

Town of Willington

Board of Selectmen
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BOARD OF SELECTMEN

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

July 17, 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

Approval of Minutes

Selectman Wiecenski moved to approve the minutes of the June 20th regular meeting.
Seconded by Selectman Makuch
3Yes (Bulick, Makuch & Wiecenski) 0 No. Motion carried.

Discussion

Present To Speak

Joanne Taraskiewicz – Wanted to know if the town applied for the HVAC Grant offered by the State which is a BOE question. Wanted to know about serving wine or beer on town property with a permit for some groups. Wants to know if that is a state statute or tradition?

Colleen Quinn – Spoke positively about the change of town hours as being a good thing. The hours are not cohesive to today. Stated change is hard but if we try it, we will get to see if it works. She last feels we should do a longer trial period than 6 months.

Nick Tella – shared concerns regarding employees, FOIA concerns, and cameras at the transfer station.

Correspondence

List of Correspondence

First Selectwoman's Status Report

A. STEAP Grant for OTH Septic: Nothing new to report.

B. LOTCIP: Mike D'Amato is managing the project. (Sidewalk project, Hall school to the Mills)

Mr. D'Amato shared we are at 90% plan, we have 90% plans prepared onboard design mtg w/CRCOG because every step of the revision process, they are required to be provided the opportunity to review and comment and they are happy with the plans we have thus far, they will be starting the encroach interview process with DOT. Hoping that process is quick as they have been a part of the whole process.

C. SBC: Based on the request from the BOE, the SBC is in the process of gathering up a framework and pulling together the various members ideas for a final report, as well as reviewing the previous final report and they also have an inbound report from the consultant. Working to make this one cohesive report.

D. STAFF UPDATE: Public Works Director – Troy Sposato is leaving his position as of Friday July 28, 2023. First Selectwoman Wiecenski thanked Troy for his years of service to the town of Willington. Our public works department has been better for the years that Troy has served us. The Public Works Director position has been posted and at the next meeting they will discuss what the hiring committee will look like.

We have hired a new Administrative Assistant for Public Works; her name is Patricia Martin, and she began with us on Monday. We welcome Patricia and look forward to the service she will provide to the town.

The Human Services Director has not yet been filled and anticipate that happening very soon. We will discuss a hiring committee for that very important position. First Selectwoman Wiecenski stated she could not say enough about the work, Karen Côté and Colleen Peck and Nan King in the Human Services department have been doing to keep things afloat. It has been a team effort between myself, and these three incredibly valuable individuals, making sure that our residents are receiving continuing service in the absence of a director. Thank you again to Karen, Colleen, and Nan.

Selectman Bulick asked how many open positions we have currently other than Public Works Director. Selectwoman Wiecenski said Human Service Director and the Assistant Land Use Agent.

E. Willington Fire Department #1 – Issues with Fire Department building on Rt. 32, closest to Rt. 84. There was mold in the building, and they received funds from Board of Finance to mitigate the issue. Chief Moore stated the mold work has been completed. The hope was that as they would find where the mold stopped and be able to leave some of the walls. That did not happen they removed every piece of sheetrock out of the firehouse, all the insulation on the back wall floor to ceiling came out. The Fire Department reached out to the town engineer to get some recommendations and they are waiting on his recommendations and then come up with a plan. They would then like the BOS and BOF to meet and come to the station so they can see for themselves what is going on and have the conversation of what the next step would be.

First Selectwoman Wiecenski stated that is a good plan as we now have a shell of a building which houses incredibly important work. We have 24-hour coverage to man our ambulance and that is being done at a station with less than adequate working conditions and only meant to be temporary. On top of that we have some of these folks utilizing space at the town office building in which we are happy to have them however these are only temporary solutions. We have a project in CIP for an addition to that firehouse. Before we can move forward with that, we need

to look at what it will cost just to get us back to where we were before the mold issue was identified. Selectmen Makuch stated he agree that meeting with BOS and BOF together would be most effective. Putting an addition on a building that needs repairs needs to be part of the conversation. First Selectwoman Wiecenski stated that, that station is our emergency operations center.

- F. Rodeway Inn** - First Selectwoman Wiecenski working in response to some concerns at the Inn and have been working with stakeholders, Fire Marshall, Fire Department, in communications with State Police, Health Department, Land Use Office to make sure any concerns there have been properly mitigated.

Public Works

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

- Roadside mowing.
- Trash at the park.
- Organized and cleaned shop.
- Clean catch basin tops off around town.
- Installed new street signs around town.
- Town of Putnam came and jetted out a couple of pipes on Polster Rd for us.
- Prepped the area for the new generator that will be installed.
- Put crushed stone at Berma Park for the Conservation Committee.
- Spent a morning at the dog pound removing a wall and throwing away a table and a desk that was no longer of use.
- Chipped the brush from storm damage.
- Edged Polster Road.

(Received a call from a Stafford resident regarding trucks parking across the street from the Love's truck stop there were a number of trucks that had been seen parking there over a few days. That is private property and not a parking lot. Concrete barriers were put up to keep the trucks from parking there as a temporary solution.)

- Installed 2 new catch basin tops on Polster Rd.
- Polster Rd will be reclaimed, graded, and paved this week, weather permitting.
- Crack sealing will begin on Wednesday on the following roads:
 - Miller Farms
 - Lustig Road
 - Clint Eldridge Road
 - Old Farms Road
 - Glass Factory Road

New Business

A. Award Vehicle Leasing

We received 3-bids for vehicle leasing,

| <u>Bid Results</u> | <u>Rate</u> | <u>Fees</u> |
|---|--------------------|--------------------|
| Flagstar Public Funding Corp | 4.71% | \$0 |
| Municipal Leasing Consultants | 4.99% | \$0 |
| American Capital Financial Services, Inc. | 5.259% | \$495 |

Suggested Motion:

Move to award the 7 year lease in the amount of \$194,500 for the 2024 Freightliner and the 2023 Chevy Tahoe to Flagstar Public Funding Corp. for 4.71%.

| Vendor Name | Equipment Description | Total Cost |
|--|---|--|
| Freightliner of Hartford 222 Roberts Street East Hartford, 06108 Phone: 860-559-9547 | 2024 Freightliner 114SD Single Axle Plow Truck Less cash payment from Town Reserve Fund Less Trade-in 2012 H Plow Truck | 265,050 (140,050) (5,500) 119,500 |
| McGovern Municipal Headquarters 1200 Worcester Road Framingham, MA 01702 (978) 302-8394 | 2023 Chevrolet Tahoe SSV 4X4 | 43,800 |
| Fleet Auto Supply 757 First Ave West Haven, CT 06516 Phone: 203-931-0388 | Light and Center Console Accessories | 31,200 |
| TOTAL LEASE PROCEEDS | | 194,500 |

Amount Financed: 194,500.00

Lease Term: 7 years

Lease Payments: 14 equal payments of principal and interest payable semi-annually in advance.

First Selectwoman Wiecenski move to award the 7-year lease in the amount of \$194,500.00 for the 2024 Freightliner 114SD Single Axel Plow Truck, 2023 Chevrolet Tahoe SSV 4x4, Light Center Console Accessories to Flagstar Public Funding Corp. for 4.71%.

Seconded by Selectman Bulick

Discussion

This item does need to go to Public Hearing, there is no vote, and we also have to have a resolution that allows us to sign and enter into this agreement. Typically, this is done at the same time and in this case, this bid closed at 12:00 today. Flagstar would like us to sign the proposal and term sheet and then they will provide us the resolution. Selectwoman Wiecenski will read the resolution at the next meeting.

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

B. Appointments

First Selectwoman Wiecenski moved to re-appoint Claudia D'Agata on the Willington Housing Authority effective August 2, 2023- expiring August 1, 2028 (5-year term).

Seconded by Selectman Makuch

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

First Selectwoman Wiecenski Move to appoint Arthur Blaskey to the Willington Housing Authority To fill a vacancy, effective 7/18/2023 - expiring 8/1/25

Seconded by Selectman Bulick

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

First Selectwoman Wiecenski moved to re-appoint Patrick Lord on the Inland Wetlands Watercourse Commission; effective 8/16/23 – expiring 8/15/26 (3-year term).

Seconded by Selectman Makuch

First Selectwoman Wiecenski wanted to thank Patrick Lord for his continued service as this is a commission that is losing members, it is small, and the chair has just stepped down as of August 1st. There is a question as to whether they will be able to continue to meet with the number of people that they have. If anyone is interested in joining the Inland Wetlands Watercourse Commission, we encourage you to reach out to the Selectman's office, the Town Clerk or Mike D'Amato in Land Use and he can put you in touch with any of the members. This is a vital commission, and we need members so Thank you to Patrick for continuing to serve.

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

Selectman Makuch Move to appoint Jim Marshall to the CIP Committee; effective 7/17/23 – expiring 12/1/2023 (3-year term)

Seconded by First Selectwoman Wiecenski

Discussion

First Selectwoman Wiecenski stated that she is always open to people wanting to sit on boards and commissions as we do not have enough people to come forward. This is a committee that needs a broader voice adding another member of the BOF gives pause as it has been done in the past which makes it the same group of folks making multiple level of decisions and it would be nice to have a broader scope of people but if no one is willing to come forward then we need to appoint the people that do.

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

Jim Marshall would like to serve as an alternate on the Planning and Zoning Committee; effective 7/17/23– expiring 12/3/2024 (3-year term). This item will be tabled until the next meeting.

C. Call Town Meeting

First Selectwoman Wiecenski made a motion.

**TOWN OF WILLINGTON
NOTICE AND WARNING
PUBLIC HEARING**

The electors of the Town of Willington and all persons who are entitled to vote in Town Meeting on the matters mentioned in the following warning are hereby warned and notified to meet in Public Hearing at the Willington Old Town Hall; 11 Common Road, Willington, CT at 7:00 P.M. on Tuesday Aug 8, 2023, for the following purposes:

ITEM I (Public Hearing Item)

Presentation and discussion of a 7-year Lease/Purchase Agreement for the total amount of \$194,500.00 for a 2024 Freightliner 114SD Single Axel Plow Truck (\$119,500) and a 2023 Chevrolet Tahoe SSV 4x4 (\$43,800) and Light Center Console Accessories (\$31,200) for the Public Works' Department and Willington Hill Fire Department, respectively. – No vote on this item.

Dated at Willington,
This 17th day of July, 2023.

Willington Board of Selectmen:

Erika G. Wiecenski

Mike Makuch

Jim Bulick

Seconded by Selectman Bulick

First Selectwoman Wiecenski asked for a roll call vote.

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

Selectman Makuch stated he would like to make a note for the record that dump truck leasing is approximately half of the cost of a truck. The taxpayers have already committed \$125,000.00 to that purchase, so this completes the funding of the purchase. First Selectwoman Wiecenski stated the remainder is coming from the reserve which was previously voted on at the last town meeting.

Old Business

A. Firefighter Abatement Ordinance Discuss Revision to increase abatement.

First Selectwoman Wiecenski stated that Chief Snyder had come to the BOS to consider increasing the amount of the abatement in line with the adjusted Public Act. Chief Snyder asked for some other changes but removed the retirement title. First Selectwoman Wiecenski stated she did not want to see

any change in active service requirements. The change is to move from \$1,000.00 to \$2,000.00 but the requirements would still be the same, as well as the reporting. You must be up to date going back two years with your taxes in order to be eligible. This would be for both fire departments. If there are any changes, we can do that before the next BOS meeting and bring a final draft of the change and send that to the town attorney to be reviewed before moving forward to a public hearing, then to a town meeting which would be multi-step as this is an existing ordinance that we have been looking at changing.

Selectman Makuch has recused himself from this discussion as he has been eligible for this abatement in the past and could be eligible again in the future.

