

**BOARD OF SELECTMEN
TOWN OF EAST WINDSOR
11 RYE STREET
EAST WINDSOR, CONNECTICUT**

MINUTES OF SPECIAL MEETING & BUDGET WORKSHOP

Thursday, February 16, 2017 at 6:00 p.m.

1. CALL TO ORDER

First Selectman Robert Maynard called the meeting to Order at 6:03 p.m., at the East Windsor Housing Authority, 1A Park Hill Road, Broad Brook, Connecticut.

2. ATTENDANCE

Robert Maynard, First Selectman
Richard P. Pippin, Jr., Deputy First Selectman
Jason E. Bowsza, Selectman
Dale Nelson, Selectwoman
Steve Dearborn, Selectman

3. PUBLIC PARTICIPATION

NONE

4. NEW BUSINESS

A. Presentations:

410900 – Tax Collector

The Tax Collector was not present due to illness. After reviewing the budget submitted by the Tax Collector and a brief discussion the Board decided not to make any changes, at this time, to the submitted budget

MOTION made by (Nelson) and SECONDED by (Pippin) to accept the Tax Collector's budget as submitted with no changes at this time.

In Favor: J. Bowsza, D. Nelson, S. Dearborn and R. Pippin Opposed: None Motion: PASSED

410500 – Treasurer

After reviewing the budget submitted by the Treasurer and a brief discussion the Board decided not to make any changes, at this time, to the submitted budget with the exception of a small typo.

MOTION made by (Nelson) and SECONDED by (Pippin) to accept the Treasurer's budget as submitted with the change of mileage reimbursement from \$ 0.575 a mile to \$ 0.53 a mile.

In Favor: J. Bowsza, D. Nelson, S. Dearborn and R. Pippin Opposed: None Motion: PASSED

410300 – Town Clerk

After reviewing the budget submitted by the Town Clerk Selectwoman Nelson felt that overtime should not be budgeted for. She felt that \$300 was too high of a number and felt it should be left at \$10 to keep the line open. After a brief discussion the Board decided not to make any other changes to the submitted budget.

MOTION made by (Nelson) and SECONDED by (Bowsza) to accept the Town Clerk's budget as submitted with the change of the Salary Overtime line from \$300 back to \$10 to keep the line open.

In Favor: J. Bowsza, D. Nelson, and S. Dearborn Opposed: R. Pippin Motion: PASSED

Selectman Pippin felt the Salary Overtime line should have \$100 not \$10.

Social Services:

411700 – Human Services

After reviewing the budget submitted for Human Services and a brief discussion about Salaries and Longevity it was decided that 411700 – Human Services budget needed to be revisited at a later date. Although Salaries and Longevity has a contractual increase the Selectmen felt the numbers were incorrect and needed to be checked.

710100 – Senior Center

After reviewing the submitted budget for the Senior Center and a brief discussion which included some clarifications on appliance repairs, annual hood cleaning (which needs to be done every year), and trip leader food it was decided that 710100 – Senior Center budget needed to be revisited. The Selectmen again thought the Salaries were not correct (too high).

410700 – Assessor

After reviewing the submitted budget for the Assessor and a brief discussion it was decided that the 410700 – Assessor’s budget needed to be revisited. Salaries were again the issue (too low this time). The Board also felt that Overtime should remain at \$10 from the requested \$2,200 to keep the line open.

MOTION made by (Nelson) and SECONDED by (Bowsza) to change the Assessor’s budget Salary Overtime line from \$2,200 back to \$10 to keep the line open.

In Favor: J. Bowsza, D. Nelson, R. Pippin and S. Dearborn Opposed: None Motion: PASSED

810400 – Board of Assessment Appeals

After reviewing the submitted budget for the Board of Assessment Appeals and a very brief discussion the Board decided not to make any changes, at this time, to the submitted budget.

MOTION made by (Nelson) and SECONDED by (Pippin) to accept the Board of Assessment Appeal’s budget as submitted with no changes, at this time.

In Favor: J. Bowsza, D. Nelson, S. Dearborn and R. Pippin Opposed: None Motion: PASSED

811600 – Veterans Commission

After reviewing the submitted budget for the Veterans Commission it was decided to add and reduce the Recording Secretary line from \$1,200 to \$960.

MOTION made by (Pippin) and SECONDED by (Bowsza) to add the Recording Secretary line to the Veterans Commission budget and to reduce it from \$1,200 to \$960.

In Favor: J. Bowsza, D. Nelson, S. Dearborn and R. Pippin Opposed: None Motion: PASSED

710200 – Parks and Recreation

After a very nice slide show and power point presentation and reviewing the submitted budget from Parks and Recreation and a brief discussion the Board decided not to make any changes, at this time, to the submitted budget. To see the power point presentation it is hereto attached as Attachment A (7 pages).

MOTION made by (Nelson) and SECONDED by (Pippin) to accept Parks and Recreation’s budget as submitted with no changes, at this time.

In Favor: J. Bowsza, D. Nelson, S. Dearborn and R. Pippin Opposed: None Motion: PASSED

Selectman Bowsza asked Assistant Treasurer, Gayle Carolus, to rerun all of the salary lines to make sure they are all correct.

B. Discussion and Approval of Supplemental Appropriation for Senior Center Bus:

The Senior Center is asking for a supplemental appropriation of \$13,600 which is twenty percent (20%) of the cost of a new 20 passenger vehicle. The remaining eighty percent (80%) will be funded through a Grant. This vehicle will replace the oldest vehicle in their fleet (2005 vehicle with 109,410 miles on it) and would get them back on a 5 year or 100,000 mile vehicle rotation, which is recommended. Everything needs to be done very quickly because there is a March 24, 2017 deadline and many things need to be completed for the Grant. To read the proposal it is hereto attached as Attachment B (1 page). After some discussion it is being push to the next Board of Selectmen's meeting on Tuesday, February 21, 2017, where it will be put on the Agenda.

C. Discussion of Scheduling an Additional Day for Budget Presentations:

After a quick discussion it was decided to add Thursday, March 2, 2017 at 6:00 p.m., location TBD for more budget presentations if needed.

D. Sale of Town Property:

This was postponed to the Tuesday, February 21, 2017 meeting.

E. Governor Malloy's Proposed FY18 State Budget Impact:

First Selectman Maynard handed out some papers pertaining to the Governor's proposed FY18 State Budget Impact. To see these handouts it is hereto attached as Attachment C (2 pages). After reviewing the handouts and a discussion it was decided that it will ultimately fall on the Board of Finance to address this issue.

5. PUBLIC PARTICIPATION (Another opportunity for the public to make comments)

NONE

6. EXECUTIVE SESSION

MOTION made by (Nelson) and SECONDED by (Bowsza) that the Board of Selectmen enter into Executive Session at 8:35 p.m. pursuant to C.G.S. Section 1-200 (6)(A), (E), and 1-210 subsection (b-1) negotiations.

In Favor: J. Bowsza, D. Nelson, S. Dearborn and R. Pippin Opposed: None Motion: PASSED

Board of Selectmen
Special Meeting & Budget Workshop
2/16/17

The Board came out of Executive Session at 9:25 p.m.

MOTION made (Dearborn) and SECONDED (Nelson) to include Len Norton on the DPW Negotiations Team.

In Favor: D. Nelson, S. Dearborn and R. Maynard Opposed: J. Bowsza and R. Pippin

Motion: PASSED

7. ADJOURNMENT

MOTION made by (Pippin) and SECONDED by (Dearborn) to adjourn the meeting at 9:30 p.m.

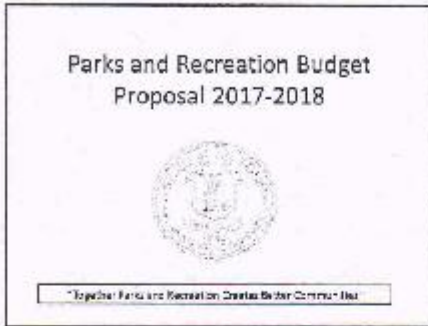
In Favor: J. Bowsza, D. Nelson, S. Dearborn and R. Pippin Opposed: None Motion: PASSED

Respectfully Submitted,

Rebecca D'Amicol, Recording Secretary

2016-2017

2/16/2017



ACTIVITIES, FUNCTIONS AND RESPONSIBILITIES:

- Administer programs and events for the residents of East Windsor and surrounding communities.
- Facilitate the usage of town parks and fields and manage the usage of town owned parks and facilities.
- Search for and secure grant funding as means of support for upgrades to parks, programs and facilities.
- Work in conjunction with other town departments and agencies to offer safe and quality life long leisure experiences.
- Serve as a liaison to the youth sport organizations, Hunger Action Team, ERASE grant administrator and other various groups in town.

