

# 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**

**August 21, 2023  
6:30 PM**

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

First Selectwoman Wieceński called the meeting to order at 6:30 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 August 7, 2023, regular meeting.  
Seconded by Selectman Makuch  
3 Yes (Bulick, Makuch & Wieceński) 0 No. Motion carried.

### Discussion

#### Present To Speak

Joanne Taraskiewicz – spoke regarding ARPA project as they have not gotten a third quote and putting the youth library in the basement and getting it cleaned out.

Peter Tanaka – Shared his thoughts on the 4-day work week regarding the current hours and looking toward a positive outcome once the trial period is over.

### Correspondence

List of Correspondence

### First Selectwoman's Status Report

- A. **SBC:** SBC met last week and had a working session to discuss the draft of the final report that is underway. There was some very constructive discussion, and the draft is continuing to be worked on.
- B. **STEAP Grant for OTH Septic:** Nothing new to report.
- C. **LOTICIP:** Nothing new to report

**D. ARPA:** They have not had a meeting in some time but would like to give an update on some of the projects for DPW and the Selectman's office. DPW Generator Project- The new generator at the garage started last week but has yet to be completed as they still need to hook up the propane and anticipate it to be completed by our next meeting. At the Town Office Building we will be making some improvements to the Common Room and the Downstairs meeting room by installing a ceiling mount for the Owl camera as well as additional electrical outlets to manage to the electronic equipment needed for meetings. Downstairs we are putting in an additional monitor. Purchases have been made and we are waiting quotes from the electricians. Selectman Makuch brought up possibly doing something at the Old Town Hall like installing Internet to start.

**E. STAFF UPDATE:** We have extended the DPW position to open until filled we have received five applications to date. The Selectman plan on meeting to review the candidates and discuss moving forward with the process.

- a) We need recording secretaries for CIP and BOF, it pays \$20.00 per hour, if anyone is interested, please reach out to us.
- b) August 28, 2023, the town office building will open one hour later at 1:30pm. However, the staff will report at their normal time for an employee luncheon.

Selectman to share their availability for a joint meeting with the Willington Fire Department as they have asked for a joint meeting with the Board of Selectman and the Board of Finance to tour the fire department building and hear where we are at in the process and discuss what the next steps would be.

### **Public Works**

Things done at Public Works:

- Grading dirt roads that had washed out from the rain.
- Roadside mowing.
- Sweeping roads preparing for chip sealing.

### **Executive Session –**

First Selectwoman Wiczenski moved to enter into an executive session to discuss a level 2 union grievance and invite Matt Karosi , Jeff Semmelrock, and Jayson Righenzi at 6:46pm.

**Selectman Makuch seconded.**

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

7:21pm the Board of Selectman have ended their executive session.

### **New Business**

#### **A. Appointment**

- a. Inland Wetlands Watercourse Commission

First Selectwoman Wiecenski moved to appoint David Jordan as a regular member of (IWWC) Inland Wetlands & Watercourse Commission To fill a vacancy effective 8/22/23 expiring 8/15/2024.

**Selectman Makuch seconded.**

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

First Selectwoman Wiecenski moved to appoint Ralph Tulis as a regular member of (IWWC) Inland Wetlands & Watercourse Commission effective 8/22/23 expiring 8/15/2026.

**Selectman Makuch seconded.**

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

**First Selectwoman Wiecenski thanked David Jordan and Ralph Tulis for their willingness to serve on the committee, it is appreciated. There is still one regular seat and two alternate seats available on the IWWC.**

#### **B. Town Clerk designation for Preservation Grant application**

Town Clerk, Robin Campbell would like authorization to apply for a State funded grant which would allow her to apply for additional roller shelves which will help in the organization of the vault.

**Selectman Makuch moved to authorize Robin Campbell, Willington Town Clerk to be the designee for the State Historic Preservation Grant, FY2024.**

**Selectwoman Wiecenski seconded.**

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

#### **C. Potential Land Purchase**

Sale of State-owned property off Jared Sparks Road which holds a radio tower. The property is less than a ¼ of an acre and has been offered to us for a price of \$4,000.00. Discussion of what is the value and/or future use to the town. Discussion on this topic will continue.

#### **D. Tax Refunds**

First Selectwoman Wiecenski moved to refund Amy E. Hall, for an overpayment in the amount of \$160.57.

**Selectman Bulick seconded.**

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

First Selectwoman Wiecenski moved to refund Luis E. Sotomayor, for an overpayment in the amount of \$15.64.

**Selectman Bulick seconded.**

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

First Selectwoman Wiecenski moved to refund Luis E. Sotomayor, for an overpayment in the amount of \$16.08.

**Selectman Makuch seconded.**

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



First Selectwoman Wiecenski moved to refund Sue Janssen, for an overpayment in the amount of \$48.24.

**Selectman Bulick seconded.**

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

First Selectwoman Wiecenski moved to refund CCAP Auto Lease LTD, for an overpayment in the amount of \$554.51.

**Selectman Makuch seconded.**

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

First Selectwoman Wiecenski moved to refund Carol Schofield, for an overpayment in the amount of \$6.69.

**Selectman Bulick seconded.**

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

First Selectwoman Wiecenski moved to refund William E. Miller, for an overpayment in the amount of \$429.98.

**Selectman Bulick seconded.**

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

First Selectwoman Wiecenski moved to refund Nichole D. or Brady Tolley, for an overpayment in the amount of \$262.49.

**Selectman Makuch seconded.**

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

First Selectwoman Wiecenski moved to refund Caitlin E. Campbell, for an overpayment in the amount of \$111.26.

**Selectman Bulick seconded.**

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

First Selectwoman Wiecenski moved to refund Keith R. Palmer, Sr., or Lynn L. Palmer for an overpayment in the amount of \$10.58.

**Selectman Makuch seconded.**

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

First Selectwoman Wiecenski moved to refund Eugene S. Spak, for an overpayment in the amount of \$130.48.

**Selectman Bulick seconded.**

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

First Selectwoman Wiecenski moved to refund John F Gearhart, Jr., or Cheryl A. Gearhart for an overpayment in the amount of \$102.75.

**Selectman Bulick seconded.**

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

#### **E. Human Service Job Description**

The job description needed to be updated as the position had changed since it was last posted as it used to be Director of Youth and Family Services and has since changed to Humans Services Director. The description format was updated.

Selectman Makuch moved to approve the Human Services Director position description as presented in the draft.

**Selectman Bulick seconded.**

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

#### **Old Business**

##### **A. Everbridge Emergency Notification**

A draft policy was created for review from the board so they may have some input on it. Discussion to continue at next meeting. The goal is to send out a postcard with information to sign up and to have a QR code on the post card that will lead you to the town website to sign up for notifications and town alerts. There would be a step-by-step process to sign up. The Everbridge system is for town use and is separate from the CT Alert system. The town would use this for important updates that residents may need to know.

##### **B. 4-day work-week pilot update**

The First Selectwoman had moved to start the pilot program on September 1<sup>st</sup> however, as she is beginning work on the 4-day work week pilot program MOU and is working with the town attorney to put something in writing to begin working with the union. Looking at the calendar, Labor Day is Monday September 4<sup>th</sup> so if the pilot started that week, it would only be a three-day work week which the board feels we should not begin on the first.

First Selectwoman Wiecenski moved to start the 4-day work week pilot program from September 1<sup>st</sup>, 2023, to September 18<sup>th</sup>, 2023.

**Selectman Makuch seconded.**

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

#### **Present to Speak**

Stuart Fisher – Introduced himself and is the Democratic nominee for First Selectman.

Nicole Snyder – Commented on the 4-day work week and how the current hours do not work for people today and how she felt the new hours would be more accommodating to our residents. From an employee standpoint it could help with retention which would be a good thing.

## Good & Welfare

- A. Mobile Food Share will be here at the TOB next, Wednesday, August 30th from 11am - 11:30am. As of Wednesday August 30, 2023, they will be moving from the drive-thru model back to the **walk-up model**. Residents will need to park and bring their own bags. 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. Please continue to support our small businesses and restaurants if you can.
- C. Monday August 28<sup>th</sup>, 2023, there will be a delayed opening. We will be open to the public from 1:30 to 7:30pm.
- D. Saturday September 30<sup>th</sup> is the Annual Car Show on the green.
- E. The Annual Flea Market is Saturday September 9, 2023, on the green.
- F. Willington has been approved for our municipal transfer station general permit for another 10 years. The transfer station is up to date until May 10, 2033.

**First Selectwoman Wiecenski moved to adjourn the meeting at 8:08 PM.**

**Selectwoman Bulick 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 AUG 31 A 10:04

  
TOWN CLERK