

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

Minutes of Regular Meeting

Tuesday, July 16, 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 7:04 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

III. Added Agenda Items

None

IV. Approval of Minutes

A. Regular Meeting of June 18, 2013

It was MOVED (Nelson) and SECONDED (Pippin) that the Board of Selectmen approves the Regular Meeting Minutes of June 18, 2013. Motion PASSED (4-0) In favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – none

B. Regular Meeting of July 2, 2013

It was MOVED (Nelson) and SECONDED (Richards) that the Board of Selectmen approves the Regular Meeting Minutes of July 2, 2013 with the following correction: Item VI. (C) third sentence “budge” should read budget. Motion PASSED (4-0) In favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed - none

V. Communications

None

VI. Selectmen’s Reports

A. Denise Menard, First Selectwoman

Ms. Menard distributed a transportation report from the Senior Center, attached hereto as Exhibit A. She reported that a vehicle formerly used by the Police Department will soon be used for senior transport.

The landing on the side door of the Town Hall is being repaired and a new sidewalk is being installed to meet the crosswalk. The renovations in the First Selectman's office will be done soon. Ms. Menard attended the Housing Authority meeting on July 15, 2013 and the recommendation from the Town Attorney clearly states we should be receiving 10% from the Housing Authority. There has been no payment received for budget year 2012-2013 and half payment was made for budget year 2011-2012. Ms. Menard will continue to work with the Housing Authority regarding the PILOT payment in lieu of taxes. The heating/cooling system design team met with Ms. Menard today to discuss the new system and the design has been revamped.

B. Alan Baker, Deputy First Selectman

Mr. Baker reported that the Planning & Zoning Commission approved the internet café to be located in Sofia's Plaza. They also worked on the POCD.

C. Dale Nelson, Selectwoman

Ms. Nelson reported that she attended the Police Commission meeting and they held an election of officer's as an added agenda item. They will be enforcing traffic control near Old Ellington Road and Broad Brook Elementary School. At the next monthly meeting on August 14, 2013 at 7:00 p.m. there will be a memorial bench and plaque dedicated to Sharon Bourke. Ms. Nelson did not attend the July 11, 2013 Broad Brook Fire Department meeting, she was at rotary. The Park Hill Commission held a meeting on July 15, 2013 and it was made public that Darlene Kelly has made a request a hearing to be reinstated as Administrative Assistant at the Housing Authority. New auditors were introduced and check books were discussed. Ms. Nelson handed out the Warehouse Point Fire District June Report, attached hereto as Exhibit B.

D. Richard Pippin Jr., Selectman

Mr. Pippin attended the Inland Wetlands meeting on July 10, 2013 and reported there were three members present and the meeting went smoothly. There were no new applications and no public hearings. Mr. Pippin wanted it recorded that Robin Newton, Assistant Town Planner, inspected Merlot on the Water and found nothing wrong.

E. James Richards

Mr. Richards reported on the Economic Development Commission. The mill rate was discussed and we are competitive in comparison to local towns based on location and population. There was discussion with CT State Representative Chris Davis regarding businesses being affected by the North Road closure and there will be no assistance available to the Town of East Windsor. It was not considered a natural disaster. There was discussion of the EDC acting as the subcommittee for the Plan of Conservation and Development to look at tourism and history to determine the best way to generate income for the Town through businesses.

VII. Public Participation

None

VIII. Board and Commission Appointments

A. Resignations:

None

B. Re-appointments:

1. Agriculture Commission

Albert Grant, (U) regular, for a term expiring 8/1/2016

MOVED (Richards), SECONDED (Nelson) In favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – None.

2. Conservation Commission

Kirk Montstream, (R) alternate, for a term expiring 4/1/2017

MOVED (Richards), SECONDED (Baker) In favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – None.

C. New Appointments:

Planning & Zoning

Robert Slate, (R) alternate, for a term expiring 9/1/2014

MOVED (Pippin), SECONDED (Baker) In favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – None.

IX. Unfinished Business

A. Discussion of Warehouse Point Fire Department Letter

Ms. Menard will meet on July 22, 2013 with Town Attorney Joshua Hawks-Ladds, Attorney Brignole and a representative from the district to discuss their letter and what the options are. Mr. Pippin suggested we obtain a list of the current Commission's Officers. The Board of Selectmen and Board of Finance need to have in writing Warehouse Points plan for budgeting going forward. There is an issue of accountability for close to ¼ Million Dollars. We are trying to move our Fire Departments forward and be accountable to the taxpayers. Why is the WHPFD against the Town paying the bills directly?

B. Property Maintenance Report

Ms. Menard reported that she will be meeting with Rand Stanley, Building Official, regarding the five new property complaints, attached hereto as Exhibit C. The new complaint log will include a section indicating the status of the complaint from the Building Department.

X. New Business

A. American Heritage River Commission Ordinance #00-4

Ms. Menard suggested the ordinance be amended to indicate 4 year terms. MOTION made to add to the AHRC Ordinance Section 2 “and all terms thereafter shall be for four years”, to be forwarded to the Town meeting.

B. Approval of Tax Transfers

Motion was made to accept tax refunds in the amount of \$934.05. MOVED (Nelson), SECONDED (Richards). Motion PASSED (4-0) In favor – A. Baker, D. Nelson, R. Pippin, and J. Richards; Opposed – None.

XI. Budget Matters

A. Review of 2013-2014 Budget

Town Attorney Joshua Hawks-Ladds’ opinion was to use the transfer process to distribute lines. The 2% budget factor must be appropriated to all departments budgets for Fiscal Year 2013-2014. Ms. Menard presented a draft document showing how it would be done and the consensus of the Board of Selectmen was the draft was the direction the Town should take.

XII. Ongoing Charter Review

Chapter 8 of the Town Charter was reviewed with the following recommendations:

Charter	Page	Section
8	34	8-3 C

There was discussion to define “Public Improvement” and to have a list of defining terms and abbreviations at the start of the document.

8	35	8-4 A (3)
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There was discussion to change last line from “no later than November first of each year” to “no later than the first Board of Selectmen meeting in December of each year”.

8	37	8-4 C (2)
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There was discussion to have the Board of Education possibly mirror the Town requirements of 8-4 C (1).

8	40	8-4 E (1) e
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There was discussion to change the item to read: Calculate the mill rate to be assessed and the recommended % of increase/decrease in spending.

8	40	8-4 E (2)
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There was discussion to add “in” back into the last sentence.

8	40	8-5
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There was general comment to look at spacing/timing of the Referendums.

8 41 8-5 (4)
There was discussion to clarify 2%.

8 42 8-6 A
There was discussion to possibly increase the contingency fund to 3%.

8 44 8-10
There was discussion to clarify the C.G.S. relating to the Annual Town Meeting.

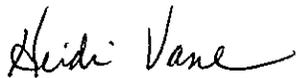
XIII. Executive Session:

None

XIV. Adjournment

Motion to adjourn, made by D. Nelson, Seconded by J. Richards at 9:36 p.m. The meeting was adjourned at 9:36 p.m.

Respectfully Submitted,



Heidi Vane
Recording Secretary

Exhibit A
RECEIVED

JUL 10 2013

July 10, 2012

Dear Denise,

I have enclosed the latest Bosco bills. There are two because they forgot to include the battery on the first bill. The vehicle had to be brought in because the secondary battery died. The alternator also needed to be replaced. They did its regular preventive maintenance while it was there as it was due very shortly. Unfortunately it happened after the end of the last fiscal year. The total for all the repairs and its preventive maintenance came to \$655.39. It is our oldest vehicle and it has been quite a while since its needed a large repair.

I am also enclosing the revised annual report for the fiscal year 2011 – 2012 and this past fiscal year 2012 – 2013. I've added the mileage that was missing on the report I gave to you at the staff meeting and I also revised the number of wheelchairs in the vehicles. I believe the report I gave you last year was incorrect in its listing of the number of wheel chairs. I'm sorry for the error. I corrected it on both reports and also went over all figures as I was trying to get it done quickly yesterday for the staff meeting. All figures are correct. The good news is that in comparing the reports you can see that we drove less miles, used less gas but did more trips this fiscal year than we did in the last fiscal year. Our (annual) denied trips were up a little but that is due to the amount of snow storms we had this past winter. Our monthly denials are down as I work with the seniors by having them call me BEFORE they make an appointment so that I can combine them with other medical appointments going out. This way it stops us from having to deny them transportation. It also makes for less phone calls because when they call me I give them several dates to choose from so when they call the doctor they are usually given one of the dates. By doing this they don't have to call the office several times and the doctor's office several times trying to come up with a matching date. It works well! I thought you would like copies of the revised reports as you said the Board of Selectman appreciates seeing them.

If you have any questions please let me know.

