

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

REGULAR MEETING

**Thursday, May 21, 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/SPEAKERS signing in to teleconference: James Barton, Chief, Warehouse Point Fire District; Fred Stucklen; Denise Menard; Terri Hahn, LADA, PC, Land Planners

TIME AND PLACE OF REGULAR MEETING:

First Selectman Bowsza called the May 21, 2020 Regular Meeting to order at 7:02 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.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

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

APPROVAL OF MEETING MINUTES/A. May 7, 2020 Regular Meeting Minutes:

MOTION: To ACCEPT the Regular Meeting Minutes of the Board of Selectmen Meeting dated May 7, 2020 as presented.

DeSousa moved/Muska seconded/**DISCUSSION/CORRECTIONS:** None
VOTE by rollcall: In Favor: DeSousa/Baker/Muska/Nordell
(No one opposed/No Abstentions)

APPROVAL OF MEETING MINUTES/B. May 11, 2020 Special Meeting Minutes:

MOTION: To ACCEPT the Special Meeting Minutes of the Board of Selectmen Meeting dated May 11, 2020 as presented.

DeSousa moved/Muska seconded/**DISCUSSION/CORRECTIONS:** None
VOTE by rollcall: In Favor: DeSousa/Baker/Muska/Nordell
(No one opposed/No Abstentions)

PUBLIC PARTICIPATION:

James Barton, 107 Main Street, Chief, Warehouse Point Fire District: Chief Barton noted that in February or March, 2020, a letter was sent to First Selectman Bowsza's Office regarding PILOT money for the District; a subsequent letter was sent to the entire Board earlier this month. Chief Barton suggested he's under the assumption that because the budget process for the Town has been completed for the fiscal year the issue of the PILOT money related to the District won't be addressed.

Chief Barton also suggested that the Warehouse Point Fire District taxation issue should show up on every agenda because that hasn't been rectified yet; it should be on the agenda like the Broad Brook Mill Committee. Chief Barton indicated he didn't want that issue to be forgotten; he understands everyone is busy; he's willing to assist with the process if necessary.

Fred Stucklen, 148 Winkler Road: Mr. Stucklen noted the drive-through vote being conducted for the Warehouse Point Fire District meeting next week, he questioned what's the purpose of that, and if it passes will it complicate the situation for the Town to combine the two fire districts so we don't have a double taxation situation?

First Selectman Bowsza indicated that Selectman Nordell, who is also a Warehouse Point Fire District Commissioner, will address that in his Selectman's Report later in the meeting.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

COMMUNICATIONS/A. Temporary Certificate for Outdoor Dining Application:

First Selectman Bowsza noted that Governor Lamont issued Executive Order 7MM which allows outdoor dining for restaurants that have a limited amount of seating. The Order amends, and eases the regulations of the local Zoning Official. First Selectman Bowsza indicated Town Staff has met; the process is so easy you can get the permit in the parking lot while you're discussing the proposal. (See Attachment A)

COMMUNICATIONS/B. National Public Works Week Proclamation:

First Selectman Bowsza reported May 17th to May 23rd is National Public Works Week; the Town issues a Proclamation annually to note the hard work of the Public Works Department. (See Attachment B)

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.

Resignations: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B

Reappointments: 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.

NEW BUSINESS/A. Discussion of Warehouse Point Master Plan including Terri Hahn of LADA:

First Selectman Bowsza introduced Terri Hahn, of LADA, PC. Land Planners. He noted Mrs. Hahn has been working with the Town to develop a Master Plan for the development of Warehouse Point. Mrs. Hahn noted that discussions of the development of the Warehouse Point Village began with previous Town Planner Laurie Whitten as she created the POCD (Plan of Conservation and Development) for East Windsor, and continued under a grant to study Stormwater Management in Warehouse Point.

Mrs. Hahn gave a detailed narrative of the evolution of the study; First Selectman Bowsza assisted Mrs. Hahn by displaying the slides associated with her comments. (See Attachment C). Following is a summary of her presentation.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

Mrs. Hahn indicated that the scope of the project included land from I-91 to the Connecticut River, and from the Enfield town line to North Water Street and South Water Street at the intersection with Main Street. Also included is Bridge Street east and west, and Main Street, north and south and all the properties within that area. The area of study encompasses approximately 230 plus acres owned by 269 property owners. Most properties within the area are less than a half-acre in size, which becomes a problem identified later in the study.

