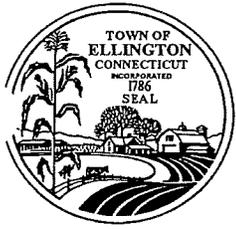


STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786



TOWN OF ELLINGTON

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JAMES M. PRICHARD
Deputy First Selectman

MELINDA M. FERRY
A. LEO MILLER, JR.
DAVID E. STAVENS
RONALD F. STOMBERG
JOHN W. TURNER

LORI L. SPIELMAN
First Selectman

BOARD OF SELECTMEN
Monday, March 14, 2016
Town Hall – Meeting Hall

SELECTMEN PRESENT: Lori L. Spielman, Melinda M. Ferry, A. Leo Miller, James M. Prichard, David E. Stavens, Ronald F. Stomberg, John W. Turner

OTHERS PRESENT: Doris Crayton, Director of Human Services; Nicholas J. DiCorleto, Jr., Finance Officer/Treasurer; Gary Feldman, Chief, Ellington Volunteer Fire Department; Felicia LaPlante, Deputy Treasurer; Tom Palshaw; Marie Sauvé, Executive Assistant/Human Resources Coordinator; Timothy Webb, Director of Public Works/WPCA Administrator.

MINUTES

I. CALL TO ORDER

First Selectman Spielman called the meeting of the Board of Selectmen (BOS) to order at 7:42 p.m.

II. CITIZENS' FORUM

No citizens came forward.

III. APPROVAL OF MINUTES

A. February 8, 2016 Special Board of Selectmen Meeting

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE SPECIAL BOARD OF SELECTMEN MEETING MINUTES OF FEBRUARY 8, 2016.

B. February 8, 2016 Special Town Meeting

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE SPECIAL TOWN MEETING MINUTES OF FEBRUARY 8, 2016.

C. February 8, 2016 Board of Selectmen Regular Meeting

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN REGULAR MEETING MINUTES OF FEBRUARY 8, 2016.

D. February 25, 2016 Special Town Meeting

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE SPECIAL TOWN MEETING MINUTES OF FEBRUARY 25, 2016.

IV. UNFINISHED BUSINESS: None.

V. NEW BUSINESS

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO ADD TO THE AGENDA UNDER NEW BUSINESS, ITEM D. DEPARTMENT OF TRANSPORTATION STATE GRANT FOR ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION (DIAL-A-RIDE SERVICES) AND ITEM E. DEPARTMENT OF TRANSPORTATION STATE MATCHING GRANT FOR SENIOR CENTER REPLACEMENT VAN.

A. 2016 Small Cities Grant Program

1. Approval to Apply

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY THAT THE FIRST SELECTMAN LORI SPIELMAN IS HEREBY AUTHORIZED TO SIGN ANY REQUIRED DOCUMENTS AND TO TAKE ALL OTHER ACTIONS NECESSARY RELATING TO SUBMITTING A GRANT APPLICATION FOR FY 2016 FUNDING UNDER THE CONNECTICUT SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND, FURTHER, TO ADOPT THE FOLLOWING RESOLUTION:

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing, pursuant to Public Law 93-383, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Ellington make application to the State in an amount not to exceed \$700,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF ELLINGTON BOARD OF SELECTMEN:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and,
2. That the filing of an application by the Town of Ellington in an amount not to exceed \$600,000 is hereby approved, and that the First Selectman is hereby authorized and directed to file such application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Ellington.

2. Approval of Program Income Plan

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE PROGRAM INCOME PLAN FOR THE 2016 CONNECTICUT SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AS SUBMITTED AND RECOMMENDED BY PETER SANBORN, PRINCIPAL IN CHARGE OF PROGRAM ADMINISTRATION.

3. Authorize the First Selectman to Sign Joint Community Agreements

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY THAT THE FIRST SELECTMAN IS HEREBY AUTHORIZED TO ENTER INTO AND EXECUTE THE JOINT COMMUNITY APPLICATION COOPERATION AGREEMENTS BY AND BETWEEN THE TOWN OF ELLINGTON AND THE TOWN OF SOMERS, AND THE TOWN OF ELLINGTON AND THE TOWN OF SUFFIELD, AND THE TOWN OF ELLINGTON AND THE TOWN OF WINDSOR LOCKS AND TO TAKE ALL OTHER ACTIONS NECESSARY REGARDING JOINT PARTICIPATION IN THE ELLINGTON HOUSING REHABILITATION PROGRAM, TO BE FUNDED THROUGH A CONNECTICUT SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

B. Hockanum Valley Community Council (HVCC): Request for Additional Appropriation

Mr. Prichard asked if the other towns involved in this program will pay their fair share. Ms. Crayton replied that Tolland and Vernon will pay.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE AN ADDITIONAL APPROPRIATION IN THE AMOUNT OF \$3,383 FROM THE 2015-2016 UNASSIGNED FUND BALANCE TO ACCOUNT 740 HOCKANUM VALLEY COMMUNITY COUNCIL (HVCC) FOR THE TOWN'S SHARE FOR THE PURCHASE OF A NEW WHEELCHAIR ACCESSIBLE VAN FOR THE HVCC DIAL-A-RIDE SERVICES, PENDING BOARD OF FINANCE APPROVAL.

C. Finance Office Reorganization

Discussion on this item was tabled until the end of the meeting as it had the potential to go into Executive Session.

D. Department of Transportation State Grant for Elderly and Disabled Demand Responsive Transportation (Dial-A-Ride Services)

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO ADOPT THE FOLLOWING RESOLUTION:

BE IT RESOLVED THAT LORI SPIELMAN, FIRST SELECTMAN OF THE TOWN OF ELLINGTON, IS AUTHORIZED TO SIGN AND EXECUTE AGREEMENTS AND CONTRACTS, ALONG WITH ALL NECESSARY AGREEMENT/CONTRACTS, ON BEHALF OF THE TOWN OF ELLINGTON WITH THE DEPARTMENT OF TRANSPORTATION OF THE STATE OF CONNECTICUT, RELATING TO THE GRANT APPLICATION FOR THE MATCHING GRANT PROGRAM FOR ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION (DIAL-A-RIDE SERVICES) FOR 2017.

E. Department of Transportation State Matching Grant for Senior Center Replacement Van

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO ADOPT THE FOLLOWING RESOLUTION:

BE IT RESOLVED THAT LORI SPIELMAN, FIRST SELECTMAN OF THE TOWN OF ELLINGTON, IS AUTHORIZED TO SIGN AND EXECUTE AGREEMENTS AND CONTRACTS, ALONG WITH ALL NECESSARY AGREEMENT/CONTRACTS, ON BEHALF OF THE TOWN OF ELLINGTON WITH THE DEPARTMENT OF TRANSPORTATION OF THE STATE OF CONNECTICUT, RELATING TO THE GRANT APPLICATION FOR THE REPLACEMENT OF A WHEELCHAIR-ACCESSIBLE MOTOR VEHICLE.

VI. ADMINISTRATIVE REPORTS

A. Building Department
B. Emergency Services

1. Resident State Troopers' Office
2. Emergency Management Director

Mr. Miller was pleased to see that the Emergency Management Director is submitting a monthly report. He noted that there were a number of weather related incidents mentioned in the report and suggested that the dates of those incidents be included.

3. Ellington Volunteer Ambulance Corps
4. Ellington Volunteer Fire Department

Chief Feldman reported that work is progressing on the new fire house. He added that there is significant volunteer work going into the new firehouse. Ms. Spielman characterized the work on the new firehouse as unbelievable.

C. Fire Marshal
D. Hall Memorial Library

Mr. Miller asked if the leak at the library was resolved. Ms. Spielman reported that it was.

