

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

Amended Regular Meeting Minutes

Tuesday, June 16, 2015 at 7:00 p.m.

**BOARD MEMBERS**

Denise Menard – First Selectman Dale A. Nelson – Selectman  
Jason E. Bowsza – Deputy First Selectman Steve Dearborn – 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 7:01 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. PLEDGE OF ALLEGIANCE**

**4. ADDED AGENDA ITEMS**

**5. APPROVAL OF MINUTES**

**Regular Meeting Minutes of June 2, 2015**

**MOTION** was made (Nelson) and **SECONDED** (Richards) to approve the Regular Meeting Minutes of June 2, 2015.

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

**6. COMMUNICATIONS**

First Selectman Menard read the Memo from Assistant Town Planner Robin Newton.

Selectman Dearborn responded with the following:

- There were many things in the letter that were incorrect. It says that his tenant is not supposed to be there. He said that under "Automotive Uses" it does not say, "no car hauling, no dump truck hauling for anything in town".

- He said the Town approved him when he had JM Equipment moving their equipment in and out of that place.
- He informed the Board that the property is classified as a “contractor and storage yard” and any contractor can go in there.
- He mentioned that hauling takes place in the other industrial park but yet the letter says that there is no hauling in East Windsor.
- He said that company that rents space from him went to the Planning Office and asked about doing repair for hire. The Planning Office responded with “don’t think about it, you’re in the wrong area for it”. The owner of the company said that he wouldn’t do it he would only do repairs for their company.

First Selectman Menard suggested that Selectman Dearborn should go discuss this with the Planning and Zoning Office.

**MOTION** made (Richards) and **SECONDED** (Bowsza) to move onto Public Participation.

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

## 7. **PUBLIC PARTICIPATION**

**Andrew Scott, 95 Rye Street (runs Scott Transportation)**, they have been renting the property since October of 2011. In October/November of 2011 his father went to the Town office with a representative from JR Russo and Associates to inquire about getting an outside repair license for that facility. They responded “where the location is, it is residential, don’t bother because it probably will not happen”. He responded with, “Ok fine. We’ll work on our equipment over there”. Mr. Scott said they basically use it as a parking lot and they use the building to work on small trucks and servicing. His father told him that he spoke with Laurie.

**Christopher Richardson, Broad Brook**, informed the Board that Scott Transportation is dispatched out of Maine with the maintenance facility here. Their equipment is all tracked by GPS, they are aware of their speed at any given time, aware of safety, and all equipment is up to date. Anything major is dealt with at a dealership. They only do light work to keep the trucks within safety code such as lights, a little welding, and general services. He stated that they try to be courteous to everyone along the streets. He said these are a few things to take into consideration.

First Selectman Menard stated that if their use is misunderstood, to go to the Planning and Zoning Office. If after they do that and they still feel their use is being misunderstood to come see her across the hall. No one wants to discourage business, we need to be courteous to the neighbors and follow the zoning laws. She indicated that she will help if possible.

**8. BOARD AND COMMISSIONS APPOINTMENTS**

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

**9. UNFINISHED BUSINESS**

**A. Senior Property Tax Relief Update**

Selectman Bowsza met today with the Treasurer, Assessor, the Director of Social Services, and Selectman Richards. He started off by thanking First Selectman Menard for making her staff available with their time and hard work by putting their heads together to find a workable program. He gave a brief description of the background of this program. The ordinance has been amended from a tax credit program to a tax deferral program. They hope to have it ready to be presented in the first meeting of July. Eligible applicants will need to be current in their tax obligation and have paid real property taxes for at least one year and the property must also be their primary residence. Qualifying levels will be determined annually by the Tax Collector, Assessor, and Social Services director and they will submit that criteria annually to the Board of Selectmen. Qualifying homeowners would be able to defer up to 75% of their tax obligation per year. At which point an interest free lien will be placed against the Town to recoup the back taxes deferred at the point of sale or execution of the state. After 10 years, a 5% interest rate will be applied to the deferred taxes. The point of the ordinance is to offer a little bit of help to those seniors who are struggling to pay their home heating costs, their prescription costs, and their property tax costs. This is only available for homeowners.

Selectman Richards is glad to see this program get something that does not require a budget vote and the fact that it is a deferment, makes all the difference because the Town, in the long term, does not lose but we can assist our most needy.

**MOTION** made (Richards) and **SECONDED** (Nelson) to take 10A New Business out of order.

**10A. Scantic River E-Coli Testing Project**

Dick Pippin and Dick Sherman were present. Mr. Sherman stated that one of the watershed members and also the American Heritage River Commission member got her doctorate and is now a professor at St. Joseph University as a Department Chairman (Dr. Martin). For the last 5 years she has been working with the AHRC testing 10 places of the Scantic River for safety purposes. She put in for an E-Coli grant to buy equipment. The University purchased the equipment and they are offering to perform e-coli testing in the towns along the Connecticut River and East Windsor. They would like to perform 10 tests, one per week all summer. Mr. Sherman said that e-coli can make you very sick. It comes from towns, dumps and

agricultural fertilizers - which we have all of that here in town. The total cost is \$520.00. This is just for the reagents, the testing is free. First Selectman Menard asked the Board where they would like this money to come from. There was a brief discussion.

**MOTION** made (Richards) and **SECONDED** (Bowsza) to approve the testing of e-coli in the Scantic River in Town overseen by the American Heritage River Commission and transfer of \$520.00 to the American Heritage River Commission Line.

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

**MOTION** made (Bowsza) and **SECONDED** (Richards) to recess at 7:30 p.m.

**MOTION** made (Nelson) and **SECONDED** (Richards) to return to Agenda Item 9B.

### **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. First Selectman Menard informed the Board that they recently found out that Youth Center Committee needed to touch base with Planning and Zoning because this establishment requires a Special Use Permit. Ms. Parker presented the Board with packets which include things they have accomplished, remaining action items, and copies of different documents that they put together (the rules, the release of liability, information card, survey questions that were presented to the middle school and high school) hereto attached as Attachment A.

Ms. Parker and Ms. House wanted to know what the next steps were. First Selectman Menard said that the "whole package" needs to be done before we can go the next step. That includes: the goals, the regulations, the training, the staffing, etc. all proposed in a document stating the plan for the Youth Center.

Ms. House and Ms. Parker felt that there was a misunderstanding with what they were able to do on their own and what they needed to ask for. First Selectman Menard stated that they cannot go any further until they get approval from Planning and Zoning. Ms. Parker responded that they are on the July 14, 2015 Planning and Zoning Commission Agenda. There was some discussion about staying under the Town or going the path of getting a 501C3.

Selectman Richards suggested adding the Youth Center Committee to the Board of Selectmen agenda for July 22, 2015, as long as they have gone to the Planning and Zoning Commission meeting and their proposed rented space is approved. First Selectman Menard recommended that the

discussion include what their recommendations are as a study committee and to discuss forming a different type of group going forward now that they have accomplished their goals as a study committee.

\* **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.

**10. NEW BUSINESS**

**B. Discussion of the proposed Connecticut State Police Firearms/Training Facility**

First Selectman Menard was asked by Mr. Novak to have discussion of this proposed Connecticut State Police Firearms/Training Facility.

