

**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, September 1, 2015 at 7:00 p.m.

**BOARD MEMBERS**

Denise Menard – First Selectman	Dale A. Nelson – Selectman
Jason E. Bowsza – Deputy First Selectman	Steve Dearborn – 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. at Town Hall.

**2. ATTENDANCE**

Present:

Denise Menard, First Selectman  
Jason E. Bowsza, Deputy First Selectman  
Steve Dearborn, Selectman  
Dale A. Nelson, Selectman

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

James C. Richards, Selectman arrived at 7:03 p.m.

**4. ADDED AGENDA ITEMS**

**MOTION** made (Bowsza) and **SECONDED** (Richards) to add Selectman Nelson's application to the Ad Hoc Committee under 8C. the consideration of Dale Nelson as a member of the CT State Police Ad Hoc Committee.

In Favor: Bowsza, Dearborn, Nelson. Opposed: None. Abstained: Richards

**5. APPROVAL OF MINUTES**

**Regular Meeting Minutes of August 18, 2015**

**MOTION** was made (Bowsza) and **SECONDED** (Nelson) to approve the Regular Meeting Minutes of the August 18, 2015 meeting minutes as presented.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**6. COMMUNICATIONS**

None.

**7. PUBLIC PARTICIPATION**

Selectman Dearborn stated that he was going to talk as a citizen but he was not prepared.

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

**Resignations:** None.

**Reappointments:**

1. **MOTION** made (Nelson) and **SECONDED** (Richards) to reappoint Raymond Jones (D) and Richard Sherman (R) as regular members on the American Heritage River Commission for terms expiring 11/1/2016.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

2. **MOTION** made (Richards) and **SECONDED** (Dearborn) to reappoint Robert Leach (R) as a regular member on the Parks and Recreation Commission for a term expiring 10/1/2019.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

3. **MOTION** made (Richards) and **SECONDED** (Dearborn) to reappoint Blaine Simpkins (R) as a regular member on the Parks and Recreation Commission for a term expiring 10/1/2018.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

4. **MOTION** made (Nelson) and **SECONDED** (Bowsza) to reappoint Jason Bowsza (D) as a regular member on the Pension and Retirement Board for a term expiring 10/31/2019 contingent upon if he is elected for another term on the Board of Selectmen.

In Favor: Bowsza, Dearborn, and Nelson. Opposed: Richards.

**New Appointments:**

1. **MOTION** made (Bowsza) and **SECONDED** (Nelson) to nominate Dale Nelson (D) as a regular member and Board of Selectmen Representative on the Ad Hoc Committee for Opposition to the CT State Police Training Facility for a term expiring 2/1/2017.

**Discussion:** Selectman Bowsza said Dale has seniority on the Board of Selectmen, she lives the closest to the gun range radius, and she has invested interest in terms of an adverse impact on her property value.

Selectman Nelson said that seeing all the information that is out there and reading more and more about what is NEW is doing, she got emotionally invested in it because she was concerned that her house could be devalued because of the gun range. She is glad that she applied for it and she hopes that she is accepted.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

2. **MOTION** made (Bowsza) and SECONDED (Richards) to appoint Gary Mizzone (U) and Michael Scalzo, Sr. (D) as regular members on the Ad Hoc Committee for Opposition to the CT State Police Training Facility for a term expiring 2/1/2017.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

3. Selectman Richards withdrew his application from the Ad Hoc Committee for Opposition to the CT State Police Training Facility. He stated that Selectman Nelson will be a great active member on the committee and he is confident that she will take us to some great levels and he is excited that she has decided to join the Ad Hoc Committee.

## 9. UNFINISHED BUSINESS

None.

## 10. NEW BUSINESS

### A. Approval of the Sabonis Landing Sign

First Selectman Menard said there was a verbal approval of the sign by each of the Selectmen. The organizers of the event were ahead of themselves and got the sign done before they got the bureaucracy done.

**MOTION** made (Richards) and SECONDED (Nelson) to approve the Sabonis Landing sign as it is on the property. Gil Hayes mentioned that it was group effort between Bob Leach, John Burnham, JR Russo, the Talamini's, and Dick Sherman.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

### B. Presentation of Summer Meals Program Outcome

The Director of Social Services Kristen Bouchard and the Director of Parks and Recreation were in attendance to give a quick report on the Summer Meals program. Ms. Bouchard informed the Board that through the collaboration of the Town, the Hunger Action team, and food share members they were able to coordinate, plan, and execute this program with a great

turn out. They served 218 meals and were open 5 days a week for 2 hours a day. She informed the Board that they were not allowed to collect any statistics or information from the children or families that come because of program rules. The meals consisted of all the food groups: a protein, a grain, a dairy, a fruit, and a vegetable.

