



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

Shared Services Commission

CHRISTOPHER SOCHA
CHAIRMAN

PEG BUSSE
VICE CHAIRMAN

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187

JENNIFER DZEN
DANIEL KEUNE
SHARON MCLAUGHLIN
DAVID STAVENS

SHARED SERVICES COMMISSION SPECIAL MEETING Thursday, April 10, 2025

MINUTES

Members Present: Christopher Socha, Daniel Keune, Jennifer Dzen and Sharon McLaughlin*

Members Absent: David Stavens and Peg Busse

Others Present: Tiffany Pignataro, Finance Officer/Treasurer; Tom Modzelewski, Director of Public Works; Greg Kliman, Director of Facilities, Ellington Public Schools (EPS)
(*attended via Zoom)

I. Call To Order

Chairman Socha called the meeting to order at 2:02 P.M. Roll call was taken.

II. Public Comment [non-agenda items]

No citizens came forward.

III. Approval of Minutes

A. April 18, 2024

MOVED (DZEN), SECONDED (KEUNE) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE APRIL 18, 2024 SHARED SERVICES COMMISSION MEETING.

IV. Old Business

No old business was discussed.

V. New Business

A. Ellington Public Schools and Department of Public Works shared maintenance possibilities

Mr. Modzelewski shared that the Department of Public Works (DPW) and the Ellington Public Schools (EPS) are currently working together in several areas, including a new multi-year plan to do some building perimeter landscaping safety improvements at the schools; these have begun at the Middle School and will continue over the summer. The DPW and EPS continue to share the electrical and HVAC services when the need arises and Mr. Modzelewski stated that they have successfully merged the Town as a whole for kilowatt hours. Sales were put out on the open market as a whole Town instead of individual departments so that there is better buying power. That contract is up at the beginning of December so there is a bit of time to review those bids, and meetings are scheduled. He shared that this has been very beneficial. Mr. Kliman shared that they also tried to get some discounts on generator service, but unfortunately that didn't work out. Mr. Modzelewski also stated that DPW has assisted with the Crystal Lake School gym floor issue as well. The DPW is working more now with the fire departments than in the past, recently assisting with an internal hose tower at the firehouse where they removed some mold and sheetrock, restoring the hose drain issue. The DPW also has plans to remodel the men's bathroom at the firehouse. This will save a substantial amount of money by utilizing the skilled in-house DPW staff.

Mr. Modzelewski shared that he will be proposing that a third mechanic be added to the staff in 2026. The justification to this added position is that it would assist the EPS with generator and support vehicle maintenance. Additionally, the DPW would welcome adding the basic needs of the fire and ambulance support vehicles, such as the pick-up trucks and SUV which are currently outsourced. The larger apparatus cab/chassis would be serviced by DPW; however, the larger apparatus components would continue to be serviced by certified technicians/companies. Mr. Modzelewski shared that the DPW would be looking for a reduction in some budget line numbers to offset the increase to DPW which could all be worked out with the Finance Officer and Department Heads. Chairman Socha asked if Mr. Modzelewski saw any deal breakers or speedbumps to this addition. Mr. Modzelewski shared that one of his larger concerns is that there are only two lift bays in the current maintenance garage which may cause an issue, but there are modifications that can be made to a bay to accommodate their needs. Mr. Keune mentioned that in a recent meeting with Mr. Modzelewski he shared that, based on national standards, the DPW is currently short one maintenance garage technician.

Mr. Modzelewski stated that the next shared service between the Town and the BOE will be the trash services and a food waste diversion system. Come 2026 it will be a requirement that all Boards of Educations have a plan in place. Mr. Modzelewski said that USA/All American Waste have been very forthcoming with a plan for Ellington School system and have suggested that a draft amendment be made to the Town's current trash contract to include the BOE's services and food waste at no additional cost. Current pricing of the BOE would be paid now through the end of their contract in 2028. Mr. Modzelewski added that in 2028 the Town will most likely go out to bid for these services. He stated that Ellington is somewhat of a spotlight Town with USA and they use us as an example to other municipalities. He added that USA always goes above and beyond when providing services to Ellington and assists the Town with many things such as Earth Day. He shared that Eric Fredrickson, General Manager of Operations who lives in Town, has assisted with providing tipper barrels at the

Pinney Fields and other locations, making it a safer environment for the DPW crew. Ms. Dzen stated that this sounds like a good plan for the next two years. Mr. Modzelewski shared that the DPW, BOE, finance team and Town administration will need to get together and present a document to the Board of Selectmen for approval to extend the BOE's contract under an amendment.

Ms. Dzen confirmed that the BOE's compliance date is prior to July 1, 2026 and they will merge and move with DPW prior to that date. The model of the food waste program will have trained staff in all five school facilities with full engagement of the high school as well as older students training elementary students. There will be a full rollout starting the food waste program with children as young as five years old. Mr. Modzelewski said luckily Ellington will be ahead of the curve before the trash companies are bombarded with servicing multiple towns.

VI. Other Business

No other business was discussed.

VII. Adjournment

MOVED (DZEN), SECONDED (KEUNE) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE SHARED SERVICES COMMISSION AT 2:30 P.M.

The next Shared Services Commission meeting is scheduled for Thursday, October 16, 2025 at 2:00 p.m. in the Nicholas J. DiCorleto, Jr. Meeting Hall.

Submitted by: Rebecca Einsiedel

Rebecca Einsiedel
Recording Secretary