



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

August 10, 2026

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

REGULAR MEETING MINUTES

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Board of Selectmen (BOS) meeting was called to order at 6:34 pm. The Pledge of Allegiance was recited.

II. ROLL CALL

Selectmen Present: Laurie Burstein, David Stavens, Su Thanvanthri, James Prichard, Mary Cardin,
*Charlotte Ward [*left after Public Comment*], Jamison Boucher

Town Staff Present: Matthew Reed, Town Administrator; Felicia LaPlante, Assistant Finance Officer/Deputy Treasurer; Tom Modzelewski, Director, Perry Dikeman, Mechanic II, Department of Public Works (DPW); Dr. Sue Nash, Superintendent, Ellington Public Schools; Shane Schiller, Manager of Tech Support; Lisa Houlihan, Town Planner; *Sue Phillips, Director, Hall Memorial Library

Elected Officials Present: Liz Nord, Vice Chair, Doug Harding, Board of Finance; *Miriam Underwood, Vice Chair, Board of Education

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

*Attended via Zoom

III. PUBLIC COMMENT [*Not to exceed 30 minutes unless extended by majority vote of the BOS*]

Dale Roberson, 53 Snipsic Lake Road, was present on behalf of Friends of the Pinney House LLC. One of their major goals over the last 30 years has been to apply for and receive recognition on the National Register of Historic Places, and Mr. Roberson shared that the Santini family has committed to offering their assistance in these efforts. The overall application and approval process could take between three and six months, but once completed, this will be a major milestone that will be beneficial when seeking out grants and other funding opportunities. Mr. Roberson brought up the America 250 efforts this year, emphasizing the importance of preserving this piece of Ellington history. First Selectman Burstein reiterated the significance of the Pinney House, and Mr. Roberson thanked the BOS and the Santini family for their support.

Wil Duchesneau, 200 West Road/Chair of the Ellington Democratic Town Committee, shared that individuals have come to them over the last year looking for ways to serve the Town as members of boards/commissions. While some boards are non-partisan, others have designated party limits. An

individual expressed interest in one of the alternate positions with the Zoning Board of Appeals, as two such positions are expiring at the end of August and are up for appointment/reappointment. The individual completed and submitted a Statement of Interest form, as indicated on the Town website for those interested in serving in these positions. Mr. Duchesneau noted that there are terms of office, and once the terms are up, it seems to him that any interested party should be considered for the vacancy that the term expiration creates. In his opinion, it is not democratic to just automatically reappoint individuals in these positions and not give others a chance to be appointed.

Liz Nord, 5 Geraldine Drive South, expressed her confusion on the agenda item regarding the filling of the vacancy on the BOS that will be created with Mr. Stavens' resignation. Since his resignation isn't effective until August 11, 2026, there is not a current vacancy to be filled tonight. She also was curious about the Ad Hoc Council for Developing Positive Youth Culture and asked if anyone would be presenting information on that item. Mr. Reed noted that ad hoc committees are historically re-established each year as long as they continue to be active and serve a purpose.

First Selectman Burstein thanked Chief Prato for his involvement in holding the flags for this evening's recognition ceremony for Vietnam and Korea-era veterans and thanked everyone between the BOE and other Town staff who were involved in coordinating this event; Chief Prato also acknowledged the involvement of Captain Prato and Firefighter Wheeler.

Ms. Thanvanthri read the following email that had been submitted by Selectman Charlotte Ward:
"Good morning, First Selectman Burstein, I hope you are doing well. As I mentioned in an earlier email, I am traveling out of state due to a family matter and, unfortunately, will not be able to attend tonight's Board of Selectmen meeting. I wanted to reach out regarding the agenda item concerning the appointment of alternates to committee positions. Based on the recent correspondence, it appears there may be a need for further clarification regarding the policies and procedures governing these appointments, both for new appointments and for the continuation or renewal of individuals whose appointed terms are expiring. Given that I am unable to attend tonight's meeting and am one of the three members of the Personnel Committee, would it be feasible to table this agenda item and place it on next month's agenda, with an additional point of discussion regarding clarification and consistency of the applicable policies and procedures? I believe having a clear understanding of the process would be beneficial to the Board and would help ensure that future appointments are handled consistently and transparently. Thank you for considering this request. If any clarification or discussion is needed, please feel free to call me. I will not be checking my email regularly today, but I will promptly return a missed call." First Selectman Burstein shared that she spoke with Mr. Boucher regarding this item as well, and further dialogue around the subject should be included during next month's meeting. Ms. Cardin noted that this item was on the agenda under Personnel Committee and wondered if further discussion should take place under that item instead of public comment. Ms. Ward, who was briefly present via Zoom, emphasized her desire to handle these appointments transparently and fairly.

Ms. Ward left the meeting at this time.

IV. APPROVAL OF MINUTES

A. July 13, 2026 Regular Meeting

Ms. Cardin noted that under the public works contract item, she would like to have added to the minutes that the concern she raised was about language in the preamble, which effectively would have

transferred powers to the Town Administrator; those powers, if needed, should be raised at the time that they are needed.

MOVED (THANVANTHRI), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JULY 13, 2026 REGULAR MEETING, AS AMENDED.

V. UNFINISHED BUSINESS

A. Board of Education Membership – Elected Position

1. ERTC Recommendation to Fill Vacancy

First Selectman Burstein noted that she is sorry to see Mr. Stavens go, but she is sure that he will do good things on the Board of Education; Ms. Cardin echoed these sentiments.

