



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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LAURIE E. BURSTEIN
First Selectman

MARY B. CARDIN
Deputy First Selectman

JAMISON J. BOUCHER
JAMES M. PRICHARD
DAVID E. STAVENS
SU THANVANTHRI
CHARLOTTE WARD

MATTHEW REED
Town Administrator

BOARD OF SELECTMEN

January 28, 2026

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

SPECIAL MEETING MINUTES

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Board of Selectmen (BOS) meeting was called to order at 6:02 p.m. The Pledge of Allegiance was recited.

II. ROLL CALL

Selectmen Present: Laurie Burstein, David Stavens, Su Thanvanthri, James Prichard [arrived 6:33pm], Mary Cardin, Charlotte Ward, Jamison Boucher

Town Staff Present: Matthew Reed, Town Administrator; Tiffany Pignataro, Finance Officer/Treasurer; Arthur Biryukas, Interim IT Director, Shane Schiller, Technology Technician; Sgt. Tim Merrill, Resident Troopers' Supervisor; Tom Modzelewski, Director, *Sam Saunders, Recycling/Refuse Coordinator, Department of Public Works (DPW); Alisha Carpino, Director of Finance and Operations, Ellington Public Schools; *James York, Fire Marshal; Sue Phillips, Hall Memorial Library Director

Emergency Service Agency Representatives Present: Peter Hany, President/Chief, Alisa Smith, Lieutenant/Scheduler, Ellington Volunteer Ambulance Corps (EVAC); Robert Smith, Chief, Cole Prato, Deputy Chief of Training, Ellington Volunteer Fire Department (EVFD)

Elected Officials Present: Logan Johnson, Chairman, Liz Nord, Vice Chairman [arrived 6:08pm], Dan Keune, Maurice Blanchette, Doug Harding, Gomathi Ramachandran, Board of Finance (BOF); Jen Dzen, Board of Education (BOE)

**Attended via ZOOM*

III. PUBLIC COMMENT [*Shall not exceed 30 minutes unless extended by majority vote of the Board*]: First Selectman Burstein thanked the Department of Public Works and Emergency Services personnel for the outstanding response efforts during the recent storm.

IV. NEW BUSINESS

First Selectman Burstein thanked Ms. Pignataro, Mr. Modzelewski, and all other Department Heads and staff for their efforts in developing the proposed Capital Improvements budget, especially their considerations for reducing or shifting requests to future years to be mindful of economic impacts.

A. 2026-2027 Capital Improvements Requests/Presentations

- Board of Education

Ms. Carpino provided information on the BOE requests.

The vehicle request is part of a bucketed approach of setting aside \$30,000 each year to spread out costs; there is a balance of \$30,000 in the account, and approval of this year's request would allow for the acquisition of a used van, with any overage being returned. Currently, due to rust and transmission issues, there is no backup vehicle available to use during scheduled maintenance.

The classroom furniture request typically covers replacement for one classroom per year, and historically, the balance has been spent.

The computer replacement cycle is a new item. The schools previously utilized a computer lease program, but an evaluation showed that replacement is more cost effective; this would replace staff and lab computers, not student Chromebooks. An additional quote was obtained after the original proposal, so the request will be decreased accordingly.

The AV replacement has, in the past, covered the replacement of smartboards in the district. This year, there is an additional request for updates to the Ellington High School Auditorium. This would create a more rentable space which would allow for a better revenue stream in the future. It would also support an opportunity to interface student questions about the space program with live astronauts on the space station (NASA Downlink Program). Ms. Thanvanthri asked if this pricing was from a state bid list; Ms. Carpino noted that while the initial pricing was established through a state contract vendor, she subsequently received a lower quote for smartboards. Mr. Boucher asked if it was possible to bundle the computer and AV purchases for better pricing; Mr. Biryukas shared that these items come from separate providers. Ms. Cardin asked for additional information on the current BOE vehicles and their uses, which Ms. Carpino provided, noting that adding a new vehicle, including insurance and driver costs, would be significantly cheaper than outsourcing the route. Ms. Carpino shared that this purchase would be an equitable investment when taking the current inoperable vehicles into account. Ms. Thanvanthri asked if the vendor for the auditorium upgrade had been on site and if the estimate would support the total request; Mr. Biryukas shared that the vendor team has been on site for multiple visits with necessary staff members and that the request is accurate, noting that the only potential issue would be with the equipment acquisition timeline. Brief discussion was held on the availability of grants to support this project. Ms. Cardin noted the different aspects of the AV request and asked if there was a breakdown of the astronomy link compared to what is needed to upgrade old equipment. Mr. Biryukas shared that the main components in terms of what is required by NASA are the projector, projector screen, and microphones, and noted that the request covers all essentials for the overall updates. Ms. Cardin asked how quickly admission to the NASA program would occur; the evaluation would take place in September, and the vendor team that is in place would be able to expedite the project within that timeframe. Ms. Ward asked about the revenue stream that an updated space would bring in; Ms. Carpino said that while it would likely not be a significant profit, it would certainly be beneficial to the community. Brief discussion was held on the current status of the classroom furniture replacement schedule and whether the new furniture included in the Windermere School project would impact those operations. Ms. Carpino shared that currently, furniture is being replaced at the middle school.

- Finance Assessor

Ms. Pignataro shared information on this request on behalf of the Assessor's Office. While the revaluation is not capital in nature, this request has historically been proposed each year to keep costs steady, as the revaluation is financially significant. She shared that the 2025 Grand List was signed today, which will allow Finance to reassess what is left in this bucket and predict future costs. Ms. Cardin asked what this funding paid for; Ms. Pignataro shared that it covers the cost of the third-party

vendor who performs the revaluation services. Ms. Cardin asked for clarification on why this is presented as a capital request versus an operating budget request. Ms. Pignataro shared that operating budgets close at the end of each year and overages are returned to the general fund; utilizing the capital process allows the Town to keep funding in the reval bucket, which is a process that has been approved by the auditors. Mr. Stavens commented that this does skew the capital budget; Ms. Pignataro noted that it is a common practice and does not represent a significant increase from prior years. Ms. Cardin asked if there were any other financial way of representing this item; Ms. Pignataro shared that a special revenue fund could be created, but that would be a lot more work.

- Information Technology

Mr. Biryukas shared the two IT project proposals, one of which is a long-term plan to begin in fiscal year 2029. The previous IT provider moved the Town's infrastructure to a cloud-based system, and now that IT is handled in-house, the goal is to bring the servers back on premises, which will reduce the annual cost. The Town is still under contract with the cloud service until fiscal year 2027-2028, so this proposal is a forecast for cost savings down the road. Mr. Biryukas shared that there are also some necessary upgrades to network switches in the emergency infrastructure, such as cameras and fire alarms. New equipment can automate notifications which will minimize downtime if an incident occurs and isn't properly reported. Ms. Thanvanthri asked about network security; Mr. Biryukas shared that the requirements of a cloud-based system versus in-house are the same, and internal controls will allow the Town to maintain desired standards. In the case of a network outage, the Town currently loses access to the data center; internal servers will alleviate that issue. It was noted that the Town already has the space and infrastructure in place, since servers were kept on premises in the past. Brief discussion was held on the specifics of the equipment and viability of a connection between town and school servers. After the initial submission, an additional quote was obtained that came in around \$17,000, which is under the capital project threshold. Discussion was held on eliminating this project from capital and building it into the IT operating budget.

- Ellington Fire Department

Chief Smith shared that they still have the original HVAC system from 2009, which is at the end of its life and needs to be replaced. The other request is for a replacement for the Rescue 243 vehicle, which is twenty-five years old. \$50,000 is already set aside from a previous refurbishment request which can help offset this request. With the new EMS Director starting next week, discussion was held on whether this request could be put off to allow him to review the department's equipment and needs. Chief Smith shared that the alternative plan is to leave \$30,000 in the request and hope it covers all necessary maintenance for the year, noting that the price of fire trucks is going up 10-12% per year. The replacement would be a smaller vehicle than the current truck which would allow for more driver flexibility as there would be no Q endorsement or CDL requirement. Mr. Boucher asked how many calls this vehicle currently responds to; Chief Smith shared that in the first ten years it went to every call, and now it responds to around 25% of calls. Discussion was held on changes to equipment over the years that have changed response needs.

- Police

Sgt. Merrill introduced himself, sharing that he took over as Sgt. after Brian Santa retired. The police capital proposals include two new SUVs and new tasers for the 13 officers. The new tasers are more technologically advanced, providing heightened efficiency and safety, and are what the state police currently carry. As equipment is phased out, it creates an issue since liability coverage is only available

with up-to-date equipment. These are on a state bid list, providing a good savings opportunity for the town, especially being within the state police umbrella. The new tasers are more reliable, use of excessive force is diminished due to their accuracy, and there is immediate data download capability. Ms. Thanvanthri asked exactly when the old tasers would be phased out and not covered. The current tasers were purchased in the 2018-2019 budget cycle and it was confirmed that they will not be in compliance for the upcoming year, as their end of life was originally estimated for 2023-2024. Multiple vehicles in the fleet are approaching or are over 100,000 miles, and there has been an exponential increase in use; officers need visibility and protection, and the current technology with new SUVs help with crash ratings, providing an investment in safety. Mr. Stavens noted that considerable revenue is generated from road jobs, adding that he would support this request. Ms. Cardin asked if officers have to be paid overtime to work these road jobs; it was noted that the revenue far supersedes the overtime costs. Ms. Thanvanthri asked if the Department has looked into hybrids; Sgt. Merrill shared that hybrids have not worked well for them in the past. Mr. Modzelewski provided some additional information on hybrids, noting that these vehicles end up in the service department more than any others. Ms. Thanvanthri asked when the Town last got new police vehicles; Sgt. Merrill shared that they got two in 2025, one in 2023, one in 2022, one in 2019, two in 2016, and one in 2013, and that his goal moving forward is to target one new car per year, replacing the oldest at that time. There are currently eight vehicles; one sedan, one truck, and six SUVs, shared between the 13 officers. Ideally, newer vehicles are used for patrol and older vehicles are sent out for road jobs. An issue with the number of road jobs being worked is that there are times a cruiser hasn't been available for a patrol officer. Sgt. Merrill is open to a discussion about selling older vehicles to offset costs but would prefer to keep them since the department is already down vehicles. This estimate includes dash cams and other required equipment and the quote is also on the state bid list. Ms. Cardin asked if Sgt. Merrill could provide information on the existing vehicles as well as a five-year replacement or fleet addition plan.

- Ellington Volunteer Ambulance Corps

Chief Hany shared that this request is dependent on whether the Town chooses to keep the old ambulance as a third rig or strip and sell it; the equipment listed in the proposal would go towards outfitting a third ambulance. As discussed at the previous BOS meeting, the main obstacle to keeping the vehicle is that there is no place to put it. However, if an ambulance goes in for service, this would allow the Town to have two active ambulances available. This is another item that the new EMS Director will be reviewing. Ms. Ward asked about the cost of potentially unused equipment in the third vehicle; Chief Hany shared that expirations vary considerably depending on item. Chief Hany estimates the cost of potentially renting a commercial bay for the ambulance to be around \$2000 a month.

