of the January 6, 2026 Town Council Special Meeting.

Fiona Pearson motioned to approve the minutes of the December 16, 2025 Town Council Special Meeting as well as the minutes of the January 6, 2026 Town Council Special Meeting. David Veleber seconded the motion. All in favor, the motion passed unanimously by those present, 8-0.

#### 5. CONSENT CALENDAR

- A. Acceptance and appropriation of a \$975.00 donation from Temple Lodge No. 16, A.F. & A.M. to the Human Services Gift Account.
- B. Acceptance and appropriation of a \$100.00 donation from the Cheshire Performing & Fine Arts Committee to the Human Services Gift Account.
- C. Acceptance and appropriation of a \$50.00 donation from Severino Fasulo for deposit to the Jitney Bus Fund.
- D. Acceptance and appropriation of a \$129.00 donation from Tours of Distinction, Inc to the Human Services Gift Account for the Senior Center.
- E. Acceptance and appropriation of a \$48.00 donation from the Stop & Shop Bloomin' 4 Good program to the Human Services Gift Account.
- F. Approval of tax refunds in the amount of \$9,623.93.
- G. Annual adoption of Fair Housing Policy.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-1*

*BE IT RESOLVED, that the Town Council approves the Consent Calendar for January 13, 2026, as follows:*

- A. Acceptance and appropriation of a \$975.00 donation from Temple Lodge No. 16, A.F. & A.M. to the Human Services Gift Account.*
- B. Acceptance and appropriation of a \$100.00 donation from the Cheshire Performing & Fine Arts Committee to the Human Services Gift Account.*

*C. Acceptance and appropriation of a \$50.00 donation from Severino Fasulo for deposit to the Jitney Bus Fund.*

*D. Acceptance and appropriation of a \$129.00 donation from Tours of Distinction, Inc to the Human Services Gift Account for the Senior Center.*

*E. Acceptance and appropriation of a \$48.00 donation from the Stop & Shop Bloomin' 4 Good program to the Human Services Gift Account.*

*F. Approval of tax refunds in the amount of \$9,623.93.*

*G. Annual adoption of Fair Housing Policy as follows:*

*WHEREAS, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and*

*WHEREAS, State and Federal Fair Housing laws require that all individuals, regardless of race, color religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and*

*WHEREAS, the Town of Cheshire is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.*

*NOW, THEREFORE, BE IT RESOLVED, That the Town of Cheshire hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis; and*

*BE IT FURTHER RESOLVED, That the Town Manager of the Town of Cheshire or his/her designated representative is responsible for responding to and assisting any person who alleges to the victim of an illegal discriminatory housing practice in the Town of Cheshire.*

Don Walsh seconded the motion. All in favor, the motion passed unanimously by those present, 8-0.

## 6. ITEMS REMOVED FROM CONSENT CALENDAR

## 7. OLD BUSINESS

### A. School Building Committee update.

Rich Gusenburg explained that both new school construction projects are on time and on budget. He reviewed some status photos of both sites. He explained that the demolition of the old Norton School would be anticipated November 2026. Don Walsh asked about solar panels, and Rich Gusenburg reviewed the plans.

## 8. NEW BUSINESS

- A. Acceptance and appropriation of a \$75,000 Responsive TCF Grant from the Community Foundation for Greater New Haven to be used by the Cheshire Public Library for the purchase of materials, adaptive equipment, and support for the visually impaired community.

Deb Manke motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-2*

*BE IT RESOLVED, that the Town Council hereby accepts a three-year Responsive TCF Grant from the Community Foundation for Greater New Haven in the total amount of \$75,000, and*

*BE IT FURTHER RESOLVED, the Town Council hereby accepts and appropriates \$25,000.00 in the first year, \$25,000.00 in the second year, \$25,000.00 in the third year, and*

*BE IT RESOLVED, that this grant funding will be used by the Cheshire Public Library for the purchase of materials, adaptive equipment, and support for the visually impaired community.*

The motion was seconded by Greg Wolff. Sandy Hernandez mentioned that the Library decided to apply for a grant for purchasing materials for visually impaired. The Library completes around 800 home bound visits per year. This grant would help fund materials such as large print materials, e-content, kindles on long-term loan for home bound patrons, screen free audio players for kids, braille kits, assistive technology kits, cd players, assistant tech devices, screenreader software for public computers, etc. All in favor, the motion passed unanimously, 8-0.

- B. Conflict of Interest notification and disclosures.

Peter Talbot referenced the annual review of ordinance Section 10-1 Conflicts of interest and standards of conduct. No action taken.