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO APPOINT DAVID STAVENS, EFFECTIVE AUGUST 11, 2026, TO COMPLETE AN UNEXPIRED TERM ON THE BOARD OF EDUCATION ENDING NOVEMBER 2, 2027, CREATED BY THE RESIGNATION OF MICHAEL YOUNG AND AS RECOMMENDED BY THE ELLINGTON REPUBLICAN TOWN COMMITTEE.

B. BOS Submission – 2025-26 Annual Report

Ms. Thanvanthri noted a couple of formatting notes which will be cleaned up.

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN'S ANNUAL REPORT SUBMISSION FOR 2025-2026, AS PRESENTED IN THE DRAFT [ATTACHED].

VI. NEW BUSINESS

A. Tax Refunds/Abatements

There was no report this month. Ms. LaPlante noted that there was a one-month delay of the due date for taxes this year, adding that she has never seen the first week of tax payments be this busy. Mr. Reed shared a brief revenue collection update; \$6.2 million has been collected so far, only \$1.2 million of which has come in through the online system.

MOVED (THANVANTHRI), SECONDED (CARDIN) AND PASSED UNANIMOUSLY TO TABLE THE APPROVAL OF THE AUGUST 2026 TAX REFUNDS.

B. Re-establish Ad Hoc Council for Developing Positive Youth Culture

Mr. Reed shared that this is one of the most active committees that serves Ellington Youth Services; it was established in 1996 and the Town's primary prevention activity occurs within the group, which utilizes a number of federal, state, and town funding sources to raise awareness, provide resources, and offer community and school programs on topics including positive parenting, youth development, social media, mental health, substance use, and more. Ms. Thanvanthri asked if they could prepare a presentation on their work to give the BOS a better idea of what they do. Mr. Reed noted that their activities are typically included in the Youth Services report. Ms. Cardin added that in the past, she has asked for background information on the Town's various ad hoc committees, noting that even if they don't share an in-person presentation, a report on their activities would be helpful.

MOVED (CARDIN), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RE-ESTABLISH THE AD HOC COUNCIL FOR DEVELOPING POSITIVE YOUTH CULTURE FOR ONE YEAR THROUGH AUGUST 2027.

C. Board of Selection Membership – Elected Position

1. Resignation of David Stavens (effective 8/11/2026)

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO ACCEPT THE RESIGNATION OF DAVID STAVENS FROM THE BOARD OF SELECTMEN, EFFECTIVE AUGUST 11, 2026.

2. ERTC Recommendation to Fill Vacancy

First Selectman Burstein revisited what had been brought up by Ms. Nord under public comment about the position not being filled until the vacancy exists. Mr. Boucher brought up Section 205(a) of the Town Charter, which states that any elective vacancy, with the exception of the First Selectman, shall be filled within thirty (30) days of such vacancy by appointment of the Board of Selectmen. While he doesn't have a problem calling a special meeting to address this appointment, he stated that it has to be done prior to the September meeting. Ms. Cardin noted that last month, the BOS delayed action on filling the BOE vacancy.

Tom Palshaw, 120 Pinney Street and former Chair of the Charter Revision Commission, noted that the motion to appoint could include a future effective date which would meet Charter requirements.

Doug Harding, 22 Cherrywood/Chair of the Ellington Republican Town Committee, shared that during the June 8, 2026 meeting when Steven Viens was appointed to fill the vacancy created by Jen Dzen's resignation, that motion included an effective date since it would take place in the future.

Mr. Reed noted that the BOS regularly takes prospective action. Resignations are accepted prior to their effective date and future contracts are acted on, so it is not improper or unusual for the BOS to take action that becomes effective on a future date.

Mr. Prichard commented that he didn't understand the need to delay this item, adding that he has never seen this happen before; Mr. Stavens also expressed that he doesn't understand the delay tactic. Ms. Cardin noted that if the vacancy already existed to be filled, then Mr. Stavens wouldn't have a vote since his resignation would have been already in effect. It was reiterated that the BOS has done this with BOE appointments where motions included an effective date in the future, but some members of the BOS felt that this was not the same situation.

MOVED (CARDIN) AND SECONDED (THANVANTHRI) TO TABLE THIS APPOINTMENT TO THE SEPTEMBER MEETING.

Ms. Cardin added that she was willing to entertain calling a special meeting to address this item. Mr. Boucher noted that the Charter required that this appointment be made within 30 days. Mr. Stavens expressed his opinion that the motion to table should include the specific date of the special meeting.

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO TABLE THIS ITEM TO A SPECIAL MEETING OF THE BOARD OF SELECTMEN TO BE HELD ON MONDAY, AUGUST 17, 2026.

D. Sale of Town-Owned Property – 138 Windermere Ave

Mr. Stavens commented that he isn't necessarily against this, but he doesn't think this is how the Town should sell its property; he feels that there should be a formal notice to any potentially interested parties. Ms. Cardin agreed, adding that this was discussed at the last meeting. First Selectman Burstein shared that there are costs that come along with formally listing the property for sale. Ms. Thanvanthri brought up that there was no survey on file for this property. Mr. Reed commented that there is an existing policy that allows for a buyer to approach the Town with an offer and that this proposal

complies with that policy. He added that abutters to the property had been notified about this meeting taking place, but not distinctly about the opportunity to purchase the property.

Miranda Krupa, 132 Windermere Avenue, lives on abutting property and shared that she approached the Town more than fifteen years ago about buying the property; at the time, she said that she was told there was “a ways to go” before that would be possible, but she would be notified in the future if there was an opportunity to purchase the land. Mr. Prichard asked if the current policy in place had been established at that time. Ms. Cardin noted that she was even more opposed to this proposal, knowing this information.

