

TOWN OF WILLINGTON CONNECTICUT



ANNUAL REPORT for the Fiscal Year **JULY 1, 2017 - JUNE 30, 2018**

Table of Contents

Board of Finance	3
Board of Education	5
Board of Selectmen	7
Animal Control	8
Board of Assessment Appeals	9
Building Official	10
Economic Development Commission	11
Human Services	12
Inland Wetlands and Watercourses Commission	14
Library	16
Parks and Recreation Department	18
Planning and Zoning Commission	20
Public Work Department	21
Registrar of Voters	25
Revenue Collector	26
Town Clerk	27
Treasurer	29
Willington Fire Department Number 1	30
Willington Hill Fire Department	32
Willington Fire Marshal	33
Zoning Board of Appeals	34
Comprehensive Annual Financial Report	35
Statement of Revenues, Expenditures, and Fund Balance Changes	36
Independent Auditor's Letter	37
Appointed and Elected Officials Information	39

Board of Finance

2017-2018 Annual Report

To the Citizens of the Town of Willington,

The information contained in the annual report summarizes the activities for the fiscal year, July 1, 2017 to June 30, 2018. This document is prepared and published by the Board of Finance as required by the General Statutes of the State of Connecticut, Chapter 112, §7-406.

This report contains excerpts from the annual audit performed by an independent public accountant, and the annual reports from the various elected and appointed officials, boards, commissions and committees. It also includes reference information current to the town such as names and terms of elected and appointed officials, and important phone numbers for town agencies.

Our board members at the beginning of the fiscal year on July 1, 2017 are:

Jim Bulick, Chairman

John Patton, Vice-Chairman

Geoff Prusak

Robert Wiecenski

Barry Wallett

Peter Tanaka

Annemarie Poole, Alternate

Mary Bowen, Alternate

Our board members at the end of the fiscal year on June 30, 2018 are:

Jim Bulick, Chairman - (Term Expires November 2019)

Mike Makuch, Vice-Chairman - (Term Expires November 2023)

Randy Belair, Secretary - (Term Expires November 2023)

Laurie Semprebbon - (Term Expires November 2019)

Barry Wallett - (Term Expires November 2021)

Peter Tanaka - (Term Expires November 2021)

Fred Schoen, Alternate - (Term Expires November 2019)

Bill Rankin, Alternate - (Term Expires November 2019)

Board of Finance 2017-2018 Annual Report

Our duties are to

- 1) Assist the Capital Improvement Program Committee in the compilation and management of the Capital Budget,
- 2) Work with the Town Departments, Elected Officials, Boards, and Commissions to develop and manage the annual budget, and
- 3) Compile the Annual Report.

We feel that our job is not simply to figure out how to pay for things, but to determine if costs are reasonable and customary, management decisions are driven by facts or by observed activity in the town, budgets and financing are sustainable and not excessively burdensome, and appropriate controls are in place to ensure good financial management.

The Board of Finance wishes to express their sincere appreciation to all elected and appointed officials, members of town boards, town employees, and numerous volunteers for their dedicated service to Willington. The Board of Finance extends our thanks to our Recording Secretary, Guinn Almquist, for compiling the information and producing this report.

Sincerely,



Jim Bulick
Chair
Town of Willington Board of Finance

Willington Board of Education 2017-2018 Annual Report

The purpose of this annual report is to summarize the collaborative achievements of the Willington Public Schools community. A great deal of effort from school staff, parents, community members and the Board of Education went into achieving these accomplishments and will help springboard the district into the 2018-2019 school year.

Center School served 236 students in Pre-K through grade 4 and Hall Memorial served 205 students in grades 5 through 8.

Student Achievement and Professional Development

- After extensive research and a substantial number of draft schedules, Hall School successfully implemented their new schedule which optimized instructional time and added critical student centered components including an Advisory Block, a STEAM (Science, Technology, Engineering, Arts and Math) block, and WIN (What I Need) block.
- Center School staff started the implementation of the updated Reader's and Writer's Workshop units to achieve the rigorous standards of the Common Core. Resources were utilized to purchase high interest, relevant and engaging books for students to support reading growth.
- Hall School teachers participated in professional development to implement the meaningful Advisory Block curriculum.
- HMS had a comprehensive curriculum audit in language arts and math completed by CREC and next steps were developed for curriculum revisions. HMS staff engaged in professional learning in the new Illustrative Math curriculum and also in Reader's and Writer's Workshop.
- District monies were targeted to support teachers in the implementation of *Math Talks* to improve student discourse pertaining to problem solving. Teachers also participated in professional development on the implementation of the math workshop model to support individual student needs.
- Staff finalized numerous science units pertaining to the new Next Generation Science Standards (NGSS) standards and resources were directed to the purchase of kits necessary to implement the new curriculum. Professional development was offered to address the conceptual shifts and pedagogical practices required for successful implementation of the NGSS.

Willington Board of Education 2017-2018 Annual Report

Facilities Study

- The Board of Education reviewed the facilities study developed by Friar Associates and Architect Michael Sorano. Options were presented through various public meetings, however the process was tabled until the hiring of a new Superintendent of schools.

Hiring of Superintendent

- The Board conducted a comprehensive search for a permanent superintendent of schools, and appointed Phil Stevens, Center School Principal, effective July, 1, 2018.

Policy Audit

- The Policy Committee led the Board as they reviewed, developed, enhanced and eliminated where appropriate, district policies.

Board of Education 2017-2018

Erika Wiecenski, Chairman (through 10/2017)	Chiara Bambara (11/2017)
Michelle Doucette Cunningham, Chairman (11/2017)	Elena Testa, (11/2017)
Ann Grosjean, Vice Chairman (11/2017)	Marybeth Walleth
Herb Arico, Secretary	
Tracey Anderson (11/2017)	

Administration 2017-2018

Interim Superintendent	Jacqueline J. Jacoby, Ed.D. (term ended 6/2018)
Pupil Services Director	Holly DiBella-McCarthy
Principal, Center Elementary School	Phil Stevens
Hall Memorial School Principal	Ken Craig

October 1, 2017 enrollment										
Grade	Pre-K	K	1st	2nd	3rd	4th	5th	6th	7th	8th
# of Students	22	36	42	51	47	38	58	56	40	51
Center Elementary School	236									
Hall Memorial School	205		Total		441					

Board of Selectmen 2017-2018 Annual Report

Dear Willington Residents,

The Board of Selectmen would like to thank the townspeople, the Boards and Commissions and the Town employees for their dedication throughout the year.

Many people contribute their time and talents to ensure Willington remains a wonderful place to live, learn and play.

On September 19, 2017, the Townspeople voted to appropriate \$76,000 from the Reserve Fund, Account #04-4020 for the purpose of the State mandated physical revaluation.

On November 1, 2017, the Townspeople voted to adopt an Adult Oriented Business for the Town of Willington (vote was 46 in favor to 39 opposed) and rejected an amendment to the Transfer Station Ordinance to implement a permit fee.

A meeting scheduled for May 15, 2018 was adjourned to May 16, 2018 due to impending weather conditions where the Townspeople voted to adopt a resolution authorizing the Board of Education to apply to the Commissioner of Education and to accept a grant for replacing the oil tank at Hall Memorial School.

Also, on May 16, 2018, the Townspeople voted in favor of authorizing the Board of Education to form a Committee establishing a Building Committee, prepare schematic drawings outlining specifications and appropriating \$135,000 from the Reserve Fund with regard to replacing the oil tank at Hall Memorial School.

The Selectmen's office is open Monday from 12:30 PM to 7:30 PM and Tuesday – Friday from 9:00 AM to 2:00 PM. The Selectmen's meetings are held on the 1st & 3rd Monday of each month (with the exception for holidays, which are then held on the following Tuesday) at 6:30 PM. If we can be of assistance please call 487-3100 or stop by the office.

2017 Board of Selectmen:

*Christina B. Mailhos
Kim Kowalyshyn
John Blessington*

2017-2018 Board of Selectmen:

*Erika G. Wiecenski
Liza Makuch
John Blessington*



Animal Control 2017-2018 Annual Report

The Animal Control Department has one Animal Control Officer who is on call 24/7 as well as one per diem officer who covers when the regular officer is unavailable (sick, injured, or on vacation) and they handle many different responsibilities. Part of those responsibilities include: impounding roaming/stray animals, advertising and locating their owners if possible, enforcing dog license and rabies vaccines laws, investigating and handling bite/attack complaints and having the animal quarantined or rabies tested per Connecticut statutes, as well as investigating cruelty/neglect complaints. This department also handles sick or injured wildlife to ensure public safety, picks up dogs/cats found injured or deceased in the roadway, assists State Police and Fire Departments when animals are involved at their scene either as victims or to secure the animals so responders may safely enter a residence or vehicle, and the most rewarding is to find loving homes for impounded animals which had been surrendered or abandoned.

A report is submitted to the State of Connecticut Department of Agriculture at the end of each month which provides them with the total number of impounds, redemptions, quarantines, euthanasia's, deceased domestic animals found in the roadway, and adoptions, as well as the number of infractions & arrests per month.

During the 2017/2018 fiscal year there were a total of 271 complaints by residents. These calls included barking dogs, roaming dogs, nuisance dogs, aggression, sick/injured wildlife, etc. Most calls were able to be handled and resolved amicably and the statistics for the rest are listed below:

Animals impounded	Animals redeemed	Animals adopted	Animal bites/quarantines	Animals euthanized	Animals DOA	State Police or FD assists
39	10	26	5	0	3	1

The Animal Control Officer attended and exceeded the State of Connecticut's required six (6) hours of continued education training. Training included attending the CT Municipal Animal Control Officers Association annual conference as well as how to handle raptors. There was no cost to the town for any of these trainings this year.

The Animal Control Officer is available for any routine questions, concerns or complaints at 860-428-4422. For extreme emergencies, please call 911.

Respectfully submitted,

Tina M Binheimer, Animal Control Officer

Board of Assessment Appeals
2017 – 2018 Annual Report

The board of assessment Appeals met in both September, 2017 and March, 2018. The September meeting was for appeals relating to automobiles and the March meeting was for real estate. There were a modest number of residents appealing their automobile valuations and no appeals relating to crumbling foundations were presented to the board. For each such appeal, the findings of the Board were unanimous.

Edward C. Taiman, Jr., Chairperson
Dated November 27, 2018

BUILDING OFFICIAL Annual Report

Fiscal Year July 1, 2017-June 30, 2018

The Building Department receives permit applications, reviews building plans, assist applicants through the building process and conducts inspections as required by the State of Connecticut.

The Building Department has a web page on the Town of Willington Web Site. The information is provided to help the applicant with the permit process, fees, construction plan requirements, and also the required inspection schedule.

In the 2017-2018 fiscal years, 292 permits were issued including two single family home, commercial and industrial permits. The building department collected \$67,121.00 in revenue on behalf of the Town.

The Building Department staff would be more than happy to answer any of your questions regarding the permit process.

Public hours: Monday 12:30 p.m. – 7:30 p.m.
Tuesday – Friday 9:00 a.m. – 2:00 p.m.

Respectfully submitted,
James Rupert, Building Official

Economic Development Commission 2017-2018 Annual Report

The Economic Development Commission did not meet from June of 2107 to March of 2018, due to lack of participation. New members were appointed, and have conducted regular meetings since March of 2018. The Commission hired an intern to record minutes, post agendas and assist the Commission in research and reports.

The future looks bright for Willington as the Citco Station on Route 74 is being transformed and Red Arts' Towing and Service has a new occupant. The Commission is proposing to add a four hour per week position from the Connecticut Economic Resource Center, to provide professional economic development services with the goal of increasing the tax base of the Town.

Richard Maloney
Chair Willington Economic Development Commission

Town of Willington

Human Services Annual Report, FY 17-18

Willington's Department of Human Services (formerly Youth, Family and Social Services) is made up of several human service areas covered by one department. The Youth Services aspect receives information and input into youth programming by the Youth Services Advisory Board. Members in 17-18 were Michelle Doucette Cunningham, Caitlin Halle, Sydney Collins, Sarah Reis, and Chair Ginger Halle.

Some highlights from the fiscal year:

- ☐ Our Caterpillar Club playgroup ran at the Willington Public Library and provided opportunities for learning and socialization for children under 5. In 2017-2018 we had 10 children participating on average per week.
- ☐ The Department also ran the April Camp Program during spring recess. We provided holiday themed food, crafts, and activities for the week. In 2018, 21 children participated, whereas 18 attended in FY 16-17.
- ☐ The Department partnered with Public Works to hold a fill a truck food drive, which received 625 items for our food pantry.
- ☐ The Department also provided funding to Windham Regional Transit District, which gives rides for elderly and disabled residents to medical appointments; to NECASA, our regional substance abuse prevention organization; and to TVCCA, providers of Meals on Wheels for seniors in Willington.
- ☐ The Department ran our annual Back to School program which provided backpacks, school supplies and shoes to 16 children from income constrained Willington families.
- ☐ Our holiday programs assisted 44 families with meals and gifts during November and December, which is a 30% increase over the previous year.
- ☐ We were present at community events including Willington Day and the Federated Church Flea Market. The Department also ran new initiatives, such as the Priceless Prom program, as well as older programs such as Crafts in the Park, which was in its third year of providing a summer opportunity for children to be social and creative.

In addition to the above, the Department provided 816 units of social services to clients in FY 17-18. These services range from assisting with applications for state programs, to signing up for the food pantry, to utility shutoff prevention and more. With the addition of new senior housing and Senior Center office hours, the department provided 284 units of senior services, which is a significant increase in Fiscal year 17-18.

