

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

**SPECIAL MEETING  
BUDGET WORKSHOP**

*March 3, 2022*

*6:00 p.m.*

*This Meeting is being held in person  
And  
via ZOOM Teleconference*

**Meeting ID: 332 683 3563**

**Passcode: townhall**

**SCHEDULE OF MOTIONS**

**Board of Selectmen**

Jason E. Bowsza, First Selectman  
Marie DeSousa, Deputy First Selectman  
Alan Baker, Selectman  
Sarah Muska, Selectman  
Charles Nordell, Selectman

**ATTENDANCE:** First Selectman Bowsza hosted the hybrid meeting.  
Also present were: Deputy First Selectman DeSousa, Selectman Baker,  
Selectman Muska, and Selectman Nordell.

**GUESTS/SPEAKERS related to Budget Presentations (Remote access only): Finance  
Director: Amy O'Toole.**

**Additional** remote participants identified under their sign-in signature: **Tax Collector:** Patti Kratochvil.

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

First Selectman Bowsza called the Board of Selectmen Special Meeting/Budget Workshop of the East Windsor Board of Selectmen dated March 3, 2022 to order at 6:05 p.m.

**2. ATTENDANCE:**

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First Selectman Bowsza noted a quorum has been established as all five members of the Board of Selectmen are present this evening in-person.

**4. BUDGET DISCUSSION AND VOTE**

**SELECTMEN'S BUDGET:**

**MOTION:** To ACCEPT the Selectman's Budget as presented in the amount of \$287,389.

**Muska moved/Nordell seconded/DISCUSSION:** None.

**VOTE:** In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)

**CHARTER REVISION:**

No funding in this Budget proposal.

**ETHICS COMMISSION:**

**MOTION:** To APPROVE the Ethics Commission at \$500.

**Muska moved/Baker seconded/DISCUSSION:** None.

**VOTE:** In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)

**DIVERSITY COUNCIL:**

**MOTION:** To ACCEPT the Diversity Council as presented.

**Baker moved/Nordell seconded/DISCUSSION:** None.

**VOTE:** In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)

**ART AND CULTURE COMMISSION:**

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**MOTION: To ACCEPT the Arts and Culture Commission in the amount of \$4,500.**

**DeSousa moved/Nordell seconded/DISCUSSION:** Selectman Muska noted it's nice to see a new Commission so passionate and energetic, and wanting to do something nice. First Selectman Bowsza agreed, noting it's nice to see new volunteers coming forward. Selectman Nordell agreed with Selectman Muska, but he would like to see more of their presentation before voting. First Selectman Bowsza cited in deference to Selectman Nordell the Board could vote on this Budget request during the Board's Regular Meeting. Deputy First Selectman DeSousa described their proposal for the interactive murals on South Water Street which will cover existing graffiti, and the wrap boxes; she suggested they won't be able to do everything with the \$4,500.

First Selectman Bowsza questioned if Selectman Nordell would like to return to this budget approval; Selectman Nordell replied affirmatively.

**Selectman Baker WITHDREW his motion; Deputy First Selectman DeSousa WITHDREW her second.**

**BOARD OF FINANCE:**

**MOTION: To ACCEPT the Board of Finance Budget as presented at \$53,255.**

**Baker moved/Muska seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**ASSESSOR:**

**MOTION: To ACCEPT the Assessor's Budget as presented at \$211,903.**

**Muska moved/DeSousa seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**BOARD OF ASSESSMENT APPEALS:**

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**MOTION:** To ACCEPT the Board of Assessment Appeals proposed Budget request at \$3,000.

**Baker moved/Muska seconded/DISCUSSION:** None.

**VOTE:** In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)

**TAX COLLECTOR:**

**MOTION:** To ACCEPT the Tax Collector's proposed Budget request at \$142,314.

**Muska moved/Baker seconded/DISCUSSION:** None.

**VOTE:** In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)

**TREASURER:**

**MOTION:** To ACCEPT the proposed Budget request for the Treasurer at \$261,213.

**Baker moved/DeSousa seconded/DISCUSSION:** None.

**VOTE:** In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)

**CIP (Capital Improvement Planning Committee):**

First Selectman Bowsza noted this is funding for their recording secretary.

**MOTION:** To ACCEPT the CIP Budget request at \$750.

**Muska moved/Baker seconded/DISCUSSION:** None.

**VOTE:** In Favor: DeSousa/Baker/Muska  
Opposed: Nordell  
Abstentions: None.

**LEGAL:**

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**MOTION: To ACCEPT the proposed Legal budget at \$280,000.**

**Baker moved/Muska seconded/DISCUSSION:** Selectman Nordell questioned if we needed more funding for Legal in a re-valuation year? Finance Director O'Toole replied negatively, noting that would come out of the Re-val Budget. First Selectman Bowsza suggested we would need more Legal funding in a year where more labor contracts were being negotiated.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**ACTIVITIES, FEES AND ORGANIZATIONS:**

**MOTION: To ACCEPT the Melrose Schoolhouse at \$500, and the American Heritage River Commission at \$3,500.**

**Baker moved/Muska seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**PER-CAPITA ORGANIZATIONS:**

**MOTION: To ACCEPT the following budgets: Probate at \$2,853; North Central District Health Department at \$52,150; Connecticut Council of Municipalities at \$7,035; Capital Region Council of Governments at \$10,834; Metro-Hartford Alliance at \$2,275; and Greater Hartford Transit District at \$1,982.**

**Baker moved/DeSousa seconded/DISCUSSION:** Selectman Nordell questioned if these organizations are all based on per capita figures how come the funding levels are different? First Selectman Bowsza suggested it depends on which per capita year they use. The Department of Public Health does an annual population census, which most of these are predicated on. Others use the US Census, which is not the same number.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**DOMESTIC VIOLENCE:**

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**MOTION: To ACCEPT the Domestic Violence line at 5,000.**

**Muska moved/Baker seconded/DISCUSSION:** Selectman DeSousa questioned if Melissa Maltese, Director of Recreation and Community Services, works with this group? First Selectman Bowsza replied negatively, noting East Windsor is in a regional area which is serving 8 communities; they don't request funding, we've historically donated to them. Selectman Muska noted that Mrs. Maltese has worked with this organization for people in our community.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**MEMORIAL DAY, 4-TOWN FAIR:**

**MOTION: To ACCEPT \$1,200 for Memorial Day and \$1,000 for the 4-Town Fair.**

**Baker moved/Nordell seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**RECOGNITION:**

**MOTION: To ACCEPT the \$1,000 for Recognition.**

**DeSousa moved/Baker seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**CEMETERIES:**

**MOTION: To ACCEPT \$30,000 for the Cemetery Association.**

**DeSousa moved/Baker seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**EAST WINDSOR HEALTH AND WELLNESS:**

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**MOTION: To ACCEPT the East Windsor Health and Wellness at \$4,702.00**

**Muska moved/Baker seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**NORTH CENTRAL MENTAL HEALTH DISTRICT:**

**MOTION: To ACCEPT the North Central Mental Health District at \$783.**

**DeSousa moved/Muska seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**MOTION: To ACCEPT a department budget for Activities and Fees at \$124,814.**

**Nordell moved/DeSousa seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**IT (INFORMATION TECHNOLOGY):**

**MOTION: To ACCEPT the proposed budget of \$283,982 for the Information Technology line.**

**Baker moved/Muska seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**TOWN CLERK:**

**MOTION: To ACCEPT the Town Clerk's budget at \$154,179.**

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**Muska moved/Baker seconded/DISCUSSION:** Deputy First Selectman DeSousa questioned that the “pay online” line had been removed? First Selectman Bowsza noted discussions are continuing.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**REGISTRARS OF VOTERS:**

**MOTION: To ACCEPT the Registrar’s budget at \$72,889.**

**Muska moved/Nordell seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**PLANNING:**

**MOTION: To ACCEPT the Planning budget at \$283,555.**

**Baker moved/Muska seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**PLANNING AND ZONING COMMISSION, AND ZONING BOARD OF APPEALS:**

**MOTION: To ACCEPT the Planning and Zoning budget as proposed by the First Selectman at \$3,950, and the Zoning Appeals Board at \$1,400.**

**Baker moved/Nordell seconded/DISCUSSION:** Deputy First Selectman DeSousa noted these budgets include fees for recording secretaries; should the Board consider these request after the discussion of recording secretary fees later in the meeting? First Selectman Bowsza referenced the “last pass rule”. The Board will go through all the departments, and as we get to the recording secretary and the part-time line anything changed in that the “last pass rule” controls.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**PROPERTY INSURANCE:**



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**MOTION: To ACCEPT the Property Insurance budget at \$185,000.**

**Nordell moved/DeSousa seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**WETLANDS, VETERANS, AGRICULTURAL, CONSERVATION COMMISSIONS:**

**MOTION: To ACCEPT the proposed \$1,800 for Wetlands, \$1,200 for the Veterans Commission, \$500 for the Agricultural Commission, and \$500 for the Conservation Commission.**

**Baker moved/Muska seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**ECONOMIC DEVELOPMENT COMMISSION:**

**MOTION: To ACCEPT EDC (Economic Development Commission) at \$1,825.**

**Baker moved/no second – motion failed for lack of second.**

**MOTION: To FUND \$825 for the Economic Development Commission.**

**DeSousa moved/Baker seconded/DISCUSSION: Nothing further.**

**VOTE: In Favor: DeSousa/Baker/Muska  
Opposed: Nordell  
Abstained: No one**

**POLICE:**

**MOTION: To ACCEPT the Police Department budget at \$3,924,264.**

**DeSousa moved/Muska seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**POLICE COMMISSION:**

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**MOTION: To ACCEPT the Police Commission at \$1,725.**

**Muska moved/Nordell seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**EMERGENCY MANAGEMENT:**

**MOTION: To ACCEPT Emergency Management at \$41,048.**

**Muska moved/Nordell seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**BUILDING DEPARTMENT:**

**MOTION: To ACCEPT the Building Department at \$176,407.**

**Baker moved/Muska seconded/DISCUSSION: Deputy First Selectman DeSousa indicated she thought the Board would be removing \$827 for Longevity. First Selectman Bowsza concurred.**

**Selectman Baker AMENDED his motion, Selectman Muska AMENDED her second.**

**AMENDED MOTION: To ACCEPT the Building Department at \$175,587.**

**Baker moved/Muska seconded/DISCUSSION: Nothing further.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**COMMUNICATIONS:**

**MOTION: To ACCEPT Communications at \$21,982.**

**Nordell moved/Muska seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**PUBLIC WORKS:**

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**MOTION: To ACCEPT Public Works at \$1,156,043.**

**Baker moved/Nordell seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**TOWN PROPERTY:**

**MOTION: To ACCEPT Town Property at \$1,191,415.**

**Baker moved/Nordell seconded/DISCUSSION:** Selectman Nordell questioned the cost of gas and diesel. Finance Director O'Toole noted the Town was paying less than \$2 per gallon in the last year. Selectman Nordell questioned if the Board was budgeting enough; First Selectman Bowsza suggested at this point we have no indication that we aren't budgeting enough. Finance Director O'Toole indicated at this point it went up \$60,000 from \$1.15 to \$1.55. Selectman Nordell asked for a year to date figure. Finance Director O'Toole replied \$76,000 through today. Deputy First Selectman DeSousa referenced her notes on water, and hydrants. Finance Director O'Toole indicated she still had not received a response from Connecticut Water.

**Selectman Baker AMENDED his motion, Selectman Nordell AMENDED his second.**

**AMENDED MOTION: To ACCEPT Town Property at \$1,194,443 to reflect those changes.**

**Baker moved/Nordell seconded/DISCUSSION:** Nothing further.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**ROAD IMPROVEMENTS:**

**MOTION: To ACCEPT Road Improvements at \$430,000.**

**Baker moved/Muska seconded/DISCUSSION:** None.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
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**BUILDING COMMITTEE:**

**MOTION: To ACCEPT the Building Committee at \$1,200.**

**DeSousa moved/Nordell seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**SANITATION:**

**MOTION: To ACCEPT Sanitation at \$1,063,445.**

**Baker moved/Nordell seconded/DISCUSSION:** First Selectman Bowsza noted as unseemly as that number is East Windsor is the envy of most towns in North Central Connecticut because our tipping fee is like 70% of what other towns are paying. We have a sweetheart deal; this is a major policy issue in the State. Selectman Baker noted Hartford is leaving MIRA. Deputy First Selectman DeSousa questioned the cost of single streaming. Finance Director O'Toole indicated so far we've spent \$7,720 this year, but that figure is only for a couple of months. First Selectman Bowsza noted Director of Public Works Norton is suggesting it may be less but he doesn't have anything to support that. Discussion continued regarding the cost of trash removal for the 4-Town Fair.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**SENIOR SERVICES:**

**MOTION: To ACCEPT Senior Services at \$254,274.**

**Muska moved/Nordell seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**ELDERLY COMMISSION:**

**MOTION: To ACCEPT the Elderly Commission at \$500.**

**Muska moved/DeSousa seconded/DISCUSSION: None**

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**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**SOCIAL SERVICES:**

**MOTION: To ACCEPT Social Services at \$177,422.**

**Muska moved/Nordell seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**BROAD BROOK LIBRARY:**

**MOTION: To FUND \$25,000 for the Broad Brook Library.**

**DeSousa moved/Muska seconded/DISCUSSION: Noting she had missed their presentation Deputy First Selectman DeSousa questioned the passes they are proposing to make available. First Selectman Bowsza noted they are the same passes available through other sources.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**WAREHOUSE POINT LIBRARY:**

**MOTION: To ACCEPT the proposed budget for Warehouse Point Library at \$299,750.**

**Baker moved/Muska seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**LIBRARIES:**

**MOTION: To ACCEPT the total budget for the libraries at \$324,750.**

**Nordell moved/Baker seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

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**RECREATION:**

**MOTION: To ACCEPT Parks and Recreation at \$333,579.**

**DeSousa moved/Baker seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**HISTORICAL COMMISSION:**

**MOTION: To ACCEPT the Historical Commission for \$500.**

**Baker moved/Muska seconded/DISCUSSION: None**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

**7. ADJOURNMENT:**

**MOTION: To ADJOURN the Budget Workshop at 6:55 p.m.**

**Muska moved/Nordell seconded/DISCUSSION: None.**

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
(No one opposed/No abstentions)**

Respectfully submitted, -----  
Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen