



Monday, February 9, 2026 | 6:00 PM

COMMITTEE OF THE WHOLE - AGENDA

Mayor Jill Rusk, Deputy Mayor Stephen Sheffield, Councilor Jean-Claude Ambroise, Councilor Nicholas Johns, Councilor Christy McElroy, Councilor Christine Piazza, Councilor Paul Norris and City Clerk Dani Baycura

Join Zoom Meeting

<https://us06web.zoom.us/j/82237175611?pwd=XBC6LAgZMEkvu2jGSD3sDFVhL8qDzq.1>

Meeting ID: 822 3717 5611

Passcode: 516455

I. ROLL CALL

II. NEW BUSINESS OR REFERRAL

- A. Council Committee Public Safety/Public Works Discussion
 - 1. Fire Marshal Fees

- B. Highway Budget FY27 Review

- C. Bozrah Light and Power
 - 1. Electric AMI Antennas Relocation

- D. Boards & Commissions Appointments
 - 1. Beach & Parks Committee Appointment – C. Duffy
 - 2. Youth Advisory Committee Appointment – H. Butler

III. ADJOURNMENT



Date 2/9/26	Department City of Groton Highway Department
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Initiative:

Mayor and Council approve the FY2027 Highway Department Budget

Information:

Under Article VI, Section 1(c) of the City of Groton Charter states "Department Heads of the Police Department and Highway Department shall submit their proposed budgets to the Mayor no later than the first week in January of each year. The Mayor shall finalize these budgets and, within two weeks of receiving the same, submit them to the Council for review and approval.

The FY2027 Highway Department budget has been submitted for the review and approval process. The Mayor has finalized the budget and submitted it to the Council to review.

The Mayor and Council approve the FY2027 Highway Department budget.

Options:

1. Approve the budget
2. Deny the budget
3. Modify the budget
4. Do Nothing

Recommended Action:

The Department recommends Option 1. Approve the budget.
Motion to recommend a resolution for approval of the FY2027 Highway Department budget.



Date 02/09/2026	Department Bozrah Light and Power
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Initiative:

Action Item Number BUC-26-01-01 Request for a purchase order for Cardinal Enterprises, LLC. for the temporary relocation of Electric AMI Antennas to help facilitate NPU's rehabilitation of the Yantic Water Tank.

Information:

Management is requesting a purchase order to allow Cardinal Enterprises to temporarily relocate the Electric AMI antennas currently located on the Yantic Water Tank that is owned by Norwich Public Utilities, and relocating the antennas to a pad while NPU does restoration on the tank. This project was not budgeted but is necessary for Bozrah Light and Power to have uninterrupted AMI service. Cardinal Enterprises is a Preferred Vendor as this vendor completed the original installation and has performed all the maintenance and tuning on the antenna.

Options:

Authorize the purchase order as requested by management.

Take no action.

Recommended Action:

Management recommends authorizing this request.

Action Item Form

Date Submitted:

Department:

Request Initiated by:

Date of Utilities Commission Meeting:

Vendor Information: Preferred Vendor Sole Source MSA Bid Award

Company Name:

Street Address: City State

Product(s) / Project Description: What? Where? When? Why?

Funding Source:

Budgeted Non-Budgeted

Other:

Bonded Capital Non-Bonded Capital

Purchase Amount \$

Contingency \$

% **TOTAL REQUEST:** \$

Requesters Signature:



Date 2-9-26	Department Parks & Recreation
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Initiative:

Appointing a regular member to the Beach and Parks Committee.

Information:

A vacancy for a regular member exists on the Beach and Parks Committee. Celeste Duffy has submitted an application for the position and desires to serve in that capacity. Terms for this committee are 3 years and appointed by Mayor and Council.

Options:

1. Approve C. Duffy as a regular member
2. Deny Application
3. Postpone vote to later meeting

Recommended Action:

Motion to recommend a resolution to appoint Celeste Duffy as a full term regular member on the Beach and Parks Committee

APPLICATION FOR BOARDS, COMMISSIONS & COMMITTEES

Please return the completed application to: City Clerk, 295 Meridian Street, Groton, CT 06340

BOARD OR COMMISSION: Beach and Parks

NAME: Celeste Duffy

ADDRESS: 216 Tyler Ave Groton

EMAIL: celduffy61@gmail.com

Political affiliation (if any) Dem Daytime telephone: 860-389-1442

1. What do you know about this Board or Commission? The Beach and Parks Commission is comprised of volunteer citizens who work together to improve the city's beach and its parks. The committee reviews rules, regulations, fees and programs of the Beach and Parks. The commission meets monthly.

2. Why would you like to serve on this Board or Commission? Having raised 3 children in the City of Groton, we have come to love the beach and parks programs and beauty. I would hope, that I could work with the commission to help maintain these really beautiful + functional resources.