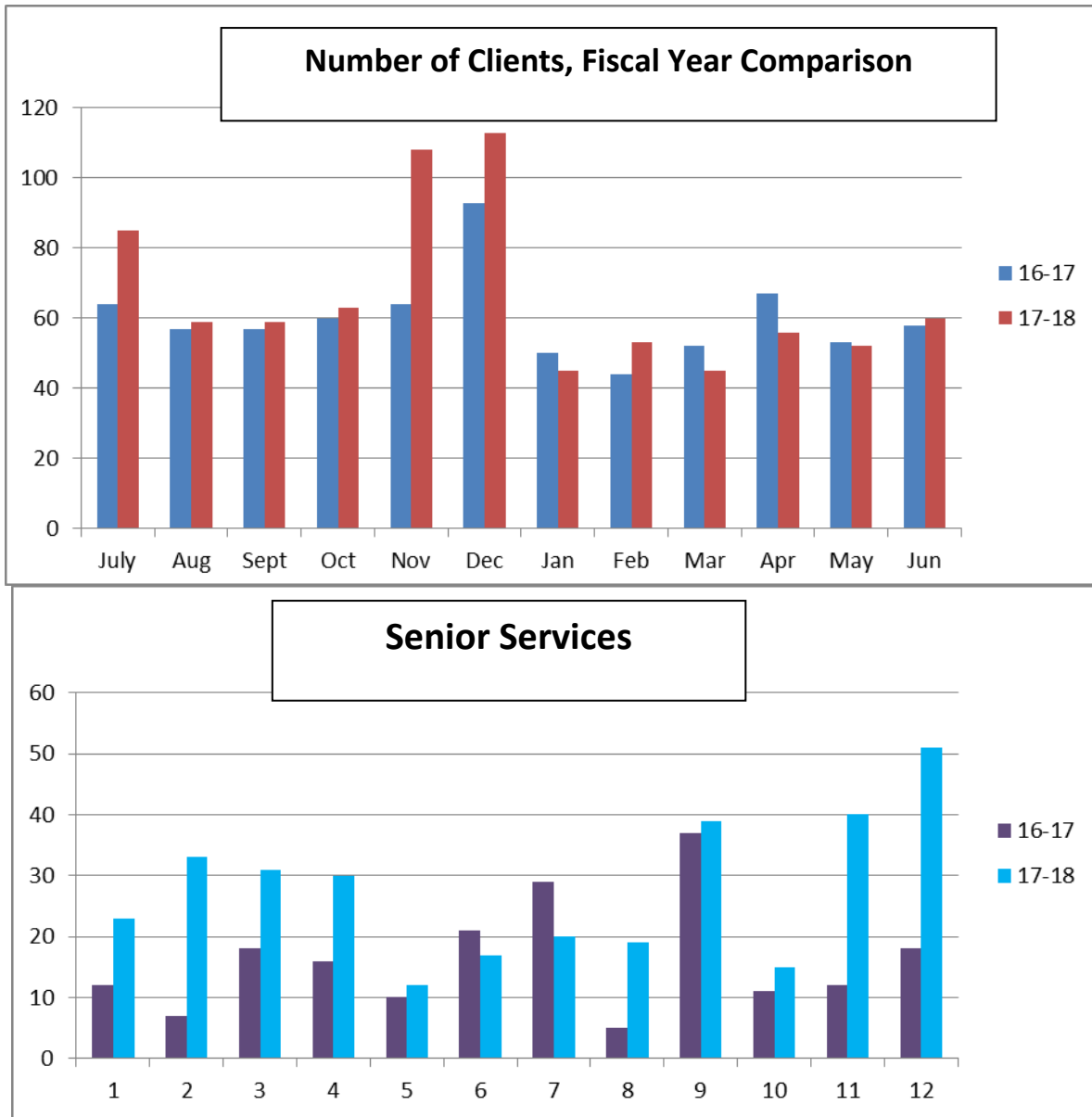
Human Services offers other programs funded entirely by donations. Our Emergency Fuel Bank helped 17 families with a one-time gift of 100 gallons of oil to stay warm in the winter, and our Food Pantry, which offers canned and dry goods and on occasion eggs or produce, served an average of 26

families per month, up from 20 last fiscal year.

We continue to see an increase in the demand for our programs, and because of our essential support personnel we are able to reach more families and help more residents. We are always looking for ways to provide easier access to our services while helping families find long-term sustainable solutions.

Respectfully Submitted,

Jennie A. Arpin, M.P.A
Director of Human Services



Inland Wetlands and Watercourses Commission 2017-2018 Annual Report

The Town of Willington's Inland Wetlands and Watercourses Commission (the Commission) is responsible for the implementation of three separate and distinct regulations:

- Inland Wetlands and Watercourses Regulations, adopted September 14, 2009 and effective September 18, 2009;
- Aquifer Protection Regulations, adopted June 22, 2009 and effective July 1, 2009; and
- Forest Practices Regulations, adopted June 25, 2018 and effective July 14, 2018

Inland Wetlands and Watercourses: The purpose of the Commission is to protect the citizens of the Town by implementing provisions for the protection, preservation, maintenance and use of inland wetlands and watercourses by minimizing their disturbance and pollution; maintaining and improving water quality; preventing damage from erosion, turbidity or siltation; preventing loss of fish/wildlife and habitat; deterring and inhibiting the damage of flood and pollution; protecting the quality of wetlands and watercourses for their conservation, economic, aesthetic, recreational, other public and private uses and values; and protecting potable water supplies. This is especially important given the current changing climate. The Commission provides an orderly process to balance the need for economic growth and the use of land, with the need to protect the environment and ecology in order to guarantee the people of Willington and its future generations the safety of such natural resources for their benefit and enjoyment. Regulatory authority for the Commission is found under the Town of Willington's Inland Wetlands and Watercourses Regulation (Section 1 through Section 20) as mandated by Connecticut General Statutes (CGS), Section 22a-36 through 22a-45. The Commission implements the purposes and provisions of these Regulations.

Aquifer Protection Regulations: The State of Connecticut has established the Aquifer Protection Area Act/Program (CGS Sections 22a-354a to 22a-354bb) to identify critical water supply aquifers and to protect them from pollution by managing land use. The Town's Inland Wetlands and Watercourses Commission is established as the Aquifer Protection Agency in accordance with the "Ordinance for the establishment of an Aquifer Protection Agency" (the "APA Ordinance"), effective May 5, 2004 and implements the purposes and provisions of the APA Ordinance and the Act. The Commission adopted the Aquifer Protection Area Regulations for the protection of Connecticut State delineated aquifers, one of which is located within the Town.

Forestry Practices Regulations: At a Special Town meeting held on June 20, 2017, the Town adopted a resolution that authorized the Commission to regulate forest practices pursuant to CGS Section 23-65k. The Commission adopted regulations for the purpose of protecting the forest land within the Town's jurisdiction by governing the conduct of forest practices. Forest practice means any activity which may alter the physical or vegetative characteristics of forest land that is undertaken in connection with the harvest of commercial forest products, except that an "exempt

conversion of forest land” as defined in the regulations, shall constitute a forest practice under these regulations.

Commission activity during the period July 1, 2017 through June 30, 2018: The Commission held 9 regularly scheduled meetings, conducted numerous site walks, reviewed 13 applications and approved and permitted 11, held one public hearing, issued one Notice of Violation, and collected \$7,211.33 in revenue. The budgeted money was allocated to advertising for public hearings, continuing education classes, wetlands courses and professional development for staff.

On April 30th, the Commission welcomed Emily Perko who is serving as the Assistant Land Use Agent and who is assigned to the Land Use Department. Her duties include providing professional and administrative support to the IWWC, including but not limited to, performing completeness and technical reviews of submitted applications, conducting wetlands and forestry enforcement actions as directed by the Commission, drafting documents that are necessary to support the work of the Commission and assisting the Town’s Land Use Agent.