**Jean Mocadlo, 15 Omelia Road** – She is opposed to this facility mostly because of the noise. She feels that our Board of Selectmen should take a stand and oppose the Firearms Facility because that is what the Board of Selectmen in Willington did. She said that she spoke with First Selectman Menard and was told that the Board was neutral. Ms. Mocadlo feels that nothing good can come out of this for the Town. She asked if there were answers to the questions addressed at the Public Scoping Meeting. She said that it is a residential area; there are daycares, a cemetery and a church in the area. Therefore, it is not a good place for the proposed shooting range.

First Selectman Menard said that she spoke to the First Selectman in Willington and was told that their Board of Selectmen took a stand because they had huge protests of people and they had terrible pressure. She thanked the residents of East Windsor for being civil about this. The answers for the questions that were raised at the public scoping meeting will not be answered until the Environment Impact Evaluation is released which could be 3-4 months. Once the answers are received, we will post them on the Town's website and everyone will be able to come and comment and/or ask questions again.

**Patty Nelson, 4 Pine Drive** – She agrees with Ms. Mocadlo. She attended the public scoping meeting and she is not in support of the facility. She feels the biggest concern is lack of communication. She said that we can do better about making the residents more aware of this. She feels that we should be proactive and have a plan moving forward. She is concerned with noise and how it would affect schools in the area.

First Selectman Menard stated that we are open to any suggestions and asked what her suggestions are for getting the word out. Ms. Nelson suggested sending letters out with tax bills. First Selectman Menard said that were looking at adding an electronic sign to put in the front of Town Hall that would be updated daily to notify the public of events, meetings, public hearings, etc. There will also be one in Warehouse Point.

Selectman Richards suggested getting addresses and mailing letters to those within a three mile radius from the proposed site.

**Gary Mizzone, 5 Petticoat Lane** – He stated that 99% of the folks that spoke at the public scoping meeting in May were opposed to this project and has yet to hear the Town’s elected official’s opinions. He feels that the pilot program does not give much money for tax dollars. He also mentioned that if you do research you will find that shooting ranges are contaminated with lead. He sees property values declining because of the noise and he does not think that this is beneficial to our community. He then asked First Selectman Menard’s opinion regarding this project.

First Selectman Menard stated that her stand on this is that she is a property owner within the same radius as the Pine Drive and Omelia Road folks. She sat on her porch and heard dirt bikes and quads coming down her street to go to “the pit” (the proposed site) where there have been numerous police files including the death of child. She is neither for nor against this project. She is waiting to see what the state says about the environmental impacts, how much traffic they will take off the road and how much criminal activity will also be off the road. She stated that the pilot program could be gone tomorrow and that we cannot rely on the state for those types of things. It is a \$50,000 hit on our taxes. She is waiting for the State to tell us any reason to think that the shooting range is a good thing for the Town. She spoke with the State Senator, the Willington First Selectman, Jeff Bolton from Department of Administrative Services (DAS), and our State Representatives. She has expressed her concerns to the State regarding this project, which include: is there something else the state can propose putting there? Is there a possibility it can be put on a State property, why does it have to go in any town? Why does any town have to be pitted against another?

**Vivian Ellis, Pine Drive** – She was at the public scoping meeting and 99% of the people were against it. She questioned why First Selectman Menard is not on the side of the townspeople, and why she stood up and said that she was not against this. First Selectman Menard clarified that she was nor against or for this project until she sees the Environment Impact Evaluation. Ms. Ellis stated that she hears the dirt bikes and she wondered where the Police Department is. She said that she has only seen a patrol

car on Rye Street three times. The Police Department can solve the dirt bike issue.

First Selectman Menard said that she is a representative of the residents here and she is a representative for the 10,000 people that are not here and not everyone is against it. She stated she will remain neutral until she has more facts to base her decision on.

**Dick Sherman, 12 Allen Drive** – His background is in military and reported that he can hear from his home when meets are held on the present gun range on the weekend. He has been to the State Police site in Simsbury – they have night training. He mentioned that at Catch Brook (a ways from the current shooting range) he can find bullets in the trees. He said this proposed site is a bigger place and there are people on all four sides, so if any bullets should stray, they may injure someone. This should be taken into consideration when making the decision.

**Steve Smith, 7 Cobblestone Drive** – He lives within a half mile from the proposed site, of the 99%, he is the 1% in favor. That property will sit unused and untaxed unless we do something with it. He believes with the State Police coming into town, it will benefit the small businesses here and we will get some protection.

**Barbara Novak, 184 Rye Street** – She took the initiative to drive a one-mile radius and there were about 800 homes in the surrounding area of the proposed site.

**Bob Leach, 39 Church Street** – He is opposed to this project. He made the point that dark training would not start until after 8:42 p.m. He feels that this facility would negatively impact the surrounding residences and that property values will decrease. He addressed First Selectman Menard and stated that she is an elected First Selectman, this is her responsibility and he would think that she would work for a remedy for this and try to come up with a plan to stop it. He believes that she is doing a disservice if she does not.

First Selectman Menard stated that she has been talking to our State Officials and encouraged the residents to talk to our State Officials also.

**Sharon Eiter, 82 Griffin Road** – She lives well over a mile of the facility. She does hear the current shooting range during the week and on weekends. She mentioned that a lot of what is going on with this facility is unknown. They did say there will be various types of ranges. One of the things about this is that they will be able to use this range at the same time; therefore, this will be a lot of noise. She said would like to know from the state exactly how many hours a day will they will be using it. First

Selectman Menard stated that she told the State Police that she does not want other towns using the facility. Based on the criteria as to why they would exclude a site from consideration; our site has 10 of 12 criterions on it. Why is it included to begin with? She stated that the majority of this room is opposed and if the Board of Selectmen are representing this town, the Board should be opposed as well.

**Molly Bielawiec, 188 Rye Street** – She is also opposed for the same reasons her neighbors have expressed. If there are issues with dirt bikes or speeders, she thinks those issues should be dealt with separately rather than taking one problem and trying to solve it by replacing it with another (the shooting range).

**Patricia Rohel, 47 Harrington Road** – She does not live within the gun range proposed area but she is here to support the residents who are. She stated that she does not want the Town to get the “junk”. This is our chance to say “this is not what we want for the Town”. Guns are getting more powerful, other towns that do not have ranges are going to want an opportunity to shoot and will want to come use our gun range. She also voiced her concern with the possibility of stray bullets injuring or killing someone.

**Walt Waterman, 19 Deerfield Drive** – He is opposed to this project. He asked Mr. Bolton of DAS that if of the leading factors they were taking into account when choosing location is the distance, then why would they choose a town 10 miles from the Massachusetts border rather than putting the range in the middle of the state. He suggested that First Selectman Menard go to the current State Police Shooting range unannounced so that she can hear exactly what it sounds like. He thinks that it is Simsbury’s noise complaints that are driving the *current* Connecticut State Police Range out.

**Mike Savelyevn, 49 Highland Avenue** – He has been here for 2 years. He said that when they were looking to buy a home his realtor steered them clear of towns with gun ranges. He said that property values will go way down as a result of this project, especially if it’s a heavy-use facility. He grew up next to a gun range when he was a kid and kids would go into the woods toward the gun range to see what was going on and one of his friends did get shot from a stray bullet about a half mile away from the range. A stray bullet also hit a home in the neighborhood. His point was that mistakes do happen and we would not want it to happen to a neighbor.

