

**RECEIVED**

*By Michele Urch at 4:08 pm, May 26, 2026*

**MINUTES OF THE  
BOARD OF SELECTMEN REGULAR MEETING  
MAY 20, 2026  
7:00 P.M.**

**83 Mountain Road, Suffield CT  
Hybrid Meeting**

**Selectmen present:** Colin Moll, Klaire Bielonko, Kathy Dunai, Pete Hill and Kathleen Harrington

**Also in attendance:** Bill Hawkins – Planning and Development Director, Chad Kuzontkoski – Economic Development Specialist, Mandi Moore – Finance Director (Via Zoom), Lee Corbert – Director of Public Works (Via Zoom), Eric Vincent – Fire Marshal/Zoning Enforcement Officer and Kevin Goff – Chairman, Permanent Building Commission

First Selectman Moll called the meeting to order at 7:00 p.m. and asked everyone to join him in the Pledge of Allegiance

**Public Comment**

Annie Hornish – 864 Thrall Avenue

Sandra Janik – 380 Prospect Street

Dave Gauthier - 3219 Phelps Road

**Discussion and approval of the minutes from the April 15, 2026 Regular Meeting of the Board of Selectmen**

Selectman Harrington MOTIONED to approve the minutes from the April 15, 2026 Regular Meeting of the Board of Selectmen as presented. Vote: 5-0 in favor. Motion passed unanimously.

**Discussion and approval of the minutes from the April 29, 2026 Special Meeting of the Board of Selectmen**

Selectman Harrington MOTIONED to approve the minutes from the April 29, 2026 Special Meeting of the Board of Selectmen as presented. Vote: 4 in favor (Moll, Bielonko, Harrington and Dunai) and 1 abstain (Hill). Motion passed.

**Discussion and approval to appoint a new member to fill the vacant alternate position on the Historic District Commission from May 20, 2026 through June 30, 2028**

First Selectman Moll reported on the two candidates interested in filling the alternate position. Selectman Bielonko requested additional information before a decision is made, and the group agreed to table the matter until the information can be obtained and reviewed.

Selectman Dunai MOTIONED to table. Vote: 5-0 in favor. Motion passed unanimously.

**Discussion and approval to renew a five-year lease to Sunny Hill Farm LLC for the 41-acre property at the Hilltop Farm West open space and refer to Town Meeting**

Bill Hawkins, Planning and Development Director, presented a proposal to renew a five-year lease with Sunny Hill Farm for the Hilltop Farm West property at \$812.50 per year. The Board discussed the property lease bid of \$25 per acre, questioned the low per-acre rate, and suggested that an increase in the rate should be considered. The group also discussed the possibility of adjusting the lease term to two years, versus five. Mr. Hawkins will seek guidance from Town Attorney Derek Donnelly on whether the Board can accept the Sunny Hill Farm lease bid with a two-year term instead of the proposed five-year term.

Selectman Harrington MOTIONED to table in order for Mr. Hawkins to seek advice from Town Counsel. Vote: 5-0 in favor Motion passed unanimously.

**Discussion and approval of resolution to allow the Historic District Commission to apply for the Historic Preservation Enhancement Grant Program**

Chad Kuzontkoski, Economic Development Specialist, spoke on behalf of the Historic District Commission and explained that he was in attendance to seek approval to apply for a Historic Preservation Enhancement Grant to assist with updating the Historic District Commission Handbook. He provided an overview of the grant process and the options available to the group, and answered questions from the Board accordingly. He noted that the request included approval of a resolution, which had been provided in the materials given to the Board.

Selectman Dunai MOTIONED approve the resolution to allow the Historic District Commission to apply for the Historic Preservation Enhancement Grant Program as presented. Vote: 5-0 in favor. Motion passed unanimously.

**Discussion and approval of policies recommended by the Board of Finance**

- a. Capital Asset Policy
- b. Fund Balance Policy

Finance Director Mandi Moore explained the two recommended policies being presented for approval: a capital asset policy to increase the threshold for tracking capital assets and a fund balance policy to provide guidelines for maintaining and using fund balances.

Selectman Harrington MOTIONED to approve the Capital Asset Policy and the Fund Balance Policy as presented. Vote: 5-0 in favor. Motion passed unanimously.

**Discussion and approval of Fire Marshal policies for Fee-based Plan Review and Testing**

Fire Marshal Eric Vincent reported on the Fire Marshal policies for fee-based plan review and testing, and presented the finalized versions, which included the edits suggested by the Board of Selectmen at an earlier meeting.

Selectman Dunai MOTIONED to approve the Fire Marshal policies for Fee-based Plan Review and Testing as presented. Vote: 5-0 in favor. Motion passed unanimously.

### **Discussion of Landfill Permit Fees**

Lee Corbert, Public Works Director, outlined the changes he is seeking to make regarding landfill permit fees. The Board discussed Mr. Corbert's proposal to increase the annual landfill permit fees from \$25 to \$50 in order to address rising disposal costs and shift the financial burden from taxpayers who do not use the landfill to those who do. The selectmen also asked numerous questions, which Mr. Corbert addressed accordingly.

Mr. Corbert explained that under the current system, residents who do not use the landfill help subsidize disposal costs generated by frequent users. He noted that the proposed increase would help the Town break even while still keeping permit fees lower than those charged by neighboring municipalities.

Although the selectmen expressed some initial concern about doubling the residential fee, the discussion generally reflected support for the proposal. The matter will be placed on the agenda for the next meeting for consideration and the required public hearing.

### **Updates from the Permanent Building Commission – Kevin Goff, Chairman**

#### a. Facilities Master Plan

Middle School – Mr. Goff explained the goal of the middle school project, provided a history of the building and its original intended use, and reviewed the four options currently under consideration. The options include: taking no action; addressing the identified issues and establishing a repair schedule; completing a full renovation equivalent to new construction; or constructing a new building on property that is mostly owned by the Town but would require the acquisition of an additional parcel in order for the building to fit on the campus.

A joint meeting of the Permanent Building Commission and the Board of Education will be held on May 21, 2026, at 6:00 p.m. to discuss these options in greater detail.

Fire House HQ – Mr. Goff reported on recent delays in scheduling a joint meeting with the Permanent Building Commission and the Board of Fire Commissioners. He noted that a meeting has now been scheduled for Thursday, May 28, and will include discussion of plan designs, budgets, concepts, and available options.

School projects: High School and Spaulding – Mr. Goff reported that planning is underway for the HVAC Phase 2 finish work at the High School, which was unable to be completed last summer. He noted that a commissioning agent has been hired to ensure that all requested work has been properly completed.

He also reported that the Sloped Roof and Solar Projects are currently delayed pending the Governor's signature on the state budget. As a result, work on those projects may not begin until August.

### **Public Comment**

None.

## **Selectman Updates**

### **Ribbon Cutting Ceremony – Kent Memorial Library Atrium**

The Kent Memorial Library will be holding a Ribbon Cutting Ceremony to celebrate the newly renovated atrium on June 3, 2026 at 6:00 p.m.

### **Retirements**

Congratulations to Mary Lou Brewster, Robin Lutwinas, Kevin Seger and John Lacic on their recent retirements. We wish them all the best!

### **Memorial Day Parade**

The Memorial Day Parade and Ceremony will be held on Monday, May 25, 2026. The parade step-off will be promptly at 9:15 a.m. from Kent Avenue, proceeding up South Main Street and concluding at Veterans Memorial Park, where the ceremony will be held immediately following the parade.

### **Agriscience Program Celebration**

On May 29<sup>th</sup> and May 30<sup>th</sup> the Suffield Agriscience is planning a 60<sup>th</sup> anniversary celebration of Agriculture Education at Suffield High School.

### **Suffield Community Aid**

The Suffield Community Aid held a food drive recently and are still in need of the following items: canned fruit, canned chicken, school snacks and cleaning supplies.

### **Fire Chief Gauthier**

Fire Chief Brian Gauthier has been doing an outstanding job since stepping into his new role, according to Selectman Hill. He said Chief Gauthier's leadership is creating a positive change within the Fire Department, and noted the recent increase in new volunteer members.

### **Dustin Doyon 5K**

The 7<sup>th</sup> and final Dustin Doyon Memorial Road Race will be held this Saturday, May 23, 2026 at the Suffield Middle School.

## **Adjournment**

Selectman Dunai MOTIONED to adjourn at 8:19 p.m. Motion passed unanimously.

Respectfully submitted,  
Kristen O. Lambert  
Recording Secretary