

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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JAMES M. PRICHARD
Deputy First Selectman

SARAH D. COOK
MELINDA M. FERRY
DAVID E. STAVENS
RONALD F. STOMBERG
JOHN W. TURNER

LORI L. SPIELMAN
First Selectman

BOARD OF SELECTMEN
Monday, March 11, 2019
Town Hall Meeting Hall

MINUTES

SELECTMEN PRESENT: Lori Spielman, James Prichard, John Turner, David Stavens, Ronald Stomberg, Melinda Ferry

SELECTMEN ABSENT: Sarah Cook

OTHERS PRESENT: Timothy Webb, Public Works Director; Felicia LaPlante, Acting Finance Officer/Treasurer; Susan Phillips, Hall Memorial Library Director;

I. CALL TO ORDER

The Board of Selectmen (BOS) meeting was called to order at 7:02 P.M. by First Selectman Spielman.

II. PLEDGE OF ALLEGIANCE

III. CITIZENS' FORUM (Non agenda items): No citizens came forward

IV. APPROVAL OF MINUTES

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO ADD TO THE AGENDA UNDER APPROVAL OF MINUTES; ITEM A. FEBRUARY 11, 2019 BOARD OF SELECTMEN PUBLIC HEARING MINUTES AND TO RENUMBER THE SUBSEQUENT ITEMS UNDER APPROVAL OF MINUTES ACCORDINGLY.

A. February 11, 2019 Board of Selectmen Public Hearing

MOVED (TURNER) SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN PUBLIC HEARING MINUTES OF FEBRUARY 11, 2019.

B. February 11, 2019 Board of Selectmen Regular Meeting

MOVED (TURNER) SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN REGULAR MEETING MINUTES OF FEBRUARY 11, 2019.

C. February 25, 2019 Board of Selectman Budget Meeting

MOVED (TURNER) SECONDED (PRICHARD) AND PASSED AYE: TURNER/STOMBERG/STAVENS/PRICHARD; ABSTAIN: FERRY) TO APPROVE THE BOARD OF SELECTMEN BUDGET MEETING MINUTES OF FEBRUARY 25, 2019.

V. UNFINISHED BUSINESS: There was no unfinished business.

VI. NEW BUSINESS

A. Tax Refunds/Abatements

MOVED (TURNER) SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE TAX REFUNDS IN THE AMOUNT OF \$1,310.30 AS RECOMMENDED BY THE TAX & REVENUE COLLECTOR AND AS SPECIFIED IN THE REFUNDS/ABATEMENT STATEMENT FOR THE MONTH OF MARCH, 2019. **[ATTACHED]**

B. Grant Permanent Status – Diane Varholak, Deputy Tax and Revenue Collector

MOVED (TURNER) SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO GRANT PERMANENT STATUS TO DIANE VARHOLAK, DEPUTY TAX AND REVENUE COLLECTOR, AS RECOMMENDED BY THE TAX AND REVENUE COLLECTOR.

C. Computer Service & Maintenance Contract

MOVED (TURNER) SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RENEW THE CONTRACT FOR THE SERVICE AND MAINTENANCE OF THE TOWN'S COMPUTER SYSTEM FOR AN ADDITIONAL YEAR TO APRIL 30, 2020, AS OUTLINED IN ARTICLE 3: TERM OF CONTRACT OF THE CURRENT CONTRACT WITH THE COMPUTER COMPANY OF CROMWELL, CONNECTICUT, AS RECOMMENDED BY THE ACTING FINANCE OFFICER.

D. Set Public Hearing – Crystal Lake Boat Club Regatta

MOVED (TURNER) SECONDED (FERRY) AND PASSED UNANIMOUSLY TO SCHEDULE A PUBLIC HEARING ON MONDAY, APRIL 15, 2019 P.M. AT THE ELLINGTON TOWN HALL, FOR THE PURPOSE OF ALLOWING CITIZENS TO COMMENT UPON THE CRYSTAL LAKE SAILING CLUB APPLICATION FOR A REGATTA PERMIT.

E. Town Hall STEAP Grant Funding Breakdown

Mr. Webb reported that State Office of Policy and Management (OPM) asked for a breakdown on the cost of the Town Hall project so the State can finalize the grant to the Town for the renovations. Mr. Webb developed a list that he will send to OPM. He said the Town Attorney has advised that it is in the Town's best interest to go out to bid for certain projects that are up around \$90,000, considering it is close to the prevailing wage threshold. Mr. Webb said that he provided in his recommendation three options for the BOS to consider.

Mr. Prichard asked what will be done about the elevator. Mr. Webb said that he had the elevator representative out to look and he is expecting to hear back from him soon. There is a vent above that appears to be open. If it is internal, Otis Elevator will fix it; if it is external, DPW will get someone to work on it. He is also expecting a quote on dropping an HVAC unit in the ceiling where the fan is to provide heat and air conditioning.

Mr. Turner asked what the advantage or disadvantage of hiring an architect would be. Mr. Webb said it would be quite costly; most likely around \$25,000, so it would require an RFP. These costs are not eligible to be paid under the grant.

Mr. Turner asked if CRCOG would handle the whole project; would it make them eligible for prevailing wage. Mr. Webb said the projects will hit prevailing wage anyway. He added that the key things that need to be done are the electrical, the HVAC and bathrooms, and if anything more can be done within the \$500,000, it will be done. Mr. Stomberg asked if the projects will stay within the \$500,000 and Mr. Webb said that it would. Mr. Turner asked if we need an architect for HVAC and electrical and Mr. Webb said he doesn't believe so after speaking with the current contractor.

Mr. Webb advised that CRCOG changes out contractors every few years. Ms. Phillips said that she has very successfully used the CRCOG process for Library projects in the past.

F. Earth Day Celebration – April 27, 2019 (Rain Date: May 4, 2019)

MOVED (TURNER) SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO GRANT THE REQUEST OF THE EARTH DAY CELEBRATION COMMITTEE TO HOLD THE 2019 EARTH DAY CELEBRATION ON THE TOWN GREEN ON SATURDAY, APRIL 27, 2019 [RAIN DATE - MAY 4, 2019] BETWEEN 8:00 AM AND 3:00 PM INCLUDING SET-UP AND CLEAN-UP TO BE COORDINATED WITH THE PUBLIC WORKS DEPARTMENT, PROVIDED ALL NECESSARY TOWN APPROVALS ARE OBTAINED. FURTHER RESOLVED, TO CLOSE CHURCH STREET DURING THE 2019 EARTH DAY CELEBRATION EVENT.

G. Authorization to Fill DPW Full Time Maintainer I Position

MOVED (TURNER) SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO AUTHORIZE THE FIRST SELECTMAN TO FILL THE DEPARTMENT OF PUBLIC WORKS FULL TIME MAINTAINER 1 POSITION, CREATED BY THE EXPECTED PROMOTION OF A CURRENT MAINTAINER I TO CREW CHIEF GROUNDS, AS RECOMMENDED BY THE DIRECTOR OF DPW.

VII. ADMINISTRATIVE REPORTS

- A. Building Department
- B. Emergency Services
 - 1. Resident State Troopers' Office
 - 2. Ellington Volunteer Ambulance Corps
 - 3. Ellington Volunteer Fire Department
 - 4. Crystal Lake Fire Department
 - 5. Emergency Management Director
- C. Fire Marshal
- D. Hall Memorial Library
- E. Tax & Revenue Collector
- F. Town Planner
- G. Finance Department
 - 2018 Grand List
 - Financial Statements
- H. Human Services

VIII. SELECTMEN COMMITTEE REPORTS

- A. Personnel Committee:
 - 1. Resignations: There were none.

2. Appointments

MOVED (PRICHARD) SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT JAMES GAGE AND REBECCA QUARNO TO THE CONSERVATION COMMISSION TO SERVE FOUR-YEAR TERMS TO MARCH 31, 2023.

MOVED (PRICHARD) SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT ANN HARFORD AS AN ALTERNATE TO THE CONSERVATION COMMISSION TO SERVE A TWO-YEAR TERM TO MARCH 31, 2021.

MOVED (PRICHARD) SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPOINT SARA K. LANDON TO THE AD HOC PATRIOTIC COMMITTEE TO COMPLETE AN UNEXPIRED TERM TO DECEMBER 31, 2019.

B. Town Policies Committee: There was no report.

C. Other: There was no other business.

IX. SELECTMEN LIAISON REPORTS

Board of Education Master Plan Review: Mr. Turner provided an update regarding the progress of Master Plan Review which looks at the current assessment of school population, school facilities, the needs for the immediate future and the projections going out about 15 years. He reminded that he is the BOS representative and Douglas Harding is the Board of Finance (BOF) representative on this Committee. They are to the point where they have gathered significant data and looked at several options on how to move forward and the next move will be to meet with the BOF, BOS, Board of Education and the Permanent Building Committee to, in detail, review the data that has been collected and ask for input as to the best course of action moving forward. He strongly urges all to review the information that is on the BOE website or contact the Superintendent if more information is needed.

X. FIRST SELECTMAN'S REPORT

A. New Hires

- Gary Berube, Custodian

B. Resignations/Reorganization

- Claire Rich, Senior Center Custodian
- Michael Joslin, Senior Center Custodian

C. Appointments

- LouAnn Cannella, Acting Human Resources Coordinator
- Tressa Giordano, Assistant Youth Services Coordinator
- Kayla Condron, Youth Services Program Coordinator

D. Other

- Flag Flown over US Capitol in Memory of Robert Tedford: Lori attended the Trails Committee meeting in March and presented Joann Tedford with a flag and certification that the flag was flown over the United States Capitol, January 24, 2019 at the request of the Honorable Joe Courtney, member of Congress, in memory of Robert Tedford, the Town's long-time Recreation Director.
- The Trails Committee is very active and is doing a great job.

XI. CORRESPONDENCE:

- A. Letter from Gerry Gillung, President, Friends of the Pinney House and Chairman, Ad Hoc Committee for the Preservation of the Pinney House. Ms. Spielman noted that the bottom line is that the \$35,000 match for the grant is not available.

XII. ADJOURNMENT

MOVED (STAVENS), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 7:30 P.M.

Submitted by  Approved by 
LouAnn Cannella
Recording Secretary
Lori Spielman
First Selectman

TAX COLLECTOR'S REFUNDS/ABATEMENTS		MARCH, 2019		V.I.A	
DOLLAR AMOUNT	PERSON/CORPORATION REFUNDS	MV/PERS.PROP REAL ESTATE	YEAR	TAX/ASSESSOR REQUESTING DEPT.	REASON FOR
\$162.55	BJJM FAMILY LLC C/O DATA CAPTURE SOLUTIONS	RE	2017	TAX COLLECTOR	OVERPAYMENT
\$106.20	C+C VENDING C/O KENNETH+TINA COVERT	PP	2017	ASSESSOR	TAXED IN MERIDEN
\$77.35	LEAVITT EDWARD L	MV	2017	ASSESSOR	CORRECTED ASSESSMENT
\$28.84	NEAL RICHARD E	MV	2017	ASSESSOR	BAA REDUCED ASSMNT
\$59.91	NEAL RICHARD E	MV	2017	ASSESSOR	BAA REDUCED ASSMNT
\$82.42	NEAL RICHARD E	MV	2017	ASSESSOR	BAA REDUCED ASSMNT
\$40.52	PERUMAL SIVAMURUGAN	MV	2017	ASSESSOR	VEH REG IN OR
\$20.51	PERUMAL SIVAMURUGAN	MV	2017	ASSESSOR	VEH REG IN OR
\$366.00	ROYJOHN J-LU+DIANE-LU+DONALD+JOHN TRS JOHN ROY4	RE	2014	ASSESSOR	APPLY AFA/CFB DIS PER 12-81(20)
\$366.00	ROYJOHN J-LU+DIANE-LU+DONALD+JOHN TRS JOHN ROY4	RE	2015	ASSESSOR	APPLY AFA/CFB DIS PER 12-81(20)
\$1,310.30	MARCH, 2019 REFUND TOTAL				
	ABATEMENTS				
\$0.00	MARCH, 2019 ABATEMENT TOTAL				
\$1,310.30	MARCH, 2019 REFUND AND ABATEMENT TOTAL				