

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

Regular Meeting Minutes

Amended Attachments

Tuesday, March 15, 2016 at 7:00 p.m.

**Board Members**

Bob Maynard – First Selectman  
Richard P. Pippin, Jr. – Deputy First Selectman  
Jason Bowsza - Selectman  
Steve Dearborn – Selectman  
Dale A. Nelson – Selectman

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

**1. CALL TO ORDER**

First Selectman Bob Maynard called the Regular Meeting to Order at 7:00 p.m. at Town Hall.

**2. ATTENDANCE**

Present:

Bob Maynard, First Selectman  
Richard P. Pippin, Jr. Deputy First Selectman  
Jason Bowsza, Selectman  
Steve Dearborn, Selectman  
Dale A. Nelson, Selectman

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**4. ADDED AGENDA ITEMS**

**MOTION** made (Bowsza) and **SECONDED** (Nelson) to add Discussion and Ratification of Dispatchers contract under New Business.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

**MOTION** made (Maynard) to add Donating Sick Time Policy as 10G.

**5. APPROVAL OF MINUTES**

**MOTION** made (Pippin) and **SECONDED** (Dearborn) to approve the minutes of March 1, 2016 as presented.

Discussion: Selectman Bowsza asked if we were able to add Barber Hill School house to the agenda.

**In favor: Bowsza, Nelson, Dearborn and Pippin. Opposed: None.**

**6. COMMUNICATIONS**

None.

**7. PUBLIC PARTICIPATION**

*Paul Anderson, 89 Main Street* – He wanted to bring to the Board's attention that Calamar has filed for a zoning change in Manchester to build 128 units. He does not know what they are up to.

**MOTION** made (Bowsza) and **SECONDED** (Nelson) to go into executive session for the purposes of town council personnel and labor negotiations.  
**In favor: Bowsza, Dearborn, Nelson, and Pippin. Opposed: None.**

**13. EXECUTIVE SESSION**

**The Board went into Executive Session at 7:09 p.m.**

**The Board came out of Executive Session at 7:39 p.m.**

**MOTION** made (Bowsza) and **SECONDED** (Pippin) to take Agenda Item 10C. Discussion of legal affairs out of order.  
**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

**10. C. DISCUSSION OF LEGAL AFFAIRS**

**MOTION** made (Bowsza) and **SECONDED** (Nelson) to ratify the recognition agreement and Case No. ME31984, as tentatively agreed to on March 3, 2016.  
**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

**MOTION** made (Bowsza) and **SECONDED** (Pippin) to ratify the Memorandum of Understanding between the Town of East Windsor and UPSEU 424, Unit 91 and Case No. MPP32016.  
**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

**MOTION** made (Bowsza) and **SECONDED** (Pippin) to approve the contract between the Town of East Windsor and East Windsor Police Dispatchers Local 1303-460 for a period from July 1, 2015 through June 30, 2018.  
**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

**MOTION** made (Bowsza) and **SECONDED** (Pippin) to create a legal affairs subcommittee and supervision of town legal matters to consist of Richard Pippin, Jr. and Jason Bowsza. Selectman Bowsza read the Resolution hereto attached as Attachment A.

**Discussion:** Selectman Dearborn is not comfortable with this.

**In favor: Bowsza, Nelson, and Pippin. Opposed: Dearborn. Motion carried**

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

**Resignations:** None.

**Reappointments:** None

**New Appointments:** None.

**9. UNFINISHED BUSINESS****A. Discussion of Charter Revision Commission**

First Selectman Maynard said that we would establish a Charter Revision Commission with the charge of exempting the increase in debt service from the default and have it on the 2016 presidential ballot.

**B. Discussion of Calamar Tax Abatement Ordinance**

Economic Development Consultant Roger O'Brien was present to discuss this proposed ordinance. He explained that he is trying to get East Windsor on a more level playing field in terms of an Economic Development Tool Kit. Selectman Bowsza asked him to define "permanent residential use". Mr. O'Brien said as opposed to transient, it is residential and generally tailored to a multi-family house.

Selectman Pippin explained to the residents that what we are trying to do is bring large businesses and investments into town. He went on to say that other towns are giving tax breaks and abatements to businesses. He added that in doing this, East Windsor would hopefully become competitive with other towns and if more businesses come to town, our mill rate will go down, when the mill rate goes down so will our taxes. A brief discussion was held.

**MOTION** made (Pippin) and **SECONDED** (Dearborn) to approve this ordinance Establishing a Tax Incentive Program for Tax Abatement in the Town of East Windsor and to send it to Town Meeting.

**Discussion:** First Selectman Maynard presented a tax abatement sample and explained it. The sample and ordinance hereto attached as Attachment B.

**In favor:** Bowsza, Dearborn, Nelson and Pippin. **Opposed:** None.

**C. Discuss purchasing tables and chairs for Senior Center**

First Selectman Maynard said that we no longer need to discuss this because Kristen Formanek, Social Services Director needs to talk with the seniors about this.

**10. NEW BUSINESS****A. Recommend Special Appropriation and Bond Authorization Middle School Roof, Broad Brook Dam, Various Roads**

Kim Lord gave a presentation hereto attached as Attachment C. Joseph Sauerhoefer was also present. He explained that the roof needs to be fixed

and if we keep letting these things go further and further, it will cost us more and more money. He added that the roof is 28 years old, the seams are cracking and it is past its service life.

