

TOWN OF EAST WINDSOR
BOARD OF SELECTMEN MEETING
JULY 7, 2009

I. TIME AND PLACE OF MEETING

The meeting was called to order on Tuesday, July 7, 2009 at 8:10 p.m. at the East Windsor Town Hall immediately following Town Meeting

II. ATTENDANCE

Denise Menard, First Selectman
Gilbert Hayes, Deputy First Selectman
Dale Nelson, Selectman
Mark Simmons, Selectman
Richard P. Pippin, Jr., Selectman

III. ADDED AGENDA ITEMS - None

IV. PREVIOUS MINUTES

A. Approval of Regular Meeting Minutes of June 16, 2009

**MOTION: To approve the regular meeting minutes of June 16, 2009
With the following changes: (a) On Page 1 it is noted that regarding the June 2, 2009 *Special* approval of minutes – the record should reflect that Mr. Pippin abstained, as was noted correctly in the June 2 *Regular* and June 4 *Special* minute approval motions
(b) On Page 2, Mr. Simmons Report, Parks and Recreation report should reflect a “Golf tournament” (incorrectly states “gold tournament”)
Made by Ms. Nelson, Seconded by Mr. Pippin
ALL MEMBERS IN FAVOR. MOTION CARRIED**

B. Approval of Special Meeting Minutes of June 23, 2009

**MOTION: To approve the Special meeting minutes of June 23, 2009, as submitted.
Made by Ms. Nelson
Seconded by Mr. Hayes
ALL MEMBERS IN FAVOR. MOTION CARRIED**

V. PUBLIC PARTICIPATION

Karen Gaudreau – Not sure what decisions new business, h – hope that some consideration given to any long time employee that may be within two or three years of retirement to not reduce what they have already.

Marie DeSousa, 10 Rice road – She wanted to elaborate new business same item, H. That is not to deny any body anything coming to them it is for accounting purposes – as BOF is being blindsided and needs to know what is out there and upcoming. They want to be able to budget – it is to clean up procedure and make sure everything above board. Also she had

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questions regarding unfinished A – Pilot plan – could you explain that is it PILOT money received from park hill? Menard – yes they came to Board a few meetings ago. Ms. DeSousa stated she spent three years straightening this out regarding it being given in a timely fashion. Ms. Menard detailed that Karen Boutin has asked it be postponed until September and that the new housing authority director wants time to put ideas together and they are tight for money and they want to come forward with a proposal for the future. They discussed the electric maybe under Town electric rates – but it has to be buildings in name of Town of East Windsor – currently those are not. They are investigating energy savings. New director wanted some time to do some brainstorming. This will be discussed in September.

Finally Ms. DeSousa stated the Republicans and Democrats are having makeshift softball game Sunday 3-5 at Reservoir should be fun all were encouraged to attend. It is pot luck – no alcoholic beverages.

Brian Cullinane, Sunview Drive

He started by stating most board's don't answer in public comment – stated most voice opinions or be board's here all night.

His first inquiry was he like an update on Charter Revision. Seven questions listed and if public knowledge to info? He further stated that Charter Revision when go to vote pay for both sides of paper and ink does not cost much. Ms. Menard advised him to talk to the town clerk who has the Charter information.

- VI. COMMUNICATIONS – The following were for the Board's information:
 - A. CCM/Convention & Exposition Oct. 8th information & Correspondence
 - B. Connecticut Labor Force Date/May 2009
 - C. Correspondence from Town Treasurer

VII. SELECTMEN'S REPORTS

A. Denise Menard, First Selectman

Ms. Menard detailed that CCM asked her to speak on budget for state which was shown on cable. Recently the focus has been on clean up year end, first time process with new treasurer which will lay the foundation for future year end activities.

B. Gilbert Hayes, Deputy First Selectman

Regarding public participation comment he stated the BOE has previous public participation on their agenda.

Board of Education – no report; summer

Hartford Transit District, CRCOG transportation committee – funded by the Town and parking lot pays salary of Director. It was felt that it was necessary to freeze the director salary and bonus; due to financial situation in all towns.

Wetlands will be covered by Mr. Pippin; and thought perhaps they should have two meetings a month due to pressing issues and timeframes.

C. Dale Nelson, Selectman – Nothing to report on meetings attended, all status quo

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D. Mark Simmons, Selectman

Veterans Commission will have special events meeting August 13; getting ready for road race; hoping to get contributions from local businesses.

BMX skateboard party – fundraising picnic August 1 in East Hartford.

E. Richard Pippin, Jr., Selectman

WPCA they are within budget and they will hold a public hearing on sewer service area in September. Ms. Menard indicated prior to regular meeting 2nd meeting August WPCA wants to meet with the BOF/BOS and WPCA regarding sewer.

Wetlands – agree to speed the process up with land use boards, drags too long, losing potential tax revenue.

VIII. BOARD AND COMMISSION RESIGNATIONS & APPOINTMENTS

A. **Resignations:** None

B. **Re-Appointments:** None

C. **New Appointments:**

Donald Arcari, Property Maintenance Code Official

This is the vacancy created by the death of the former official. There was no term on the position, the Selectmen wanted to put this a two year position; the Code had notation regarding the position, it was a question of an appointment with 103.2. There is no objection to Mr. Arcari, the board wants to research the term of this appointment. This item was postponed.

MOTION: To postpone this appointment pending research regarding the term of the appointment.

Made by Mr. Hayes, seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED.

D. **Board and Commission Current Vacancies (See Attached)**

IX. UNFINISHED BUSINESS

A. Karen Boutin, Chairman of Housing Authority/Pilot Plan for Park Hill (addressed above and will be discussed at a later date as discussed in Public Participation)

B. *Public Safety Communications Committee

C. *Resident's Request/Municipal Tax Amnesty (Postpone until July 21, 2009)

D. *Discussion and Action regarding Snow Removal Ordinances

1. Ordinance 68-2 Concerning the Removal of Snow and Ice

2. Ordinance 74-4 Concerning Night Time Parking and also Snow Removal in the Town of East Windsor

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E. *Employee Manual

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X. NEW BUSINESS

A. Carol Madore, Assessor/Contract Agreement for Appraisal of Real Estate

The contract was for the gentleman who does the field work currently – there is a slight change in compensation for hourly from \$40 to \$45; as the contract now includes his covering commercial work. He provides a certificate of insurance and his insurance cost is higher. The previous contract he was strictly residential and now he is doing commercial work as well. This gentleman is just confirming facts, not valuation, on these commercial pieces – doing the leg work for the assessor. The amount is still \$25,000 for the year, just working less hours at \$45. The assessor will be discussing with the Board of Finance an in-house revaluation and at that time she may discuss more hours for this individual. The certificate of insurance evidence was discussed. While it may not seem an issue with \$25,000 contract, but if he is approved for more work in the future, at \$45 that's a larger cost at that time. Ms. Madore indicated he is content with \$40 an hour and he will not leave if the \$45 is not approved. The Assessor will put it the contract at \$40/hour

MOTION: To authorize the first selectman to sign the contract for Appraisal of Real Estate within the town of East Windsor, CT for John J. Cahill, III, at rate of \$40 per hour for term of agreement between July 1, 2009 through June 30, 2010.

Made by Nelson, Seconded by Pippin

ALL MEMBERS IN FAVOR. MOTION CARRIED.

B. Ron Master/Volunteer Incentive Program Request

Mr. Masters outlined that this is part of the Selectmen's budget. Calls \$10 to 12 and increase compensation paid to officers of each department. Fee change in program can be paid for out of existing budget. He presented a summary of the last several years of the allocation budget and the money remaining at the end of the program. They estimate the addition will cost \$36,000 and if history repeats itself the total of the program will be \$165,000 for the enhanced program, which will be under their budget as it is currently budgeted. Mr. Pippin suggested use of the point system – class use points ratio and it gives the town a fixed number. There was an inquiry what is done if they go over budget and Mr. Masters stated they come back for added appropriation.

Ms. DeSousa requested contract be looking at the contract when the budgeted amount \$180,000 depleted it is gone for year – so when budgeted amount allocated that is it for the program. The original guidelines when the program put together. Ms. DeSousa explained the recent corrections to have the incentive program in line with the town fiscal process (thus an added appropriation was in place to start fresh) This was done as they wanted to stop the practice of last quarter paid out of first quarter next year – now there is minimal overlap. Mr. Masters detailed 2004/2005 there was an added appropriation for an overrun. As there is a January deadline on this, Ms. Menard will do some research on the language in the contract as outlined above. . . Postponed to next meeting and Ms. Menard will meet with Mr. Masters.

C. Update regarding Fire Fighters Physicals

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Update regarding Firefighters Physicals was given by Ms. Menard, including the previous medical providers and the current medical provider, the back up was reviewed. The budgeting of this and what has been done was discussed.

D. Melissa Greene request regarding reduction in part time staff hours

Ms. Green read a prepared statement regarding part time staffing hours and the hardships the recent cuts will present to her department and, in turn, the residents. She was here to fight for her department and looking for an exception – not asking to be only office effected – willing to be team players, this is a hard time.

Ms. Menard asked her to come as Ms. Menard told her absolutely not and detailed the other departments who are in the same situation. Ms. Menard invited Melissa before the board, but if an exception is made for one, all will be before them with the precedent. Various ideas of how to help Ms. Green's department through the transition, but no concrete answers were determined. Some of those thoughts included: school staff can do the copying – there is no staff there. It was inquired what if the additional summer help can assist and Ms. Green felt that would effect supervision numbers for camp and the camps are full. There are community service components that can be a quick fix.

The Selectmen agreed if one is granted exception there will be line out the door. It was inquired if camp program can be cut back in days, but it has already been in place – this may be something to be considered for next year. Ms. Green is not asking for extra, just to maintain what they have for permanent part time, not program staff. The Selectmen understood she was here for her staff, but there is nothing to be done and they commended her for coming before the board and asking as she is obviously dedicated to her department, her staff and the Town.

E. Approval of Agreement/Town and Local 1303-166 Council 4 AFSCME,
AFL-CIO July 1, 2004 – June 30, 2009

Asked for two year extension to their program and asked for 2% increase next fiscal year, if budget allows. She also detailed the vacation shifts in the language.

MOTION: To approving the Memorandum of Agreement between the Town and Local 1303-166 Council 4 AFSCME, AFL-CIO July 1, 2004 – June 30, 2009 and authorizing the First Selectman to sign it.

Made by Mr. Pippin, seconded by Mr. Simmons

ALL MEMBERS IN FAVOR. MOTION CARRIED.

F. Discussion/Board of Selectmen Liaisons

The assignments were reviewed and Mr. Pippin will cover Inland Wetlands. Also Mr. Hayes already does the Greater Hartford Transit District / CROG Transportation – which will be added to the list.

G. Discussion/East Windsor being Host Town of the Four Town Fair

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Information has gone out to the appropriate town agencies and no concrete overwhelming response has been received. BBFD sells pulled pork sandwiches. Ms. Menard was looking for ideas to do as a Town. Ms. Nelson will inquire about the police department volunteer Honor guard. It was thought the Town officials could do a hay ride float, Mr. Hayes will work on the signage for the float. Ms. Menard will check with the Board of Ed to see what they are doing. The parade is September, 19.

H. Discussion/Policy on payment of vacation & sick time for non-union employees

Ms. Menard felt out of fairness there should be a guideline similar to what the unions have – accumulate a certain number of days and retirement; she gave various examples of what this could entail and offered the union books for reference if needed. However, it was detailed that it is unfair to do that this year or without some kind of phase in for people who have been banking on that. This was brought to light when Tax Collector retired she knew what she would get. It was reminded that this is one of the benefits of being a non-union member, as these individuals do not have the protection of the union. It was suggested that when put in place it goes forward, not a retroactive (i.e. those hired after certain date fall under Plan A; those after certain date Plan B). Capping accumulation of time was discussed. Ms. Menard reviewed some language in the various contracts. It was felt this was before the selectmen as it is an issue that continues to come up. Ms. Menard suggested she can work with the folks who this effects to work together for a plan. The Board concurred with the idea of researching this endeavor.

I. Request for Town Committee Town Website Link

A copy of an email from Lynn Stanley regarding a request to put a link. Ms. Menard did some research on politically affiliated links on Town website. There seems to be a split among towns as to what protocol is. Ms. Menard felt it was important to make a bipartisan decision as to whether the Town party websites should be linked on the website. The current website listing was provided for the board to review.

Ms. Nelson felt that if the links are put up, it has to be used as information – where, when, members. This request was for the www.ewrepublicans.com website. It does not cost money. It should be equal representation for both parties – it was noted the democrats don't currently have one. Mr. Simmons thought was to do both or none. It would be under the Community Links and Board felt it was appropriate if all parties were listed. Boards consensus that can have political parties links when both parties have a webpage available.

J. Approval of Tax Refunds

MOTION: To approve the tax refunds in the amount of \$4,923.10 as recommended by the Tax Collector.

**Made by Ms. Nelson, Seconded by Mr. Simmons
ALL MEMBERS IN FAVOR. MOTION CARRIED**

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XI. BUDGET MATTERS – No information

XII. EXECUTIVE SESSION

A. Pursuant to C.G.S. Section 1-200 (6) regarding pending litigation
To Include Town Assessor

MOTION: To enter into Executive session at 10:09 p.m., to include Assessor, Carole Madore and the Selectmen.

Made by Ms. Nelson, seconded by Mr. Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED.

MOTION: To come out of Executive Session at 10:36 p.m.

Made by Mr. Pippin, seconded by Mr. Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED.

MOTION: To approve the settlement agreement for Carousel Apartments Inc. vs. Town of East Windsor, Board of Assessment Appeals, Town Clerk and Board of Assessors in accordance with the Town Assessor's recommendation to reduce the fair market value of real property located at 27 Pleasant St. by 13.03% for the Grand List of October 1, 2008.

Made by Ms. Nelson, seconded by Mr. Hayes

ALL MEMBERS IN FAVOR. MOTION CARRIED.

XIII. ADJOURNMENT

MOTION: To adjourn at 10:37 p.m.

Made by Mr. Hayes, seconded by Mr. Pippin

ALL MEMBERS IN FAVOR. MOTION CARRIED

Respectfully submitted,

Cynthia D. Croxford
Recording Secretary

*Starred items will not be discussed, but will remain on agenda pending receipt of additional information.