Adam Krupa, 132 Windermere Avenue, shared that he had also been under the assumption that abutting property owners would be offered the opportunity to purchase the land before it was available for sale to others, and expressed current interest in the property as well.

First Selectman Burstein said that if there are abutters currently interested, should the Town open it up to bidding or put it on the market to be fair? Ms. Thanvanthri feels that the Town needs to publicize this and put it up for auction or list it through a real estate agent. Mr. Reed noted that this was possible but reminded the BOS that there is a bona fide offer on the table that is guaranteed. Discussion was held on modernizing the policy and coming up with a comprehensive procedure. Mr. Stavens brought up a property he previously purchased through the Town in a tax sale auction, noting that it was purchased as is. Ms. Cardin asked how the Town acquired this property; it had been abandoned for years and was acquired through a tax sale situation.

Ms. Krupa commented that she thought this meeting would provide more information on the status of the property, adding that she was not interested in getting into a bidding war and costing the Town money if things are already in motion; she feels that moving forward, there should be better notice given, especially when they were told previously that they would be notified of the opportunity to purchase. Ms. Thanvanthri reiterated that notification should be more widespread than just to the abutters; any interested parties should be notified. Brief discussion was held on the general auction process and costs that the Town would be responsible for if the BOS wanted to go in another direction with this sale. Mr. Stavens recommended that Attorney Famiglietti be involved in revamping the policy, and First Selectman Burstein commented that the policy would be revised to be more consistent moving forward.

MOVED (CARDIN), SECONDED (PRICHARD) AND PASSED [AYE: STAVENS/THANVANTHRI/PRICHARD/BURSTEIN/BOUCHER; NAY: CARDIN] TO APPROVE THE SALE OF TOWN-OWNED REAL PROPERTY KNOWN AS 138 WINDERMERE AVENUE, ELLINGTON, CONNECTICUT, IDENTIFIED ON THE TOWN ASSESSOR'S MAP AS PARCEL NUMBER 026-017-0000, TO MARK HOFFMAN FOR THE PURCHASE PRICE OF \$75,000, UPON SUCH TERMS AND CONDITIONS AS ARE SUBSTANTIALLY CONSISTENT WITH THE OFFER TO PURCHASE PRESENTED TO THIS BOARD. BE IT FURTHER MOVED THAT THE TOWN ADMINISTRATOR, WITH THE APPROVAL OF THE TOWN ATTORNEY, BE AUTHORIZED TO EXECUTE AND DELIVER ALL DEEDS, CLOSING DOCUMENTS, AND OTHER INSTRUMENTS NECESSARY TO COMPLETE THE CONVEYANCE ON BEHALF OF THE TOWN.

Ms. Thanvanthri noted that a Town Meeting would take place before this sale was finalized. She also questioned if there was a conflict of interest for the surveyor to complete the work needed for land records on property owned by her family. Ms. Thanvanthri noted that with other work, such as

plumbing or electrical, there is someone from the Town who follows up to ensure that the work was done in compliance with any relevant codes, which doesn't happen with land records and surveys. Rachel Dearborn, Landmark Surveys/62 Lower Butcher Road, noted that she will not be the property owner, adding that she is licensed by the State to survey according to the law, which is the same whether it's her property or the property of others. She shared that she will follow the same rules and regulations that she follows for every survey that she does, adding that she has never been questioned on the ownership of the parcel that she has been surveying.

MOVED (THANVANTHRI), SECONDED (CARDIN) AND PASSED UNANIMOUSLY TO CALL A SPECIAL TOWN MEETING PURSUANT TO SECTION 703(d) OF THE ELLINGTON TOWN CHARTER, SUCH SPECIAL TOWN MEETING TO TAKE PLACE AT 6:00 PM ON MONDAY, SEPTEMBER 14, 2026, TO ACT UPON THE FOLLOWING MATTER:

"Shall the Town approve the sale of town-owned real property know as 138 Windermere Avenue, Ellington, Connecticut, identified on the Town Assessor's map as parcel number 026-017-0000, to Mark Hoffman for the purchase price of \$75,000, upon the terms and conditions as are substantially consistent with those set forth in the offer to purchase presented to and approved by the Board of Selectmen on August 10, 2026, and further authorize the Town Administrator, with the approval of the Town Attorney, to execute and deliver all deeds, closing documents, and other instruments necessary to complete the conveyance on behalf of the Town?"

E. Sale of EVFD Apparatus R-143

MOVED (THANVANTHRI), SECONDED (CARDIN) AND PASSED UNANIMOUSLY TO AUTHORIZE THE ASSISTANT FINANCE OFFICER TO SELL ELLINGTON VOLUNTEER FIRE DEPARTMENT (EVFD) APPARATUS R-143 FOR AN AMOUNT DEEMED REASONABLE AND IN THE BEST INTEREST OF THE TOWN, AND TO FURTHER AUTHORIZE THE ASSISTANT FINANCE OFFICER TO EXECUTE ANY DOCUMENTS NECESSARY TO COMPLETE THE TRANSACTION.

F. Acceptance of Open Space – Development of 79 Crane Road

MOVED (THANVANTHRI), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ACCEPT AN 11.05-ACRE PARCEL OF LAND, AS SHOWN ON THE *PERIMETER SURVEY OPEN SPACE PLAN FOR THE PRESERVE AT CRANE RIDGE*, AND AS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION ON APRIL 27, 2026. THIS OPEN SPACE DEDICATION IS ASSOCIATED WITH THE DEVELOPMENT OF 59.06 TOTAL ACRES, WHICH IS COMPRISED OF THE FOLLOWING THREE PROPERTIES:

- 12 Broad Brook Road (Assessor Parcel Number: 087-008-0000)
- Abbott Road (Assessor Parcel Number: 087-009-0001)
- 79 Crane Road (Assessor Parcel Number: 087-009-0000)

FURTHERMORE, MOVE TO REQUEST THE DEVELOPER, DENNIS & JACQUELINE CLAVET, TO PROVIDE THE TOWN PLANNER'S OFFICE WITH AN A2 SURVEY AND A WARRANTY DEED FOR THE DESIGNATED OPEN SPACE PARCEL; AND TO AUTHORIZE THE OFFICIAL RECORDING OF THESE DOCUMENTS UPON THE SUCCESSFUL REVIEW AND APPROVAL BY THE ELLINGTON TOWN ATTORNEY.

G. 2025-26 Budget Transfers

MOVED (CARDIN), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO TRANSFER FY 2025-26 FROM THE FOLLOWING ACCOUNTS: 00950 INSURANCE \$333,748.82; 01010 CONTINGENCY FUND \$200,000

TO THE FOLLOWING ACCOUNTS: 00110 – BOARD OF SELECTMEN \$28,909.59; 00120 BOARD OF FINANCE \$1,041.32; 00130 FINANCE OFFICER \$11,244.81; 00133 BOARD OF ASSESSMENT OF APPEALS \$61.01; 00230 PLANNING & ZONING COMMISSION \$2,144.35; 00270 CONSERVATION COMMISSION \$19.89; 00321 FIRE PROTECTION HYDRANTS \$45,024.72; 00331 POLICE SPECIAL DUTY \$292,980.04; 00333 POLICE DRUG ABUSE RESIST EDUCATION \$1,741.16; 00340 ANIMAL CONTROL OFFICER \$10,327.67; 00360 BUILDING DEPARTMENT \$1,143.42; 00420 EQUIPMENT MAINTENANCE \$30,046.81; 00439 TOWN ROAD AID – WINTER \$38,628.98; 00440 TOWN ROAD AID – MATERIALS \$1,304.36; 00480 ENGINEER & INSPECTIONS \$30,991.13; 00510 RECREATION ADMINISTRATION \$3,498.60; 00514 RECREATION PROGRAMS \$17,620.07; 00837 CRYSTAL LAKE FIRE BUILDING \$337.38; 00960 SERVICE INSURANCE \$11,600.51; 01050 REFERENDUM \$5,083.00.

H. Additional Appropriation – Hall Memorial Library

MOVED (THANVANTHRI), SECONDED (CARDIN) AND PASSED UNANIMOUSLY TO APPROVE THE FY2026-27 ADDITIONAL APPROPRIATION OF \$3,000 TO THE HALL MEMORIAL LIBRARY PROGRAMS EXPENDITURE ACCOUNT 1000.06.00610.30.60301 AND AN ADDITIONAL APPROPRIATION OF \$3,000 TO THE FRIENDS OF THE LIBRARY REVENUE ACCOUNT 1000.01.00000.00.40512, RESULTING IN A NET IMPACT TO THE GENERAL FUND OF \$0.00.

I. 2026-27 Salary Adjustments

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO APPROVE THE TRANSFER OF \$155,356 FOR FY2026-27 FROM ACCOUNT 1065 – SALARY ADJUSTMENT TO VARIOUS TOWN DEPARTMENTS' ACCOUNTS TO COVER THE COST OF SALARY INCREASES, AS SPECIFIED IN THE SALARY ADJUSTMENTS SCHEDULE, AS RECOMMENDED BY THE ASSISTANT FINANCE OFFICER.

VII. ADMINISTRATIVE/DEPARTMENT HEAD REPORTS

Ms. Thanvanthri noted that the blue light stations were operational and asked if Mr. Modzelewski could say a few words on this. It was noted that twelve stations were installed and that the Tolland County Mutual Aid Fire Service Inc. (TN) was working directly with the installer to confirm the geolocation data, which is being adjusted by Verizon. TN is comfortable with the stations and how they operate. An emergency marker system similar to what is used within the Ellington Trails systems is being incorporated into the blue light stations as well, where there will be a simple, easy to indicate code that the caller can use to further confirm their location. Ms. Cardin asked if there had been a Town Facebook post about these blue light stations. Mr. Reed confirmed that there was a brief post when they were first installed; as more information becomes available, including details on the location codes that will be incorporated, further instructions can be provided to users. Mr. Modzelewski noted that the stations are very user friendly and confirmed that another public release with more details will be available in the coming days.

VIII. SELECTMEN COMMITTEE AND LIAISON REPORTS

A. Personnel Committee

MOVED (PRICHARD), SECONDED (CARDIN) AND PASSED UNANIMOUSLY TO APPOINT TRACY MERCIER TO THE HUMAN SERVICES COMMISSION TO COMPLETE AN UNEXPIRED TERM THROUGH JANUARY 31, 2030.

MOVED (PRICHARD), SECONDED (CARDIN) AND PASSED UNANIMOUSLY TO REAPPOINT KRISTEN HARP, MARY BARTLEY, MARQUE MERCURE, CASSANDRA SCHEND, ALYSSA SKEWES, TROOPER KELLY MAZZA,

MARYKAY TSHONAS, SCOTT RAIOLA, JULIA JASICA, MACY STAVENS, LEANNE MASON DOUGHTY, ELSIE DUCHESNE, AND BETH SHAW TO THE AD HOC COUNCIL FOR DEVELOPING POSITIVE YOUTH CULTURE FOR ONE-YEAR TERMS THROUGH AUGUST 31, 2027.

