



LORI L. SPIELMAN
First Selectman

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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DAVID E. STAVENS
Deputy First Selectman

MELINDA M. FERRY
MICHAEL B. MADRU
JAMES M. PRICHARD
RONALD F. STOMBERG
JOHN W. TURNER

BOARD OF SELECTMEN

Monday, May 8, 2023

Nicholas J. DiCorleto, Jr. Meeting Hall
and via ZOOM Conferencing

MINUTES

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

OTHERS PRESENT: *Tiffany Pignataro, Finance Officer/Treasurer; Walter Lee, Emergency & Risk Management Director; Peter Hany, Sr., President, Ellington Volunteer Ambulance Corps (EVAC); *Susan Phillips, Director, Hall Memorial Library; Tom Modzelewski, Superintendent of Operations, Perry Dikeman, *Samuel Saunders, Department of Public Works (DPW); Robert Smith, Deputy Chief, Ellington Volunteer Fire Department (EVFD); Tim Seitz, Chief, Crystal Lake Fire Department (CLFD); Tracey Kiff-Judson; Wilfred Duchesneau; Tom Palshaw

**Attended via ZOOM*

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

The Board of Selectmen (BOS) meeting was called to order at 6:30 p.m. The Pledge of Allegiance was recited.

II. CITIZENS' FORUM [non-agenda items]: No citizens came forward.

III. APPROVAL OF MINUTES

A. April 10, 2023 Regular Meeting

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE APRIL 10, 2023 REGULAR MEETING MINUTES.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO ADD TO THE AGENDA UNDER NEW BUSINESS; ITEM V.M 2023 CT NEIGHBORHOOD ASSISTANCE ACT PROPOSALS – DEPARTMENT OF PUBLIC WORKS (1) SENIOR CENTER ENERGY PROJECT AND (2) HALL MEMORIAL LIBRARY HVAC UPGRADE.

IV. UNFINISHED BUSINESS: There was no unfinished business to discuss.

V. NEW BUSINESS

A. Tax Refunds/Abatements

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE TAX REFUNDS IN THE AMOUNT OF \$1,002.71 AS RECOMMENDED BY THE TAX & REVENUE COLLECTOR AND AS SPECIFIED IN THE REFUNDS/ABATEMENTS STATEMENT DATED MAY 2023 [ATTACHED].

B. Award of Contract: Sandy Beach Food Services

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO AWARD THE SANDY BEACH FOOD SERVICES CONTRACT FOR THE 2023 BEACH SEASON TO NANA'S ICE CREAM OF STAFFORD SPRINGS, CT IN THE AMOUNT OF \$250, AS RECOMMENDED BY THE RECREATION DIRECTOR AND FINANCE OFFICER/TREASURER.

C. Re-establish Ad Hoc Crystal Lake Milfoil Committee

Ms. Spielman reported that this Committee is very active and is instrumental in maintaining the health of Crystal Lake.

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO RE-ESTABLISH THE AD HOC CRYSTAL LAKE MILFOIL COMMITTEE FOR ONE YEAR TO MAY 31, 2024.

D. Parachute Activity at Ellington Airport – Annual Review

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RECOMMEND TO THE STATE OF CONNECTICUT AIRPORT AUTHORITY THAT THE LICENSE TO PERMIT PARACHUTE JUMPING AT ELLINGTON AIRPORT BE RENEWED FOR ONE YEAR.

E. Ellington Volunteer Fire Department – Annual Carnival, Request to Use Robert Tedford Memorial Park

First Selectman Spielman complimented the hard work of the EVFD and would like to share her appreciation to them for holding this event annually.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO GRANT PERMISSION TO THE ELLINGTON VOLUNTEER FIRE DEPARTMENT (EVFD) TO USE THE WEST SECTION OF ROBERT TEDFORD MEMORIAL PARK FROM AUGUST 28, 2023 THROUGH SEPTEMBER 9, 2023 FOR THE ANNUAL EVFD CARNIVAL AND TO ERECT SIGNS PROMOTING THE ANNUAL EVFD CARNIVAL ON THE ROBERT TEDFORD MEMORIAL PARK GROUNDS, ON THE PROPERTY IN FRONT OF THE PUBLIC WORKS COMPLEX ADJACENT TO THE FIREHOUSE, IN FRONT OF THE PINNEY STREET FIREHOUSE ON NUTMEG DRIVE AS WELL AS SMALLER SIGNS AT MAJOR INTERSECTIONS IN TOWN. ALL SIGNS ARE TO BE REMOVED ON SEPTEMBER 9, 2023 AT THE CONCLUSION OF THE EVENT.

FURTHER, TO DIRECT THE EVFD TO COMPLETE AND SUBMIT TO THE FIRST SELECTMAN'S OFFICE A TOWN PROPERTY USE FORM AND A COMPLETED NOTICE OF PROPOSED OUTSIDE PUBLIC ASSEMBLY FORM FOR REVIEW BY THE DEPARTMENT OF PUBLIC WORKS DIRECTOR, RESIDENT STATE TROOPERS' SUPERVISOR, AND THE FIRE MARSHAL WITH FINAL APPROVAL BY THE FIRST SELECTMAN IN

COMPLIANCE WITH THE TOWN'S USE OF TOWN PROPERTY POLICY, AND FOR THE EVFD TO REVIEW AND ABIDE BY ALL RULES AND REGULATIONS SET FORTH IN SAID POLICY THROUGHOUT THE ANNUAL EVFD CARNIVAL.

FURTHER, TO DIRECT THE EVFD TO CONSULT WITH THE PARKS AND RECREATION DIRECTOR REGARDING THE DETAILS OF THE SPACE REQUIREMENTS FOR THIS EVENT.

F. Sustainable CT Status

Tom Modzelewski shared that Ellington has been a spotlight Town with the Connecticut Green Snow Pro program. He stated that the Town's successes were used to pursue the Sustainable CT board to provide points to Towns that receive Green Sno Pro certification towards their Sustainable CT status.

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO RESUME ACTIVITY OF THE SUSTAINABLE CT TOWN OF ELLINGTON SUSTAINABILITY TEAM TO BE CO-CHAIRLED BY LISA HOULIHAN, TOWN PLANNER AND TOM MODZELEWSKI, SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS FOR THE PURPOSES OF RECEIVING SUSTAINABLE CT CERTIFICATION. UPON THEIR DISCRETION, IDENTIFIED TOWN DEPARTMENT HEADS AND STAFF WILL PARTICIPATE AS NEEDED TO ASSIST IN THE PROCESS OF PROVIDING INFORMATION AND DEVELOPMENT OF PROGRAMS THAT WILL MEET THE REQUIREMENTS OF CERTIFICATION PROVIDING UPDATES TO THE BOARD OF SELECTMEN ON A BI-MONTHLY BASIS.

- G. To consider and act on a resolution: (1) recommending an authorization for the Permanent Building Committee for the previously approved acquisition of, installation of and improvements to lighting at various athletic facilities of the Town; and (2) setting a Town Meeting to consider and act upon the resolution

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO ADOPT THE FOLLOWING RESOLUTION:

RESOLVED, that the Board of Selectmen recommends to the Town Meeting that the Town of Ellington authorize the Permanent Building Committee to determine the scope and particulars for the previously approved acquisition of, installation of and improvements to lighting at various athletic facilities of the Town, including Ellington High School, Tedford Park and Pinney Street Fields, and to take all other action which is necessary or desirable to complete the project and obtain grants to finance the appropriation.

FURTHER RESOLVED, that the Board of Selectmen hereby authorizes the First Selectman to call a special town meeting to be held in the Nicholas J. DiCorleto, Jr. Meeting Hall, 55 Main Street, Ellington, Connecticut, on June 12, 2023 at 6:30 p.m. to consider and act upon said resolution.

H. Resignation of Kenneth Radziwon, DPW Director/WPCA Administrator

Mr. Turner read the letter provided by Mr. Radziwon to First Selectman Spielman stating that he apologized for not being able to attend the meeting, as he was currently coaching his children's soccer teams. He noted that his departure is centric around being the best father and husband he can

be, adding that he has enjoyed his time as the Director of Public Works and was humbled to have been in the position.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ACKNOWLEDGE THE RESIGNATION OF KENNETH RADZIOW, DIRECTOR OF PUBLIC WORKS/WPCA ADMINISTRATOR, EFFECTIVE JUNE 2, 2023.

1. Authorization to Fill Full-Time Position

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO FILL THE FULL-TIME DIRECTOR OF PUBLIC WORKS/WPCA ADMINISTRATOR POSITION.

I. Town Administrator – Revisions to Job Description

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO APPROVE THE REVISIONS TO THE TOWN ADMINISTRATOR JOB DESCRIPTION, AS RECOMMENDED BY THE TOWN ATTORNEY AND THE FIRST SELECTMAN.

J. 2023 CT Neighborhood Assistance Act Program Proposal – EVFD

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO HOLD A PUBLIC HEARING ON MONDAY, JUNE 12, 2023 AT 6:30 PM IN THE NICHOLAS J. DICORLETO, JR. MEETING HALL, 55 MAIN STREET, TO ALLOW CITIZENS TO COMMENT ON THE PROPOSED STATE OF CT 2023 NEIGHBORHOOD ASSISTANCE ACT PROGRAM PROPOSAL TO BE SUBMITTED BY THE TOWN OF ELLINGTON UNDER PROGRAM TITLE EVFD 29 MAIN STREET HVAC REPLACEMENT.

FURTHER, TO ADD THIS ITEM TO THE SPECIAL TOWN MEETING SCHEDULED FOR JUNE 12, 2023 AT 6:30 PM IN THE NICHOLAS J. DICORLETO, JR. MEETING HALL TO DISCUSS AND VOTE UPON THIS APPLICATION.

K. Waiver of Bidding Requirements – CLFD Extrication Tools and Rescue Struts

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO WAIVE THE FORMAL BIDDING PROCESS AND USE THE COMMONWEALTH OF MASSACHUSETTS STATE CONTRACT AWARD NUMBER PSE-01 TO PROCURE EXTRICATION TOOLS AND RESCUE STRUTS FOR CRYSTAL LAKE FIRE DEPARTMENT FROM FIREMATIC SUPPLY COMPANY, INCORPORATED, NOT TO EXCEED \$125,000. WAIVING OF THE BID PROCESS IS DUE TO THE SIGNIFICANT COST SAVINGS FOR THE TOWN, TIMELINESS OF THE CAPITAL NEED, AS WELL AS THE COMMONWEALTH OF MASSACHUSETTS STATE CONTRACT ADHERING TO ALL APPLICABLE PROCUREMENT STANDARDS SET FORTH UNDER UNIFORM GUIDANCE AS RECOMMENDED BY THE FINANCE OFFICER/TREASURER.

L. Budget Transfer Request – FY2022-23 – Capital Reserve Fund and Mill Rate Stabilization Fund

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE TRANSFER OF \$200,000 FOR FISCAL YEAR 2022-2023 FROM ACCOUNT 1011-60851 CAPITAL RESERVE FUND TO ACCOUNT 1046-60250 MILL RATE STABILIZATION FUND AS RECOMMENDED BY THE FINANCE OFFICER/TREASURER, PENDING BOARD OF FINANCE APPROVAL.

M. 2023 CT Neighborhood Assistance Act Program Proposal –DEPARTMENT OF PUBLIC WORKS

1. SENIOR CENTER ENERGY PROJECT
2. HALL MEMORIAL LIBRARY HVAC UPGRADE

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO ADD TO THE PUBLIC HEARING SCHEDULED FOR MONDAY, JUNE 12, 2023 AT 6:30 PM IN THE NICHOLAS J. DICORLETO, JR. MEETING HALL, 55 MAIN STREET, TO ALLOW CITIZENS TO COMMENT ON THE PROPOSED STATE OF CT 2023 NEIGHBORHOOD ASSISTANCE ACT PROGRAM PROPOSALS TO BE SUBMITTED BY THE TOWN OF ELLINGTON UNDER PROGRAM TITLE 1. SENIOR CENTER ENERGY PROJECT; 2. HALL MEMORIAL LIBRARY HVAC UPGRADES.

FURTHER, TO ADD THESE ITEMS TO THE SPECIAL TOWN MEETING SCHEDULED FOR JUNE 12, 2023 AT 6:30 PM IN THE NICHOLAS J. DICORLETO, JR. MEETING HALL TO DISCUSS AND VOTE UPON THESE APPLICATIONS.

VI. ADMINISTRATIVE REPORTS

- A. Building Department
- B. Emergency Services
 1. Resident State Troopers' Office
 2. Ellington Volunteer Ambulance Corps
 3. Ellington Volunteer Fire Department – Robert Smith, Deputy Chief thanked all who were involved for their efforts and communication to the public regarding the recent garbage truck fire.
 4. Crystal Lake Fire Department
 5. Emergency & Risk Management Director
- C. Fire Marshal
- D. Hall Memorial Library
- E. Tax & Revenue Collector
- F. Town Planner
- G. Finance Department
- H. Human Services
- I. Youth Services
- J. Senior Center
- K. Recreation Department

VII. SELECTMEN COMMITTEE REPORTS

- A. Personnel Committee
 1. Resignations:

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ACKNOWLEDGE THE RESIGNATION OF TED GRAZIANI FROM THE SHARED SERVICES COMMISSION.

2. Appointments:

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT DAVID ARZT, JEAN BURNS, J. ALBERT BRETON, JR., RODGER HOSIG, AND VICTOR LAPTIK TO THE AD HOC CRYSTAL LAKE MILFOIL COMMITTEE TO SERVE ONE-YEAR TERMS ENDING MAY 31, 2024.

B. Town Policies Committee

1. Police Accountability Bill

Mr. Turner shared that the Town Attorney provided them with a final draft for the Body Worn Camera Policy for their review. A Town Policies Committee will be held prior to the June 12th Board of Selectmen meeting and the Committee will add their policy recommendation to the June 12th Board of Selectmen meeting agenda for anticipated approval.

VIII. SELECTMEN LIAISON REPORTS:

EVAC/EVFD: Mr. Turner shared that while both agencies were participating in the recent Earth Day event, they had to leave early to respond to a structural fire in town. Mr. Turner also extended his gratitude to the Crystal Lake, Vernon and Somers fire departments for their assistance and coverage with the call. The Red Cross also responded to provide assistance to the occupants.

IX. FIRST SELECTMAN'S REPORT

A. Staffing:

1. New Hires

- Christopher Stanley, Maintainer I, DPW

2. Resignation/Retirement/Termination

- Isabelle Hoyt, EVAC EMT Part-time
- Kenneth Radziwon, DPW Directory/WPCA Administrator

3. Promotions/Transfers/Probations

- Kayla Condon, Assistant Youth Services Director

• Successfully Passed Probation:

- ✓ Thomas Kindall
- ✓ Erin Miekke, EMT, Part-time
- ✓ Louis Fleck, Senior Center Van Driver
- ✓ Marjorie Richardson, Senior Center Program Assistant

B. Other

- Reminders: The Annual Town Budget Meeting will be May 9, 2023 at 7:00 pm at Ellington High School and there will be a Special Town Meeting on the Windermere Project on May 11, 2023 at 7:00 pm at Ellington High School.
- First Selectman Spielman attended an Eagle Scout Ceremony for five outstanding young men. Divyesh Paladugu installed two benches and conducted a trail clean up. Timothy Scott Jr. built a compost bin and cart at the Middle School and worked with Sam Saunders of the Public Works Department. JJ Takach constructed a podium at the Crystal Lake Fire

Department and planted flowers and mulch at the Firehouse. Zachary McTighe built a sixteen-foot bridge on a new hiking trail in Town and Matthew Harris constructed an outdoor display case for the Nellie McKnight property.

- On May 13, 2023 the Ellington Historical Society will be holding a Vintage Flea Market, as well as the Ellington Farmer's Market and the Ellington Women's Club Fair on the Green. Ms. Spielman thanked everyone, including the Department of Public Works, for all of their work to help make these events happen.
- Selectman Stavens would like to recognize the recent and tragic passing of Bryan Flint, Deputy Director of The Cornerstone Foundation. Bryan was a wonderful, kind man and an asset to the community. Ms. Spielman shared that the hearts of the Board of Selectmen go out to Bryan's family, and the Town of Ellington sends its sincere sympathies to them during this time.

X. CORRESPONDENCE

First Selectman Spielman shared an appreciation letter that she received from the Connecticut Municipal Animal Control Officers Association recognizing the Ellington Animal Control officers for their hard work and dedication.

XI. ADJOURNMENT

MOVED (TURNER) SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO ADJOURN THE REGULAR MEETING OF THE BOARD OF SELECTMEN AT 7:07 PM.

Respectfully submitted,

Rebecca Einsiedel

Rebecca Einsiedel, Recording Secretary

Lori Spielman

Lori Spielman, First Selectman

TOWN OF ELLINGTON
TAX AND REVENUE COLLECTOR'S REFUND REPORT
May 2023

| Amount | Name | Tax | GL Year | Requesting Dept. | Reason |
|--------------------|----------------------------------|------------|----------------|-------------------------|-------------------------|
| \$ 450.61 | Financial Ser Veh Trust | MV | 2021 | Assessor | Sold April 2022 |
| \$ 187.10 | Nissan Infiniti Lt LLC | MV | 2021 | Assessor | Sold to Lessee May 2022 |
| \$ 265.00 | Newberg Anne M | MV | 2021 | Assessor | Sold January 2022 |
| \$ 100.00 | Paixao Anabela N & Fernando S | MVS | 2021 | Tax | Overpayment |
| \$ 1,002.71 | REFUND TOTAL FOR MAY 2023 | | | | |