

# Town of Willington

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

## BOARD OF SELECTMEN

Regular Meeting Minutes  
In person; TOB, Downstairs Room & Virtual Meeting via Zoom

April 4, 2022  
6:30 PM

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

First Selectwoman Wiczenski called the meeting to order at 6:30 PM with the following in attendance: Selectman Bulick and residents in person and via Zoom. Selectwoman Boritz was not in attendance.

### Pledge of Allegiance

### Approval of Minutes

None.

### Present To Speak

Judy Campbell: Under the March 7th meeting minutes that were posted, under the Good and Welfare, I have several questions about the former Assessor and would like some clarification on it.

First Selectwoman Wiczenski stated that the Assessor has left the office but Ms. Campbell can contact the First Selectwoman's Office to schedule a meeting for discussion.

### 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:** Working with the State DPH Contracts' Specialist to finish signing the contract.
- B. **School Building Committee:** The next meeting for the SBC is this Wednesday, April 6th at 6:30pm. Last week in two groups, the School Building Committee had the opportunity to tour the new buildings at Birch Grove. Thank you to the Birch Grove School and the school principal and superintendent for the opportunity to tour the building. It gave the Committee the opportunity to view the new facility and this will be discussed in the next SBC meeting on Wednesday. The Board of Education meeting is tomorrow, April 5th to discuss the Ed Specs and will be utilized to develop what the school building committee will use for the building project.
- C. **LOTICIP:** The RFP is going out to bid for the design work this week.
- D. **Truck Lease:** Still awaiting the F-350. No new information available.
- E. **ARPA:** The Commission met today, April 4th to discuss additional project submissions. This will be discussed later in tonight's meeting under Old Business.

**F. Union Negotiations:** Spoke to the Town Attorney today and hopefully in the coming days the Board can approve the contract after ratification by the union.

**G. Staffing Update:** Since the last meeting, the Town has received the resignation of Amanda Palotti, the Payroll/Personnel Coordinator. She has been with the Town for over eight years and is leaving to work at Center School. She will be missed for sure; she will be a great asset to the Town. There is also an opening at the Transfer Station as the Assistant Transfer Station Operator, as the part-time operator is no longer with the Town.

**H. COVID-19 Update:** As of 03/31/2022, the Town still has a 64.0% fully vaccinated rate. Since the last meeting, there have been 3 new positive COVID cases; cumulatively that is 633 cases and 72 probable cases total. Willington is now in the Gray Category as the case rates decline. Willington is currently at a case rate of 6.1 cases per 100,000 as of last Thursday.

**First Selectwoman Wiecenski moved to add Item B under New Business for CIP Update.**

**Selectman Bulick seconded the motion.**

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

### Public Works

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

- Emptied the trash at RRAC;
- Grading of the direct roads;
- Brush cutting around the Town;
- Chipped the brush from the trees that fell in the wind;
- Roadside mowing is occurring around Town;
- Installed a water tank in the truck for the upcoming sweeping season;
- Washed the trucks;
- Serviced the lawn mowers for the upcoming mowing season;
- Helped the Conservation Commission with installing the dock back in its place at Burma Park; over last summer, the dock had floated away with the heavy rain. The picnic table was moved, a path was made down to the docks, and the stone that had the plaque on it was leaning so it was re-positioned;
- This week and next week, sweeping of the town roads will begin, weather permitting.

First Selectwoman Wiecenski shared a thank you on behalf of Kathy Demers and the Conservation Commission to DPW Director Sposato and the Public Works' Department for their assistance.

### Old Business

#### **A. ARPA Commission Update**

To date, eleven projects have been approved; four projects were approved prior to the Commission at a town meeting last August and the remaining seven projects were approved by the Commission recently.

These projects have totaled \$1,036,500.00. There is still an estimated \$309,000.00 in requests that have been submitted and are to be reviewed by the Commission, and an estimated \$389,000.00 that is still available to be funded.

Two projects have been completely finished; the senior center air conditioning project and the town hall air purifiers. The Commission discussed today how to close the projects out. The senior center project was approximately \$5,000.00 under budget and the air purifiers were approximately \$240.00 under budget. We are anticipating the TOB basement project will be under budget by an estimated \$14,000.00, but we are awaiting the dehumidifiers to be installed.

Projects are first received by the Commission, then the Commission hears the projects, then makes the decision to take the projects to public meeting, and then action is taken on the possible projects.

At today's meeting, the Commission received several new projects for consideration, heard several new projects, and are waiting on updated information on two current projects. Of the eleven total projects approved currently, two of those projects will be in the next tranche of funding, which will most likely occur after July 1. Currently the Commission is only spending up to the \$867,727.11 that was funded in the current tranche and received by the Town.

For the Board of Selectmen projects, the radios for DPW were approved and ordered; this project may come in at least \$10,000.00 under budget at this time. An additional quote for the generator at the DPW was received and we may be able to save additional money on this, but this project will not be funded until after July 1 in the second tranche.

The next ARPA Commission meeting is the third Monday of the month on April 18th at 1:30pm.

### **B. CIP Update**

Based on some adjustments made at the Board of Finance meeting, the CIP Committee met last week and made some adjustments. The adjustments that were made in Year 1 was the reserve fund transfer was going to be \$345,923.00 but is now \$100,000.00 less at \$245,923.00. That came from the Board of Finance vote. The dump truck in Year 1 was moved from paying in full from the reserve fund to paying a portion from the reserve fund (\$100,000.00) and then a portion from leasing (\$125,000.00). That change will create a \$20,896.00 annual lease payment from the DPW budget. This plan will now go to the town meeting to be approved.

**First Selectwoman Wiecenski moved to approve the CIP plan as adjusted, based on the recommendation of the CIP Committee.**

**Selectman Bulick seconded the motion.**

**Discussion:** Selectman Bulick inquired about the excavator for the DPW that was previously mentioned in the plan. First Selectwoman Wiecenski stated that the excavator was still included in the current plan.

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

### **New Business**

#### **A. Appointments**

##### **a. Certified Connecticut Municipal Collector – Janice Clauson, CCMC**

First Selectwoman Wiecenski stated that the intent of the appointment was to appoint Ms. Clauson as a Certified Connecticut Municipal Collector at tonight's meeting but there is a process that goes beyond the Town. Ms. Clauson completed all of the coursework within the time frame required and passed all of her courses with exceptional grades. The Collector has to be in a tax office for at least three years prior to being certified and the Tax Collector Committee has a process by which they allow a person to use the CCMC title, but they must review her application, formally sign it and award her the certification.

Revenue Collector Clauson stated that until the signed certificate for the CCMC course is received from the Governor, she cannot use the CCMC designation title.

First Selectwoman Wiecenski & Selectman Bulick congratulated Revenue Collector Janice Clauson on her course completion.

**b. Zoning Board of Appeals – Steven Swart**

First Selectwoman Wiecenski moved to appoint Steven Swart, as a regular member of the Zoning Board of Appeals; effective April 5, 2022 – expiring December 30, 2023.

Selectman Bulick seconded the motion.

**Discussion:** The reason for appointment was due to a lapse in appointment dates.

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

**B. Refunds**

First Selectwoman Wiecenski moved to refund Jean M. LaFromboise a Certificate of Correction in the amount of \$98.07.

Selectman Bulick seconded the motion.

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

First Selectwoman Wiecenski moved to refund Steven J. Wilkinson a Certificate of Correction in the amount of \$342.19.

Selectman Bulick seconded the motion.

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

First Selectwoman Wiecenski moved to refund Frank R. Simlick a Certificate of Correction in the amount of \$30.14.

Selectman Bulick seconded the motion.

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

First Selectwoman Wiecenski moved to refund Robert or Mary Wiecenski a Certificate of Correction in the amount of \$22.50.

Selectman Bulick seconded the motion.

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

**Present to Speak**

None.

**Good & Welfare**

Selectman Bulick mentioned that there have been residents mailing/emailing about speeding problems on Village Hill Road; First Selectwoman stated that the Troop has been contacted and the DPW was working on the speeding monitor signs.

A reminder that tomorrow night (Tuesday, April 5th) at 7:00pm upstairs in the Common Room and via Zoom online, will be the budget hearing and will be an opportunity for residents to speak on the budget put forth by the Board of Finance. After that meeting will be a Board of Finance meeting where the BOF can make any additional adjustments to the budget. This will then move the Town to the annual town meeting which will be in two weeks on Tuesday, April 19th and then at that point, the town meeting will adjourn to the annual budget referendum which will be held on Tuesday, May 3rd. This process has been in progress by the Town Departments and the Boards throughout the last six months.

The annual budget referendum will be held on Tuesday, May 3rd, 2022. \*\*\*\*

Mobile FoodShare will be at the TOB next Wednesday, April 13th from 11:00am to 11:30am as a drive through model. This is open to all residents.

Once again, please continue to support our small businesses and restaurants in town.

Memorial Day Weekend will be back to normal in Willington again this year: the Willington PTA 5K road race will be on the morning of Saturday, May 28th and the Willington Day event will be in the afternoon of May 28th. The Memorial Day parade and observance will be on Monday, May 30th. Please join us!

Selectwoman Boritz is not with us tonight because she is working hard on her doctoral dissertation oral defense that is this coming Friday; please join me in wishing her the best as she defends her doctoral dissertation.

DPW Director Sposato's last day with the Town is this Friday. Thank you to him for his three years of service to the Town; your impact to the town has been very meaningful and some of the crew has shared that you have been the best director some of them have had in their time. Thank you.

**First Selectwoman Wiecenski moved to adjourn the meeting at 7:05 PM.**

**Selectman Bulick seconded the motion.**

**Vote: 2 Yes (Bulick & Wiecenski) 0 No. Motion carries.**

Respectfully submitted,  
Kelsey Allard  
Recording Secretary  
Town of Willington

RECEIVED  
WILLINGTON, CT.

2022 APR 20 P 2:00

  
TOWN CLERK