Mr. Prichard confirmed that the Personnel Committee (PC) used to meet prior to the BOS meetings to review appointments and make recommendations to the BOS. He shared that COVID was a factor in those meetings ceasing, adding that there was rarely a situation where there were multiple candidates that needed to be decided between; typically, individuals who had experience were appointed. Mr. Stavens asked how this discussion came about, as this has not been an issue in the past. Ms. Cardin noted that there is a policy on committee appointments, and if the BOS wants to encourage more people to volunteer, reappointments shouldn't be automatic; everyone should have the opportunity to be considered. She also noted that there is a reference in the Charter to how positions are appointed by the BOS. Mr. Duchesneau noted that the Zoning Board of Appeals has three alternate positions instead of two, creating a partisan issue. He shared that when interested individuals approach him about a board/committee position, they are interviewed by the EDTC. Ms. Thanvanthri brought up the attendance requirement for members, which should be considered during the appointment process. Mr. Duchesneau commented that if no new individuals are allowed to join these committees, party balances and memberships will never change. Mr. Boucher noted that the Charter indicates membership details, including the number of alternate positions. It was agreed that if there are multiple people interested in a limited number of positions upon the expiration of the current terms, all submissions should all reviewed and considered. First Selectman Burstein shared that a document sharing current vacancies and upcoming expirations is posted on the website each month, and she expressed that the PC meetings should be scheduled prior to the BOS meetings as needed.

Mr. Duchesneau asked if candidates should attend the PC meetings in person, or if they should provide a more detailed document outlining their interest in the board/committee; the BOS encouraged interested parties to submit a more detailed Statement of Interest for review moving forward.

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO TABLE THE APPOINTMENTS/REAPPOINTMENTS FOR THE ALTERNATE POSITIONS ON THE ZONING BOARD OF APPEALS.

B. Liaison Reports:

IX. FIRST SELECTMAN/TOWN ADMINISTRATOR REPORTS

First Selectman Burstein shared the following report:

Today, the Town of Ellington honored our Vietnam and Korean War vets with Lt Governor Susan Byciewicz with citations. This was an event I started to organize with her office almost day one in office. Over 267 letters were sent out and there was a turnout of over 75 veterans with family members, bringing it to over 150 people in attendance. We are forever grateful for their service.

I directed our Town Planner to talk with the Planning and Zoning Commission to establish a moratorium on data storage centers in our town. I gave Lisa articles I have been reading on this, as many towns are considering this. They provide zero jobs and take our water and a tremendous amount of our energy resources. Considering the percentage of large grid solar fields in our CRCOG region, I think it's appropriate to be proactive on this.

CCM had a Women in Government Leadership Summit which I attended with Gomathi Ramachandran from the Board of Finance. It was a morning of an engaging panel of women and a great workshop speaker.

East Hartford Mayor Connor Martin hosted a CRCOG meeting to discuss economic development.

East Granby First Selectperson Jason Hayes hosted a Lights, Camera, Action event that was widely attended by neighboring towns. The Lt Governor, CT Department of Economic and Community Development, along with many stakeholders participated in the idea of bringing the film industry to East Granby and the benefits their Sound Stage could have on all our communities. This was Part 1 of 3 meetings to discuss this; the EDC Chair, Town Planner, and Town Administrator may be interested in attending the remaining meetings.

I had an opportunity to meet with Emerging Leaders, a program that Kevin Bartlett has started through the Rec Department. The students had professional development workshops, met with town leaders, CPR/AED certification, and planned and led their own camps. This is the first year of this program and we look forward to this becoming a tradition.

Crystal Lake Association hosted Horizon Wing's Rehabilitation Birds of Prey event at Crystal Lake School. It was well attended with live demonstrations with the birds. Following the event, I sat in at the Crystal Lake Association meeting.

A meteor shower event is taking place at the Pinney Street Fields on August 12, 9pm.

The Summer Concert Series was a huge success with Big Deal Rock Band performing. The next concert will take place August 20th with Acoustic Rick. This is organized by Human Services, Youth Services and the Opioid Awareness Committee. A night of education, great music and spreading positivity.

I went to the Ribbon Cutting (Unplug) for Hartford Healthcare as they took over Manchester Hospital returning to a nonprofit hospital.

Lastly, with deep regret Peter Hany Sr has resigned after 46 years of the Ambulance. He is truly a giving person to the Ellington community, and we are forever grateful for his years with EVAC. We should consider naming the conference training room after him.

The Town Administrator's report was not in the original packets but was distributed to BOS members and was added to the online materials. He and the First Selectman will be gone tomorrow morning for an Eversource emergency exercise in Berlin. He also shared that on Tuesday, September 1, 2026, the statewide emergency planning and preparedness initiative will take place; the Emergency Operations Center will be activated and staffed by Ellington CERT members and the Ellington Emergency Management team. Mr. Reed will send out a reminder closer to event to invite the BOS to stop by.

X. CORRESPONDENCE/OTHER COMMUNICATION FROM THE BOS

A resident from Burbank Road who was affected by a recent fire sent the following letter of thanks:

"My family and I just wanted to say to every firefighter, police officer, EMT, dispatcher, and first responder who came to our home – thank you will never be enough. Thank you for keeping our family safe and for showing up when we needed you most. We are forever grateful and will never forget your kindness and bravery."

- XI. EXECUTIVE SESSION – Pursuant to CGS 1-225 (f) Discussion of strategy and negotiations with respect to pending litigation (HHD-CV23-6164694-S CT State Employees Retirement Commission v. Town of Ellington – *2/3 vote required*)

MOVED (CARDIN), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ENTER INTO EXECUTIVE SESSION AT 8:19 PM, PURSUANT TO CGS 1-225(f) FOR THE PURPOSE OF DISCUSSING STRATEGY AND NEGOTIATIONS WITH RESPECT TO PENDING LITIGATION CT State Employees Retirement Commission v. Town of Ellington, Docket Number HHD-CV23-6164694-S). FURTHER, MOVE THAT TOWN ADMINISTRATOR MATTHEW REED BE INVITED TO ATTEND THE EXECUTIVE SESSION TO PROVIDE OPINION PERTINENT TO THE MATTER.

Present: Laurie Burstein, David Stavens, Su Thanvanthri, James Prichard, Mary Cardin, Jamison Boucher, Matthew Reed

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO COME OUT OF EXECUTIVE SESSION AT 8:52 PM.

XII. ADJOURNMENT

MOVED (CARDIN), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO ADJOURN THE REGULAR MEETING OF THE BOARD OF SELECTMEN AT 8:53 PM.

Respectfully submitted,

Julia Merriam

Julia Merriam, Recording Secretary

Laurie Burstein

Laurie Burstein, First Selectman

Board of Selectmen Annual Report – FY 2025-26

The Board of Selectmen is responsible for the administration of Town government, infrastructure, public safety, fiscal management, and other community services. Among its responsibilities, the BOS makes the rules and regulations relating to purchasing and bidding, presents a budget for municipal capital improvements, and is responsible for keeping records of its meetings.

In fiscal year 2025 – 2026, the Board was focused on the Town's long-term fiscal stability, finding solutions to long-term challenges the Town faces, including a decrease in volunteers for ambulance and fire service, public safety, as well as addressing the expansion of large-scale commercial solar farms and its impact on the Town's economic development and rural character. The Board also worked with the Board of Finance during budget season, which was especially challenging due to the revaluation (which was required under state law) of real estate values.

The Board of Selectmen held fourteen regular meetings, two special meetings, four public hearings, and called seven town meetings to address a wide range of municipal business.

The Board adopted a resolution opposing the siting of new large-scale (>1 megawatt) commercial solar facilities on prime agricultural land within Ellington. The resolution urged the Connecticut General Assembly, the Siting Council and DEEP to strengthen municipal input and consent in siting large-scale solar facilities and encourage appropriately scaled and equitably distributed renewable energy development projects.

The Board expanded property tax exemptions to veterans who suffered total disability in the course of their duties, and authorized expenditures from the Opioid Settlement Fund to support prevention and treatment initiatives.

As the population of Ellington grows, there is a need for expanded services. To address the recognized decreasing volunteerism in Emergency Medical Services (ambulance) and the Fire Departments, the Board hired Craig Webb, an Ellington native, Rescue Post 512 graduate and former Battalion Chief at Manchester Fire Department for the new position of Director of Emergency Medical Services (EMS). The Director of EMS assumes management responsibilities for Ellington Volunteer Ambulance and the associated emergency medical services, developing short and long -term plans to align with changing regulations and maintaining records and statistics.

The Town also saw changes in other key personnel, including hiring Lori Caron as Human Services Director and promoting Mary Bartley, a long-time recreation employee, to the position of Recreation Director, bringing her wealth of knowledge of Ellington to that leadership role. Following the resignation of the Finance Officer/Treasurer, a search was undertaken promptly, and a new Finance Officer is expected to begin in August 2026. The Board extends gratitude to Assistant Finance Officer Felicia LaPlante for her excellent work, especially during the budget season.

The Board also welcomed new employees across numerous departments, recognized retirements and resignations, and approved promotions that strengthened internal career development, which are detailed below.

The Town continued to pursue outside funding opportunities through state and federal grant programs. The Board accepted grant funding for a new ADA-compliant senior transportation vehicle and authorized applications for several significant transportation projects, including the Newell Hill Road Reconstruction Project, the Ellington Center Rotary Design Project, the

Sandy Beach Road Sidewalk Project, and emergency management funding.

The Board formally designated 72 Maple Street as “Market Park”, the site of the seasonal weekly (May-October) Ellington Farmers Market, and entered into a long-term agreement granting Ellington Farmers Market, Inc. exclusive use of Market Park on Saturdays from May through October between the hours of 7:30 am and 1:00 pm.

In 2025-26 the Board of Selectmen continued to support infrastructure maintenance and enhancements. The Board awarded contracts for capital improvements and municipal services that enhanced Town infrastructure and operations. The major projects included roadway and culvert improvements, tree maintenance, snow removal, electrical services, historic resource inventory work, Crystal Lake milfoil management, the Windermere playground relocation, and replacement of the Public Works salt dome roof. The Board also approved the purchase of a new ambulance for the Ellington Volunteer Ambulance Corps and the renewal of the contract for the town-wide emergency notification system.

The Board is happy to share that it selected Jim Gage as the 2026 Wall of Honor inductee, recognizing Jim’s decades of contributions to open space initiatives and farmland preservation. The Board appreciates the dedication of Town staff, volunteers, board and commission members, and community partners whose efforts contribute to the effective delivery of municipal services, and who make Ellington a great place to be.

Throughout the year, the Board continued to support community organizations, special events, and volunteer committees by approving event permits, road closures for road races, parades and authorized community celebrations including Winterfest, Earth Day, the EVFD annual carnival, and Ellington’s America 250 commemorative event.

Agreements:

- Approved the collective bargaining agreement between the Town of Ellington and Ellington EMS Professional & Volunteer Ambulance Corps. I.A.E.P. Local R1-512
- Amended the Market Park Agreement, as described above.
- Authorized the Town Administrator to execute the tax stabilization agreement between the Town of Ellington and 24 Middle Solar 1 LLC/Phrumb Properties LLC
- Approved the revised service agreement between the Town and Ellington Volunteer Ambulance Corps, Inc.
- Approved the tax abatement agreement with Roaring Brook Farm, LLC and Aborn Land, LLC
- Authorized an agreement for temporary government accounting consulting services between the Town and Pignataro & Associates, LLC while a search for a new Finance Director was undertaken
- Approved the renewal of five-year lease agreements for Ellington Public Schools for the premises located at 89 West Road Unit 5 (Ellington Realty, Inc.) and 105 West Road (Ellington Place Associates)

Contracts:

- Renewed the contract for the Town of Ellington mass notification system to Everbridge, Inc. of Vienna, Virginia
- Renewed the contract for the removal of milfoil from Crystal Lake to the New England Aquatic Services of Sherman, CT, to maintain the health of the lake
- Awarded the bid for a new ambulance to Eastford Fire and Rescue Sales, Inc of Eastford, CT

- Awarded the following requests for proposals/contracts:
 - Snow plowing services to All Source of New England of Ellington, CT
 - Construction/repair salt dome roof replacement to Dzen Commercial Roofing, Inc. of East Hartford, CT
 - Town-wide historic resources inventory to E2 Project Management LLC of Rockway, NJ
 - Tree maintenance and removal services to Asplundh Tree Experts, LLC of East Windsor, CT as the primary contractor and Mountain Tree Service, Inc. of Somers, CT as the secondary contractor
 - Windermere playground relocation to Probuilt Designs of Marshfield, MA
 - Webster Road Culvert Lining project to Savy & Sons, LLC of Amston, CT
 - Electrical services to Ellington Electrical Contractor LLC of Ellington, CT

Equipment:

- Authorized the disposal of the following assets via auction or private sale:
 - 2007 International 7400 6-Wheeled Dump Truck, 2007 GMC Topkick 5500 6-Wheeled Dump Truck, 1984 Mott 1072 Roadside Mower
 - Blue Star JE200-01 Diesel Generator and Raypak H7-2007 Boiler related to the Windermere School Renovation Project

Finances:

- Approved the Department of Public Works Material Sales Pricing Schedule and authorized the Town Administrator to annually approve said pricing schedule
- Authorized Human Services expenditure of \$25,111.50 from the Opioid Settlement Special Revenue Fund to cover costs related to various special events, awareness campaigns, and treatment resources
- Increased the budget appropriation in the amount of \$492,115 in the road overlay and road work reimbursement accounts, resulting in a net budget appropriation of \$0, for the paving work on Egypt Road, Hayes Avenue, and Hillsdale Drive
- Increased the budget appropriation in the amount of \$11,472 in the road overlay and road work reimbursement accounts, resulting in a net budget appropriation of \$0, for the paving work on Penfield Avenue
- Authorized additional veterans' property tax exemptions for assessment years commencing on and after October 1, 2025
- Appropriated \$35,000 for the Windermere playground relocation project
- Appointed Arrow Bank National Association as investment manager and trustee of the Town of Ellington Fire Department Service Award Program
- Approved the allocation of up to \$5,000 from the open space fund for the appraisal of Assessor Parcel No. 191-001-0000 to support the acquisition of the property by the State of CT
- Increased the billing rate for Police Special Duty to \$120 per hour for regular events and \$150 per hour for emergency, short notice, holiday and weekend rates, effective July 1, 2026

Grants:

- Accepted the grant from the State of Connecticut Department of Aging and Disability Services in the amount of \$99,778 for the purchase of a new, ADA-compliant wheelchair-accessible vehicle to expand and modernize the Senior Center's fleet
- Approved the application for the BUILD Grant for the Newell Hill Road Reconstruction Project in the amount of \$1,236,400

- Approved the application for the 2026 Road to Zero Traffic Safety Grant for the Ellington Center Rotary Design Project in the amount of \$116,500
- Approved the application for the Local Transportation Capital Improvement Program for the Sandy Beach Road Sidewalks Project in the amount of \$1,000,000
- Authorized the application for the annual Emergency Management Performance Grant

Ordinances:

- Recommended adoption of the Public Works Special Revenue Fund
- Recommended modifications to Section 28-1 of the Town Code to change the bidding threshold from \$25,000 to \$35,000

Policies and Procedures:

- Approved the revision to the Fund Balance Policy to modify the suggested target of budgeted expenditures from 10 percent to 20 percent
- Approved the revisions to the Sick Leave Policy
- Approved the revision to the Purchasing Policies and Procedures manual, increasing the bidding threshold from \$25,000 to \$35,000

Property:

- Formally designated “Market Park” an official Town Park, as noted above
- Awarded the leases for the Town-owned Middle Road and Maple Street land to Oakridge Dairy, LLC for two years, with the option to extend for three additional one-year periods, generating income for the town
- Accepted the warranty deed associated with the road extension of Punkin Drive

Staffing:

- Approved or revised the following job descriptions
 - Director of Emergency Medical Services (new)
 - Library Technical Assistant (revised)
 - Library Assistant II – Interlibrary Loan Assistant (new)
 - DPW Facilities Crew Chief (revised)
 - DPW Maintainer I (revised)
 - Staff Accountant (new)
- Appointed the Town Administrator as Emergency & Risk Manager to serve an indefinite term

