

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

REGULAR MEETING

Thursday, April 16, 2020
7:00 p.m.
East Windsor, Connecticut

Meeting held via ZOOM Teleconference
Meeting ID: 332 683 3563
Town Hall closed to the Public by
Executive Order of First Selectman Jason E. Bowsza
Due to Coronavirus pandemic

Meeting Minutes

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

Board of Selectmen:

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

ATTENDANCE: Board of Selectmen: Jason E. Bowsza, First Selectman; Marie DeSousa, Deputy First Selectman; Alan Baker, Selectman; Sarah Muska, Selectman; Charlie Nordell, Selectman

ABSENT: All Selectmen were present this evening.

GUESTS signing in to teleconference: Beautification Committee: Jillian Hubbard; Board of Finance: Tom Lansner, Noreen Farmer.

Public: Andy Heath, Jillian Hubbard. Attorney Lee Hoffman, of Pullman & Comley, joined the Board for the Executive Session.

Press: No one from the Press identified themselves.

TIME AND PLACE OF REGULAR MEETING:

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First Selectman Bowsza called the April 16, 2020 Regular Meeting to order at 7:01 p.m. The Meeting is being held via teleconference due to closure of the Town Hall to the Public as the result of the coronavirus epidemic.

PLEDGE OF ALLEGIANCE:

Selectman Baker led the Board in the Pledge of Allegiance.

ATTENDANCE:

First Selectman Bowsza noted the Board has established a quorum with five members present via video conference.

AGENDA APPROVAL:

First Selectman Bowsza noted he intended to take a couple of the Agenda items out of order for discussion, but he had no additions to the posted Agenda.

MOTION: To APPROVE the Agenda as presented.

Muska moved/Baker seconded/DISCUSSION: None.

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

APPROVAL OF MEETING MINUTES/A. April 2, 2020 Special Meeting Minutes:

**MOTION: To APPROVE the Special Meeting Minutes of the Board of Selectmen
Meeting dated April 2, 2020 as presented.**

Nordell moved/Baker seconded/DISCUSSION: None

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

COMMUNICATIONS: None.

PUBLIC PARTICIPATION:

Jillian Hubbard, 40 Mill Street: Ms. Hubbard just wanted to say she thinks it's amazing that you guys can continue having the meetings in a way that allows the community to participate, and, with the ZOOM calls, you guys can reach the individuals that can't normally come to the meetings. Ms. Hubbard thinks it's cool that all the Boards and Commissions are also doing that

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so people can tune in to the ones that they're interested in because she knows you don't record all the meetings. Ms. Hubbard wanted to applaud all of the Selectmen, and the First Selectman, on your efforts for keeping the Town running during this time because this wasn't expected in any way that COVID would be turning up.

No one else signed into the meeting requested to speak.

First Selectman Bowsza indicated he would like to ask the Board to take Agenda item 10B – **NEW BUSINESS: Renewal of the Beautification Committee**, out of order prior to Commission Reappointments.

MOTION: To TAKE NEW BUSINESS, Item 10B, Renewal of Beautification Committee, out of order.

DeSousa moved/Baker seconded/DISCUSSION: None.

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

NEW BUSINESS/B. Renewal of Beautification Committee:

First Selectman Bowsza suggested the Board consider renewing this Committee for another 18 months; they were just getting started in their efforts to tackle some projects for the community, and they've expressed a desire and a willingness to continue. He requested a motion to continue the charge and the membership of the Beautification Committee for 18 months.

MOTION: To REINSTATE the Beautification Committee for another term, and under its original charge.

Muska moved/Nordell seconded/DISCUSSION: None.

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

First Selectman Bowsza indicated the Board would return to Agenda item **8B./BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B. Reappointments.**

**BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B
Reappointments:**

1. Fawn Bowidas (U), Beautification Committee, regular member for a term expiring November 1, 2021.
2. Emma Captao (R), Beautification Committee, regular member for a term expiring November 1, 2021.

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3. Jillian Hubbard (D), Beautification Committee, regular member for a term expiring November 1, 2021.
4. Francine Lowell (U), Beautification Committee, regular member for a term expiring November 1, 2021.
5. Jaimie McBride (D), Beautification Committee, regular member for a term expiring November 1, 2021.

MOTION: MOVE to REAPPOINT Fawn Bowidas (U), Emma Capitaio (R), Jillian Hubbard (D), Francine Lowell (U), and Jaimie McBride (D), as regular members of the Beautification Committee for terms expiring November 1, 2021.

Nordell moved/Muska seconded/DISCUSSION: Deputy First Selectman DeSousa wanted to report that the Beautification Committee purchased some plants from Baggott's Farms and delivered them to some of the people in the community, which she felt was a nice gesture. Deputy First Selectman DeSousa thanked Ms. Hubbard for her efforts. Selectman Nordell also reported he received a message from a town citizen asking to give recognition to Baggott's Farms for cleaning up the trash littering along Route 5 in front of their business and for cleaning up the brush across the street down to Abbe Road. Selectman Nordell reported he went by there today and it looks pretty good.

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

First Selectman Bowsza noted the next item under Appointments is the renewal of Melissa Maltese as Municipal Agent, which is required from time to time. He noted during review of the Charter this reappointment is actually the responsibility of the First Selectman rather than the full Board, but he asked for the Board's concurrence and thanked Mrs. Maltese for the great work that she does.

6. Melissa Maltese, Municipal Agent for the Elderly Commission for a term expiring May 1, 2022.

MOTION: To REAPPOINT Melissa Maltese as the Town of East Windsor Municipal Agent for the Elderly Commission for a term expiring May 1, 2022.

Muska moved/Baker seconded/DISCUSSION: None

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

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BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.

Resignations: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/C. New

Appointments: None.

UNFINISHED BUSINESS/*A. Broad Brook Mill Update:

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

UNFINISHED BUSINESS/*B. Fire Marshal Responsibilities:

Although this item has been noted on the Agenda for discussion at a future time First Selectman Bowsza wanted to update everyone that Selectman Nordell has been working on cleaning up and modernizing the job description so it codifies into a policy so it better reflects the appointment authority, the responsibilities, and the statutory role of the Fire Marshal. First Selectman Bowsza indicated Selectman Nordell may be ready to make a presentation at the next BOS Meeting.

NEW BUSINESS/A. Discussion of Executive Order 7S and 7W – Property Tax Deferral:

First Selectman Bowsza opened discussion on Governor Lamont's Executive Orders 7S and 7W, which require every municipality in Connecticut to make accommodations to taxpayers in regard to the COVID-19 circumstances. OPM (The Office of Policy and Management) has put out guidelines to assist the municipalities (*See Attachment A – Executive Order 7S, and Attachment B – Executive Order 7W*). There are two options for a municipality to adopt; both can be adopted, or a municipality can choose one or the other. First Selectman Bowsza indicated the Board must adopt its option tonight, which First Selectman Bowsza must refer to OPM by April 25th.

Option 1 – DEFERMENT PROGRAM: First Selectman Bowsza summarized that this option allows for the date on which property taxes are due to be deferred by up to 90 days. Typically taxes are due on the closest business day after July 1, with a 30 day grace period. Adoption of the Deferment Program would put that due date for taxes on the closest business day to October 1st, with a 30-day grace period. If you pay your taxes in escrow, that's not affected; those taxes would still be due on the same date they typically would be due. For those people not paying their taxes in escrow they would receive an additional grace period under the Deferment Program.

