

I. TIME AND PLACE OF MEETING

Ms. Menard called the meeting to order on Tuesday, September 1, 2009 at 8:27 p.m. at the East Windsor Town Hall immediately following the Town Meeting.

II. ATTENDANCE

Denise Menard, First Selectman
Gilbert Hayes, Deputy First Selectman
Dale Nelson, Selectman
Mark Simmons, Selectman
Richard Pippin, Selectman

III. ADDED AGENDA ITEMS

**Motion: To add to the agenda at New Business Item 10E - Probate Court
Redistribution – The Honorable Marianne Lassman Fisher
Made by Mr. Simmons, seconded by Mr. Pippin
ALL MEMBERS IN FAVOR. MOTION CARRIED**

**MOTION: To go out of agenda order to address added agenda item New Business
10E
Made by Mr. Pippin, seconded by Mr. Simmons
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

**X. New Business E - Probate Court Redistribution – The Honorable Marianne
Lassman Fisher**

Judge Lassman came before the Board to recap the legislation passed regarding the State changing from 117 probate courts to 44 to 50 probate courts. It was thought originally the EW/SW court was the exception as it is already a merged court servicing 37,000 and it is a unique location. Judge Lassman detailed that is not the case and the courts will be bigger (50,000 to 60,000) so a merger will be necessary. Judge Lassman detailed the unsuccessful efforts to merge with Windsor Locks.

Legislation required that probate assembly have opportunity to meet and create a plan and that was done. The Plan was developed and then Judge Lassman approached surrounding towns to seek an appropriate merger. She was encouraged to merge with East Hartford or Vernon/Ellington, but his was not in best interest of these communities. It was noted that there is no bricks and mortar portion of legislation to cover cost of bigger courts or even renovations to the probate courts so the cost is absorbed by town. The proposed merging town for the Plan is Windsor with the end result of 65,000 for the district. Once the Plan was created it was forwarded to Commission for review. The Commission has met twice and has held a public hearing. Some municipalities are stepping forward to provide their thoughts on the suggestions and East Windsor was urged to do the same. Judge Lassman detailed some of the proposed mergers - Enfield with Somers/Stafford; East Hartford alone; Vernon/Ellington; Suffield, East Granby, Granby, Bloomfield. The Commission's plan has to be presented very soon and then it will be taken up by the legislature. Any feelings East

Windsor has can be expressed to Commission. Judge Lassman is unsure what will occur as far as location; she detailed the South Windsor accommodations within the community.

Ms. Menard detailed her concern for residents involved with traveling to Windsor and noted the South Windsor facility was very nice. Various ideas of how to make this work, including traveling to existing courts or staff at one facility and hearings at another was discussed. While Judge Lassman has in the past been mobile when necessary, there is no financing to support two court buildings – the idea is to consolidate the probates. The thought of housing the personnel at one location, hopefully South Windsor, but have a facility to hold hearings that might be viable option.

The Board thanked Judge Lassman for coming to discuss this topic.

**MOTION: To remain out of agenda order to address New Business 10A.
Made by Mr. Hayes, seconded by Mr. Simmons
ALL MEMBERS IN FAVOR. MOTION CARRIED**

A. Water Pollution Control Authority/Discussion and possible action for additional funding regarding North Road Sewer engineering

Kevin Leslie and Paul Anderson of WPCA came before the Board. The back up Mr. Anderson distributed detailed that the additional funding is necessary to satisfy USDA requirements in order to apply for federal funding to construct the North Road Sewer Extension. The request to the Board is for \$27,000 which includes legal, Russo's engineering, and public notices. Russo has committed to say they will not go over the number they quoted. USDA is adamant about following their guidelines and the WPCA will be meeting with a representative from USDA to get further information on how best to accomplish this.

Ms. Menard stated clearly she does not want to stand in the way of this project, but this is such a tight time for money. Mr. Leslie and Mr. Anderson stated that the USDA money granted lately tends to be in excess of what has been given historically. In order for the Town to be in a position to apply for the money, it has to complete the design. This funding is to complete the design work only. Then the USDA, after receiving the submission, may give the nod on the project – but they will not commit until their 58 page application is completed. At that point once submitted, if selected, then it will be made known the amount of money the government will offer to the Town. At that time the townspeople can then be approached about the remaining funds needed for the project and costs. This is just to get the design done and get it on the shelf at the USDA for consideration. The engineering part will not take long and will be completed in 2009. This has to be in place before the census figures come out in 2010, as any potential change in the census figures can effect the ability to apply for this funding. The intent is to do this application as soon as it can get done. Mr. Leslie detailed the RFP process and again stressed that USDA will not look at the plans until their guidelines are strictly met.

It was inquired about a CIP request – Mr. Leslie detailed that the timing and how it does not fit this request. Without this requested money – the Town will not qualify for the USDA money, which a reasonable chance to get some serious money. The WPCA is not trying to force this down the town's throat – they understand the financial challenges with the current request. This is just an opportunity to show what the town can possibly apply for at this time, if they are willing, but again it was stressed it is unknown, if grants becomes a reality, how much the grant will be for. Shovel ready projects were discussed as well. This \$27,000 investment will go toward trying to get a portion of the cost of the project – it's a possibility of free money and lower interest rate on money needed as well. Also if the USDA gives the nod to the Town – it also looks toward other arenas in town through amendments to the application and possible help for other town projects.

