

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

**MEETING MINUTES NOVEMBER 17, 2009**

**I. TIME AND PLACE OF MEETING:**

Ms. Menard called the Meeting to order at 7:30 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT. Ms. Menard welcomed everyone to the first Meeting of the Board, which now includes two new members. Ms. Menard advised everyone that the Meeting tonight is mostly organizational in nature, and will include several re-appointments and new appointments.

**II. ATTENDANCE:**

Denise Menard, First Selectman  
Gil Hayes, Deputy First Selectman  
Mark Simmons, Selectman  
Dick Pippin, Selectman  
John Burnham, Selectman

**III. ADDED AGENDA ITEMS:**None.

**IV. PREVIOUS MINUTES/A. Approval of Regular Meeting Minutes of October 20, 2009:**

**MOTION:** To ACCEPT the Minutes of Regular Meeting dated October 20, 2009 as written.

**Mr. Simmons moved/Mr. Pippin seconded/**

**VOTE:** In Favor: Hayes/Pippin/Simmons  
Opposed: No one  
Abstained: Burnham

**V. PUBLIC PARTICIPATION:**

**Paul Anderson, of Main Street, Broad Brook, and also Chairman of the Water Pollution Control Authority (WPCA):** Mr. Andersen reported he would be speaking as a resident and also as Chairman of the WPCA. Mr. Andersen wished to speak of two issues regarding public notice. 1) On May 1st the Town moved public notice of meetings/hearings to the Hartford Courant. The WPCA cooperated with that change and advertised a Public Hearing on the Sewer Service Area which was advertised appropriately. Only one private citizen showed up for that Hearing. Mr. Anderson suggested it's difficult to hold a Public Hearing when no show up for discussion. 2) On November 5th notification was sent to the Hartford Courant by the WPCA regarding a Public Hearing scheduled for November 18th. Confirmation was received from the

Hartford Courant that the notice was received, and paid for. The WPCA subsequently received a communication from the Hartford Courant that the zoning legal notices was full for November 6th; the earliest the notification could be run was November 10th. Mr. Andersen noted the WPCA will not be able to hold a Public Hearing on November 18th as the notification timeframe was not sufficient. Mr. Andersen suggested that was unacceptable; he suggested the Board of Selectmen (BOS) go back to the Journal Inquirer for meeting notification.

**Marie DeSousa, 10 Rice Road:** reported she is encouraged to see that the Meeting is being taped tonight, as it will give other people access to what will occur at this Meeting.

## **VI. COMMUNICATIONS:**

The following material was received for the Board's information. Ms. Menard briefly explained the material for the benefit of the new Selectmen:

- A. **Connecticut Conference of Municipalities/1. Legislative Update:**
- A. **Connecticut Conference of Municipalities/2. Municipal leader Training:**
- B. **State of Connecticut Labor Force Data/September 2009:**
- C. **FOI Information (including additional material provided at the Meeting):**
- D. **News of the East Windsor Historical Society:**
- E. **Local Capital Improvement Program Grant Approved:**

## **VII. SELECTMEN'S REPORTS:**

- A. **Denise Menard, First Selectman:** Nothing this evening.
- B. **Gilbert Hayes, Selectman:**

**NEASC Visiting Committee** has arrived to conduct an accreditation of the high school; a good program was held on this previous Sunday regarding the process. Mr. Hayes suggested the report should be coming out soon. Ms. Simonelli, member of the Board of Education, speaking from the audience suggested Principal O'Reilly should have a draft report in about a month, while the completed report should be available in approximately six months.

- C. **Mark Simmons, Selectman:**

Mr. Simmons noted there were 4 positions available for the BOS for which 5 candidates ran. Although Ms. Nelson did not return to the Board Mr. Simmons commended her for bringing commitment and energy to the panel.

Mr. Simmons noted Rand Stanley has put together a crew of volunteers to tape meetings so the public will have another source of information. Sometimes just reading the minutes isn't the same as attending the meetings.

**The Capital Improvement Committee (CIP)** has held its second meeting, and is presently hearing presentations from department heads, etc.

**The Economic Development Committee (EDC)** scheduled for yesterday was canceled. That meeting had been scheduled as a workshop meeting to develop ideas for promoting East Windsor. They are also proposing a business directory. The next EDC Meeting is scheduled for 1/23/2010.

The **Veteran's Committee** recently held its annual road race. Nearly 300 people participated, including Gerda who, at 85, runs every year. They were able to offer substantial prize money this year. Also, for the first time, they honored a local veteran, Warren Wentz, for his service to his country. East Windsor also lost Bill Abbe, Sr., who was a member of the Veteran's Committee

The **Planning and Zoning Commission (PZC)** are updating the farm regulations and sign regulations, and are looking for input from the public. The PZC meets the second and fourth Tuesday.

Mr. Simmons reported he was unable to attend the recent the **Park and Recreation Commission (P&R)** but noted the BMX Park and the Dog Park are on-going projects for this Commission.

**D. Richard P. Pippin, Jr., Selectman:**

Mr. Pippin noted the **Inland/Wetlands Commission** has received one new application from Herb Holden Trucking.

Mr. Pippin noted he also attended the **PZC** farm regulation meeting, which was attended by many interested people. He suggested the PZC is listening to input; that's all you can ask.

**E. John L. Burnham, Selectman:**

Mr. Burnham will assume the liaison positions previously held by Mrs. Nelson.

**VIII/BOARD AND COMMISSION RESIGNATIONS & APPOINTMENTS:**

The following resignations, re-appointments, and appointments were acted on:

**A. Resignations:**

**1. Sarah Waltiere, Parks & Recreation Commission, term expires 05/01/2011:**

**MOTION: To ACCEPT, with regret, the resignation of Sarah Waltiere from the Parks and Recreation Commission.**

Mr. Simmons moved/Mr. Hayes seconded/

**Discussion:** Mr. Hayes reported Ms. Waltiere received a promotion and is moving to the Boston area. Mr. Pippin suggested a letter of thanks be sent to Ms. Waltiere for her service.

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (No opposition, No abstentions)

**2. John L. Burnham, Conservation Inlands Wetlands Commission, term expires 01/01/2012:**

**MOTION:** To ACCEPT, with regret, the resignation of John L. Burnham from the Conservation Inland Wetlands Commission.

**Discussion:** None

Mr. Hayes moved/Mr. Simmons seconded/

**VOTE:** In Favor: Hayes/Pippin/Simmons  
Opposed: No one  
Abstained: Burnham

**B. Re-Appointments:**

**1. American Heritage River Commission/Barbara Sherman, (D) as a regular member, four year term to expire 12/1/2013:**

**MOTION:** To re-appoint Barbara Sherman as a regular member of the American Heritage River Commission for a four year term to expire 12/1/2013.

**Discussion:** None.

Mr. Burnham moved/Mr. Pippin seconded/

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (No opposition, no abstentions)

**2. Central Connecticut Tourism District/James C. Richards (R) as representative for East Windsor, three year term to expire 11/1/2012:**

**MOTION:** To re-appoint James C. Richards (R) to the Central Connecticut Tourism District as representative for East Windsor for a three year term to expire 11/1/2012.

**Discussion:** None

Mr. Hayes moved/Mr. Simmons seconded/

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (No opposition,

no abstentions)

**3. Planning & Zoning Commission/Frank K. Gowdy, (R) as a regular member, four year term to expire 12/1/2013:**

**MOTION:** To re-appoint Frank K. Gowdy (R) to the Planning and Zoning Commission as a regular member for a four year term to expire 12/1/2013.

**Discussion:** None

**Mr. Pippin moved/Mr. Simmons seconded/**

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (No opposition, no abstentions)

**4. Water Pollution Control Authority/David A. Tyler, (R) as a regular member, four year term to expire 12/1/2013:**

**MOTION:** To re-appoint David A. Tyler (R) to the Water Pollution Control Authority as a regular member for a four year term to expire 12/1/2013.

**Discussion:** None

**Mr. Simmons moved/Mr. Hayes seconded/**

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (No opposition, no abstentions)

**C. New Appointments:**

**1. Capital Improvement Planning Committee as a regular member, 10 month term to expire 7/1/2010:**

Ms. Menard reported the Board is looking for a replacement for Ms. Nelson who previously filled this position. Ms. explained the purpose of this Committee, noting this is a 10 month commitment. Mr. Burnham volunteered for the position.

**MOTION:** To appoint John L. Burnham to the Capital Improvement Planning Committee as a regular member for a 10 month term to expire 7/1/2010.

**Discussion:** None

**Mr. Pippin moved/Mr. Simmons seconded/**

**VOTE:** In Favor: Hayes/Pippin/Simmons  
Opposed: No one  
Abstained: Burnham

**IX. UNFINISHED BUSINESS: There was no discussion on the following items this evening:**

- A. \*Discussion of current Property Maintenance Code
- B. \*Discussion of Establishing Clean Energy Committee
- C. \*Jennifer DiMauro, Director of Park Hill/Discussion of Pilot Plan for Park Hill
- D. \*Discussion and Action regarding Snow Removal Ordinances
  - 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

Ms. Menard noted the people from the Natural Resources Preservation Commission (NRPC) are present to discuss a land acquisition, which would require that the Board go out of order to take the Executive Session. Town Planner Whitten suggested the NRPC and their guest will wait until the end of the meeting.

**X. NEW BUSINESS:**

**A. Elect Deputy First Selectman:**

**MOTION: To nominate Mark Simmons as the Deputy First Selectman.**

***Discussion:* Mr. Hayes reported he has served with Mr. Simmons for more than two years and he truly believes he is worthy and capable, and as you can see from his report that he is very professional; Mr. Simmons has Mr. Hayes vote.**

**Mr. Pippin moved/Mr. Burnham seconded/**

**VOTE: In Favor: Menard/Burnham/Hayes/Pippin (no opposition, no abstentions)**

Ms. Menard noted she does not usually vote on appointments but has with regard to Mr. Simmons. She has spoken with him and finds his election appropriate as his party holds the majority position on the Board, but she also felt that Mr. Simmons will bring a bipartisan view to his position.

Mr. Simmons thanked Mr. Hayes for his kind words. He suggested the Town will have a tough budget year; he will give it his best shot. Mr. Simmons reported he appreciates the Board's support, but noted when he considers a situation he doesn't look at the "D"s or the "R"s; he looks at what's best for the Town. Mr. Simmons suggested everyone may not agree, but when they leave the room there will be no blood on anyone's shirt.

**B. Set Board of Selectmen Meeting Dates for the year 2010:**

Ms. Menard noted the submission of the proposed Meeting dates for 2010 for the BOS. She noted she has also been asked that the Board consider starting meetings at 7:00 p.m.

rather than 7:30 p.m.

**MOTION: To adopt the Meeting schedule as presented, with the revision that the meetings will begin at 7:00 p.m.**

**Mr. Burnham moved/Mr. Pippin seconded/**

**VOTE: In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)**

**C. Board of Selectmen Liaisons to Boards and Commissions:**

Ms. Menard suggested the Selectmen consider the material provided in their packets for discussion at the next meeting. Selectman Burnham volunteered to step in where Ms. Nelson had served.

**D. Authorize First Selectman to set Town Meeting dates:**

Ms. Menard reported the previous BOS had suggested that they authorize the First Selectman to set Town Meeting dates, which would avoid a two week delay caused by referral to the Board of Finance.

**MOTION: To authorize the First Selectman to set Town Meeting dates.**

**Discussion: None**

**Mr. Hayes moved/Mr. Simmons seconded/**

**VOTE: In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)**

**E. Recommendations to Town Meeting:**

**1. From the Board of Finance to/WPCA Funding:**

Appearing to discuss this proposal was Paul Andersen, Chairman of the WPCA (Water Pollution Control Authority), and Ed Alibozek, Chief Operator/Acting Supervisor of the WPCA. Mr. Alibozek reported the intent of the project is to sewer Route 140 from the corner of Mullen Road to the Trolley Museum which would be accomplished via a gravity sewer system of approximately 1 mile in length. Two new pump stations would be included in the project, including one which would replace an existing 40 year old pump station located near Marsh Motorcycle. They have done the general engineering on the project. Mr. Alibozek reported there is a large amount of funds available via the USDA which would fund approximately 45% of the construction of the \$3.6 million project. A requirement of application through the USDA is additional engineering, which is estimated to cost \$26,000+. That expense has been approved by the Board of Finance (BOF) and the BOS. Mr. Alibozek suggested the WPCA feels this proposal is a worthy project.

Mr. Andersen noted the pump station near Marsh Motorcycle is at the end of its life cycle. If this project is not undertaken replacement of the existing pump station would cost \$250,000. Mr. Andersen suggested it's better to invest in the proposed project than to replace the existing station, with no improvement to service.

Mr. Alibozek also reported he has been aggressively looking at other funding, such as via the American Recovery and Reinvestment Act (Stimulus money) and a STEAP Grant.

Selectman Burnham questioned if this project has the potential to keep going to provide additional service? Mr. Andersen replied affirmatively, noting Route 140 is a business corridor and to extend the line further you would also be getting into residential areas.

**MOTION: To set the meeting date tonight**

**Mr. Burnham moved/Mr. Pippin seconded**

**Discussion: Mr. Hayes noted the Board of Selectmen had previously authorized the First Selectman to set meeting dates; the remainder of the Board of Selectmen concurred.**

**Mr. Burnham withdrew his motion, Mr. Pippin withdrew his second.**

**2. Greater Hartford Transit District/Operating Assistance Grant:**

Ms. Menard reported this is a contract situation. The BOS asked Ms. Menard to set a Town Meeting date; no motion was necessary.

**F. Discussion of Holiday Schedule:**

Ms. Menard reported that Christmas and New Year's Day fall on Friday this year, therefore, Christmas Eve and New Year's Eve would fall on Thursday, which would require all staff to work until 7:00 p.m. If employees were given a half day off it becomes a union issue. Ms. Menard questioned if the BOS want Town Hall staff to take comp time or vacation time to get a half day off, or if non-essential staff be allowed time off; were there any suggestions from the floor? Selectman Pippin suggested the BOS consider requiring staff to work late another night to make up for an earlier dismissal on both Thursdays. Selectman Hayes requested to be provided with the cost of staff not working for the half days. Ultimately the Board requested Ms. Menard to discuss this issue with the union representatives and at the Senior Staff Meeting and report back to the Board.

**G. Approval of Tax Refunds:**

**MOTION: To approve the list of tax refunds as submitted by the Tax Collector; amount of refunds is \$903.42**

**Mr. Pippin moved/Mr. Hayes seconded/**

**VOTE: In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)**

**H. Background Information to be discussed at future meetings:**

**1. Board of Selectmen Priorities:**

Ms. Menard reported that during the campaign both the Republicans and the Democrats spoke of the same goals - to do what's best for East Windsor. She suggested she would like to see an Agenda item - beginning with the next meeting - which would encourage Board discussion as to how to make East Windsor a better community. Ms. Menard provided a hand-out to the Board outlining her thoughts, which she read for the record. She hoped the Board could accomplish working together over the next two years. Ms. Menard encouraged each Selectman consider suggestions for discussion at the next meeting. The Board concurred with Ms. Menard's suggestion.

Mr. Burnham offered the following items: 1) paper ballots for Town Meetings, 2) erection of a community bulletin board - something like the sign in front of the high school; Ms. Menard suggested signage for all Town buildings would be appropriate also.

**2. Ambulance Contract:**

Ms. Menard reported that the Ambulance Association extended its contract for six months. They requested that the next extension be considered in December annually, rather than in the heat of the budget season. She requested the Board read the enclosed contract for future discussion.

**3. Supervisors' Contract:**

Ms. Menard reported the Supervisors' Contract expires in June, 2010. A copy of that contract has been made available for the Boards' review at a future meeting. She noted discussion points would occur in Executive Session.

**4. Revised Charter approved at 11/3/2009 election:**

Ms. Menard reported she is working with Peg Hoffman, the Recording Secretary for the Charter Revision Commission, and the Town Clerk, regarding preparing a copy of the Charter which recently passed during election for referral to the Secretary of State's Office. Peg Hoffman, working the BOS Meeting as Acting Recording Secretary, advised Ms. Menard that the changes have been made; formatting revisions are holding up the passage of the document to the Selectmen's Office and the Town Clerk. Ms. Hoffman will contact Ms. Menard tomorrow for assistance.

**5. Budget Letter for 2010-2011:**

Ms. Menard has provided the Selectmen a copy of the previous year's budget, and the

budget letter which goes to department heads, commissions, and organizations which do business with the Town. She noted that the BOF and BOS work jointly on this issue; dates will start earlier this year due to the revisions contained in the Charter.

**XI. BUDGET MATTERS:**

**A. Trash & Recycling Update:**

Ms. Menard apologize apologized for the lack of an update on this item but she was out of the office due to illness. She reported the process that is occurring is working; she will provide an advisement of the savings for tonnage and recycling at a future meeting.

**B. Bulky Waste Drop Off Report:**

Ms. Menard reported that the roadside bulky waste pickup was dropped in favor of F&G Recycling providing that service via “drop off” days at their facility at Shoham Road. Two days occurred for 2009, during the first 150 residents dropped off 40 tons of materials at a cost of \$3200; during the second day 250 residents dropped off 57 tons of materials for a cost of \$4,900. Ms. Menard reported there is the potential for three days in 2010.

Selectman Hayes noted that the “drop off” days were designed as a trial. He noted that not everyone has a pickup truck to take a refrigerator to Shoham Road; perhaps the Town could consider a couple of roadside pick up days which would alleviate the trash being dropped along the roads in town. Ms. Menard noted the bulky waste removal was dropped for a cost savings. Additional services have been added back to the trash contract at an additional cost. She suggested the Board consider further discussion during the budget process.

**C. General Fund Budget dated 11/06/09:**

Ms. Menard reported the BOS has received a copy of the same document that is provided for the BOF. This material is sent to BOS electronically monthly - a paper copy will be provided for Selectman Burnham. Ms. Menard gave a brief explanation of the budget for the benefit of the new Selectmen.

**MOTION: To RECESS FIVE MINUTES.**

**Mr. Hayes moved/Mr. Simmons seconded/**

**VOTE: In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)**

The Board of Selectmen RECESSED at 9:10 p.m. and RECONVENED at 9:20 p.m.

**XII. EXECUTIVE SESSION/A. Pursuant to C.G.S. Section 1-200 (6) (d) to include Town Planner:**

**MOTION:** To GO INTO EXECUTIVE SESSION Pursuant to C.G.S. Section 1-200 (6) (d) at 9:22 p.m. Attending: Town Planner Laurie Whitten, Members of the Natural Resources Preservation Committee Chairman Albert Grant, Bob Slate, Jim Stremper, Guest Amy Blaymore Patterson of the Trust for Public Land, First Selectman Menard, and Selectmen Burnham, Hayes, Pippin, and Simmons.

**Discussion:** None

**Mr. Hayes moved/Mr. Simmons seconded/**

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)

**MOTION:** To COME OUT OF EXECUTIVE SESSION at 10:14 p.m.

**Mr. Burnham moved/Mr. Pippin seconded/**

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)

**MOTION:** The Board of Selectmen would like the Trust for Public Land, the Natural Resource Preservation Committee and the Town of East Windsor to work together in exploring opportunities for Open Space and farmland acquisition. It is understood that there will be a cost to the Town for looking at possible opportunities.

**Mr. Simmons moved/Mr. Hayes seconded/**

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)

### **XIII. ADJOURNMENT:**

**MOTION:** To ADJOURN the Meeting at 10:21 p.m.

**Mr. Hayes moved/Mr. Simmons seconded/**

**VOTE:** In Favor: Burnham/Hayes/Pippin/Simmons (no opposition, no abstentions)

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

Submitted by: \_\_\_\_\_  
Peg Hoffman, Acting Recording Secretary, East Windsor Board of Selectmen