



TOWN OF ELLINGTON

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LORI L. SPIELMAN
First Selectman

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DAVID E. STAVENS
Deputy First Selectman

JAMISON J. BOUCHER
MARY B. CARDIN
JAMES M. PRICHARD
RONALD F. STOMBERG
JOHN W. TURNER

Town Administrator
MATTHEW D. REED

BOARD OF SELECTMEN

CAPITAL IMPROVEMENTS DELIBERATIONS

January 22, 2024

Town Hall – Nicholas J. DiCorleto, Jr. Meeting Hall and via ZOOM Conference

MINUTES

SELECTMEN PRESENT: Lori Spielman, David Stavens, Jack Turner, Ronald Stomberg and Mary Cardin

SELECTMEN ABSENT: James Prichard

OTHERS PRESENT: Matthew Reed, Town Administrator; Tiffany Pignataro, Finance Officer/Treasurer; Tom Modzelewski, Director of Public Works (DPW)/WPCA Administrator; Alisha Carpino, Director of Finance and Operations, Ellington Public Schools (EPS); Peter Hany, President, Ellington Volunteer Ambulance Corps (EVAC); Sue Phillips, Director*, Hall Memorial Library; Doug Harding, Barry Pinto, James Fay*, Maurice Blanchette*, Board of Finance; Tom Palshaw and Peg Busse

**Attended via Zoom*

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE: The Board of Selectmen (BOS) meeting was called to order at 6:31 P.M. by Lori Spielman. The Pledge of Allegiance was recited. Roll call was taken.
- II. PUBLIC COMMENT: No one came forward.
- III. OLD BUSINESS

- A. Zoning Board of Appeals Membership – Consideration of Appointment – Ellington Republican Town Committee Recommendation

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO TABLE THIS APPOINTMENT, PENDING THE RECOMMENDATION FROM THE ELLINGTON REPUBLICAN TOWN COMMITTEE.

- B. Board of Assessment Appeals – Reappoint Alternate Member

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO REAPPOINT JOSEPH MALONE AS AN ALTERNATE MEMBER OF THE BOARD OF ASSESSMENT APPEALS TO SERVE A TWO-YEAR TERM THROUGH JANUARY 31, 2026.

IV. NEW BUSINESS

A. 2024-2025 Capital Improvements Deliberations

1. Board of Selectmen Capital Improvements Committee Presents Recommendations to the Board of Selectmen

Ms. Pignataro read the list of Capital Improvements requests sharing that when budget books were being put together there was a clerical error and the DPW parking lot maintenance proposal [ATTACHED] was not included. Ms. Pignataro shared the although this item was omitted in the book, the capital presentation made by DPW was did include this request.

2. Board of Selectmen Deliberations 2024-2025 Capital Improvement Requests

The Capital Improvement requests were reviewed and discussed by the full Board. Mr. Turner supported the \$20,000 addition of DPW's request for the parking lot capital project.

Mr. Modzelewski shared that he has removed the Stand on blower from the DPW's Capital Improvements requests and will include this in the DPW's standard operating budget. This removes \$15,000 from the Capital Improvements request total.

Ms. Spielman asked Mr. Modzelewski if the Building Inspector vehicle replacement must be an electric vehicle. Mr. Modzelewski answered no, that this is simply a request for funding. He shared that the DPW would be open to purchasing a vehicle that all parties, including the Board Finance will be comfortable with.

3. Board of Selectmen Recommendation to the Capital Improvements Budget for 2024-2025 and Recommendation to the Board of Finance

