

# TOWN OF EAST WINDSOR BOARD OF SELECTMEN

## REGULAR MEETING

Tuesday, November 21, 2017

7:00 p.m.

Town Hall Meeting Room

11 Rye Street, Broad Brook, CT. 06016

### Meeting Minutes

\*\*\*\*\* *These Minutes are not official until approved at a subsequent meeting*\*\*\*\*\*

#### Board of Selectmen:

Robert Maynard, First Selectman

Jason Bowsza, Selectman

Steve Dearborn, Selectman

Andy Hoffman, Selectman

Charles J. Szmanski, Selectman

**ATTENDANCE:** Board of Selectmen: Robert Maynard, First Selectman; Selectman: Jason Bowsza; Steve Dearborn, Andy Hofman, and Charles J. Szymanski.

**GUESTS:** Town Staff: Assessor: Carol Madore;; Town Planner: Laurie Whitten; Department of Public Works: Len Norton, Director/Town Engineer; Joe Sauerhoefer, Operations Manager; Parks and Recreation: Melissa Maltese, Director; East Windsor Police Department: Chief Edward DeMarco, Deputy Chief Roger Hart.

Members of Boards or Commissions: Board of Finance: Jerilyn Corson, Chairman, Kathy Pippin, Sarah Muska; Historic Preservation Commission: Kirk Monstream, Chairman, Jessica Bottomley, Veteran's Commission: D. James Barton, Chairman; Police Commission: Ed Filipone, Vice Chairman; Bob Leach, Secretary; Gil Hayes; Water Pollution Control Authority: Paul Anderson, Chairman; Warehouse Point Fire Department: Jim Barton; Chief.

Public: Marie DeSousa; Bob Leach, Bill Loos; Blaine Simpkins, Sr.; Tom Talamini; Keith Yagaloff.

**Press:** No one from the press was present.

**TIME AND PLACE OF REGULAR MEETING:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

First Selectman Maynard called the Meeting to Order at 7:01 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

**PLEDGE OF ALLEGIANCE:**

Everyone present stood to recite the Pledge of Allegiance.

**AGENDA APPROVAL:**

First Selectman Maynard questioned the audience if anyone from Margaret Drive was present this evening to discuss the Zoning issue; if so he would add discussion to this agenda. No one in the audience acknowledged a request to speak regarding Margaret Drive. Selectman Bowsza requested addition of discussion of Margaret Drive to the agenda for the next meeting; he knew residents were interested in speaking but they are not present because it wasn't posted on the agenda.

First Selectman Maynard agreed to include discussion of Margaret Drive at the next Board of Selectmen (BOS) meeting.

**MOTION: To APPROVE the Agenda as posted.**

**Maynard moved/Dearborn seconded/DISCUSSION: None**

**VOTE: In Favor: Unanimous (Maynard/Bowsza/Dearborn/Hoffman/Szymanski)**

**ATTENDANCE: See page 1.**

**PARLIAMENTARY PROCEDURES:**

First Selectman Maynard explained that public participation occurs by residents requesting to speak; they must identify themselves before they speak and should be respectful presenting their comments.

**GENERAL DISCUSSION OF THE BOARD OF SELECTMEN:**

First Selectman Maynard noted the addition of this new agenda item. He cited this is a new Board; he welcomed back the returning members and welcomed the new members as well. He suggested that if the Board is to accomplish anything they need to cooperate, which requires communication – the exchange of information rather than misinformation. He suggested the Board needs to define problems before they seek to solve them; he welcomed members to feel free to ask questions.

First Selectman Maynard queried the returning and new members for comments.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

Selectman Hoffman reported that people asked him why he ran; this is the first time for him running as an elected official. He suggested he did it because he is concerned with government at all levels; it doesn't work which is too bad. It's most easily fixed in the small towns, and that's what we are. People look at things on both sides of the aisle, and they're all good people. They say things are black and white but they are never black or white, there are always some shades of grey. He hoped as an unaffiliated member of the Board that he could convince people that things are grey. That's why he's here.

First Selectman Maynard suggested that following up on that, he started as First Selectman 2 years ago and he did it because he wanted to do what he could to help East Windsor. That's what he judges things by, do I feel something is going to be good for East Windsor or not. If anyone has an idea for East Windsor, if you can convince him that it's going to help East Windsor then he's on your side. He'll listen to you but give him time to understand it.

Selectman Dearborn reported the reason he keeps running is he wants to be here; my heart and my love is for the Town of East Windsor. I want to see it grow; I want to be part of it, and I want to be up here making decisions and make this town go forward. Selectman Dearborn indicated he likes this job; he loves it.

Hearing no further requests to speak First Selectman Maynard moved on to the next agenda item.

**APPROVAL OF MEETING MINUTES/October 17, 2017 Special and Regular Meeting Minutes:**

**MOTION: To APPROVE the Minutes of the Board of Selectmen Special Meeting dated October 17, 2017 as presented.**

**Dearborn moved/Szymanski seconded/DISCUSSION: None.**

**VOTE: In Favor: Dearborn/Bowsza/Maynard  
Opposed: No one  
Abstained: Hoffman/Szymanski**

**MOTION: To APPROVE the Minutes of the Board of Selectmen Regular Meeting dated October 17, 2017 as presented.**

**Dearborn moved/Szymanski seconded/DISCUSSION: None.**

**VOTE: In Favor: Dearborn/Bowsza/Maynard  
Opposed: No one  
Abstained: Hoffman/Szymanski**

**COMMUNICATIONS:**

First Selectman Maynard noted receipt of a letter from the Library Association of Warehouse Point regarding the retirement of Library Director Vinnie Bologna from the Warehouse Point

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

Library. The Library welcomes guests from noon to 5:00 p.m. Wednesday, December 6<sup>th</sup>. (See Attachment A)

**PUBLIC PARTICIPATION:**

**D. James (Jim) Barton, Veterans Commission, Chairman:** Mr. Barton reported that several years ago the Veterans Commission started thinking about a Veterans Memorial, they began pursuing this project about 2 years ago and since that time the American Legion came on board. About 3 months ago they had a ground-breaking ceremony and today, it's substantially complete. The construction fence has been removed, the pavers are installed, a little more grading needs to be done, another flag pole is going to be installed as a donation from the WHPFD, and a bench was recently donated by the East Windsor Rotary Club. Over 200 pavers were initially purchased; everything is impressive. Mr. Barton noted they will hold a formal dedication on May 20<sup>th</sup> at 2:00 p.m.; by then the grounds will be beautiful.

Selectman Hoffman congratulated Mr. Barton on a job well done; he questioned if they were assisted by a professional planner? Mr. Barton reported Jay Ussery of J. R. Russo & Associates has been super with regard to the project; it wouldn't have been possible without the assistance of Toyota and Southern Auto Auction. Selectman Hoffman questioned if the Commission will continue to sell the bricks; Mr. Barton replied affirmatively, noting he felt there will be a surge in purchases when people see the completion of the project.

**Jessica Bottomley, 91B Main Street, Broad Brook, East Windsor Historical Preservation Commission:** Ms. Bottomley reported she serves on the Historic Preservation Commission and the Board of the Historical Society. She would like to talk about the Broad Brook Mill. She knows there's been a lot of discussion about the Mill; there have been a lot of plans going through. Recently a Section 106 Environmental Review was submitted for soil remediation and she knows the Mill buildings weren't specifically identified for what they would do with them in that review process, but she knows it's been discussed amongst the BOS as to what you want to do and possibly demolition of the remaining buildings.

