

**Board of Selectmen
Town of East Windsor
11 Rye Street
East Windsor, CT**

**MINUTES OF REGULAR MEETING,
December 20, 2011 at 7:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: Denise Menard, Alan Baker, Dale Nelson, Richard P. Pippin, and James C. Richards
Members Absent: None
Others: Kathleen Pippin, Elizabeth Burns, Robert Slate, Paul Hunter, James E. Ussery, Jr., Dan Burnham, Jennifer DiMauro, Pauline Legassie, Judith Rajala, Barbara LeMay, and many others
Press: C. Garfman (Journal Inquirer) and L. Smith (Patch.com)

I. Call to Order

First Selectwoman Denise Menard called the Regular Meeting to Order at 7:04 p.m., in the East Windsor Town Hall.

II. Attendance

Denise Menard, First Selectwoman
Alan Baker, Deputy First Selectman
Dale Nelson, Selectwoman
Richard P. Pippin, Jr., Selectman
James C. Richards, Selectman

III. Added Agenda Item

None.

IV. Approval of Minutes

A. Special Joint Meeting Minutes of November 30, 2011

It was noted an attachment was attached to the Minutes, which was mistakenly attached when copying was done for the Selectmen; however, the attachment was not attached to the original Minutes when filed with the Town Clerk's Office.

It was **MOVED** (Nelson) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen approves the minutes of November 30, 2011 Special Meeting, as presented.

B. Regular Meeting Minutes of December 6, 2011

An error was noted in the December 6, 2011 Regular Meeting Minutes. An amendment to the minutes in Section VII., Subparagraph c, Paragraph 3 is noted. The following is the noted amendment:

“A brief discussion was held. Mr. Pippin inquired if the vacancy had to be filled by a resident. Ms. Menard indicated the Authority has a regular member who is a resident. Mr. Pippin indicated he was fine with the appointment as long as it was filled.”

An error was noted in the December 6, 2011 Regular Meeting Minutes. An amendment to the minutes in Section IX., Subparagraph f, Paragraph 4 and 5 are noted. The following is the noted amendment:

“Ms. Dale Nelson – CIP, Pension Board, Police Commission, and Volunteer Incentive.

Mr. Richard Pippin – Board of Finance, Building Committee, CIP, WPCA, and ZBA.”

to

“Ms. Dale Nelson – CIP, Pension Board, Police Commission, Public Safety Department, and Volunteer Incentive.

Mr. Richard Pippin – Board of Finance, Building Committee, CIP, WPCA, Inland/Wetlands, and ZBA.”

It was **MOVED** (Richards) and **SECONDED** (Baker) and **PASSED** (U) that the Board of Selectmen approves the minutes of December 6, 2011 Regular Meeting, as amended.

V. Public Participation

None.

VI. Communications

a. Invitation from EDC “Meet your East Windsor Officials”

Ms. Menard indicated that in the Board Member’s packets, they will see the invitation from the EDC for a “Meet your East Windsor Officials”. Selectmen Mr. James Richards gave a quick statement about who will be attending the event which includes officials from the Town and the State of Connecticut, including

Lt. Governor Wyman and State Rep. Chris Davis.

b. Konrad Karolczak (WPCA) Training Certificate

Ms. Menard mentioned the Training Certificate that Mr. Konrad Karolczak recently received on December 2, 2011. He received 3.0 training contact hours for attendance at “Prudent Practices for Phosphorus Predicaments”.

c. Thank You Letter to Town and DPW Regarding Storm Alfred

Ms. Menard read from a thank you letter from Mr. Andy Hoffman dated November 30, 2011. In that letter, Mr. Hoffman thanks the Town and Department of Public Works for all of their help and assistance during the recovery process after the storm.

VII. Selectman’s Reports

a. Denise Menard, First Selectwoman

Ms. Menard gave to each Board Member a copy of her report dated December 20, 2011 for their review. Brush pick up is going well, and all that is left is the Windsorville Section of the Town. The brush at the Town Garage should be gone by next week. Grinding of the brush will be done on site and bringing the chips to the property on Wapping Road. It appears it will be in the budgeted amount.