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RECOMMEND THE FOLLOWING ITEMS TO THE CAPITAL IMPROVEMENTS BUDGET FOR FISCAL YEAR 2024-2025: ROAD OVERLAY \$650,000; LOCAL CAPITAL IMPROVEMENT PROGRAM \$108,297; UNIMPROVED ROAD IMPROVEMENT \$30,000; SIDEWALKS \$20,000; CULVERT MAINTENANCE & REPAIR \$10,000; LARGE/SMALL BRIDGES \$30,000; BOE-CIP CONSTRUCTION PROJECTS \$135,000; DPW-TOWN HALL GUTTERS & PAINTING \$55,000; DPW-SENIOR CENTER UPDATES PROJECT \$20,000; DPW-DPW BUILDING ROOF \$40,000; DPW-ADA ACCESS \$25,000; DPW-LIBRARY UPDATES \$55,000; DPW-PARKING LOT RENOVATION \$20,000; DPW-TRANSFER STATION SITE IMPROVEMENTS \$20,000; DPW-GENERATOR UPGRADE \$5,000; DPW-TENNIS & BASKETBALL COURT MAINTENANCE \$20,000; DPW-HIGH SCHOOL TRACK \$10,000; DPW-BLEACHER REPLACEMENT \$5,000; DPW-GUIDE RAIL PROGRAM \$20,000; ASSESSOR-REVALUATION

\$67,000; BOE-EQUIPMENT UPGRADES \$95,000; DPW-SNOWPLOW DUMPTRUCK REPLACEMENT \$210,000; DPW-BUILDING INSPECTOR VEHICLE REPLACEMENT \$50,000; DPW-PARKS EQUIPMENT \$50,000; EVFD-RESCUE TOOLS REPLACEMENT \$51,767; EVAC-AMBULANCE REPLACEMENT \$375,000;

AND FURTHER, TO RECOMMEND TO THE BOARD OF FINANCE A CAPITAL IMPROVEMENTS BUDGET FOR 2024-2025 A GROSS AMOUNT OF \$2,177,064, LESS GRANTS & REIMBURSEMENTS/BONDING/LEASES: MUNICIPAL GRANTS IN AID (\$223,527); AMBULANCE FEE FUND (\$375,000); STATE GRANT LOCIP (\$108,297), FOR A TOTAL OF \$706,824; FOR A TOTAL NET AMOUNT OF \$1,470,240 [ATTACHED].

V. ADJOURNMENT

MOVED (TURNER), SECONDED (BOUCHER) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 6:59 P.M.

Submitted by: Rebecca Einsiedel Approved by: Lori L. Spielman
Rebecca Einsiedel Lori L. Spielman
Recording Secretary First Selectman

