

# 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

Special Meeting Minutes  
Hybrid; TOB, Common Room & Virtual Meeting

May 15, 2023  
6:32 PM

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

First Selectwoman Wiecenski called the meeting to order at 6:32 PM with the following in attendance: Selectman Bulick, Selectman Makuch in person, and residents in person and via Zoom.

### Pledge of Allegiance

### Approval of Minutes

Selectman Bulick moved to approve the minutes of the April 27th special meeting.

Selectman Makuch seconded.

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

### Discussion

### Present To Speak

Pete Tanaka – Spoke about concerns of the explanatory text and no second present to speak at the last meeting.

Doug Roberts – Spoke about his concerns of participation of the referendum and if the town could improve signage or put more information on the website as to what is being voted on to get the message out. He also voiced his concerns about school statistics and school building improvements. He also spoke about electing individuals to an ethics committee.

Nick Tella – Concerns about FOIA request, as well as questions regarding the scheduling of a joint meeting.

### Correspondence

List of Correspondence

### First Selectwoman's Status Report

- A. **FOIA** – The request is with the Attorney and is now a legal matter, which was a complaint filed with FOIA. When there is information to share with the board First Selectwoman Wiecenski will do so.
- B. **Response to BOE Concerns during Present to speak** –the nineteen million dollars in repairs for the schools was identified in a 2017 study not from lack of maintaining the schools. Be reassured that our school buildings are being maintained. With limited funds, repairs are prioritized.

C. **SBC** – There will be a joint meeting of the SBC, BOE, and the BOS on May 24<sup>th</sup>, 2023 at 6:30. In order to hold a meeting it has to be legally warned, if all parties do not respond in a timely manner the town cannot hold a meeting as it would not be properly warned. We worked with the information we had, and some parties responded outside of the survey that was sent. Agenda is forthcoming.

D. **STEAP Grant for OTH Septic:** Old Town Hall Working with the Health District to approve the plan. Then we will be ready to go out to bid. We estimate it will be about a month.

E. **LOTICIP:** Transportation project on Rt 32 from Hall School to the Mills to put in sidewalks. We submitted the 90% plans to CRCOG (Capital Region Council of Government) for review, Pete (CHA) has also started the encroachment permit process with DOT. We have an on-board 90% design meeting with CRCOG staff and their consulting reviewers on June 7<sup>th</sup> to get final comments on the 90% plans before we move to 100% design.

**ARPA** – No new update for projects that are moving forward, we completed our annual reporting due on April 30, 2023. Discussion: Regarding ARPA compliance and rules and how spending is determined.

F. **Staff Update** – We held interviews for the Assistant Land Use Agent today and we do not have any viable candidates for the position. Tomorrow we will be holding first round of interviews for the Parks and Rec Director position.

G. **GRAND LIST UPDATE:** From the Assessor, net taxable grand list after BAA was an increase of 3.5% or \$16,327,363. This would produce additional tax revenue of \$510,557 at the current mill rate of 31.27. Two thirds of that increase was from the Love's Travel Center. The Love's Travel Center contributed all of the net increase in the personal property, adding 6,079,330.

Update on crumbling foundations; we had three new applicants for impaired foundations, 26 properties had their foundations fixed. Total number of properties with impaired foundations 46. Total number of properties with replacement foundations 82. We are moving in a positive direction and will continue to advocate for the necessary funding to make the repairs.

H. **TRIP Grant:** Nothing new to Update

I. **Town Meeting:** Due to the loss of Mr. Arico that leaves a vacancy in the Region 19 BOE where he proudly served, by statute that appointment goes to a town meeting. A town meeting will be planned along with several items anticipated from the Board of Finance meeting this week.. Instead of having multiple meetings they would be combined.

J. **WFD #1** – First Selectwoman Wicinski has spoken to Chief Moore, and he is looking for approx. \$35000 for mold remediation. He will be asking for this funding from BOF meeting 5/18/2023. The building has been cleaned out with the help of Public Works.

K. **BUDGET UPDATE** - We are looking at a surplus in the Selectmen's budget including savings from Snow Removal. Troy has a need/plan for the \$55,000 savings. Troy can speak to the plan in the Public Works update. Donna has forecasted approx. \$112,000 in surplus not including the snow savings. There are several yearend requests that could be funded with these dollars by BOF transfer. They will be discussed at BOF 5/18 (Thursday).



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

- Sweeping is still going on around Town
- Grading dirt Roads
- Dug up Septic at Old Town Hall for the Engineer for measurements for the new system
- Serviced grader
- Patched holes around Town
- Fixed sewer line at Dog Pound
- Picked wood up around Town
- Trash at Park

Public Works has \$55,000.00 left from the snow budget and would like to use \$25,000 towards catch basin clean up and put the rest of the money into Paving Pollster Road. Work would need to be done by August 10, 2023. Contingent on finding a vendor that could do the work or the funds will go back into the general funds. Public works is purchasing a mower attachment (bush hog) that will go on the new skid steer at a cost of \$7,311.00. The mower attachment will help public works run more efficiently. The mower attachment is 72" wide, it will be used to mow the transfer station which will help cut the time by about half, it will also be used for the retention ponds around town.

**First Selectwoman Wiecenski moved to purchase a John Deere rotary cutter attachment for \$7,311.00 from W.I. Clark**  
**Selectman Makuch seconded.**

**First Selectwoman Wiecenski called for a vote**  
**3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.**

### **New Business**

#### **A. Appointments**

- a. Housing Authority Recording Secretary- Brenda Sullivan

First Selectwoman Wiecenski moved to re-appoint Brenda Sullivan as the Housing Authority Recording Secretary for term beginning on 7/1/2023 and ending 6/30/2024.

