

# Joshua Steele Kelly

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## Education & Certifications

### Master of Public Administration (May 2019)

University of Connecticut, Storrs, CT 06269 GPA: 3.82  
Graduate Assistant, Department of Public Policy  
Public Administration Honors Society - Pi Alpha Alpha (2019)

### Bachelor of Arts (May 2017)

Wheaton College, Norton, MA 02766 Cum Laude  
Major: **Political Science** Minors: **Sociology & Public Policy**  
Political Science Honors Society - Pi Sigma Alpha (2016)

### Grad Certificate in Public Financial Management (May 2019)

University of Connecticut, Storrs, CT 06269

### Certified Municipal Official (February 2019)

CT Conference of Municipalities, New Haven, CT 06510

## Experience Highlights

### Thames Valley Council for Community Action, Inc.

#### Chief Executive Officer ~ TVCCA (October 2023 – Present)

- Works daily to develop and implement policies, vision, and long-term goals that further TVCCA's mission to abolish poverty in southeastern Connecticut, including the implementation of the strategic plan and community action plan.
- Generally responsible for personnel management, with a total ~400 employees agency-wide, working with program directors and the Chief Human Resources Officer to hire, negotiate with, and discipline employees as applicable.
- Develops and compiles annual budget of ~\$40 million and capital improvement plan for Board review and adoption.
- Coordinates interdepartmental projects, oversees legal affairs, and responds to public and media requests for information.
- Collaborates with other governmental and nonprofit agencies to further the agency mission and expand programs.
- Advocates to legislative bodies and private firms for funding to support anti-poverty programs provided by TVCCA.
- Represents TVCCA in presentations made to the state legislature and in other official capacities.
- Works with the Board of Trustees to pursue system and policy improvements within the agency, which has included a review of current hybrid work policies and a review of facility operations.

### Town of Winchester | City of Winsted, CT

#### Town Manager & Chief Executive Officer ~ Town of Winchester/City of Winsted, CT (April 2021 – Oct 2023)

- Served as the Town's Chief Executive Officer as defined by the Town Charter and Connecticut General Statutes.
- Worked daily, on behalf of the Board of Selectmen, to develop and implement policies, vision, and long-term goals.
- Responsible for personnel management (~100 employees), including hiring, contract negotiations, and discipline.
- Developed and compiled annual budget of ~\$36 million and capital improvement plan for Board review and adoption.
- Coordinated interdepartmental projects, oversaw legal affairs, and responded to all requests for information.
- Created and executed a plan to spend \$3.1 million of American Rescue Plan money received by the Town.
- Wrote and won over \$9.8 million in grants, including a \$1.8 million CT Communities Challenge Grant to revitalize Main Street, \$3.38 million from Congress for a Public Works facility replacement and new 800-band radios, and more.
- Designed and oversaw approval of a \$24.7 million infrastructure investment plan focused on roads, sidewalks, and more.
- Helped Town achieve a double bond rating upgrade from A1/A+ to AA; oversaw bond sale of \$11.5 million.
- Created ground-breaking facade improvement and business start-up programs to encourage economic growth in Winsted.
- Successfully coordinated rescue and care of animals in largest animal hoarding case in Connecticut's history, to date.
- Created and wrote the Town's first print newsletter, mailed to all residents seasonally; oversees all Town communications.
- Achieved Bronze Certification for the town through the statewide Sustainable CT program.
- Conceptualized and created the Town's Resident Assistance Fund to serve residents most vulnerable to poverty.
- Represented Winchester on the Northwest Hills Council of Governments (NHCOG) and in other official capacities.

### Town of Bolton, CT

#### Town Administrator & Sewer Administrator ~ Town of Bolton, CT (August 2019 - April 2021)

- Worked daily, on behalf of the Board of Selectmen, to develop and implement their policies, vision, and long-term goals.
- Responsible for all Town personnel management (~45 FTEs), including hiring, collective bargaining negotiations, and discipline; rewrote and expanded Town's Personnel Policy Manual in 2020 after 27 years without updates or additions.
- Developed and compiled annual budget of ~\$22.9 million and capital improvement plan for Board review; responsible for general financial oversight; co-authored Town's first ever Financial Policy Manual; served as acting Town Treasurer.
- Served as the Town's Purchasing Agent, oversaw insurance policies, and prepared grant applications.
- Expanded the Town's shared Building Official & Fire Marshal services into two new towns successfully.
- Served as the Chair of the Town's Unified Command team during the pandemic and other states of emergency.
- Represented Bolton on the Eastern Highlands Health District Board, various CRCOG committees, and in other manners.
- Served as the Bolton Lakes Regional (BLRWPCA) Sewer Administrator, managing day-to-day sewer operations.
- Appointed as the Town's Municipal Water Coordinator, Local Traffic Authority, and Open Burning Official.