The Commission drafted a new regulation entitled “Town of Willington IWWC/Forest Practices Regulations”. The Commission held a Public Hearing in May 2018 to receive public comment on the proposed regulations. Subsequent to the Public Hearing, the Commission considered the public comments and made revisions to the regulations. The Commission adopted the Regulations during their regularly scheduled meeting on June 25, 2018; the effective date of the regulations is July 14, 2018. Pursuant to the CGS Section 23-65k (d), the Commission submitted these regulations to the Commissioner of the State of Connecticut’s Department of Energy and Environmental Protection (DEEP) for approval. The Commission will be working with DEEP to complete this step of the process.

Members of the Commission include: Co-Chairs Dave Schreiber and Tessa Gutowski, Mark Drobney, Patrick Lord and alternate Greg Blessing. Providing administrative, enforcement, technical and clerical support to the Commission include: Susan Yorgensen, Margaret DuPilka, Emily Perko, and Michele Manas. In addition, our staff in the Land Use Department provides guidance to the citizens of our community with regard to the IWWC regulations.

After 30 years of service, Susan Yorgensen, Planning & Zoning and Inland Wetlands Agent, retired on August 10th. Her knowledge, dedication, and expertise will be greatly missed. The Commission extends our deepest gratitude, admiration and sincere thanks to Susan in recognition of appreciation for her many years of exemplary service to the Town of Willington.



Willington
Public Library

7 Ruby Road, Willington, CT 06279

T 860-429-3854 F 860-429-2136 E kdonnelly@willingtonpubliclibrary.org

Fiscal Year 2017/2018 Town Annual Report

The Library Board of Directors consists of: Heather Alexson, Chair; Jennifer Pallo, Treasurer; Shari Cote, Secretary; Mary Pat Maloney; Sarah Peck; and Joy Wrona. In the past FY, the Library Board saw one resignation by Katherine Kalagher-Ryan, who was replaced by Mary Pat Maloney.

The Willington Public Library's purpose is to collect, preserve and make available to the public, books, technology, media, and other library materials at no cost. We offer a myriad of diverse and exciting programs for all ages and have several community spaces available.

The Library is open at 11am daily, with the exception of 9am on Fridays and Saturdays, as well as Sundays when the Library is closed. We have two nights a week (Tuesdays and Thursdays) that we are open until 8pm. We are open until 3pm on Friday and Saturday, and all other days we stay open until 5pm. We try to ensure that our hours will accommodate the needs of the Town, and have recently adjusted our Friday hours to adapt to the patron's needs. We do offer our community rooms to groups and individuals outside of our normal business hours. Volunteers are always welcome at the library and we encourage people to join our Friends group. They provide a vital source of assistance and revenue for the library and they help enhance the library's offerings of events, resources, and programs. The library is staffed and open for 2,184 hours throughout the year. During these hours, volunteers

donate over 1,300 hours of their time and we also benefit from an additional 400 hours or so by people completing their community service.

This FY was once again a busy one, with many new additions to our program offerings, collections, and much more. The Board and Director have been working to achieve our 20-year goals—which were set out almost 12 years ago at the Library's opening in this location—and great progress has been made.

At the end of the FY, there were a total of 5,111 registered library users in our database, which is a significant increase compared to last year. Our program attendance has grown and our collections are always growing. We have adapted to changes in our budget and continue to strive to serve our patrons and our community.

Be sure to visit our website at wilmingtonpubliclibrary.org and follow us on Facebook. We always welcome feedback from the Town and our patrons; let us know how we can continue to best serve you!

Respectfully Submitted,

Kristine Donnelly
Library Director

**PARKS AND RECREATION DEPARTMENT
ANNUAL REPORT FOR 7/1/17-6/30/18**

Current Commission Members:

Bill Bilyak, Joe C Colangelo (Chairman), Mike Iacampo, Rocco Petrella, Mike Pinatti, Katherine Given, and Ed Taiman.

Parks and Recreation Director:

Maureen Parsell

Recent Resignations:

None

Recent Appointments:

Katherine Given

Installations and Park Upgrades:

The River Road Athletic Complex received some upgrades this fiscal year including parking lot lighting to provide safe use of the parking area during late summer and fall activities that take us past dusk. A closed-circuit camera system was purchased this fiscal year and is being installed by the end of October. This will allow for recording of daily activities which will help in the event of any problems that may occur on the property. Mulch was added at the playscape and swing set area. A damaged guard rail and post was also fixed this year at the parking area. The Town Office Fields received new bleachers for the girls' softball area. General field maintenance was provided at the RRAC, TOB fields, Hall and Center school.

Programs:

The basketball program included [21] instructional players in 1st and 2nd grade, [89] youth league players in 3rd to 8th grade, and [63] players in the High School Program. Halls Pond opened June 22nd and was the site of our 3rd annual "Pond Party". The waterfront crew included six certified lifeguards who operated the pond under new hours this year. We were open seven days per week from noon to 7PM. A total of 81 passes were sold. The waterfront is a great town program enjoyed by many, but the overhead of employee payroll leaves us operating at a loss annually for this program. The supervision provided is necessary from a liability standpoint, and Maureen employs a well-trained and responsible crew each year.

Other program offerings by Willington Parks and Recreation include golf lessons at Skungamaug River Golf Course, a Kayak Loaner Program, and bus trips shared with local Parks and Recreation Departments, Babysitter Training, a Photography Workshop, Hiking Yoga, International Folk Dancing, Karate, and Pickelball. An after-school youth program includes woodworking, and Goop-Gak-Slime classes.

Maureen's "Wednesdays in the Park" summer concert series and annual Tree Lighting event have become Willington traditions. These are wonderful family events that attract hundreds of residents and non-resident attendees who tell us they look forward to these programs every year.

The Willington Wire e-newsletter is created, organized and published by the Willington Parks and Recreation Department.

**WILLINGTON PARKS AND RECREATION DEPARTMENT
ANNUAL REPORT FOR 7/1/17-6/30/18**

Projects and Programs Slated For 2018-2019:

1. Resurfacing of the RRAC basketball court.
2. Repair of the walking track at the RRAC.
3. Over seeding of the multipurpose field at the RRAC.
4. Return of Summer Camp.
5. Replacement of the raft at our waterfront.
6. Working with our insurance company to create a wellness program for Town of Willington employees.

Our programs are all developed and implemented professionally and seamlessly with Maureen Parsell's oversight. Maureen has proven herself to be an exceptional Recreation Director. The Recreation Department requires an enormous amount of time and effort due to the maintenance and scheduling of the RRAC, implementation of multiple programs, management of the waterfront and basketball programs, interaction with other local town recreation programs, and with other departments within our town. Scheduling fields and gym time is a huge task and always a moving target. Maureen does this skillfully, diligently, and accurately. The success of the department is due to her work ethic and ability. The challenges presented to the department, beyond the reach of our director and commission would be the lack of gym space for our programs, budgetary constraints and finding new volunteers to assist in coaching and helping to maintain equipment and fields beyond the maintenance budget. Volunteers are the heart of many programs, and the same volunteers keep coming and helping. The reward of volunteering is seeing our community, both adults and children, enjoying the recreational facilities within our town, and enjoying the social interaction that playing and watching sports provides. Maureen has worked hard to bring more sponsors onboard and this has helped immensely in aiding our programs. Anyone who would like to provide sponsorship or volunteer in any of our programs would be happily accepted.

