

**Board of Selectmen
Town of East Windsor
11 Rye Street
East Windsor, CT**

**MINUTES OF REGULAR MEETING,
September 6, 2011 at 7:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: Denise Menard, Mark Simmons, John L. Burnham, Gilbert Hayes,
and Richard P. Pippin, Jr.
Members Absent: None
Others: Kathy Pippin, Dale Nelson, Lois Noble, Alan Baker, Marie
DeSousa, Jason Bowsza, Judith Rajala, Robert Slate, Bill Lyke,
and others
Press: C. Garfman (Journal Inquirer) and a reporter (Patch.com)

I. Call to Order

First Selectwoman Denise Menard called the Regular Meeting to Order at 7:40 p.m., in the East Windsor Town Hall.

II. Attendance

Denise Menard, First Selectman
Mark Simmons, Deputy Selectman
John L. Burnham, Selectman
Gilbert Hayes, Selectman
Richard P. Pippin, Jr., Selectman

III. Added Agenda Item

It was **MOVED** (Pippin) and **SECONDED** (Hayes) and **PASSED** (U) that the Board of Selectmen adds the following item to the agenda: IX. New Business B. Affirmation of Action of the Special Joint Meeting of September 6, 2011 at 6:30 p.m.

IV. Approval of Minutes

A. Minutes of August 16, 2011 Regular Meeting

An error was noted in the August 16, 2011 Regular Meeting Minutes. An amendment to the minutes in Section VII, Subparagraph c, Paragraph 3 is noted. The following is the noted amendment:

“...promotion of an Officer **Pollack** to Lieutenant.”

to

“...promotion of an Officer **Poliquin** to Lieutenant.”

An error was noted in the August 16, 2011 Regular Meeting Minutes. An amendment to the minutes in Section VIII, Subparagraph a, Paragraph 1 is noted. The following is the noted amendment:

“Ms. **Pippin** in a letter dated August 11, 2011...”

to

“Ms. **Lamb** in a letter dated August 11, 2011...”

It was **MOVED** (Hayes) and **SECONDED** (Simmons) and **PASSED** (U) that the Board of Selectmen approves the minutes of August 16, 2011 Regular Meeting, as amended.

B. Minutes of August 29, 2011 Emergency Meeting

It was **MOVED** (Simmons) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen approves the minutes of August 29, 2011 Emergency Meeting, as presented.

V. Public Participation

Ms. Kathleen Pippin of Wooham Road, addressed the Board. She commended First Selectwoman Denise Menard for such a great job preparing the Town for the Hurricane and working together with the rest of the Board of Selectmen.

Ms. Menard thanked Ms. Pippin and indicated it is a team effort and thanked the Board Members as well.

VI. Communications

Correspondence from Kathryn Roloff

Ms. Menard commented to the Board Members, that in their packets is an email from Ms. Kathryn Roloff dated August 31, 2011. She read the email. Ms. Roloff recently read the Minutes of July 19, 2011 Regular Board of Selectmen Meeting. She wanted to comment regarding the comments made during Public Participation wherein Mr. Ron Savaria spoke. He indicated at that meeting that of the alternates on the Inland Wetland Commission, one resigned, one is running for a seat and the other has lost interest. She was curious as to who was who, since she is an alternate on the Inland Wetland Commission. She resents Mr. Savaria portraying her in such a manner and her attendance has been higher than some

members. She has a background in environmental chemistry and water quality and would be happy to become a Regular Member of the Commission. Ms. Menard responded to the email, which she read. Ms. Menard indicated to Ms. Roloff that she would have to ask Mr. Savaria regarding his comments. She also informed Ms. Roloff that at the present time, there are no openings yet for a Regular Member of the Inland Wetland Commission, due to the change in size of the Commission. But thanked Ms. Roloff for her contributions as an Alternate Member. Ms. Roloff responded that she would like the contents of her email put on public record rebutting Mr. Savaria's comments, which were also on public record.

VII. Selectmen's Reports

a. Denise Menard, First Selectwoman

Ms. Menard gave to the Board Members her report dated September 6, 2011 and is marked and attached hereto as Exhibit A. She discussed the report.

b. Mark Simmons, Deputy First Selectmen

Mr. Simmons discussed the Veteran's Day Road Race which is scheduled for November 5, 2011. It has become a very popular race. The monies raised from the raise will fund scholarships for high school seniors.

Mr. Simmons commented on the most recent BMX/Skateboard Park Study Committee Meeting. At that meeting, it was discussed the plans of building the park and they are awaiting a decision from CIRMA regarding the liability issues.

Mr. Simmons wanted to remind everyone of the next Community Conversations which is scheduled for October 5, 2011 at East Windsor High School. At that meeting, the public will be able to address questions to the candidates running for office.

