



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

LORI L. SPIELMAN
First Selectman

BOARD OF SELECTMEN

Monday, July 10, 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; Tom Modzelewski, Acting Director, Perry Dikeman, Department of Public Works (DPW); Peter Hany, Sr., President, Ellington Volunteer Ambulance Corps (EVAC); *Sue Phillips, Hall Memorial Library Director; Jack Rich II, Chief, Ellington Volunteer Fire Department (EVFD); *Michael Purcaro, Chairman, Peg Busse, Doug Harding, Board of Finance (BOF); LouAnn Cannella, Human Resources Coordinator; Miriam Underwood, Board of Education/Tax Relief Program Review Committee; *Rebecca Stack, Human Services Director; *Kristen Harp, Youth Services Director; *Lisa Houlihan, Town Planner; Cynthia Soto, Matthew Reed, Jamie Boucher, *Lorin Modzelewski, *Debi Newton

**Attended via ZOOM*

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

The Board of Selectmen (BOS) meeting was called to order at 7:26 p.m. The Pledge of Allegiance was recited.

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

III. APPROVAL OF MINUTES

A. June 12, 2023 Public Hearing

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JUNE 12, 2023 PUBLIC HEARING.

B. June 12, 2023 Town Meeting

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JUNE 12, 2023 TOWN MEETING.

C. June 12, 2023 Regular Meeting

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JUNE 12, 2023 REGULAR MEETING.

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

V. NEW BUSINESS

A. Tax Refunds/Abatements

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO APPROVE THE TAX REFUNDS IN THE AMOUNT OF \$275.39 AS RECOMMENDED BY THE TAX & REVENUE COLLECTOR AND AS SPECIFIED IN THE REFUNDS/ABATEMENTS STATEMENT DATED JULY 2023 [ATTACHED].

B. Expenditure Request – Opioid Settlement Funds

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO AUTHORIZE THE HUMAN SERVICES DIRECTOR TO EXPEND \$1,100 FROM THE OPIOID SETTLEMENT SPECIAL REVENUE FUND FOR OUTREACH AND EDUCATION INITIATIVES SURROUNDING THE OPIOID CRISIS.

C. Board of Selectmen 2022-2023 Annual Report Submission

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN'S ANNUAL REPORT SUBMISSION FOR 2022-2023, AS PRESENTED IN THE DRAFT [ATTACHED].

D. Exempt Employee Classification Revision – Assessor

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RECLASSIFY THE POSITION OF ASSESSOR FROM EXEMPT LEVEL E-5 TO EXEMPT LEVEL E-6, AS RECOMMENDED BY THE FINANCE OFFICER/TREASURER.

E. Authorization to Fill Full-time Emergency Medical Technician Position

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO FILL THE FULL-TIME EMERGENCY MEDICAL TECHNICIAN POSITION.

F. Youth Program Coordinator Position (*Youth Services Department*)

1. Approval of Job Description Revisions

Mr. Stavens noted that hours were being added for this position; First Selectman Spielman said that this increase would be covered within their budget.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO APPROVE THE REVISIONS TO THE YOUTH PROGRAM COORDINATOR JOB DESCRIPTION, AS RECOMMENDED BY THE YOUTH SERVICES DIRECTOR.

2. Authorization to Fill Full-time Position

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO FILL THE FULL-TIME YOUTH PROGRAM COORDINATOR POSITION.

G. Term Extension – Master Municipal Agreement for DOT Construction Projects

The background of the original agreement and the need for the extension was briefly discussed.

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO APPROVE A ONE-YEAR TERM EXTENSION TO THE MASTER MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS BETWEEN THE TOWN OF ELLINGTON AND THE CONNECTICUT DEPARTMENT OF TRANSPORTATION.

H. Award of Contract: Tree Trimming, Removal and Maintenance Services

Mr. Stavens questioned how the bid tabulation numbers had been calculated. Mr. Modzelewski explained how the different quotes had been split out. There was agreement that the bid language should be cleaned up and more clearly specified in the future.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO AWARD THE CONTRACT FOR TREE TRIMMING, REMOVAL, AND MAINTENANCE SERVICES TO GREEN VALLEY TREE, LLC OF CHAPLIN, CT AS RECOMMENDED BY THE ACTING DIRECTOR OF PUBLIC WORKS AND THE FINANCE OFFICER. THE TERM OF THE CONTRACT SHALL BE FOR THREE YEARS, EFFECTIVE SEPTEMBER 1, 2023, WITH THE TOWN HAVING THE OPTION TO RENEW FOR TWO ADDITIONAL ONE-YEAR TERMS.