Mr. Sauerhoefer said it will not be put out to bid until we have the funding from the state. Selectman Bowsza felt that it is difficult to say that he made an informed decision without reading all the pages that were just put in front of him tonight. Selectman Nelson said she has been on CIP for a long time and these items have been discussed for many years. Selectmen Nelson and Pippin agreed that this needs to be done and would feel comfortable making the motion.

**MOTION** made (Pippin) and **SECONDED** (Dearborn) to appropriate the Bond Authorization for \$2,740,000 for the Middle School Roof Replacement project as proposed in Attachment D.

**Discussion:** Explanation of the Bond Process.

Treasurer Kim Lord said bond anticipation notes as the project moves forward, we would not borrow anything for the roof until we get the money. Permanent financing for modulars is in October so any projects completed can go to permanent financing at the same time. She added that we plan to spread out the notes and the spending over the next couple years. We will combine as much borrowing as we can at one time. Selectman Bowsza asked what is impact would be on debt service. Ms. Lord said debt service will go down by \$600k. She said that she did a quick survey of other towns and we are low in comparison.

First Selectman Maynard said right now the interest rates are low so it is a good time to borrow. There is no tax increase if we borrow, so he supports it very much.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

**MOTION** made (Nelson) and **SECONDED** (Dearborn) regarding the appropriation bond authorization of \$2,740,000 for various Public Works improvement projects.

**Discussion:** Selectman Nelson said the dam will fall in around our ears if we do not do something and it is historical, it was built in 1840. Selectman Pippin agreed that we have to fix it.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

**B. Barber Hill School Update**

John Burnham, President of the Historical Society Michael Hunt and Diane were present to update the Board of Selectmen on the Barber Hill School. They gave the Board a brief background on the property. Mr. Burnham indicated that some money was put aside by the Town to rehab the school

house approximately 13 years ago and nothing has been done. Mr. Burnham said they would like to give the Town \$34,000 for the property. He explained that they would get the deed and take care of the property and school house in a business-like manner, preserving what is left of the school. Once they finish, they plan to sell the property. A brief discussion was held.

**MOTION** made (Bowsza) and **SECONDED** (Nelson) to transfer custody and control of the Barber Hill School Building and associated property contingent upon the removal of the conservation easements to the East Windsor Historical Society for \$34,000 and initiate the process of acquiring the necessary approvals and send to Town Meeting.

**In favor: Bowsza, Dearborn, Nelson, and Pippin. Opposed: None.**

**D. Approve and adopt Certified Resolution of Applicant regarding Small Cities Program**

**MOTION** made (Nelson) and **SECONDED** (Bowsza) to approve the certified resolution for the Small Cities Program and send it to the Town Clerk for signature.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

The Certified Resolution of Applicant regarding Small Cities Program is hereto attached as Attachment E.

**E. Approve and adopt the following documents regarding Fair Housing Month:**

**1. Fair Housing Resolution**

**MOTION** made (Nelson) and **SECONDED** (Pippin) to approve the Fair Housing Resolution to the Town of East Windsor and authorize Robert Maynard, First Selectman to sign.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

The Fair Housing Resolution is hereto attached as Attachment F.

**2. Fair Housing Policy Statement**

**MOTION** made (Pippin) and **SECONDED** (Nelson) to approve the Fair Housing Policy Statement and authorize the First Selectman Robert Maynard to sign.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

The Fair Housing Policy Statement is hereto attached as Attachment G.

**3. Affirmative Action Policy Statement**

**MOTION** made (Bowsza) and **SECONDED** (Nelson) for the Town to adopt the Action Policy Statement and authorize First Selectman Robert Maynard to sign.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

The Affirmative Action Policy Statement is hereto attached as Attachment H.

**4. Compliance with Title VI of the Civil Rights Acts of 1964**

**MOTION** made (Pippin) and **SECONDED** (Bowsza) to approve Town of East Windsor Compliance with Title VI of Civil Rights Acts of 1964 and authorize First Selectman Maynard to sign.

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**  
The Compliance with Title VI of the Civil Rights Act of 1964 is hereto attached as Attachment I.

**F. Approval of Tax Refunds**

**MOTION** made (Pippin) and **SECONDED** (Nelson) to approve the tax refunds dated 3/10/16 in the amount of \$389.86.

**In favor: Bowsza, Dearborn, Nelson, and Pippin. Opposed: None.**

**G. Donating Sick Leave Policy**

The addition of this item was not voted on. Therefore, it was agreed that discussion of this item would be added to the next agenda.

**11. SELECTMEN'S REPORTS**

**A. Richard Pippin**

Selectman Pippin reported on the following:

- Zoning Board of Appeals had two applications. Fletcher was looking for a variance to put a barn for storage on his house. He has no cellar or attic available. He was going to remove a small building to make room
- There is a gentleman on Hayfield Lane looking for a front yard variance for a pool. It was reviewed and passed.
- Historical Preservation Commission – the minutes were not available. He said it is too late to look for preservation grants. First Selectman Maynard invited them to come tonight to discuss and they did.
- Historical Preservation Commission discussed future projects and setting up a driving tour to go on the website which would allow people to take a virtual tour of the town all houses and all structures. Warehouse Point School was discussed. They also mentioned Veterans Memorial that the Veteran's Commission wants to put up in Joe Tracy Park.

**B. Dale Nelson**

Selectman Nelson reported on the following:

- March 9 was East Windsor Police Commission - They discussed lighting in front of crosswalk at Broad Brook Elementary School. Once they are done with all construction they will be able to do that. They also discussed the "no parking" signs across the street from Town Hall.
- She attended the Police Commission and Derek Leab was promoted to Sergeant.

- Meet and Greet at Park Hill - for acquiring the 7 acres of land. First Selectman Maynard and Selectman Bowsza were there.
- March 12<sup>th</sup> and 13<sup>th</sup> was the Home Show at the old Walmart location. She attended for Abby's Helping Hand. She did not realize East Windsor was going to have a booth. However, she said they were committed to Abby so they stayed with Abby.
- March 14<sup>th</sup> there was a Board of Selectmen Budget Meeting.

**C. Jason Bowsza**

Selectman Bowsza read his report hereto attached as Attachment J.

**D. Steve Dearborn**

Selectman Dearborn reported on the following:

- Missed the Park Hill meeting - he wanted to go but could not make it.
- Veteran's Commission met again and discussed their memorial on Warehouse Point Green.
- He and his wife attended the Home Show. He said it was a great turn out.
- Tomorrow the plan for Warehouse Point will be discussed. Steve will attend with questions.
- Attended Zoning Board of Appeals

**E. Robert Maynard**

First Selectman Maynard reported on the following:

- He testified on March 3, 2016 at the State Legislative Office Building for two bills that will prevent the gun range coming to East Windsor.
- He had an East Windsor booth at the Home and Product show. He apologized for not telling the Board more about it. He said the idea started with the Economic Development Commission. He was not even sure that he could do it due to time restraints. Eric Moffet, Laurie Whitten, Janet Goode and himself were there to run the booth. They had a banner displayed which read "East Windsor Welcomes You"
- He attended the Opioid Task Force at North Central. It was a 2 hour event and it involved regional police officers from Suffield, Enfield, Windsor Locks, and East Windsor. He said there were many speakers and a lot of people getting together and supporting the task force to oppose opioids. He gave a quick story about a young person who had an operation and became addicted to pain pills and started to use heroin and lost her husband and two children as a result.
- He discussed a Memorandum of Understanding (MOU) that he signed with the Warehouse Point Fire Department.

*The Selectmen felt that this MOU should have been discussed as an agenda item before any signature or discussion took place. The Selectmen clarified that this is not a valid document or a legal contract since the*

*Board of Selectmen did not ratify it. The Board asked that it be put on an agenda for discussion.*

**12. PUBLIC PARTICIPATION**

*Marie DeSousa, 10 Rice Road* thanked the Board for moving forward with the resolution for Small Cities. She was asked to put together a letter of what she spoke about last night at the Public Hearing. She will send her letter tomorrow. She added that tenants and a commissioner wrote letters as well. She feels that with the amount of letters written, they will have enough to be approved.

*Keith Agaloff* - said that it is smart move to increase debt service. However, he does not support bonding. He suggested avoiding bonding for roads but understands the situation the Town is in with our budget. He suggested doing improvements of the appearance of the land if we planned on making substantial improvements to the dam. As far as Barber Hill School, he voiced his concern that the Town will not be able to sustain the land legally because of transferring. He suggested maybe "gifting" it.

*Denise Menard, 73 Miller Road* commented on the Barber School House. She felt this was the best proposal brought to the Board of Selectmen. She added that it is a complicated piece of property. She said it needs to be looked at carefully and should have some legal analysis. She feels that the proposal is a great solution and a good way to go.

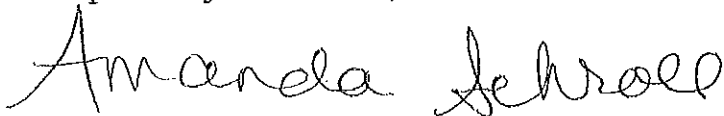
**14. ADJOURNMENT**

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

**In favor: Bowsza, Dearborn, Nelson and Pippin. Opposed: None.**

The meeting was adjourned at 9:55 p.m.

Respectfully submitted,



Amanda Schroll  
Recording Secretary



Attachment X

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
RESOLUTION  
March 15, 2016**

**Re: CREATION OF LEGAL AFFAIRS SUBCOMMITTEE AND SUPERVISION  
OF TOWN LEGAL MATTERS**

**RESOLVED**, that the Board of Selectmen, pursuant to Section 7-12 of the Connecticut General Statutes, as amended, and Section 6-6 of the Town Charter, hereby creates a Legal Affairs Subcommittee, to be available to the Town Counsel to address and decide legal matters relating to the Town.

**RESOLVED**, that the Legal Affairs Subcommittee shall consist of Richard Pippin, Jr. and Jason Bowsza.

**RESOLVED**, that the First Selectman must immediately report all Town legal matters that come to his attention to the Legal Affairs Subcommittee.