E. Tax & Revenue Collector
F. Town Planner

VII. SELECTMEN COMMITTEE REPORTS

A. Personnel Committee

1. Resignations
2. Appointment

MOVED (FERRY), SECONDED (STAVENS), AND PASSED UNANIMOUSLY TO APPOINT BENJAMIN LORENZET TO SERVE AS AN ALTERNATE MEMBER ON THE INLAND WETLANDS AGENCY TO COMPLETE AN UNEXPIRED TERM ENDING JANUARY 31, 2018.

MOVED (FERRY), SECONDED (STAVENS), AND PASSED UNANIMOUSLY TO REAPPOINT WALTER MOODY AS AN ALTERNATE MEMBER ON THE CONSERVATION COMMISSION TO SERVE A TWO-YEAR TERM ENDING MARCH 31, 2018.

B. Town Policies Committee

1. Senior Center: Use of Facility Rules and Regulations Policy

Mr. Turner reported that his committee had made excellent progress on this issue. He hoped that the next meeting would provide a clean copy of the Use of Facility Rules and Regulations Policy for BOS review.

C. Other: None

VIII. SELECTMEN LIAISON REPORTS: None

IX. FIRST SELECTMAN'S REPORT

A. New Hires:

- Heidi Bolduk, Deputy Tax & Revenue Collector

The First Selectman reported effective March 4, 2016, Heidi Bolduk was hired as the full-time Deputy Tax & Revenue Collector. Heidi has extensive experience in municipal government and comes highly recommended from the Town of Bolton.

- Ronald Fairchild, Reference Librarian

The First Selectman reported effective February 13, 2016, Ron Fairchild was hired as a part-time Reference Librarian.

B. Resignations:

- Kristin Michaud, Administrative Secretary II

The First Selectman reported Kristin Michaud, Administrative Secretary II in the Planning Office, has submitted her notice of resignation effective March 17, 2016 after 13+ years of service. As noted at the last meeting, this position will not be filled due to lack of work in the Planning Office.

C. Other:

- Helen Filloramo

The First Selectman reported that long-time Human Services Commission Member, Helen Filloramo, passed away last week. She served on the Human Services Commission for nearly 20 years and was first appointed in July of 1996.

- Pinney House Update

The First Selectman reported that she met with Gerry Gillung, Chair of the Committee for the Preservation of the Pinney House. The Committee has questions regarding their affiliation with the Friends of the Pinney House, Inc., a non-profit organization. They are questioning if the members of the Town's Committee can also serve as on Friends of the Pinney House, Inc. This item will be placed on the April agenda for further discussion.

Mr. Miller asked if the Committee had indicated if they'll raise funds for phase 2. Ms. Spielman said they didn't discuss it but they want to keep it going and move it forward.

- Autumn Chase Incident

The First Selectman reported that she responded to an incident at Autumn Chase. There was no heat in a unit in zero degree weather. The First Selectman contacted the owner to have maintenance restore the heat.

- Town's Veterans' Service Contact Person

The First Selectman reported that Joe Palombizio will serve as the Town's Veterans' Service Contact Person; she said the State requires that each municipality appoint a contact person to act as a coordinator in matters concerning veterans and their families. She added that Joe is a veteran himself and he has agreed to take on this additional role.

- Capital Region Council of Governments (CRCOG)

The First Selectman reported that she met with Cheryl Assis, Director of Public Safety at CRCOG. She attended the meeting with Joe Palombizio to discuss the grants that are available to the Town. She reported that these were non-matching grants that might be utilized for extra emergency cots.

- Grand List

The First Selectman reported that the Grand List was signed on February 29, 2016. She noted that a memo from the Assessor has been provided to each Selectman.

- Crumbling Foundations Coalition

The First Selectman reported that she attended a coalition meeting pertaining to crumbling foundations on Saturday, February 27 from 10 a.m. to 2 p.m. at Tolland High School. She noted that to date 116 homeowners in north central Connecticut have filed complaints with the Department of Consumer Protection (including Ellington residents). Homeowners voiced their concerns and frustrations with this very serious problem. She said she could see the problem of crumbling foundations effecting any of us.

Mr. Turner asked how many properties in Ellington might be affected. Ms. Spielman said that many are afraid to come forward and admit the problem because they don't want their insurance canceled.

Mr. Miller asked why foundations are crumbling. Ms. Spielman said it had to do with the stone used and that it could cost between \$150,000 and \$240,000 to fix a crumbling foundation.

- Eagle Scout Award

The First Selectman reported that on Saturday, February 27 she attended an Eagle Scout recognition program for Alexander J. Brennan who dedicated himself to leading a project to benefit and beautify the Town by removing and replacing all of the plants, bushes and trees around the Town Green Gazebo.

- Ellington Volunteer Fire Department

The First Selectman reported that she attended the Annual Awards Banquet and Dance on March 5, 2016.

The First Selectman reported that she made several visits to new Fire House on Nutmeg Drive. Volunteers are making remarkable contributions in the form of manual labor. Jack Turner has forwarded photos of the volunteers in action and the pictures will be posted to the Town website.

- Town of Ellington Trails

The First Selectman reported that she met with Bruce Dinnie, Town of Vernon Parks Director, Timothy Webb, and Lisa Houlihan to discuss tying in Ellington trails with the Town of Vernon and trying to get on the Charter Oak greenway map.

- Town Hall Addition, Phase II

The First Selectman reported that she met with architects and engineers from Fuss & O'Neil and Timothy Webb. They reviewed preliminary plans for old and new sections.

- Ellington Historical Society

The First Selectman reported that she met with Nancy Long and Tim Fahy regarding the future of the Ellington Historical Society. She said the organization is struggling with a need to recruit members and enhance fundraising. They report that they need some volunteers to work a Saturday or Sunday to keep it open and they're concerned about where the artifacts will end up if they have to sell the building.

- Setback Night (Saturdays) at the Senior Center

The First Selectman reported that Saturday night Setback activity will begin on April 2.

- Senior Center Pavilion

The First Selectman reported that the Town placed an order for a 14 by 18 foot vinyl pavilion from Barn Yard. Estimated delivery is four weeks. Funding for the project comes from the Senior Center construction budget and is approved by the Permanent Building Committee.

- Recording Secretary for BOS

The First Selectman reported that due to the increased workload in the First Selectman's Office, they have decided to continue having Joe Tarzi take the meeting minutes of the BOS for the remainder of this fiscal year. Funding has been requested in the 2016-2017 budget for a Recording Secretary for the BOS.

X. CORRESPONDENCE

A. Memo from Timothy M. Webb, Director of Public Works, dated February 11, 2016 re: Route 74 Bridge Repair in Vernon, April 2, 2016-November 1, 2016

Mr. Webb reported that the Route 74 Bridge in Vernon would be closed throughout the summer while school is out of session for repair; traffic will be detoured down Windermere Avenue. There will be a sidewalk installed.

Mr. Turner said that he had forwarded Mr. Webb's letter to the head of Emergency Services and added that he believed there would be a significant increase in traffic on Windermere Avenue that may need to be monitored by police.

Mr. Turner asked Mr. Feldman if he was in contact with Vernon's Fire Chief on this issue. Mr. Feldman said they were in communication.

The BOS returned to NEW BUSINESS, ITEM C.

C. Finance Office Reorganization

Mrs. Sauv  noted that one of the priorities of the reorganization of the Finance Office is to have a staff member cross-trained in the duties of the Finance Officer. She recommended that the BOS go into Executive Session for the purpose of discussing personnel appointment.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO ADD TO THE AGENDA, EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL APPOINTMENT.

XI. EXECUTIVE SESSION

MOVED (TURNER), SECONDED (STAVENS), AND PASSED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 8:22 P.M. FOR THE PURPOSE OF DISCUSSING PERSONNEL APPOINTMENT, WITH MARIE SAUVÉ, NICHOLAS DICORLETO AND FELICIA LAPLANTE IF INVITED.

PRESENT: BOS members, Marie Sauv , Nicholas DiCorleto.

The BOS came out of Executive Session at 8:43 p.m.

The BOS reviewed the proposal to reorganize the Finance Office which includes reassigning duties and revisions to the position descriptions.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE REVISIONS TO THE POSITION DESCRIPTION FOR THE FINANCE OFFICER/TREASURER AS RECOMMENDED BY THE FIRST SELECTMAN.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE POSITION DESCRIPTION FOR THE ASSISTANT FINANCE OFFICER/DEPUTY TREASURER AS RECOMMENDED BY THE FIRST SELECTMAN AND THE FINANCE OFFICER.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE POSITION DESCRIPTION FOR THE ACCOUNTING/PAYROLL SPECIALIST AS RECOMMENDED BY THE FINANCE OFFICER.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPROVE THE POSITION DESCRIPTION FOR THE FINANCE OFFICE ADMINISTRATIVE ASSISTANT AS RECOMMENDED BY THE FINANCE OFFICER.

Mr. Turner asked if the Town can re-coup any of Mr. DiCorleto's salary from the Water Pollution Control Authority (WPCA). Mr. DiCorleto responded that he would prefer that not be done.

Mr. Stomberg asked if anyone ever totaled up the additional hourly cost of the additional duties to the WPCA. Mrs. Sauv  responded that the yearly budget increase was included on the last page of the proposal.

Mr. Prichard asked if Mr. DiCorleto's duties to the WPCA were part of his job description. Mr. DiCorleto explained that they were and when a new person is hired they won't get extra pay for those duties.

Mr. Turner observed that the BOS has the option to change the Finance Officer's job description before hiring a new Finance Officer.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO ADJUST THE ANNUAL SALARY OF NICHOLAS J. DICORLETO, JR, FINANCE OFFICER/TREASURER TO \$125,859 TO REFLECT THE ADDITIONAL DUTIES TO THE WATER POLLUTION CONTROL AUTHORITY, EFFECTIVE MARCH 14, 2016. FURTHER TO ADJUST THE E-7 SALARY RANGE AS FOLLOWS: MINIMUM - \$86,594, MIDPOINT - \$108,657 AND MAXIMUM - \$140,000 EFFECTIVE MARCH 14, 2016.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO APPOINT FELICIA LAPLANTE TO THE POSITION OF ASSISTANT FINANCE OFFICER/DEPUTY TREASURER AT A STARTING ANNUAL SALARY OF \$76,362 FOR A 37-1/2 HOUR WORKWEEK, EFFECTIVE MARCH 14, 2016.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO RECLASSIFY GAIL MORAN TO THE POSITION OF ACCOUNTING/PAYROLL SPECIALIST AT AN HOURLY WAGE OF \$30.61 FOR A 35 HOUR WORKWEEK, EFFECTIVE MARCH 14, 2016, SUBJECT TO UNION CONCURRENCE.

MOVED (TURNER), SECONDED (MILLER), AND PASSED UNANIMOUSLY TO RECLASSIFY PATRICIA CHOINIÈRE TO FINANCE OFFICE ADMINISTRATIVE ASSISTANT AT AN HOURLY WAGE OF \$21.00 FOR A 20 HOUR WORKWEEK, EFFECTIVE MARCH 14, 2016, SUBJECT TO UNION CONCURRENCE.

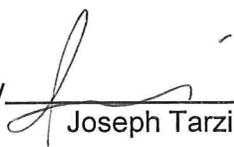
Mr. Miller took some time to clarify regarding the policy to put in writing proposed motions by the Town Ordinance Committee, Personnel Policies Committee and the Town Policies Committee, that such motions can be handwritten or typed and that copies be provided to the BOS and the recording Secretary. He asked Mrs. Sauve to put this specification in writing. Mrs. Sauve stated that she will add a footnote to the policy.

Ms. Spielman noted that the Town sent out congratulations cards to honor roll students at Ellington High School.

XII. ADJOURNMENT

MOVED (MILLER), SECONDED (TURNER), AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 9:01 P.M.

Submitted by


Joseph Tarzi

Approved by


Lori L. Spielman