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First Selectman Bowsza noted that under **Option 2 – LOW INTEREST RATE PROGRAM**, taxes paid via escrow would also not be affected, and would still be due on the same date they typically would be.

Option 2 – LOW INTEREST RATE PROGRAM: First Selectman Bowsza indicated that under this option a low interest rate is applied to delinquent taxes, or delinquencies, which occurred due to COVID-19 between the time period of March 1, 2020, and June 30, 2020. This would allow for a 90-day delinquency period where the interest rate on delinquent taxes would be dropped from 18% annually to 3% annually.

First Selectman Bowsza noted a memo provided by Tax Collector Kratochvil, which includes her analysis and recommendations.

First Selectman Bowsza indicated the difference between the two Executive Orders is that Executive Order 7S mandates that municipalities adopt one of these assistance programs, while Executive Order 7W applies whatever option the Board adopts to any political subdivision within the corporate borders of the Town; East Windsor has two such subdivisions – the Warehouse Point Fire District and the Water Pollution Control Authority. First Selectman Bowsza reiterated that whichever option the Board adopts will apply to those two political subdivisions as well.

First Selectman Bowsza indicated the Tax Collector Kratochvil is recommending the Board of Selectmen (BOS) adopt a straight Deferment Program, without any guideline criteria to determine whether there's been a hardship incurred due to COVID-19. This would be a blanket Deferment Program which would apply to any taxpayer for any purpose for the first 90 days of the next Fiscal Year.

First Selectman Bowsza reported most towns that have responded to CCM (Connecticut Conference of Municipalities) surveys have adopted that program, while a small percentage of towns are adopting a Deferment Program if the taxpayer can demonstrate an impact related to COVID-19; there is also a small percentage of towns adopting the Low Interest Rate Option.

First Selectman Bowsza noted he also reached out to Treasurer O'Toole and Assessor Totz. He questioned what the Town's cash flow would be if the BOS did allow the deferment, and assuming there would be no collection of taxes except for those people who are exempted because their taxes are paid in escrow. First Selectman Bowsza suggested Treasurer O'Toole and Assessor Totz think the total impact to the Town - the total amount of taxes not paid through escrow – would be estimated to be about \$8 million dollars. First Selectman Bowsza suggested most of what we receive in collections are paid through escrow; most of the Town's cash flow wouldn't be interrupted, although the Board might need to consider dipping into the Cash Balance towards the end of that period.

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First Selectman Bowsza indicated his thought was to consider adopting a hybrid of both options – the Town would apply the Low Interest Rate Program to everyone without cause or justification, while the Deferment Program would only be based on fiscal impact based on COVID. This would give everyone a little breather on interest owed, but the deferment would only go to those who have a demonstrated hardship. Commercial, or residential landlords would need to demonstrate they are passing the benefit on their tenants to able to qualify for this assistance program. This would benefit renters as well as property owners.

Selectman Nordell indicated he asked the Warehouse Point Fire Department if this would be a cash flow problem for them. While it's not nearly as large as the Town's it is a bit of an issue. Selectman Nordell noted the Town will still be able to collect the escrowed taxes but First Selectman Bowsza is saying you're not going to pay out to Warehouse Point Fire Department until October 15th. It's going to cause them to have to do certain things as well. Selectman Nordell questioned if there was any way around that, or if it's part of the Executive Order? He felt it would be tight; he wasn't sure how they'll do it.

First Selectman Bowsza suggested Selectman Nordell is talking about circumstances based on assuming the Board would be adopting the Deferment Option. To alleviate that hardship First Selectman Bowsza considered the annual payment could be pro-rated or split in two. He suggested the Town could probably shoulder 50% of the annual payment up front vs the typical 100%. First Selectman Bowsza suggested another option would be to pro-rate the July distribution based on collections. First Selectman Bowsza indicated he recognized this will put a hardship on the Warehouse Point Fire Department as well, but the reality is the Town doesn't have a choice. Selectman Nordell felt the options First Selectman Bowsza is discussing would work for them, but for them to get nothing at all for 3 months would be very difficult.

First Selectman Bowsza cited the Board needs to decide tonight on the Deferment Program, The Low Interest Rate Program, or some combination of the two, as he needs to report the Town's motion to OPM by April 25th. First Selectman Bowsza reiterated his thought was to go with the Low Interest Rate Program for everyone, and the Deferred Program for those that can demonstrate an impact by COVID-19.

He queried the other Selectmen for suggestions.

Deputy First Selectman DeSousa cited concern with going with the Low Interest Rate Program; she's also concerned with the Renters Rebate. She referenced misunderstandings reflected in the daily news programs that people think they have a 90-day deferment for paying rent. Deputy First Selectman DeSousa also noted the people who own the property are panicking because they have mortgages to pay and they're losing the income to pay for repairs. Deputy First Selectman DeSousa indicated she was leaning towards an across the board deferment because the Town will

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get the revenue from the people who have the payments taken out of their mortgages, and it makes it clean for the limited staff we currently have at Town Hall.

Regarding Selectman Nordell's concerns for the Warehouse Point Fire Department, Deputy First Selectman DeSousa noted if the Board adopts this it's going to affect them when we get to (Executive Order) 7W. Deputy First Selectman DeSousa noted we already know we have an issue with the Warehouse Point Fire District and its status which we haven't completed yet, to have them go 90 days without income is wrong because they're a Town entity even though they're a District. Deputy First Selectman DeSousa suggested her thought was if we can't pro-rate out the tax collection on a quarterly basis to them starting July 1st for their first quarter for their expenses moving forward would they be entitled for an Added Appropriation out of the General Fund? If that's a route we can take, then Deputy First Selectman DeSousa has a concern with the Board of Finance putting in \$750,000 to balance off this year's budget. Will we have enough money if we have to take that route?

First Selectman Bowsza cited there's a process for an added appropriation – approval of the BOS, referral/approval of the BOF, Town Meeting, so we have the ability to do that. Under the Deferment Program he would be somewhat concerned about the Fund Balance, although because about 80% of what we take in is held in escrow he would be less concerned.

Selectman Baker felt everyone should get the lower interest rate. Even if you can afford to pay your taxes now maybe things are going to downturn further; he felt people who will get behind. He felt it would be fairer to lower that interest rate. Selectman Baker didn't think the Board should do an across the board deferment as there are still a lot of people who still have their jobs and things haven't changed for them. He didn't feel the Board should consider a blanket deferment; people should have to acknowledge their hardship and then they can use that program. He felt that would prevent the Town from getting into a tough position if this goes out to December or January.

Selectman Muska isn't in favor of an across the board deferment; she feels people should need to prove they were affected by the COVID virus and that's why you can't pay your taxes. She agrees with Selectman Baker; for those people that are affected it's through no fault of their own. She's not in favor of extending it as a blanket for everyone.

After reading Tax Collector Kratochvil's recommendations Selectman Muska isn't in favor of the low interest rate program because it does reward delinquent taxpayers to pay late. Selectman Muska would be more in favor of the deferment program to those people who are affected by it, but they should need to prove their eligibility.

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Selectman Baker felt the deferment based on impact is more important; he felt that was fair across the board, although he could be convinced on the low interest rate. We'll have more delinquencies because of this because there will be more people out of work; as long as we keep deferment based on need, Selectman Baker didn't feel there would be a lot of abuse. Selectman Baker suggested that even for those of us lucky enough to be working there's financial danger for the next few months so people don't need an increased interest rate; the reduced interest rate is a good thing, too.