- Public Works Department

Mr. Modzelewski shared a presentation [ATTACHED] on the DPW requests. A question was raised about whether the unimproved roads funding included engineering costs; Mr. Modzelewski said that it doesn't and that any necessary engineering funding will be factored into the operating budget. Discussion was held on the placement and proposed upgrades to the Tedford Park bridge item. Mr. Boucher asked what DPW would do with the older snow removal units; Mr. Modzelewski shared that they will be kept as backups, noting that the new machine would be more versatile and could be effectively used year-round for different tasks. First Selectman Burstein asked about the Center School fence item; Mr. Modzelewski shared that stumps and undesirable vegetation, including poison ivy,

remain in the area and removing them would likely damage the fence due to the root involvement. DPW is limited in what they can spray on vegetation by the school, and the increased poison ivy may be a liability. Ms. Cardin noted that the vacuum trailer was a lower priority item, and it was confirmed that the cost is being shared with the WPCA through their operating budget. This item would add efficiency to various operations, and Mr. Stavens confirmed that it is a very beneficial tool. Ms. Cardin proposed setting aside half of the cost this year and the other half next year. Ms. Thanvanthri asked if there were grant opportunities to help fund the parking lot renovations. Mr. Modzelewski shared that he has identified eight projects that could qualify for state bond funding, submitted through Representative Foster; however, these award notifications will not be made before the budget is finalized. Discussion was held on maintaining the \$30,000 that was approved last year and holding off on some of the additional projects under this item.

- Other: No other proposals were shared.

B. Board of Selectmen Deliberations – 2026-2027 Capital Improvements Requests

Ms. Cardin noted that this year's request is double from last year, which is a hard place to start from going into the budget process; she would support waiting on the lower-priority items and getting the EMS Director's thoughts on the relevant items as discussed.

Ms. Pignataro noted that this is the only opportunity the BOS has to modify the capital budget; only the BOF can make adjustments moving forward. Each proposed item was discussed.

Mr. Modzelewski shared that the reason for the unimproved roads increase is that desired progress is not being made at the current funding level; it was noted that the BOF should take potential grant funding into consideration between now and April.

Discussion was held on the Center School fence item, including liability that the poison ivy poses to the Town as well as less costly safeguard options. This item will be left in the proposal for the BOF to further deliberate.

A question was asked about whether there may be some grant funding available from the Department of Homeland Security for the Library security upgrades. Mr. Modzelewski noted that having these cameras on the Town server will provide more accessibility, adding that the size of the building increases the overall scope of the project. First Selectman Burstein commended Mr. Modzelewski on his diligent efforts to identify and pursue available grants.

It was confirmed that the BOE AV item supports both the new smartboards and the EHS Auditorium updates.

Additional discussion was held on the EVAC equipment request and having the EMS Director review this further. Mr. Reed noted that this is the only emergency service that generates revenue, and if an ambulance is out of service, it limits the recovery of funds to support its operation. Considering the cost of purchasing a new ambulance in the future, this is a relatively small amount. Ms. Cardin asked about the status of fully staffing the second ambulance; it was noted that the EMS Director will be reviewing and identifying ways to boost operations. Ms. Cardin is in favor of sending this item to the BOF for further review over the coming months.

Ms. Cardin reiterated her desire for more information on the current police fleet vehicles. Sgt. Merrill noted that three of the eight vehicles are over 100,000 miles and confirmed that the SUVs being requested would be added to the fleet, not replacing any of the current vehicles due to the supply and availability issues that were discussed.

Mr. Boucher noted that the 25-year-old EVFD tanker could become an emergency issue that needs to be dealt with; Ms. Cardin asked that this item be reviewed by the EMS Director. Mr. Prichard recommended leaving this request in the budget for the BOF to review. It was generally agreed that some money should be set aside for this item, as funding it fully in a single year would be significant. Ms. Pignataro shared that lease financing is an option through the debt portion of budget, though this would also include interest costs. It was confirmed that \$50,000 is already set aside, so the request could be decreased by that amount. Chief Smith shared that this request has been discussed for many years and has been rejected; with other vehicles also approaching twenty years, the Town needs to develop a manageable yearly plan. Ms. Stavens commented that in the last couple of years, EVFD has been very lean and considerate with requests and they keep getting pushed down the road. It was decided that this item would be cut by the existing \$50,000 and that leasing options would be explored to make the overall annual costs more palatable. If it is decided to move forward with a leasing option, this item will be removed from capital and added to the debt accounts submitted in the operating budget. Ms. Pignataro also brought up the mill rate stabilization fund that is part of managing the Town's debt strategy. She also noted that historically, the capital budget request has represented a net number close to a mill which is consistent with the needs of the Town.

C. Board of Selectmen Recommendation to the Capital Improvements Budget for 2026-2027 and Recommendation to the Board of Finance

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO RECOMMEND THE FOLLOWING ITEMS TO THE CAPITAL IMPROVEMENTS BUDGET FOR FISCAL YEAR 2026-2027: Road Overlay \$650,000, Local Capital Improvement Program \$165,800, Unimproved Road Improvement \$75,000, Sidewalks \$20,000, Culvert Maintenance and Repair \$20,000, Large/Small Bridges \$20,000, DPW – Town Hall Renovation/Addition \$40,000, DPW – DPW Building Maintenance \$20,000, DPW – Library Updates \$75,000, DPW – Station 243 HVAC Replacement \$20,000, DPW – Parking Lot Renovations \$30,000, DPW – Tennis & Basketball Court Maintenance \$25,000, DPW – High School Track \$25,000, DPW – Guide Rail Program \$20,000, Assessor – Revaluation \$57,000, BOE – Modern Classroom Furniture \$30,000, BOE – Computer Replacement Cycle \$168,300, BOE – A/V Upgrades \$103,547, DPW – Large/Small Dump Truck Replacement \$290,000, DPW – Sidewalk Plow/Thro \$80,000, DPW – Vacuum Trailer \$36,000, DPW – Replacement Generator \$65,000, EVAC – Spare Ambulance Equipment \$132,000, BOE – Vehicle Replacement \$30,000, Police – Interceptor SUVs \$160,875, Police – Taser Replacement \$52,000, EVFD – Rescue 143 Replacement \$310,000.

AND FURTHER, TO RECOMMEND TO THE BOARD OF FINANCE A CAPITAL IMPROVEMENTS BUDGET FOR 2026-2027 A GROSS AMOUNT OF \$2,720,522 LESS GRANTS & REIMBURSEMENTS/BONDING/LEASES: AMBULANCE FEE FUND (\$132,000); STATE GRANT - LOCIP (\$165,800); TOWN ROAD AID (\$340,983), AND MUNICIPAL GRANTS IN AID (\$223,527); FOR A TOTAL OF \$862,310; FOR A TOTAL NET AMOUNT OF \$1,858,212 [ATTACHED].

The BOS also urged the BOF to take the recommendations that were discussed into consideration.

D. Proposed Staff Accountant Full-Time Position Description

Ms. Pignataro shared that the Finance Department has 3.5 full-time equivalents plus a 20-hour per week part-time staffer, who has communicated her intention to resign after ten years with the Town. Ms. Pignataro shared a presentation [ATTACHED] with details about the proposal. Ultimately, upgrading this position creates capacity in the office which can increase productivity. Finance is unique in that it is not resident facing, with its customers being employees and vendors. This proposal will allow the Department to rebalance tasks and allow for an appropriate alignment of duties by role.

It was noted that the \$68,000 noted in the presentation is in addition to the existing part-time salary. Ms. Pignataro believes that this is a marketable entry-level position.

MOVED (CARDIN), SECONDED (WARD) AND PASSED UNANIMOUSLY TO APPROVE THE FULL-TIME STAFF ACCOUNTANT POSITION DESCRIPTION, AS RECOMMENDED BY THE FINANCE OFFICER/TREASURER, AND TO AUTHORIZE THE FILLING OF THE FULL-TIME POSITION.

V. ADJOURNMENT

MOVED (CARDIN), SECONDED (WARD) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 9:21 PM.

Respectfully submitted,

Julia Merriam

Julia Merriam, Recording Secretary

Laurie Burstein

Laurie Burstein, First Selectman

2026-2027 CIP BUDGET



PREPARED BY THE ELLINGTON DEPARTMENT OF PUBLIC WORKS

1

GROWING WITH THE TIMES

The 2026-2027 DPW Capital Budget request is one that reflects how we spend now and into the future. We have prepared a well thought out budget to meet the needs of the Town as assets age and the Town grows.

Some areas to highlight foresight are:

- Individual building funds.
- Large asset savings accounts to reduce one-time impacts.
- Fleet improvement.

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EQUIPMENT

PROJECT	CURRENT BALANCE	CURRENT YEAR	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
	As of 11-6-2025	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
EQUIPMENT							
LARGE DUMP TRUCK	\$10,989.12		\$290,000.00		\$300,000.00		\$300,000.00
EQUIPMENT TRAILER	\$20,000.00	\$20,000.00				\$50,000.00	
SMALL DUMP TRUCK		\$90,000.00		\$175,000.00			
PICKUP TRUCK						\$120,000.00	
WHEELED EXCAVATOR				\$200,000.00			
TURF MOWER LG						\$100,000.00	
STAFF VEHICLE					\$55,000.00		\$55,000.00
LOADER	\$18,474.80	\$195,000.00					
SIDEWALK PLOW			\$80,000.00				
ROLLER							
VACUUM TRAILER			\$72,000.00				
ROAD GRADER							
SKID STEER							
ROADSIDE MOWER							
MINI EXCAVATOR							
PARKS EQUIPMENT	\$408.99	\$46,000.00		\$20,000.00		\$20,000.00	
TOTAL		\$351,000.00	\$442,000.00	\$395,000.00	\$355,000.00	\$290,000.00	\$355,000.00

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4

SIDEWALK PLOW

CURRENT UNIT



PROPOSED UNIT



5

VACUUM TRAILER



6

ROADS

PROJECT	CURRENT BALANCE	CURRENT YEAR	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
	As of 11-6-2025	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
ROADS							
ROAD IMPROVEMENT PROGRAM	\$176,822.63	\$650,000.00	\$650,000.00	\$650,000.00	\$650,000.00	\$650,000.00	\$650,000.00
UNIMPROVED ROADS	\$81,575.77	\$50,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
LOCIP	\$165,756.00	\$165,800.00	\$165,800.00	\$165,800.00	\$165,800.00	\$165,800.00	\$165,800.00
CULVERT MAINTENANCE/REPAIR	\$246,005.51	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
BRIDGE MAINTENANCE/REPAIR	\$232,000.00	\$30,000.00	\$20,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
SIDEWALKS/TRAILS	\$48,545.59	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
GUIDERAIL PROGRAM	\$22,592.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
PARKING LOTS MAINT.	\$45,160.66	\$30,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
TOTAL		\$985,800.00	\$1,070,800.00	\$1,080,800.00	\$1,080,800.00	\$1,080,800.00	\$1,080,800.00

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ROAD IMPROVEMENT PLAN

2026/27 Roadway Treatment Schedule									
	QTY (DAYS)	Crack Treatment	L.F.	Width	QTY (SY)	Cul-De-Sac	Curb L.F.	Road Treatment	Total Cost (\$)
Chestnut	0.25	Crack Seal	950	24	2533.333	No	-	-	\$ 2,750.00
Longview	0.25	Crack Seal	1003	24	2674.667	No	-	-	\$ 2,750.00
Walnut	0.25	Crack Seal	686	24	1829.333	No	-	-	\$ 2,750.00
Esther	0.25	Crack Seal	739	24	1970.667	No	-	-	\$ 2,750.00
Fairview Ave Ext	0.25	Crack Seal	739	24	1970.667	No	-	-	\$ 2,750.00
North Park	0.5	Crack Seal	1426	27	4278	No	-	-	\$ 5,500.00
Cliff	0.25	Crack Seal	639	24	1704	No	-	-	\$ 2,750.00
Quarry	0.25	Crack Seal	656	20	1457.778	No	-	-	\$ 2,750.00
Woodbine	0.25	Crack Seal	316	24	842.6667	No	-	-	\$ 2,750.00
Upper Butcher	-		2880	24	7680	No		F.W. M&P	\$ 142,080.00
West View Ter	-		484.4	22	1184.089	No		F.W. M&P	\$ 21,905.64
Orchard	-		2688	28	8362.667	No		F.W. M&P	\$ 154,709.33
Kenney	-		411	22	1004.667	No		F.W. M&P	\$ 18,586.33
Green	-		595	18	1190	No		F.W. M&P	\$ 22,015.00
Sweeney	-		520	24	1386.667	No		F.W. M&P	\$ 25,653.33
Crystal Ball Cort	-		686	26	1981.778	Yes		TFWC	\$ 31,244.89
West shore	-		4012	20	8915.556	No		F.W. M&P	\$ 164,937.78
Skinner Rd	-		211	20	468.8889	No		TFWC	\$ 6,564.44
Minor Hill	-		3937	24	10498.67	No		TFWC	\$ 146,981.33
Webster	-		7983	24	21288	No		Shim & Chip	\$ 266,100.00
Oak Hill Farms	-		842	26	2432.444	No		Micro Seal	\$ 18,851.44
Quarter Horse	-		1278	26	3692	Yes		Micro Seal	\$ 30,550.50
Clydesdale	-		824	26	2380.444	Yes		Micro Seal	\$ 20,385.94
Percheron Way	-		232	25	644.4444	Yes		Micro Seal	\$ 6,931.94
Village	-		1686	22	4121.333	No		F.W. M&P	\$ 76,244.67
Windermere	-		3678	22	8990.667	No		F.W. M&P	\$ 166,327.33
Lower Butcher	-		3696	32	13141.33	No		TFWC	\$ 183,978.67
Courtney	-		982	26	2836.889	Yes		TFWC	\$ 43,216.44
TOTAL									\$ 1,618,325.03

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UNIMPROVED ROADS



Unimproved Mileage

- Ladd- .48 Miles
- Newell Hill- .13 Miles
- Schoolhouse- .64 Miles
- Webster- .70 Miles
- Hopkins- .91 Miles
- Hare- .17 Miles
- Snipsic Lake- .56 Miles
- Green- 1.19 Miles
- **TOTAL 4.86 Miles**

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LOCIP FUNDING

CRACK/MASTIC SEALING



TREE REMOVAL



11

CULVERT & BRIDGE MAINTENANCE

CULVERTS

DPW will repair most culverts



BRIDGES

Currently the State has identified Webster bridge as in need of replacement



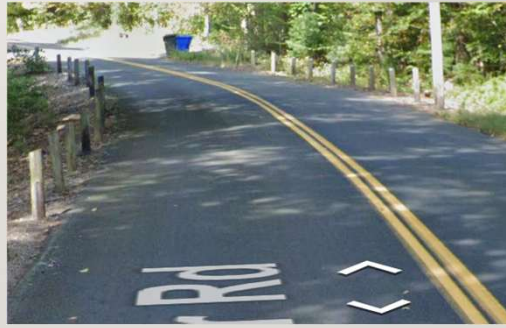
12

SIDEWALKS/GUIDERAIL

SIDEWALKS



GUIDERAIL



13

PARKING LOT MAINTENANCE



14

FACILITIES

2026-2027 Requests

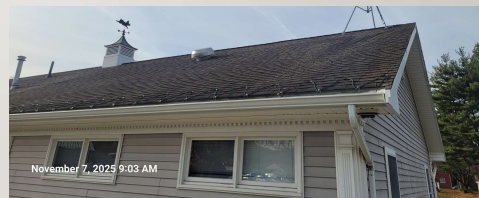
- Hall Memorial Library- \$75K
- Town Hall/Annex- \$60K
- DPW- \$20K
- Ambulance/EOC- \$60K
- Humans Services/Recreation- \$25K
- Police- \$20K



15

FACILITIES

- **Hall Memorial Library**
 - Window replacement
 - Door replacement
 - Fire suppression upgrades/replacement
- **Town Hall/Annex**
 - Future roof repairs
 - Fencing
- **DPW**
 - Roof replacement- Office
- **Ambulance**
 - Replacement Stand by generator
- **Human Services/Recreation**
 - Roof Replacement
- **Police**
 - Roof Replacement



16

PARKS & FIELDS

2026-2027 Requests

Maintenance Items

&

Improvements



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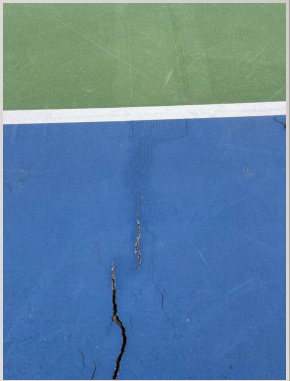

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- Tennis & Basketball- \$25K
- High School Track- \$25K
- Tedford Bridge- \$23K

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PARKS & FIELDS

- Tennis & Basketball
 - Maintenance required every 2-3 years.
 - Save for full replacement.
 - Address growth of events.
- High School Track
 - Maintenance required every 5-7 years.
 - Save for future replacement.
- Tedford Bridge
 - Deteriorated and not ADA compliant

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2026-2027 CIP VS 2025-2026 CIP

F.Y. 2026-2027

- EQUIPMENT- \$442K
- ROADS- \$1,070,800K
- FACILITIES- \$245K
- PARKS & FIELDS- \$73K
- **TOTAL- \$1,830,800 MILLION**

F.Y. 2025-2026

- EQUIPMENT- \$325K
- ROADS- \$975K
- FACILITIES- \$135K
- PARKS & FIELDS- \$140K
- MSW/RECYCLING- \$20K
- **TOTAL- \$1,571,800**

DIFFERENCE: \$259,000 OR 16.5%↑

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Thank you for your time! I am happy to answer any questions.



We look forward to working with you to create the most effective budget possible.

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BOARD OF SELECTMEN								CAPITAL IMPROVEMENTS BUDGET REQUEST 2026-27				
PROPOSED CAPITAL IMPROVEMENT		BOS										
BUDGET- 2026-27		Approved				BOS	BOF					
		Requests				PROPOSED	PROPOSED					
	Budget	Cap Non-	BOF	TOTAL	BUDGET	CAP IMP						
Amounts shown in dollars	Requests	Recur	APPROVED	ESTIMATED	REQUESTS	PROJECTS						
	2025-26	2025-26	2025-26	COST	2026-27	2026-27	2026-27	2027-28	2028-29	2029-30	2030-31	2031-2032
ROAD CONSTRUCTION												
Road Overlay	650,000	650,000	650,000	3,900,000	650,000	650,000	-	650,000	650,000	650,000	650,000	650,000
Local Capital Improvement Program	165,800	165,800	165,756	994,800	165,800	165,800	-	165,800	165,800	165,800	165,800	165,800
Unimproved Road Improvement	50,000	50,000	50,000	450,000	75,000	75,000	-	75,000	75,000	75,000	75,000	75,000
Sidewalks	20,000	20,000	20,000	120,000	20,000	20,000	-	20,000	20,000	20,000	20,000	20,000
Culvert Maintenance & Repair	20,000	20,000	20,000	120,000	20,000	20,000	-	20,000	20,000	20,000	20,000	20,000
Large/Small Bridges	30,000	30,000	30,000	170,000	20,000	20,000	-	30,000	30,000	30,000	30,000	30,000
Total	935,800	935,800	935,756	5,754,800	950,800	950,800	-	960,800	960,800	960,800	960,800	960,800
BUILDING CONSTRUCTION												
BOE - CIP Construction Projects	25,000	-	-	-	-	-	-	-	-	-	-	-
Total	25,000	-	-	-	-	-	-	-	-	-	-	-
BUILDING REPAIRS												
DPW - Town Hall Renovation/Addition	60,000	60,000	30,000	140,000	40,000	40,000	-	20,000	20,000	20,000	20,000	20,000
DPW - DPW Building Maintenance	25,000	25,000	25,000	120,000	20,000	20,000	-	20,000	20,000	20,000	20,000	20,000
DPW - Library Updates	50,000	50,000	50,000	225,000	75,000	75,000	-	30,000	30,000	30,000	30,000	30,000
DPW - Old Crystal Lake School House Repairs	20,000	20,000	-	-	-	-	-	-	-	-	-	-
DPW - Human Services/Recreation Building Maintenance	-	-	-	25,000	25,000	-	-	-	-	-	-	-
DPW - Police Building Maintenance	-	-	-	20,000	20,000	-	-	-	-	-	-	-
DPW - Animal Control Facility	-	-	-	50,000	-	-	-	50,000	-	-	-	-
DPW - Tedford Pavilion	-	-	-	80,000	-	-	-	20,000	20,000	20,000	20,000	-
EVFD - Bathroom Remodel	48,000	48,000	20,000	-	-	-	-	-	-	-	-	-
EVFD - Station 243 HVAC Replacement	-	-	-	20,000	20,000	20,000	-	-	-	-	-	-
Total	203,000	203,000	125,000	680,000	200,000	155,000	-	140,000	90,000	90,000	90,000	70,000
MISCELLANEOUS												
DPW - Parking Lot Renovations	30,000	30,000	30,000	600,000	100,000	30,000	-	100,000	100,000	100,000	100,000	100,000
DPW - Transfer Station Site Improvements	20,000	20,000	20,000	-	-	-	-	-	-	-	-	-
DPW - Tennis & Basketball Court Maintenance	25,000	25,000	25,000	150,000	25,000	25,000	-	25,000	25,000	25,000	25,000	25,000
DPW - High School Track	25,000	25,000	25,000	150,000	25,000	25,000	-	25,000	25,000	25,000	25,000	25,000
DPW - Guide Rail Program	20,000	20,000	20,000	120,000	20,000	20,000	-	20,000	20,000	20,000	20,000	20,000
DPW - Crystal Lake Beach	50,000	50,000	60,000	-	-	-	-	-	-	-	-	-
DPW - High School Fence	40,000	40,000	-	-	-	-	-	-	-	-	-	-
DPW - Tedford Park Bridge Repair	-	-	-	23,000	23,000	-	-	-	-	-	-	-
Assessor - Revaluation	57,000	57,000	57,000	285,000	57,000	57,000	-	57,000	57,000	57,000	57,000	-
Town IT - Network Switch Modernization	-	-	-	26,028	21,028	-	-	-	-	-	5,000	-
Town IT - On-Prem Servers	-	-	-	25,000	-	-	-	-	24,000	-	1,000	-
EVFD - SCBA Filling at Station 243	-	-	-	25,000	-	-	-	-	25,000	-	-	-
BOE - Modern Classroom Furniture	-	30,000	30,000	180,000	30,000	30,000	-	30,000	30,000	30,000	30,000	30,000
BOE - Lawn Tractor	-	17,668	10,886	-	-	-	-	-	-	-	-	-
BOE - BOE Computer Replacement Cycle	-	-	-	801,965	177,214	168,300	-	149,014	103,894	94,495	100,134	177,214
BOE - A/V Upgrades	-	25,000	25,000	243,056	118,056	103,547	-	25,000	25,000	25,000	25,000	25,000
BOE - Equipment Upgrades	72,668	-	-	-	-	-	-	-	-	-	-	-
Total	339,668	339,668	302,886	2,629,049	596,298	458,847	-	431,014	434,894	376,495	388,134	402,214

Staff Accountant Position Proposal

Town of Ellington, Connecticut

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Purpose of the Request

- This position will:
 - Address workload concentration within the Finance Office
 - Enhance Finance team's ability to provide tools to help strengthen the Board's long-range strategy and planning
 - Continue to strengthen financial controls and audit readiness, better aligning duties for segregation purposes
-

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Current Office Staffing

Town of Ellington, CT
Matrix of Finance Duties - **CURRENT**
As of January 12, 2026

	Tiffany Finance Officer	Felicia Asst. Finance Officer	Scott AP/Payroll Specialist	Patti Accounting Assistant
Audit	X	X		
Budget Prep & Planning	X	X		
Budget Execution and Control	X	X		
Bank and Investment Recs	X	X		
Accounts Payable			X	X
Accounts Receivable		X	X	
Payroll		X	X	
Bids	X	X		
Contracts	X	X		
Grants	X	X		
Credit Cards	X	X		
General Ledger Maintenance	X	X		
Financial Reporting	X			
Vendors			X	X
Mail			X	X
IRS Reporting	X	X	X	
Debt Service/Bonding	X	X		
Capital Non-Recurring	X	X		
Risk Management/Insurance	X	X		
WPCA	X			
Website		X		X

What is Changing?

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Proposed Office Staffing

Town of Ellington, CT
Matrix of Finance Duties - **PROPOSED**
As of January 12, 2026

	Tiffany Finance Officer	Felicia Asst. Finance Officer	Scott AP/Payroll Specialist	Vacant Staff Accountant
Audit	X	X		X
Budget Prep & Planning	X	X		X
Budget Execution and Control	X	X		X
Bank and Investment Recs	X	X		X
Accounts Payable			X	
Accounts Receivable				X
Payroll		X	X	
Bids	X	X		X
Contracts	X	X		X
Grants	X	X		X
Credit Cards	X	X		X
General Ledger Maintenance	X	X		X
Financial Reporting	X			
Vendors			X	X
Mail			X	X
IRS Reporting	X	X	X	
Debt Service/Bonding	X	X		
Capital Non-Recurring	X	X		
Risk Management/Insurance	X	X		
WPCA	X			
Website				X

What is Changing?

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Ellington's Financial Environment

- Finance Office supports all Town Departments and Administration;
 - Payroll, accounts payable, treasury, financial reporting, procurement
 - Increasing grant opportunities and reporting complexity
 - Expectation of continued clean audits and strong internal controls

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Current Staffing Reality

- Senior finance staff currently perform lower level financial reporting tasks due to capacity constraints
 - Limited capacity for analysis, forecasting, and proactive oversight
 - A Staff Accountant position allows appropriate alignment of duties by role
 - No current capacity to explore grant opportunities

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Risk Assessment and Internal Control Improvements

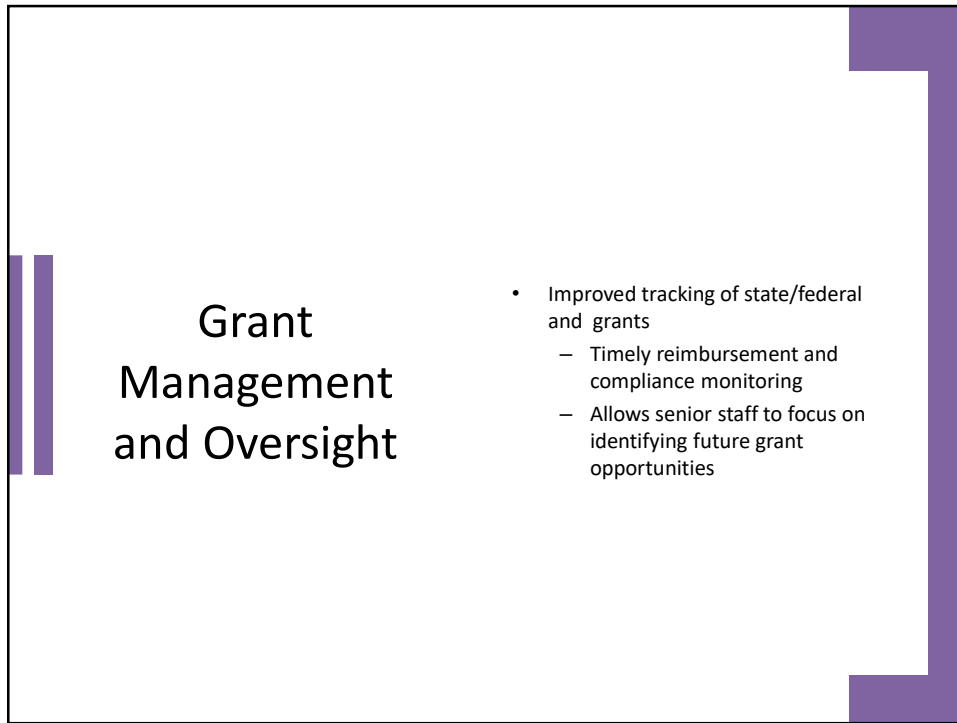
- Additional staffing provides consistent review and monitoring
 - Reduces risk of errors, missed deadlines, and audit findings
 - Strengthens controls in payroll, accounts payable, accounts receivable, cash management, and reconciliations

