

TOWN OF WILLINGTON

Board of Selectmen
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BOARD OF SELECTMEN

Meeting Minutes
Common Conference Room

February 20, 2018
6:30 P.M.

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

First Selectwoman Wiczenski called the meeting to order at 6:32 PM with the following in attendance:
Selectmen Makuch & Blessington and residents. First Selectwoman Wiczenski led the Pledge of Allegiance.

Approval of Minutes:

Selectman Blessington moved to approve the special minutes of February 5, 2018 at 6:30 PM

First Selectwoman Wiczenski seconded the motion.

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

First Selectwoman Wiczenski moved to approve the regular meeting minutes of February 5, 2018 at 7:30 PM

Selectwoman Makuch seconded the motion.

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

Present to Speak:

Maureen Parsell, Director of Parks & Recreation called Walt and Linda West to the front of the room. She thanked the Wests' on behalf of the Town of Willington, for their dedication of decorating and lighting the memorial tree on the Town Green every year. The West family has been tending to the lighting for over 30 years. She then presented Mr. and Mrs. West with a canvas print of the newly planted memorial tree on the Town Green; photographed by Dot Drobney. The photo was taken during the tree lighting event this past December. The Selectmen thanked Mr. West for his many years of service of taking care of the lights on the tree year after year.

Correspondence:

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

First Selectman Status Report

We have a number of CIP projects that will be coming down the pike, once LoCIP funding becomes available.

The BOF has given approval to move forward with the Land Use position. We will get the help wanted ad out in the next week or two.

The Assessor position still remains vacant; however we have someone temporarily filling in to get the Grand List submitted.

The Account Associate Position is still open as well. We are now looking into changing the position to an Account Analyst position that will be discussed further.

First Selectwoman Wiecenski moved to add item F under new business to the Agenda: Approve job position for a newly created position: Account Analyst.

Selectman Blessington seconded the motion.

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

Public Works:

Derek reported that the crew has been busy with the following:

- Vehicle /equipment repair
- Push up salt deliveries
- Clean vehicles
- Road side brush and tree removal
- Plowing and sanding of roads and municipal Parking lots
- Sign repair
- Remove unwanted items from WYFSS and deposit at the Transfer Station

New Business

A. Proposed Eagle Scout Project

Eagle Scout, Dillon Cavar was present. Mr. Cavar is a member of the Scout Troop in town. He stated that he is interested in doing a renovation project in the kitchen area of the common room at the Town Office Building. The renovation project will include painting the walls, sanding and repainting the cabinets installing new baseboards as well as replacing ceiling tiles. A new shelving unit will be installed. Lastly, Mr. Cavar stated that he will be washing and replacing the screens in all of the windows of the kitchen as well as the entire Common Room. Mr. Cavar stated that he is anticipating the project to be completed by May 9th.

The Selectmen thanked Mr. Cavar and look forward to seeing the finished project.

B. MS4 Stormwater Ordinance Discussion

The Selectmen were presented with two sample draft ordinances for the MS4 Stormwater Ordinances for review. She noted that we will have to adopt such an ordinance in the near future.

Selectman Blessington stated that he is very unhappy with this – as DEEP has discovered that Willington has become a crowded urban area and now they feel they have to take over our stormwater enforcement; which is an outrageously expensive task – one that will be taken over by the Town because the State can no longer afford to do. He added that one of the requirements is to pass an Ordinance for stormwater management. He has asked several times, what will happen if we do not pass this Ordinance? An Ordinance must be passed by the people in Town; but what if they don't want it? He then stated that he is aware that we have to go to the process, because we have been told we have to and he will wait to see what happens with it.

First Selectwoman Wiecenski asked the Selectmen to review the Ordinances as presented and then they will discuss at a future meeting. First Selectwoman Wiecenski agreed with Selectman Blessington and stated that we at least have to attempt to make progress, which is exactly what we are doing.

C. Approve Selectmen's Budget

Business Manager, Donna Latincsics was present. She submitted an updated revised document for the Selectmen to review. The revision brings the Selectmen's budget to a -1.6% decrease. With the addition of the Town Clerk budget, it now shows an overall increase of 1.4% . First Selectwoman Wiecenski noted that separately, both budgets actually show a favorable decrease and that will be discussed in detail at the Board of Finance meeting when the budget is presented on March 8th.

Selectman Blessington stated that he would like to discuss item 7F (which affects the budget) before approving the budget.

D. Approve CIP 2018-2019 Plan

First Selectwoman Wiecenski noted that CIP Chairman Cobb was not able to attend tonight's meeting.

Donna presented the first year of the plan, which has been finalized by the committee and after the out-years have been finalized, they, too will be brought before the Selectmen to approve.

The local spending on capital has increased by 2% (\$544,160). The breakdown is as follows:

\$56,702 will transfer to the Capital Reserve Fund.

\$222,220 (debt repayment / bond for the library; lease payment for ACO vehicle and SCBA air packs for WFD#1 leases)

\$72,123 for Public Works lease repayment for equipment (such as the woodchipper and trucks)

\$193,115 for capital expenditures is for 6 projects: (\$23,500: security and monitoring at CES & HMS; \$82,407: heating for upper level classrooms at CES; \$30,160- Municipal permitting software; \$19,000 to chipseal the TOB parking lot; \$30,268; replacement SCBA air packs for Willington Hill F.D. and lastly \$7,780 resurfacing the basketball court at River Road Athletic Complex.

The off budget funds (LoCIP, Reserve & STEAP Grants); includes covering the following projects: replacement of the South roof at HMS, (reserve); Catch basin mapping for MS4 (LoCIP) and lastly, the Salt Shed reconfiguration project (STEAP fund reallocation).

First Selectwoman Wiecenski moved to approve the CIP plan for 2018-2019

Selectwoman Makuch seconded the motion.

First Selectwoman Wiecenski stated that the CIP process has been quite the experience. She added that the out years are still a work in progress and will be brought to us soon.

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

E. Tax Refunds

First Selectwoman Wiecenski moved to refund \$6.89 to Claudia Spinella; 27 Luchon Road for an overpayment.

Selectwoman Blessington seconded the motion

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

First Selectwoman Wiecenski moved to refund \$324.89 to Laurie Woodward; Inverness FL on a Certificate of Correction.

Selectwoman Makuch seconded the motion

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

F. Approval of Job Description

First Selectwoman Wiecenski stated that the BOF has asked us to find efficiencies within the town (including Town and BOE). Business Manager Latincsics had suggested combining the two Account Associate positions, which are currently part time to one full time position. The position would have more responsibilities and tasks and would work for both BOE and General Government. In addition, this new position will have a \$13,000 savings, which has been incorporated into the revised budget.

Selectman Blessington said there is so much wrong with this. He stated that he feels that it isn't the right way to do this and asked why we are in such a hurry? He added that we are going to save money; noting that the position has been vacant on and off over the past few years, yet the job is getting done and we've been getting along fine – the Finance Office still received their annual excellence award as they always do. He does not like this nor does he like the way this is being done.

First Selectwoman Wiecenski clarified that she is asking the Selectmen to approve a job description and also clarified that she has the authority to create a position within the Town. She then stated that we are doing what we believe what is best for the town; and it has been a long time work in progress; something that she cannot discuss in a public meeting. She then stated that she will be happy to discuss further in Executive Session, if he would like. She then noted that we were tasked by the BOF to find efficiencies and added that just because things were getting done with that position being empty, doesn't mean things were being done efficiently or things weren't falling behind. Donna has been picking up the slack and has been working overtime to get both jobs done.

First Selectwoman Wiecenski added that that there are going to be a few more responsibilities added to this new position and the plan is to have it become more efficient. Selectman Blessington said he is not convinced and if the BOS wants to discuss this in Executive Session, so be it. Selectwoman Makuch concurred.

First Selectwoman Wiecenski moved to add Executive Session to the agenda.
Selectman Blessington seconded the motion.
Vote: 3 Yes (Wiecenski, Makuch & Blessington) 0 No.

First Selectwoman Wiecenski moved to enter into Executive Session regarding a personnel issue; and invited Business Manager Donna Latincsics to join the Selectmen at 7:07 P.M.
Selectman Blessington seconded the motion.
Vote 3 Yes (Wiecenski, Makuch & Blessington)

The Selectmen resumed the meeting at 7:34 PM

Discussions resumed on items 7C and 7F.

Selectwoman Makuch moved to approve the Account Analyst job description.
First Selectwoman Wiecenski seconded the motion
Vote 2 yes (Wiecenski, & Makuch) 1 No (Blessington)

The Selectmen's budget discussion was then discussed. The Accounting Associate position has been placed in the budget with the reduced rate.

Selectwoman Makuch moved to approve the Selectmen's budget as presented.
First Selectwoman Wiecenski seconded the motion.
Vote: 2 Yes (Wiecenski & Makuch) 1 No. (Blessington)

Old Business

A. Crumbling Foundation Update

First Selectwoman Wiecenski had a meeting with Pam Toohey, a homeowner advocate representative from the Department of Housing last week. During the meeting, they toured a home in Willington that has a crumbling foundation. First Selectwoman Wiecenski noted that the home may be one of the worst she has seen and thanked the family for opening up their home and taking the time to talk to us. We will continue to follow legislation on this issue.

B. Budget Update

We are currently almost at the top of our snow budget – this past weekend's storm might have put us a bit over. The numbers are forthcoming. The Board of Finance will review the BOS budget on March 8th.

C. Video taping of meetings

Selectman Blessington stated that he has not had a chance to review the plan as he has not been feeling well. First Selectwoman Wiecenski added that she has not had a chance to review further as well. The discussion will be tabled and discussed at a future meeting.

Good & Welfare

First Selectwoman Wiecenski stated that we have received the monthly report from the Connecticut State Police for the month of January:

13 Accidents
6 Criminal investigations
511 non reportable matters
161 traffic citations
35 written warnings
0 burglaries, larcenies & DUI's

The Revenue Collector has announced that she only has \$36,637 remaining to collect out of \$13 million. The Selectmen commended Ms. Madden on a job well done.

First Selectwoman Wiecenski stated that Hall School students will be performing in the Little Mermaid on March 2, 3 & 4.

Lastly, First Selectwoman Wiecenski noted that some of the employees have been moving furniture and painting to improve the appearance in their offices. They are doing a great job.

First Selectman Wiecenski moved to adjourn the meeting at 7:39 P.M.

Selectman Makuch seconded the motion.

Vote: 3 Yes (Wiecenski, Makuch & Blessington)

Respectfully submitted,
Robin Campbell
Administrative Assistant