

**BOARD OF SELECTMEN  
TOWN OF EAST WINDSOR  
11 RYE STREET  
EAST WINDSOR, CONNECTICUT 06088**

**MINUTES OF REGULAR MEETING**

**Tuesday, February 7, 2012 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, Catherine Cabral, Lois Noble, E. Arthur Endrele, III, Edward Alibozek, James E. Ussery, Jr., Laurie Whitten, Carol Madore, Paul Anderson, Joseph Sauerhauser, Linda Sinsigallo, Dan Nadeau, Jerilyn Corso, Alex Thim and 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 7:11 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 (BOS, BOF, and WPCA) January 17, 2012**
- B. Regular Meeting Minutes of January 17, 2012**
- C. Public Hearing Minutes of January 18, 2012**

It was noted that in the heading of the Special Joint Meeting Minutes, David King was listed as a member of the WPCA, he is not a member; however, he did attend the meeting.

It was noted that in the heading of the Public Hearing Minutes of January 18, 2012, Lynn Stanley was in attendance as a member of the Board of Education. She was not in attendance.

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (U) that the Board of Selectmen approves the minutes of January 17, 2012 Special Joint Meeting of BOS, BOF, and WPCA, the minutes of January 17, 2012 Regular Board of Selectmen Meeting, and the minutes of January 18, 2012 Public Hearing, as amended.

**V. Public Participation**

None.

**VI. Communications**

**Correspondence from Infoshred, LLC**

Ms. Menard indicated she has received a letter and thank you note from Jack and Stacey DiPiazza, the operators of Infoshred facility regarding the Town of East Windsor's response to the disaster at Infoshred LLC. On February 4, 2011, Infoshred's building at 3 Craftsman Road collapsed due to the unprecedented snow accumulation. When the problem was discovered, they contacted the Fire Marshall, Christy Delvey and the Building Official, Rand Stanley. They immediately came to the scene and with their help, the staff was kept safe and the damage was minimized when the collapse took place. Through the hard work of their staff and the support from the Town of East Windsor, they were able to save the records storage division of their business. One year later, they are fully operational and back to business at 3 Craftsman Road. Ms. Menard indicated they had met with her and have donated new pear trees to the Town to replace those which were damaged during the October snowstorm to show their appreciation to the Town.

**VII. Selectman's Reports**

**a. Denise Menard, First Selectwoman**

Ms. Menard mentioned interviews for the Tax Collector position will begin shortly. They have received a pool of applicants to choose from

**b. Alan Baker, Deputy First Selectman**

Mr. Baker indicated the progress of the American Heritage River Commission and that they have extended the trail about 500 yards in preparation of the Connecticut Trail Hike to be held on June 2 and June 3, 2012. Planning and Zoning and Conservation Commission have been very busy and this Board should be hearing from them shortly.

He mentioned that he attended a CCM Conference regarding FOIA regulations. This conference discussed ethics, executive sessions and other FOIA regulations.

**c. Dale Nelson, Selectwoman**

Ms. Nelson gave to each Board Member a copy of her report. The report discussed the meetings she attended in the past two weeks. She attended the Public Hearing regarding the budget on January 18, 2012, Capital Improvement Committee Meeting on January 19, 2012 wherein requests were heard from the Police Department and Emergency Management. Another Capital Improvement Committee Meeting was held on January 23, 2012 wherein requests were heard from Board of Education and Fire Departments. She attended the meetings of Planning and Zoning on January 24, 2012 and Pension Committee on January 25, 2012. At the Pension Committee, the Webster Financial Advisors explained their services. She attended the EDC sponsored "Merlot on the River Meet and Greet" on January 26, 2012.

Ms. Nelson commented on the Volunteer Incentive Meeting of January 30, 2012. Due to the snow storm in October, calls were up slightly. The normal payout is \$45,000 per quarter. This month \$19,351 went to WHPFD and \$27,333 went to BBFD. New procedure this must be signed off by the Committee before submitting to the First Selectman's Office to be paid. Both departments made their people aware their checks maybe a week or two later than usual. FEMA was discussed as a way for the Town to get reimbursed for the expenses during the storm. Chief Lockwood met with Becky to discuss what is needed. Chief Barton did not receive the paperwork and a discussion was held regarding the amount of time this is going to take. Annuities the Town have been funding \$30,000 per year.

