



LORI L. SPIELMAN  
First Selectman

STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187  
ELLINGTON, CONNECTICUT 06029-0187  
TEL 860-870-3100 FAX 860-870-3102

[www.ellington-ct.gov](http://www.ellington-ct.gov)

RECEIVED

19 JUL 15 PM 3:11

ELLINGTON  
TOWN CLERK

JAMES M. PRICHARD  
Deputy First Selectman  
SARAH D. COOK  
MELINDA M. FERRY  
DAVID E. STAVENS  
RONALD F. STOMBERG  
JOHN W. TURNER

BOARD OF SELECTMEN  
July 8, 2019  
Town Hall Meeting Hall

## MINUTES

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

MEMBER ABSENT: Sarah Cook

OTHERS PRESENT: Timothy Webb, Public Works Director/WPCA Administrator; Lisa Houlihan, Town Planner; Dustin Huguenin, Recreation Director; Joy Hollister, Human Services Director; Sgt. Brian Santa, Resident State Troopers' Supervisor; Susan Phillips, Director, Hall Memorial Library; Gregory White, Finance Officer/Treasurer; Felicia LaPlante, Assistant Finance Officer/Deputy Treasurer; Peter Hany, President, Ellington Volunteer Ambulance Corps (EVAC); Bob Smith, Deputy Fire Chief, Ellington Volunteer Fire Department (EVFD); Brent Moser, Ann Harford, Tom Palshaw, Aaron Foster, Peg Busse, Seth Bahler, Tom Boscarino, Joanne Tedford, Dennis Varney, Jackie Nappo, Jr; Sarah Vrakas

### I. CALL TO ORDER:

The Board of Selectmen (BOS) Meeting was called to order by First Selectman Lori Spielman at 7:09 P.M.

II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

Ms. Spielman took a moment to introduce Mr. Gregory White, CFA, the new Finance Officer/Treasurer, and stated that today was his first official day and she and the BOS are pleased to have him on staff.

### III. CITIZENS' FORUM (Non agenda items):

Tom Palshaw, 120 Pinney Street, said that for the past two years he has been volunteering on the Hockanum River Trails group to assist in maintaining the trails. During that time, the group had been using a town-supplied mower and that worked fine, except for areas with roots and rough areas. Mr. Palshaw said that they are using a two-stroke string pull trimmer; however, that type of equipment doesn't last long. He has looked for another option, a Pilot DR OHV Engine string trimmer. He has run his idea by both Public Works and the Town Planner. He said he was told by both Mr. Webb and Ms. Houlihan that there is a concern with volunteers using power tools, which needs to be addressed before either of them can support this purchase. Mr. Palshaw asked the BOS to consider allowing volunteers to use power equipment, such as the string trimmer.

### IV. APPROVAL OF MINUTES

#### A. June 10, 2019 Special Town Meeting

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE SPECIAL TOWN MEETING HELD ON JUNE 10, 2019.

#### B. June 10, 2019 Public Hearing

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE BOARD OF SELECTMEN PUBLIC HEARING HELD ON JUNE 10, 2019.

#### C. June 10, 2019 Regular Board of Selectmen Meeting

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE REGULAR BOARD OF SELECTMEN MEETING HELD ON JUNE 10, 2019.

### V. UNFINISHED BUSINESS

#### A. EVFD Replacement Apparatus: KME Ridgerunner Wild Land Pumper

Bob Smith, EVFD Deputy Fire Chief, reported that the KME Ridgerunner that the EVFD received permission to purchase did not happen, as it was bought by another purchaser in Arizona. Deputy Chief Smith said that there are some concerns going forward with how the tariffs that are anticipated will affect the price of iron ore. EVFD is moving forward as quickly as possible to look at alternatives.

**B. Visiting Nurse and Health Services Contract**

The Visiting Nurse and Health Services (VNHS) contract is pending. The VNHS has not yet provided it to the Town.

**C. Property at 99 Main Street**

Ms. Spielman reported that the property at 99 Main Street officially belongs to the Town, as the closing was held last week.

**VI. NEW BUSINESS****A. Tax Refunds/Abatements: There were none.****B. Special Event License: Jeep Show -- September 14, 2019**

Ms. Spielman asked if anyone had questions for Mr. Brent Moser, as he was present. She asked how many jeeps come to the event, and Mr. Moser said between 1,200 and 1,500 and it grows every year. Ms. Spielman said that it is a great event that brings a lot of people to Ellington who then visit local restaurants and businesses. Mr. Turner asked if Mr. Moser provides a certificate of insurance, and Mr. Moser said that he does provide it with his application each year.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO ISSUE A SPECIAL EVENT LICENSE TO BRENT MOSER D.B.A. VALLEY TRUCK AND OFF ROAD, LLC FOR A 'JEEP SHOW EVENT' TO BE HELD AT 43 LOWER BUTCHER ROAD, ELLINGTON, CT, ON SEPTEMBER 14, 2019 FROM 9:30 A.M. TO 4:30 P.M. FURTHER, THAT THE ISSUANCE OF THIS SPECIAL EVENT LICENSE IS CONTINGENT UPON THE APPROVAL OF ALL APPROPRIATE TOWN DEPARTMENTS/AGENCIES AND IN ACCORDANCE WITH TOWN ORDINANCE REQUIREMENTS.