**Dave S, Omelia Road** – He has the same concerns that everyone else brought up. His last concern, is if the Environmental Impact Evaluation comes back and the State decides that it is a good spot for the range, is it too late for us to oppose it?

First Selectman Menard stated that she had been told that there is going to be the ability for the public to give their input and comments after the EIE is released. In the meantime, we are talking to our State Legislators to see what options there are if it does go down that path so that we are ready to take other action.

**Scott Novak, 184 Rye Street** – He is not anti-gun. What we are talking about is constant noise 8:00 a.m. – 4:00 p.m. The dirt bike issue is a separate issue, an enforcement issue and it has been going on for 30 years or more. He does not know how much longer his family will be in town. He would like the Board to get ahead of this project so that they can know exactly what is going on. He mentioned that the dirt bikes will not go away just because a Connecticut State Shooting Range is going to be put there. He believes that pressure should be put on Mr. Charbonneau to clean up the property and that people should go to State Representatives and the DEEP about it. He feels that this is not the solution to the dirt bikes and quads in the area. The proposed facility uses four ranges minimum simultaneously so the noise is multiplied times four.

Selectman Richards lives in Warehouse Point. He has come out publicly against this. He remembers BFI, he remembers the money loss, and he has family in real estate that lost money because of BFI. His first question was “what is this going to do to the land owners surrounding this”. He does not know if we would get anything for pilot money, considering the situation that the State is in. He did not make the public scoping meeting because he had a meeting that night. He encouraged those against it should be contacting Mr. Bolton of DAS.

Mr. Novak said that Willington knew about it almost two years ago. First Selectman Menard said that we just had a month’s notice. Mr. Novak does not think that this is the way to go.

The public thanked Selectman Richards for coming out publicly against this.

**Gary, East Windsor**, As far as the ATV problem goes, the Police Chief can send a letter to Kyle Overturf, Department of Environmental Protection and ask for enforcement. He wondered if this gun range does come through, could surrounding residents go to the Assessment Board of Appeals so that their assessed rate would decrease. He believes this will hurt us one way or another. We will have folks looking for property value deductions, pilot money that goes away, and noise.

**Steve Smith, 7 Cobblestone Drive**, He wanted to say that he was happy and thanked everyone for coming out and being involved in the Town.

**East Windsor Resident,** After the gravel pit was decommissioned, there was supposed to be site restoration. It was supposed to be top soiled and grassed. There should be pressure on Planning and Zoning.

First Selectman Menard named the people can be contacted with any questions and comments: State Senators, State Representatives, and Jeff Bolton from DAS. She also mentioned that residents can look online or call her office and she will provide their phone numbers and email addresses. Selectman Bowsza recommended contacting Commissioner Dora Schriro, Commissioner of Public Safety.

First Selectman Menard also encouraged the public to subscribe to our website so they will all get emails of when a public notice has been added to the website.

**Patricia Roehl, 47 Harrington Road** – Liked the fact that people mentioned getting out in front of this. She wondered if Planning and Zoning had the authority to say that this facility does not fit next to our daycares, school, churches and residential areas.

First Selectman Menard stated that the State does not need to adhere to Town Zoning rules and regulations.

**Patty Nelson, 4 Pine Drive,** If we make strong enough sound and noise, we can put an end to this. Glastonbury made it absolutely clear they were disinterested in a gun range and they went away. We need to be proactive, positive, and clear with our message.

Selectman Nelson's opinion is that she needs to look at this by another point of view. This is a process and it has not been made clear to us what exactly this process is. She is a bit concerned. It is in her backyard and she does understand what everyone is saying.

Selectman Dearborn stated that the DEEP does try to chase down the dirt bikes and ATVs. He said that as far as the gun range, he does not want anything to take away from the Town and he does not want to see us lose any tax dollars. He has been in "the pit" many times. He said it is a dumpsite for anything in the area and you cannot build on that land. He said that he can see the current shooting range from his house and he can hear them shooting, but he got used to the noise. He said that he would not like the shooting at night. He stated that we will not get tax revenue out of this and he is "probably not for it" (shooting range), because he does not want the Town to lose money. He believes that this is not the best thing for the town.

**Rebecca Savelyevn, 49 Highland Avenue** – She disagrees heartily with what the Board says about the State coming in and doing whatever they please. She gave the examples of Willington and Glastonbury standing up and opposing to the gun range. She also mentioned that the big bowl, the houses are not going to be devalued and the town will at least be maintaining that. She suggested putting greenhouses on that property. She said that greenhouses can sit there and they do not need a foundation. She feels that there should be loosening in zoning in certain areas. Greenhouses would help the environment, they would the peace in the neighborhood, and they would bring the value of their homes up.

**East Windsor Resident,** He read an article in the paper, and asked if a Senator came out against the shooting range. He thanked the Board of Selectmen for listening to everyone's opinions.

First Selectman Menard answered that he and our Senator Larson who is also on Public Safety and are having conversations about it.

Selectman Bowsza stated that based on the process outlined, comments would be reviewed and considered after the public scoping meeting. Once they put together the EIE, that is when we will know everything. Selectman Bowsza said that he is not sure that property values will decrease since the houses there are sitting next to an already existing gun range, but the EIE will tell us that. Until we see the EIE, he does not really know if this will be better or worse than having 60 additional dump trucks on Chamberlain Road. Selectman Bowsza asked if anyone has reached out to people who can impact this decision. He suggested that residents talk to Mr. Charbonneau because he is the property owner. He also said that if a petition is submitted outlining existing grievances to the Board of Selectmen then that would make the DAS and Public Safety pay attention; absent that type of feedback, we do not have that strong of a hand to pitch to them. Selectman Bowsza stated "As much as you all want to see us take the position, we need you to present us with something that will give us the tools to do that."

**Diane Norton, 230 Rye Street,** she is a state licensed real estate appraiser. She came here this evening to help her to decide whether or not to put her property on the market. She said that after sitting here, she would like to go home and put her for sale sign up. She is very concerned about property values decreasing. However, she wanted to clarify that she is not opposed to guns.

**Cindy Herms, 12 Pamela Court,** She feels you cannot look to the Board and just say "do something". It's also in the power of the residents to do it. She gave the Board of Selectmen credit for understanding that not everyone who is in this room is who they are representing.

Ms. Roehl questioned Selectman Bowsza on what kind of good he thinks would come from this project? She does not see anything good coming out of this for the Town and she wonders why the Board is waiting for the EIE to be released before making a decision since it appears to her that there does not seem to be any clear benefit at all to the Town and there seems to be so many negatives. Selectman Bowsza described his decision making process. It helps him to make the best public policy decision that he can. He gave the example that Pilot instead of property taxes is a more reliable check to cash because the State is going to pay the bill. He also questioned if the presence of a gun range impact property value especially since there already is an existing gun range there. (This would be answered with the EIE). He expressed that he really wants to make sure that this is in the best interest of the community which is why he follows the process that he does.

**Mike Mocadlo, 15 Omelia Road,** He asked First Selectman Menard, "When you spoke with the Willington First Selectman, do you know why they said 'no'?"

First Selectman Menard said that she spoke with the First Selectman there and was told that the pressure was so intense that she felt they needed to do that and that it was a difficult process for them.

**C. Forward to Town Meeting to be held July 7, 2015**

**MOTION** made (Bowsza) and **SECONDED** (Richards) to forward to Town Meeting the consideration of the Sabonis-Chaffee open space parcel.

**Discussion:** Selectman Bowsza thanked Mr. Sabonis for his family's generosity.

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

**D. Establishment of the BMX Skate Park Committee as a Temporary Committee**

The BMX Skate Park committee did study and complete their plan. The Skate Park would like to continue raising money. They think that they can raise enough money to buy more equipment.

**MOTION** made (Richards) and **SECONDED** (Nelson) to establish the BMX Skate Park Committee as a Temporary Committee for another 18 months.

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

**11. 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 did not have anything to report.

**D. Dale Nelson**

Selectman Nelson reported on the following:

- Attended the Town Meeting FOI Training. It was nice to get a refresher. She felt that the Board of Ethics got the most out of that meeting
- 6/9 – Here for the budget
- 6/10 – Went to the Police Commission meeting and Darren Long expressed that he would like to join CIP Committee and he will fill out an application.
- She attended the event for Len Norton at La Notte for the Chamber of Commerce
- On Sunday Rotary met at Park Hill and they had the rededication of the George Haines Pavilion. She had a nice day, many families showed up and residents of Park Hill were there. They went through 200 hot dogs and hamburgers.
- She did not make the EDC meeting last night or the Housing Authority Meeting

**E. Jim Richards**

Selectman Richards reported on the following:

- He attended a Parks and Recreation Meeting. They talked about the reservoir being dredged and they talked about moving some money around to buy a refrigerator, a frialator, and something for the snack bar.
- He attended two Board of Education meetings, one in regards to the Budget and one regarding the modular classrooms. They discussed moving the fourth graders to the middle schools while the modular classrooms were being built. Four classrooms will be done by the end of December. There will be a one year period where there will be disruption. Selectman Richards and First Selectman Menard gave credit to Acting Superintendent Dr. DeBarge for stepping up to the plate during this modular classroom project.
- Economic Development Commission met last night and discussed: Senior Property Tax Incentive, Zoning possibilities which will purchase La Renaissance and the possible tax lawsuit involved, the rash of smaller businesses closing and the affect that the State Budget whether it is played with or not they will have on the businesses survival in the next year. They are concerned that if the bigger businesses leave the state, than the smaller business will not have that usual disposable income.
- Community Day has many vendors already. Laura Harney joined the Community Committee and has been very helpful. They will have bubble soccer, volley ball games, food vendors, the Lyons Club will also be trying to do their Pass, Punt, and Kick Opportunity on September 26<sup>th</sup>. They

have a gold sponsor, Windsor Federal Savings. They would like to have a parade and are trying to get 20 tractors to be part of it. They will give an award for the best tractor along with spirit awards.

- He attended the Veterans Commission and discussed how the parade went. They felt that it went well. However, they felt that they can make some improvements. They also discussed the power outage of the microphone and they were thrilled that Troop 89 was on hand to hand out flags. They will definitely be doing it again.
- East Windsor Hunger Action Team finalized the plans for the “kids and teens eat free” summer program. On June 22, 2015 at 11:00 a.m. there will be ribbon cutting. Lunch will be served at the Town Hall Annex through August 21, 2015, Monday-Friday 11:00 a.m. to 2:00 p.m. and is open to everyone 18 years old and younger, no ID or registration required. There will also be activities. This has all been done through a grant program.
- He mentioned the 19<sup>th</sup> annual Chamber of Commerce meeting. They do appreciate all the town officials that attended. It was a great time and it makes a difference when the officials show up to the businesses.
- He suggested to State Representative Chris Davis, that he add the website links for our Town, the Chamber of Commerce, the Tolland County Chamber of Commerce, and the Town of Ellington to his website.

**12. EXECUTIVE SESSION**

**MOTION** made (Richards) and **SECONDED** (Nelson) to go into Executive Session at 10:35 p.m.

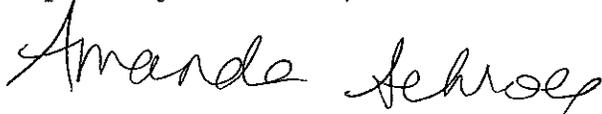
The Board came out of Executive Session at 10:53 p.m.

**13. ADJOURNMENT**

**MOTION** to adjourn made (Bowsza) and **SECONDED** (Richards).  
Unanimous.

The meeting was adjourned at 10:53 p.m.

Respectfully submitted,



Amanda Schroll  
Recording Secretary



## Table of Contents

### Major Accomplishments to Date

1. East Windsor Youth Center Planning Committee Formed
2. Created the East Windsor Youth Center Mission Statement
3. Created the East Windsor Youth Center Facebook Page
4. Determined Level of Community Support
5. Created an East Windsor Youth Center Website Page
6. Created an East Windsor Youth Center Rules Document
7. Created an East Windsor Youth Center Release of Liability Form
8. Created an East Windsor Youth Center Participant Information Card
9. Surveyed Middle School and High School Students
10. Solicited Information on Youth Centers in Surrounding Towns
11. Identified Activities for the EWYC
12. Identified Potential Programs to be Run through the EWYC
13. Identified Various Volunteer Needs
14. Created an East Windsor Youth Center Informational Brochure
15. Determined Best Physical Location for EWYC
16. Determined Building Code Compliance
17. Attempted to Determine Maximum Occupancy
18. Solicited Quotes for and Identified Best Insurance for EQYC
19. Identified Where and When to Take Adult and Pediatric First Aid/CPR/AED Training
20. Scheduled Fundraiser
21. Identified List of Items We Need Donated
22. Solicited Information on Volunteer Background Checks
23. Determined There is No Staff to Child Ratio Required
24. Determined There is No Need for a Food Service License
25. Finalized Hours of Operation
26. Began Soliciting Volunteers and Scheduling Staff

### Remaining Action Items

1. Town Permits
2. Installation of Handicapped Ramp
3. Determine Maximum Occupancy
4. Electricity and Gas
5. Adult and Pediatric First Aid/CPR/AED Training
6. Finalize Fundraiser Plans
7. Ensure All Needed Items are Donated
8. Finalize Volunteer Background Checks Process and Conduct Background Checks
9. Finalize Volunteer Schedule

### Attachments:

1. East Windsor Youth Center Rules Document
2. East Windsor Youth Center Release of Liability Form
3. East Windsor Youth Center Participant Information Card
4. Survey Given to All Middle School and High School Students in 2014
5. East Windsor Youth Center Informational Brochure
6. Location Pros and Cons

## Major Accomplishments to Date

### **East Windsor Youth Center Planning Committee Formed**

- 6 citizens were appointed to 18 month term effective 7/1/14.
- Use town's nonprofit status for fundraising and donations
- Had an "account" set up through town finance department where we can make deposits and purchases

### **Created the East Windsor Youth Center Mission Statement**

The East Windsor Youth Center welcomes everyone to our safe substance-free environment where it is our mission to motivate youth to succeed in every aspect of their lives. Our programs provide a wide range of activities for children enrolled in grades five through twelve designed to develop social, emotional, physical, and cognitive skills in an all for one, one for all atmosphere. Through partnership with the community and the families of our youth, it is our belief in the strength of the human spirit that guides us to treat everyone with dignity, compassion and respect as we prepare them to respond to and resolve life's challenges. The hope is that each person who walks through our door is able to have a positive experience where they feel friendship and acceptance.

### **Created the East Windsor Youth Center Facebook Page**

- Was created in March of 2014 ... first update was posted March 10, 2014
- As of the date of this report to the BOS, the EWCY Facebook Page has 214 "likes"

### **Determined Level of Community Support**

- Held a few parent meetings with good turnout.
- Made postings on Facebook that received numerous supportive comments

### **Created an East Windsor Youth Center Website Page**

- Originally was [www.ewyouthcenter.com](http://www.ewyouthcenter.com)
- Changed to [www.ewyouthcenter.org](http://www.ewyouthcenter.org) late May of 2015
- Very detailed website that includes all the information anyone needs on the EWYC

### **Created an East Windsor Youth Center Rules Document**

- Created "East Windsor Youth Center Rules" that covers the center rules and how behavior infractions will be handled. *(Copy of EWYC Rules in packet provided to BOS)*
- Meet with the School Resource Officer Tamrah Stepien and she provided valuable input.
- All participants and their parent/guardian will need to sign before they can attend.

### **Created an East Windsor Youth Center Release of Liability Form**

- Created "Assumption of Risk, Waiver of Liability, And Indemnification Agreement". *(Copy of EWYC Release of Liability in packet provided to BOS)*
- All parents/guardians will need to fill out a card before their child can attend.

### **Created an East Windsor Youth Center Participant Information Card**

- Created "East Windsor Youth Center Participant Information Card". *(Copy of EWYC Participant Information Card in packet provided to BOS)*
- All participants will need to fill out a card before they can attend.
- An online registration form was created at our website that asks the same information.
- Any red flags (i.e. allergies) will be addressed on an individual basis to ensure the safety of all participants

### Surveyed Middle School and High School Students

- Created a survey to determine if youth in town would be interested in attending a youth center and if so, what activities they'd be interested in seeing. *(Copy of survey in packet provided to BOS)*
- Superintendent's office had survey added to Survey Monkey and it was required that all students took the survey in April of 2014.
- GREAT results – showed a huge level of interest and provided valuable insight into what activities to have.

### Solicited Information on Youth Centers in Surrounding Towns

- Visited the South Windsor Youth Center during summer of 2014
- Called and spoke to staff at the Enfield, Vernon, and Stafford Youth Centers during the summer of 2014.

### Identified Activities for the EWYC

Day 1	Phase 2 (Larger Facility)
➤ TVs (sofas)	➤ Pool Table
➤ Wii, Xbox, and PS3 Games	➤ Air Hockey/Foosball
➤ Crafts	➤ Ping Pong
➤ Board games/card games	➤ Exercise equipment

### Identified Potential Programs to be Run Through the EWYC

- Big Brother/Big Sister type program
- Adopt a grandparent
- Community Coaches ("teach" classes)
- Peer Counseling
- Homework help
- Red Cross Babysitter & Home Alone Classes
- CPR classes
- Service to the Community
- Fundraising to help with center costs
- Scared Straight/Talk to prisoner
- Theme Nights (Movies, Karaoke)
- Field Trips (Bowling, Nomads, Six Flags)

### Identified Various Volunteer Needs

Committee	Description
Communications	Write official documentation including business plans, advertisements, event invitations
Publicity	Post communications on Facebook and other online resources. Also work with newspapers, radio stations, and television stations to advertise our mission and events
Fundraising	Plan and carry out events to raise money for EWYC equipment and operational expenses
Donations	Coordinate requests for donations needed for EWYC and fundraising events for EWYC
Food	Coordinate food needs for EWYC and fundraising events for EWYC
Public Speaking	Attend town meetings and events designed to communicate EWYC purpose and needs
Administrative	Take meeting minutes, make copies, coordinate mailings
Research	Conduct online research for information for grants, business insurance, equipment, etc.
Event Staffing	Provide event specific assistance at EWYC fundraisers
Center Staffing	Provide supervision at the EWYC during operating hours

### Created an East Windsor Youth Center Informational Brochure

- Created a tri-fold informational brochure that covers the various activities and programs that will be offered in addition to other critical information. *(Copy of brochure in packed provided to BOS)*

### **Determined Best Physical Location for EWYC**

- Took tour of Town Annex and available space and use restrictions on 5/13/15
- EWYC Planning Committee met on 5/27/15 to discuss the pros and cons of utilizing the space at the Town Annex in comparison to a rental property. It was determined that a rental property would better suit the needs of the EWYC. *(Copy of Pros and Cons comparison in packet provided to BOS).*
- 147 Main Street was only property we could find in Broad Brook that is available for rent.
- Picked up keys on Monday, 6/8/15 and cleaned building with group of volunteers on Saturday, 6/13/15.
- Internet (including wifi hot spot), cable TV, and phone installed on 6/11/15. EWYC's phone number is 860-370-5059. Phone with answering machine donated by resident of Broad Brook.

### **Determined What Needs to Occur for Building Code Compliance**

- Contacted Rand Stanley on 5/27/15 and he advised us all we'd need to do to be in compliance is to have a handicapped ramp installed in front. He let us know what the ADA requirements for it are.
- Solicited donation of a handicapped ramp and Glenn Willard has one attached to his house he is donating

### **Attempted to Determine Maximum Occupancy**

- Left voicemail for Fire Marshall Blaine Simpkins on Tuesday 6/2/15.

### **Solicited Quotes for and Identified Best Insurance for EQYC**

- Spoke to three insurance companies
- Identified quote from Ed Bowsza as being the most inclusive and best deal.
- Commercial General Liability and Sexual Abuse/Molestation coverage (Cost: \$889.40 annual)

### **Identified Where and When to Take Adult and Pediatric First Aid/CPR/AED Training**

- We decided it would be best to have at least one volunteer certified working at the center at all times
- Donna House and Wendy Parker are registered for online course

### **Scheduled Fundraiser to Raise Money for Start-Up Costs and Operating Expenses**

- Saturday, June 27, from 3 to 6 p.m. at Main Street Grille
- Jeannie Pomeroy-Murphy of JustJeannie donated her time to sing
- MSG providing free pizza and wings.
- Flyers and tickets have been printed

### **Identified List of Items We Need Donated**

- A list of items we need donated was created and was added to the website
- Several posts on Facebook have been made and a large number of items have been donated

### **Solicited Information on Volunteer Background Checks**

- Spoke with Deputy Chief Hart at the PD
- Spoke with Board of Ed's Human Resources Manager Laurie Slate on how they do volunteer checks
- Spoke with State Police Fingerprinting Unit about what is needed
- Left VM for company the Board of Ed uses for online checks.

### **Determined There is No Staff to Child Ratio Required**

- Per State of CT Childcare Licensing Unit we do not need a license and there is no true ratio.
- However, since we want to create the safest environment possible for our volunteers and the youth attending the center, we will follow the "After school programs" ratio of 1 to 10.

### **Determined There is No Need for a Food Service License**

- Spoke with Patty Deschamps from North Central Health District who consulted with Debbie Caronna and they determined we do not 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 with licensed kitchens
- We made a follow-up call to determine best practice for serving donated foods.

### **Finalized Hours of Operation**

- Tuesday 5 to 8 (High School Only)
- Wednesday 3 to 7 (Middle School Only)
- Friday 4 to 8 w/Dinner served at 5:30 (both schools)
- Saturday 2 to 6 (both schools)

### **Began Soliciting Volunteers and Scheduling Staff**

- Have begun collecting names, including those certified in FA/CPR

## **Remaining Action Items**

### **Town Permits**

- Take measurements and create handwritten floor plan
- Complete and submit "Special Use Permit" to Planning and Zoning by Monday, 6/22/15
- Planning and Zoning will formally accept our permit application at their next meeting on Tuesday, 6/23/15 and will do the proper public advertisements.
- We will complete whatever additional steps are required once we are notified (including placing a public notification sign in front of building)
- The EWYC will be on the agenda at the July 14 Planning and Zoning meeting
- If approved, submit permit paperwork required for Planning and Zoning and Building Department

### **Installation of Handicapped Ramp**

- Need to arrange pick-up time and installation time. Was scheduled for 6/13/15 but contactor didn't show up.

### **Determine Maximum Occupancy**

- Follow-up with Fire Marshall Blaine Simpkins.

### **Electricity and Gas**

- Need to get Eversource switched over to EWYC - still in owner's name

### **Adult and Pediatric First Aid/CPR/AED Training**

- Donna House and Wendy Parker need to take hands-on exam scheduled for Monday, 6/29/15 in East Hartford
- As volunteers are identified, we will identify who has valid, current certification.
- If we need additional volunteers to be certified, we will.

### **Finalize Fundraiser Plans**

- Distribute flyers
- Sell tickets
- Solicit raffle prize donations

### **Ensure All Needed Items are Donated**

- Schedule pick-ups and drop-offs of donated items
- Continue to solicit required items.
- Send thank you letters to those who donated

### **Finalize Volunteer Background Checks Process and Conduct Background Checks**

- Deputy Chief Hart will speak to Judy in records at PD to determine best process
- I will reach out to Deputy Chief Hart on how to ensure fingerprint cards say what is needed "NCPA/VCA - Volunteer" with EWYC address listed in the "Send Reply To" area

### **Finalize Volunteer Schedule**

- Finalize the schedule so we have at least 2 volunteers scheduled at all times
- Will always have one person on site who is FA/CPR certified.
- Will always have a 3<sup>rd</sup> person "on call" in case attendance approaches 20.

### **Create EWYC Operations Manual**



Attachment A  
Pg 7

### East Windsor Youth Center Rules

1. East Windsor Youth Center (EWYC) members must be enrolled in a middle school (grade 5 or above) or high school, and a parent or guardian must be a resident of East Windsor.
2. Members must sign in and out at the main desk - NO EXCEPTIONS!
3. Members must enter and exit through the main entrance at the top of the front steps on Main Street.
4. Members must remain inside the building on the main level unless otherwise directed by EWYC staff.
5. Gambling of any type is not permitted.
6. Smoking is not allowed on EWYC property.
7. Members appearing to be under the influence of drugs or alcohol will not be admitted.
8. Outside food and beverages are not permitted unless approved by EWYC for a specific event.
9. EWYC is not responsible for lost or stolen items.
10. Use respectful language and behavior. Disrespectful language or unsafe behaviors will be addressed by EWYC staff
11. Follow directions from all EWYC staff or you may be asked to leave.

The following serious behaviors will result in a call to your parent(s)/guardian(s) and you will be asked to leave for the day. A meeting may be requested with a parent and administration if behaviors persist.

1. Swearing directly to others or staff
2. Threatening language or behaviors
3. Aggressive body language
4. Inappropriate sexual language or gestures
5. Escalating out of control and refusing to discuss situation with staff
6. Not responding to staff direction or accepting of consequences of behavior
7. A progressive refusal to display respectful language or behavior
8. Bullying of others

The following serious behaviors will result in a call to the police and parent(s)/guardian(s). Members will not be allowed to return without a meeting with an East Windsor Youth Center and East Windsor Police Department's School Resource Officer. We reserve the right to suspend or revoke membership and trespass members should the safety of the Center be compromised.

1. Assault
2. Threatening; breach of peace
3. Destruction of property
4. Theft
5. Vandalism
6. Possession of drugs/alcohol
7. Any other situation deemed appropriate by EWYC staff

I agree to follow the rules of the Center:

\_\_\_\_\_  
Participant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

## Assumption of Risk, Waiver of Liability, And Indemnification Agreement

East Windsor Youth Center (hereafter referred to as EWYC) is a safe substance-free environment where it is our mission to motivate youth to succeed in every aspect of their lives. While it is impossible to eliminate all risk and possibility of injury, EWYC plans all activities with safety as a prime concern and requires participants to follow EWYC rules.

Assumption of Inherent Risks: I, the ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN hereby assert that my participation in EWYC activities is voluntary and that I knowingly assume all inherent risks.

\*\*\*\*\*

Waiver of Liability for Ordinary Negligence: In consideration of permission to use the EWYC property, facilities, and services, today and on all future dates, I, the ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN, on behalf of myself, my spouse, my heirs, personal representatives, and assigns [hereafter referred to as Releasing Parties] do hereby release, waive, discharge, and covenant not to sue EWYC and the Town of East Windsor, and volunteers [hereafter referred to as Protected Parties] from liability from any and all claims arising from the ordinary negligence of EWYC or the protected parties. This agreement applies to 1) personal injury (including death) from incidents or illnesses arising from participation in EWYC and to 2) any and all claims resulting from the damage to, loss of, or theft of property.

\*\*\*\*\*

Indemnification Agreement: I, the ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN, agree to hold harmless, defend, and indemnify EWYC and Protected Parties (that is, defend and pay any judgment and costs, including investigation costs, attorney's fees and related expenses) from any and all claims of the Releasing Parties arising from my injury or loss due to my participation at EWYC (including claims arising from the inherent risks of EWYC activities and those arising from the ordinary negligence of EWYC or Protected Parties).

I further agree to hold harmless, defend, and indemnify EWYC and Protected Parties (that is, defend and pay any judgment and costs, including investigation costs and attorney's fees) against any and all claims of co-participants, rescuers, and others arising from my conduct in the course of my participation at EWYC (including claims arising from the inherent risks of EWYC activities and those arising from the ordinary negligence of EWYC or Protected Parties).

\*\*\*\*\*

Mediation and Arbitration: In the event any dispute arises, I, the ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN, agree to engage in good faith efforts to mediate a settlement. Any agreement reached will be formalized by a written contractual agreement at that time. Should the issue not be resolved by mediation,

I agree that all disputes, controversies, or claims arising out of my participation at EWYC shall be submitted to binding arbitration in accordance with the applicable rules of the American Arbitration Association then in effect.

Clarifying Clauses:

- 1) I, the ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN, confirm that this agreement supersedes any and all previous oral or written promises or agreements. I understand that this is the entire agreement between me and EWYC and cannot be modified or changed in any way by representations or statements by any agent or employee of EWYC.
- 2) I also understand that the foregoing Assumption of Risk, Waiver of Liability, and Indemnification Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Connecticut and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

In order for EWYC to more effectively provide for the safety of the participant, EWYC asks ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN to help us by certifying the following: I, the ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN

(Capability Assertions)

- have no health problems that would make participation in EWYC activities unwise.
- acknowledge that it is the participant's duty to inform staff and cease exercise immediately of any issues or concerns during participation.

