

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

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

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

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**BOARD OF SELECTMEN MEETING MINUTES  
Tuesday, August 18, 2015 at 7:00 pm**

These minutes are not official until approved at a subsequent meeting

**1. TIME AND PLACE OF MEETING**

The meeting was called to order by Denise Menard on Tuesday, August 18, 2015 at 7:00 p.m. at the East Windsor Town Hall

**2. ATTENDANCE – All Board Members Present**

**Denise Menard, First Selectman  
Jason Bowsza, Deputy First Selectman  
Dale Nelson, Selectman  
Steve Dearborn, Selectman  
James Richards, Selectman**

**3. PLEDGE OF ALLEGIANCE – Recited**

**4. ADDED AGENDA ITEMS - None**

**5. APPROVAL OF MEETING MINUTES**

August 4, 2015 Amended Regular Meeting Minutes

**MOTION: To accept the Amended Regular Meeting Minutes dated August 4, 2014, as corrected**

**CORRECTION: Agenda Item 13 Motion made by RICHARDS (as Bowsza was not present)**

**Made by: NELSON**

**Seconded By: RICHARDS**

**All in Favor: NELSON/BOWSZA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

**6. COMMUNICATIONS - None**

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**7. PUBLIC PARTICIPATION**

**Kathy Pippin, Woolam Road.** She detailed her efforts to coordinate a Special Meeting of the Board of Finance and has not had a response to date.

**8. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS**

A. Resignations: None.

B. Re-Appointments: American Heritage River Commission - Susan Gaffney (R),  
alternate member for a term expiring 11/1/2016

**MOTION: To reappoint Susan Gaffney (R) to the American Heritage River Commission as an alternate member for a term expiring 11/1/16.**

**Made by: BOWSZA**

**Seconded By: RICHARDS**

**All in Favor: NELSON/BOWSZA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

C. New Appointments: None.

**\*MOTION: To go out of Agenda Order to Address 10. NEW BUSINESS items**

**Made by: RICHARDS**

**Seconded by: DEARBORN**

**All in Favor: NELSON/BOWSZA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

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**10. NEW BUSINESS**

**A. Streetlight Presentation by ESCO**

Ms. Menard gave the Board a brief background on streetlight replacement and this presentation will provide the board with information on that possible future action.

Jack Hanley of ESCO introduced himself and distributed a packet of material on "LED Streetlight Conversation Program" He also noted the presentation tonight would be sent to the Selectmen electronically.

A background and history of ESCO was provided. This included the information that ESCO is 1 of the 3 companies selected by CCM, and the only company in the New England Region. The qualifications of the staff and installers was provided, as well as information on why choosing a New England based company would be positive in terms of response time for calls. The presentation provided the names of the subcontractors ESCO uses during this process and he provided detail as to each company's specific role in the conversion and maintenance process.

ESCO partners with the municipality in a two part process 1) buying the streetlights from CL&P – acquisition and 2) The Selection process for LED lights.

The initial step ESCO does is a full scale audit and accounting of what streetlights EW currently has so it provides specific information to the municipality. This information steers the process in whichever direction the Town chooses to go. The audit counts all the streetlights and then sorts them specifically as to what they are. This audit provides specifics as to current costs factor and can forecast future savings with a conversation. This mapping has many functions including, but not limited to, the energy information for each light. This audit and mapping can be overlaid the current town GIS system. The Selection Process has many avenues it can take, including selecting fixtures as suits the area – villages can have certain looks as town centers. This process is fully insured and has a savings guarantee. The financing options the municipality can take advantage of are varied and were detailed.

Mr. Hanley gave details as to which towns were working with ESCO currently He also provided backgrounds on the current utility owned streetlights and the rental cost as the arrangement is currently. Throughout his presentation he provided very detailed Charts of Tariffs on owning versus renting and the effect of shifting the ownership of lights to the municipality and the cost savings. All of the scenarios of purchase that are available had a chart to detail the current cost and forecasted savings. Again, these specific charts are in the electronic copy of the presentation Mr. Hanley was to forward to the Selectmen.

After purchase of streetlights, Eversource still provides the power, and they also provide the service if there is a power outage. The maintenance of the lights themselves can be done by

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the municipality if they choose, or ESCO has maintenance abilities which are rate schedule service agreement for time and materials, not a long term contract for services. Ideas of how the town can prepare for the cost of maintenance was discussed as were the differences in LED lights and the low maintenance expectations due to the technology of the lights.

The next part of the conversation went on to the “controls” options for the lights, and that the Municipality can pick and choose what controls they have on lights, and it can be very specified. Controls can include items such as Wi-Fi options, camera options, brightness controls. There are numerous features the town could consider, and it is not for every light, but at the town's discretion as to what is needed. The cost for adding controls was displayed.

Additional items discussed included that the disposal of the old lights are non-landfill recycled. Maintenance and hacking of the controls was discussed. It was noted that no state funding is available for towns to convert. Also it was noted that there is no current technology to integrate solar power into the streetlights. The lights are insurable. The schedule of conversion, after purchase from CL&P, would be 30/40 lights a day per crew. It is a quick conversion.

Ms. Menard and the Board Thanked Mr. Hanley for the presentation. Ms. Menard noted this may be a project that can be funded thru the CIP or Special projects – if the Board decides it is something to consider.

**A MOTION WAS MADE TO RETURN TO AGENDA ORDER BY BOWSZA, NO SECOND, AS THE ORIGINAL MOTION WAS TO HEAR ALL OF NEW BUSINESS OUT OF ORDER. NO MOTION**

**B. Discussion/Action on Forming an Ad Hoc Committee for Opposition to Connecticut State Police Training Facility**

Mr. Richards detailed that this committee would follow thru on the pursuit of opposition outside the arena of a Selectmen meeting public discussion. The make-up of the committee was discussed, and he stated he would be glad to be the Selectmen member on this Ad Hoc Committee. This Committee will be advisory only to the Selectmen.

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**MOTION: To form an Ad Hoc Committee for Opposition to Connecticut State Police Training Facility to consist of one member from the Selectmen, one member from the PZC, one member from the Inland Wetland Commission and two( 2) at large citizens (with the suggestion 1 or 2 be from the newly formed NOT EW group) for an 18 month term. The ad hoc committee will be advisory to the Board of Selectmen to advise on coordinating efforts and recommend a course of action regarding the opposition to the Connecticut State Police Training Facility. The Ad Hoc Committee will report to the Board of Selectmen once a month at the first meeting of the month.**

**Made by: BOWSZA**

**Seconded by: RICHARDS**

**All in Favor: NELSON/BOWSZA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

**\*MOTION: To go out of New Business Agenda order to address Items D&E as the Treasurer, Kim Lord, is present.**

**Made by: Nelson**

**Seconded by: Richards**

**All in Favor: NELSON//DEARBORN/RICHARDS**

**Opposed: BOWSZA**

**MOTION CARRIED.**

**D. Approval of Webster Bank Town of East Windsor Retiree Health Care Trust**

Kim Lord, Treasurer, came before the Board to detail this Pension Board recommendation. Questions regarding the date of the old agreement were asked. Ms. Lord detailed that there is no date as this was an old Trust agreement – what is before the Board now allows Webster Bank to invest the money. Currently the funds are in a money market, this will allow for better return on investment. The retirement benefit contribution is in anticipation of benefits that teachers and police have. This Trust not being used currently. It is felt that as Webster manages the pension, Webster management of this Trust as well makes sense. It was stated that the money making now stays in the trust and eventually as it grows, this fund will be self-sufficient.

