

**Town of East Windsor  
Board of Selectmen  
Meeting Minutes October 20, 2009**

I. TIME AND PLACE OF MEETING

Ms. Menard called the meeting to order on Tuesday, October 20, 2009 at 7:30 p.m. at the East Windsor Town Hall.

II. ATTENDANCE

Denise Menard, First Selectman  
Gilbert Hayes, Deputy First Selectman  
Dale Nelson, Selectman  
Mark Simmons, Selectman  
Richard Pippin, Jr., Selectman

III. ADDED AGENDA ITEMS

**MOTION: To add to New Business, Item H. Discussion of Appointed Officials Reporting Structure within the Town Hall.  
Made by Mr. Simmons, seconded by Mr. Pippin  
ALL MEMBERS IN FAVOR. MOTION CARRIED**

IV. PREVIOUS MINUTES

A. Approval of Regular Meeting Minutes of October 6, 2009

**MOTION: To approve the regular meeting minutes of October 6, 2009, with the following correction: Page 15 - Richard Pippin, Jr. Selectman report: WPCA - Mr. Kevin Leslie, Superintendent resigned and Mr. Edward Alibozek was appointed Acting Superintendent. WPCA will set job guidelines before interviewing for Superintendent.  
Made by Ms. Nelson, seconded by Mr. Hayes  
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

V. PUBLIC PARTICIPATION - None

VI. COMMUNICATIONS – the following were for the Board’s information

- A. CCM Correspondence
- B. 29 Towns Awarded Small Cities Funding (grant received to be discussed in Menard)
- C. Mobile Home Park letters (All parks have complied; collection has begun)
- D. Charter Revision Questions to be on the November 3<sup>rd</sup> Ballot (questions are out front, they are also posted on the website)
- E. WPCA/Certificate of Recognition
- F. Correspondence from the VNA
- G. Flu Clinic Schedule

VII. SELECTMEN’S REPORTS

A. Denise Menard, First Selectman – Ms. Menard read her report as follows:

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We've certainly had a few interesting meetings since my last formal report of September 1. Hopefully the Board of Selectmen will have lighter meetings at least for a short while.

As we are all aware, this is the last meeting of this Board of Selectmen and I sincerely thank you all for all the time, thought and hard work you have put into this Board. Without each unique personality and the individual ideas you all brought to the issues we worked on together, we could not have accomplished all that this Board has accomplished. We have worked on a charter revision, the purchase of a Broad Brook and a Warehouse Point fire truck, established a BMX and Dog Park Committees, lived through a property revaluation, 2 very difficult budgets (maybe there is no other kind), helped establish some personnel policies, and . . . . how many resignations and appointments, tax refunds, proclamations, town meetings, parades have we all worked on? Again, thank you all for your dedication to making East Windsor an even better place to work, play and raise a family. Finally, I'm sure none of us will forget the contributions Ed Farrell gave to the Board of Selectmen and the Town of East Windsor.

Other than that, I will just highlight a couple of things. First I think we are near the end of sorting out trash issues. I have come to believe that the changes we decided on last Spring has merely caused the Town to more clearly define some issues that were not black and white in the past contract. I also think it might be a good idea to think about creating a Refuse and Recycling Ordinance that clearly defines who/what we provide for those services. That type of ordinance would have helped a lot during this process. Secondly, you probably have seen the good news we received last week from the Governor's office. East Windsor has been awarded a \$500,000 Small Cities Block Grant to correct the road and drainage problems in the Prospect Hill neighborhood. This will be the first phase of the project and once it is under way, we can apply for the next phase. Thank you all again for all you have contributed.

**B. Gilbert Hayes, Deputy First Selectman**

- CRCOG transportation committee report they are still trying to sort out stimulus DOT monies. He continues to work on where the buses go; East Windsor is in the area that may need busing, it all depends on funding. Millpond is interested in the possibilities with this endeavor.
- BOE – Kathy Simonelli is the BOE liaison for the Board of Selectman. Mr. Hayes is an Education Foundation Board member. There is money in the fund for

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about \$23,000 for special projects teachers have. These are not budgeted items but presentations made about projects; he detailed some of the projects presented. Test scores are being worked on; simplified system for tracking test grades; he detailed the data this tracking follows.