Mrs. Hahn indicated the study is important because Warehouse Point is between the future train station in Windsor Locks, and the casino and the properties along Route 5. Mrs. Hahn noted Warehouse Point has a grocery store, which is important for a village area; it's a walkable area although that gets challenging in the hill areas along Bridge Street. The area also has great access to Springfield, MA. and Hartford, and it has great river views.

Mrs. Hahn reported that this study began in 2017. A kickoff meeting was held in 2018, and a subsequent public workshop was held. The study includes investigation of the Blue Ditch, and considers the impact of the Blue Ditch on stormwater issues in the Warehouse Point area.

Mrs. Hahn referenced an Existing Conditions Report submitted in 2019 which includes an inventory map of the Warehouse Point study area, and data about conditions such as wetlands soils, flood limits, soils maps, etc. The Existing Conditions Report includes a record of every storm event during the time period noted; that data is being used to develop stormwater calculations to manage the flooding conditions.

Mrs. Hahn indicated there are two causes of flooding within the Warehouse Point area. River conditions above Warehouse Point affect flooding conditions for storms greater than 10-year events, while the Blue Ditch affects local flooding. Regarding the flood conditions and stormwater in Warehouse Point Mrs. Hahn referenced slide six and noted the blue line represents the floodway, which is land directly related to the rise and fall of the Connecticut River. The floodway brings water onto properties located on east and west side of North and South Water Street. Mrs. Hahn indicated the area highlighted in green represents properties impacted by a 100-year flood; the purple highlighted area represents properties impacted by a 500-year flood.

Mrs. Hahn identified the area impacted by the Blue Ditch. The Blue Ditch starts on the west side of the Geissler's parking lot, then crosses Bridge Street and continues behind St. John's Episcopal Church, and the residential properties on the east side of Spring Street and Holcomb Terrace, and eventually enters a culvert on Main Street. Mrs. Hahn referenced various photos included in her presentation to show high water conditions in several locations along South Water Street, including the emergency access area across from the Water Treatment Facility. Mrs. Hahn suggested that upstream conditions on the Connecticut River affect the stormwater conditions more than local rain events. When the Connecticut River reaches a flood level of approximately

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

20 feet a backwater condition begins to occur, which causes flooding of the athletic fields on South Water Street.

Mrs. Hahn indicated that while this is a stormwater study and eventual stormwater management plan, they have also looked at zoning issues within the village area. She has been working with the Planning and Zoning Commission (PZC) throughout the study; she also conducted a public hearing/workshop and conducted a pop-up survey at Geissler's supermarket. Most of the people she spoke with indicated they liked the current architecture of the village area and the streetscapes, and liked the height of the current buildings. Mrs. Hahn suggested most people need a reason to come to the Warehouse Point area; the PZC is looking at in-fill development and retaining historic structures rather than tearing down existing structures and starting from scratch. Most of the people want Warehouse Point to stay Warehouse Point. Mrs. Hahn suggested they want to preserve the existing fabric of the village, but they also want to allow for expansion and growth. The PZC continues to review bulk area requirements, permitted uses, existing zoning regulations, potential revised zoning districts specific to the Warehouse Point area, review of a future use density plan, and variations on current streetscapes. Mrs. Hahn referenced several interpretations of examples of future streetscapes, including the areas along Bridge Street, Main Street, and South Water Street.

Mrs. Hahn then discussed the various stormwater conditions, and their impact on properties along Spring Street, Holcomb Terrace, and Main Street.

Mrs. Hahn suggested the study will include the creation of stormwater management regulations and flood regulations, taking into consideration the impact of new regulations on existing property owners. Mrs. Hahn gave a detailed review of the various existing drainage areas, which she referred to as pond areas. Consideration of zoning regulation revisions will include the impact of existing and proposed impervious coverage allowances. Alternative methods of dealing with the current stormwater conditions may include Town initiated maintenance plans, such as culvert cleaning, and pipe replacement. Mrs. Hahn suggested she felt the maintenance of the culverts will radically help the stormwater management flow.