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**MOTION: To approve and authorize the First Selectmen to sign the Webster Bank, N.A. Institutional Non-Erisa Investment Management Agency Account Agreement for the Town of East Windsor Retiree Health Care Trust dated August 3, 2015**

**Made by: BOWSZA**

**Seconded By: RICHARDS**

**All in Favor: NELSON/ BOWSZA /DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED**

**E. Approval of Debt Management Policy**

Kim Lord, Treasurer, was available for any questions regarding the Policy which was provided in the Selectmen's packet. She noted it is suggested by Rating Agency's and Borrowers to have this Policy in Place.

**MOTION: To approve Debt Management Policy, as corrected**

**DISCUSSION: Mr. Richards noted that within the Policy the term "Town Council" needs to be struck and replaced with "Board of Selectmen"**

**Made by: BOWSZA**

**Seconded By: RICHARDS**

**All in Favor: NELSON/ BOWSZA /DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED**

**\*MOTION: TO RETURN TO AGENDA ORDER WITHIN NEW BUSINESS**

**Made by: NELSON**

**Seconded By: RICHARDS**

**All in Favor: NELSON/ BOWSZA /DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED**

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**C. Update regarding Broad Brook Mill**

Ms. Menard recently attended a meeting on the Broad Brook Mill and led the discussion on this long standing item with positive outlook in that there are new folks on this initiative who seem dedicated to a resolution and moving forward. The good news is that with time the contaminates have dissipated and technology today allows for better containment. During Ms. Menards meeting the old plans and new plans for remediation were reviewed. During this meeting Ms. Menard expressed concern and sought answers as to the lack of progress, specifically on the taking down of garages and powerhouse which was slated for last year, and concern as to the roof leak which provides for deterioration.

It was noted that any action with the property needs to be approved by the EPA. It was reiterated that Hamilton pays the costs associated with this. A remedial action plan will be available late this year, early next year providing the 2016/2017 plan for remediation. Mr. Dearborn expressed the Town should get this property with the intent to make it the Town Center. Discussion ensued regarding future use of the property and that the Town will be involved in remediation so as clean up is planned the Town can also incorporate any ideas for use. This land will not be sold for residential use.

This item can be discussed in future meetings as to ideas and interest in use for this property when the remediation is complete.

**F. Approval of CWP Intergovernmental Consortium Agreement Resolution**

**MOTION: Approval of, and authorization for the First Selectman to sign, the  
Capital Workforce Partners (CWP) Intergovernmental Consortium Agreement  
Resolution**

**Made by: Boswza**

**Seconded By: Richards**

**All in Favor: NELSON/BOWSZA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

**G. Cancellation of September 15, 2015 Board of Selectmen Meeting**

**MOTION: To cancel the regularly scheduled Board of Selectmen meeting on  
September 15, 2015.**

**Made by: BOWSZA**

**Seconded By: RICHARDS**

**All in Favor: NELSON/ BOWSZA/ DEARBORN/ RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

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**H. Approval of Tax Refunds**

**MOTION: To approve the tax refunds as presented by the Tax Collector dated August 13, 2015 in the amount of \$1893.34**

**Made by: RICHARDS**

**Seconded By: NELSON**

**All in Favor: NELSON/ BOWSZA/ DEARBORN/ RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

**\*MOTION: To return to agenda order**

**Made by: NELSON**

**Seconded by: RICHARDS**

**All in Favor: NELSON/BOWSZA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED.**

**9. UNFINISHED BUSINESS**

**A. Review of Board of Selectmen's Priority and Liaison Lists**

The only change to the liaison list is that Dale Nelson will now cover the Warehouse Point Fire District and the Broad Brook Fire Department, previously Richards.

The Priorities were reviewed and updates provided.

**BOWSZA**

- **FAST TRACK PERMITTING:** It was noted that PZC is discussing how to accommodate for routine Permitting to be done by staff. The permitting software is being revamped for ease in process.
- **PRESERVATION OF ROAD MAINTENANCE / CIP BUDGET PROCESS:** He will continue to advocate for the budget goal to not cut CIP funding to allow for long term planning. This is an action item and can be removed from this list.
- **EDC COORDINATOR – DONE**
- **PROPERTY TAX RELIEF PROGRAM – DONE**
- **ACQUISITION OF CHILDREN'S CENTER:** No action currently. If it becomes available, the Town will have first right of refusal.



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- **ADDITIONAL ITEM:** Create opportunities for sense of community in the Summer 2016 with possible summer concert series sponsored by Business.

**DEARBORN**

- **REVIVE BROAD BROOK CENTER:** This was discussed within the update to the Mill discussion and the Board needs to be careful in their planning to keep Broad Brook active

**RICHARDS**

- Suggested adding to the Completed Priorities the Youth Center
- Also suggested adding to the Priorities Keeping the State Police Firing Range Out of EW.
- Creation of a Long Term Planning Committee for the Town.

**\* B. Discussion of Fire Service Maintainer Accounting Records**

starred items will not be discussed but will remain on the agenda pending receipt of additional information

**11. SELECTMEN'S REPORTS**

**A. Denise Menard**

It is confirmed there will be a Route 5 Study funded on the traffic issues- it is the next project on the schedule

There will be a loop on Stoughton Road to help with traffic issues.

Four Season Farms is moving forward with the property purchased.

Industrial Park update provided detailing the businesses within the old Mushroom plant building. They also have ideas to spruce up the area of the industrial park.

Firing Range: She spoke to the Lieutenant Governor and State Representatives and is in constant inquiry. A letter was sent, but no response to date. Nothing has been done with contacting Willington and/or the owner due to the public sentiment expressed that this was not the right course of action.

CT Trolley museum celebration was a success.

Dispatcher/Clerical Contracts are ongoing – the next meeting is 9/30 at 10:00 am.

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**SELECTMEN'S REPORTS**

**B. Jason E. Bowsza [actual report copied to minutes]**

"During the first week of August, a representative of N.E.W submit a letter to the governor's office listing objections to the siting of the CSP Training Facility in town. I forwarded that letter to the Governor's deputy director of legislative affairs to be sure that someone relatively high up in the administration was aware of NEW's specific concerns. I also submitted a request earlier this week for a face to face meeting with the governor's office of legislative affairs to discuss the matter further. I'm waiting to hear back to see if that will be possible or appropriate.

I also had a conversation with the Lieutenant Governor's chief of staff to discuss our concerns about the range. The LG's office is well aware of what is going on and is interested in finding a workable solution.

At Park and Rec Director Melissa Maltese's request, I put her in touch with DEEP Commissioner Klee's office to try and get some assistance from the state regarding the algae issue at the East Windsor Reservoir. I believe a site visit has been scheduled with DEEP.

The Planning and Zoning Commission met on August 11th. They received an application from the owners of Paul's Package Store to relocate to the United Bank building across the street. The commission couldn't consider the application yet, because necessary variances had not yet been granted by the Zoning Board of Appeals. That is something that may be coming in the near future.

The commission granted an extension for the Kingshire Subdivision phases 4 & 5. The extension will allow work to be completed by April, 2019 before the bond is called to complete work on the road and accept the road as a town road.

Commission members continued their work on the Warehouse Point study for the Plan of Conservation and Development. The consultant secured by the commission, LADA, has been a good guide for the commissioners as they work toward reviewing and updating the town's 10-year plan. Commissioners discussed questions like "what IS Warehouse Point?" and "what is the best part of Warehouse Point," etc.

Commissioners discussed moving forward with a farmland preservation partnership project between the Town, the CT Department of Agriculture and a representative of the property owner. The Town is being asked to fund the costs of two property appraisals and an updated A-2 boundary survey, which would cost less than \$15,000 in total. The commission voted to move forward with the appraisal and survey work. This is truly an example of the town actively working to preserve our town's rural character.

