

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

**MINUTES OF REGULAR MEETING**

**Tuesday, February 19, 2013 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, Chief Edward DeMarco, Deputy Chief Roger Hart, Scott Morgan, D. James Barton, Dick Sherman, Joseph Sauerhoefer, Edward Filipone, Ray Mancuso, and others  
Press: Justin Kloczko (Journal Inquirer)

**I. Call to Order**

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

**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 Items**

None.

**IV. Approval of Minutes**

- **Regular Meeting of February 5, 2013**

An error was noted in the February 5, 2013 Special Meeting Minutes. An amendment to the minutes on Section VIII., Subparagraph c., and last paragraph is noted. The following is the noted amendment:

“...the resignation of **Ms.** John Burnham, Constable, with deep regret.”

to

“...the resignation of **Mr.** John Burnham, Constable, with deep regret.”

Ms. Menard indicated that a memorandum was given to the Board Members from the recording secretary regarding amendments to the February 5, 2013 minutes, which amendment is marked as Exhibit A and attached hereto.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0) (In Favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – none) that the Board of Selectmen approves the Regular Meeting Minutes of February 5, 2013 as amended and marked as Exhibit A.

- **Public Hearing Minutes of February 5, 2013**

It was **MOVED** (Nelson) and **SECONDED** (Pippin) and **PASSED** (4-0) (In Favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – none) that the Board of Selectmen approves the Public Hearing Minutes of February 5, 2013 as presented.

## **V. Communications**

### **a. The Network Newsletter**

Ms. Menard indicated that in the Board Member’s packets is The Network Newsletter for their review.

## **VI. Selectman’s Reports**

### **a. Denise Menard, First Selectwoman**

Ms. Menard remarked that she has been extremely busy due to the budget preparations. All proposed budgets have been copied and given to the Selectmen along with the Board of Finance Members.

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

Mr. Baker commented on the two meetings that he attended recently; Shared Services and Planning and Zoning. The Shared Services Meeting was productive and additional meetings are being scheduled. The discussions thus far have been about grounds maintenance. The Planning and Zoning Meeting was quick, the highlight of the meeting was the approval of a brewery named Broad Brook Brewery which will be housed in Warehouse Point.

**c. Dale Nelson, Selectwoman**

Ms. Nelson commented that she attended the last Capital Improvement Projects Advisory Committee Meeting on February 11, 2013. The recommendations from that meeting will be discussed later in this meeting. She attended the recent Police Commission Meeting of February 13, 2013. At that meeting it was mentioned that Public Works did a great job keeping the roads cleaned during the recent blizzard. A grant opportunity for an SRO has arisen and the Chief and Deputy Chief are looking into that opportunity.

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

Mr. Pippin commented the only meeting he attended last week was the Capital Improvement Project Advisory Committee meetings as Ms. Nelson. He indicated that most of his assigned meetings are next week.

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

Mr. Richards gave to all Board Members a copy of his report dated February 19, 2013. Mr. Richards stated he was unable to attend the recent Board of Education Meeting and the next Economic Development Commission meets next week on February 25, 2013 at 6:00 p.m.

Mr. Richards mentioned the Historical Preservation Commission rent meeting. It was an excellent meeting and all members were there. They are still in need of one regular member and two alternate members. A discussion took place in regards to their budget and a motion was made to add an additional \$300 toward the Melrose Historic District sign. The Village of Melrose is established as East Windsor's first National Historic District spanning 250 acres encompassing multiple properties including Melrose School House and Melrose Cemetery. The Commission will be running community fundraisers to raise money for the sign as well as future projects and also increased awareness of historical preservation, including an electronic brochure which will be placed on the website. Demolition days for 49 Phelps Road and 111 South Main Street were discussed. Fire Marshall Delvey was there as well as buildings at 111 Main Street are hopefully going to be utilized for training for the fire departments.

The Housing Authority's meeting was cancelled, Parks and Recreation Meeting is now currently held bi-monthly and he briefly mentioned the Shared Services Meeting which of February 6, 2013.