Mrs. Hahn then took questions from the Board.

Deputy First Selectman DeSousa questioned if the maintenance issues discussed for Holcomb Pond need attention now, or will that be future maintenance work? Mrs. Hahn indicated she's already begun discussions with Town Engineer Norton on this issue. One aspect of the work is to acquire easements from property owners to work on the pipes and culverts.

Selectman Baker referenced the large tract of land on Bridge Street which had been the subject of a previous zoning application for a Lowe's home improvement store; he questioned what type of development was being envisioned for that parcel? Mrs. Hahn noted the intent is to keep the current "farmhouse" architectural style along the Bridge Street frontage, while proposing denser development to the rear of the parcel. The PZC would like to maintain the current streetscape,

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

while encouraging the expansion of commercial development; they had considered adding parking to the rear of the farmhouses – perhaps shared parking, depending on the density of the rear uses. Some of the rear uses considered were offices, mixed uses, single family residential rather than condominiums. Mrs. Hahn suggested the intent is to provide more flexibility rather than dictating development.

Selectman Baker felt he had seen earlier plans that proposed retail or mixed uses for an extended Maple Street; he questioned if that was still being proposed? Mrs. Hahn felt the plan he recalled was for School Street. She suggested issues have developed with that proposal regarding road access. Development of that area is still being discussed.

Selectman Baker questioned what the number action item would be coming out of this study? Mrs. Hahn suggested that wasn't her decision, but Mrs. Hahn felt the number one action item resulting from this report will be to make the final details and changes on the Zoning Regulations to get them in place.

Mrs. Hahn indicated she'll be making a similar presentation to the Planning and Zoning Commission, who is also working on how to handle the public participation portion of this project under the current meeting restrictions. When that's been completed, and the final report has been issued she'll return to the Board of Selectman to make a final presentation as well.

NEW BUSINESS/B. Discussion of Long-Term Recovery Coordinator – CRCOG:

First Selectman Bowsza noted that it's been strongly encouraged by the State Department of Emergency Management and Homeland Security that each community appoint a Long-Term Recovery Coordinator. The individual should be someone who will have interaction with DEMHS, but can't be a first responder, the Director or Assistant Director of Emergency Management, or the First Selectman. The individual should have contacts with the business and civic community and have an understanding of the Town's relationship with organizations like CCM, or CRCOG.

First Selectman Bowsza reported he spoke with Denise Menard to ask if she would be willing to serve in this capacity. Mrs. Menard was a previous First Selectman in East Windsor for eight years and has more recently been a Town Manager in East Longmeadow, Massachusetts for three years. First Selectman Bowsza suggested that for someone working in a volunteer capacity someone with her relationships in the community, and her understanding of government, and government management would be a great fit. He noted her name was brought up by Police Chief DeMarco, and Deputy Chief Hart as well.

First Selectman Bowsza asked the Board for other suggestions, or comments.

Selectman Baker couldn't think of anyone else more qualified.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

Deputy First Selectman DeSousa suggested with Mrs. Menard's experience, and as a volunteer for the Town, she can't think of anyone else in town with the experience and desire to do what's in the best interest of East Windsor. It's just not her experience, but she lives here as well. Deputy First Selectman DeSousa favored Mrs. Menard's appointment.

Selectman Muska indicated she echoed the comments of Selectman Baker and Deputy First Selectman DeSousa; Selectman Muska felt Mrs. Menard would be great for the position.

Selectman Nordell felt Mrs. Menard would be a great fit; she has the experience and the knowledge, she's well rounded to take the position. He felt First Selectman Bowsza's recommendation was a good decision.

MOTION: To APPOINT Denise Menard as the Long-Term Recovery Coordinator for the Town of East Windsor.

Muska moved/DeSousa seconded/DISCUSSION: First Selectman Bowsza was pleased that Mrs. Menard agreed to serve. He felt this is going to be a position where her background and experience will be an asset; he felt Mrs. Menard will have an opportunity to craft this to what the needs of the town are. First Selectman Bowsza indicated he would help in any way he could.

