

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

SPECIAL MEETING

Sunday, March 25, 2018

1:00 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
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: Members of Boards, Committees, Commissions, or Town Entities:
Board of Finance: Sarah Musak, Kathy Pippin; Broad Brook Mill Site Remediation Committee: Tom Talamini; 250th Anniversary Committee: Rebecca Talamini.

Public: Paul Anderson; Marie DeSousa; Tom Talamini.

Press: No one from the Press was present.

TIME AND PLACE OF REGULAR MEETING:

First Seletman Maynard called the Meeting to Order at 1:00 p.m.. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

Selectman Hoffman and Szymanski indicated they would have to leave the meeting at 1:30 as they had previous commitments.

ATTENDANCE: See above/

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Special/Regular Meeting – (DATE)
MEETING MINUTES -**

PUBLIC PARTICIPATION:

Paul Anderson, 89 Main Street: Mr. Anderson reported he heard comments from several people that at the last (BOS) Meeting people couldn't hear Marie DeSousa. Mr. Anderson questioned if the Board would consider looking into a portable microphone?

Tom Talamini, 23 Rice Road: Mr. Talamini questioned that there was no opportunity to participate in the Pledge of Allegiance at this meeting? Rebecca Talamini, Chairman of the 250th Anniversary Committee, noted the Pledge had not been included in this agenda.

AND

Mr. Talamini felt the Board should have two opportunities for public participation at their Meetings as it gives people an opportunity to give the Board input on things that occur during the Meeting. Mr. Talamini noted he had missed public participation at a previous meeting because he wasn't aware of the change and wasn't present at the time the public participation occurred.

AND

And, Mr. Talamini felt that asking a chairman of a sub-committee to come to the Board of Selectmen Meeting to report on the status of the subcommittee – wouldn't it be better to have a liaison from the Board of Selectmen come to the sub-committee.

AND

Regarding the RFD for a Town Attorney, Mr. Talamini reported he thought the current person was under contract for three years.

Marie DeSousa, 10 Rice Road: Mrs. DeSousa reported she spoke with several people who were concerned that the current attorney is under contract for three years. Will we be buying that person out? What would that cost be if you go with another attorney? What's the reason for going with another attorney when you have one contracted for three years already?

NEW BUSINESS/A. Approve Total BOS FY 18-19 Proposed Budget for Submission to Board of Finance:

First Selectman Maynard reported the Board of Selectmen had agreed to this budget by voting on each department budget. The total Town side of the 2018 – 2019 Budget is \$16,187,461 for a 6.26% increase.

Interim Treasurer Carolus had provided the Board with a copy of the final BOS Budget as approved and referenced to by First Selectman Maynard; she also provided the Board with several documents reflecting Revenue, which included, a General Fund Summary of revenues, a spreadsheet of Revenue Projections based on historical data, a February estimate of the Governor's State Budget impact on East Windsor, and a FY 17 – FY 19 Municipal Aid Comparison.

Interim Treasurer Carolus reported the Revenue projections are based on discussions with department heads, and updated information provided by the State. Interim Treasurer Carolus reported she did not include LOCIP funding as the auditors had recommended in the past not

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Special/Regular Meeting – (DATE)
MEETING MINUTES -**

including that funding as it depends on the State going out for bonding and that's not known at present.

The Selectmen raised the following questions. Selectman Hoffman requested an explanation of the Dial-A-Ride revenue. Interim Treasurer Carolus indicated that was money provided by donations for use of that service.

Selectman Dearborn, referencing the budget approved for the Police Department, noted that the Police Department Budget is now a zero percent increase? Interim Treasurer Carolus reported that was the final budget amount voted by the Selectmen. Selectman Dearborn questioned that it would go up with the addition of the results of the labor negotiations? Interim Treasurer Carolus replied that the salary increases would increase the budget.

Selectman Dearborn, noted the Board of Education also reflected a zero percent increase? First Selectman Maynard reported at the time the BOS Budget was finalized the Board of Education Budget had not yet been presented to the Board of Finance, so the increase wasn't known and couldn't be included in the total (Town and BOE) budget figure. The BOE presented a FY 2018 – 2019 Budget increase of 5.71% at the BOF Meeting. Interim Treasurer Carolus suggested if the budgets presented by the BOS and the BOE were approved in the total amounts as presented the mill rate would increase 1.97 mills, which would raise the total mill rate for East Windsor to 34.74 mills.

Selectman Bowsza returned discussion to the revenue side of the budget. With regard to local revenues he questioned that the interest on investments was budgeted at \$20,000 in FY 2017 but was estimated to be \$50,000; he questioned that we under-budgeted this year? After conferring with Interim Treasurer Carolus he concluded that estimate reflects an adjustment to reflect what we think the market value is; Interim Treasurer Carolus reported they expect the interest to go up this year. Selectman Szymanski questioned what the funds were invested in? Interim Treasurer Carolus indicated they use the State Investment Fund; she suggested the new Treasurer would evaluate that.

Selectman Bowsza referenced the revenue for the Building Department, which currently reflects a 25% increase; he questioned if that included Calamar and/or anything for the casino? Interim Treasurer Carolus reported Building Inspector Stanley had recommended this figure. She noted that they are not showing anything for the casino at this point, but initial building permit fees for Calamar are included in this year's figure. Building Inspector Stanley has suggested there may be additional permitting fees for Calamar as it's not unusual for the initial permitting fees to be underestimated. Interim Treasurer Carolus felt Building Inspector Stanley suggested the new housing developments would attribute to this revenue estimate. It was noted that only two or three houses have been built at West River Farms at this point.

Selectman Bowsza cited the Town Clerk's revenue is reflecting an increase of approximately 2 1/2% as well. Interim Treasurer Carolus suggested this has been the trend; she felt that increase reflected the new housing starts as well as the receipt of a lot of conveyance fees. She noted

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Special/Regular Meeting – (DATE)
MEETING MINUTES -**

they had looked at the Town Clerk's year to date figures and traditionally she has been at or above what was budgeted for her.

Selectman Szymanski noticed revenue line items for parking tickets, and aircraft registrations. Interim Treasurer Carolus suggested those were revenue categories for the Tax Collector's Office.

Selectman Bowsza suggested that in reviewing this spreadsheet it appears like we're set to surpass our revenue target. Interim Treasurer Carolus suggested it's trending that way.

First Selectman Maynard questioned the Board if they had any questions with regard to the expenditures; no one raised any questions.

MOTION: To APPROVE the Board of Selectmen's proposed Budget to be submitted to the Board of Finance at \$16,187,461.

Szymanski moved/Hoffman seconded/

DISCUSSION: Selectman Szymanski recommended that in passing this document along to the Board of Finance it should be noted that the submissions to the Board of Selectmen was an increase of 13.6% over the previous year's budget and the Board of Selectmen has reduced that to 6.2%, and the Board of Finance will reduce that further. Selectman Szymanski suggested there are 3 areas in the budget which are discretionary; he felt the 3 areas that the Board of Finance should give their insight into are: the CIP budget, the Warehouse Point Library, and the Contingency Fund. First Selectman Maynard noted the CIP is an increase of \$238,000 over last year and the Contingency Fund is \$200,000; if those areas were removed the 6% increase would be down to a 3% increase. Selectman Dearborn indicated he wouldn't vote in favor of this budget if the \$200,000 Contingency remains in the budget. He questioned if that would disappear? First Selectman Maynard indicated that would be up to the Board of Finance; we're not going to take it away here.

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

First Selectman Maynard reported the Board of Selectman has now officially sent to the Board of Finance a Town Budget of \$16,187,461.

Selectman Szymanski requested his commentary be forwarded to the Board of Finance along with the motion. Discussion followed regarding options for presenting the motion and discussion to the Board of Finance. Selectman Bowsza suggested the Board should pass a motion to reconsider the previous motion, then vote again on the motion to approve the budget.

MOTION: To RECONSIDER the motion previously passed.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Special/Regular Meeting – (DATE)
MEETING MINUTES -**

Szymanski moved/Hoffman seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

MOTION: To APPROVE the Board of Selectmen’s proposed Budget to be submitted to the Board of Finance at \$16,187,461. In passing this document along to the Board of Finance it should be noted that the submissions to the Board of Selectmen was an increase of 13.6% over the previous year’s budget and the Board of Selectmen has reduced that to 6.2%. The Board of Selectmen suggested there are 3 areas in the budget which are discretionary which the Board of Finance should give their insight into, those areas are: the CIP budget, the Warehouse Point Library, and the Contingency Fund.

Szymanski moved/Hoffman seconded/DISCUSSION: Selectman Bowsza suggested narrative shouldn’t be included in the motion; it should be what’s to happen and who’s to do it. The Board could then pass a second motion to encourage the Board of Finance to do a, b, and c.

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

Selectman Bowsza suggested Selectman Dearborn had now changed his vote; Selectman Dearborn questioned how the BOS would tell the BOF what the BOS was presented with and how the votes were made and how to send Selectman Szymanski’s “memo” to the BOF? Selectman Bowsza suggested that would have been another option when considering presentation of motions.

Selectman Dearborn then changed his vote to OPPOSED.

To CLARIFY, the vote was:

In Favor: Maynard/Hoffman/Szymanski

Opposed: Bowsza/Dearborn

Abstained: No one

MOTION: To POSTPONE the remainder of the Agenda items and the Executive Session until the next Board of Selectmen Meeting.

Maynard moved/Szymanski seconded/DISCUSSION: None.

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

NEW BUSINESS/B. Approve Resolution for Warehouse Point Grant:

Postponed to the next Meeting.

NEW BUSINESS/C. Approve sale of 76 Depot Street and forward to Town Meeting:

Postponed to the next Meeting.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Special/Regular Meeting – (DATE)
MEETING MINUTES -**

NEW BUSINESS/D. Discuss RFP for Town Attorney:

Postponed to the next Meeting.

NEW BUSINESS/E. Round Table Discussion:

Postponed to the next Meeting.

NEW BUSINESS/F. Appointment of Amy O’Toole as Town Treasurer pending successful completion of pre-employment physical, drug screen, and employment agreement approved by an attorney and signed:

Postponed to the next Meeting.

EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-210 (b-1)(b-4) Litigation and Negotiations and C. G. S. Section 1-200 6(a) Employment – Action is possible:

No Executive Session this evening.

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 1:30 p.m.

Dearborn moved/Hoffman seconded/DISCUSSION: None.

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

Respectfully submitted

Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen