

**BOARD OF SELECTMEN**  
**Tuesday, December 16, 2025**

**In-Person and via Zoom Teleconference**

**SELECTMEN PRESENT:** Jon Savino, Mark Whitten and James Cannon

**ALSO PRESENT:** Interim Finance Director Jason Lathrop, Board of Finance Chairwoman Patty Murphy, Nathan Nadeau and members of his family, Kevin Knapp, William Rousseau, and Members of the Public

**ATTENDING REMOTELY:** Members of the Public

**CALL TO ORDER:**

First Selectman Jon Savino called the meeting to order at 6:04 p.m.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was observed.

*Selectman Savino then read a request for respectful behavior during meetings.*

**PUBLIC INPUT:**

***In Person:***

*Kevin Knapp, 6 West Street – discussed veteran tax exemption changes.*

*Bill Rousseau, 407 Elmwood Drive – raised concerns regarding emergency legislation and budget declarations.*

**Via Zoom:**

*Name and address not provided – commented regarding unanswered FOI requests.*

*The following agenda item was addressed next:*

**EAGLE SCOUT RECOGNITION – Nathan Nadeau**

Selectman Savino presented Eagle Scout Nathan Nadeau with a Proclamation for achieving the rank of Eagle Scout with his installation of military branch flag poles and the American Flag at Veterans Memorial Park. Selectman Whitten also presented Nathan with a Certificate of Achievement from the Democratic Town Committee.

**APPROVAL OF DECEMBER 2, 2025 MEETING MINUTES:**

*Selectman Whitten moved to approve the December 2, 2025 Meeting Minutes. Selectman Savino seconded the motion. All in favor. Motion carried.*

**CORRESPONDENCE:**

None

**FINANCE REPORTS AND REQUESTS:**

**a. Funding Waivers and Approvals**

None

**b. Financial Reports and Budget Reports**

Will be discussed later in the meeting

**Selectman Whitten asked to add an agenda item to discuss Capitals, Transfers and Schedule Town Meeting as item 6a. Selectman Savino so moved.**

**CAPITALS, TRANSFERS AND SCHEDULE TOWN MEETING:**

Selectman Whitten stated that the Board of Selectmen had received capital requests from the Board of Finance which he then read into the record. (*Schedule B attached*) Clarification and information on the items was provided.

Board of Finance Chairwoman Patty Murphy noted that the request of \$14,133.57 for the lawnmower at South Street School should have been removed from the list.

Town Attorney Carl Landolina explained the necessity for the Town Meeting and Public Informational Session regarding the Capital requests.

**Selectman Whitten moved to approve the Capital Allocations as written and for a Public Informational Meeting at 6:30 and for a Town Meeting at 7:30 on December 29th. Selectman Cannon seconded the motion. All in favor. Motion carried.**

*Following the motion:*

**Selectman Whitten motioned to move Financial Reports and Budget Reports to 10(a). Selectman Cannon seconded the motion. All in favor. Motion carried.**

**OLD BUSINESS:**

**a. Veteran's Property Assessment Update and Discussion of Ordinance – Town Attorney**

The Board of Selectmen and Attorney Landolina discussed a veterans exemption ordinance, which will be drafted by Attorney Landolina, for veterans property tax relief to include up to 2 acres of land and outbuildings. Attorney Landolina also noted the steps to be taken after he presents the draft to the Board of Selectmen.

**Selectman Whitten moved to authorize Attorney Landolina to write the ordinance for the Veteran's Property Assessment for up to two acres and outbuildings. Selectman Cannon seconded the motion. All in favor. Motion carried.**

**b. Main Street Update**

Selectman Savino provided an update which included the timelines for the openings of the Old and New Train Stations.

**c. Buildings Update**

Selectman Savino discussed plans for the Fire Department which will undergo an engineering study to determine rehabilitation.

**NEW BUSINESS:**

**a. Position Elimination**

The Selectmen noted that there is nothing there.

**b. Communication Means – FB/website**

The Selectmen discussed efforts to improve town communications, with plans to expand information distributions including through the Senior Center, Windsor Locks Journal, social media and the Town Website.

**APPOINTMENTS, RE-APPOINTMENTS, RESIGNATIONS**

None

**TAX REFUNDS:**

**Selectman Cannon moved to approve the prior year refund in the amount of \$1,922.79 and the current year refund in the amount of \$1,593.82 for total refund of \$3,516.61. Selectman Whitten moved to approve. All in favor. Motion carried. (Schedule A attached)**

**FINANCE REPORTS AND REQUESTS:**

**b. Financial Reports and Budget Reports**

The Interim Finance Director provided the budget report to the Board of Selectmen and it was indicated that it will be discussed at a future meeting.

**PUBLIC INPUT:**

***In Person:***

*Name and address not provided – spoke regarding excess funds and the Town Meeting.*

*Name and address not provided – questioned what radio systems were included in the Capitals and Transfers for the Town Meeting, inquired whether the Veteran's exemption would be retroactive to when the issue was raised, commented on the future use of the old Senior Center, and stated that the Board of Selectmen need to communicate with the Police Commission concerning key issues.*

***Via Zoom:***

None

**SELECTMEN'S COMMENTS AND UPDATES:**

Selectman Whitten thanked Kevin Knapp for bringing the Veteran's Exemption to the Board of Selectmen so they could act on it.

Selectman Cannon wished everyone a good holiday season.

Selectman Savino echoed Selectman Whitten's comments to Kevin Knapp, and he wished everyone happy holidays and noted that the American Legion pancake breakfast is on the first Sunday of every month. He again congratulated Nathan Nadeau on his achievement.

**ADJOURNMENT:**

***A motion to adjourn the meeting at 6:56 p.m. was made by Selectman Whitten. Selectman Cannon seconded the motion. All in favor. Motion carried.***

Respectfully submitted

***Cathy Ziemian***

Recording Secretary



## Schedule B Capital Requests

1. Unallocated Capital funds in the amount of \$99,000.00 for Chimney Siding at North Street School (BOE).
2. ~~Interest Capital Fund/CIP Fund Balance funds in the amount of \$14,133.57 for replacement of a lawnmower at South Street School (BOE).\*~~
3. Unallocated Capital funds in the amount of \$190,235 for Technology Replacement (BOE).
4. Interest Capital Fund/CIP Fund Balance funds in the amount of \$67,100 for an E-draulic.
5. Unallocated Capital funds in the amount of \$34,578 for SCBA Bottle Replacements (FD).
6. Interest Capital Fund/CIP Fund Balance funds in the amount of \$100,000 for Facility Refurbishment (FD).
7. Unallocated Capital funds in the amount of \$50,000 for Vehicle Replacement (EMD).
8. Unallocated Capital funds in the amount of \$27,000 for (2) Stand-Mowers (DPW).
9. Unallocated Capital funds in the amount of \$41,000 for (2) Turn Mowers (DPW).
10. Unallocated Capital funds in the amount of \$16,000 for renovation of irrigations systems (DPW).
11. TIF Fund Balance funds in the amount of \$50,000 for Main Street Capital.
12. TIF Fund Balance funds in the amount of \$125,000 for Radio Infrastructure.

\*This item was read into the record, but it was then noted by the Board of Finance Chairwoman that it should have been removed from the list.