

Town of Willington
40 Old Farms Road, Willington CT
American Rescue Plan Act (ARPA) Commission
Regular Meeting | April 4, 2022
1:30pm

THIS MEETING WAS HELD IN HYBRID FORMAT. THE RECORDING MAY BE VIEWED ON WWW.YOUTUBE.COM

1. Call Meeting to Order:

C.Mailhos called the Meeting or Order at 1:34pm.

2. Roll Call:

Members present:

Erika Wiecenski	Stuart Cobb
Stuart Fisher	Michael D'Amato
Jennie Arpin	Troy Sposato
Christina Mailhos	Robin Campbell
T.Smith (until 2:43)	D.Latincsics

3. Approval of Minutes

E.Wiecenski made a motion to approve the minutes of March 21, 2022. Second by R.Campbell.

All in Favor. Motion Passes.

4. Correspondence:

None

5. Present to Speak

None

6. Unfinished Business

i. ARPA-18- Drainage for RRAC (WPRC)

Alan from Park & Rec reviewed this request and that it had been identified that this request went beyond a drainage request and that he believed that this was also a safety concern for the Town based on the amount of standing water and ice that was on the walking track. Member of the Commission discussed the additional permitting that may be required by Planning & Zoning and that the Town Engineer should be consulted.

a) TABLED ARPA Projects:

i. ARPA-7 AC for HMS Band Room

A brief discussion was held regarding the timing for this project and the need to hold an additional public hearing on this item. No action was taken, it will be included as an item at a future meeting.

ii. ARPA-8 Workout Pavilion

This item was tabled to a subsequent meeting. No action was taken.

b) Updates on PREVIOUSLY FUNDED Projects:

i. ARPA-9 AC Units for Senior Center

E. Wiecenski explained to the Commission that this project has been completed \$4,990 savings.

ii. ARPA-10 TOB Meeting Room Equipment- Mics & Speakers

E. Wiecenski indicated that this project was currently on hold as the Town works to determine what the best use of the project funds would be.

iii. ARPA-11 TOB Basement Cleaning & Concrete Floor

E. Wiecenski explained that this project is substantially complete, there will be roughly \$14,000 in savings

iv. ARPA-12 TOB Air Purifiers

E. Wiecenski explained that this project is complete, roughly \$240 savings.

v. ARPA-3 Second Ambulance

Alex Moore explained to the Commission that they are currently working with vendors on pricing.

vi. ARPA-4 Radios for DPW Use

T.Sposato indicated that the radio system had been ordered and that they will come in under budget.

vii. ARPA-5 SCBA Air Packs

E. Wiecenski indicated that the Town can't issue a PO for this purchase until after July 1 but that a letter had been sent to the vendor to indicate that the funding had been approved so that the price could be held. She further indicated that this project appears as if it will come in under budget.

viii. ARPA-6 Generator for DPW

T.Sposato indicated that he did receive another quote and that the costs will be slightly lower than

ix. ARPA-22 Small Business and Nonprofit Assistance Program

M.D'Amato outlined that the EDC would be discussing the review process and how to best inform the business community at their next regulation meeting.

x. ARPA-23 Premium Pay for Human Services staff

J.Arpin and E.Wiecenski explained that they were working on an updated job description for position in question.

xi. ARPA-24 Radios for FD Use

S.Cobb indicated that the system has been ordered but the radios will not be in for several months.

7. New Business:

a) Projects to be RECEIVED

E. Wiecenski made a motion, second by S.Cobb to receive ARPA applications # 13, 17, 18,20,21,22,23,24,25,26,27,28.

All in favor. Motion Passes

b) Projects to be HEARD

i. ARPA-13- Devices for Town Staff and Senior Center (BOS)

E.Wieczenski outlined this request. She explained that this project would include funds for upgrading existing IT infrastructure in the Town Hall and the Senior Center but that it would also include the purchase of equipment so that Town employees could work remotely should the need for Town Hall to close arise again.

ii. ARPA-17- Lights around walking track at RRAC (WPRC)

A.Humphreys explained the request and the need for additional lighting at RRAC. The Commission asked questions related to the need for PZC approval. Commission members felt that it made sense to see how the ARPA request related to drainage was ultimately reviewed and that perhaps the requests could be combined, making the project management and bidding easier.

E.Wieczenski made a motion to combine ARPA-17 and ARPA -18 into one project and to move the projects forward to public hearing. Second by R.Campbell.

All in favor, motion passes.

iii. ARPA-20- New Furnace for Fire House (WHFD)

T.Smith presented the project to the Commission and the need for the new furnace at the fire house given the age and condition. He indicated that they were still working on getting exact pricing and specifics so that tabling any further action for now was appropriate.

T.Smith made a motion to table ARPA-20 until a subsequent meeting. Second by S.Cobb

All in favor, motion passes.

iv. APRA-21- Fuel Bank at HH Heading Expenses (WHS)

J.Arpin explained the need for additional funding to be allocated to the Town's Fuel Bank. She indicated that the Town's fuel bank is funded entirely by donations so there would be no ongoing costs to the Town. She provided further information related to the demographics of those who are requesting this assistance, how many requests she's received and the process that each application much be reviewed by.

T.Smith made a motion to move ARPA-21 to public hearing, Second by R.Campbell

The Commission held a general discussion about the ability to spend the funds (\$25,000 at \$5,000 per year) within the ARPA Guidelines.

v. ARPA-22- Housing Fund for Residents in Need (WHS)

J. Arpin explained the need for these funds in her department and how the funding would be used. The Commission had questions about the long-term sustainability of such a fund and how to ensure residents did not come to rely upon funds who would not remain available for a long period of time. The method of how the funds would need to be tracked was also discussed.

vi. ARPA-23- for Summer Camp Supplement (WHS and WPRC)

J.Arpin explained that the \$36,000 would be used to cover staffing costs for three years. The three years would allow the summer camp to be reestablished following COVID and the hope is that after 3 years the camp program will be as strong or stronger than it was prior to COVID which will then allow

the camp to be self-funded. The Commission discussed if the funds would be used to reduce or eliminate costs to the residents or to cover operating expenses to allow the accounts that fund summer camp to be replenished for future years.

vii. ARPA-24- Campership Proposal (WHS and WPRC)

J. Arpin explained the existing support that is in place through her department in this area and how the proposed funds would be used. The Commission held a general discussion about how the funds would be allocated, if they would be disbursed based on an evaluation of need or otherwise. The Commission continued the discussion on the logistics of the funding and eligibility.

E.Wieczenski made a motion to continue ARPA 23 and 24 to the next regular meeting. Second by R.Campbell.

All in favor, motion passes.

viii. ARPA-26 Forestry Plan for Mason Road Tract (WCC)

E.Wieczenski made a motion to table ARPA 26 and 27 to the next meeting. Second by T.Sposato

All in favor, motion passes.

ix. APRA-27- Building Materials for Park Structure Maintenances

See above motion

x. ARPA-28 ARPA Commission Public Hearing Expenses

The Commission held a brief discussion on the expenses related to warning the ARPA Commission meetings. The Commission was in agreement that these funds should not come from the operating budget.

E.Wieczenski made a motion to bring this item to public hearing. Second by R. Campbell

All in Favor, motion passes.

8. Opportunity to Call a Public Hearing

The Commission held a general discussion and there was consensus that they were not ready to hold another public hearing for the currently proposed projects at this time.

9. Present to Speak:

None

10. Adjourn

Motion to Adjourn by E.Wieczenski second by T.Sposato

All in Favor. Motion passes

The meeting was adjourned at 3:19pm