

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
11 RYE STREET
BROAD BROOK, CT 06016
First Selectman's Office - (860) 623-8122**

Regular Meeting Minutes

Tuesday, June 3, 2014 at 7:00 p.m.

Board Members

Denise Menard – First Selectman
Jason E. Bowsza – Deputy First Selectman
Steve Dearborn – Selectman

Dale A. Nelson – Selectman
James C. Richards – Selectman

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

1. CALL TO ORDER

First Selectman Denise Menard called the Regular Meeting to Order at 7:00 p.m. in the Town Hall Conference Room.

2. ATTENDANCE

Present:

Denise Menard, First Selectman
Jason E. Bowsza, Deputy First Selectman
Dale A. Nelson, Selectman
James C. Richards, Selectman

Absent:

Steve Dearborn, Selectman

3. ADDED AGENDA ITEMS

None

4. APPROVAL OF MINUTES

Regular Meeting Minutes of May 20, 2014

It was MOVED (Bowsza) and SECONDED (Nelson) that the Board of Selectmen approve the Regular Meeting Minutes of May 20, 2014 with the following corrections:

Tax refunds in the amount of \$793.72 should read tax refunds in the amount of \$303.80.

Mr. Richards wanted the following statements added:

1. During the discussion of the Charter Revision page 4 after paragraph 5 Selectman Richards asked Chairman LeBorious how the commission expected to pay for a Town Manager, as to have a good one usually runs around \$150,000.00 per year. Chairman LeBorious did not have an answer.
2. Selectman Richards asked Chairman LeBorious why the Town Manager has to be in the Charter? What if it was called an Administrator instead? Chairman LeBorious responded it is required by State Statute.
3. During discussion of the Charter Revision page 5, after paragraph 3, Mr. LeBorious explained the process going forward. Selectman Richards commented that the last step is the Board of Selectmen to set question on the November ballot or reject it and not place it on the ballot.

Mr. LeBorious commented "we can force it to." Selectman Richards questioned "what do you mean by that – is the commission going to force it?" Chairman LeBorious responded "no, not the commission but by petition."

Motion PASSED. In favor – J. Bowsza, D. Nelson and J. Richards; Opposed – None.

Motion was made to take Item 10 A. Warehouse Point Fire District Added Appropriation Request, out of order. It was MOVED (Richards) and SECONDED (Nelson). Motion PASSED. In favor – J. Bowsza, D. Nelson and J. Richards; Opposed – None.

10. NEW BUSINESS

A. Warehouse Point Fire District Added Appropriation Request

Representing WHPFD were Vic DeCapua, Sherry Sarra, D. Jim Barton and Tony Dimastrantonio. Ms. Sarra said some of the members were unable to attend because they were out on a call. Mr. DeCapua said WHPFD is here to request an added appropriation be made to cover the cost of the removal of two underground oil tanks at the fire department. He said Chief Barton is getting a price to have the tanks filled, in accordance with DEEP laws, to compare with the cost of having them removed.

Selectman Menard asked if the amount was in the CIP request and Mr. DeCapua said it was not.

The 500 gallon tank supplies the generator, but it is over 20 years old and needs to be removed. The 2000 gallon tank was supplied for heat but it has not been used in a long time. They have been using gas for heat. There are many DEEP regulations, one states if the tank has not been used for one year, it needs to be removed or filled.

Ms. Sarra said they were hoping to provide an estimate for the abandonment additional costs but they do not have that information yet. Selectman Richards asked if this was something that can wait until the next Board of Selectmen's meeting and it will give them time to get the quotes? Mr. Barton said it can wait.

Deputy First Selectman Bowsza asked if the WHPFD had reached out to DEEP for reimbursement? He said there is a program, the Underground Storage Tank Petroleum Clean Up Program, that could possibly offer grants for towns. Mr. DeCapua was not aware the program existed.

Chief Barton arrived at 7:12 p.m. Selectman Menard will send information regarding the program to Chief Barton so he can contact DEEP for information.

A motion was made to postpone discussion of the WHPFD request for an added appropriation to the next Board of Selectmen's meeting on June 17th. It was MOVED (Richards) and SECONDED (Nelson). Motion PASSED. In favor – J. Bowsza, D. Nelson and J. Richards; Opposed – None.

Motion was made to return to order. It was MOVED (Bowsza) and SECONDED (Richards). Motion PASSED. In favor – J. Bowsza, D. Nelson and J. Richards; Opposed – None.

5. COMMUNICATIONS

Real Estate Lease Agreement Correspondence

First Selectman Menard said we are following through with getting the insurance certificate's from the renters.

6. SELECTMEN'S REPORTS

A. Denise Menard

Selectman Menards report is hereto attached as Attachment A.

B. Jason E. Bowsza

Selectman Bowsza's report is hereto attached as Attachment B.

C. Steve Dearborn

Selectman Dearborn was not present at tonight's meeting.

D. Dale A. Nelson

Selectman Nelson attended the same meetings as Selectman Bowsza so she had no additional information to report.

E. James C. Richards

Selectman Richards report is hereto attached as Attachment C.

7. PUBLIC PARTICIPATION

John Burnham, 178 Scantic Road, stated he removed an old safe from the Tax Collector's office which will be donated to the Historical Society. He thanked the Board of Selectmen. Mr. Burnham said a ceremony was held at Park Hill for the donation of a new flag pole.

