

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

REGULAR MEETING

Thursday, September 5, 2019

7:00 p.m.

Town Hall Meeting Room
11 Rye Street, Broad Brook, CT. 06016

Meeting Minutes

**** These Minutes are not official until approved at a subsequent meeting****

Board of Selectmen:

Robert Maynard, First Selectman
Steve Dearborn, Deputy First Selectman
Jason E. Bowsza, Selectman
Andy Hoffman, Selectman
Charles J. Szymanski, Selectman

ATTENDANCE: Board of Selectmen: Robert Maynard, First Selectman; Jason E. Bowsza, Selectman; Andy Hoffman, Selectman; Charles J. Szymanski, Selectman (arrived at 7:10 p.m.)

ABSENT: Steve Dearborn, Deputy First Selectman.

SPEAKERS: Public: Paul Anderson, Marie DeSousa, Bill Loos; Agricultural Commission: Glenn Reichle; Board of Education: Cathy Simonelli, Chairman.

Press: No one from the Press was present.

TIME AND PLACE OF REGULAR MEETING:

First Selectman Maynard called the Regular Meeting of September 5, 2019 to Order at 7:00 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

PLEDGE OF ALLEGIANCE:

Everyone present stood to recite the Pledge of Allegiance.

AGENDA APPROVAL:

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MOTION: To APPROVE the Agenda as presented.

Maynard moved/Hoffman seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous (Maynard/Bowsza/Hoffman)
(No one opposed/No abstentions – Selectman Szymanski had not yet arrived)

ATTENDANCE: See page 1.

APPROVAL OF MEETING MINUTES/Special Meeting Minutes of August 12, 2019:

MOTION: To APPROVE the Special Meeting Minutes of the Board of Selectmen Meeting dated August 12, 2019 as presented.

Maynard moved/Hoffman seconded/DISCUSSION: None

VOTE: In Favor: Unanimous (Maynard/Bowsza/Hoffman)
(No one opposed/No abstentions – Selectman Szymanski had not yet arrived)

APPROVAL OF MEETING MINUTES/Regular Meeting Minutes of August 15, 2019:

MOTION: To APPROVE the Regular Meeting Minutes of the Board of Selectmen Meeting dated August 15, 2019 as presented.

Maynard moved/Hoffman seconded/DISCUSSION: Selectman Hoffman recalled that at the previous meeting Selectman Szymanski had suggested the Board of Selectman (BOS) invite a sampling of business owners in town to join us to discuss their experiences with East Windsor as a host community – is their experience good or bad, what could we do better. Selectman Hoffman suggested he had visited businesses when he was a member of the Economic Development Commission (EDC) but that Commission has limited membership at present; he questioned that they have the time to make the business visits. Selectman Hoffman asked First Selectman Maynard for suggestions until the EDC becomes stronger; he felt meeting with the business owners was too good of an idea to just drop. First Selectman Maynard agreed that the meetings would be beneficial, and the EDC should be the group initiating those meetings; he cited his intention to join the EDC after the November elections. Selectman Hoffman questioned if it would be reasonable to invite a few business owners to meet with the BOS to begin that process; First Selectman Maynard agreed. Selectman Hoffman offered his contact list to initiate the process.

VOTE: In Favor: Maynard/Bowsza/Hoffman)
(No one opposed/No abstentions – Selectman Szymanski had not yet arrived)

COMMUNICATIONS:

Selectman Bowsza read correspondence from Barbara Sherman offering her input regarding the Charter revision. (See Attachment A).

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PUBLIC PARTICIPATION:

Paul Anderson, 89 Main Street: Mr. Anderson noted reappointments pending for this evening which he would like to endorse:

Jason Bowsza for the Pension and Retirement Board.
John Burnham for the Housing Authority
John Mazza for the Water Pollution Control Authority
Joe Ouellette for the Planning and Zoning Commission

Mr. Anderson reported all resident volunteers up for reappointment had done excellent jobs during their prior terms; he would like to see their reappointments go forward.

Marie DeSousa, 10 Rice Road: Mrs. DeSousa also spoke in favor of the following reappointments:

Jason Bowsza for the Pension and Retirement Board.
John Burnham for the Housing Authority
Joe Ouellette for the Planning and Zoning Commission

Mrs. DeSousa suggested both Mr. Bowsza and Mr. Burnham have done a great job in their positions. She noted Mr. Ouellette has been on the Planning and Zoning Commission for some time and she's heard nothing negative about him.

LET THE RECORD SHOW Selectman Szymanski arrived at 7:10 p.m.

Mrs. DeSousa also noted she had submitted a complaint to First Selectman Maynard regarding the actions of one of the Selectmen at a previous meeting. She has received a response from First Selectman Maynard but she felt it didn't address her concerns. Mrs. DeSousa is looking for the Board to take proper action against that Selectman.

First Selectman Maynard indicated he had initially prepared a response, he read the following excerpt: "You're all aware of the cameras in the room, and the cameras are recording what's said and done. Not only are they recording what's said and done but what's happening here is streamed live on YouTube and is available to the public to view at their leisure. I believe the BOE meetings and the Police Commission Meetings should also be streamed and made available on their websites. But, for another reason, the cameras change the dynamics of the meetings; people can now attend the meetings and during public participation reach a larger audience. That is good; people are using this but some people are using this to their advantage. Some things people say are true, some things are misleading, some things people say probably should not be said. I have little control over what people say, and what I do and say in this room I have control over so I'm going to do what I think I should do. I'm going to say and do what I believe should be said and what should be done, so, what I'm saying is people are using this to reach an audience, and I understand that. I think that just like Facebook reaches a large audience, so it's ok but I don't take what is said on Facebook is necessarily true. We're in a world now where you have to look at things closely and some things are misleading, some things are not fact, you have to make these determinations for yourselves."

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Bill Loos, Melrose Road: Mr. Loos reported he understood the Chairman of the Police Commission hired Pullman and Comley to research and draft a proposal of things he found about the (Charter) changes, and I'd like a copy of that proposal, the opinion that he wrote on it. And it was a cost of about \$350 an hour for a total cost of \$4,473. As a citizen, I'd like a copy of that report, and as a former member of the Charter Revision Commission. Thank you.

First Selectman Maynard indicated he has asked the Chairman of the Police Commission for that information also, but he hasn't given it to me. Monday, we'll look into it further.

Glenn Reichle, 37, Harrington Road, representing the Agricultural Commission: Mr. Reichle reported he is present on behalf of the Agricultural Commission to request an extension of time to report to the BOS on their review of the agricultural leases coming up for bid. Mr. Reichle reported he understands the Agricultural Commission would like to hold a Special Meeting to complete their work. First Selectman Maynard reported he had received an e-mail from Peg Hoffman (of the Planning and Zoning Office) which reported that information. First Selectman Maynard indicated the Board would like to get the bids out the week of September 16th. The Recording Secretary advised Mr. Reichle and First Selectman Maynard a Special Meeting had been posted this afternoon for the Agricultural Commission for Tuesday (September 10th); members have been advised.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.

Resignations: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B

Reappointments:

1. Jason Bowsza (D), Pension and Retirement Board, regular member for a term expiring October 31, 2023:

MOTION: To REAPPOINT Jason Bowsza (D), Pension and Retirement Board, regular member for a term expiring October 31, 2023

Maynard moved/Szymanski seconded/**DISCUSSION:** None.

VOTE: In Favor: Maynard/Hoffman/Szymanski
Opposed: No one
Abstained: Bowsza

2. John Burnham (R), Housing Authority, regular member for a term expiring September 1, 2024:

MOTION: To REAPPOINT John Burnham (R), Housing Authority, regular member for a term expiring September 1, 2024.

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Bowsza moved/Szymanski seconded/DISCUSSION: Selectman Hoffman questioned why the Pension Board was a four year term while the other appointments were five year terms? Selectman Bowsza suggested his term on the Pension Board is a term associated with his term as Selectman. Discussion continued regarding term limits.

VOTE: In Favor: Maynard/Bowsza/Hoffman/Szymanski)
(No one opposed/No abstentions)

3. Anne Gobin (D), Planning and Zoning Commission, alternate member for a term expiring October 1, 2024:

MOTION: To REAPPOINT Anne Gobin (D), Planning and Zoning Commission, alternate member for a term expiring October 1, 2024.

Bowsza moved/Hoffman seconded/DISCUSSION: Selectman Bowsza reported Anne has worked many years at DEEP and that she's willing to lend her professional expertise to one of our land use boards is excellent.

VOTE: In Favor: Maynard/Bowsza/Hoffman/Szymanski)
(No one opposed/No abstentions)

4. John Mazza (U), Water Pollution Control Authority, regular member for a term expiring October 1, 2024:

MOTION: To REAPPOINT John Mazza (U), Water Pollution Control Authority, regular member for a term expiring October 1, 2024

Maynard moved/Hoffman seconded/DISCUSSION: None

VOTE: In Favor: Maynard/Bowsza/Hoffman/Szymanski)
(No one opposed/No abstentions)

5. Joseph Ouellette (U), Planning and Zoning Commission, regular member for a term expiring October 1, 2023:

MOTION: To REAPPOINT Joseph Ouellette (U), Planning and Zoning Commission, regular member for a term expiring October 1, 2023.

Maynard moved/Bowsza seconded/DISCUSSION: None

VOTE: In Favor: Maynard/Bowsza/Hoffman/Szymanski)
(No one opposed/No abstentions)

6. Susie Taylor (D), Parks and Recreation Commission, regular member for a term expiring October 1, 2024:

MOTION: To REAPPOINT Susie Taylor (D), Parks and Recreation Commission, regular member for a term expiring October 1, 2024.

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Maynard moved/Hoffman seconded/DISCUSSION: None

VOTE: **In Favor:** **Maynard/Bowsza/Hoffman/Szymanski)**
 (No one opposed/No abstentions)

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/C. New Appointments:

1. Emma Capitao (R), Beautification Committee, regular member for a term expiring May 1, 2020:

MOTION: **To APPOINT Emma Capitao (R), Beautification Committee, regular member for a term expiring May 1, 2020.**

Maynard moved/Bowsza seconded/DISCUSSION: None.

In Favor: **Maynard/Dearborn/Hoffman/Szymanski**

UNFINISHED BUSINESS/*A. Broad Brook Mill Discussion:

- * Any starred items will not be discussed but will remain on the agenda pending receipt of additional information.

UNFINISHED BUSINESS/B. Discussion of Charter Revision:

First Selectman Maynard referenced the Legal Notice (see Attachment B) for the proposed Charter revisions which will appear in the Journal Inquirer tomorrow (Friday, September 20, 2019). The Legal Notice contains the questions which will appear on the November 5, 2019 ballot. The Legal notice will also include the description of how the changes will appear in the Charter if the proposed changes are approved.

First Selectman Maynard also reported that Melissa LaBelle, of the First Selectmen's Office, has also added the Legal Notice and the entire **red-line** Charter on the Town of East Windsor Website Main Page under "News", as well as the Selectmen's Page and the Charter Revision Commission page.

UNFINISHED BUSINESS/C. Casino:

First Selectman Maynard reported he and Selectman Hoffman have worked on a draft for the second casino impact ordinance; a copy of the draft will be available for review by the Board at the next Selectmen's Meeting. He indicated there will be two ordinances, the first ordinance addresses putting the money from the casino in the Casino Impact Fund, while the second ordinance will be something similar to the budget process and expenditures of the Casino Impact Fund.

