

# TOWN OF WILLINGTON

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Board of Selectmen  
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## BOARD OF SELECTMEN

Meeting Minutes  
Lower Level Conference Room

August 20, 2018  
6:30 P.M.

*\*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. She then led the Pledge of Allegiance.

### Approval of Minutes:

Selectman Blessington moved to approve the minutes of July 16, 2018 as written.

First Selectwoman Wiecenski seconded the motion.

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

Selectman Blessington moved to approve the minutes of the emergency meeting on August 6, 2018 as written.

First Selectwoman Wiecenski seconded the motion.

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

### Present to Speak:

No one was present to speak.

### Correspondence:

A list of correspondence was available at the meeting and in the Selectman's office.

### First Selectman Status Report

First Selectwoman Wiecenski noted that we have begun working on the masonry/ramp outside the Town Office Building. The ramp is in bad shape and in need of replacement. This project was in the 17-18 CIP plan. Derek had sought bids before he left and Robin Campbell has sought additional information through the CRCOG EZIQC program. The project is large in scope, and because it is the main entrance to the upper level of the building, it means that the front of the building will be closed off for up to 8 weeks. In the meantime, a temporary handicapped accessible ramp will be installed on the side of the building (that enters through the Common Room). More information will be shared as we progress.

The Zoning Enforcement Agent position has been posted. The position is currently vacant now that Susan retired. The Planning and Zoning Commission will meet tomorrow night to appoint an interim employee - (Jim Rupert, our Building Official has been asked to fill in until we find someone to fill the position full time). In the meantime, First Selectwoman Wiecenski has been researching how this position was handled back in the 1980s and has also been working with members of Planning and Zoning as well as the IWWC to make sure the details will be handled going forward. She noted that after researching how things were handled in the past, it seems things were not done by State Statute, but rather just how things were done. The meetings held today with the

IWWC/PZC members she spoke with seem to be in agreement that there are two levels of supervision; administrative and scope of work; which oversight should be done by the First Selectman going forward. They will continue to meet and firm things up and have a policy in writing before someone is hired.

Since the last regular meeting, two of the A/C units in the upper level (that service both sides) had malfunctioned, leaving us to replace the compressor on the Selectmen's wing. The Assessor's side also had a slight malfunction where the valve needed to be replaced. They have since been repaired and working properly.

Last week, we received a call that 12 5-gallon buckets of hydraulic fuel had been dumped into the waterway of the Talmadge Tract on Mason Road. All but 3 had leaked. DEEP, Public Works and WFD#1 had been called out to assist with clean up. Troop C was also called out, but unfortunately, no arrests were made, because they were not able to trace or obtain any evidence of who could have done it. First Selectwoman Wiecenski stated that this could have easily been taken to the Transfer Station for free – there was no need for anyone to do such a thing.

### Public Works

First Selectwoman Wiecenski stated that Derek is still out on leave; he is slated to return to work on September 17<sup>th</sup>. In the meantime, the crews have been busy mowing and cleaning up wash outs from heavy rains.

The crew will begin chip sealing the following roads beginning tomorrow: Lisa, Cemetery, Blair, Spak and potentially Fermier, Liska and Cosgrove.

### New Business

#### **A. Appointments**

**First Selectwoman Wiecenski moved to re-appoint Claudia D'Agata as a regular member of the Willington Housing Authority, effective retro-active August 2, 2018; expiring August 1, 2023.**

**Selectman Blessington seconded the motion.**

The Selectmen thanked Ms. D'Agata, who was not able to attend; for serving another term on the Board.

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

**First Selectwoman Wiecenski moved to appoint William Bunnell as a regular member of the Willington Housing Authority, filling a vacancy; effective August 20, 2018; expiring August 1, 2021.**

**Selectwoman Makuch seconded the motion.**

The Selectmen thanked Mr. Bunnell, who was in attendance, for his willingness to serve on the Board.

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

**First Selectwoman Wiecenski moved to appoint Mark Forkey as a regular member of the Willington Housing Authority to fill a vacancy; effective August 20, 2018, expiring August 1, 2020.**

**Selectman Blessington seconded the motion.**

The Selectmen thanked Mr. Forkey (who was also in attendance) for serving on the Board.

