

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

REGULAR MEETING

Tuesday, December 19, 2017)

7:00 p.m.

Town Hall Meeting Room
11 Rye Street, Broad Brook, CT. 06016

REVISED Meeting Minutes

See Attachment Page 7, Emergency Management Grant Program

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

Board of Selectmen:

Robert Maynard, First Selectman
Steve Dearborn., Deputy First Selectman
Jason Bowsza, Selectman
Andy Hoffman, Selectman
Charles J. Szymanski, Selectman

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

GUESTS: **Town Staff:** Blaine Simpkins, Jr., East Windsor Fire Marshal; Blaine Simpkins, Sr., Assistant East Windsor Fire Marshal.

Boards, Commissions, Committees, and other entities: **Board of Finance Members:** Kathy Pippin; Sarah Muska; **Historic Preservation Commission:** Kirk Montstream, Chairman; Jessica Bottomley; **Capital Improvement Projects Committee/Police Commission:** Bob Leach; **250th Anniversary Committee:** Rebecca Talamini, Chairman.; **Capital Improvement Planning Committee:** Dale Nelson.

Public: Christine Akkouris, George Akkouris, Paul Anderson; John Matthews, Dale Nelson; Tom Talamini; Keith Yagaloff.

Press: Anthony Branciforte, Journal Inquirer.

TIME AND PLACE OF REGULAR MEETING:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

First Selectman Maynard called the Meeting to Order at 7:05 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:

MOTION: To APPROVE the Agenda as presented.

Szymanski moved/Hoffman seconded/DISCUSSION: None

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

ATTENDANCE: See page 1.

PARLIAMENTARY PROCEDURES:

First Selectman Maynard requested everyone to identify themselves before they speak and to be respectful presenting their comments and to not interrupt anyone when they speak.

APPROVAL OF MEETING MINUTES/B. December 5, 2017, Regular Meeting Minutes:

MOTION: To APPROVE the Minutes of the Board of Selectmen’s Regular Meeting dated December 5, 2017 as presented:

Hoffman moved/Szymanski seconded/DISCUSSION: None

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

COMMUNICATIONS:

Nothing presented this evening.

Selectman Bowsza questioned if any new information had been received from CCM (Connecticut Conference of Municipalities) regarding reductions to municipalities? First Selectman Maynard replied negatively, noting the last communication he had received discussed possible reductions in renter’s rebates and Senior tax rebates which was being reconsidered by OPM (Office of Policy and Management).

PUBLIC PARTICIPATION:

Dale Nelson, 51 Omelia Road: Mrs. Nelson reported the previous vote regarding the Broad Brook Mill was at a Special Town Meeting held 8/15/2002; Mrs. Nelson read the following

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

motion made during that meeting: “Should the Town proceed with the acquisition of the Millbrook property contingent upon the approval of a bond issue for renovating the building for use as a municipal complex”. Mrs. Nelson indicated the motion failed. Mrs. Nelson suggested the motion was specific to that; if we revisit it for historic purposes you now know that this was voted down. Mrs. Nelson felt the issue was they didn’t want to use it for a municipal offices because of the mold.

Selectman Bowsza requested a copy of the motion, which Mrs. Nelson provided for him.

Paul Anderson, 89 Main Street: Mr. Anderson would like the person making the motion to read the motion rather than just confirming with a “so moved”.

Kathy Pippin, 37 Woolam Road: Mrs. Pippin would like the Selectmen to attend other Board and Commission meetings besides the agency they are liaison for. Mrs. Pippin suggested the members of the Boards are feeling pretty lonely without the Selectmen’s appearances; it was such an active Board before and this is the “third” month already. In response to First Selectmen Maynard’s questions Mrs. Pippin suggested she was speaking of the Planning and Zoning Commission, the Inland Wetlands and Watercourse Agency, the Zoning Board of Appeals, Capital Improvement Planning, any of the boards.

And, Mrs. Pippin would like the Selectmen to limit their talking to 5 minutes as she is tired getting home at 10:00 or 10:30; she has to work the morning.

Christine Akkouris, wife of George Akkouris, owner of Golden Irene’s Restaurant: Mrs. Akkouris read a letter of support for East Windsor Fire Marshal Blaine Simpkins, Jr., and Assistant East Windsor Fire Marshal Blaine Simpkins, Sr. Mrs. Akkouris reported the assistance of both Mr. Simpkins during situations which impacted their business. After the restaurant suffered a fire Mr. Simpkins, Sr. and (Building Inspector) Stanley inspected the rebuilding of their restaurant twice a day to get them open within 4 weeks. Without their help 17 of their employees would have been out of work for a prolonged period. Mr. Simpkins, Jr. was on site during the insurance inspection explaining how the fire happened. . When the town suffered a power outage during an October storm Mr. Simpkins Sr. and Jr. assisted people with lengthy power outages. Mr. Simpkins, Jr. rounded up volunteers to set up a shelter when the Town had no funds to do so. Mrs. Akkouris reported that without the assistance of Mr. Simpkins, Sr. their patio wouldn’t have been built as he got people from various departments and agencies – the Building Department, the Health Department, the Zoning Department, the (WHPFD) Fire Marshal - with contradictory opinions together to resolve their issues.

