

TOWN OF WILLINGTON

Capital Improvement Committee

40 Old Farms Road
Willington, CT 06279

Regular Meeting

Hybrid — In Person and Online

February 7, 2024

7:04 PM

Committee Members in Attendance:

Christina Mailhos, Chairman – via Zoom; In person at 7:14PM
Stuart Cobb – In person,
Karenann Caldwell – via Zoom
James Marshall – In person
Jennifer Goodale – In person
Peter Tanaka, First Selectman – In person
Stephanie Summers, Board of Finance Delegate – In person
Donna Latincsics, Business Manager – In person

Members of the public were also present in person and on Zoom.

Committee Members Absent: Jim Bulick; Melissa McKinnon

Chief Alexander Moore, Willington FD #1 – In person
Chief Tom Snyder, Willington Hill FD – In person
Deputy Chief Trevor Gantick, Willington Hill FD – In person
James Knight, President, Willington Hill FD – In person
Ron Gantick, President, Willington FD #1 – In person
Mike Makuch, Willington Hill FD #1 – In person
Trevor Gantick, Willington FD #1 – In person

1. Call Meeting to Order

Mr. Tanaka called the meeting to order at 7:04 PM.

2. Present to Speak

Peter Latincsics, 87 Trask Road, commented that he would like to understand better how the \$1M that was added to the CIP schedule last fiscal year, to supplement school repairs, is funded. He asked if there would be a discussion about this with the Board of Finance and the Board of Selectmen.

Mike Makuch, Clover Springs, commented that as a matter of procedure, or to make things as functional as possible, that he has concerns regarding Jim Marshall e-mailing the fire departments for information. Mr. Makuch explained that he understands that the e-mail was accidentally not sent out right away which left a bit of a panic in regard to answering Mr. Marshall's questions, but the level of detail being sought, and the back-and-forth debate was difficult for both departments to keep up with. A tremendous amount of detail was sought, and he would expect this from Mr. Marshall, but some was a lot to ask in an e-mail. It also created

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debate within the e-mails and led to questions about the validity of the data being provided by the fire departments. Judgements were inserted and people were told that they may be wrong. Mr. Makuch explained that Mr. Marshall has a good background with experience in the field of construction, but information provided via e-mail is not being presented in a public meeting, so there is not an opportunity for everyone to hear and understand the data. For example, in regard to pricing per square foot, Mr. Marshall is working on estimated data from the industry whereas Willington Hill has specific data on the pricing per square foot. Mr. Makuch explained that they need to be careful about getting into long debates in e-mails. It becomes committee work in an e-mail rather than in a meeting.

3. Approval of Minutes

a. January 31, 2024

Ms. Summers motioned to approve the minutes of the January 31, 2024 meeting.

Mr. Cobb seconded the motion.

Discussion: none

All in favor. Motion passed unanimously.

4. Project Presentations by Department

Ms. Summers motioned to insert item 4.d. under item 4. Project Presentations by Department, Both Willington Hill Fire Department and Willington Fire Department #1 Combined.

Ms. Goodale seconded the motion.

Discussion: Mr. Marshall confirmed the order of how items will be addressed.

All in favor. Motion passed unanimously.

a. Assessor

CIP Request CIP-22-51, Revaluation.

Mr. Tanaka explained that the request is the same as last time and recommended setting aside the same amount every year in preparation with consideration of how much the cost may increase at the time of the revaluation.

b. Willington Hill Fire Department

CIP-22-13, Design/Engineering, 25 Old Farms Road.

Chief Snyder explained that this request falls under the building but is a separate request from the actual construction of the building of the firehouse which is in the first year of the plan. They would like the \$200K to remain in year 1 so they may continue with the work that needs to be done. It would begin the next phase, after the \$110K which was already allowed but not allocated. The \$200K will allow them to get the requested information, the current year's funding appropriated, and to complete the engineering and architectural design for the construction drawing package which would include the mechanical and electrical aspects.

Mr. Marshall confirmed that the \$110K has not yet been allocated. If it is allocated, he asked about timing and if they would be able to mobilize and be on schedule. The \$110K is for the initial due diligence on the site. Chief Snyder explained that it should not delay it too long but if it does, they can push it out a year although they really

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cannot let it go that far. The \$110K is for surveying, civil design, and an initial plan for the building on the site so they can do the civil engineering up to showing the building conforming to regulations. The \$200K is for the next phase.

[Mr. Tanaka turned the Chair over to Ms. Mailhos. (7:14PM)]

CIP-22-18, Rescue 149 Replacement.

Chief Snyder explained that this is in the last year of the plan and is to replace the 31-year-old rescue truck which is the primary vehicle for accidents and fires. It contains extrication equipment, air packs, etc. The truck has significant rust, and the dollar amount is an estimate. Chief Snyder noted that he is looking at alternatives to replacing the entire vehicle but does not have an estimate. Specifically, they are looking to have the box and the back of the truck inspected to know if it would be feasible to put the box on a new chassis.

Ms. Summers noted that she is not questioning the decision but asked why they decided to move the 1996 vehicle into replacement.

Mr. Makuch explained that in the early years they replaced trucks approximately every 20 years but at that time trucks cost about \$100K. Things are now different, so they have been stretching the lives of trucks. The truck purchased in 1981 for \$100K + financing was rebuilt in the early 2000s for \$85K and lasted until 2011. Willington #1 then used it as a backup truck for a few more years. By putting in the cost of nearly what it was new, they were able to stretch the truck into 31 years of service. The cab of the rescue truck (1996) being discussed has already rusted once which was addressed 6-8 years ago at a cost of approximately \$75K. New, it cost less than \$200K. At the end of the plan, they would have spent almost the full cost of the truck new again and have stretched it for 30+ years of service. The timeline now is being dictated by the fact that it is rusting again. They have another truck that is a 1991 and is holding up. One reason for this is that it does not go on as many calls (less road salt etc.) and they will try to extend it for another 10 years. It keeps getting moved out of CIP. It was noted that the NFPA requires that apparatus be replaced after 20 years, but the state does not follow this. The town extends its trucks out much longer.

Mr. Marshall noted that it would be helpful for the Committee to track the vehicles year-over-year, so they know what is a need, what is upcoming, and the condition. Mr. Makuch noted that while not a full plan, they do have a list of what the apparatus cycle should be and where the vehicles should fall in the CIP.

Mr. Tanaka asked about the price of the truck when new. Mr. Makuch noted that it was \$175K in 1996. The \$850K request may not be enough. Last week there was a 4.5% price increase across the industry. Ms. Summers noted that in 2017 the last large truck was purchased, and it was \$700K so the \$850K would be a deal given the 7-year span. Mr. Makuch noted that now it takes 2-3 years to have a truck delivered. Mr. Marshall asked about the anticipated lead time and noted that this information is important to

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the discussion. Chief Snyder noted that they will compile all the information into the apparatus list and provide it to the Committee.

Ms. Summers asked about the balance in Fund 17 before anything for the budget year they are working on is applied. Ms. Latincsics confirmed that it is \$192K. It was noted that there was an unanticipated increase of \$81K to Fund 17 as of July 1st due to the second ambulance and in turn an increase in revenue. The new software makes it easier to get patient insurance information, so they are able to bill correctly.

c. Willington Fire Department #1

CIP-22-17, Squad 113 Refurbishment.

Chief Moore explained that this is for 2025/26. The vehicle still works and is able to do what is needed but is making a horrible noise at the top end at the highest pressure. The pump will need to be replaced when it is refurbished, including at least a tear down and rebuild. What they do not know is if it is the impeller and have concern about the pump being cracked when they look for the cause. This would be very expensive. The rest of the work would be cosmetic, lights, motor tune-up etc. It is a 2003 and is the busiest truck. The \$75K is what is planned in case the pump needs to be replaced.

CIP-116, Air Containment System, Station 213.

Chief Moore explained that there are no exhaust systems or fans at this location. The request is for an air-capturing system on the roof to draw the exhaust out of the building. It is in year 2.

d. Both Willington Hill Fire Department and Willington Fire Department #1 Combined

Chief Alexander Moore, Willington FD #1 reviewed CIP-115, Turnout Gear.

Chief Moore explained that this request is for each department to replace 4 sets of gear (8 total). Due to the dollar amount, it has been brought before the Committee. Both departments have sets of gear that are expiring – fire gear has to be replaced every 10 years. They were fortunate to receive a grant in 2003/04 to replace all of the fire gear but they have been playing catchup since then. A new OSHA standard, and unfunded mandate, is coming where each interior firefighter will need to have a second set of gear. The 4 sets for each department need to be replaced. Each department currently has approximately 26 active sets of gear. Chief Moore noted that gear may not be shared, and Mr. Cobb added that gear is \$5K/set.

Ms. Mailhos asked about a gear replacement cycle. Chief Moore explained that the goal is to get 4 sets/year. Once they are caught up, they need to start getting the second sets and phase out old gear.

Ms. Summers asked if there is any possibility for grant funding given the unfunded mandate. Chief Moore explained that there is an Assistance to Firefighters Grant, but

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they have been awarded this grant in the past and it is usually not awarded twice for the same thing. Ms. Summers noted that it is not the same since it is a new mandate. Chief Moore agreed and noted that they will seek it out, but they still need to plan a replacement cycle. While the grant allows for all new gear at the same time, the question becomes what happens at 10 years. The 4 sets of gear are in his budget but would come out if CIP moves it forward.

Ms. Mailhos asked about what happens when they bring in a new member. Chief Moore explained that if they are certified, they will find compliant gear until a set can be ordered but with it, they may not be able to go into a fire. Deputy Chief Gantick noted that manufacturers can vary in terms of the timeline of 2-3 months or 9-12 months. Ms. Mailhos commented that it would make sense to have a fund set aside for new firefighters. Chief Snyder explained that they can usually find a way. They annually budget for 2 sets of gear. There is a line item, but it would need to be increased by \$10K for this purpose.

Ms. Caldwell noted that they need to have proper gear. It needs to be fitted and replaced. She does not want anyone hurt and they must follow regulations. They need to find it in the budget, or they will not have a fire department.

Mr. Cobb noted that the Willimantic fire school is enforcing the 10-year rule now. They cannot send someone to fire school with gear over 10 years old. Gear with boots and a helmet is approximately \$5K.

Ms. Summers confirmed that the OSHA changes are due to carcinogens and firefighter death.

Ms. Mailhos asked if there are any vehicles that will need to be replaced in the next 5 years. Chief Moore noted that the ambulance will need to be replaced and has already been approved. Ambulances are supposed to be replaced every 4-6 years. They are holding off putting the other one in until this one is done so two trucks are not in the same cycle. The hope is with two ambulances they can replace every 5 years by splitting usage between the two.

Ms. Goodale commented that the town needs to understand the reasons for the studies and why they are doing two fire stations. A heat map study discussion has taken place as well as discussions about the problems going on at Willington #1. There are two separate projects seeming to come together. She wants to know how this will be presented to the taxpayers, so they understand why it is beneficial to the town. How can she advocate for this to the public?

Mr. Marshall agreed that they need to get the information out to the public and support the project. The requests are valid. His e-mailed commentary was to give everyone an opportunity to see the information so they could have a productive discussion.

CIP-22-12, Station Addition/Station Replacement

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Chief Moore explained that the request is a joint request for 426 River Road and 25 Old Farms Road.

He provided background information on Willington FD #1, 426 River Road. In 2015/16 the Board of Finance approved funding for the preliminary design plans for an addition. The plans were completed and every year they tried to get the addition going but other items including addressing the school bond came up. They were released to do the second phase of the addition prior to COVID. They were working with the CIP Committee on the addition and then the mold and water issue happened in March 2023. Due to this, they are unable to be in the building. They addressed directing the water away from the building as much as possible without having much more significant work performed. Water still comes down the hill and up through the concrete. Discussions have taken place regarding trying to fix the inside of the building, but the outer walls need to be replaced and reinsulated, which brings the project to over 50% of the building meaning it would need to be brought up to code. To do so, it will require a sprinkler system and corridors to exit the building without going through the bays. To do this in a metal building would be very expensive.

Chief Moore explained that both the site and septic plans were done (2015/16, \$80K) as well as mechanical design for the addition, but this will have to change. They have surveys as well but not a civil design.

Chief Moore noted that in the plan, there was supposed to be a full basement but due to the water issues, they do not want one. Deleting the basement and adding the bays would be a wash in terms of pricing. They would have a slab rather than a basement – the existing foundation cannot be used. The basement would have been used for storage but instead the back of the bay would be used (the bays would be 10' longer). The estimate is \$3M based on information provided by the architect and construction firm. Mr. Marshall confirmed that the apparatus are in an enclosed environment but the back is not insulated.

Ms. Summers asked if rather than presume that they need to go 0-60mph with construction, what short of this would make them operational, albeit not the optimal situation. Chief Moore explained that they do not know how to get people back into the building without doing the siding because water is still going into the building. Significant drainage work needs to be done and it is not something the town can do itself. While they have water going away from the station, water is still coming up through the concrete and until this can be addressed, they cannot get people back into the building. Once addressed, they need to determine how much of the building they can repair without bringing it to the 50% level which requires updating to code. They would not have the room to do so without parking the apparatus outside. The building was not designed to change the layout of the rooms.

Mr. Marshall commented that spending any more money on the building would be a crime.

Ms. Summers noted that they are now operating mostly out of South Station and asked if they could partner with other available spaces for the next year or two since the build

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would not happen immediately. She does not foresee that the town will be able to immediately produce millions of dollars.

Chief Moore explained that they have spoken with every legislator about federal and state funding. Both local representatives have said they would help try to get funding but cannot do so without a plan. He confirmed that the \$11.5M in the proposal is for both fire departments. Ms. Summers noted that the \$500K grant is not much when compared to the \$11.5M. It was clarified that the \$500K is based on information about a STEAP grant. Ms. Mailhos noted that they may want a STEAP grant for other projects. Chief Moore noted that there is state bonding, and they would qualify for a federal program, but they cannot do so without a signoff to move forward.

Chief Moore noted that the trailer is working great and has helped but is not a 2–3-year fix. He noted some concerns and Mr. Marshall added that these speak to the urgency. A delay would eat up any savings. Ms. Summers explained that they are launching this without doing studies to capture the data to make decisions and have a plan. Chief Moore noted that they have worked with Chief Snyder and members of Willington Hill to ensure they do not duplicate items. Only the bays were an unknown until this past year. The water is the issue. Mr. Marshall noted that no one is debating the need for both departments but there needs to be a degree of certainty and reliability around both the need and the planning effort so they can present it to the town. He expressed concern about the \$11.5M number – it is too low. He has spoken to people who are quoting for projects like this who are stating that it would be \$550/square foot for building cost with \$950/square foot all in. The average cost last year for completed total projects was \$800/square foot. Chief Moore noted that he asked another contractor to provide an estimate and it was about the same. Chief Snyder explained that they received the same information. Most fire departments are older brick and mortar while Willington is looking at budget-friendly buildings. The finishes drive the cost. Mr. Marshall noted that they are fairly specialized buildings, and it seems that the architect that provided the quote of \$11.5M does not have significant experience with firehouses. When initially conceived, the project was for an addition of living quarters and an apparatus bay which is very different from a full fire station. He is concerned that they are relying a lot on the design development set for the numbers, and they are already a year old - the building will not be built for 2 years. The numbers do not have escalation and only a 5% contingency. There is no way a 4K-5K apparatus bay with all that is required is a tradeoff for a basement. Significant site intervention will be needed as well. He appreciates the due diligence and effort, but it is far short of being reliable. The \$3M is not even half of what is needed. Chief Moore noted that in his e-mail he noted that the estimate did not include demolition costs. Chief Snyder noted that they have done a lot of research with firms that have recently built multiple fire stations. One of these firms will provide exact information of costs and sign a contract. Mr. Makuch noted that this firm is at \$341/square foot.

Mr. Marshall explained that they are tripling the size of the structures, and this is a significant add. He is having difficulty reconciling this. They will need to present the need to the public as well as what makes the buildings effective and efficient, and what is aspirational. They will need to validate that they are asking only for what is needed

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and not more than that. Currently, they have a 4K square foot building and 1.4K square feet of it are business areas. They would be doubling this. Adding a bay or two brings the square footage to 7.5K square feet so he is trying to understand if they are adequately scoping these out to be efficient as well. He is struggling with the 20K square foot building vs. the 6K .

Mr. Makuch explained that the presentation will give them an opportunity to address the questions and provide explanations. Mr. Marshall commented that he directed the e-mail sent to the fire departments through Ms. Mailhos to the Captains.

Chief Snyder explained that 50% of the increase in space is to address the current inefficiencies. Neither of the stations have proper spaces for bathrooms, offices, or changing rooms. Additionally, they need to plan for the future including possibly additional paid personnel given the increase in calls and volunteers leaving. The projects are together to ensure they are both efficient builds and that they do not duplicate items. Mr. Tanaka noted that the projects need to be addressed together. Mr. Marshall disagreed. Mr. Tanaka commented that the two projects have one mission, and it needs to be addressed as efficiently as possible. The projects should be put together but not built at the same rate.

Chief Snyder commented that they have been asking for over 20 years to address the needs and deficiencies. Around 2005, funds were put in for research and to find land but were later taken away. The deficiencies have increased. Trucks are larger and the building is non-conforming. They have expanded beyond the land coverage allowed and had to go for variances. He cited some of the deficiencies. Putting the addition and replacement together makes it an efficient project for the town. It is one project – the fire service for the Town of Willington. Mr. Marshall commented that these are two separate projects on two separate schedules with separate degrees of urgency. A large financial need exists beyond just those of the fire departments and needs to be addressed as well.

Ms. Mailhos asked what steps are needed to progress at the same time yet at different rates.

Mr. Makuch explained that the Efficiency Committee unanimously voted to commission the study that would assess the last 5 years of emergency calls to show the demand and allow them to justify the programmatic needs and locations. However, it was caught up in political undercurrents and shot down by the Board of Selectmen. They are now waiting to see if they can return to the \$30K study to determine demand etc. The First Selectmen were looking to start a fire station building or facility committee. During the conversations, Willington Hill asked for approval of the \$110K. It was approved in the current year CIP to be moved to allocation but failed. Discussions similar to those taking place this evening occurred. He explained that this has been circular, and they hope to be able to provide information so they may break out of the circle and go in a direction. Whether it is two projects or one, in the end, it is one planning effort, one service, one set of customers, and one set of taxpayers who have to pay for it. The planning effort needs to happen because it is holding up addressing items at Willington #1.

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In terms of the process, Chief Snyder explained that Board of Finance, the Board of Selectmen, and the CIP Committee encouraged them to get on the same page as Willington #1 which had plans done. This is what the \$100K is for. This is the next step and would provide a better perspective. Ms. Mailhos explained that that Willington Hill is now ahead of Willington #1. A new set of plans is needed, and they did not plan for that funding. Actual numbers are needed. Mr. Tanaka believes Willington #1 is still ahead but not as much. Mr. Marshall asked if they have to go out to bid. Chief Moore explained that they do not. They are not changing the original plans other than deleting a basement. Ms. Mailhos expressed concern about the water problem happening in the new building. Mr. Marshall recommended that it be put out to bid for a new design effort. They would then have pricing.

Ms. Summers commented that a heat map would help answer questions for the town. Mr. Cobb commented that if they show him what they want, he can likely make the heat map as he supplies the data. He would just need to know what they would like to see. Ms. Mailhos explained that it would be the data that would help explain what is needed to the townspeople. Once they have the number, they will need to go to a Town Meeting and have a vote. The public will ask why there are 2 fire departments in addition to where the ambulance and the EOC would be. They will need to be able to explain this via the heat map. Mr. Tanaka agreed. He tried to start a fire department facilities committee but was unable to do so. He is now in the process of doing research to form a committee. The cost does not matter if they cannot sell it to the town. Mr. Marshall noted that the committee would need to have town input.

Mr. Cobb cited a 2022 study performed in a CT town where a 14K square foot fire station came in at \$9M (\$390/square foot). With the ancillary items, it came in at \$655/square foot.

Chief Moore explained that he needs a safe place for his staff where they can operate and not have it be out of 3 locations.

Mr. Makuch reviewed a presentation on the Proposed Budget Report, Addition to Willington Fire House Department #1. He provided background information including that they were told to wait until the library bond was paid off. The departments have been ramping up. Willington #1 started on the design process and Willington Hill was told to catch up and followed this instruction. Last year, Willington Hill hired QA&M to start the next part of the process and programmatic discussions took place over a series of meetings. A programmatic design process was done, and a plan was drafted for a 50-year minimum building. It includes space and design for what may potentially be needed in the future. This is how it got to 20K square feet. The want list brought it to 25K square feet, but they removed the additional 5K square feet. Both the programmatic needs and concerns as well as the plan being discussed this evening were presented to construction companies and design firms for pricing. They have pricing from six companies, and it varies. This highest is \$20.3M with two at \$10M, and one offering to do the complete package including the \$110K worth of work in the CIP plan and demolition for all but FF&E for \$6.8M (\$381/square foot). Mr. Makuch can e-mail further details about the \$6.8M pricing.

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Ms. Goodale asked why the prices are so different. Chief Snyder explained it comes down to construction materials and type. Mr. Marshall commented that that they cannot get an accurate quote from the level of the document being presented. He believes the \$6.8M is unreliable. The community will need a design, bid, build project to ensure it is getting a quality product. Ms. Summers commented that this is part of what the \$110K was to provide. Chief Snyder explained that it would provide additional detail. Mr. Makuch agreed with the design, bid, build but added that there is a need to find the most economical approach. The risks would be greater, but they need to find the balance of risk/cost. Chief Snyder noted that if the \$110K is allocated, they can share Willington #1's plans with the firm and possibly receive a better price if they do both projects.

Ms. Mailhos commented that the Willington Hill build is in the \$6M range which is twice as much as was predicted for Willington #1. Chief Snyder explained that the original ask was for \$7M and it is still in that range. Ms. Mailhos asked about the bond payment on \$11.5M. Ms. Latincsics explained that it would be \$600K for the bond payment (principal only) and the rest based on the interest rate. Ms. Mailhos asked if they could bond for the project and address one station and the other later. Mr. Marshall noted that he does not believe they should be bonded together. The focus needs to be on the urgency of the project for Willington #1 Station 13 while getting the engineering process mobilized for Willington Hill. There is not enough information available right now. He believes it will be a more significant project than a \$6.8M build.

Ms. Summers explained that if they explain that they are looking for a more central place and how it would enhance services to the town, they would be in a better position. An analysis of the decision-making would be helpful. Ms. Goodale believes the Efficiency Committee would be what would inform the conversation about how having two separate places, with supporting documentation, meets the town's needs. Mr. Tanaka agreed but noted that this is a project that goes beyond the scope of the Efficiency Committee. The Committee is about finding efficiencies in transactional items etc. This would be a special project and why he is trying to form a building committee.

Chief Moore commented on the locations. Studies have been done and all indicate that the stations need to be where they are. If they were to move to a centralized location, they would jeopardize the ISO rates which would affect residents' insurance rates depending on the stations' locations. Ms. Goodale explained that this needs to be part of the package that is presented to the community, so they know this information. Ms. Summers commented that the stations may be where they should be but the functions within them could vary from what they are now. If they are going to do two large buildings, it makes sense to look at the smartest way to do so. She asked if they are going to seek a new building in the south as well. Chief Moore responded that this is not at all on their radar. Ms. Summers explained that she believes they need the two stations where they are and to look at the function. Willington taxpayers will pay for all of this, so they need to talk about in-town calls and other items as a community. Chief Snyder commented that this is what he noted – one project, one service for the town doing the two buildings together.

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Ms. Mailhos noted that Willington Hill's plan has 4 bunkrooms, but the current fire station does not have any nor 24/7 service. Willington #1 does. She asked if it makes sense to have 8 bunkrooms in two separate buildings. Chief Snyder explained that that a couple of the bunkrooms will also be used for office space and be an area if people need to stay during storms. With the increase in calls and fewer volunteers, they will likely have more paid staff in the future.

Ms. Goodale asked about having a new building where Willington #1 is now and the situation with the water and mitigation. Mr. Gantick explained that the problem just started with the rain last year. Chief Moore explained that the plan is to place the building a bit further away from the back hill. Mr. Marshall noted that the new design will address the issue but will make the project significantly more expensive. Ms. Goodale explained that she is trying to understand all this so she can help others understand it.

Chief Moore asked what they should bring back to the Committee. They have \$80K available right now. Mr. Gantick explained that Willington #1 has to go back to square one. Ms. Mailhos noted that Willington Hill is a little past that. She asked if a single company could be hired to do both. Mr. Cobb commented that he did not think hiring a single architectural firm for both would provide a better price. Mr. Marshall commented that Willington Hill needs to have an understanding of what the project will be and will need more funding to get to that point.

5. Adjourn

Mr. Tanaka motioned to adjourn at 9:16PM.

Ms. Goodale seconded the motion.

All in favor. Motion passed unanimously.

Respectfully submitted,

Lisa Pascuzzi

Lisa Pascuzzi

Recording Secretary

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[Signature]
TOWN CLERK

