

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
11 RYE STREET  
BROAD BROOK, CT 06016  
First Selectman's Office - (860) 623-8122**

Regular Meeting Minutes

Tuesday, June 2, 2015 at 7:00 p.m.

**BOARD MEMBERS**

Denise Menard – First Selectman  
Jason E. Bowsza – Deputy First Selectman  
Steve Dearborn – Selectman

Dale A. Nelson – Selectman  
James C. Richards – Selectman

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

**1. CALL TO ORDER**

First Selectman Denise Menard called the Regular Meeting to Order at 7:00 p.m. at Town Hall.

**2. ATTENDANCE**

Present:

Denise Menard, First Selectman  
Jason E. Bowsza, Deputy First Selectman  
Steve Dearborn, Selectman  
Dale A. Nelson, Selectman  
James C. Richards, Selectman

**3. ADDED AGENDA ITEMS**

**MOTION** was made (Richards) and **SECONDED** (Dearborn) to say the Pledge of Allegiance at the beginning of the Board of Selectmen meetings.  
In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**4. APPROVAL OF MINUTES**

**Regular Meeting Minutes of May 19, 2015**

**MOTION** was made (Nelson) and **SECONDED** (Bowsza) to approve the Regular Meeting Minutes of May 19, 2015.  
In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**Special Meeting Minutes of April 28, 2015**

**MOTION** was made (Bowsza) and **SECONDED** (Richards) to approve the Special Meeting Minutes of April 28, 2015.  
In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**5. PUBLIC PARTICIPATION**

**Steve Smith, 6 Cobblestone Drive** said that he would like to see the revenues in deferred maintenance in the capital expenditures over the next 3-5 years when we're going to start to deviate to begin upkeep of the Town's infrastructure.

**Robin Yoreo, 1 Napoleon Drive** said she came here tonight to find out if there was any sort of feedback from the meeting held on May 18, 2015 regarding the

Connecticut State Police Firearms Facility. She made a request based on all the publicity Willington has received over the last two weeks with their meeting and hearing what the Willington Leadership Team is doing by sending a letter to the state police agencies to remove Willington from the list. She requested that East Windsor do the same thing so that we are on a level playing field with Willington. She believes that if we do not do that, then by default, East Windsor will become the choice for the State Police Firearms Facility.

**Kathy Pippin, 37 Woolam Road**, thanked the Board of Selectmen for coming to their Board of Finance workshop to help them through one more hard time. They had \$700,000 to kill. She said she does not know what she what have done if the selectmen were not there to encourage the Board of Finance in such a difficult time. She didn't get home until quarter to twelve. She also said that the General Annual Meeting was great and she was proud of the members that were there. She said they had input on Skylark and on the Casino. She believes that holding a General Meeting every 6 months is perfect and thanked the Board for updating and for caring about the Board of Finance and showing up at their meetings.

**Steve Smith, 6 Cobblestone Drive** said that he lives not very far from where the proposed CT State Police shooting range would be. He is in favor of that development here in town. He believes that it would add to our community in a favorable way and it would be an economic multiplier as well.

**6. BOARD AND COMMISSIONS APPOINTMENTS**

**A. Resignations:** None.

**B. Re-Appointments: MOTION** made (Richards) and **SECONDED** (Dearborn) to reappoint Citation Hearing Officer, Cliff Nelson (D) as Citation Hearing Officer for a term expiring 2/1/2017.

In Favor: Bowsza, Dearborn and Richards. Opposed: None. Abstained: Nelson

**C. New Appointments: MOTION** made (Bowsza) and **SECONDED** (Richards) to appoint Alan Baker (D) as a Regular Member to the Inland Wetland and Watercourses Agency for a term beginning on July 2, 2015 and expiring on June 30, 2019. Discussion: Selectman Bowsza stated that he put forward the motion to start his term a day later than usual out of deference to the sitting chairman whose last meeting is July 1, 2015.

Selectman Dearborn said he is going to vote no for personal reasons and because of the way the regulations were written. He believes that Mr. Baker did not follow the regulations of what a farmer can do. Selectman Bowsza stated that he has known Mr. Baker for a long time and he has taken his past service on the Inland Wetland Watercourses Agency seriously and also as the Former Deputy First Selectman and took his service to this board seriously and Selectman Bowsza is glad to see that is continuing to participate toward our community.

Selectman Dearborn said that Mr. Baker should abide by C.G.S. 22A-40.

