

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
and
BOARD OF FINANCE**

JOINT SPECIAL MEETING

**Monday, June 11, 2018
7:00 p.m.**
Town Hall Meeting Room
11 Rye Street, Broad Brook, CT. 06016

Meeting Minutes

**** These Minutes are not official until approved at a subsequent meeting****

Board of Selectmen:

Robert Maynard, First Selectman
Steve Dearborn., Deputy First Selectman
Jason Bowsza, Selectman
Andy Hoffman, Selectman
Charles J. Szymanski, Selectman

Board of Finance:

Jerilyn Corso, Chairman
Karen Christensen
Cynthia Herms
Sarah Muska
Kathleen Pippin
William Syme
Alan Baker
Danielle Godeck

ATTENDANCE: **Board of Selectmen:** Robert Maynard, First Selectman; Selectmen: Jason Bowsza; Andy Hoffman; Charles J. Szymanski.
Absent: Deputy First Selectman Dearborn

Board of Finance: Jerilyn Corso, Chairman; Karen Christensen, Cynthia Herms, Sarah Muska, Kathleen Pippin, William Syme.
Absent: Alan Baker, Danielle Godeck.

GUESTS: **Town Staff:** **Treasurer:** Amy O;Toole; **Department of Public Works:** Len Norton, Director/Town Engineer; Joe Sauerhoefer, Operations Manager; **Recreation and Community Services:** Melissa Maltese, Director; **Human Services Department:** Jane Simpkins

**TOWN OF EAST WINDSOR
 BOARD OF SELECTMEN/BOARD OF FINANCE
 Special Joint Meeting – June 11, 2018
 MEETING MINUTES**

Members of Boards, Committees, Commissions, or Town Entities:
Warehouse Point Fire Marshal: Rich Austin; Warehouse Point
Auxiliary: Debra Nordell, President; **Broad Brook Fire Department:**
 Tom Arcari, Chier; **Board of Education:** Cathy Simonelli, Chairman.

Public: Marie DeSousa; Bill Loos; Bob Lyke.

Press: No one from the Press was present..

TIME AND PLACE OF REGULAR MEETING:

First Seletman Maynard called the Meeting to Order at 7:00 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

ATTENDANCE: See page 1 and 2.

NEW BUSINESS: Discuss and Approve Supplemental Appropriations (move to Town Meeting):

SUPPLEMENTAL APPROPRIATION PROJECT LIST:

Town wide beautification project (playscape, bench, picnic table shaded areas)	\$100,000
Splash Pad	\$255,000
Design for swimming area drainage replacement structure	\$30,000
Side walk projects (ADA access to park, and street)	\$100,000
ADA bathroom Abbe Rd Soccer Complex	\$200,000
Middle School Oil Tank Removal	\$150,000
BBFD Pumper Truck Repair	\$158,000
Town Wide Sign project	\$40,000
Town Wide Office Renovation/Town Wide Security	\$81,000
Paving Town Hall – BBES Parking Lot	\$174,866
South Road Main Sewer Line Replacement Project	\$83,000
<u>TOTAL</u>	<u>\$1,371,866</u>

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

(Project list provided by Joe Sauerhoefer, Operations Manager, Department of Public Works)

First Selectman Maynard indicated it's good to see everyone together tonight. Selectman Hoffman concurred; he suggested the Boards should do this more often. It's good to trade ideas. He noted that in the 5 or 6 months he's been on the Board this is the first time this has happened; it makes for a better meeting and it's a good way to find a consensus.

First Selectman Maynard indicated that under the Charter the Board of Finance (BOF) will have to approve the supplemental appropriations, while the Board of Selectmen (BOS) will have to move them to Town Meeting where the taxpayers can vote on them. Treasurer O'Toole indicated that last year 7 items were requested, and then that's how the questions were asked. BOF Chairman Corso cited the need to consider the BOF Policy as well; discussion followed regarding Charter Sections 4.2 - General Powers and Duties/BOS, and 8.6 – Duties of the Board of Finance on Other Financial Matters, and the BOF Fund Balance Policy. Treasurer O'Toole summarized that the BOF makes the supplemental appropriation from the Fund Balance, while the BOS can ask for it; Selectman Bowsza cited the BOF can't call a Town Meeting. BOF Chairman Corso agreed, noting the BOF recommends the BOS send the approval to Town Meeting in their approval motion.

BOF Chairman Corso suggested that one of the reasons they wanted to get together is because the Fund Balance should be between 15 and 17%. She noted that she and Treasurer O'Toole have been looking at the balance and, based on recommendations from the Government Finance Officers Association, they have been considering that 17% should be the minimum amount retained. Discussion followed regarding when a high Fund Balance is a disadvantage to a town. Treasurer O'Toole suggested the current policy is very lean; the Boards should look at the current policy and consider retaining a range of 10 to 20%, which she felt the Town should consider replenishing within 1 to 3 years. Treasurer O'Toole suggested the supplemental appropriation can only be used for one-time expenditures – like capital improvements; it's prohibited for on-going expenses.

The Boards then considered examples of expenditures. First Selectman Maynard cited that when the casino starts building the Town will receive \$3 million which goes into the General Fund; we would then have to take money out to fund temporary help for Building and Planning Department inspections. Treasurer O'Toole suggested that would be an additional appropriation; the plan review cost would have to come to the BOF for an additional appropriation; it's not staff being hired.

BOF Chairman Corso felt the General Fund money is the taxpayers money; the BOF is looking to do major things that are enrichments to go back to the taxpayers. Treasurer O'Toole felt capital improvements quality; she questioned site parking lots, noting there's a difference between nice to have and necessary. Building on that BOF Chairman Corso suggested the

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

BOF's position is that the parking lot at Town Hall isn't giving back to the taxpayers, while benches at the Veterans Memorial and the splashpad would be.

First Selectman Maynard agreed the Fund Balance is taxpayers money, but he'd like the Board to focus on projects which require fixing, like the oil tank removal at the Middle School, or the \$83,000 sewer project at South Road. Discussion followed regarding the possibility of bonding. Treasurer O'Toole indicated she wouldn't recommend bonding for a small project, like the \$83,000 sewer project; she noted it costs the Town approximately \$75,000 every time we bond for something. Discussion continued regarding the process of bonding.

The Boards began review of the project list project by project. BOF Chairman Corso opened discussion:

Town Wide Office Renovation/Town Wide Security \$81,000:

Treasurer O'Toole felt the office renovations didn't qualify; they should be handled under the Maintenance Budget; if the Town went to LOCIP for funding they wouldn't allow/qualify it. She suggested the project didn't add a useful life to the building. First Selectman Maynard disagreed, noting there isn't enough money in the Maintenance Budget. Treasurer O'Toole suggested it's everyone's responsibility to keep up their own home; office renovations should be done under the Maintenance Budget. Treasurer O'Toole cited Canton sets aside money each year to fund 2 projects.

Treasurer O'Toole suggested the Town Wide Security might qualify.

Paving Town Hall – BBES Parking Lot - \$174,866:

First Selectman Maynard questioned approval for the parking lot? Treasurer O'Toole suggested these projects should be considered under Pavement Management; she indicated LOCIP would do those in a heartbeat.

Selectman Hoffman questioned what needs to be done to improve the interior of the building this fiscal year since the budget has been passed? Treasurer O'Toole suggested money should be moved around; the request would then be taken to the BOF for approval. Selectman Szymanski questioned that money wouldn't be added, it would be taken from another slot? Treasurer O'Toole concurred, noting she wouldn't have recommended funding the repair of the fire truck; she suggested we should have been able to find that money somewhere in the budget. First Selectman Maynard questioned the difference of the playscape project vs. the office renovation project? Treasurer O'Toole questioned that any office renovation would cost more than \$20,000, which would then qualify it for a CIP project.

BOF Chairman Corso cited Broad Brook Fire Chief Arcari had discussed this repair with both Boards; she questioned that the repair extends the life of the truck? Chief Arcari reported this is a 1991 fire truck;

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

the repair extends the vehicle's life 12 years vs. a \$600,000 purchase for a new truck. Chief Arcari assured the Boards he had the vehicle inspected; the frame – which is 90% of the value of the truck – is in perfect condition, it's not separating; everything else can be built around the frame. The valves and the steel pipes need to be replaced, it needs a brake job, some exterior spots of rust need to be repaired. Selectman Hoffman questioned the time the vehicle will be out of service? Chief Arcari suggested 6 months; Treasurer O'Toole suggested purchase of a new truck would be an 18 month wait. Chief Arcari advised the Boards that in 4 ½ years the Town will need to have the 4 wheeler replaced. Selectman Bowsza questioned the rationale for replacing a 20 year old truck and having a 46 year old truck on the road; Selectman Hoffman suggested it gives the Town more longevity. Chief Arcari suggested the 10 wheeler needs replacement, the frame is already separating from rust from road salt; he cited the newer trucks have single frames so the rust doesn't get in between the frames. BOF member Syme agreed; he suggested what Chief Arcari is talking about to repair the trucks would be fine for the Town. Selectman Szymanski cited it's a good investment.