She attended the Meet and Greet visit of Rep. Chris Davis. On February 5, 2012, she attended the WHPFD Meeting. Money has been taken from the operational budget to repave the driveway. They are still looking for quotes for Fire Station 2 for window replacement. Discussion regarding FEMA, it is going to take the Chief approximately 40 hours to complete all the paperwork. Next year's budget will be increased by \$23,300 so they can recoup the cost of the driveway. Ms. Nelson inquired why this meeting was not posted on the Town Calendar. It was not clear why, but they will contact Becky or Jennifer of the First Selectman's Office to make sure it gets listed.

**d. Richard P. Pippin, Selectman**

Mr. Pippin discussed the WPCA Meeting of January 25, 2012 wherein no new applications were accepted. There were six public hearings and no one came forward. The hearings were closed. North Road Sewer Project Extension was discussed.

Inland Wetlands had a short meeting, discussions of the regulations changes and bylaws.

**e. James C. Richards, Selectman**

Mr. Richards indicated the Board of Education Meeting was moved to Wednesday night. He wanted to thank everyone who attended the EDC Meet and Greet. It was a great event. The Historical Commission and Park and Recreation did not meet. He attended the Emergency Management Meeting. They are doing a great job in such a short period of time. The Housing Authority did not meet due to the holiday.

It was **MOVED** (Pippin) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen move Agenda Item No. XI. New Business a. Presentation of Eagle Scout Project by Alex Thim, b. Discussion of North Road Sewer Phase III, c. Registrar of Voters to Discuss New Redistricting Map to Include Ed Alibozek, and d. Approval of Plan of Conservation and Development, Update for Route 140 Corridor to Include Laurie Whitten, Town Planner to be discussed before VIII. Board and Commission Resignations and Appointments.

**XI. New Business**

**a. Presentation of Eagle Scout Project by Alex Thim**

Ms. Menard invited Mr. Alex Thim to address the Board. Mr. Thim indicated he would like to do a project entitled “Barber Hill Schoolhouse Renovation”. He would like to begin the restoration of the Barber Hill Schoolhouse located at 12 Griffin Road in the Broad Brook Section of East Windsor. He has searched through the town historical records to trace the history of the property, which dates back to the early 19<sup>th</sup> Century. The project will include doing groundwork, which includes removing year’s worth of garbage thrown onto the lot, as well as attempting to secure the hatch entrance located in the rear of the building. Ultimately, he would like this building to be brought back to its original condition as when it was used as a one-room schoolhouse. He will assist East Windsor Historical Preservation Commission to attempt to secure a position as part of the National Historical Registry.

A brief discussion was held.

It was **MOVED** (Richards) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen approves the plan of Barber Hill Schoolhouse Renovation as presented.

**b. Discussion of North Road Sewer Phase III**

Ms. Menard introduced Mr. Edward Alibozek , Chief Operator of the Water Pollution Control Facility to the Board to discuss an expansion to the North Road Sewer Project, Phase III. Mr. Alibozek indicated the current North Road Sewer Project went so well through Phase I, the Town decided to utilize the left over moneys from Phase I, toward extending the sewer line an additional 1,000 feet to 1,500 feet this coming Spring. Phase I was funded by the USDA ARRA Grant and Loan combination of \$3.887 million dollars, including a 43% grant reimbursement. The USDA appears to be enthusiastic about East Windsor submitting another project. This project is shovel ready. The grant portion which would be available to the Town of East Windsor will be as high as 30%. Mr. Alibozek remarked that Mr. James Ussery, Ms. Laurie Whitten, Town Planner and other members of the WPCA and WPCF were here this evening to discuss the importance of North Road Sewer Project Phase III.

Mr. James Ussery of JR Russo and Associates explained to the Board the area is a very wet area and concerns about septic failures according to North Central Health. Mr. Ussery had a map of the proposed area displayed on the Smartboard, a copy of the map was given to all Board Members for their review. The map was entitled "North Road Sewer Phase III". The map described the 2011 North Road Sewer Project (Phase I) in green, 2012 North Road Sewer Project (Phase II) in red, and the potential for North Road Sewer Project (Phase II) in red shaded areas. The proposed area to extend the sewer 85,000 linear feet on North Road east past Wells Road to Melrose Road, southerly on Wells Road just short of the airport and easterly onto Rolocut Road. Mr. Ussery indicated there are many family residences that would benefit from the sewer due to the septic failures. North Central Health is currently doing a survey of the area. Mr. Ussery indicated the importance of Phase I and II for the commercial development of North Road; however, Phase III will also be beneficial to the Town for residential reasons and the possibilities of opening unused land. Mr. Ussery reiterated the project will be 30% funded by a USDA grant. Mr. Ussery was asked the anticipated cost of this project, which he estimates approximately \$2.245 million dollars, which is less than the cost of Phase I, which was \$3.9 million dollars. Mr. Ussery indicated that later in the meeting, Ms. Laurie Whitten, Town Planner will discuss the Phase III extension relates to the economic development, residential development, and clean waters to the Scantic River.

Mr. E. Arthur, Enderle III, Superintendent of the WPCA addressed the Board. Mr. Enderle indicated that the single biggest investment many municipalities make involve the construction of the infrastructure to convey, treat and dispose of wastewater. These costs easily rival, and often exceed the capital investment in the educational system, and yet the financing of the capital expenditures for the two could be no different. The installation of sewers and the WPCF constitutes an improvement in the quality of life for the entire community not just the area of

served by sewers. Water pollution has an adverse impact on the land, and impacts the ability of the community to use and/or develop certain areas. The area that Phase III is being proposed, is very wet and many of the properties have already experienced failing septic systems, and although have been repaired most likely would not meet the current public health code. In light of the failures in the past, present and future, there is a real possibility that the DEEP could issue a consent order to the Town to install sewers to serve the properties and then it would be at the total cost of the Town with no grant/loan scenario. The WPCF is one of the few Town Departments that actually generates revenue to cover the cost of the operating and maintaining the facility.

A question was asked about the interest rate of the loan and Ms. Cabral indicated the interest rate would be approximately 3%.

Mr. Paul Anderson, Chairman of the WPCA, addressed the Board. He read from an email he received from Michael Caronna, Director of Environmental Services, North Central District Health Department on February 7, 2012. In that email, Mr. Caronna indicates that the Health District is working out the details to conduct a sanitary survey of the area of the proposed Phase III Sewer expansion. Although a report has not been written at this time, he is planning on doing so based on the current data in conjunction with the survey. A preliminary review of the area noted many wet areas surrounding existing homes, which would indicate the potential septic problems. The expansion of the sewer would not only benefit the future replacement of the failed septic systems but would be also beneficial in protecting the ground water supply as the area is exclusively serviced by private wells.

Ms. Laurie Whitten, Town Planner, addressed the Board. She indicated timeline of having all of the requirements in place before the new census data is recorded on April 29, 2012. At that time, the Town will show a population over 11,000 excluding the Town of East Windsor for the grant opportunities for towns under 10,000, as we are currently shown. After this presentation to the Board of Selectmen, on February 14, 2012, the Planning and Zoning Commission will have to endorse the project; Inland Wetland Commission will have a Special Meeting on February 15, 2012 for acceptance of Phase III and possibly set the required Public Hearing. Also on February 15, 2012, a presentation to the Board of Finance and on February 16, 2012, American Heritage River Commission will have the presentation and possibly endorse the project. February 27, 2012 it is hoped that the EDC will endorse the project. It is hoped that there will be a special joint meeting on February 21, 2012 of the Board of Selectmen and Board of Finance to accept the resolution. This must occur 30 days before the referendum. February 26, 2012 is the last day to post the warning notice in the paper and a special town meeting will take place on March 20, 2012 and a referendum will be scheduled for March 28, 2012. There is a possibility of scheduling public workshops to discuss the project.

A brief discussion was held among Ms. Menard, Ms. Cabral, Mr. Alibozek, and Ms. Whitten regarding the time line and the legal costs of obtaining the loan.

Ms. Carol Madore, Assessor, addressed the Board. She indicated that in looking at the parcel of land which is described, there are approximately 80 parcels of land, both commercial and residential, which could be developed due to the sewer expansion.

A brief discussion was held.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (3-1)(R. Pippin dissenting) that the Board of Selectmen recommend the North Road Sewer Project Phase III and to move forward with the process.