On December 21, 2011, Town and State Officials will be meeting regarding the MBR issue. Mr. Mahoney from the State Department of Education has assured Ms. Menard that he will be available for a meeting with the Boards of Selectmen, Finance and Education once we are sure we have the correct information and everyone understands what needs to be done.

CCR, the new auditors, will be presenting their audit findings at the Board of Finance Meeting tomorrow night. The Selectmen are invited to attend. Previous auditors met with the Boards of Selectmen and Finance in January to discuss their findings. It might be a good idea if they auditors could come back after the Selectmen have an opportunity to review their findings.

She wished everyone Happy Holidays! She gave some reminder dates as follows:

December 26, 2011 and January 2, 2012 the Town Hall will be closed.

December 28, 2011 the Annual Town Meeting to accept Annual Report.

January 26, 2012 EDC’s Annual Meeting with local businesses.

February 23, 2012 BOS Meet and Greet at the Senior Center.

February 28, 2012 planning the general meeting of Town Officials, Tom Hennick will be speaking on Freedom of Information Law.

b. Alan Baker, Deputy First Selectman

Mr. Baker mentioned that he attended the recent Planning and Zoning Commission Meeting wherein a special use permit was discussed regarding the debris pick-up. Also discussed and approved was a twenty unit condo off of Winkler Road which was requested by Mr. Walter Bass. Mr. Baker remarked about the recent BMX Study Committee Meeting. The construction of the park was discussed and it is anticipated that construction will begin in April and a grand opening in May. A February fundraiser is planned to sell Butterbraids.

Mr. Baker also discussed a Special Meeting held by the Planning and Zoning Commission regarding the development of the Route 140 corridor. The consultant was in attendance and a document has been drafted using the information received at the September 15, 2011 forum. Approximately 70 to 80 people attended the forum and their input was incorporated into the document. Edits will be made to the document and it is hoped the document will be finalized at the next meeting.

c. Dale Nelson, Selectwoman

Ms. Nelson commented also on the Special Meeting of the Planning and Zoning Commission that the meeting was very interesting and a lot of long and hard hours which have been spent on the economic development of the Route 140 corridor.

Ms. Nelson mentioned the recent Police Commission Meeting. An issue regarding 85 Tromley Road was discussed. It has been determined it is more of a speeding issue rather than an issue of a blind driveway sign. She remarked about the Police Departments presence at local restaurants and hotels during the holiday season to make sure sanctions are imposed with those who are violating any Planning and Zoning Regulations and/or Alcohol Commission Regulations.

Ms. Nelson also discussed the Broad Brook Fire Department Carole Sing which took place recently and it was nice seeing all the fire trucks decorated for the holiday season. The Broad Brook Fire Department is also having boiler troubles and a decision has to be made about replacing same. It was recommended not to use the Annex old boiler.

d. Richard P. Pippin, Jr., Selectman

Mr. Pippin indicated the Inland/Wetland Commission Meeting took place on December 7, 2011 (Pearl Harbor Day – thank you to all the service men and

women for their service.) Regulations changes regarding the by-laws were discussed along with meeting dates for 2012.

Mr. Len Norton has indicated to Mr. Pippin that the brush/debris pick-up is continuing and is within the budget. It is hoped that all will be completed by the end of the week. He indicated it is quite an operation. Mr. Pippin acknowledged the workers for all of their hard work!

Two Zoning Meetings which Mr. Baker and Ms. Nelson attended regarding North Road. A public hearing should be scheduled between February and April.

Mr. Pippin commented on a Town Employee's retirement after thirty years of service, Mr. Keith Miller. It was also mentioned that Southern Auto Auction will be celebrating sixty-five years of business this year!

e. James C. Richards, Selectman

Mr. Richards gave to all of the Board Members his report entitled "Monthly Report on Commissions from Jim Richards BOS Meeting Date 12/20". Mr. Richards indicated that the Board of Education Meeting scheduled on December 15, 2011 was cancelled.

Mr. Richards commented on the Economic Development Commission recent activities, such as, the "Business, Town and State Meet and Greet" on January 26, 2012 at 5:30 p.m. It will take place at the Merlot on the Water. Invitations have been sent to all local and State Officials. In conjunction with the event, a "Beautify Your Business Campaign" which will run from January 26, 2012 through October 1, 2012 with a special event to honor those businesses which have "beautified". The EDC will be hosting their annual budget roundtable presentation on March 29, 2012. Also "Drive East Windsor" driving tour has been started and data is being collected and maps created. Further information will be available on the website, along with commercial real estate listings.

Mr. Richards discussed the Historical Preservation Commission needs members. Currently the Commission has two regular members and only one alternate member. The Commission is supposed to be composed of five regular members and two alternate members. Boy Scout Alex Thim is possibly going to improve the grounds of the Barber Hill School House for an eagle project.

The Housing Authority Meeting and Parks and Recreation Meeting were cancelled.

VIII. Board and Commission Resignations and Appointments

a. Resignations:

Victor L. DeCapula, Alternate, Veterans Commission

Mr. Victor L. DeCapula in a letters dated December 2, 2011, has resigned from the East Windsor Veterans Commission as an alternate member, due to the fact he would like to be considered as a regular member.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen accepts the resignation of Mr. Victor L. DeCapula, as an Alternate Member of the Veterans Commission.

b. Re-Appointments:

Veterans Commission

George Butenkoff (R) 4 year term expiring 01/01/2016

It was **MOVED** (Richards) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen approves the re-appointment of Mr. George Butenkoff, (R), as a Regular Member to serve a 4 term expiring January 1, 2016.

c. New Appointments:

Building Committee

Thomas Stremper (R) 6 year term, expiring 06/01/2016

It was **MOVED** (Nelson) and **SECONDED** (Baker) and **PASSED** (U) that the Board of Selectmen approves the appointment of Mr. Thomas Stremper, (R), as a Regular Member to serve a 6 year term expiring June 1, 2016.

Veterans Commission, 4 year term expiring 02/01/2015

1. Victor L. DeCapula, (D) Regular Member

2. Paul A. Hunter (R) Regular Member

It was **MOVED** (Richards) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen approves the appointments of Mr. Victor L. DeCapula (D) and Mr. Paul A. Hunter (R), as Regular Members to serve a 4 year term expiring February 1, 2015.

Zoning Board of Appeals
Jose Giner, (D) 4-year term, expiring 11/19/2013

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (3-1)(R. Pippin dissenting) that the Board of Selectmen approves the appointment of Mr. Jose Giner, (D) as a Regular Member of the Zoning Board of Appeals to serve a 4 term expiring November 19, 2013.

d. Board and Commission Current Vacancy List

The list was given to all the Board Members for their review. A brief discussion was held regarding the list and how the list is maintained. Ms. Menard reminded the Board it is very important to fill the vacant seats of the Board of Assessment Appeals and Zoning Board of Appeals. If those seats are still vacant forty-five days after the election, a special election may have to be called. She indicated one application was received in her office for the Board of Assessment Appeals today. However, those other vacancies need to be filled as soon as possible.

It was **MOVED** (Pippin) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen move Agenda Item No. XI. New Business a. Discussion of Appointments to the Housing Authority Requested by Resident and b. Discussion of Springdale Cemetery Issues to be discussed before IX. Unfinished Business a. Discussion of Establishing a Municipal Building Code of Appeals Board.