Both the BOF and the BOS agreed to add this project to the approval list.

***Town wide beautification project (playscape, bench, picnic table shaded areas)
- \$100,000; AND, Splashpad - \$255,000;***

BOF Chairman Corso cited this is work for the East Windsor Parks. Selectman Bowsza questioned what parks these items would be installed in? Mr. Sauerhoefer suggested the shaded areas applies to a lot of the parks, including East Windsor Park, benches are for Peirce Park, a picnic table is for the Broad Brook Pond. Selectman Hoffman questioned that most of the money would be spent at East Windsor Park; Mr. Sauerhoefer replied affirmatively. Selectman Bowsza questioned that the playscape would go to East Windsor Park; Mr. Sauerhoefer replied affirmatively, noting East Windsor Park is a revenue generator.

Turning discussion to the Splashpad Mr. Sauerhoefer noted there are no splashpads in the local area; East Windsor would be the first; it would be ADA accessible. Mrs. Maltese explained the splashpad is a zero depth water feature where the water comes out of the ground; people walk through it. Mr. Sauerhoefer noted the splashpad would be installed up near the pavilion and the snack bar; people could park up in that area. Selectman Szymanski questioned the size? Mr. Sauerhoefer suggested 35 feet by 75 feet; Selectman Bowsza cited it would be twice the size of the meeting room. Selectman Szymanski questioned if Mr. Sauerhoefer had seen one? Mr. Sauerhoefer cited one is installed at Forest Park (MA); BOF Chairman Corso cited one is installed at Dinosaur Park (Rocky Hill); BOF Member Herms suggested there is one at Rockwell Park (Bristol). Mr. Sauerhoefer reported the splashpad has a brushed concrete floor which isn't slippery; there is a well piece built in so the water recycles; you don't need a lifeguard to staff it; you can use it longer, and it would be on a timer so you could shut it off at 9:00 p.m. and it goes on quiet if no one is using it; someone would have to push a button to resume use.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

Selectman Szymanski questioned if this project goes out to bid could it be installed for this year? Mr. Sauerhoefer suggested they could manage the project in-house. Selectman Szymanski cited Mr. Sauerhoefer's comment regarding not needing a lifeguard; he questioned if additional staffing would be needed to monitor what would seem to be a popular project? Mr. Sauerhoefer replied negatively, noting the site would be monitored by a camera. BOF Chairman Corso indicated there would be signage and there would be people nearby in the snack bar; Treasurer O'Toole suggested people need to manage their kids.

BOF Member Herms questioned if it would be susceptible to vandalism? Mr. Sauerhoefer cited it's constructed of a concrete pad. Mr. Arcari, speaking from the audience, suggested Hartford installed a splashpad next door to the new football field, there are no attendants and there is no vandalism. He suggested if it's for the kids they aren't going to damage it. Mrs. Maltese suggested since they put security cameras in the park vandalism has gone down. BOF Chairman Corso suggested the splashpad would be for the people in town but it would also bring in more revenue; she noted the park is now open to non-residents, since it would be the first in the area it would draw more people. Selectman Hoffman questioned the attendance at the park? Mrs. Maltese didn't have that information available, but she noted this is the second Summer of the open park policy and revenue went up 15%; she noted they are getting more corporate and family pavilion rentals. BOF Member Herms questioned if the installation of the splashpad would increase the Town's liability? Mrs. Maltese replied the risk manager has said it would not increase liability.

BOF Chairman Corso and Selectman Bowsza favored approval of the splashpad at this point.