C. Dale Nelson, Selectman

Through her term on this board the Police Commission has been an excellent learning process. The Proclamation for American Heritage River Committee was very nice. The Housing Authority is doing wonderful under new director and they are working hard to make Park Hill a better place to live.

D. Mark Simmons, Selectman

- The Veterans Road race will be held on November 7 at 9 a.m. for the tenth year. This year they will start honoring local East Windsor veterans and Ted Graziani will be in attendance to present a proclamation that day.
- The German club is sponsoring a golf tournament and he recapped that they have donated \$150,000 to East Windsor over 15 years.
- PZC sign ordinance workshops have taken place and farm regulation workshops are also in progress.
- Park and Recreation is working on walking trails which will be no cost to the town.
- EDC has two events each year to promote EW. On January 21, 2010 at La Notte is the first event where the EDC invites all boards and commissions and new businesses that want to come and promote East Windsor.
- CIP is scheduled for Park Hill at Monday October 27

E. Richard Pippin, Jr., Selectman

American Heritage River Commission – the proclamation was issued. The Committee will be involved in the work towards the walking trail for all by Mansion at Canyon Ridge. There are also open to the public canoe paddles. The Commission is trying to get water markers, establish emergency access routes, and get a stream survey to check water quality. The length of Scantic River is 38 miles long.

VIII. BOARD AND COMMISSION RESIGNATIONS & APPOINTMENTS

A. Resignations: None

B. Re-Appointments:

Conservation Commission

1. Michael Koczera (R) as a regular member for a four-year term to expire 11/1/2013

**MOTION: To reappoint Michael Koczera as a regular member to the Conservation Commission for a four (4) year term to expire 11/1/2013  
Made by Ms. Nelson, Seconded by Mr. Simmons**

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Discussion: Mr. Pippin felt it appropriate to table or postpone this reappointment until item 10b is heard as Mike Koczera is the owner of Skylark Airport.

Rescinded motion by Ms. Nelson, second by Mr. Simmons Postponed to later in agenda

2. Robert Slate (U) as a regular member for a four-year term to expire 11/1/2013

**MOTION: To reappoint Robert Slate as a regular member to the Conservation Commission for a four (4) year term to expire 11/1/2013**

**Made by Mr. Pippin, Seconded by Mr. Simmons**

**ALL MEMBERS IN FAVOR. MOTION CARRIED**

C. New Appointments: None

D. Board and Commission Current Vacancies (See Attached)

**IX. UNFINISHED BUSINESS**

- A. Proposed Revised Citation Ordinance for Abandoned Motor Vehicles, Motor Vehicle Parts and possibly send to Town Meeting

Chief DeMarco and Deputy Chief Hart came before the Board. Mr. Pippin was concerned on prohibition section and gave a specific example: if you take pick up bed off truck and store in your yard you are technically in violation. Mr. Pippin is concerned how the ordinance would be interpreted after the current people in office leave; it could get abused if someone has a "bad neighbor" and the language forces the police to act on something they should not be involved in. Ms. Menard indicated there is an ordinance in place and Deputy Chief Hart indicated the current ordinance is similar but it places enforcement with the ZEO. Someone could have made complains currently and go to ZEO; the current ordinance has that. The Board discussed abandoned vs. stored and registered vehicles. Mr. Pippin does agree enforcement should be with the police department instead of the zoning department but hates to see such restrictions. Ms. Menard reiterated this has been in place since 1989 and there are no additional restrictions. Mr. Pippin felt should be less restrictive. The Police Department has checks and balance to determine the ordinance is not used inappropriately. Mr. Pippin indicated that with economy the way it is there is a lot of unregistered stuff that is good. Chief DeMarco stated there could be complaints with ordinance as it is now. The primary focus of this is to put the enforcement in the appropriate place, i.e. the police department.

It was inquired if this ordinance is in "dire need" of being put forth to town meeting. The lengthy history of this ordinance, its revisions and presentations at town meeting were recapped. Also noted were statements by townspeople about the town turning to junk. All present discussed different wording and definitions of items such as agricultural enterprise, farm trucks and truck farms (which is a vegetable farmer).

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**MOTION: To forward the Revised Citation Ordinance for Abandoned Motor Vehicles, Motor Vehicle Parts to Town Meeting, date to be determined by the First Selectman.**

**Made by Ms. Nelson, seconded by Mr. Simmons**

**Discussion: Add under exemptions the term farm “includes, but is not limited to”**

**ALL MEMBERS IN FAVOR. MOTION CARRIED.**

**B. Jennifer DiMauro, Director of Park Hill/Discussion of Pilot Plan for Park Hill**

Jennifer DiMauro and Pauline (last name unknown) came before the Board. This request has been before the Board in the past discussions and some of that was recapped.

Ms. DiMauro detailed the make up of residents at Park Hill include detailed history, income guidelines and their independent status. She relayed the recent addition of social services provided to residents – for example energy assistance, food bank vouchers. This takes some burden of work off the town staff and helps Park Hill residents. Ms. DiMauro detailed efforts and improvements and referenced the October newsletter. She also detailed upcoming Capital Improvement projects for the complex.

Tenants typically stay ten to fifteen years at a time. Therefore instead of usual refurbishment when people move out there is a need to replace more. Also upgrades for ADA requirements are ongoing. Park Hill does have awaiting list. There are two maintenance staff full time with 85 apartments. She detailed the revenue enhancing initiatives; including rental of community hall; grants and collaboration with other housing authorities. The Town grant writer has worked with them to get advise on small city block grant funding.

Ms. DiMauro advised the Board of various challenges faced in her first four months. One example is that they just faced situation with tenant on disability who went off medication and left water running in apartment and a lot of damage done, close to \$20,000 worth. They are waiting for insurance reimbursement but the item is currently tied up in housing court. The apartment cannot be rented until the case is closed. There are periods of time of vacancy such as this – currently there are six vacancies. Over the last quarter there has been a loss in rental income of about \$1600 – which is a lot of funds for them. Another challenge is that when a tenant vacates the electric bills assumed by authority which is a nonreimbursable expense. Bulky waste pick up cost now is a challenge as well. Along with these challenges are the usual course of business items such as normal increases in utilities and insurance and fuel. Ms. DiMauro understands it is not a good time to ask for restructure of PILOT and wonders if there is any way to temporarily it reduce over next two to three years to get some of capital improvements done; and come back in future. There are some in state who pay 5 or 6%. They are being as creative as can.

Ms. Menard gave background on work with Ms. DiMauro, including being creative in investigating what, if anything, the town could assist with. Ms. Menard detailed how helpful and willing to be a team player Ms. DiMauro has been. Ms. Menard detailed the town's

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budget constraints, which include less in State assistance. The Board discussed 1% reduction, but on the other side, it has to be absorbed elsewhere. While some of Ms. DiMauro's work with the social services part has alleviated some of the work load of the human services department, it does not provide any direct cost savings.

It was suggested that students who have volunteer requirements to graduate may be able to help. It was noted that the mailboxes project does have a student component. These units are electric. Operation Fuel is individually applied for but it is used when state assistance is exhausted.

The PILOT plan is just under \$25,000 now and is considered revenue. Any changes would start going forward for the next budget season and if the Board suggested 1%, it would have to be addressed by the BOF.

Ms. Menard will do some looking at possibilities how to reduce the PILOT, including what reduction would be dollars and cents and look at document that needs to be changed as this would change a longstanding agreement. The board is in agreement to investigate possibilities of reducing this. She will return to the BOS with a proposal. By consensus this was postponed to the next meeting.

- C. \*Discussion and Action regarding Snow Removal Ordinances (November 17<sup>th</sup> meeting)
  - 1. Ordinance 68-2 Concerning the Removal of Snow and Ice
  - 2. Ordinance 74-4 Concerning Night Time Parking and also Snow Removal in the Town of East Windsor

**X. NEW BUSINESS**

**MOTION: To go out of order to Item C. Discussion of Four or More Households Receiving Automated Trash & Recycling Service  
Made by Mr. Hayes, seconded by Pippin  
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

10c: Discussion of Four or More Households Receiving Automated Trash & Recycling Service

Ms. Menard detailed that this effects 10 to 14 households and she looked everywhere for definition four family for residential or apartment contract. Mr. Pippin provided a legal notice town of Manchester 1,2,3,4 family homes that was in newspaper.