3. List qualifications you have (education, work, hobbies, community activities) that would help you in fulfilling your responsibilities as a member. College grad w/ masters, 38 year educator in Groton, former Council member and rep to Beach + Parks Groton's celebrate 250 committee, Genealogy club, Thrive 55 member

Date: 1/6/26 Signature: Celeste Duffy

Please include a resume with application

For office use only	Date
Copy to Mayor	
City Council Appointment	

(Rev September 22, 2023)



Date 2-9-26	Department Youth Advisory Committee
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Initiative:

Appointing a regular member to the Youth Advisory Committee.

Information:

A vacancy for a regular member exists on the Youth Advisory Committee. Holly Butler has submitted an application for the position and desires to serve in that capacity. Terms for this committee are 2 years and appointed by Mayor and Council.

Options:

1. Approve H. Butler as a regular member
2. Deny Application
3. Postpone vote to later meeting

Recommended Action:

Motion to recommend a resolution to appoint Holly Butler as a full term regular member on the Youth Advisory Committee

APPLICATION FOR BOARDS, COMMISSIONS & COMMITTEES

Please return the completed application to: City Clerk, 295 Meridian Street, Groton, CT 06340

BOARD OR COMMISSION: Youth Advisory Committee

NAME: Holly Butler

ADDRESS: 69 Benham Rd, Groton 06340

EMAIL: Butlerh525@gmail.com

Political affiliation (if any) I Daytime telephone: 860-326-9223

1. What do you know about this Board or Commission? That it is established to access the needs of the community's youth. Identifying resources to meet needs and on to make recommendations with the Mayor and committee to find other resources to meet the unmet needs of our community's youth.

2. Why would you like to serve on this Board or Commission? Being a lifelong member of this community and observing what possibly could benefit the youth of this community. I would like a seat at the table to brainstorm some ideas.

3. List qualifications you have (education, work, hobbies, community activities) that would help you in fulfilling your responsibilities as a member. Human Service has been my life through actions and employment. I worked at Natchaug Hospital's Joshua Center in Groton in Behavioral Health with teenagers for 16 yrs. Now I work in Special Education. I enjoy advocating for our youth. Bachelors Degree in Human Service from Eastern CT State University 08'

Date: Feb 2, 2026 Signature: Holly A Butler

Please include a resume with application

For office use only	Date
Copy to Mayor	
City Council Appointment	

(Rev September 22, 2023)

HOLLY BUTLER

YOUTH ADVISORY BOARD MEMBER

860-326-9223 Butlerh525@gmail.com Groton, CT 06340

Professional Summary

I Bring a background in counseling support and community collaboration to diverse professional environments. Being a lifetime resident of Groton, and working with youth in behavioral health for 16 years and now working in Special Education, I strongly believe in our youth and their potential. I would like a seat at the table and I thank you for your consideration.

Experience

Nov 2022 - Present

INTERVENTION SPECIALIST/JOB COACH

LEARN southeastern CT Regional
Education, New London, CT

- Served as case manager for assigned caseload of students with disabilities by coordinating evaluations and re-evaluations and providing services specified in IEPs.
- Maintained accurate records of student progress towards established goals using various assessment tools and data collection methods.
- Implemented evidence-based interventions such as direct instruction, problem-solving strategies, and self-monitoring techniques to address identified areas of need.
- Created a positive learning environment through use of behavior management techniques, social skills instruction, and individualized interventions.
- Communicated clearly with learners and staff members.
- Supported instruction to individuals or small groups of students with special needs.
- Observed confidentiality rules and regulations to secure student data.

Education

May 2008

BACHELOR OF SCIENCE IN BUSINESS, HUMAN SERVICE ADMINISTRATION

Eastern Connecticut State University,
CT

Sep 2006 - Nov 2022

MENTAL HEALTH WORKER

Natchaug Hospital Inc., Willimantic, CT

- Helped clients deal with substance abuse, mental illness and other concerns by delivering personalized counseling support.
- Worked in conjunction with community providers to assist clients in meeting goals.
- Developed strong therapeutic relationships with clients and families to facilitate treatment goals.

References

References available upon request

Volunteer Experience

Mar 2023 - Present

VOLUNTEER -ANNUAL DISABILITY SUMMIT | LEARN southeastern CT Regional Education, New London, CT

- Help setup and assist in annual Disability Summit that helps families, professionals and advocates access tools and resources to support individuals with disabilities from birth to age 21.
- Demonstrated ability to manage multiple tasks while remaining adaptable and flexible.
- Focused on learning new skills and staying updated with industry changes.

Jun 2022 - Present

ASSOCIATE | United Way of Southeastern CT, New London, CT

- help set-up and distribute food for local food banks and create a welcoming environment for food bank recipients.

Community Service

Aug 2020 - Present

BOARD MEMBER / POLICE AND COMMUNITY TOGETHER PACT | City of Groton Police Department, Groton, CT

- Conferred with board members, organization officials and staff members to discuss issues, coordinate activities, and resolve problems.
- Served as positive liaison between community and City of Groton Police Department.
- Attended and participated in meetings of municipal councils and council committees.

Awards

2020 New London County Mentor of the year from Community Foundation of Southeastern CT