8. BOARD AND COMMISSIONS APPOINTMENTS

Resignations:

Ryan Nilsson, Economic Development Commission

Motion was made to accept, with regret, the resignation of Ryan Nilsson from the Economic Development Commission. It was MOVED (Bowsza) and SECONDED (Richards). Motion PASSED. In favor – J. Bowsza, D. Nelson and J. Richards; Opposed – None.

Re-Appointments:

None

New Appointments:

Richard Pippin Jr., Building Committee

Motion was made to appoint Richard Pippin Jr. to the Building Committee for a term expiring 6/1/2016. It was MOVED (Bowsza) and Seconded (Richards). Motion PASSED. In favor – J. Bowsza, D. Nelson and J. Richards; Opposed – None.

- 9. UNFINISHED BUSINESS**
A. *Update on Barber Hill Schoolhouse
B. *Update regarding Farm Leases

- 10. NEW BUSINESS**
B. Approval of Tax Refunds
None

- 11. BUDGET MATTERS**
None

There was a recess at 7:40 p.m.

- 12. EXECUTIVE SESSION**
Pursuant to C.G.S. Section 1-200 (6) (a) Personnel & (b) Litigation. Motion was made to enter Executive Session. MOVED (Bowsza) and SECONDED (Nelson). The Board of Selectmen entered into Executive Session at 7:43 p.m.; came out of Executive Session at 8:14 p.m.

- 13. ADJOURNMENT**
Motion to adjourn made by (Dale) and seconded by (Richards). The meeting was adjourned at 8:16 p.m.

Respectfully Submitted,

Heidi Vane
Recording Secretary

June 3, 2014

My report to the Board of Selectmen

I would like to begin my report by introducing our newest employees Tax Collector Patricia Kratochvil. She was Assistant Tax Collector in Cromwell. She began last week and it already seems like she's been here a long time. Welcome Patti!

The Housing Authority has also recently hired a new Director, Linda Collins. Finally on the hiring front, Kristen Reardon has accepted the position of Social Services Director with a start date of June 9. We are anxious to being fully staffed, it's been a while.

Attached is information I received regarding a Connecticut program to promote tourism in the State and each individual community. The program asks towns to find ways to spotlight their community and solicit votes that will make a community a "Fan-Favorite". The contest begins June 12, ends July 25. I'd like to have a discussion about your ideas on this at our June 17 meeting. Also for our next meeting, I'd like to have a grants brainstorming session. Although we have received a large amount of grant money over the last several years, our proposal for this year (rebuilding of Winton Road) did not make the cut. I suggest you each do a little looking for grant possibilities/ideas that we can start to work on for the next round. We are in the queue for the next round of Nutmeg Network funding for getting fiber optics in our Town facilities. We are also working on COPS and road improvement grants, in addition to our usual budgeted state grants related to roads, salt and sand, etc.

On June 21, East Windsor's Emergency Management team will be participating in a statewide drill. I have attached the memo I received regarding that event. You are all certainly welcome to observe the team in action.

The Treasurer has begun upgrades to our financial software. The first piece is an update to our payroll (ADP) system that will allow for more efficient use our staff's time while providing more detailed information to the employees. Research is near completion on new accounting software that will replace our current accounting software. It is an opportune time to do this upgrade as we will likely be able to coordinate the new software with steps toward complying with the new Office of Policy and Management requirements for the Uniform Chart of Accounts (UCOA). I have attached for your information a recent communication I received regarding the UCOA.

Also on the financial side, the refunding of \$2+ Million of our debt and \$3.7 Million in bond anticipation notes is scheduled to close tomorrow. Webster Bank stated today that our timing is great, possibly resulting in more savings than originally projected.

Also, I have attached a copy of an email I received from a distinguished economic professor regarding an essay he read about East Windsor's budget. The essay he read Saturday appeared as an editorial in last night's Journal Inquirer so I thought it was appropriate to share his point of view to you as well.

Last Saturday was the First Plow Day at the Town's Community Gardens. Jim Stremper brought his beautiful horses and plowed the field with the horses hitched to a plow he sat on. It was a beautiful way to do the job. The Agricultural Commission also finished work on the parking area for the gardens. Another great example of how lucky East Windsor is to have such dedicated, hardworking volunteers.

Regarding some unfinished business, the Town Attorney has advised that the cleanest way to get the Barber Hill Schoolhouse moved and rebuilt is to work with the Historical Society. The proposal is that they take possession of the schoolhouse and get the needed permits to place it on their property. The President of the Society and I have been missing each other to have a discussion about the possibilities of that happening however it is not forgotten. Similarly, Wendy Parker and I have had a difficult time connecting since she met with the Board while I was away but I am sure we will soon have a conversation regarding the next steps for the group's youth center proposal.

I am providing you with communications I received from Connecticut Light and Power and the Broad Brook Fire Department regarding a change in CL&P's way of responding to service needs.

Finally a couple of reminders, this coming weekend is CT Trails Day Weekend, see the attached information. Also attached is a flyer regarding a workshop about "Building a More Active Community". It relates to creating a walking and biking friendly community. It is being hosted by Windsor Locks.

Enjoy these last days of Spring.

A handwritten signature in blue ink, reading "Denise Mignard". The signature is written in a cursive style with a large, sweeping initial "D".

5/30/2014

THE HONORABLE DENISE SABOTKA MENARD, FIRST SELECTMAN
TOWN OF EAST WINDSOR

To Our Esteemed Town Partner,

The 2014 Connecticut *still revolutionary* Fan Favorite kick-off is only a few weeks away! We were pleased to see so many active participants last year and salute Niantic as our 2013 Connecticut *still revolutionary* Fan Favorite winner. We know many more towns plan to participate this year. Below please find details on the program and how to rally support for your town.