**RESOLVED**, that if the Town's First Selectman is unavailable or unwilling to confer with the Town Counsel about Town legal issues, or the Town Counsel wishes to consult about Town legal matters with the Board of Selectmen, as may be necessary to represent the Town's interests, the Town Counsel may in such instances consult with the Legal Affairs Subcommittee, and the Legal Affairs Subcommittee may in turn consult directly with the Town Counsel on matters that come to its attention. The power to make decisions with regard to the direction, defense, and resolution of Town legal matters shall reside solely with the Subcommittee, consistent with the law.

**RESOLVED**, that Town's First Selectman shall have no authority over any of the Town's legal affairs except for those explicitly provided for in the Town Charter, or those assigned to him or approved by the Legal Affairs Subcommittee.

**RESOLVED**, that the Legal Affairs Subcommittee shall be responsible for approving all legal fees, payment of legal bills, assignments and interactions with the Town's Town Counsel and Special Counsel, if any are appointed by the Board of Selectmen.

**RESOLVED**, that nothing herein shall be deemed to diminish the power of the full Board of Selectmen to exercise its statutory powers, including the approval of agreements, and the settlement and adjustments of claims against the Town.

Dated March \_\_, 2016

---

Robert Maynard, First Selectman

---

Richard P. Pippin Jr., Deputy First Selectman

---

Jason E. Bowsza, Selectman

---

Steve Dearborn, Selectman

---

Dale A. Nelson, Selectman

## **Proposed Ordinance Establishing a Tax Incentive Program for Substantial New Investment in the Town of East Windsor**

### **Purpose**

Whereas, the State of Connecticut pursuant to Chapter 203 of the Connecticut General Statutes has authorized municipalities to grant certain tax incentives to specific types of agricultural and business enterprises, and

Whereas, the Town of East Windsor recognizes the need to provide a competitive agricultural and business climate, and

Whereas, the Economic Development Commission has recommended a tax incentive program to the Board of Selectmen, and

Whereas, the Board of Selectmen is supportive of the creation of an agricultural and business tax incentive program,

Now Therefore the Board of Selectmen hereby endorses the following policy by resolution and refers this proposed Ordinance to a Special Town meeting acting as the legislative body of the Town of East Windsor and urges its adoption pursuant to CGS 12-65b and CGS 12-81m.

### **Part One. Pursuant to CGS 12-81m Agricultural Investment Incentives**

#### **Agricultural business enterprises eligible for consideration:**

- Dairy farm,
- Fruit orchard,
- Vegetable farm,
- Nursery farm,
- Farms employing nontraditional farming methods , including, but not limited to hydroponic farming,
- Tobacco farms

The Town may by an affirmative vote of the Board of Selectmen and Board of Finance, enter into a written agreement to abate up to 50 percent of the real property taxes for a period up to 2 years on new improvements that cost not less than *five hundred thousand dollars*.

**Part Two      Pursuant to CGS 12-65b   Certain non-agricultural enterprises tax incentives for Investments**

**Property Uses eligible for consideration:**

- Office uses
- Retail uses
- Permanent residential uses
- Transient residential uses limited to hotels and motels
- Manufacturing uses
- Warehouse, storage or distribution uses
- Information technology uses
- Recreational facilities
- Transportation facilities
- Mixed use developments containing one or more multifamily or single-family dwelling units and one or more commercial, public, institutional, retail, office or industrial uses consistent with CGS 8-13m
- Health system (as defined in CGS 19a-508c) uses

The Town may, by an affirmative vote of the Board of Selectmen, enter into a written agreement fixing the assessment of real property and all new improvements thereon or therein to the following extent:

- a) Up to a fifty percent reduction of increase in assessment for a period up to 2 years provided the cost of new improvements is *not less than five hundred thousand dollars*,
- b) Up to a fifty percent reduction of increase in assessment for a period up to 7 years provided the cost of new improvements is *not less than three million dollars*

**Part Three      Review Criteria**

In reviewing proposed agreements for tax incentives under Part One and Part Two the Board of Selectmen may consider the overall impact of the proposed project on the Town and the residents of the Town including but not limited to the increase in job opportunities and potential growth in the Grand List.

**Part Four      Termination Provision**

The Town may include in any agreement fixing the assessment or any agreement abating taxes a termination provision that provides for the termination of the agreement if any provision of the agreement is not met.