OUR MISSION STATEMENT

In an ongoing effort to provide the citizens of Willington with programs and facilities for everyone's recreational needs, the Willington Parks and Recreation Department will always commit its resources to expand and adapt to those needs.

The Willington Parks and Recreation Department in association with the Public Works Department, outside contractors, and the Board of Education, will maintain the playing fields at Hall School and Center School, the River Road Athletic Complex, and the Town Hall Offices.

By offering a diverse group of recreational programs with the equipment and facilities to safely and properly implement these programs, we hope to get our community to "come out and play". Good health, social interaction, and promoting learning of new physical and mental skills are available to everyone who wants to participate.

"The first wealth is health" (Ralph Waldo Emerson)

Respectfully submitted - Joseph C Colangelo - Chairman of Willington Parks and Recreation Commission

Planning and Zoning Commission 2017-2018 Annual Report

The Planning and Zoning Commission's duties include: drafting and amending the zoning and subdivision regulations and the Willington Plan of Conservation and Development, reviewing municipal projects for compliance with the Willington Plan of Conservation and Development, holds public hearings, reviews and decides on applications for subdivisions, re-subdivisions, site plans and commercial and industrial businesses special permits. The commission also listens to resident zoning issues and concerns during our hearings and regular meetings.

Members of the 2017-2018 Commission

This fiscal year our Members were Chairman- Walter Parsell III, Vice Chairman- Doug Roberts, Secretary- George Andrew Marco, Edward Standish, (resigned) Randy Belair, Joseph Lucia, Joseph Hall, and alternates Brittany Skorupski-Williams and Donald Courtois.

Providing technical, enforcement and clerical support to the Commission was Susan Yorgensen, Margaret DuPilka, and Michelle Manas. Our new Assistant Zoning Agent Emily Perko started at the end of April 2018. She is a welcomed addition.

The Commission and its staff reviewed **133** applications including Subdivisions, Re-Subdivisions, Modifications of Subdivisions, Regulation Changes, Special Permits, modifications of Special Permits, Special Permit renewals, zone changes, zoning regulation amendments, new Home Occupation permits, Home Occupation renewals, new homes, additions and accessory buildings and Commercial/Industrial permits. The Commission collected **\$12,744.00** in revenue for the general fund.

The Planning and Zoning Commission meets twice a month on Tuesday evening. The Commission oversaw Public Hearings, held special meetings for the Plan of Conservation and Development and various site walks.

The Commission completed work on the Plan of Conservation and Development for 2018-2028. The Effective date was February 3, 2018. We made a special effort to include concerns and opinions of residents, business owners and members of Board's and Commission's in developing our vision for the future.

We are continuing our efforts to balance the growth in town and the need for economic development with our goal of safeguarding the health, safety, welfare and property values of the residents of Willington.

Respectfully submitted,
Walter Parsell III, Chairman



Town of Willington

Public Works Department, 49 Hancock Road, Willington, CT 06279
(860) 684-9313 · FAX (860) 684-9313

www.willingtonct.org

The Willington Public Works Department is your primary maintenance department for the town. The maintenance that is done includes but is not limited to snowplowing, sanding, grading, pot hole repair, sweeping, brush cutting, tree removal, road kill removal, drainage, sign repair and replacement, shimming, chip sealing, roadside mowing, sightline trimming, mowing of 10 Town owned detention ponds and mowing the old landfill. In addition, the department provides services to the town owned properties including the Senior Center, Village Hill Bridge Park, Fenton Ruby Park, Hall's Pond, Hall School, Center School and River Road Park. We maintain the Transfer Station, Dog Pound, Public Works, Town Office Building and Old Town Hall. The Department repairs and maintains all equipment and vehicles for Public Works and maintains the Animal Control vehicle. Public Works oversees the operations of the Senior Housing water system and septic system.

Our crew responded to twenty-nine (29) total winter storms of which eight (8) were sanding only storms and twenty-one (21) were plowing and sanding storms. We delivered 22 buckets of sand to town seniors.

Following are some of the improvements completed by the Department over the past year:

Sweeping of the roads started on April 30 and was completed on June 6.

The following roads were paved:

Jared Sparks Road 2.51 miles

Tinkerville Road 1.18 miles

Total miles for all paving – 3.69

The Transfer Station parking lot was also paved

The crew also did the following:

Removed old mulch from Center Elementary School and spread new mulch at Hall Memorial School and Center Elementary School.

Roadside mowing.

Site line mowing.

Dug out storm drain outfalls.

Replaced broken curbing in various locations.



Town of Willington

Public Works Department, 49 Hancock Road, Willington, CT 06279
(860) 684-9313 · FAX (860) 684-9313

www.willingtonct.org

Added risers to Senior Center septic tank and repaired vents on Senior Center leach field.
Patched potholes.
Rebuilt ramp at Public Works for loading trucks during winter storms.
Repaired spillway walls at Lerner's Pond.
Added driveway aprons to Jared Sparks Road.
Removed trees in front of the Town Office Building.
Repaired concrete steps and built new handrails at the side entrance of the Town Office Building.
Storm cleanup from October 30th wind storm.
Roadside brush removal.
Added aggregate to gravel roads.
Catch basin top replacement and repair.

The Daleville School Road Bridge was repaired by Sadow Excavation at a cost of \$165,000.00, the remaining bids ranged from \$422,000.00 to \$900,000.00. I would like to thank Sadow Excavation for an excellent job and another huge savings to the Town.

The used waste oil furnace installed a few years ago continues to save a huge amount of money. The propane cost for last year's heating season was \$103.00 compared to the heating cost for the winter of 2013-2014 which was around \$14,000.00. The oil that fuels the furnace is collected from the Transfer Station.

Transfer Station: Residents recycled 426 tons of single-stream. A total of 450 gallons of waste oil was sent out; the remainder of oil collected was used by Public Works to fuel our waste oil heater. There was 537 tons of bulky waste generated by our residents as well as 814 tons of trash.

The swap shed continues to do a good deal of business.

I would like to thank my crew (Lucien Bessette, Jeff Semmelrock, Jeff Hansen, Todd Hettlinger, Matt Karosi, Jayson Righenzi and Eileen Smith) for all of their hard work they provided this year.

