

**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, October 20, 2015 at 7:00 p.m.

**BOARD MEMBERS**

Denise Menard – First Selectman  
Jason E. Bowsza – Deputy First Selectman  
Dale A. Nelson – 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 7:02 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 Richards, Selectman

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**4. ADDED AGENDA ITEMS**

Selectman Dearborn requested to add Item 10C. Discuss Outsourcing regarding ad in paper looking for Assistant Town Planner.  
Nelson/Bowsza  
All in favor

**5. APPROVAL OF MINUTES**

**Regular Meeting Minutes of October 6, 2015**

**MOTION** was made (Nelson) and **SECONDED** (Richards) to approve the Regular Meeting Minutes of the October 6, 2015 meeting as presented.  
In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**6. COMMUNICATIONS**

None.

**7. PUBLIC PARTICIPATION**

None.

**8. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS****Resignations:** None.**Reappointments:**

1. **MOTION** made (Bowsza) and **SECONDED** (Richards) to reappoint Deborah Talamini (U) as regular member on the American Heritage River Commission for a term expiring 11/1/2019.  
In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.
2. **MOTION** made (Bowsza) and **SECONDED** (Richards) to reappoint Thomas Talamini (U) as regular member on the American Heritage River Commission for a term expiring 11/1/2019.  
In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None
3. **MOTION** made (Nelson) and **SECONDED** (Richards) to reappoint Alden Penland (D) as a regular member on the Ethics Commission for a term expiring 1/24/2019.  
In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

**New Appointments:****MOTION** made (Bowsza) and **SECONDED** (Richards) to appoint Robert Cormier (R) as a regular member on the Elderly Commission for a term expiring 12/31/2017.

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

Discussion: Selectman Bowsza added that it is nice to have him step forward and that he is a welcomed addition to the commission.

**9. UNFINISHED BUSINESS****A. Written response to Ad Hoc Committee for Opposition to the CT State Police Training Facility Requests****First Selectman Menard read the questions and answers in the Memorandum hereto attached as Attachment A. A discussion was held after each answer.**

In response to #3, Mr. Scalzo said that as far as he understood, First Selectman Menard said she would be able to give them answers to any questions the Ad Hoc Committee. She said that she will attend as a courtesy to the Ad Hoc Committee and that she is confident that she will be able to answer their questions. If she cannot, she will get the answers from the Planning and Zoning office.

First Selectman Menard read #4 and added to her answer that the Treasurer attended a seminar that had to do with social media and how towns and cities could use it. The Treasurer and the Assistant Tax Collector volunteered to start a Facebook/social media constant posting.

Mr. Scalzo indicated that the intent of the question was as a result of numerous people in Town thinking that since the Town voted to oppose the siting of the CSP, it was over.

In response to #5, Mr. Scalzo stated that on the petition it said that the First Selectman was to attempt to meet with the Governor, not the Lt. Governor. First Selectman Menard stated that herself, Jason Bowsza, and a representative of NEW would be able to meet with the Lt. Governor. She added that she has tried to contact the Governor to set a meeting but has been unable to get in touch with him. Mr. Scalzo said that if the meeting with the Lt. Governor is scheduled for October 26, 2015, then Gary Mazzone from NEW will be able to attend.

In response to #7, Mr. Scalzo said that we have the entire plan of what the CSP will be including dimensions. He did not understand why the Assessor could not evaluate with that information. He asked for an outside agency to perform this. First Selectman Menard said that it is not a possibility because of the budget.

In response to #8, Mr. Scalzo questioned why the Town Ethics Commission turned the matter over to the State Ethics Commission. First Selectman Menard said that she does not question the Ethics Commission because they know what they are doing. She suggested that maybe since Selectman Bowsza is a state employee, Mr. Simmons may have wanted to see if there was any State employment ethics they would have an issue with.

Mr. Scalzo asked if there was any discussion regarding the last portion of the recommendation stating that Selectman Bowsza was to recuse himself for the rest of the discussion regarding this matter because he is a State employee. Selectman Bowsza replied that because he and Mr. Mazzone are local officials and State employees, they are both subject to the Town and State Ethics Code, which is why it was forwarded to the State Ethics Commission. Selectman Bowsza also said, as far as recusal, there has been no complaint issued and no basis for which to recuse.

First Selectman Menard added that she had never told someone that they needed to recuse themselves, she has suggested it, but it is not her place. She believes that it is each individual's right to recuse or not recuse themselves.