XI. New Business

a. Discussion of Appointment to the Housing Authority Requested by Resident

Ms. Menard indicated that her office received a request from Ms. Pauline Legassie, Commissioner of the East Windsor Housing Authority an agenda item be placed on the December 20, 2011 Board of Selectmen meeting a discussion regarding the recent appointment to the Housing Authority Commission. Ms. Pauline Legassie stood up and addressed the Board. She is not only a member of the Housing Authority Commission, but she is a resident of Park Hill and she objects to the appointment of Ms. Elizabeth Burns to the Housing Authority Commission due to the fact that Ms. Burns is a town employee and/or public official who is employed by the Human Services Department in the Town of East Windsor and also the advocate for the elderly. Due to her employment as a municipal agent, she is in violation of the Connecticut General Statute Section 8-41 "Appointment, qualifications and tenure of commissioners. Commissioners authorized to serve as justice of the peace or register of voters." The Board should rescind her appointment as soon as possible. Ms. Jennifer DiMauro, Director of the

Housing Authority, addressed the Board and gave to each Board Member a copy of a letter dated December 20, 2011 from Attorney Elliot J. Lane, attorney for the East Windsor Housing Authority. Ms. DiMauro read the letter. In that letter, Attorney Lane indicated he was asked by the Director of the Housing Authority to interpret Connecticut General Statute Section 8-41(a) as it pertains to the appointment of Ms. Elizabeth Burns. Attorney Lane cites the statutes and cites two United States Supreme Court cases in his interpretation. At the end of the letter, he requests the Board of Selectmen turn the letter over to the Town Attorney for a legal opinion.

Ms. Menard inquired with Ms. Burns if she had anything to say regarding this matter. Ms. Burns commented that she would accept the ruling of the Town Attorney.

Deputy Selectman Alan Baker indicated that it was his understanding in reading from the materials given to him, that a public official is elected and not an employee of the Town. He inquired with Ms. DiMauro as to what the underlying problem was with the appointment of Ms. Burns. Ms. DiMauro indicated she had no issues or conflicts. However, she did have a petition signed by residents of Park Hill supporting her cause. She gave the list of signatures to Ms. Menard. Ms. Menard remarked that the Housing Authority's attorney did not give an opinion, but is requesting the opinion of the Town Attorney. Mr. Baker again inquired as to what was the underlying problem between Ms. DiMauro and Ms. Burns. Ms. DiMauro indicated Ms. Burns is a town employee and she has knowledge of tenants and she will have to disqualify herself from certain issues due to her conflict of interest. When she is voting on certain issues, where will her alignment be, for the Town or for the Housing Authority? Mr. Baker indicated he feels that Ms. Burns is uniquely qualified for the Housing Authority Commission.

Selectmen James Richards indicated that Ms. Burns has served and earned her paycheck with the Town of East Windsor. She is a resident who applied for the vacant commission seats. It concerns him that a request to spend money on the Town Attorney for a legal opinion regarding this issue since the attorney for the Housing Authority didn't give an opinion.

The discussion continued regarding the interpretation of the Statute and if Ms. Elizabeth Burns is a public official. Ms. Menard commented that she has spoken with the Secretary of State's Office which had no opinion. She stands by the Board's decision of the appointment and unless the Housing Authority can say differently. Ms. DiMauro again brought up the conflict of interest Ms. Burns may have during some decision making while on the Housing Authority Commission. Ms. Menard indicated when those situations arise; Ms. Burns will abstain from those votes. Again, Ms. Menard indicated Ms. Burns was legally appointed to the Housing Authority.

The discussion continued among Ms. DiMauro, Ms. Menard, Mr. Pippin and Mr. Baker regarding the legality of the appointment of Ms. Burns. Mr. Baker again inquired as to why Ms. DiMauro was so adamant about having Ms. Burns removed from the Housing Authority. Ms. DiMauro responded by giving discussing the last snow storm and not having communications with Ms. Burns during that crisis. She also spoke about holiday baskets and how some residents were denied those baskets due to the fact they did not qualify for them because their was not enough to go around for all of those who were in need of them. Ms. Burns indicated residents at Park Hill have received holiday baskets for Thanksgiving. The Co-Chair of the Housing Authority, Barbara LeMay indicated she felt there were ethical issues surrounding the appointment of Ms. Burns that the Board did not come forward and notify the Housing Authority of the potential appointment. Mr. Baker and Mr. Pippin reminded everyone that it was talked about at their meetings that there were two positions vacant and needed to be filled. If any residents or members wanted to address the Board about such an appointment, they should have attended the meeting where the appointment was going to be discussed before the appointment was approved, not after it was approved. Ms. DiMauro suggested the appointment was very sneaky and it was quickly discounted by the Board of Selectmen indicating that appointments and re-appointments could not be done before and after an election, pursuant to the Charter.

