

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786



TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
TEL 870-3100 FAX 870-3102
www.ellington-ct.gov

JAMES M. PRICHARD
Deputy First Selectman

MELINDA M. FERRY
AARON J. FOSTER
DAVID E. STAVENS
RONALD F. STOMBERG
JOHN W. TURNER

LORI L. SPIELMAN
First Selectman

BOARD OF SELECTMEN
Monday, July 11, 2016
Town Hall – Meeting Hall

Minutes

SELECTMEN PRESENT: Lori L. Spielman, Aaron J. Foster, David E. Stavens, Ronald F. Stomberg, John W. Turner

SELECTMEN ABSENT: Melinda Ferry, James M. Prichard

OTHERS PRESENT: Nicholas DiCorleto, Finance Officer/Treasurer; Timothy Webb, Public Works Director/WPCA Administrator; Nancy Stillman, President, Dan Flanagan, Assistant Chief, Renee Cyr, Ellington Volunteer Ambulance Corps; Tom Palshaw, Casimir Spytek

I. CALL TO ORDER

First Selectman Spielman called the meeting of the Board of Selectmen (BOS) to order at 7:03 p.m.

II. CITIZENS' FORUM

Casimir Spytek, 7 Hotel Road; addressed the BOS with a request to have Hotel Road sanded during winter storms. He said that it is a private road and he has spoken with the Director of Public Works and understands that the policy is that the Town does not sand private roads. He noted that he believes that Aborn Road was once cared for by the Town and is no longer, but he doesn't know what the reasons were. He provided a map of the area under discussion. Mr. Spytek reviewed the reasons he believes the Town should reconsider the policy. He said he would like the BOS to consider how to make this happen rather than to consider how it is against policy. Ms. Spielman asked Mr. Spytek if he and his neighbors have obtained a quote from a private company to sand the road. Mr. Spytek said that they had not. Mr. Stavens asked who owns the road. Mr. Spytek said that he believes the people who live on the road do; Mr. Stavens explained that the neighbors need to form an association and gain agreement from everyone that they will all contribute to a fund that will pay for a private company. Mr. Spytek asked the BOS to consider how they can do it rather than why they don't do it. Ms. Spielman said that the BOS will discuss the request and will respond to Mr. Spytek.

III. APPROVAL OF MINUTES

A. June 13, 2016 Board of Selectmen Regular Meeting

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN REGULAR MEETING MINUTES OF JUNE 13, 2016.

B. June 20, 2016 Board of Selectmen Special Meeting

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN SPECIAL MEETING MINUTES OF JUNE 20, 2016.

IV. UNFINISHED BUSINESS: There was none.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO GO OUT OF AGENDA ORDER TO ITEM VI.B.3 ELLINGTON VOLUNTEER AMBULANCE CORPS.

Ms. Spielman said she asked Nancy Stillman, President, Ellington Volunteer Ambulance Corps (EVAC), to attend and provide an update to the issues presented during Citizens' Forum at the June 20, 2016 BOS Meeting. Ms. Stillman said that EVAC has engaged a nationally known and respected EMS provider as a consultant. He will be coming to Ellington on August 18, 19 and 20, 2016 to work with EVAC. Ms. Spielman asked what the consultant will be offering as a service. Ms. Stillman said that he will review EVAC and provide a written report with recommended action steps that highlight the opportunities and challenges as well as strategies going forward. Ms. Spielman asked when the report could be expected. Ms. Stillman said that there is no final date set for the report. Ms. Spielman reminded Ms. Stillman that the Department of Transportation (DOT) initiatives that she asked be implemented should not wait for the consultant; Ms. Stillman agreed.

Ms. Spielman asked how many active volunteers EVAC now has on staff; Ms. Stillman responded that there are 14 volunteers; 9 of which can drive the ambulance. Ms. Spielman asked how long ago it was that EVAC had 40 volunteers; Mr. Flanagan said that when he started 11 years ago, there were 40, but the staff has decreased rapidly.

Mr. Turner said that it is very obvious that part of the problem to the current situation is the lack of volunteers. He said if you review the daytime staffing, there is a monumental amount of hours for 14 people to cover. Mr. Turner acknowledged that this has been a challenge for EVAC. He added that many of the issues that EVAC is dealing with as an organization relate to that shortage of volunteers and the management of the paid staff. In any business, whether it's firefighting, EMS or community work, when you have paid staff and volunteer staff working together there is always a dynamic that comes up; EVAC has reached the low point of that dynamic. Mr. Turner said he hopes the consultant can help with that problem. Mr. Turner said he hopes that the report from the consultant isn't six months out, as EVAC has that six months of service to provide and there might be some initiatives that EVAC can start now.