Respectfully submitted,
Derek Dimmock
Director of Public Works

TOWN OF WILLINGTON, CONNECTICUT
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL - BUDGETARY BASIS
PUBLIC WORKS DEPARTMENT
FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts			Variance With
	Original	Final	Actual	Final Budget
				Over (Under)
PUBLIC WORKS DEPARTMENT				
PW Director	\$ 73,866	\$ 75,344	\$ 75,344	\$ -
PW Aministrative Assistant	14,531	14,820	13,946	(874)
Crew Leader	59,897	61,082	62,665	1,583
Equipment Operator	57,567	58,711	58,912	201
Driver	52,437	53,477	63,433	9,956
Laborer Technician	50,878	51,876	41,712	(10,164)
Laborer Part-time	18,345	19,083	19,135	52
Mowing	6,500	6,500	6,695	195
Road Maintenance	14,000	14,000	5,730	(8,270)
PW Vehcile Mainenance	40,000	40,000	49,181	9,181
Equipment Rentals - General	-	-	-	-
WINCOG ICE Grant	250	250	-	(250)
Telephone/Communications	1,100	1,100	800	(300)
Pump Catch Basins	17,200	17,200	4,273	(12,927)
Blasting	-	-	-	-
Tree Removal Service	24,000	24,000	23,855	(145)
Oil Roller & Chipper	-	-	-	-
Drug Testing and CDL Physicals	600	600	360	(240)
Dry Fire Hydrants	1,000	1,000	800	(200)
Waste Water Soil Testing	2,375	2,375	795	(1,580)
Security System Service	250	250	250	-
Miscellaneous Supplies	2,000	2,000	2,041	41
Building Maintenance Supplies	8,000	8,000	4,910	(3,090)
PW Electricity	8,641	8,641	8,294	(347)
PW Electricity Lease Payments	2,108	2,108	2,108	-
PW Propane Heating	3,000	3,000	103	(2,897)
Diesel WFD#1	6,176	6,176	6,735	559
Diesel WHFD	1,637	1,637	1,561	(76)
Diesel PW	23,967	23,967	22,168	(1,799)
Gasoline WFD#1	3,000	3,000	2,618	(382)
Gasoline WHFD	1,800	1,800	1,030	(770)
Gasoline PW	600	600	370	(230)
PW Drinking Water	250	250	187	(63)
Training and Education	500	500	340	(160)
Parts & Supplies	2,000	2,000	957	(1,043)
Protective Clothing	6,500	6,500	6,443	(57)
Stone	-	-	-	-
Asphalt - General	3,500	3,500	6,762	3,262
Crack Seal	7,000	7,000	-	(7,000)
Aggregate	8,000	8,000	4,900	(3,100)
Street Signs	5,500	5,500	4,292	(1,208)
Office Supplies	2,000	2,000	1,418	(582)
Property & Equipment	-	-	-	-
Equipment Purchase	-	-	-	-
OSHA Requirements; Dues & Fees	200	200	490	290
Lease Payment Principal	70,149	70,149	77,029	6,880
Lease Payment Interest	5,736	5,736	7,050	1,314
Public Works	<u>607,060</u>	<u>613,932</u>	<u>589,692</u>	<u>(24,240)</u>

TOWN OF WILLINGTON, CONNECTICUT
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL - BUDGETARY BASIS
PUBLIC WORKS DEPARTMENT (Continued)
FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts			Variance With
	Original	Final	Actual	Final Budget
				Over (Under)
SNOW- PW Overtime	31,423	31,423	36,296	4,873
SNOW- Removal Contractors	47,250	47,250	44,137	(3,113)
SNOW- Equipment Maintenance	8,154	8,154	12,209	4,055
SNOW- Sand	20,078	20,078	15,211	(4,867)
SNOW- Salt	60,456	60,456	73,459	13,003
SNOW- Calcium Chloride	3,760	3,760	5,639	1,879
SNOW- Plow Equipment	4,732	4,732	2,758	(1,974)
Snow Removal	<u>175,853</u>	<u>175,853</u>	<u>189,709</u>	<u>13,856</u>
CHIP SEAL- Truck Rental	-	-	-	-
CHIP SEAL- Oil Roller & Chipper	-	-	-	-
CHIP SEAL- Stone	-	-	-	-
CHIP SEAL- Asphalt	382,890	382,890	285,984	(96,906)
CHIP SEAL- Crack Seal	-	-	-	-
Chip Seal Program	<u>382,890</u>	<u>382,890</u>	<u>285,984</u>	<u>(96,906)</u>
				-
TOTAL PUBLIC WORKS DEPARTMENT	<u>\$ 1,165,803</u>	<u>\$ 1,172,675</u>	<u>\$ 1,065,385</u>	<u>\$ (107,290)</u>

Registrars of Voters 2017-2018 Annual Report

The Registrars of Voters' objective is to maintain accurate voter registration cards and computer records used to generate official lists for elections, primaries and referenda. Our duties also include: budget preparation, administering elections, primaries and referenda; training election officials; preparing the electronic voting equipment; conducting the annual canvass of voters to update voter records; generating reports of new voters and voters removed from the voter list; conducting mandated voter registration sessions at the Town Office Building and E. O. Smith High School; generating other reports as requested; attend annual conferences held by the Secretary of the State's office and the Registrar of Voters Association of Connecticut in order to keep current on impending and new legislation.

On May 18, 2017, the Registrars partnered with the Connecticut Education Association and registrars from Ashford, Columbia, Coventry and Windham to conduct a voter registration drive at E.O. Smith High School. Willington registered 10 students.

At the Registrars of Voters Association of Connecticut conference held in April, Christine Psathas received a Certificate of Recognition for serving 5 years in office.

Two hundred twenty-eight new voters were added and 603 names were removed from the Active Voter List; the fiscal year closed with 3409 active voters.

The Elections Department held the following voting events:

- September 12, 2017
Republican primary: 14.2% voter turnout
- November 7, 2017
Municipal Election: 38.8% voter turnout
- May 2, 2018
Town Government, K-8 School and Region #19 School
District Budget Referendum: 7.64% voter turnout

Of our \$30,652 fiscal year budget appropriation, we expended 89%, leaving over \$3,300 to be returned to the general fund.

Suzanne G. Chapman
Republican Registrar

Christine Psathas
Democratic Registrar



Town of Willington
Revenue Collection Department
40 Old Farms Rd
Willington, CT 06279
www.willingtonct.org
(860) 487-3111 phone ; (860) 487-3103 fax

REVENUE COLLECTOR

2017 – 2018 ANNUAL REPORT

The 2017 – 2018 Fiscal Year was a productive one in the Revenue Department. We had no staff changes and continued to work on maintaining an efficient and friendly office. We achieved our Tax Budget by February 2018.

The 2016 Grand List Adjusted Levy, including Motor Vehicle Supplemental bills, was \$13,277,074.46 of which \$13,196,371.93 was collected, or 99.09%. Total budget including Prior Tax, Interest & Lien Fees was \$13,147,178 of which \$13,293,572 was collected, or 101.11%. That equates to \$146,394 over budget. As of June 2018, there were only 13 Active Delinquent 2016 Grand List Real Estate accounts. There were no Open Active real estate accounts from the 2015 or 2014 Grand List.

At the end of the year, there was \$182,117.64 in the Suspense Levy, of which \$38,095.36 are the brownfield property, Cadlerock. With the help of our Collection Agency, the Town received a net of \$11,574.61 toward the Suspense Accounts during this fiscal year.

The Active Open Balance as of June 30, 2018 was \$62,886.56, of which \$21,853.78 is the Deferred Property.

We look forward in working with you this upcoming year! We have great residents! Please feel free to contact us with any questions or concerns!

Respectfully submitted,

Lisa A. Madden

Lisa A. Madden, CCMC
Revenue Collector

TOWN CLERK

2017-2018 Annual Report

Amy R. Lam, Town Clerk
Maureen A. Gantick, Assistant Town Clerk
40 Old Farms Road
Willington, CT. 06279

Office Hours: Monday 12:30 P.M. - 7:30 P.M.
 Tuesday - Friday 9:00 A.M. - 2:00 P.M.