Ms. Menard asked the town attorney for a legal definition of a residential dwelling and asked the trash representatives why three families is the line drawn and it was determined this was the precedent set previously. Ms. Menard went to the Assessor and it was noted that four families are considered residential and are taxed residential. It looks like that would be the recommendation to where the line is drawn, to include four families. Mr. Pippin did add that

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it was noted some four families have one tenant and maybe these four families don't need four barrels.

Carol Lee, 56 North Main

Ms. Lee indicated that she has a five family with nine occupants and there are some two families that have more tenants. She asked that the Board limit to three barrels per house, rather than number of apartments. She could convert her five family house to a three family, have more occupants and introduce nine children to school system. She added they are 100% residential and use no other services. Her five family is located on a state road and the only thing the town provides is trash pick up. None of residents have children and these are very small apartments.

The Board indicated that the town has to draw the line someplace. Ms. Menard read a portion for the audience of the Handbook of CT Assessors. The CT Assessors use the guideline for taxing dwellings – residential up to four units. It was reiterated that there needs to be an ordinance with clear definitions.

**MOTION: To provide trash pick up and recycling services to residential property including 1, 2, 3 and 4 dwelling units as per the CT Association of Assessing Officers definition #100, as set forth in Attachment A.**

**Discussion: It was suggested these owners be advised that if they don't need all eight barrels to let the town know.**

**Made by Ms. Nelson, seconded by Mr. Hayes.**

**ALL MEMBERS IN FAVOR. MOTION CARRIED**

**MOTION: To return to regular agenda order**

**Made by Mr. Hayes, seconded by Mr. Simmons**

**ALL MEMBERS IN FAVOR. MOTION CARRIED.**

A. Discussion of Walking Trail Proposal – this is postponed to the next meeting

B. Information Regarding Analysis of Potential Municipal Purchase of Skylark Airport

Ms. Menard was approached approximately six months ago about Mike Koczera thinking to sell airport and he was inquiring if there would be any interest in municipal airport.

Tonight's agenda item is look at a possible analysis pros and cons of a municipal airport to see where this can go. It's at no cost to the town, it requires some staff time. The FAA and DOT helping in getting this done.

Laurie Whitten, Planner; Paul Damiano, representing Skylark, ASM (airport support network volunteer); Alan Witkin, understudy to this process, assistant ASM came before the Board. The presentation was specific and read from the attachment "Meeting on Skylark Airport

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(Attachment B). Please refer to this attachment for what was stated by Mr. Damiano during this meeting.

Some additional items of information aside from the specific relaying of information in Attachment B were as follows:

The State of Connecticut has several airports in this process, including Ellington Airport; Simsbury Airport. Plainville has just gone thru the process. The FAA and State like to keep these areas airports.

Mr. Damiano referred to the FAA an "enigma wrapped in a mystery." If the FAA provides funding for an airport it has to stay an airport for at least twenty (20) years. The Town "sponsoring" is like a co-signer; someone who makes sure that the airport remains an airport after 20 years. If the airport does not go local, it can go elsewhere – to an area town or the State. There are two airports where sponsorship is not town the airport is in; but an adjacent town.

There is a substantial amount of money at federal level to do this; but a sponsor needed. There are many questions at this point on the whole process, thus the Study.

It was reiterated that the first step is at no cost to town. The RFQ is boilerplate. Plainville was \$100,000 study for a very large airport. The study for Skylark will not be that involved and it is assumed to cost \$25K to \$30K.

The study does involve the Planner office but it will take up more of the owner's time and at end there is a FAA endorsed agency that can give the town information.

The airport managed by the town means that the town maintains controls over land use. Mr. Damiano clarified that having said that they have never been through the process and it is the hope that the study can answer many questions.