I. Board of Finance Recommendation: Elderly Tax Relief

Ms. Pignataro shared that the BOF has been working through this project since last summer, and a task force was assembled to review the different options the Town could consider, under State Statute, for an elderly tax relief program. The task force presented options to the BOF; some modifications were made in developing the final recommendation being presented to the BOS. The proposal includes a credit of up \$500, not to exceed the total amount of tax owed, which will be available to all property owners 70 years and older who have been a resident of Ellington for ten years or more; the annual expenditure cap for the program will be \$100,000, and individuals will have to apply for the program every five years.

Mr. Turner asked if the \$100,000 cap would create a first come, first served scenario. Ms. Busse confirmed that the number of applicants will determine the credit amount per person. Mr. Purcaro added that the goal of the program is to acknowledge taxpaying seniors in the community and encourage them to remain, boosting the local economy. Ms. Underwood asked Ms. Pignataro to clarify the eligibility guidelines; it was explained that only age and time of residency guidelines were being included, and that the program will not be income-limited. Mr. Harding recommended that the Town Attorney review the age requirement to ensure it is in line with the applicable State Statute. Mr. Turner asked if a public hearing would be held as part of this process; First Selectman Spielman answered that she would like to offer that opportunity for residents to share their thoughts. Ms. Pignataro will work with the Town Attorney to create a draft ordinance that will be available for review prior to any public comment session. Ms. Busse added that part of what the BOF looked at when developing this recommendation was something that didn't place a lot of administrative burden on the Town.

J. Board of Finance Recommendation: Daycare Tax Abatement

Ms. Pignataro shared that over the past year, the BOF has reviewed the possibility of offering a tax abatement to eligible daycares in Ellington; a two-year pilot program is being proposed. This program will offer a 75% property tax abatement for eligible daycare facilities in Town and will require bi-annual reports by the facility to the BOF and BOS to include the total number of available and filled slots, as well as the cost per child per week. Cynthia Soto, 4 Charter Road, runs

a home daycare facility in Town, and shared that while certain facilities wouldn't qualify since they're not privately owned, the number of small family daycares has dwindled since COVID-19. According to figures provided by Town Assessor John Rainaldi, a 75% tax abatement for the six to eight daycares would amount to less than \$50,000. Ms. Soto shared that this abatement program would encourage other daycares to open, which would also support families in the community; it will also offset the effects of inflation, allowing existing facilities to maintain reasonable rates. Mr. Purcaro shared that while he believes in the concept of this legislation, the BOF wanted to ensure that internal controls and accountability measures were in place so that this investment is trackable. He also commented that Ms. Soto and the other daycare providers that the BOF has been working with have been very amicable to having a results-based system in place. The legislation allows for a 100% abatement of up to five years, but the BOF decided to take a more measured approach which can be evaluated after the two-year pilot period. As Ellington is a growing community, it is important to consider the social implications of adequate childcare availability to continue to attract families to the Town.

Mr. Turner supports the position that the BOF has taken, but asked who would be responsible for the determination of the amount of property considered to be used in the operation of the childcare center. Ms. Soto said that a form was sent out for facilities to fill out with that information. Mr. Stavens asked if there was a minimum number of children that facilities had to care for to be eligible. First Selectman Spielman asked why this program was only available to daycares when there are so many other small businesses in Town. Ms. Busse shared that she had brought up this same question earlier in the process, and the answer is simply that the legislation passed by the State applies solely to daycare facilities; other businesses could work to get a similar statute passed at the state level in the future. Mr. Stavens brought up that if the reasoning is to try to promote business in Ellington, has there been any thought about whether this is benefiting families from other towns and communities that may use Ellington daycare facilities? He shared an opinion that attracting businesses to support the tax base and then abating the taxes of those businesses seems counterproductive. Mr. Purcaro stated that in this case, having more daycares open may keep rates low, benefiting the community as a whole. Ms. Pignataro commented that the State Statute does limit the abatement to five years, and the tax rate of the properties will revert back at that point. Discussion on this item will continue.

K. Lead Mechanic Position (*Department of Public Works*)

1. Approval of Job Description Revisions

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE REVISIONS TO THE LEAD MECHANIC JOB DESCRIPTION, AS RECOMMENDED BY THE ACTING DIRECTOR OF PUBLIC WORKS.

2. Authorization to Fill Full-time Position

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO FILL THE FULL-TIME LEAD MECHANIC POSITION.