The commission discussed car hauling businesses in East Windsor. The town's zoning regulations had actually permitted car hauling businesses in M1 zoned areas up until 2006, when the regulations were rewritten. Discussion followed about including these activities via a special use permit, considering certain criteria (minimum acreage, infrastructure, hours of operations, etc.) It was unclear what the benefit to the town would be for allowing this type of activity.

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Lastly regarding the PZC, longtime chairman Joe Ouellette announced that he planned on stepping off of the PZC when his term expires. Joe has been a good leader for that board and has offered guidance and expertise that have really been an asset to the board and to the town.

Over the weekend, the Connecticut Electric Railcar Association, or trolley museum, celebrated their 75th anniversary. They put on a great celebration that showcased not only the wonderful museum, but the commitment and dedication of a LOT of volunteers. I was very pleased to be able to join in the festivities.

The Pension and Investment Board met earlier this evening. The board recommended to the Board of Selectmen that the Town's OPEB fund be included in the management agreement between the Town and Webster Bank. The management cost will be paid out of the fund, not out of Town funds. Also of note, the Town's pension fund has outperformed its benchmark by 32 basis points in the last year, 61 basis points in the last three years, and 49 basis points since inception (the last 40 months). We continue to see very strong return on our investments. “

**SELECTMEN'S REPORTS**

**C. Steve Dearborn**

Brief discussion ensued regarding PZC action discussed in Bowsza's report as to the trucking terminals and special use permits.

It was relayed that Mr. Dearborn had a conversation with the Governor, albeit a brief one, on the opposition to the gun range. Mr. Dearborn continues to seek an appointment with the Governor to continue the discussion on opposition to the proposed Gun range.

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**SELECTMEN'S REPORTS**

**D. Dale A. Nelson**

Warehouse Point Fire District on 8/5 had a meeting but needed 15 voters to attend for a quorum and they did not get that so the meeting could not take place. It has been rescheduled for a Saturday in September. If they do not get 15 voters, a quorum, for the next meeting the situation will continue as is. She encouraged people to attend.

Broad Brook Fire Department: OSHA fire hose testing resulted in a loss of 115 feet (total for all sections of hose) being pulled out of service. There are no replacement hoses. They have had 4 or 5 interviews for folks to join the department. The Department purchased blinds and a projector for the Sr. Center which BBFD also uses. They also have a machine to test the masks that they fit property – members have to have physicals before they can be tested on the mask.

Police Commission – There was a \$68k return to the salary line. (This information lead to a board discussion on recent appropriations.) There will be a carpet replacement in the Department lobby due to a hole. It was noted a third police car has been ordered – there were two provided for in the CIP, the department purchased the third.

**SELECTMEN'S REPORTS**

**E. James C. Richards**

VETERANS COMMISSION – The race is set for November. The Commission is researching building a new memorial in Town.

POLICE COMMISSION – Meeting had good discussion and it is felt there is good communication with the Board of Selectmen

EDC – The date of the event is September 30, 2015

The Four Spirit Awards for EW Community Day have been chosen.

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**12. EXECUTIVE SESSION**

Pursuant to C.G.S. Section 1-200(6)(d)

**MOTION: To enter into Executive Session at 9:45 pm. Pursuant to C.G.S. Section 1-200(6)(d), to including the Board of Selectmen only**

**Made by: BOWSA**

**Seconded By: RICHARDS**

**All in Favor: NELSON/BOWSA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED**

**Came out of Executive session at 10:01 p.m. No action taken.**

**13. ADJOURNMENT**

**MOTION: To adjourn at 10:02 p.m.**

**Made by: NELSON**

**Seconded By: RICHARDS**

**All in Favor: NELSON/BOWSA/DEARBORN/RICHARDS**

**Opposed: None**

**MOTION CARRIED**

**Respectfully submitted**



**Cynthia D. Croxford  
Recording Secretary**