



LORIL SPIELMAN
First Selectman

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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JAMES M. PRICHARD
Deputy First Selectman

SARAH D. COOK
MELINDA M. FERRY
DAVID E. STAVENS
RONALD F. STOMBERG
JOHN W. TURNER

BOARD OF SELECTMEN
Monday, January 13, 2020
Town Hall Meeting Hall

SELECTMEN PRESENT: Lori Spielman, James Prichard, John Turner, David Stavens, Ronald Stomberg, Melinda Ferry, Sarah Cook

OTHERS PRESENT: Peter Hany, Ellington Volunteer Ambulance Corps President; Bob Smith, Deputy Chief, Ellington Volunteer Fire Department; Tim and Sam Schneider, Earthlight Technologies; Kevin Kenzenkovic, Temporary Finance Director; Peg Busse, Tom Palshaw

***Recognition of Earthlight Technologies and those who participated
in the Ellington High School Football Field Lights Project***

Prior to calling the Board of Selectmen meeting to order, First Selectman Spielman recognized and thanked Tim and Sam Schneider of Earthlight Technologies for installation of the lights at the Ellington High School football field. Ms. Spielman also thanked the following for their contributions to this effort: Ellington High School Football Booster Club, CT Axel and Spindle Repair, Silverado Transport, Par Electric, Cost & Sons, LLC, Garrow Mechanical, Macci Engineering, Gerber Construction, Barber Utilities and Ellington Public Works Department.

Ms. Spielman said that Mr. Schneider located the lights and worked with the Town Hall and the Department of Public Works. Earthlight took charge of the project. The lights have been used for two football games at the end of season and will be utilized more in the future. She expressed appreciation for all involved.

I. CALL TO ORDER

The Board of Selectmen (BOS) meeting was called to order at 7:06 P.M. by First Selectman Spielman.

II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

III. CITIZENS' FORUM: No citizens came forward.

IV. APPROVAL OF MINUTES:

A. December 2, 2019 Board of Selectmen Organizational Meeting

MOVED (TURNER), SECONDED (COOK) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE DECEMBER 2, 2019 BOARD OF SELECTMEN ORGANIZATIONAL MEETING.

B. December 9, 2019 Board of Selectmen Regular Meeting

MOVED (TURNER), SECONDED (FERRY) AND PASSED [AYE: TURNER/STAVENS/FERRY/STOMBERG/PRICHARD; ABSTAIN: COOK] TO APPROVE THE MINUTES OF THE DECEMBER 9, 2019 BOARD OF SELECTMEN REGULAR MEETING.

C. December 16, 2019 Board of Selectmen Special Meeting

MOVED (TURNER), SECONDED (COOK) AND PASSED [AYE: TURNER/COOK/FERRY/STOMBERG/PRICHARD; ABSTAIN: STAVENS] TO APPROVE THE MINUTES OF THE DECEMBER 16, 2019 BOARD OF SELECTMEN SPECIAL MEETING.

D. December 30, 2019 Board of Selectmen Special Meeting

MOVED (TURNER), SECONDED (FERRY) AND PASSED [AYE: TURNER/STAVENS/FERRY/STOMBERG/PRICHARD; ABSTAIN: COOK] TO APPROVE THE MINUTES OF THE DECEMBER 30, 2019 BOARD OF SELECTMEN SPECIAL MEETING.

V. UNFINISHED BUSINESS:

- A. Finance Officer/Treasurer Vacancy: Ms. Spielman reported that the candidate who had accepted the offer for the Finance Officer/Treasurer position presented at the December 30, 2019 Special Board of Selectmen meeting has decided to stay in her current position in Coventry after receiving a counter-offer. Ms. Spielman introduced Kevin Kenzenkovic, Temporary Finance Director from Robert Half Management Resources, who reviewed his qualifications and municipal finance history. Mr. Kenzenkovic said that the Town has an admirable fund balance and the financial situation is very sound. Mr. Kenzenkovic said that he has been hired for the short-term as a search continues for a Finance Officer. Mr. Turner told Mr. Kenzenkovic that the BOS would be appreciative of some of his past expertise, other than just the fund balance, to review and provide suggested tweaks and adjustments that the BOS may want to consider as they move forward with the position. Mr. Kenzenkovic said that it is his plan to do so in conjunction with the First Selectman. Ms. Ferry asked if Mr. Kenzenkovic's role and Ms. LaPlante's roles have been defined; Ms. Spielman said that she is working that out and reminded that Mr. Kenzenkovic just started today.
- B. Status: Potential Property Acquisition – 72 Maple Street: Ms. Spielman reported that the Town of Ellington was the top bidder at \$86,543 in the auction for this property and is now the proud owner of 72 Maple Street. Ms. Spielman said that there was a

Buyer's Premium of \$4,327 bring the total cost to \$90,870. The Town Attorney is currently working to complete the contract and other essential paperwork.

- C. Appointment of Planning and Zoning Commission Representative to the Permanent Building Committee

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO APPOINT SEAN KELLY AS A PLANNING AND ZONING COMMISSION REPRESENTATIVE TO THE PERMANENT BUILDING COMMITTEE TO DECEMBER 6, 2021.

VI. NEW BUSINESS:

- A. Tax Refunds/Abatements

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO APPROVE THE TAX REFUNDS IN THE AMOUNT OF \$14,794.51 AS RECOMMENDED BY THE TAX & REVENUE COLLECTOR AND AS SPECIFIED IN THE REFUNDS/ABATEMENT STATEMENT FOR THE MONTH OF JANUARY, 2020. [ATTACHED]

- B. Zoning Board of Appeals Appointment – Erin Stavens

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO APPOINT ERIN STAVENS TO THE ZONING BOARD OF APPEALS TO COMPLETE AN UNEXPIRED TERM TO DECEMBER 6, 2021, AS RECOMMENDED BY THE ELLINGTON REPUBLICAN TOWN COMMITTEE.

- C. Position Description – Assistant Animal Control Officer Per Diem

Mr. Turner asked if this position already is filled and if this is retroactive to the existing employees. Ms. Cannella, Human Resources Coordinator, explained that this is an existing position that did not have a job description associated with it.

MOVED (TURNER), SECONDED (COOK) AND PASSED UNANIMOUSLY TO APPROVE THE ASSISTANT ANIMAL CONTROL OFFICER PER DIEM POSITION DESCRIPTION AS RECOMMENDED BY THE ANIMAL CONTROL OFFICER AND THE FIRST SELECTMAN.

- D. Town Charter Revision

Ms. Spielman said that through the last election cycle it was clear that some people may be interested in again looking at a Town Manager or Town Administrator form of government. She noted that this is not a new topic, as it has been brought up during the last two recent Charter Revision Commission meetings, but did not move forward to referendum. Ms. Spielman added that instead of potentially having a new First Selectman every two years, it would be beneficial to the Town to have someone who is in place on a consistent basis with a part-time First Selectman position that would continue to be voted in by the people.

Ms. Spielman said that East Windsor and Stafford are both moving toward the Town Administrator form of government and she is leaning in that direction for Ellington. She asked the BOS for their individual positions on establishing a Charter Revision Commission to look into adding a Town Administrator position that would include retaining a part-time First Selectman position or a Town Manager who would serve as a CEO of the Town. The BOS members discussed this at length and the majority agreed that it is worth looking into a potential change in the form of government, with a majority interested in the Administrator position over the Town Manager idea.

Mr. Kenzenkovic said that in his experience, the position of Town Manager serves as the Chief Executive Officer of the town with hire/fire power. A Town Administrator is more like a Chief of Staff, where the ultimate authority rests with the First Selectman or elected official. The Town Administrator carries out the day to day functions on behalf of the First Selectman, and reports collectively to the elected policy makers. Mr. Prichard added that the Board of Selectmen has the authority to hire a Town Administrator without a Town Charter change.

Ms. Busse, 37 Abbott Road, noted that the Town has the ability to define what a Town Administrator vs. a Town Manager would look like and how either role would interact with any elected board.

Ms. Spielman said that there are also some housekeeping issues that would be addressed by the Commission, but they are not critical changes. Ms. Cannella noted that there are minor corrections that would only be addressed if a Charter Revision Commission were called together for other reasons.