- **Hired the following staff members:**

Hall Memorial Library

- Children’s Library Assistant II: Ryan Young
- Hall Memorial Library Pages: Keisha Bruce and Caroline Cuthbert
- Library Assistants: Victoria Sierra (II), Jessica Donavan (I) and Jordan DeFreitas (I)

Recreation

- Camp Directors: Eric Senger (Archery), Evan Morrow (Lacrosse), Scott Curtis (Wiffleball)

EVAC

- EVAC EMR: Om Sachdeva
- EMTs (per diem): Jayden Holt, Megan Camperlengo, Caelyn Utz, Jean-Marie Currier, Harlie Locke, Adam Palotti, Ivan Panchyshyn

Public Works

- Maintainer I: Kyle McDonald
- Laborer: Alexander Grossman
- Custodian: David Spinelli

Youth Services

- Assistant Director: Olivia Catlett
- Program Instructor: Fariah Khan

Town Hall/Miscellaneous

- Assessor: Tyler Devine
- Administrative Clerk: Caitlin Trueb
- Director of Emergency Medical Services: Craig Webb
- HR Director: Rebecca Gritti (resigned)
- HR Director: Lori Caron
- Poll Workers: Jaimee DelPiano, Laura Casey, Linda DeYoung, Mackenzie Gorman
- Staff Accountant: Jacob Bundy

- **Acknowledged the following resignations:**

EVAC

- EMTs: Kaila Morrow (per diem), Abigail Edelstein (part time), William Gray (per diem)

Public Works

- Lead Custodian: Kimberly Gallicchio (retirement)
- Maintainer I: Colton DuBois
- Custodian: Victoria Brooks

Youth Services

- Assistant Director: Jessica Rosa
- Specialist: Sarah Blais

Town Hall/Miscellaneous

- Emergency & Risk Management Director: Walter Lee
- HR Coordinator: LouAnn Cannella (retirement)
- Finance Officer/Treasurer: Tiffany Pignataro
- Accounting Assistant: Patricia Choiniere (retirement)
- Recreation Director: Dustin Huguenin
- Deputy Tax Collector: Lindsey Bourque
- Assistant Town Clerk: Courtney Spazzarini
- IT Technician: Thomas Kindall
- PBC Recording Secretary: Christina Shackford

- **Acknowledged the following assignments/promotions/transfers:**

- Robert Gorman, Recreation Program & Event Specialist (part time to full time)
- Lauren Desrocher from Library Assistant I to Library Assistant II – Interlibrary Loan
- Heather Nosack from Library Assistant II to Library Technical Assistant
- Jennifer Wells, EMT (per diem to part time)
- Casey Lombardi from Laborer to Facilities Crew Chief
- Mary Bartley, Assistant Director to Director of Parks and Recreation
- Assignment of Rebecca Einsiedel as PBC Recording Secretary
- Transfer of Shane Schiller, Manager of Technology Support, from the BOE

Wall of Honor Inductee: Jim Gage, as stated above

Elected Board Resignations and Appointments:

- Accepted the resignation of Subhra Roy from the Zoning Board of Appeals and appointed Suren Thirumappan to fill this vacancy
- Accepted the resignation of Mary Cone from the Library Board of Trustees and appointed Deanna Wambolt-Gulick to fill this vacancy
- Accepted the resignation of Jennifer Dzen from the Board of Education and appointed Steven Viens to fill this vacancy

Other Actions:

- Granted/Recommended/Approved the following requests for town activities:
 - Request of the Recreation Department to close Town roads for the November 1, 2025 Road Race
 - Request of the Winterfest Committee for the 2025 Winterfest Celebration held on Saturday, December 6, 2025
 - Request of the Earth Day Committee for the Earth Day Event held on April 25, 2026
 - Approved the 2026 Sailboat Race Series, as presented by the Crystal Lake Sailing Club
 - Recommended that the license to permit parachute jumping at Ellington Airport be renewed
 - Granted permission to the EVFD to use Robert Tedford Memorial Park for their annual carnival
 - Granted the request of the Ellington America 250 Committee to hold Ellington's America 250 Event on the Town Green, Library Grounds, Ellington Historical Society Grounds, Arbor Park, Church Street, and Main Street on Saturday, October 3, 2026
- Re-established the following Ad Hoc Committees: Council for Developing Positive Youth Culture, Committee on Diversity and Inclusion, Patriotic Committee, Emergency Services Committee, Committee on the Comprehensive Athletic Facilities Lighting Project, Trails Committee, and Crystal Lake Milfoil Committee
- Adopted a resolution on the siting of commercial solar energy facilities on, or in close proximity to, land within Ellington's western farm belt or lands containing prime agricultural soils or soils classified as farmland, as detailed above
- Recommended the approval of the Neighborhood Assistance Act Proposal entitled "Station 243 HVAC Replacement"
- Directed the Town Attorneys to file an appeal on behalf of the Town in the case of Connecticut State Employees Retirement Commission v. The Town of Ellington
- Adopted a resolution to elect Penflex Actuarial Services, LLC to provide administrative and actuarial service for the Length of Service Award Program (LOSAP)
- Adopted the Fair Housing Policy Statement and Resolution
- Issued the following special event licenses:
 - Drew Estate - Tobacco Educational Events (2)
 - Old School Harley-Davidson - Motorcycle Exhibition
 - Oakridge Dairy - Farm Day