**Part Five      Sole Discretion of Board of Selectmen**

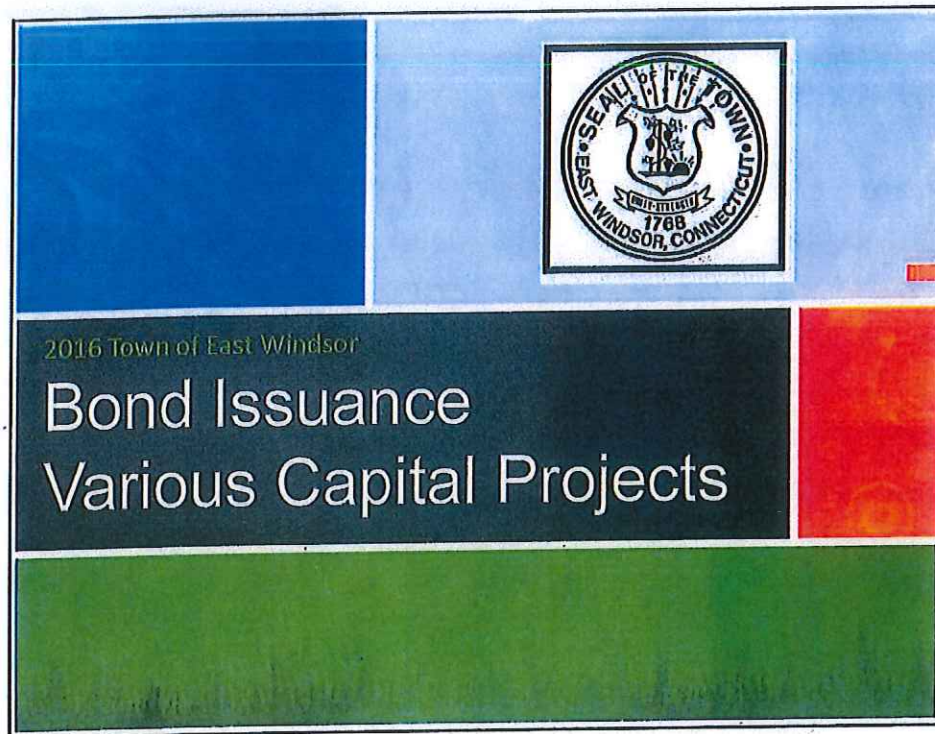
Nothing in this policy shall require the Town of East Windsor to enter into a tax incentive agreement. The final decision to enter into a tax incentive agreement is at the sole discretion of the Board of Selectmen.


**Part Six      Administration of Tax Incentive Policy**

The First Selectman or his/her designee shall be responsible for developing an application and review package. Once approved by the Board of Selectmen, a Tax Incentive Agreement will be administered by the Assessor.

Attachment B Pg 4


Market Value	Assessed Value	Year after Certificate of Occupancy	Percent of Assessment	Reduced Assessment	Tax (Assessment x .03031) (Mill Rate 30.31)	Abatement \$212,170 -Tax
\$10,000,000	\$7,000,000	1	0.60	\$4,200,000	\$127,302	\$84,868
\$10,000,000	\$7,000,000	2	0.68	\$4,760,000	\$144,276	\$67,894
\$10,000,000	\$7,000,000	3	0.76	\$5,320,000	\$161,249	\$50,921
\$10,000,000	\$7,000,000	4	0.84	\$5,880,000	\$178,223	\$33,947
\$10,000,000	\$7,000,000	5	0.92	\$6,440,000	\$195,196	\$16,974
\$10,000,000	\$7,000,000	6	1.00	\$7,000,000	\$212,170	\$0
\$10,000,000	\$7,000,000	7	1.00	\$7,000,000	\$212,170	\$0
					Total Abatement	\$254,604





## Middle School Roof

\$2,617,465 less 58% anticipated funding from the state



### Middle School Roof facts:



- Current roof is 28 years old
- 80,907 square feet
- Roof system shrinking and beginning to pull from metal edge
- Vertical seams of joints- some split and open- some separating
- Plies of roof system no longer fully adhered
- Cracks and splits leave building vulnerable to water penetration
- Replacement roof life expectancy: 40 years




**State Reimbursement**


**Total cost to replace roof: \$ 2,617,465**

**Estimated State reimbursement: 58%**

**Estimated cost to Town taxpayers: \$ 1,518,129**




Estimated debt service payment per year:  
Less than \$50,000 per year





**Broad Brook Dam**

\$539,000



*Should have let me build it!*

- Spillway flashboard in poor and failing conditions.
- Replacement will provide additional flow capacity in keeping with new guidelines related to high intensity storms
- Gate will be replaced
- Unused outlets cleaned and filled



*The DPW will continue to apply for State grants to offset costs.*



## Pavement Management

\$2,078,465 





**IT'S TIME TO FIX OUR ROADS**

The bond issue is not limited by this list: the DPW will work in conjunction with the Pavement Management Plan and Town Officials to determine which roads to work on first.

**ROADS THAT NEED IMPROVEMENT:**

South Water Street  
Joseph Farms Road  
Tree Top Lane  
Simone Drive  
Church Street  
Pierce Lane  
Mill Pond Road  
Azalea Court  
Helena Drive  
Elaine Drive  
Welles Road  
Bridle Path  
Wapping Road  
School Street

**Deferred maintenance creates a large future cost.**

"It makes good fiscal sense to spend the relatively small amount of funds to extend the lives of the large number of streets in need of preservation."



Despite the best efforts of the Highway Department, there simply isn't enough being invested in East Windsor's roads to maintain the overall conditions.

Varasse Hanger Brustin, Inc.  
Pavement Management Update 8/10/2012



### The Tax Impact:

The mill rate will not increase with this bond issuance.