This would have to go to the Board of Finance, then a town meeting. If this does go to Board of Finance for review, Kevin Leslie should meet with Cathy Cabral to discuss where money might be appropriated for this. It was asked if this has to go out to bid. Mr. Leslie noted that Russo has done a lot on this project already.

MOTION: To recommend to the Board of Finance the funding for the engineering of the North Road Sewer USDA Application for Federal Assistance for the USDA application for up to \$27,000 and to send to town meeting, if necessary.

Made by Mr. Hayes, seconded by Mr. Simmons

Discussion: It was felt the North Road Sewer has been an ace in the hole for developing town and anything to do to continue on that track is positive for the town.

This funding will help increase businesses in town.

ALL MEMBERS IN FAVOR. MOTION CARRIED.

Motion: To return to regular agenda order

Made by Ms. Nelson, seconded by Mr. Pippin

ALL MEMBERS IN FAVOR. MOTION CARRIED

IV. PREVIOUS MINUTES

A. Approval of Regular Meeting Minutes of August 18, 2009

MOTION: To approve the regular meeting minutes of August 18, 2009 as corrected: Gil Hayes report should read "Carol Madore's daughter"

Made by Ms. Nelson, seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED

B. Approval of Special Meeting Minutes of August 25, 2009

MOTION: To approve the special meeting minutes of August 25, 2009 as submitted

Made by Ms. Nelson, seconded by Mr. Pippin

MEMBERS IN FAVOR (Nelson, Pippin, Simmons)

Abstained: Hayes

MOTION CARRIED

V. PUBLIC PARTICIPATION

Paul Anderson, 89 Main Street, Broad Brook

He was informed by someone, and felt it important to pass on the information to the Selectmen, that it is possible that the people who work in the Treasurer's office use the school cafeteria to eat lunch and do not pay and are not interested in paying and the comment was "send the bill to Tim Howes." The Selectmen detailed for Mr. Anderson that the Treasurer's office is no longer in the high school building. Mr. Anderson stated he did not hear it was the Parks and Recreation. Mr. Anderson felt there was enough problems with the Board of Education budget.

Another question came up to him and he felt it important to pass on the information to the Selectmen, that it is thought personal vehicles at town garage are pumping gas, authorized or unauthorized. Personal vehicles are seen there are and if the pumping of unauthorized gas is correct, that's tax free gas it's a major problem. He relayed that people have seen a number of personal vehicles there – and maybe there is some authorization, maybe it is legitimate, but he wants to bring forth the comment. If that is happening the State is not going to like that.

VI. COMMUNICATIONS – the following were for the Board information

- A. Annual Report Letter
- B. Connecticut Labor Force Data/July 2009
- C. Trash & Recycling Brochure
- D. CRRRA Correspondence
- E. Economic Development Commission Land Use Approval Process Guide
- F. Correspondence from Scout Hall

VII. SELECTMEN'S REPORTS

- A. Denise Menard, First Selectman

Ms. Menard read her report as follows:

It's hard to believe that September has begun and we are heading into the fall season.

Attached to this report is a copy of our Thursday Senior Staff meeting agenda, just to give you an idea what kinds of things we discuss & work on as a group and who attends. As you can see, we cover quite a variety of topics. It's a great group that works very hard for the Town.

I spoke with the Town Clerk today and she assured me the Charter Revision has been sent to the Secretary of State and there is nothing further anyone in East Windsor needs to do except vote on the questions at the November election.

As you've all seen, the new trash program is going to start shortly. The flyers started hitting houses this Monday and the ladies in my office have been very busy with calls with all kinds of questions. I've heard from an owner of 2 of our mobile home parks and he has asked to

come to our next meeting. I assured him that our decision to eliminate Town pickup of trash at mobile homes was purely a business decision, that they are being treated no differently than apartment complexes that rent their property. I will get back up information for you all with the next packet since the gentleman wants to speak to the Board and I'm quite sure he will be bringing a lot of mobile home park residents and his attorney with him.

Some miscellaneous . . .

- *We have begun working on the 2008-09 Annual Report.*
- *The Treasurer is starting to prepare our 2008-09 financial information for the auditors, who will be on our doorstep very soon.*
- *We have also made progress on pension documentation that has been stalled for quite a while.*
- *I've met with the Town Planner and John Shemo from MetroHartford Alliance to talk about ways of encouraging economic development.*
- *The Veteran's Commission has started their plans for this year's Veteran's Day events. Don't forget the 4 Town Fair that is coming up.*

B. Gilbert Hayes, Deputy First Selectman

Thanked Journal Inquirer for the article done regarding organ donation.

C. Dale Nelson, Selectman

Police Commission: Police vehicles are ordered and traffic grant items are ordered.

D. Mark Simmons, Selectman

- PZC - detailed the pending applications, approvals and denials.
- Parks and Recreation – Discussion held at meeting regarding the reservoir not being drained this year and the potential for winter events, such as ice skating.
- Veterans Commission – 10th annual road race November 7. The business owners have been very generous with the ad booklet.

E. Richard Pippin, Jr., Selectman

- WPCA – over viewed the tax warrants; the sewer project as detailed earlier in the meeting and there will be a public hearing on September 17, 7 p.m. regarding the sewer service area map public hearing. They are also discussing employee policies.
- American Heritage River – Public paddle September 20.

VIII. BOARD AND COMMISSION RESIGNATIONS & APPOINTMENTS

A. **Resignations:** None

B. **Re-Appointments:**

East Windsor Housing Authority

Karen Boutin (D) as a regular member for a five-year term to expire 9/1/2014

MOTION: To reappoint Karen Boutin to the East Windsor Housing Authority as a regular member for a five (5) year term to expire 9/1/2014.

Made by Mr. Pippin, seconded by Mr. Hayes

Discussion: Ms. Menard has been approached by Park Hill residents that Ms. Boutin has done an outstanding job. However, there has been a persistent question regarding Ms. Boutin's residency. The appointed individual needs to be a resident and it is unknown if Ms. Boutin fits that criteria. It was suggested that maybe a copy of her license could be requested. If that was a concern it was suggested this be postponed to the next meeting pending proof of residency.

Mr. Pippin withdrew his motion and Mr. Hayes withdrew his second

MOTION: To postpone this reappointment to the next regular meeting pending proof of residency.

Made by Mr. Hayes, seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED

C. **New Appointments:** None

D. **Board and Commission Current Vacancies (See Attached)**

IX. UNFINISHED BUSINESS

A. Discussion of recommendation of Permanent Volunteer Incentive Committee to Town Meeting

Ms. Menard provided the Board with a proposal for permanent Volunteer Incentive Committee, which detailed the specifics the Selectmen had previously discussed. This would go to Town Meeting, rather than by Ordinance. Party affiliations were discussed at length. This committee, similar to the CIP and Building Committees, is not based on party affiliations per se, but based on expertise. It was questioned if that was legal. Ms. Menard will consult the state statutes to see what is appropriate. It was discussed that while this is fire volunteer incentives now, if at some point in the future more volunteer appreciation endeavors are sought this Committee could assist. The terms of these appointments were discussed – two year terms were the consensus. At large members were discussed, it was the intent that those members are at large public members not members of the organizations represented.

MOTION: To postpone a decision on this item to the next meeting

Made by Ms. Nelson, seconded by Mr. Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED.

B. *Pilot Plan for Park Hill (postponed until September)

C. *Discussion and Action regarding Snow Removal Ordinances

1. Ordinance 68-2 Concerning the Removal of Snow and Ice

2. Ordinance 74-4 Concerning Night Time Parking and also Snow Removal in the Town of East Windsor

X. NEW BUSINESS

A. Water Pollution Control Authority/Discussion and possible action for additional funding regarding North Road Sewer engineering (ADDRESSED ABOVE OUT OF ORDER)

B. Laurie Whitten, Town Planner's request/Certificate of Deposit/Authorization for Town Treasurer

Laurie Whitten, Town Planner's August 26, 2009 memo regarding a need for clarification of Treasurer was discussed. As Mary Szabo, the former treasurer, signed this certificate of deposit, the bank requires an executive body to allow the new treasurer, Cathy Cabral, sign the certificate.

MOTION: That the Board of Selectmen certify that the Town Treasurer, Cathy Cabral, is authorized to act on behalf of the Town of East Windsor to withdraw funds from Werner Kunzli CBT CD Account.

Made by Ms. Nelson, Seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED.

C. Discussion and reappointment of Capital Improvement Planning Committee (Organizational meeting scheduled for Wed. September 23rd at 7:00 p.m. at Town Hall)

MOTION: To reappoint to the Capital Improvement Planning Committee for 10 month term to expire July 1, 2010 the following members: Mark Simmons, Dale Nelson, Marie DeSousa, Blaine Simpkins, Len Norton, Joseph Pellegrini

Made by Ms. Pippin, Seconded by Mr. Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED

D. Approval of Tax Refunds

MOTION: To approve the tax refunds as recommended by the Tax Collector in the amount of \$2,284.17.

Made by Mr. Pippin, Seconded by Ms. Nelson

ALL MEMBERS IN FAVOR. MOTION CARRIED

E. Probate Court Redistribution – The Honorable Marianne Lassman Fisher (ADDRESSED ABOVE OUT OF ORDER)

XI. BUDGET MATTERS - None

XII. ADJOURNMENT

MOTION: To adjourn at 10:00 p.m.
Made by Ms. Nelson, seconded by Mr. Hayes
ALL MEMBERS IN FAVOR. MOTION CARRIED

Respectfully submitted,

Cynthia D. Croxford

*Starred items will not be discussed, but will remain on agenda pending receipt of additional information.