

Town of Willington

Board of Selectmen
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BOARD OF SELECTMEN

Regular Meeting Minutes
Hybrid; TOB, Downstairs Room & Virtual Meeting

February 21st, 2023
6:30 PM

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

First Selectwoman Wiecenski called the meeting to order at 6:31 PM with the following in attendance: Selectman Bulick, Selectman Makuch in person, and residents in person and via Zoom.

Pledge of Allegiance

First Selectwoman Wiecenski moved to move Agenda Item #8A UR Community Cares Presentation to after Present to Speak.

Selectman Bulick seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

Approval of Minutes

Selectman Makuch moved to approve the minutes of the February 6th budget workshop.

Selectman Bulick seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to approve the minutes of the February 6th regular meeting.

Selectman Bulick seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

Selectman Makuch moved to approve the minutes of the February 13th meeting.

Selectman Bulick seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

Present To Speak

Nick Tella, 49 Mirtl Road: Mr. Tella voiced his opinions on the Ethics policy as well as other various topics.

New Business

A. UR Community Cares Presentation

Human Services Director Jennie Arpin explained that her department handles senior services, family services and youth services. The seniors in town have many unmet needs, including companionship. Ur Community Cares connects community members who want to help with those who need the help. Michelle Puzzo, Executive Director of UR Community Cares gave a brief presentation on the services provided to senior residents, including help around the house, delivering food from Food Share, or help around the yard and companionship.

Correspondence

Correspondence list presented to the BOS; all correspondence is on file in the First Selectwoman's Office. Selectman Bulick inquired about a complaint from prior correspondence that was received; First

Selectwoman Wiecenski stated that there was a meeting between the resident and the Building Department to hear and resolve the resident's complaints.

First Selectwoman's Status Report

- A. STEAP Grant for OTH Septic:** Still awaiting the engineering and RFP to be complete
- B. LOTCIP:** Nothing new to report.
- C. ARPA:** The ARPA Commission has not met since the last meeting but a public hearing will be held March 6th for the facilities study discussion.
- D. TRIP Grant:** Last week the Town applied for a new grant with CRCOG for the TRIP Grant which is for funding for rural roads. The Town applied for a drainage and paving project for Village Hill Road for \$565,000.00.
- E. Staffing Updates:** I am pleased to report that we have hired Grace Tharp, a local resident, as the Assistant Revenue Collector; this position has been empty since August. Welcome Grace! I am also pleased to announce that Karen Cote has accepted our offer to be the First Selectman's Administrative Assistant; her first day will be March 6th.
- F. School Building Committee:** Selectman Makuch reported that the SBC met last Wednesday and then gave a presentation at the Board of Finance on Thursday. There has been a lot of effort over the past few weeks to communicate the financial impact as that is a critical topic. The SBC is working on securing vendors for a revised/updated appraisal on the parcel of land and working on administrative items such as RFPs/RFQs if the referendum is to pass. On Monday, February 27th at 6:30pm there will be a joint meeting of the Board of Selectmen & the Board of Finance to discuss a possible town meeting and referendum, if so moved.

Public Works

DPW Director Sposato reported a list of the items performed at Public Works recently:

- Finished mowing at Burma Park;
- Patched holes around town;
- Moved desks around at the Town Clerk's Office and filing cabinets in the vault;
- Dug out waterways around town (including Turnpike Road);
- Chipping brush and cutting brush around the guardrails;
- Roadside mowing is still occurring; and,
- Cleaned the shop.

First Selectwoman Wiecenski stated that she and DPW Director Sposato reviewed the winter budget and it is currently under budget. First Selectwoman Wiecenski thanked DPW Director Sposato and the entire DPW crew for going above and beyond in their jobs.

New Business

B. Tax Refunds

First Selectwoman Wiecenski moved to refund Eric Beebe a Certificate of Correction in the amount of \$60.84.

Selectman Bulick seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Knight & Sons Construction Corporation an overpayment in the amount of \$121.33.

Selectman Makuch seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Keith R. Palmer Sr. an overpayment in the amount of \$303.22.