Ms. Bottomley reported she is a life-long resident of Broad Brook; everyone knows she loves Broad Brook history and history in general. She feels it would be very important for us to work together to try to come up with a plan to save as much of those buildings as we possibly can. That Mill is on the National Register of Historic Places and it's there because it has historic significance. This part of town wouldn't exist without the Broad Brook Mill; they built half of the town - three quarters of Main Street, half of Depot Street. Almost all we have in Broad Brook that's old exists because the Broad Brook Company built the town. She feels we should honor that history and honor what's there and work together to develop a plan. Ms. Bottomley reported the Historical Preservation Commission (HPC) has been talking about this as they've learned about the discussion that's been going on here for the past year; they feel this is an opportunity to reach out to the Board of Selectmen and other commissions for them to work together to develop a plan that will really work best to preserve as much of the Mill as possible, to honor that history that exists and to have a good conversation and to really build our

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

community up, and we don't do that by tearing buildings down. When we tear buildings down it sends a message to the community that what was here before doesn't matter. We want to preserve and work together and make it something that Broad Brook can really be proud of again.

First Selectman Maynard suggested he agrees with everything Ms. Bottomley has said; we need people like Ms. Bottomley to help with this. United Technology owns the Mill; they've been talking to DEEP. The Mill is on the National Register so the State and the Federal Government need input so if Ms. Bottomley could help with that he would appreciate it. It's not over yet. First Selectman Maynard reported UTC would probably like to tear the Mill down and cap it. Representatives from the Town have toured the building; the roof is leaking and the main building has mold but the beams and the structure are good so hopefully we can save the main building. Ms. Bottomley reported that she's reached out to AECOM, the engineering firm working with UTC, and the National Park Services, which is what the National Register of Historic Places falls under, also the Connecticut Historic Trust, and the State Archeological Office, who are well aware of the project and what's been going on with it, so she has made those connections. Ms. Bottomley cited what Mr. Hoffman said earlier about having the opportunity within a small town to work together in government and the community on projects like this, she felt that's where it starts. Ms. Bottomley invited people to come to the HPC Meetings as they discuss this project. First Selectman Maynard indicated he would attend future meetings; hopefully we can get more involved in saving at least the main structure of the Mill. Ms. Bottomley thanked the Board for the opportunity to speak.

Selectman Hoffman questioned if anyone has contacted UTC regarding the cost to demolish the building, and to see if UTC would be willing to give the Town the cost of the demolition towards restoring the building? First Selectman Maynard indicated they haven't received a figure specifically but because the Mill is on the National Register the demolition must be done in a specific way. He noted the Town applied for a grant which was not received, but other grants may be available. First Selectman Maynard felt we could work together. Selectman Hoffman questioned if we've contacted our Congressional delegate for help in making a grant happen? First Selectman Maynard replied negatively, but noted he will contact Chris Davis and Carol Hall. Selectman Hoffman suggested the Town needs to have a complete plan; we need to know what we'll do and what it will cost and then develop a schedule for making that happen. He didn't feel the Town has deep enough pockets to attack this by itself; he suggested if UTC would give the Town the money towards restoration and if the Town could find someone in the private sector to repurpose the building that could make that possible. Selectman Hoffman acknowledged he hasn't been in the building in some time. He suggested if we're going to grow and be different than what we are today it would be an ideal place for an incubator facility to grow new businesses. Selectman Hoffman gave an example of a project he worked on for the State Economic Development Commission where they looked at a project for Central Connecticut University to create an incubator facility in downtown New Britain that provided administrative assistance for small businesses – little companies, sometimes one guy with a good idea. He suggested a building like the Mill would be ideal; it would be the beginning of economic growth as Selectman Dearborn was talking about in Town. Businesses pay taxes; they

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

don't send kids to school, so all the money drops to the bottom line so if we could get these incubator companies going..... The city of New Britain thought they were getting about 20% of those small companies opening larger facilities in New Britain, so there's a success story there someplace.

First Selectman Maynard reported the Board has been working on this for some time; Town Planner Whitten has drawn up a diagram/plan for reuse; he suggested adding discussion at the next BOS Meeting. Selectman Hoffman suggested we can't grow history; once that Mill is gone it's gone.

Selectman Szymanski questioned if there is a timetable from UTC regarding tearing down the building, and what's the history of the contamination? First Selectman Maynard suggested that was done by AECOM for UTC, with oversight by the DEEP. The pollution is primarily coal ash. Selectman Szymanski would like that information regarding their remediation plan, and especially the timetable. Selectman Hoffman suggested that his experience with UTC would indicate that if the Town came in with a plan and said we would like to delay the demolition he felt they would listen. He felt they were a good company that doesn't want to do things that damage the environment that has an adverse effect on little town, like ours. Maybe with Town Planner Whitten's sketch as a beginning, and a timetable, and looking for a private sector partner..... First Selectman Maynard indicated the UTC contact is William Penn, who may be willing to work with us.

First Selectman Maynard reported this will be on the BOS's next meeting; he suggested if Selectmen Hoffman and Selectman Szymanski would like to come in to speak with him he can explain where we are on this.

**Tom Talamini, 23 Rice Road:** Mr. Talamini suggested this would be a good time to have UTAS, AECOM, and DEEP come in to talk to the Board; a meeting has been requested for over a year. Selectman Szymanski questioned if that could be arranged for the BOS's January 2018 meeting; First Selectman Maynard will contact the groups mentioned.

**Gil Hayes, 143 Rye Street:** Mr. Hayes congratulated everyone who won the election. He cited Selectman Hoffman and Selectman Szymanski have impressive resumes and ran good campaigns; Selectman Bowsza has been here for quite a while. Mr. Hayes wanted to especially congratulate him and ask him to help you new guys out. Mr. Hayes recalled he sat in those seats as a new guy and he had help. Also Selectman Dearborn has experience. Mr. Hayes wished everyone well; he suggested it will come fast and furious at first, especially at budget season, but he would like to see you help each other out. Selectman Hoffman and Selectman Szymanski thanked Mr. Hayes for his comments.

**MOTION: To RECESS the Board of Selectmen's Regular Meeting of November 21<sup>st</sup>, 2017 at 7:30 p.m. to hold the Town Meeting.**

**Szymanski moved/Hoffman seconded/DISCUSSION: None**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**MOTION: To RECONVENE the Board of Selectmen’s Regular Meeting of November 21<sup>st</sup>, 2017 at 7:45 p.m.**

**Szymanski moved/Hoffman seconded/DISCUSSION: None**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**PUBLIC PARTICIPATION (continued):**

**Scott Morgan, 106 South Main Street:** Mr. Morgan reported he had been appointed an Alternate of the Zoning Board of Appeals in 2011 and intended to run as a regular member in the last election. There was a problem with his paperwork and he was elected as an alternate. He is applying for a position as a regular member this evening. Mr. Morgan encouraged everyone to vote for his appointment.

**BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.**

**Resignations:**

- **Kathy Bilodeau, Ethics Commission:**

**MOTION: To ACCEPT Kathy Bilodeau’s resignation from the Ethics Commission, with regret.**

**Szymanski moved/Hoffman seconded/DISCUSSION: None.**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

- **Robert Leach, Parks and Recreation Commission:**

**MOTION: To ACCEPT Bob Leach’s resignation from the Parks and Recreation Commission, with regret.**

**Hoffman moved/Bowsza seconded/DISCUSSION: None.**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B**

**Reappointments:**

**Elderly Commission.:**

- **Robert J. Cormier, (R) regular member for a term expiring 12/31/2019:**

**MOTION: To REAPPOINT Robert J. Cormier as a regular member of the Elderly Commission for a term expiring 12/31/2019.**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

Szymanski moved/Dearborn seconded/**DISCUSSION:** None.

**VOTE:** In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski

- **Claire S. Badstubner, (R) regular member for a term expiring 12/31/2019:**

**MOTION:** To REAPPOINT Claire S. Badstubner as a regular member of the Elderly Commission for a term expiring 12/31/2019.