There was discussion of management of the airport. It was noted that the airport FBO is not a town employee. The study would provide answers for the town, the pilots, and the owner.

Ms. Menard reiterated that this concept is at the investigation point. The next step, the RFP, is at no cost to the town and it gathers information. She was looking for board's approval for process to continue.

Mr. Damiano has offered to do the RFP process therefore, at this point it will not even cost staff time. Ms. Whitten indicated if the town goes forward with the grant the consultant is paid thru grant, environmental studies are done, feasibility's for use of the parcel are determined, including build out analysis; airport vs. residential.

There was a question about hazardous materials. It was noted this is a small airport and there is probably no hazardous issues at hand, but that will also be encompassed in the study.

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Every step along the way the Town will be involved and checks and balances are in place.

**MOTION: To go forward with the Analysis of Potential Municipal Purchase of Skylark Airport.  
Made by Mr. Hayes, seconded by Ms. Nelson.  
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

C. Discussion of Four or More Households Receiving Automated Trash & Recycling Service - Addressed out of order above. At this point Ms. Carol Lee had one more question for the Selectmen. She asked if the town picked up for Park Hill apartment (which has 89 units) or Spring Hill. Ms. Menard stated that the Town does not provide trash pick up to either of those locations.

D. Discussion of Establishing Clean Energy Committee

There is a resident who would be happy to assist in this initiative and this could provide the town with much needed knowledge and information in this pursuit. Ms. Menard will meet with Ms. Anne Gobin to establish a committee charge. The town is becoming energy efficient and one of things can be investigated is solar panels and credits for that. It was the board's consensus that Ms. Menard gather this information to establish this committee.

E. Discussion of current Property Maintenance Code

Ms. Menard noted sensitivity with the bulk trash collection removal and trash challenges across town. She described at length the difficulties with the current property maintenance code and with finding a volunteer willing to take over being the Property Maintenance Code official. Ms. Menard provide the board with a lot of information for them to read and review, including changed blight laws and less cumbersome codes in similar towns. East Windsor's current code is long and complicated. Currently Don Arcari is the property maintenance code appeals officer.

She detailed that the current Property Maintenance Code situation is not working. She asked the board to look at the information discuss this item at the second meeting in November. At that time the board can consider revising its current ordinance or maybe rescinding the current ordinance and replacing it with something more user friendly. North Central can enforce pieces and the fire marshals office can enforce some as well.

Deputy Chief Hart volunteered to help develop a blight ordinance as he has worked in the past on such a project in another town. The Board will look at materials and tag what they think will work for East Windsor and this will be discussed at the November meeting.

F. Cancellation of the November 3<sup>rd</sup> Board of Selectmen's meeting, due to Town Election Day (*Prior to the November 17<sup>th</sup> BOS meeting there will be a swearing in ceremony of new Elected Officials*)

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**MOTION: To cancel the regular scheduled board of Selectman meeting on  
November 3, 2009**

**Made by Mr. Pippin, Seconded by Ms. Nelson**

Discussion: Ms. Menard stated that the current make up of the Board remains the same up to the 17<sup>th</sup>, should something come up in the interim

**ALL MEMBERS IN FAVOR. MOTION CARRIED.**

G. Approval of Tax Refunds

**MOTION: To approve the tax refunds in the amount of \$24,866.00 dated October 14,  
2009 as recommended by the Tax collector**

**Made by Mr. Simmons, Seconded by Mr. Pippin**

Discussion – The amount is high because of Kettlebrook agreement.

**ALL MEMBERS IN FAVOR. MOTION CARRIED.**

H. Discussion of Appointed Officials Reporting Structure within the Town Hall

Mr. Simmons stated a constituent came to him that stating that the position of assessor and tax collector have been advised to report to the treasurer and it was felt this is in violation of town charter. He wanted this clarified, specifically 6-8 6-9 of the Charter state those positions report to first selectmen.

Ms. Menard stated that the tax collector, treasure, assessor report to the first selectmen. That said, the day to day operation is financial. On a day to day basis these departments coordinate and work together – which is a departmental structure – so they do not report to the First Selectmen every day per se.

This is no change and no violation in charter in any way. Ms. Menard further stated that in fact last fall discussions were held with the Boards of Selectmen, Finance and Education that the Treasurer office will have a similar format as is currently done with the planning departments. The Planning department is planning and development; people report to the planner; but report to First Selectmen indirectly as well. If a constituent has issue with how run day to day certainly the town can do a chart and the board can follow that – but it seems like micromanagement.

Mr. Pippin had a concern that treasurer job is too important when all three of those positions are equal in their own areas. It was reiterated that the First Selectman is involved in decisions, reporting and personnel issues.

Ms. Menard detailed some past ideas in this arena presented for Charter Revision; which did not occur. On the day to day it has been the goal to look forward toward an organization that is a little more coordinated in that all the finance people talk to each other instead all talking to the First Selectman individually and then translating to everyone else. The day to day tax collector and treasurer talking is no different - it has always been done.

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Mr. Simmons relayed it was the concern that the town is not being governed as the Charter dictates. charter dictates. Ms. Menard indicated she does not know of any violation in the town charter.

Ms. Menard will clarify she is the supervisor and that there is a chain of command and that all understand they are within the Charter.

No motion necessary for this item

**RETURN TO POSTPONED REAPPOINTMENT OF MIKE KOCERA**

**MOTION: To reappoint Michael Koczera as a regular member to the Conservation Commission for a four (4) year term to expire 11/1/2013**

**Made by Mr Hayes, seconded by Ms. Nelson**

Discussion: Mr. Pippin did not think it was a wise move. Mr. Hayes indicated that he has witnessed Mr. Koczera in the past recuse himself from agenda items that involve his properties. It was felt no one man will drive that board. Mr. Pippin indicated at issue is a multimillion dollar property transaction with a person who sits on board and commission that has wetlands in the area and Mr. Koczera has influence because he sits on the board. There was a question of attendance and percentage of attendance at meetings. It was noted that this is a land use committee that needs prior education and knowledge.

**Vote taken:**

**In favor: Nelson, Hayes, Menard**

**Opposed Simmons, Pippin**

**MOTION CARRIED**

**XI. BUDGET MATTERS**

Updates Regarding Fuel Oil and MSW Tonnage

Information was provided. The office has started tracking the tonnage, including that what is paid for at CRRA is what trash haulers say are dumping. The town wants to see good news over next couple months. This information will provide a consistent ebb and flow and going forward the town hopes to see costs come down a little. Recycling disposed of does not give a lot of money, may go up, but important piece is disposal cost for trash should go down. Info also provided on unleaded, diesel and heating fuel – will be split with prior years and current to track and compare.

**XII. EXECUTIVE SESSION - none**

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XIII. ADJOURNMENT

**MOTION: TO ADJOURN at 9:50 p.m.  
Made by Nelson, seconded by Simmons  
ALL MEMBERS IN FAVOR. MOTION CARRIED.**

Respectfully submitted,

Cynthia D. Croxford  
Recording Secretary

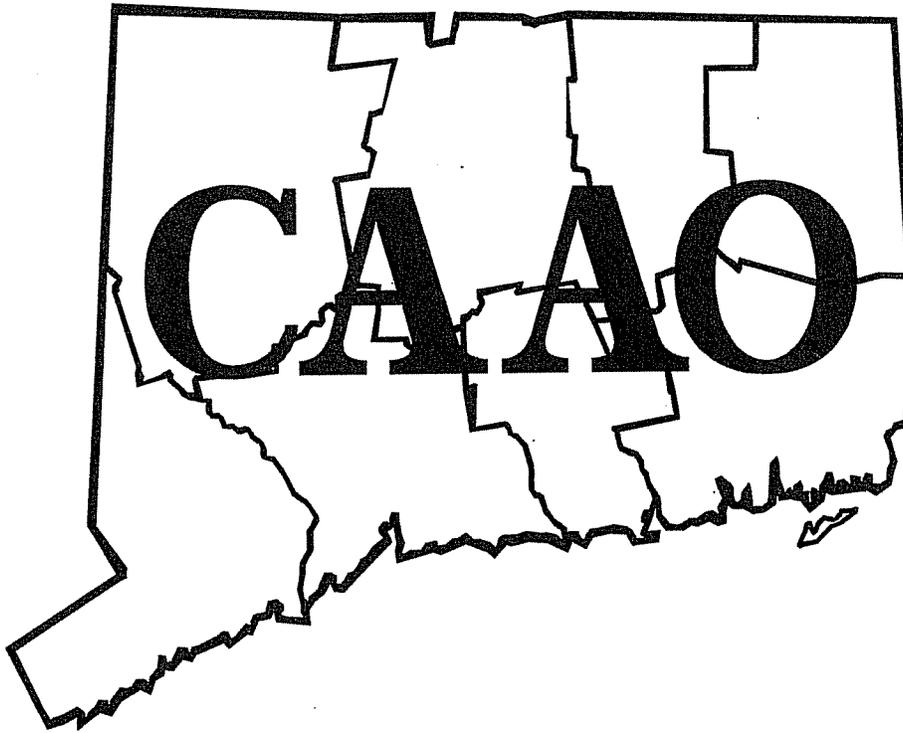
\*Starred items will not be discussed, but will remain on agenda pending receipt of additional information.

Attachment A: CAAO (3 pages)

Attachment B: Meeting on Skylark Airport (1 page)

Attachment  
A

# Handbook For Connecticut Assessors



Published By  
The Connecticut Association of Assessing Officers, Inc.

# CHAPTER 11

## ADMINISTRATIVE ABSTRACT CODING SYSTEM OFFICE OF POLICY AND MANAGEMENT

### Municipal Grand List Real Estate Use Codes

#### PART I TAXABLE PROPERTY NUMERIC LAND USE CODES

##### LAND USE CODE DEFINITIONS

100	RESIDENTIAL
200	COMMERCIAL
300	INDUSTRIAL
400	PUBLIC UTILITY
500	VACANT LAND
600	USE ASSESSMENT
700	10 MILL FOREST
800	APARTMENTS

#### PART II NUMERIC PERSONAL PROPERTY CODES

#### PART III NUMERIC MOTOR VEHICLE CODES

#### PART IV CODES FOR PARTIAL EXEMPTION ON TAXABLE PROPERTY

A	NON-REIMBURSED VETERAN'S EXEMPTIONS
B	REIMBURSED ADDITIONAL VETERAN'S EXEMPTIONS - BASED ON INCOME
C	NON-REIMBURSED ADDITIONAL VETERAN'S EXEMPTIONS - NOT ELIGIBLE UNDER INCOME REQUIREMENTS
D	DISABILITY - NON REIMBURSED
E	100% DISABLED - REIMBURSED
F	BLIND
G	ECONOMIC AND DEVELOPMENTAL - NON-REIMBURSED
H	ENVIRONMENTAL AND DEVELOPMENTAL - REIMBURSED
I	FARM AND MECHANICS
J	SOLAR ENERGY/POLLUTION CONTROL
K	PERSONAL PROPERTY OF TAX-EXEMPT INSTITUTIONS
L	INDIVIDUALS
M	MISCELLANEOUS
N	MANUFACTURERS AND TRUCKS
O	PHASE-IN - RESIDENTIAL PROPERTIES
P	PHASE-IN - NON RESIDENTIAL PROPERTIES
Q	RESIDENTIAL FIXED ASSESSMENTS
R	REIMBURSED EXEMPTION FOR OLDER MACHINERY AND EQUIPMENT - §12-94f

#### PART V EXEMPTION PROPERTY CODES

##### TAX EXEMPT PROPERTY LAND USE CODES

**PART I**

**TAXABLE PROPERTY NUMERIC LAND USE CODES  
AND CODE DEFINITIONS**

RECEIVED  
MAY 15 2014  
TOWN OF EAST WINDSOR  
ASSESSOR

- 100 RESIDENTIAL:** Property used for human habitation (e.g. year round residences, rural residences, condominiums, estates, seasonal residences, and individually owned mobile manufactured homes.) Residential property includes a building with one, two, three or four dwelling units, the lot or land on which the dwelling is situated, and accessory building(s) located on the parcel (e.g. garages, sheds, pools, and tennis courts).
- Property used for both residential and commercial purposes in which more than fifty per cent of the total floor area of the structure(s) on such parcel is used exclusively for residential purposes.
- 200 COMMERCIAL:** Property used for the sale of goods and/or services (e.g. dining establishments, motor vehicle services, warehouse and distribution facilities, retail services, bank and office buildings, and multi-purpose buildings, those which are housing more than one occupation, commercial condominiums for retail or wholesale use, non-residential living accommodations, recreation and entertainment facilities, hotels, motels, and leased municipal airports for profit). Commercial property includes the lot or land on which the building(s) is situated and accessory improvements located on a commercial lot (e.g. paving and storage buildings).
- 300 INDUSTRIAL:** Property used for the production or fabrication of durable and non-durable man-made goods from raw materials or compounded parts (e.g. manufacturing and processing facilities, industrial condominiums, and mining and quarrying operations). Industrial property includes the lot or land on which the building(s) is situated and accessory improvements located on the industrial land (e.g. paving, storage buildings, and tanks).
- 400 PUBLIC UTILITY:** Property used to provide services to the general public (e.g. gas and electric, water, communication, waste disposal, electric power generation, including hydro power, coal burning, oil burning, nuclear plant, and gas burning plant, gas generation plant, electric transmission and distribution, gas transmission and distribution, public water as defined in §12-75, telephone, telegraph, radio, television, community antenna television, railroads and waste disposal). Public Utility property includes the lot or land on which the building(s) is situated and accessory improvements located on the industrial land (e.g. paving, storage buildings, and tanks).

**Meeting On Skylark Airport**

- 1) Mike Koczera and his family have decided to sell Skylark Airport
- 2) Skylark Airport comprises about 100 acres of land, about half of which is open airport, and half is undeveloped land, all within the township of East Windsor
- 3) The Koczera family has agreed to try to keep the airport an airport, as opposed to the possible sale to a real estate developer
- 4) The FAA and Ct DOT have programs and funding in place to acquire and maintain owner operated private airports such as Skylark, in support of maintaining the national airspace system
- 5) In order to take advantage of the funding opportunities offered by the Federal government, there is a procedural process in place that needs to be followed.
- 6) Except in very rare circumstances, the Federal Government will not provide funding to acquire or improve an airport that is privately owned.
- 7) The FAA will only invest in airports that are "sponsored" by some form of local government. Sponsorship ensures that the airport will remain an airport after FAA funding, a requirement of the Federal law.
- 8) The order or hierarchy of government sponsorship would be; local town government, regional town governments, county governments, state government.
- 9) So, the starting point is that the FAA and CT DOT want to ask the town of East Windsor if they are interested in becoming the governmental sponsor of Skylark, so that the FAA and CT DOT can acquire and manage the property!!
- 10) Obviously, there are a lot of questions that would need to be answered BEFORE the Town could realistically even consider the question.
- 11) There is a process that the town can undertake (at NO COST TO THE TOWN) to conduct an evaluation study on the economic impact and viability of skylark airport.
- 12) The first step in that process, at no cost to the town, is to send out a Request For Qualifications to a pre approved list of Aviation Consulting Firms specializing in aviation related activity such as this
- 13) Consider this a sort of... "we want a quote"... no charge to get a quote to do the study.
- 14) The next step would be to accept one of the quotes, in concert with the CT DOT.
- 15) The cost to actually conduct the study is funded 98.75% by the FAA and the CT DOT. The pilots at Skylark have pledged to cover the remaining 1.25%. Still no cost to the Town.
- 16) The study will value the airport, measure the economic impact of the airport, outline federally funded improvements that could be undertaken, and possible town use of the open, undeveloped space.
- 17) Based on the results of the study, the Town can then make a well informed decision as to whether or not to move ahead with the project.
- 18) All we want to do tonight is to get agreement to send out the requests for quotes to do the study of the airport. Not to DO the study... just send out the request for quotes.