Selectman Nordell questioned if Selectman Baker was suggesting low interest rate based on need? Selectman Baker suggested it would be for anyone going forward who was delinquent, but as the Tax Collector said she didn't feel the people that are delinquent now should have the low interest rate because they're already delinquent, it wasn't because of COVID. First Selectman Bowsza clarified that the low interest rate program wouldn't apply to people who were already delinquent prior to March 1st, it's for those taxes that are due between March 1st and October 1st for the amount of time taxes are owed. Selectman Baker questioned that with the deferment program people are not incurring interest on that; it's a straight up deferment, right? First Selectman Bowsza indicated the Board would be postponing the date the taxes are due. People would be paying the lesser interest rate from July 1st; it would not be a lesser interest rate on taxes owed before March 1st. Referencing Deputy First Selectman DeSousa's point regarding people thinking they're getting 3 months of free rent, Selectman Baker clarified what the Board is doing is deferring the due date, we're not deferring the tax owed.

First Selectman Bowsza questioned the Board's intent on the low interest rate program; no one responded. He suggested the Board was not considering that program.

First Selectman Bowsza shared a proposed motion with the Board.

MOTION: Resolve, the Board of Selectmen of the Town of East Windsor, adopts a 90-day deferment program for taxes for taxpayers that can demonstrate an economic impact based on the effects of COVID-19 as specified in Executive Orders 7S and 7W.

Baker moved/Muska seconded/DISCUSSION: Nothing additional.

VOTE by rollcall:

IN FAVOR:	Baker/Nordell/Muska
OPPOSED:	DeSousa
ABSTAINED:	No one

NEW BUSINESS/B. Renewal of Beautification Committee:

See discussion above.

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NEW BUSINESS/C. Discuss and Approve the CBA between the Town and the Police Union:

MOTION: To TABLE NEW BUSINESS, Item 10C, Discuss and Approve the CBA between the Town and the Police Union.

Nordell moved/Baker seconded/DISCUSSION: First Selectman Bowsza clarified that the tabling of this item means it will be discussed later in this meeting, after the **EXECUTIVE SESSION**; postponement would defer discussion to a future meeting.

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

NEW BUSINESS/B. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$899.78 as identified under Tax Refund Report dated April 13, 2020.

Muska moved/DeSousa seconded/DISCUSSION: None

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

SELECTMEN COMMENTS AND REPORTS/A. Jason Bowsza:

(See Attachment C)

SELECTMEN COMMENTS AND REPORTS/B. Marie DeSousa:

(See Attachment D)

SELECTMEN COMMENTS AND REPORTS/C. Charlie Nordell:

(See Attachment E)

SELECTMEN COMMENTS AND REPORTS/D. Sarah Muska:

(See Attachment F)

SELECTMEN COMMENTS AND REPORTS/E. Alan Baker:

Selectman Baker gave the following report:

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The Planning and Zoning Commission met Tuesday night; they're still working away. They approved a Zone Change to permit alcohol sales at commercial recreational sites, this will enable the casino to sell alcohol at their facility. It will change things for a number of other commercial recreational facilities that exist, or may exist, in the future in East Windsor. I thought it was a pretty good change regardless of what it would be used for.

They also moved to accept applications electronically, which was necessary due to an Executive Order so people won't have to be printing stuff out and bringing it to Town Hall and whatnot.

The First Selectman joined the Board to discuss a new permitting software that is going on in Town right now. We've talked about this before in our meetings but it's coming to fruition. This will streamline the user experience tremendously and, I think, will be something that will benefit both the users and the employees of the Town who have to use this permitting software. It's some good news that will benefit us all.

Not to repeat too much of what Sarah said but the Board of Finance did meet and set their budget proposal. It's not final. The feeling I got from that meeting was they really hope to see what people thought about what they put the budget at at this point in time. It's not final until the May 6th Public Hearing when they will take their last votes, so it's important that anyone who doesn't like what it is right now gets in there and makes their voice heard. To read from the budget worksheet where it is, the tax increase at this point in time would be 2.63%, which would be .55 of a mill. It's a \$1,030,451 increase in spending over last year; \$310,349 would go to the Town, \$681,000 would go to the Board of Education. That's cuts to both sides from what people had asked for so that's what it is. They definitely had a difficult time getting to that number and would like more input; there's no question about it. So, anyone who wants to have input on that, and I'll have input that night myself, should feel free to email it in or show up, or both.

PUBLIC PARTICIPATION:

Tom Lansner, 27 Laurel Circle (Board of Finance Member): Mr. Lansner wanted to echo the comments just made by Selectman Baker that public comments for the Board of Finance Public Hearing would be welcomed, either the night of the Public Hearing, or before. If people are going to send a written comment, some of the comments have previously gone only to Chairman Corso; Mr. Lansner requested that copies of the comments be directed to all of the BOF members. He noted that all of their names are listed on the Town website; e-mail can be directed to him at tlansner@eastwindsorct.com. The first comments that came in Mr. Lansner didn't get to see, they were read to the members and he'd prefer to get a copy of public comments directly.

Andy Heath, 15 Steeple Chase Road: Mr. Heath wanted to ask a question on the Board's decision on Executive Order 7W - what's going to be the impact on half of the taxes that will be paid in maybe December or January? Will that hold as the firm date? First Selectman Bowsza

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indicated that Executive Orders 7S and 7W only speak to the taxes that are otherwise due on July 1st, so anything that would be due as supplemental in January, as of this point in time, would still be due in January. So, under what the Board adopted tonight, anyone who has a demonstrated impact from COVID-19 and elects to take the deferment, the deferment payment for October 1st would still have a second tax installment payment due on January 1st.

Noreen Farmer, 247 South Water Street (Board of Finance Member): Mrs. Farmer questioned if it's possible for the actual budget as it stands right now to be posted somewhere on the Town website so if people want to look at the details of the line items, and what the mill rate changes are, and where the money comes from, the information would be available. It might be helpful since people can't actually come to meetings and see it on the screens and whatnot. First Selectman Bowsza indicated they're working on that. First of all, that information is going to be included in the budget mailer that's going out to every household, but it'll also be available on the website when Treasurer O'Toole returns.

First Selectman Bowsza called for a motion to go into Executive Session, noting he would ask everyone other than the Selectmen, and Attorney Lee Hoffman, of Pullman & Comley, to sign out of the Meeting.

EXECUTIVE SESSION – Personnel Policy Discussion/Pursuant to C.G.S. Sec. 1-200 (6)(A), discussion of any matter which would result in the disclosure of public records or the information contained therein described in subsection (6) of Section 1-210, – Action is possible:

MOTION: To GO INTO EXECUTIVE Session Pursuant to C.G.S. Sec. 1-200 (6)(A), discussion of any matter which would result in the disclosure of public records or the information contained therein described in subsection (6) of Section 1-210 at 8:07 p.m. Attending the Executive Session were First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, Selectman Nordell, and Attorney Lee Hoffman, Pullman and Comley.

Baker moved/Nordell seconded/DISCUSSION: None.

**VOTE by rollcall: IN FAVOR: Nordell/Muska/Baker/DeSousa
(No one opposed/No Abstentions)**

LET THE RECORD SHOW the Recording Secretary left the ZOOM Meeting.

Board came out of **EXECUTIVE SESSION** at 9:46 p.m.