BOARD OF SELECTMEN										CAPITAL IMPROVEMENTS BUDGET REQUEST 2024-25									
APPROVED CAPITAL IMPROVEMENT BUDGET - 2024-25																			
Amounts shown in dollars																			
Budget Requests 2023-24	BOS Approved Requests 2023-24	BOF Approved 2023-24	TOTAL ESTIMATED COST	BUDGET REQUESTS 2024-25	APPROVED BOS CAP IMP PROJECTS 2024-25	BOF APPROVED PROJECTS 2024-25	BOF APPROVED												
MISCELLANEOUS																			
DPW - Parking Lot Renovations	40,000	40,000	20,000	-	-	20,000	-	-	-	-	-	-	-	-	-				
DPW - Transfer Station Site Improvements	-	-	120,000	20,000	20,000	20,000	-	-	-	-	-	-	-	-	-				
DPW - Generator Upgrade	-	-	30,000	5,000	5,000	5,000	-	-	-	-	-	-	-	-	-				
DPW - Tennis & Basketball Court Maintenance	-	-	120,000	20,000	20,000	20,000	-	-	-	-	-	-	-	-	-				
DPW - High School Track	-	-	60,000	10,000	10,000	10,000	-	-	-	-	-	-	-	-	-				
DPW - Bleacher Repair/Replacement	-	-	30,000	5,000	5,000	5,000	-	-	-	-	-	-	-	-	-				
DPW - Guide Rail Program	-	-	120,000	20,000	20,000	20,000	-	-	-	-	-	-	-	-	-				
FS - Elderly Housing Study	20,000	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
Assessor - Revaluation	67,000	67,000	434,000	67,000	67,000	67,000	-	-	-	-	-	-	-	-	-				
EVFD - Refurbish Heavy Rescue Truck	300,000	300,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
BOE - Equipment Upgrades	105,000	105,000	600,000	95,000	95,000	95,000	-	-	-	-	-	-	-	-	-				
Total	532,000	532,000	1,514,000	242,000	242,000	262,000	-	-	-	-	-	-	-	-	-				
EQUIPMENT PURCHASE																			
DPW - Snow Plow Dumptrucks Replacement	250,000	250,000	730,000	210,000	210,000	210,000	-	-	-	-	-	-	-	-	-				
DPW - Pick Up Truck Superintendent	50,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
DPW - Roadside Mower	245,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
DPW - Building Inspector Vehicle Replacement	-	-	50,000	50,000	50,000	50,000	-	-	-	-	-	-	-	-	-				
DPW - Stand on Blower	-	-	15,000	15,000	15,000	15,000	-	-	-	-	-	-	-	-	-				
DPW - Parks Equipment	-	-	95,000	50,000	50,000	50,000	-	-	-	-	-	-	-	-	-				
EVFD/CLFD - Replacement Fire Hose	56,357	56,357	-	-	-	-	-	-	-	-	-	-	-	-	-				
EVFD/CLFD - Replacement Fire Hose	56,357	56,357	51,767	51,767	51,767	51,767	-	-	-	-	-	-	-	-	-				
EVFD - Rescue Tools Replacement	80,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
EVFD - Reprint Service Truck	80,000	325,000	375,000	375,000	375,000	375,000	-	-	-	-	-	-	-	-	-				
EVAC - Ambulance Replacement	25,000	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
CLFD - SCBA Fill Station Replacement	125,000	125,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
CLFD - Replacement Hydraulic Rescue Tools	30,000	30,000	105,000	-	-	-	-	-	-	-	-	-	-	-	-				
BOE - Vehicle Replacement	50,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-				
DPW - Police Cruisers	981,357	1,011,357	456,357	751,767	751,767	736,767	-	-	-	-	-	-	-	-	-				
Total	9,815,422	2,889,172	8,764,064	2,172,064	2,172,064	2,177,064	-	-	-	-	-	-	-	-	-				
Grand Total	9,815,422	2,889,172	8,764,064	2,172,064	2,172,064	2,177,064	-	-	-	-	-	-	-	-	-				
TOTAL FUNDING																			
LESS FED/STATE GRANTS/ASSESSMENTS/BOND/LEASE																			
State Grant - BOE Major Construction HVAC	3,368,125	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
5 Year "Lease" - 0% Interest	32,033	32,033	32,033	-	-	-	-	-	-	-	-	-	-	-	-				
Ambulance Fee Fund	80,000	325,000	375,000	375,000	375,000	375,000	-	-	-	-	-	-	-	-	-				
State Grant - LOCIP (1)	108,297	108,297	108,297	108,297	108,297	108,297	-	-	-	-	-	-	-	-	-				
*Municipal Grants in Aid	223,527	223,527	-	223,527	223,527	223,527	-	-	-	-	-	-	-	-	-				
TOTAL	3,811,982	688,857	483,297	706,824	706,824	706,824	-	-	-	-	-	-	-	-	-				
NET COST TO TOWN	6,003,440	2,200,315	8,280,767	1,465,240	1,465,240	1,470,240	-	-	-	-	-	-	-	-	-				
CAP NON REC FUND																			
One Mill for FY2023-24= \$1,590,248																			

CAPITAL IMPROVEMENT 2024-25 CAPITAL P24-25 -TLP 1/24/2024/2/2

BOARD OF SELECTMEN										CAPITAL IMPROVEMENTS BUDGET REQUEST 2024-25											
APPROVED CAPITAL IMPROVEMENT				BO5			BO5			BO5											
BUDGET- 2024-25				Approved Requests			BOF			TOTAL			BUDGET			APPROVED			BOF		
				Budget Requests			Cap Non-Recur			APPROVED			ESTIMATED			2024-25			PROJECTS		
				2023-24			2023-24			2023-24			COST			2024-25			2024-25		
				2023-24			2023-24			2023-24			2024-25			2024-25			2024-25		
ROAD CONSTRUCTION																					
Road Overlay				650,000	650,000	650,000	3,900,000	650,000	650,000	650,000	108,297	108,297	650,000	650,000	650,000	-	650,000	650,000	650,000	650,000	650,000
Local Capital Improvement Program				108,297	108,297	108,297	108,297	108,297	108,297	108,297	108,297	108,297	108,297	108,297	108,297	-	30,000	30,000	30,000	30,000	30,000
Unimproved Road Improvement				30,000	30,000	30,000	180,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	-	20,000	20,000	20,000	20,000	20,000	
Sidewalks				100,000	40,000	20,000	120,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	10,000	10,000	10,000	10,000	10,000	
Culvert Maintenance & Repair				-	-	-	60,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	30,000	30,000	30,000	30,000	30,000	
Large/Small Bridges				30,000	30,000	30,000	180,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	-	740,000	740,000	740,000	740,000	740,000	
Total				918,297	858,297	823,297	4,548,297	848,297	848,297	848,297	848,297	848,297	848,297	848,297	-	-	-	-	-	-	
SITE ACQUISITION																					
FS - Real Estate Purchase				50,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total				50,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
BUILDING CONSTRUCTION																					
BOE - CIP Construction Projects				95,000	95,000	-	535,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	-	100,000	100,000	100,000	100,000	-	
BOE - HVAC Replacements and Upgrades				6,736,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total				6,831,250	95,000	-	535,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	-	100,000	100,000	100,000	100,000	-	
BUILDING REPAIRS																					
DPW - Town Hall Renovation/Addition				30,000	30,000	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
DPW - Town Hall Gutter Installation				150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
DPW - Town Hall Gutters & Painting				-	-	-	160,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	25,000	20,000	20,000	20,000	20,000	20,000	
DPW - Senior Center Updates				-	-	-	120,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	5,000	5,000	5,000	5,000	5,000	5,000	
DPW - Police Building Roof				-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	
DPW - DPW Building Roof				-	-	-	140,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	5,000	20,000	20,000	20,000	20,000	20,000	
DPW - ADA Access				-	-	-	50,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	75,000	30,000	30,000	30,000	30,000	30,000	
DPW - Library Updates				-	-	-	250,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	-	-	-	-	-	-	
FS - Senior Center Energy Project				32,033	32,033	32,033	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
DPW - Senior Center Cafe Updates				20,000	20,000	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
DPW - DPW Facility Maintenance				20,000	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
DPW - Hall Memorial Library				100,000	100,000	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
EVPD - HVAC 29 Main Street				140,485	140,485	140,485	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total				492,518	342,518	307,518	745,000	195,000	195,000	195,000	195,000	195,000	195,000	195,000	-	150,000	100,000	100,000	100,000	100,000	

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL										
Agency/Department: Public Works						Project Name: Parking Lot Maintenance				
Project Description: Funding will be used to to replace failing parking lots, install new, and maintain existing parking lots.						Priority Rank by Agency/Department <input type="checkbox"/> Committed Project <input type="checkbox"/> #2 Urgent Project <input checked="" type="checkbox"/> #3 Needed Project <input type="checkbox"/> #4 Desirable Project <input type="checkbox"/> #5 Acceptable Project				
						Justification: Many of the Town lots need repair. Areas of application will include but are not limited to: DPW rear lot, Town Hall lot, High School lot and Center School Lot Required/Desired Date of Project Completion: 6/30/2025				
Benefits: Completing these repairs and additions will create safer parking for residents and Town Staff.						Type of Project: Parking Lots				
Costs if not implemented: Tripping hazards and continued labor and repair costs.										
ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering		0	0	0	0	0	0	0	0	
Site & ROW Acquisition		0	0	0	0	0	0	0	0	
Construction	1	20000	20000	20000	20000	20000	20000	120000	0	
Equipment Purchases		0	0	0	0	0	0	0	0	
Other (Identify)		0	0	0	0	0	0	0	0	
SUBTOTAL		20000	20000	20000	20000	20000	20000	120000	0	
New Personnel		0	0	0	0	0	0	0	0	
Annual Maintenance		0	0	0	0	0	0	0	0	
Grant Reimbursement		0	0	0	0	0	0	0	0	
TOTAL COST TO TOWN		20000	20000	20000	20000	20000	20000	120000	0	

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other