A brief discussion was held. Ms. Menard asked the Housing Authority to give the courtesy to Ms. Burns and allow her to sit as appointed. She indicated as far as the Board of Selectmen knows there is not a legal problem and she has checked with the Secretary of State who has indicated there is not a legal problem. Ms. Menard feels that the issue is not worth spending money on a legal opinion from the Town Attorney. Mr. Baker reiterated they all should try to work together.

b. Discussion of Springdale Cemetery

Ms. Menard invited Mr. Dan Burnham, President of the Cemetery Association and Mr. James E. Ussery, Jr., of J.R. Russo & Associates, LLC., to address the Board regarding the Springdale Cemetery. They indicated there is an erosion issue at Springdale Cemetery which has caused slope failure. The slope is adjacent to the water course. As everyone knows, this past year has been the wettest year on record which included a Hurricane in August and a snow storm in October. While doing the cleanup after the October snow storm, it was noted that by the driveway on the northwest corner of the cemetery, erosion has caused a slope to slip making the driveway unsafe. A copy of the map of the cemetery was given to the Board Members and the area in questioned was circled. There are three graves which are in danger of falling over the edge. After this discovery, Mr. Burnham inquired with Mr. James E. Ussery, Jr., of J.R. Russo & Associates,

LLC., to discuss the slope repair and stabilization of same. A contractor was contacted and inspected the property so a plan to stabilize the slope and a proposal for engineering services could be developed. The fee for the engineering services which includes land surveying, geotechnical engineering, and permitting is approximately \$8,900 plus reimbursable expenses. The actual construction costs could be approximately \$80,000 to \$100,000 to repair and fix the substantial slope. The slope is not stable at this time.

A discussion was held among Mr. Ussery, Mr. Burnham, Mr. Pippin and Mr. Ricahrds regarding the slope, the affected graves, and the water table.

Ms. Nelson inquired if there was a possibility of FEMA reimbursement. Ms. Menard indicated because there is a possibility the erosion was caused by the storms, Mr. Len Norton and Ms. Becky MacDonald have been discussing this with the FEMA representative. At this time, it is unclear if this repair could be reimbursable.

Questions regarding the ownership of the cemetery was discussed. It was explained that the Town owns the land. Ms. Menard indicated that the East Windsor Cemetery Association owned property in back of Windsorville Road and has a trust to only use the property as a cemetery. Mr. Baker inquired who funds what. Mr. Burnham indicated the Town budgets \$18,000 a year for the cemeteries upkeep. Ms. Menard inquired as to what happens to the annual fees people pay. Mr. Burnham explained the money is invested according to the by-laws of the Cemetery Association.

Ms. Menard inquired if the study is approved for the \$9,000, what would be the next step? Mr. Burnham indicated he really didn't know it would be whatever is recommended after the study is completed. Ms. Menard inquired what would happen if the Town does not approve the \$9,000, what the Cemetery Association has planned. Mr. Ussery indicated the cost of repair will be approximately \$100,000 and the job will have to go out to bid and due to the poor economic conditions, the bids may come in lower than anticipated. Mr. Burnham indicated the problem is gigantic and he doesn't believe it could be handled by the Town crew and it wouldn't repair itself. Ms. Menard indicated there are funds available in the contingency account; however, the question of an audit of the Cemetery Association may come up with the Board of Finance. The Town has not received an audit of the Cemetery Association and has requested same in prior years. Mr. Burnham informed the Board that this is the Town's responsibility and he is informing the Board of same. Mr. Richards again requested an audit. Mr. Burnham explained the Town only funds the Cemetery Association approximately \$18,000 and the cost of an audit is approximately \$8,000 - \$10,000 and it doesn't seem responsible to spend that much money for an audit when the Association only receives \$18,000. Ms. Menard indicated the audit would

show what assets the Cemetery Association has and it can be done by an independent bookkeeper. Mr. Richards commented that the Charter requires an audit. Mr. Burnham again reminded the Board that it is a Town Cemetery and the Town is responsible to maintain same.

A brief discussion was held.

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (U) that the Board of Selectmen recommend to the Board of Finance for possible funding and discussion how to proceed and authorize the First Selectman to sign any contract, if funding approved for Springdale Cemetery as described in a proposal from J.R. Russo & Associates, LLC., dated December 14, 2011.

Ms. Menard asked the Board if they would like to continue with New Business. It was the general consensus to continue.

c. Discussion of Need for Charter Revision

Ms. Menard indicated that she has no background on this subject, but it was suggested to her that the finance section of the Charter should be reviewed and possibility revised. This is something that should be considered in future meetings. There were questions as to how charter revision works and what is the time line among other questions. Ms. Menard indicated she would do research for the next meeting. It was mentioned the time line is approximately 18 months. It was discussed with the previous Board of Selectmen but it was decided not to begin any revision discussions until a new Board of Selectmen was elected. It was also asked if a Town Manager for government should be addressed.

d. Discussion of Proposal of Wireless Facilities

Ms. Menard indicated that she received a letter from Suffolk Wireless LLC for a proposal for Wireless Facilities. She received this letter from the Planning and Zoning Office on December 1, 2011; however, it was received in their office on October 20, 2011. Suffolk Wireless is proposing to lease ground space on available properties to be developed for telecommunication sites. They install public safety systems for 911 communications, emergency services for municipal purposes on the proposed tower.

A brief discussion was held and it was agreed the Board is interested in what Suffolk Wireless LLC would proposed.

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (U) that the Board of Selectmen returns to the order of the Agenda Item No. IX. Unfinished Business.

IX. Unfinished Business

a. Discussion of Establishing a Municipal Building Code of Appeals Board

Ms. Menard indicated at the last meeting, a discussion was held regarding establishing a Municipal Building Code of Appeals Board. Ms. Menard had given all Board Members samples from surrounding towns of their Municipal Building Code of Appeals Board. Mr. Pippin commented it should be kept simple as possible. Ms. Menard indicated she would have more information at the next meeting and possibly have a drafted sample for their review.

A brief discussion was held.

Board Recessed at 8:36 p.m.

Board Reconvened at 8:47 p.m.

b. Ordinance Establishing “Permanent Shared Services Committee”

Ms. Menard indicated that a while back, the Board of Selectmen discussed establishing a Permanent Shared Services Committee. She gave to all Board Members for their review a draft of a document entitled “Establishing a Permanent Shared Services Committee”. She read through the document. The purpose of the committee is to consolidate multiple departments in certain services in a cost savings attempt. Investigation of school and municipal efforts to streamline and achieve shared services to reduce the costs of said services without reducing those services.

Membership and Terms of Office was the next topic of discussion. It has been discussed with the Superintendent if there is a tie breaker, does the Board of Selectmen appoint a third member or a “member at-large”. In essence, does that mean the Board of Selectmen has three votes on the Committee. The Committee shall consist of seven members, two members from the Board of Selectmen, Board of Finance, and Board of Education and “member at-large”. The Treasurer and First Selectman should be advisory members regarding cost savings analysis. Mr. Baker inquired as to who appoints the “at-large member”. It was suggested the Committee would appointment that member. Mr. Pippin suggested the “at-large member” be someone from the general public and not already sitting on a Board.

A lengthy discussion was held regarding who appoints the “at-large member” and how many members would be on the Committee, meeting schedule, and the role of the non-voting advisory members. It was also discussed how issues or services

become approved first the Board of Selectmen recommend to the Board of Education and eventually goes to Board of Finance before the shared service can take place.

It was determined that Ms. Menard would draft up a new ordinance and discuss this further at the next meeting.

X. Budget Matters

Ms. Menard gave a copy to all Board Members copies of a document entitled "Town of East Windsor 2011-2012 Budget Transfer". There were two transfers listed on the document. One transfer transferring monies into the Selectmen part-time line in the amount of \$189.98 to cover costs of office coverage when staff was out and the other for \$10.00 transferring \$10.00 into the Town Clerk Overtime line to fund the line due to the fact the Annual Meeting is scheduled for December 28, 2011 and the Town Clerk is the recording secretary for those meetings. The Town Clerk is away on vacation and one of the assistants will be filling in; however, the assistant is requesting overtime pay to come in and take those notes for the Town Meeting.

A brief discussion was held regarding the transfer of the \$10.00 into the Town Clerk Overtime line. It was suggested hiring someone to come in and it was also suggested that the coverage of Town Meetings is in the job description of the Town Clerk and the assistants, however, in accordance with the contracts, they are entitled to get the overtime. The discussion continued regarding how long the meeting and if anyone else would be willing to take the minutes.

A motion was entertained by Mr. Richard Pippin to approve the transfers which were listed on the sheet entitled "Town of East Windsor 2011-2012 Budget Transfer"; however, that motion was not seconded and the motion failed.

Ms. Menard gave to all Board Members for their review a Budget by Department document which lists all departments and their budgets and how much of their budgets are spent to date.

A brief discussion was held.

XI. Executive Session Continued (pursuant to Connecticut General Statutes Section 1-200(6) Personnel

It was **MOVED** (Pippin) and **SECONDED** (Nelson) **PASSED** (U) that the Board of Selectmen enters into Executive Session to conduct a hearing and to preserve the confidentiality of records.

The Board entered into Executive Session at 9:41 p.m.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen terminates Executive Session enters into Public Session at 10:39 p.m.

No action taken.

XII. Adjournment

The meeting was adjourned at 10:40 p.m.

Respectfully Submitted,

Denise M. Piotrowicz
Recording Secretary

EXHIBIT A

| 1 | A | B | C | D |
|----|--|------------|------------|-------|
| | Line Description Amount | Incorrect | Corrected | |
| 2 | Final 2010-11 Budgeted Appropriation Including Supplemental Appropriations | 18,828,205 | 18,828,205 | |
| 3 | State Fiscal Stabilization Funds (SFSF) Included in 2010-11 Appropriation | 0 | 782,109 | ERROR |
| 4 | 2010-11 Budgeted Appropriation Less District Appropriated SFSF Funds (Line 1, Line 2) | 18,828,205 | 18,046,096 | |
| 5 | 2010-11 SFSF Funds Paid to District 782,109 | 782,109 | 782,109 | |
| 6 | 2010-11 Budgeted Appropriation Including SFSF Funds (Line 3 + Line 4) | 19,610,314 | 18,828,205 | |
| 7 | 2011-12 Budgeted Appropriation Including Supplemental Appropriations | 19,406,450 | 19,406,450 | |
| 8 | Preliminary Resident Student MBR Deduction (See Attachment) | 195,960 | 195,960 | |
| 9 | Preliminary Districts Not Maintaining a High School Deduction (See Attachment) | 0 | 0 | |
| 10 | Maximum Resident Student or District Not Maintaining a High School Deduction (Line 5 x .005) | 98,052 | 94,141 | |
| 11 | Final Resident Student MBR Deduction (Lesser of Line 7 or Line 9) | 98,052 | 94,141 | |
| 12 | Final Districts Not Maintaining a High School Deduction (Lesser of Line 8 or Line 9) | 0 | 0 | |
| 13 | 2011-12 MBR (Lines 8-Line 10 - Line 11) | 19,512,262 | 18,828,205 | |
| 14 | 2011-12 MBR Overage/Shortage (Line 6 - Line 12) | -105,812 | 578,245 | |
| 15 | MBR Compliance No | NO | YES | |
| 16 | (If Uns 13 is equal to or greater than 0, then YES else NO) | NO | YES | |
| 17 | The Department of Education will contact those districts whose line 14 equals NO. | | | |

State Dept of Education
Website is source for Columns C & D
From Robert Maynard 12/6/2011