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Selectman Hoffman suggested when he prepared the draft he tried to capture much of what Selectman Bowsza had said in an earlier ordinance, and included his own thoughts and input offered by Keith Yagaloff. Selectman Hoffman indicated he prepared that draft, which he submitted to First Selectman Maynard, who is suggesting additional changes. Selectman Hoffman suggested he felt this draft ordinance references the thoughts of the Board members over the last year and a half as to what the ordinance should be; he felt the draft ordinance has merits and will be something all Board members can work with.

Discussion continued. First Selectman Maynard indicated the current draft will be available to the Board for review at the next BOS Meeting.

UNFINISHED BUSINESS/D. Discussion of Hartford Foundation's Greater Together Community Funds:

First Selectman Maynard reported the Hartford Foundation has created funds for 29 designated towns under its Greater Together Community Funds Program; each town will receive \$100,000 for use by the community for projects of their choice. He noted a kick-off meeting is being held September 10, 2019 at the South Windsor Library; residents interested in being involved in an advisory committee, which determines how the funds will be distributed, should attend. (*See flyer, Attachment C*). First Selectman Maynard noted RSVP is requested by tomorrow.

UNFINISHED BUSINESS/E. Discussion and Clarification of Tyler Regional Animal Care Shelter (TRACS) Information:

First Selectman Maynard reported we are moving ahead with signing a contract with the Tyler Regional Animal Control Shelter to join the other three towns. First Selectman Maynard noted we've heard a rumor that one of the larger towns would be leaving the partnership, which would increase the cost for the other towns. He noted Selectman Hoffman has called representatives from the other participating towns and the representatives from the other towns rumored to be leaving have said the rumor isn't true. First Selectman Maynard indicated he's considered the cost if Manchester were to leave the agreement, and he's determined the following:

Annual cost to operate the Tyler Regional Animal Care Shelter is \$53,000; the cost shared by each participating town is based on the number of days animals associated with each town are housed in the shelter annually. Each town pays a proportion of the cost.

For 2018:

Manchester sheltered 1912 animals, their share of the annual cost was 46%.

East Hartford sheltered 1430 animals, their share of the annual cost was 35%.

South Windsor sheltered 766 animals, their share of the annual cost was 19%..

East Windsor housed 148 dogs in East Windsor during 2018. East Windsor would pay 3.6% or about \$1700 now if they joined the Tyler Regional Animal Care Shelter. If Manchester left the

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partnership, East Windsor would go up to 6.3% or \$3,371 a year. Right now, in East Windsor, we're paying \$2,600 so if Manchester stays we in East Windsor would save money by going to the Tyler Regional Animal Care Shelter; if Manchester left we'd be paying about \$1,200 more a year.

First Selectman Maynard noted to get the East Windsor animal care facility up to a minimum standard, which is not near the same standard as the Tyler Regional Animal Care Shelter, we have to pay \$61,000 so at \$1,200 per year it would take us 50 years to get ahead or break even at that rate. Even if Manchester left we'd be ahead.

Selectman Szymanski suggested we've talked about this too many times. We have a place with superior care for the dogs and that should be a big consideration.

First Selectman Maynard also noted another comment made about joining the South Windsor shelter was they didn't want to take Police out of town to take the dogs to the Tyler shelter. First Selectman Maynard reported he clocked the time, the distance from the East Windsor/South Windsor border to the Tyler Regional Animal Care Shelter is a minute and 30 seconds. He also clocked from the front door of the Police Station to the front door of the Tyler Regional Animal Care Shelter in South Windsor and to the East Windsor facility and it's nine minutes either way.

Paul Anderson, 89 Main Street, noted that work is being done on the driveway at the Tyler shelter; do we have any idea who's going to pay for that? Selectman Hoffman reported that each year the Tyler Shelter takes money from the \$53,000 and puts it in a capital fund for repairs and improvements; that capital fund currently carries a balance of \$38,000. They recently replaced the roof, and are currently expanding and redoing the parking lot; those improvements will come out of the capital fund. Selectman Szymanski reported that work was explained to him by Chief Custer in April of this year.

Selectman Hoffman reiterated that the rumor that the larger towns were pulling out was not true; the people from Manchester and East Hartford said the regional facility was the best thing that happened to their town. It required less of a commitment of their officers' time because they didn't have to clean the facilities, or feed the animals; that work is done by the South Windsor people. Selectman Hoffman cited that supports what Deputy Chief Hart had said – that he didn't want his officers doing work associated with the animals because they're not trained for it, and they can do other things than care for the dogs. He reiterated the people in Manchester and East Hartford saw this partnership as a benefit even to their Police Departments because it required less of their time.

Selectman Bowsza questioned if this was a collective bargaining issue? Selectman Szymanski cited the Animal Control Officer (ACO) is not a union employee; they work part-time at 16 ½ hours per week. First Selectman Maynard agreed, the ACO doesn't get union benefits or retirement.

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**UNFINISHED BUSINESS/F. Discuss and Approve Warehouse Point Fire District
Supplemental Appropriation:**

First Selectman Maynard reported the motion made regarding approval of the supplemental appropriation for the Warehouse Point Fire District must be reapproved, as the motion indicates the funding will be available on July 1, 2020. He noted that Treasurer O'Toole had clarified that the money will come from the General Fund, and all the General Fund money is returned at the end of the year. The motion must reflect that the money must be provided to the Warehouse Point Fire District in June, 2020.

MOTION: I move to AMEND the motion previously adopted at the August 15, 2019 Board of Selectmen's Meeting to restore \$232,000 line item for the Warehouse Point Fire District, to now read – I move the Board of Selectmen APPROVE a supplementary appropriation of \$232,000 for the Warehouse Point Fire District, and if the Warehouse Point Fire District signs a Memo of Understanding by November 1, 2019 stating that the \$232,000 will be used to reduce their FY 20-21 Budgeted Mill Rate, make the \$232,000 available to the Warehouse Point Fire District in June, 2020 and refer to the Board of Finance.

Maynard moved/Szymanski seconded/

DISCUSSION: Selectman Bowsza recalled that about eight years ago the Board of Education tried to prepay health benefits for the next fiscal year from funds they had available in the previous fiscal year and that was not allowed. Cathy Simonelli, Chairman of the Board of Education, suggested that's something done numerous times by other towns, but the money was taken back and the costs were paid out of the following fiscal year. Selectman Bowsza suggested it was determined at that time that we would not prepay our expenses. He recalled it was sum comparable to this being requested for the Warehouse Point Fire District; various members of the audience offered opinions on the amount under discussion. Selectman Bowsza felt we've trying to prepay a bill when there's a whole budget cycle between now and then; this supplemental appropriation could be done through the budget process. It seemed to Selectman Bowsza this is another backdoor approach around the budget process and the provisions in the Charter that says how we're supposed to spend our money.

Discussion continued regarding considering the motion based on the advice of the Finance Director or the opinions of the Selectmen. First Selectman Maynard felt that half the residents of the town deserve this money to make their contribution to the fire funding equitable. Selectman Bowsza felt this funding approval isn't fixing the problem; the problem is deciding to expand the jurisdictional authority of the Warehouse Point Fire District to include the limits of the town or disbanding the district and come back into the Town budget like they were four years before this occurred. He felt this approach is passing the buck to the next fiscal budget; this is a \$250,000 band aid. First Selectman Maynard suggested it's up to the BOS and the voters to fix the problem. Selectman Bowsza felt this is a work around the budget process.

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Selectman Hoffman agreed it's a band aid for a year, but he pointed out that Selectman Szymanski tried to spearhead the consolidation of the two fire departments so they can be funded as one, and Deputy First Selectman Dearborn has said on a continuing basis we should have a Town fire department. Someplace between those two is a correct answer but for this year Selectman Hoffman didn't feel the people living in the Warehouse Point Fire District should be penalized for living in Warehouse Point. Discussion continued regarding the various approaches to remedying the District funding, the time spent on discussions, and the status of the negotiations. Selectman Bowsza felt we're no closer to a remedy than we were four years ago; Selectman Hoffman felt we are closer but the Town needs to make a decision; Selectman Szymanski felt the parties are closer to a resolution but they need additional time, he also felt the Board needs to assist those residents with what they're paying on a short term basis.

VOTE: **In Favor:** **Maynard/Hoffman/Szymanski**
 Opposed: **Bowsza**
 Abstained: **No one**

NEW BUSINESS/A. Discussion of Farm Leases:

First Selectman Maynard reported the Board will be waiting until next week to put out the RFPs for the farm leases.

NEW BUSINESS/B. Discuss Date and Topic of General Meeting:

First Selectman Maynard noted the Charter requires the Board annually call for a general meeting of the chairpersons of all boards, commissions, and agencies and elected and appointed officials of the town. The purpose of the meeting is to coordinate the activities of the groups stated. First Selectman Maynard noted the annual meeting hasn't been held for this year; would their preference be to hold such a meeting within the next two months, or leave it to the incoming Board? The consensus of the Board was to give the new Board the opportunity to call the meeting after the election.

NEW BUSINESS/C. Approval of Tax Refunds:

See motion prior to **ADJOURNMENT.**

SELECTMEN COMMENTS AND REPORTS/A. Andy Hoffman:

Selectman Hoffman reported that he did not attend a meeting of the Economic Development Commission as a meeting isn't traditionally scheduled for August; he anticipates a meeting will be scheduled for September. He noted membership is down to three members, which makes it difficult to hold meetings.

Selectman Hoffman reported on the following new business status:

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- The International Brotherhood of Electrical Workers have begun construction of two buildings on Craftsman Road. Foundations are in and they're beginning to hang the steel frame.
- Work continues on Calamar (20 North Road). While he hasn't spoken to anyone managing the project regarding scheduling milestones he did speak with a contractor on site. He was told they built the garages to the rear of the property first to store materials and equipment during construction.
- Town Planner Ruben Flores-Marzan has advised Selectman Hoffman that he is getting a substantial number of commercial inquiries; he felt several were legitimately interested in East Windsor.

First Selectman Maynard reported that in relation to the Economic Development Commission he has been in contact with the sub-website developer.

SELECTMEN COMMENTS AND REPORTS/B. Jason E. Bowsza:

See Attachment D.

SELECTMEN COMMENTS AND REPORTS/C. Charles Szymanski:

Selectman Szymanski reported he received a letter from a resident who lives on Tromley Road; the repaving of the road is taking a long time and the resident is concerned with the dusty conditions. First Selectman Maynard indicated the same conditions are occurring on Wells Road; he agrees with the resident's concerns. Selectman Szymanski requested that Len Norton, Director of the Department of Public Works, respond to the resident's letter.

Selectman Szymanski reported he was approached by a farmer who rents in East Windsor, the farmer was approached by a company who is interested in putting a solar farm on property on East Road. Discussion followed regarding the process for creating the solar farms, Selectman Hoffman suggested the Planning Office hadn't been approached, Selectman Bowsza felt the decisions were made by the Siting Council, First Selectman Maynard noted the towns have no say in location of the farms. Discussion continued regarding the sale of the power produced, and its availability to the town hosting the farm.

Selectman Szymanski reported he also received a phone call indicating the issue of Sardilli building in East Windsor isn't over. First Selectman Maynard indicated the last he's heard is they are buying a building in Windsor; **Bill Loos, 44 Melrose Road**, speaking from the audience, identified the building. Selectman Hoffman indicated he spoke with Town Planner Flores-Marzan regarding finding ways to hasten the process with the DOT.

SELECTMEN COMMENTS AND REPORTS/D. Steve Dearborn:

Deputy First Selectman Dearborn had not attended the meeting due to illness.

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SELECTMEN COMMENTS AND REPORTS/E. Robert Maynard:

First Selectman Maynard indicated he had nothing additional to report.

SIGNATURES FOR APPROVAL OF CHECK REGISTERS:

The Selectmen reviewed the registers presented and took appropriate action.

**EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-200 (6-a), Sec. 1-210 (b-1) (b-4
Employment, Litigation and Negotiations – Action is possible:**

No Executive Session this evening.

NEW BUSINESS/C. Approval of Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$3,312.21 as identified under Tax Refund Report dated 9/3/2019.

Szymanski moved/Hoffman seconded/**DISCUSSION:** None

VOTE: In Favor: Maynard/Bowsza/Hoffman/Szymanski
(No one opposed/No Abstentions)

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:05 p.m.

Bowsza moved/Hoffman seconded/**DISCUSSION:** None

VOTE: In Favor: Unanimous (Maynard/Bowsza/Hoffman/Szymanski)

Respectfully submitted



Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

ATTACHMENTS: A - Barbara Sherman letter
B - Legal Notice, proposed Charter revisions
C - Flyer, Hartford Foundation – Greater Together Community Funds
Kick-off event
D - Selectman Bowsza's report

BAJ- 9/5/2019 - Attachment A

9B

RECEIVED BY

AUG 14 2019

First Selectmans Office

12 Allen Drive
Broad Brook, CT 06016
August 13, 2019

Mr. Robert Maynard, First Selectman
Board of Selectmen
11 Rye Street
Broad Brook, CT 06016

Dear Bob,

Please thank the members of the Charter Revision Committee for their time and efforts in attempting to revise the Town of East Windsor Charter.

However, I wish to ask that you vote against these suggestions. Too much was attempted yet too much was not addressed. At the least, we need to wait until after the elections and start with our new slate.

Thank you for your attention to my request,

Sincerely,



Barbara Sherman

BW- 9/6/2019 - Attachment B - 6 pages

LEGAL NOTICE

REFERENDUM
PROPOSED REVISIONS TO
THE EAST WINDSOR TOWN CHARTER

This is to give notice that on August 12, 2019 the East Windsor Board of Selectmen approved the Final Report and Proposed Revised Charter Amendments of the East Windsor Charter Revision Commission.

The Electors of the Town of East Windsor, Connecticut are hereby warned of a Referendum to be held on Tuesday, November 5, 2019, pursuant to Chapter 99 of the Connecticut General Statutes.

The purpose of the Referendum is to consider adoption of amendments to the East Windsor Town Charter, as proposed by the East Windsor Charter Revision Commission and as approved in part by the East Windsor Board of Selectmen.

The referendum shall be held on the Proposed Revised Charter Amendments on Tuesday, November 5, 2019 at the following polling places: Town Hall, 11 Rye Street, Broad Brook, Connecticut and the Town Hall Annex, 25 School Street, East Windsor, Connecticut. Voting machines will be used. The polling places will be open between the hours of 6:00 a.m. and 8:00 p.m. Any person who is an Elector of the Town of East Windsor is eligible to vote.

A complete copy of the Final Report of the Charter Revision Commission dated August 5, 2019 and the Proposed Revised Charter, including a black-lined version outlining each proposed revision, is available in the East Windsor Town Clerk's Office, Town Hall, 11 Rye Street, Broad Brook, Connecticut during regular business hours and can be reviewed on the Town of East Windsor's website at www.eastwindsor-ct.gov. The Town Clerk shall mail or otherwise provide a copy upon request.

The ballot questions shall appear on the voting machines of the referendum in the following form:

A "Yes" vote on a Referendum question is a vote to amend the East Windsor Town Charter as proposed by the East Windsor Charter Revision Commission in the August 5, 2019 Final Report, proposed Charter Amendments and Proposed Revised Charter and approved in part by the Board of Selectmen. A "No" vote on a Referendum question rejects the Charter amendment.

1. Shall the Charter be amended to include specific Connecticut General Statute numbers when referencing a Connecticut Statute?

YES _____ NO _____

2. Shall Charter Section 6-6(D) be amended to change the title of the Town Treasurer to Finance Director and throughout the Charter?

YES _____ NO _____

3. Shall Charter Section 8-3, entitled General Provisions, be amended to add a subsection that establishes sealed bid procedures requiring bids to be submitted to the Town Clerk and opened publicly?

YES _____ NO _____

4. Shall Proposed New Charter Section 6-6(H), entitled Administrative Officer, be added to the Town Charter to establish a professional Administrative Officer position, effective July 1, 2020?

YES _____ NO _____

5. Shall Charter Section 8-6 be amended to require a narrative supporting the need and cost of supplementary appropriations be filed with the Town Clerk?

YES _____ NO _____

6. Shall Charter Sections 8-5, entitled Submission of Budgets to Referendum, be amended to require separate votes for the Town Government Budget and Board of Education Budget at the Budget Referendum Ballot?

YES _____ NO _____

7. Shall Charter Section 8-9, entitled Annual Audit, be amended to require operational audits of the three (3) largest Town operating departments every four (4) years?

YES _____ NO _____

8. Shall Charter Section 6-6(B) entitled Town Counsel, be amended to make the appointment of Town Counsel by the Board of Selectmen subject to the recommendation of the First Selectman.

YES _____ NO _____

9. Shall Charter Section 10-5, entitled Town Meeting by Petition, be amended to increase the minimum number of days to fourteen (14) to collect signatures to adjourn a Special Town Meeting to a Referendum?

YES _____ NO _____

10. Shall Proposed New Charter Section 10-9, entitled Automatic Referendum, be added to the Charter requiring a referendum for all Town Meeting actions involving expenditures in excess of \$200,000 in the aggregate?

YES _____ NO _____

11. Shall Proposed New Charter Section 6-6(I), entitled Police Department, be added to the Charter to establish the Town of East Windsor Police Department as a Town Department?

YES _____ NO _____

12. Shall Proposed New Charter Section 10-10, entitled Power of Overrule, be added to the Charter stating a referendum receiving a 55% vote overrides a Town Meeting or certain actions of the Board of Selectmen and the Board of Finance?

YES _____ NO _____

Pursuant to General Statutes Chapter 99, the following is the text of the proposed revisions to the East Windsor Town Charter as recommended by the Charter Revision Commission and as approved by the Board of Selectmen. Proposed deletions are indicated by strike-through; proposed additions are indicated by underline.

1. Amend the various sections of the Town Charter to include specific Connecticut General Statute chapter or section numbers when referencing a Connecticut General Statute.

2. Revise Charter Section 6-6(D): ~~Town-Treasurer~~ Finance Director

(D) ~~Town-Treasurer~~ Finance Director. The Board of Selectmen, in consultation with the Board of Finance shall appoint a Town Finance Director ~~Treasurer~~ who shall be qualified by training, experience, education and professional certification as determined by the Board of Selectmen and the Board of Finance.

(1) The Town ~~Treasurer~~ Finance Director shall be the Town Treasurer and shall have all the powers and duties conferred by C.G.S. §7-79 et seq. and such powers and duties, consistent with this Charter, as may be prescribed by the Board of Selectmen, including but not limited to, the following:

(a) ~~The Town Treasurer shall receive all monies belonging to the Town, pay it out in the order of the proper authority, keep accurately the records required by law and have such other powers and duties as are prescribed in C.G.S. §7-80.~~

(b) ~~The Town Treasurer shall inform all departments that monies belonging to the Town shall be deposited within three working days from receipt of same.~~

(c) ~~All monies received belonging to the Town will either be deposited or turned over to the Town Finance Director Treasurer within three working days.~~

(2) The Town ~~Finance Director Treasurer~~ may appoint and may remove all Assistant Town ~~Finance Director Treasurers~~ and other employees subject to approval of the Board of Selectmen, and subject to such rules and regulations covering town employees as may be adopted by the Board of Selectmen.

(3) The Town ~~Finance Director Treasurer~~ shall report to the First Selectman.

3. Revise Charter Section 8-3: General Provisions

Add the following new Section (E):

E) Rules for Expenditures and Bidding: There shall be rules and regulations concerning expenditures, and bidding procedures, not inconsistent with the provisions of this section, such rules and regulations shall be adopted by the Board of Selectmen as it may from time to time deem necessary and appropriate. Purchases for the Town of East Windsor, with the exception of the Board of Education, shall be made under such rules and regulations. Such rules shall, at a minimum, require sealed bids for all purchases in excess of \$20,000, and that all sealed bids be submitted to the office of the Town Clerk where they shall be time and date stamped upon receipt and opened in the Town Meeting Room at Town Hall during regular Town Hall business hours.

4. Add New Charter Section 6-6(H): Administrative Officer

(a) The First Selectman shall appoint upon approval of the Board of Selectmen an Administrative Officer who shall serve for an indefinite term or such other term as determined by the Board of Selectmen. The Administrative Officer shall be appointed exclusively on the basis of executive and administrative qualifications, character, education, training and experience. The minimum qualifications for this position shall be a Master's degree in public administration and two years of paid professional administrator experience.

(b) The Administrative Officer shall report to the First Selectman and be responsible for day to day supervision of department heads. The Administrative Officer shall be responsible for (a) research of comparative data analysis from other municipalities of budget and program reviews and (b) assisting the First Selectman in the administration of the Town Departments consistent with this Charter and the job description policies established by the Board of Selectmen.

(c) The compensation and benefits of the Administrative Officer shall be fixed by the Board of Selectmen.

5. Revise Charter Section 8-6(B): Duties of the Board of Finance on Other Financial Matters: Supplementary Appropriation

B) Supplementary Appropriation. Upon request of any office, board, commission or similar body that additional funds in excess of what had been provided in the approved annual budget as revised or, if funds are required for which no provision was made in the budget, the Board of Finance, after inquiry into and review of the request, may approve one or more appropriations not to exceed twenty thousand (\$20,000.00) dollars. Said funds may be taken from any cash surplus available or from the contingency fund. The amount requested and approved shall not exceed twenty thousand (\$20,000.00) dollars for any one office, board, commission or similar body in any one year without Town Meeting approval. A narrative cost justification in a document as prescribed by the Board of Selectmen shall be submitted by the requesting department, commission or agency to the Town Clerk supporting the need and projected cost estimate for the supplemental appropriation from the requesting Town department or agency (7) calendar days prior to the date the Board of Finance considers the supplemental appropriation.

6. Revise Charter Section 8-5 (A) and (B)(2) through B(4): Submission of the Budgets to Referendum

(A) Initial Budget Referendum: Annual Town Budget.

The approved proposed Budgets shall consist of the Town Budget and the Board of Education Budget as approved by the Board of Finance. The budget approved proposed Budgets as approved by the Board of Finance shall be submitted to the voters of the Town in the form of at least two questions, one each for the proposed Board of Education Budget and one for the Town Budget, at a Budget Referendum to be held on the second Tuesday of the month of May.

(B) Referendum Outcomes

- (2) Failure of the Budget following Initial and Second Budget Referendum.** If the budget approved proposed Budgets or any portion thereof fails at either the initial or second Referendum, budget approved proposed Budgets or the portion of the budget that failed shall be returned to the Board of Finance who shall, following a public hearing, resubmit a the approved proposed Budgets or that portion of the budget that failed to a subsequent Referendum.
- (3) Subsequent Budget Referenda.** The budget approved proposed Budgets or any portion thereof as approved and re-submitted by the Board of Finance shall be submitted to the voters of the Town at a Second Budget Referendum to be held on the fourth Tuesday of the month of May; and a Third Budget Referendum to be held on the second Tuesday of the month of June.
- (4) Failure of the Budget or Portion of the Budget following the Third Budget Referendum.** If the budget approved proposed Budgets or any portion thereof fails at the third Referendum the budget that portion that failed reverts to last year's approved Town Budget or Board of Education Budget as the case may be, plus two percent (2%), and That portion together with the portion that passed Referendum shall be deemed to be the approved budget Budgets for such the ensuing fiscal year. The budget approved Budgets shall be returned to the Board of Finance for the sole purpose of establishing a mil rate. The budget and the mil rate shall be adopted no later than midnight on the 15th of June.

7. Revise Charter Section 8-9(A): Annual Audit

A) The Board of Finance shall annually designate an independent certified public accountant, or firm of independent certified public accountants, licensed in the State of Connecticut to audit the books and accounts of the Town as required by C.G.S. §7-391 et seq. and may periodically designate an accountant to perform special audits of the books and accounts of any office, board, commission or other agency of the Town. The recommendations of the auditors shall be submitted to the Board of Selectmen and Board of Finance and shall be included in the Annual Town Report for the current year. The Board of Selectmen and Board of Finance shall respond to the auditor's recommendations in the following years Annual Town Report. In addition to the foregoing, the Board of Selectmen shall engage a qualified firm licensed to do business in the State of Connecticut to perform operational and special audits of the town's operating departments from time to time such that each of the town's three (3) largest operating department as determined by total budgeted appropriation is audited at least every four years.

8. Revise Charter Section 6-6(B): Town Counsel

B) **Town Counsel.** The Town Counsel shall be an Attorney at Law admitted to practice in the State of Connecticut and shall be retained by the Board of Selectmen. The Town Counsel shall be appointed by the Board of Selectmen upon the recommendation of the First Selectman. The Town Counsel shall serve for a term coterminous with the Board of Selectmen. The Town Counsel shall:

1. upon request from the Board of Selectmen, appear for and protect the rights of the Town in actions, suits or procedures brought against it or any of its departments, officials, boards, commissions or other agencies of the Town;
2. be the legal advisor of the Board of Selectmen, and all Town officials, boards, commissions or other agencies of the Town, in all matters affecting the Town and shall, upon request from the First Selectman or from the Chairman of any of said boards, commissions or other agencies of the Town, furnish a written opinion on any question of law involving their respective powers, duties and responsibilities;

3. prepare or approve forms, contracts or other instruments to which the Town is a party or in which it has an interest;
4. have the power, with the approval of the Board of Selectmen, to appeal orders, decisions and judgments and, subject to the approval of said Board of Selectmen, to compromise and settle any claims by or against the Town;
5. if, in special circumstances, or for investigation purposes, the Board of Selectmen deems it advisable, they may provide for the temporary employment of counsel other than or in addition to the Town Counsel; and
6. act upon those matters to come before a Special Town Meeting as stated in Section 10-5 of this Charter.

9. Revise Charter Section 10-5(A): Town Meeting by Petition: Add the following underlined phrase:

(A) Upon petition filed with the Town Clerk and signed by twenty persons entitled to vote at Town Meetings, petitioning for the warning and convening of a Special Town Meeting, said petition to be in accordance with the provisions of C.G.S. Section 7-9 and to contain the matter or text of the proposed ordinance or resolution to be considered at said Special Town Meeting, the Town Clerk shall, within ten days, determine whether or not the petition contains the required number of valid signatures, and if it does shall so certify to the Board of Selectmen within said ten days. Said petition may propose consideration of any proper matter to come before a Town Meeting. Upon receipt of such certification from the Town Clerk, the Board of Selectmen shall, within twenty-one days (21) thereafter, but no less than fourteen (14) days thereafter to be convened a Special Town Meeting, which meeting may be adjourned from time to time as the interest of the Town requires. At said Special Town Meeting, the only matters that may be considered shall be those matters set forth in said petition.

10. Add New Charter Section 10-9: Automatic Referendum

Any Town Meeting action under Section 10-8 which involves an expenditure amount in excess of the greater of two hundred thousand dollars (\$200,000) or one half of one percent (1/2%) of the annual budget for the then current fiscal year in the aggregate on any call of any Town Meeting for the then current fiscal year shall be subject to an automatic referendum by all qualified voters of the Town of East Windsor on a date set by the Board of Selectmen.

11. Add New Charter Section 6-6 (I): Police Department

(a) Police Department. The East Windsor Police Department is hereby established, consisting of the Chief of Police and such other officers and employees of such ranks and grades as the Board of Selectmen may determine. The department is subject to the rules and procedures that apply to all town departments as set forth in this Charter. The Police Department shall be responsible for the preservation of the public peace, prevention of crime, apprehension of criminals, regulation of traffic, protection of rights of persons and property and enforcement of the laws of the state and the ordinances of the Town and all rules and regulations made in accordance therewith. All members of the Police Department, except clerical and other personnel without law enforcement responsibilities, shall have the same powers and duties with respect to the service of criminal process and enforcement of criminal laws as are vested in police officers by the general statutes.

(b) Police Commission. The Town of East Windsor may establish a Police Commission by Town ordinance and such commission shall have those powers and duties as described in the ordinance not inconsistent with this Charter. The powers and duties of the Police Commission under such ordinance shall include (a) general management and supervision of the law enforcement responsibilities of the police department and of the property and equipment used in connection therewith and (b) all needful regulations for the law enforcement responsibilities of the police department not contrary to law and may prescribe suitable penalties for the violation of any such regulation. The ordinance shall provide that the commission shall have the sole power of appointment, promotion and removal of the officers and members of such police department, under such regulations as it adopts for the purpose and such appointees shall hold office during good behavior and until removed for cause upon written charges and after hearing.

(c) Chief. The Police Commission and the First Selectman shall jointly recommend to the Board of Selectmen who shall appoint and may remove, in accordance with the provisions of C.G. S. Section 7-278, a Chief of Police who shall serve for an indefinite term or such other term as the Board of Selectmen shall determine. The Chief of Police

shall be the department head of the Police Department. He or she shall report to the Police Commission for all law enforcement responsibilities and shall assign all members of the Department to their respective posts, shifts, details and duties under the terms and conditions of any collective bargaining agreement that may apply. He or she shall be responsible for the care and custody of all property used by the Department and for the efficiency, discipline and good conduct of its members. He or she shall make rules for the operation of the Department and the conduct of police work. The violation of these rules by any member of the department shall be punishable by appropriate disciplinary action which may include loss of pay, suspension from duty and removal.

12. Add New Charter Section 10-10: Power of Overrule

All actions of the Board of Selectmen, the Board of Finance and any Town Meeting, except an action affecting public health and safety, except those actions subject to referendum or contrary to law, shall be subject to overrule by a Special Town Referendum in the following manner:

- (a) If, within thirty (30) days after such action of the town meeting, a petition conforming to the requirements of 7-9 and 7-9a of the General Statutes, as amended, and signed in ink or indelible pencil by qualified electors of the town equal in number to at least one hundred and fifty (150) or two percent (2%) of the Electors of the town as determined from the latest official list of the Registrars of Voters, whichever is greater, is filed with the Town Clerk requesting the referral to the town voters at a special referendum, the effective date of such action, if an affirmative action, shall be suspended;
 - (b) Said petition shall be accompanied by affidavits signed and sworn to by each circulator as provided in said C.G.S. Sections 7-9 and 7-9a;
 - (c) The Town Clerk shall within five (5) days after receipt of the last page of said petition determine whether the petition and affidavits are sufficient as prescribed by law and if so, certify said petition to the Board of Selectmen;
 - (d) Within fifteen (15) days of receipt of said petition, so certified, the Board of Selectmen shall fix the time and place of said special referendum which shall be held not less than twenty (20) nor more than ninety (90) days after the certification of said petition and notice thereof shall be given at least five (5) days in advance by publication in a newspaper having general circulation in the town and by posting a notice in a public place.
- Any action so referred shall take effect upon the conclusion of such referendum unless fifty-five percent (55%) of those persons voting thereon shall have voted in favor of overruling such action. To the extent permitted by law, the aforementioned provisions are intended to supersede the applicable portions of Section 7-7 of the General Statutes as amended.

Robert Maynard, First Selectman



Hartford Foundation
FOR PUBLIC GIVING
Together for good.

CSW- 9/5/2019- Attachment C

Thank you for joining us at the Community Funds Kick-Off Meeting at the South Windsor Public Library!

The meeting will be held in the upper level of the library in the Friends Room from 5:30pm - 8:00pm. A light supper will be provided, and as a reminder, children are welcome.

For questions, please reach out to the Community Funds team at communityfunds@hfpg.org.

Event ID Code: CFSEPT10

Event Name: Community Funds Kick-Off Meeting

Event Description: The Community Funds program kick-off meeting for the towns of South Windsor, East Windsor, Somers, Ellington, and Tolland.

Event Presenter: Sponsored by the Hartford Foundation for Public Giving

Event Date/Time: Tuesday, September 10, 2019 from 5:30 - 8:00pm

Event Location: Friends Room at the South Windsor Public Library

Event Address 1: 1550 Sullivan Avenue

Event Address 2:

Event City/State/Zip: South Windsor, CT

Event Phone: 860-548-1888

Event Directions: The South Windsor Public Library is located just North of the intersection of Routes 30 and 194. The library shares its site (and sign) with the Town Hall. The parking lot is accessible from Route 194 (Sullivan Avenue) and from Petersen Way, and is connected to the parking lot for the Wapping Community Church, which faces the 30/194

BOV 9/5/2019 - Attachment D

On August 24, I attended a fundraiser at Shag Bark Farm on Harrington Road. They've recently incorporated themselves as a nonprofit, and provide access to horseback riding opportunities for people from all walks of life, regardless of means. They hadn't heard about many of the different ways that the town can support agriculture, which to me is a pretty clear area that we need to improve.

They also had a trailer from "Alex's Army", which was set up like a teenager's bedroom. They were showcasing all of the ways drugs can be hidden in a bedroom. It really hits home a need to be diligent and involved to help steer our children away from the terrible dangers the world now presents.

On August 27, I participated in the blood drive that was held at Scout Hall. One of the biggest challenges that I know has presented me from donating at times in the past is the convenience factor. I found that location to be very convenient, to be quick and efficient, and was glad to see it supported by our community. I hope it's held there again.

I had an investor reach out to me interested in determining whether the Town would be interested in entering into a Power Purchase Agreement (PPA) as they seek to develop renewable energy generation in Enfield. I really think that this is something that the Town needs to consider, or similar projects like it. This would allow the Town to firmly set a relatively fixed rate for electric costs each year, a sure win for the Town.

Tonight I attended the "Popsicles with the Principals" event held at Broad Brook Elementary School. The event was welcoming and packed! It was great to see so many young families turn out and members of the school faculty there to host the event. It was really wonderful!

I was glad to see that we finally put out notice of the new Farm Building Exemption Ordinance release, although it would have been helpful to have this information available to the public much more timely, so that those who qualify could have taken advantage of the opportunity, since it was passed in March.

Respectfully submitted,

Jason E. Bowsza
Selectman