ACCOMPLISHMENTS 2016/2017:

- Secured funding for water quality upgrades to swimming area at East Windsor Park
- Hired a Full Time Recreation/Youth Coordinator to focus on aquatics and youth programming
- Secured funding for ADA compliant bathrooms at Osborn Field
- Secured funding and working on implementation of a Power Pack Food Backpack program in conjunction with Hunger Action Team and BOE
- Recreation of the East Windsor Wellness Coalition

Questions: Melissa Maltese
860-627-6662
Mmaltese@eastwindsorct.com

Attachment A
 page 2

2016-2017

2/15/2017

GOALS AND PRIORITIES 2017/2018:

- Post signage upgrade project to include address numbering of all Town Park Properties
- Revamp the aquatics program currently in place to meet all American Red Cross charges
- Developing new logo and brand to encourage Healthy lifestyles and choices to make East Windsor a recognized Healthy community
- Promote the Local Prevention Council and Wellness Coalition in conjunction with other town departments and agencies
- Create a town wide mailing with town agencies, services and libraries
- Secure funding for the implementation of a Splash Pad

Budget Request Numbers

YEAR	2016	2017	2018
ADMINISTRATIVE	1,200,000	1,200,000	1,200,000
COMMITMENTS	1,200,000	1,200,000	1,200,000
DEPARTMENTAL	1,200,000	1,200,000	1,200,000
FINANCIAL	1,200,000	1,200,000	1,200,000
GENERAL FUND	1,200,000	1,200,000	1,200,000
GRANTS	1,200,000	1,200,000	1,200,000
INVESTMENT	1,200,000	1,200,000	1,200,000
RESERVE	1,200,000	1,200,000	1,200,000
TOTAL BUDGET	12,000,000	12,000,000	12,000,000

**Salaries
 74% of the total budget**

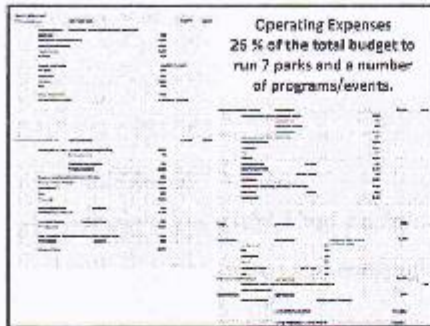
POSITION	2016	2017	2018
SELECTMEN	100,000	100,000	100,000
MANAGER	100,000	100,000	100,000
DEPARTMENT HEADS	100,000	100,000	100,000
OTHER STAFF	100,000	100,000	100,000
TOTAL SALARIES	400,000	400,000	400,000

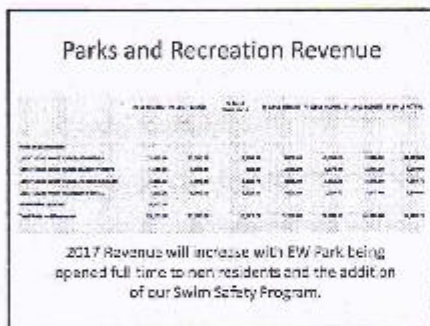
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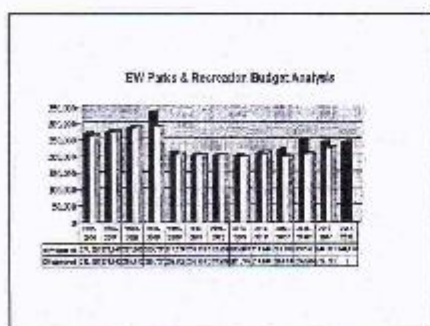
Attachment A
 page 3

2016-2017

2/16/2017



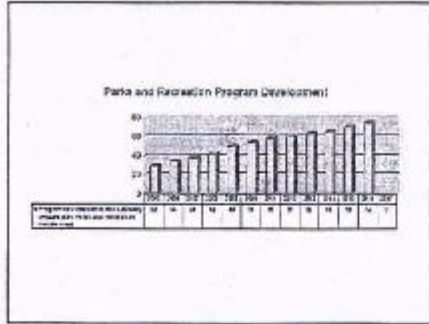




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2016-2017

2/16/2017





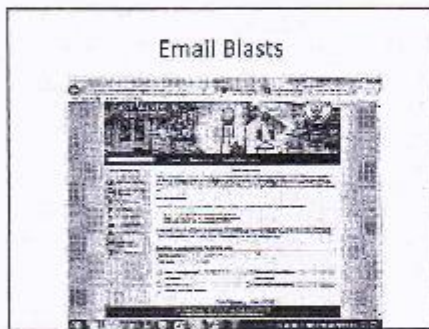


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2016-2017

2/16/2017







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Attachment A
page 6

2016-2017

2/16/2017

**POWER PACKS with the
East Windsor Hunger Action Team**




Weekend early pick-up program that allows for
Group Order Delivery students to bring home a
load for the weekend. No pickup is required so
very convenient for them. Available for
this program which will occur on March 1st
and in cooperation with Hunger Action Team.

**EAST WINDSOR
WELLNESS COALITION
&
LOCAL PREVENTION
COUNCIL**

Join the Wellness Coalition
TO SAVE!

Got Drugs?
Must be a prescription drug (not over-the-counter)
Family and Friends
With a Prescription of someone involved in a
crash or accident
Get them out of your house
Get them into the hospital
Get them out of the hospital
Get them out of the hospital

- Administer ERASE Grant
- East of the River Action for Substance Abuse Elimination
- Hosted Opioid Information Forum
- Send students to RWMS Conferences
- Hosted Community, Coffee and Conversation Series
- Secured funding to get a
- Prescription Take Back Box at No cost



**Wellness and Local Prevention Council
is now on Facebook!**



Questions: Melissa Maltese
860-627-6662
Mmaltese@eastwindsorct.com

Department of Transportation 5310 Grant

We are invited to apply for this grant every year, and every year we do. We have been granted almost every year, but have not accepted the grant after it was approved since 2011. This is in large part the reason that we have not been chosen for the grant in the past year.

It would be in the town's best interest to establish a replacement schedule. We should plan to take advantage of the grant program which would allow us to purchase a new vehicle at only 20% of the cost. Vehicles should be taken off the road at five years and/or 100,000 miles. The cost to replace our vehicles would be recouped and the town would end up being able to fund the replacements. The old vehicles would be either traded in or auctioned thus funding the portion of cost to the town.

It has been recommended to replace our current fleet with 20 passenger vehicles. The cost difference for the purchase of a 20 passenger over a 12 passenger is approximately 3,000. There is no noticeable difference in cost to operate and maintain the two vehicles.

This past year the town approved a proposal to fully fund the replacement of our oldest vehicle after not having received the grant. This vehicle has been ordered and will be delivered in the spring of 2017. If we apply for the grant now and receive it, we would be able to order another vehicle this fall and receive it next spring, 2018. The cost to us would be approximately \$13,600 for a new vehicle.

Our current fleet is old and beyond the recommended number of years that a bus is should on the road. Our vehicles are off the road and in the garage often for repairs. We will be taking our oldest vehicle off of the road when we receive our replacement vehicle.

Our fleet:

2005	20 passenger	109,410 miles
2007	12 passenger	93,502 miles
2011	12 passenger	52,422 miles
2012	20 passenger	43,673 miles

*Please note that by the time we receive a grant, order a bus and receive it, each bus will have an additional 10,000 miles on it.

Attachment C
 page 1

Robert Maynard

From: GEORGE RAFAEL <GRAFAEL@CCM-CT.ORG>
Sent: Wednesday, February 08, 2017 1:12 PM
To: Robert Maynard
Subject: Governor's Proposed FY 18 State Budget

February 8, 2017

Governor's Proposed FY 18 State Budget Impact on: East Windsor

On February 8, 2017, the Governor proposed his state budget for FY 18. Below are grant estimates for East Windsor for certain key programs. Please see important notes at the end of the table.

More details on the FY 18 state budget and other legislation impacting municipal finance will be provided in the coming days. Updates will be available at www.ccm-ct.org.

Grant:	Current Year FY 17	Gov. Proposed FY 18	Gov. Proposed FY 18 v. FY 17	
	(\$)	(\$)	(\$)	(%)
Adult Education	16,217	15,604	- 613	- 3.8%
ECS Grant	5,669,122	3,194,083	-2,475,039	-43.7%
LoCIP	0	143,619	143,619	
Pecquot-Mohegan Grant	45,593	45,500	- 93	- 0.2%
PILOT: Colleges & Hospitals	0	0	0	
PILOT: State-Owned Property	57,816	71,522	13,706	23.7%
Town Aid Road	267,266	267,266	0	0.0%
Grants for Municipal Projects	295,024	0	-295,024	-100.0%
MRSF Select PILOT	0	0	0	
MRSF Revenue Sharing	232,457	334,616	102,159	43.9%
MRSF Motor Vehicle	0	0	0	
Special Education (see note below)	0	1,928,357	1,928,357	
Teachers' Retirement Contribution (see note below)	0	-1,052,181	-1,052,181	
Hospital Property Tax (see note below)	0	0	0	
Total	6,583,495	4,948,386	-1,635,110	-24.8%

Notes

- Special Education is a new grant that incorporates the Excess Cost-Student Based funding.
- Teachers' Retirement Contribution is the municipality's contribution to funding the TRB system.
- Hospital Property Tax is revenue municipality will generate from a property tax collected on real hospital property.
- Please understand that we are still reviewing the budget documents to see exactly how these new items will be administered. We will provide full details very soon.

If you have any questions, please contact George Rafael at grafael@ccm-ct.org or 203-498-3063.

State Representative Carol Hall -

East Windsor

	FY 17	FY 18	FY 19	'18-'17	'19-'17
PILOT - State-Owned Property	\$97,816	\$71,622	\$71,622	\$15,705	\$15,706
PILOT - Colleges and Hospitals	\$0	\$0	\$0	\$0	\$0
Mohagan/Pequot Fund	\$45,953	\$45,930	\$45,918	(\$13)	(\$33)
Town Aid Road	\$287,268	\$287,268	\$287,268	\$0	\$0
Local Capital Improvement	\$0	\$145,619	\$51,394	\$140,619	\$91,364
Education Cost Sharing	\$5,369,122	\$2,194,083	\$3,194,063	(\$2,875,039)	(\$2,875,039)
Special Education *	\$393,836	\$1,028,357	\$1,028,367	\$1,034,722	\$1,624,722
Adult Education	\$18,217	\$16,834	\$16,804	(\$813)	(\$813)
Grants for Municipal Projects	\$285,694	\$0	\$0	(\$285,694)	(\$285,694)
MRSF - Muni Revenue Sharing	\$237,467	\$334,616	\$334,616	\$102,149	\$102,148
MRSF - Additional PILOT	\$0	\$0	\$0	\$0	\$0
MRSF - Car Tax Cap	\$0	\$0	\$0	\$0	\$0
Loss Relieft Teacher Pensions	\$0	(\$1,052,181)	(\$1,068,377)	(\$1,052,181)	(\$1,068,377)
Local Hospital Tax Revenue	\$0	\$0	\$0	\$0	\$0
Total State Aid	\$6,887,130	\$4,940,386	\$4,961,865	(\$1,836,745)	(\$2,025,196)

* Due to volatility in Special Education Excess Cost funding, the amount included for FY 17 is a five-year average of Excess Cost funding between 2012 and 2016 for each town. The actual amount for FY 17 is unknown and not predictable.

Enfield

	FY 17	FY 18	FY 19	'18-'17	'19-'17
PILOT - State-Owned Property	\$1,044,834	\$708,567	\$708,567	(\$258,077)	(\$258,077)
PILOT - Colleges and Hospitals	\$75,375	\$0	\$0	(\$25,375)	(\$25,375)
Mohagan/Pequot Fund	\$1,559,849	\$1,342,216	\$1,342,216	(\$87,633)	(\$17,633)
Town Aid Road	\$534,033	\$534,033	\$534,033	\$0	\$0
Local Capital Improvement	\$0	\$280,162	\$375,558	\$98,162	\$375,558
Education Cost Sharing	\$20,203,910	\$23,821,834	\$23,821,834	(\$4,683,066)	(\$4,683,066)
Special Education *	\$1,373,349	\$7,717,588	\$7,717,588	\$6,344,239	\$6,344,239
Adult Education	\$98,752	\$85,917	\$86,887	(\$88)	(\$89)
Grants for Municipal Projects	\$256,875	\$0	\$0	(\$256,875)	(\$256,875)
MRSF - Muni Revenue Sharing	\$811,874	\$1,312,736	\$1,312,736	\$400,732	\$400,732
MRSF - Additional PILOT	\$0	\$0	\$0	\$0	\$0
MRSF - Car Tax Cap	\$0	\$282,424	\$282,424	\$282,424	\$282,424
Loss Relieft Teacher Pensions	\$0	(\$4,254,110)	(\$4,383,180)	(\$4,254,110)	(\$4,383,180)
Local Hospital Tax Revenue	\$0	\$88,568	\$88,568	\$88,568	\$88,568
Total State Aid	\$34,137,232	\$32,446,943	\$32,964,853	(\$1,758,316)	(\$2,073,119)

* Due to volatility in Special Education Excess Cost funding, the amount included for FY 17 is a five-year average of Excess Cost funding between 2012 and 2016 for each town. The actual amount for FY 17 is unknown and not predictable.

[Uncategorized](#)

[Hall, Kissel Applaud State Funding to Remove Springborn Dam](#)

February 15, 2017
 Posted by [mrenfow](#)

ENFIELD- State Rep. Carol Hall (R-5) and State Sen. John A. Kissel (R-7) applauded Wednesday's announcement by the State's Bond Commission to award funds through the Connecticut Department of Energy and Environmental Protection (DEEP) to provide requested funds to finance the removal and remediation of Springborn Dam in Enfield.