Mr. Stavens suggested, and Mr. Turner agreed, that before the Charter Revision Commission begins, there should be some direction and a very thorough search of information to be provided to the Charter Revision Commission from the beginning. Mr. Palshaw suggested that the BOS members consider forming an ad hoc committee charged with exploring these ideas in preparation of forming a Charter Revision Commission so that the Commission has information to review. Mr. Palshaw also suggested that this be the only question on the referendum so that there is no confusion for the voters. He added that in the archives, there is a report that a committee had written years ago that he will track down and provide to Ms. Spielman. The BOS members decided to bring forward, at the February meeting, the formation of an Ad Hoc Committee for this purpose.

VII. ADMINISTRATIVE REPORTS:

- A. Building Official
- B. Emergency Services
 - 1. Resident State Troopers' Office
 - 2. Emergency Management Director
 - 3. Ellington Volunteer Ambulance Corps: Mr. Turner asked Chief Hany for a status on the collection rate. Chief Hany said that he didn't have that information tonight, but that he does know that the negotiated rate went from 10% to 8%.
 - 4. Ellington Volunteer Fire Department
 - 5. Crystal Lake Fire Department
- C. Fire Marshal

- D. Hall Memorial Library: Ms. Spielman noted that she appreciates the detail included in this report.
- E. Tax & Revenue Collector
- F. Town Planner
- G. Human Services Department
- H. Finance Office
- I. Department of Public Works: Mr. Turner said that the job tracking software that DPW uses provides interesting detail regarding cost per job and where time is being spent.

VIII. SELECTMEN COMMITTEE REPORTS

- A. Personnel Committee
 - 1. Resignations: There were none.
 - 2. Appointments

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO APPOINT DEB LYNCH TO THE ETHICS COMMISSION TO SERVE A FOUR-YEAR TERM TO JANUARY 31, 2024.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO APPOINT EASHA PATEL AS A STUDENT REPRESENTATIVE TO THE AD HOC COUNCIL FOR DEVELOPING POSITIVE YOUTH CULTURE TO COMPLETE AN UNEXPIRED TERM TO AUGUST 31, 2020.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO APPOINT CHERI MURPHY TO THE PARKS AND RECREATION COMMISSION TO SERVE A FOUR-YEAR TERM TO JANUARY 31, 2024.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO REAPPOINT SHERRI CZYZ TO THE BOARD OF ASSESSMENT APPEALS TO SERVE A THREE-YEAR TERM TO JANUARY 31, 2023.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO REAPPOINT JOSEPH MALONE AS AN ALTERNATE TO THE BOARD OF ASSESSMENT APPEALS TO SERVE A TWO-YEAR TERM TO JANUARY 31, 2022.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO REAPPOINT JOSEPH PALOMBIZIO AS THE EMERGENCY MANAGEMENT DIRECTOR TO SERVE A TWO-YEAR TERM TO JANUARY 31, 2022.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO REAPPOINT BRETT PALMER TO THE ETHICS COMMISSION TO SERVE A FOUR-YEAR TERM TO JANUARY 31, 2024.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO REAPPOINT DEANNA WAMBOLT-GULICK, SUSAN HANNIGAN, JAIME S. FOSTER AND SUSAN STACK TO THE HUMAN SERVICES COMMISSION TO SERVE FOUR-YEAR TERMS TO JANUARY 31, 2024.

MOVED (PRICHARD), SECONDED (COOK) AND PASSED UNANIMOUSLY TO REAPPOINT GORDON OLIVER, THOMAS BOSCARINO AND CYNTHIA COSTANZO TO THE PARKS AND RECREATION COMMISSION TO SERVE FOUR-YEAR TERMS TO JANUARY 31, 2024.

B. Town Policies Committee

- 1. Policy: Fee Schedule Policy for Penalties/Fine

Mr. Turner reported that the Town Policies Committee met earlier tonight and reviewed the fee schedule policy for penalties and fines associated with Town Ordinances as recommended by the Town Attorney.

MOVED (TURNER), SECONDED (COOK) AND PASSED UNANIMOUSLY TO ADOPT THE POLICY FEE SCHEDULES FOR PENALTIES AND FINES AS RECOMMENDED BY THE TOWN ATTORNEY AND THE TOWN POLICIES COMMITTEE.