Mrs. Akkouris suggested both Mr. Simpkins, Sr. and Jr. are professional people who go above and beyond their responsibilities. She suggested they are “pro-people” with professionalism and integrity; they should be considered above reproach, not defending themselves.

TOWN OF EAST WINDSOR

BOARD OF SELECTMEN

Regular Meeting – December 19, 2017

REVISED MEETING MINUTES –

See Attachment, Page 7 – Emergency Management Grant Program

Bill Towers, 14 Maple Avenue: Mr. Towers reported he attended the previous Selectmen's meeting with fire safety concerns. He is present tonight to read an e-mail exchange dated 12/8/2017 between his supervisor, Shawn Morris, Deputy Fire Marshal, at the (Manchester) 8th District Fire Department and himself. The e-mail indicates Mr. Simpkins, Sr. called to complain about Mr. Towers comments at the BOS's meeting, that he wanted Mr. Towers to stop his comments, that he had complained to Bill Abbott, the State Fire Marshal, and Mr. Simpkins, Sr. planned to sue. Mr. Towers indicated he understood Mr. Abbott had not received the complaint.

Joshua Hawkes-Ladd, Town Attorney for the Town of East Windsor, from the law firm of Pullman and Comley. Mr. Hawkes-Ladd introduced himself to Selectman Hoffman and Selectman Szymanski.

Paul Anderson, 89 Main Street: Mr. Anderson reported he didn't want to perpetuate the Fire Marshal issue but he wanted to advise everyone he was present at Scout Hall this previous Saturday and the fire alarms did work. The phone system is over 20 years old; they no longer have a dialing system on the wall. Mr. Anderson also wanted to point out that if 100 people were present at Scout Hall 99 of those people would have a cell phone to call in an emergency.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.

Resignations: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B

Reappointments: .The 250th Anniversary Committee for a term expiring 6/1/2019: Rebecca Talamini (U), Bill Thim (U), Paul Anderson (D), Diane LaJoie (U), Tom Talamini (R), Lynne Tracy-Thim (D), Scott Morgan (R):

MOTION: To REAPPOINT Rebecca Talamini (U), Bill Thim (U), Paul Anderson (D), Diane LaJoie (U), Tom Talamini (R), Lynne Tracy-Thim (D), Scott Morgan (R) as members of the 250th Anniversary Committee for terms expiring 6/1/2019.

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

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

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/C. New

Appointments: The 250th Anniversary Committee: Ceil Donahue (R) for a term expiring 6/1/2017- 6/1/2019:

MOTION: To APPOINT Ceil Donahue (R) to the 250th Anniversary Committee for a term expiring 6/1/2019.

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

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

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

UNFINISHED BUSINESS/A. East Windsor's 250th Anniversary Committee Report:

Rebecca Talamini, Chairman of the 250th Anniversary Committee , reported on the following:

- Calendars are in, they can be purchased at a cost of \$20 from the Town Clerk's Office, the Warehouse Point Library, the Broad Brook Library, and at 250th Committee Meetings.
- Committee Meetings have been moved to the first and Third Tuesday evening at 7:00 p.m. at the Osborne House, 113 Scantic Road.
- Tickets are still available for the Masquerade Ball being held on New Year's Eve, 2017 at LaNotte's; tickets will also be available at the door. The Ball will begin at 7:00 p.m. with a 5 hour open bar, food will be served at 8:00 p.m., entertainment will include a DJ , a photo booth, and a raffle table. Dress is formal (suits and dresses), not costumes; masks will be available at the door. Tables seating 10 people can be reserved.
- The New Year's Day Hike will be the first event of 2018.

UNFINISHED BUSINESS/B. Casino Impact Fund:

First Selectman Maynard reported he is hearing that MMCT will be securing the property with a fence and installing a sign – “Coming Soon” – at the property. Demolition of the cinema building is anticipated to begin February 1st although permits haven't been pulled yet.

Selectman Bowsza questioned if there had been any discussion regarding the potential litigation? First Selectman Maynard replied negatively. Selectman Hoffman suggested forming a small 2 to 3 person sub-committee to meet with the Tribal Nations monthly for progress updates and to show the Town's interest. Selectman Bowsza cited previous representatives who have met privately with Selectmen regarding the project; he's surprised they haven't reached out to Selectman Hoffman and Selectman Szymanski yet. First Selectman Maynard suggested MMCT has been proceeding with the project and has discussed the development process with the Town. He'll discuss a potential sub-committee with them.

First Selectman Maynard questioned the progress of the audit committee? Selectman Hoffman summarized his previous contacts, noting he has now also spoken with CCM (Connecticut Conference of Municipalities), who provides municipal consulting assistance, and Town Managers Galligan of South Windsor and Burke of Windsor. He received a recommendation for Tischler and Bise, of Bethesda, Maryland who provide a computer model for this type of project. Selectman Hoffman reported he spoke with the Town's auditors who indicated they don't have expertise in this area but will assist looking for people who do.

Selectman Hoffman reported he and Selectman Szymanski have prepared a list of names he would like the Selectmen to review and discuss at the January, 2018 Meeting. The list includes names of firms to assist the Selectmen find potential bidders who will then be sent the RFP for the audit work.

TOWN OF EAST WINDSOR

BOARD OF SELECTMEN

Regular Meeting – December 19, 2017

REVISED MEETING MINUTES –

See Attachment, Page 7 – Emergency Management Grant Program

First Selectman Maynard provided the Board with a draft ordinance to establish the Casino Impact Fund. While he felt more than one ordinance might be necessary this draft is the beginning of the process. First Selectman Maynard cited the need for legal review after the Board finalizes the draft.

Selectman Bowsza questioned who, besides First Selectman Maynard, worked on this draft? First Selectman Maynard indicated it was his work but it's much like the beginning of the ordinance proposed by Selectman Bowsza previously. First Selectman Maynard reported he discussed the ordinance with the Board of Finance (BOF); this proposal is just saying the Board is putting the money in the fund created by the BOF. Selectman Bowsza took umbrage with the idea of the need for separate ordinances; he felt that concept was flawed. First Selectman Maynard disagreed, noting the confusion of the multiple amendments made during the Town Meeting. Discussion continued; Selectmen Hoffman and Szymanski felt the people didn't understand the previous ordinance and didn't like what they saw; they felt the simpler ordinance would be a better proposal to get the people in Town on board. Selectman Bowsza suggested a lot of misinformation occurred during the Town Meeting. Selectman Bowsza continued that multiple ordinances would invite dysfunction of the process. The Board agreed to review First Selectman Maynard's draft and prepare comments for the January 18, 2018 Meeting.

NEW BUSINESS/A. Opera House Discussion:

Leslie Campolongo, Co-Chair of the Opera House Players Capital Campaign Committee, and Susan Choquette, President of the Opera House Players Board, joined the Selectmen. Ms. Campolongo reported she has lived on Omelia Road in the past; she is a member of the subcommittee raising funds to purchase the building or seek alternative options for the Opera House Players (OHP). Ms. Campolongo reported the letter sent to the Selectmen is a status update. She recalled that the present owner of the Opera House has the building on the market for sale. The lease for the OHP expires in August, 2018; the owner has increased the renewal rental cost significantly. The building also needs significant updates, such as a furnace, HVAC, and roof replacement. Selectman Bowsza suggested they are asking the Town to take over ownership of the building.

Discussion followed. Selectman Hoffman questioned that the market value wouldn't be reduced by the cost of the replacement of the furnace and other items? Ms. Campolongo replied negatively, suggesting the current market value is \$485,000; the furnace, HVAC, and roof replacement would be in addition to the market value. Ms. Campolongo reported they are having a structural evaluation performed. Although they would like to stay in East Windsor Ms. Campolongo suggested the OPH may find they need to relocate; she questioned the Town's ability to keep them in town? With the lease renewal in August obviously time is essential.

First Selectman Maynard suggested the Opera House is a landmark in town. He's personally looked at the building; a concern for him is there is only one exit. Selectman Szymanski

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

questioned if the OPH was a non-profit organization? Ms. Choquette replied affirmatively, noting they are a 501C. They have a solid subscriber base; the OHP entertained 5,000 people during the September to May season. Ms. Choquette noted they also participate in community outreach; during the recent performances of “Annie” they filled 12 contractor bins of toys which they donated to the Police Department Toy Drive. Discussion turned to alternative spaces; Selectman Hoffman suggested the High School Auditorium. Ms. Choquette suggested they need dedicated space for equipment and rehearsal space. Selectman Szymanski suggested the Board would like the OHP to stay; Ms. Choquette noted they are pursuing other options because of the lease expiration.

Selectman Bowsza questioned if they would still be the Opera House Players if they moved? Ms. Choquette gave a history of their development as a group; they had been the St. Martha’s Players before coming to Broad Brook. This year is their 50th anniversary.

NEW BUSINESS/B. Approve and Adopt the Resolution regarding Emergency Management Grant Program:

First Selectman Maynard advised the Selectmen passage of this resolution allows him to sign paperwork to apply for grants to mitigate or prepare for natural disasters. The Town would receive approximately 50 cents/person for a total of approximately \$5700 just by applying for the grant. First Selectman Maynard read an excerpt from Chief of Police DeMarco explaining the role of the Emergency Management Department. In response to Selectman Hoffman’s question First Selectman Maynard indicated this isn’t a new document; this allows the Town to apply annually for disaster aid. When the Town applies for the initial grant it then qualifies the Town to apply for subsequent grants of a similar nature. Selectman Szymanski questioned if it would be appropriate to ask what the \$5700 would go towards? First Selectman Maynard indicated funds are paid to the Emergency Management Department managed by Chief DeMarco. Selectman Bowsza suggested they have purchased emergency equipment, such as a portable generator, in the past. The funds would go towards ongoing emergency management initiatives. **(See Attachment A – Authorizing Resolution of the Town of East Windsor Board of Selectmen).**

MOTION: Move that it be RESOLVED, that the Town of East Windsor may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and FURTHER RESOLVED, that Robert Maynard, as First Selectman of the Town of East Windsor, is authorized and directed to execute and deliver any and all documents on behalf of the Town of East Windsor and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to,

TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program

executing and delivering all agreements and documents contemplated by such documents.

Dearborn moved/Hoffman seconded/

DISCUSSION: Selectman Szymanski questioned that the Chief of Police is the person who administers this grant; First Selectman Maynard replied affirmatively. Selectman Szymanski questioned if it would be appropriate to ask what the money was spent on last year, what the money would be spent on this year, and what grants are available? Bob Leach, of the Police Commission, reported that the people in charge of this were the Chief of Police and the Assistance Chief of Police who are severely underpaid to do this and it would be nice if the Town would hire someone to do this. Mr. Leach suggested the Selectmen should learn what emergency management is about. Selectman Szymanski suggested those were good comments but he would like follow up on his questions.

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

NEW BUSINESS/C. Broad Brook Mill Committee:

First Selectman Maynard reported he sent e-mails to several individuals who expressed interest in this Committee; he noted he's received several replies. First Selectman Maynard read a draft of the resolution to create this Committee.

Lengthy discussion followed regarding the entity being a committee, with a "sunset"/short-term expiration date, vs. a commission, created for a specific purpose, as explained by Selectman Bowsza. First Selectman Maynard referenced Section 7.4 of the Charter regarding creation of special and/or temporary committees; Selectman Bowsza reiterated a commission has a specific purpose. Selectman Hoffman cited he would like to be involved in this committee/commission; he questioned if his ability to serve is limited by his service as a Selectman? Selectman Bowsza indicated the Charter limits service of BOF members. Discussion continued.

MOTION: To MOVE it be resolved by the Board of Selectmen on this 19th day of December, 2017 that, pursuant to the Town Charter Section 7-4, the Board of Selectmen hereby creates a committee known as "The Broad Brook Mill Site Remediation Committee" charged by the Board of Selectmen with working with the Board of Selectmen to resolve and determine the future of the Broad Brook Mill Site. The Committee shall report to the Board of Selectmen monthly. The Committee shall consist of six to nine members. The Committee shall cease its existence in 18 months of creation, unless said Committee is extended by further resolution of the Board of Selectmen.

Szymanski moved/Hoffman seconded/

DISCUSSION: Deputy First Selectman Dearborn questioned that these people will be people talking to DEEP and the landowners to get this job done; is that their job? First Selectman

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

Maynard suggested they will be working with those people and report back to the Board of Selectmen. Deputy First Selectman Dearborn questioned that they're charged with talking to these people who are charged with cleaning this up? Some of the people are on the Preservation Commission; this could get dragged on forever. Deputy First Selectman Dearborn felt the people on this Committee will need to get tough with these people; we're letting them run over us. Selectman Szymanski questioned if these people have worked with DEEP and the landowners before? First Selectman Maynard noted we haven't had this Committee before. Selectman Szymanski indicated he was looking for these people to come to the Board before appointment; Selectman Hoffman agreed and suggested we should make a statement to them with an attached schedule and a final recommendation. Selectman Hoffman suggested if we can save the Mill we should do that. Selectman Szymanski suggested giving these people milestones so they know what to focus on. Selectman Hoffman referenced Selectman Szymanski's proposed spreadsheet regarding project tracking.

First Selectman Maynard noted he has received applications from 5 people who would like to serve on this Committee; he queried the Board if they would like to appoint those people tonight or wait for all applications? Selectman Hoffman felt all appointments should be made at one time; Selectman Szymanski suggested having everyone attend the Board's January 2nd, 2018 Meeting.