During the 2017 -2018 fiscal year, the Town Clerk's Office has;

Recorded:	16	Birth Certificates
	14	Death Certificates
	17	Marriage Certificates
	8	Military Discharges
	5	Liquor Licenses
	14	Notary Certificates
Issued:	120	Sports Licenses
	606	Dog Licenses
	2	Kennel Licenses
	14	Marriage Licenses
	21	Burial Permits
	83	Vitals
Recorded & Indexed:	756	Legal Documents in the land records
	43	Survey Maps
	11	Trade Name Certificates
Notarized:	24	Documents
Administered oath to:	21	Town Officials and Commission Members

The Town Clerk's Office is responsible recording the above documents, ordering supplies, publishing legal notices, and following procedures required by law to conduct all elections/referendums for the Town of Willington and officiates as secretary for the town at town meetings called by the Board of Selectmen.

During the 2017-2018 fiscal year, the Town of Willington held:

1	Municipal Election
1	Annual Budget Referendum
1	Referendum
1	Annual District #19 Tri-Town Budget Mtg

	1	Annual Town Meeting
	2	Public Hearings
	4	Special Town Meetings
Issued:	60	Absentee Ballots
Adopted:	2	Ordinance Additions & Changes

The Town Clerk's Office collected fees for services as required by General Statutes of Connecticut (7-34a). The monies collected and submitted to the Town Treasurer were:

Dog Fund	\$ 3,639.50
Copy Machine Fees	\$ 1,790.50
Portal Fees	\$ 1,877.00
Preservation LOCIP	\$ 1,791.00
Mers Fees	\$ 4,048.00
Town Conveyance Tax	\$ 39,283.13
Open Space	\$ 0.00
<u>General Fund</u>	<u>\$ 19,676.50</u>
TOTAL PAID TO TOWN	\$ 72,105.63

Non-reimbursement fees for town recordings. Fees no longer charged to the town due to the Town Clerk's Ordinance: 48 Documents

New PA 146 as of 7/2000 Town Preservation Fees \$924.00

Land Protection Preservation PA05-228 as of 10/01/05 \$ 1,157.00

Monies collected by the Town Clerk and submitted to the State of Connecticut are:

St. Dog Surcharge	\$ 1,418.00
St. Marriage Surcharge	\$ 266.00
St. Preservation	\$ 3,156.00
St. Land Prot. LOCIP	\$ 21,492.00
MERS Recording Fees	\$ 13,170.00
DEP Sports Licenses	\$ 3,313.00
<u>St. Conveyance Tax</u>	<u>\$ 119,810.55</u>
TOTAL PAID TO STATE	\$ 162,625.55

Respectfully submitted,

Amy R. Lam
Willington Town Clerk

Treasurer
2017 – 2018 Annual Report

During the 2017-2018 fiscal year, the fund balance of the General Fund increased by \$281,014 to \$2,560,044.

This increase partially occurred as a result of the non-use of the planned utilization of fund balance of \$460,000 as approved in the original budget. Expenditures were lower than estimated in the final budget for most categories. Revenue growth was modest with an increase in property taxes, fees, permits and investment income.

The Town has not appropriated any of the fund balance for spending in the 2018-2019 fiscal year budget.

Rating agencies continue to suggest a minimum fund balance equal to five percent of total general fund expenditures but recommend a fund balance of eight-ten percent of total general fund expenditures be maintained. The GFOA (Government Finance Officers Association) now recommends that the fund balance be no less than two months of General Fund Operating expenditures. On January 15, 2015, the Board of Finance passed a Fund Balance Policy recommending maintaining the unassigned fund balance to be no less than 8% but no larger than 12% of expenditures.

The following table demonstrates the Town's General Fund balance at both the minimum and recommended levels.

	8% Minimum Level	12% Maximum Level	GFOA Recommended 2 months
General Fund Balance July 1, 2017	\$2,279,030	\$2,279,030	\$ 2,279,030
General Fund Balance June 30, 2018	\$2,560,044	\$2,560,044	\$ 2,560,044
% of Expenditures	\$1,365,872	\$2,048,808	\$ 2,845,566
Designated Amount	\$ 0	\$ 0	\$ 0
Available for Spending June 30, 2018	\$1,194,172	\$ 511,236	\$ (285,522)

The Town was once again honored with a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) of the United States and Canada. This award has been received by the Town's Finance Department since the 1999-2000 fiscal year.

Respectfully submitted,



Tish Ignatowicz

Treasurer



WILLINGTON FIRE DEPARTMENT INC.
426 RIVER ROAD P.O. BOX 161
Willington, Connecticut 06279
860.429.0288

Alexander J. Moore
Fire Chief

Ronald A. Gantick
President

The Willington Fire Department experienced a very busy but safe year. The call volume in our small town is predicted to be between 850 - 875 calls this year. Some of these calls are out of town as we participate in a mutual aid response system with other agencies in close proximity to us. The department has been able to meet the demands of the service requests thanks to the 24/7 career staff coupled with the volunteer responders. It is a little-known fact that there are always two paid staff on duty at the North Station twenty-four hours a day. The on-duty staff is cross trained in EMS, fire suppression, and rescue operations. Generally, and based on call volume, this virtually guarantees a response to any emergency in the Town very quickly within a few short minutes. In working with the other department in Town this further guarantees a timely and efficient response when needed.

The Willington Fire Department is dedicated to providing a cost effective, professional, and expeditious level of service to the residents of Willington. We painstakingly evaluate our expenditures and operational policies on a routine basis to ensure the taxpayers' money is not being spent carelessly and to ensure that we are providing a highly trained workforce available when the need arises.

This year one of our priorities has been to increase the amount of combined training conducted between us and Willington Hill Fire Department, to ensure both departments work seamlessly on any incident. Currently we train one to two nights per month together, covering everything from Medical Emergencies to House Fires. October is our busiest month for training in preparation for our Live Fire Training where members from both departments go to the State Fire Academy in Windsor Locks and practice different techniques practiced over the past year in Live Fire situations.

As always, I personally thank the members and the career staff of the department for their numerous hours of time they give to the organization both operationally and administratively as well as the residents that assist us throughout the year. Volunteers are always needed to effectively administer the multiple tasks that a fire department faces daily. If you are interested in any facet of the organization or have some time to dedicate to our cause, please feel free to stop by the Station at any time.

Should anyone have any questions or comments on the operations of the department or the emergency services in general in Willington please do not hesitate to call or email us at any time. We would appreciate any participation from the residents on how we can improve our operations to the Town.

Best Regards,

Alexander J. Moore

Alexander J. Moore
Fire Chief
Willington Fire Department Inc. No.1



WILLINGTON FIRE DEPARTMENT INC.
426 RIVER ROAD P.O. BOX 161
Willington, Connecticut 06279
860.429.0288

Alexander J. Moore
Fire Chief

Ronald A. Gantick
President

Fire Officers 2018 / 2019

Fire Chief

Alexander Moore

Deputy Chief

Trevor Gantick

Assistant Chief

Stuart Cobb

Captain

David Woodworth

Captain

Jefferson Smith

Lieutenant

Jeffrey Peirce

Lieutenant

Alan Arel

Lieutenant

Nicholas Delmastro

Lieutenant

Sydney Kern

Lieutenant

Bryan Lohman

President / Past Chief

Ronald Gantick



Annual Report of Chief 2017-2018

As expected, this has been another busy year for the volunteers of the Willington Hill Fire Department. Our members have been involved with activities from fund-raising to weekly training, to emergency response and even significant time spent at the state run training academies. Emergency response alone has required an investment of approximately 5000 labor hours on 838 responses from our members in the last year. As in other years, our two most critical resources have been taxed heavily: personnel and budget.

The only financial compensation that any member may receive is a publicly supported tax abatement and/or a small, privately funded, stipend. Eligibility for each is dependent upon level of participation. For the most active of members, the tax abatement is a maximum of \$1000, and the stipend is only a few hundred dollars. We use these programs to encourage participation, in an effort to delay the need for paid personnel as long as reasonably possible.

Our operational budget is supported mostly by taxpayer dollars through our annual budget request and defense process. Despite rising costs (50% of our budget is consumed by equipment and building maintenance and insurance alone), we have reduced our request for town support in this year, according to the request from the Board of Finance. As always, we are actively pursuing grants to help defray costs.

Our third most taxed resource is our hardware, both facilities and equipment. Our station on Old Farms Rd. (at 64 years old) is significantly out of date and sub-standard. We have been studying options to rebuild or replace it for a few years now. This will be expensive when it happens and we are trying to plan carefully. Our firefighting equipment continues to age and need replacement.

Looking back over the last year, I am very pleased with our unusual success in attracting new members. Our operations simply wouldn't happen without dozens of dedicated people giving generously huge amounts of their own time. Additional thanks go to the families of members who must also give so that hours can be spent by their loved ones in service to the department. I cannot express how proud I am of the service to the community displayed by our members, at an incredibly low cost, and efficiently delivered.

In closing, I would ask all residents and those who work in our community to keep fire and personal safety in the front of their minds along with any support they can give the local services. Donations, public support, and membership are all critical to our ability to provide you with services.

Sincerely,
Chief Thomas Snyder
Willington Hill Fire Department, Inc.



TOWN OF WILLINGTON

OFFICE OF FIRE MARSHAL



Fire Marshal

The Town of Willington Fire Marshal is Richard Palmer, who is certified and recognize by the State Fire Marshal as having met all requirements of CGS 29-298 to be appointed by the local officials to act in the capacity of Fire Marshal. Along with me, I have two (2) Deputy Fire Marshals, Fran Raiola and Charles Cosgrove, who are also certified. Every three years we are required to maintain our certification by completing a minimum of 90 hours of in service training covering fire codes, hazardous materials, fire investigations, and other topics pursuant to CGS 29-298.

Our responsibilities include: conducting annual inspections within the Town of public buildings meeting CGS Chapter 541, observing the removal of Underground Storage Tanks that contained hazardous materials, and the issuing of blasting permits per Federal and State requirements and guidelines. We work closely with the Town's Building Official in reviewing plans for new construction or renovation projects.

Whenever there is a fire or explosion incident within the Town, we are required to investigate said cause and origin.

Open Burning Permits are issued to town residences to ensure compliance with State clean air requirements. These permits are free of charge; please follow the information on the web site. During July 1, 2017 through June 30, 2018, there were 70 Open Burning permits issued along with 7 for the Town's Transfer station brush piles.

I inspected 2 underground storage tank removals. I conducted 334 inspections in commercial properties, day care centers, schools, residential care facilities, motels, and apartments following CGS Chapter 541. I also had issued 1 blasting permit.

There were 26 fires or odor investigations involving structures within the Town. Of these, 4 had substantial damage totaling over \$186,500, with the remaining fires being minor in nature. There were 7 vehicle fires with greater than \$12,000 loss. There were 42 reported grasses or brush fires, outside fires, or fires involving power lines. There were 78 fire alarms from either commercial or residential occupancies that were responded to.

Town of Willington

Zoning Board of Appeals

40 Old Farms Road

Willington, CT 06279

Telephone: (860) 487-3123 Fax: (860) 487-3117

July 1, 2017 – June 30, 2018 Annual Report

One of the functions and purpose of the Zoning Board of Appeals is to hear, consider, decide and vary the application of the Zoning Regulations in harmony with their general purpose and intent. Variances are to provide relief for the citizens where possible from regulations, if enforced literally, would result in exceptional difficulty or unusual hardship to the property owner. Other duties include issuing special exceptions and hearing appeals from zoning enforcement decisions.

During 2017 – 2018, the Willington Zoning Board of Appeals heard and decided on 4 cases consisting of special exception applications and variances and the zoning agent has issued 1 waiver for Public Hearings on Special Exceptions. The Board collected \$830.00 in revenue on behalf of the Town.

The Board would like to thank Town Officials and colleagues for their assistance and support throughout the year.

Respectfully submitted
Mark Masinda, Chairman

2016-2017 Membership
Mark Masinda, Chairman
Richard Maloney, Vice-Chairman
Annemarie Poole, Secretary

Members:

John Rup
William Bland

Alternates:

Jerry Lopes
John Prusak

TOWN OF WILLINGTON CONNECTICUT



COMPREHENSIVE ANNUAL FINANCIAL REPORT YEAR ENDED JUNE 30, 2018

See Separate File Titled
“Willington FY 2018 Financial Statement”
Available online at <https://www.willingtonct.org/home/files/fy-2018-financials>.

TOWN OF WILLINGTON, CONNECTICUT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND (UNAUDITED)
FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts			Variance With Final Budget Over (Under)
	Original	Final	Actual	
REVENUES				
Property taxes	\$ 13,147,178	\$ 13,147,178	\$ 13,282,953	\$ 135,775
Intergovernmental	4,011,186	4,011,186	3,530,827	(480,359)
Licenses, fees and permits	130,000	130,000	162,623	32,623
Investment income	18,000	18,000	62,307	44,307
Other	41,000	41,000	44,278	3,278
Total revenues	17,347,364	17,347,364	17,082,988	(264,376)
EXPENDITURES				
Current:				
General government	1,114,364	1,117,998	1,044,186	(73,812)
Public safety	576,022	581,292	578,595	(2,697)
Public works	1,387,301	1,396,446	1,261,245	(135,201)
Education	8,740,249	8,740,249	8,060,337	(679,912)
Regional School District No. 19	4,374,374	4,374,374	4,374,374	-
Other	583,854	546,698	440,732	(105,966)
Debt service:				
Principal payments	150,000	150,000	150,000	-
Interest and fiscal charges	69,444	77,886	77,885	(1)
Capital outlays	52,800	38,547	30,746	(7,801)
Total expenditures	17,048,408	17,023,490	16,018,100	(1,005,390)
Excess of revenues over expenditures	298,956	323,874	1,064,888	741,014
OTHER FINANCING SOURCES (USES)				
Appropriation of fund balance	460,000	460,000	-	(460,000)
Transfers out	(758,956)	(783,874)	(783,874)	-
Total other financing sources (uses)	(298,956)	(323,874)	(783,874)	(460,000)
Net change in fund balance	\$ -	\$ -	\$ 281,014	\$ 281,014

See accompanying notes to required supplementary information.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Finance
Town of Willington, Connecticut

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Willington, Connecticut (the "Town"), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated December 28, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Certified Public Accountants
Glastonbury, Connecticut
December 28, 2018

Appointed and Elected Officials

Information regarding Willington's appointed and elected officials can be found on the Town Clerk's website here:

<https://www.willingtonct.org/town-clerk>.