Design for swimming area drainage replacement structure - \$30,000:

BOF Chairman Corso indicated this project is for the Reservoir (East Windsor Park). Mrs. Maltese reported they have to open the park 2 weeks later this year because of drainage issues with the pond. Town Engineer Norton explained that this project involves the inlet structure at the northeast corner of the pond; it's the area that fills and drains the Reservoir. He noted the water comes from across Reservoir Avenue to the swimming pond; there's a large valve which is antiquated and falling apart ; it takes a long time to fill the Reservoir. They will also be updating the gate system and installing traps to keep the sediment out; the Town doesn't have an excavator so they would have to hire someone to do that work. Town Engineer Norton reported they used some money from DPW to do the topography work and cut trees. He noted the actual work wouldn't be done this year, as they need the \$30,000 funding for the design work first and then put together a bid package. Treasurer O'Toole questioned the cost of the actual project; Town Engineer Norton and Mr. Sauerhoefer suggested \$200,000. Selectman Bowsza felt since this project wouldn't be funded this year the design work could be parked this year. Selectman Hoffman questioned the process and timeline for the design work? Town Engineer Norton cited time putting the project together to prepare a bid package, 4 to 6 weeks to allow for contractors to view the site and response time, a week to review the bid responses – maybe 6 months total. To submit a budget request for fiscal year 2019 – 2020 they need approval of the design funding this year. Selectman Hoffman suggested that in reality this cycle is what they need. Selectman

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

Bowsza felt the Town has other worthwhile projects; Mr. Sauerhoefer noted this project has been on the CIP list for 5 years, this would be pushing it off another year. BOF Member Herms cited that if the system fails it would keep the Reservoir from being used next year; BOF Chairman Corso suggested that if the valve fails the design work won't help.

Side walk projects (ADA access to park, and street) - \$100,000:

Selectman Bowsza noted this project ties into the POCD (Plan of Conservation and Development). Mrs. Maltese reported she's had inquiries to have handicapped children for the Summer programs but she has no way to get them to the water front; this is opening the Town to a lawsuit. BOF Chairman Corso suggested adding this \$100,000 sidewalk project into the first project - Town wide beautification project (playscape, bench, picnic table shaded areas). Mr. Sauerhoefer cited the need for the Town to be ADA compliant.

Discussion followed regarding other funding options. Selectman Szymanski questioned the length of the handicapped ramp and the cost; he questioned that this funding is needed soon? Mr. Sauerhoefer suggested the length of the ramp is approximately 800 feet at a per foot cost of approximately \$30; the total ramp cost would be approximately \$20,000 to \$23,000. BOF Chairman Corso suggested that \$23,000 could be added to the Town wide beautification project, for total project cost of \$123,000, or the Splashpad for the \$255,000 plus the \$23,000.

ADA bathroom Abbe Rd Soccer Complex - \$200,000:

BOF Chairman Corso felt that Abbe Road is a prized possession of the Town, but, it only has one portable toilet. Mrs. Maltese reported that she gets requests to rent the soccer field but people won't rent it when they hear about the portable toilet. She also reported they get the overflow from Sportsworld. BOF Chairman Corso and Selectman Bowsza cited the beauty/popularity of the soccer fields.

Selectman Hoffman questioned the ability to use the bathrooms at Scout Hall? Mrs. Maltese and Selectman Bowsza reported that Scout Hall is locked/unavailable. BOF Chairman Corso suggested that Scout Hall rents their facility; we would have to pay them every time we wanted it open. Mrs. Maltese reported she also rents it to Adult Leagues on a limited basis – 9 week leagues at \$100/game. She cited that 3 leagues use the field, for an annual lease revenue of \$2,700. Selectman Szymanski questioned the annual revenue for field use? Mrs. Maltese reported she doesn't charge for the East Windsor teams. BOF Chairman Corso cited the Board was talking of enrichment to the town. She noted that the Abbe Road Soccer Complex is the home field on the youth level for East Windsor's Soccer Program; we no longer have a Middle School sports program. Teams come in from Simsbury, Granby, and other towns; this is a representation of East Windsor; this is our home turf; people come in and out all week long.

Selectman Hoffman questioned that the facility is to serve the soccer area? Mrs. Maltese replied affirmatively; she noted the building they are requesting would allow them to run a snack bar.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

Selectman Hoffman suggested the 40 year payback on this funding request is pretty bad; Selectman Szymanski suggested the cost seems exorbitant for the size of the building. Mr. Sauerhoefer cited the building will sit on a concrete pad; some of the cost is the sewer, they also need to put in a pump chamber to pump the sewer to the street, the cost estimate also includes site work – back filling around the building and grading the site. Selectman Hoffman cited the ability to purchase a Kloter building 30 feet by 24 feet with a poured floor for \$30,000. He noted the \$100,000 estimate submitted; Selectman Hoffman cited they could purchase a building twice the size which Kloter will assemble; this is getting to a big number with the sewer connection.