Selectman Bulick seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Matthew D. Wilson an overpayment in the amount of \$14.23.

Selectman Makuch seconded.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

C. Approve CIP Plan

Capital Improvement Program Committee Chairwoman Christina Mailhos presented the 2024-2028 CIP plan, as discussed in CIP meetings over the last few months. The current CIP plan does not include the majority of the school projects. Business Manager Latincsics gave a brief summary of the bond and note projections for the school building project and the effect on the CIP plan. Discussion was held on the bond, interest, and contingency for the school project. Selectman Makuch inquired if there were still discussions on longer range planning for projects. Chairwoman Mailhos stated that previously CIP was planning to increase the capital reserve target annually. The Conservation Commission requested funding for the Open Space fund each year which has been included.

First Selectwoman Wiecenski moved to approve the CIP plan for Fiscal Year 24 through Fiscal Year 28 as presented.

Selectman Makuch seconded.

Discussion: Discussion continued on the CIP plan and Chairwoman Mailhos explained that in Year 1 the prior leases for DPW are included and then from the capital reserve a street sweeper and the replacement of the DPW garage doors from LOCIP. Many projects that are typically submitted to CIP were funded by ARPA this year, including the codification of Land Use documents. Discussion was held on a longer range plan and investing in the town infrastructure over the years.

2 Yes (Makuch & Wiecenski) 1 No (Bulick). Motion carried.

First Selectwoman Wiecenski thanked Chairwoman Mailhos and Business Manager Latincsics and the Committee for their hard work on the plan.

D. Approve Board of Selectmen's Budget for submission to BOF

First Selectwoman Wiecenski stated that the budget is set to be presented to the Board of Finance on March 2nd. The budget started with an 11.23% increase and is now down to an 8.3% increase. First Selectwoman Wiecenski stated that there was a large increase in the Senior Center maintenance line item but some of the maintenance items are being reconsidered that possibly DPW could help with. This is a multimillion dollar building and only \$7,500.00 is budgeted for maintenance items; including all annual inspections, the mechanical work each year, and the annual septic pumping. Last week, Emcor came for routine maintenance and the hot water expansion tank needed to be replaced. Of the current proposed budget, 45% of that is benefits and wages. Discussion followed on the budget and the increases that have been included, including health insurance and IT services, and the funding included in the CIP plan for the Open Space Fund.

Selectman Makuch moved to approve the budget, as presented.

First Selectwoman Wiecenski asked for an amendment to the motion that includes the specific dollar amount.

Selectman Makuch moved to approve the 23-24 Board of Selectmen budget in the amount of \$4,301,546.00 as presented.

First Selectwoman Wiecenski seconded.

2 Yes (Makuch & Wiecenski) 1 No (Bulick). Motion carried.

Selectman Bulick stated that he did not want to include the open space funding.

Old Business

A. Ethics Policy Discussion

Additional time is needed to review the current draft of the ethics policy.

Present to Speak

Nick Tella, 49 Mirtl Road: Mr. Tella mentioned he submitted a FOIA request. He asked for clarification on the road project and funding as well as mentioning the repairs for the schools that was discussed during CIP. He also stated that EDC has not met.

First Selectwoman Wiecenski clarified that the TRIP grant is a \$15 million grant over three years and the State will either fully fund a project or reject it. The EDC meets at the Commission's availability and has openings available for positions.

Good & Welfare

- A.** Mobile Food Share will be here next Wednesday, February 15th from 11am - 11:30am. As a reminder, this is open to all Willington residents, as well as residents from other towns in Connecticut.
- B.** Please continue to support our small businesses and restaurants, if you can.
- C.** On Friday, February 24th, the PTA Winter Wonderland Family Dance will be held at Hall School from 6:00 to 8:00pm; the cost is \$25.00 per family.

Selectman Makuch moved to adjourn the meeting at 8:12 PM.

Selectman Bulick seconded the motion.

3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

Respectfully submitted,
Kelsey Allard
Recording Secretary
Town of Willington

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WILLINGTON, CT.

2023 MAR -3 A 10:09


TOWN CLERK