Mr. Pippin indicated he is for the project, however, he believes he should amend his motion that it needs to be done on a certain drop dead date. Otherwise, he would vote in favor of the project.

**c. Registrar of Voters to Discuss New Districting Map to Include Ed Alibozek**

Ms. Menard introduced Ms. Linda Sinsigallo and Mr. Dan Nadeau, Registrars of Voters for the Town of East Windsor to the Board. Ms. Sinsigallo indicated to the Board Members that as they were probably aware, 2011 the Town of East Windsor has been redistricted as the 57<sup>th</sup> and 59<sup>th</sup> District. She has received a letter from the Secretary of State's Office indicating that the redistricting has to be put into place by March 24, 2012. She and Mr. Nadeau requested assistance from Mr. Len Norton, Director of Public Works who referred them to Mr. Ed Alibozek of the WPCF to make maps to establish a third district for the voting of the House of Representatives in the State of Connecticut only. When referendums or primaries take place, the two districts will still be in place. Due to the changes, the Board Members were reminded these changes come with costs. The different ballots for instance were discussed. Ms. Sinsigallo thanked Mr. Alibozek for all of his tremendous help in sorting this out. Mr. Nadeau indicated that Wells Road, one of side of the street is the 57<sup>th</sup> District and the other side is the 59<sup>th</sup> District. Ms. Sinsigallo indicated that during the 2010 census, apparently Enfield lost a little population.

Mr. Edward Alibozek and his colleague, Steve, addressed the Board. With the use of the Smart Board, they displayed various numbers of maps on the screen explaining the new districting lines. Mr. Alibozek explained the maps that the Board is viewing are maps generated by the GIS system. It was explained that previously the Town of Ellington and the Town of East Windsor were considered the 57<sup>th</sup> District. Now with the redistricting, parts Warehouse Point and the North Road Corridor are being redistricted to the 59<sup>th</sup> District. Mr. Alibozek showed the

maps and where the lines are drawn. Some of the areas affected are Wells Road – Scantic Area, Tromely Road and Canyon Ridge. It was asked how the people affected will be contacted. Ms. Sinsigallo indicated they will be sending postcards notifying those who will be changing districts.

A brief discussion was held.

It was **MOVED** (Baker) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen accept the map of the redistricting the 57<sup>th</sup> and 59<sup>th</sup> Districts and accept the districts as presented.

**d. Approval of Plan of Conservation & Development, Update for Route 140 Corridor to include Laurie Whitten, Town Planner**

Ms. Denise Menard introduced Ms. Laurie Whitten, Town Planner to the Board. Ms. Whitten indicated that the Planning and Zoning Commission has come to the point to move forward with new regulations and guidelines for the Route 140 Corridor. This involves changes to the Plan of Conservation and Development (POCD) and Zoning Regulations.

In order to amend the POCD, Connecticut General Statutes Section 8-23(g-2) requires the Planning and Zoning Commission to submit copies of the plan and/or amendments to the POCD to the Board of Selectmen at least 65 days prior to the public hearing for the adoption. The Board of Selectmen may hold or more public hearings on the plan and shall endorse or reject such entire plan or part thereof or amendment and may submit comments and recommended changes to the Commission.

The Planning and Zoning Commission is proposing the following changes to the POCD, and seeking the Board of Selectmen's endorsement.

1. Adopt "Suggested Amendments for the Plan of Conservation and Development" as recommended by the consultant. This redefines the Route 140 Corridor as to (a) the types of businesses that would be most, possibly and least desirable; and (b) presents a guideline for "Principles and Standards for Business Development in the Route 140 Corridor". This section includes the results from the Visual Preference Survey conducted by the consultant, and the Design Preferences that resulted from the survey.

2. To revise the "Proposed East Windsor Business Corridor Zoning Map) from the 2004 POCD, to include a Route 140 Corridor within the Northern Business Corridor. The Route 140 Corridor will correspond with the sewer extension area to the eastern point of the existing Northern Business Corridor.

3. To revise the “Residential Growth Guide Plan” adopted into the POCD on June 16, 2006 to eliminate the Route 140 Corridor as an area for residential development. In other words, it will be demarcating the Route 140 Corridor as a “Non-residential area” which will disallow any residential development unless associated with mixed use development.