Sincerely,

Teresa

**Annual Report For
East Windsor Senior Services
Transportation Program
Fiscal Year 2012 - 2013**

**#1 2011 Ford – 12 Passenger + 2 Wheel Chair
Plate # 41772 VIN #1FDEE3FS9BDB12532
Through 5310 DOT Grant
Mileage: 16,614**

**#2 2007 Ford – 12 Passenger + 2 Wheel Chair
Plate # 40947 VIN # 1FDWE35S07DB36960
Through 5310 DOT Grant
Mileage: 68,559**

**#3 2005 Ford - 10 Passenger + 2 Wheel Chair-
Plate # 41760 VIN # 1FDWE35L25HA66568
Owned by The Town of East Windsor
Sold to Southern Auto March, 2013**

**#3 (new) 2012 Ford – 20 Passenger + 2 Wheel Chair
Plate # 41814 VIN# 1FDXE45S95HA88407
Through DOT Grant
Mileage: 4,757**

**#4 2005 Ford – 20 Passenger + 1 Wheel Chair
Plate # 41761 VIN # 1FDXE45S95HA88407
Owned by The Town of East Windsor
Mileage: 89,155**

Total Miles for Fiscal Year:	32,936 (1,256 done in town car)
Total gas for Fiscal Year:	4,495.5 gallons (85.8 in town car)
Total Number of Trips for Fiscal Year:	9,318 (34 in town car)
Denied Trips for Fiscal Year:	201

Information compiled as of 7/5/13

**Annual Report For
East Windsor Senior Services
Transportation Program
Fiscal Year 2011 - 2012**

**#1 2011 Ford – 12 Passenger + 2 Wheel Chair
Plate # 41772 VIN #1FDDEE3FS9BDB12532
Through 5310 DOT Grant**

**#2 2007 Ford – 12 Passenger + 2 Wheel Chair
Plate # 40947 VIN # 1FDWE35S07DB36960
Through 5310 DOT Grant**

**#3 2005 Ford - 10 Passenger + 2 Wheel Chair-
Plate # 41760 VIN # 1FDWE35L25HA66568
Owned by The Town of East Windsor**

**#4 2005 Ford – 20 Passenger + 1 Wheel Chair
Plate # 41761 VIN # 1FDXE45S95HA88407
Owned by The Town of East Windsor**

**#5 2001 Ford E-450 – 20 Passenger + 1 Wheel Chair
Plate # 41767 VIN # 1FDXE45S71HB62126
Owned by The Town of East Windsor Taken off the road
In January of 2012. It was given to the BB Fire Department**

Total Miles for Fiscal Year:	40,288
Total gas for Fiscal Year:	5,359.5 gallons
Total Number of Trips for Fiscal Year:	8,952 (38 done in town car – April through June 2012)
Denied Trips for Fiscal Year:	192

Information compiled as of 8/31/12

Warehouse Point Fire District
Office of the Fire Marshal

June Report

Open projects:

- 53 Bridge St- *Reconfigure apartments, 2nd and 3rd fl completed*
- 44 Prospect Hill Rd, Super Wal-Mart- *New Building/location*
- 12 Thompson RD, Curtiss Wright-*Relocation of gaseous material tanks*
- Armster Lumber- *non-compliance w existing plan, P&Z seeking legal actions*
- 4 New Park Rd, Blake Equip Corp- *Solar panel install*
- 63 Newberry Rd- *new paint booth*
- 10 Thompson Rd, Tam's Corp- *fire code -BL*
- Multi Family Project- *BL*
- 148 North Rd, gas station- *fire code*
- 222 S Main St, Baggott Farms- *new coolers*
- 10 Prospect Hill Terr, Burlington Coat- *fire alarm*
- 2 R North Rd- *new fire wall, microbrewery & tap room*
- 44 Prospect Hill Rd, Super Wal-Mart- *Davi Nails fit out*
- Clarion Hotel-*annual insp & follow-up-BL*
- Comfort Inn-*annual insp & follow-up-BL*
- 232 S Main St-*Metro PCS, expand and replace equip*
- 2C North Rd- *new tenant, Subway*
- 104 Prospect Hill Rd-*Sprint, replace equip*
- 179 S Main St-*owner returning blg to code compliant state*
- 122 Prospect Hill Rd- *Jimmy Chan, kitchen mods*
- 100 Bridge St-*generator and remodel*
- 44 Prospect Hill Rd-Super Wal-Mart- *Smart Style-tenant fit out*
- 161 S Main St-SAA-*cafeteria addition*
- 188 Bridge St- *bathroom modification*
- 161 Bridge St-Clarion Hotel-Gibbons Bar
- 1 Hartfield Blvd- Suite 202- *tenant fitout*

June/July 2013

Selectmen's Property Maintenance Report

Previous Month(s)

5 New Complaints

Previous/Ongoing Issues:

35 Church Street Exterior of Property in process of preparation for forthcoming complete rehab. Mortgage company will reinvest over 100k to preserve historic home.

49 Phelps Road Received Structural Engineers report and assessment of structure. Approved demolition of structure based on this report. Foundation, structural members, rafters, all undersized. Renovations over the years detrimental to continued use. Non-habitable. Structure demolished.

Commencing June 18, 2013, ZEO Robin Newton and I performed the 1st sweep of Quadrant #1. Please see the map of the Town included in your package. Within the quadrant, we examined each and every property, visually from the roadways, and those in non-compliance were photographed. Using a spreadsheet format, the violations were collated, letters detailed and sent to the corresponding addresses, violations noted, with immediate response noted from some of the correspondents. Departments impacted by this action include Planning & Zoning, Building, Town Clerk, Tax, and Assessor, and associated staff. We will be attempting to record the amount of time and recourses required to address these issues. We have developed a method to track all timelines with corresponding hardcopy files making access immediate and accurate. In order prevent overwhelming our systems and staff, the "sweeps" will be approximately one month apart with follow up on outstanding issues being addressed upon completion of all 4 Quadrants. Correspondingly, anticipated new permitting software will allow for ease of data retrieval to include closing out all Building permits that taxpayers have neglected to have inspections completed on. Thank you.

Rand D. Stanley

Robin Newton

**Property Maintenance
Complaint Log**

Date Received by Selectman's Office	Complainant	Property Address	Date Given to Building Dept.
7/3/2012	Martha Cotiaux	30 Graham Road, BB	9/13/2012
7/23/2012	William O'Brien	3 Helena Drive, BB	9/7/2012
7/23/2012	Gary Roy	35 Church Street, BB	9/7/2012
7/23/2012	Gary Roy	227 South Main Street, EW	9/7/2012
7/23/2012	Gary Roy	239 South Main Street, EW	9/7/2012
8/6/2012	Sheila Gleckman	One Stop Convenience Store, Depot Street	9/7/2012
8/13/2012	Ann & John Drake	30 Graham Road, BB	9/13/2012
8/16/2012	Angelo Sevarino	Property at intersection of Barber Hill	9/13/2012
9/7/2012	Samuel D. Johnson	68 Depot Street, BB	9/12/2012
9/7/2012	Samuel D. Johnson	77 & 79 Depot Street, BB	9/12/2012
9/7/2012	Samuel D. Johnson	4 Main Street, BB	9/12/2012
9/7/2012	Samuel D. Johnson	64 Main Street, BB	9/12/2012
9/17/2012	Scot Penn	Lot #17, Aspen Drive, BB	9/18/2012
9/17/2012	Scot Penn	Lot #16, Aspen Drive, BB	9/18/2012
6/10/2013	Keith Beaulieu	25 Morris Road - Mulnrite Tobacco	6/10/2013
6/20/2013	Corinne Devine	79 Depot Street	6/20/2013
6/20/2013	Corinne Devine	75 Depot Street	6/20/2013
6/25/2013	Samuel Johnson	64 Main Street	6/25/2013
6/25/2013	Samuel Johnson	77 & 79 Depot Street	6/25/2013
7/10/2013	Sal Figliomeni	38 Prospect Hill Dr	7/10/2013