Selectman Bowsza asked what the funding source was. Ms. Bouchard said it was through the Partnership program which is a program through food share where they have donated money that is earmarked for childhood nutrition with a competitive grant process where programs can apply for funding, which is what the Town did. She also said that the food is paid for through Federal Funding.

Selectman Richards asked if they met their goal or if they fell short this year? Ms. Bouchard said in the beginning they had to throw out more meals than they were serving. As a result, Ms. Bouchard and Ms. Maltese met with CRT and through several efforts they were able to decrease the number of damaged meals (meals that were thrown out) and increase the meals that were served. First Selectman Menard said that both Ms. Bouchard and Ms. Maltese deserve a lot of credit. Ms. Bouchard indicated that they are going to try to do this program in Broad Brook and/or Millpond for next summer.

### **C. Approval of Tax Refunds**

**MOTION** made (Nelson) and **SECONDED** (Richards) to approve the tax refunds in the amount of \$2,510.43 dated August 27, 2015.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

## **11. SELECTMEN'S REPORTS**

### **A. Denise Menard**

First Selectman Menard read her report hereto attached as Attachment A.

**MOTION** made (Richards) and **SECONDED** (Nelson) that one of the signs from the NEW Group be placed out in front of Town Hall after all legal requirements from Planning and Zoning have been fulfilled.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

### **B. Jason Bowsza**

Selectman Bowsza read his report hereto attached as Attachment B.

### **C. Steve Dearborn**

Selectman Dearborn reported that he had been "hounding" the governor's office to make an appointment with him regarding the proposed shooting

range. He indicated that he did see the governor briefly but unexpectedly and the governor was busy with other things. The scheduler said that she would see to it that someone got back to him.

**D. Dale Nelson**

Selectman Nelson reported on the following:

- 8/22 - a car show was scheduled at the Children's Place but got cancelled because of the weather. She was very disappointed.
- 8/26 - She had a complicated schedule because WPCA, Housing Authority and The Town Meeting were all around the same time. She attended the Housing Authority for a little while and then she went to the Town Meeting.
- 8/30 she attended the Sabonis Landing event. Mr. Burnham had 150 hot dogs to serve to everyone who attended.

**E. Jim Richards**

Selectman Richards reported on the following:

- He attended the Board of Education (BOE) meeting and there was discussion about the upcoming year and what is going on with the modulars. He also reported that the BOE discussed the changes they have made with traffic patterns near the Broad Brook Elementary School and the Town Hall.
- Teacher of the year, Joy Wilson was presented to the Board of Education.
- With the recent State Mandates on education initiative, all 18 State Mandates were already in place in East Windsor.
- The bids for the East Windsor Middle School roof will be opened on September 2<sup>nd</sup>.
- Chairman Chris Mickey presented the Superintendent's evaluation to the public.
- Economic Development Commission (EDC) is holding the New and Expanded Business Event at 5:30 p.m. on September 30, 2015 at the Maine Fish Market.
- On a sad note, Nutmeg State Federal Credit Union has closed its doors on August 29, 2015.
- Hunger Action Team is tomorrow (September 2, 2015) at 11:00 a.m. He encouraged people to join.
- Booths are starting to fill up for Community Day. There will be a lot of entertainment. Broad Brook Fire Department and Warehouse Point Fire Departments will there. Awards will be given for best float in the parade, they are looking for spirit nominations, and a town wide art contest will take place. They are looking for tractors to be in the parade.

Selectman Bowsza asked if Selectman Richards could get a copy of the annual report from the EDC or let the Board know when they can expect one. Selectman Richards said that he would ask the Chairman of the Commission.

**12. EXECUTIVE SESSION**


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

**13. ADJOURNMENT**

**MOTION** to adjourn made (Bowsza) and **SECONDED** (Nelson). Unanimous.

The meeting was adjourned at 8:08 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda Schroll".

Amanda Schroll  
Recording Secretary

Attachment X

September 1, 2015

My report to the Board of Selectmen

Before I begin my report, Amanda was going to submit the application for our participation in the 4 Town Fair Parade but needs some information. Amanda?

I touched base with the Youth Center Committee to see how they were doing and if they needed any help from my office. They have applied for their Zoning, Sign and Building Permits and are working on what needs to be done to get those approvals. They want to make a few changes to the membership of their committee and will have those for our first meeting in October. Even the optimists, they are getting excited about everything coming together soon.

Saturday August 29, the American Heritage River Commission organized a dedication of the property we agreed to name "Sabonis Landing". It was estimated there were close to 100 people in attendance. It began at 10 a.m. with a "paddle" down the Scantic River that began in Melrose and ended at Sabonis Landing followed by a light lunch and thank you to the Sabonis family, especially Mrs. Marion Sabonis O'Leary and Mrs. Barbara Sabonis. Much of the Sabonis family attended. It was a great event that I hope will become an annual paddle & picnic.

The Building Committee met yesterday to review progress on the Modular Classroom Project, the Middle School Nurses' Station renovation, the Town Hall HVAC project and the Middle School Roof Project. Bid opening for the roof project is tomorrow at 10 a.m. at Town Hall. The HVAC project is complete except for a few final items and the Modular and Nurses' Station are making progress.

I was asked by a representative of "NEW" if they could put one of their signs in front of Town Hall. I told them I would check with the Board, however, in doing some checking, if they are a Political Action Committee, I have been told a PAC should not be allowed to advertise on public property. Your thoughts?

The dispatchers' union cancelled a negotiating session that was scheduled for last Tuesday. No new date has yet been set. The clerical contract negotiations' next session is scheduled for September 30 at 10 a.m. here at Town Hall.

The Treasurer has begun the next phase of the new financial software the Town purchased last year. Departments will begin to produce purchase orders, authorize payments and check the status of their budgets electronically rather than by using all the paper we have had to process in the past. The Selectman's office is one of the first to use it to help work out any problems and it has been a great, much more efficient way to process our bills. The finance office is also working on closing out Fiscal Year 2014-2015 and preparing for the audit of our 2014-2015 financials. The Tax Collector reported that the Tax Department collected 54% of taxes due in July, a good collection rate. By comparison, last year 51% was collected at this time of the year.

With storm season soon upon us, our Emergency Management Team is planning to take part in a statewide Emergency Planning and Preparedness Initiative on October 21. It is a drill we participate in at least once and sometimes twice a year.

Enjoy the Labor Day holiday - Denise Monard

Attachment  
B

**Amanda Schroll**

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**From:** Jason Bowsza  
**Sent:** Thursday, September 03, 2015 6:24 AM  
**To:** Amanda Schroll  
**Subject:** Selectmen's Report - August 31, 2015

Selectmen's Report - August 31, 2015

The second Planning and Zoning Commission meeting was cancelled, so not much to report on there.

The Conservation Commission didn't meet due to a lack of a quorum.

I missed the Agriculture Commission meeting due to the ethics hearing last week.

On the 26th, I chaired the Town Meeting to consider approvals for the funding for the roof repairs at the East Windsor Intermediate School (more on that later) and for enhanced communication efforts on behalf of the town. Both measures carried without objection.

On Saturday, Denise, Dale and I attended the AHRC land dedication for the Sabonis/Chaffee/O'Leary property on Scantic Road. It was a great ride down the river followed by a beautiful ceremony commemorating the dedication. The AHRC is a very committed group that does a ton of work for the town, and it's appreciated.

The building committee met yesterday, August 31, to discuss a number of projects currently underway. Topics covered included the modular classroom project at Broad Brook Elementary School, the nurses' office at the East Windsor Intermediate School, the roof at the East Windsor Intermediate School and an update on the HVAC project at the Town Hall.

Board members questioned Board of Education consultant Richard LaBrie about the absence of competitive bids. Board members strongly encouraged the solicitation of an additional bid.

Roger Baker, Facilities Manager for the school district, gave an update regarding the Nurses' suite project at the East Windsor Intermediate School. To date, cabinetry has been removed, asbestos has been abated, demolition has been completed, drainage plumbing has been completed, and walls have been erected. The project has been held up, however, due to rough plumbing not conforming to print and due to leak issues associated with the roof.

The roof issue will require some repair work to be done over the affected part of the building before the nurses' station project can be completed. The funding for that was approved last week at Town Meeting, and bids have been solicited. The bids will be unsealed and awarded on Wednesday, 9/2/15, at 11am.

The HVAC project at town hall is completed, and the end result, as you can see, is we have a revitalized town hall that looks fantastic and will realized additional efficiencies. And the project came in below cost! Great job to Joe Sauerhoefer for managing the project and for a job well done.

I spoke with the Governor's Office to request a meeting with the incoming Chief of Staff to the Governor. I was told that they are committed to working closely with Denise on the issue and would look to schedule something with her in the coming weeks. As of this afternoon, there are no new plans that I am aware of to move forward with any aspect of the project, including the EIE. The Bond Commission did not meet in August, but is expected to meet in September.

Respectfully submitted,

Jason E. Bowsza  
Deputy First Selectman

Sent from my iPad