SPECIAL MEETING MINUTES

SELECTMEN PRESENT: Lori Spielman, David Stavens, James Prichard, John Turner, Melinda Ferry, Charlotte Ward

SELECTMAN ABSENT: Ronald Stomberg

OTHERS PRESENT: *Tiffany Pignataro, Finance Officer/Treasurer; Walter Lee, Emergency & Risk Management Director; Timothy Seitz, Chief, Crystal Lake Fire Department (CLFD); *Sgt. Brian Santa, Resident State Troopers’ Supervisor; David Olender, Vice Chairman, Board of Finance (BOF)/American Rescue Plan Task Force Member; Ken Radziwon

*Attended via ZOOM

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE: The Board of Selectmen (BOS) meeting was called to order at 7:15 p.m.

II. CITIZENS’ FORUM [non-agenda items]: No residents came forward.

III. NEW BUSINESS

A. Request to Waive Bid – ARPA Project – Crystal Lake Fire Department Truck

Chief Seitz explained that the current price of the replacement vehicle would be locked in until 5:00 pm on June 5, 2022, at which point it would increase by $37,000.

Tiffany Pignataro walked the BOS members through the analysis that she put together for this item. She reached out to the Town’s audit partner to confirm that it is allowable to waive a bid under the American Rescue Plan Act (ARPA), as it is a federal program and the Town does fall under the federal procurement guidelines or Uniform Guidance (UG). Ms. Pignataro completed a thorough analysis of the agency that the Town will be piggy-backing off of for this purchase to ensure that the agency’s processes and policies are sufficient under UG.

Ms. Pignataro added that she has discussed this item in depth with the leadership team of the BOF, which is in full support of taking this path of waiving the bid.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO WAIVE THE FORMAL BIDDING PROCESS AND AWARD THE CONTRACT FOR THE CRYSTAL LAKE FIRE DEPARTMENT REPLACEMENT ENGINE TANKER FOR ET-242 TO THE SUTPHEN CORPORATION LOCATED IN DUBLIN, OHIO PENDING TOWN MEETING APPROVAL, NOT TO EXCEED $850,000. WAIVING THE BID PROCESS IS
DUE TO THE SIGNIFICANT COST SAVINGS FOR THE TOWN, TIMELINESS OF CONSTRUCTION OF THE REPLACEMENT ENGINE TANKER AS WELL AS THE SUTPHEN CORPORATION HAVING A CURRENT CONTRACT THROUGH A NATIONAL COLLABORATIVE BID PROGRAM, ADHERING TO ALL APPLICABLE PROCUREMENT STANDARDS SET FORTH UNDER UNIFORM GUIDANCE.

B. Set New Town Meeting Date – ARPA Project Approvals
MOVED (TURNER), SECONDED (WARD) AND PASSED UNANIMOUSLY TO RESCHEDULE THE TOWN MEETING, ORIGINALLY SET AT THE MAY 9, 2022 REGULAR BOS MEETING FOR JUNE 13, 2022 AT 7:00 PM, TO MAY 25, 2022 AT 7:00 PM IN THE NICHOLAS J. DICOLETO MEETING HALL, 55 MAIN STREET, AS RECOMMENDED BY THE FINANCE OFFICER/ TREASURER. THIS MEETING WILL ALLOW CITIZENS TO DISCUSS AND VOTE UPON THE BOARD OF SELECTMEN’S RECOMMENDATIONS FOR AMERICAN RESCUE PLAN PROJECT APPROVAL AND EXPENDITURES OVER $100,000 AS REQUIRED BY TOWN ORDINANCE ARTICLE VII: AMERICAN RESCUE PLAN ACT SPECIAL REVENUE FUND. BOARD OF SELECTMEN APPROVED PROJECTS TO BE VOTED ON AT THIS TOWN MEETING INCLUDE:

- Vernon Pump Station $2,500,000
- CLFD Fire Department Truck $850,000
- High School Track $230,000

IV. EXECUTIVE SESSION
A. For the Purpose of Discussing Personnel Appointment
MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO ENTER INTO EXECUTIVE SESSION AT 7:27 PM FOR THE PURPOSE OF DISCUSSING PERSONNEL APPOINTMENT.

Present: Lori Spielman, David Stavens, John Turner, James Prichard, Melinda Ferry, Charlotte Ward
Ken Radziwon was asked to join the Executive Session at 7:31 pm.
Mr. Radziwon exited the Executive Session at 7:53 pm.

MOVED (TURNER), SECONDED (WARD) AND PASSED UNANIMOUSLY TO COME OUT OF EXECUTIVE SESSION AT 7:58 PM.

V. NEW BUSINESS (cont.)
A. Appointment of Public Works Director/WPCA Administrator
MOVED (TURNER), SECONDED (WARD) AND PASSED UNANIMOUSLY TO APPOINT KEN RADZIWON AS THE TOWN OF ELLINGTON PUBLIC WORKS DIRECTOR/WPCA ADMINISTRATOR WHO SHALL SERVE FOR AN INDEFINITE TERM AT A STARTING ANNUAL SALARY OF $125,000.00. FURTHER, THREE WEEKS OF VACATION PER YEAR SHALL BE EARNED UPON COMPLETION OF THE PROBATIONARY PERIOD. THE FIRST DATE OF EMPLOYMENT SHALL BE JUNE 6, 2022.

VI. ADJOURNMENT
MOVED (TURNER), SECONDED (WARD) AND PASSED UNANIMOUSLY TO ADJOURN THE SPECIAL MEETING OF THE BOARD OF SELECTMEN AT 7:59 PM.

Submitted by Julia Connor
Recording Secretary

Approved by Lori Spielman
First Selectman

Equal Opportunity Employer