What Is It?

Fan-Favorite: Town seeks to shine a spotlight on the state's unique towns and experiences. The socially-driven program calls for people to vote for the Connecticut town that they think most embodies the spirit of the state's brand, Connecticut *still revolutionary* — a haven for original ideas and innovation that offers a dynamic blend of experiences. Participants will also have the opportunity to vote for their favorite business, destination or attraction within that town.

The winning town and destination will receive:

- Connecticut *still revolutionary* town of the year award and bragging rights for the year
- PR support and promotion to raise awareness for your town and place
- Advertising support from the Connecticut Office of Tourism
- Honorary plaque, signed by Governor Malloy
- Editorial feature in the 2015 Connecticut Visitor's Guide
- Week-long social media takeover across Visit Connecticut's social channels

How Does It Work?

Starting **June 12**, we'll ask residents and visitors to vote for their favorite Connecticut *still revolutionary* Connecticut town and their favorite destination(s) within that town on the Visit Connecticut Facebook page (via designated tab).

- By entering, participants will receive a chance to win a Connecticut getaway.
- Users can vote for their favorite Connecticut *still revolutionary* town and place once a day, every day.
- Leading towns and destinations will be announced weekly via unique content across Connecticut owned channels and via PR efforts.
- Voting ends **July 25**. Top Towns and places announced in August.

The top 10 favorite towns will receive widespread promotional support via public relations and social media.

There are many ways for you to rally around your favorite town and bolster pride for the inspirational places and spaces that make up Connecticut.

- **Share Program Online:** Upload the web button and banners to town websites
- **Distribute Flyers:** Hand out during town meetings and share to any e-mail distribution lists
- **Engage Local Businesses:** Provide promotional materials to post in store windows, at point of sale, online and across their social channels
- **Promote Through Social Media:** "Like" the Visit Connecticut Facebook page:
<http://www.facebook.com/VisitConnecticut> and share the campaign links with your friends, families, neighbors and employees

If you have any questions about the Connecticut Fan-Favorite: Town program, please contact Kathleen Stevens, KStevensPR@gmail.com.

We wish you the best of luck.

Sincerely,
Randy Fiveash
Director
Connecticut Office of Tourism

Greetings Everyone:

As many of you are aware, the State of Connecticut Department of Emergency Management and Homeland Security (DEMHS) are coordinating their annual Statewide Emergency Drill or Exercise on June 21 & June 23. It is up to us to decide if we will participate and on which date. As we have discussed, we do receive a great experience working together as a team with this annual event. With that said, the Town of East Windsor will participate this year and we will do so on **Saturday June 21, 2014 at 8 a.m.** at the Emergency Management center/meeting room (25 School Street).

We have been led to believe that this year's exercise is based on a hurricane event, with specific focus on response to functional needs including: *sheltering, mass care, and evacuation*. All municipalities are being encouraged by the State to activate their Unified Command System and participate with either a live drill or tabletop event. We will fully activate our unified command and participate at the table top level. I am asking all departments and agencies to come or at least send representatives to this important drill. As we will be focusing on sheltering and mass care I am hoping the relevant team members can participate. **This includes:**

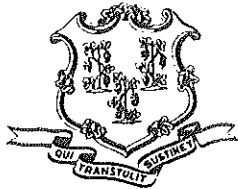
- The School system (*Important participation for sheltering*);
- EMS (*Mass care issues*);
- Fire Department(s);
- Public Works;
- WPCA;
- Town CEO;
- Police;
- EM (All divisions);
- Other interested parties.

This is our third year participating in this event. We have come together as a cohesive group, we have learned from both our successes and our mistakes, and we continue to improve as we provide vital public safety services to our community. I would like to use this training opportunity to invite interested elected officials to observe what we do and how important it is, and for them to see the difficulties we face during emergencies when we lack certain personnel, equipment, and shelters (generators). They may get a real good look at how complex the work is, how great our team effort is, and what we actually need to make people safe in our communities. Therefore, please invite members of your boards and commissions to observe. Remember, space is tight so only one or two members. *I hope to see you all there!*

-Ed DeMarco


Chief of Police

Director of Emergency Management



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

To: Municipal Chief Executive Officers
Municipal Chief Finance Officers

From: W. David LeVasseur, 
Acting Undersecretary
Intergovernmental Policy Division
Office of Policy and Management

Date: May 30, 2014

Re: Uniform Chart of Accounts and Reporting

Dear Municipal Chief Executive Officers and Chief Finance Officers:

As communicated to municipalities in my December 9, 2013 letter, Public Act 11-57 directs the Office of Policy and Management (OPM) to design, develop and implement a uniform system of accounting for municipal revenues and expenditures. The uniform system of accounting includes the development of a uniform chart of accounts (UCOA) to be used to report financial data at the municipal level. Furthermore, the legislation also requires that each municipality implement the UCOA to complete and file annual financial reports with OPM no later than June 30, 2015. There is no requirement that directs municipalities to replace their current chart of accounts with the new UCOA. The system developed crosswalks the financial information from a municipality's local chart of accounts to the State UCOA through the use of a mapping tool. Capturing municipal data in such a manner minimizes the impact on each municipality's local chart of accounts while promoting uniform and transparent data to allow municipalities and the State to evaluate and compare like costs among communities and to identify potential savings in the costs of delivery of municipal services.

OPM recognizes that quality reporting and effective benchmarking can be difficult to achieve. Municipalities in Connecticut have not traditionally reported significant financial data to the State apart from submission of their financial audit reports. OPM is therefore implementing municipal financial reporting and benchmarking using a phased approach. This will allow the State to capture municipal financial information at a high-level, analyze and benchmark the data, and determine the need for more detailed information in subsequent years. This approach applies to municipal information only. Separate legislation requires uniform reporting by local boards of education; however that project is proceeding independently.

In order to build the reporting and benchmarking system and ensure the functionality of the account mapping tool, OPM's Consultant, BlumShapiro, will be contacting finance directors over the next several months (July to October, 2014) to ask for an electronic file of each municipality's trial balance for FY 2012-13 derived from their general ledgers. BlumShapiro will use the file to map the municipality's underlying chart of accounts to the UCOA. As the project progresses into 2015 and beyond, we will work with municipalities on providing additional information to OPM and we will provide training to use the reporting and benchmarking system. Please see the accompanying Attachment I for a summary of the project timeline and answers to some frequently asked questions.

Thank you for your interest in and assistance with this important endeavor in regard to our mutual and ongoing efforts to make public policy making more data driven in our state.

Attachment

Cc: Benjamin Barnes, Secretary, OPM
Robert Dakers, Executive Finance Officer, OPM
Bill Plummer, Municipal Finance Services, OPM

Attachment I

Below is the anticipated timeline for implementing the new reporting system using the phased approach and each municipality's reporting responsibilities.

Calendar Year 2014:

This initial year reporting is tantamount to a pilot testing of the municipal financial reporting system. The mapping tool developed to crosswalk the uploaded financial data derived from each municipality's local chart of accounts into the UCOA will be tested in order to ensure smooth implementation of the municipal financial reporting system in Calendar Year 2015. The following summarizes the project steps and requests to municipalities in 2014:

- a) OPM's Consultant for the project, BlumShapiro, will work with municipalities and their finance directors (or another employee as designated by the finance director) during the months of July to October of 2014 to obtain their FY 2012-13 audited, trial balance electronic files from the general ledgers of their accounting systems. BlumShapiro will map the files to the state developed UCOA using the mapping tool. The municipal financial information will be mapped at the revenue object/expenditure function level for the general fund. Municipalities will be able to view/review the maps within the mapping tool once completed.
- b) Pre-developed forms in a web-based application will also be developed as an alternative method to report municipal-level financial information through manual entry and to collect certain non-financial information. BlumShapiro will test these forms on behalf of municipalities.
- c) Training sessions and training materials will be provided to municipalities by October of 2014, to allow them to transmit files using the mapping tool for subsequent periods.

Calendar Year 2015:

This year represents Year 1 of the phased approach for implementation of the municipal financial reporting and benchmarking system. High level municipal financial information derived from each municipality's general ledger will be reported to the State by municipalities. OPM will require municipal financial information to be reported for each municipality's General Fund at the major object level for revenues (i.e., tax revenue, intergovernmental revenue, license & permits), the functional level for expenditures (i.e. General Government, Public Safety, Public Works), and fund balance information.

- a) Each municipality shall send an electronic file of its trial balance from its general ledger based upon its FY 2013-14 actual audited information. The information is to be submitted by municipalities no later than January 31, 2015.
- b) BlumShapiro will send the file that was uploaded through the mapping tool in order to crosswalk the information into the UCOA at the high level described above. Alternatively, municipal finance managers will have the opportunity to send their own files through the mapping tool into the reporting system.
- c) A municipality may report its municipal financial information by manually entering the information directly in pre-developed forms through a web-based application by the January 31, 2015 due date, in lieu of transmitting the electronic file of its trial balance.
- d) Certain non-financial information at the municipal level will also be collected via pre-developed forms through a web-based application.
- e) Training sessions and training materials will continue to be provided to municipalities to allow them to transmit files using the mapping tool.

Calendar Year 2016:

This represents Year 2 of the phased approach for implementation of the municipal financial reporting and benchmarking system.

- OPM, having compiled and analyzed the FY 2013-14 municipal high level information provided in Year 1 of the phase implementation approach, will transmit to municipalities by April 2015, the more detailed information that OPM will require to be reported for FY 2014-15. For example, OPM may require information at the departmental level (i.e. Town Clerk, Police) in order to provide effective benchmarking and analysis on municipal financial information.
- OPM's Consultant for the project, BlumShapiro, will assist municipalities with mapping their local chart of accounts to the State developed UCOA at the lower (i.e., departmental) level.
- The FY 2014-15 financial information in accordance with the UCOA is to be submitted by municipalities within 30 days after submission of their financial statement audit report to OPM, but no later than January

31, 2016, whichever is earlier. The submission would normally be accomplished through uploading of the municipal financial information from the local chart of accounts to the State UCOA through the mapping tool, based upon the training provided by the State and assistance from BlumShapiro.

Calendar Year 2017:

This represents Year 3 of the phased approach for implementation of the municipal financial reporting and benchmarking system.

- OPM, having collected and analyzed the FY 2014-15 municipal financial information will determine if there is a need for further delineation of financial information for FY 2015-16 and will communicate with municipalities by April 2016, the need for additional detailed information.
- Reporting mechanisms and annual deadlines shall remain the same as indicated in Calendar Year 2016.

Frequently Asked Questions

To assist municipalities in understanding the requirements of the project, please find below a series of frequently asked questions and answers.

1. Who has participated in the UCOA project? Were municipal representatives included in the process?

- An initial survey was sent to municipal finance officials, school business managers, accounting firms and others to assist in developing the framework for the UCOA. Representatives from the Connecticut Conference of Municipalities (CCM), the Government Finance Officers Association (GFOA) of Connecticut, the Council of Small Towns (COST), the Municipal Finance Advisory Commission (MFAC) and the Connecticut Society of Certified Public Accountants (CSCPA) participated with OPM and its consultant, Blum Shapiro, in the development. It was determined that elements of the recommended chart of accounts provided in the Governmental Accounting, Auditing and Financial Reporting (Blue Book) issued by the GFOA would be used as the general basis for the UCOA for municipalities. There were however, a number of modifications necessary to ensure that information collected met the State's information and benchmarking needs. An Advisory Committee was established, and the Committee continues to meet and review the progress of the project and will do so through the implementation phase.

2. Are municipalities required to change their method of budgeting or their current chart of accounts to accommodate the final UCOA?

- No. Municipalities may continue to use their current method of budgeting and their current chart of accounts.
- Municipalities are encouraged to consider adopting the UCOA in their own financial system if feasible. OPM recognizes that the most ideal time to convert from a local chart of accounts to the State developed UCOA is when upgrading or implementing a new financial accounting system. OPM intends to make available certain grant funding to those municipalities that would like to convert to the UCOA as part of an upgrade of its current financial accounting system or as part of implementation of a new financial accounting system.

3. Are municipalities required to report their adopted budgets using the UCOA?

- OPM intends to collect actual expenditure and revenue data, and a limited amount of balance sheet account data in accordance with the UCOA in year 1 implementation of the phased approach. Municipalities will not report their adopted budgets at this time.

4. If municipalities do not have to adopt the UCOA locally, how will they report their data to the OPM?

- OPM is working with BlumShapiro to develop an electronic tool that will map or crosswalk a municipality's current chart of accounts to the UCOA. Implementation will also include a Web-based

form for manual data entry should a municipality prefer a manual method of reporting municipal-level financial information to the OPM.

5. How will the mapping tool be developed?

- Mapping, simply stated, is a crosswalk of an underlying chart of accounts in a local accounting system to the State developed UCOA, which will reside in the State's data warehouse. To develop this crosswalk, OPM will later request each municipality to transmit an electronic file of its general ledger accounts. OPM representatives will then contact each municipality's chief finance officer to collaboratively map or crosswalk that file to the UCOA that resides in the data warehouse using the Mapping Tool. OPM is implementing UCOA reporting under a phased approach. Keeping this in mind, once the mapping is completed at the most detailed level required by OPM, each year a municipality will be able to upload its general ledger file to a secure site, and the electronic mapping tool will automatically crosswalk the municipality's local accounts to the UCOA based upon the earlier mapping that occurred.

6. What if a municipality changes its chart of accounts over time?

- After it is created at the detailed level required by OPM, the municipality's chart of accounts/UCOA map will forever reside in the mapping tool. If municipalities make any additions or deletions to their chart of accounts, they will need to update the map through the mapping tool application. As noted herein, training will be provided to enable municipalities to update their maps if needed.

7. How can I obtain the State developed UCOA and the associated accounting manual?

- The UCOA can be accessed at the following web link: <http://ctucoa.wordpress.com>. The accounting manual is being drafted and will be available at a later date.

8. Will municipalities be asked to test the mapping and Web-based entry tools?

- Yes. During the coming months, municipalities will provide an electronic file (.csv or MS Excel) from their current accounting systems containing their trial balance financial information for the FY 2012-13 year to the OPM. OPM's consultants to the project, BlumShapiro, will use the files to map the underlying municipal charts of accounts to the UCOA at the revenue object/expenditure function level for the general fund only. This file should be relatively simple to derive from the accounting system and BlumShapiro will assist municipalities to obtain the file if necessary. This will be tantamount to a pilot testing of the electronic tools necessary for more detailed mapping in subsequent years.
- Once the mapping exercise is complete, OPM will require FY 2013-14 financial data to be transmitted from municipalities to OPM using the mapping and web-based entry tools. Training will be provided to all users to be able to upload their financial information through the mapping tool and for the use of web-based forms. The transmission of the FY 2013-14 data will be accomplished with assistance from BlumShapiro.

9. When will municipalities be required to report their financial data in this way?

- The first data filing for testing the Mapping Tool will happen in the latter half of calendar year 2014 by collection of FY 2012-13 data and as part of the creation of the reporting and benchmarking system.
- The first year of required reporting under the phased approach of municipal financial reporting in accordance with the UCOA will occur by January 31, 2015. OPM will use the 2013-14 data collected to develop benchmarking reports and charts. Beginning in June, 2015 and annually thereafter, the municipal benchmarks and raw data will be made available to municipalities and other stakeholders.
- BlumShapiro will assist municipalities with detailed mapping of their charts of accounts to the UCOA throughout each phase of implementation. Once mapping is completed, the municipality should be able to send its own file through the mapping tool in each prospective year and manage any changes to its map within the mapping tool. The mapping tool will be a web-based interface.

