

Town of Willington

American Rescue Plan Act (ARPA) Commission
40 Old Farms Road
Willington, CT 06279

October 3, 2022
Meeting Minutes

1. Call Meeting to Order

C.Mailhos called the meeting to order at 1:33pm

2. Roll Call

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

3. Approval of Minutes

a. 9/19/22

E.Wieczenski made a motion to approve the September 19, 2022 minutes, second by T.Sposato

C.Mailhos indicated that there was one repeated item that was listed on the agenda incorrectly. ARPA 21 was listed as ARPA 25 incorrectly.

All in Favor with R.Campbell abstaining. Motion Passes
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4. Correspondence

a. Email correspondence from N. Tella

C.Mailhos reviewed correspondence that had been received by N.Tella which was provided to the Commission. She further outlined that at this point in time she did not feel that any further response was required or that there were any issues with the actions of the Commission.

5. Present to Speak

None

6. New Business (*No NEW requests to be received or heard - FUNDING REQUESTS PAUSED*)

a. Update on funding (Tranche 2)

D.Latinscics indicated that as of today, the funding for Tranche 2 had not been received.

b. Expenditure Review

D.Latinscics indicated that there were no projects at this point there had expenditures to be reviewed.

T.Sposato stated that the invoice for the Skidsteer (ARPA#37) had been paid.

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 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 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) / Will order as soon as Willington receives the remaining funds from Tranche 2. Vendor will hold the quoted price. Likely to come in under the \$69,000 budget.
 - iv. ARPA-7 - AC for HMS Band Room (BOE) - Waiting for final bills to be paid. Total Appropriated (\$20,000) - Total Expenditure (\$11,550) = Amount to return to ARPA (\$8,450)
 - v. ARPA-10 - TOB Meeting Room Equipment - Mics & speakers (BOS) / Approved at Town Meeting on 8/3/21 for \$28,500. \$26,474.02 available to spend or return when the project closes.
 - vi. ARPA-13 - Devices for town staff and Senior Center (BOS) / Approved at 5/24/22 Public Hearing for \$46,000. \$8,144.11 balance available to spend or return when the project closes. All Laptops & monitors received and have been configured. Still waiting for docking stations.

E. Wiczenski stated that all of the items for the computers for Town staff had been received. She stated that IT would be working to install the additional hardware but that the WiFi hardware was still waiting to be received.

- vii. ARPA-14 - Small Business and Nonprofit Assistance Program (EDC) / EDC has closed the first round of applications for the BRIG program and award letters will be going out in the coming week. Funding was approved at 5/24/22 Public Hearing for \$300,000.
- viii. ARPA-15 - Senior Center Coordinator Position (WHS) / Town and Union negotiating salary. \$34,379 was appropriated for this based on projections at the time.
- ix. ARPA-16 - Radios for FD Use (WHFD & WFD1) / Ordered, waiting for delivery and final invoices. Will come in just under the \$235,000 budget.
- x. ARPA-17/18 - Walking track improvements at RRAC (Drainage & lights) (WPRC) - \$220,000 / Approved at 8/1/22 meeting. Majority of funding is not available for vendors until Willington receives the remaining funds from Tranche 2, however, \$5,000 available to spend using Tranche 1 funds per action at 9/19/22 meeting.
- xi. ARPA-20 - New Furnace for Fire House (WHFD) \$20,000 / Approved at 8/1/22 meeting, p.o. issued so the project can move forward.
- xii. ARPA-21 - Fuel Bank and HH Heating. Approved \$25,000 to assist residents in need. Funds available to spend using Tranche 1 funds per action at 9/19/22 meeting.
- xiii. ARPA-23 - Summer Camp Supplement / Approved on 5/22 for \$36,238. Year 1 of the program has been completed. \$14,558.12 available for Year 2 supplement.
- xiv. ARPA-26 - Forestry Plan for Mason Road Tract (WCC) / Approved on 5/24/22 for \$2,800. Forest Management Plan expected to be completed in Fall of 2022.
- xv. ARPA-27 - Building materials for park structure maintenance (WCC) / Approved on 5/24/22 for \$3,500. These funds may take several years to spend.
- xvi. ARPA-28 - Technology upgrades at the Senior Center (WSC) \$3,000 / Approved on 8/1/22. Purchase on hold until funds are received.
- xvii. 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.

- xviii. ARPA-30A - Direct Emergency Call Line at Button Hill (WHA) \$53,000 / Approved at 8/1/22 meeting. Purchase on hold until remaining Tranche 2 funds are received.
- xix. ARPA-31 - Historical Society Archival Storage (WHS) - \$15,000 / Approved at 8/1/22 meeting. Purchase on hold until funds are received.
- xx. ARPA-33 - Flags, Grave Markers and Monument Repair (WVF) - \$6,500 / Approved at 9/19/22 meeting. Purchase on hold until funds are received.
- xxi. ARPA-34 - Storage Box at DPW for Evictions (DPW) - \$6,500 / Approved at 8/1/22 meeting. Purchase on hold until funds are received.
- xxii. ARPA-35 - Bring URCommunityCares.org to Willington (WHS) - \$5,000 / Approved at 8/1/22 meeting. Purchase on hold until funds are received.
- xxiii. ARPA-37 - 2022 John Deere Skid Steer (DPW) - \$68,000 / Approved at 8/1/22 meeting. \$67,283 has been encumbered to make the purchase. Item was delivered on 9/12 and invoiced for \$67,283 leaving \$717 to be returned.

b. Updates on PREVIOUSLY HEARD requests (*No discussion necessary if there are no updates.*)

c. ARPA-39 - Repair of Library Building Structure (WPL) \$27,600 - Waiting to go to Public Hearing. Updates on requests heard at PUBLIC HEARING (*No discussion necessary if there are no updates*)

- i. ARPA-32 - Retention Bonuses for Town Employees (BOS) - \$32,250 / *Heard at Public Hearing on 7/11/22. Requested that the Board of Selectmen call a Town Meeting to allow the townspeople to vote on it.*

E.Wieczenski indicated that this project was on the BOS agenda for 10/3 to be discussed, which would include an alternative plan outside of ARPA. She further stated that there will be an upcoming Town Meeting, but this project would not be on it at this point.

- ii. ARPA-36 - Retention Bonuses for Fire Department Employees (WFD1) - \$17,000 / *Heard at Public Hearing on 7/11/22. ARPA Commission requested that the Board of Selectmen call a Town Meeting to allow the townspeople to vote on it. 569,506.62*

d. Projects to CLOSE

D.Latinsciacs indicated that they had just received an update on the funding for Tranche 2 and that the second installment, totaling \$569,506.62 would be received on 10/4/22.

The Commission held a general discussion about how to provide the public with notice that applications would be open for submission and that as of the meeting, new applications could be submitted.

e. Funding Request Submissions - POSSIBLE ACTION

8. Present to Speak

None

9. Adjourn

E.Wieczenski made a motion to adjourn. Second by S.Cobb.

The meeting was adjourned at 1:55pm

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2022 OCT -5 A 11:10


TOWN CLERK