

**BOARD OF SELECTMEN
TOWN OF EAST WINDSOR
11 RYE STREET
BROAD BROOK, CT 06016**

Minutes of Regular Meeting

Tuesday, August 20, 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 Selectman
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 August 6, 2013

It was MOVED (Richards) and SECONDED (Nelson) that the Board of Selectmen approves the Regular Meeting Minutes of August 6, 2013. Motion PASSED (4-0)
In favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – None

V. Communications

- A.** First Selectman Menard read a letter from Kathleen and Don Corkum expressing their appreciation to Rand Stanley and Laurie Whitten and her staff for their assistance with special permit and zoning issues.
- B.** The Board of Selectmen reviewed the Park Hill Newsletter.
- C.** The Board of Selectmen discussed the letter from AT&T regarding texting and driving. Selectman Richards made a motion to accept the Proclamation designating September 19, 2013 as "No Texting While Driving Day". Motion MOVED (Richards) and SECONDED (Baker). In favor – A. Baker; D. Nelson; J. Richards; and R. Pippin; Opposed – None

VI. Selectmen's Reports

A. Denise Menard

Selectman Menard reported there was not much new since the August 6, 2013 Board of Selectman meeting. Senator LeBeau is in the process of setting up three meetings, possibly to be done by contamination, regarding the Town's water filtration system. The medical marijuana facility interested in possibly coming to East Windsor is being held back for examinations of regulations. They plan to continue with the process. Ms. Menard is working with the finance office on the 2013-2014 budget. She said it is important for people to vote their conscience and attend the Town Meeting. The oil tank at the Town Hall Annex needs to be removed according to the DEEP.

B. Alan Baker

Deputy First Selectmen Baker attended the Planning & Zoning Commission meeting on August 13, 2013. He reported a subdivision was approved at 121-131 North Road. There was a request made for a bond release for 68 Newberry Road. Mr. Baker reported a public hearing was held regarding a property on Trombley Road. There was a lot of input from the public. The Source to Sea Clean Up, hosted by the American Heritage River Commission, will be held the first weekend in October.

C. Dale Nelson

Selectman Nelson was asked by the Broad Brook Fire Department to participate in a practical drill on August 11, 2013. There were trucks from Somers, Hamden, Suffield and South Windsor. The Police Commission dedicated a bench in the memory of Sharon Bourke at their August 14, 2013 meeting. The police will be out enforcing the crosswalk for the elementary school when school begins. Ms. Nelson reported the Chief reported two potential retirements as early as September and a training class will be held in January, allowing one trainee.

D. Richard Pippin, Jr.

Selectman Pippin attended the Inland/Wetlands meeting on August 7, 2013 and reported there were proposed fees for violations that will go to the Board of Selectmen for approval and then to Town Meeting.

E. James Richards

Selectman Richards was not able to attend the Housing Authority meeting on August 19, 2013. He stated the local businesses in North Central CT and Western Springfield, MA are getting together for an expo in October and he is going to suggest to the Economic Development Committee they rent a booth to promote local businesses.

VII. Public Participation:

Mark Simmons, 53 Old Ellington Road, spoke on behalf of the Town's part time employees who are requesting a salary increase. Mr. Simmons thanked the Board of

Selectmen for their service. He asked the Selectmen to keep in mind the part time employees valuable service provided with no benefits. They perform at a lower rate of pay. He referenced the Town of Coventry closing the tax office because they did not have an employee to cover the office, while in East Windsor we use part time employees. Mr. Simmons hopes the Town of East Windsor does not regress to cutting employees.

VIII. Boards and Commissions Appointments

Resignations:

1. Beverly Percoski, East Windsor Housing Authority

It was MOVED (Nelson) and SECONDED (Richards) that the Board of Selectmen accept with regret the resignation of Beverly Percoski from the East Windsor Housing Authority and thanks her for his service to the Town. Motion PASSED - In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed - None

2. Richard P. Pippin III, Water Pollution Control Authority

It was MOVED (Nelson) and SECONDED (Richards) that the Board of Selectmen accept with regret the resignation of Richard Pippin III from the Water Pollution Control Authority and thanks him for his service to the Town. In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed - None

3. John Drake, American Heritage River Commission

It was MOVED (Nelson) and SECONDED (Richards) that the Board of Selectmen accept with regret the resignation of John Drake from the American Heritage River Commission and thanks him for his service to the Town. In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed – None

Re-appointments: None

New Appointments:

1. Agriculture Commission

Roger LaChance, (U) Alternate Member, for a term expiring 10/29/13.

It was MOVED (Richards) and SECONDED (Pippin) to appoint Roger LaChance to the Agriculture Commission. In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed - None

2. Economic Development Committee

Maria Rumore, (U) Regular Member, for a term expiring 1/1/2017.