(Behavior Agreements)

- agree to attempt only activities that I feel I am capable of performing safely.
- agree to stay in areas that are authorized for my use.
- agree to obey all rules and alert the staff to any rules violations or dangerous behavior of co-participants.
- acknowledge that the provider may need to end my participation if I present a danger to myself or others.

(Emergency Authorizations)

- authorize EWYC to administer emergency first aid deemed necessary by EWYC.
- authorize EWYC to secure emergency medical care or transportation when deemed necessary by EWYC and I agree to assume all costs of emergency medical care and transportation.

(Use of Images)

- give permission to EWYC to use any photographs, images, or likenesses taken of me in its brochures or other media.

Acknowledgment of Understanding: I, the ADULT PARTICIPANT OR MINOR PARTICIPANT & PARENT/GUARDIAN, have read this Assumption of Risk, Waiver of Liability, and Indemnification Agreement and fully understand its terms. I understand that I am giving up substantial rights, including my right to sue. I further acknowledge that I am signing the agreement freely and voluntarily, and intend my signature to be a complete and unconditional release of all liability due to 1) ordinary negligence by EWYC and the Protected Parties or to 2) the inherent risks of EWYC activities, to the greatest extent allowed by law in the State of Connecticut. Further, I, the Parent/Guardian, assert that I have explained the risks of the activity to my minor son or daughter and that he or she understands this Agreement.

If Participant is a Minor, Parent/Guardian Must Complete the following:

\_\_\_\_\_  
Name of PARTICIPANT (Print)

\_\_\_\_\_  
Name of PARENT/GUARDIAN (Print)

\_\_\_\_\_  
Signature of PARTICIPANT

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of PARENT/GUARDIAN

\_\_\_\_\_  
Date

Emergency Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

**East Windsor Youth Center  
Participant Information Card**



First Name \_\_\_\_\_ Last Name \_\_\_\_\_

DOB \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

P/G Phone \_\_\_\_\_ Email \_\_\_\_\_

Allergies \_\_\_\_\_ Date of Registration \_\_\_\_\_

Favorite Foods \_\_\_\_\_ Favorite Sports \_\_\_\_\_

**East Windsor Youth Center  
Participant Information Card**



First Name \_\_\_\_\_ Last Name \_\_\_\_\_

DOB \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

P/G Phone \_\_\_\_\_ Email \_\_\_\_\_

Allergies \_\_\_\_\_ Date of Registration \_\_\_\_\_

Favorite Foods \_\_\_\_\_ Favorite Sports \_\_\_\_\_



# High School and Middle School Survey

Name:	
Age:	
Grade:	Radio button for 5,6,7,8,9,10, 11, 12
Please rate your level of interest in participating in the following sports:  Have numbers from 1 to 5 w/the following scale: 1 – Very Interested 5 – Not at all Interested	Baseball/Softball Basketball Gymnastics/cheerleading Tennis Volleyball
Please rate your level of interest in participating in the following activities:  Have numbers from 1 to 5 w/the following scale: 1 – Very Interested 5 – Not at all Interested	Board games/card games Crafts Ping Pong/Air Hockey Pool/Billiards Wii, Xbox, and PS3 Games
What other sports or activities would you be interested in?	
Please rate your level of interest in participating in the following theme nights:  Have numbers from 1 to 5 w/the following scale: 1 – Very Interested 5 – Not at all Interested	Dances Dinners Karacke Movie Night
What other theme nights would you be interested in?	
Please rate your level of interest in taking the following programs/classes/workshops:  Have numbers from 1 to 5 w/the following scale: 1 – Very Interested 5 – Not at all Interested	Adopt a Grandparent Big Brother/Big Sister Type Program Car Repair Career Advising Computer Repair Cooking Gardening Homework Help Fencing/Martial Arts/Self Defense Peer Counseling Personal Finance Photography Red Cross Babysitter Renovations (carpentry, tile, woodwork)
What other programs/classes/workshops would you be interested in taking?	
What field trips would you be interest in participating in (select as many as you like)?	Bowling Hartford Wolf Pack Haunted Hay Rides Laser Quest Movie Theater Nomads Rock Cats Ron A Roll Six Flags or Water Park
When would you be more likely to go to the Youth Center (select as many as you like)?	After School After Dinner On Weekends
Do you have any other suggestions regarding the creation of a Youth Center?	

If you think of any other thoughts or suggestions, check out (and "like") our East Windsor Youth Center Facebook page.

## Registration

A registration form with emergency contacts must be completed before youth are able to participate in activities. It is available online or can be filled out during the first visit to the EWYC. All participants will also need to review and sign the EWYC Rules as well as have their parent or legal guardian sign a release of liability form.

## Volunteer Needs

The East Windsor Youth Center is funded solely through tax-exempt donations and staffed by volunteers. If you would like to volunteer your time in any of the following capacities, let us know!

Communications	Publicity
Fundraising	Administrative
Research	Center Staffing

## Donations

To make a tax-deductible donation, send a check made payable to "East Windsor Youth Center" to:

Treasurer, Town of East Windsor  
11 Rye Street  
Broad Brook CT 06016

**Thank you for your support!!!**

PLACE  
STAMP  
HERE

# East Windsor Youth Center

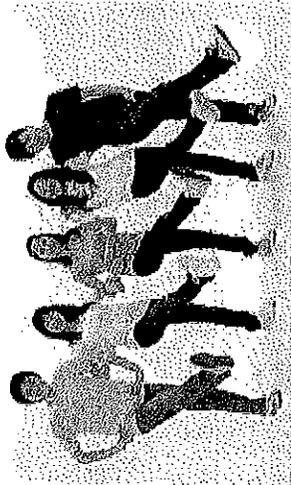
Enhancing and brightening the lives of East Windsor's youth by providing a safe, substance-free place to relax as well as opportunities to serve the community.

Attachment A  
Page 12

East Windsor Youth Center

147 Main Street  
Broad Brook CT 06016





## Mission Statement

The East Windsor Youth Center welcomes everyone to our safe substance-free environment where it is our mission to motivate youth to succeed in every aspect of their lives. Our programs provide a wide range of activities for children in grades five through twelve designed to develop social, emotional, physical, and cognitive skills in an all for one, one for all atmosphere. Through partnership with the community and the families of our youth, it is our belief in the strength of the human spirit that guides us to treat everyone with dignity, compassion and respect as we prepare them to respond to and resolve life's challenges. The hope is that each person who walks through our doors is able to have a positive experience where they feel friendship and acceptance.

