

# Town of Willington

---

Board of Selectmen  
40 Old Farms Road  
Willington, CT 06279  
(860) 487-3100  
(860) 487-3103 Fax  
[www.willingtonct.gov](http://www.willingtonct.gov)

## BOARD OF SELECTMEN

Regular Meeting Minutes

Hybrid; TOB, Downstairs Conference Room & Virtual Meeting

December 4, 2023

6:00 PM

*\*Minutes are not official until approved at the next regular meeting*

First Selectman Tanaka called the meeting to order at 6:00 PM with the following in attendance: Selectman Clark, in person, Selectman Marco joined via zoom., and residents in person and via Zoom.

### Pledge of Allegiance

### Approval of Minutes

Selectman Clark moved to approve the minutes of the November 20, 2023, regular meeting.

Seconded by First Selectman Tanaka

2 Yes (Clark, Tanaka & Marco) 0 No. Motion carried.

First Selectman Tanaka stated public participation is encouraged at present to speak. Speakers are limited by appropriateness, staying on topic, and maintaining decorum. Time may be limited to maintain progress. Residents were asked to reserve time if their topic was on the agenda.

### Present To Speak

Jim Marshall – wished the new board the best, he asked the new board to consider a facilities manager for town buildings.

### Correspondence

List of Correspondence.

### First Selectman's Status Report

- A. **STEAP Grant for OTH Septic:** No new update
- B. **SBC:** Filed their last report and have completed their charge.
- C. **LOTICIP:** No new update.
- D. **ARPA:** No new updates.

**E. STAFF UPDATE:** Public Works Administrative Assistant which is a 15 hours per week position is still accepting applications.

### **Public Works**

Things done at Public Works:

- Blowing Leaves around Town
- Graded Kucko Rd
- Clean off Catch basins.
- Installed new street signs that were damaged.
- Working out back cutting trees and filling in back of shop so we can install the car ports from the schools.
- Chipped Brush
- Patched holes

### **New Business**

#### **A. Appointments**

- a. Conservation Committee – Kathleen Demers

First Selectman Tanaka moved to re-appoint Kathleen Demers as a member of the Conservation Commission; effective 12/1/2023 – expiring 12/1/2026.

**Seconded by Selectman Clark**

**2 Yes (Clark, Tanaka) No. Motion carried.**

- a. Conservation Committee – Robert Shabot

First Selectman Tanaka moved to re-appoint Robert Shabot as a member of the Conservation Commission; effective 12/1/2023 – expiring 12/1/2026.

**Seconded by Selectman Clark**

**2 Yes (Clark, Tanaka) No. Motion carried.**

- a. Conservation Committee – Marilyn Schreiber

First Selectman Tanaka moved to re-appoint Marilyn Schreiber as a member of the Conservation Commission; effective 12/1/2023 – expiring 12/1/2026.

**Seconded by Selectman Clark**

**2 Yes (Clark, Tanaka) No. Motion carried.**

- a. Willington Parks & Recreation Commission – Ed Taiman.

First Selectman Tanaka moved to re-appoint Ed Taiman as a regular member on the Willington Parks & Recreation Commission; effective December 14, 2023, expiring December 13, 2026

**Seconded by Selectman Clark**

**2 Yes (Clark, Tanaka) No. Motion carried.**

- a. Willington Parks & Recreation Commission – William Bilyak

Move to re-appoint William Bilyak as a regular member on the Willington Parks & Recreation Commission; effective December 14, 2023, expiring December 13, 2026

**Seconded by Selectman Clark**

**2 Yes (Clark, Tanaka) No. Motion carried.**

- a. Willington Parks & Recreation Commission – Michael Iacampo

Move to re-appoint Michael Iacampo as a regular member on the Willington Parks & Recreation Commission; effective December 14, 2023, expiring December 13, 2026

**Seconded by Selectman Clark**

**2 Yes (Clark, Tanaka) No. Motion carried.**

**Selectman Marco joins the meeting by Zoom.**

**B. Board of Selectman Meeting Schedule** - First Selectman Tanaka set the future meeting Schedule which was changed from 6:30 pm to 6:00pm on the first Monday (exceptions for Holidays, then it will be on Tuesdays) and third Mondays of the month.

### **C. Tax Refunds**

First Selectman Tanaka moved to refund Honda Lease Trust, for an overpayment in the amount of \$98.99.

**Selectman Clark seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

First Selectman Tanaka moved to refund JP Morgan Chase Bank NA, for an overpayment in the amount of \$249.05.

**Selectman Clark seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

First Selectman Tanaka moved to refund JP Morgan Chase Bank NA, for an overpayment in the amount of \$496.13.

**Selectman Marco seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

First Selectman Tanaka moved to refund JP Morgan Chase Bank NA, for an overpayment in the amount of \$505.52.

**Selectman Marco seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

First Selectman Tanaka moved to refund John L. Gately, for an overpayment in the amount of \$38.02.

**Selectman Marco seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

First Selectman Tanaka moved to refund Ellen Cushing, for an overpayment in the amount of \$75.80.

**Selectman Marco seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

First Selectman Tanaka moved to refund Ellen Cushing, for an overpayment in the amount of \$143.27.

**Selectman Marco seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

First Selectman Tanaka moved to refund Julia A. Cartabiano / Spencer Cartabiano, for an overpayment in the amount of \$10.71.

**Selectman Marco seconded.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

**UPDATE: Fire Department Station 13** – Chief Moore met with the building official from the state to come up with a game plan in order to move forward. The outside shell of the building has to be replaced. The building would have to be reconfigured as to how it is laid out as you cannot have entry doors form rooms entering into the bays as it is considered hazardous. The building official said it would take a lot of money to bring the building up to code, if it could fit within the current footprint. The architect that has been working on the addition will be coming sometime next week to see what could be done. Chief Moore has been working with Senator Gordon's office to see what state and federal funds are available to help, however there must be an approved plan in place in order to possibly access those type of funds.

### **Discussion**

Selectman Clark asked Chief Moore about the building. Chief Moore stated the siding that is currently on the building is past it's life expectancy. The building official said they are not sure that the structure will even be able to withstand the new siding and they would need a structural engineer to determine if that is possible. James Marshall stated the new material would add extra weight and the structure was not designed for that when it was built years ago.

### **Old Business**

#### **A. Volunteer Firefighter Dept. Personnel Tax Abatement Ordinance Amendment**

First Selectman Tanaka stated there is work to be done on the ordinance and will table this topic until all parties are present and the town attorney has reviewed.

**Present to Speak**

**Good & Welfare**

- A. Mobile Food Share will be here at the TOB next, Wednesday, December 6th from 11:00 am - 11:30am. Residents will need to park and bring their own bags.
- B. If anyone is looking to make charitable contributions the **Willington Fuel bank** is in serious need of funds in order to be able to assist our residents outside of any federal or state funding. Donations can be sent to the Town Office Building marked Fuel Bank. NOTE: We are accepting applications through the Human Services department for the energy assistance program, we start with federal programs which are open and accepting applications.
- C. Willington Community Tree Lighting ceremony on the Town Green and the historic Glazier Tavern. Performance by Hall Memorial School Chorus! Friday December 8, 2023, from 7:00pm to 8:00pm. Games, Food, Music, and a visit from Santa!!

**First Selectman Tanaka moved to adjourn the meeting for the last time at 6:40 PM.**

**Selectman Clark seconded the motion.**

**3 Yes (Marco, Clark & Tanaka) 0 No. Motion carried.**

Respectfully submitted,  
Karen Côté  
Recording Secretary  
Town of Willington

RECEIVED  
WILLINGTON, CT.

2023 DEC -7 A 11: 28

  
TOWN CLERK