Ms. Stillman said that EVAC's Membership Committee is meeting on Monday, July 18 to discuss upcoming member interviews and to discuss a public relations plan that will include reaching out to colleges and businesses. Mr. Turner asked Ms. Stillman to confirm that the only people EVAC is accepting are those who walk in the door with EMT certification and Ms. Stillman said that is accurate. Mr. Turner said that although it saves time in training, it is a fairly small pool of people. Mr. Flanagan said that they will consider an applicant who is enrolled in EMT class, but if someone comes in with no experience and no certifications, it isn't worth it to go through the training process from the start. Mr. Turner said that the volunteers will work with EVAC for a while, learn the routines and then realize that they can get paid for doing the same thing. Ms. Stillman said that it

is a risk EVAC takes by being a volunteer organization. Ms. Stillman said that money talks and they lose volunteers often.

Mr. Turner asked what the contracted price for the consultant is; Ms. Stillman replied it will be \$150/hour for approximately 30 hours. Mr. Turner said that he would like the consultant's report to reflect the needs of the second ambulance; a comprehensive report, including statistics. Ms. Stillman asked if Mr. Turner is looking for statistics that include when EVAC has received a second call and the both ambulances are out; Mr. Turner replied that it should be part of EVAC's monthly report.

Mr. Stomberg said that it must be very discouraging for individuals who want to volunteer to find out that it is such an event to become qualified and he noted that these well-meaning individuals must become overwhelmed by the requirements. Ms. Stillman said that the class for an initial certification involves 180 hours and recertification is required every three years.

Ms. Stillman said that being a volunteer is in her heart, but she understands that it is not in everyone's heart. She said she understands why volunteers leave to go to paid jobs after EVAC invests their time and training. It's not what she would do, but she understands why people go from volunteer positions to paid positions.

Mr. Turner asked if background checks are done on new people. Ms. Stillman that a background check, fingerprints, physical exam and reference checks are done on each new applicant.

Mr. Stavens asked if bringing in this consultant was as a result of the Emergency Medical Services Director position that the BOS approved. Ms. Stillman said that it is not; she initially contacted the consultant back in October, however, her other priorities postponed her having the consultant come to Ellington. Mr. Foster asked if the BOS could attend some of the consultant's meetings and Ms. Stillman said she would be working with Marie Sauve' to include the BOS.

Mr. Turner asked Ms. Stillman to send him the EVAC Executive Board Meeting schedule and the General Meeting schedule. Ms. Stillman said that she will send it to him, but the Executive Board Meetings are the first Monday of each month and General Meetings are the second Monday of each month.

V. NEW BUSINESS

A. Tax Refunds/Abatements

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE TAX REFUNDS IN THE AMOUNT OF \$3,037.87, AS RECOMMENDED BY THE TAX & REVENUE COLLECTOR AND AS SPECIFIED IN THE REFUNDS/ABATEMENT STATEMENT FOR THE MONTH OF JULY 2016. [ATTACHED]

B. Authorization to Hire: Administrative Assessment Technician

Mr. DiCorleto said that the Assessor's Office was previously staffed with three full-time benefitted positions; and recently the office attempted to utilize two part-time positions, but that has not proven to be effective. The Assessor, Kim Bechard, would like to hire one full-time person instead of two part-time employees. Mr. Stomberg asked what labor grade this position will be and noted that the full-time position will include a benefit package.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO HIRE A FULL-TIME ADMINISTRATIVE ASSESSMENT TECHNICIAN.

C. Grant Permanent Status: Heidi Bolduk

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO GRANT PERMANENT STATUS TO HEIDI BOLDUK, DEPUTY TAX & REVENUE COLLECTOR, EFFECTIVE JULY 13, 2016, AS RECOMMENDED BY THE TAX & REVENUE COLLECTOR AND THE FINANCE OFFICER.

D. Board of Selectmen Annual Report Submission

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN'S ANNUAL REPORT SUBMISSION FOR 2015-2016, AS PRESENTED IN THE DRAFT.

E. Electrical Services Contract

Ms. Spielman said that this contract went out to bid and three bids were received. Mr. Webb added that Ellington Electrical Contractor, LLC has been working out very well.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO AWARD THE CONTRACT FOR ELECTRICAL SERVICES TO ELLINGTON ELECTRICAL CONTRACTOR, LLC, ELLINGTON, CT, EFFECTIVE JULY 11, 2016 THROUGH JUNE 30, 2019 WITH THE OPTION FOR TWO ADDITIONAL ONE-YEAR RENEWALS, AS RECOMMENDED BY THE DIRECTOR OF PUBLIC WORKS.

F. Road Overlay Program Update

Ms. Spielman said that if the BOS members would like to see a video of the road overlay program, she will be glad to share it following the meeting. Mr. Webb reviewed in detail the progress of the road overlay projects underway as well as the upcoming projects going forward.

G. Housing Authority Appointment/Revise Term End Date for Dennis Varney

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REVISE DENNIS VARNEY'S TERM END DATE TO CORRECTLY REPRESENT A FIVE-YEAR TERM ON THE ELLINGTON HOUSING AUTHORITY TO JUNE 30, 2021.

H. Re-establish the Ad Hoc Committee for the Preservation of the Pinney House

Mr. Turner asked if there has been any news regarding the use of the building; he noted that there are serious limitations due to the parking situation. Ms. Spielman said that she had a conversation with Ms. Gillung a few months back, but hasn't had a recent update.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RE-ESTABLISH THE AD HOC COMMITTEE FOR THE PRESERVATION OF THE PINNEY HOUSE FOR ANOTHER YEAR TO JULY 31, 2017.

VI. ADMINISTRATIVE REPORTS

- A. Building Department
- B. Emergency Services
 - Resident State Trooper's Office
 - Emergency Management Director
 - Ellington Volunteer Ambulance Corps
 - Ellington Volunteer Fire Department
 - Crystal Lake Fire Department
- C. Fire Marshal
- D. Hall Memorial Library: Ms. Spielman mentioned that the Library stays very busy. She added that Ms. Phillips has been advised that it would make sense to address the renovations of the bathrooms in the fall. Mr. DiCorleto said that it is better to wait until fall because the contractor is busy with school renovations over the summer. Mr. Turner asked if Mr. Webb will have oversight on the project. Mr. Webb said that the contractor who is recommended through CRCOG and is very dependable. He added that Ms. Phillips will call him if she has questions or concerns.
- E. Tax & Revenue Collector: Ms. Spielman said that the Tax and Revenue Collector's Office has been very busy this month with taxes due. Ms. Spielman said that a resident approached her with concerns about the online payment fee that is charged when a taxpayer uses a credit card to pay. Ms. Spielman explained to the resident that the Town does not charge the convenience fee, the credit card company does and that fee does not go to the Town. Mr. DiCorleto said that if you pay by ACH (electronic check) it is only 0.95, but many people who pay by credit card are doing so for the points that the credit card companies award for charges.
- F. Town Planner
- G. Public Works

VII. SELECTMEN COMMITTEE REPORTS

- A. Personnel Committee: Ms. Spielman noted that the Personnel Committee did not have a quorum tonight, so the BOS will be addressing the reappointments directly.
 - Resignations: There were none.
 - Appointments

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT DALE ROBERSON, JAMES GAGE, GERRY GILLUNG, MARCIA KUPFERSCHMID, PATRICIA BURREINGTON AND DEBBY WALLACE TO THE AD HOC COMMITTEE FOR THE PRESERVATION OF THE PINNEY HOUSE TO ONE-YEAR TERMS ENDING JULY 31, 2017.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT SEAN KELLY TO THE ECONOMIC DEVELOPMENT COMMISSION TO A FOUR-YEAR TERM ENDING JULY 31, 2020.

B. Town Policies Committee

Mr. Turner said that the Town Policies Committee met tonight and reviewed the eligible applications on file and the new applications received this year and have the following recommendation:

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO SELECT ALFRED SCHINDLER AS THE WALL OF HONOR RECIPIENT FOR 2016, AS RECOMMENDED BY THE BOARD OF SELECTMEN TOWN POLICIES COMMITTEE. FURTHER RESOLVED, THAT THE INDUCTION CEREMONY BE HELD ON SATURDAY, SEPTEMBER 10, 2016 AT 4:00 P.M. AT ARBOR PARK.

Mr. Turner added that Mr. Schindler is a long-time Town resident, a surveyor by profession who also contributed a significant amount of his expertise as a surveyor to Dorothy Cohen, who did the research for the Town of Ellington land records. Ms. Spielman said that Mr. Schindler also volunteered a lot of time with the Ellington Cemetery, marking plots.

C. Other

VIII. SELECTMEN LIAISON REPORTS

Mr. Stomberg said that it was his pleasure to be invited to the Police Cadets Awards Dinner. He said it is an amazing and active group of people. Mr. Stomberg said that he believes that the Farmers Market has a cadet recognition on one of the Saturdays that they put on for the ambulance and fire cadets, and he would like the police cadets to be included. Mr. Stomberg said that any recognition given to these young people will be well worth the trouble. Ms. Spielman said that she will look into letting Mrs. Trueb know about this request. Mr. Turner said that the longest standing youth group for Ellington is the Explorer Post 512, affiliated with the Boy Scouts. He added that a cadet program operates out of the Ellington Volunteer Fire Department on the same principals. There is also the Police Explorers Post operating out of the Vernon Police Department which does a very, very good job. He added that under the Boy Scouts, there is also a Civil Air Patrol version of the Explorers Program. There are a number of youth programs that are part of the public safety available to the youth in Town.

IX. FIRST SELECTMAN'S REPORT

A. New Hires

- Julia Connor, Administrative Secretary I, Human Services/Recreation was hired on June 16, 2016 for 20 hours a week to replace Cindy Boscarino who retired.

B. Resignations/ Retirement

- Christine Kiessling, Assessment Aide
- Brittany Martin, EMT/Driver

C. Other

Ms. Spielman reported on the following activities:

- Ms. Spielman said that the Charter Revision Commission (CRC) is meeting on July 13, 2016 at 7:00 pm at the Town Hall Meeting Hall to discuss and act upon the recommendations of the BOS. The BOS will then need to schedule a special meeting within 15 days of receiving the CRC's final report. Ms. Spielman suggested August 8, 2016 might be a good date.
- Mr. DiCorleto ordered a battery-powered cash register that will go to Crystal Lake Beach. Ms. Spielman said that this will help with tracking beach use.
- Ms. Spielman attended a meeting regarding trails on the Batz property.

- Mr. Webb hosted a baseball field maintenance session with Hart Seed Company on June 9, 2016 at Brookside Park; 15 communities attended and the event was featured in Connecticut Crossroad online magazine. Ms. Spielman said that the Town got one field prepared for zero cost. Mr. Foster asked how much it normally would cost and Mr. Webb said approximately \$3,000.
- Turf field update; some soil tests were done by Fuss and O'Neill. Mr. Webb said that the samples were taken and the soil is being evaluated.
- Ms. Spielman and Mr. DiCorleto attended the Chamber of Commerce Business After-Hours meeting in June at Sonny's Place in Somers. She added that it was a good networking opportunity.
- Union negotiations are ongoing.
- Finance Department Reorganization Update: Mr. DiCoreto reviewed in detail the activities of his department over the past three months and he provided an update regarding how the reorganization has been working out. He said that the staff is taking on more duties which is resulting in cost savings for the Town. Mr. DiCorleto said that he is pleased that he will be able to start working on the audit in August this year rather than October or November due to the help he is now receiving from the office staff. Mr. Turner said that the staff in the Finance Office does a good job.

Mr. DiCorleto also thanked Ms. Spielman for including him in union negotiations, as it is the first time he has ever been involved. Mr. DiCorleto said that his department will be working to streamline the contracts so that key mechanisms are the same across the board.

- Mr. Webb said that the Town purchased 10 picnic tables; 4 are at Crystal Lake Beach and 6 are at Arbor Park
- Sand for Crystal Lake Beach: Public Works had 180 yards of sand brought to the beach on June 1.
- Assessors meeting to be held on August 9, 2016 at 10:00 a.m. at the Ellington Town Hall Meeting Hall to discuss thoughts and goals regarding crumbling foundations. Ms. Spielman said she called this meeting so that the Assessors from surrounding towns could share ideas and learn what each town is doing. She would also like to compile a list of reputable contractors to recommend to residents.
- Food Cart to open at Sandy Beach and other locations. Resident Nick Glomb is working with Bob Tedford and New England Business Associates to realize his dream of owning a food cart.

X. CORRESPONDENCE

Ms. Spielman reviewed the following correspondence:

- A. Letter of thanks dated June 16, 2016 to Leo Miller from Lori Spielman
- B. Letters of thanks dated June 21, 2016 to Crystal Lake Fire Department and Ellington Volunteer Fire Department from Tolland Fire Department, Inc. regarding mutual aid
- C. Press Release dated June 22, 2016 Re: Tim Webb 2016 American Public Works Association New England Chapter Member of the Year
- D. Memo dated June 30, 2016 to Charter Revision Commission from Lori Spielman, regarding BOS recommendations

Mr. Turner asked for an update on the Porter Road situation. Mr. Webb said that Sgt. Santa will be assigning someone to patrol the area, along with Green Road, on a regular basis

Ms. Spielman said that Sgt. Santa advised her that the Town experienced three stolen vehicles over the weekend. Information has gone out to residents reminding them to lock their vehicles, even in their driveways.

Ms. Spielman said that she spoke with representatives from the Town of Vernon regarding progress on the bridge; it was supposed to be done before school starts. It will not be done until October.

XI. ADJOURNMENT

MOVED (STAVENS), SECONDED (TURNER) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 8:26 P.M.

Submitted by 
LouAnn Cannella

Approved by


Lori L. Spielman