Selectman Szymanski questioned why the building wouldn't be located closer to the road if part of the cost is the sewer installation? Selectman Szymanski questioned that the Town was paying the sewer connection; Treasurer O'Toole noted that Scout Hall is a separate organization. Selectman Bowsza questioned if this was another ADA issue waiting to happen; Mr. Sauerhoefer reported they're trying to comply slowly. BOF Member Syme felt it's that we have an awesome facility that we don't use. BOF Member Syme suggested every project isn't a return on the investment.. BOF Chairman Corso cited that everyone brings snacks from Dunkin Donut now; this facility should be a highlight of the Town; it's a shining star of the Town.

Middle School Oil Tank Removal - \$150,000:

BOF Chairman Corso indicated this project needs to be done this year. Town Engineer Norton reported the oil tank has reached its lifespan; DEEP has said it will be removed this year. Selectman Hoffman questioned the life span for the new tank; Town Engineer Norton cited the new ones are fiberglass, double walled with a 30 year lifecycle. The new 10,000 gallon tank will be served by oil, as the gas line currently ends at Depot Street and Main Street, Broad Brook. Yankee Gas has declined to install a gas line. Selectman Hoffman questioned if installing a 5,000 gallon tank would save much; Town Engineer Norton indicated he didn't really know as most of the Town properties are gas fired now. Treasurer O'Toole questioned when this would be done? Town Engineer Norton indicated it would be scheduled for fiscal year 2019 - 2020; it doesn't have to be done by June 30th.

Town Wide Sign project - \$40,000:

Mr. Sauerhoefer reported the Town needs signs to identify its buildings. He cited you can't find East Windsor Park as there is no sign there; unless you know that it says Town Hall behind the tree you don't know this is the Town Hall. BOF Chairman Corso cited the current use of GPS. Selectman Szymanski questioned the list of signage needed. Mr. Sauerhoefer explained these are digital signs with message boards announcing events like elections, Town meetings, etc. Selectman Bowsza cited the cost of \$32,000 for 2 digital signs; he questioned if that met the policy? Treasurer O'Toole replied negatively as the request is for multiple signs. BOF Member Herms suggested the signage should be placed at off ramps; Mr. Sauerhoefer cited putting signs

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

in remote locations requires installation of electricity or internet service to change the sign or message which would incur a reoccurring cost. Cathy Simonelli, speaking from the audience, suggested there were no digital sign regulations. Selectman Bowsza suggested the funding request was a mute point as the signs can't be installed.

Town Wide Security - \$??????????:

Mr. Sauerhoefer reported that currently often the exterior doors are left unlocked after meetings; the new security system could be programed to lock at 4:30. The building could be locked down if necessary. Town Engineer Norton noted that over the years many keys have been given out, which are not collected when their use ceases. Mr. Sauerhoefer suggested installation of these security systems would utilize a fob device to lock or unlock building and department doors. The fobs would replace the current key system. He noted that the Police Department and the Broad Brook Fire Department already utilize the fob system, which automatically records who comes in.

Selectman Bowsza felt the Town wide security funding request should be left on the list.

Paving Town Hall – BBES Parking Lot - \$174,866:

BOF Chairman Corso didn't feel this project should be on this list. Town Engineer Norton questioned what about the people who trip and fall on the existing conditions? Town Engineer Norton reported that the DPW has funding to continue the work on the parking lot expansion; the \$174,000+ requested is the cost to pave the Town Hall parking lot, which includes the area to the south which is used for teacher parking.

South Road Main Sewer Line Replacement Project - \$83,000:

BOF Chairman Corso noted this is a funding requesting which is not on the BOF's project list. Town Engineer Norton suggested, that from a DPW and Town standpoint, we really need to get rid of that property; it's a liability. He noted the Town has had an interesting experience with one person's oil tank; all of the oil tanks in this complex are in the same situation; if another one leaks we know what will happen. Town Engineer Norton reported that the sewer line servicing this complex is owned by the Town; the WPCA doesn't own that line, and will not take it over until it's rebuilt to their standards. The current sewer line is clay pipe with roots growing out of it. Selectman Bowsza questioned that the WPCA would take over the sewer line and get revenue from it? Mr. Sauerhoefer reported that every house is paying \$360 as a sewer use fee.

Town Engineer Norton emphasized that's what needs to be done to get the Town out of ownership of the sewer line.

Selectman Hoffman questioned if the sewer line is the only issue associated with the property? It was noted there are zoning issues, including a deed restriction that the property must be sold to a

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

non-profit organization. Town Engineer Norton suggested the homeowners could make it a condominium association. Selectman Szymanski suggested selling the land to the homeowners for a negligible cost. Treasurer O'Toole felt if there was a deed restriction then it couldn't be sold to the individual homeowners.

First Selectman Maynard cited the sewer is in terrible shape; the Town needs to replace the sewer to sell the property; the property is a tremendous liability to the Town. First Selectman Maynard recalled the issue of the oil tank that leaked; the insurance company ultimately paid for that remediation less the Town's deductible; \$10,000 in legal fees were also associated with the issue of the oil leak.

First Selectman Maynard felt he was hearing that the Boards want to develop a plan to sell the property before fixing the sewer. BOF Chairman Corse felt this isn't a BOF issue; it's a BOS issue. Selectman Hoffman felt the sewer needs to be fixed to sell the property; we should not wait and not do this serially. Selectman Hoffman felt the Town needs a legal opinion regarding sale of the property. He cited the repair cost will never be cheaper than it is today.

Town Engineer Norton cited the Town owns the main sewer line and is responsible for fixing it. He suggested the WPCA has contractors they feel do the work to their specifications; the DPW felt they might be able to do the work for a bit less. Selectman Hoffman noted that no one will take over the property without the repaired sewer line. Town Engineer Norton concurred; he agreed the Town needs to fix the sewer line to sell the property; if the WPCA takes over/owns the line then the Town would be relieved of that responsibility.

Town wide beautification project (playscape, bench, picnic table shaded areas)
- \$100,000:

BOF Chairman Corso returned discussion to the Town wide beautification project; she questioned the cost of features associated with the Reservoir vs. other parks? Mr. Sauerhoefer suggested the playscape, at a cost of \$58,000, would be installed at the Reservoir; also requested is a gazebo and other small stuff in the back corner at Veterans Memorial Park.

BOF Chairman Corso queried Mrs. Maltese for her opinion on which projects would generate revenue and improve safety? Mrs. Maltese suggested the splashpad would be her first option, then the soccer field upgrade; she could continue to seek grants for some other things. Treasurer O'Toole recalculated the funding request to be \$255,000 for the splashpad plus \$23,000 for sidewalks at the Reservoir for a total package cost of \$278,000.

BOF Chairman Corso suggested the BOF will vote item by item and send the recommendations to the BOS to send to Town Meeting.

The following projects were approved for supplemental appropriations:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

MOTION: To APPROVE \$278,000 for Splash Pad and ADA ramp for the Reservoir and to send to the Board of Selectmen.

Syme moved/Muska seconded/DISCUSSION: BOF Member Herms questioned if the Board would be ranking the projects prior to voting? The rest of the Board was comfortable reviewing the list in the order presented.

VOTE: In Favor: Muska/Pippin/Syme
Opposed: Christensen
Abstained: Herms
(Corso not voting)

MOTION: To APPROVE \$158,000 for the renovation and repair of the Broad Brook Fire Department Pumper Truck and to send to the Board of Selectmen.

Syme moved/Muska seconded/DISCUSSION: None.

VOTE: In Favor: Christensen/Herms/Muska/Pippin/Syme
(Corso not voting)

MOTION: To APPROVE \$150,000 for the Middle School Oil Tank Removal and send to the Board of Selectmen to send to Town Meeting.

Syme moved/Muska seconded/DISCUSSION: None.

VOTE: In Favor: Christensen/Herms/Muska/Pippin/Syme
(Corso not voting)

MOTION: To APPROVE \$30,000 for the Design for the swimming area drainage replacement structure and to send to Town Meeting.

Syme moved/Muska seconded/DISCUSSION: BOF Member Syme felt this needs to be done; if they can't use the Reservoir next year; we need to move this project forward.

VOTE: In Favor: Christensen/Herms/Muska/Pippin/Syme
(Corso not voting)

MOTION: To APPROVE \$200,000 for the ADA bathroom Abbe Road Soccer Complex and send to the Board of Selectmen to move to Town Meeting.

Syme moved/Muska seconded/DISCUSSION: None.

VOTE: In Favor: Christensen/Herms/Muska/Pippin/Syme
(Corso not voting)

MOTION: To APPROVE \$21,000 for the Town wide security system and send to the Selectmen for a Town Meeting.

Syme moved/Muska seconded/DISCUSSION: None.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

**VOTE: In Favor: Christensen/Herms/Muska/Pippin/Syme
(Corso not voting)**

MOTION: To APPROVE the ADDED APPROPRIATIONS as recommended by the Board of Finance and forward to Town Meeting.

Bowsza moved/Hoffman seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous (Maynard/Bowsza/Hoffman/Szymanski)

Selectman Bowsza reintroduced discussion of the Youth Services Bureau, which he felt qualified for discussion as it would be funded under a supplemental appropriation.

LET THE RECORD SHOW BOF Member Pippin left the joint meeting at 9:10 p.m.

Mrs. Maltese also submitted the additional price quotes requested by Selectman Szymanski for the AEDs (Automated External Defibrillators).

First Selectman Maynard reiterated his information from a previous meeting. In 1995 the State made money available to towns to fund Youth Services Bureaus; in 2005 the number was closed/capped for town participation in this program; the program funding was reopened in 2012 and 2015. First Selectman Maynard suggested there are currently 122 municipalities which operate Youth Services Bureaus which provide direction for youth services and programs. First Selectman Maynard indicated that he, Mrs. Maltese, Dr. DeBarge, and the Police feel it's a good thing to help the kids in town and they asked Representative Davis to open legislation to enable East Windsor to qualify for \$14,000 in grant funding for a Youth Services Bureau. To take advantage of the grant funding the Town must commit to a matching \$14,000 grant; the grant submittal must occur before June 30th. For the \$28,000 in funding the school system would hire a certified person to plan and coordinate the Youth Services in Town; that staff member would be paid \$20+ per hour for a total salary of approximately \$20,000 annually.

First Selectman Maynard reported he, Dr. DeBarge, and Mrs. Maltese would work with the Youth Services Bureau, who would report monthly or twice a month to the BOS. First Selectman Maynard reported this is an opportunity to interface with the State on youth services; if a town is a member of the Youth Services Bureau Program the State will work with you on truancy issues. Mrs. Maltese reported that the initial goal is to create a referral program to align various services together into a cohesive unit for assistance. First Selectman Maynard suggested if the Town misses this opportunity it's gone. Approval of this supplemental appropriation would give the Town a year to put together a program. Treasurer O'Toole clarified that this is a year-to-year grant; she felt in-kind services would apply towards the Town's \$14,000 contribution; Mrs. Maltese questioned if that could occur for the initial year as the Town would just be initiating the Youth Services Bureau. Treasurer O'Toole suggested the \$14,000 matching appropriation would be for the fiscal year 2017 – 2018 but the Town would have a year to spend it.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

Selectman Szymanski questioned how many of the truant students are East Windsor residents and how many are out of town students; he noted Mrs. Maltese had referenced an after school program. Mrs. Maltese recalled the first goal is to create the Youth Services Bureau; the end goal is a teen center. She also cautioned basing the truancy number on out of town students. Cathy Simonelli, Chairman of the Board of Education, suggested it's illegal to identify truant students. BOF Member Herms noted the Youth Services Bureau isn't only about truancy, it's also for issues such as suicides or addiction. Selectman Szymanski questioned if the Town employs counselors now? Mrs. Simonelli replied affirmatively but noted those counselors aren't addressing things that happen 24/7. Selectman Szymanski questioned why parents wouldn't go through their insurance programs rather than having the Town pay for these services? He cited this is a one year thing now but it could be 6 to 8 people to support this over time; it could become \$100,000. BOF Member Herms cited some people don't have insurance. Other towns have Youth Services Departments, and Youth Services Directors.

Selectman Hoffman suggested what was being described was a silver bullet. Mrs. Herms and Mrs. Maltese suggested it's a matrix that creates a hub to bridge the services into one cohesive unit. Selectman Hoffman cited the Town would be receiving \$14,000 with a lot of planning required in the first year; if we spend \$20,000 for staff the funding drops to \$8,000 for the kids. He questioned if the Selectmen will be asked for more money to help the kids? He cited the drop-in center sounds like a lot of money; it won't be a \$14,000 to \$20,000 venture; it will be another major expense.

Selectman Bowsza suggested this is a Special Act; it's a one time carve out outside the boundaries of the General Statutes. Selectman Hoffman suggested he wasn't saying we shouldn't try it but it could be a major expenditure.

First Selectman Maynard reported he talked to the Director of the Enfield program; the kids work with the Police Department and got a \$10,000 grant to organize a youth group. Selectman Hoffman concurred, but suggested once you get that \$10,000 it becomes \$20,000 and the following year it will be \$30,000 because it's done something good. Should we try it – probably, but down the road we should be looking at a larger amount of money down the road to commit to. BOF Chairman Corso recalled the BOS said they wanted to curb the heroin problem; this is your first step. Treasurer O'Toole reported they had a Youth Services Bureau in Canton and was also aware of a similar program in Winsted; she explained the staffing and facility specifics. Treasurer O'Toole suggested the cost never went over \$30,000 per year in Canton.

Discussion returned to the services to be provided and the staffing for the program. Selectman Szymanski felt the school counselors should be involved in this program; BOF Member Herms cited there is no licensed social worker employed by the Town. She felt this is so important not to leave the kids behind. She cited she's seen kids die of overdoses, car crashes..... BOF Chairman Corso suggested the school counselors handle issues during the school day; they won't handle the issues that come outside the school Mrs. Simonelli cited we're talking about kids with ACES, parents are addicted themselves and can't help their kids so we want to. She also noted the parents may be working 3 jobs, some have criminal issues. BOF Member Syme

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

chastised Selectmen Szymanski and Hoffman for their lack of understanding; he suggested this is about someone they can physically talk to one on one, away from everyone else so they can have a conversation, have a phone number if they're having bad thoughts in their head, to call that person. That's what this is about and if you think that \$14,000 is maybe too much to save a life in this town you guys need to look for something else to do. Selectman Hoffman replied absolutely not, but he did think that maybe \$100,000 is too much. BOF Member Syme countered \$100,000? If your grandkid has a problem and they don't have a phone number to call to save a life?

First Selectman Maynard cited that Mrs. Maltese is here to ask for a supplemental appropriation for \$14,000 to apply for a grant for a matching grant for one year to establish a Youth Services Bureau.

MOTION: To MAKE a Supplemental Appropriation for \$14,000 for the Youth Services Bureau.

Muska moved/Herms seconded/

DISCUSSION: BOF Member Muska suggested our youth are our future, we need to invest in them. When you gave your presentation I believe you said 30% of the student population has some issues and we're just going to let that happen? We're not going to do what we can? I mean Representative Davis and other people in the Legislature worked hard; this is a one time only thing. We're just going to walk away from it and never have this opportunity again?

**VOTE: In Favor: Christensen/Herms/Muska/Syme
Opposed: No one
Abstained" No one
(Pippin not present/Corso not voting)**

MOTION: To send the Supplemental Appropriation to Town Meeting

Bowsza moved; BOF Chairman Corso cited this Supplemental Appropriation didn't need to go to Town Meeting as the value is under \$20,000.

Selectman Bowsza WITHDREW his motion.

AEDs:

Mrs. Maltese reported she is trying to purchase additional AEDs to install in the Town Hall, the Town Hall Annex, Scout Hall and the Abbe Road Soccer Field. She cited there is no funding available via HeartSafe; the Town does receive money back for good risk management practices but that goes into the General Fund and can't be used for this purpose. Mrs. Maltese offered the two additional quotes to supplement the quote provided originally. Treasurer O'Toole suggested this does qualify for an additional appropriation but the BOF needs to transfer money into the equipment line. BOF Chairman Corso requested an update of funding sources for the next BOF Meeting.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN/BOARD OF FINANCE
Special Joint Meeting – June 11, 2018
MEETING MINUTES**

Hearing no additional requests for discussion, First Selectman Maynard called for motions to adjourn the respective Boards.

ADJOURNMENT:

MOTION: To ADJOURN the Board of Finance Meeting at 9:40 p.m.

Muska moved/Herms seconded/

**VOTE: In Favor: Christensen/Herms/Muska/Syme
No one opposed/No one abstained/Corso not voting)**

MOTION: To ADJOURN the Board of Selectmen Meeting at 9:41 p.m.

Bowsza moved/Maynard seconded/

VOTE: In Favor: Unanimous (Maynard/Bowsza/Hoffman/Szymanski)

Respectfully submitted

Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen