



TOWN OF WATERTOWN
WATER AND SEWER BIPARTISAN COMMITTEE
MONDAY, NOVEMBER 24, 2025, 5:30 PM
SPECIAL MEETING MINUTES

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

1. Call meeting to order.

2. Roll Call.

Present:

Michele McHugh, Chair

Dan Cocchiola

Joe Chabot

3. New Business:

a. Review applicant pool for membership on the committee.

Chair McHugh read the applicant list:

Michael Velez
Liz Caswell
David Giordano
Jeffrey Cheney
Matthew Parenti
Tabitha Young
Alan Mickel
Adam Simonsen
Thomas Claire

Daniel Marcil
Khrystyne Keane
Robert Walsh
Elio Longo
Michael Jedd Sr.
Katherine Camara
Luigi Cavallo
Krista Palomba
Brenda Tate

Motion was made by Dan Cochhiola and seconded by Joe Chbot to accept the list of applicants.

Motion passed unanimously.

- b. Possible action on applicant pool for membership on the committee.

Chair McHugh suggested that interviews be conducted on two evenings; Monday, December 1 at 5:30 p.m. at Tuesday December 2.

A motion by Dan Cocchiola and seconded by Joe Chabot was made to begin the interviews in the order in which they applied.

Motion passed unanimously.

A discussion was held regarding the interviews being conducted in public and that the rubric be shared publicly.

A motion was made by Dan Cocchiola to conduct the interviews in a public setting for purposes of transparency. The motion was seconded by Joe Chabot.

Motion passed unanimously.

The rubric prepared by Dan Cocchiola was read and reviewed by Members, see attached.

A motion was made by Chair McHugh as the committee use the committee candidate evaluation rubric as a guideline for interviewing candidates. The motion was seconded by Dan Cocchiola.

At the end of Tuesday a goal would be to go through the rankings and take the top two and discuss the appointment of the two additional members.

4. Adjournment.

A motion was made by Dan Cocchola and seconded by Joe Chbot to adjourn the meeting at 6:00 p.m.

Motion passed unanimously.

Respectfully,

Michele McHugh, Chair

Question 1: How would you approach this role in a fair and unbiased way, especially as the committee sorts through information and perspectives that may be conflicting?

Category	Below Basic	Basic	Proficient	Exemplar
1. Objective (Impartiality / Ability to Be Neutral)	Displays alignment with one faction or outcome; uses partisan framing; unlikely to assess facts independently.	Acknowledges personal views but offers limited confidence in remaining neutral; may default to assumptions or advocacy.	Describes a clear commitment to fact-finding, fairness, and evaluating evidence without predetermined conclusions.	Demonstrates a principled, transparent approach to neutrality; recognizes bias, seeks opposing viewpoints, and emphasizes trust, accuracy, and credibility of the final report.

Question 2: Can you walk us through your weekly availability and your ability to commit steady time to this committee through February 2026?

2. Time Available	Unclear, conflicting, or unreliable schedule; unlikely to meet meeting cadence or timeline.	Some availability but potential scheduling conflicts could limit participation.	Clear, consistent availability for meetings, document review, and deliberation.	Highly reliable availability; willing to prioritize committee work and meet accelerated or additional demands as the committee approaches its February 2026 deadline.
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Question 3: What experiences or skills do you have - professional or volunteer - that would help you review materials, analyze issues, and contribute to the committee's recommendations?

3. Relevant Background (Skills / Experience Useful for This Work)	No relevant skills or cannot explain how their experience applies.	Limited experience; may offer enthusiasm but lacks tools needed for structured inquiry (e.g., analysis, research, evaluation).	Brings applicable skills such as research, policy review, governance knowledge, finance, organizational analysis, legal literacy, or communication.	Offers strong, directly relevant expertise (e.g., public administration, law, finance, engineering, organizational oversight, investigative or audit experience) and can articulate how it will support safeguards, policy recommendations, or structural review.
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Question 4: In your own words, what do you understand about the Waterbury water and sewer lawsuit and the reasons this committee is being formed?

4. Working Understanding of the Problem at Hand (Water & Sewer Lawsuit / Governance Failures)

Minimal understanding; unaware of key facts, timeline, or the nature of the Waterbury judgment; relies on rumors or assumptions.

Basic awareness of the lawsuit and its financial impact but lacks clarity on processes, decision points, or governance issues.

Understands the core history: the lawsuit's origins, major decisions, failures in oversight, and the implications for the Town Council and Water & Sewer Authority.

Demonstrates a full, nuanced understanding — recognizes statutory requirements, missed decision points, communication failures, financial implications, and why safeguards and policy changes are needed. Ready to engage immediately.