First Selectman Bowsza called for a motion on take up Agenda item 10C, **NEW BUSINESS/Discuss and Approve the CBA between the Town and the Police Union.**

Agenda item 10C, NEW
Between the Town and the Police

Sousa

the Town and the Police

Member Selectman Baker.

ent between the Police Union

Sousa

, the contract is ratified; he'll
negotiating in good faith and

Sousa

men

- ## Landlords and Tenants

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- E - Selectman's Report - Selectman Nordell
- F - Selectman's Report - Selectman Muska

BW- 4/16/2020 Attachment A

STATE OF CONNECTICUT

BY HIS EXCELLENCY

NED LAMONT

EXECUTIVE ORDER NO. 7S

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19 PANDEMIC AND
RESPONSE – SAFE STORES, RELIEF FOR POLICYHOLDERS, TAXPAYERS, AND
TENANTS**

WHEREAS, on March 10, 2020, I issued a declaration of public health and civil preparedness emergencies, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed spread in Connecticut; and

WHEREAS, pursuant to such declaration, I have issued seventeen (17) executive orders to suspend or modify statutes and to take other actions necessary to protect public health and safety and to mitigate the effects of the COVID-19 pandemic; and

WHEREAS, COVID-19 is a respiratory disease that spreads easily from person to person and may result in serious illness or death; and

WHEREAS, the World Health Organization has declared the COVID-19 outbreak a pandemic; and

WHEREAS, the risk of severe illness and death from COVID-19 appears to be higher for individuals who are 60 years of age or older and for those who have chronic health conditions; and

WHEREAS, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention and the Connecticut Department of Public Health recommend implementation of community mitigation strategies to increase containment of the virus and to slow transmission of the virus, including cancellation of gatherings of ten people or more and social distancing in smaller gatherings; and

WHEREAS, my Executive Order No. 7N imposed certain safety restrictions and mandates on retail establishments in order to limit the spread of COVID-19 among customers, employees, and others entering such establishments; and

WHEREAS, there exists a compelling state interest in a consistent and easily understandable statewide approach to reducing the risk of transmission of COVID-19 among customers, staff, and other persons entering retail establishments, to limit community transmission of COVID-19 statewide, and to ensure the continuity of essential retail services and safe conduct of permitted non-essential retail services; and

WHEREAS, widespread financial hardship caused by the COVID-19 pandemic and necessary responses to it may prevent policyholders from timely payment of insurance premiums, and any resulting penalties, including cancellation or non-renewal of policies, create additional hardship, cause further damage to the economy, and endanger property and public health; and

WHEREAS, to encourage social distancing and protect public health and safety, my Executive Order 7D, dated March 16, 2020 and Executive Order 7G, dated March 19, 2020, closed bars and restaurants to all on-premise service of food and beverages; and

WHEREAS, many businesses may be experiencing lost revenue from the prohibition of on-premise food and beverage sales, which will hinder their ability to make timely payments to their creditors; and

WHEREAS, the State of Connecticut serves many elders and disabled individuals through multiple home and community based services waivers and Medicaid state plan benefits under the Medicaid program, including clients of the Department of Social Services, Department of Mental Health and Addiction Services and the Department of Developmental Services, who rely upon these home-based services to remain in their homes, avoid institutionalization and achieve maximum independence and functioning, and certain adjustments to the provision of services under these various waivers are necessary to ensure continuity of services and provide greater flexibility during COVID-19;

WHEREAS, the Centers for Medicare & Medicaid Services has advised the Department of Social Services that it may, on an expedited basis, and without providing a notice and comment period, take advantage of opportunities included in Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act, and also including, as applicable, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act, in order to act quickly to address critical health needs of Medicaid beneficiaries and others in Connecticut in response to COVID-19; and

WHEREAS, Chapter 204 of the Connecticut General Statutes sets forth tax collection deadlines that will be difficult for residential and commercial property owners to meet in light of the significant job and economic losses experienced by Connecticut residents and businesses; and

WHEREAS, municipalities have sought relief on behalf of taxpayers who are struggling due to business operations being suspended or ceased, layoffs and other complications due to the COVID-19 pandemic; and

WHEREAS, certain municipal charters, ordinances or resolutions require critical town fiscal and budgetary decisions to be voted on by referendum or town meeting that create a risk to public health; and

WHEREAS, Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes require municipalities to conduct specific duties, including but not limited to processing tax relief claims that require in-person meetings and application filing requirements for taxpayers who have attained age sixty-five or over or are totally disabled; and

WHEREAS, Section 12-62 of the Connecticut General Statutes requires municipalities to conduct in-person inspections which will create increased risk of transmission of COVID-19; and

WHEREAS, Section 12-63c of the Connecticut General Statutes requires taxpayer filings based on information in Income and Expense Statements by Assessors, which were previously extended under Executive Order 7I, Section 15; and

WHEREAS, it will promote the public health and safety of all Connecticut residents to prohibit evictions during the public health and civil preparedness emergency; and

WHEREAS, the Judicial Branch has suspended all evictions and ejectment proceedings and Executive Order No. 7G suspended non-critical court operations;

NOW, THEREFORE, I, NED LAMONT, Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, do hereby **ORDER AND DIRECT**:

1. **Safe Stores Mandatory Statewide Rules, Amending Executive Order No. 7N, Sec. 3.** Effective upon the opening of each retail establishment for the first time on April 3, 2020, every retail establishment in the State of Connecticut shall take additional protective measures to reduce the risk of transmission of COVID-19 between and among customers, employees, and other persons such as delivery drivers or maintenance people. The Commissioner of Economic and Community Development, in consultation with the Commissioner of Public Health, shall issue mandatory statewide rules prescribing such additional protective measures no later than 11:59 p.m. on April 1, 2020. Such rules shall be mandatory throughout the state and shall supersede and preempt any current or future municipal order and shall supersede the requirements of Executive Order No. 7N, Sec. 3, providing that nothing in this order shall eliminate or reduce the requirements of Executive Order No. 7N, Sec. 3 regarding firearms transactions.
2. **60-Day Grace Period for Premium Payments, Policy Cancellations and Non-Renewals of Insurance Policies.** Beginning on April 1, 2020, for a period of sixty (60) calendar days ending on June 1, 2020, no insurer may, without a court order, lapse, terminate or cause to be forfeited a covered insurance policy because a covered policyholder does not pay a premium or interest or indebtedness on a premium under the policy that is due except as provided hereunder. This grace period shall apply to entities licensed or regulated by the Insurance Department including admitted and non-admitted insurance companies that provide any insurance coverage in Connecticut including, life, health, auto, property, casualty and other types of insurance as follows:
 - a. Insurers shall provide such 60-day grace period to individuals that have individual insurance policies who, as a result of the COVID-19 pandemic, were laid off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue. Such individuals may be required to provide an affidavit or other statement acceptable to their insurance carrier, explaining that as a result of the COVID-19 pandemic they were laid

off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue.