Meanwhile, the Planning and Zoning Commission will be moving forward with adopting zoning regulations which reflect these goals and guidelines. It is anticipated that the Public Hearing for adoption of all of these changes will take place on April 24, 2012.

A brief discussion was held.

It was **MOVED** (Baker) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen endorses the changes to the Planning of Conservation and Development (POCD) regarding Route 140 Re-Development as referred to in Memorandum dated February 1, 2012 and recommend a Public Hearing, as presented.

It was **MOVED** (Baker) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen move Agenda Item No. XII. Executive Session to be discussed before VIII. Board and Commission Resignations and Appointments.

**XII. Executive Session (pursuant to Connecticut General Statutes Section 1-200(6) Personnel (a)**

It was **MOVED** (Baker) 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 to include Mr. Leonard Norton.

The Board entered into Executive Session at 8:45 p.m.

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen terminates Executive Session enters into Public Session at 9:17 p.m.

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen to give Director of Public Works/Town Engineer an increase in salary to \$94,600 annually effective next pay period.

It was **MOVED** (Pippin) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen returns to the order Agenda Item No. VIII. Board and Commission Resignations and Appointments.

**VIII. Board and Commission Resignations and Appointments**

**a. Resignations:**

- 1. Gilbert Hayes, American Heritage River Commission**
- 2. Jamie M. Daniel, (Alternate), Board of Finance**
- 3. Blaine Simpkins, Capital Improvement Planning Advisory Committee**
- 4. Jane Simpkins, Emergency Management Advisory Council**
- 5. Dale Nelson, (At Large Member), Pension Board**
- 6. Carol Sargent, as representative to North Central District Health Department, Board of Directors**

It was **MOVED** (Pippin) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen accepts the resignations of the following, With deep regret:

1. Gilbert Hayes, American Heritage River Commission
2. Jamie M. Daniel, (Alternate), Board of Finance
3. Blaine Simpkins, Capital Improvement Planning Advisory Committee
4. Jane Simpkins, Emergency Management Advisory Council
5. Dale Nelson, (At Large Member), Pension Board
6. Carol Sargent, as representative to North Central District Health Department, Board of Directors

**b. Re-Appointments:**

**BMX Skate Park Study Committee, 18-month terms, expiring 8/1/13**

**Christopher Arre (U)**  
**Eve Arre (U)**  
**Brenda Crockett (U)**  
**Lori Gabriel (R)**  
**Laura Harney (D)**  
**Jennifer Ragaglia (D)**  
**Linda Ritter (D)**

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen approves the re-appointments of Christopher

Arre (U), Eve Arre (U), Brenda Crockett (U), Lori Gabriel (R), Laura Harney (D), Jennifer Ragaglia (D), and Linda Ritter (D) as a Regular Members of the BMX Skate Park Study Committee, to serve a 18-month term expiring August 1, 2013.

**c. New Appointments:**

**East Windsor Housing Authority**

**Mr. Robert Slate (R), for a five year term expiring 09/01/2014**

It was **MOVED** (Nelson) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen approves the appointment of Mr. Robert Slate (R) to the East Windsor Housing Authority, for a five year term expiring September 1, 2014.

**Pension Board**

**Mr. David King (D), as a At Large Member four year term expiring June 1, 2014.**

It was **MOVED** (Baker) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen approves the appointment of Mr. David King (D), At Large Member to the Pension Board, to serve a 4 year term expiring June 1, 2014.

**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.

**IX. Unfinished Business**

**a. Discussion of Charter Revision**

Ms. Menard gave to all Board Members a packet of information regarding the Charter Revision, including the charge the last time the Charter was revised, time line, number of members on the Committee and copy of Connecticut General Statutes in relation to Charter Revision. She indicated there is a lot of information which has to be reviewed. She indicated that the charge given to the Commission has to be reviewed and determined and the timeline for such revision is 18 months. Finance and taxation was discussed as a possible charge along with having a Town Manager rather than a First Selectman. Also discussed was the number of members appointed to the Committee. The last revision committee had 7 members.

A brief discussion was held.

It was the general consensus to revisit the Discussion of Charter Revision in mid-July after the busy budget season.

**b. Senior Services**

**1. Part-Time Positions at Senior Services**

Ms. Menard indicated that at the last meeting it was requested that additional analysis needed to be done regarding the concern the increase in hours would exceed 1000 hours for the fiscal year. Ms. Menard commented that the Senior Services Department does not have a Director currently and has been working under the supervision of Ms. Betsy Burns, Director of Human Services. The hiring of the program coordinator and an administrative assistant/clerical assistant, whom have taken active roles in turning the climate at the Center into a positive one. The salary which was being paid out to a previous employee has since stopped, and additional funds are available in the full time salary line within the Senior Services budget. Trips and activities are being planned and there has been an increase of active participants.

Mr. Pippin was still concerned about exceeding the 1000 hours in the fiscal year and questioned what will happen during the next fiscal year. He would rather not give the additional hours now and have to take them away during the next fiscal year. Ms. Nelson reminded Mr. Pippin that there is a salary not being used and the position most likely will not be replaced. Ms. Menard commented that during the budget process, discussions will be held regarding the positions at the Center. She also mentioned that the Center is becoming well organized and there has been an increase in activities and participants and there are no promises being made to the part-time employees beyond the current fiscal year. Mr. Baker commented that due to the positive direction thus far, this would be needed for the end of fiscal year and this subject would be revisited regarding the long term. Ms. Menard reminded the Board that a full time driver was recently replaced with a part-time driver, saving more monies within their budget. The Center has become a creative atmosphere recently with the new hirers and it should continue.

A brief discussion was held.

It was **MOVED** (Baker) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen approves the increase of hours/salary of the part-time senior services staff as described in a memorandum addressed to Ms. Denise Menard, First Selectwoman and Board of Selectman dated February 1, 2012 only until the end of the fiscal year, June 30, 2012.

**X. Budget Matters**

**a. Scheduled Budget Workshops Memos**

Ms. Menard indicated that in each Board Members packet is a Memo dated January 26, 2012 wherein budget presentations have been scheduled. The Board of Selectmen Budget Workshop Meetings will be held on February 16, 2012 at 5:00 p.m., February 18, 2012 at 9:00 a.m., February 21, 2012 at 5:00 p.m., and February 22, 2012 at 5:00 p.m. All Meetings are schedule to take place at the East Windsor Town Hall Conference Rom.

Ms. Menard indicated she had received audits from the Warehouse Point Fire District and Broad Brook Fire Department, if any of the Board Members would like copies of same, just to contact her office.

**XI. New Business**

**e. Request from the Board of Education to Establish a Facilities Committee**

Ms. Menard indicated she has given to the Board Members in their packets research regarding a request from the Board of Education to establish a Facilities Committee. She indicated that the last time this subject was discussed was back in 2005. She understands that it is a lot of information to go through. Mr. Baker indicated he did go through some of the information and indicated there were some recommendations dating back to 2007 regarding the infrastructure and the unusable data. Ms. Menard mentioned the leases on the portable classrooms at the Broad Brook School are up this year. Those classrooms are out of date and Superintendent Kane has been consulting the leasing company. The leases are set to expire on June 30, 2012. It was suggested due conditions of the schools, maybe the Building Commission could give guidance. Ms. Menard inquired if the Board of Education what their long range plans are and what is their suggested funding for such plans. Ms. Menard wondered if there were any available grants which would cover some of the cost of the building of a new school.

A brief discussion was held.

**e. Tax Refunds**

Ms. Menard discussed the Applications for Refunds requests from the Tax Collector dated February 2, 20112 wherein the Tax Collector is requesting under Connecticut General Statutes Section 12-129 a refund from the Town of East Windsor in the amount totaling \$9,887.71. Ms. Menard indicated that the form has been changed a little pursuant to the discussions of the last meeting.

A brief discussion was held.

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (3-0)(R. Pippin abstained) that the Board of Selectmen approves the tax refunds in the amount of \$9,887.71 pursuant to the tax collector's request of February 2, 2012.

**XII. Executive Session**

Previously held.

**XIII. Adjournment**

It was **MOVED** (Nelson) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen adjourns the February 7, 2012 Regular Meeting at 10:17 p.m.

Respectfully Submitted,

Denise M. Piotrowicz  
Recording Secretary