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

**First Selectwoman Wiecenski moved to appoint Richard Mindek as a regular member of the Willington Economic Development Commission; filling a vacancy; effective August 20, 2018; expiring on January 1, 2020.**

**Selectwoman Makuch seconded the motion.**

First Selectwoman Wiecenski noted last year at this time, the EDC was vacant, and now they are up to 4 members and also now have staff working for them. They are working on a South Willington study and are

hopeful that Mr. Mindek will assist with the focus on boosting economic activity.

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

First Selectwoman Wiecenski welcomed Mr. Mindek back to town and thanked him for serving on the EDC.

#### **B. Present GFOA to Finance Department**

First Selectwoman Wiecenski presented the award to the Finance Department, headed up by Business Manager Donna Latinsics and Treasurer, Tish Ignatowicz. It reads: Certificate of Achievement for Excellence in Financial Reporting presented to the Town of Willington, CT from the Government Finance Officers Association for Fiscal year ending June 30, 2016. This Certificate of Achievement is the highest form of recognition in Governmental Accounting & Finance Reporting – and it's attainment represents a significant accomplishment. This is the 17<sup>th</sup> year the Fiscal Office has received the award.

The Selectmen congratulated the Finance Department for another successful year; noting that a lot of work goes into this each year. First Selectwoman Wiecenski added that the Finance Department is made up of only 4 people, Donna, Tish, Amanda Palotti (payroll specialist) and Bekah Rupert (account analyst). They all make sure things run smoothly and do a great job.

#### **C. Tax Refunds**

First Selectwoman Wiecenski moved to refund \$64.31 to Danielle Vitals, Manchester, CT on a certificate of correction.

Selectwoman Makuch seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$36.53 to Jingjing Liu; McAllen TX on a certificate of correction.

Selectman Blessington seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$8.88 to Timothy Bowen, Willington CT on a Certificate of Correction.

Selectman Blessington seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$421.89 to CAB East, LLC Detroit, MI on a Certificate of Correction.

Selectwoman Makuch seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$45.14 to Richard Passardi, Willington, CT for an overpayment.

Selectwoman Makuch seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$623.05 to Robert or Patricia Depietro , Meriden, NH on a certificate of correction.

Selectwoman Makuch seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$51.04 to Robert or Patricia Depietro , Meriden, NH on a certificate of correction.

Selectman Blessington seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$27.99 to Berend J. Caster, Willington, CT for an overpayment.

Selectman Blessington seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$619.25 to JP Morgan Chase Bank on a Certificate of Correction

Selectwoman Makuch seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$34.94 to Charles Thompson; Vernon, CT on a Certificate of Correction

Selectwoman Makuch seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$106.49 to Daimler Trust/MercedesBenz Fort Worth, TX on a Certificate of Correction.

Selectman Blessington seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$41.19 to Shane Swanson; Willington, CT on a Certificate of Correction.

Selectwoman Makuch seconded the motion.

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

First Selectwoman Wiecenski moved to refund \$104.53 to Natalia Stopa for an overpayment.

Selectwoman Makuch seconded the motion.

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

#### Old Business

##### A. Nuisance Ordinance

First Selectwoman Wiecenski recapped that the Selectmen had voted to create an ordinance for them to review.

Selectwoman Makuch has begun researching and found that noise and nuisance ordinances are two different types – even though they overlap, a nuisance ordinance is handled differently than a noise ordinance. She then stated after looking at ordinances from every town that has them, she was able to find two noise ordinances that are enforced in the Towns of Mansfield and Fairfield as starting points. It seems as though it is boiler plate language throughout, but these two have differences with defining time of day, who would be the authority to meter and who would do the enforcement.

The time of day seems to be allotted in 12 hour increments, whether it be 8pm-8am and weekends and holidays might be expanded; - the Selectmen would be able to decide which would work best for our town. Selectwoman Makuch added that she believes the most challenging part for us is going to decide how and who is going to do the metering as well as the enforcement. In most cases it can be the same person, but would have to be a specific person who has been tasked to do so. In addition, the town would have to purchase equipment to properly meter a situation and this all comes with a cost.

First Selectwoman Wiczenski added that she had begun to research this as well, but she was looking at towns that do not have a Resident State Trooper or a charter, and found that none of those towns have ordinances in place. She clarified that the two ordinances that Selectwoman Makuch has presented are enforced by either the Chief of Police, Public Safety Director, Law Enforcement Designee or Resident trooper; so once again, we find ourselves in a unique situation where we don't have adequate enforcement agencies. Selectwoman Makuch agreed, noting that she believes that is why most towns like us do not have such ordinances in place. We would just need to figure out what we want and need to make enforcement possible; even if we don't have a model enforcement agency. Although it can be tricky, it doesn't necessarily make it impossible – we just need to be creative.

Resident Todd Bissonnette commended Selectwoman Makuch stating that he chose to retire out in Willington because it is the quiet corner. He does not want to live with or participate in noise and this is a task that is being put on the Selectmen, which is a tough job; however this is something that needs to be addressed.

First Selectwoman Wiczenski cautioned that if we decide that we want to move forward with this (once it passes through a town meeting), then we are going to have to come up with additional funding for whomever is going to take on the responsibility. We need to be prepared to figure out what that cost may be. Selectman Blessington warned that the particular person may have to also get proper training, which could also add to the cost as well.

First Selectwoman Wiczenski then stated that we also need to spell out the enforcement process – how things will be handled going forward, but they will continue to look at the boiler plate language and tweak as they go along. That is something that will have to be addressed as well.

Todd Bissonnette said that the guidelines are established by DEEP and once the ordinance has been put in place, it can be enforced by State Troopers and the Selectmen. First Selectwoman Wiczenski clarified that DEEP regulations cannot be enforced by State Troopers. Only DEEP Enforcement Officers can enforce that. The Selectmen will reach out to our Liaison at Troop C to see what they would require to be able to enforce going forward.

First Selectwoman Wiczenski noted that she did not see an appeals process in the draft. She would be curious to see how an appeal would be handled in one of these towns, but that is definitely something that will need to be added. Selectwoman Makuch stated that she will add that to the list of things to research.

#### Good & Welfare

First Selectwoman Wiczenski stated that we have received the monthly reports from the Connecticut State Police for the month of June and July:

#### **June, 2018:**

9 Accidents	17 Criminal investigations
1 Burglary	4 Larcenies
569 Non-reportable matters	4 D.U.I's
234 Traffic citations	50 Written warnings

#### **July, 2018:**

9 Accidents	18 Criminal investigations
0 Burglaries	1 Larceny
547 Non-reportable matters	3 D.U.I's
235 Traffic citations	62 written warnings

We received a letter from Troop C; informing us that Commanding Officer Shawn Corey has taken over the liaison position for the Town. First Selectwoman Wiecenski met with Lieutenant Corey last week to go over various issues around town.

First Selectwoman Wiecenski thanked Susan Yorgensen for over 30 years of service to the Town. We wish her well with her retirement.

The annual flea market will be held on the Town Green on Saturday September 8<sup>th</sup>. There are a few spots left if anyone is interested – please contact Eileen Smith.

The Board of Finance is now working on the Towns Annual Report. They will be reaching out to the Boards and Commissions looking for submissions shortly.

We received our annual DESPP Homeland Security Grant in the amount of \$5,000. The funding helps offset the Emergency Management Director's annual salary.

The next BOS meeting will be held on Tuesday, September 4<sup>th</sup> at 6:30 PM in the Common Room (upper level).

First Selectwoman Wiecenski wished good luck to all teachers and students returning to school next week.

This Wednesday, August 22<sup>nd</sup> will be the last concert in the park at River Road Athletic Complex at 6:30 PM. The series will close out with Willington's own Val Rogers and friends.

First Selectwoman Wiecenski thanked our Parks and Recreation Director Maureen Parsell for putting on the summer concerts; which is a wonderful event for Willington. In addition, she noted a successful return of summer camp; after not having it for several years.

First Selectwoman Wiecenski moved to go into Executive Session regarding a Personnel Matter and invited the Town Clerk at 7:15 P.M.

Selectman Blessington seconded the motion.

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

First Selectwoman Wiecenski moved to come out of Executive Session at 7:54 P.M.

Selectman Blessington seconded the motion.

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

Frist Selectwoman Wiecenski moved to adjourn the meeting at 7:55 P.M.

Selectwoman Makuch seconded the motion.

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

Respectfully submitted,  
Robin Campbell  
Administrative Assistant