Mr. Scalzo's response to #2, the replies from the Town Departments were as follows:

*In response to the Tax Office*, he wondered if they were still under the assumption that PILOT money would be available? First Selectman Menard

replied that she would not be comfortable relying on PILOT money. Mr. Scalzo also wondered if we would lose \$456,000 if the CSP Range were to be sited there. First Selectman Menard stated that she does not know but she will find out for him.

*In response to the Assessor*, he wanted to know if they were under the impression that PILOT money would be available. He said that they know for a fact that the market would be affected, so he does not know why the Assessor was unsure.

*In response to Building Department*, he said they have statistics that Simsbury has had little impact due to the increased policy activity.

*In response to Planning and Development*, he said "monitoring" is not "inspecting". First Selectman Menard said they are called there to count the trucks, use of ATVS, illegal use and access to the site. She believes that maybe that is what the Planning and Development Office was referring to.

*In response to the BBFD and WHPFD*, he said they are denying compliance of what happened at that location during night time and weekends.

*In response to the Police Department's*, Mr. Scalzo questioned the response from the Police Chief stating that the Police Department would contact the State if there were noise complaints.

Mr. Mazzone suggested that First Selectman Menard write a letter to post on the Town website informing the residents that the vote that was taken a couple of months ago regarding the Connecticut State Police Firearms Training Facility did not solve the possible site location issue. First Selectman Menard agreed to do so.

Mr. Mazzone also suggested that he wanted the Town to contact the DEEP via the Police Department regarding the activity in the gravel pits. He said that the activity in the gravel pits has increased to a level of extreme danger. Bob Leach of the Police Commission indicated that the Police Department has contacted DEEP and they have not received a response. He also informed the Board that they cannot get the property owner to agree to pursue anyone for trespassing on the property. First Selectman Menard said that this is a complicated situation, even the all-terrain vehicles that the Police Department has cannot maneuver in that site.

Mr. Dame said that he spoke with realtors and it appears that property values are already dropping. He said if the State Police come in or not, we will have a possible 2-4 years of property values decreasing. First Selectman Menard said that she hopes her meeting with the Lt. Governor

will drive that point for the Town. She also stressed that she is trying to do whatever she can to address this issue.

**B. Response to request from Steve Smith regarding Ethics Commission**

First Selectman Menard read the memo addressed to Mr. Smith hereto attached as Attachment B.

**C. Update regarding using Town Property for Political Signs**

First Selectman Menard stated that the consensus of the Planning and Zoning Commission was that in light of Reed vs. Gilbert, the Board of Selectmen should not allow any signs on Town property. It was her understanding that the Planning and Zoning Commission was going to be reviewing their entire sign regulations and after that we can take the matter up again.

Selectman Dearborn asked if the Board of Selectmen could modify what the outcome of the Planning and Zoning Commission was. For example, making suggestions as to which town properties would prohibit signs, such as the schools, Police Department and the Town Hall. First Selectman Menard said that she would be uncomfortable going against what Planning and Zoning decided.

**MOTION** made (Bowsza) and **SECONDED** (Richards) to institute a moratorium on any type of signage other than a public safety or work zone issue on town property for the next 60 days.

Discussion: Selectman Richard stated that the problem is that this federal decision affects the zoning laws which we have no control over. He feels as though the Board of Selectmen should not be allowing anything that would possibly enable the Planning and Zoning Board to violate the law because they would be the ones to issue the permits.

Selectman Dearborn said that he believes this law hurts the churches, the farmers and the average people who would like to put up signs on town property to advertise.

First Selectman Menard said to use moratorium as an official action and would require a Town Meeting.

Selectman Bowsza amended his motion to say:

**MOTION** made (Bowsza) and **SECONDED** (Richards) that there should be a prohibition on any type of signage on public property for the next 60 days. In Favor: Bowsza, Dearborn, Nelson and Richards. Opposed: None.

*Don Arcari, Harrington Road* asked what the story was on the signs. The Board answered him by telling him that there are no signs allowed at all on Town property for 60 days. Mr. Arcari feels that all signs should be allowed on Town Property.

## 10. NEW BUSINESS

### A. Cancellation of November 3, 2015 Meeting (because of Election Day)

**MOTION** made (Bowsza) and SECONDED (Richards) to cancel the November 3, 2015 Board of Selectmen meeting.

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

### B. Approval of Tax Refunds

**MOTION** made (Nelson) and SECONDED (Richards) to approve the tax refunds in the amount of \$2,334.84 dated October 1, 2015.

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

### C. Outsourcing

Selectman Dearborn suggested that we look into Outsourcing the Assistant Town Planner position. He added that he knows someone who works for four different towns as a Wetlands Agent and that it would be a savings for the town. The person would only work 5-6 hours per week and attend the Wetlands Commission meetings and give opinions. He would only be paid for the work he does. First Selectman Menard indicated that since the Assistant Town Planner position is a union position and you cannot outsource the same work that was given to a union position. It is considered "union busting". Selectman Richards said that the problem with outsourcing is that it could result in lacking the money to pay the person hired. He also noted that Planning and Development is a busy department and cautioned any outsourcing because the open position is much more than 5-6 hours per week and he does not want to overwork the employees in that department out of fear that they may leave. First Selectman Menard stated that they are looking into hiring a temporary part-time employee to help cover the board and commissions.

## 11. SELECTMEN'S REPORTS

### A. Denise Menard

First Selectman Menard read her report hereto attached as Attachment C. First Selectman Menard also added that she spoke with a developer that approached the Town about a possible casino site. It is not the Walmart site and they do not own the property so they wanted to remain confidential and they are working on putting together a Request for Proposal (RFP) that they would submit to the State of Connecticut. If that works then the proposal would go to referendum. At the same time, the Planning and Development Department is working on submitting one with zoning regulations and other RFP requirements and informing them that we do

have the Walmart and the cinema site to see if that is something that they are interested in.

**B. Jason Bowsza**

Selectman Bowsza read his report hereto attached as Attachment D.

**C. Steve Dearborn**

Selectman Dearborn had nothing to report.

**D. Dale Nelson**

Selectman Nelson read her report hereto attached as Attachment E.

**E. Jim Richards**

Selectman Richards reported on the following:

- He attended Youth Center Opening – they did a great job.
- He missed Economic Development Commission but there was discussion regarding the church. The EDC Consultant made contact with the National Amusements area to try to market the block from Renaissance through the cinema as a possible site. There was discussion of having possible seminars to assist businesses.
- He attended Board of Education meeting – Discussion regarding construction at Broad Brook School and purchase orders to be presented to Town Treasurer.
- He said that it has been a pleasure working with this Board, everyone at this table has the best interest in the Town and he wished everyone luck.

**12. EXECUTIVE SESSION**

None.

**13. ADJOURNMENT**

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

The meeting was adjourned at 8:52 p.m.

Respectfully submitted,



Amanda Schroll  
Recording Secretary

# MEMO

Date: October 20, 2015

To: Board of Selectmen and Ad Hoc Committee for Opposition to the CT State Police Training Facility

From: Denise Menard, First Selectman

Re: CT State Police Facility Recommendations to the Board of Selectmen

---

---

1. The PZC and IWC have declined to participate with the Ad Hoc Committee as a result of no one volunteering to do such. The BOS should authorize the appointment of two more at large volunteers to serve on the Committee

Answer: At the October 6, 2015 Board of Selectmen meeting, it was unanimously decided to authorize the appointment of two more at large members to serve on the committee.

2. The following questions should be submitted to every Town Department with responses due back within 30 days to the BOS and Ad Hoc Committee.
  - A. If the CSP siting is successful in East Windsor, what additional duties will this create in your departments?
  - B. What advantage would the CSP siting in East Windsor have for your department?
  - C. What disadvantage would the CSP siting in East Windsor have for your department?
  - D. What additional costs would your department experience in the event the facility were to site in East Windsor?

Answer: Attached are responses from all requested Town Departments except for the Housing Authority who did not provide a response.

---

---

Denise Menard - First Selectman - Town of East Windsor  
860.623.8122 - [dmenard@eastwindsorct.com](mailto:dmenard@eastwindsorct.com)

# MEMO

3. The BOS should direct the Department heads of PZC and IWC to have a representative available to answer questions at each subsequent Ad Hoc meeting.

Answer: Planning and Development is short staffed and has 6 boards and commissions they oversee allowing only one person available for all the boards and commissions. First Selectman Menard volunteered to staff the Ad Hoc meetings.

4. In order to address the issue of poor communications between the Town and residents, a Communications Director should be appointed. This could be a "voluntary" position. The Communications Director shall be responsible to notify the public of any updates, letters sent or received or new developments with regards to the CSP siting matter as well as any other matter of importance to the residents. It should also be considered that ads be placed in local newspapers updating the status of the range proposal versus just posting this information on the Town webpage. Whatever media is utilized must contain specific information regarding the Town's opposition to the siting of the CSP facility.

Answer: The Town continues to look at a number of ways to increase communication including, a possible Town newsletter, signage throughout the Town, posting to social media, a YouTube account, etc.

5. The First Selectwoman shall attempt to meet with the Governor in an effort to comply with the Town voted petition requirement for "Secure the signature of Governor Malloy in a letter declaring that East Windsor will no longer be considered for the facility." This shall be accomplished within the next 30 days.

