

TOWN OF WILLINGTON

Board of Selectmen
40 Old Farms Road
Willington, CT 06279
(860) 487-3100
(860) 487-3103 Fax
www.willingtonct.org

BOARD OF SELECTMEN

Meeting Minutes
Lower Level Conference Room

April 15, 2019
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: Selectmen Makuch & Blessington, and residents. First Selectwoman Wiecenski then led the Pledge of Allegiance.

Approval of Minutes:

First Selectwoman Wiecenski moved to approve the minutes of April 1, 2019.

Selectwoman Boritz seconded the motion.

Vote: 3 Yes (Wiecenski, Makuch & Blessington) 0 No.

First Selectwoman Wiecenski moved to approve the minutes of April 5, 2019.

Selectwoman Boritz seconded the motion.

Vote: 3 Yes (Wiecenski, Makuch & Blessington) 0 No.

Present to Speak

Dr Rosa Chinchilla noted that the minutes from the last meeting were incorrect as she should have been referred to as Dr. Chinchilla. She then expressed concern after reading the last meeting minutes noting that there are certain rules that apply to residential neighborhoods and asked the Selectmen to acknowledge the situation. Dr. Chinchilla suggested the Selectmen publish a notice in the Willington Wire or post something online about the Town Ordinances; referencing the Planning and Zoning Commission page. Section 4.15.02.01 references decibel levels; what is allowed and not allowed.

First Selectwoman Wiecenski clarified that Dr. Chinchilla was referencing Zoning regulations; not ordinances. The Selectmen had lengthy conversations on how difficult it is to enforce or detect a noise issue – especially if it is at 11 o'clock at night. A zoning regulation is not enforced by the Selectmen; it is taken up by the Planning and Zoning Commission; but said she would discuss with our Zoning Agent to see if she can get some further information on to Dr. Chinchilla.

Selectwoman Boritz then explained to Dr. Chinchilla that there is really no way to answer this; as we have engaged in this conversation several times over the span of several months. She encouraged Dr. Chinchilla to read the minutes and listen to the audio of those meetings; as the Selectmen had found difficulty in the enforcement. She then went on to say that the State Trooper is who you are always going to call whether we have an ordinance or not. The State Trooper is the proper channel to contact.

Claudia Nunn who is also a neighbor and lives across the street from the noise and lights that shine stated that the noise has become a very large nuisance. The area is zoned as residential, but it's as if they are running a business across the street. First Selectwoman Wiecenski stated that is different and we do have a mechanism in place to investigate zoning violations. The Land Use office has complaint forms (and the forms are also on the

Land Use website) that can be filled out and the Zoning Agent will investigate. First Selectwoman Wiczenski encouraged Ms. Nunn to fill out the form.

Selectman Blessington asked them if they had discussed this with the neighbor in question. He stated that sometimes that ends up becoming the easiest solution as perhaps the neighbor who is causing the noise is not aware of the disruption they are causing.

Correspondence

A list of Correspondence was available for the Selectmen.

First Selectman's Status Report - many of the items on the report will be covered throughout the agenda.

Public Works

First Selectwoman Wiczenski apologized for Troy, who could not make tonight's meeting as he is feeling under the weather. He forwarded a report of what has been done at Public Works the past few weeks:

- Replaced old well pump at the Old Town Hall.
- Raised the water tank at the Senior Center
- Patched holes around town and on Senior Way
- Addressed draining issues on Adamec Road; dug out a culvert and addressed a few other waterway issues.
- Currently working on a plan for chip sealing and paving for this season
- Spoke with Stuart Cobb about radios for Public Works and a little on the upcoming CIP plan.

The crew has also begun sweeping and should be done with the Town Office Building; both schools and the senior center this week. Then they will begin on the south side of town.

Lastly, the Steps in front of the TOB were poured again and Troy met with our Building Inspector, Jim Rupert and they discovered that the steps are not to the correct height. The steps should be 7" but each step measured differently ranging from 6 1/4" to 6 3/4" to 6". The Building Inspector canceled the final inspection and has called in a third party (from the State) to give a report on them. That inspecting will be held on Thursday at 1:00 PM. The railing has all been polished and the walls have been rubbed.

A. Award Tree Contract

We received 3 bids: Troy, recommends Lindon Tree Service.

Company	Hourly Rate	Daily Rate	Licensed Arborist?	Insured?
New England Arborist Tre Care, LLC	\$142	\$1,050	Yes	Yes
Mountain Tree Service, Inc.	\$180	\$1,700	Yes	Yes
Lindon Tree Service, Inc.	\$150	\$1,100	Yes	Yes

First Selectwoman Wiczenski moved to award the Tree Removal Contract to Lindon Tree Service, Inc. beginning July 1, 2019 to June 30, 2021.

Selectwoman Boritz seconded the motion.

Selectman Blessington noted that we have had a contract with Lindon Tree as long as he can remember and they have done a good job.

Vote: 3 Yes (Wiczenski, Boritz & Blessington) 0 No.

B. Award Field Maintenance Contract

We received one bid:

Greg Peck – Total Bid: \$25,355

Breakdown:

Fenton Ruby/Burma Park:	\$910
Village Hill Park:	\$780
Senior Center:	\$1,560
Library:	\$1,235
Town Green:	\$910 + \$500 spring/fall cleanup
TOB Fields:	\$3,360 + \$800 spring/fall cleanup & \$2,000 monthly grading
Center School:	\$1,680 + \$600 spring/fall cleanup \$700 monthly grading
Hall School:	\$3,360 + \$800 spring/fall cleanup \$700 monthly grading
River Road Athletic Complex:	\$4,760 + \$700 monthly grading as needed

Maureen Parsell, Director of Parks & Recreation has recommended we accept the bid from Mr. Peck

First Selectman Wiecenski moved to award the Field Maintenance contract for July 1, 2019 to June 30, 2021 to Greg Peck as per his bid.

Selectman Blessington seconded the motion.

Selectwoman Boritz asked what last year's contract was. She is curious to see what we are currently paying.

Selectman Blessington noted that we have been using Mr. Peck as long as he can remember.

Vote: 3 Yes (Wiecenski, Boritz & Blessington) 0 No.

New Business

A. Discussion – Salaried Employee Pay Schedule

First Selectwoman Wiecenski stated she had received communication from the Department of Labor who had taken a look on how we record salary payments to our employees. There are concerns that the pay schedule does not correlate with the week the work is performed. For example, the payment for the work performed is pre-paid – this is based on a calculation of the salary amount divided among the pay periods (which is annually 26 pay periods). The range of the payment is from the Monday before to the Friday after – with the exception of the first three days of that period, the rest of the work week is for the period after the payment has been made.

Because the Department of Labor does not think this is the best practice; they are going to allow us to remedy the situation in the new upcoming fiscal year. To be able to align the payment with the work week, will be an adjustment; and that will affect the paychecks of employees the first week of July; in which the paychecks will be distributed on July 18th.

Our Business Manager and Payroll Coordinator have been working on a plan to move this forward, but have posed some questions as they progress with the plan. They reached out to the Department of Labor, and will be meeting with them later this week to get those questions answered. This will help us move forward in the right direction and in the proper way. First Selectwoman Wiecenski is hopeful she will have the answers and will begin the process with the employees/elected officials who are affected so we can give them as much notice as possible. Selectman Blessington is hopeful they will be told this right away so they have time to plan. First Selectwoman Wiecenski stated that she plans to ASAP. Donna and Amanda have a good plan in place and just want to make sure that it is in compliance with the DOL. First Selectwoman Wiecenski noted that she will keep the Selectmen in the loop as things progress.

B. Call annual Town Meeting

First Selectwoman Wiecenski read the call of the meeting:

**TOWN OF WILLINGTON
NOTICE AND WARNING
ANNUAL TOWN BUDGET MEETING FOR
GENERAL GOVERNMENT AND EDUCATION**

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 at the OLD TOWN HALL at 11 COMMON ROAD in WILLINGTON on Tuesday, April 23, 2019 at 7:00 P.M. for the following purposes:

ITEM I

To discuss the proposed General Government and Education budgets for the fiscal year July 1, 2019 to June 30, 2020. A summary of the Town budget is:

Estimated

General Government Budget

Operating	\$4,404,522
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Capital:

School Bond	0
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General Purpose Bonds	195,000
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Reserve Fund	145,000
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Capital Expenditures	74,000
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Capital Projects	0
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TOTAL GENERAL GOVERNMENT	\$4,818,522
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Estimated

EDUCATION BUDGET K-8	\$ 8,689,095
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REGION 19	\$ 4,196,986
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TOTAL TOWN BUDGET	\$17,704,603
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TOTAL ESTIMATED REVENUES	\$ 4,008,095
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To Be Raised by Taxation	\$13,696,508
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Less Applied Fund Balance	410,000
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NET AMOUNT TO BE RAISED BY TAXATION	\$ 13,286,508
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ITEM II

To set a date, not less than seven nor more than fourteen days thereafter, for a vote on the annual general government and education budgets by a separate "YES" or "NO" vote on the voting machines.

ITEM III

To set the Town Office Building as the polling place and to set the hours, of the referendum, during which votes may be cast, not less than between the hours of twelve o'clock noon and eight o'clock P.M. and not more than between the hours of six o'clock A.M. and eight o'clock P.M.

ITEM IV

To see if the townspeople, on the recommendation of the Board of Selectmen, will adopt the Capital Improvement Program for fiscal years 2020 to 2024.

ITEM V

To see if the townspeople, on the recommendation of the Regional School District No. 19 Board of Education will appropriate \$5,250,000 for replacement of all or portions of the E.O. Smith High School Roof

and Related Improvements and Work, and Authorize Bonds and Temporary Notes to Finance the Portion of the Appropriation not funded From Grants.

Dated at Willington this 15th day of April, 2019 - Willington Board of Selectmen.

Selectman Boritz seconded the motion.

Vote: 3 Yes (Wiecenski, Boritz & Blessington) 0 No.

C. Unemployment Claim Discussion

First Selectwoman Wiecenski noted that we had a claim of unemployment from an employee who resigned and the claim was appealed last month. We received notice last week that we (the Town) lost the appeal and now have the option to appeal at one more level. Although the Town Attorney is confident we have a good case, there is no guarantee that we will win. First Selectwoman Wiecenski asked if the Board would like to continue on with an appeal. She added that she does not have the amount of the claim; but has an estimate of about \$16,000. Selectwoman Boritz asked how much the legal fees will be. First Selectwoman Wiecenski stated that she is not sure as she has not seen the bill from the original appeal; which lasted about an hour but is nowhere near \$16,000.

Selectman Blessington stated he would like to know what it has cost us so far and what the cost will be if we appealed again. Selectwoman Boritz was in agreement. First Selectwoman Wiecenski stated that we must file by April 26th if we choose to do so. At that point, we could have an estimated cost of the legal fees; which would be an hour of appeal and time for the Attorney to prepare. She noted that our Attorney was surprised that we lost, but also stated that it is a subjective process where the DOL usually sides with the employee rather than the employer. Selectman Blessington stated unless there is some massive change or something that we missed, we should probably just let it go. First Selectwoman Wiecenski stated that we would not be able to introduce any new evidence; they would just be revisiting the evidence that was already addressed.

Selectwoman Boritz stated that she feels that we would just be spending good money after bad. First Selectwoman Wiecenski stated that she believes we took the right first step to appeal the claim and she is not confident that the decision would be made in our favor this time. Selectman Blessington and Selectwoman Boritz stated that we should just move on.

First Selectwoman Wiecenski noted that we should begin seeing bills from the claim, which dates back to November. We have funds budgeted for it in this fiscal year and have a planned budget for next fiscal year as well, but First Selectwoman Wiecenski stated that she is not sure how it will wash out –until we start seeing the bills.

Old Business

A. Exploratory Flag Committee Discussion

First Selectwoman Wiecenski noted that she has nothing new to discuss on this. It was left on the agenda in case Mr. Monty had anything new to bring to the Selectmen.

B. Emergency Vehicle Pre-Emption Equipment – Update

First Selectwoman Wiecenski stated that she believes that both departments are in favor of adding the equipment to their vehicles. Willington Fire Department #1 Chief Alex Moore was in attendance. Chief Moore stated that the Department's plan is to have the equipment installed on the Ambulance first, then other apparatus, as the budget allows.

First Selectwoman Wiecenski received email correspondence from Fire Marshall Palmer, who informed the DOT that we would like to move forward with this. The DOT responded that they will reach out to First Selectwoman Wiecenski with a formal agreement and final report. Even though the Selectmen have not voted on this until we see the agreement, First Selectwoman Wiecenski will forward on for discussion as soon as she gets it.

C. WHFD Property Purchase Request - Update

This was brought up to the Selectmen at the last meeting (2 weeks ago) and the Selectmen had not taken any action. The WHFD had sent a letter to the Board of Finance and their request for \$50,000 was discussed at the Public Hearing last week. No action was taken last week but 2 members of the Board of Finance had been tasked to work with the Selectmen and representatives of Land Use to answer several questions involved with the process. The next meeting is scheduled for Monday, April 29th at 6PM.

Last Friday, a small meeting was held with our Zoning Agent; Assistant Zoning Agent, First Selectwoman Wiecenski and one of the members of the WHFD to answer the questions around the use of the house (Rectory). The house was built in 1985; which could potentially have a foundation issue. The Department should make sure testing of the foundation is included before any agreement is signed. Also, the house is permitted as an accessory use to the Church. They would not be able to be zoned for two uses on one lot; therefore, the Department would not be able to rent out the house like they had planned; unless they subdivide the property, which comes at a cost; noting that there may be only one septic on the property. In addition, the Department would have to apply for a special permit change.

Discussion topics on the April 29th meeting will be the plans in which the department plans to take; if they are looking to apply for a zoning change and how many acres they would have if it were split. Other questions posed at the Public Hearing were insurance coverage; adding mowing and allowing abatement of taxes. The Building Inspector is also planning to be in attendance as well as he has several questions and concerns. First Selectwoman Wiecenski stated that she will keep the Selectmen in the loop with the results of that meeting. Selectman Blessington asked what year the church was built? First Selectwoman Wiecenski stated that she is unsure of that; but noted it might be around the time the house was built. Selectman Blessington said that makes him very nervous.

First Selectwoman Wiecenski noted that there are several questions that still need to be answered and they have a clock ticking as they only have 60 days from the date they signed their agreement; which was on March 25th – this only gives them until the end of May to move forward. Chief Snyder was made aware that the deadline date might not be suitable for the town as many discussions need to be held before going to a town meeting.

The meeting is expected to be held in the lower level conference room at the TOB.

Good & Welfare

First Selectwoman Wiecenski gave an update on the solar project at Button Hill. Don Berg has been working with Mike, our Zoning Agent and the Land Use Attorney to look at the plans Mr. Berg drew up. It was found that some of the panels will not be able to go where Mr. Berg planned because of zoning issues. It was found that the proposed location is too close to the proximity to the curb line; which will affect snow plowing and will also take away from the residential aesthetics of the property. It was also stressed that Mr. Berg is to seek approval from the Selectmen before adding any structures on the property. Mike stressed that he is in favor of solar; but is encouraging Mr. Berg to consider placing panels on the roof of the buildings as that seems to be the best option. There are panels on some of the buildings now; but there is still plenty of room on other buildings.

As of Friday, we received \$13,249,156 in the Tax office; which is currently \$57,968 over budget.

We have received the monthly call report from the State Police for the month of March:

11 Accidents	1 Burglary
16 Criminal investigations	1 Larceny
462 Non-reportable matters	1 DUI
193 Traffic Citations	35 written warnings

The Board of Education is holding community engagement sessions to discuss the future of our schools. There will be three sessions; Monday, April 22, at 6PM at Hall Memorial School; Thursday, May 9, at 6:00 PM at Center School and the last one will be held on Saturday, May 18 at 10AM in the Common Room at the TOB. The discussions will be based on the recent study that was recently performed and the Board of Education is seeking feedback to see if we should keep the schools as is, consolidate into one school & renovate or build a new school. Please RSVP to Phil Stevens (pstevens@willingtonct.org) if you are interested in attending.

First Selectwoman Wiczenski reminded everyone that the TOB will be closed on Friday in observance of Good Friday. We have found that we are having issues with the lower level boiler, which services the upper level. The technician came out a little while ago to get the furnace back up and running; but had to order some parts.

Lastly, First Selectwoman Wiczenski wished all those who observe, a very Happy Easter & Passover.

First Selectwoman Wiczenski moved to adjourn the meeting at 7:29 PM

Selectwoman Boritz seconded the motion.

Vote: 3 Yes (Wiczenski, Boritz & Blessington) 0 No.

Respectfully submitted,
Robin Campbell
Administrative Assistant