## **VII. Public Participation**

Mr. Dick Sherman, Chairman of the American Heritage River Commission, addressed the Board. He wanted to give the Board an update of the trail system in the Town of East Windsor. Mr. Sherman gave to all Board Members a map of the Town of East Windsor which listed the trails which have been worked on by the Commission. He wanted to thank the First Selectman and everyone at the Town Hall for all of their assistance.

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

**a. Resignations: None**

**b. Re-Appointments: None**

**c. New Appointments:**

- **Agriculture Commission**

- Peter Larese (U), Alternate Member, 2 year term expiring 8/1/15**

- **Conservation Commission**

- Peter Larese (U), Alternate Member, 4 year term expiring 12/1/14**

- **East Windsor Historical Preservation Commission**

- Karla Bagdikian (D), Regular Member, 4 year term expiring 10/1/15**

- **Park and Recreation Commission**

- Karla Bagdikian (D), Regular Member, 4 year term expiring 12/1/16**

- **Water Pollution Control Authority**

- D. James Barton (D), Alternate Member, 4 year term expiring 2/1/18**

A motion was made by Mr. Baker and seconded by Ms. Nelson that the Board of Selectmen appoints Mr. Peter Larese (U), Alternate Member, 2 year term expiring August 1, 2015 to the Agriculture Commission; Mr. Peter Larese (U), Alternate Member, 4 year term expiring December 1, 2014 to the Conservation Commission; Ms. Karla Bagdikian (D), Regular Member, 4 year term expiring October 1, 2015 to the East Windsor Historical Preservation Commission; Ms. Karla Bagdikian (D), Regular Member, 4 year term expiring December 1, 2016 to the Park and Recreation Commission; and D. James Barton (D), Alternate Member of the WPCA, 4 year term expiring February 1, 2018.

A discussion was held. Mr. Pippin disagreed with having one motion appointing all five seats; he would rather have separate motions for each appointment. He will be forced to vote no to the appointments if they are all done in one motion. Ms. Nelson withdrew her second. Motion dies.

- **Agriculture Commission**

**Peter Larese (U), Alternate Member, 2 year term expiring 8/1/15**

It was **MOVED** (Richards) and **SECONDED** (Pippin) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoints Mr. Peter Larese (U), Alternate Member of the Agriculture Commission, 2 year term expiring August 1, 2015.

- **Conservation Commission**

**Peter Larese (U), Alternate Member, 4 year term expiring 12/1/14**

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoints Mr. Peter Larese (U), Alternate Member of the Conservation Commission, 4 year term expiring December 1, 2014.

- **East Windsor Historical Preservation Commission**

**Karla Bagdikian (D), Regular Member, 4 year term expiring 10/1/15**

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoints Ms. Karla Bagdikian (D), Regular Member of the East Windsor Historical Preservation Commission, 4 year term expiring October 1, 2015.

- **Park and Recreation Commission**

**Karla Bagdikian (D), Regular Member, 4 year term expiring 12/1/16**

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoints Ms. Karla Bagdikian (D), Regular Member of the Park and Recreation Commission, 4 year term expiring December 1, 2016.

- **Water Pollution Control Authority**

**D. James Barton (D), Alternate Member, 4 year term expiring 2/1/18**

A motion was made by Mr. Baker and seconded by Mr. Richards that the Board of Selectmen appoints Mr. D. James Barton (D), Alternate Member of the WPCA, 4 year term expiring February 1, 2018.

A discussion was held. Mr. Pippin commented that when Mr. Barton was a member of the WPCA, the Prospect Hill Assessment Policy took approximately ten years to get done which cost the town a lot of money and a lot of bad feelings. Ms. Menard indicated that both the Superintendent of the WPCA and the Chairman Paul Anderson have voiced their opinion and prefer Mr. Barton not to be a member of the Board. Mr. Barton was in the audience during the vote and requested to speak to the Board. He indicated that at the last meeting, the vote for his appointment was an Alternate Member of the WPCA was postponed due to two references listed on the application were not willing to be references. As of this afternoon, the two new references listed on the application were not contacted by anyone in the Town. He then gave a typed written statement to all Board Members for their review. He read from the statement indicating that he would like an opportunity to speak to the action of January 15 in which he was removed from his position on the WPCA without just cause or due process. He was not told and did not know that this happened until he read the minutes eight days later on January 23, 2013. He was a member of the WPCA for the past seven years and also served on the Board for many years in the 80's and 90's when the plant was being expanded. He attends every meeting and participates in business that comes before the Board. He spoke about the Superintendent and his involvement with the Board. He commented that also attached to his statement is a letter of reference from Mr. Dean Saucier.

Ms. Menard addressed Mr. Barton. She indicated that Mr. Barton was not removed from his membership to the WPCA, he was not reappointed. The removal process is a lengthy process that takes place when a Board Member misses six meetings and other criteria have to be satisfied. Again, she reiterated he was not removed from the Board, his term of appointment had expired and he was not reappointed.

A brief discussion was held.

A vote was taken:

In Favor – A. Baker  
Opposed – R. Pippin and D. Nelson  
Abstained – J. Richards

Motion failed (1-2-1).

It was **MOVED** (Pippin) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen move Agenda Item No. XI. Budget Matters C. Transfers before IX. Unfinished Business.

## **XI. Budget Matters**

### **c. Transfers**

Ms. Menard gave to all of the Board Members a sheet which listed all of the requested transfers to be discussed. The first transfer discussed was in the amount of \$245.00 and listed as S2013-18 on the transfer sheet.

It was explained that this transfer is in relation to gas and oil used by the past IT person. The transfer is as follows:

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0) (In Favor – D. Nelson, R. Pippin, J. Richards and A. Baker; Opposed – None; Abstained - None) that the Board of Selectmen approves and recommends to the Board of Finance the transfer of \$245.00 from Account No.: 1-01-25-3180-6-620-0000-0 (Public Works – Gas and Oil) to Account No.: 1-01-50-8425-6-620-0000-0 (I.T. Gas and Oil) and recommends to a Town Meeting, if necessary.

The next transfers discussed were from the Police Department S2013-19. It was explained by the Chief and Deputy Chief of the recent retirements and/or resignations and injuries sustained by police officers which are out on long term sick leave, the overtime salary line is very low (approximately \$8,000). However, the overtime salary line will have to be used most likely until the end of the year when the three new police officers, who are in the academy, will be working full time at the police department. The police are requesting a transfer in the amount of \$74,000 to the overtime line. An additional \$6,000 is being requested to the gas and oil line due to the fact that gas prices have exceeded their projection. Consumption is as projected, but the overall price per gallon has increase beyond expectation.

The third and last transfer (also numbered S2013-19) is for Emergency Management in the amount of \$725.00. It was explained by the Chief and Deputy that due to the fact the Town does not currently have a shelter which could house people during an emergency, the Emergency Management Team decided during the last storm to rent a generator in the anticipation of the storm. The generator was picked up by the Public Works Department, so the Town would not be responsible for a delivery charge. In order to reserve the generator, the cost is \$725.00.

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (4-0)(In Favor – D. Nelson, J. Richards, R. Pippin and A. Baker; Opposed – None; Abstained – None) that the Board of Selectmen approves and recommends to the Board of Finance the transfer of \$40,000.00 from Account No.: 1-01-15-2195-2-200-0000-0 (Public Safety Health/Life Insurance) and transfer of \$34,000.00 from Account No.: 1-01-15-2195-1-103-0000-0 (Public Safety Workers' Compensation) to Account No.: 1-01-15-2145-1-103-0000-0 (Salary – OT Variable) and recommends to a Town Meeting, if necessary; and transfer \$6,000.00 from Account No.: 1-01-15-2195-2-202-0000-0 (Public Safety Worker's Compensation) to Account No.: 1-01-15-2145-6-620-0000-0 (Gas & Oil) and recommends to a Town Meeting, if necessary; and a transfer in the amount of \$725.00 from Account No.: 1-01-50-8410-8-890-0000-0 (Contingency) to Account No.: 1-01-15-2170-7-701-0000-0 (Emergency Management – Equipment) and recommends to a Town Meeting, if necessary.

It was **MOVED** (Baker) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen move Agenda Item No. XII. Executive Session before IX. Unfinished Business.

**XII. Executive Session (pursuant to Connecticut General Statutes Section 1-200 (6) (a) Personnel Section 1-200 (6) (b) Pre- Litigation and 1-200 (6) (c) Contracts**

It was **MOVED** (Nelson) and **SECONDED** (Baker) **PASSED** ((4-0) (In Favor – D. Nelson, R. Pippin, J. Richards and A. Baker; Opposed – None; Abstained - None) that the Board of Selectmen enters into Executive Session discussion to preserve confidentiality to include Chief of Police Edward DeMarco, Deputy Chief of Police Roger Hart, Members of the Police Commission, Mr. Edward Filipone, Mr. Ray Mancuso, and Mr. Joseph Sauerhoefer.

The Board entered into Executive Session at 7:59 p.m.

The Board exited Executive Session and returned to public session at 8:19 p.m.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** ((4-0) (In Favor – D. Nelson, R. Pippin, J. Richards and A. Baker; Opposed – None; Abstained - None) that the Board of Selectmen move Agenda Item No. IX. Unfinished Business.

**IX. Unfinished Business**

- a. **Discussion of (PEGPETIA) Grant Program (will return March Meeting)**

**b. Charter Revision Discussion**

Ms. Menard indicated that this Agenda Item has been on the Agenda and it was noted that the Board would address this issue during the beginning of the year. She was inquiring with the Board if they were interested in discussing Charter Revision or should it be taken off the Agenda. It was mentioned that the last time the Board discussed the issue, it was noted that the statutes had to be reviewed to see what restrictions could be placed on the Charter Revision Commission.

A brief discussion was held and Ms. Menard indicated that she would check the process and report back to the Board.

**X. New Business**

**a. Approval of Tax Refunds**

Ms. Menard discussed two Applications for Refund request from the Tax Collector wherein Ms. Kimberly Lord, Tax Collector is requesting under Connecticut General Statutes Section 12-129 a refund from the Town of East Windsor in the amount of \$6,504.83 dated February 12, 2013.

It was **MOVED** (Nelson) and **SECONDED** (Pippin) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, J. Richards, and R. Pippin; Opposed – None; Abstained – None) that the Board of Selectmen approves the tax refunds in the amount of \$6,504.83 pursuant to the tax collector's request dated February 12, 2013.

It was mentioned that the monthly reports from departments were also in the Board Members packets for their review. It was mentioned that there was a fire marshal's report missing.

**XI. Budget Matters**

**a. Current Budget**

Copies of the current budget were given to all Board Members for their review.

**b. Budget Discussion Fiscal Year 2013-2014 to include recommendation from Capital Improvement Projects Advisory Committee**

Ms. Menard indicated the next agenda will have budget discussions for 2013-2014. She indicated that all of the Board Members were given their budget books for the upcoming budget discussions for fiscal year 2013-2014. She also gave to the Board a draft of the proposed calendar for the budget process. She suggested to the Board to make the process easier, if a department or commission

is not asking for an increase, that those departments and/or commissions would have the option to present their budget to the Board. She gave an example of the VNA, which doesn't ask for an increase, yet presents every year. She did suggest that complex budgets, such as, police and fire departments come and give a presentation to the Board discussing their budget proposal.

A brief discussion was held. It was decided to schedule Board of Selectmen budget workshops for Monday, February 25, 2013; Tuesday, February 26, 2013; March 5, 2013 (Regular Meeting); Wednesday, March 6, 2013; and Thursday, March 7, 2013. The budget workshop meetings will take place at the Town Hall beginning at 5:30 p.m. It was the general consensus that the Saturday, March 9, 2013 budget workshop will be scheduled if needed.

A brief discussion was held regarding explaining to the public how the recent revaluation affects the budget and taxes.

Ms. Menard gave to all of the Board Members the Capital Improvement Projects Advisory Committee spreadsheet of the projects which the Committee is recommending. She explained the spreadsheet and the process the Committee used to chose the projects.

**c. Transfers**

Transfers were discussed previously in the meeting.

Board Recessed at 9:00 p.m.  
Board Reconvened at 9:07 p.m.

It was **MOVED** (Richards) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, J. Richards, and R. Pippin; Opposed – None; Abstained – None) that the Board of Selectmen approves the contract entitled Agreement between the Town of East Windsor and The American Federation of State, County, Municipal Employees, Local 3583 – Police Union, July 1, 2011 through June 30, 2014.

It was **MOVED** (Richards) and **SECONDED** (Pippin) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, J. Richards, and R. Pippin; Opposed – None; Abstained – None) that the Board of Selectmen approves the contract entitled The Town of East Windsor and East Windsor Police Dispatchers, Local 1303-460, AFSCME Council 4, AFL-CIO, July 1, 2012 through June 30, 2014.

**XII. Executive Session (pursuant to Connecticut General Statutes Section 1-200 (6) (a) Personnel and Section 1-200 (6) (b) Pre-Litigation and Section 1-200 (b) contracts**

It was **MOVED** (Richards) and **SECONDED** (Baker) **PASSED** (4-0) (In favor – J. Richards, R. Pippin, D. Nelson, A. Baker; Opposed – none) that the Board of Selectmen enters into an Executive Session discussion to preserve confidentiality.

The Board entered into Executive Session at 9:09 p.m.

The Board came out of Executive Session at 9:42 p.m.

No Action taken.

**XIII. Adjournment**

The Meeting was adjourned at 9:45 p.m.

Respectfully Submitted,

Denise M. Piotrowicz  
Recording Secretary

**EXHIBIT A**

**AMENDMENTS TO**  
**BOARD OF SELECTMEN**  
**MINUTES OF FEBRUARY 5, 2013**

**V. Communications**

**h. Letters from Warehouse Point Fire District**

Ms. Menard commented on a letter she has received from the Warehouse Point Fire District dated January 28, 2013. She commented that in the letter is a request to be placed on the agenda to discuss the Capital Improvement Projects which will be discussed later in the meeting under New Business.

*Another letter was received a FOI request formally requesting any and all documents associated with the purchase of a 2009 Pierce Pumper Fire Truck for the Warehouse Point Fire District. This request came from James Barton as an individual and citizen and not as the Chief of the Warehouse Point Fire Department.*

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

**c. New Appointments:**

**East Windsor Housing Authority**

- 1. Corrine Shemerluk (U), Regular Member, 4 year term expiring 09/1/14**
- 2. Elizabeth LeBorious (D), Regular Member, 4 year term expiring 10/1/16**
- 3. John Burnham (R), Regular Member, 4 year term expiring 09/1/14**

Ms. Menard indicated the Board can chose from three candidates for two open seats on the East Windsor Housing Authority. Mr. Richards inquired if there were alternates on this Board. He was told that this was a five member board. She indicated currently there are two democrats and one republican on the Board.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoint Mr. John Burnham (R), a Regular Member to the East Windsor Housing Authority, to a four year term expiring *September 1, 2014*.

**EXHIBIT A CONTINUED**

**AMENDMENTS TO**  
**BOARD OF SELECTMEN**  
**MINUTES OF FEBRUARY 5, 2013**

A motion was made by Ms. Nelson and seconded by Mr. Pippin that the Board of Selectmen appoints Ms. Elizabeth LeBorious (D), a Regular Member to the East Windsor Housing Authority, to a four year term expiring *October 1, 2016*.

A discussion was held. Mr. Richards indicated he has known Corrine for thirty years personally and business. This situation is a unique situation in that three people are looking to be appointed to one board which only has two vacancies. Mr. Pippin also mentioned he knows Corrine too, but Ms. LeBourious has a lot of credentials which would be utilized well with the Housing Authority.

A vote was taken:

In Favor: D. Nelson, A. Baker, and R. Pippin

Opposed: J. Richards

Motion passed 3-1.