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

- b. Water System Advisory Council (WSAC) appointment- Erika Wiecenski

Selectman Makuch moved to appoint Erika G. Wiecenski to the Water System Advisory Council (WSAC) for term beginning on 5/15/2023 and ending on 5/15/2025.

**Selectman Bulick seconded.**

**Roll call vote 2 Yes (Bulick, Makuch), 1 Abstain (Wiecenski) 0 No. Motion carried**

**c. Willington Sustainable Energy Committee (WISE)- John Tehan**

First Selectwoman Wiecenski moved to appoint John F. Tehan to the Willington Sustainable Energy (Wise) Committee for a term beginning 5/15/2023 and ending 11/4/2024

**Selectman Makuch seconded.**

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

**B. Award Cleaning Bid**

We solicited 5 bids for the cleaning and received 1 back. This is a 2-year bid and is for, 7/1/2023 to 6/30/2025, Bids were due by 1:30 P.M. on Friday, May 5, 2023. The one bid was from H&S Carpet & Janitorial Services, LLC which is our current vendor in the amount of \$19,240.00, this is an increase of 15.63%.

**First Selectwoman Wiecenski moved to award the cleaning bid to H&S Carpet & Janitorial Services, LLC beginning 7/1/2023 to 6/30/2025.**

**Selectman Bulick seconded the motion**

**Vote: 3 Yes (Bulick, Makuch & Wiecenski) 0 No. Motion Carried**

**C. Tax Refunds**

**First Selectwoman Wiecenski moved to refund Li Yifan for an overpayment in the amount of \$363.36.**

**Selectman Makuch seconded.**

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

**D. Firefighter Abatement Ordinance – Discuss Revision to increase Abatement**

Chief Snyder has asked us to consider a revision of the current ordinance. PA 19-36 from 7/1/2019 which allows for an increase of up to \$2,000.00 in property taxes (after 7/1/2021). Chief Snyder has proposed several changes to the ordinance. Selectman Makuch has stated he will not participate in this conversation as he has been and is eligible for this Firefighter Abatement Ordinance but has opted out since he was elected to be a selectman as he felt it would be a conflict to receive money from the town. Chief Snyder stated that once you have two years of active service you would then be eligible for the Firefighter Abatement Ordinance versus waiting ten years. Changes in requirements for attendance for more training sessions versus meetings as training is more important. One fire department utilizes the ordinance more than the other. This ordinance is a tool to incentivize new volunteers and maintain service with the town.

**Old Business**



- A. **Ethics Policy Discussion** – First Selectwoman Wiecenski stated, point of reference the topic of putting together an Ethics policy began in May of 2017 with similar concerns. Discussions to continue.
- B. **Emergency Notification System Use Policy** – Selectman Makuch stated that he has reached out to our vendor once again to get the training videos with no response. We will continue to work on this.

### Discussion

Explanatory Text. – was to be prepared by the town clerk and reviewed by the town attorney. The SBC and others can assist the town clerk in providing required information to go into the document so long as the assistance did not constitute an improper expenditure of town resource. The statute refers to how the Explanatory text is prepared; it would simply be the Board of Selectman approving the preparation of the explanatory text. Approval comes from the municipal attorney.

### Present to Speak

Peter Latincsics - Thanked the First Selectman for recognizing the long and distinguished service of Herb Arico both to our town and nation. He also spoke about the great job that Willington has done on the maintenance of our schools, student performance, kudos to PW for getting a brush hog.

Nick Tella – Spoke about his concerns about the funds that were to be utilized towards a new school he understands that there is about half of that left and asked when that might be returned to the town? He also voiced concerned about the schools.

### Good & Welfare

First Selectwoman Wiecenski asked that everyone continue to keep the Arico family in their thoughts as it is a great loss to the community.

- A. Mobile Food Share will be here at the TOB next, Wednesday, May 24th 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. Emergency declaration for the Covid-19 pandemic federally and in the state of Connecticut ended. First Selectwoman Wiecenski thanked all of our state partners and health district, all of our boards and commission members getting us safely through the Covid-19 pandemic. Taking all the steps necessary to keep us all safe.
- D. Willington Day is Saturday May 27th at RRAC. Melissa McKinnon is the Chair, anyone interested in participating in the event or being on the committee can contact her directly. If you can help with this event, please reach out. Thank you!
- E. PTA Fun Run will also be Sat 5/27. Further details will be shared as we receive them.
- F. Memorial Day Ceremony & Parade is Monday 5/29 and begins at 8:30 a.m.

- G.** Reminder – the tax office will be closed to the public on June 30<sup>th</sup> to close out the end of the year and begin the next fiscal year.
- H.** Congratulations to our sanitarian from Eastern Highlands Health District, Holly Hood on her upcoming retirement and thank her for her many years of service, it will be a big loss for the town.

March Monthly Report from Troop C: *284 calls to Troop C for service included 16 accidents, 15 criminal investigations, 0 burglaries, 1 larceny, 198 non-reportable matters and 1 arrest. Motor vehicle enforcement included 58 total traffic stops, 1 onsite DUI's, 1 arrest, 0 misdemeanor summons, 26 infractions, 9 written warnings, 23 verbal warnings*

First Selectwoman Wiecenski had the opportunity to accompany Meals on Wheels to assist with delivering meals to some residents in Willington. Great organization if anyone is interested in volunteering, they could always use your assistance.

If you have a big accomplishment or something you think should be proclaimed or honored, please reach out to the selectmen's office.

**First Selectwoman Wiecenski moved to adjourn the meeting at 8:18 PM.**

**Selectwoman Makuch seconded the motion.**

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

Respectfully submitted,  
Karen Côté  
Recording Secretary  
Town of Willington

RECEIVED  
WILLINGTON, CT.

2023 MAY 24 P 1:42

  
TOWN CLERK