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Segregation of Duties

- Improves separation between authorization, processing, and review
 - Reduces dependency on individual staff members
 - Aligns with auditor and best-practice recommendations

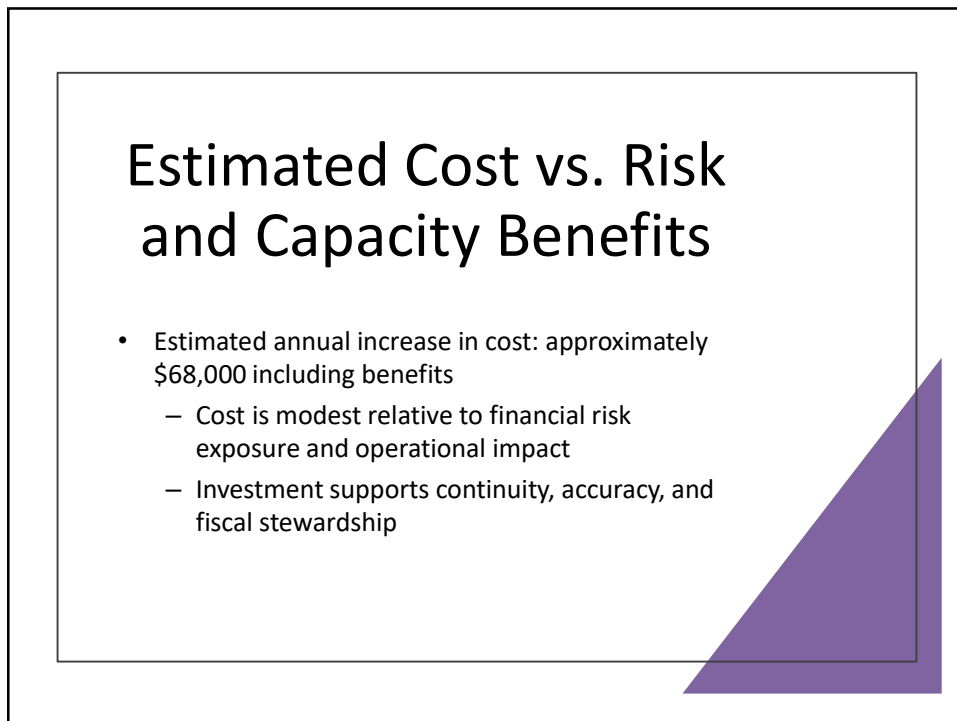
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Grant Management and Oversight

- Improved tracking of state/federal and grants
 - Timely reimbursement and compliance monitoring
 - Allows senior staff to focus on identifying future grant opportunities

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Estimated Cost vs. Risk and Capacity Benefits

- Estimated annual increase in cost: approximately \$68,000 including benefits
 - Cost is modest relative to financial risk exposure and operational impact
 - Investment supports continuity, accuracy, and fiscal stewardship

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Creating Sustainable Capacity

- Improves timeliness and quality of financial reporting
 - Allows senior staff to focus on planning, oversight, and policy development
 - Supports staff retention and succession planning

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Where We've Been

- Financial Reporting
 - Established Monthly Close Process
 - Annual Audit Compliance with the State starting with 2020 – current;
 - GFOA Award for Financial Reporting 2021 - current
- Procurement
 - Purchasing Card Program
 - Bidding/Procurement Portal
 - Automated ACH banking services
 - Reduced manual checks issued and reduced bank fees
- Payroll
 - Implemented new payroll system
 - Reduced manual timecards and expanded employee self-service options
 - Automated open enrollment
- Fiscal Health
 - State of CT – Official Citation for Overall Fiscal Health of the Town - 2022
 - Removal from State of CT MFAC Watchlist due to improvement of audit findings - 2022
 - Increased credit ratings from Moody's
 - From Aa3 to Aa2 – September 2024
 - From Aa2 to Aa1 – September 2025


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Where We're Going

- A resilient, well-controlled, and scalable finance operation
 - Proactive financial management supporting Board and Town priorities
 - Focus on the long-term with regards to strategic capital planning, debt management, fiscal strategy
 - Staffing structure aligned with Ellington's long-term needs

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Where We're Going

- Long-Range Goals Include:
 - GFOA Budget Award
 - Continued Optimization of Current Systems
 - Improved Cash Management
 - Potential for Shared Services between Town and BOE
 - Financial Planning and Analysis
 - Improved forecasting and budget analysis
 - Fiscal Policy Review and Implementation
 - Investments and Debt
 - Monitoring and Assessment of Internal Controls
 - Ability to complete risk assessments more regularly
 - Design, implement and evaluate the effectiveness of internal controls

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