\$5,475,000 total

### What We Owe

- » Current debt service will decrease significantly in March 2016
- » We will pay off forty-year Clean Water Loan that cost the town over \$600,000 per year

		Bonded Debt-Principal and Interest Payments			
		6/30/16	6/30/17	6/30/18	6/30/19
Current Payments					
Bond	\$	741,872.03	\$ 258,203.24	\$ 365,054.53	\$ 371,018.53
Interest	\$	136,019.17	\$ 123,941.67	\$ 111,528.47	\$ 97,264.47
Subtotal	\$	877,891.20	\$ 382,144.91	\$ 476,583.00	\$ 468,283.00
Bonds Authorized - Issued by June 30, 2015					
North Road Phase II	\$	59,610.00	\$ 59,610.00	\$ 59,610.00	\$ 59,610.00
Future Estimated Projects					
Modular Project (Ten Year Note)	\$	200,000.00	\$ 212,850.00	\$ 209,200.00	\$ 205,550.00
School Roof and Roads	\$		\$ 450,000.00	\$ 450,000.00	\$ 450,000.00
	\$	1,137,501.20	\$ 1,104,604.91	\$ 1,195,393.00	\$ 1,183,443.00

additional payments we can absorb with no impact on mill rate

Attachment D  
Pg 1

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
RESOLUTION**

RE: Appropriation and Bond Authorization of \$2,740,000 for the Middle School Roof Replacement project.

At a meeting of the Board of Selectmen held on March 15, 2016, on a motion by Board Member PIPPIN and seconded by Board Member DEARBORN, the following resolutions were adopted:

**RESOLVED**, that the Board of Selectmen of the Town of East Windsor hereby approves and recommends to the Board of Finance that:

(i) the sum of \$2,740,000 be appropriated for the cost to replace the Middle School roof including the cost of materials and labor and all alterations, repairs and improvements in connection therewith, as well as engineering, architectural and temporary and permanent financing costs (the "Project"), and to meet said appropriation and in lieu of a tax therefor, bonds of the Town be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Town Charter or any other provision of law thereto enabling, in the amount of \$2,740,000 or so much thereof as may be necessary after deducting grants or other sources of funds available therefor; and

(ii) that the First Selectman and the Town Treasurer be authorized to issue and sell temporary notes of the Town not to exceed \$2,740,000 in anticipation of the receipt of the proceeds from the sale of such bonds and to determine the amount, date, date of maturity, interest rate, form and other details of such notes or bonds, pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Town Charter or any other provision of law thereto enabling, provided that the proceeds from the sale of such notes shall be used for said purpose; and

(iii) that the First Selectman and the Town Treasurer shall sign the bonds or notes by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes; and

(iv) that the First Selectman is authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes. If the bonds or notes authorized by this resolution are issued on a tax-exempt basis, the First Selectman and the Town Treasurer are authorized to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes, including covenants to pay rebates of investment earnings to the United States in future years. If the bonds are issued on a taxable basis, it is hereby determined that the Project is in the public interest.

**BE IT FURTHER RESOLVED**, that the Town reasonably expects to incur expenditures (the "Expenditures") in connection with the capital project for which a general functional description is provided above. The Town reasonably expects to reimburse itself for the cost of the Expenditures with the proceeds of general obligation bonds and notes of the Town described above. The maximum principal amount of such debt (both bonds and notes) is not expected to exceed \$2,740,000. This declaration of official intent is a declaration of official intent made pursuant to Treasury Regulation Section 1.150-2.

**BE IT FURTHER RESOLVED**, that should the Board of Finance approve the appropriation recommended above for the Middle School Roof Replacement Project, a Special Town Meeting is hereby called to be held on April 27, 2016 at 7:30, p.m. at Town Hall, 11 Rye Street, Broad Brook, Connecticut (the "Town Meeting"), to consider the resolution recommended and approved by the Board of Selectmen at its meeting held on March 15, 2016, and the Board of Finance on March 17, 2016, to appropriate \$2,740,000 and authorize bonds and notes to fund such appropriation for the Project.

**BE IT FURTHER RESOLVED**, that the Board of Selectmen, pursuant to Section 7-7 of the Connecticut General Statutes, as amended, and the Charter of the Town hereby removes the item described above on the call of the Town Meeting for submission to the voters for vote by voting machine by the voters entitled to vote at the Town Meeting on May 10, 2016 during the hours from twelve o'clock p.m. and eight o'clock p.m. (unless contrary determination by the electors at the Town Meeting) such referendum to be held at the Town's two polling places under the following heading:

Shall the Town of East Windsor appropriate \$2,740,000 for the costs of the Middle School Roof Replacement Project including costs for material and labor, and all alterations, repairs and improvements in connection therewith, as well as engineering, architectural and temporary and permanent financing, and authorize the issuance of bonds and notes in the amount of \$2,740,000 to finance such appropriation.

The moderator of the Town Meeting shall adjourn such meeting after reasonable discussion of such item and conclusion of such other business as may properly come before the Town Meeting and order such vote by voting machine in accordance with this resolution, Section 7-7 of the Connecticut General Statutes and the Town Charter.

**BE IT FURTHER RESOLVED**, that the voters at the Town Meeting shall determine whether the polls shall be open at six o'clock a.m. to conduct the referendum on May 10, 2016 and this resolution is hereby added to the agenda of the Town Meeting to be held on April 27, 2016.

**BE IT FURTHER RESOLVED**, that the Board of Selectmen authorizes the Town Clerk to prepare and print a concise explanatory text of the question to be submitted to the voters at referendum on May 10, 2016 concerning the Project specifying the intent and purpose of the Project in accordance with Section 9-369b of the Connecticut General Statutes.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
RESOLUTION**

RE: Appropriation and Bond Authorization of \$2,740,000 for the Various Public Improvement Projects.

At a meeting of the Board of Selectmen held on March 15, 2016, on a motion by Board Member NELSON and seconded by Board Member DEARBORN, the following resolutions were adopted:

**RESOLVED**, that the Board of Selectmen of the Town of East Windsor hereby approves and recommends to the Board of Finance that:

(i) the sum of \$2,740,000 be appropriated for the cost of Various Public Improvement Projects including i) the repair of the Broad Brook Pond Dam including, but not limited to, the cost of materials, construction and reconstruction, site restoration, permitting and inspection, and ii) the repair and reconstruction of various roads in the Town of East Windsor including, but not limited to, the costs for materials and site restoration, milling and paving, demolition and disposal costs, and all alterations, repairs and improvements in connection therewith, as well as engineering, architectural and temporary and permanent financing costs (collectively the "Project"), and to meet said appropriation and in lieu of a tax therefor, bonds of the Town be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Town Charter or any other provision of law thereto enabling, in the amount of \$2,740,000 or so much thereof as may be necessary after deducting grants or other sources of funds available therefor; and

(ii) that the First Selectman and the Town Treasurer be authorized to issue and sell temporary notes of the Town not to exceed \$2,740,000 in anticipation of the receipt of the proceeds from the sale of such bonds and to determine the amount, date, date of maturity, interest rate, form and other details of such notes or bonds, pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Town Charter or any other provision of law thereto enabling, provided that the proceeds from the sale of such notes shall be used for said purpose; and

(iii) that the First Selectman and the Town Treasurer shall sign the bonds or notes by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes; and

(iv) that the First Selectman is authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes. If the bonds or notes authorized by this resolution are issued on a tax-exempt basis, the First Selectman and the Town Treasurer are authorized to bind the Town pursuant to such representations and covenants as they deem



necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes, including covenants to pay rebates of investment earnings to the United States in future years. If the bonds are issued on a taxable basis, it is hereby determined that the Project is in the public interest.

**BE IT FURTHER RESOLVED**, that the Town reasonably expects to incur expenditures (the "Expenditures") in connection with the capital projects for which a general functional description is described above. The Town reasonably expects to reimburse itself for the cost of the Expenditures with the proceeds of general obligation bonds and notes of the Town described above. The maximum principal amount of such debt (both bonds and notes) is not expected to exceed \$2,740,000. This declaration of official intent is a declaration of official intent made pursuant to Treasury Regulation Section 1.150-2.

**BE IT FURTHER RESOLVED**, that should the Board of Finance approve the appropriation recommended above for the Project, a Special Town Meeting is hereby called to be held on April 27, 2016 at 7:30, p.m. at Town Hall, 11 Rye Street, Broad Brook, Connecticut (the "Town Meeting"), to consider the resolution recommended and approved by the Board of Selectmen at its meeting held on March 15, 2016, and the Board of Finance on March 17, 2016, to appropriate \$2,740,000 and authorize bonds and notes to fund such appropriation for the Project.

**BE IT FURTHER RESOLVED**, that the Board of Selectmen, pursuant to Section 7-7 of the Connecticut General Statutes, as amended, and the Charter of the Town hereby removes the item described above on the call of the Town Meeting for submission to the voters for vote by voting machine by the voters entitled to vote at the Town Meeting on May 10, 2016 during the hours from twelve o'clock p.m. and eight o'clock p.m. (unless contrary determination by the electors at the Town Meeting) such referendum to be held at the Town's two polling places under the following heading:

Shall the Town of East Windsor (the "Town") appropriate \$2,740,000 for the costs of Various Public Improvements Projects including the i) repair of the Broad Brook Pond Dam including, but not limited to the costs of materials, construction and reconstruction and ii) repair and reconstruction of various roads in the Town and all alterations, repairs and improvements in connection therewith, as well as engineering, architectural and temporary and permanent financing costs, and authorize the issuance of bonds and notes in the amount of \$2,740,000 to finance such appropriation.

The moderator of the Town Meeting shall adjourn such meeting after reasonable discussion of such item and conclusion of such other business as may properly come before the Town Meeting and order such vote by voting machine in accordance with this resolution, Section 7-7 of the Connecticut General Statutes and the Town Charter.



**BE IT FURTHER RESOLVED**, that the voters at the Town Meeting shall determine whether the polls shall be open at six o'clock a.m. to conduct the referendum on May 10, 2016 and this resolution is hereby added to the agenda of the Town Meeting to be held on April 27, 2016.

**BE IT FURTHER RESOLVED**, that the Board of Selectmen authorizes the Town Clerk to prepare and print a concise explanatory text of the question to be submitted to the voters at referendum on May 10, 2016 concerning the Project specifying the intent and purpose of the Project in accordance with Section 9-369b of the Connecticut General Statutes.

CERTIFIED RESOLUTION OF APPLICANT

SMALL CITIES PROGRAM

Certified a true copy of a resolution adopted by the Town of East Windsor at a meeting of its Board of Selectmen on March 15, 2016 and which has not been rescinded or modified in any way whatsoever.

