



**TOWN OF WATERTOWN
WATER AND SEWER BIPARTISAN COMMITTEE
FRIDAY, NOVEMBER 21, 2025 – 8:00 A.M.
SPECIAL MEETING
MINUTES**

**WATERTOWN TOWN HALL
TOWN COUNCIL CHAMBERS
61 ECHO LAKE RD, WATERTOWN, CT 06795**

1. Call Meeting to Order
Meeting called to order at 8:04 a.m.

2. Roll Call
Present: Michele McHugh
Dan Cocchiola
Joseph Chabot

Absent:

3. New Business:

Chair Michele McHugh reviewed the charge from the Town Council Commission with committee members.

a. Establish a meeting schedule for regular meetings

Motion: Dan Cocchiola seconded by Joseph Chabot: I make a motion to establish a meeting on Monday's at 5:30.

Motion passed unanimously

b. Adopt standard agenda

Motion: Dan Cocchiola seconded by Joseph Chabot: I make a motion to involve public participation at the beginning of each meeting.

Motion passed unanimously

c. Define data collection needs

Motion: Dan Cocchiola seconded by Joseph Chabot: I make a motion to table defining collection needs until our full complement of committee members.

Motion passed unanimously

d. Identify the process for selecting two additional members from the community.

Motion: Dan Cocchiola seconded by Joseph Chabot: I make a motion using the rubric that we would narrow down the applicant pool.

Motion passed unanimously

4. Adjournment

The meeting adjourned at 8:45 a.m.

Respectfully,

Michele McHugh
Chair