

Town of Willington

Board of Selectmen
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BOARD OF SELECTMEN

Budget Workshop Special Meeting Minutes
Hybrid; TOB, Downstairs Room

February 6, 2023
5:30 PM

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

First Selectwoman Wiczenski called the meeting to order at 5:30 PM with the following in attendance: Selectman Bulick, Selectman Makuch, Assessor Kara Fishman, Business Manager Donna Latincsics, DPW Director Troy Sposato, Tax Collector Janice Clauson, Town Clerk Robin Campbell, and residents in person and via Zoom.

Budget Workshop

First Selectwoman Wiczenski reviewed the previous budget meeting and stated the budget is currently at 11.22%. The items discussed in the last meeting including the facilities director and the DPW mechanic are not included in this current budget figure. CIP made some adjustments to their budget recently which may have created a savings for this budget. Business Manager Latincsics stated that the Moose Meadow Road repairs and the DPW dump truck are allocated from the reserve fund.

Selectman Bulick inquired about purchased services in the Town Clerk's department. Town Clerk Campbell stated that the purchased services are for the land recording vendor and services that are utilized and the contract renewal with COTT who holds the vendor service. There are additional funds included in the budget for the grantor/grantee book that is held in the Clerk's office. It is a paper copy of the land records spreadsheet that has not been updated since 2009. Town Clerk Campbell stated that the budget could be decreased because the Clerk's office can work to perform this book inhouse but the materials will still be needed, including 2 books for grantor and grantee each.

Selectman Bulick inquired about the budget for Town Office Operations and reviewing the computer expense line item. First Selectwoman Wiczenski explained the makeup of the budget and the cost services included. The \$16,100.00 included in the budget is for bringing the Senior Center into support and managed by IT services. Discussion was held on the various services that are included in the computer expense line item that include other departments, and possibly reducing the line item.

Selectman Bulick inquired about the internet expense and First Selectwoman Wiczenski and Business Manager Latincsics stated that the internet expense should include the expense of CEN.

Selectman Bulick inquired about the Consulting for Land Use and the Consulting Engineer for Public Works. First Selectwoman Wiczenski explained the need for consulting for Land Use based upon applications and then explained that the DPW is working on various road projects that will require engineering this year, including Village Hill Road and possibly Schofield Road.

Selectman Bulick inquired about the Senior Center maintenance and miscellaneous line item. First Selectwoman Wiczenski reviewed the maintenance request from the Senior Center.

Selectman Bulick inquired about the Public Works catch basin line item and DPW Director Sposato explained the cost increase and that it includes all of the catch basins in town.

Selectman Bulick inquired about the Public Works miscellaneous supplies line item and the building maintenance supplies. DPW Director Sposato explained the items and supplies that are purchased from these line items. Selectman Bulick also inquired about the parts and supplies line item and DPW Director Sposato stated that it is for the parts and supplies that are needed for the maintenance of the trucks. Selectman Bulick inquired about the Aggregate line item and DPW Director Sposato stated that this material is used for the fixing of the dirt roads. Selectman Bulick inquired about the street signs line item and DPW Director Sposato stated that street signs are continuously going missing. Selectman Bulick inquired about the equipment purchase line item and DPW Director Sposato stated that the smaller equipment and replacement parts, etc. is purchased from this line item. Selectman Bulick inquired about the snow removal contractor increase and DPW Director Sposato stated that the bid is due this year and there is an expected increase. Selectman Bulick inquired about the sand line item, the salt line item, and the calcium chloride line item. DPW Director Sposato explained each as well as the plow equipment line item.

Selectman Bulick inquired about the cemetery line item.

Selectman Bulick inquired about the transfer station maintenance. DPW Director Sposato stated that there is additional maintenance that is needed on the compactors, inc.

Selectman Bulick inquired about trash removal and the increase in the cost.

Town Clerk Campbell reported back that there would be a decrease in her requested budget amount for purchased services.

First Selectwoman Wiecenski stated that there are no further budget meetings planned but the budget needs to be finalized. It was decided an additional budget meeting would be held Monday, February 13th. Selectman Makuch inquired about the additional discussed positions.

First Selectwoman Wiecenski moved to adjourn the meeting at 6:29 PM.

Selectman Makuch seconded the motion.

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

Respectfully submitted,

Kelsey Allard

Recording Secretary
Town of Willington