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

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO RE-ESTABLISH THE AD HOC COMMITTEE FOR THE PRESERVATION OF THE PINNEY HOUSE FOR ANOTHER YEAR TO JULY 31, 2020.

**D. Board of Selectmen 2018-2019 Annual Report Submission**

Ms. Spielman commented that the BOS Annual Report provides a lot of information about the past 12 months of activity.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO APPROVE THE BOARD OF SELECTMEN'S ANNUAL REPORT SUBMISSION FOR 2018-2019, AS PRESENTED IN THE DRAFT [ATTACHED].

E. State Police Contract Renewal July 1, 2019 through June 30, 2022

Sgt. Santa said that he provided the BOS members with an email that explains that it is anticipated that the fringe benefit rate to the Town will decrease. He does not have the final numbers yet, but will keep the BOS advised.

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

RESOLVED, THAT LORI SPIELMAN, THE FIRST SELECTMAN, BE AND HEREWITH IS AUTHORIZED TO EXECUTE A CONTRACT ON BEHALF OF THE TOWN OF ELLINGTON WITH THE CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION, DIVISION OF STATE POLICE, FOR THE SERVICES OF FIVE (5) RESIDENT STATE TROOPERS FOR THE PERIOD OF JULY 1, 2019 TO JUNE 30, 2022.

F. Ellington High School Lights Installation – Refer to Planning and Zoning

Discussion was held regarding the placement of the lights, and Ms. Spielman said that she has spoken with the Superintendent of Schools and he has some concerns with placement and how it will affect what is already in place. He will be involved in the process and will share his concerns so that they are addressed prior to installation.

Mr. Stavens asked Mr. Webb if temporary lights will have to be put up on the side that the installed lights are not on. Mr. Webb said that depending on how the lights go; for instance, if the lights are installed on the home side of the field, the other side of the field will need to be addressed. Mr. Webb said that Brian Greenleaf, Board of Education Business Administrator, the school athletics department and all Town departments and agencies that are affected will be involved in the planning. Mr. Turner asked if the Connecticut Interscholastic Athletic Conference (CIAC) has particular guidelines that have to be met. Mr. Webb said that he is quite sure that they do have requirements and they will be included in the discussion.

Ms. Spielman said that she will get everyone involved, so that the lights are installed correctly and there are no problems afterwards.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO REFER THE ELLINGTON HIGH SCHOOL LIGHTS INSTALLATION PROPOSAL TO THE BOARD OF EDUCATION ADMINISTRATION FOR REVIEW AND COMMENT TO THE BOARD OF SELECTMEN AND TO THE PLANNING AND ZONING COMMISSION TO SUBMIT A REPORT TO THE BOARD OF SELECTMEN IN ACCORDANCE WITH CONNECTICUT STATE STATUTE SECTION 8-24.

Sara Vrakas, 3 Cantor Knoll, said that she attended the BOS meetings last fall regarding the turf field referendum. She said that it was her understanding that if the turf referendum didn't pass, that hundreds of thousands of dollars would be invested in improving the football field and she asked when that would happen. She stated that the condition of the football field is a disaster and that kids are going to get hurt playing on it.

Mr. Webb suggested that Ms. Vrakas talk with Tim McCluskey, Ellington High School Athletic Director, and he will confirm that the football field is in the best condition he has seen it in a very long time. The irrigation system is working and over-seeding and rolling has kept the field in great condition. Mr. McCluskey's athletes play on the field and he has advised Mr. Webb that he is very pleased with the condition.

Ms. Vrakas continued that Ms. Spielman said that she would invest in improving the football field if the referendum regarding turf fields failed to pass. Ms. Spielman said that she had said she would look into the drainage problem and Mr. Webb confirmed that the drainage issues have been addressed. Ms. Vrakas said that she was told that irrigation would be added and that it would cost a lot of money. Ms. Spielman said that the field already does have irrigation. Discussion continued and Mr. Webb said that Ms. Vrakas and he have a difference of opinion regarding the condition of the field and he referred Ms. Vrakas to Mr. McCluskey so she could let him know about her concerns regarding field condition.

#### G. Ad Hoc Robert Tedford Memorial Committee – Recommendation to Board of Selectmen

Mr. Turner said that the street address must remain on the sign for emergency services purposes. Ms. Spielman said that just a part of the sign will be changed; it's an 8-part sign and the address and most of the present sign will remain intact.

Mrs. Joanne Tedford, Bob Tedford's wife and a member of the Ad Hoc Committee for the Robert Tedford Memorial, said that Mr. Carl White at Ellington Printery had originally worked with Bob Tedford to develop the sign. Mr. White told Mrs. Tedford that the sign can be changed easily. She said that she is very happy that most of the sign won't change because this was one of the last projects Bob Tedford worked on.

Mr. Turner asked if this memorial was the single request or if the Committee anticipated having additional requests to honor Mr. Tedford. Mr. Boscarino, Chairman of the Ad Hoc Robert Tedford Memorial Committee, said that the Committee had some discussion about other recommendations. The Committee is thinking in terms of small memorial plaques to be placed in areas in Town where people always expected to see Bob Tedford standing and watching a game. However, the Tedford family has indicated that one memorial site is appropriate and welcome and they would be amenable to the small plaques, but no further large memorial.

Mr. Turner said that as the Town's 911 Coordinator, his concern is that multiple sites with the same name would leave a significant opportunity for emergency crews to be dispatched to the wrong place. Mr. Boscarino said that the same concern was discussed within the Committee and renaming Brookside is their only plan for a named site in Mr. Tedford's honor.

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO APPROVE THE RECOMMENDATION OF THE AD HOC ROBERT TEDFORD MEMORIAL COMMITTEE TO RENAME BROOKSIDE PARK, 45 SADDIS MILL ROAD, TO *ROBERT TEDFORD MEMORIAL PARK* IN REMEMBRANCE OF LONG-TIME PARKS AND RECREATION DIRECTOR ROBERT TEDFORD AND IN HONOR OF HIS TIRELESS WORK TO MEET THE RECREATIONAL NEEDS OF THE ELLINGTON COMMUNITY FOR OVER 40 YEARS.

#### H. New Water Requirement

Mr. Webb explained that the State of CT has requested that the Town provide bottled drinking water to certain residents while further investigation into the presence of sodium/chloride in their well water is performed. Mr. Webb said that there are contractors that use straight salt during snow storms and that could be contributing. Mr. Webb is following up on this issue. Mr. Webb explained the situation with some of the wells affected and said that further investigation is needed to determine if the responsibility belongs to the Town, the homeowner or other parties. Mr. Turner asked if a homeowner has an obligation to install their well at a certain depth and this does not happen, is the Town to be considered responsible. Mr. Webb said that this is where the Health Department will get involved and make a determination.

- I. Nucleus Augmented Reality Contract: This item was tabled, pending opinion from Town Attorney.
- J. Connecticut General Statutes §8-23 Referral of 2019 Draft Updates to the Ellington Plan of Conservation and Development (POCD)

Ms. Spielman said that this report is provided to the BOS for informational purposes and comment. Ms. Houlihan said that this draft has been supplied to the BOS members seeking their input in advance of a Public Hearing scheduled for September 30, 2019. She added that if the BOS members want to formulate any comments, send questions or comments in writing to her prior to the hearing so they can be properly answered. Mr. Stavens asked if there are any big changes from the last report and Ms. Houlihan said there is more of an economic focus as opposed to the land use focus of prior reports.

Mr. Turner discussed collector roads and questioned why Hopkins Road is included on the list. Ms. Houlihan said she will look into this with the Planning and Zoning Commission.

Peg Busse, 37 Abbot Road, asked Ms. Houlihan how the Plan of Conservation and Development dovetails with the school facilities study. Ms. Houlihan said that they are two independent studies as the POCD is looking at housing and the Board of Education is looking at numbers of school-age children.

K. Award of Bid: 2020 Reappraisal and Revaluation

Mr. Stavens asked if this change in vendor will affect access to records available now on the Vision application and if the website portal will remain open. Ms. LaPlante said that she would look into this and respond to the BOS.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO AWARD THE CONTRACT FOR THE 2020 REAPPRAISAL AND REVALUATION TO eQUALITY VALUATION SERVICES OF WATERBURY, CT AS RECOMMENDED BY THE ACTING FINANCE OFFICER AND ASSESSOR.

L. Senior Center Director and Youth Services Director Positions – Non-Union

Ms. Spielman reported that the Senior Center Director and the Youth Services Director positions have been released from the Union and will be reclassified as non-union.