10. Who should we contact with questions?

- You may contact Bill Plummer at 860-418-6367.
450 Capitol Avenue Hartford, Connecticut 06106-1379
www.ct.gov/opm

Denise Menard

From: Fred Carstensen <fredcarstensen@att.net>
Sent: Saturday, May 31, 2014 10:21 AM
To: Denise Menard; tkane@ewct.org
Subject: Town budget growth

I just read an essay by Dowd Muska that asserted that East Windsor's budget had gone out of control since 1972. I redid his numbers, which turn out apparently to be quite irresponsible. Town population grew, implying more demand for services; the town expanded the areas for which it took responsibility (e.g. library, parks). At the same time, average disposable household income in the nation grew by more than 110%. Add that up, the town budget if it had grown on a constant per-capita basis would now be about \$40 million. It is well below that level--almost a quarter smaller. This argues that East Windsor has done an admirable job of controlling the growth in expenditures.

The sad truth is that Muska apparently "cooked" the numbers to make a purely ideologically driven argument; his numbers misrepresent the truth of the growth in the town budget. I thought it important to share this with you and the school superintendent, as Muska's objective is to trash teachers as well as the town's political leadership. Whatever criticisms might be leveled against them, the broad budgetary story tells a very different story than the one Muska presents.

Best wishes, Fred Carstensen, Professor

The object of the university is to develop character... It misses its aim if it produced learned pedants, or simple artisans, or cunning sophists, or pretentious practitioners. Its purport is not so much to impart knowledge to the pupils, as whet the appetite, exhibit methods, develop powers, strengthen judgment, and invigorate the intellectual and moral forces.

... Our simple aim is to make scholars, strong, bright, useful and true.

- Daniel Coit Gilman's Inaugural Address, February 22, 1876
Fred V. Carstensen, Professor of Finance and Economics
Director, Connecticut Center for Economic Analysis
School of Business, University of Connecticut
Storrs, CT 06269-1240
Contact: cell: 860 305-8299

Visit CCEA on the web: CCEA.UCONN.EDU

Tyler,

Please forward the following to all Chiefs and Municipal Reps,

Chiefs of Service and Municipal Rep's

My regrets that I will not be in attendance at the County meeting this coming Wednesday evening in Ellington. However I wanted to get you all up to speed on an issue that effects all Towns and Fire Departments alike. Some of you may have heard by now about the re-configuring of CL&P's response to their normal related service issues. They are replacing (primarily after hours) their personnel with that of Contractors. These individuals are IBEW certified Linemen and have the knowledge (according to my contacts) to work on current CL&P service systems. This program was implemented at the end of April in the Western part of the State and has been progressing eastward over the last few weeks and as of 05/09 had reached parts of Tolland County.

I have been in touch with my contacts at CL&P and of course they have assured me that this program will generate a quicker response to the customers' needs and we should see an improvement in the service provided. Unfortunately for us we will never know if we are dealing with a CL&P employee or a Contractor due to the fact that both parties will be utilizing the traditional **CL&P Trucks**. The Rep's have also assured me that the current Priority Call program that we currently use for our needs will not be affected and will remain as is.

Some Chiefs of service have already contacted me with concerns, not so much with specific situations since the changeover but more so with concerns for sub-standard service in the event this type of work is needed. At this point and I hate to use the phrase "we will have to see how this plays out". Tolland County has and will continue to be a leader in the Safety of our Firefighters when it comes to CL&P related issues. I am committed to the fight if needed however at this point I am requesting that we all remain open to the change and by all means please update your Staff on this change. I will continue update you on any news regarding this matter. Unfortunately we are somewhat at the mercy of this company however when it comes to the Safety of our personnel we will not settle for second best and if needed we have people at the State level that we can call on.

In closing on Wednesday night please direct any questions or concerns to Mansfield Asst. Chief George Thompson III and he will forward them to me for review.

Regards

William A. Jordan
CL&P Liaison
TCMAFS
Office 860-429-5290 Ext-2
Cell 860-234-8764
Fax 860-429-9834

BROAD BROOK VOL. FIRE DEPARTMENT

125 Main Street, Broad Brook, CT 06016 / PO Box 328

Station 39 - 860.623.5940 / Fax – 860.627.1408

Thomas V. Arcari

Fire Chief

Gerald Bancroft

Asst. Chief

James Bancroft

Deputy Chief

May 28, 2014

All Town of East Windsor Department Heads

Hello to All,

Attached along with this letter is a letter from our Tolland County Liaison with CL&P prior to his resignation from his position as such. The letter explains of a major change within the CL&P Organization and how they respond to powerline emergencies after the hours of 3pm and weekends. At our Tolland County Monthly Meeting last week at Ellington FD, there was an attendee from the CL&P Union Steward. He was very concerned for the safety of the state's emergency personnel that will be brought on by this response change as well as long wait times in providing service. In short we were advised that after the hours of 3pm and on weekends, the personnel responding to powerline emergencies were going to be done by contracted personnel and **NOT** any CL&P representatives even though they will be showing up in CL&P Trucks marked as such. There is supposed to be a magnetic placard if you will, below the CL&P name stating that they are contactors, however they have use and full access to all of CL&P vehicles in their fleet and they could and will at times grab a vehicle without the placards.

His concern, though he couldn't go into detail for legal reasons, is that these people have only had a crash course in operating CL&P equipment as well as working in and around the wires and power grid. He expressed that all emergency personnel should use extreme caution because these contactors are not familiar with the power grid and its best areas to cut or eliminate the power. It will be in all of our best interest to have whomever arrives from CL&P after 3pm, to prove to us that the power has been cut from the wires in question and even remove them from the hazard area before letting our personnel attempt any rescue or firefighting activity at such incidents. If these people, "contractors", are not willing to touch and remove the powerlines themselves from our emergency scene then I would not trust their word that our scene is 100% secure.

This letter is just to keep everyone in the loop, an FYI if you will, of what is going on and to make everyone aware of the change in response from CL&P Representatives. As more information comes to light I will keep all informed. Also the Priority 1, 2 and 3 designations when requesting CL&P assistance has not changed.

Respectfully,

Gerald Bancroft

Assistant Fire Chief

Tolland County Municipal Rep.

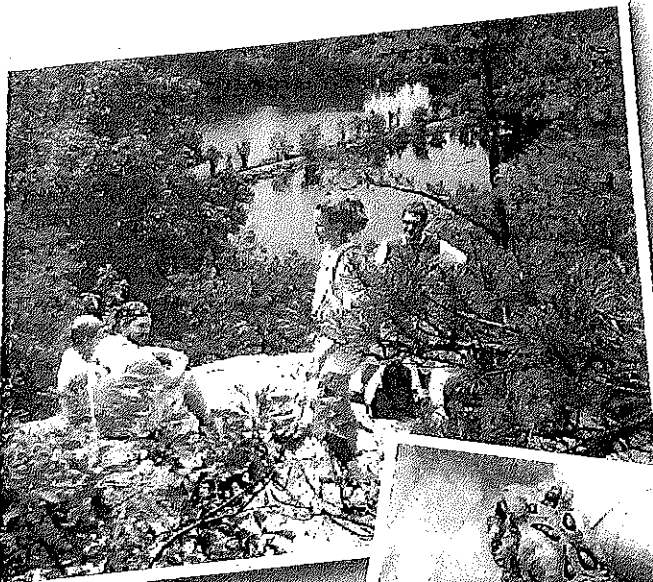
PROUDLY SERVING THE TOWN OF EAST WINDSOR SINCE

1896

Saturday
& Sunday
JUNE 7 & 8

CONNECTICUT
2014

Trails Day WEEKEND



258 Events
Statewide



www.ctforestlands.org

Lyme Parks and Recreation (eltownhall.com) and Friends of Oswegatchie Hills (oswhills.org). Rain or shine. Pre-registration is NOT NECESSARY. Questions: contact David, dputnam@eltownhall.com.

65. EAST WINDSOR - ELLINGTON - SOMERS - ENFIELD

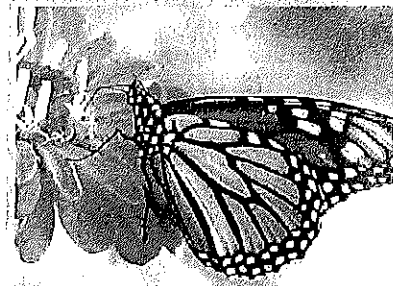
Bike  

Saturday, June 7. 10:00 AM to 2:00 PM. **Area Road Bike Route.** This will be a pleasant 32.8-mile ride over rolling terrain (with a couple modest hills) through open spaces devoted to dairy and small farms with roadside stands, nurseries, and tobacco fields in several area towns. We will follow a social pace (12-15 mph) and experience a 810-foot elevation gain as we enjoy the beautiful scenery. Bring lunch to enjoy in Somersville (Somers) overlooking a mill pond and dam. Don't forget your bike helmet. Meet leader Shirley Breuer at the East Windsor High School at Route 5 and Tromley Road in East Windsor; take I-91 Exit 44 onto Route 5 south, go 1.1 miles, turn right at traffic light into East Windsor H.S. parking area. Pre-registration is NOT NECESSARY. Questions and rain plan: contact Shirley, (860) 402-2840, sbreuer@snet.net.

66. EAST WINDSOR (BROAD BROOK)

Hike    

Sunday, June 8. 10:00 AM to 2:00 PM. **Scantic River State Park.** Take in the sights and sounds on a 2.1-mile hike on a multi-use trail along the scenic Scantic River. The area is rich with recreational opportunities, from canoeing and kayaking to hiking, bird watching, mountain biking, and horseback riding. Meet leader Alan Baker near the Old Melrose Bridge (take Route 140 to Melrose Road in Broad Brook/East Windsor, turn west at the light, and go to the end of Melrose Road). Sponsored by American Heritage River Commission (find us on Facebook - American Heritage River Commission). Rain or shine. Pre-registration is NOT NECESSARY. Questions: contact Alan, (860) 543-4309, alan.baker2@gmail.com.



67. EASTFORD

Hike    

Sunday, June 8. 10:00 AM to 1:00 PM. **Nipmuck Trail.** Participants will hike a 5-mile loop on the Nipmuck Trail, part of the Blue-Blazed Hiking Trail System that is maintained by the CT Forest & Park Association. This is a remote section of the trail with some steep sections. Most of the route will be within the Yale-Myers Forest, a working forest managed by the Yale School of Forestry and Environmental Studies. The trail also goes through property owned and managed by Hull Forestlands, LP Products. Meet leader Bill Reid at the trailhead roadside parking area on Barlow Mill Road. Sponsored by The Last Green Valley, Inc. (TLGV.org) Rain cancels. Pre-registration is REQUIRED. This hike is limited to only 25 hikers due to parking limitations at the trailhead. Questions and to register: contact Bill, (860) 774-3300, bill@tlgv.org



Windsor Locks and East Windsor

Building a More Active Community!

Presented by Walkable Communities expert **Mark Fenton**

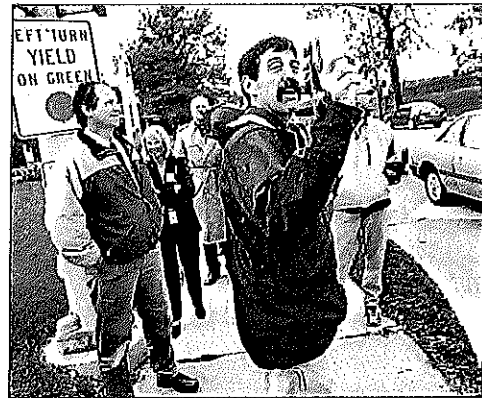
Hosted by North Central Connecticut District Health Department and the Towns of East Windsor and Windsor Locks

Funding provided by Connecticut Department of Public Health Chronic Disease Prevention Grant

Wednesday, June 18, 2014 from 6:00 p.m. to 8:30 p.m.

Please Join us in The Ella Grasso Conference Room, Windsor Locks Town Hall, East Wing 1st Floor at 50 Church Street

- Building community health in every sense: economic, environmental and public health
- The four keys to healthy community design, and the benefits
- Approaches from across the U.S., including cold-weather examples
- Cost-effective Complete Streets techniques
- First easy steps to walking- and biking-friendly cities



Who is invited?

- Representatives of public health depts.
- City/county boards & planning commissions
- Any members of the community working toward policy and environmental changes to support active living!
- Bike & pedestrian committees
- Planners & engineers

To Reserve your Seats please call or e-mail:

Jen in Windsor Locks at 860-627-1447 jrodriguez@wlocks.com or
 Marlene in East Windsor at 860-623-6030 Mbauer@eastwindsorct.com



Mark Fenton is one of the foremost experts on designing healthy, walkable communities.

Mark Fenton is a national public health, planning, and transportation consultant; former host of the "America's Walking" series on PBS, and an adjunct associate professor at the Friedman School of Nutrition Science and Policy at Tufts University. He's author of several books including the "Complete Guide to Walking for Health, Weight Loss, and Fitness" (Lyons Press, 2008) and "Pedometer Walking" (2006). He's been a lead-trainer for the University of North Carolina's National Center for Safe Routes to School, and facilitated walkable community workshop across North America. A former editor of WALKING magazine, Mark was a member of the US national race-walking team, competing in the 1984 and 1988 Olympic Trials in the 50-kilometer race-walk. He studied biomechanics at the Massachusetts Institute Technology, was a researcher at the Olympic Committee's Sports Science Laboratory in Colorado Springs, Colorado, and manager of Reebok's Human Performance Laboratory. Mark has published widely in exercise science, physical activity promotion, and community health interventions. He's a vocal advocate for active transportation (even serving on his town's planning board and by-law review commission), a consultant on bicycle and pedestrian community plans, and recognized authority on public health issues and the need for community, environmental, and public-policy initiatives to encourage more walking, bicycling, and transit use.

Selectmen's Report - June 3rd

On May 21, I attended the Board of Finance meeting. Despite some embarrassing behavior by one of the members, they filled the vacancy created by the resignation of Joe Pellegrini by appointing Kathy Pippin to his seat. Jerilyn Corso was selected to succeed Joe as chairman, and Sharon Tripp as secretary. Both will do a great job.

Over Memorial Day weekend, Denise, Dale and I attended the Memorial Day Parade in Melrose. It was the first time I'd been able to attend the ceremony, and I thoroughly enjoyed it. On Memorial Day, we all attended the Memorial Day parade in Warehouse Point, which is always a moving ceremony. Thanks to the Veterans Commission for organizing, and especially to the guest speaker who did a fantastic job of putting in context what the meaning of Memorial Day really is.

On May 27, the Planning and Zoning Commission met with LADA, the consultant helping to compile and analyze the data that has been collected pertaining to the Plan of Conservation and Development. This was another interactive working meeting that welcomed the input of anyone who attended. It would be well worth anyone's time to attend.

On May 28th, the Pension Board met with our financial management team. He relayed the very good news that our investments continue to realize strong returns. We've realized an 11.74% return over the last 25 months.

On that same night, the Board of a Finance held a budget public hearing in light of the failure of the second budget referendum. The hearing was very sparsely attended.

After the hearing, the budget was trimmed by approximately \$280,000. This now represents a zero mill increase.

Jason Bowsza

Board of Selectman Liaison report Jim Richards 6/3/14

Board of Education -

Missed due to personal reasons

Economic Development Commission -

Meeting later this month -EDC Encourages Town Officials to attend The East Windsor Chamber's 19th Annual meeting & Business Persons of the Year on June 12th at La Nottes 5:30pm - RSVP requested

Parks & Recreation -

No meeting

Historical Preservation Commission -

Missed due to personal reasons

WHPFD -

Attended June 2nd meeting -

Was warmly welcomed by the Commission

Discussion about Added Inspectors

Discussion about Removing Tanks (will attend BOS even though it's their Annual Meeting Night)

Hoses were tested and both WHPFD & BBFD need to get hoses. Hoping to work together for the purchase to drive price down - when done all units will be equipped with 5 inch hoses or better.

Veterans Commission -

Missed due to personal reasons

** Final note for Community ** - That if anyone knows of someone suffering from Post Traumatic Stress Disorder (both Military or Civilian) the PTSD Foundation of North Central CT is hosting a "PTSD Sufferers Support Group" on June 10th at 7pm East Windsor Scout Hall Youth Center. Sufferers will talk or listen and be given some possible resources to assist them in dealing with PTSD. FREE Light refreshments served.