L. Connecticut General Statute 8-24 Review: Land Conveyance to the Town of Vernon

First Selectman Spielman shared that there is a small strip of Town-owned land located along Windermere Avenue, near where the Town of Vernon recently installed new athletic fields. The land is on a steep bank and is mostly wooded; keeping and maintaining this area represents a liability to the Town, so the proposal is to include it within Vernon's parcel to keep it a single piece of land. Mr. Purcaro added that should the Town of Vernon sell the parcel in the future, this land would revert back to Ellington. Ms. Ferry asked if there were any uses for the land; First Selectman Spielman responded that it is very steep and would be difficult to utilize it for anything, and Mr. Turner added that there is an existing walking trail on the other side of the river.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO CONVEY, PURSUANT TO THE FAVORABLE CGS 8-24 REVIEW PROVIDED BY THE ELLINGTON PLANNING AND ZONING COMMISSION DATED JUNE 24, 2023, TO THE TOWN OF VERNON A PORTION OF ASSESSOR PARCEL NUMBER (APN) 019-005-0004, CONSISTING OF APPROXIMATELY 5.1 ACRES AND SHOWN ON A CERTAIN MAP ENTITLED "COMPILATION PLAN SHOWING PROPOSED CONVEYANCE FROM THE TOWN OF ELLINGTON TO THE TOWN OF VERNON", AS PREPARED BY THE TOWN OF VERNON ENGINEERING DEPARTMENT AND DATED MAY 22, 2023, SUBJECT TO THE FOLLOWING CONDITIONS: (1) PRIOR TO OR SIMULTANEOUSLY WITH THE DELIVERY OF THE DEED, THE TOWN OF ELLINGTON AND TOWN OF VERNON SHALL EXECUTE AN INTERTOWN FACILITY USE AGREEMENT, IN FORM AND SUBSTANCE APPROVED BY THE ELLINGTON TOWN ATTORNEY; (2) LANGUAGE SHALL BE INCLUDED WITHIN THE DEED RESERVING TO THE TOWN OF ELLINGTON THE RIGHT TO ENTER UPON THE PROPERTY, AT ITS OPTION, TO CONSTRUCT OR INSTALL IMPROVEMENTS TO BE USED FOR PASSIVE RECREATIONAL PURPOSES, WHICH LANGUAGE SHALL BE REVIEWED AND APPROVED BY THE ELLINGTON TOWN ATTORNEY.

VI. ADMINISTRATIVE REPORTS

A. Building Department

B. Emergency Services

1. Resident State Troopers' Office
2. Ellington Volunteer Ambulance Corps: Mr. Hany reported that there have not been too many heat-related calls, but they are still busy.
3. Ellington Volunteer Fire Department: Mr. Turner commented on the report that had been requested last month regarding the automatic mutual aid from Crystal Lake. He specifically asked about compliance with ISO/NFPA guidelines, as far as manpower response. Chief Rich stated that they have not failed to meet those requirements; they are picking up an additional 2-3 members from Crystal Lake in addition to their own. Low overall membership across emergency service agencies has been posing a problem in recent months. Chief Rich shared that they are trying to recruit, utilizing social media blasts and an active membership committee, and hopefully an upward trend will emerge in terms of active membership; however, it doesn't seem to be an attractive job to many people anymore. The updated incentive program hasn't created the desired upward tick in membership, either. EVFD is also busy, seeing 29 more calls than average last month.

- 4. Crystal Lake Fire Department
- 5. Emergency & Risk Management Director
- C. Fire Marshal
- D. Hall Memorial Library: Ms. Phillips apologized for the lack of report this month and shared that a double report will be available in August.
- E. Tax & Revenue Collector
- F. Town Planner
- G. Finance Department
- H. Human Services
- I. Youth Services
- J. Senior Center
- K. Recreation Department
- L. Public Works Quarterly Report
- M. Sustainable CT Bi-Monthly Report: Ms. Ferry commented that a lot of interesting items were included; she will be looking forward to more detail in future reports.

VII. SELECTMEN COMMITTEE REPORTS

A. Personnel Committee

1. Resignations:

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ACKNOWLEDGE THE RESIGNATION OF ROBERT LECH FROM THE HOUSING AUTHORITY.

2. Appointments:

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPOINT PATRICIA SZAFIR TO THE HUMAN SERVICES COMMISSION TO COMPLETE AN UNEXPIRED TERM ENDING JANUARY 31, 2026, AS RECOMMENDED BY THE ELLINGTON DEMOCRATIC TOWN COMMITTEE.

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT CHRISTOPHER TODD TO THE ECONOMIC DEVELOPMENT COMMISSION TO SERVE A FOUR-YEAR TERM ENDING JULY 31, 2027.

B. Town Policies Committee

1. Wall of Honor

Mr. Turner shared that there were many fine options among the applicants from previous years that are still eligible for selection. He shared some background of Dr. Lenzy Wallace, this year's recommendation from the TPC, highlighting his widespread effect on the community. A music teacher at Ellington High school, Dr. Wallace developed and led the concert and marching bands, was extremely active in fundraising for the music program, and served as an inspiration to many students. He is no longer with us, but the Committee felt that his impact on the community and his students made him a great candidate for the Wall of Honor.

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO SELECT DR. LENZY WALLACE AS THE WALL OF HONOR RECIPIENT FOR 2023, AS RECOMMENDED BY THE BOARD OF

SELECTMEN TOWN POLICIES COMMITTEE. FURTHER RESOLVED, THAT THE INDUCTION CEREMONY WILL BE HELD ON SATURDAY, SEPTEMBER 9, 2023 AT 4:00 PM IN ARBOR PARK.

VIII. SELECTMEN LIAISON REPORTS: None

IX. FIRST SELECTMAN'S REPORT

A. Staffing:

1. New Hires
 - Marque Mercure, Youth Services Prevention Coordinator
2. Resignation/Retirement/Termination
 - Meganmarie Zito, EMT, FT
3. Promotions/Transfers/Probations
 - Taylor Olson, Promoted from Lead Mechanic to DPW Foreman
 - Successfully Passed Probation:
 - ✓ John Rainaldi, Assessor
 - ✓ Stephen Clapp, Elderly Outreach Social Worker
 - ✓ Kristen Harp, Youth Services Director
 - ✓ Kayla Bahler, Assistant Youth Services Director
 - ✓ Jeffrey Duda, Police Officer
 - ✓ Theodore Branon, Police Officer

B. Other

First Selectman Spielman shared that during a recent expansion project at the Apostolic Church, she heard a lot of praise for how pleasant it had been to work with the different Town departments, which made for a seamless project with everyone working well together.

X. CORRESPONDENCE: No correspondence was shared.

XI. EXECUTIVE SESSION(S)

A. For the purpose of discussing Personnel Appointments

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO ENTER INTO EXECUTIVE SESSION AT 8:24 PM FOR THE PURPOSE OF DISCUSSING PERSONNEL APPOINTMENTS.

Present: Lori Spielman, David Stavens, Melinda Ferry, James Prichard, John Turner, Ronald Stomberg, Michael Madru, LouAnn Cannella

The BOS invited Mr. Modzelewski into the session at 8:34 pm; he left the session at 8:52 pm.

Matthew Reed was then invited into the session at 9:07 pm; he left the session at 9:25 pm.

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO COME OUT OF EXECUTIVE SESSION AT 9:27 PM.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO GO OUT OF AGENDA ORDER TO ADDRESS ITEM A. - TO TAKE POTENTIAL ACTIONS REGARDING ITEM XI.A - UNDER XII - NEW BUSINESS (CONTINUED).

- B. For the purpose of discussing strategy and negotiation with respect to collective bargaining regarding the Ellington Department of Public Works Union represented by the Ellington Public Works Union Local 1303-009, Council 4, AFSCME

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ENTER INTO EXECUTIVE SESSION AT 9:30 PM FOR THE PURPOSE OF DISCUSSING STRATEGY AND NEGOTIATION WITH RESPECT TO COLLECTIVE BARGAINING REGARDING THE ELLINGTON DEPARTMENT OF PUBLIC WORKS UNION REPRESENTED BY THE ELLINGTON PUBLIC WORKS UNION LOCAL 1303-009, COUNCIL 4, AFSCME, AFL-CIO.

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

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO COME OUT OF EXECUTIVE SESSION AT 9:40 PM.

XII. NEW BUSINESS (Continued)

- A. To Take Potential Actions regarding Item XI.A

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPOINT MATTHEW REED AS TOWN ADMINISTRATOR OF THE TOWN OF ELLINGTON, TO SERVE AN INDEFINITE TERM AT A STARTING ANNUAL SALARY OF \$155,000, EFFECTIVE ON THE FIRST DATE OF EMPLOYMENT WHICH SHALL BE AUGUST 14, 2023, AS RECOMMENDED BY THE FIRST SELECTMAN. FURTHER, THREE WEEKS OF VACATION PER YEAR SHALL BE EARNED UPON COMPLETION OF THE PROBATIONARY PERIOD AND FOUR WEEKS OF VACATION PER YEAR SHALL BE EARNED AFTER FIVE YEARS OF EMPLOYMENT.

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO APPOINT THOMAS MODZELEWSKI AS DIRECTOR OF PUBLIC WORKS/WPCA ADMINISTRATOR, TO SERVE AN INDEFINITE TERM AT A STARTING ANNUAL SALARY OF \$120,693.06, EFFECTIVE JULY 10, 2023, AS RECOMMENDED BY THE FIRST SELECTMAN.

- B. Ratification of the Ellington Department of Public Works Union Contract

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RATIFY THE CONTRACT BETWEEN THE TOWN OF ELLINGTON AND THE DEPARTMENT OF PUBLIC WORKS, REPRESENTED BY ELLINGTON PUBLIC WORKS DEPARTMENT AND CUSTODIANS LOCAL 1303-009 OF COUNCIL 4 AFSCME, AFL-CIO, EFFECTIVE JULY 1, 2023 THROUGH JUNE 30, 2026, AND TO AUTHORIZE THE FIRST SELECTMAN TO EXECUTE SAID CONTRACT.

XIII. ADJOURNMENT

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ADJOURN THE REGULAR MEETING OF THE BOARD OF SELECTMEN AT 9:41 PM.

Respectfully submitted,

Julia Connor

Julia Connor, Recording Secretary

Lori Spielman

Lori Spielman, First Selectman

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

V.A

Amount	Name	Tax	GL Year	Requesting Dept.	Reason
\$ 233.54	Nguyen Hai X	MV	2021	Assessor	Sold July 2022
\$ 41.85	Tax Serv LLC	PP	2016	Tax	Collection Agency Fee
<u>\$ 275.39</u>	REFUND TOTAL FOR JULY 2023				

BOS ITEMS – ANNUAL REPORT

July 1, 2022-June 30, 2023

The Board of Selectmen is collectively responsible for the administration of the Town offices, the maintenance of the Town highways and parks, the public safety of its citizens, the keeping of financial accounts and the appointment of administrative officers, boards and commissions.

The Board of Selectmen met at least once each month. There were a total of fourteen (14) regular meetings plus five (5) special meetings. Three (3) public hearings were held. The Board of Selectmen called eight (8) Town Meetings; the following are some of the primary items addressed by the Board of Selectmen during fiscal year 2022-2023:

Agreements:

- Approved the Private/Special Duty agreement for hiring Ellington Town police officers for traffic control at highway construction sites/special events from November 1, 2022 through October 31, 2023.
- Approved the proposed tax stabilization agreement between the Town of Ellington, CTEC Solar, LLC and the Thompson family land trust for the State's first pollinator solar project
- Adopted the resolution to authorize the First Selectman to deliver any and all documents on behalf of the Ellington Board of Selectmen to enter the agreement under the authority of Connecticut General Statute 7-339b between the Town of Stafford, Town of Somers and The Town of Ellington to provide material and police assistance as described in the intermunicipal agreement as recommended by the Resident State Troopers' Supervisor and the Town Attorney

Contracts:

- Ratified the contract between The Town of Ellington and the Ellington Police Union, represented by the Fraternal Order of Police, Lodge 311 effective July 1, 2022 through June 30, 2025 and authorized the First Selectman to execute said contract
- Authorized the First Selectman to renew the contract with Willis Towers Watson, of Hartford, CT
- Waived the formal bidding process and awarded the contract for Hall Memorial Library's circulation system including the database, reserve system and online card catalogue to Bibliomation, Inc. of Waterbury, CT
- Awarded the contract of Resurfacing the Tennis and Basketball Courts to Hinding Tennis, LLC of West Haven, CT
- Approved the adjustment of the specifications of the High School Track Resurfacing Request for Proposal to include a complete scope of the project; authorized the Finance Department to place the adjusted request for proposal back out for submissions.
- Awarded the contract for the Connecticut Architectural Paint Recovery Program to PaintCare Connecticut, LLC.
- Awarded the bid for computer equipment to The Computer Company, Inc. of Cromwell, CT and authorized the First Selectman to execute said contract
- Authorized the First Selectman to enter into a three-year contract with the State of CT Partnership Plan for the 2023 Employee and Under Age 65 Retiree health and basic dental insurance plans
- Authorized the First Selectman to renew the contract with TaxServ Capital Services, LLC of West Hartford, CT through December 17, 2023 for the collection of delinquent receivables
- Awarded the contract of Resurfacing the High School Track to Liberty Landscapes, LLC
- Authorized the Finance Officer/Deputy Treasurer to initiate a temporary contract with Adams & Adams of Enfield, CT to provide temporary custodial services for a maximum of six months
- Ratified the contract between the Town of Ellington and the Ellington Volunteer Ambulance Corps Union effective July 1, 2022 through June 30, 2025 and authorized the First Selectman to execute said contract

- Authorized the First Selectman to execute the service contract amendment with Tolland County Mutual Aid Fire Service Inc. for the purpose of dispatching services for animal control, following the renewal and termination clauses of the original contract and amendment.
- Waived the formal bidding process and awarded the contract for the Ellington Volunteer Ambulance Corps Exhaust Removal System to Air Vacuum Corporation in Dover, New Hampshire
- Waived the formal bidding process and utilized the State of Connecticut Contract Award to procure a Department of Public Works pick-up truck and staff vehicle
- Waived the formal bidding process and utilized Kone, Inc. of Moline, IL for the Board of Education Middle School Elevator Replacement/Modernization
- Awarded the Sandy Beach Food Services Contract to Nana's Ice Cream, Stafford Springs, CT
- Waived the formal bidding process for the Crystal Lake Fire Department and awarded the contract to Firematic Supply Company, Inc.
- Waived the formal bidding process for the Board of Education Fire Doors and awarded the contract to Accurate Commercial Door and Hardware, Bristol CT
- Authorized the First Selectman to renew the contract with Community Opportunities Group of Boston, Massachusetts for the Town's on-call administration of Small Cities Development Block Grant Program
- Authorized the First Selectman to renew the Accounting Software Service Agreement with Tyler Technologies of Plano, TX for a one-year term
- Authorized the First Selectman to renew the Town's Website Contract with Active Internet Technologies, LLC, DBA Finalsite of Glastonbury, CT

Equipment:

- Authorized the Finance Office to allow employees to purchase their Town-owned, employee-used computer equipment for the price that the Town would receive to sell or recycle
- Authorized the Director of Public Works to send the 2009 Ford Crown Victoria to auction
- Authorized the Ellington Volunteer Fire Department and the Crystal Lake Fire Department to retain the 2007 Pumper Truck to be used as a Town-wide spare fire apparatus, replacing the 1991 Pierce Arrow Fire Pumper (E243)
- Authorized the Finance Officer/Treasurer to dispose of the 1991 Pierce Arrow Fire Pumper

Finances:

- Approved the salary adjustment transfer of \$179,756 for FY 2022-2023
- Approved the budget execution for fiscal year 2022-2023
- Authorized the Assessor's Office to perform an audit of any personal property required to be declared.
- Adopted a resolution recommending the appropriation of \$6,736,250 for costs related to the installation, replacement and upgrading of heating, ventilation and air conditioning systems at the Ellington High School, Middle School and Center School; authorized and recommended that the Town issue bonds or notes and temporary notes to finance the appropriation, reduced by the amount of grants received for the project
- Adopted a resolution that the Board of Selectmen may enter into with, and deliver to, the State of CT any and all documents which it deems necessary or appropriate to obtain a 2022 Small Town Economic Assistance Program (STEAP) Grant with the State of CT in an amount up to \$500,000 for funds to be used for Hall Memorial Library parking lot and sidewalk improvements
- Adopted a resolution authorizing the First Selectman to execute and deliver any and all documents to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, the Emergency Management Performance Grant and the Homeland Security Grant Program
- Approved and authorized the Finance Officer/Treasurer to expend American Rescue Plan Act Funds for approved projects: Ellington Volunteer Ambulance Corp (EVAC) Exhaust Removal System-\$25,000; EVAC Smartboard-\$7,200; Ellington Historical Society Improvements-

\$15,000; Robert Tedford Memorial Park Irrigation-\$63,000; Senior Center Fitness Room-\$60,000; Senior Center Pavilion-\$100,000.

- Appropriated an amount not to exceed \$97,500 for upfront costs for easements associated with LOTCIP State Project No. L047-002 (Route 83 Sidewalk) from the undesignated fund balance to the LOTCIP State Expenditures Account 410-60286
- Authorized the First Selectman and Finance Officer/Treasurer to execute a hybrid conversion of the Town's current deferred compensation plans to include freezing existing 457(B) and 401(A) plans, VF3419 and GH5801 respectively, and establish new 457(B) and 401(A) plans to lower average fee and fund expenses, as well as increase investment vehicle product offering for plan participants
- Approved the transfer of \$7,679 for FY 2022-2-23 from Account 1065-Salary Adjustment Account 370 – Ellington Volunteer Ambulance. to cover the cost of salary increases
- Approved an appropriation of \$212,000 from the General Fund Unassigned Fund Balance account to the Hall Memorial Parking Lot Renovations Capital Project
- Set the annual salary for the new position of part-time First Selectman at \$35,000 effective December 4, 2023
- Adopted a resolution to appropriate an additional \$12,960,000 (for an aggregate of \$74,600,000) for costs related to the previously approved Windermere Elementary School Project; authorized and recommended that the Town issue additional bonds or notes and temporary notes authorized to be reduced by the amount of grants received for the project and not separately appropriated to pay additional costs of the Project
- Approved 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
- Increased the exempt salary classification minimum and maximum ranges for fiscal year 2023-2024 by 3%
- Closed out the following Capital Projects to the General Fund Unassigned Fund Balance for FY 2022-23, Tennis Court Maintenance \$(34,169), BOS/BOF/Annex Surface Pro Tablets \$10,809, BOE Maintenance Vehicle \$544.05, BOE School Security Network \$(8.06), Veteran's Memorial Park STEAP Project \$(193.09) and IT Computer Replacement Cycle \$34,157.95

Grants:

- Adopted a resolution authorizing the First Selectman to execute and deliver any and all documents to the State of CT Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, the Emergency Management Performance Grant and the Homeland Security Grant Program
- Adopted a resolution authorizing the First Selectman to execute a personal service agreement/grant contract under the Department of Energy and Environmental Protection with the State of CT for a \$224,415 grant for Main Street Lighting.
- Adopted a resolution authorizing the First Selectman to execute and deliver any and all documents to the State of Connecticut Department of Energy and Environmental Protection for a grant of \$50,000 for the Crystal Lake and Robert Tedford Memorial Park renovations

Ordinances:

- Special Events Chapter 17- Article I – Special Events referred to the Town Ordinance Committee for review and recommendation to the Board of Selectmen, addressing amendments to certain requirements that may no longer be appropriate

Policies and Procedures:

- Referred the newly proposed Whistleblower Policy to the Town Policies Committee for review and recommendation to the Board of Selectmen
- Adopted the Fair Housing Resolution, the Fair Housing Policy Statement and the Proclamation of April as Fair Housing Month in Ellington
- Adopted the Body-Worn Camera Policy

Staff:

- Revised and approved the job description and transition of the Recycling/Refuse Monitor from part-time to full-time
- Acknowledged the Resignation of Kimberly Bechard, Assessor
- Hired Isabelle Hoyt, Per Diem Emergency Medical Technician
- Transferred Ashley Dabbondanza from Part-time to Full-time Teen/Young Adult Reference Librarian
- Approved the job description for the Department of Public Works new Superintendent of Operations position
- Hired Jeffrey Duda and Ted Branon, Police Officers
- Hired Christopher Phelps, Per Diem Emergency Medical Technician
- Hired Ethan Poetsch, Library Assistant I
- Acknowledged the resignation of Jesse Lee, DPW Seasonal Worker
- Acknowledged the resignation of Kristine Nadvornik-Moulard, Senior Center Program Assistant
- Approved revisions and the reclassification of the Assistant Recreation Director position
- Approved the job description of the new Full-time Technology Technician position
- Acknowledged the retirement of Lori Smith, Administrative Assistant II, Department of Public Works
- Acknowledged the resignation of Nicola Travali, Library Assistant I, Hall Memorial Library
- Acknowledged the resignation of Gina Transki, Hall Memorial Library Page
- Acknowledged the resignation of Daniel Whitman, Maintainer I, Department of Public Works
- Acknowledged the resignation of Madelyn Roy, Hall Memorial Library Page
- Promoted Thomas Modzelewski to Superintendent of Operations, Department of Public Works
- Hired Carolyn Kidney, Administrative Assistant II, Department of Public Works
- Hired Jacob Christopher and Anna Bahler, Hall Memorial Library Pages
- Acknowledged the resignation of Joy Hollister, Human Services Director
- Appointed Rebecca Stack as Acting Human Services Director
- Acknowledged the regular employee status of Kelly Hearn, Human Services Assistant
- Appointed Kevin Gambacorta as Acting Foreman, Department of Public Works
- Promoted Rebecca Stack to Human Services Director
- Hired John Rainaldi, Town Assessor
- Hired Jack Paul, Maintainer I, Department of Public Works
- Hired Thomas Kindall, Technology Technician
- Hired Marjorie Richardson and Susan Lather, Senior Center Program Assistants
- Hired Louis Fleck, Senior Center Van Driver
- Hired Erin Meikle, Emergency Medical Technician
- Acknowledged the retirement of Diane McKeegan, Town Clerk
- Approved revisions to the Water Pollution Control Authority (WPCA)/Maintainer II job description
- Acknowledged the resignation of Caroline LaMalva, Hall Memorial Library Page
- Acknowledged the resignation of Jack Paul, Maintainer I, Department of Public Works
- Approved revisions to the Foreman job description, Department of Public Works
- Hired Stephen Clapp, Elderly Outreach Social Worker
- Acknowledged the resignation of Alexander Bohr, Emergency Medical Technician
- Acknowledged the regular employee status of Cody Langlois, Maintainer I, Department of Public Works
- Promoted Donna Hosey to Town Clerk
- Acknowledged the resignation of Diane Lasher-Penti, Youth Services Director
- Approved revisions to the Youth Services Director job description
- Approved revisions to the WPCA Technician/Maintainer I position, Department of Public Works

- Recommended the creation of the Town Administrator position and authorized the First Selectman to fill the Full-time Town Administrator position
- Acknowledged the retirement of Richard Daugherty, Maintainer I, Department of Public Works
- Acknowledged the resignation of Aaron Virkler, Emergency Medical Technician
- Acknowledged the resignation of Mark Balkan, Senior Center Van Driver
- Hired Margaret Schmidt, Assistant Town Clerk
- Acknowledged the resignation of Susan Lather, Senior Center Program Assistant
- Promoted Kristen Harp to Youth Services Director
- Approved revisions to the Assistant Youth Services Director position job description
- Authorized the First Selectman to revise the following job descriptions to reflect the change in reporting structure from the First Selectman to the Town Administrator: Finance Officer/Treasurer, Director of Public Works, Building Official, Director of Recreation, Town Clerk, Fire Marshal, Town Planner, Emergency and Risk Management Director, Executive Assistant/Communications Coordinator, Human Resources Coordinator, Administrative Assistant/Recording Secretary
- Approved proposed updates to the exempt employee salary ranges
- Hired Heather Nosack, Hall Memorial Library Assistant II
- Acknowledged the resignation of Kimberly Courville and Chris Phelps, Per Diem Emergency Medical Technicians
- Acknowledged the resignation of Holly Swiney, Full-time Emergency Medical Technician
- Acknowledged the resignation of Kenneth Radziwon, Department of Public Works Director/WPCA Administrator
- Approved revisions to the Town Administrator job description
- Hired Christopher Stanley, Maintainer I, Department of Public Works
- Acknowledged the resignation of Isabelle Hoyt, Part-Time Emergency Medical Technician
- Promoted Kayla Condon, Assistant Youth Services Director
- Approved revisions to the Assistant Youth Services Director job description
- Approved revisions to the Department of Public Works Seasonal Worker job description
- Hired Meganmarie Zito, Full-Time Emergency Medical Technician
- Hired Pamela Scarfo and Collin Hall, Part-Time Emergency Medical Technicians
- Hired Samuel Hubbard, WPCA Tech/Maintainer I, Department of Public Works
- Hired James Clyburn, Senior Center Van Driver
- Hired Abigail Edelstein, Per Diem Emergency Medical Technician
- Hired Trish Brudz, Library Assistant II
- Acknowledged the resignation of Nicole Usher, Kimberly Gambacorta and Eric Boucher, Per Diem Assistant Animal Control Officers
- Acknowledged the resignation of Benjamin Pare, Maintainer I, Department of Public Works
- Acknowledged the resignation of Megan Lung, Recreation Program Assistant
- Reclassified James Lockhart's position from Per Diem to Part-Time Assistant Animal Control Officer
- Acknowledged the resignation of John Barth from the School Resource Officer position

Other Actions:

- Re-established the Ad Hoc Committee for the Preservation of the Pinney House
- Authorized the First Selectman to adjust the current operating hours of Town Offices on a 90-day trial basis, temporarily transitioning to a four-day workweek by eliminating Friday hours and increasing open hours Monday-Thursday in an effort to best serve the needs of Ellington residents and making the Town more competitive in attracting talent for municipal jobs; authorized the permanent transition of Town offices to the current four-day workweek schedule
- Approved the one-time restoration of the Community United Methodist Church Parking Lot
- Re-established the Ad Hoc Council for Developing Positive Youth Culture

- Granted the request of the Ellington Recreation Department for the 5K and 1 Mile Fun Run Road Race to close portions of Sadds Mill Road, Muddy Brook Road, Jobs Hill Road and Hatheway Road
- Selected Robert and Margaret Dawson as the 2022 Wall of Honor Recipients
- Emergency Services Incentive Program replaced the sliding scale with a flat rate per call and increased the duty fee from \$1-\$2 per hour
- Re-established the Ad Hoc Drug Free Graduation Party Committee
- Issued a Special Event License to Old School Harley-Davidson for an Outdoor Amusement event
- Established the Ad Hoc Tax Relief Program Review Committee to complete a study within 60 days to be presented to the Board of Finance prior to final Board of Selectmen approval
- Authorized the Town of Ellington Law Enforcement unit to seek accreditation pursuant to the Tier One Certification Program and appointed Sergeant Santa and Officer Bridge to be the accreditation team; authorized the Law Enforcement unit to purchase and implement a Digital Power DMS Program for its file system for the minimum Tier One requirement, subject to any required purchasing or bid requirements
- Amended the previously approved 2023 Board of Selectmen meeting schedule to reflect a 6:30 pm start time for all 2023 Regular Meetings
- Granted permission for the closure of Church Street during the Earth Day Celebration on April 22, 2023
- Issued a Special Event License for Old School Harley-Davidson Bike Nights
- Re-established the Ad Hoc Committee – Comprehensive Athletic Facilities Lighting Project
- Re-established the Ad Hoc Ellington Beautification Committee
- Re-established the Ad Hoc Ellington Trails Committee
- Authorized the closure of Church Street for the Ellington Women’s Club Fair on the Green
- Re-established the Ad Hoc Crystal Lake Milfoil Committee
- Recommended to the State of Connecticut Airport Authority that the license to permit parachute jumping at Ellington Airport be renewed for one year
- Granted the request of the Ellington Volunteer Fire Department to use Robert Tedford Memorial Park for the annual EVFD Carnival
- Resumed the activity of the Sustainable CT team, providing updates to the Board of Selectmen bi-monthly
- Issued a Special Event License to Drew Estate for a Tobacco Educational Event