Answer: The First Selectman has contacted the Lieutenant Governor's Office regarding a meeting as soon as possible. To date the First Selectman has not received a reply.

6. The BOS shall inquire of the PZC and IWC if regular inspections are conducted on the property involved, to insure compliance with required operating conditions and environmental laws. Further, a copy of the last 10 inspections reports should be made available and reviewed by the BOS and the Ad Hoc Committee.

Answer: See attached Memo from Town Planner.

7. The BOS need to determine the potential extent of property value devaluation that could possibly occur if the CSP complex is sited in East Windsor.

---

Denise Menard - First Selectman - Town of East Windsor  
860.623.8122 - [dmenard@eastwindsorct.com](mailto:dmenard@eastwindsorct.com)

# MEMO

Attachment A  
page 3

Answer from Assessor: Without specific information as to what parcels are involved, or what the CSP would potentially be building, I offer the following: Certainly, there is a possibility that the market has been & will be affected due to the fact that CSP would have its site established within the Town of East Windsor.

Could there be an effect on the marketability of those properties in the area? Yes, the potential development could be affecting property values currently, during and/or for a time period following the development in that specific area. As to the potential extent of property value devaluation that could possibly occur ... time is needed to answer that question since that will remain to be seen via sales and/or length of marketability in the siting and surrounding area.

8. The subject of the Deputy First Selectman being conflicted in dealing with the CSP siting matter as a result of his employment with a State Agency, was raised and the Ad Hoc committee recommends the matter be referred to the Town or State Ethics Commission for determination within 30 days. In the interim it is suggested he recuse himself from all discussions, votes and activity with regards to this matter.

Answer: On October 7, 2015 Deputy First Selectman Jason Bowsza forwarded this matter to Ethics Chairman Mark Simmons. Chairman Simmons has forwarded the request to the State Ethics Commission.

9. The Town Government needs to take a more public pro-active position with regards to their opposition to the CSP facility as depicted in the petition. Many residents and businesses are not aware the matter is still pending or that a Town vote mandated opposition to this proposal. Perhaps posters of some type could be developed and made available or mailed out.

Answer: Same as Item #4.

# MEMO

Attachment B

Date: October 15, 2015

To: Board of Selectmen and Steve Smith

From: Denise Menard, First Selectman

Re: Ethics Request from Steve Smith

---

Q: Will the BOS undertake the recommended improvements by the Ethics Commission?

A: This will depend on Ethics Commission recommendations.

Q: Will the BOS undertake more stringent policies that have significant legal and financial penalties for those public officials, elected or appointed, that violate EW town ordinances on Ethics?

A: This will depend on the Ethics Commission recommendations.

Q: What are the penalties for violating ethics standards in surrounding towns?

A: That information was gathered and given to the Ethics Commission earlier this year.

Q: How much, as of the next Board of Selectmen meeting has been spent on the Ethics Commission for Selectman Dearborn?

A: \$26,748.11

Q: How much is projected to be spent to complete the ethics investigation and outcome of the Ethics Commission?

A: As of October 21, 2015, the matter is closed and will require minimal additional expenses.

Q: What percentage of the legal budget has been spent out of the budgetary line item?

A: The percentage of the legal budget that has been spent on the ethics case between Laurie Whitten, Robin Newton and Selectman Dearborn is approximately 18%.

*Denise Menard*

---

Denise Menard - First Selectman - Town of East Windsor  
860.623.8122 - [dmenard@eastwindsorct.com](mailto:dmenard@eastwindsorct.com)

# Attachment C

**October 21, 2015**

**My report to the Board of Selectmen**

I want to begin my report by thanking all the Selectmen for the service to the Town for the last 2 years. The Middle School roof project is completed and Nurses' Station renovation is expected to be completed by mid-November.

The Capital Improvement Planning ("CIP") Committee held its 2<sup>nd</sup> meeting of presentations from department & agencies recommending CIP projects for funding in the 2016-2017 budget.

The Treasurer and I attended the CCM Convention today. They have 3 sets of seminars in the morning and 3 sets in the afternoon. I always attend different sessions than whoever else comes to the convention so that we gather as much information as possible. One session I attended was entitled "Hot Topics in Municipal Law" and one of the cases was the Supreme Court decision relating to signs. Another that the Treasurer attended was about how to use social media effectively. Both issues we are in fact discussing here in Town.

The clerical contract negotiations session was held yesterday October 19 and we are looking for a date for the next dispatchers' union negotiating session.

Finally, it continues to be busy time of year. This weekend was the ribbon cutting of the new sign at the Broad Brook Library. The sign was an Eagle Scout's project. What a great job. It was also the opening of the Youth Center and what a transformation of the former "Elaine's Pizza". We certainly have wonderful people volunteering for so many different kinds of things that help our community.

Enjoy this great Fall weather and again, thank you to this Board of Selectmen for their service to the Town.

Sincerely,

Denise Menard  
First Selectman

10/08 CIP 700 I had to run the Rotary meeting

10/13 Volunteer Incentive 700 I had another commitment

10/14 Police Commission 700

Addressing "cut thru roads speeding" through the STEP program. Also, the noise complaint regarding the ATV's on Plantation Rd (during my knocking on doors a resident at 4 Plantation complained). Per the Chief call the station and continue to register your complaint. Corporal Tudryn moved several people in the area, also reported there has been gun shooting. Need a new camera for speeding (4,000)

Ken Smith and David McNiece have been working on computer issues. Ken has retired, so the PD has requested 3 ½ to 4 hours of IT support ever other week thru the town.

10/15 CIP 700 I had to run the Rotary meeting

10/17 Broad Brook Library 1030 Dedication of new sign

Youth Center 1100 Grand Opening

Pig Roast 400 Fund Raiser WHPFD

10/19 Housing Authority 700

Thru the P & L and bank statement, the Housing Authority appears to be financially sound. Great job to all!. Resident Service Coordinator reported on the following: 9 residents attended free blood pressure screening, "Over the counter Medication Safety" presentation was held 9/29, Energy assistance program begins 10/2, and annual flu vaccinations will take place 10/13. Executive Director's reported the following: Eversource energy efficient program is nearly completed, fuel cost or the propane in the Community Hall was 2.78 per gallon is now .99 – Great negotiations Linda! Housing Authority received a grant for 3,704.88; this is to be used for new Bingo equipment and Chair Yoga classes (to include the instructor). First Selectmen's office contacted the Housing Authority regarding the Small Cities Grant – this could help with the fire alarm upgrades and laundry room renovations

Respectfully,

Dale Nelson

**Amanda Schroll**

---

**From:** Jason Bowsza  
**Sent:** Tuesday, October 20, 2015 6:22 PM  
**To:** Amanda Schroll  
**Subject:** Selectmen's report - October 20, 2015

Selectmen's report - October 20, 2015

On October 7, the Inland Wetlands Commission approved drainage improvements for the town garage, which should address some long standing issues there.

Broad Brook Beef is looking to expand it's business and grow it's herd. They are looking to build a larger barn to house additional cattle. The new facility will have additional storage for manure generated onsite, which will be utilized for fertilizer application on corn fields next year. This is another great example of an expanding business in our town.

On October 13, the Planning and Zoning Commission met and considered plans for expansion at Maine Fish Market. The owner is interested in adding on to the existing building, and is seeking a special use permit to allow for live music. The commission approved the special use permit with conditions requiring that any live music does not cause a public nuisance.

The commission also heard application requests for an 80 bedroom hotel on the site of the old La Renaissance building, as well as a mega-church with a capacity of 750 parishioners. The church is hoping to have dinner theater functions, banquet events, and other activities as well as church services.

The commission discussed the Reed vs. Gilbert court decision pertaining to signage. The commission is recommending to the Board of Selectmen that a moratorium be instituted regarding all signs on town property until the PZC can reexamine the zoning regulations.

Congratulations to the East Windsor Youth Center volunteers on a great Grand Opening event this past Saturday. This was certainly a huge victory for the in our town, and for the volunteers who made it happen.

I also attended the Warehouse Point Fire District's annual pig roast. It was a wonderful event, and always good to see those folks. Although I couldn't stay for the meal, I did grab some pig to go. This is a definite "must go" event for families in town next year.

I also received a phone call from Tanya Unsworth, president of the PTO this evening. She let me know that the PTO has received a grant from Pratt and Whitney that will be used to pay for a parent/child trip to Cape May, NJ, to see the oyster program at Rutgers. It would be great if we could have some folks from Pratt and the PTO in to a selectmen's meeting to thank them for their generous support.

On Friday, October 30, East Windsor High School will celebrate homecoming by hosting two night soccer games. The boys will play first, followed by the ladies. Come out and support our student athletes!

Lastly, since this is the final Board of Selectmen meeting before November's election, I just want to thank Denise for the leadership she has given to the town over the last 2 terms. I think she has done a fantastic job.

Good luck to all of the candidates sitting up here on November 3rd!

Respectfully submitted,