

# Town of Willington

## American Rescue Plan Act (ARPA) Commission

40 Old Farms Road  
Willington, CT 06279

**December 19, 2022**  
**Meeting Minutes**

### 1. Call Meeting to Order

C.Mailhos called the meeting to order at 1:32pm

### 2. Roll Call

C.Mailhos	S.Fisher
E.Wieczenski	M D'Amato
T.Sposato	R.Campbell
S.Cobb	D.Latinscics
J.Arpin (absent)	S.Hills (absent)

### 3. Approval of Minutes

a. 11/21/22

*R.Campbell made a motion to approve the 11/21/22 minutes with a correction to the spelling of S.Fisher's last name.  
Second by E.Wieczenski.*

<b>All in Favor. Motion Passes with T.Sposato abstaining.</b>
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### 4. Correspondence

C.Mailhos spoke to an email that she has provided to the Library Board pertaining to clarifications of various ARPA projects, policies and funding opportunities.

### 5. Present to Speak

*None*

### 7. Unfinished Business

- a. **Updates on PREVIOUSLY FUNDED requests** (*No discussion necessary if there are no updates.*)
- i. **ARPA-3** -Second Ambulance (WFD1) / Approved on 3/21/22 by ARPA Commission for \$100,000. Ambulance purchased and in service. \$22,813.66 available to spend or return when the project closes.
  - ii. **ARPA-5**- SCBA Air Packs (WHFD) / Approved on 3/21/22 by the ARPA Commission for \$235,000. Air Packs ordered for \$113,338.35. \$23,661.65 available to spend or return when the project closes.
  - iii. **ARPA-6** - Generator for DPW (DPW) / BOS awarded the generator project on 11/7 for \$47,677 - much less than the \$69,000 that was earmarked for it. The materials may not be able to be acquired until late winter or early spring.
  - iv. **ARPA-10** - TOB Meeting Room Equipment - Mics & speakers (BOS) / Approved at Town Meeting on 8/3/21 for \$28,500.
  - v. **ARPA-13** - Devices for town staff and Senior Center (BOS) / Approved at 5/24/22 by ARPA Commission for \$46,000. \$8,144.11 balance available to spend or return when the

project closes. Town devices have been set up. Still waiting on parts for Wi-Fi upgrade & Network closet refresh.

- vi. **ARPA-14** - Small Business and Nonprofit Assistance Program (EDC) / EDC has distributed checks for the BRIG program, waiting on a few contracts to be signed before it can be closed.
- vii. **ARPA-15** - Senior Center Coordinator Position (WHS) / \$34,379 was appropriated for this by the ARPA Commission based on projections at the time of request. Position likely to be filled the first week of December.

E.Wieczenski gave an update on this project. The position had been filled and the selected employee has just started. Given that the position was hired with more weekly hours but also later into the year than expected, the Finance Dept will have to review these expenditures and the future budget requests by the Human Services Department to ensure proper funding over the three years.

- viii. **ARPA-16** - Radios for FD Use (WHFD & WFD1) / Ordered, waiting for delivery and final invoices. Will come in just under the \$235,000 budget.

S.Cobb indicated that a portion of the radios had been received and were waiting to be installed by the vendor. Others will not be received until January.

- ix. **ARPA-17/18** - Walking track improvements at RRAC (Drainage & lights) (WPRC) - \$220,000 / Approved at 8/1/22 ARPA Commission meeting. Project planning has begun.
- x. **ARPA-20** - New Furnace for Fire House (WHFD) \$20,000 / Approved at the 8/1/22 ARPA Commission meeting. P.O. issued so the project can move forward.
- xi. **ARPA-21** - Fuel Bank and HH Heating. Approved \$25,000 to assist residents in need at ARPA Commission meeting.
- xii. **ARPA-23** - Summer Camp Supplement / Approved on 5/22 for \$36,238 at ARPA Commission meeting. Year 1 of the program has been completed. \$14,558.12 available for Year 2 supplement.
- xiii. **ARPA-26** - Forestry Plan for Mason Road Tract (WCC) / Approved on 5/24/22 at ARPA Commission meeting for \$2,800. Forest Management Plan expected to be completed in Fall of 2022.
- xiv. **ARPA-27** - Building materials for park structure maintenance (WCC) / Approved on 5/24/22 at ARPA Commission meeting for \$3,500. These funds may take several years to spend.
- xv. **ARPA-28** - Technology upgrades at the Senior Center (WSC) \$3,000 / Approved at 8/1/22 ARPA Commission meeting.
- xvi. **ARPA-29** - ARPA Commission Public Hearing Expenses (ARPA) (prior ARPA-28) / Approved on 5/24/22 for \$2,000. To date \$796.48 has been spent to hold 3 Public Hearings.
- xvii. **ARPA-30A** - Direct Emergency Call Line at Button Hill (WHA) \$53,000 / Approved at 8/1/22 ARPA Commission meeting.
- xviii. **ARPA-31** - Historical Society Archival Storage (WHS) - \$15,000 / Approved at 8/1/22 ARPA Commission meeting.
- xix. **ARPA-32** - Retention Bonuses for Town Employees (BOS) - \$32,250 / Approved at Town Meeting held on 12/12/22.

E.Wieczenski gave a brief update and stated that this project had been approved for funding at the most recent Town Meeting. This would allow the Finance Dept to begin processing these payments in the next week.

- xx. **ARPA-33** - Flags, Grave Markers and Monument Repair (WVF) - \$6,500 / Approved at 9/19/22 ARPA Commission meeting.



- xxi. **ARPA-34** - Storage Box at DPW for Evictions (DPW) - \$6,500 / Approved at 8/1/22 ARPA Commission meeting. Final payment going out on 12/19/22 in the amount of \$5,525.
- xxii. **ARPA-36** - Retention Bonuses for Fire Department Employees (WFD1) - \$17,000 / Approved at Town Meeting held on 12/12/22.

E.Wieczenski gave a brief update and stated that this project had been approved for funding at the most recent Town Meeting. This would allow the Finance Dept to be processing these payments in the next week

**b. Updates on PREVIOUSLY HEARD requests** (*These items may be added to the list to go to Public Hearing*)

- i. **ARPA-40B** - Miscellaneous Library Structure Improvement Projects - Berm in Parking Lot (WPL) \$3,400 - No decision made regarding moving to Public Hearing yet - additional information needed.

J. Taraskiewich gave an overview of this request and the purpose of the Library Board's request and the issues they felt installing the proposed rock barrier could prevent. Commission members had general questions and concerns about the project and if the proposal would provide the intended benefit and/or create additional problems. There was also consensus that it should be determined if a similar barrier was required and should have been installed when the library was constructed.

*S.Cobb made a motion to eliminate ARPA#40B. Second by T.Sposato*

**All in Favor, Motion Passes with S.Fisher abstaining**

- ii. **ARPA-40C** - Miscellaneous Library Structure Improvement Projects - HVAC Enclosure (WPL) \$3,850 - No decision made regarding moving to Public Hearing yet - did not have time to discuss at 11/21/22 meeting.

D.Linares gave an overview of the request and why the funds were necessary. Members of the Commission expressed their experience with similar projects at other Town buildings. There was concern that a roof or other enclosure may cause them to reach their end of service more quickly.

*S.Fisher made a motion to eliminate ARPA:#40B. Second by T. Sposato*

**All in Favor. Motion Passes**

- iii. **ARPA-40D** - Treatment of Exterior Window Frames (WPL) \$51,000 - No decision made regarding moving to Public Hearing yet - did not have time to discuss at 11/21/22 meeting.

D.Linares gave an update on this request and the quote that had been provided. She indicated that some of the increased costs were related to the level of deterioration and the fact that the material was wood. She stated that some portions of the windows could be repaired while other portions of the window trim may need to be replaced. The Commission held a general discussion about some outstanding questions pertaining to this work and concerns related to the funds requested and what work would be performed. There were also concerns expressed related to the ongoing maintenance of the building and potential future costs.

*C.Mailbos made a motion to move ARPA-40D in the amount of \$55,000 to a public hearing. Second by E.Wieczenski.*

**All in Favor. Motion Passes Unanimously**

## 6. New Business

### a. CALL PUBLIC HEARING

- iv. **ARPA-39A:** - Repair of Library Building Structure - Retaining Wall (WPL) \$11,500 - Approved to go to Public Hearing at 11/21/22 meeting.

- v. **ARPA-39B:** - Repair of Library Building Structure - Parking Lot Bollards (WPL) \$8,100 - Approved to go to Public Hearing at 11/21/22 meeting.
- vi. **ARPA-39C:** - Repair of Library Building Structure - Emergency Egress (WPL) \$5,400 - Approved to go to Public Hearing at 11/21/22 meeting.
- vii. **ARPA-40A:** - Miscellaneous Library Structure Improvement Projects - Gutters & Downspouts (WPL) \$21,000 - Approved to go to Public Hearing at 11/21/22 meeting.
- viii. **ARPA-41:** - Stove For Senior Center - \$6,000.00 - Approved to go to Public Hearing.
- ix. **ARPA-42:** - Center School Playground Surfacing (BOE) - \$90,000 - Heard by ARPA Commission on 11/7/22 - Approved to go to Public Hearing.
- x. **ARPA-43:** - Recess Equipment (BOE) - \$20,000 - Heard by ARPA Commission on 11/7/22 - Approved to go to Public Hearing.
- xi. **ARPA-44:** - Extended Learning Opportunities (BOE) - \$20,000 - Heard by ARPA Commission on 11/7/22 - Approved to go to Public Hearing.
- xii. **ARPA-45:** - Strategic Planning Project (EDC) - \$60,000 - Heard by ARPA Commission on 11/7/22 - Approved to go to Public Hearing.
- xiii. **ARPA-46:** Town Codification Project (Land Use/Town Clerk)- \$10,000 - Heard by ARPA Commission on 11/7/22 - Approved to go to Public Hearing.

*M. D'Amato made a motion to hold a hybrid public hearing on January 9, 2023 at 7pm at Town Hall to hear ARPA 39A,39B,39C,40A,40D,41,42,43,44,45,46. Second by E.Wieczenski*


<b>All in Favor, Motion Passes unanimously (R.Campbell was not present for vote)</b>
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**8. Present to Speak**

**9. Adjourn**

*M.D'Amato made a motion to adjourn at 2:55pm. Second by E.Wieczenski.*

**All in Favor. The meeting was adjourned at 2:55pm**

RECEIVED  
WILLINGTON, CT.  
2022 DEC 20 P 12:18  
  
TOWN CLERK