

Town of Willington

Board of Selectmen
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BOARD OF SELECTMEN

Regular Meeting Minutes
Hybrid; TOB, Downstairs Room

November 7th, 2022
6:30 PM

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

First Selectwoman Wiecenski called the meeting to order at 6:30 PM with the following in attendance: Selectwoman Boritz, Selectman Bulick and residents in person and via Zoom.

Pledge of Allegiance

Approval of Minutes

Selectman Bulick moved to approve the meeting minutes of the November 2nd, 2022, special meeting minutes.

Selectwoman Boritz seconded.

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

Selectman Bulick moved to approve the meeting minutes of the October 25th, 2022, special meeting minutes.

Selectwoman Boritz seconded.

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

Selectwoman Boritz moved to approve the meeting minutes of the October 3rd, 2022, regular meeting.

Selectman Bulick seconded.

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

Present To Speak

Don Berg, 34 Red Oak Hill Road: Mr. Berg endorsed Mr. Bill Bunnell for Planning & Zoning Alternate.

Tess Gutowski, 184 Willington Hill Road: Ms. Gutowski endorsed Mr. Bill Bunnell for Planning & Zoning Alternate and read her remarks of support for Mr. Bunnell.

Peter Latincsics, 97 Trask Road: Mr. Latincsics represented the Willington Republican Town Committee and expressed their endorsement of Mr. Michael Johansen for Planning & Zoning Alternate, as well as shared remarks of support for Mr. Johansen.

Stef Summers, 4 Y Road: Ms. Summers represented the Willington Democratic Town Committee Board and expressed their endorsement of Mr. Bill Bunnell, as well as shared remarks of support for Mr. Bunnell.

Peter Tanaka, 125 Mason Road: Mr. Tanaka shared his thoughts about the process of checking driver's licenses and vehicle registrations that was used at the Town Transfer Station to hand out the new transfer station stickers recently.

James Marshall: Mr. Marshall stated that he also had interest in the Planning & Zoning Alternate positions and shared his background with the Board, as well as explained why had stepped away from the prior Planning & Zoning Commission appointment earlier this year.

John Tehan, 26 Eldredge Mills Road: Mr. Tehan stated that he was speaking strictly on his behalf only, not on a Commission's behalf but that he would welcome Mr. Bill Bunnell on the Commission as an alternate.

Nick Tella, 49 Mirtl: Mr. Tella endorsed Mr. James Marshall for Planning & Zoning Alternate and shared remarks of support for Mr. Marshall. Mr. Tella also shared his thoughts on the process of checking identification that was used at the Town Transfer Station. Mr. Tella also voiced his concerns that Planning & Zoning was ignoring their own regulations, while allowing the cannabis establishment in town; as well as that he was suspicious of the executive session for the FOIA discussion. Mr. Tella also voiced his concerns about the School Building Committee and the spending of funds.

Marissa Pelletier, 227 River Road: Ms. Pelletier endorsed Mr. James Marshall for Planning & Zoning Alternate and shared remarks of support for Mr. Marshall.

Executive Session

First Selectwoman Wiecenski moved to enter into Executive Session for the purpose of discussion of potential litigation/legal exposure related to pending Freedom of Information request and invite Mike D'Amato, Land Use Agent & Ryan O'Donnell, Town Attorney.

Selectwoman Boritz

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

Executive Session began at 6:48PM.

Executive Session ended at 7:10PM.

Correspondence

Correspondence list presented to the BOS; all correspondence is on file in the First Selectwoman's Office.

