

I. TIME AND PLACE OF MEETING

Ms. Menard called the meeting to order on Tuesday, February 16, 2010, at 7:02 p.m. at the East Windsor Town Hall

II. ATTENDANCE

Denise Menard, First Selectman
Mark Simmons, Deputy First Selectman
John Burnham, Selectman
Richard Pippin, Jr., Selectman

Unable to attend: Gilbert Hayes, Selectman (scheduled)

III. ADDED AGENDA ITEMS - None

Park Hill/Housing Authority had asked to be on the agenda, but the request was made today, the day of the meeting, as it was not an emergency it is not an added agenda item.

IV. PREVIOUS MINUTES

A. Approval of Regular Meeting Minutes of February 2, 2010

MOTION: To approve the regular meeting minutes of February 2, 2010, as corrected
CORRECTION: Page Six, Second Paragraph, first sentence "Mr. Norton vouched that the town's piece – Part Two Prospect Hill Project – *will be ready to be submitted next week.*"

Made by Mr. Simmons, seconded by Mr. Pippin
ALL MEMBERS IN FAVOR. MOTION CARRIED

V. PUBLIC PARTICIPATION

Karen Boutin – Park Hill. She gave Ms. Menard a copy of the email sent to the Selectmen's office last Wednesday requesting a spot on the agenda. Ms. Menard stated the e-mail request was not received and, after looking at the email, noted to Ms. Boutin that the wrong email address was used – confirming her office did not receive the request. Ms. Menard provided the correct email address for future emails.

—Ms. Boutin read a prepared statement, which is attached hereto as Attachment A.

Ms. Menard noted that the June date is the date to submit to the State, but materials needs to be to Larry Wagner before then so he can prepare all the documents. Ms. Menard noted Mr. Wagner thought that might be some time in April, but she will not speak for him. Larry Wagner will get to them the time line. Ms. Menard noted she received a phone call from Gary LeBeau regarding this issue. Mr. LeBeau noted that in addition to small cities block grant there may be other opportunities – which he can follow up with the housing authority on. Ms. Menard gave Mr. LeBeau the minutes so he has the history of this item. The Housing Authority requested to be on the next agenda.

Kathy Simonelli, 71 Depot Street

Last weeks meeting made mention of the fact that newspapers reported a number of concessions from teachers' unions. She noted that she has learned there have been no teacher concessions only re-negotiated contracts. The zeros have been contracts open for re-negotiation. Also if there has been mention of furlough days that is not re-negotiated contracts but items already there, not a concession. To the school staff knowledge there has not been a single concession in the State of Connecticut by a teachers' union. She also said the administrator union is talking about furlough days and teachers talking early retirement. Central office 0% increase; all noncontract employees 0% increase for second year. She wanted to be clear on the facts.

Also as a resident of the town she would like the "2% issue" resolved – is it up to 2% as says in charter or as 2% as stated in minutes. The Town needs a legal opinion and as a resident she would like to see a final answer to that question as the budget process goes forward.

Ms. Menard asked the Superintendent to get legal opinion as it came from his board member. Ms. Menard noted the research was done and Mr. Howes talked to town clerk and he had said he was getting opinion. Ms. Simonelli said Mr. Howes said he was not going to ask the attorney to do that as something the Board of Ed would pay for. There was mention of this being done pro bono, but the BOE wanted to save any pro bono work that the attorney may do for the BOE work.

VI. COMMUNICATIONS – The following were for the board's information:

A. Approval of Housing for Economic Growth Program – Technical

Assistance Grant (*This is for study and the Town is not in any way obligated to create the zone, but allows town to look at areas that may be in the mix. Current example of incentive housing zone in a local community is Evergreen Walk – which has commercial and apartments*)

B. CIRMA 2010 Risk Management Achievement Award Recipient

C. Additional Information regarding the planting of a Mountain Ash Tree

D. Correspondence regarding East Windsor Ambulance (*this was read for the record*) **these items should go in the Selectmen budget packet under the ambulance contract*

E. Letter to the Editor from East Windsor Ambulance Chief **these items should go in the Selectmen budget packet under the ambulance contract*

VII. SELECTMEN'S REPORTS

A. Denise Menard, First Selectman

Budget season is keeping the office busy – the selectmen will get their budget packets this evening later in the meeting. The budget calendar for this process is new this year incorporating Charter changes and it is a work in progress as this is the freshman year.

Ms. Simonelli spoke from audience and stated that Mr. Howes spoke with Jack Manette of the Board of Finance and they both believe that the BOE presents to BOF only, not to the Board of Selectmen. The logistics of the presentation and dates have to be ironed out with Mr. Howes and Mr. Manette.

B. Mark Simmons, Deputy First Selectman

- PZC – canceled meeting
- Veterans Commission – March 4 meeting will be the first of 2010 where they will discuss Memorial Day. There was a recent call regarding flag poles not lit in evening hours, so the Veterans will look into that at the next meeting.

C. John L. Burnham, Selectman

- BOE meeting was business as usual.
- Klondike Derby at Scout Hall was a terrific event and he thanked Ms. Menard for attending.
- Superbowl breakfast was a great event.
- Park and Rec canceled the meeting. At the next meeting he is going to discuss fencing options around the soccer field that the scout hall committee can assist with.
- Police Commission canceled due to weather.
- He met with Tom Clynch on the ambulance.
- American Heritage River Commission took a walk from Abbe road to Wicket Bridge as well as other areas in town – this is an active group.
- Mr. Burnham and Mr. Hayes went to the Senior Center to visit and spent several hours there talking to Seniors and fielded and answered questions once a comfort level was reached.

D. Gilbert R. Hayes, Selectman – No report

E. Richard P. Pippin, Jr., Selectman

- Inland Wetland had a hearing on Newberry Road violations. The violator's attorney made a presentation and the town attorney made a presentation too. Special meeting was to be held, but was canceled due to weather.
- He also noted the Superbowl breakfast was a success.

VIII. BOARD AND COMMISSION RESIGNATIONS & APPOINTMENTS

A. Resignations: None

B. Re-Appointments: None

C. New Appointments:

Water Pollution Control Authority

George Butenkoff, (R) as an alternate member to serve a four-year term
expiring 2/1/2014

MOTION: To appoint George Butenkoff as an alternate to the WPCA to serve a four (4) year term to expire 2/1/2014.

Made by Mr. Burnham, seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED

D. Board and Commission Current Vacancies (See Attached)

The various vacancies, which are on the Town website, were discussed briefly, including the vacancy on Property Maintenance Code of Appeals Board. Ms. Menard noted as this board is not active she does use the Health Department for services in this regard. Ms. Menard noted that the Unfinished Business Item B "Discussion of current Property Maintenance Code" remains on the agenda for future discussion.

The Board again discussed the process of swearing in and the ethics document; the Board discussed any process in place if the member refuses either of these steps. The Board referenced procedure and the Charter if the appropriate protocol is not followed.

IX. NEW BUSINESS

A. Discussion of Regional Solid Waste Authority to include a Representative from CRCOG

Ms. Menard detailed this is a complicated issue. CRCOG is the agency who helped for CRRA (CT Resource Recovery Authority) and in the future this will go off line. This will be a complicated process and CRCOG is looking how to form another entity. Due to the weather the representative, who is in Middletown, postponed this item and will be on the next agenda.

B. Discussion of American Heritage River Commission Ordinance

Richard Sherman the Chairman came before the board and noted the current make up of this Commission is 11 regular members and 4 alternate. They would like to change the make up of the Commission to allow for quorums at meetings to conduct business. He came in asking for 7 regular members and 8 alternates. It was noted the Veterans Commission and Wetlands are facing the same challenge and as this is established by ordinance, in order to change the make up you need to repeal an ordinance with a new one or amend the existing. It was thought changes to membership of the Veterans and American Heritage and Wetlands could held at the same town meeting.

Honorary members, advisory members were discussed. Also the concept, as recently discussed regarding Inland Wetlands, to stagger over two year term, when terms are up, instead of reappointing, send letter do you want to stay as associate, not member.

Mr. Sherman will check with members about the honorary member idea.

C. Approval of Tax Refunds

MOTION: To approve the tax refunds dated February 10, 2010 in the amount of \$1,128.43 as recommended by the tax collector.

**Made by Mr. Simmons, seconded by Mr. Pippin
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

X. UNFINISHED BUSINESS

- A. Discussion of Board of Selectmen's Priorities – the sheet will be updated for the next meeting.
- B. *Discussion of current Property Maintenance Code

MOTION: To break for a five minute recess at 8:00 p.m.

Made by Mr. Burnham, seconded by Mr. Pippin

ALL MEMBERS IN FAVOR. MOTION CARRIED.

MOTION: To continue the meeting at 8:09 p.m.

Made by Mr. Pippin, seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED.

XI. BUDGET MATTERS

- A. Review Current Budget (dated 2/10/2010)

This monthly report goes to the BOS and BOF. The numbers that feed the document are put in by staff and Ms. Cabral, the treasurer, looks it over. Ms. Menard explained to the board what she looks for on this report are any items that came to her attention. To make sure the top and bottom number are fairly close and to check for any anomalies.

Longevity is in the union contracts. It has been past practice that non-union members followed it as well. Ms. Menard is working with the Human Resources consultant on a standard policy for all non-union people regarding longevity.

Mr. Simmons wanted to address the Board's previous action regarding a thirty (30) day time frame motion about hiring and nonessential spending freeze.

MOTION: To extend the approved hiring freeze and nonessential spending freeze for the Town of East Windsor, with the exceptions as previously noted, for another thirty (30) days to be reconsidered at the March 16 meeting.

