

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

Minutes of Regular Meeting

Tuesday, June 4, 2013 at 7:00 p.m.

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

I. Call to Order

First Selectman Denise Menard called the Regular Meeting to Order at 7:01 p.m. in the Town Hall Conference Room.

II. Attendance

Present:

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

Selectman Menard asked that the Selectmen begin the meeting with a moment of silence in honor of three recent losses to the community, Police Dispatcher Sharon Bourke, student Brooke Wormstedt and Former Police Chief Thomas Laufer.

III. Added Agenda Items

None

IV. Approval of Minutes

A. Regular Meeting of May 7, 2013

It was MOVED (Nelson) and SECONDED (Pippin) that the Board of Selectmen approves the Regular Meeting Minutes of May 7, 2013. Motion PASSED (4-0) (In favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – none)

B. Regular Meeting of May 21, 2013

It was MOVED (Nelson) and SECONDED (Richards) that the Board of Selectmen approves the Regular Meeting Minutes of May 21, 2013 with the following correction to Item XIV. Adjournment, second sentence should read:

The meeting was adjourned at 8:11 p.m.

Motion PASSED (3-0) (In favor – D. Nelson, R. Pippin and J. Richards; Opposed – none, A. Baker abstained)

V. Communications

Recognition of Town Assessor Carol Madore for 15 years of service with the International Association of Assessing Officers.

VI. Selectmen's Reports

A. First Selectman Denise Menard

Ms. Menard's report is attached hereto as Attachment A.

B. Deputy First Selectman Alan Baker

Mr. Baker reported that the American Heritage River Commission (the "AHRC") had approximately 20 participants in the Connecticut Trails Day hike and is looking forward to the CT Trails Day river activity on June 9 beginning in Melrose and ending on Cemetery Road and a CRWC paddle on June 21 that will begin at the John Barnes Boat Launch in Enfield. He also attended the recent pension meeting and a Planning and Zoning meeting that included a Public Hearing regarding renewal of a concrete recycling business on Apothecaries Hall Road, discussion of a Dollar General that will be opening on Main Street, Broad Brook and approval of a permit related to an area for showcasing dogs at a business on North Road. Mr. Baker also announced the June 30 date at noon for Rubber Duck race that benefits the BMX Park Committee followed by a Cardboard Boat Race that helps fund the work done by the AHRC. Both events are held on the Scantic River beginning at the filter beds on Mill Street, Broad Brook.

C. Selectman Dale Nelson

Ms. Nelson reported that she attended the Melrose Town Memorial Day parades. She also reported on a Warehouse Point Fire Department ("WHPFD") she attended; 2 Fire Commissioners are up for reappointment at the WHPFD's annual meeting that is being held tonight. The WHPFD also discussed some capital improvements they are planning. The WHPFD's Fire Marshall reported that she expects the Super Walmart to open by October, they are waiting for action by the State Traffic Commission. The Fire Marshall also reported on the inspection of the new cafeteria at Southern Auto and anticipates being busy with inspections of the planned Geissler's remodeling. The Fire Chief reported that the WHPFD has responded to 143 calls so far in 2013.

D. Selectman Richard Pippin Jr.

Mr. Pippin reported that the Water Pollution Control Authority adopted a budget and set their sewer user charge for 2013-2014.

E. Selectman James Richards

Mr. Richards reported that the Housing Authority is moving along. He reported that the Board of Education discussed the potential of \$135,000 excess in their 2012-2013 budget due to paying only essential bills throughout the year and an unanticipated extra \$38,000 in additional ECS funding. Finally, he stated that he had attended an Economic Development Committee meeting. The EDC discussed the updating of the Town's Plan of Conservation and Development and the Planner's recent attendance at a regional economic development conference.

VII. Public Participation

None

VIII. Board and Commission Appointments

- A. Resignations: None
- B. Re-appointments: None
- C. New Appointments: None

IX. Unfinished Business

None

X. New Business

A. Discussion of Veterans Commission Flags

James Barton, Ed Filipone and Scott Morgan attended the meeting representing the Veteran's Commission. They and the Selectmen agreed that the bill for putting up the American flags along both Main Streets has been outstanding for much too long. There was discussion about the difference in the recollections of what the Selectmen and Veteran's Commission members understood about agreement on paying the cost for putting up the flags last year. It was pointed out that there is no longer that issue since the Town purchased a bucket truck that can be used for that in the future. After much discussion, it was MOVED (Richards) and SECONDED (Baker) that the Board of Selectmen recommend to the Board of Finance a transfer of \$600 to the Memorial Day Fund to pay the expense of putting up and taking down the flags on Main Street in Warehouse Point and Main Street in Broad Brook in honor of our Veterans. The source of the \$600 was left to be determined by the Board of Finance.

PASSED (3-2) (In favor – A. Baker, J. Richards, D Menard; Opposed – D. Nelson, R. Pippin)

B. Approval of Tax Refunds

It was MOVED by R. Pippin, SECONDED by J. Richards that the Board of Selectmen approves Tax Refunds in the amount of \$396.76 as recommended by the Tax Collector.

PASSED (3-2) (In favor – A. Baker, J. Richards, D Menard; Opposed – D. Nelson, R. Pippin)

XI. Budget Matters

A. Budget Discussion FY 2012-13; FY 2013-2014

There was a brief discussion of the 2013-2014 budget that will be voted on June 11. Deputy First Selectman Baker felt the Town should not be afraid to propose a budget above 2% if it addresses the needs of the Town. He suggested that an exit

poll of voters would help the Board of Finance decide what to propose after a failed Referendum. Selectman Pippin stated that the circulation of misinformation that has been experience in recent years that states budget increases inaccurately makes the budget process much more difficult. Selectman Nelson stated that the Town provides information and voters need to take some responsibility for getting informed. Selectman Richards stated that the “no” voters he is hearing from are not targeting the Town’s portion of the budget, however it is difficult for the Bard of Finance to know whether no votes are for a higher or lower budget.

B. Budget Transfers

It was MOVED by R. Pippin, SECONDED by J. Richards that the Board of Selectmen recommends to the Board of Finance and to Town Meeting if necessary Budget Transfer #2013-26 through 2013-35, details are attached hereto as Attachment B.

PASSED (Unanimous) (In Favor – A. Baker, D. Nelson, R. Pippin, and J. Richards; Opposed – None)

XII. Ongoing Charter Review

Chapters 4 and 5 of the Town Charter were reviewed with the following recommendations:

Charter	Page	Section
	13	4.4

Possibly define how the Deputy First Selectman is selected or codification of the current practice for selection of the Deputy First Selectman.

14	4.6
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Last sentence, is “marshal” a correct term?

15	4-6
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Clarify “emergency meeting” may be called.

16	4-7
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Clarify process rather than citing Connecticut General Statutes. Deputy First Selectman Baker will research this.

5

No recommendations.

XIII. Executive Session:

Pursuant to C.G.S. Section 1-200 (6) (a) Personnel, & Litigation

It was MOVED by D Nelson, SECONDED by J Richards that the Board of Selectmen enter into an Executive Session to preserve confidentiality.

PASSED (Unanimous) (In Favor – A. Baker, D. Nelson, R. Pippin, and J. Richards;
Opposed – None)

The Board entered into Executive Session at 8:50 p.m; came out of Executive Session
at 9:11 p.m.

XIV. Adjournment

Motion to adjourn, made by D. Nelson, seconded by R Pippin at 9:11.
The meeting was adjourned at 9:09 p.m.

Respectfully Submitted,


Denise Menard
Temporary Recording Secretary

ATTACHMENT A

June 4, 2013

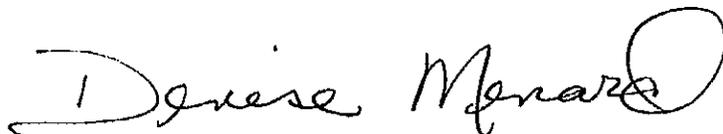
My report to the Board of Selectmen

Following up on my report regarding the Building Official and the Zoning Enforcement Officer working on a plan for addressing the unsightly property issues around town, I noticed the attached press release posted on the zoning offices door this afternoon. I don't know the full details but thought you should know about the action before you start hearing from constituents. I will let you know when I get more information.

Contingent on background and reference checks, we have filled the Receptionist/Secretary position in the Selectman's office. We are also taking the opportunity to update the office. Currently, the Receptionist/Secretary desk is set up with the person's her back to the door - not very efficient or welcoming. While reconfiguring the workstations, it is a good time to replace the extremely worn carpeting and for the cost of the paint, our new custodian will be painting. Contingent on the same background/reference checks, the Director of Public Works has offered the Maintainer to one of the applicants. We will provide the names once everything is official.

On June 11, the 3rd Budget Referendum is going to the voters. The BOF has approved a 2% spending increase budget. The confusion I am hearing is that voters feel they don't need to come out and vote for this budget since it's 2%. What I am finding difficult to explain is that the budget going to referendum is a planned increase to the budget for what the Town needs. If this budget fails and the Town goes to the 2% default budget required by Charter, that budget arbitrarily applies 2% to last year's budget in areas that need no increase while leaving other budget lines short making it administratively extremely difficult to operate. I met with the Treasurer, Assessor and Tax Collector to discuss how to best explain the issue and get the word out. We have agreed that voters need to "Vote Yes For Progress". We are all hoping the voters come out and vote in larger numbers than they did for the last 2 referendums.

Enjoy this wonderful weather.



PRESS RELEASE

THE TOWN OF EAST WINDSOR BUILDING & ZONING OFFICES WILL BE ENGAGING IN A TOWN WIDE SWEEP TO IDENTIFY PROPERTIES IN VIOLATION OF THE PROPERTY MAINTENANCE, BUILDING, ZONING, AND JUNK CODES AND ORDINANCES. WE WILL BE COMMENCING IN MID JUNE AND TARGET PROPERTIES IN NON-CONFORMANCE. FAILURE TO ADDRESS ANY ISSUE NOT IN COMPLIANCE WITH THE STATE & LOCAL LAWS AND ORDINANCES WILL RESULT IN IMMEDIATE ACTION TO THE FULLEST EXTENT OF THE LAW.

THANK YOU

RAND D. STANLEY

BUILDING OFFICIAL

ATTACHMENT B - Budget Transfers

Transfer #	Transfer To/From	Account Dept/Line	Department	Amount	Reason
2013-26	From	1-01-50-8410-8-890-0000-0	Contingency	\$3,700.00	\$2,890.00 to cover John Cahill Final bill as subcontractor, \$480.00 to cover CAAO-Moto vehicle pricing manuals & \$330.00 to cover postage cost for May & June 2013.
	To	1-01-10-1035-3-390-0000-0	Other Purchased Services		
	From	1-01-10-1195-2-200-0000-0	Town Gov't/EE Benefit-Health/Life Ins.	\$7,700.00	
	To	1-01-10-1035-1-100-0000-0	Salary - F/T		
2013-27	From	1-01-10-1195-2-200-0000-0	Town Gov't/EE Benefits-Health/Life Ins.	\$3,500.00	To cover additional funds to the Building's F/T Salary line.
	To	1-01-10-1125-1-100-0000-0	Salary - F/T		
2013-28	From	1-01-10-1195-2-200-0000-0	Town Gov't/EE Benefits-Health/Life Ins.	\$19,500.00	To cover additional funds to the Human Services's F/T Salary li
	To	1-01-20-5235-1-100-0000-0	Salary - F/T		

			Town Gov't/E Benefits Health/Life		
2013-29	From	1-01-10-1195-2-200-0000-0	Ins.	\$7,000.00	
					To cover additional funds to the Parks & Recreation F/T Salary line.
	To	1-01-40-6315-1-100-0000-0	Salary - F/T		

			Town Gov't/E Benefits Health/Life		
2013-30	From	1-01-10-1195-2-200-0000-0	Ins.	\$8,500.00	
					To cover additional funds to the Planning & Development F/T Salary line.
	To	1-01-10-1124-1-100-0000-0	Salary - F/T		

			Town Gov't/E Benefits Health/Life		
2013-31	From	1-01-10-1195-2-200-0000-0	Ins.	\$18,000.00	
				0	To cover additional funds to the Public Works F/T Salary line.
	To	1-01-25-3180-1-100-0000-0	Salary - F/T		

			Town Gov't/E Benefits Health/Life		
2013-32	From	1-01-10-1195-2-200-0000-0	Ins.	\$4,150.00	
	To	1-01-10-1050-8-812-0000-0	Registrar Referendum		To cover May 28, 2013 Referendum.
	From	1-01-10-1195-2-200-0000-0	Town Gov't/E Benefits Health/Life Ins.	\$4,150.00	
	To	1-01-10-1050-8-812-0000-0	Registrar Referendum		To cover June 11, 2013 Referendum.

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!013-33	From	1-01-10-1195-2-200-0000-0	Town Gov't/E Benefits Health/Life Ins. 4,600.00
	To	1-01-10-1030-1-100-0000-0	Salary - F/T
To cover additional funds to the Town Clerk's F/T Salary line.			

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!013-34	From	1-01-10-1195-2-200-0000-0	Town Gov't/E Benefits Health/Life Ins. 4,900.00
	To	1-01-10-1025-1-100-0000-0	Salary - F/T
To cover additional funds to the Treasurer's office F/T Salary line.			

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!013-35	From	1-01-55-9447-7-799-0700-0	Town Hall Boiler \$50,000.00
	To	1-08-55-1025-7-799-0662-0	CNR-Town Boiler Renovation 0
Year-end transfer from CIP Reserve - Town Hall Boiler to CNR - Town Boiler Renovation line.			