First Selectwoman's Status Report

- A. STEAP Grant for OTH Septic:** The Town Meeting for the appropriation of the funding will be next Monday, November 14th at 7:00pm at the Old Town Hall. The engineering and RFP is currently in progress as well.
- B. School Building Committee:** The SBC meetings are currently held hybrid via Zoom as well as in person at the TOB in the upstairs meeting room. At the October 19th meeting, the committee heard from the OPM with pricing on the alteration extension of HMS & new school options. The committee has been working to prepare for the first of several public presentations. The first public forum will be held this Wednesday, November 9th at 7:00pm at Hall Memorial School; it will be a hybrid meeting.
- C. LOTCIP:** We are in the Survey & Design Phase and we have a draft of the design plans. We are preparing comments to send to CRCOG for their review.
- D. Truck Lease:** Still expecting the truck December 2022/January 2023. Selectwoman Boritz inquired about a backup plan in case the truck is not delivered to the town.

E. ARPA: The remainder of the funding has been received and the application portal was reopened until November 1st. Today, the Commission met to discuss current projects and received multiple new projects. We will be moving several items to a public hearing most likely in December. The Commission currently has requests for funds that exceed our allocation, so either denials or partial approvals will need to occur. The next ARPA meeting will be Monday, November 21st at 1:30pm.

F. Town Staffing Update: Stacey Hinkley has been hired as our new payroll/personnel coordinator and she begins November 14th. Katie Duval began on October 24th as the DPW Administrative Assistant. I want to welcome them both and I look forward to their future with the town. We began interviews for the new Senior Center Coordinator position & hope to complete this soon. We are still looking for a successful candidate for the Assistant Revenue Collector position.

Public Works

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

- Grading of dirt roads has occurred;
- Serviced the trucks and prepared the plows;
- Roadside mowing is still occurring around town;
- Blowing leaves off of roads has occurred;
- Washed trucks/cleaned the shop;
- Eviction sale was held;
- Patched various holes around town;
- Put up the “Vote Tuesday” signs at various areas in town for the upcoming election;
- Moved desks/furniture around in the TOB;
- Tree removal is still taking place around Town as well as on Mason Road;
- Cleaned around the garage;
- Picked up tires and trash on Mason Rd for the conservation committee; and,
- Cleaned off catch basin tops.

This Wednesday, a portion of Village Hill Road will be paved between St. Moritz Circle and Lucerne Drive. A detour will be provided from Village Hill to St. Moritz Circle to Lucerne Drive and vice versa.

A discussion will need to occur in the future in regards to political parties at the Transfer Station; there have been individuals at the Transfer Station when the gates are closed and the Transfer Station is not yet open. This is also leading to a lot of cars congregating and residents who are trying to do business at the transfer station but are delayed in doing so.

First Selectwoman Wicinski stated that DPW Director Sposato and the DPW Staff conducted the new issuance of the transfer station permits a few weekends ago; which has been conducted numerous times in the past. DPW Staff turned away more than 20 vehicles who were not residents of Willington (residents of

Stafford, Ellington, Coventry, Mansfield, etc.) that were dumping at the Transfer Station. There is an ordinance that speaks to the Transfer Station and maintaining it as such. Section 9, Item C of the ordinance states that *all motor vehicles displaying residential permits must be registered to a resident of the Town and the operator or one occupant must be a resident of the Town at the time of entry into the Transfer Station*. Section 9, Item A of the ordinance states *if a representative of the Town believes that refuse was generated outside the geographic limits of the Town, such access and privileges may be denied*. First Selectwoman Wiccenski stated that none of this was done to inconvenience residents; it was done to issue permits in a proper manner. Some folks didn't have their registrations and were turned away; this is the responsibility of the Transfer Station Operator and Assistant Transfer Station Operator. By guaranteeing that only town residents are utilizing the Transfer Station, this helps to control the cost of waste disposal with the Transfer Station.

Selectman Boritz inquired about leaves on the ground/roadways and the town policy regarding blowing leaves into the roadways and later in the season, plowing/pushing snow from your property into the roadway. DPW Director Sposato asked that residents not blow their leaves into the roadway and to also not push the snow from their yards or driveways into the roadway as this creates many issues. The Winter rules will be posted soon in preparation of snowstorms.

Selectman Bulick stated that the Town Transfer Station staff were doing their jobs when issuing new Transfer Station stickers and the Staff handled it very well.

Old Business

A. Potential ARPA project – Employee Retention

A staff survey was conducted recently regarding the ARPA employee retention project and input varied from a coffee/tea bar suggestion to options for gift cards or floating days off, to input about still moving forward with employee retention bonuses. A staff meeting will be held in the near future to further discuss ideas that have been shared and to gather additional staff feedback. Selectwoman Boritz stated that there is still a need to have the ongoing discussion of salaries that are comparable to other similar sized towns, but that is a long-term discussion that goes beyond this ARPA project. She also stated it is discouraging that there are state programs that are offering similar employee bonuses and our staff are not eligible for any of them for various reasons. Selectman Bulick stated that ARPA funding should be for one-time projects that are in the plan of the town; not necessarily employee bonuses that could then create a debate about employees. First Selectwoman Wiccenski stated that she disagrees, the interim final rule very specifically stated there is a breakout for premium pay for the work that was done during COVID. There is a certain sector that is being left out of this conversation.

B. Revaluation Process Discussion – Possible Action

The Town is due for a revaluation in 2023; it normally happens every five years. While the Town did not have an Assessor earlier this year, Willington was listed in a substitute house bill as a named town along with several others who had upcoming revaluations to be able to delay the revaluation for one year. If the Board moves to postpone the reevaluation, it will need to go before a Town Meeting for approval. Assessor Kara Fishman discussed her recommendation for holding off on the revaluation with reasons including the following: maps still need to be updated, there are changes to continue to input, various documents and building permits are being reviewed and inputted, sales that may have occurred that are not noted etc. Assessor Fishman stated that Rachel, Asst. Town Clerk, and Nicole, Asst. Assessor, did a great job keeping the office going without an Assessor, but there are items to catch up on from previous years.

First Selectwoman Wiecenski moved on the recommendation to call a Town Meeting to defer the revaluation of real property for the assessment year commencing October 1, 2023, until the assessment year commencing October 1, 2024.

Selectwoman Boritz seconded.

Discussion: This will still need approval at Town Meeting for deferral of revaluation. First Selectwoman Wiecenski thanked Assessor Kara Fishman for all of her recent hard work.

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

**Selectwoman Boritz stepped away from the meeting.*

New Business

A. Tax Refunds

First Selectwoman Wiecenski moved to refund Daimler Trust an overpayment in the amount of \$182.00.

Selectman Bulick seconded.

2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Jeremy Engel an overpayment in the amount of \$807.63.

Selectman Bulick seconded.

2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Jacob Kirk an overpayment in the amount of \$284.09.

Selectman Bulick seconded.

2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Arkangel or Kathryn Mikel a Certificate of Correction in the amount of \$91.77.

Selectman Bulick seconded.

2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Linda Miner an overpayment in the amount of \$99.75.

Selectman Bulick seconded.

2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Daphne Myers an overpayment in the amount of \$112.32.

Selectman Bulick seconded.

2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

First Selectwoman Wiecenski moved to refund Linda Schoen an overpayment in the amount of \$151.66.

Selectman Bulick seconded.

2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

**Selectwoman Boritz rejoined the meeting.*

First Selectwoman Wiecenski moved to refund Jefferson Smith an overpayment in the amount of \$722.96.

Selectwoman Boritz seconded.

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

First Selectwoman Wiecenski moved to refund Helen or Lawrence Tangari an overpayment in the amount of \$26.71.

Selectman Bulick seconded.

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

First Selectwoman Wiecenski moved to refund Vault Trust a Certificate of Correction in the amount of \$419.08.

Selectwoman Boritz seconded.

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

B. Appointments

There were three nominations received for the two open Planning & Zoning Alternate positions; William Bunnell, Michael Johansen, and James Marshall. First Selectwoman Wiecenski thanked the nominees for coming forward and volunteering for these positions.

