

Town of Willington

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BOARD OF FINANCE

Meeting Minutes
Via Public Online Video Conference

November 19, 2020
7:00 PM

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

Members Present (a quorum of 4 members is required to conduct business):

Mike Makuch – Chairman
Geoff Prusak – Vice Chairman
Peter Tanaka – Secretary
Stef Summers
Matt Clark
Christina Mailhos
Lisa Woolf – Alternate

Members Absent:

Mike Perry – Alternate

Also Present:

Erika Wiczenski – First Selectwoman
Phil Stevens – Superintendent of Schools
Donna Latincsics – Business Manager
Peter Andersen – Conservation Commission Chair
Kathy Demers – Conservation Commission Vice Chair
Members of the Public

Chairman Makuch called the meeting to order at 7:05pm.

APPROVAL OF MINUTES

Matt Clark made a motion to approve the regular meeting minutes of September 19, 2020.

Stef Summers seconded the motion.

Vote: 5 Yes (M. Clark, P. Tanaka, S. Summers, G. Prusak, M. Makuch), 0 No, 1 Abstain
(C. Mailhos)

Approval of the October minutes was tabled to the next meeting.

Stef Summers noted that in the October minutes, end of pg. 10 it should say “purchases of \$20,000 or less”, not “under \$20,000”.

PRESENT TO SPEAK

Resident Ralph Tulis noted that in the October meeting minutes, page 7, the addition to Hall Memorial School was attributed to the 1950s, but he believes it was built in the 1960s and encourages some research be done on that point.

OLD BUSINESS

1) Public Health Crisis Update - potential effect on municipal budgets

Chairman Makuch shared that Selectwoman Wiecenski reported that there are two parts to COVID-related expense reimbursements. The first part is complete; applying to first the state and then FEMA. The state didn't make its decision on what to fund until after the FEMA application deadline, which created a conflict, but there is a solution in the works. Per a phone call today, the Governor had set aside \$75 million for reimbursements at the state level and only \$16 million was expended, so they're working on a solution to get the rest of that money out. In conclusion, we have some reimbursements promised and more to go, but it looks like there will be money for those. Careful notetaking will continue as we move into a new phase and numbers of positive COVID tests are increasing again.

Chairman Makuch reviewed an email sent by Matt Clark detailing unemployment numbers. The numbers reported during Board of Finances (BOF) meetings, while accurate, are capturing the information reported to the Department of Labor (DOL) by claims but not necessarily capturing every unemployed or underemployed person, as there are those who don't report in the same way or don't report at all. Matt explained that the report estimates that the actual unemployment rate for Connecticut is 12-13% using various methodologies to calculate that number. Stef Summers recalled that the same was true of the reported unemployment numbers not taking underemployment into account during the 2008 recession.

Stef Summers inquired whether Willington will get adjusted COVID-positive numbers as UConn students leave campus for Thanksgiving break, and whether that will immediately affect the red alert status in Willington, as that may be a big share of why Willington has had a spike in numbers. Chairman Makuch replied that the most likely effect of students leaving will be reflected at the end of next week's numbers, though the holiday might cause skewed numbers. He reviewed that, while UConn students will not be going back to in-person learning until the end of January, some will stay in their rented apartments. UConn students have been discouraged from going home to other communities to stem the spread, so the effect of student movement on Willington is unknown. It's also possible that the virus will be spread by residents at family gatherings, so the next two weeks will show the effect.

2) CIP/Capital funding process: continued discussion

Chairman Makuch shared that the first Capital Improvement Plan (CIP) Committee meeting for this season will be December 2.

Chairman Makuch and Matt Clark conferred on revising the proposed language to send to the accounting firm in order to receive a price for questions to be answered to assist the Board.

Suggested Wording:

History: Willington has a Board of Finance policy to maintain a reserve of 8-12 % of expense budget. This has served well for providing coverage for unexpected/unbudgeted expenses and has received high marks from annual accounting reviews and audits. However, it has been reported that this reserve is used as a bargaining tool by labor bargaining units defending their requests. The premise voiced is that "Willington can certainly afford to pay for it". The Willington has a Board of Finance is seeking advice on how much balance is prudent and how the balance should be structured, including differing types of accounts and consideration for what funds/projects are in capital accounts that might be better positioned in the working budgets of the constituent units. Specifically, we ask:

- 1. What account structure might be advisable to reduce the single reserve balance?*
- 2. What is advisable for dedicating reserves to projects such as life cycle replacements/deferred maintenance that might be currently paid for out of reserve?*
- 3. Should the 8-12% reserve level be revisited/adjusted?*
- 4. What other related efficiencies are advisable?*

Matt expressed a desire to move forward with the wording as proposed and thanked Chairman Makuch for working with him.

Stef suggested that the 4th question be removed, as it is too open-ended. It references how we conduct town business, which is the job of the BOF and the town. If the board decides to keep it in, she suggested separating it out as a separate cost item, as it's open-ended enough that it could make a difference in the cost. She asked whether it is looking for efficiencies in accounting.

Matt clarified that he meant efficiencies in terms of allocating money to different accounts or things that the town does. For example, what are efficiencies that they see in other organizations or towns that we could apply in Willington? He expressed that he was fine with whatever the board decides to do regarding removing or leaving the fourth question.

Matt inquired whether the BOF would send this only to the firm currently on retainer, or more than one. Chairman Makuch replied that we have the ability to ask them for a price for other tasks because we have a legal contract with them already. If we were not to use them, the task list would have to go out to bid, which would tie up the accounting office when we already have a firm who can do the work.

Matt Clark made a motion to send the proposed task list to Mahoney Sabol & Company LLP for an estimate.

Geoff Prusak seconded the motion.

Matt suggested removing the fourth question, as it might end up costing more money. There was agreement from the board.

The board discussed the wording of the third question and decided to leave it as proposed.

Vote: 6 Yes (C. Mailhos, M. Clark, S. Summers, G. Prusak, P. Tanaka, M. Makuch), 0 No

Chairman Makuch clarified that Business Manager Donna Latincsics will send the letter with the proposed language and asking for a price and a timeline.

3) Monitoring the current FY budget

Chairman Makuch shared the financial report sent by Donna on the screen. He reminded board members that they have heard in previous months that much of the budget is encumbered early in the year to salaries and other standing items, so it shows as "spent".

Matt asked clarifying questions about line items, which Donna answered.

Chairman Makuch asked if having 19.7% of the budget remaining is typical for this time of year. Donna replied that it is.

4) Board of Finance manual/policies/etc.

A mistake was made in distributing an electronic version of the guide discussed at the last meeting, so board members were not able to discuss any new developments.

5) Annual report-previous year

Selectwoman Wiczenski will be looking at the previous chairman's email account to find any outstanding 2018-2019 reports that were lost in the transition so that that annual report can be completed.

Chairman Makuch shared that it is time to request 2019-2020 annual reports from contributing departments. He continued that, in looking over the submitted reports, there is great variety in how they're configured; people bring all sorts of info, which may be relevant to their organization but not to the annual report itself. Chairman Makuch suggested the Board might come up with consensus on the format it would like people to submit in the standard letter that goes out. The purpose of the annual report is to tell the taxpayers what their tax dollars went to.

Geoff expressed doubt on how the board would standardize the amount of information shared in these reports and that it can't be a black-and-white format.

Chairman Makuch replied that guidance would be less about size and more about what the content should be.

Matt suggested the board specify what subjects should be covered and expressed support for providing guidance so people have confidence in the town and that all departments are reporting in.

Stef expressed support for giving guidance, especially this year. She continued that it's a good opportunity going forward to hear different organizations' experience this year and give the board insight. There are things the BOF needs to know about in its process so it can help the departments.

The board discussed mechanics of publishing the report once it is finished.

Chairman Makuch read specific language in the BOF guidebook regarding the requirements of submission of annual reports. He will reference the state statutory requirements in the letter to organizations.

Secretary Marysa Semperebon asked that the letter include direction to submit annual reports via Word or similar documents rather than .pdf, to ease combination into one document.

6) Status of M Perry alternate seat

Chairman Makuch reviewed that a conversation with the Town Clerk was forwarded to board. At this point, the board has received no reply from Mike Perry. He is still registered as a voter in Willington and there has been no official communication from him asking to be removed from the board. Until a communication is received or his voter registration can be confirmed to have changed to a different place, he remains a full board member and fills that seat legally.

Chairman Makuch referenced that some towns have different policies, like Mansfield's, which says something along the lines of if a board member doesn't attend 3 meetings in a row, they can be removed, but Willington doesn't have a policy like that in place.

Matt suggested the board adopt a similar policy for the future. Chairman Makuch replied that the board can research that possibility. He explained that Mansfield has a charter, which changes their legal abilities.

NEW BUSINESS

1) Conservation Commission: potential Talmadge property purchase Attachment #1
Pete Andersen, Chair of the Conservation Commission, introduced himself and Kathy Demers, Vice Chair. He summarized that the Talmadge family estate has approached the Conservation Commission (CC) with an offer to sell a piece of the property to the town. The property is off Mason Rd., abuts the current Talmadge property which was purchased a number of years ago, is across the street from the Knowlton property, and abuts UConn-preserved land. It is a prime place for preservation and protection.

Pete Andersen continued that the CC has researched the costs involved in this process in addition to an assumed purchase price of \$125,000 and included high estimates for those figures in their letter provided to the board. There is currently about \$65,000 in the open space fund, which would leave a balance of about \$99,000. As the letter mentions, the CC would be applying for a DEEP Open Space Grant, which the town has been successful in garnering 2 previous times for close to \$400,000 for the purchase of open space. Given the fact that this property is already in an area that the town granted some money for that purchase, it seems like there is a pretty good chance of getting the grant on this one.

Pete Andersen continued that in the past 15 years when the CC has approached CIP and the BOF about putting money in the open space account for the purchase of prime land that came its way, they were told that money shouldn't just sit in the open space account and not do anything, but that if the CC finds a good piece of land, money would be found for it. He recalled that that was successful with the Knowlton and first Talmadge purchases. The BOF/CIP did allot \$30,000 to

the Open Space fund, bringing it up to the \$65,000 that it is now. The purpose of that small amount of money was ancillary expenses like attorney fees, surveys, and appraisals that have to be paid on top of the purchase price. There is a lot of effort in putting together a DEEP grant – documents, recommendations, surveys, etc. Before the CC can do that, they're looking for a sense of whether this is a feasible project at all for the town to take on at this point. A no-brainer property like this one is why the CC has advocated for putting money away in that fund over the last 15 years. The second paragraph of the letter details the prime reasons for the value of the property, including maintaining the rural character of Mason Rd.

Pete Andersen continued that the family is looking at selling the parcel to a developer as well; the addition of multiple houses there could require the road to be paved, so purchasing the property is in keeping with the CC's goal of maintaining rural roads in Connecticut. The money to pay for an appraisal, which may give grounds to negotiate a price if it came in significantly less than the \$125,000 asking price, would be needed up front. An appraisal would also definitely be needed in order to apply for the DEEP grant. The survey wouldn't have to be done until after the grant was awarded.

Pete Andersen continued that the DEEP grant awards up to 50% of the land purchase price (no ancillary fees) so on the highest side, the town would be contributing \$40,000; though they hope the expenses would be a lot less than the high estimates. Asking if there are possibly funds available for this, then the CC would continue forward with research and getting an appraisal done. The timeline on the project will be governed by state grant timelines, which he asked Kathy Demers to speak to.

Kathy Demers shared that the DEEP open space staff will be announcing the grant process in December, with an application deadline of mid-May. They typically announce grant awards in October. DEEP anticipates about \$5 million available in the Open Space Fund next year.

Kathy continued that the property is a nice parcel to be able to add onto the other open space. UConn has a lot of property to the west, which the Fenton River runs through. This additional Talmadge property is almost all over the aquifer that feeds the UConn well fields, so there are many characteristics of this property which they believe will get high points on an Open Space Grant. She stressed the importance of getting an appraisal up front, as it is required for the application but would also help as a negotiation tool with the family.

Chairman Makuch suggested that this proposal be considered in the capital process that starts December 2 and clarified whether the Open Space Fund is a capital fund. Donna Latinsics clarified that the Open Space Fund is Fund 15 which is not a Capital fund but a Special Revenue fund, so it is not subject to CIP.

Matt Clark inquired whether the UConn-owned land carries any stipulation that it can't be developed. Pete Andersen recalled a 50-year agreement that the land won't be developed, and UConn would probably not build another campus on top of the Fenton River. Chairman Makuch added that there are a lot of restrictions on the development of that UConn property, not only because much of it is wetlands or aquifer which feeds the wells for UConn and the reservoir in Mansfield, but the university is under some type of consent orders about reducing the amount of

property that is impermeable surfaces. Building on that lot would be huge undertaking so far from the existing campus.

Matt inquired if adding this property to protected land benefits UConn's aquifer, can we go to UConn to ask for money. Peter Andersen replied that he is not sure that would go anywhere. Stef added that UConn has its own budget problems.

Peter Tanaka added that that money would come from the state anyway, which is where the DEEP grant comes from. He believes it'll be in our favor in terms of asking for state money to protect the state's aquifer. He recalled that when CIP put \$30,000 in the Open Space Fund, part of the reason was that it would go toward incidentals like appraisal and lawyer fees; making sure the CC has the money it needs immediately to get going on a purchase. He has sat in on many meetings where boards told the CC that if they came up with good land, the boards would try to help them.

Stef Summers inquired how the CC views this property compared to others they've seen come up. Kathy replied that it is a high priority parcel for the town; one of the CC goals has been to add on to existing open space rather than finding small parcels here and there of very obscure land. This is an ideal parcel, which is why they are eager to get going. They also don't want the Talmadge family to get discouraged if it takes too long and for them to put it on the market.

Pete Andersen agreed and added that it's a no-brainer as far as contiguity to already preserved land, preserving the road, and keeping development off the road. He spoke to the possibility of adding another recreational trail and referenced the fact that, especially during the pandemic, Fenton Ruby Park has been heavily used.

Resident Bob Shabot detailed that this piece of property is the last key to completely conserving that whole remote roadway and reiterated that the CC has been striving to have a number of properties together. The purchase of this property would not only conserve the properties, but preserve a historic road and scenic byway through this area.

Chairman Makuch spoke to the unfortunate timing for this valuable opportunity to come up, with the pandemic making this a tough time for financial planning right now.

Kathy Demers suggested that if the Board isn't sure about moving forward with the purchase of the property, it could consider funding just the appraisal; if the appraisal is significantly lower, that could change the balance for the town.

Peter Tanaka mentioned the fact that the fund balance is still above the recommended 8-12%. The board reviewed the status of the fund balance.

Chairman Makuch inquired why the land appraisal is budgeted for \$4,000 when house appraisals cost around \$300. Peter Andersen replied that he is not sure why the numbers are so different, but the CC received seven quotes for the appraisal and all of them are in that range. Kathy added that this type of appraisal is done to the federal yellow book standards, so there is a lot of detail to it which is very time-consuming.

Mike Makuch made a motion that the Board of Finance recommends the Board of Selectmen call a Town Meeting to approve the appropriation of up to \$5,000 for the appraisal of the additional Talmadge property.

Peter Tanaka seconded the motion.

Christina reviewed that the next step after the appraisal would be to do this process again for attorney's fees and other costs, not just the purchase of the land.

Matt Clark announced that he would be voting "no" on this motion not because of a disagreement with the project or the funds, but because he just received the letter to review today. Chairman Makuch apologized that the letter was not forwarded to the board earlier.

Stef commented that the CC's presentation is strong and that contiguous land is crucial for wildlife in particular. The presentation made great points about watershed, which has been an issue for UConn over the years.

Chairman Makuch commented that the motion follows the intent of past board action to have some money available to get an appraisal. The motion isn't approving making a purchase or even moving to the legal portion, it is only committing to the first step.

Selectwoman Wiecenski inquired about the timing and whether these funds are needed now, as they often try to package items together for Town Meetings. Kathy replied that the first step is to get the appraisal, then the CC has to come back to the BOF to talk about availability of funds and whether negotiations should begin with the Talmadge family. If the CC has to keep going back and forth to Town Meetings, that is costly to the town and may cause them not to meet the May deadline for the Open Space Grant.

Vote: 5 Yes (S. Summers, P. Tanaka, G. Prusak, C. Mailhos, M. Makuch), 1 No (M. Clark)

Peter Tanaka noted that he respects Matt Clark's principled stance on voting no as far as the timing, but the topic of buying open land has been discussed for a long time and promises made to the CC should be kept.

Pete Andersen mentioned that the CC has another item to present to the Board that would need to go to Town Meeting that they did not have a chance to submit before the agenda was finalized, as they just finalized it at their meeting last night.

Chairman Makuch made a motion to add Natural Resource Inventory and Forest Management Plan for Fenton Ruby Park to the agenda.

Stef Summers seconded the motion.

Vote: 4 Yes (C. Mailhos, G. Prusak, S. Summers, M. Makuch), 2 No (P. Tanaka, M. Clark)

2) Natural Resource Inventory and Forest Management Plan for Fenton Ruby Park
Kathy Demers summarized that for open space properties such as Fenton Ruby and the Drobney Sanctuary, every 10 years the Conservation Commission tries to update their Natural Resource Inventory and Forest Management Plan. That allows them to hire a forester who does fieldwork, inspects the property, inventories the timber in the park, looks for invasive species and

encroachments, and devises a plan to guide the CC and the town on how to take care of the open space. The current one for Fenton Ruby has been expired since 2010. The CC received proposals to update the plan from 2 agencies; Connwood Foresters has done their plans in the past and bid \$4,500 while Ferrucci & Walicki, who they have worked with in the past for timber harvests bid \$6,500. At their meeting the CC voted to go with Connwood Foresters for a Park Management Plan if the BOF recommends approval of the expenditure.

Kathy continued that the Park and Rec Fund there is \$10,484 that can be used for these types of expenditures. Chairman Makuch clarified whether that funding is different from the Recreation Department funding. Donna Latinsics confirmed that the funding is totally separate.

Mike Makuch made a motion that the Board of Finance recommends the Board of Selectmen call a Town Meeting to appropriate \$4,500 for the Natural Resource Inventory and Forest Management Plan for Fenton Ruby Park.
Stef Summers seconded the motion.

Peter expressed that he is not ready to vote on approving the update of a 10-year report that's 10 years overdue when given no notice. Though he does see the necessity and where the funds are coming from, it could've been prepared ahead of time. Chairman Makuch and Matt Clark shared his concern that there is not enough time to analyze and form a judgement.

Christina inquired why this is coming up now. Kathy replied that this item has been on the back burner for a long time. It's come back because two years ago they did some timber harvesting in Fenton Ruby and had to pay forester to come in and do an inventory for one part of the management unit, so they started to think about the overall health of the forest again. There are issues coming up around the state; invasive plants, diseases attacking trees, Emerald Ash Borer, moths attacking oak trees.

Kathy continued that money is tight through all years, and the CC tries not to spend money if they don't have to, but the above reasons are why they feel it's important to have a full management plan done now.

Vote: 4 Yes (C. Mailhos, S. Summers, G. Prusak, M. Makuch), 2 No (P. Tanaka, M. Clark)
Chairman Makuch noted that, while the topic was easy to vote yes on, the timing of it was a challenge.

Stef noted the ongoing issue of holding Town Meetings during the pandemic. Selectwoman Wiczenski shared that they will be trying to go hybrid and inside.

Kathy apologized for the timing and noted that the Conservation Commission hasn't had meetings through summer because of COVID, but they are concerned that they have to move forward with these items.

3) Budget Meetings: calendar

Chairman Makuch shared that Donna Latinsics prepared the budget meeting calendar based on the standard pattern.

Stef suggested considering changing at least one of the final budget hearing or Town Meeting from Tuesday to a Wednesday or Thursday because anyone with a standing Tuesday night obligation is cut out.

Selectwoman Wiccenski shared that the date has to be within a certain time frame dependent upon the Region 19 referendum, which Willington has no control over. By statute, they have to hold their referendum on the first Monday or Tuesday in May, and they choose Tuesday.

Discussion was tabled to the next meeting, seeking clarity on schedule and legal requirements.

CORRESPONDENCE

Peter Andersen's presentation was sent to the board during the meeting.

PRESENT TO SPEAK

Peter Latinsics of 97 Trask Rd. followed up about the final calculation on the Minimum Budget Requirement (MBR) from the Board of Education and whether there is an update on the roof project for the schools.

Chairman Makuch replied that he believes the roof project was discussed at the Board of Selectmen meeting but was not discussed here tonight. The last discussion of the MBR and roof project is last information the Board has.

Peter Latinsics expressed disappointment that we are approaching new budget season and still don't know our MBR for last year.

Peter Latinsics continued that he shares Matt Clark's concern about the haste in which public funds were expended tonight. While the Conservation Commission's proposal may have merit, the Board was not allowed to make an informed decision and the public was disenfranchised because they had no idea that public funds would be spent tonight and had no opportunity to consider it or prepare for it in any way. He feels that's regrettable.

GOOD & WELFARE

Chairman Makuch stated that the coronavirus situation is at best delicate and concerning, and maybe worse. As far as the Board's job as caretakers of public funds, we should be keeping an eye of what's going on. As human resources to run this board, he asked everyone to take care of themselves. For those who plan to celebrate Thanksgiving in any way, enjoy the holiday.

Geoff wished everyone a Happy Thanksgiving.

Peter Tanaka made a motion to adjourn the meeting at 9:00pm.

Geoff Prusak seconded the motion.

Vote: 6 Yes (G. Prusak, C. Mailhos, L. Woolf, M. Clark, S. Summers, M. Makuch), 0 No.

Respectfully submitted,
Marysa Semprebon
Recording Secretary

**Willington Conservation Commission
40 Old Farms Road
Willington, CT 06279**

November 18, 2020

Board of Finance
Town of Willington

Dear Board Members,

This letter is in regard to the Town's opportunity to purchase a 16 +/- acre forested parcel on Mason Road from the Estate of Daniel Talmadge which would be added to the Town's Open Space for public recreation and natural resource protection. The family is currently asking \$125,000 for the property, stating that a market appraisal was done several years ago and indicated the property might be able to be subdivided into 3-4 lots. The latest 2018 Town appraised value is \$70,700. (This assumes just one building lot.)

Some significant reasons for purchasing this property include to: 1) Add more forest land and recreation area to the Town's current 166 acres of open space on Mason Road, which is made up of the previously purchased Talmadge Preserve (28 acres in 2005) and Knowlton Preserve (138 acres in 2009); 2) Increase the total contiguous forested open space important for wildlife habitat and corridors area to 602 acres when you include the abutting UConn Moss Forest and North Tracts (420 acres); 3) Protect more Fenton River watershed land and a headwater stream on the property which supply drinking water downstream to the Willimantic Reservoir; 4) Add more protected acres over the Town's Aquifer Protection Area that supplies UConn's well fields; and 5) Implement major goals of the Plan of Conservation and Development by increasing open space and helping to preserve the rural character of the Town.

By purchasing this property for open space, we also help to curb residential development and the associated costs to the Town for added services (schools, police, fire, transfer station, upgrading and maintaining roads). Research has shown that residential development often costs communities far more than they generate in revenues. Additionally, the Talmadge property has the potential to generate revenue through forest management income.

Overall, protecting this parcel offers many benefits to Town residents, local wildlife, and our downstream neighbors. If the Town can move quickly on supporting this purchase, we also have an opportunity to apply for a CT DEEP Open Space and Watershed Land Acquisition Grant in the spring of 2021, which could reimburse the Town for up to 50% of the purchase price. The Town was successful in receiving Open Space Grants for the initial Talmadge parcel in 2005 and the Knowlton parcel in 2009. The application, which is typically due in May, must include documentation of support by relevant Town boards and commissions, and there must be a Town Meeting authorizing the expenditure of funds from a designated source of funding.

In order to qualify for the Grant funds, the Town would have to provide one appraisal and an appraisal review, both done to specified, federal "Yellow Book" standards as well as an A2 survey. The Conservation Commission feels that prior to negotiating a sales price, the appraisal and the review should be done to ensure that the Town does not pay more than fair market value for the parcel. This will also be important for receiving adequate grant funds, since the State's 50% match would be based on the appraisal's fair market value. If the sales price exceeds fair market price, the Town will have to make up the difference.

Based on the Town's past experiences with land purchases and open space grant requirements, we developed a list of anticipated costs below that need to be considered. We assumed highest cost for each item. *The Land cost is presumed to be the "highest amount" the Town would negotiate to pay, since it is what the sellers are asking. If the appraisal comes in lower, we would negotiate for the lower price. **We do not have an estimate yet from our attorney for legal fees, but estimated a cost based on past open space land purchases and inflation. To get cost estimates for the A2 survey, appraisal, and appraisal review, we recently contacted several qualified appraisers and surveyors.

Land	\$125,000*	
Attorney Fees and Title Search	\$ 25,000**	(Town spent \$18,787 for Knowlton 2009)
A2 Survey	\$ 11,000	(Range \$8,000 - \$11,000)
Appraisal	\$ 3,000	(Range \$2,500 - \$ 3,000)
Appraisal Review	\$ 1,200	(Range \$ 950 - \$ 1,200)

Total Cost = \$165,200

Balance in Open Space Fund	-	\$ 65,755
Balance needed	=	\$ 99,445

The State Open Space Grant could reimburse the Town up to 50% for the land cost (up to market value), therefore if we assume the appraised market value and sales price for the land to be \$125,000, the Town could be reimbursed up to \$62,500.

We are hoping the BOF will consider recommending an Open Space Fund expenditure this year for at least the costs of the appraisal and review, legal fees to negotiate and develop a written sales agreement, and an A2 survey (after a sales agreement has been signed). The sales agreement can be written so it is contingent upon the Town receiving an Open Space Grant. The A2 survey will be required after the grant award is announced, but at least a simple boundary map will have to be prepared and submitted with the grant application.

We look forward to discussing this open space land opportunity with you further during your next meeting. Thank you for your consideration.

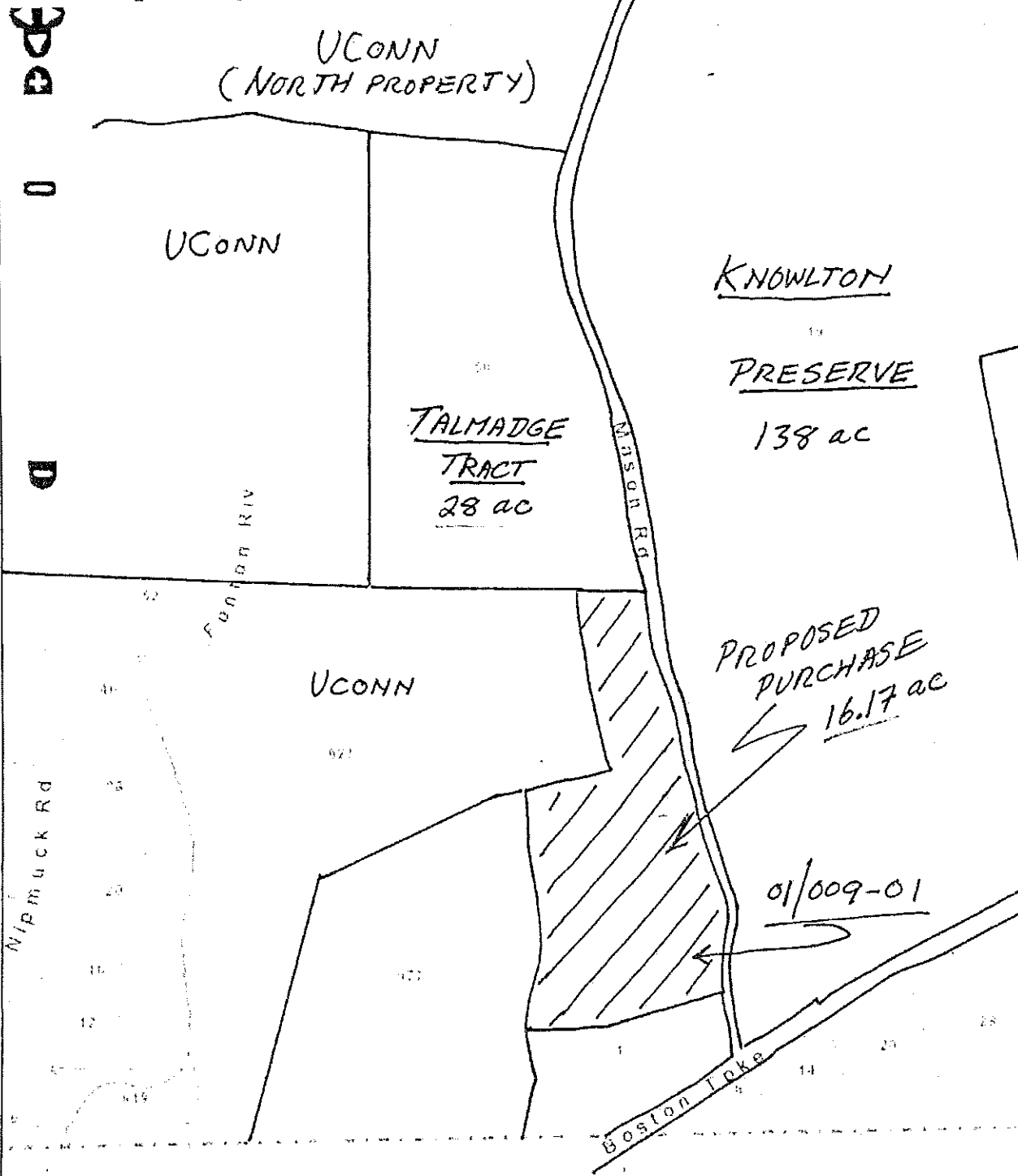
Sincerely,

Peter Andersen
Chairperson

Kathleen Demers
Vice-Chairperson

Cc: Erika Wiczenski, First Selectman

Talmadge Prop. - Mason Rd.



Town of Willington, Connecticut

Selected Parcel: BOSTON TPKE ID: 01/009-01

Printed 10/12/2020 from <http://www.mainstreetmaps.com/ct/willington/public.asp>

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The Town of Willington, Connecticut and MainStreetGIS LLC assume no legal responsibility for the information contained herein.

TOWN OF WILLINGTON, CT
 Filed for record November 30, 2020
 At 6:45 PM *[Signature]*