

Town of Willington

Board of Selectmen
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BOARD OF SELECTMEN

Regular Meeting Minutes
Hybrid; TOB, Common Room

December 5, 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: Selectman Bulick and residents in person and via Zoom.

Pledge of Allegiance

Approval of Minutes

First Selectwoman Wiecenski moved to approve the meeting minutes of the November 21, 2022 meeting, as presented.

Selectman Bulick seconded.

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

Present To Speak

Donna Cook, 77 Common Road: Ms. Cook stated that town meetings should be scheduled quarterly and then canceled if not needed; she also spoke about meetings being scheduled at the same time as other meetings. Ms. Cook also mentioned that once a vote is done, it should be done until the next budget season or if something changes upon the budget season. Ms. Cook also shared concerns that she believes the electrical grid needs to be evaluated and we are not prepared for what's going to happen next. She also voiced concerns that it's important that the town does whatever it can to protect the community when it comes to ancillary buildings in regards to Tuesday's upcoming meeting.

Correspondence

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

First Selectwoman's Status Report

- A. **Town Meetings:** First Selectwoman Wiecenski stated that the Selectman's office specifically works hard to schedule meetings that do not conflict with other meetings. The meetings are in public but the work is of the Board or Commission and the meetings are scheduled when each of the Boards or Commissions can meet. Boards and Commissions can be reminded to check the town calendar prior to scheduling meetings.
- B. **STEAP Grant for OTH Septic:** The town engineer is working to complete items, including the RFP.
- C. **School Building Committee:** The School Building Committee has not met since the last meeting. The next School Building Committee meeting will be Wednesday, December 7th. There will be multiple community engagement events and the schedule is attached to these minutes. Anyone in the public is welcome to these events. Selectman Bulick asked where the SBC information can be

found online and First Selectwoman Wiecenski stated that there is a link on the town website and the SBC email address is posted directly on the website.

D. LOTCIP: Currently still awaiting the CRCOG review.

E. Truck Lease: Still expecting the truck December 2022/January 2023.

F. ARPA: Today's ARPA meeting was canceled. The next ARPA meeting will be Monday, December 19th at 1:30pm. There will be a public hearing at the beginning of January.

G. Town Staffing Update: Nancy King has been hired for the Senior Center Coordinator position. Nan is currently the Human Services Assistant. She will be at the Senior Center from 9:00am to 2:00pm Monday through Friday. Nan starts next Monday and at that time Jennie will move back to the TOB with the Human Services Department. There will now be a vacancy in the Human Services Assistant position; the Assistant Revenue Collector position is still open.

H. Joint Public Hearing with Planning & Zoning on Tuesday, December 6th: There will be a special Selectmen's meeting on Tuesday, December 6th in conjunction with the Planning & Zoning Commission joint public hearing for potentially opting out of the provisions of Public Act 21-29 that pertain to Accessory Dwelling Units.

Public Works

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

- Tree trimming around town;
- Blowing leaves around town;
- Moved boxes from the TOB;
- Mowed the retention pond;
- Installed new street signs around town;
- Installed under drainage on Moose Meadow Road;
- The crew has been working on Moose Meadow Road preparing the road for paving. The binder course went down on Monday and on Tuesday the top course will be placed. Then the aprons and curbing can be completed weather permitting;
- Removal of multiple deer around town that have been hit by vehicles;
- Removed a few trees that came down in the wind; and,
- Had the annual hearing test for the Public Works and Town Hall staff.

Old Business

A. Complaint Procedures

Discussion was held on possible complaint procedures and the documents there were shared from CCM from other municipalities. First Selectwoman Wiecenski will draft a document for the review of complaint procedures. This will be added to another BOS meeting for further review and discussion, possibly January meeting.

New Business

A. Appointments

a. Parks & Recreation Commission – J. Colangelo

First Selectwoman Wiecenski moved to re-appoint Joe Colangelo as a regular member of the Willington Parks & Recreation Commission; effective December 15, 2022; expiring December 14, 2025.

Selectman Bulick seconded.

Discussion: First Selectwoman Wiecenski thanked Joe for his willingness to serve on the Commission.
2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

b. Parks & Recreation Commission – M. Pinatti

First Selectwoman Wiecenski moved to re-appoint Mike Pinatti as a regular member of the Willington Parks & Recreation Commission; effective December 15, 2022; expiring December 14, 2025.

Discussion: First Selectwoman Wiecenski thanked Mike for his willingness to serve on the Commission.
2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

c. Zoning Board of Appeals – R. Maloney

First Selectwoman Wiecenski moved to re-appoint Rick Maloney as a regular member of the Willington Zoning Board of Appeals; effective December 31, 2022; expiring December 30, 2025.

Discussion: First Selectwoman Wiecenski thanked Rick for his willingness to continue to serve.
2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

B. TOB Employee Holiday Party – 12/16/2022

Traditionally the town staff gathers in December for a holiday party and the Town Office Building closes at 12pm so all staff may attend. The event has not been held for the last 2 years; in 2020 it was due to COVID and then last year the event was canceled the week prior due to an increase in COVID cases. This year the staff will gather at Flat Pennies for lunch and support a local small business.

C. Approval of 2022 Budget Workshop Calendar

First Selectwoman Wiecenski moved to approve the budget workshop calendar, as presented.
Selectman Bulick seconded.

Discussion: The Board discussed the calendar dates for budget meetings.
2 Yes (Bulick & Wiecenski) 0 No. Motion carried.

D. Award Vendor for WHFD Replacement of 1st Response Vehicle – CIP

First Selectwoman Wiecenski stated that Chief Snyder from the Willington Hill Fire Department has provided the Board with three quotes for the replacement first response vehicle. Each vendor is from the State bid list. Chief Snyder stated that the WHFD recommends Sullivan's Northwest Hills.

First Selectwoman Wiecenski moved to award the vendor for the Willington Hill Fire Department replacement of the first response vehicle to Sullivan's Northwest Hills in the amount of \$40,007.20.

Selectman Bulick seconded.

Discussion: First Selectwoman Wiecenski stated that if the motion passes, the next step would be to draft a letter of intent to the vendor and then to work to secure leasing financing for several vehicles that were included in the CIP budget. The use of Fund 17 was explained and Chief Snyder shared details of the expected vehicle. The expected timeline for receipt of the vehicle would be February 2023.

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

E. Board of Selectmen – Vacancy

First Selectwoman Wiecenski stated that there is a vacancy and it is the Board's responsibility to fill the position following the statutory process. The time frame to fill the position is 60 days; there are 30 days to fill the position by the Board of Selectmen. After the 30 days, if the position is not filled, the position goes back to the elected town officers of the party of the seat that has been vacated. The elected town officers include the Board of Selectmen and the Registrar of Voters and those officers are of the elected party of the vacancy. The decision for the appointment should occur by Friday, December 30th as the deadline is Saturday, December 31st. Discussion on potential replacement appointments occurred. Selectman Bulick stated that Matt Clark would be willing to come forward to serve as the next Selectman. First Selectwoman Wiecenski stated that it's important to find someone who can represent Willington and work on behalf of all of the residents and she suggested Mike Makuch.

Mr. Clark & Mr. Makuch both spoke about their interest in the position. First Selectwoman Wiecenski thanked both for being willing to consider this position. Selectman Bulick stated that M. Makuch leaving the Board of Finance at the beginning of the budget season would be disruptive. First Selectwoman Wiecenski stated that M. Makuch's time on the BOF was valuable and that he would be missed but the Board would be able to move on without him as they all have experience and knowledge before them.

First Selectwoman Wiecenski stated there were a few options for the meeting: take action now, take the time to review and schedule a special meeting between now and the next meeting; or discuss this at the next regular meeting on December 19th (which would leave limited time for a special meeting post that date). If the Board cannot come to an agreement then the time frame would expire in 30 days and it would move forward to the elected town officers. It was decided not to make the decision immediately and to wait until the December 19th meeting.

Present to Speak

Ralph Tulis: Mr. Tulis stated that for the Board's consideration, if M. Makuch was appointed to the BOS, he also sits on the School Building Committee and there shouldn't be two Selectmen on the Committee. He also stated it would be a loss to the SBC if M. Makuch was to step down.

Good & Welfare

Reminder: There will be a special Selectmen's meeting on Tuesday, December 6th in conjunction with the Planning & Zoning Commission joint public hearing for potentially opting out of the provisions of Public Act 21-29 that pertain to Accessory Dwelling Units.

The Town Clerk's Office will be closed Wednesday, December 7th, as Town Clerk Campbell will be out for a training class.

Mobile FoodShare will be at the TOB this Wednesday, December 7th 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.

As a reminder, please continue to support our small businesses and restaurants.

November Troop C Report: 374 calls to Troop C for service included 14 accidents, 12 criminal investigations, 0 burglaries, 0 larcenies, 236 non-reportable matters, and 5 arrests; there have been 109 total traffic stops, 0 onsite DUI's, 0 arrests, 0 misdemeanor summons, 55 infractions, 19 written warnings, and 34 verbal warnings.

Welcome to Lieutenant Stephen Samson, who is the new Commander at Troop C. Lt. Samson and First Selectwoman Wiczenski met and discussed town issues including the abundance of speeding on local town roads.

The annual Tree Lighting is Friday, December 9th at 7:00pm on the Town Green. The Tavern will be open as well and Santa will be in attendance. The HMS Select Chorus is performing.

There was an event tonight with Parks & Recreation to adopt and decorate a tree for a family who may be in need. If you are interested in donating a tree, please contact Parks & Recreation.

There is a town meeting next Monday at 7pm at the Old Town Hall.

If you happen to be in the Town Office Building this Friday, you may see staff in their pajamas for the annual PJ Day for the Kids in support of the Connecticut Children's Medical Center.

First Selectwoman Wiczenski wished a festive holiday celebration of Hanukkah to all who celebrate.

There is a giving tree sponsored by the Human Service Department, downstairs in the back of the Town Offices for children in need this Holiday Season.

First Selectwoman Wiczenski reminded everyone that there is a lot of illness going around and that it is flu season, please stay safe.

First Selectwoman Wiczenski moved to adjourn the meeting at 7:49 PM.

Selectman Bulick seconded the motion.

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

Respectfully submitted,
Kelsey Allard
Recording Secretary
Town of Willington

RECEIVED
WILLINGTON, CT.

2022 DEC 13 P 12:26


TOWN CLERK