

# TOWN OF WILLINGTON

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## BOARD OF SELECTMEN Special Meeting Minutes

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

Town Office Building  
Selectmen's Conference Room

January 2, 2018  
5:00 P.M.

First Selectman Wiczenski called the meeting to order with the following in attendance: Selectmen Makuch & Blessington, Business Manager, Donna Latincsics, Town Clerk, Donna Hardie and incoming Town Clerk, Amy Lam.

### A. Budget Workshop

First Selectman Wiczenski noted that she and Selectman Makuch are new to the budget process. Donna Latincsics then introduced the budget and explained how it will be presented to the Board of Finance when it is finalized. The budget has line item details for every facet in town. The elected officials (who are responsible for their own budgets) are shaded gray (to differentiate from the other departments). The Town Clerk budget (which is currently shaded gray—shown as elected) will incorporate with the Selectmen's as of January 9, 2018.

Donna Hardie presented the Town Clerk budget as submitted.

Purchased Services, Vital Statics, election expenses and office supplies will remain flat. The Misc. expense line item covers the cost of conferences, training and CT Town Clerk & Tolland County Town Clerk dues.

Ms. Hardie explained that she has always applied for a preservation grant every April and the town is awarded

The Assessor's budget was then discussed. The budget was prepared by Jody Heon, before she left her position with the Town. First Selectman Wiczenski noted that the job posting will close on Friday, January 5<sup>th</sup>. The only increase in the budget is for computer support. First Selectman Wiczenski stated that she will reach out to Ms. Heon to find out what the increase is for (thinking it may have to do with the upcoming Revaluation). Tax Mapping was also discussed; which remains flat at \$3,200; Donna Latincsics will research to see what it covers.

The Selectmen then discussed the line items that cover salaries (for Office Manager & Selectmen). The facility manager stipend (\$2,500) will be removed. Office Supplies was then discussed. The line currently has \$772. The Selectmen would like to see that line increased. \$228 was added to bring it up to \$1,000.

Memorial Day and car show line item was then discussed. Robin Campbell stated that \$100 is put aside to cover advertising for the car show and the rest (\$900) goes towards Memorial Day. She added that there is never enough to cover the expenses for the Memorial Day event. Last year a donation was made from the VFW to cover the cost of many of the items, but it is fearful that the funding will be depleted as the years go on. Selectman Blessington noted that the VFW has been generous with donations in the past few years, noting membership is declining and new members are difficult to recruit. He then alluded to the fact that he is the youngest active member in the VFW and he is approaching 70 years old in a few months. First Selectman Wiczenski noted that she would like to see the VFW and its legacy to continue on for generations to come. She will think about how this can be done.

Selectman Makuch then stated that she now has a conflict with the upcoming Wednesday meetings (1/10 and 1/24). She then asked the other Selectmen if they would be able to meet on the Tuesdays prior to those dates (now 1/9 and

1/23). The other Selectmen stated that they will be able to comply. The January 10<sup>th</sup> meeting has been moved up to January 9<sup>th</sup> at 6PM and the 1/24 meeting will be moved to 1/23 at 6PM.

The next BOS budget meeting, which will be held on January 9<sup>th</sup> will touch base with Public Works and the Transfer Station and Counsel.

First Selectman Wicinski moved to adjourn the meeting at 5:49 P.M.

Selectman Blessington seconded the motion.

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

Respectfully Submitted:

*Robin Campbell*

Recording Secretary

TOWN OF WILLINGTON, CT

Received for record January 3, 2018

At 11:00am Maurice Agatha