Made by Mr. Simmons, seconded by Mr. Pippin

Discussion – Ms. Menard noted this thirty day check is good. The action regarding the public works clerk position and town clerk position is in progress. Ms. Menard noted if during this freeze there was a position vacated and it affected a Grant then the Board would need to discuss it. Nonessential purchasing would include stocking up on supplies, use of year end remaining postage just to use it up; attending training not for certification is nonessential - ultra conservative is the current goal. Ms. Menard made mention of an upcoming CIRMA seminar hosted in E.W.

Mr. Simmons received call with the suggestion to make hiring freeze indefinite which was based on information from the Board of Finance Chairman that revenues are not coming in and were much less than last year. Mr. Simmons called to the tax collector to verify that information and the tax collector provided revenues are not great, but are in line with what was collected last year. Mr. Simmons was going to consider it to be

indefinite, but after talking to the tax collector he decided to suggest the thirty (30) days and revisit it at the March 16 meeting. He noted he received a strong suggestion to be indefinite. Ms. Menard noted as far as revenues the town is not not at the end of the year and there are still state revenues to be considered. Tax revenue is a measurable number. Mr. Pippin noted while equal to last year collections, did we project more in the budget season? At every second monthly BOPS meeting, along with reports, there will be an agenda item to revisit the hiring freeze motion.

ALL MEMBERS IN FAVOR. MOTION CARRIED.

B. Updates on 2010-2011 Budget

Ms. Menard distributed the budget materials.

1. January Recyclable and MSW Report – tracking sheets provided and explained – (it was noted that anything in the recycling bin is not paid for as trash tonnage - the collection is paid for, but does not go toward tonnage.)

2. January Gas/Oil Report – tracking sheets provided explained which provide more concrete tracking looking at trends which will assist in budgeting. (The annex has a tank unused oil and that was discussed the current use of cold storage.) The code at the gate for gas fill up was discussed.

3. Budget Calendar

February 22, 2010 meeting will be held at Scout Hall from 5:00 p.m. to 8:30 p.m.

Warehouse Point Library will present at 6:30 prior to the March 2 BOS meeting.

The board hears presentations, then the BOS discusses the presentations and makes recommendations, the treasurer inputs the information and on March 17 the BOS makes it presentations to the BOF. The Selectmen will discuss budget presentations on February 27 and March 6 at 9:00 a.m. at the Town Hall. There was discussion on recording secretarial funds which are low. Ms. Menard will look at the budget in that regard.

4. Possible budget forums

This is a concept that the Board has discussed informally that it would be a good idea to take public input similar to what John Burnham and Gil Hayes did at the Sr. Center. These are not formal budget presentations, but informal meetings with the public – a round table discussion. It will be advertised as a Board of Selectmen forum and they will invite the public to come with questions or comments. Possible locations for these forums include the library, Sr. Center and/or high school. The Board felt it was very important to make the effort and be available to the public during this budget process. It will not be advertised as a meeting as the Board will not be discussing business but a forum for budget discussion. This would be a way to continue toward the Boards goal of better communication with residents. Ms. Menard will check the Senior Center calendar for a forum on during the day around 1:00 p.m. Also it was thought one could be held at the library or scout hall on March 3.

The Ambulance contract will be discussed at the March 2nd meeting.

The Board discussed the recent Reminder editorial regarding the ambulance. Denise Menard did not insist on doing this – she was asked by the Board to do research. It was felt the strong language of “threats” was not appropriate. The Board reiterated this is not vindictive and they are not trying to get rid of the ambulance. The Board needs facts to base financial decisions on. Ms. Menard also noted recent questions from the public that have been asked, including how much does the ambulance have in reserves?

It was felt the best way to respond to this letter to the editor and to get correct information to the public was a response from the Board. Ms. Menard noted comments received from Board members on this item and she and Mr. Simmons will work up a letter in response.

XII. EXECUTIVE SESSION - none

XIII. ADJOURNMENT

MOTION: To adjourn at 9:30 p.m.

Made by Mr. Burnham, seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED.

Respectfully submitted,

Cynthia D. Croxford
Recording Secretary

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

We are here tonight to provide a status report on the Housing Authority's progress With the Small Cities Block grant. I would like to first state, that it was never The intention of the Housing authority or the Commission, to appear adversarial in Anyway, however emotions tended to run high because it remains a crucial need, One that our tenants have been enduring for quite a long time.

At this time, we have just learned from a neighboring municipality, that the dead-Line for proposals into the state is not until June 3rd. We also just learned from The same source, that an informational meeting for proposals, has been scheduled For Feb. 24th. Since we just became aware of the meeting, we are now on a wait-Ing list, and will only be able to attend if there is a cancellation.

Since last the meeting with this board last week, we have procured the services of An architectural consultant and are moving ahead to ensure that the remaining Work, including the contract document, and bidding phases are completed. We Already have site drawing available and expect to have this work accomplished as Early as Mid March. From review of the actual time line from the state, contrary To our having been accused of being far behind, we appear to be right on time. Our concern tonight, is to inquire as to whether or not we have the support of this Board, before we proceed any further, since we will then be responsible for a very

Large architectural services bill.

We want to close by Thanking This
Board for listening to our concerns
and providing your support.