## Hours of Operation

Tuesday 5 to 8 p.m. (HS Only)  
 Wednesday 3 to 7 p.m. (MS Only)  
 Friday 4 to 8 p.m. (Both Schools)  
 (Dinner Friday nights at 5:30 p.m.)  
 Saturday 2 to 6 p.m. (Both Schools)

East Windsor Youth Center  
 147 Main Street, Broad Brook

## Programs

The following programs may be offered at or through the East Windsor Youth Center:

- Adopt a grandparent
- Big Brother/Big Sister type program
- Community Coaches
- Peer Counseling
- Homework help
- Red Cross Babysitter Classes
- CPR and First Aid classes
- Service to the Community

## Workshops

Some examples of workshops that may be held at the East Windsor Youth Center are:

- Car Repair
- Cooking
- Fencing/Martial Arts/Seif Defense
- Gardening
- Personal Finance
- Photography
- Renovations (carpentry, file, woodwork)
- Tai Chi/Qigong
- Yoga

## Theme Nights

Examples of theme nights that may be held at the East Windsor Youth Center:

- Weekly Dinners
- Dances
- Movie Nights
- Karaoke Parties
- Card Tournaments
- Seasonal Parties

## Field Trips

East Windsor Youth Center will schedule field trips to places such as:

- Bowling
- Haunted Hay Rides
- Nomads
- Hartford Wolf Pack
- Six Flags
- Roller Skating

## Contact Us

East Windsor Youth Center  
 147 Main Street  
 Broad Brook, CT 06016

(860) 370-5059  
 ewyouthcenter@gmail.com

Visit us on the web:  
[www.ewyouthcenter.org](http://www.ewyouthcenter.org)

Attachment A Pg 13



attachment A  
Pg 14

## 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 16, 2015

My report to the Board of Selectmen

Clerical Contract negotiations began yesterday with a second negotiating session June 19 at 10 a.m. Dispatcher's Contract negotiations are scheduled for June 23 and June 30.

Freedom of Information training was attended by approximately people on June 4. I have received many positive comments regarding the session.

I've attached a copy of the latest report I've received on clean up of the Broad Brook Mill site owned by Hamilton Sunstrand. The point person for Hamilton, the consultant in charge of the plan for the clean up and the EPA representative have all recently changed so the process once again seems to be taking a step back before moving forward again. The Planner, our Economic Development Consultant and I have been discussing ways to get the clean up moving again. We will likely start having monthly progress meetings again as that seemed to be the most successful way to keep all the agencies involved focused.

I met with one of the owners of Specialty Printing last week. The company is expanding and would like to adopt the small strip of land between the Thompson Road Dunkin Donuts and Specialty Printing and updating the sign on that island. A second meeting is planned once they have a firm proposal of what they would like to do.

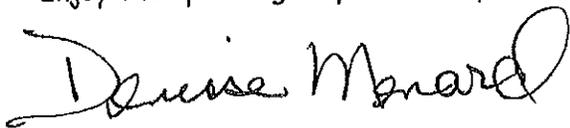
The Planner and I met with the probable new owners of the Skylark Airport property. They are the group, Four Seasons Farm, that expects to grow tomatoes hydroponically. The 5 greenhouses they plan to build are 10 acres each. I will be bringing the tax incentive ideas we discussed a few months ago along with to our next meeting for discussion and action. - see all the information that I have been gathering about possible incentives.

I was asked for an update on the Broad Brook Dam repair at Main & Depot Streets. The Public Works Director reported that the Permit Application is before the DEEP for review and approval.

Congratulations to our Director of Public Works & Town Engineer Len Norton for being named the Chamber of Commerce's Community Person of the Year.

I am waiting for prices for a sign for the front of Town Hall to help inform the public of Town events. I will also be bringing back the proposal for a sound system for this meeting room.

Enjoy the upcoming July 4<sup>th</sup> holiday.



Denise Menard



Environment

Prepared for:  
Hamilton Sundstrand Controls  
Broad Brook, CT

Prepared by:  
AECOM  
Rocky Hill, CT 06067

Attachment B  
Page 2

April 30, 2015

Mr. Maurice Hamel  
Connecticut Department of Energy and Environmental Protection  
Waste Management Bureau, Remediation Section  
79 Elm Street  
Hartford, CT 06106-5127

Subject: **April 2015 Bimonthly Progress Report**  
**HSC Broad Brook Mill Site**  
Brookside Drive, East Windsor, CT

Dear Mr. Hamel,

On behalf of Hamilton Sundstrand Controls (HSC), represented by UTC, AECOM Technical Services, Inc. (AECOM) is submitting this bimonthly progress report for the Broad Brook Mill Site (Site) located in East Windsor, Connecticut in accordance with Section C.2 of Consent Order No. SRD-154 dated November 19, 2003. This report includes a summary of the recent activities for March and April 2015 and the planned activities for May and June 2015.

#### **Recent Activities – March and April 2015**

- Monthly site inspections were performed to evaluate general site maintenance, security fencing, and site buildings.
- Monthly utility payments were made by AECOM (water, electricity, phone and security monitoring services). Internet services were cancelled as this is currently not needed at the site.
- AECOM continued to evaluate historical site data in relation to applicable remediation standard regulations, data gaps were identified, and a preliminary data gap sampling work plan was prepared for internal review.
- Site clean-up activities began including private utility mark-out/clearance for upcoming fence repairs.

#### **Planned Activities – May and June 2015**

- Monthly site inspections will be performed in May and June.

- Prior to the June 2015 monitoring event, an evaluation of the site data in relation to the current voluntary sampling program (wells sampled, analytes, and frequency) will be conducted to facilitate adjustments to be incorporated during the upcoming bi-annual groundwater sampling event. The evaluation and recommendations will be submitted to CT DEEP and USEPA prior to the June 2015 monitoring event.
- Bi-annual groundwater sampling and annual residential well sampling will occur in June. It is anticipated that adjustments to the voluntary sampling program will be incorporated during this event.
- A Data Gap Work Plan will be submitted for regulatory review/comment.
- Site clean-up activities will continue.
- The next bimonthly progress report, summarizing project activities conducted during May and June 2015, will be submitted to the CT DEEP and USEPA by the end of June 2015.

#### Closing

If you have any questions/comments regarding the contents of this progress report, please feel free to contact Matthew Panciera, PE, LEP at (860) 263-5742.

Sincerely,  
AECOM



Matthew Panciera, P.E., L.E.P.  
Project Manager  
Matthew.Panciera@aecom.com

cc: Almerinda Silva, USEPA  
Denise Menard, East Windsor, CT  
William Penn, UTC  
Lucas Hellerich (AECOM)  
John Albrecht (AECOM)  
Jon Alberg (AECOM)

**Amanda Schroll**

Attachment C

**From:** Jason Bowsza  
**Sent:** Tuesday, June 23, 2015 4:01 PM  
**To:** Amanda Schroll  
**Subject:** Re: selectman report

Selectmen's report - June 16, 2015

I was out of town for most of last week for a work commitment, so my report is pretty light this week. On 6/9, the planning and zoning commission met. One topic that they took up was the West River Farms development. It looks like the project, which will ultimately consist of nearly 70 homes, is moving forward. I had concerns about groundwater implications for the people who already about the area, but it looks as though they may have been resolved. I hope that proves to be the case.

On Thursday, 6/11, I joined Denise for "Coffee and Conversations" at the senior center. It was a really nice visit and a good opportunity to hear from the folks their. Thanks to Kristen Bouchard and her great staff for putting the event together and hosting us. I had a great time and would love to go back again soon.

That night, I attended the Chamber's Community Person of the Year event. Congratulations to Len Norton on being this year's recipient, and our thanks for all that he has done for our town over time. He's certainly a great choice and a deserving selection.

Today I met with the treasurer, assessor and director of social services, along with Jim, to work on the senior property tax relief ordinance. We are at a point where we can refer something to the town attorney early next month, which is great.

Tomorrow night is the Board of Finance meeting where they will work to appropriate the budget for next year. I encourage any interested people to attend.

Thursday of this week, the Pension Board will meet to consider changes to the pension plan offered to Public Works employees.

Respectfully submitted,

Jason E. Bowsza  
Deputy First Selectman.