

Regular Meeting of the Eastford Board of Selectmen

**Monday, June 1, 2026, 7:00 PM
Eastford Town Office Building
16 Westford Rd.
Eastford, CT 06242**

Agenda

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- 1. Call to Order**
 - 2. Citizen’s Comments (3-minute maximum per person)**
 - 3. Approval of Minutes**
 - **Regular Meeting of the Board of Selectmen on May 4, 2026**
 - **Special Meeting of the Board of Selectmen on May 12, 2026**
 - **Special Meeting of the Board of Selectmen on May 18, 2026**
 - **Special Meeting of the Board of Selectmen on May 20, 2026**
 - 4. New Business:**
 - A. Discussion – Jody Blanchette**
 - B. Award Bid for Pound Road**
 - C. Bottle/Can Collection Bin Applications**
 - D. Discussion – Cupola on EES**
 - E. Approval of Transfers to the Suspense List**
 - F. Audit Engagement Letter**
 - G. Review Updated Transfer Station Permit Application**
 - H. Review Updated Transfer Station Guide**
 - I. Review Accounting Manual**
 - J. 2026-2027 Fiscal Year Appointments and Re-Appointments**
 - 5. Other / Old Business**
 - 6. Selectman’s Report**
 - 7. Additional Items for the Agenda upon two-thirds vote of members present and voting**
 - 8. Adjournment**

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Present: Deborah Richards/First Selectman, Paul Torcellini/Selectman Ashlyn Ellsworth/Selectman

- 1. Call to Order:**

DR called the meeting to order at 7:00 PM.
- 2. Citizen’s Comments (3-minute maximum per person)**
- 3. Approval of Minutes**

DR/AE moved to approve the minutes of the Regular Meeting of the Board of Selectmen on May 4, 2026. Unanimous.

DR/AE moved to approve the minutes of the Special Meeting of the Board of Selectmen on May 12, 2026. Unanimous.

DR/PT moved to approve the minutes of the Special Meeting of the Board of Selectmen on May 18, 2026. Unanimous.

DR/PT moved to approve the minutes of the Special Meeting of the Board of Selectmen on May 20, 2026. Unanimous.
- 4. New Business**
 - * DR/AE moved to have item 4J before 4A. Unanimous. (See discussion below)**
 - A. Discussion – Jody Blanchette**

Library Board Chairperson, Jody Blanchette presented the Library Board’s building maintenance report, which highlighted maintenance and

improvement projects the Board would like done at the Ivy Glenn.

DR will research and get back to Jody.

B. Award Bid for Pound Road

The Board reviewed the two bids which were opened at the Special BOS meeting on May 20, 2026.

DR/PT moved to award the bid for Pound Road to P. Willis Construction. Unanimous.

C. Bottle/Can Collection Bin Applications

One application was received.

PT/DR moved to accept The Arc Eastern Connecticut's application for placement of a bottle/can collection bin at the Eastford Transfer Station for FY 2026-2027. Unanimous.

D. Discussion – Cupola on EES

The Board discussed the deteriorating condition of the existing cupola on the EES. DR is getting quotes for refurbishing or replacing it.

E. Approval of Transfers to the Suspense List

DR/PT moved to approve the transfers to the Suspense List per the Tax Collector. Unanimous.

F. Audit Engagement Letter

The Board reviewed and signed the Audit Engagement Letter for FY 2026-2027. Stephen Hopkins was appointed as the Town's Auditor at a special BOS meeting on March 26, 2026.

G. Review Updated Transfer Station Permit Application

The Board reviewed and made changes to the Transfer Station Permit Application. This year, only one permit per household may be issued at the Transfer Station. Additional permits must be obtained at the Eastford Town Office Building. Applicants are asked to wait a minimum of 24 hours before obtaining their second permit from the Town Office Building to ensure the office receives a copy of the documentation from the Transfer Station.

The 2026-2027 permits will be sold starting in July. The permit fee is \$140.

H. Review Updated Transfer Station Guide

The Board reviewed the updated Transfer Station Guide.

I. Review Accounting Manual

The Board reviewed and signed the updated Accounting Manual.

DR/PT moved to approve the updated Accounting Manual. Unanimous.

J. 2026-2027 Fiscal Year Appointments and Re-Appointments

DR welcomed Chris Bray as Eastford's Acting Fire Marshal. Mr. Bray introduced himself and explained his years of service to the Chaplin Fire Dept. and as a Fire Marshal to the Board.

DR/AE moved to approve the 2026-2027 Fiscal Year Appointments and Re-Appointments. Unanimous.

2026-2027 Appointments and Re-Appointments:

IWWC:

Thomas DeJohn	Re-appoint	6/30/2029
Denis Day	Re-appoint	6/30/2029
Susan Welshman	Re-appoint	6/30/2029

CHPC:

Thomas DeJohn	Re-appoint	6/30/2029
Tom Hughes	Re-appoint	6/30/2029
Roger Wolfe	Re-appoint	6/30/2029

CPPC:

Charles Lee	Re-appoint	6/30/2028
Bill Bradley	Re-appoint	6/30/2028
David Barlow	Re-appoint	6/30/2028

Recreation Commission:

Mike Moran	Re-appoint	6/30/2029
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Transfer Station Committee:

Christine Hustus	Re-appoint	6/30/2027
Amelia Peloquin	Re-appoint	6/30/2027
Emily John	Re-appoint	6/30/2027
Benjamin Schmidt	Re-appoint	6/30/2027

Food Pantry Committee:

Audrey Carabeau	Re-appoint	6/30/2027
Sarah Sanderson	Re-appoint	6/30/2027
Karen Broderick	Re-appoint	6/30/2027
Melissa Vincent	Re-appoint	6/30/2027

EMD:

Deborah Richards	Re-appoint	6/30/2027
James Roy	Re-appoint	6/30/2027

Emergency Management Committee:

Deborah Richards	Re-appoint	6/30/2027
Donna Leake	Re-appoint	6/30/2027
Ben Schmidt	Re-appoint	6/30/2027
Doug Beaudoin	Re-appoint	6/30/2027
Bernard Dubb	Re-appoint	6/30/2027

Senior Citizen's Committee:

Jeannine Spink	Re-appoint	6/30/2027
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Veteran's Service Agent:

Gary Brown	Re-appoint	6/30/2027
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Agent for the Elderly:

VACANT

Food Pantry Coordinators:

Audrey Carabeau	Re-appoint	6/30/2027
Sarah Sanderson	Re-appoint	6/30/2027

Town Attorney:

Dennis O'Brien	Re-appoint	6/30/2027
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Acting Fire Marshal:

Chris Bray	Re-appoint	6/30/2027
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Tree Warden:

Chris Mangano	Appoint	6/30/2027
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Burn Official:

Gordon Spink Re-appoint 6/30/2027

Municipal Agent:

Emily John Re-appoint 6/30/2027

Municipal Recycling Coordinator:

Emily John Re-appoint 6/30/2027

Custodian of Records:

Tonya Carpenter Re-appoint 6/30/2027

Custodian of Titles:

Lisa Kellermann Re-appoint 6/30/2027

5. Other / Old Business

6. Selectman's Report

- **The Town and BOE budgets passed by an overwhelming majority. Thank you to all the Board and Commission chairs, department heads, and staff who worked so hard to develop a fiscally responsible budget. Eastford operates with a tight budget, ensuring that we remain mindful of our taxpayers and their support.**
- **I attended the annual meeting with K-B Ambulance. We still have one year remaining on the current contract. There have been significant changes in ambulance services across northeastern Connecticut, including Brooklyn's decision to phase out Mortlake due to a lack of volunteers. American Ambulance and Vintech Ambulance have both submitted bids as other providers move into the area. In addition, Ashford is working toward providing 24/7 ambulance coverage.**
- **Memorial Day went on even though the weather did not cooperate. Terry Cote did a great job of organizing the change of venue! Thank you to everyone who came to honor our veterans and celebrate the 250th anniversary!**
- **Following the signing of the Declaration of Independence on July 4, 1776, copies were distributed throughout the colonies and publicly read to citizens on July 8. As part of Connecticut's statewide commemoration, all 169 towns in Connecticut will hold a public reading of the Declaration of Independence on July 8 at 6:00 pm. Eastford's reading will take place on the steps of the Ivy Glenn Memorial on July 8, 2026 at 6:00 pm. Residents and local organizations interested in participating in this memorable 250th anniversary celebration are encouraged to contact the Selectmen's Office at emily.john@eastfordct.gov or call 860-974-0133 ext. 3.**

7. Add to the Agenda:

DR/PT moved to add the Discussion of a Letter to the Office of the State Traffic Authority to the agenda. Unanimous.

DR presented a letter drafted by Pomfret First Selectman, Maureen Nicholson and Eastford First Selectman, Deb Richards, to the Office of the State Traffic Authority. The letter is a joint request from Eastford and Pomfret for a traffic review of State Route 244 in the two towns. The request is being brought forward by Rep. Boyd.

DR/PT moved to authorize First Selectman, Deborah Richards to sign the letter. Unanimous.

DR/PT moved to add Approval of Tax Refunds to the agenda. Unanimous.

DR/PT moved to approve the tax refunds. Unanimous.

- 8. Adjournment:**
DR/AE moved to adjourn at 8:10 PM. Unanimous.

Respectfully submitted by: _____
Emily John, Administrative Assistant

Approved, July 6, 2026: _____
Deborah Richards, First Selectman