- C. Review and approval of bidding requirements.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-3*

*BE IT RESOLVED, that pursuant to Section 7-8 (C) (1) of the Town Charter and Public Act No. 25-92, the Town Council sets the requirements for sealed bids for January 1, 2026 through December 31, 2026 to a \$35,000 bid limit for both non-construction related services and construction related services, and*

*BE IT FURTHER RESOLVED, That, in accordance with Section 7-8 (C) (9) and Section 7-8 (C) (10) of the Town Charter, the Town Council authorizes the Town Manager, his designee and the Cheshire Public Schools to purchase goods or services for the Town without bids (1) through the State of Connecticut Department of Administrative Services (DAS) and (2) through or in conjunction with other municipalities qualified bids/RFPs, and regional and federal government purchasing entities, including but not limited to:*

*U.S. Government General Services Administration  
Capital Regional Council of Governments and any successor organization  
Connecticut Library Consortium  
Library Connection, Inc.  
National Joint Powers Alliance  
Council of Government of the Central Naugatuck Valley and any successor organization  
Capital Region Education Council  
Western State Contracting Alliance (WSCA) - National Association of State Procurement  
Officials (NASPO) Cooperative Purchasing Organization  
Houston/Galveston Area Cooperative (HGAC)  
Universal Service Administration Company (USAC)  
Sourcewell  
Omnia Partners*

The motion was seconded by Jim Jinks. Sean Kimball explained that this is an annual requirement per the Town Charter. The Town is currently at the cap under State statute, so there will be no change. All in favor, the motion passed unanimously by those present, 8-0.

D. Review and adoption of amendments to Town Council Rules of Procedure.

Lou Todisco motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-4*

*BE IT RESOLVED, that the Town Council hereby adopts the amended Rules of Procedure as presented.*

The motion was seconded by Don Walsh. All in favor, the motion passed unanimously by those present, 8-0.

E. Appointment of Town Historian.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-5*

*BE IT RESOLVED, that, pursuant to Connecticut General Statutes Section 7-148(5)(D), the Town Council reappoints Diane Calabro of 1731 Peck Lane as the Cheshire Town Historian for the term from February 1, 2026 to January 31, 2028, and*

*BE IT FURTHER RESOLVED, that the Town Council reaffirms the following expectations for the Town Historian:*

*1. All historical artifacts given to the Town Historian are the property of the Town of Cheshire and shall be turned over to the Town, Board of Education, or Historical Society at the discretion of the Town Manager.*

2. *The Town Historian will provide the Town Council with an annual list of priorities.*

The motion was seconded by David Veleber. All in favor, the motion passed 8-0.

- F. Appointment of Town Poet Laureate.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-6*

*BE IT RESOLVED, that, pursuant to Town Council Resolution #101023-8 as attached and the guidelines of the Connecticut Department of Economic and Community Development, the Town Council appoints Patricia Mottola of 390 Maple Avenue as the Town of Cheshire Poet Laureate for the term from present to December 31, 2027.*

The motion was seconded by Jim Jinks. All in favor, the motion passed 8-0.

- G. Appointment of Town of Cheshire representative to the Naugatuck Valley Council of Governments.

Jim Jinks motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-7*

*BE IT RESOLVED, that the Town Council appoints Town Council Chairperson Peter Talbot as the Naugatuck Valley Council of Governments (NVCOG) representative for the Town of Cheshire through December 31, 2027.*

The motion was seconded by Fiona Pearson. All in favor, the motion passed unanimously by those present, 8-0.

- H. Approval of 2026 Town Manager's Goals and Objectives.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-8*

*BE IT RESOLVED, that the Town Council hereby approves the Town Manager's 2026 Goals and Objectives as presented.*

The motion was seconded by Don Walsh. Town Councilors thanked the Town Manager and division heads. Jim Jinks inquired if the list would be posted on the Town's website, which was confirmed. All in favor, the motion passed 8-0.

- I. Appropriation of \$5,940.00 from sale of a surplus vehicle to the Public Works capital asset proceeds account to support the purchase of a plow for an existing Public Works Grounds UTV.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-9*

*BE IT RESOLVED, that the Town Council hereby approves a special revenue appropriation from the sale of a surplus vehicle, in the amount of \$5,940.00, to be deposited to the Public Works capital asset proceeds account for the purchase of a plow for an existing Public Works Grounds UTV.*

The motion was seconded by Don Walsh. Dan Bombero clarified that this equipment would mostly be used for sidewalks and the walking path at Bartlem Park. The motion passed 8-0.

- J. 8-24 Referral to the Planning & Zoning Commission to review the sale of the Town property located at 422 North Brooksvale Road.

Greg Wolff motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-10*

*BE IT RESOLVED, that, pursuant to Section 8-24 of the Connecticut General Statutes, the Town Council hereby refers the sale of Town property located at 422 North Brooksvale Road to the Planning and Zoning Commission for their review and to issue a report.*

Fiona Pearson seconded the motion. All in favor, the motion passed 8-0.

- K. Approval of tax stipulated agreements, executive session.

Agenda items were taken up following executive session.

- L. Approval of contract with Public Works Union, executive session.

Agenda item was taken up following executive session.

## 9. TOWN MANAGER REPORT AND COMMUNICATIONS

- A. Monthly Status Report.

Sean Kimball read his monthly report, which is attached in full to the minutes.

- B. Department Status Reports: Police, Fire, Economic Development.

## 10. REPORTS OF COMMITTEES OF THE COUNCIL

- A. Chairman's Report.

Lou Todisco updated that the Ordinance Review Committee will be meeting on January 28, 2026.

- i. Referral of the Fats, Oil, and Grease (FOG) Management ordinance (Section 16-6) to the Ordinance Review Committee.

Peter Talbot referred the Section 16-6 FOG ordinance to the Ordinance Review Committee for their review and recommendation.

B. Liaison Reports.

Deb Manke explained that the Board of Education is presenting their budget right now. Youth & Human Services Committee discussed different methods of communication.

Don Walsh updated that the Town Beautification passed a sign. The Housing Authority is excited that Jacks Farms should be starting relatively soon.

C. Miscellaneous.

11. APPOINTMENTS

Greg Wolff motioned to appoint:

- Nilan Kathir, Private School Rep for Youth & Human Services Committee, correcting end of term to 1/31/2027
- Kevin Daly, D, Historic District Commission, full member to fill the vacancy of Helen Wilson, term of 1/13/2026-1/31/2030.

David Veleber seconded the motion. All in favor, the motion passed 8-0.

12. TOWN ATTORNEY REPORT AND COMMUNICATIONS

13. COUNCIL COMMUNICATIONS

A. Letters to Council.

B. Miscellaneous.

14. ITEMS FOR EXECUTIVE SESSION

Upon 2/3 vote, convene in executive session, pursuant to C.G.S. §1-200(6) to discuss matters concerning:

A. Tax stipulated agreements.

B. Contract negotiations.

Peter Talbot asked for a motion to enter executive session for the discussion of tax stipulated agreements and contract negotiations to include Dan Bombero, Jim Jaskot, Andrew Martelli, Sean

Kimball, Noelle Shepard, and Town Attorney Jeffrey Donofrio. David Veleber so moved, and Fiona Pearson seconded the motion. All in favor, the motion passed 8-0. The Town Council entered executive session at 8:19 p.m. The Town Council exited executive session at 8:35 p.m.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-11a*

*BE IT RESOLVED, that the Town Council approves the stipulated tax agreement between the Town of Cheshire and FERN Inc (Rite-Aid) and MK MENLO (Rite Aid) for the properties located at 180 Main St., 154 Main St., 198 Main St. as presented, and*

*BE IT FURTHER RESOLVED, that the Town Attorney is authorized and directed to execute on behalf of the Town said Agreement in the form and upon the terms and conditions as presented at this meeting.*

The motion was seconded by David Veleber. All in favor, the motion passed unanimously by those present 8-0.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-11b*

*BE IT RESOLVED, that the Town Council approves the stipulated tax agreement between the Town of Cheshire and Cheshire Station LLC for the property located at 1021 South Main St. as presented, and*

*BE IT FURTHER RESOLVED, that the Town Attorney is authorized and directed to execute on behalf of the Town said Agreement in the form and upon the terms and conditions as presented at this meeting.*

The motion was seconded by David Veleber. All in favor, the motion passed unanimously by those present 8-0.

Fiona Pearson motioned:

*BE IT RESOLVED, That the Town Council approves Resolution #011326-12*

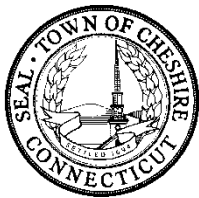
*BE IT RESOLVED, that the Town Council approves the Collective Bargaining Agreement between the Town of Cheshire and the Public Works Union Local 1303-202 of Council 4, AFSCME, AFL-CIO for the term July 1, 2025 through June 30, 2029 as presented, pursuant to approval by the Union membership.*

Jim Jinks seconded the motion. All in favor, the motion passed 8-0.

15. ADJOURNMENT

David Veleber motioned to adjourn the meeting, and Deb Manke seconded the motion. All in favor, the motion passed 8-0. The meeting adjourned at 8:39 p.m.

Attest: \_\_\_\_\_  
Noelle Shepard, Management Specialist



**TOWN OF CHESHIRE**  
**84 SOUTH MAIN STREET, CHESHIRE, CT 06410**  
**Telephone (203) 271-6660 FAX (203) 271-6639**

**TO:** Town Council  
**FROM:** Sean M. Kimball, Town Manager  
**SUBJECT:** Town Manager's Report – January 2026  
**DATE:** January 13, 2026

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**Winter Weather Reminders**

As we continue further into the winter months, we ask residents for their cooperation in keeping our Town roads safe by following these regulations and suggestions:

- Street Obstructions: Parking ban announcements will be made through the local media and on the Town website, <http://www.cheshirect.gov>. During a ban, Town Ordinance prohibits parking on the street. Any vehicle so parked may be towed. Basketball hoops and other private property should be removed from the rights-of-way.
- Sidewalks: Per Town Ordinance, property owners are responsible for clearing snow and ice from adjacent sidewalks within 24 hours of the end of the snowfall or precipitation event. Residents are encouraged to wait until the Town plows have pushed snow back to the curb line before clearing the sidewalks and driveway aprons.
- Priority Roads: The first priority is to create travel lanes on through streets. Residents who live on a cul-de-sac or lesser-traveled road are asked to be patient with the removal of snow from these areas. Following the end of the storm, all roads will be plowed back to the curb line. This pushback allows room for snow from future snowstorms, provides better access to mailboxes, and opens up storm drains for melting snow. NOTE: State roads (Routes 10, 42, 68, 70) are plowed by the State of CT Department of Transportation, not the Town.
- Mailboxes: According to Town Ordinance, the Public Works Department does not replace mailboxes that are displaced by snow or slush from plowing. Occasionally a plow strikes a mailbox. Any damage thought to be the result of a plow hit must be reported within 48 hours of the end of the storm. Please contact the Public Works Department within the designated time to have your claim investigated. The Town Council Resolution can be viewed at <http://www.cheshirect.gov>.
- Salt/Sand Mixture: Available to Town Residents at the old transfer station on 1304 Waterbury Road during the hours of 7:30 AM to 3:00 PM. (Please bring your own container)
- Fire Hydrants/Storm Sewers: Please help the Town by keeping fire hydrants and storm sewers clear of snow and debris.
- Other: The Town prohibits placing snow on any public road in such a manner as to impede or inconvenience travel. Residents and private contractors will be held responsible for any curb damage that results from private plowing operations.

### **Cheshire's Energy Assistance Program**

Cheshire Human Services is an intake site for the energy assistance program. The energy assistance program offers financial assistance to income eligible households in paying for a *portion* of a household's heating costs during the winter months. This is a supplemental assistance program, and award amounts are lower this energy season, so it is helpful to plan accordingly. Payments are made directly to fuel or utility vendors.

Program eligibility is based on income and household size. Applicants are required to provide documentation of current income for household members over the age of 18. This is an annual program, so an application does need to be completed yearly. Individuals interested in applying should contact Kristen Cherry at 203-271-6690.

### **Elderly and 100% Disabled Tax Credit Application Period**

The filing period for the Elderly (65+) / 100% Disabled Tax relief for homeowners runs from **February 1st to May 15th**. Income thresholds and credit amounts are available on the Town website at <https://www.cheshirect.gov/185/Tax-Relief-Programs>. For more information, please visit the website or contact the Assessor's Office at 203-271-6620.

### **Social Media Update**

We have begun to strengthen our presence on social media, on Facebook in particular. In addition to sharing important Town announcements, one of our latest additions is Feel Good Friday. Each Friday, we share a positive news update from a recent Town-related event or achievement. Recently, these posts have included the ArtsPlace pajama drive, police promotions and awards received by both our Finance and Parks and Recreation Departments. We look forward to sharing more feel-good news each week!

### **Parks and Recreation Bartlem Beats Survey**

The Parks and Recreation Department is conducting a survey about the Bartlem Beats concert series. Residents are encouraged to participate to make their opinions known to help us make the very popular Bartlem Beats concert series even better! The [survey](#) is available until January 20, 2026.

### **Cheshire Public Library Event: Empowering Adults to Keep Kids Safe**

On **February 10, 2026 from 6:00p.m.-7:00p.m.** at the Library, Cheshire Youth Services in partnership with Jane Doe No More will host an engaging conversation about sexual respect designed to educate, inspire, and create change. Jane Doe No More's presentations spark meaningful discussion and drive action to foster a culture of safety, respect, and empowerment. Topics to be covered include visible indicators of grooming, online safety, unhealthy relationships, and bystander intervention.

### **Upcoming Town Council Meetings:**

#### **Town Council Special Meeting**

Tuesday, January 27, 2026, at 7:00 p.m. in Room TBD

#### **Ordinance Review Committee**

Wednesday, January 28, 2026, at 6:30 p.m. in Room 207/209

#### **Town Council Regular Meeting**

Tuesday, February 10, 2026, at 7:00 p.m., Town Council Chambers