## **Town of Windsor, CT**

### **Graduate Assistant & Management Analyst ~ Town of Windsor, CT (May 2018 – August 2019)**

- *Advised the Town Manager and Town Council by studying and reporting out on town-collected data.*
- *Prepared draft directives, policies, press releases, resolutions, and ordinances on behalf of the Town Manager.*
- *Served as the town's communication liaison to the public following the Bradley International Airport PFAS leak.*
- *Assisted Economic Development Director with redevelopment projects at the Wolcott School and Millbrook sites.*
- *Assisted Finance Department in budget creation, policy review, and preparing materials for bond issuances.*
- *Helped develop and author the annual budget of ~\$113 million and the Capital Improvement Plan for FY 2020.*

## **Town of Waterford, CT**

### **Board of Finance of Waterford, CT ~ Board Member (August 2024 - Present)**

- *Nominated and accepted to fill a mid-term vacancy on the Waterford Board of Finance.*
- *Reviews budget transfer and appropriation requests from department directors and the First Selectman.*
- *Provides fiscal oversight for the town, provides feedback and input on Town financial policies, and votes on Town budget.*

### **Inland Wetland & Conservation Commission of Waterford, CT ~ Commissioner (Jan 2016 - Jan 2020)**

- *Joined commission as an Alternate at the request of the town's First Selectman in 2016, appointed Commissioner in 2018.*
- *Championed initiative to create an open space acquisition program; helped review and issue wetland permit applications.*
- *Assisted in development of Stenger Farm gardens; continued promotion of Mountain Laurel Trails development.*

### **Waterford, CT Representative Town Meeting ~ Minority Leader & Representative (Nov 2017 – Nov 2019)**

- *Top vote-getter of RTM candidates in 2017; introduced environmentally-focused legislation, town charter revision proposals, proposals to bolster town capacity for economic development, & other cost-saving initiatives.*
- *Chair of the Town's Legislation & Administration Committee, responsible for comprehensive policy and bylaw review.*
- *Member of the Long Range Fiscal Planning Committee, focused most notably on the possible loss of local power plant.*
- *Reviewed and approved Town's annual operating budget of ~\$97 million for FY 2019 and FY 2020.*

### **Zoning Board of Appeals of Waterford, CT ~ Alternate Member (November 2015 – November 2017)**

- *Won town-wide election in 2015; helped to address applications for zoning variances over the course of two years.*

## **Volunteer & Civic Activity Highlights**

### **United Way of Southeastern Connecticut ~ Board of Directors (2025 - Present)**

- *Accepted a one-year term to represent TVCCA on the local United Way Board of Directors.*

### **Sustainable CT ~ Board of Directors & Treasurer (2024 - Present)**

- *Oversees agency finances; provides Board oversight on actions taken by the Executive Director; promotes the program.*

### **Connecticut Town & City Managers Association ~ Board of Directors & Secretary (2021 - 2023)**

- *Worked to expand the Association, connected with students looking to go into town management, and planned events.*

### **Connecticut Council of Small Towns ~ Board of Directors (2021 - 2023)**

- *Selected to serve two-year term; helped promote a pro-small town agenda to state legislators and other interest groups.*

### **Wheaton College (MA) Model United Nations Alumni Association ~ Founder & Board Chair (2020 - Present)**

- *Filed and maintains tax-exempt and nonprofit statuses for the Association; raises funds for scholarships and activities.*

### **Project Bright ~ Executive Producer, Webmaster, & Performer (2015 - Present)**

- *Founder of the East Lyme Theatre Festival, which raises money for local charitable efforts.*

### **Wheaton College (MA) Alumni Association ~ Board of Directors (2020 - 2023)**

- *Selected to serve a 3-year term; served on the Nominating Committee and Engagement & Philanthropy Committee.*

## **Honors, Awards, Micro-Certifications, & Professional Memberships**

### **Micro-Certification in Shaping Organizational Culture ~ ICMA (2022)**

### **International & Connecticut City Management Associations (ICMA & CTCMA) ~ Full Member (2019 - Present)**

### **Albert G. Ilg Fellowship in Local Government Award ~ Dept. Public Policy, University of Connecticut (2019)**

### **Who's Who Among American College & Universities Winner ~ Who's Who (2015)**

### **Peggy R. Williams Award for Academic and Community Leadership ~ Ithaca College (2015)**

### **Eagle Scout Award ~ Waterford Troop 29 (August 2013)**