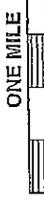
#	Street	Type of Violation	Inspection Date	Zoning Permits	Building Permits	Ltrs sent	Follow up	Property Owner
12	Broadview	camper in woods overgrown	6/18/2013			7/11/2013		George Fletcher & Cheryl Noble
15	Broadview	couch outside	6/18/2013			7/11/2013		Donald & Susan Anderson
5	First Street	two Story Deck with roof-check permits	6/18/2013	No permits	No permits	7/9/2013		Aimee Hayward & Martin Caron
1	Fourth Street	Shed check permits	6/18/2013	No permits	No permits	7/9/2013		James Chase
	Harrington	yellow car- unregistered	6/18/2013			7/11/2013		Elizabeth Doyle & Lisa Legato
24	Harrington	mattresses	6/18/2013			7/11/2013		Federico & Lori Sanchez
19?	Harrington	junk	6/18/2013					Kenneth & Angela Okonis
276	Main Street	Signs- FS Banner	6/18/2013	No permits	No sign permits			James Smith
34	Metrose	junk and cars	6/18/2013		No permits	7/11/2013		Barnini Properties LLC
in 47	N. Water Street	abandoned cars	6/18/2013			7/11/2013		Martha Pearo
28	Newberry Road	junk/permanent tag sales/burning items	6/18/2013					
30	Newberry Road	junk/hoop house no permits/chickens	6/18/2013	No	No permits for hoop houses	7/9/2013		Rebecca & Richard Jarrot
84	Newberry road	hoop houses-check permits	6/18/2013	Storage bldg #43-2010	No permits	7/9/2013		Mark Webb
100	Newberry Road	outdoor Storage clean up	6/18/2013			7/11/2013		Stacy Goff
149	North Road	trailers behind golden gavel	6/18/2013			7/11/2013		Soucy Enterprises, LLC
157	north road	clean up-	6/18/2013			7/11/2013		157 North Road LLC
38	PDH	Foreclosure	6/18/2013					
89	PHD	property maintenance-run down home vacant	6/18/2013					89 Prospect Hill Dr LLC
45	PHD	Hoop House check permits	6/18/2013	No	No permits	7/9/2013		Clifford & Michele Martin
4	PHR	Signs-Sky Diner/Express Cuts	6/18/2013		No permits	7/9/2013		A & D Balls Enterprises
59	PHR	Overgrown- Property Maintenance	6/18/2013		No permits			Dharamshi LLC
144	PHR	new siding on building behind poolman	6/18/2013		No permits			N&N Prospect Hill LLC
38	PHR	Advanced Coating outdoor storage	6/18/2013			7/11/2013		Dean & Caren Rasmussen
57	Rice Road	junk	6/18/2013			7/11/2013		William & Andrea Ruggiero
56	Rice Road	4 outbuildings-check permits	6/18/2013	Shed #106-97 Gazebo #65-94	Gazebo has permit/others no	7/9/2013		Donald Mitchell
				Shed/decks #184-94 Front & rear decks #144-2003	2003 permit for 2 decks			
32	Robcort	deck/steps- check permits	6/18/2013	Nothing for Asian grocery				Mark & Maria Whelden
44	S. Main Street	check sign permits Asia Grocery	6/18/2013					Ekaterini Tarsinis
19	S. Main Street	unregistered cars	6/18/2013	Sign for Hair Zone #102-2012	No permit	7/11/2013		John & Shirley Vesce
10	S. Main Street	signs Hair Salon	6/18/2013	No permits	No permit			JAS Associates Limited Partnership
ac 100	S. Water Street	Hoop House Abandoned cars	6/18/2013					Carol Lee
102	S. Water Street	structure behind house caving in	6/18/2013		No permit	7/11/2013		Mary Legere
113	S. Water Street	junk cleanup	6/18/2013					K.Keith Harlan
140	S. Water Street	junk	6/18/2013					John & Katherine Moran
2	Scott Avenue	camper being used as residence/junk??	6/18/2013	No permits	No permit	7/9/2013		Michael & Christina Eckenroth
20	Spring Street	Hoop House-check permits	6/18/2013	No permits	No permit	7/9/2013		James Daigle
43	Spring Street	Pool-check permits	6/18/2013	No permits	No permit	7/9/2013		Charlene & Alan Baker

11 Spring Street	Roof Collapse	6/18/2013				Gary & Sharon Mather
143 Tromley Road	Foreclosure	6/18/2013				
145 Tromley Road	Hoop house/Chicken coop near property line	6/18/2013	No permits		7/9/2013	Michael Boice
140 Tromley Road	Junk Miscellaneous	6/18/2013				Ahmed Abusbah
98 Tromley Road	ducks pens on PL	6/18/2013				Michael Mulvey
91 Tromley Road	junk cars/unregistered/snuff	6/18/2013				Raymond & Beverly Parker
48 Tromley Road	abandoned	6/18/2013				
27 Wells Road	Hoop House check permits	6/18/2013	No permits		7/9/2013	Samuel & Blanche McGill
113 Wells Road	junk	6/18/2013				Charles & Beverly Crockett
124 Wells Road	junk and equipment	6/18/2013				David Scott
122 Wells Road	junk	6/18/2013				Daniel Scott
134 Wells Road	junk	6/18/2013				Alan Thibodeau
139 Wells Road	junk	6/18/2013			7/9/2013	Timothy Banning
70 Winkler Road	Shed check permits	6/18/2013	No permits			Michael & Stephanie Bartholomew
14 Yosky Road	collapsed barn	6/18/2013				Kevin & Jana Yosky

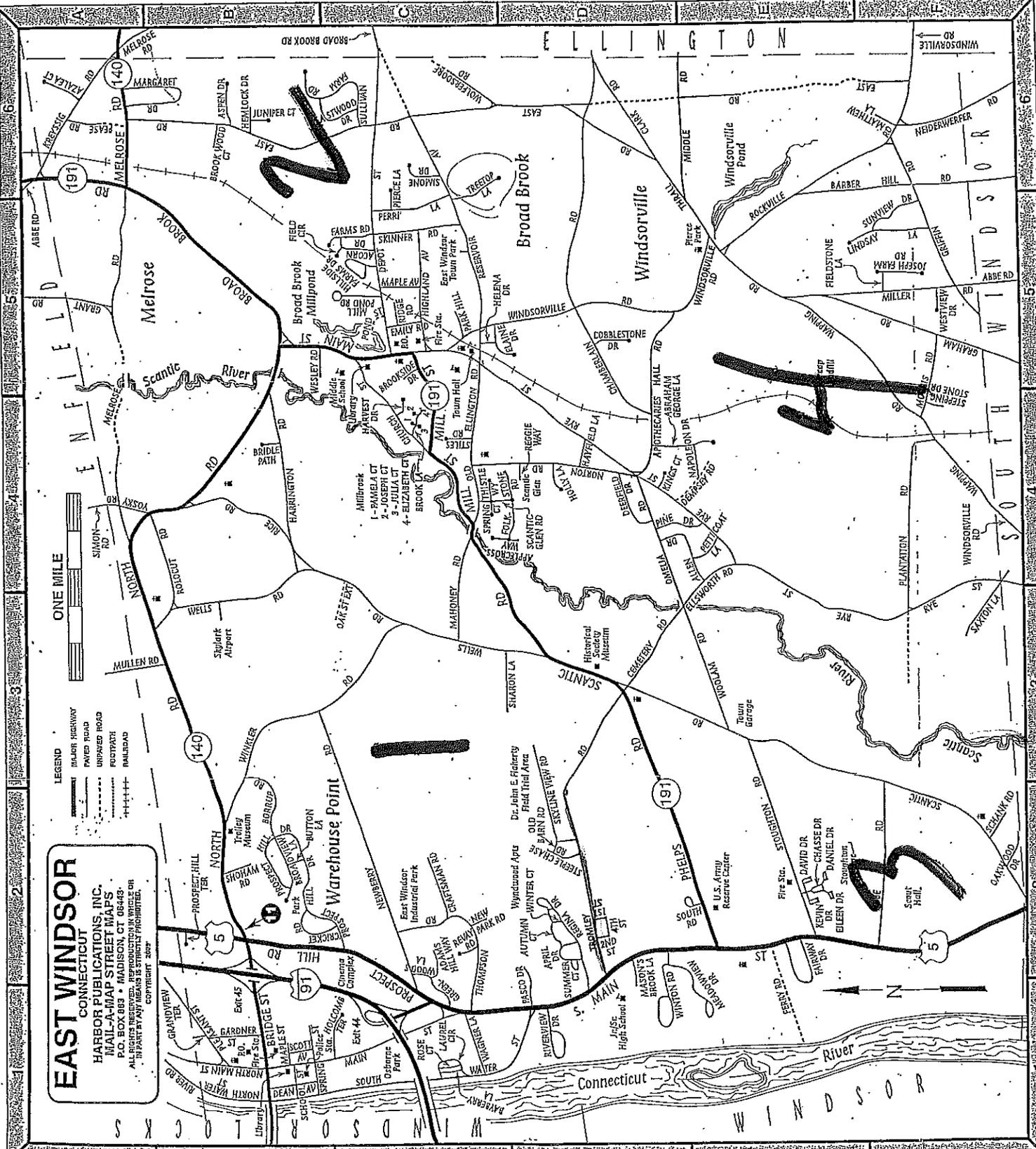
EAST WINDSOR

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- LEGEND
- MAJOR HIGHWAY
 - PAVED ROAD
 - UNPAVED ROAD
 - FOOTPATH
 - RAILROAD



ONE MILE



2

4

3