IX. SELECTMEN LIAISON REPORTS: There were none.

X. FIRST SELECTMAN'S REPORT

A. New Hires:

- 1. Claire Rich, Senior Center Kitchen Manager
- 2. James Muratori, Maintainer I, DPW

B. Retirement/Resignations:

- 1. Gary Wilson, Assistant Animal Control Officer
- 2. Susan Maheux, Senior Center Bookkeeper

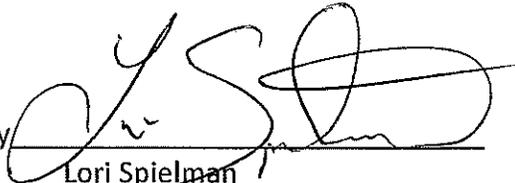
C. Other: None

XI. CORRESPONDENCE: There was none.

XII. ADJOURNMENT

MOVED (COOK), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ADJOURN THE REGULAR MEETING OF THE BOARD OF SELECTMEN AT 7:58 P.M.

Submitted by 
 LouAnn Cannella
 Recording Secretary

Approved by 
 Lori Spielman
 First Selectman

TAX COLLECTOR'S REFUNDS/ABATEMENTS							VIA
JANUARY, 2020							
DOLLAR AMOUNT	PERSON/CORPORATION REFUNDS	MV/PERS.PROP REAL ESTATE	YEAR	TAX/ASSESSOR REQUESTING DEPT	REASON FOR		
\$404.90	ACAR LEASING LTD	MV	2018	ASSESSOR	VEH SOLD TO LESSEE	12/18	
\$98.71	CHASE AUTO FINANCE	MV	2018	ASSESSOR	VEH SOLD	7/2/19	
\$4,729.45	CORELOGIC (SEVAALAIPERUMAL MAHESWARI)	RE	2018	TAX COLLECTOR	OVERPAYMENT		
\$4,039.79	CORELOGIC (WEITZ CHRISTOPHER/KATHLEEN)	RE	2018	TAX COLLECTOR	OVERPAYMENT		
\$1,338.40	CORELOGIC (DAROS ELIZABETH M)	RE	2018	TAX COLLECTOR	OVERPAYMENT		
\$2,791.70	CORELOGIC (NPF EBO/SHELLPOINT MORTGAGE)	RE	2018	TAX COLLECTOR	OVERPAYMENT		
\$400.89	GARLAND CARL W	MV	2018	ASSESSOR	VEH TRADED	10/15/18	
\$58.03	HONDA LEASE TRUST	MV	2018	ASSESSOR	VEH SOLD TO LESSEE	7/24/19	
\$309.05	JP MORGAN CHASE BANK NA	MV	2018	ASSESSOR	VEH SOLD TO LESSEE	11/8/18	
\$147.19	JP MORGAN CHASE BANK NA	MV	2018	ASSESSOR	VEH SOLD TO LESSEE	3/7/19	
\$106.83	JP MORGAN CHASE BANK NA	MV	2018	ASSESSOR	VEH SOLD TO LESSEE	4/24/19	
\$175.98	JP MORGAN CHASE BANK NA	MV	2018	ASSESSOR	VEH SOLD TO LESSEE	5/20/19	
\$13.49	SANDBERG ANGELA R	MV	2018	ASSESSOR	VEH SOLD	8/17/19	
\$25.68	TENEROWICZ DONALD P TRUSTEE	RE	2017	ASSESSOR	SHED RMV	2017	
\$26.40	TENEROWICZ DONALD P TRUSTEE	RE	2018	ASSESSOR	SHED RMV	2017	
\$48.28	TOYOTA LEASE TRUST	MV	2018	ASSESSOR	VEH SOLD TO LESSEE	7/31/19	
\$79.74	TOYOTA LEASE TRUST	MV	2018	ASSESSOR	VEH SOLD	8/5/19	
\$14,794.51	JANUARY, 2020 REFUND TOTAL						
	ABATEMENTS						
\$0.00							
\$0.00	JANUARY, 2020 ABATEMENT TOTAL						
\$14,794.51	JANUARY, 2020 REFUND AND ABATEMENT TOTAL						