It was MOVED (Nelson) and SECONDED (Pippin) to appoint Maria Rumore to the Economic Development Committee. In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed - None

IX. Unfinished Business

Motion was made to approve the part time employees request for a salary increase of 3% effective immediately. MOVED (Richards) and SECONDED (Baker). In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed – None. Employees included in this increase are listed hereto attached as Exhibit A.

Motion was made to approve a salary increase of 3% effective immediately for two part time food service employees at the Senior Center. MOVED (Richards) and SECONDED (Pippin). In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed – None. Employees included in this increase are reflected hereto attached as Exhibit B.

X. New Business

- A.** Mr. Len Norton, Public Works Director, explained the security system and gate opener proposal for the Town garage in East Windsor which will be funded from a Public Works Capital Non Recurring account. It was MOVED (Pippin) and SECONDED (Richards) and recommend to the Board of Finance and Town Meeting if needed. In favor – A. Baker; D. Nelson; J. Richards and R. Pippin; Opposed – None
- B.** There was discussion regarding the Craftsman Road Extension. Mr. Pippin questioned the design. Motion was made to accept Craftsman Road Extension and send to the next Town meeting. MOVED (Nelson), SECONDED (Richards). In favor – A. Baker; D. Nelson and J. Richards; Opposed – R. Pippin
- C.** The Board of Selectmen discussed the letter regarding Skylark Investment Trust and were in agreement that the Town is not interested. Motion was made to send a letter to Kircaldie, Randall & McNab LLC to inform them the Town is not interested in purchasing Skylark Airpark. MOVED (Richards), SECONDED (Pippin). In favor – A. Baker; D. Nelson; J. Richards and R. Pippin. Opposed – None

XI. Budget Matters:

Selectman Menard reported the Board of Finance approved the bottom line of the 2012-2013 budget at the July 29, 2013 meeting. The quarterly payment was made to the Warehouse Point Fire District on August 19, 2013. The 2013-2014 budget should be set at the August 21, 2013 Town meeting.

XII. Ongoing Chapter Review:

Chapter 10 of the Town Chapter was reviewed with the following recommendations:

Chapter	Page	Section
10	47	10-1 B

There was discussion to review the 7:30 p.m. starting time.

10	49	10-7B
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There was discussion to clarify the acting Town Clerk and to have the last line read: Town Clerk, an acting clerk or designee may be chosen by the meeting.

Chapter 11 of the Town Chapter was reviewed with the following recommendations:
None.

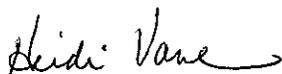
XIII. Executive Session:

None

XIV. Adjournment

Motion to adjourn, made by Richards, Seconded by Nelson. The meeting was adjourned at 8:24 p.m.

Respectfully Submitted,



Heidi Vane
Recording Secretary

PART TIME WORKFORCE REQUEST

Employee Name	Department	Weekly Hours Worked	Date of Hire	Starting	Current
				Rate	Rate
Mary Higgins	Town Clerk	15	4/19/2004	\$12.00	\$14.46
Mary Ann Simmons	Tax Collector	19	2/7/2005	\$11.25	\$14.46
Margaret Hoffman	Planning	15	7/1/2005	\$8.00	\$14.46
Linda Kehoe	Building	19	9/12/2006	\$12.00	\$14.46
Makinsey Carolus	Sr. Center	16	7/2/2012	\$14.46	\$14.46
Roberta Hodgdon	Sr. Center	19	9/19/2011	\$14.71	\$14.71
Mary Jo Kellogg	Sr. Center	19	7/10/2011	\$13.24	\$14.71
Sherry Miarecki	Public Works	12	3/8/2010	\$14.18	\$14.46
Mary Lou Morrell	Parks & Rec	14	8/19/1998	\$7.00	\$14.46
Lori Titus	Parks & Rec	13	4/4/2011	\$13.01	\$14.46
Joanne Giroux	Police Dept.	17	7/23/2001	\$13.00	\$16.30

We currently provide backup for Janet Vining who is the Nutrition site manager at the East Windsor Senior Center. We fill in for her when she is absent due to illness, vacation etc. The meals for seniors are provided by the Community Renewal Team of Hartford. In order to be affiliated with CRT and be in compliance with The Area Agency on Aging's policies to provide café services to seniors, one must be thoroughly trained. We were first thoroughly trained by Janet going through a workbook provided by CRT of procedures which were checked off after mastering each task. That training was followed by a visit from Garland Tanksley, Assistant Director of operations at CRT who questioned us and then observed us actually doing our jobs. If we were not available to take over for Janet on any particular day, the seniors would not receive their meal. CRT insists that only thoroughly trained and screened substitutes be used as food service people. We currently are paid \$9.27 an hour and have not had an increase since 2008. We respectfully submit our requests for increases in our hourly wage. Thank you for your consideration.

Margaret Teske

Carole Worm

May 15, 2013