Mr. Simmons remarked about the North Road planning meeting which is scheduled for September 15, 2011 at the Scout Hall. The meeting will start at 7:00 p.m. He encouraged all to attend the meeting to give input on the development of North Road.

c. John L. Burnham, Selectmen

Mr. Burnham commented on the American Heritage River Commission and their latest workdays.

Mr. Burnham indicated he attended the most recent Capital Improvements Committee meeting of August 23, 2011. He indicated the purpose of the

meeting was to give an introduction to the Committee Members and to discuss dates of future meetings.

Mr. Burnham reminded everyone of the Taste of East Windsor which will be taking place on Sunday, September 11, 2011.

d. Gilbert Hayes, Selectmen

Mr. Hayes wanted to reiterate what Mr. Simmons discussed regarding the Veteran's Day Road Race. The first placed runner in the race will win \$500. The prizes for the road race have been getting bigger and bigger each year. Mr. Hayes also commented about the Veteran's Commission donating money to the Eagle Scout to building the greenway walking path-bridge. The materials were also donated. A plaque will be placed on or around the bridge to honor those who have help make the bridge possible. At the most recent Veteran's Commission Meeting, six previous members were given lifetime membership and he would like a letter from the Board of Selectmen to recognize same.

Mr. Hayes spoke about the most recent happenings with the Board of Education. He commented that the Board of Selectmen have met the new Superintendent of Schools, Dr. Theresa Kane earlier in the evening. He commented that all day pre-k programs will be available in the district. He mentioned \$1000 to subsidize the program come from the Board of Education Fund Program. Along with all day pre-k program, federal monies have been secured to fund a breakfast program at the Broad Brook Elementary School. The school district is also looking into shared services programs and has formed a committee to review same.

e. Richard P. Pippin, Selectmen

Mr. Pippin discussed the recent WPCA Meeting on August 31, 2011. At that meeting, there was a discussion on the progress with the North Road Sewer Project. Monies have been saved during the project and therefore, the sewer line will be able to be extended a little with no cost to the taxpayer. Due to the savings, the talk of expanding the sewer has been entertained and an engineer has been contracted to revise the plans. The sewer line will probably be extended approximately 1800 feet. It was also voted at that meeting to purchase two new pumps for Mill Street and Scanic Road. The pumps to be purchased come from a manufacturer in Connecticut and a supplier comes from the Town of East Windsor.

VIII. Board and Commission Resignations and Appointments

a. Resignations: None

b. Re-Appointments:**American Heritage River Commission, terms to expire 10/01/2015**

- 1. Albert Floyd (D)**
- 2. Gilbert Hayes (D)**
- 3. Richard Sherman (R)**

It was **MOVED** (Pippin) and **SECONDED** (Simmons) and **PASSED** (U) that the Board of Selectmen approves the re-appointment of Albert Floyd (D), Gilbert Hayes (D), and Richard Sherman (R) as Regular Members to serve a terms expiring October 1, 2015.

c. New Appointments:**Cable Advisory Council**

James M. Kloter, (U) term to expire 09/01/2013

It was **MOVED** (Burnham) and **SECONDED** (Simmons) and **PASSED** (U) that the Board of Selectmen approves the appointment of James M. Kloter, (U) as Member to serve a term expiring September 1, 2013.

d. Board and Commission Current Vacancy List

The list was given to all the Board Members for their review. A brief discussion was held regarding the list and how the list is maintained.

IX. Unfinished Business**BMX/Skateboard Park Study Committee Update**

Ms. Menard indicated she has spoken to CIRMA. At the next Regular Board of Selectmen Meeting, representatives from CIRMA will be attending to discuss this matter further. She will notify the members of the BMX/Skateboard Park Study Committee to attend that meeting.

X. New Business**a. Tax Refunds**

Ms. Menard discussed an Application for Refund request from the Tax Collector dated September 2, 2011 wherein Ms. Samantha Lee, Tax Collector is requesting under Connecticut General Statutes Section 12-129 a refund from the Town of East Windsor in the amount of \$1,744.64.

It was **MOVED** (Simmons) and **SECONDED** (Burnham) and **PASSED** (U) that the Board of Selectmen approves the tax refunds in the amount of \$1,744.64 pursuant to the tax collector's request of September 2, 2011.

b. Affirmation of Action of the Special Joint Meeting of September 6, 2011 at 6:30 p.m.

Ms. Menard commented on the Special Joint Meeting which was held before this meeting regarding the State of Connecticut, Department of Education determination of the 2011-2012 Minimum Budget Requirements. She asked if the Board Members would like her to read her notes from the meeting. However, the Board Members did not feel that was necessary.

A brief discussion was held in regards to the content of the previous meeting. Ms. Menard indicated that she will be speaking with the Superintendent of Schools along with the State of Connecticut, Department of Education in regards to this issue and indicate to the State of Connecticut, that it is the intent of the Town to be in compliance with the Minimum Budget Requirements; however, the Town would like to confirm the figures and accounting which is being used before it can commit to anything firm.

It was **MOVED** (Pippin) and **SECONDED** (Burnham) and **PASSED** (U) that the Board of Selectmen affirms the action recommended at the Special Joint Meeting of the Board of Selectmen, Board of Finance and Board of Education of September 6, 2011 and that all three Boards generate an agreement ultimately in compliance with the State of Connecticut, Department of Education Minimum Budget Requirements, but questions which have arisen must be answered before the Town can commit to the monies.

XI. Budget Matters

Budget Transfers

Ms. Menard gave to all the Board Members two sheets entitled "Town of East Windsor 2010-2011 Budget Transfers" and "Town of East Windsor 2011-2012 Budget Transfers" for their review during the discussion.

- 2010-2011 Budget Transfers

Ms. Menard gave a brief description of each transfer which was listed on the sheet. The transfers listed were:

1. \$3,800.00 to Equipment (8425/701) from IT Consultant (8425/101). This transfer is being requested to balance the accounts and it would require a town meeting.

2. \$2,150.00 to LAP/Employee Insurance (7345/520) from Public Safety Workers' Comp (2195/202). This transfer is being requested due to the insurance claim payout caused overspending and it would require a town meeting.
3. \$37,574.43 to PW Road Improvements (08/1025/0484) from Road Improvements (3183/0600). This transfer is remaining road money to be used in the Spring and it would require a town meeting.
4. \$520.00 to Fire Dept/FD Incentive Program (2150/230) from P. Safety/Employee Benefits Pension Plan (2195/203). This transfer is to cover Warehouse Point Fire Department fourth quarter compensation payments and Fire Department incentives for Tornado coverage and it would require a town meeting.
5. \$11,687.25 to CNR/Town Hall Renovations from CIP/T. Hall Annex. This transfers is a year end transfer from CIP Reserve to CNR and it would require a town meeting.

Mr. Richard Pippin commented on the fire department transfer. He insisted that the department was told when the incentive was increased from \$10.00 to \$12.00 for mutual aid calls that they were not suppose to go over their budgeted amount. Mr. Pippin believes this decision could be found in meeting minutes of a previous meeting. Ms. Menard and Mr. Hayes indicated the funds will be used to pay for the fire department services during the Springfield tornado.

It was **MOVED** (Burnham) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen recommends to the Board of Finance the following transfers and recommend to a town meeting:

1. \$3,800.00 to Equipment (8425/701) from IT Consultant (8425/101).
2. \$2,150.00 to LAP/Employee Insurance (7345/520) from Public Safety Workers' Comp (2195/202).
3. \$37,574.43 to PW Road Improvements (08/1025/0484) from Road Improvements (3183/0600).
5. \$11,687.25 to CNR/Town Hall Renovations from CIP/T. Hall Annex.

Mr. Burnham entertained a motion for discussion that the Board of Selectmen recommends to the Board of Finance \$520.00 to Fire Dept/FD Incentive Program (2150/230) from P. Safety/Employee Benefits Pension Plan (2195/203). This transfer is to cover Warehouse Point Fire Department fourth quarter compensation payments and Fire Department

incentives for Tornado coverage and recommend to a town meeting. Mr. Hayes seconded the motion. Mr. Hayes indicted the incentive program has \$180,000 within the budget of 2011-2012 and he believes there is no paperwork which would support Mr. Pippin's claim that if the fire department reaches the \$180,000, it would be cut off. Mr. Pippin insisted it would be in meeting minutes when the fire departments increased the incentive from \$10.00 to \$12.00 per call. Mr. Simmons commented that he would like to see the minutes wherein it was stated the fire department would not look for additional transfers. Mr. Hayes remarked that at the next meeting, maybe the Chiefs of the Fire Departments and Mr. Ron Masters could be invited to discuss this issue. The discussion continued and eventually Mr. Burnham withdrew his motion and Mr. Hayes withdrew his second.

It was **MOVED** (Simmons) and **SECONDED** (Hayes) and **PASSED** (3-1) (R. Pippin opposed) that the Board of Selectmen postpone a decision to get more information regarding the Fire Department transfer being requested from Mr. Ron Masters and Chiefs of the Fire Departments and meeting minutes until the next Regular Board of Selectmen Meeting.