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

Discussion continued regarding Selectman Szymanski's spreadsheet. Selectman Szymanski explained the spreadsheet, noting it could be used for multiple purposes, such as tracking the status of hiring a Treasurer or other projects. First Selectman Maynard suggested it could be reviewed at subsequent Selectmen's meetings for informational purposes regarding project updates. Selectman Szymanski suggested it could be added to a separate drive of the current IT system for updating.

NEW BUSINESS/D Review Budget Workshop Dates:

First Selectman Maynard provided the Selectmen with a proposed schedule for budget workshops and Public Hearings for the 2018 – 2019 Fiscal Year. The schedule includes budget referendum dates and meetings associated with budget revisions as required.

Selectman Bowsza reported he won't be able to attend Tuesday evening meetings as they conflict with his class schedule, but he'll read minutes to keep updated. It was noted February 13th conflicts with the Planning and Zoning Commission posted meeting schedule regarding date and location.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

NEW BUSINESS/E. Approve the Charter Revision Study Committee:.

First Selectman Maynard proposed that the Board create a Charter Revision Study Committee consisting of six to nine members, with the purpose of submitting a final report to the BOS on April 5, 2018; the committee will cease to exist when a Charter Revision Committee is established July 1, 2018. First Selectman Maynard reported this is a study committee; its purpose is to review the current Charter to determine if revisions are needed, and to identify those specific areas to be addressed.

Selectman Bowsza reviewed the Statutory requirements for the establishment of a Charter revision commission, the appointing authority being the BOS who give the commission a specific charge, with associated timeline which includes a litany of points within the timeline where points/milestones are to occur. John Matthews, speaking from the audience cited the Charter includes a requirement for review every 5 years; that occurred two years ago. This doesn't do that. Selectman Hoffman suggested this is a precursor to the Charter revision; he questioned if the Selectmen can have input to this study committee? First Selectman Maynard replied affirmatively; the Selectmen should be seeking information from anyone. Selectman Dearborn felt the Board should start the real thing but limit the revision to three or four things. He noted the last time the revision included ten or twelve things and it became confusing. Discussion continued regarding establishing the study committee vs. a Charter revision commission.

John Matthews noted a Charter revision commission would sunset within 18 months of its creation. Putting the revisions before the public would require a vote of 15% of the voters so the goal would be to present the Charter revisions at the 2019 municipal election. If the Charter revision commission begins today it would close down several months prior to the municipal election which would prohibit the commission from making last minute changes. Selection Bowsza suggested the Charter revision should be presented at a gubernatorial or presidential election to maximize the voter turnout. Based on that concept Selectman Bowsza suggested the Charter revision commission should begin in the Spring of 2019 to line up with the presidential election; otherwise you will have a smaller number of people weighing in on how the town is run.

Discussion continued regarding the establishment of a study committee or a revision commission. Selectman Bowsza noted there's no requirement that a charter revision must be done with an election. With the Town is beginning the budget process; now a charter revision could be offered to the voters during a budget referendum.

MOTION: MOVE that it be resolved by the Board of Selectmen on this 19th day of December, 2017 that, pursuant to Town Charter Section 7-4, the Board of Selectmen hereby creates a committee known as "The Charter Revision Study Committee" charged by the Board of Selectmen to:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

Review the East Windsor Town Charter and determine if a charter revision is needed and if a Charter Revision is needed, list the specific areas that should be addressed. The Committee shall report to the Board of Selectmen monthly. The Committee shall consist of six to nine members. The Committee shall produce and submit a final written report to the Board of Selectmen on April 5, 2018. The Committee shall cease its existence when a Charter Revision Commission is established or July 1, 2018, whichever is sooner unless said Committee is extended by further resolution of the Board of Selectmen.

Szymanski moved/Hoffman seconded/

DISCUSSION: Selectman Szymanski suggested these people should come before the Board to give them direction on their charge.

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

NEW BUSINESS/F. Board of Selectmen Plan:

First Selectman Maynard offered the Board of list of initiatives he would like the Selectmen to consider and prioritize as goals going forward. He noted Selectman Hoffman has encouraged the Board to hire an Economic Development Director; he suggested other Selectmen may have additional ideas.

Selectman Dearborn noted he has been preaching for some time that the Town hire a grant writer. In response to Selectman Szymanski's question First Selectman Maynard reported the Town has submitted 20+/- grant requests in the past 2 years. Many are initiated in the Planning Department, the Police Department, and the Parks and Recreation Department. Selectman Dearborn felt the Town could get better results by hiring a grant writer with the incentive of paying them 10% of the grant received; Selectman Bowsza suggested the specifics of various grants may not allow that 10% payment to a grant writer.

One of the initiatives listed is to reduce opioid use. Selectman Dearborn questioned how the Town could accomplish that; people will do what they want to do. First Selectman Maynard suggested the school system can become involved, the Human Services Department, the Police Department, and Parks and Recreation Department – they all deal with the opioid problem. Selectman Bowsza concurred with Selectman Dearborn; the Town won't be the solution but, like mental health, we need to talk about it. It needs to be ok for the people with the addiction and the people with family members with addictions to talk about this problem.

Another proposed initiative is to reduce gravel pit dirt bike and ATV unauthorized use; Selectman Dearborn noted the Town doesn't own the land where this activity occurs. First Selectman Maynard cited the annoyance for the neighbors surrounding the properties. He felt

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

Regular Meeting – December 19, 2017

REVISED MEETING MINUTES –

See Attachment, Page 7 – Emergency Management Grant Program

that the development of solar facilities on the various properties could eventually help reduce the unauthorized use. Discussion continued regarding the effect of solar farms on these activities.

Selectman Hoffman reiterated the benefit of hiring an Economic Development Director. He noted he had visited businesses when he was a member of the Economic Development Commission, and Economic Development Directors from other towns. Those professionals said East Windsor won't be a factor in regional development until we hire an Economic Development Director.

Discussion continued. Selectman Hoffman and Selectman Szymanski suggested the Board should task themselves with a short list of goals that can be reasonably accomplished within a short time, such as:

- Create the Charter Study Committee within the next month
- Create a Casino Impact Fund Ordinance to send to the votes in 2 months
- Work on hiring the Economic Development Director
- Develop a plan to reduce opioid use in 6 months
- Work on a plan to reduce taxes

Selectman Hoffman suggested he and Selectman Szymanski will draft a short list with timeline for the next meeting.

NEW BUSINESS/G. Special Counsel for Zoning Enforcement:

First Selectman Maynard provided the Board with a copy of the current Zoning Violation Citations & Procedures Ordinance. First Selectman Maynard reported he attended a CCM workshop on blight issues which also applied to zoning enforcement. There are basically two ways to approach zoning enforcement issues:

- If you follow the steps correctly you can get a judgement against the property owner without hiring an attorney, or
- You hire an attorney.

First Selectman Maynard cited the Planning Office currently works with violators to correct the situation, if that fails they go to a Cease & Desist Order with a 30 day compliance requirement, then they issue a Citation which starts the clock for initiating a fine of \$150/day which the violator has 30 days to appeal/contest the fines but - the Town needs a Hearing Officer for the violator to appeal to. If the steps are followed correctly the Town could then go to Superior Court to file a judgement against the property owner. First Selectman Maynard wants to contact one of the lawyers who presented at the CCM workshop to have them develop a checklist for zoning enforcement procedures.

Selectman Hoffman questioned if the attorneys from the CCM workshop have special qualifications beyond our contracted legal counsel? First Selectman Maynard would like to discuss the checklist with the people who presented at the CCM workshop. Selectman Szymanski questioned how many citations have been issued within the last 2 years? First

TOWN OF EAST WINDSOR

BOARD OF SELECTMEN

Regular Meeting – December 19, 2017

REVISED MEETING MINUTES –

See Attachment, Page 7 – Emergency Management Grant Program

Selectman Maynard replied none. Selectman Bowsza questioned if the Town has appointed a new Hearing Officer; First Selectman Maynard reported he's contacted 3 people but no one is willing to become the Hearing Officer. Selectman Szymanski noted the ordinance was enacted in 2007; have we ever had a Hearing Officer? First Selectman Maynard replied Cliff Nelson had been the previous Hearing Officer but his term has expired. Selectman Dearborn questioned if this is a paid position? Dale Nelson, speaking from the audience, replied no; it's a volunteer position.

Discussion followed regarding the current process. Selectman Dearborn suggested the process is similar as going before the Zoning Board of Appeals. The violator discusses the violation with the Hearing Officer, they agree to a settlement, the violator can appeal the decision, if the violator loses it goes to court.

Selectman Bowsza questioned what's precipitated this initiative? First Selectman Maynard felt the Town needs to get serious with zoning enforcement issues; he cited the Margaret Drive issue and other zoning violations. Selectman Szymanski questioned the cost to hire the lawyers First Selectman Maynard has suggested: First Selectman Maynard will get a cost estimate.

NEW BUSINESS/H. Route 5 Corridor Study:

First Selectman Maynard reported work is beginning on the Route 5 Corridor Study being managed by CRCOG (Capital Regional Council of Governments). Significant funding has been set aside for this work. A recent workshop was held by CRCOG; attending from the Town were Chief DeMarco, Assistant Chief Hart, Town Engineer/DPW Supervisor Norton, and Town Planner Whitten. First Selectman Maynard noted the study area and the accompanying Gantt timeline chart. He reported they will be monitoring the intersections with cameras to digitally record traffic activity.

Selectman Szymanski questioned the physical length of the study? First Selectman Maynard reported it would begin at the South Windsor border and extend to the Enfield town line. Selectman Bowsza reported that the State doesn't have the money for this; First Selectman Maynard reported that the study was implemented 2 years ago with funding appropriated for the study project. Selectman Szymanski cited he didn't see any representatives from DOT included in the participant list; First Selectman Maynard reported DOT had representatives involved earlier. Discussion continued regarding the need to integrate the potential casino traffic with this study. First Selectman Maynard suggested MMCT and DOT will work together regarding traffic issues; MMCT will also have to present a traffic study as part of the Planning and Zoning Commission application – the State will have to be comfortable with that study before the casino opens.

NEW BUSINESS/I. Town Assessor Recruiting Status:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

Regular Meeting – December 19, 2017

REVISED MEETING MINUTES –

See Attachment, Page 7 – Emergency Management Grant Program

First Selectman Maynard reported Assessor Madore will be retiring in February, 2018; the Town is beginning the posting process for this position. This is a supervisory position; others in Town can apply first, then the position can be posted.

Selectman Bowsza noted this is a Senior level position, yet only an associate degree is required. He suggested he'll be hard pressed to vote for someone without a Bachelor's Degree. Selectman Szymanski suggested the Town may be able to hire someone from another town who has the experience but may not have the higher degree. Discussion continued regarding job requirements vs. education level vs. career experience.

NEW BUSINESS/J. Tax Refunds:

MOTION: To APPROVE the Tax Refunds in the amount of \$125.49 as identified in Refund Transaction Report dated December 14, 2017.

Hoffman moved/Szymanski seconded/DISCUSSION: None.

VOTE: In Favor: Maynard/Dearborn/Bowszn/Hoffman/Szymanski

SELECTMEN COMMENTS AND REPORTS/A. Charles J. Szymanski:

Selectman Szymanski reported he attended a CIP Committee Meeting during which a presentation was made by DPW for a request for equipment. Selectman Szymanski suggested the presentation should include information regarding equipment age, mileage, repair history and cost of same. He cited they also requested tools; Selectman Szymanski suggested it would be helpful if the departments provided information regarding if the items are new or replacements, and provide a justification for the need as that information would make prioritizing the requests easier.

SELECTMEN COMMENTS AND REPORTS/B. Steve Dearborn:

Selectman Dearborn wished everyone a Merry Christmas and a Happy New Year; see you all next year.

SELECTMEN COMMENTS AND REPORTS/C. Andy Hoffman:

Selectman Hoffman noted he attended an Economic Development Commission meeting but they didn't have a quorum. He cited that's been a common problem over the last several months; the last Minutes posted were for July, 2017. Although there was no quorum the meeting was attended by Roger O'Brien, who suggested the Board consider finding a realtor to volunteer as they would be familiar with the economic climate. Selectman Hoffman suggested he would like to see a lawyer and a businessman on the EDC as well. He reiterated his encouragement to hire an Economic Development Director.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

SELECTMEN COMMENTS AND REPORTS/D. Jason Bowsza:

Selectman Bowsza wished everyone a happy holiday.

SELECTMEN COMMENTS AND REPORTS/E. Robert Maynard:

First Selectman Maynard reported he attended a Police Commission Meeting, and the Economic Development Commission Meeting.

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

Paul Anderson, 89 Main Street: Mr. Anderson questioned if anyone has found where the piece of the Charter Oak went when it was removed from the Meeting Room wall? First Selectman Maynard replied negatively. Selectman Szymanski questioned who was responsible for removing it? First Selectman Maynard reported DPW worked on the renovations.

Dale Nelson, 51 Omelia Road: Mrs. Nelson reported she currently serves on the CIP Committee and has for several years. Mrs. Nelson cited CIP requests are supported by a binder of support documentation, including mileage, condition, etc.

Bob Leach, 39 Church Street: Mr. Leach, also a member of the CIP Committee, indicated they have a matrix of 12 criteria that they use to judge department requests. Mr. Leach felt that for the Selectmen to micromanage a Committee like the CIP - it won't work. Discussion continued regarding the Committee judgement/review process vs, liaison involvement.

Tom Talamini, 23 Rice Road: Mr. Talamini agreed with Selectman Bowsza; the Broad Brook Mill Committee won't get anything from UTAS or their representatives; the questions need to come from First Selectman Maynard and the committee can make recommendations.

Mr. Talamini also suggested that regarding the Route 5 Study, the Planning and Zoning Commission has had a study done. He also referenced information in the POCD (Plan of Conservation and Development).

George Akkouris, owner of Golden Irene's: Mr. Akkouris reported he's been doing business in town for 15 years and his parents for 20 years before that. Mr. Akkouris suggested he'd rather keep his nose out of politics but he wanted to say there are good people in town - Blaine Simpkins/Fire Marshal, Rand Stanley/Building Department, Laurie Whitten/Planning Department - that go the extra mile for the people. He reiterated his wife's comments regarding Mr. Simpkin's help getting the different groups together to get his patio in, and Mr. Simpkin's help getting the inspections done quickly so his employees got back to work quicker. Mr. Akkouris suggested it's sad that he has to come to this meeting to justify these people and the work they do for the town. Mr. Akkouris repeated the comments made earlier by Mrs.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

Regular Meeting – December 19, 2017

REVISED MEETING MINUTES –

See Attachment, Page 7 – Emergency Management Grant Program

Akkouris regarding Mr. Simpkin's assistance during the power outage. Mr. Akkouris cited the benefit of businesses to East Windsor – tax revenue, people who visit his restaurant spend money buying gas, etc.

Keith Yagaloff: Mr. Yagaloff agreed the Town isn't responsible for the opioid problem but East Windsor has suffered multiple deaths due to opioid addiction. It's a community and a family problem. Mr. Yagaloff suggested we should ask ourselves as a community what can we do better, and what we can do differently to eliminate this problem.

Kirk Montstream, South Main Street: Mr. Montstream is glad to see the Mill still on the agenda; he would like to see Selectman Dearborn on the committee. It's a positive thing. If the outcome is demolition so be it; we should do what's right for the community. Mr. Montstream also felt that maybe the Economic Development Director can tie everything together; maybe the Casino Impact Fund can fund that person, even if he's a part-time employee. Selectman Hoffman suggested the Economic Development Director should be an employee; there needs to be continuity or it won't work. That employee will have a lot of impact on the Town.

Bill Towers, 14 Maple Avenue: Mr. Towers agreed with Mr. Akkouris' comments; Mr. Simpkins, Sr. and Jr. are good guys. He, personally, likes Golden Irene's. Mr. Towers cited he's here for compliance and to get things done correctly. He's passionate about smoke alarms; they're the best way to save lives. Mr. Towers felt there is more to be done. He just wanted to bring awareness to the Town.

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, Negotiations.
To include Blaine Simpkins and Blaine Simpkins, Jr.:**

MOTION: To GO INTO EXECUTIVE Session Pursuant to C.G.S. Section 1-200 (6)(a) employment, Negotiations after a RECESS beginning at 10:17 p.m. Attending the Executive Session were First Selectman Maynard, Deputy First Selectman Dearborn, Selectmen Bowsza, Hoffman, and Szymanski and Blaine Simpkins and Blaine Simpkins, Jr.

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

VOTE: In Favor: Maynard/Dearborn/Bowszn/Hoffman/Szymanski

The Executive Session began at 11:23 p.m., and ended at 11:46 p.m.

MOTION: To HIRE Judy Isele as Treasurer.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – December 19, 2017
REVISED MEETING MINUTES –
See Attachment, Page 7 – Emergency Management Grant Program**

Szymanski moved/Hoffman seconded/DISCUSSION: Selectman Bowsza stated he had very strong concerns about the candidate's background check and inability to be fully bonded.

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

MOTION: **That Melissa Maltese be hired for the job of Director of Community/Recreational Services at an annual salary of \$90,000.00.**

Bowsza moved/Dearborn seconded/DISCUSSION: None.

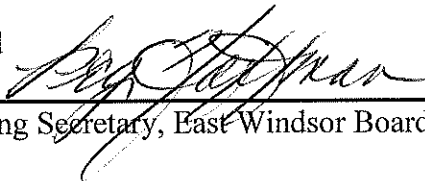
VOTE: **In Favor:** **Maynard/Dearborn/Bowsza/Hoffman**
 Opposed: **Szymanski**
 Abstained: **No one**

ADJOURNMENT:

MOTION: **To ADJOURN this Meeting at 11:51 p.m.**

Dearborn moved/Hoffman seconded/VOTE: **Unanimous**

Respectfully submitted



Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

BN-12/19/2017- Attachment A.

18B

AUTHORIZING RESOLUTION OF THE

Town of East Windsor Board of Selectmen

CERTIFICATION:

I, Joanne Slater, Town Clerk of the Town of East Windsor, do hereby certify that the following is a true and correct copy of a resolution adopted by East Windsor at its duly called and held meeting on December 19, 2017, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Town of East Windsor may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Robert Maynard, as First Selectman of the Town of East Windsor, is authorized and directed to execute and deliver any and all documents on behalf of the Town of East Windsor and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Robert Maynard now holds the office of First Selectman and that he has held that office since November , 2015.

IN WITNESS WHEREOF: The undersigned has executed this certificate this day of
Month Year.

Joanne Slater, Town Clerk