In Favor: Bowsza, Nelson and Richards. Opposed: Dearborn.

**7. UNFINISHED BUSINESS**

**A. Senior Property Tax Relief Update**

A Meeting is coming on June 15, 2015 regarding Senior Property Tax Relief so an update will be ready for the next Board of Selectmen meeting.

**B. Youth Center Study Committee update**

Wendy Parker and Donna House were present to update the Board on the status of the Youth Center Study Committee. They have decided to rent a space at 147 Main Street. Ms. Parker stated that they hope to open by July 1, 2015. She read and discussed her report titled "EWYC Report at Board of Selectman's Meeting 6/2/15" attached hereto as Attachment A. Ms. Parker stated that they have to install a handicap accessible ramp at their rental facility to be up to building code. She also mentioned that if they start to see more people that are interested, they will search for a larger space, but she believes that the Main Street location is a great starting place. They currently have \$1,950.00 in the bank for the Youth Center expenses. Ms. Parker asked that the Youth Center be added to the next Board of Selectmen meeting agenda to keep the Board updated.

- \* **C. Committee Discussion of Economic Development Tax Incentive proposal**  
Not discussed at this meeting but remains on the agenda pending receipt of additional information.

- \* **D. Discussion on forming a Facilities Planning Study**  
Not discussed at this meeting but remains on the agenda pending receipt of additional information.

**8. NEW BUSINESS**

**A. Street Light Replacement Presentation**

The company that was scheduled to give the presentation cancelled their meeting due to a conflict in scheduling.

**B. Forward to Town Meeting to be held June 16, 2015**

**MOTION** made (Bowsza) and **SECONDED** (Nelson) to forward to Town Meeting: the acceptance of Matthew Lane, the supplemental appropriation for security and ADA upgrades in Tax and Human Services Department, and the Ordinance Amending Ordinance Creating a Permanent Building Commission.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**C. Approval of Tax Refunds**

**MOTION** made (Bowsza) and **SECONDED** (Richards) to approve the tax refunds in the amount of \$270.48 dated 4/30/15.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**D. Add Pledge of Allegiance to Board of Selectmen Meetings**

**MOTION** made (Richards) and **SECONDED** (Nelson) to say the Pledge of Allegiance at the beginning of the Board of Selectmen meetings.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**9. SELECTMEN REPORTS**

**A. Denise Menard**

First Selectman Menard read her report hereto attached as Attachment B.

**B. Jason Bowsza**

Selectman Bowsza read his report hereto attached as Attachment C.

**C. Steve Dearborn**

Selectman Dearborn reported on the following:

- Many roads have been paved in Town. Winkler Road looks very nice.
- The new gas station is moving along pretty well
- Residents complain about the possible “riff-raff” from the proposed Connecticut State Police Shooting Range. However, he is for it. He believes that it will make East Windsor a safer town and possibly bring more businesses to the town.
- He is for the casino in Town and believes that it will create more jobs.
- He attended the Memorial Day Parade and said that it was very nice and he enjoyed it.

**D. Dale Nelson**

Selectman Nelson reported on the following:

- She attended the Melrose and Memorial Day Parade.
- On 5/26 she attended the Board of Finance Meeting.
- On 5/27 she attended the WPCA meeting. She said she took away from the meeting so much information; they are doing a draft for the sanitary sewers at the West River Farms and are already putting them together. They are ahead of the game and they also put together Operations and Maintenance Report through the month of May 2015 which includes everything they have done and checked on. Steve Bednarz received several awards and the WPCA is constantly educating their people. Their budget is going along well and they have got money set aside so they can start doing some things internally. They are doing a great job.
- She could not attend the Park Hill Special Meeting since she attended WPCA.
- Tonight is also the Warehouse Point Fire Department Regular and Annual Meeting at 8:30 so she could not attend
- She reminded everyone that June 9, 2015 is the referendum and to come out and vote.

**E. Jim Richards**

Selectman Richards reported on the following:

- He attended the Memorial Day parade. He said that he is proud to be in East Windsor, the bands did a great job and the soldier that spoke at the parade did a great job.
- He reminded everyone that Connecticut Trails Day is June 6, 2015. He said that if anyone would like to hike the Scantic on the two mile loop, the American Heritage River Commission will be out there.
- Senior Property Tax program is a good thing. It is not for every senior but will help out those who need it and it is a pleasure to work with everyone on that.
- Board of Education met last night and they approved the timeline which went to Building today.

First Selectman Menard asked how the Board of Education was going to house the children. Selectman Richards said that they have a certain number of classrooms that they know they will be set with and they have a certain number they have to figure out and they are in the process of doing that. Selectman Richards said that several Board of Education members were concerned about that and it looks as though by the end of this week there will be a plan in place. They hope to have 4 classes in by Christmas/January.

**10. EXECUTIVE SESSION**

**MOTION** made (Richards) and **SECONDED** (Nelson) to go into Executive Session at 8:03 p.m.

**MOTION** made (Richards) and **SECONDED** (Nelson) to offer all Town employees eligible for health insurance an additional \$250.00 for single coverage, \$500.00 for an employee+1 or family coverage towards their Health Savings Account if they enroll in the High Deductible health plan no later than June 17, 2015.

In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

There was a brief discussion about the intent that this is a one-time only offer.

Passed unanimously.

The Board came out of Executive Session at 8:41 p.m.

**11. ADJOURNMENT**

**MOTION** to adjourn made (Nelson) and **SECONDED** (Bowsza). Unanimous.  
The meeting was adjourned at 8:44 p.m.

Respectfully submitted,



Amanda Schroll  
Recording Secretary

## EWYC Report at Board of Selectman's Meeting 6/2/15

Attachment A  
Page 1

The Youth Center Planning Committee met last week and discussed the options of utilizing space at the Town Annex vs renting space. We voted and decided as a committee that the best option overall is to rent space and not use the Town Annex. We have explored a few different locations and the current plan is to go with 147 Main Street. It is our hope to be able to open the Youth Center on July 1<sup>st</sup> to allow middle school and high school youth a safe, substance-free place to go over the summer. We have a pretty big list of action items we are working on to allow us to accomplish this goal. Some examples are:

1. Getting quotes from a few insurance agents in town.
2. All committee members who will be staffing the center will be attending Adult and Pediatric First Aid/CPR/AED training to ensure there is always at least one person certified working at all times center is open.
3. A fundraiser is being planned for the afternoon of Saturday, June 27 at Main Street Grille which will include music by a local singer, pizza and wings donated by the owner, and raffle prizes.
4. I have created our official website [www.ewyouthcenter.org](http://www.ewyouthcenter.org).
5. We are soliciting monetary donations to help with start-up costs and monthly operating expenses.
6. I posted a list of several items needed on a few different Facebook pages (such as sofas, video games, school supplies, food and beverages) and the response has been fantastic.

I also have made the following phone contacts:

7. I spoke with Rand Stanley regarding building code compliance needs.
8. I left a voicemail for FM Blaine Simpkins regarding maximum occupancy.
9. I spoke with Deputy Chief Hart at the PD and Board of Ed's Human Resources Manager Laurie Slate about their process for Volunteer Background Checks.
10. I spoke with the State of CT Childcare Licensing Unit regarding Staff to Child Ratio.
11. I spoke with Patty Deschamps from North Central Health District and she is consulting with Debbie Caronna to determine if we need any type of food service license or inspection to allow us to be able to serve prepackaged foods and beverages or food donated by restaurants.



### Location Comparison: Pros and Cons

Topic	Town Annex	Rental
Start Up Costs		Only additional charge is potentially a handicapped ramp to make it ADA compliant
Rent	Free	\$700
Internet/Cable/Phone Bundle	Same Cost (175.49 Monthly; 99 Installation)	Same Cost (175.49 Monthly; 99 Installation)
Insurance	Same Cost (Quote Pending)	Same Cost (Quote Pending)
Safety	Adjacent to Police Department	Bad influences may be more likely to target
Comfort Level for Youth	Being next to Police Dept may deter some youth	Youth may feel they are more free to have fun
Proximity to Greatest Need	Most youth would need rides	Most youth could walk
Kitchen to Provide Food	Would have to bring food/drinks each time	Would have refrigerator and microwave
Availability	Not available on Monday or Wednesday nights (Zumba), or during Voting sessions, holiday preparations, and school backpack preparations	24/7
Physical Labor	Would have to set up and break down each day. Moving sofas and tables and TVs, etc to the side is a lot of physical work	Everything has a permanent home. No daily set up and break down.
Valuables	Potential risk of valuables being taken by others that use the space (Zumba, voters, those seeking human services assistance)	Only youth center staff would have access
Space	Would be limited in activities and equipment due to space constraints and need to move everything daily	Would be able to offer more activities and equipment because it would be only used for youth center.

June 2, 2015

My report to the Board of Selectmen

All Town employees have been moved to CIGNA as our health insurance carrier. CIGNA held enrollment meetings last week, things are moving forward smoothly. Insurance, contracts and the year end and 2015-2016 budgets have taken the majority of my time these days.

Clerical Contract negotiations will begin later this month, June 15 at 2 p.m. and June 19 at 10 a.m. Dispatcher's Contract negotiations are tentatively scheduled for June 23, June 30 and July 6 with times and place to be determined.

The Department of Veteran's Affairs is asking for a Veteran's Advisor from every town. I have asked for the responsibilities for this position. I am waiting for a reply.

The Annual General Meeting held May 28 was well attended. It was led by our Economic Development Consultant and focused on discussion of current and future economic development. The feedback I have received has been very positive. Attendees asked that we have another general meeting later in the year.

I continue to hear from people regarding their opinions on the possible State Police Firearms Training facility, mostly opposed to siting in East Windsor. Information on how to submit questions or comments is on our website and must be submitted no later than June 4. I also continue to hear from people for and against the possible siting of a casino in East Windsor. I am saving all comments for anyone to see if they wish.

I will be proposing a revised temporary BMX-Skate Board Park Committee at our next meeting. The existing BMX group feels they have more they would like to accomplish so another 18 month committee seems appropriate.

I am getting prices for a sign for the front of Town Hall that would be an additional way of informing the public of events such as referendums, hearings, emergency announcements, etc. I will also be bringing back the proposal for a sound system for this meeting room.

Reminders:

**June 4** - last day to submit comments regarding the possible siting of a State Police Firearms Training Facility in East Windsor.

**June 4** - Freedom of Information training at Town Hall at 5:30. Tom Hennick, the Public Information Officer from the State Freedom of Information Commission, will be conducting the training.

**June 9** - 3<sup>rd</sup> budget referendum

**June 11** - Len Norton Chamber of Commerce's Businessman of the Year

  
Denise Menard

**Amanda Schroll**

Attachment C

**From:** Jason Bowsza  
**Sent:** Tuesday, June 02, 2015 6:58 PM  
**To:** Amanda Schroll  
**Subject:** Selectmen's report

Selectmen's Report - June 2nd, 2015

On May 21st, I met for the second time with town staff to work on rewriting the Senior Property Tax Relief ordinance. Selectmen Richards was there as well. We made good progress, and plan to get together one more time later this month. I want to thank and recognize Kim Lord, Patty Kratochvil, Kristen Bouchard and Carol Madore for their help and collaboration, as well as Denise Menard for her constant support and guidance with this program. I hope to have a substantive update on our work at our next meeting.

I really enjoyed the Memorial Day celebrations held over the long weekend in both Melrose and Warehouse Point. Both were very lovely tributes to our fallen veterans.

The second Planning and Zoning Commission meeting in May was cancelled, although there is still some uncertainty around the proposed West River Farmers development project. More to come on that in the coming weeks.

On the 28th, I had hoped to get to the Ag Commission meeting, the Mr. East Windsor show, Mother Julia's installation as rector at St. John's, and the General Town Meeting discussing economic development opportunities, but due to the very jammed evening, I was only able to attend the General Town Meeting. That was a very collaborative in detailed conversation, and my thanks to Denise Menard for bringing together leaders from nearly every board and commission in town.

I do want to congratulate East Windsor's graduating seniors who participated in the Mr. East Windsor show. Although I was unable to go, this has been a very impressive, always entertaining and fun show in the past. Congratulations to all.

I also want to congratulate Mother Julia as she begins her stewardship of St. John's. I think our whole town will benefit to having her as part of our community.

The Permanent Building Commission met tonight to discuss the school construction project. Things seem to be in place to move forward smoothly. Thanks to the Permanent Building Commission for taking leadership over this project.

Tomorrow night the Inland Wetlands and Watercourses Commission will meet. I want to thank Ron Savaria for his 8 years of service to the commission, most recently as chairman. Ron's term expires at the end of this month. When we as a community stop having people like Ron who are willing to serve, we are in trouble. He's a great guy who has served us well, and I'd be remiss if I let the moment go by without thanking him for his service.

Don't forget to vote in next Tuesday's referendum. Polls will be open from 6am to 8pm.

Sent from my iPad

On May 29, 2015, at 12:17 PM, Amanda Schroll <[aschroll@eastwindsoret.com](mailto:aschroll@eastwindsoret.com)> wrote: