

TOWN OF OLD SAYBROOK  
**SELECTMEN'S OFFICE**

CARL P. FORTUNA JR., FIRST SELECTMAN

SCOTT M. GIEGERICH, SELECTMAN

JANE WISIALOWSKI, SELECTMAN

302 Main Street • Old Saybrook, Connecticut 06475-2384  
Telephone (860) 395-3123 • Fax (860) 395-3125

SPECIAL MEETING AGENDA  
HYBRID MEETING

**Tuesday, November 18, 2025**  
**5:00 PM**

Old Saybrook Town Hall – First Floor Conference Room

Public Zoom Link: <https://zoom.us/j/97813035481?pwd=QkE1OVFXZlhlRTVtTGhMdjZKMkNOQT09>

Dial In: 929-436-2866

Meeting ID: 978 1303 5481

Passcode: 302302

One Tap Mobile: <tel://9294362866..97813035481#>

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. COMMENTS FROM THE PUBLIC**

**IV. COMMENTS FROM THE SELECTMEN – CCM Housing Policy**

**V. APPROVAL OF MINUTES - Board of Selectmen Meeting October 28, 2025**

**VI. BUSINESS BEFORE THE BOARD**

**A.** Discuss and act on Youth and Family Services ordinance revision.

**B.** Discuss and act on Board of Selectmen 2026 Meeting Schedule.

**C.** Discuss and act on 2026 Holiday Schedule.

**D.** Appointments

1. Acton Public Library. Re-appointment Albert Bundonis Jr. This is a six-year term due to expire 11/2031.
2. Acton Public Library. Re-appointment MaryAnn Iadarola. This is a six-year term due to expire 11/2031.
3. Aquifer Protection Agency. Re-appointment J. Colin Heffernan. This is a two-year term due to expire 11/2027.
4. Aquifer Protection Agency. Re-appointment Anna Gaboury. This is a two-year term due to expire 11/2027.
5. Aquifer Protection Agency. Regular member vacancy. Elevation of alternate member Jay Kulowiec. This is a two-year term due to expire 11/2027.
6. Aquifer Protection Agency. **Vacancy alternate member**. This is a two-year term due to expire 11/2027.
7. Aquifer Protection Agency. **Vacancy alternate member**. This is a two-year term due to expire 11/2027.
8. Aquifer Protection Agency. **Vacancy alternate member**. This is a two-year term due to expire 11/2027.

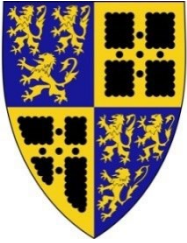
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9. Architectural Review Board. Regular member vacancy. Elevation of alternate member Theresa Watford. This appointment is for the unexpired portion of a three-year term due to end 9/2027.
10. Conservation Commission. Re-appointment Deborah Mapes. This is a two-year term due to expire 11/2027.
11. Conservation Commission. Re-appointment Peter DeLisa. This is a two-year term due to expire 11/2027.
12. Conservation Commission. Re-appointment Francine Gumkowski. This is a two-year term due to expire 11/2027.
13. Conservation Commission. Re-appointment Nina Dolishny Regan. This is a two-year term due to expire 11/2027.
14. Economic Development Commission. Regular member vacancy. Elevation of alternate member David Fogel. This appointment is for the unexpired portion of a five-year term due to end 06/2029.
15. Historic District Commission. Regular member vacancy. Elevation of alternate member Erin Sliva. This appointment is a five-year term due to end 12/2030.
16. Inland Wetland Commission. Re-appointment J. Colin Heffernan. Two-year term due to expire 11/2027.
17. Inland Wetland Commission. Re-appointment Anna Gaboury. Two-year term due to expire 11/2027.
18. Inland Wetland Commission. Regular member vacancy. Elevation of alternate member Jay Kulowiec. This is a two-year term due to expire 11/2027.
19. Inland Wetland Commission. Vacancy alternate member. This is a two-year term due to expire 11/2027.
20. Inland Wetland Commission. Vacancy alternate member. This is a two-year term due to expire 11/2027.
21. Inland Wetland Commission. Vacancy alternate member. This is a two-year term due to expire 11/2027.
22. Lower CT River Valley Council of Governments. Re-appointment Old Saybrook representative Douglas McCracken to the Regional Planning Committee. Two-year term due to expire 11/2027.
23. Lower CT River Valley Council of Governments. Re-appointment Old Saybrook alternate representative Michael Bender to the Regional Planning Committee. Two-year term due to expire 11/2027.
24. Planning Commission. Re-appointment alternate member Megan Jouflas. Two-year term due to expire 11/2027.
25. Planning Commission. Re-appointment alternate member Dennis Tulimieri Jr. This is a two-year term due to expire 11/2027.
26. Planning Commission. Re-appointment alternate member. This is a two-year term due to expire 11/2027.
27. Public Health Nursing Board. Re-appointment Priscilla Funck. This is a three-year term due to expire 11/2028.

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28. Public Health Nursing Board. Re-appointment Camille Brodeur. This is a three-year term due to expire 11/2028.
29. Shellfish Commission. Re-appointment James Mitchell. This is a two-year term due to expire 11/2027.
30. Shellfish Commission. Re-appointment Andrew Pandiani. This is a two-year term due to expire 11/2027.
31. Water Pollution Control Authority. Re-appointment regular member Frederick Strickhart. This is a three-year term due to expire 12/2028.
32. Water Pollution Control Authority. Re-appointment regular member Ian Featherstone. This is a three-year term due to expire 12/2028.
33. Water Pollution Control Authority. Re-appointment regular member Peter Stump. This is a three-year term due to expire 12/2028.
34. Zoning Board of Appeals. Re-appointment alternate member Jonathn Miles. This is a 2-year term due to expire 11/2027.
35. Zoning Board of Appeals. Vacancy alternate member. This is a two-year term due to expire 11/2027.
36. Zoning Board of Appeals. Vacancy alternate member. This is a two-year term due to expire 11/2027.
37. Zoning Commission. Re-appointment alternate member Brenda Dyson. Two year term due to expire 11/2027.
38. Zoning Commission. Re-appointment alternate member Michael Kelly. Two-year term due to expire 11/2027.
39. Zoning Commission. Re-appointment alternate member Kacie Costello Hand. This is a two-year term due to expire 11/2027.
40. Building Official. Re-appointment Thomas Makowicki. Two-year term due to expire 11/2025.
41. Town Engineer. Re-appointment Geoffrey Jacobson. Two-year term due to expire 11/2025.
42. Fire Marshal. Appointment Nelson Hwang. Two-year term due to expire 11/2025.
43. Tree Warden. Re-appointment William Claffey Jr.. Two-year term due to expire 11/2027.
44. Emergency Management Director. Appointment. Two-year term due to expire 11/2027.

**VII. ADJOURNMENT**



**TOWN OF OLD SAYBROOK**  
**BOARD OF SELECTMEN**

CARL P. FORTUNA JR., FIRST SELECTMAN

SCOTT M. GIEGERICH, SELECTMAN

MATTHEW PUGLIESE, SELECTMAN

302 Main Street • Old Saybrook, Connecticut 06475-2384  
Telephone (860) 395-3123 • Fax (860) 395-3125

**Tuesday, October 28, 2025**

**6:00 p.m.**

**Old Saybrook Town Hall – Second-Floor Conference Room**

**Minutes**

Direct link to the recording: <https://youtu.be/Y9E21chg7xU>

It is also included in the following playlists:

**Board of Selectmen**

<https://www.youtube.com/playlist?list=PLKX0JMf1Kp9SQAHOQUQCR3yLtNYxKOWK>

- I. CALL TO ORDER** - The meeting was called order at 6:00 p.m. First Selectman Fortuna, Mr. Giegerich and Mr. Pugliese present.
- II. PLEDGE OF ALLEGIANCE** - Recited
- III. COMMENTS FROM THE PUBLIC** - A representative from Literacy Volunteers came before the board to talk about the mission and request some funding from the town. Mr. Fortuna asked that a request be made for the '27 fiscal year by January of 2026.
- IV. COMMENTS FROM THE SELECTMEN** - Mr. Pugliese commented that Chris Costa was received very favorably at a recent housing conference at Foxwoods. Since he will no longer be on the board after November 18, he commented that he spoke with the Finance Director about how his stipend should be distributed and lastly, he commented that there is a Housing Incentive Growth Fund local option that can go onto a building permit, and that opting into such a method could help grow the housing fund locally. Mr. Fortuna commented that a new Fire Marshal has been offered the position, Route 1 sidewalks will be beginning Wednesday the 29<sup>th</sup>, the Main Street crosswalks began today, the Dock n Dine transaction should have some movement shortly and Mr. Fortuna thanked Mr. Pugliese for his service to the town, as did Mr. Giegerich.
- V. APPROVAL OF MINUTES:** Board of Selectmen Meeting October 14, 2025 Mr. Pugliese corrected the minutes to read on the second line that he commented on the swearing in of the new police chief and commended the Police Commission on the selection and the process. With that correction, A *MOTION* was made to approve October 14, 2025 minutes.  
*GIEGERICH/PUGLIESE*  
*MOTION CARRIED UNANIMOUSLY*
- VI. BUSINESS BEFORE THE BOARD**
  - A.** Discussion and possible action to approve the modifications to the Town's Pension Plan Document. Lee Ann Palladino went over the plan changes, which basically updated the plan to present collective bargaining language and added evergreen language into the plan so future modifications to collective bargaining can be made without changing the plan. Mr. Fortuna thanked Ms. Palladino, Rowena Moffett and the entire pension board for their efforts. A *MOTION* was made to approve the modifications to the Town's Pension Plan.  
*FORTUNA/GIEGERICH*  
*MOTION CARRIED UNANIMOUSLY*

- B.** Discussion and possible action to appropriate \$1,866,004 from the Fire Department Apparatus Fund (3351) for the purpose of financing a Pierce Enforcer Aerial Fire Truck. Ms. Palladino went over the financing options and how we have settled on a seven-year payback. The capital fund for the fire apparatus will go negative at the most by about \$450k. The truck will be delivered in 2030. A *MOTION* was made to approve to appropriate \$1,866,004 from the Fire Department Apparatus Fund (3351) for the purpose of financing a Pierce Enforcer Aerial Fire Truck.

***FORTUNA/PUGLIESE***

***MOTION CARRIED UNANIMOUSLY***

- C.** Discussion and possible action to appropriate \$12,000 from the capital non-recurring fund 3350 for the purpose of hiring a consultant to update the town's Affordable Housing Plan. Mr. Fortuna discussed how the town wants to stay current with its plan, which we are now calling a Housing Plan. Old Saybrook has seen some implementation of the original plan, as Mr. Pugliese pointed out, but the update will suit us where we are now and where we want to be in the next 5 years. A *MOTION* was made to approve to appropriate \$12,000 from the capital non-recurring fund 3350 for the purpose of hiring a consultant to update the town's Affordable Housing Plan.

***FORTUNA/PUGLIESE***

***MOTION CARRIED UNANIMOUSLY***

- D.** Municipal Certification of Resolution STEAP 2022 – Action required. Mr. Fortuna stated that this was a re-certification as the State was requiring this because the original grant is now several years old. A *MOTION* was made to approve the Municipal Certification of Resolution STEAP 2022.

***FORTUNA/PUGLIESE***

***MOTION CARRIED UNANIMOUSLY***

- E.** Discussion and possible action on Call of Annual Town Meeting, November 24, 2025, 6:00 P.M., Old Saybrook Middle School. A *MOTION* was made to approve the Call of Annual Town Meeting.

***FORTUNA/GIEGERICH***

***MOTION CARRIED UNANIMOUSLY***

- F.** Discussion and possible action on refund of building permit #25-0423, 104 Knollwood Drive. A *MOTION* was made to approve the refund of building permit #25-0423.

***FORTUNA/GIEGERICH***

***MOTION CARRIED UNANIMOUSLY***

- G.** Discussion Blight Ordinance. Mr. Pugliese commented that the headers still read City of Norwalk, which has to be removed. He also had concerns about how to levy a fine on real estate without a building improvement as the section dealing with fines refers to commercial property by the square footage of the building. Mr. Fortuna said he would check on this. The next Board of Selectmen will take this up in December.

- H.** Appointments

- 1.** The Kate – Town representative to the Board of Trustees. A *MOTION* was made to approve the appointment of Judy Sullivan.

***FORTUNA/GIEGERICH***

***MOTION CARRIED UNANIMOUSLY***

Board of Selectmen

Minutes

October 28, 2025

**VII. EXECUTIVE SESSION** – To discuss a potential real estate purchase. The Board entered into Executive Session at 6:52 p.m. and exited the Executive Session at 7:02 p.m.

**VIII. ADJOURNMENT** - A *MOTION* was made to adjourn at 7:03 p.m.

*FORTUNA/GIEGERICH*

*MOTION CARRIED UNANIMOUSLY*

Respectfully submitted,

Carl P. Fortuna Jr., First Selectman



# OLD SAYBROOK YOUTH & FAMILY SERVICES

322 MAIN STREET  
OLD SAYBROOK, CONNECTICUT 06475  
(860) 395-3190 • FAX (860) 395-3189

[www.osyfs.org](http://www.osyfs.org)

November 4, 2025

## **YFS COMMISSION BYLAWS (proposed)**

### **LEADERSHIP**

The Chair-person is selected from the At-large members by a quorum vote, for a period of 2 years. After this period, they can elect to offer to run for (1) one additional term, and membership would vote on this.

A co-chair shall be nominated/self-nominate from the At-large members for a period of 2 years. When Chair has reached the end of their term, Co-chair would elect to assume the Chair, with Commission member approval/vote.

A new At-large member would be nominated/self-nominate to replace the former co-chair, for a period of 2 years, with membership approval/vote.

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- I. The Commission will review the operation of the Agency and the programs it develops and facilitates.
  - II. The Commission members will share Agency information and disseminate within their sectors to support collaborative inter-departmental and inter-agency partnerships to align with Agency mission.
  - III. The Commission will review data from Agency-administered community and/or student surveys and needs assessments, and review plans by Agency Director to design and facilitate appropriate evidence-based responses to the areas of need identified by the data.
  - IV. The Commission may review the hiring process of Full-time employees and provide evaluative feedback
  - V. The Commission is required to approve the Agency Town Budget and may request quarterly financial reports
  - VI. The Commission will be a part of a select committee organized by Board of Selectmen when there is a need to hire a replacement for a OSYFS Director

**YOUTH and FAMILY SERVICES COMMISSION**  
**FOR THE TOWN OF OLD SAYBROOK**

**Section I.** In accordance with and pursuant to the authority vested in the Town of Old Saybrook by its' Charter and the State of Connecticut Home Rule Act, there is hereby established in the Town of Old Saybrook a "Youth and Family Services Commission."

**Section II.** Said Commission shall consist of nine (9-11) members subject to the following requirements:

- a) **At-Large Members** – Three (3) members of said Youth Service Commission shall be electors of the Town of Old Saybrook, none of whom shall be a member of any of the already participating organizations (Park & Rec, Public Health Nursing Board, OSPS, OSPD). Said members shall be appointed to the Commission by the Board of Selectmen of the Town of Old Saybrook, each to serve for a term of five (5) years.
- b) **Participating Commission Members** (4) – The Parks and Recreation Department, Department of Police, a School System Member (teacher, administrator, employee), and Department of Health/Nursing, shall each be entitled to appoint one member of the Youth Service Commission, which member shall serve in such capacity at the pleasure of the Participating Commission. Said appointed members need not be a regular or alternate member of the Participating Commission so appointing him. The OSPD participating member shall be appointed by the Chief of Police.
- c) **Student Members** (2-4) Up to (4) members of the Youth Service Commission shall be representatives of the Old Saybrook Senior High School. Said representatives shall be appointed by the Youth Service Commission and shall be students in good standing of the Town of Old Saybrook.
- d) **Ex-Officio Member** – The Town of Old Saybrook, Members of the Board of Selectmen.

**Section III.** Appointment of Members

- a) The At-Large members shall be appointed by the Board of Selectmen of the Town of Old Saybrook. Said appointments shall be made for 5-year



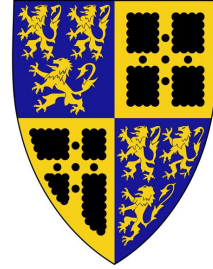
terms beginning on the last day of September. In the event that a vacancy shall occur with regard to an At-Large member, the Board of Selectmen of the Town of Old Saybrook shall appoint a member to fill said vacancy for the unexpired portion of said term.

- b) Participating Commission members shall be appointed by their respective Participating Commissions.
- c) Student members and School System Member – Student members and the school system member shall be appointed by the Youth Service Commission. The Youth and Family Commission shall appoint a member for any unexpected term.
- d) Unless otherwise specifically provided in this ordinance, all appointments to the Commission to fill vacancies shall be made by the responsible appointing authority within sixty (60) days following the occurrence of said vacancy.

#### **Section IV.**

The Youth and Family Services Commission shall concern itself with promoting the positive and healthy wellbeing of youth, families and citizens of Old Saybrook. The Commission will review the goals and objectives, programs, budget and employment of qualified personnel of OSYFS.

# Memorandum



**To:** Sarah Becker, Town Clerk  
**CC:** Board of Selectmen  
Lee Ann Palladino, Finance Director  
**From:** Carl P. Fortuna Jr., First Selectman  
**Date:** November 18, 2025  
**Re:** 2026 Board of Selectmen Meeting Schedule

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The Board of Selectmen at their November 18, 2025 meeting voted to accept the following as their **2026 Meeting Schedule**.

## *Old Saybrook Town Hall First Floor Conference Room*

### Second Tuesday of each month

8:30 AM

January 13, 2026  
February 10, 2026  
March 10, 2026  
April 14, 2026  
May 12, 2026  
June 9, 2026  
July 14, 2026  
August 11, 2026  
September 8, 2026  
October 13, 2026  
November 10, 2026  
December 8, 2026  
January 12, 2027

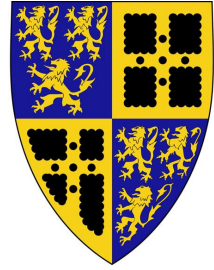
### Fourth Tuesday of each month

6:00 PM

January 27, 2026  
February 24, 2026  
March 24, 2026  
April 28, 2026  
May 26, 2026  
June 23, 2026  
July 28, 2026  
August 25, 2026  
September 22, 2026  
October 27, 2026  
November 24, 2026  
December 22, 2026

# Memorandum

**To:** Town Employees  
**From:** Carl P. Fortuna Jr., First Selectman  
**Date:** November 18, 2025  
**Re:** 2026 HOLIDAY SCHEDULE



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## 2026 HOLIDAYS

## OBSERVED ON

New Year's Day	01/01	Thursday, January 1, 2026
Martin Luther King Jr. Day	01/19	Monday, January 19, 2026
Presidents' Day	02/16	Monday, February 16, 2026
Good Friday	04/03	Friday, April 3, 2026
Memorial Day	05/25	Monday, May 25, 2026
Juneteenth Independence Day	06/19	Friday, June 19, 2026
Independence Day	07/04	Friday, July 3, 2026
Labor Day	09/07	Monday, September 7, 2026
Columbus Day	10/12	Monday, October 12, 2026
Veterans Day	11/11	Wednesday, November 11, 2026
Thanksgiving Day	11/26	Thursday, November 26, 2026
Day after Thanksgiving	11/27*	Friday, November 27, 2026
Christmas Eve Day	12/24	Thursday, December 24, 2026
Christmas Day	12/25	Friday, December 25, 2026

***\* NOTE: Transfer Station is open Friday, November 27, 2026. Transfer Station employees will receive a "floating" holiday on a day to be determined.***