Szymanski moved/Dearborn seconded/**DISCUSSION:** None.

**VOTE:** In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski

**East Windsor Housing Authority:**

- **Marie DeSousa (D) regular member for a term expiring 12/1/2022:**

**MOTION:** To REAPPOINT Marie DeSousa as a regular member of the Housing Authority for a term expiring 12/1/2022.

Bowsza moved/Dearborn seconded/

**DISCUSSION:** First Selectman Maynard noted he had received several letters of support for Mrs. DeSousa's reappointment, including one from 15 residents of Park Hill.

**VOTE:** In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski

**Water Pollution Control Authority:**

- **Kirk Monstream, (U) regular member for a term expiring 10/1/2022:**

**MOTION:** To REAPPOINT Kirk Monstream, as a regular member of the WPCA (Water Pollution Control Authority) for a term expiring 10/1/2022.

Bowsza moved/Dearborn seconded/**DISCUSSION:** None.

**VOTE:** In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski

- **David A. Tyler, (R) regular member for a term expiring 10/1/2021:**

**MOTION:** To REAPPOINT David A. Tyler, as a regular member of the WPCA (Water Pollution Control Authority) for a term expiring 10/1/2021.

Szymanski moved/Dearborn seconded/**DISCUSSION:** None.

**VOTE:** In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski



TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/C. New Appointments:

Capital Improvement Planning Committee:

- Rand D. Stanley (U) regular member for a term expiring 10/3/2021:

**MOTION:** To APPOINT Rand D. Stanley as a regular member of the CIP (Capital Improvement Planning Committee) for a term expiring 10/3/2021

Szymanski moved/Hoffman seconded/

**DISCUSSION:** Selectman Hoffman raised a general question regarding the appointment process; while his question was not related to this Committee appointment he questioned if the appointments were referred to the commission/committee chairman prior to being referred to this Board? His question relates to the ability of chairmen having an opportunity to make recommendations on a potential appointee with regard to their fit with a commission's philosophy. First Selectman Maynard noted that with the CIP Committee there is no present chairman; he wasn't sure if the chair people had been contacted regarding appointments before the Board this evening. Selectman Bowsza questioned if the Board was concerned with a union official/President being appointed to this position; he questioned if it would be a conflict of interest? First Selectman Maynard noted that Joe Sauerhoefer had served while an employee; Bob Leach, Chairman of the Republican Town Committee, (speaking from the audience) felt that was before Mr. Sauerhoefer became a Town employee. First Selectman Maynard suggested Board members vote as they preferred.

**VOTE:** In Favor: Maynard/Dearborn/Hoffman/Szymanski  
Opposed: Bowsza  
Abstained: No one

Cox Cable Advisory Council:

- Elizabeth Burns (D) regular member for a term expiring 11/21/2019:

**MOTION:** To APPOINT Elizabeth Burns as a regular member of the Cox Cable Advisory Council for a term expiring 11/21/2019.

Hoffman moved/Dearborn seconded/

**DISCUSSION:** Selectman Szymanski questioned what this committee does? Ms. Burns clarified that she and Mr. Kloter are not "new" appointments; they have both been members of the Cable Advisory Council for several years. They were not advised of the expiration of their terms, and were not advised of the need to apply for reappointment. With regard to this local council Cox Cable provides public access to towns to put on programs of interest to their residents. East Windsor is one of 10 towns served by

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

Cox; there is also a wider advisory council. The town commissions make Cox accountable to providing public access. The cable provider became Cox Cable 8 years ago; Cox got DPUC to agree to meet twice a year rather than monthly. Selectman Szymanski questioned if the State requires this service; Ms. Burns replied affirmatively, noting the involvement of the DPUC (Connecticut Department of Public Utility Control. Selectman Hoffman questioned if Cox is willing to work with East Windsor? Ms. Burns replied affirmatively, noting Cox runs a studio in Enfield which has equipment that can be used by anyone in this room to put on programs. Selectman Szymanski questioned if East Windsor has done anything; he referenced a recent program run by Somers. Ms. Burns suggested Scott Ryick (also a member of this local council) runs programs; she noted they just did a program about the East Windsor Board of Selectmen/Board of Finance/Board of Education candidates.

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

- **James Kloter, (U) regular member for a term expiring 11/21/2019:**

**MOTION: To APPOINT James Kloter as a regular member of the Cox Cable Advisory Council for a term expiring 11/21/2019.**

**Hoffman moved/Dearborn seconded/DISCUSSION:** See comments under motion for Elizabeth Burns reappointment.

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**Board of Finance:**

- **Barbara Petano (D) alternate member for a term expiring 11/5/2019:**
- **Alan Baker (U) alternate member for a term expiring 11/5/2019:**

Selectman Bowsza questioned if this appointment request is for two alternate positions or two candidates for one alternate position? First Selectman Maynard suggested that currently one alternate position has been filled; this appointment is for the remaining position.

**MOTION: To APPOINT Alan Baker as alternate member to the Board of Finance for a term expiring 11/5/2019.**

**Bowsza moved/Hoffman seconded/**

**DISCUSSION:** Selectman Bowsza suggested his understanding is that the position being vacated was won by a Republican candidate; he suggested you can't just change the party representation from Republican to Democrat. Selectman Bowsza suggested the alternative would be for the position under discussion to be vacated and a special election held under a specific timeline. Discussion continued regarding party representation. Selectman Bowsza suggested the Board of Finance Alternate Board is a separate board of

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

2 members elected separately from the Board of Finance. Minority representation only comes into play for a board of 3 or more members. As the Board of Finance Alternate Board is only two members minority representation doesn't apply. Discussion continued; First Selectman Maynard suggested postponing this appointment until the question could be referred for a legal opinion. Jerilyn Corso, Chairman of the Board of Finance, requested to speak as this discussion applies to the Board she represents. She noted a similar situation occurred a couple of years ago; at that time they couldn't appoint a "D" for an "R". She agreed with Selectman Bowsza's comments regarding minority representation. First Selectman Maynard questioned if Ms. Corso would be agreeable with the appointment of an unaffiliated candidate? Ms. Corso replied she would be comfortable with the appointment of either a "U" or an "R"; it couldn't be a "D". First Selectman Maynard called for additional discussion, or a vote.

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**Inland Wetland and Watercourses Agency:**

- **Richard P. Pippin, Jr. (R) regular member for a term expiring 11/1/2021;**

**MOTION: To APPOINT Richard P. Pippin, Jr., as a regular member of the Inland Wetlands Commission for a term expiring 11/1/2021.**

**Hoffman moved/Dearborn seconded, for discussion.**

**DISCUSSION:** Selectman Dearborn suggested his comments are his opinion, but the Town just went through an election, the public spoke, Mr. Pippin lost and to vote to put this person on any board or commission at this time would be against the will of the people. Selectman Hoffman didn't agree; he suggested the comparison is apples to oranges – the Board of Selectman vs. the Inland Wetlands Commission is different. He suggested Mr. Pippin is a hard working guy; he didn't feel it was reasonable to exclude him because he lost in the primary. Selectman Szymanski was uncomfortable voting, citing he was unfamiliar with the role of the Inland Wetlands Commission; he questioned if the Commission was short members? Rebecca Talamini, a member of the Inland Wetlands Commission (speaking from the audience), confirmed the Commission was short on its membership. First Selectman Maynard suggested he felt this Commission's input will be critical with regard to the MMCT application. He noted there are wetlands on that parcel; it's important for this Commission to have full membership.

**VOTE: In Favor: Bowsza/Hoffman/Maynard  
Opposed: Dearborn  
Abstained: Szymanski**

**Zoning Board of Appeals:**

- **Scott Morgan (R) regular member for a term expiring 11/5/2019:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

**MOTION:** To APPOINT Scott Morgan as a regular member of the Zoning Board of Appeals for a term expiring 11/5/2019.

**Hoffman moved/Dearborn seconded/DISCUSSION:** None.

**VOTE:** In Favor: Maynard/Dearborn/Hoffman/Szymanski  
Opposed: Bowsza  
Abstained: No one

**UNFINISHED BUSINESS/A. East Windsor's 250<sup>th</sup> Anniversary Committee Report:**

Rebecca Talamini, Chairman of the 250<sup>th</sup> Anniversary Committee, reported on the following:

- Tickets for the Masquerade Ball being held on New Year's Eve are available from Ms. Talamini, and LaNotte. The tickets are \$95/person; the ball will run from 7:00 p.m. to 1:00 a.m. and will include a 5 hour open bar, dinner, and dancing. LaNotte can accommodate 200 revelers; 60 tickets have been sold to date.
- A 2018 calendar, which will include the 250<sup>th</sup> Anniversary event dates printed appropriately, will be available for sale in the next couple of weeks. The calendar will be a collage of photos from the Historical Society.

Selectman Hoffman suggested Ms. Talamini work with Ms. Burns regarding use of Cox Cable to promote the events; Ms. Talamini noted she's taken Ms. Burns contact information already. Selectman Hoffman questioned the status of the fund raising efforts; Ms. Talamini reported they are ongoing.

Tom Talamini, speaking from the audience, noted the Anniversary events begin with the Masquerade Ball and run through September 22<sup>nd</sup> with the conclusion of Heritage Day.

**UNFINISHED BUSINESS/B. Casino Impact Fund:**

First Selectman Maynard introduced Dave Cappiello, the new contact person for MMCT. He indicated things are moving along with the casino proposal.

First Selectman Maynard noted that the Board of Finance (BOF) had created the Casino Impact Fund. First Selectman Maynard reported he has been speaking with Senior Staff of the various departments to request that they submit funding requests to give the Board an idea of potential financial impact needs related to hosting the casino. He referenced various funding requests provided in the Selectmen's packets; he passed out additional requests received in the Selectmen's Office today. He cited that the Board needs to create one or more ordinances to decide on the funding of the up-front and on-going costs. First Selectman Maynard referenced the funding request of the First Selectmen's Office includes a \$100,000 request to hire an independent consultant to conduct a financial impact study of the proposed MMCT Casino in East Windsor. The \$100,000 request includes the impact on Human Services as that department currently lacks Senior Staff. First Selectman Maynard noted that while his request was for

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

submission of up-front funding requests some of those requests have intermingled up-front costs and on-going costs in their proposals. First Selectman Maynard has also provided the Board with a spreadsheet which summarizes the up-front requests specifically.

First Selectman Maynard recalled that the Development Agreement between the Town and MMCT specifies a \$3 million up-front payment 15 months before the casino opens, with another \$3 million within 30 days of opening and annually thereafter while the casino is open. The Board needs to decide if the funding should be held in a separate fund, and then create one or more ordinances to decide on the funding of the up-front and on-going costs, and to establish a process for the distribution/allocation of those funds. First Selectman Maynard noted that many of the funding requests didn't distinguish what were up-front costs and what were on-going costs which makes comparison of the requests difficult. He had used the annual budget request format when submitting the \$100,000 funding request for the financial impact study for the First Selectmen's Office as the Boards are familiar with the format and it seems to work well.

First Selectman Maynard indicated he is sharing information; the Board will continue to discuss this process during subsequent meetings. When the Board feels they are close to creating the final ordinance a Public Hearing would be held, which would include public input.

Selectman Hoffman suggested he believes multiple ordinances are a good idea to segregate the things that are related to each other. He suggested the first ordinance needs to determine how to bank the money; does it go into the General Fund, or a separate fund where it's held forever and never co-mingled with the General Fund? He felt that if the first ordinance did that properly and the Board went to the voters they would see that the Board is serious about controlling this money in some manner that would be productive for the Town. He cited cases which began with good intentions for money allocated for a specific purpose and that money got to the General Fund and was never seen again. He cited the contribution that the Indian Nations have made to the State as a shining example; that was to go to some educational purpose and that hasn't happened. He didn't feel this money should be handled that way. –

First Selectman Maynard reported that the initial funding requests total \$4.3 million, which exceeds the \$3 million up-front payment. First Selectman Maynard recalled that there had been earlier discussion that if the fund exceeds \$5 million some of the excess could be transferred to the General Fund.

Selectman Bowsza suggested the presumption there is that everything on the lists are merited.

Selectman Hoffman cited the need to create a format for the people submitting funding requests that makes it understandable to compare one request to the other. The Board can then prioritize the requests and decide which items should be funded initially. Selectman Hoffman suggested the Board should consider holding maybe a quarter of a million dollars for unseen emergencies. He didn't want to see the General Fund burdened with any aspect from the impact of the casino. Selectman Hoffman felt the \$3 million should be segregated.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

First Selectman Maynard suggested the current requests are a good starting point. He agreed that the Board needs to develop a screening process. First Selectman Maynard felt the first ordinance should put the money in a separate fund; the next ordinances should define the process to distribute the funds. Selectman Hoffman felt it should be confined to areas that relate to each other; he cited one area shouldn't be held up because of a larger concern/question on another item. Selectman Hoffman questioned if now would be an appropriate time to write an RFP (Request for Proposal) to define how the Board wants the departments/commissions to propose their funding requests? First Selectman Maynard requested Selectmen Hoffman's assistance to work something up for the next meeting.

Selectman Szymanski requested clarification that these department funding requests were for the money associated with hosting the casino, and that they are \$1.3 million over the amount the Town negotiated with MMCT? He suggested a financial impact study should have been done at the start to determine the needs, and that's what needs to be done now. You need someone with expertise and knows the departments; that's where the independent consultant comes in. Selectman Szymanski questioned where the Town is on this? First Selectman Maynard that's where the Town is now. He noted that while the \$3 million will come 15 months before the casino opens there are things the Town needs to spend money on now. He felt that would come via a supplemental appropriation; the Town has a strong fund balance which could be used for initial expenses. Selectman Szymanski questioned if the supplemental appropriation would fund the consultant? First Selectman Maynard replied affirmatively; he noted permitting fees from the demolition permit will generate \$230,000+/- which is a revenue source which will go into the General Fund. Selectman Bowsza suggested the casino will generate \$2.4 million in fees; First Selectman Maynard suggested the \$2.4 million would be the permitting fees associated with construction of the building. First Selectman Maynard noted the Town has not currently budgeted funding to approve and monitor the demolition of the existing building. Selectman Szymanski reiterated he strongly feels the Town should have the independent financial impact study done; he suggested someone should investigate the cost of various consulting firms performing the financial impact study. Discussion followed regarding considering approving \$100,000 for the financial impact study versus empowering the First Selectman to investigate consulting firms to perform the study.

**MOTION: To AUTHORIZE the First Selectman to contact consulting firms regarding a cost estimate for a financial impact study for recommendations regarding costs associated with the casino prior going out for an RFP.**

**Szymanski moved/**

**DISCUSSION:** Selectman Bowsza suggested he didn't understand; he questioned what Selectman Szymanski was trying to do? Selectman Szymanski suggested if you want to buy something you talk to people, is this their expertise, and if it is they give you a ballpark figure as to the cost to get that information. Selectman Hoffman suggested Selectman Szymanski is talking about a bid conference from as many people as you can where you talk about a minimal statement of work and you get those people in to talk about the process.

**Hoffman seconded/**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

**DISCUSSION CONTINUED:**

Selectman Dearborn felt there was a lot of fluff in many/some of these funding requests but he agreed the costs should be looked into.

**VOTE:           In Favor:       Maynard/Dearborn/Hoffman/Szymanski  
                  Opposed:       Bowsza  
                  Abstained:     No one**

Discussion continued regarding the funding requests. Selectman Dearborn suggested a lot of this stuff we got tonight isn't that much different than we've seen previously. Selectman Hoffman suggested the Board needs to have a format for the departments to give us input with details so the Board can have some understanding of how the numbers in the funding requests were determined. They also need to advise the Board of the phasing needs of the money; do they need a million now, or in 3 or 4 years? Selectman Dearborn suggested he doesn't understand why people think the casino will be a problem. He felt they will take care of their own security inside the casino. Selectman Dearborn wanted to let it be known up front he's not voting for any of this; when there's a problem we'll address it. Selectman Hoffman reiterated there must be a mechanism as to how the departments got those numbers. Selectman Dearborn suggested there wasn't a need for all of this at this time. Selectman Hoffman indicated we're 2 years away from the casino; he agreed that MMCT will probably take care of security for their casino but there will be associated costs – maybe traffic related issues – that the Town will need to fund. First Selectman Maynard noted the Town will be getting \$3 million; the Board needs to figure out the process to prioritize the funding requests and to use the impact money to ensure the casino has a good impact on East Windsor.

First Selectman Maynard suggested this will be an ongoing agenda item for each meeting.

**NEW BUSINESS/A. Appoint Deputy Town Fire Marshal:**

First Selectman Maynard announced this item of business; he entertained a motion to appoint Blaine Simpkins (Sr.) as the Deputy Fire Marshal for the Town. Mr. Simpkins, Sr. clarified there is no salary associated with this position.

**MOTION:    To APPOINT Blane Simpkins, Sr. Deputy Town Fire Marshal for the Town,  
                  at no salary.**

**Szymanski moved/Dearborn seconded/**

**DISCUSSION:** Selectman Szymanski questioned what the role is for the Deputy Fire Marshal position? Mr. Simpkins, Sr. suggested it's a chain of command issue; he would fill in for the (Town) Fire Marshal if he wasn't available. He also presently does the typing (for the reports). Mr. Simpkins, Sr. suggested he has been doing this for 30 years; he has all the necessary certifications which are reflected in the monthly reports e-mailed to the Selectmen. He apologized for not sending that information to Selectmen Hoffman and Szymanski but noted their Town e-mail addresses had not yet been set up. Mr. Simpkins reported that they need to complete 90 hours of training in 3 years. Selectman Hoffman questioned if that requirement

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

was for both the Fire Marshal and the Deputy Fire Marshal, and was that due to regulation changes? Mr. Simpkins replied affirmatively.

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**NEW BUSINESS/B. Town Assessor Report:**

Town Assessor Carol Madore joined the Board. Mrs. Madore submitted the Assessor's Status Report dated November 9, 2017 (*See Attachment B*). Assessor Madore indicated the report reflects the work currently going on in her office. Revaluation Notices have gone out to taxpayers this previous Friday. Assessor Madore plans to include information regarding the Revaluation and hearing process on the Town's Facebook page as well as posting the information on the Town website. The Selectmen concurred.

Selectman Szymanski questioned the overall status of the Revaluation? Assessor Madore reported on the residential side the Town lost 2 to 3%, while the commercial side increased roughly 4%. She reported the values are based on the information received in the office on the income proof for values that are secure in the market using the cap rates that are allowed to be used based on the structure's use and the consistency of the type of business. Selectman Hoffman questioned that the residential side went down because of the market, or that the buildings are getting older? Assessor Madore suggested the market is what it is; she indicated the market reflects that raised ranch homes went up while condominiums went down or held their value. Selectman Szymanski questioned the net difference anticipated? Assessor Madore indicated she doesn't know the result until hearings have been completed. She indicated they have only been looking at the value side; they have not looked at the effect of the Veterans and Homeowners Exemptions on the values. Assessor Madore reported the office is receiving many calls as people don't understand the process/system. Selectman Hoffman questioned that the commercial side went up because more facilities were added or what? Assessor Madore suggested that was the side that went up this time; it also depends on the building use.

Assessor Madore reported she's posted a spreadsheet on the Town website which compares old vs. new market values; the spreadsheet is without the benefit of the exemptions but it does include the benefit of the 490 classification for farmland and forestry. She anticipates posting the final Grand List by January 31<sup>st</sup>, 2018. Selectman Bowsza questioned if we offer a 490 classification for Open Space, as he thought that was recommended in the POCD (Plan of Conservation and Development)? Assessor Madore replied negatively, noting the recommendation had not been included in the POCD at this point.

First Selectman Maynard noted Assessor Madore's report also includes notification of her retirement effective February 21, 2018. Assessor Madore note she had intended to retire February 1<sup>st</sup> but is continuing until the 21<sup>st</sup> to support the Board of Assessment Appeals as they work through the appeals. First Selectman Maynard indicated the Town hopes to have a new Assessor on board February 1<sup>st</sup> to have an overlap period for the new employee to understand the Town's status before Assessor Madore's retirement. Selectman Szymanski questioned the



**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

posting process for the position; Assessor Madore explained options for posting on professional sites.

**NEW BUSINESS/C. Approval of Memorandum of Understanding regarding the Pump Station:**

First Selectman Maynard reported the Town has been working with the WPCA (Water Pollution Control Authority) regarding this MOU (Memo of Understanding), which has been reviewed by the Town Attorney and the WPCA's attorney. Selectman Bowsza questioned if Town Engineer Norton had seen the MOU? First Selectman Maynard wasn't sure. Selectman Bowsza questioned what the MOU does? First Selectman Maynard indicated that it says that the WPCA put in a new pump station and generator which was hooked into Scout Hall; the WPCA will own the generator and the pump station and maintain them. There is no cost to the Town regarding this agreement; this MOU establishes ownership of the pump station and generators by the WPCA.'

Paul Anderson, Chairman of the WPCA, speaking from the audience indicated that the pump station was never part of the sewer system; this MOU now makes the pump station part of the sewer system. Selectman Dearborn questioned the benefit of this for Scout Hall; it seems they are paying for the electricity and fuel. Mr. Anderson concurred that Scout Hall pays for the electricity bill for the pump station now. He noted the WPCA tried metering the usage so the WPCA could reimburse Scout Hall but it worked out to \$11/year. The pumps only run when they're needed; the cost is miniscule. Selectman Dearborn questioned if the generators will run the air conditioning at Scout Hall? Mr. Anderson replied negatively, noting the generator just runs the pump station to keep it working if the power is out because that's what State law requires. Selectman Hoffman questioned the size of the generator? Mr. Anderson recalled 20,000 or 25,000 kilowatts; he noted it's larger than needed but they couldn't purchase anything smaller. Selectman Hoffman questioned if the power was 220; Mr. Anderson replied it was 3 phase.

If there was no further discussion First Selectman Maynard called for a motion.

**MOTION:** To AUTHORIZE the First Selectman to sign the MOU (Memo of Understanding between the East Windsor Water Pollution Control Authority and the Town of East Windsor) regarding the Pump Station. (See Attachment C).

**Szymanski moved/Dearborn seconded/**

**DISCUSSION:** Selectman Bowsza referenced the current lease agreement between Scout Hall and the Town, noting his understanding is that this agreement makes the pump station the property of Scout Hall. First Selectman Maynard and Mr. Anderson replied negatively; Mr. Anderson clarified that this MOU would make the pump station part of the sewer system, which means the WPCA is solely responsible. It's still a Town asset; it always was a Town asset; the Town owns that whole property. Mr. Anderson clarified that the WPCA had a courtesy

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

agreement with (former First Selectman) Linda Roberts to maintain the pump station but when the pump station had to be rebuilt the Town didn't want to put money into that, so this makes it part of the sewer system; it would be the responsibility of the WPCA to maintain the pump station, the generator, everything is totally the responsibility of the WPCA. Selectman Bowsza questioned if that would include replacement? Mr. Anderson replied - everything.

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**NEW BUSINESS/D. Police Department Requests:**

Joining the Board for this discussion were Chief Ed DeMarco and Deputy Chief Roger Hart, and Police Commission Members Ed Filipone, Gil Hayes, and Bob Leach.

Mr. Filipone advised the Board they are seeking money which was requested through the CIP (Capital Improvement Projects Committee) for the replacement of 2 vehicles and for a new software package. Mr. Filipone recalled that they have been on a program of replacing 2 high mileage vehicles each year; the new software package would replace an obsolete software system which is only used in 4 Police Departments in the State. Chief DeMarco noted the current system was purchased in 1995 from a Massachusetts provider; the language of the system is specific to Massachusetts law. Deputy Chief Hart advised the Board there were 25 incidents of system failure in the last 11 months. Chief DeMarco cited everything they do is computer based – it's their primary source of how they operate, their records management, their computer aided dispatching; it allows them to allocate their resources better. They would like to switch to a Connecticut based company. Mr. Filipone reported these items were previously approved through the CIP process with a high priority ranking. The vehicles are on order but they need to have the money released to take delivery of the vehicles.

Selectman Hoffman questioned that the new software would make the East Windsor Department compatible with other departments? Chief DeMarco replied affirmatively, and it makes it better to interact with the State and NCIC. He also noted the new system wouldn't break down – if it does this company's customer service is highly rated by current users, and it would be specific to Connecticut laws. The original purchase price was \$173,000; they acquired half of that through this current budget process and were able to negotiate the remaining \$55,000 over a 5 year period. They need to get in the queue for purchasing the product – getting in the queue requires payment of the \$55,000. Chief DeMarco suggested this is an approved item; they're ready to move on the purchase. . Every day they delay the payment allows other purchasers get in the queue before East Windsor.

Selectman Szymanski questioned if they would go to bid on the software? Chief DeMarco noted this company is the best and most used server by Connecticut Police Departments; the State has done the bidding for them. Selectman Szymanski questioned the cost reduction; Chief DeMarco and Deputy Chief Hart indicated it allows them to spread the cost out over 5 years. Selectman Szymanski questioned how the provider charges for their service; would a department in West Hartford pay differently than East Windsor? Chief DeMarco indicated West Hartford would pay

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

more; Deputy Chief Hart indicated the cost is based on the size of the department and the number of users, including our officers and our dispatchers. Chief DeMarco noted they have been with the current provider for 22 years; the new provider would transfer all of that call history/information into the new software. They talked to other end users and found this company is in the 98% of being able to gather and transfer the data. Selectman Szymanski questioned the cost savings related to system failure; Chief DeMarco and Deputy Chief Hart suggested that information had been provided during the budget process and didn't have the figure available with them this evening. Deputy Chief Hart clarified that IT services are provided through another department; he wouldn't be able to provide specifics related to IT services for the system failure.

Mr. Hayes noted this funding request went through the CIP process with the justification that was needed and was approved; Chief DeMarco noted it was approved by the Police Commission, the Board of Finance, and this Board as well. Jerilyn Corso, Chairman of the Board of Finance (BOF), questioned why this funding request was being reviewed again? First Selectman Maynard recalled that the CIP Committee approved \$1.2 million in its list of priorities; that amount was cut to \$667,000. BOF Chairman Corso didn't feel the Board needed to go for a supplemental appropriation; the CIP money should still be available. Discussion continued regarding the funding priorities vs. the available funding. Joe Sauerhoefer, former CIP Chairman speaking from the audience, noted the CIP Committee didn't meet because of the State budget negotiations. It would be his suggestion, as the former CIP Chairman, to have the new CIP Committee meet and allocate the funds to avoid the need to go for a supplemental appropriation. Mr. Hayes questioned that the distribution would come out of this year's budget; First Selectman Maynard replied affirmatively; Mr. Sauerhoefer noted CIP money doesn't go away.

First Selectman Maynard indicated he'll call a CIP Meeting regarding this funding request.

Selectman Szymanski questioned why 2 Police vehicles were requested through the CIP ? Selectman Bowsza clarified that it's a one time expense of more than \$20,000; the process is required by the Charter. Selectman Szymanski felt that procedure needs to be fixed; he suggested from an accounting perspective the vehicles are a diminishing asset. Selectman Bowsza suggested it's the amount of money that sends the request to CIP; discussion continued regarding the current review process and the order/delivery process for the vehicles.

**NEW BUSINESS/E. Set Board of Selectmen meeting dates for 2018:**

First Selectman Maynard reported he would like to suggest that the Board consider changing the biweekly meetings to Thursday instead of Tuesday. The reason for the change is that Town employees work until 7:00 p.m. Thursday evenings; by changing the meeting day to Thursday employees who would be attending Selectmen's Meetings to speak would be charging the Town for less overtime pay.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

**MOTION: To CHANGE the day of the Board of Selectmen Meetings to Thursday evenings.**

**Szymanski moved/Dearborn seconded/**

**DISCUSSION:** Selectman Bowsza reported he is taking graduate studies and has built his class schedule around Tuesday evenings.

To give Selectman Bowsza time to review his class schedule Selectman Szymanski withdrew his motion, and Selectman Dearborn withdrew his second.

**NEW BUSINESS/F. Discussion of Board and Commission Liaison:**

First Selectman Maynard referenced the list of Boards and Commissions, noting the current liaison assignments. He suggested Selectmen request assignments; First Selectman Maynard will contact the chairs of those Boards and Commissions not receiving a direct assignment for update reports. The following assignments were requested:

First Selectman Maynard:

- Police Commission

Selectman Bowsza:

- Planning and Zoning Commission
- Agricultural and Conservation Commissions
- Pension Board.

Selectman Dearborn:

- Inland/Wetlands Commission
- Zoning Board of Appeals

Selectman Hoffman:

- Economic Development Commission

Selectman Szymanski:

- Board of Finance

**NEW BUSINESS/G. Review and Approval of Policies:**

- 1. Zero Tolerance Policy**
- 2. Absenteeism Policy**

The Board decided to review these employment policies at a future date.

**MOTION: To POSTPONE New Business, Item G, Review and Approval of Policies, 1. Zero Tolerance Policy, and 2. Absenteeism Policy, until the next Board Meeting.**

**Bowsza moved/Hoffman seconded/DISCUSSION: None.**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

**NEW BUSINESS/H. Fire Protection Funding**

First Selectman Maynard noted that the Fire Departments are looking for paid staff under their casino impact funding requests. He referenced documentation in the Selectmen's packet which summarizes the current taxing structure for the Warehouse Point Fire District (WHPFD) and the Broad Brook Fire Department (BBFD); the WHPFD is looking for a way to make the taxing more equitable for residents. First Selectman Maynard summarized various options, including:

1. returning the WHPFD back into the Town's annual budget in an amount equal to that budgeted for the BBFD so everyone would be paying an equal amount for both departments – if WHPFD needed additional funds they could tax their residents
2. the Town could take over the WHPFD and fully fund it
3. BBFD could form its own tax district
4. the Town could let the WHPFD run both departments and bill the Town.

Selectman Hoffman questioned how Enfield handles their fire protection? First Selectman Maynard suggested they have 5 fire districts, which seems to be a problem. First Selectman Maynard suggested the Board review this information for future discussion.

**NEW BUSINESS/I. Tax Refunds:**

**MOTION: To APPROVE Tax Refunds in the amount of \$2,303.00 as presented in report dated 11/16/2017.**

**Szymanski moved/Dearborn seconded/DISCUSSION: None**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

**SELECTMEN COMMENTS AND REPORTS/A. Jason Bowsza:**

Selectman Bowsza reported on the following:

- On November 1<sup>st</sup> he attended the Inland/Wetlands Commission Meeting, which included a Show Cause Hearing/Cease & Correct Order on Stu Brown (20 Margaret Drive)
- On November 7<sup>th</sup> he attended the Veterans Commission; the Memorial on the Green Project is coming along nicely.
- The Pension Board is making progress with the bargaining units; their goal is to save the Town money.

**SELECTMEN COMMENTS AND REPORTS/B. Steve Dearborn:**

Selectman Dearborn reported on the following:

- The Veterans Memorial Green Project is beautiful
- The casino is moving along; it will be here.

Everyone have a nice Thanksgiving.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

**SELECTMEN COMMENTS AND REPORTS/C. – Andy Hoffman:**

Selectman Hoffman had nothing to report this meeting.

**SELECTMEN COMMENTS AND REPORTS/D. – Charles J. Szymanski:**

Selectman Szymanski reported on the following:

- He recently looked at the dam at the Broad Brook Pond; it seems they're draining the pond to work on the dam. Selectman Szymanski suggested the pond is the centerpiece of Broad Brook as it once was. In the past it was supported the mill; it got an uplift when it was dredged several years ago. There are a lot of wild bushes growing around the edge of the pond. Selectman Szymanski suggested the Town is hoping to get a lot of visitors for the Anniversary celebration, and Broad Brook is an important part of that. He questioned if DPW could go in and cut out the vegetation and clean it up a bit; it's unsightly. First Selectman Maynard felt the vegetation will be ripped out to repair the dam. Joe Sauerhoefer, Operations Manager at DPW, speaking from the audience reported they will be putting in a spillway, the fencing will be changed over, the sluice gate is gone, there will be no vegetation by Spring.
- Selectman Szymanski would also like to receive a year to date line item budget report by department which includes the status of expenditures. First Selectman Maynard noted such a report is sent to the BOF members monthly; he'll request that it be sent to the BOS as well. Selectman Szymanski indicated he didn't want to see a percentage of expenditures; he wanted to see the pace of the expenditures. He gave an example of a \$1200 annual allocation with \$800 spent at month four

**SELECTMEN COMMENTS AND REPORTS/E. Robert Maynard:**

First Selectman Maynard reported on the following:

- On October 26<sup>th</sup> he received information from the State on the impact to the Towns now that the State has passed its own budget. East Windsor will be getting the same amount as last year. The rental rebate which was originally cut from the State budget has been returned. Discussion followed; Selectman Bowsza referenced the 3<sup>rd</sup> footnote, he questioned that FY 12 was the benchmark for the ECS (Education Cost Sharing) allocation? Selectman Szymanski questioned the Pequot-Mohegan Grant. First Selectman Maynard noted that is the 25% revenue received by the State from the Tribal Nations from slot machine income; East Windsor is receiving \$45,000 of that amount.

**PUBLIC PARTICIPATION (Another opportunity for the public to make comments:**

**Marie DeSousa, Rice Road:** Mrs. DeSousa cited the agreement accepted by the previous Board regarding the casino is a contract that needs to be adhered to; she is concerned with comments made this evening. The Board needs to be careful.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

Mrs. DeSousa noted that Dick Pippin and Dale Nelson were not reelected but she wanted to thank them for their years of service as volunteers. When she hears someone speaking negatively against them it breaks her heart because they've done more than others in town and they should be commended. Mrs. DeSousa felt Dick Pippin was appointed to a commission tonight where he'll do a good job. She hopes this isn't a vendetta.

Mrs. DeSousa also wanted to thank everyone who reappointed her to the Housing Authority; she invited everyone to come and see the improvements made to bathrooms at Park Hill with the recent \$52,000 appropriation. She reported that as of today Park Hill is 100% occupied.

First Selectman Maynard requested clarification regarding the casino comments. Selectman Bowsza and Mrs. DeSousa referenced the Casino Development Agreement; the mitigation money is to be used for certain areas. First Selectman Maynard requested Selectman Bowsza and Mrs. DeSousa to come in and discuss the comments with him.

**Bill Loos, Melrose Road:** Mr. Loos suggested it's appropriate to elect a Deputy Selectman to act if First Selectman Maynard is unavailable. First Selectman Maynard indicated the election will be added to the next meeting agenda.

**Jim Barton (Warehouse Point Fire Department Chief):** Mr. Barton suggested when this Board considers changing its meeting day that may have a trickledown effect on other boards and commissions. First Selectman Maynard reported he had intended to speak with the other boards and commissions regarding the change.

**Keith Yagaloff, 125 Depot Street:** Mr. Yagaloff suggested it may not be wise to spend money until you receive some of that money; don't spend in anticipation of getting something back.

Regarding the (casino) mitigation fund, Mr. Yagaloff suggested the Board previously spoke of going to the departments and agencies and residents for recommendations on how to use those funds and if you only go to the Town departments the people may say no again. He suggested holding a meeting of the residents and stakeholders for their recommendations. Mr. Yagaloff agreed with the proposal to create 3 ordinances. Selectman Hoffman agreed but felt the first ordinance should be simple regarding how that money is held. He agreed the Board needs to get the people involved. Selectman Hoffman suggested giving the people a line item vote on spending the money; it would be a way to get the people on board because they'll be a stakeholder.

**Jim Barton, 108 Main Street (Chief, Warehouse Point Fire Department):** Chief Barton noted that the letter from the WHPFD wasn't acted on; he doesn't want that request forgotten. The WHPFD was forced to go to taxing the residents. He hopes the letter won't be forgotten. First Selectman Maynard reported discussion will be on the next agenda. Chief Barton suggested if they need a presentation they can do that for the Board. Selectman Szymanski felt this issue

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – November 21, 2017  
MEETING MINUTES -**

was important; the Board needs to understand the issue. He felt the presentation would be valuable to the Board; he suggested the residents should speak to members as well. Selectman Szymanski suggested the Board might consider holding a Special Meeting to discuss this issue with the WHPFD and the BBFD; Selectman Hoffman concurred. Chief Barton noted the WHPFD meets the first Monday of the month. Discussion followed regarding filing requirements for a Special Meeting and for the Board's attendance at the WHPFD's meeting.

**Tom Talamini, 23 Rice Road:** Mr. Talamini congratulated the new and returning members on their election.

Mr. Talamini would like to see the Board members make the motions rather than have First Selectman Maynard propose a motion which the members approve via a "so moved".

**SIGNATURES FOR APPROVAL OF CHECK REGISTERS:**

The Selectmen reviewed the registers presented and took appropriate action.

**EXECUTIVE SESSION/Pursuant to C.G.S. Section 1-200 (6)(a) Employment to include Melissa Maltese and Amanda Schroll:**

**MOTION: To GO INTO EXECUTIVE SESSION Pursuant to C.G.S. Section 1-200 (6)(a) Employment at 10:10 p.m. Attending the Executive Session were First Selectman Maynard, Selectmen Bowsza, Dearborn, Hoffman, and Szymanski, Melissa Maltese, and Amanda Schroll.**

**Szymanski moved/Hoffman seconded.**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

The Board came out of Executive Session at 11:21 p.m. No motions were made or actions taken.

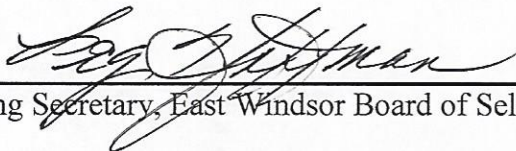
**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 11:24 p.m.**

**Bowsza moved/Hoffman seconded/**

**VOTE: In Favor: Maynard/Bowsza/Dearborn/Hoffman/Szymanski**

Respectfully submitted



---

Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen



BOS 11/21/2017 - Attachment A

RECEIVED BY

NOV - 9 2017

FIRST SELECTMANS OFFICE

RECEIVED BY

NOV - 9 2017

FIRST SELECTMANS OFFICE

### Library Association of Warehouse Point

Dear Selectmen,

The trustees of the Warehouse point Library would like to invite you to attend a farewell reception for director Vincent (Vinnie) Bologna who is retiring at the end of December. Vinnie has given 28 years of devoted service to The Library and the East Windsor community. Guests will be welcomed from noon to 5 pm on Wednesday December 6, 2017. Light refreshments will be served.

Yours truly,



Albert Floyd, secretary



**TOWN OF EAST WINDSOR**

Caroline G. Madore, CCMA II - Assessor  
11 Rye St. - Broad Brook, CT 06016-9553  
cmadore@eastwindsorct.com  
860-623-8878 / (Fax) 860-623-4798

TO: Board of Finance / Board of Selectmen  
FROM: Caroline G. Madore, CCMA II - Assessor *CGM*  
DATE: November 9, 2017  
RE: Assessor's Status Report

**MEMORANDUM**

**Real Estate Appeals - Grand List of October 1, 2014:**

- 54 Real Estate Accounts – owned by SJK Properties LLC & Jolanta Kement – The parties continue to work on bringing this case to a level for Stipulation of Judgment.

**Real Estate Appeals - Grand List of October 1, 2016:**

- 44 Prospect Hill Rd. (Wal-Mart Stores East LP) - Pretrial is scheduled for 4/19/18.
- 191 Depot St. & 38 Sullivan Farm Rd. – Pretrial is scheduled for 10/17/17.

**Motor Vehicle Supplemental – Grand List of October 1, 2016:**

- We have received the data to process for roughly 2,200 accounts.

**Grand List of October 1, 2017**

Revaluation –

- The field work has been completed.
- I am finalizing the value reviews in accordance with the requirements of the Statutes.
- Our property owners will receive value notifications shortly along with an explanation of the steps that can be taken for informal hearings to be held.

Personal Property -

- The input processing has begun on this facet of the October 1, 2017 Grand List.

Motor Vehicles –

- We anticipate receipt of this data by December 15, 2017.

**Assessor to Retire February 21, 2018:**

- Please see the attached notification.

Thank you.



Town of East Windsor

This is not a bill

Assessor's Office  
11 Rye Street  
Broad Brook, CT 06016  
www.eastwindsor-ct.gov

Revaluation Notice of Assessment Change Issued Pursuant to the Connecticut General Statute 12-55

Date of Issue: November 17, 2017

Property Type: Residential

Unique ID:

Property Location:

Map/Block/Lot:

EXAMPLE

Total Prior Assessment  
October 1, 2016

135,750

Total New Assessment  
October 1, 2017

112,100

Assessed Value is Based on 70% of the Market Value.

Dear Property Owner:

The Town of East Windsor is completing a state-mandated revaluation of all real estate for the October 1, 2017 Grand List. This notice includes your existing assessment based on 70% of the October 1, 2012 market value and your proposed revalued assessment based on 70% of the October 1, 2017 market value. This notice does not reflect exemptions and credits for which you may qualify, such as elderly, veterans and blind - these exemptions will be applied by the Assessor's Office and will be reflected in your July 2018 tax bill. Reductions for properties with farm or forest classifications have been incorporated in the revalued assessment.

If you believe this assessment is not reflective of 70% of the current market value of your property, you may request an informal hearing with a representative of eQuality Valuation Services, LLC, the firm conducting this revaluation. Appointments are scheduled to be held December 5th - 15th. To make an appointment for an informal hearing, please call the hearing appointment line at XXX-XXX-XXXX, 24 hours a day, 7 days a week before December 13th 2017.

The Assessor's Office is not able to schedule appointments.

For your convenience the Town of East Windsor will be making new assessments and property field card information available and appointments can also be made online at this web site:

[eastwindsor.equalitycama.com](http://eastwindsor.equalitycama.com)

Hearings will be held at the East Windsor Town Hall, 11 Rye Street Broad Brook. Hearing result notices will be mailed in December 2017. If you wish to further challenge your October 1, 2017 real estate assessment, you may file an appeal with the Board of Assessment Appeals by submitting a written request on the prescribed form by February 20, 2018. These forms will be available at the end of January, 2018 from the Assessor's Office.

**By State Statute, an appeal can be heard only if the written request has been submitted on the prescribed form to the East Windsor Board of Assessment Appeals. The forms must be received in Assessor's Office no later than 4:30 PM February 20th. Postmarks will not be accepted.**

APPOINTMENTS CAN ONLY BE MADE THROUGH THE NUMBER OR WEBSITE LISTED ABOVE

Respectfully,  
eQuality Valuation Services, LLC.

**CAROLINE G. MADORE**

18 Masons Brook Lane  
East Windsor, CT 06088-1722  
Cell Phone – 860-212-3676

September 15, 2017

Town of East Windsor  
Robert Maynard, First Selectman  
11 Rye Street  
Broad Brook, CT 06088-9553

Re: Notification - Retirement Date

Dear Bob:

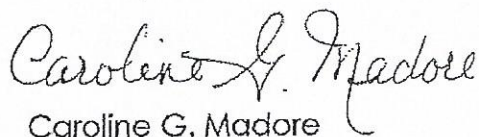
This letter will serve as notification to the Town of East Windsor that I will be retiring from the position of Assessor as of February 21, 2018.

I find this letter must be written due to the fact that searching for a replacement could take some time and should begin as soon as possible.

If it is satisfactory and acceptable, I will work with Human Resources to get another individual hired as Assessor before I retire.

I want you to know what a pleasure it has been to work for the Town of East Windsor for these 30+ years. I feel that I have been truly blessed to have such a rewarding/fulfilling career. What I will keep close to my heart are the people of this wonderful Town that I have been able to assist, work alongside and create long-lasting memories and friendships.

Sincerely,

  
Caroline G. Madore

*BWS 11/21/2017 - Attachment C*

**Memorandum of Understanding  
Between  
East Windsor Water Pollution Control Authority  
And the  
Town of East Windsor**

This Memorandum of Understanding dated this \_\_\_ day of November 2017 (hereinafter referred to as "MOU") is entered into and between the East Windsor Water Pollution Control Authority (WPCA) and the Town of East Windsor ("Town").

Whereas the Town is the owner of Scout Hall, located at 28 Abbe Rd, East Windsor, CT 06088; and

Whereas the WPCA installed new pumps, controls, and a generator to provide auxiliary power to Scout Hall in the event of a power failure.

Whereas, this MOU is to specify ownership and responsibility regarding the generator and the pump station.

Therefore, the Town and WPCA agree as follows:

The generator used to support the pump station and the new pumps is located next to the Scout Hall building rather than next to the street. The generator is on a pad outside the building and connected to the wiring for the pump station and Scout Hall. The Generator, Automatic Transfer Switch and Disconnect is owned by the WPCA, who is responsible for the cost of operation and maintenance. The pump station is not part of the Scout Hall property. As of November \_\_, 2017, the pump station is included in the WPCA's sewer system. As part of the WPCA sewer system, the entire pump station is WPCA's responsibility to maintain and replace. The Pump Station electrical power is fed through the Scout Hall meter and this cost shall be paid by the Scout Hall. Generator fuel is also provided by the Scout Hall, and this cost shall also be paid by the Scout Hall.

TOWN OF EAST WINDSOR

Witnesses:

\_\_\_\_\_  
By: Robert Maynard, First Selectman  
Duly Authorized

\_\_\_\_\_

EAST WINDSOR WATER  
POLLUTION CONTROL AUTHORITY

Witnesses:

\_\_\_\_\_  
By: Paul Anderson  
East Windsor WPCA Chairman  
Duly Authorized

\_\_\_\_\_

\_\_\_\_\_