- 2011-2012 Budget Transfers

Ms. Menard gave a brief description of each transfer which was listed on the sheet. The transfers listed were:

1. \$5,000.00 to Ambulance Association (5240/0602) from WPCA-Sinking Fund (4220/800) to pay invoice not budgeted. This transfer does not require a town meeting.
2. \$500.00 to Ambulance Association (5240/0602) from Public Safety/Employee Benefits (2195/202) to pay invoice not budgeted. This transfer does not require a town meeting.
3. \$40,000.00 to CNR/Town-Town Hall Generator (08/1025/0656) from CNR/Unassigned (08/1025/0658), this was an emergency purchase new generator for the Town Hall during the storm. It will require a town meeting.
4. \$77,031.79 to CNR/Repave Annex Parking Lot (08/1025/0663) from CNR/Unassigned (08/1025/0658), this is to secure monies for repaving the Annex parking Lot. This transfer will require a town meeting.
5. \$22,678.00 to CNR/Repave Annex Parking Lot (08/1025/0663) from Appropriation from fund balance, this would require a town meeting.

It was **MOVED** (Burnham) and **SECONDED** (Simmons) and **PASSED** (U) that the Board of Selectmen recommends to the Board of Finance the following transfers and recommend to a town if necessary:

1. \$5,000.00 to Ambulance Association (5240/0602) from WPCA-Sinking Fund (4220/800) to pay invoice not budgeted. This transfer does not require a town meeting.
2. \$500.00 to Ambulance Association (5240/0602) from Public Safety/Employee Benefits (2195/202) to pay invoice not budgeted. This transfer does not require a town meeting.
3. \$40,000.00 to CNR/Town-Town Hall Generator (08/1025/0656) from CNR/Unassigned (08/1025/0658), this was an emergency purchase new generator for the Town Hall during the storm. It will require a town meeting.
4. \$77,031.79 to CNR/Repave Annex Parking Lot (08/1025/0663) from CNR/Unassigned (08/1025/0658), this is to secure monies for repaving the Annex parking Lot. This transfer will require a town meeting.
5. \$22,678.00 to CNR/Repave Annex Parking Lot (08/1025/0663) from Appropriation from fund balance, this would require a town meeting.

XII. Executive Session (pursuant to Connecticut General Statutes Section 1-200(6) Personnel and Litigation

It was **MOVED** (Burnham) and **SECONDED** (Simmons) **PASSED** (U) that the Board of Selectmen enters into Executive Session to conduct a hearing and to preserve the confidentiality of records.

The Board entered into Executive Session at 8:34 p.m.

It was **MOVED** (Simmons) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen terminates Executive Session enters into Public Session at 9:05 p.m.

XIII. Adjournment

It was **MOVED** (Simmons) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen adjourns the September 6, 2011 Regular Meeting at 9:06 p.m.

Respectfully Submitted,

Denise M. Piotrowicz
Recording Secretary

EXHIBIT A

September 6, 2011

Report

I have to start my report with praises for all our emergency service personnel. The Town is so fortunate to have such dedicated volunteers and professionals in times of need such as the hurricane we experienced last week. It was amazing to see everyone come together to help with everything from clearing trees from roads, filling sandbags, assisting with flooded streets and homes and keeping our town buildings running with lots of creative problem solving, tireless energy and unmatched dedication to their community. A huge thank you to our volunteer firefighters, our police department, ambulance workers, emergency management coordinator, public works department and other town staff and countless volunteers (including our Selectmen) who helped where ever they were needed.

We will be opening bids for plumbing, HVAC and general maintenance contractors on Friday. Not many bids have been received as of today. I hope we get more in.

The art in Town Hall is a big hit. Thank you Mark and Jennifer in my office for your help and thank you to the first brave artists to help liven up our walls.

Jim deRagon, the Director of Information Technology has resigned effective mid September. His expertise will be missed.

Senior Center - we are waiting for replies to reference checks on an applicant to fill the part time recreation assistant position at the Center. We should be offering that position to someone by the end of the week. The part time clerical person had day care issues that conflicted with the hours needed at the Center; she has resigned, so we will be looking for a replacement asap for that position. If you recall, the staff has asked in the past for more private, more defined work space at the Center. At the end of the last fiscal year, we had enough money to be able have the office configured with walls similar to what the offices here at Town Hall have, fabric moveable walls with desks and significantly more filing/storage space than they had before. Stop by and see what they have.

I've attached information we received today from Representative Davis regarding assistance related to Hurricane Irene storm damage along with the Flu Clinic schedule.

Reminders

September 11	Tentative plans at St Catherine's, no specifics available yet
September 15	North Road planning meeting at Scout Hall 7 pm
September 15-18	Four Town Fair (parade begins at 10 am 9/17)
September 24	Bulky waste drop off 7:30-11:30 am
September 29	Grand opening of Keylynx in Sophia's Plaza at 5:30
October 1	Hazardous Waste drop off at South Windsor High School 8 am-1 pm
October 12	Citizens' Hour at Town Hall 6-7 pm
November 5	Veteran's Day Road Race - registration sheet attached

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