M. Parks and Recreation Department: Request to Close Town Roads for Races

Ms. Spielman said that Mr. Huguenin has added a 10K to the races this year. Mr. Huguenin added that it is the same race as the 5K, but participants will run it twice for the 10K. Ms. Spielman said this event gets a great turnout.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO GRANT THE REQUEST OF THE ELLINGTON RECREATION DEPARTMENT AND THE ELLINGTON ATHLETIC BOOSTER CLUB (EABC) FOR THE OCTOBER 26, 2019 10K, 5K AND 1 MILE FUN RUN ROAD RACES TO CLOSE THE FOLLOWING ROADS DURING THE EVENT, PROVIDED ALL THE NECESSARY TOWN AGENCY APPROVALS AND STATE PERMITS ARE OBTAINED:

- CLOSE SADDS MILL ROAD (RT 140) FROM TOMOKO AVENUE, HEADING NORTHWEST TO MUDDY BROOK ROAD;
- CLOSE MUDDY BROOK ROAD, FROM SADDS MILL ROAD (RT 140) HEADING EAST TO JOBS HILL ROAD;
- CLOSE JOBS HILL ROAD, FROM MUDDY BROOK ROAD HEADING SOUTH TO SADDS MILL ROAD (RT 140);
- CLOSE HATHEWAY ROAD FROM MUDDY BROOK TO SADDS MILL ROAD (RT 140),

FURTHER, THAT ALL ACTIVITY BE COORDINATED WITH THE PUBLIC WORKS DEPARTMENT AND THE RESIDENT STATE TROOPERS' OFFICE.

N. Probation Completed: Grant Regular Employee Status: Gary Berube, DPW Custodian

MOVED (TURNER), SECONDED (FERRY) AND PASSED UNANIMOUSLY TO GRANT PERMANENT STATUS TO GARY BERUBE, DPW CUSTODIAN, EFFECTIVE JULY 17, 2019, AS RECOMMENDED BY DIRECTOR OF PUBLIC WORKS.

## I. ADMINISTRATIVE REPORTS

A. Building Department

B. Emergency Services

1. Resident State Troopers' Office
2. Emergency Management Director
3. Ellington Volunteer Ambulance Corps
4. Ellington Volunteer Fire Department
5. Crystal Lake Fire Department

C. Fire Marshal

D. Hall Memorial Library: Susan Phillips, Hall Memorial Library Director provided a summary of fun events that are scheduled at the Library this summer. She noted that the theme is Harry Potter and it's been very well-received. She encouraged the BOS members to stop by the Library to see what a wonderful job the staff did in decorating for the Harry Potter theme. Ms. Phillips added that the six sewing machines that are available to residents have been very popular. She added that the cooking classes at the Library are well-attended. Ms. Phillips reported that the construction on the new roof is underway and going well.

E. Tax & Revenue Collector

F. Town Planner

G. Finance Office:

H. Human Services Department: Ms. Hollister reported that the Little Food Pantry has been installed and the BOS will be invited to the grand opening in the near future.

I. Department of Public Works

## II. SELECTMEN COMMITTEE REPORTS

A. Personnel Committee:

1. Resignations: There were none.
2. Appointments

MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT GERRY GILLUNG, JAMES GAGE, MARCIA KUPFERSCHMID, DALE ROBERSON AND DEBBY WALLACE TO THE AD HOC COMMITTEE FOR THE PRESERVATION OF THE PINNEY HOUSE FOR ONE-YEAR TERMS TO JULY 31, 2020.



MOVED (PRICHARD), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO REAPPOINT CHRISTOPHER TODD TO THE ECONOMIC DEVELOPMENT COMMISSION FOR A FOUR-YEAR TERM TO JULY 31, 2023.

A. Town Policies Committee

1. Wall of Honor

Mr. Turner, Town Policies Committee Chairman, reported that the Committee has reviewed the applications that were eligible to be considered for the Wall of Honor and they have selected Bill and Cathy Greene as their recommended nominee for their work with the Crystal Lake Pantry.

MOVED (TURNER), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO SELECT BILL AND CATHY GREENE AS THE WALL OF HONOR RECIPIENTS FOR 2019, AS RECOMMENDED BY THE BOARD OF SELECTMEN TOWN POLICIES COMMITTEE. FURTHER RESOLVED, THAT THE INDUCTION CEREMONY BE HELD ON SATURDAY, SEPTEMBER 7, 2019 AT 4:00 P.M. AT ARBOR PARK.

III. SELECTMEN LIAISON REPORTS: There were none.

IV. FIRST SELECTMAN'S REPORT

A. Staff

1. New Hires:

- Gregory White
  - Hired June 24, 2019 as Temporary Assistant to the Acting Finance Officer
  - Hired July 8, 2019 as the Finance Officer/Treasurer

2. Resignation/Retirement: There were none.

B. Other

Ms. Spielman provided updates on the following:

- Middle Road sidewalk project has begun.
- Staff Meeting was held on July 9, 2019 at Old Crystal Lake Schoolhouse. Ms. Spielman noted that she schedules the Staff Meetings at different Town locations to give the department heads exposure to other areas.
- Attended the Tolland Chamber of Commerce Business After Hours events. The first one was held at Homestead Fuel and the second one was held at Earthlight's warehouse in Vernon. They are very well attended.
- First Selectman, Human Resources, Finance and the respective Union Presidents and their representatives are working on revising the Town's four union contracts, all of which are close to being completed. There may be a Special BOS meeting in July if all of the

parties are ready to complete the process. These contracts have been mostly negotiated without incurring the cost of labor counsel and it has been going very well.


- The August BOS meeting may move to the Town Hall Annex meeting room should the renovation construction scheduled for the Town Hall building be underway by August 12, 2019.

V. CORRESPONDENCE: There was none.

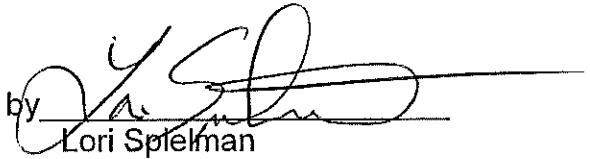
VI. ADJOURNMENT

MOVED (TURNER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY TO AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 7:59 PM.

Submitted by

  
LouAnn Cannella  
Recording Secretary

Approved by

  
Lori Spielman  
First Selectman

BOS ITEMS – ANNUAL REPORT

July 1, 2018-June 30, 2019

The Board of Selectmen is collectively responsible for the administration of the town offices, the maintenance of the town highways and parks, the public safety of its citizens, the keeping of financial accounts and the appointment of administrative officers, boards and commissions.

The Board of Selectmen met at least once each month. There were a total of thirteen (13) regular meetings plus eleven (11) special meetings. Seven (7) public hearings were held. The Board of Selectmen called eleven (11) Town meetings including the Annual Budget Town Meeting. All these meetings were duly warned and tape recorded with the minutes being filed in accordance with the Freedom of Information Act. The following are some of the primary items addressed by the Board of Selectmen during fiscal year 2018-2019:

**Regular Meetings:**

1. July 9, 2018
2. August 13, 2018
3. September 10, 2018
4. October 15, 2018
5. November 5, 2018
6. December 10, 2018
7. January 7, 2019 (Capital Improvements Hearing)
8. January 14, 2019
9. February 11, 2019
10. March 11, 2019
11. April 15, 2019
12. May 13, 2019
13. June 10, 2019

**Special Meetings:**

1. July 16, 2018
2. July 30, 2018
3. August 20, 2018
4. September 5, 2018
5. October 29, 2018
6. November 28, 2018
7. January 22, 2019
8. February 25, 2019
9. March 21, 2019
10. May 15, 2019
11. May 30, 2019

**Town Meetings:**

1. August 13, 2018
2. August 30, 2018
3. October 15, 2018
4. October 23, 2018 @ 6:16 pm
5. October 23, 2018 @ 7:00 pm
6. November 5, 2018
7. January 14, 2019
8. February 11, 2019
9. May 13, 2019
10. May 14, 2019
11. June 10, 2019

**Public Hearings:**

1. August 6, 2018
2. August 21, 2019 (Joint hearing with Vernon and Stafford)
3. August 29, 2018
4. November 5, 2018
5. February 11, 2019
6. April 15, 2019
7. June 10, 2019

**Referenda:**

1. November 6, 2018
2. May 28, 2019

**Agreements:**

- . Approved resolution for Police Inter-municipal agreement with Town of Stafford and Somers

**Contracts:**

- Awarded the contract for the Hall Memorial Library Roof Replacement to Silkdown Roofing of Manchester, CT in the amount of \$158,000, pending Town Meeting and Board of Finance approval
- Awarded the contract for tree trimming, removal and maintenance services to Mountain Tree Service, Inc. of Somers, CT as recommended by the Director of Public Works
- Awarded the contract for the 2018-19 Snow Plowing Services, effective November 1, 2018 through April 30, 2019 to Cooker Construction, LLC of Somers, CT
- Renewed the contract with Adams & Adams Building Services, Inc. to provide cleaning services for a one-year extension to December 31, 2019
- Renewed the contract with Action Air Systems, Inc. to provide mechanical services for a one-year extension to December 31, 2019
- Awarded the contract for the Town of Ellington Analysis of Fire/Rescue and Emergency Medical Services to JLN Associates, LLC of Old Lyme, CT
- Approved the Collective Bargaining Ellington Education Association contract with the Board of Education (/Teachers' Contract) for 2019-2022
- Awarded the contract for the Demolition of Town Property Structures located on 74 Maple Street to Krause Excavating of Tolland, CT
- Renewed the contract for the service and maintenance of the Town's computer system for an additional year to April 30, 2020
- Authorized the First Selectman to award contract to Nana's Ice Cream, Stafford Springs, CT for ice cream vendor services at Sandy Beach for the 2019 season
- Awarded the Hall Memorial Library roof replacement to Dzen Sheet Metal Contractors of East Hartford in the amount of \$168,820

**Equipment:**

- Authorized the President of Ellington Volunteer Ambulance Corps. to sell automated external defibrillators to Foremost Medical Equipment of Rochester, NY for \$11,825 to be deposited into the Ambulance Charging Fund
- Authorized the President of Ellington Volunteer Ambulance Corps. to sell EVAC Stair Chairs to Stryker of Portage, Michigan for \$6,334.40, to be deposited into the Ambulance Charging Fund
- Authorized the disposal of a Maritime Skiff Model 16 with a 2008 Evinrude E-Tec 75 horsepower engine, outboard and trailer
- Released the titles to the Board of Education 2001 and 2002 GMC Savanna cargo vans to allow for disposal through the approved processes, with the proceeds from the 2001 vehicle to be returned to the food service program account
- Authorized the President of EVAC to accept the offer from New Hartford Volunteer Ambulance in the amount of \$18,000 for the sale of the 2010 Chevrolet/Lifeline Ambulance

- Approved the Ellington Volunteer Fire Department's request for a multi-purpose Class A Pumper in an amount not to exceed \$400,000, pending Board of Finance and Town Meeting approval
- Waived bid process for the purchase of the KME Ridgerunner Wild Land Pumper as provided by Bull Dog Fire Apparatus.

**Finances:**

- Set the Trash Collection Fee at \$125
- Appropriated \$19,350 from the Unassigned-General Fund Balance FY2018-19 to FY2018-19 Capital Outlay Project-BOE District Facilities Study
- Appropriated \$35,743 from the Unassigned-General Fund Balance FY2018-19 to FY2018-19 Capital Outlay Project-EVFD Equipment for new Sutphen Pumper, pending Town Meeting and Board of Finance approval
- Approved Budget Execution for Fiscal Year 2018-19 as prepared by the Finance Officer
- Appropriated \$180,000 from the 2017-18 Unassigned Fund Balance for costs related to the Hall Memorial Library Roof Replacement, pending Town Meeting and Board of Finance approval
- Approved the transfer of \$67,585 from Account 1065 Salary Adjustment to cover the cost of various salary increases
- Authorized the Finance Office to accept donations for veterans' funds in order to offset costs related to Veterans' Programming and related expenditures
- Authorized the Finance Office to accept memorial donations on behalf of the Robert Tedford Fund, established in memory of longtime Parks and Recreation Director Robert Tedford
- Transferred \$215,885 from FY 2017-18 from Account 950-Insurance to the following accounts:240-Zoning Board of Appeals \$1,322; 320-Crystal Lake Fire \$3,588; 321-Public Fire Protection \$9,583; 331-Police Special Duty \$33,247; 333-Police Drug Abuse Resis Ed \$637; 340-Animal Control Officer \$1,097; 370-E. Volunteer Ambulance \$89,233; 435-Grounds Maintenance-BOE/Parks \$8,974; 439-Town Road Aid-Winter \$26,783; 440-Town Road Aid-Materials \$6,544; 451-Mun-Solid/Bulky Waste \$266; 511-Town Wide Maintenance \$2,624; 513-Waterfront \$9,509; 514-Recreation Programs \$13,163; 610-Hall Memorial Library \$1,802; 742-Fuel Bank \$2,993; 840-Arbor Commons-Human Service/Recreation \$1,072; 845-Senior Center Building \$1,233; 850-Pinney House \$172; 1031-Ad Hoc Patriotic Committee \$1,953; and 1035-Charter Revision Commission \$90
- Transferred \$200,000 from FY 2017-18 1010-Contingency Fund to the Capital Reserve Fund
- Transferred \$200,000 from FY 2017-18 1011-Capital Reserve Fund to the Capital Reserve Fund
- Transferred \$100,000 from FY 2017-18 1045-GASB-OPEB to the Reserve for OPEB
- Appropriated \$250 from the Unassigned General Fund Balance 2017-18 to Account 1032 Ad Hoc Ellington Beautification Committee
- Appropriated \$3,610 from the Unassigned General Fund Balance 2017-18 to Account 1033 Ad Hoc Ellington Trails Committee
- Closed out the following Capital Projects to the General Fund Unassigned Fund Balance for FY 2017-18, the balance to be applied against debt payments; HML-Upgrades to Restrooms \$955.57; EVFD-Fire House Improvements at 29 Main Street \$4.02 and BOE-Windermere Air Conditioning Cafeteria \$422.74

**Grants:**

- Recommended an appropriation of \$1,635,000 for costs related to an addition to the Ellington Town Hall, and further referred the project to the Planning and Zoning Commission
- Recommended an appropriation of \$2,625,000 for costs related to various athletic facility improvements at Ellington High School, and further referred the project to the Planning and Zoning Commission
- Adopted a resolution appropriating \$2,625,000 for athletic facility improvements at Ellington High School, including football field conversion to artificial turf and athletic facility lighting installation, ad related improvements, and authorized the issuance of bonds and notes of the Town to finance the portion of the project cost not paid from grants (estimated \$1,000,000 CT DEEP Grant), pending Town Meeting and Referendum approval

- Adopted a resolution appropriating \$1,635,000 for costs related to an addition to the Ellington Town Hall, and authorized the issuance of bonds and notes of the Town to finance the portion of the project cost not paid from grants, pending Town Meeting and Referendum approval
- Adopted a resolution authorizing the First Selectman to execute and deliver any and all documents related to the Connecticut Recreational Trails Program Grant Application
- Adopted a resolution agreeing to cooperate with the towns of Vernon and Stafford in the submission of an application for Block Grant Funds and to cooperate in the implementation of the submitted joint Small Cities Program, as approved by the Department of Housing
- Adopted a resolution authorizing the First Selectman to execute and deliver any and all documents to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security relating to the Emergency Management Performance Grant and Homeland Security Grant Program
- Accepted the change in scope of 2014 STEAP Grant #14OPM5400AA from "Town Hall Addition Project" to "Town Hall Renovations Project", and voted to apply the funds in the amount of \$500,000, originally granted for a Town Hall addition project, to fund a Town Hall Renovations project

**Ordinances:**

- Recommended the adoption of the Board of Education Dental Self-Insurance Fund Ordinance
- Recommended the adoption of the Board of Education Special Revenue Fund Ordinance

**Policies and Procedures:**

- Adopted the Standby Duty Policy Statement for the Fire Marshal's Office
- Amended Section 9-2.A of the Personnel Rules & Regulations relating to the 2019 Health Insurance Plan Benefit Renewal
- Adopted the Security Awareness Training and Testing Policy
- Adopted revisions to the Town of Ellington Personnel Rules and Regulations, effective January 1, 2019, to include corrections to Sections 9-4 and 10-9
- Established the Policy Prohibiting Pets and Animals, Except Service Dogs, in Municipal Buildings
- Revised the BOS Policy, Code of Ethics, Section 3; H.9 limiting Ethics Commission Membership from one full four-year term to two consecutive full four-year terms
- Amended the current LOSAP Plan document to extend LOSAP Life Insurance coverage to active members of the emergency service agencies as long as they maintain their active participation status
- Approved the application for Naming Town Buildings/Facilities
- Adopted the Fair Housing Policy statement
- Adopted revisions to the Appointments to Boards, Commissions, and Committees Policy
- Adopted revisions to the Appointments to Boards, Commissions, and Committee Attendance Policy
- Adopted revisions to the Town of Ellington Statement of Interest Application for Appointment to Boards, Commissions, and Committees
- Adopted a policy regarding Purchasing Procedure/Financial Controls
- Adopted the Policy Regarding Canine Nuisance
- Approved increase of pay for hiring traffic control officers at highway construction sites/special events to \$100/hour effective July 1, 2019.

**Property:**

- Sent the plans for the development of recreation playscapes and fields on the Town-owned property located on Middle Road to the Planning and Zoning Commission for 8-24 approval
- Adopted a resolution appropriating \$158,000 for costs related to the acquisition of a parcel of land at 74 Maple Street and an additional appropriation of \$40,000 for costs related to the demolition of buildings located on the subject property
- Adopted a resolution recommending that the Town pursue the acquisition of the 99 Main Street property

- Authorized the First Selectman to pursue an option to buy agreement at a purchase price of \$255,000 for costs related to the acquisition of a parcel of land known as the 99 Main Street property
- Approved the selling of Town-owned property located at 14 Cherrywood Drive in the amount of \$14,000
- Adopted a resolution authorizing the Board of Selectmen to enter into with and deliver to the State of CT DOT any and all documents necessary or appropriate related to the State Project of the Route 140 Crystal Lake Road Replacement Bridge, and authorized the First Selectman to execute and deliver any documents on behalf of the Board to carry out such terms.
- Adopted a resolution authorizing the Board of Selectmen to enter into with and deliver to the State of CT DOT any and all documents necessary or appropriate related to the State Administered Design Federal Local Bridge Program, Strawberry Bridge over the Abbey Brook, and authorized the First Selectman to execute and deliver any documents on behalf of the Board to carry out such terms.
- Approved the purchase of land known as 99 Main Street, Assessor's Lot for \$255,000

**Staff:**

- Reclassified Kenneth McCarthy from Senior Center Van Driver to Senior Center Lead Driver
- Hired Jack Sanford, DPW Seasonal Worker
- Hired Meghan McCoy, Library Page
- Hired Jeanne Magurany, Senior Center Van Driver
- Hired Nicole Wagner, Seasonal Tax Clerk
- Acknowledged the retirement of Anna Turner, Elderly Outreach Caseworker
- Acknowledged the resignation of Brendan Hailer, DPW Season Worker/Senior Center
- Granted Permanent Status to Kristen Wasielewski, Administrative Secretary I, Parks & Recreation/Human Services, and reclassified her to Administrative Secretary II
- Approved the Elderly Outreach/Social Worker job description and authorized the First Selectman to fill this vacancy
- Hired Gabriela Ewald, Per Diem EMT/Driver
- Acknowledged the resignation of Laura Goulet and Scott Fine, Per Diem EMTs/Drivers
- Acknowledged the retirement of Leonard Descheneaux, Foreman
- Revised the Foreman Job Description as recommended by the Director of Public Works
- Hired Diane Varholak, Deputy Tax Collector
- Hired Michael Eastman and Kelly Nelson, EMTs/Ambulance Drivers
- Acknowledged the resignation of Samantha Golden, Library Page
- Hired Ben Lipman and Caitlin Coonan, Library Pages
- Acknowledged the resignation of Meghan McCoy, Library Page
- Hired Thomas Modzelewski, DPW Foreman
- Acknowledged the resignation of Jefferson Smith, EMT/Ambulance Driver
- Revised the Director of Recreation Job Description and adjusted the salary range from E-5 to E-6
- Acknowledged the resignation of Alysia McDowell, Recording Secretary
- Acknowledged the resignations of Kelly Phillips and Gabriela Ewald, EMTs/Drivers
- Hired Kevin Furbush, James Keeney, and Jose Martinez, Part-Time Police Officers
- Hired Suzanne Litwin, Temporary Assistant Town Clerk
- Hired Rebecca Stack, Elderly Outreach/Social Worker
- Appointed Mary Bartley as Acting Director of Recreation
- Appointed Donna Hosey as Acting Town Clerk
- Reorganized the responsibilities of the custodian duties for the Senior Center and Hall Memorial Library by combining the positions under the supervision of the Department of Public Works
- Reclassified the Executive Secretary from exempt to non-exempt and revised the job description
- Appointed Dustin Huguenin as Director of Recreation
- Approved revisions to the job description for the Youth Services Program Coordinator
- Approved the new job description for the Youth Services Assistant Director

- Approved revisions to the job description for the Department of Public Works Crew Chief – Grounds
- Hired Devan Dove, EMT/Ambulance Driver
- Acknowledged the resignation of Meaghan Maguire, BOS Recording Secretary
- Acknowledged the retirement of Marie Sauve, Human Resources Coordinator/Executive Assistant
- Acknowledged the retirement of Jon Godek, Crew Chief – Grounds, DPW
- Granted permanent status to Diane Varholak, Deputy Tax and Revenue Collector
- Granted permanent status to Thomas Modzelewski, DPW Foreman
- Hired Stephanie Mather, Administrative Clerk, Town Clerk's Office
- Appointed Bob Ouellette, Crew Chief Grounds.
- Authorized the First Selectman to hire a full-time Assistant Youth Services Director
- Revised the Deputy Fire Marshal Job Description
- Appointed Sydney Kern to Deputy Fire Marshal
- Granted regular employee status to Rebecca Stack, Elderly Outreach/Social Worker
- Granted regular employee status to Bob Ouellette, Crew Chief Grounds
- Acknowledged the resignation of Tressa Giordano, Assistant Youth Services Director

#### Other Actions:

- Recommended to the State of CT Airport Authority that the license to permit parachute jumping at Ellington Airport be renewed for one year
- Re-established the Ad Hoc Committee for the Preservation of the Pinney House
- Selected Sherwood Merk as the Wall of Honor Recipient for 2018; honored at an induction ceremony on September 8, 2018
- Re-established the Ad Hoc Council for Developing Positive Youth Culture
- Acknowledged receipt of the Charter Revision Commission Draft Report and scheduled a public hearing for August 6, 2018
- Acknowledged receipt of the Charter Revision Commission Final Report and approved ballot questions to be submitted to the electors for approval or rejection at the November 6, 2018 regular election
- Granted the request of the Winterfest Committee to hold the 2018 Winterfest on the Town Green on Saturday, December 1, 2018
- Re-established the Ad Hoc Drug-Free Graduation Party Committee
- Re-established the Ad Hoc Patriotic Committee
- Approved the establishment of a "Little Free Pantry" to be located near the Human Services Department
- Re-established the Ad Hoc Emergency Services Committee
- Granted the request to hold the 2019 Earth Day Celebration on the Town Green on Saturday, April 27, 2019, with a rain date of May 4, 2019
- Approved 2019 application for Regatta Permit submitted by the Crystal Lake
- Established the Ad Hoc Committee for the Robert Tedford Memorial
- Adopted a Fair Housing Proclamation and Resolution
- Approved the construction of the EVFD Fire Service Memorial at 6 Nutmeg Drive
- Re-established the Ad Hoc Crystal Lake Milfoil Committee
- Endorsed the Seeds of Civility document as presented by the Board of Education
- Adopted a resolution regarding the Capitol Region Natural Hazard Mitigation Plan update for 2019-2024
- Granted the request of the Ellington Volunteer Fire Department to use Brookside Park for the annual EVFD carnival