Mr. Bill Bunnell from 12 Red Oak Hill Road stated that he has lived in town for a while, and believes he is publicly oriented for public good. He was impressed by the intensity of the town's reaction to the discussion of the large warehouse project and there was quite a bit of information sharing with the Planning & Zoning Board, who then had to process it on a neutral basis. Mr. Bunnell stated that he does not have a lot of knowledge about Planning and Zoning but does have considerable knowledge about construction and the environment. He would like to become an alternate first before seeking a full seat on the Board.

Michael Johansen from 37 Old South Willington Road stated that he has been a resident for 15 years but has lived in small towns for 40 years and owns a construction company in town. He stated he is an advocate for crumbling foundations, his business is a CRCOG approved vendor, and he enjoys being a part of the community. He hopes to learn more about Planning & Zoning and wants to be able to bring different opinions and views to the town.

James Marshall thanked the Board for their consideration. He stated he has been very active in the Planning & Zoning meetings in town recently and has been very engaged. He stated he moved to town in 2020 with his family and has come to understand the importance of being active and engaged in a small community. He stated he is an architect by trade and has presented and has an understanding of how projects are presented to the Planning & Zoning Commission. He stated he had an active application recently in front of the town and believes in sensible and balanced development and the projects need to be in line with what this community wants and not what outsiders want.

Selectman Bulick moved to appoint Michael Johansen as alternate Planning & Zoning Commission member to fill a vacancy; effective November 8, 2022; expiring December 3, 2023.

Selectwoman Boritz seconded.

Discussion: This is a one-year appointment.

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

First Selectman Wiecenski moved to appoint Bill Bunnell as alternate Planning & Zoning Commission member to fill a vacancy; effective November 8, 2022; expiring December 3, 2024.

Selectwoman Boritz seconded.

2 Yes (Boritz & Wiecenski) 1 No (Bulick). Motion carried.

First Selectwoman Wiecenski thanked all three nominees for coming forward to serve on the Planning & Zoning Board.

C. Resolution – 2022 Homeland Security Grant Program

This is the resolution for the 2022 Emergency Management Performance Grant, that we annually apply for, that covers the salary of the Emergency Management Director.

First Selectwoman Wiecenski moved: *RESOLVED, that the Willington Board of Selectmen may enter into with and deliver to the **State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security**, any and all documents which it deems to be necessary or appropriate; and*

FURTHER RESOLVED, that Erika G. Wiecenski, as First Selectwoman of the Town of Willington, is authorized and directed to execute and deliver any and all documents on behalf of the Willington Board of Selectmen and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents.

Selectman Boritz seconded.

Discussion: This grant is for \$6,000.00 and pays for the Emergency Management Director's annual salary.

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

D. Approval of the 2023 Holiday Schedule

The proposed holiday schedule includes the holidays for 2023 and New Year's 2024. Selectman's Day is proposed to be Tuesday, December 26, 2023. This year Selectman's Day was a Monday in August; Selectman's Day is a day that is included in the Union contract.

Selectwoman Boritz moved to accept the proposed holiday schedule for the 2023 year.

Selectman Bulick seconded.

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

E. Approval of the 2023 Board of Selectmen Regular Meeting Schedule

Selectwoman Boritz moved to approve the Board of Selectmen meeting schedule for 2023, as written.

Selectman Bulick seconded.

Discussion: Discussion was held on summer meetings

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

First Selectwoman Wiecenski stated that the budget calendar is forthcoming, based upon availability of the Selectmen.

F. Award Vendor for DPW Generator – ARPA-6

This is an ARPA project that was approved at ARPA, pending the second tranche of funding. The current generator is 25-30 years old. The generator runs the fuel pumps, etc. at the DPW Garage. The school buses, emergency service vehicles, DPW vehicles all rely on the fuel pumps. The C&T Electric Corporation proposal was for \$79,973.00 and the D'Amico Electric, Inc. proposal was for \$45,500.00. Both of these proposals were for 60kW generators. Tower Generator Systems, LLC. proposed a 50kW generator and their

proposal was for \$47,677.00. DPW Director Sposato recommended Tower Generator.

First Selectwoman Wiecenski moved to award the Town of Willington DPW generator purchase and installation to Tower Generator in the amount of \$47,677.00.

Selectman Bulick seconded.

Discussion: Selectwoman Boritz inquired about the difference in the quotes and DPW Director Sposato explained the difference. He also stated that the D'Amico quote was from March 2022 and may have increased in the last 6 months due to rising costs. Selectman Bulick stated that a lesser wattage generator would use less propane. This purchase would be under the budgeted amount from ARPA.

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

G. Award Vendor for DPW Storage Box for Evictions – ARPA-34

This is ARPA project number 34 that was approved at ARPA, pending the second tranche of funding. When there is an eviction in town, the DPW is required to hold the belongings of the eviction that are removed by the State Marshal for up to 15-days. Two quotes were provided: Aaron Supreme Containers was \$5,525.00 including purchase and delivery and Eagle Leasing was \$5,700.00, including delivery. DPW Director Sposato recommended Aaron Supreme as the town has previously purchased a storage box from the company.

First Selectwoman Wiecenski moved to award the Town of Willington DPW Storage box purchase and delivery to Aaron Supreme Containers in the amount of \$5,525.00.

Selectwoman Boritz seconded.

Discussion: This purchase will be under budget as well.

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

H. Schofield Road Drainage & Engineering Discussion – CIP – Possible Action

This project has been a CIP project for over 30 years. Engineering for this project is on the 2022/2023 CIP plan for \$35,000.00. As we began to discuss this project, our Town Engineer said it was a larger project than he would undertake. DPW Sposato then reached out to professionals in the industry to get a sense of the scope of work. It became clear that the project was larger than anticipated and the budgeted amount would not be enough. This quote proposal is from the Beta Group, Inc. which will allow the Town to develop conceptual design plans and construction costs options. This will be used to allow us to budget for the entire project with current pricing; the town will be looking for grant opportunities to offset the project, as well. Discussion continued on the Schofield Road project.

First Selectwoman Wiecenski moved to award Beta Group, Inc the contract for a concept plan and opinion of cost development for the Schofield Road drainage project in the amount of \$16,500.00.

Selectman Bulick seconded.

Discussion: Discussion continued on the project and the possible costs that could be incurred. First Selectwoman Wiecenski stated that Beta had said they could start on the project within two weeks of receiving the signed contract; and then have the final proposal to the town within 60-days.

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

I. Future Use of Existing Schools Discussion

The School Building Committee is reviewing the options for the schools; alteration extension of Hall Memorial School or a new school on a new parcel of land. At that point, Center School would no longer

be utilized; if a new site was chosen with a new school being built, Hall Memorial School would no longer be utilized. The Committee has asked the Board for their input on the following questions:

1) In the event that the existing Hall School and Center School are vacated as a result of a new consolidated school on a new site, what is the Town's intent for future use of Center School and Hall School? 2) In the event that the existing Hall School is renovated/alterd as a result of a new consolidated school, what is the Town's intent for future use of Center School?

First Selectwoman Wiecenski stated that she believes this is a larger conversation and will need to include multiple stakeholders. Last year, a CIP project was proposed for a town wide facility study in the event there was a successful school building project. A concrete answer is not needed to these questions in order for the School Building Committee to move forward at this time. Discussion occurred on these questions and to see where the School Building Committee discussion falls first. If either of these projects are successful for a consolidated school, Center School would no longer be used. Selectman Boritz stated that there should also be a community conversation to discuss the buildings.

Present to Speak

James Marshall, 46 Fisher Hill Road: Mr. Marshall stated that the future use of the school buildings discussion will be a critical point on what the decision on the school should be and there should be an effort to define the cost of what will happen to the buildings in the future. He requested an agenda item for a future meeting to discuss the procedure to register a complaint or have an accountability procedure for town employees. Mr. Marshall thanked the Board for their consideration for the appointment to the Planning & Zoning Commission and stated he was disappointed by the outcome but is not surprised with it in the current political season. He wished the 2 new appointees the best of luck.

Nick Tella, 49 Mirtl Road: Mr. Tella questioned why the Region 19 appointment went to a vote but the Planning & Zoning Commission Alternate position did not. He believes this was definitely political on both sides. Mr. Tella commented on the discussion about the mill rate and stated that he believes it's not a revenue issue, but a spending problem. Mr. Tella reiterated his concerns about the documentation for the Transfer Station stickers. Mr. Tella also mentioned the Library Board and what has recently been discussed during their meetings.

Peter Latincsics, 97 Trask Road: Mr. Latincsics mentioned the possible potential uses of Center School and Hall School, if needed. He mentioned a member of the committee has talked about how difficult it can be to revitalize older town buildings.

Dave Krizanc, 22 Willington Hill Road: Mr. Krivanec complimented the DPW Crew at the Transfer Station for their hard work. He stated that last Saturday he went to the Transfer Station and there weren't as many out of state plates and out of town people at the swap shed, like there has been in recent times. He also mentioned having company vehicles registered in town, as well as agreeing that he does not like the idea of having political parties at the Transfer Station on the weekends during the busiest times.

Tess Gutowski: Ms. Gutowski complimented the Public Works on a terrific job always and stated how very professional the crew is. She was glad they were checking that only residents are utilizing the Transfer Station because it is the taxpayers who are paying for this service.

Thomas Pippin, 46 Schofield Road: Mr. Pippin stated he was curious of the School Building Committee process and what the outcome would be for the buildings.

Michelle Christensen, Birch Meadow Lane: Ms. Christensen stated she was unable to speak at the beginning of the meeting, but wanted to thank James (Marshall) for speaking out and taking politics out of anything that he does.

Melissa Miller, 55 Mihaliak Road: Ms. Miller complimented the Transfer Station crew and stated they do a great job. Ms. Miller questioned that if you don't own a truck but borrow a truck to go to the Transfer Station, can you still present your license. She stated she would have appreciated a heads up that the Transfer Station would be checking paperwork, etc. for the new passes.

Sarah Smith: Ms. Smith stated that she went to the Transfer Station without the new sticker and that the crew was professional and polite. Ms. Smith stated she was impressed with the candidates from tonight for the Planning & Zoning Commission and that she hopes that James (Marshall) continues offering guidance and perspective.

First Selectwoman Wiecenski encouraged Mr. Pippin to reach out to the Selectman's Office for additional information on the School Building Committee.

Good & Welfare

Tomorrow, Tuesday, November 8th is Election Day; voting will be held here at the Town Office Building from 6:00am to 8:00pm. Please bring the proper identification.

Mobile FoodShare will be at the TOB this Wednesday, November 9th from 11:00am to 11:30am as a drive through model. As a reminder, this is open to all Willington residents, as well as residents from other towns in Connecticut.

Please continue to support our small businesses and restaurants in town.

There will be a Town Meeting on Monday, November 14th at 7:00pm at the Old Town Hall. There are three items for consideration; appropriation for a new plow truck, appropriation for school building committee funds; and appropriation for the Old Town Hall STEAP grant.

The School Building Committee will hold a Community Engagement Event on Wednesday, November 9th at 7:00pm at Hall Memorial School to discuss the two potential school projects; alteration/extension of Hall Memorial School or a new building on a new site. This will also be a hybrid meeting, via Zoom.

First Selectwoman Wiecenski moved to adjourn the meeting at 9:04 PM.

Selectwoman Boritz seconded the motion.

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

Respectfully submitted,

Kelsey Allard

Recording Secretary

Town of Willington

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TOWN CLERK