\_\_\_\_\_  
(Clerk)

\_\_\_\_\_  
(Date)

(Seal)

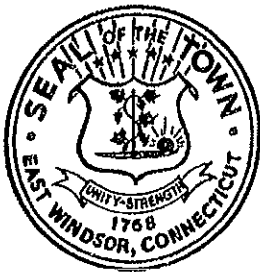
WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 - 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of East Windsor make application to the State for \$800,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Selectmen;

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of East Windsor in an amount not to exceed \$800,000 is hereby approved, and that the First Selectman is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of East Windsor.



Attachment F

## TOWN OF EAST WINDSOR

### FAIR HOUSING RESOLUTION TOWN OF EAST WINDSOR

- Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and
- Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas, The Town of East Windsor is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

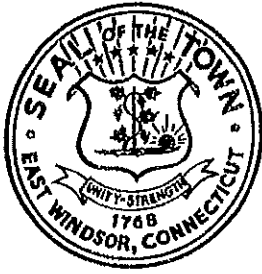
**NOW THEREFORE, BE IT RESOVED,** That the Town of East Windsor hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

**BE IT FURTHER RESOLVED,** That the chief executive officer of the Town of East Windsor or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of East Windsor and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the **Town of East Windsor** on March 15, 2016.

\_\_\_\_\_  
Robert Maynard, First Selectman

\_\_\_\_\_  
Date



Attachment 6

## TOWN OF EAST WINDSOR

### Fair Housing Policy Statement

It is the policy of the Town of East Windsor to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the Town of East Windsor must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of East Windsor or any of sub-recipient of the Town of East Windsor will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of East Windsor.

The municipality's First Selectman's Office is responsible for the enforcement and implementation of this policy. Robert Maynard, First Selectman may be reached at 860-623-8122 or rmaynard@eastwindsorct.com.

Complaints pertaining to discrimination in any program funded or administered by the Town of East Windsor, may be filed with Robert Maynard, First Selectman. The municipality's Grievance Procedure will be utilized in these cases.

Complaints may also be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all Town of East Windsor employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of East Windsor.

Revised March 15, 2016

Robert Maynard, First Selectman

Date

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting Robert Maynard, Town of East Windsor, 11 Rye Street, Broad Brook, CT. 06016, 860-623-8122.



# TOWN OF EAST WINDSOR

Attachment

H

## AFFIRMATIVE ACTION POLICY STATEMENT

As First Selectman of the Town of East Windsor, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of East Windsor's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, I further state that this Town of East Windsor will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the Town of East Windsor will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town of East Windsor will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town of East Windsor to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of East Windsor will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64). Discrimination against Criminal Offenders (46a-80). Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51 (1), definition of Physically Disabled (46a-51 (15), definition of Mentally Retarded (46a-51 (13), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Town of East Windsor employees and will also be posted throughout the Town of East Windsor. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Town of East Windsor will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Jennifer R. Browne, Administrative Assistant to the First Selectman, 860-623-8122, [jbrowne@eastwindsorct.com](mailto:jbrowne@eastwindsorct.com).

---

Robert Maynard, First Selectman

---

Date

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE FROM THE ADA-504 COORDINATOR BY CALLING 860-623-8122.



Attachment I

## TOWN OF EAST WINDSOR

Town of East Windsor

### Compliance with Title VI of the Civil Rights Act of 1964

The Town of East Windsor does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of East Windsor seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town of East Windsor's Fair Housing Plan and is fully implemented to ensure compliance by the Town of East Windsor, as the recipient, and by sub-recipients. The cooperation of all personnel is required.

\_\_\_\_\_  
Robert Maynard, First Selectman

\_\_\_\_\_  
Date

## Selectmen's Report - March 15, 2016

On March 9, I had the opportunity to attend the Police Commission meeting and to congratulate Sargent Derek Leab on his promotion. It was wonderful to be able to recognize one of our up-and-coming leaders in law-enforcement.

On March 11 the residents at Parkhill and the East Windsor Housing Authority held a meet and greet for members of the Board of Selectmen and residents of Parkhill to celebrate the transfer of the seven acres of property to Parkhill. On Monday night, March 14, many of those same residents came out to a public hearing in support of a Small Cities Block Grant application request to be submitted to the state of Connecticut for federal housing assistance. I commend those residents for taking an active part in their government and advocating for their community.

On Sunday, March 13, I attended the North Central Connecticut Chamber of Commerce home show on behalf of Abby's Helping Hands. Upon arriving, I learned that the Town was also doing a booth. If I had known that the Town was going to be represented there, I would have made arrangements to help staff the booth and answer questions.

Tomorrow night, March 16, the planning and zoning commission will hold a public hearing and workshop concerning the Warehouse Point Village redevelopment study associated with the Plan of Conservation and Development. It will be at 6:30 PM at St. John's Episcopal Church in warehouse point. The event is open to the public, and anyone interested is encouraged to participate.

On Saturday, April 2, the East Windsor Agriculture Committee will hold a farmers coffee at 9 AM at the Melrose school. This is a great opportunity to network with area farmers, hear about what's growing on in East Windsor, and support local agriculture.

Congratulations to the East Windsor boys basketball team on their great season. They made it all the way to the state semi-final game.