- b. Insurers shall provide such 60-day grace period to businesses that are group policyholders, have group insurance and/or have property/casualty insurance that were required to close or significantly reduce operations or suffered significant revenue loss as a result of the COVID-19 pandemic. Such businesses may be required to provide an affidavit or other statement acceptable to their insurance carriers, explaining that as a result of the COVID-19 pandemic, they were required to close or significantly reduce their business operations or suffered a significant revenue loss.
 - c. This 60-day grace period is not automatic. To be eligible, affected policyholders must provide the information outlined above in an affidavit or other statement acceptable to their insurance carriers. Carriers shall provide instructions on how policyholders are to provide such information.
 - d. Policyholders are advised that this grace period is not a waiver or forgiveness of the premium; it is only an extension of time in which to pay premiums. Policyholders are advised that they may be subject to restrictions if they are in receipt of state or federal stimulus funding relating to COVID-19.
 - e. Individuals or businesses that do not meet the criteria for the 60-day grace period set forth above, will need to contact their insurance carrier should they wish to discuss a premium deferral.
 - f. This order does not apply to self-funded health plans.
 - g. If a carrier has already provided a policyholder with a 60-day grace period for March and April 2020 premiums, or offers to provide a 60-day grace period for that time frame and it is accepted, the carrier will be deemed to have satisfied the requirements of this Executive Order with respect to that policyholder.
 - h. This 60-day grace period shall only apply to policyholders that were in good standing with their insurance carrier on March 12, 2020, and shall only apply to premiums due after the initial premium has been made to secure coverage.
 - i. This 60-day grace period applies only to cancellation or non-renewals attributed to a failure to pay premiums during the applicable 60-day grace period. If a policy is to be cancelled or non-renewed for any other allowable reason, the cancellation or non-renewal may be made pursuant to statutory notice requirements and for legally recognized reasons.
3. **Extension of 30-Day Period of Credit for Liquor Permittees.** Section 30-48(b) of the Connecticut General Statutes and Sections 30-6-A36 and 30-6-A37a of the Regulations of Connecticut State Agencies, which permit no more than a thirty-day period of credit, from

manufacturers, wholesalers, or others specified in such statute and regulations, is modified so that the maximum period of credit shall be ninety days after the date of delivery for all permittees prohibited from engaging in on-premise sales per Executive Order No. 7D, as amended by Executive Order No. 7H. The extension of credit shall not apply to permits that were delinquent at the time Executive Order No. 7D became effective on March 16, 2020. The period of delinquency shall begin on the ninety-first day after the date of delivery. All other requirements under the above-referenced statute and regulations shall apply, except as modified to reflect the increased period of credit, and the standard thirty-day period of credit shall continue to apply to all permittees whose businesses who were not engaging in on-premise sales at the time Executive Order No. 7D became effective. The credit extension shall remain in effect for any delivery made prior to the time Executive Order No. 7D expires or is terminated, or if extended or renewed, through any period of extension or renewal.

4. **Daily Payment of Certain Taxes Changed to Weekly.** Section 12-575 (h) of the Connecticut General Statutes is modified so that the licensee authorized to operate off-track betting in Connecticut shall file with the Department of Consumer Protection: a daily electronic report of the amount of wagers collected; and, no later than 12:00 PM every Tuesday, the tax filing and payment for the week preceding.
5. **Flexibility to Amend Medicaid Waivers and State Plan.** Section 17b-8 of the Connecticut General Statutes, to the extent that it requires: the submission of proposed applications to submit waivers or make certain amendments to Medicaid waivers or the Medicaid state plan (for such amendments that would have required a waiver but for the Affordable Care Act) to the joint standing committees having cognizance of matters relating to human services and appropriations; a 30-day public notice and comment period prior to submission of the proposed amendments to said committees; the holding of a public hearing by said committees; and the approval of the applications for amendment by said committees, is modified retroactive to the declaration of public health and civil preparedness emergency on March 10, 2020, to authorize the Commissioner of Social Services, on an expedited basis, to exercise the waiver flexibilities provided in response to COVID-19 and afforded by Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act and also including, as applicable and in response to COVID-19, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act. The suspension of the aforesaid requirements is limited solely to emergency waivers related to the COVID-19 declared public health and civil preparedness emergencies.
6. **Suspension and Modification of Tax Deadlines and Collection Efforts.** Notwithstanding any contrary provisions of Chapter 204 of the Connecticut General Statutes or of any special act, charter, home-rule ordinance, local ordinance or other local law, there shall be established two programs to offer support to eligible taxpayers, businesses, nonprofits, and residents who have been economically affected by the COVID-19 pandemic. Such programs shall be known as the "Deferment Program" and the "Low Interest Rate Program." Each

municipality, as defined in section 7-148 of the general statutes, by determination of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, shall participate in one or both programs and shall notify the Secretary of the Office of Policy and Management no later than April 25, 2020, about which program or programs it is electing to participate in.

- a. **Deferment Program.** During the period of March 10, 2020, the date that I declared the public health and civil preparedness emergency, through and including July 1, 2020, municipalities participating in the Deferment Program shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/or those that document they are providing relief to those significantly affected by the COVID-19 pandemic. The Secretary of the Office of Policy and Management shall issue guidance as to which taxpayers, businesses, nonprofits, and residents shall be considered eligible for the Deferment Program, but participating municipalities may, upon approval of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, extend eligibility for the deferment program to other categories of taxpayers, businesses, nonprofits, and residents.
- b. **Low Interest Rate Program.** For municipalities participating in the Low Interest Rate Program, notwithstanding Section 12-146 of the General Statutes, (i) the delinquent portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric charges or assessments or part thereof shall be subject to interest at the rate of three (3) per cent per annum for ninety days from the time when it became due and payable until the same is paid, for any such tax, rate, charge, or assessment due and payable from March 10 through and including July 1, 2020, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety days, the portion that remains delinquent shall be subject to interest and penalties as previously established; and (ii) any portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments or part thereof that had been delinquent on or prior to March 10, shall be subject to interest at the rate of three (3) per cent per annum for ninety days from this Order, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety (90) days, the portion that remains delinquent shall be subject to interest and penalties as previously established.
- c. **Eligibility of Landlords.** In order for a landlord, or any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee, to be eligible for the Deferment Program, said landlord must provide documentation to the municipality that the parcel has or will suffer a significant income decline or that commensurate

forbearance was offered to their tenants or lessees. Any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee shall only be eligible for the Low Interest Rate Program if said landlord offers commensurate forbearance to tenants or lessees, upon their request.

- d. **Escrow Payments.** Financial institutions and mortgage servicers that hold property tax payments in escrow on behalf of a borrower shall continue to remit property taxes to the municipality, so long as the borrower remains current on their mortgage or is in a forbearance or deferment program, irrespective of the borrower's eligibility for or participation in the Deferment Program or the Low Interest Rate Program.
- e. **Liens Remain Valid.** Nothing in this order affects any provision of the Connecticut General Statutes relating to continuing, recording and releasing property tax liens and the precedence and enforcement of taxes, rates, charges and assessments shall remain applicable to any deferred tax, rate, charge or assessment or installment or portion thereof.

7. **Allowance of Suspension of In-Person Voting Requirements for Critical and Time Sensitive Municipal Fiscal Deadlines.** Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter, ordinance or resolution that conflicts with this order, the legislative body of a municipality, or in a municipality where the legislative body is a town meeting other than a representative town meeting, the board of selectmen, and the budget-making authority of said municipality if different from the legislative body or board of selectmen, by majority vote of each such body, as applicable, may authorize (i) any supplemental, additional or special appropriations under Section 7-348 of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, (ii) any tax anticipation notes to be issued under Section 7-405a of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, or (iii) municipal general obligation bonds or notes to be issued in anticipation of such bonds to be issued pursuant to Chapter 109 of the Connecticut General Statutes for capital improvement purposes, without complying with any requirements for in-person approval by electors or taxpayers, including but not limited to, annual or special town meetings requiring votes or referenda. Notwithstanding the foregoing, if the legislative body and budget-making authority, if they are separate entities, are taking any action specified in (ii) or (iii) above, or any action under (i) above, which involves an appropriation in an amount in excess of 1% of the current year's total municipal budget without complying with any in-person approval requirements normally required by statute, special act, municipal charter, ordinance or resolution, such body(ies) shall make specific findings that such actions are necessary to permit the orderly operation of the municipality and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the municipality. In so acting, the legislative body and, if different from the legislative body, the budget-making

authority of the municipality, shall comply with open meeting requirements set forth in Executive Order No. 7B. All conditions precedent to any such approval, including without limitation, public notices, hearings or presentations, shall proceed in a manner as closely consistent with the applicable statutes, special acts, town charters, municipal ordinances, resolutions or procedures as possible, and in compliance with the open meeting provisions set forth in Executive Order 7B. Nothing in this order shall be construed to prohibit a municipality from conducting any in-person meeting, approval process, or referendum, provided such municipality first consults with local or state public health officials and conducts such meeting, approval process, or referendum in a way that significantly reduces the risk of transmission of COVID-19

8. **Suspension of Reapplication Filing Requirement for the Homeowners' Elderly/Disabled Circuit Breaker Tax Relief Program and for the Homeowners' Elderly/Disabled Freeze Tax Relief Program.** The biennial filing requirements under Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes for any taxpayers who were granted the benefit for the Grand List year 2017 and who is required to recertify for the Grand List year 2019, are suspended and such taxpayers shall automatically maintain their benefits for the next biennial cycle ending in Grand List year 2021.
9. **Substitution of Full Inspection Requirements Pertaining to October 1, 2020 Grand List Revaluations.** The requirement set forth under Section 12-62 of the Connecticut General Statutes pertaining to October 1, 2020 Grand List revaluations that require a full interior inspection of property, for which such interior inspection that has not yet been completed, is suspended and replaced with the alternative requirement to send a questionnaire to the owner as outlined in Section 12-62(b)(4).
10. **Extension of Deadline to File Income and Expense Statement.** The taxpayer filing deadline set forth under Section 12-63c of the Connecticut General Statutes is extended to August 15, 2020.
11. **Suspension of Non-Judicial Tax Sales.** Notwithstanding any contrary provision of the Connecticut General Statutes, including but not limited to Section 12-157 or Section 7-258, or any special act, municipal charter or ordinance that conflicts with this order, (1) no municipality nor water pollution control authority may conduct any sale pursuant to General Statutes Section 12-157 or Section 7-258, until thirty days after the end of the public health and civil preparedness emergency, including any period of renewal or extension of such emergency. Any sale for which notice had been filed prior to March 10, 2020 shall be adjourned by operation of law to a date to be determined by the tax collector. Such adjourned date shall be no earlier than thirty days after the end of the public health and civil preparedness emergency; and (2) For any sales held under Section 12-157 or Section 7-258 that were conducted prior to March 10, 2020, any six-month redemption period in General Statutes Section 12-157 shall be extended for the number of calendar days the public health and civil preparedness emergency remains in effect. The time period from March 10, 2020 to the end of the emergency shall be considered a

"holding period." Redemption interest during said holding period shall be charged at a monthly rate equivalent to three per cent per annum.

Unless otherwise specified herein, this order shall take effect immediately and shall remain in effect for the duration of the public health and civil preparedness emergency, unless earlier modified or terminated by me.

Dated at Hartford, Connecticut, this 1st day of April, 2020.



Ned Lamont
Governor

By His Excellency's Command



Denise W. Merrill
Secretary of the State



BN- 4/16/2020 - Attachment B

STATE OF CONNECTICUT

BY HIS EXCELLENCY

NED LAMONT

EXECUTIVE ORDER NO. 7W

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19
PANDEMIC AND RESPONSE – MUNICIPAL TAX RELIEF CLARIFICATIONS,
UNEMPLOYMENT EXPERIENCE RATINGS, ADMINISTRATIVE
REQUIREMENTS FOR LIQUOR PERMITTEES**

WHEREAS, on March 10, 2020, I issued a declaration of public health and civil preparedness emergencies, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed spread in Connecticut; and

WHEREAS, pursuant to such declaration, I have issued twenty-three (23) executive orders to suspend or modify statutes and to take other actions necessary to protect public health and safety and to mitigate the effects of the COVID-19 pandemic; and

WHEREAS, COVID-19 is a respiratory disease that spreads easily from person to person and may result in serious illness or death; and

WHEREAS, the World Health Organization has declared the COVID-19 outbreak a pandemic; and

WHEREAS, the risk of severe illness and death from COVID-19 appears to be higher for individuals who are 60 years of age or older and for those who have chronic health conditions; and

WHEREAS, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention and the Connecticut Department of Public Health recommend implementation of community mitigation strategies to increase containment of the virus and to slow transmission of the virus, including cancellation of gatherings of ten people or more and social distancing in smaller gatherings; and

WHEREAS, quasi-municipal entities, including special taxing districts and participants in the Connecticut Green Bank C-Pace program have sought relief on behalf of taxpayers affected by the economic effects of the COVID-19 pandemic; and

WHEREAS, as a result of the dire economic effects of the necessary public health protective measures enacted in response to the COVID-19 pandemic, an unprecedented number of Connecticut residents have filed for unemployment benefits; and

WHEREAS, to avoid imposing an undue burden on contributing employers whose employees have had to file unemployment claims as a result of the extraordinary effects of the COVID-19 pandemic, it is necessary to relieve those employers of charges to their experience accounts; and

WHEREAS, provisional permits must be approved by the Liquor Control Commissioner, which is not holding meetings during this state of emergency; and

WHEREAS, Executive Order No. 7D provided that any location licensed for on-premise consumption of alcoholic liquor “shall only serve food or non-alcoholic beverages for off-premises consumption,” thereby preventing on-premise liquor permittees from enjoying the full benefit of their liquor permit; and

WHEREAS, certain statutory and regulatory provisions regarding the sale and consumption of alcoholic beverages may make required distancing and other safety measures difficult or impossible while local and state government offices have limited accessibility, or may create undue hardship to businesses during the period when they are not selling alcoholic liquor for on-premise consumption;

NOW, THEREFORE, I, NED LAMONT, Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, do hereby **ORDER AND DIRECT**:

1. Applicability of Executive Order No. 7S, Section 6 and Quasi-Municipal Corporations and Clarification of Time Periods.

- a. Application to Quasi-Municipal Corporations.** The provisions of Executive Order No. 7S, Section 6 regarding tax deferral and interest-rate reduction programs to offer support to eligible taxpayers, businesses, nonprofits and residents who have been economically affected by the COVID-19 pandemic shall apply to all taxes and water, sewer, or electric charges for which a municipality, as defined in section 7-148 of the general statutes, collects for all other quasi-municipal corporations, whether created by statute, ordinance, charter, or special act, including but not limited to any town, city or borough, whether consolidated or unconsolidated, any village, school, sewer, fire, lighting, special services or special taxing districts, beach or improvement association, any regional water or resource recovery authority or any other political subdivision of the state or of any municipality having the power to make appropriations or to levy assessments or taxes (“quasi-municipal corporations”). Every quasi-municipal corporation which collects its own taxes or water, sewer, or electric charges and is located wholly within a municipality shall offer the same program or programs that the municipality offers, must accept the status of the taxpayer as determined by the municipality,

and shall not be subject to the notification requirement to the Secretary of the Office of Policy and Management under Executive Order No. 7S Section 6. Every quasi-municipal corporation which collects any taxes or water, sewer, or electric charges and is located in multiple municipalities shall make its own determination as to which program or programs it shall elect, which may be either uniform for the whole quasi-municipality or be the same as those chosen by the respective forum municipalities, and shall provide the notice to the Secretary of the Office of Policy and Management as required for municipalities under Executive Order No. 7S Section 6. The provisions of Executive Order No. 7S, Section 6 regarding tax deferral and interest-rate reduction programs to offer support to eligible taxpayers, businesses, nonprofits and residents who have been economically affected by the COVID-19 Pandemic shall apply to benefit assessments under Connecticut General Statute Section 16a-40g.

b. Clarification of Time Periods. Because interest on past due taxes and water, sewer, or electric charges are calculated by the month, not by the day, and principal is typically due on the first of the month, not the tenth, the ninety (90) day periods referred to in Executive Order No. 7S, Section 6 are amended to three (3) months, and the references to due dates and delinquency dates on or prior to March 10 are amended to April 1.

- 2. No Increased Experience Rating Based on COVID-19 Unemployment Claims.** Section 31-225a(c)(1) of the Connecticut General Statutes is modified to additionally provide, “(L) No base period contributing employer's account shall be charged with respect to benefits paid to a claimant due to partial or total unemployment that the Commissioner of Labor or his designee determines are attributable to COVID-19, including but not limited to benefits paid to a claimant who, through no fault of his or her own, becomes either partially or fully unemployed during the public health and civil preparedness emergency declared on March 10, 2020, and any period of extension or renewal.” The Commissioner of Labor may issue any implementing orders that he deems necessary to effectuate this order.
- 3. Coil Cleaning Requirements Modified.** Section 30-6-A23(b) of the Regulations of Connecticut State Agencies is modified so that premises that normally are permitted to sell beer or wine for on-premises consumption need not clean beer or wine pipe lines on a weekly basis while the premise is closed pursuant to Executive Order No. 7D, unless growlers for off-premise consumption are sold pursuant to Executive Orders No. 7G or 7T. Any premise not cleaning lines on a weekly basis shall not begin serving draught beer or wine after Executive Order No. 7D is lifted until a coil and line cleaning occurs and is recorded on the premise's cleaning card.

4. **Delivery Signature Requirement Suspended.** Sections 30-16(e)(3), 30-18(b), 30-18a(b), 30-19f(c), 30-37q, and 30-93a of the Connecticut General Statutes are modified so that a consumer need not sign upon receipt of alcoholic beverages for delivery or curbside pick-up, provided that the age of the consumer receiving the alcoholic beverages is verified to be age twenty-one or older and the consumer is not intoxicated. The Commissioner of Consumer Protection may issue any implementing orders or guidance that she deems necessary to effectuate the purposes of this order.
5. **Return of Permit Not Necessary for Temporary Closures Pursuant to Executive Order No. 7D.** Section 30-6-A6 of the Regulations of Connecticut State Agencies is modified to waive the requirement that permittees must notify the Department of Consumer Protection of business closures for sixty days or less if said closure is a result of Executive Order No. 7D. Section 30-6-A6 is further modified to waive the requirement that a permittee return the permit to the Department of Consumer Protection if the business is closed for more than 60 days if said closure is a result of Executive Order No. 7D so long as the business intends to reopen following the termination of Executive Order No. 7D.
6. **Ninety-day Provisional Permits.** Section 30-35b of the Connecticut General Statutes is modified to authorize the Commissioner of Consumer Protection, or her designee, to review and approve the issuance of provisional permits, the renewal of such permits and any follow-up review, which would otherwise have been reviewed and approved by the Liquor Control Commission. Any such decisions shall be made public by posting them on the Commission's web site and including them on the agenda for the next regularly scheduled meeting of the Liquor Control Commission. The Commissioner of Consumer Protection may issue any implementing orders and guidance that she deems necessary to implement this order.
7. **Renewal Date of On-Premise Liquor Permits to Be Extended.** Section 30-14(a) of the Connecticut General Statutes and Section 30-6-A3 of the Regulations of Connecticut State Agencies are modified to provide that all on-premise liquor permits in active status when Executive Order No. 7D went into effect on March 16, 2020 shall be extended by four months, including any business whose permit expired between March 16 and the effective date of this Order. The Commissioner of Consumer Protection may issue any implementing orders and guidance that she deems necessary to implement this order.
8. **Permit Need Not Be Recorded with Town Clerk.** Section 30-53 of the Connecticut General Statutes and Section 30-6-A7 of the Regulations of

Connecticut State Agencies are suspended in all towns where the town clerk's office is closed or so reduced in hours that it makes it unreasonable to have the permit recorded. Permits shall be recorded as soon as the relevant town clerk's office is reopened and staffed for routine business.

Unless otherwise specified herein, this order shall take effect immediately and shall remain in effect for the duration of the public health and civil preparedness emergency, unless earlier modified or terminated by me.

Dated at Hartford, Connecticut, this 9th day of April, 2020.



Ned Lamont
Governor



By His Excellency's Command



Denise W. Merrill
Secretary of the State

BW- 4/16/2020 - Attachment C

First Selectman's Report – April 16, 2020

I want to start off by thanking Rep. Chris Davis, who was able to get donated 200 surgical masks to local first responders in East Windsor. There is a global shortage of personal protective equipment for first responders and medical staff, and every little bit helps.

With that in mind, the Recreation and Community Services Department is asking for donations of surgical masks or homemade masks to be distributed to seniors in our community who request them. We are still weeks away from peak infection rates from COVID-19, and local seniors are very justifiably concerned. Anyone who can donate or make masks are asked to reach out to Melissa Maltese at (860) 623-2430.

I continue to participate in regular calls with both the North Central District Health Department and the statewide emergency management team. There is good news and bad news on this front: the good news is that the social distancing efforts and other preventative actions are having a positive effect, but we need to keep them up because we have not yet hit the worst of the pandemic in Connecticut. The bad news is that there is a new shortage of testing available, which may make it look like new cases are slowing when they are not. We're doing well so far, and we will all get through this, but we need to stay diligent.

Because our first responders are more at risk of contracting COVID-19, I reached out East Windsor hotels to see if there were space available to provide if those first responders found themselves exposed and needed a place to quarantine away from their families, so as to not get their loved ones sick as well. I want to recognize and thank East Windsor's Comfort Inn for securing a block of rooms for us for the next several weeks, and to thank them for generously donating several of those rooms. It's great to be able to provide an added level of comfort to people who are putting themselves at risk to keep us safe.

Every two weeks, Food Share provides fresh produce and nonperishable goods at no charge to anyone who shows up. Typically, the people receiving the food are in need or experiencing a hardship. On April 3, I went to volunteer at the distribution and was so impressed to see a dozen employees of East Windsor schools helping out. From teachers to paraprofessionals to cafeteria workers to administrators, it was awesome to see such dedication from our school staff. As we were working, I heard a number of them say to each other how much they missed being in their classrooms with their students. I know our students miss them just as much.

Despite the disruption that COVID-19 has presented, town staff are still working hard to spread some cheer. Over the last few weeks, the Easter Bunny was seen all over town, passing through neighborhoods to spread some holiday cheer while respecting social distancing guidelines. Today, town staff led by the folks who work at the Senior Center and aided by DPW held our first community pop-in parade for seniors as a way to let them know that they are missed and we are all excited for the day when we can socialize together again. The smiling faces were a highlight of the week!

The Charter Revision Commission held their regular meeting via Zoom last Tuesday and discussed deficiencies and improvements pertaining to Chapter 8 of the charter. This chapter governs our budget process. The commission also welcomed their newest member, Heather Spencer. They continue to be on target for submission of their work to the voters on the November ballot.

As I discussed in my last report, executive orders issued by Governor Lamont have changed how our budget process will be required to function this year. The Board of Finance has the authority to set a budget and a mill rate, and they will do so on May 6th. Prior to the vote that night, they will also hold a public hearing as to what that final budget should be. The meeting will be held via Zoom, and all members of the public are encouraged to join in the meeting or submit your concerns in email.

Over the last two weeks, Town staff continued to hold cluster meetings with departments having responsibility for economic development and community services, and our regularly scheduled senior staff meeting (all of which heavily focused on COVID-19). We are working on ensuring that we can provide support and resources to residents and businesses when we start a return to normalcy. Additional information will be shared on the Town website under the Town of East Windsor Resource Guide for COVID-19. That publication is updated weekly, so check back regularly.

Charlie Nordell and I are working on a new policy pertaining to the position of Fire Marshall, which should update processes and expectations in terms of reporting to the Town what we may need to know. Charlie will present on that at a future meeting.

The Board of Education continues to provide free breakfasts and lunches to East Windsor students on a daily basis. One local resident, Nicole Graczewski, has started an online campaign called "Friends Flocking Friends," which has a flock of pink flamingoes showing up in the lawn of one of your friends anonymously for one night. Anyone interested can reach out to friendsflockingfriends@gmail.com. Proceeds are going to help offset the costs of the meals being provided by the BOE.

Respectfully submitted,

Jason E. Bowsza
First Selectman

BN- 4/16/2020 Attachment D

April 16, 2020

Deputy First Selectmen's Liaison Report

I want to take this opportunity to extend my condolences to family and friends of Lawrence "Skip" Woodward who passed away April 9, 2020. Skip was active for years in the progress of East Windsor. He was a member of the Warehouse Point Fire Department where he roused to the rank of Assistant Fire Chief. He was a founding member of the East Windsor Volunteer Ambulance Service, served as an EMT-1 and held various leadership roles during his tenor.

April 6, 2020 - I participated in a Zoom Town Meeting for the Warehouse Point Fire District Budget proposals for Fiscal years 2020-2021.

April 8, 2020 - I participated in a Zoom meeting held by the BOF regarding the Annual Budget process.

April 9, 2020 and April 16, 2020 I participated in a Zoom meeting with the Registrars to discuss procedures for the upcoming Primary scheduled for June 2, 2020.

April 13, 2020 Participated in another Zoom meeting held by the BOF

April 15, 2020 The scheduled meeting for the Broad Brook Mill Committee was cancelled.

Respectfully Submitted,

Marie E. DeSousa

Deputy First Selectmen

BOF- 4/16/2020 Attachment E

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Selectman Nordell's Report 4/16/2020

I sat in all the Board of Finance meetings since our last Board of Selectmen's meeting. I understand this is a tough year for the BOF because the entire decision for next year's budget lies on them. The BOF has asked voters to weigh in at the public hearings, give input during public participation and submit letters to voice concerns about this year's budget since a vote won't happen. This is the best scenario they could ask for because they get actual feedback on what people want rather than a pass/fail with no explanation. The majority of input that has been given has been in favor of supporting public safety and education, however those are the things that have been cut. Never do I recall hearing any input about setting the budget low or near 2% because of this year's epidemic. I hope that in the final public hearing the BOF will take stronger consideration to voter comments and letters submitted.

Today is Parks and Recs pride day and they asked people to sport their favorite parks and recs t-shirt and submit them a picture.

East Windsor Chambers continues to keep us up to date on what is open in town and how people can continue to utilize the services of businesses in town safely. We have some great businesses doing great things to help those that need it and I know many people who are doing ok are stepping up and donating and helping where they can. It is certainly something we can be proud of as a town.

It was great to see East Windsor highlighted on channel 3 news last night for a heartwarming story about how many towns people and agencies coordinated a birthday parade in Broad Brook.

I hope everyone is staying safe, enjoying the nicer weather and being thoughtful in these times of needs. Keep ringing those bells!

Selectmen's Report – April 16th, 2020

Today is East Windsor Parks and Recreation Pride Day, so I'm wearing my shirt to show my support. #EastWindsorRECAthome

I'd like to start off by recognizing what a caring and giving community that we live in. During this time of crisis and chaos I have witnessed many neighbors and friends doing good deeds for one another and the many kind gestures just to spread joy and put a smile on someone's face during this dark time.

Pauline's Stock Pot has been serving approximately 200-230 to go meals Mondays, Wednesdays and Fridays to families, the Beautification Committee has been distributing plants to residents all over town and flamingos are flocking on lawns for a great cause. These acts of kindness, remind me how much I love and am proud to live in East Windsor.

On Monday, April 6th, 2020 the Warehouse Point Fire District held a Public Hearing via teleconference concerning their FY 2020-2021 proposed budget. Due to Governor Lamont's Executive Order 7i, there was no public vote by the taxpayers. The Board of Fire Commissioners unanimously adopted a budget of \$823,869.75 at a mil rate of 1.7.

The Commissioners regrettably accepted the resignation of a fellow Commissioner and are looking for applicants to fill the position. If you are interested, please visit www.whpfd.org, where you will find an application to fill out and be considered.

Forty fire inspections were completed in the month of March and the department responded to forty four calls. Chief James Barton developed a complete emergency operational guide book for the fire district specific to COVID-19 with new standard operating guidelines and precautions are being taken by our first responders.

On Tuesday, April 7th, 2020 the Charter Revision Commission continued discussion on areas members felt needed updating and reworking in our governing document. Some areas mentioned included: holding two referendums instead of the current three, allowing the Board of Selectmen or Board of Finance to adopt the budget if it didn't pass at the third referendum, changing the Capital Improvement Planning Committee deadlines and separating Debt Service and Capital Improvement from the 2% cap.

On Wednesday, April 8th, 2020 the Board of Finance held a Public Hearing requesting input from the public on the FY 2020-2021 Town and Education budgets. Some areas brought up by taxpayers were public safety, fire services and education. The board deliberated and continued to do so at their next meeting on Monday, April 13th, 2020 where the board unanimously voted on a budget of \$41,197,848, a 1.11% mil increase to 34.63 and a \$946,447 cut to the Education budget. A budget mailer will be distributed to taxpayers by mail in the coming

weeks. Please review it and see where things currently stand. There will be a final Public Hearing on Wednesday, May 6th, 2020 at 7:00 PM via Zoom. I highly encourage that you submit written testimony via email to board members or speak that evening. This will be your last opportunity to have your comments be taken into consideration before the board adopts the budget that evening. I hope that the board will strongly consider the comments made by the public and things that might be at stake, especially with our school system, such as our NEASC (New England Association of Schools and Colleges) accreditation, loss of sports and staff. It is important to note that the Coronavirus is effecting taxpayers and businesses and I understand the uncertainty in people's lives at this time, but we must keep in mind that our school system and town must function accordingly when this crisis passes. I am concerned if we drastically underfund aspects of our education system, that next year will result in a large tax increase and come as a shock to our community.

Now that Spring has sprung, the East Windsor Community Garden, located on Reservoir Ave. is planning on opening on May 1st, 2020 and plots are available at a very reasonable price, 10 feet x 15 feet at \$15.00 per season and 20 feet x 15 feet at \$25.00 per season. Please call 860-623-5487 for further information. It is the perfect time to enjoy being outside and grow vegetables and flowers.

Thank you to our health care workers, truck drivers, grocery store employees, first responders and all other essential employees continuing to work each and every day. Please continue to support our local businesses and please reach out to me if there's anything I can do to help.

Submitted With Sincerity,

Sarah A. Muska, Selectman