

**MINUTES OF THE TOWN OF CHESHIRE TOWN COUNCIL SPECIAL MEETING HELD AT 6:30
P.M. ON WEDNESDAY, AUGUST 26, 2026, COUNCIL CHAMBERS, 84 SOUTH MAIN ST.,
CHESHIRE, CT 06410**

Present:

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

Staff/Guests: Sean Kimball, Town Manager; Andrew Martelli, Assistant Town Manager; Jeff Donofrio, Town Attorney; Jim Jaskot, Finance Director

Absent: Tricia Cramer

Peter Talbot called the regular meeting to order at 6:42 p.m.

1. ROLL CALL
Noelle Shepard called the roll, and a quorum was present.
2. PLEDGE OF ALLEGIANCE
3. BUSINESS
 - A. Acceptance and appropriation of the following donations:
 - i. \$100.00 donation from Rosemary and Lawrence Purdy in memory of Rachel Chiginsky to the Senior Center Gift Account.
 - ii. \$250.00 donation from AJ Waste to the Police Department Gift Account.
 - iii. \$1,000.00 donation from Carten-Fujikin to the Police Department Gift Account.
 - iv. \$54.00 donation from Fellis and Harold Jordan in honor of Marilyn Petroff's birthday to the Human Services Gift Account for the Senior Center.
 - v. \$44.00 donation from Stop & Shop Bloomin' 4 Good Program to the Human Services Gift Account for the Senior Center.
 - vi. \$231.60 donation from Tours of Distinction, Inc. to the Human Services Gift Account for the Senior Center.
 - vii. \$4,500 donation from Hope For Our Neighbors, Inc. to the Human Services Gift Account for long term housing.
 - viii. \$286.00 donation from the National Night Out Event on August 4, 2026 to be used to offset costs of the Police Cadet Program.
 - ix. \$20.00 donation from Martin Cobern to the Library Gift Account for general purposes.
 - x. \$50.00 donation from Maria Colacrai in memory of Cheryl Stenson to the Library Gift Account for general purposes.

- xi. \$300.00 donation from Jayne and Jim O'Brien to the Library Gift Account for general purposes.
- xii. \$25.00 donation from Aleta Looker in memory of Rachel Chiginsky to the Senior Center Gift Account.

Fiona Pearson motioned:

BE IT RESOLVED, That the Town Council approves Resolution #082626-1

BE IT RESOLVED, that the Town Council accepts and appropriates the following donations:

- i. *\$100.00 donation from Rosemary and Lawrence Purdy in memory of Rachel Chiginsky to the Senior Center Gift Account.*
- ii. *\$250.00 donation from AJ Waste to the Police Department Gift Account.*
- iii. *\$1,000.00 donation from Carten-Fujikin to the Police Department Gift Account.*
- iv. *\$54.00 donation from Fellis and Harold Jordan in honor of Marilyn Petroff's birthday to the Human Services Gift Account for the Senior Center.*
- v. *\$44.00 donation from Stop & Shop Bloomin' 4 Good Program to the Human Services Gift Account for the Senior Center.*
- vi. *\$231.60 donation from Tours of Distinction, Inc. to the Human Services Gift Account for the Senior Center.*
- vii. *\$4,500 donation from Hope For Our Neighbors, Inc. to the Human Services Gift Account for long term housing.*
- viii. *\$286.00 donation from the National Night Out Event on August 4, 2026 to be used to offset costs of the Police Cadet Program.*
- ix. *\$20.00 donation from Martin Cobern to the Library Gift Account for general purposes.*
- x. *\$50.00 donation from Maria Colacrai in memory of Cheryl Stenson to the Library Gift Account for general purposes.*
- xi. *\$300.00 donation from Jayne and Jim O'Brien to the Library Gift Account for general purposes.*
- xii. *\$25.00 donation from Aleta Looker in memory of Rachel Chiginsky to the Senior Center Gift Account.*

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

- B. Call for public hearing on the proposed Demolition Delay ordinance.
Fiona Pearson motioned:

BE IT RESOLVED, That the Town Council approves Resolution #082626-2

BE IT RESOLVED, that the Town Council shall hold a public hearing at 7:00 p.m. on Tuesday, October 13, 2026, to consider the following proposed Delay of Demolition Permit Issuance for Historically Significant Buildings or Structures ordinance (Attached in full to the minutes)...

The motion was seconded by Greg Wolff. All in favor, motion passed unanimously of those present, 8-0.

- C. Approval of bid waiver for DATTCO to perform capital improvements to the Bus Depot property.
Fiona Pearson motioned:

BE IT RESOLVED, That the Town Council approves Resolution #082626-3

WHEREAS, Cheshire Public Schools has an existing student transportation contract with DATTCO, Inc. through June 30, 2029; and

WHEREAS, the Town acquired an approximately 1.5-acre parcel adjacent to the existing DATTCO bus depot on Sandbank Road; and

WHEREAS, DATTCO/Accelerated Property Management, LLC has proposed an initial phase of improvements, including clearing, grading, erosion control, excavation, and installation of reclaimed asphalt millings, to create additional bus and employee parking at a cost not to exceed \$78,000; and

WHEREAS, DATTCO will provide approximately \$100,000 in labor, equipment, trucking, and materials at no additional cost, providing substantial value to the Town and District; and

WHEREAS, DATTCO's existing operation of the adjoining bus depot provides unique knowledge of the site's operational and transportation needs,

NOW, THEREFORE, BE IT RESOLVED, that the Town Council, pursuant to Section 7-8(c)(11) of the Town Charter, approves a waiver of bid requirements and authorizes Cheshire Public Schools to contract with DATTCO, Inc./Accelerated Property Management, LLC for the initial phase of Sandbank Road bus depot improvements at a cost not to exceed \$78,000.

The motion was seconded by Greg Wolff. Emily Taylor explained that the DATTCO contract is through June 2029. She explained that SLR did a plan that was approved by the Planning and Zoning Commission. She reviewed the plans and explained that this was approved by the Board of Education, and they would be looking to get Phase 1 complete rather than the entire plan. All in favor, motion passed unanimously of those present, 8-0.

- D. Approval of Intermunicipal Sewer Agreement with the City of Meriden re: 1359 Diamond Hill.
Fiona Pearson motioned:

BE IT RESOLVED, That the Town Council approves Resolution #082626-4

BE IT RESOLVED, that the Town Council hereby authorizes the execution of an Intermunicipal Sewer Agreement by and between the Town of Cheshire and the City of Meriden, all of Connecticut, and

BE IT FURTHER RESOLVED, that the Town Manager 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 Don Walsh. Mark Fernandes, 1359 Diamond Hill, explained that his dry well collapsed. The City of Meriden approved an Intermunicipal Sewer Agreement as he would now need to hook into their sewer system, and the Town of Cheshire would need to approve the agreement as well. He further explained that the City of Meriden charges Cheshire residents with a 50% surcharge and requested assistance in getting this reduced.

All in favor, the motion passed unanimously of those present, 8-0.

- E. Approval of FY 2025-2026 budget transfers.
Fiona Pearson motioned:

BE IT RESOLVED, That the Town Council approves Resolution #082626-5

BE IT RESOLVED, that the Town Council approves the Fiscal Year 2025-2026 budget transfers as presented and attached.

The motion was seconded by David Borowy. Jim Jaskot updated that the budget transfer grand total is \$292,000, which is in line with the last few years. The surplus was more favorable than projected. All in favor, motion passed unanimously of those present, 8-0.

- F. Approval of amendments to the Community Pool FY 2025-2026 operating budget.
Fiona Pearson motioned:

BE IT RESOLVED, That the Town Council approves Resolution #082626-6

BE IT RESOLVED, that the Town Council amends the total appropriation for the FY 2025-2026 Community Pool Fund Operating Budget by \$45,000 of General Fund Subsidy, from \$1,308,762 to \$1,353,762.

The motion was seconded by David Borowy. Jim Jaskot explained that there was a similar situation last year due to the utilities usage. All in favor, motion passed unanimously of those present, 8-0.

- G. Adoption of Referendum Projects for Fiscal Year 2026-2027 Annual Capital Expenditure Budget and call for referendum.
Fiona Pearson motioned to table this action item for the next meeting, and Jim Jinks seconded the motion to table. All in favor, the motion passed unanimously of those present, 8-0.

Discussion occurred on the proposed referendum items. Don Walsh and Jim Jinks expressed

concerns about the loading dock project not being ready to be sent to the referendum and whether it would not pass again.

Fiona Pearson expressed her concern about the safety of the loading dock. She feels that this year it has been explained more in depth as a safety issue. Peter Talbot expressed that he would want the voters to decide.

David Borowy asked why the square footage of the loading dock needs to be increased to 1600 square feet. Greg Wolff inquired if there is a contingency plan in the event that this item fails at referendum. The Councilors agreed to have bond counsel draft the language for this potential referendum item.

Councilors requested further clarification about cost savings when it comes to the replacement salt shed, and they agreed to have bond counsel draft language for this project.

David Borowy proposed pushing off the Notch Road Bridge project another year as it is not designed yet, and the Bridge Program grant is still going to be available. Jim Jinks further mentioned that this neighborhood had a lot of disruption with the paving involved with the RWA project, so this would also give them a year break. The Councilors decided not to have bond counsel draft this language.

David Borowy proposed that the RCP lining project be split into the valve, and the lining repairs be spread out over time. He mentioned that the WPCA requested this item originally in Year 3 of the five-year capital expenditure plan, and they will still have \$800,000 total in first year capital projects. The Councilors agreed to \$350,000 for now for this specific project.

Discussion was had on road improvement and Dickerman Road, which the Councilors agreed to have bond counsel draft language for.

Discussion was had about adding funding for land acquisition, and the Councilors agreed to have bond counsel draft language for acquisition of open space in the amount of \$1,000,000 for municipal uses.

Don Walsh suggested the Sidewalks on Lanyon Drive proposed capital project could be changed to Sidewalk Improvements in general in order to allow for further discussion. Jim Jinks brought up notifying the people that would be impacted.

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

Peter Talbot requested a motion to go into executive session to include the Assistant Town Manager Andrew Martelli, the Town Manager Sean Kimball, and the Town Attorney Jeffrey Donofrio. Fiona Pearson so moved, and Don Walsh seconded the motion. The motion passed unanimously by those present, 8-0. The Town Council entered executive session at 8:25 p.m.

The Town Council exited executive session at 9:44 p.m.

4. ADJOURNMENT

Greg Wolff motioned to adjourn the meeting, and David Borowy seconded the motion. All in favor, the motion passed unanimously by those present, 8-0. The meeting adjourned at 9:45 p.m.

Attest:

Noelle Shepard, Management Specialist

BE IT RESOLVED, That the Town Council approves Resolution #082626-2

BE IT RESOLVED, that the Town Council shall hold a public hearing at 7:00 p.m. on Tuesday, October 13, 2026, to consider the following proposed Delay of Demolition Permit Issuance for Historically Significant Buildings or Structures ordinance:

Delay of Demolition Permit Issuance for Historically Significant Buildings or Structures

(A) Purpose.

Pursuant to Conn. Gen. Stat. §29-406(b), it is the purpose of this Section to provide a means by which the granting of a demolition permit can be delayed by up to one-hundred fifty days (150) when the proposed demolition involves a Historically Significant Building or Structure as defined below. The delay allows the Historic District Commission the opportunity to promote a dialogue involving the owners of Historically Significant Buildings or Structures that is focused on the economic, tax, aesthetic, and other benefits of historic preservation, rehabilitation, and reuse of historically significant buildings or structures and so that the Commission and the public have the opportunity to provide these owners with information concerning reasonable and feasible alternatives to demolition and information concerning potential purchasers of the property who will retain or relocate the buildings or structures.

(B) Definitions.

As used in this Section, the following terms shall have the meaning indicated:

"Building Official" means the duly appointed Building Official of the Town of Cheshire or their designee.

"Building or structure" means a building or structure or part thereof.

"Demolition" means any wrecking activity directed to the disassembling, dismantling, dismembering, and/or razing of any building or structure except those wrecking activities exempted by the provisions of the State Demolition Code, General Statutes, Section 29-401, et seq.

"Demolition parcel" means the property on which the demolition is proposed.

"Historic District Commission" or "Commission" means the Cheshire Historic District Commission.

"Historically Significant Building or Structure" means any building or structure, or part thereof, that:

1. Was constructed prior to January 1st, 1927; or
2. Is located within the Town of Cheshire's established Historic Districts; or
3. Meets one or more of the following criteria:

- a. It is listed on the State or National Register of Historic Places, or it is partially or completely within the boundaries of an area so listed;
- b. It has been determined by the State Historic Preservation Office and/or the National Park Service to be eligible for listing on the State or National Register of Historic Places;
- c. It is included in the Town of Cheshire's 1986 Historic Inventory list as amended from time to time.

"Targeted demolition" means the demolition of a Historically Significant Building or Structure.

(C) Permit Required. No person, firm, corporation, or other entity shall demolish any building or structure without first obtaining a demolition permit from the Building Official pursuant to the State Demolition Code, General Statutes, Section 29-40 1, et seq., and pursuant to the procedures established by the Connecticut General Statutes and the Regulations adopted to implement same.

(D) Requirements for Targeted Demolitions.

(1) Notice of Intent to Demolish.

(a) Non-Mandatory Pre-Application Meeting: A pre-application meeting is an informal session that the potential applicant can have with the Historic District Commission, prior to submission of a demolition permit application. The purpose of the pre-application meeting is for the potential applicant to engage in dialogue with the Commission and gauge the Commission's preliminary opinion as to appropriateness. The potential applicant is encouraged to provide specific project details, if available, to aid the Commission in its preliminary review. The Pre Application Meeting does not commence the statutorily defined time period for consideration of a demolition permit application.

(b) If the applicant proposes a targeted demolition, they shall prepare and file with the demolition permit application a Notice of Intent to Demolish, substantially in the form prescribed by the Building Official.

(c) The applicant shall simultaneously file a copy of the Notice of Intent to Demolish with the Historic District Commission. They shall arrange and pay for publication of a copy of the Notice of intent to Demolish in a newspaper having a substantial circulation in the Town of Cheshire not more than fifteen (15) days, nor fewer than five (5) days before the hearing.

(2) Demolition Sign. If the applicant proposes a targeted demolition, they shall cause a sign to be posted at the demolition parcel substantially in the form

and manner required by the Building Official no fewer than 10 days before the hearing.

(3) Determining Whether a Building or Structure is Historically Significant.

(a) Public Hearing

(i) If the applicant proposes a targeted demolition, the Historic District Commission shall hold a public hearing for the purpose of determining if the building or structure is historically significant. The public hearing will be held at the next regular scheduled Historic District Commission Meeting or a special meeting as requested by the HDC Chair.

(ii) The holding of this public hearing shall satisfy the requirement of a public hearing concerning Certificates of Appropriateness set forth in the Historic District Regulations, as amended, provided the additional requirements of those Regulations have been met.

(b) Determination of No Historical Significance

(i) If the Historic District Commission determines after the public hearing held pursuant to Section (D)(3)(a) that the building or structure is not historically significant, the Commission shall notify the Building Official, and the Building Official shall grant the demolition permit, provided all other requirements for the granting of the permit have been met.

(ii) If the building or structure proposed for demolition is located within an historic district and if the Historic District Commission determines that the building or structure is not historically significant, the Commission shall notify the Building Official, and it shall issue a Certificate of Appropriateness, providing a copy thereof to the Building Official. The Building Official, thereafter, shall grant the demolition permit provided all other requirements for the granting of the permit have been met.

(c) Determination of Historical Significance; Demolition Delay

(i) If the Historic District Commission determines that the building or structure is Historically significant, it shall order a delay of the granting of the demolition permit for a period of up to one hundred and fifty (150) days from the date the demolition permit application was filed for the purpose of the dialogue referenced in Section A.

(ii) The Commission shall notify the Building Official of its decision, and it shall specify the length and the expiration date of the delay period. The Building Official shall not grant the demolition permit until the delay period expires or until it is waived by the Commission.

(iii) During the demolition delay period, the Commission shall hold at least one (1) public meeting to implement the purpose set forth in this Ordinance.

(d) Waiver of Demolition Delay Period.

(i) If, during the demolition delay period, the Historic District Commission determines that the purposes of this ordinance set forth in Section (A) have been satisfied, then the Commission shall waive the balance of the delay period, and for those buildings and structures located within an historic district, the Commission shall grant the Certificate of Appropriateness.

(ii) The Commission shall notify the Building Official of the waiver and of the granting of the Certificate of Appropriateness. The Building Official, thereafter, shall grant the demolition permit provided all other requirements for the granting of the permit have been met.

(e) Expiration of Demolition Delay Period. On the date that the demolition delay expires, the Building Official shall grant the demolition permit provided all other requirements for the granting of the permit have been met, including, for those buildings and structures located within an historic district, the granting of a Certificate of Appropriateness.

(E) Demolition of Buildings or Structures Within an Historic District.

(1) No permit for demolition of a building or structure which is located within an historic district shall be issued by the Building Official until the applicant applies for, and the Historic District Commission issues, a Certificate of Appropriateness in accordance with the provisions of Section II of the Historic District Regulations, as amended.

(2) The applicant shall file an application for a Certificate of Appropriateness with the Historic District Commission not later than the day the demolition permit application is filed.

(3) The Historic District Commission shall process the application for a Certificate of Appropriateness in accordance with its Regulations and concurrently with making a determination as to the historical significance of the property pursuant to Section (D)(3).

(4) The Historic District Commission shall notify the Building Official of its decision on the application for a Certificate of Appropriateness. If the Commission does not act within its deadline for decision-making, the Commission shall notify the Building Official that the Certificate of Appropriateness has been deemed to have been approved pursuant to the Historic District Regulations, as amended.

(F) Expiration of Demolition Permit. If demolition does not commence within six (6) months after the effective date of the demolition permit, the permit shall be null and void, and any future demolition shall be again subject to the provisions of this Section.

(G) Exceptions. The provisions of this Section shall not apply to any building or structure that is determined by the Building Official to be unsafe because it constitutes a fire hazard or because it is otherwise dangerous to human life or public welfare.

(H) Fees. The applicant for a demolition permit shall pay a permit fee as set forth in the Building Department fee schedule.

(I) Violations and Penalties. Violations of this Section shall be subject to such penalties and remedies as provided by law.

(J) Interpretation of provisions. This Section is intended to supplement and not to limit any provisions or requirements now or hereafter imposed by the General Statutes and by those regulations adopted pursuant to the General Statutes with respect to the issuance of demolition permits.

BE IT FURTHER RESOLVED, that the Town Manager shall cause a notice of said public hearing to be posted and published according to law, and

BE IT FURTHER RESOLVED, that the date, time, and place or any postponements thereof shall be determined by the Town Manager with the approval of the Chair of the Council.