B. Change in Town Office Building Hours

First Selectwoman Wiecenski had been presented with a proposal from the staff for a change in town office hours from 5 days a week to 4 days a week with Fridays off. The proposal was across the board for town employees. However, there are some concerns with making that change outside of the town office building, specifically as we have an individual at the senior center and moving to four days a week would leave the senior center without someone. Other towns that have moved to a 4-day work week it is only for their town hall that has changed their hours. Public works in those towns have not changed their days and are on their own union contract. There is still more work to be done as we would need an MOU, holidays would be affected, like if there was a holiday on a Friday what would that look like. The staff proposed going from 27 open public hours to 34 open public hours in 4 days to allow more accessible hours to the residents of Willington.

First Selectwoman Wiecenski suggested that if we want to take action and consider this, we put a time frame of September 1st start date in order to do some of the negotiations with the union as well as give us time to adequately notify the towns people of what our hours would be.

First Selectwoman Wiecenski made a motion to change the town office building hours to 34 open public hours Monday through Thursday and closed on Friday beginning September 1st, 2023, for a probationary period of 6 months.

Seconded by Selectman Makuch

Discussion

A final approval would come back to the BOS but not necessarily in a public capacity to start during the negotiation process. An MOU would have to be created and reviewed. The final result would be public. The BOS would have to look at holidays, specifically.

First Selectwoman Wiecenski made an amendment to the motion adding the hours, Monday 8:00am to 6:00pm and Tuesday through Thursday would be 8:00am to 4:00pm.

Seconded by Selectman Makuch

First Selectwoman Wiecenski asked for a roll call vote.

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

Present to Speak

Nicole Snyder – Stated that a lot of research was done regarding a change in hours and that the main goal was to extend our hours to the public. Many people are still working between 9:00 and 2:00, if we extend our hours people may be able to come before they go to work or after work.

Nick Tella – Commented about a survey the BOE had, truck issue at Love's also having to many BOF members on other boards and commissions and the change in hours at the town office building.

Colleen Quinn – Commented on the change in town office building hours being a good change for the townspeople as well as the employees.

Good & Welfare

- A. Mobile Food Share will be here at the TOB next, Wednesday, July 19th from 11am - 11:30am. As a reminder, this is open to all Willington residents, as well as residents from other towns in Connecticut. The Seniors have a bread distribution every Wednesday at the Senior Center
- B. Summer camp began last week, it was hot but successful. Our new Parks & Rec Director Jimmy Callaghan and his staff had a great week. There are still a few spots open if you are interested reach out to Parks & Rec. Thank you for the great job done by Jimmy, our Camp Director, and the rest of the staff!
- C. Please continue to support our small businesses and restaurants if you can.
- D. Selectman's office is working with the State Police regarding speeding concerns in town as well as the increased amount of traffic of the ATV and dirt bikes on the road.
- E. Concerts in the park Wednesday July 19th, 2023, from 6:00 to 8:00 p.m. at River Road Athletic Center. Broken Road will be performing. Human Services will be selling concessions & collecting items for the food pantry. See website & FB for details. Grab dinner and some friends and come listen to some great music.
- F. June Monthly Report from Troop C: *268 calls to Troop C for service included 13 accidents, 13 criminal investigations, 0 burglaries, 0 larceny, 160 non-reportable matters and 6 arrest. Motor vehicle enforcement included 84 total traffic stops, 1 onsite DUI's, 1 arrest, 5 misdemeanor summons, 44 infractions, 4 written warnings, 29 verbal warnings.*
- G. On July 12th Sophie Parizek celebrated her 100th Birthday. If you see her join us in wishing her a Happy 100th Birthday!!
- H. Highlight a couple of opening on the Inland Wetlands committee is in need of members if you are interested reach out to the Town clerk's office, Land use office. PZC is also in need of members. We also need a recording secretary for CIP and BOF. You can reach out to the BOF, they are paid positions at \$20.00 per hour. You must attend the meetings.
- I. Tax bills went out and are due without interest penalties by August 1, 2023.

- J.** Transfer Station reminder – you need a sticker, and you must be a resident. Your new bulky permits were in your tax bill. If you have any issues with the bulky permits, please see an attendant at the transfer station.

First Selectwoman Wiecenski moved to adjourn the meeting at 8:08 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 JUL 25 P 1:11


TOWN CLERK