Joining the Board via teleconference Mrs. Menard suggested she wasn't sure what she had just signed up for. She thanked everyone for their vote of confidence in her. She hoped it's not as hard as it may be, but Mrs. Menard reported in her past it's been trial by fire for her; she feels she can figure this out as well with the help of the whole Board. Mrs. Menard thanked everyone again for the vote of confidence.

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

NEW BUSINESS/C. Discussion and Approval of Site License Agreement Between the Town of East Windsor and Urgent Care Medical Center, LLC, for Drive-through testing in East Windsor:

First Selectman Bowsza reported he has been working with Priority Urgent Care, which has done drive-through COVID-19 testing sites in Vernon and Willington or Windham. Dr. Rampel is the founder of Priority Urgent Care; he has been wonderful to work with regarding setting up this site in East Windsor. They've agreed to schedule the first drive-through testing site at the East Windsor High School, on Wednesday, May 27, 2020, from 10:00 a.m. to 3:00 p.m. Anyone who wants to can get tested; there is no co-pay requirement. People who have had a pre-test screening can be in and out in 10 minutes; if you haven't been pre-screened it will take a little longer. First Selectman Bowsza suggested if this works out well, he may be able to schedule additional testing opportunities; Dr. Rampel is holding Wednesdays for East Windsor. First

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

Selectman Bowsza suggested he is hoping to schedule a testing site at Mill Pond Village so the opportunity can be offered to people who might not have access to transportation.

First Selectman Bowsza indicated the only thing remaining to complete this is signing the agreement included in the Board's packet (See Attachment D). He opened discussion to the Board.

Deputy First Selectman DeSousa questioned if running the sites increases the cost of liability insurance for the Town; First Selectman Bowsza indicated it did not.

No one else had any comments.

MOTION: To ENTER INTO THE AGREEMENT with Urgent Care Medical Center, LLC for a COVID-19 virus drive-through testing in East Windsor effective immediately, and AUTHORIZE First Selectman Bowsza to sign the agreement.

DeSousa moved/Baker seconded/DISCUSSION: None.

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

NEW BUSINESS/D. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$1,155.07 as identified under Tax Refund Report dated 5/18/2020.

Muska moved/seconded/DISCUSSION: None

VOTE by rollcall: In Favor: Baker/Muska/Nordell/DeSousa

SELECTMEN COMMENTS AND REPORTS/A. Jason Bowsza:

(See Attachment E)

SELECTMEN COMMENTS AND REPORTS/B. Marie DeSousa:

(See Attachment F)

SELECTMEN COMMENTS AND REPORTS/C. Charlie Nordell:

(See Attachment G)

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

SELECTMEN COMMENTS AND REPORTS/D. Sarah Muska:

(See Attachment H)

SELECTMEN COMMENTS AND REPORTS/E. Alan Baker:

(See Attachment I)

PUBLIC PARTICIPATION:

Fred Stucklen, 148 Winkler Road: Mr. Stucklen thanked the Board for the information regarding the vote for the Warehouse Point Fire District. He reported he is concerned with the double taxation, and where the Town is going with that. What alternatives are being looked at? Will the vote within the Warehouse Point Fire District coming up complicate that?

First Selectman Bowsza indicated the Board of Selectmen will be discussing the issue of the tax disparity at a future meeting. First Selectman Bowsza didn't think the vote occurring on Wednesday will impact that.

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 – Action is possible:

MOTION: To GO INTO EXECUTIVE SESSION at 8:48 p.m. to discuss Section 1-200 (6)(A) and (B). Attending the Executive Session were: First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.

Nordell moved/Muska seconded/DISCUSSION: None.

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

LET THE RECORD SHOW the Recording Secretary left the meeting after taking the above vote.

First Selectman Bowsza called the Board of Selectman Meeting back to order at 9:29 p.m. He called for **ADDED AGENDA ITEMS.**

MOTION: To ADD AGENDA ITEM 10E. UPGRADE OF THERESA REGAN.

Baker moved/Muska seconded/DISCUSSION: None

VOTE by rollcall: In Favor: Baker/Muska/Nordell/DeSousa

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting –May 21, 2020
ZOOM Teleconference
Meeting ID: 332 683 3563
MEETING MINUTES**

(No one opposed/No abstentions)

NEW BUSINESS/E. Theresa Regan:

MOTION: That we upgrade the Clerical position from a Grade 4 to a Grade 5 effective immediately for employee Theresa Regan.

DeSousa moved/Nordell seconded/DISCUSSION: First Selectman Bowsza appreciated her willingness to step in and help, even if it's not a position she's familiar with. She's certainly someone who has demonstrated she's well capable of performing at this grade. First Selectman Bowsza felt this is a good thing for the Board to be doing.

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

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 9:32 p.m.

Nordell moved/Baker seconded/

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

Respectfully submitted


Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

ATTACHMENTS:

- A – Temporary Certificate for Outdoor Dining Application
- B - Proclamation – National Public Works Week
- C – Presentation – Warehouse Point – Plan for Stormwater Management and Village Center Redevelopment Grant (Stormwater Study) – Status Report, May 2020, Terri Hahn of LADA Land Planners
- D - Agreement, Town of East Windsor and Urgent Care Medical Center, LLC
- E - Selectman's Report – First Selectman Bowsza
- F - Selectman's Report – Deputy First Selectman DeSousa
- G - Selectman's Report - Selectman Nordell
- H - Selectman's Report - Selectman Muska
- I – Selectman's Report - Selectman Baker

BS- 5/21/2020 Attachment A



TOWN OF EAST WINDSOR

TOWN OF EAST WINDSOR TEMPORARY CERTIFICATE FOR OUTDOOR DINING APPLICATION (FOR NEW OR EXPANDED OUTDOOR DINING AREAS)

Restaurant Name and Property Address: _____

Name of Applicant/Business Owner _____ Phone: _____

Mailing Address: _____

Email: _____

Name of Property Owner: _____ Phone: _____

Mailing Address: _____

All information submitted with this application is true and accurate to the best of my knowledge. The applicant understands this application will be considered complete when all information and documents outlined under **"Submission Requirements"** on page 2 have been submitted. Additional or more detailed information may be required to protect public health and safety and in order to complete an application. Staff will work with applicants and take into account the need for expedited review of requests for temporary outdoor dining. The applicant understands this application is established pursuant to Executive Order 7MM issued by Governor Ned Lamont of the State of Connecticut, and shall remain in effect until modified, extended or terminated.

Businesses planning to open on May 20 (or during Phase 1) must complete the State of Connecticut's self-certification process before opening. The process can be found online at <https://business.ct.gov/recovery>.

All approved applications are temporary and will last for the duration of the COVID-19 crisis, after which all previous zoning requirements will be observed. There will be no fee for application under this temporary permit. Applications should be emailed to JBowsza@Eastwindsorct.com or mailed to the attention of the First Selectman at:

East Windsor Town Hall
11 Rye Street
Broad Brook, CT 06016

Date: _____
Signature of Applicant/Business owner

Date: _____
Signature of Property Owner

Date: _____
Signature of Local Enforcement Official

Approved Denied (circle)

SUBMISSION REQUIREMENTS
TEMPORARY CERTIFICATE FOR OUTDOOR DINING

Applications must be accompanied by the following:

A site plan of the property and written narrative outlining the proposed or modified outdoor dining facilities. Contact the Planning Department to determine if an existing site plan is available for use; if one is not available, the applicant can provide a printout of the property obtained from the Town's GIS mapping program located at: <https://eastwindsor.mapxpress.net/>.

- 1) The site plan must illustrate:
 - a. An outline of the outdoor dining areas to be used for the operation, including roughly scaled dimensions.
 - b. The location of tables, chairs, overhead protection (tents, umbrellas, awnings, etc.), wait staff stations, waste receptacles, hand sanitizer stations, heaters, furniture, or other equipment..
 - c. The path to be used by wait staff for service to and from the kitchen, as well as the path to be used by customers to enter and exit the outdoor dining area and the restrooms.
 - d. The location of an outdoor waiting area.
 - e. The location of screening, if necessary or desired.
 - f. The location of safety measures to protect the outdoor dining area, particularly where dining is proposed within a parking lot or abutting a parking lot or road.
- 2) The application must include a narrative outlining:
 - a. Total occupancy proposed for the outdoor dining area.
 - b. Any noise, waste management, odor, light pollution, and environmental impacts expected from outdoor dining and how these impacts will be mitigated.
 - c. Safety measures taken to protect the outdoor dining area, particularly where dining is proposed within a parking lot or abutting a parking lot or road.
 - d. Privacy measures taken to minimize disturbance to abutting uses, if necessary.
 - e. Hours of operation.
- 3) The application must include proof of Department of Economic and Community Development self-certification.

Temporary Certificate for Outdoor Dining Applications will be accepted via mail and email. However, applications for tents must be applied for through the Town's Building Department. Applications involving the use of tents will be reviewed by the Building Official and Fire Marshal. There is no filing fee for the application for Temporary Certificate for Outdoor Dining or a tent application associated with issuance of a Temporary Certificate for Outdoor Dining.

Temporary Certificates for Outdoor Dining will be reviewed by the Local Enforcement Official and Fire Marshal

Contact List:

| | | |
|-------------------------------|--------------|--|
| East Windsor First Selectman: | 860-698-1334 | jbowsza@eastwindsorct.com |
| Zoning Enforcement Official: | 860-698-1437 | jsauerhoefer@eastwindsorct.com |



Proclamation

Whereas, public works services provided in our community are an integral part of our citizens' everyday lives; and

Whereas, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public building, and solid waste collection; and

Whereas, the health, safety and comfort of this community greatly depends on these facilities and services; and

Whereas, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials; and

Whereas, the efficiency of the qualified and dedicated personnel who staff Public Works Departments is materially influenced by the people's attitude and understanding of the importance of the work they perform; and

Whereas, pursuant to Homeland Security Presidential Directive, Public Works employees are designated First Responders, responsible for protection of life, property and the environment; and

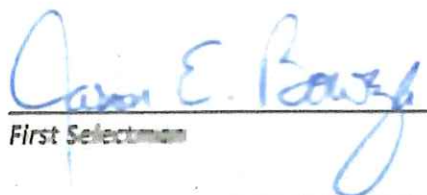
Whereas, the year 2020 marks the 60th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association;

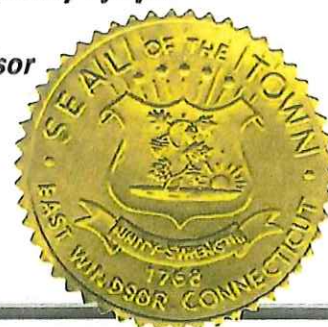
*Now, therefore, I Jason Bowsza
First Selectman of the Town of East Windsor
Do hereby proclaim the week of May 17 - 23, 2020 as*

"National Public Works Week"

In the Town of East Windsor and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort and quality of life.

*Given under my hand and Seal of the Town of East Windsor
Connecticut, this 18th day of May 2020*


First Selectman



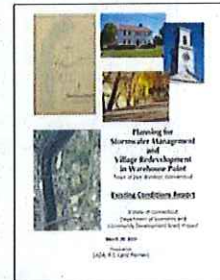
5/21/2020

LADA, P.C., Land Planners



Warehouse Point Stormwater Study- Existing Conditions Report

- Base Maps Updated
- Data Gathering and Inventory Maps
 - Inventory Maps
 - Parcel Map including uses/with spreadsheet
 - Soils Map
 - Flood Limits Map
 - Wetland Maps
 - Existing Stormwater Facilities
 - Blue Ditch Documentation
 - River level records
 - Storm data
 - Existing Utilities, Parking, Pedestrian patterns
 - Zoning
 - Water and Sewage Usage




Warehouse Point Stormwater Study- Existing Conditions


- Existing Stormwater Calculations
 - Understanding Stormwater vs. Flooding
 - Rain in East Windsor does not affect Connecticut River
 - Flooding in Warehouse Point has 2 causes-
The River (10 year storm+)
And local Flooding- the Blue Ditch



Sheet 1 of 7



Blue Ditch at Holcomb Terrace looking south minimal flow



Blue Ditch at Spring Street crossing minimal flow


Date: November 4, 2018, 3pm
 Storm Event:
 Timing: 8+/- hours after end of rain event
 Location: Holcomb Terrace Crossing and Spring Street Crossing
 Observations: Minimal flow from upstream conditions remaining after storm end.

Storm Event Photos


Warehouse Point TOD/Planning Project

The Blue Ditch and South Water Street

LADA, P.C. Land Planners 12/28/2018



Water level edge not visible



Date: December 13, 2018
 Storm Event: none
 Timing: low flow condition - river at 10-12' +/-
 Location: South Water Street at Blue Ditch culverts
 Observations: River Flow low- discharge pipe above river elevation

South Water Street elevation at 28' in this area.

Storm Event Photos

Warehouse Point TOD/Planning Project

The Blue Ditch and South Water Street

LADA, P.C. Land Planners 1/7/2019

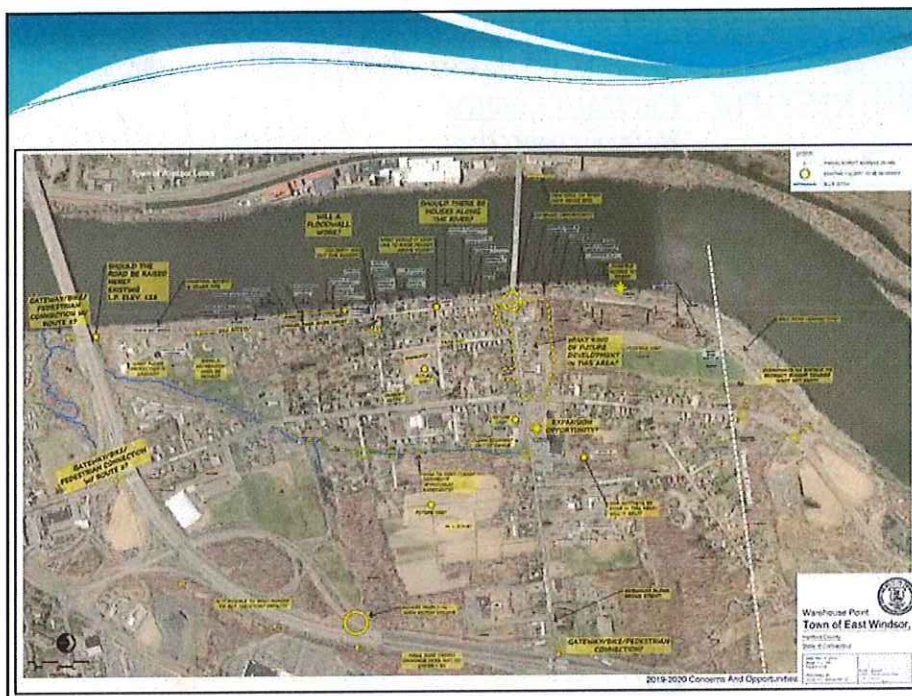
Date: December 23, 2018, noon
 Storm Event: 2+'' rain event
 Observations: Pipe under water - above flood stage river at 20-22'

Existing Conditions Report

- Observations- Stormwater Related
 - The Blue Ditch watershed flow is generally through the system in 8-24 hours depending on size of the rain event.
 - The road crossings within the watershed function as ponds holding water and slowing the flow. This ponding condition is reflected in the watershed drainage model calculations.
 - The Connecticut River peak after a rain event is at least 24 hours after the end of the storm, typically closer to 48 hours. The Blue Ditch is typically at low flow conditions at that point.
 - The upstream conditions affect the Connecticut River more than the actual rain event in East Windsor. If it rains more to the north than in East Windsor, then the river levels will rise regardless of the amount of rain in East Windsor. If rains more in East Windsor than upstream, the Connecticut River might not be affected except in minimal way (less than 5' water elevation change).
 - When the Connecticut River reaches approximately elevation 20, a backwater condition occurs and the Blue Ditch starts to fill up and flow upstream until the elevation stabilizes. This is typically at the Little League fields with minimal impacts upstream.

Existing Conditions Report

- Possible Recommendations
 - Consider a shared parking ordinance to provide flexibility and some protection to individual property owners
 - Consider a municipal parking lot for overflow of business and residential uses
 - Provide additional parking on South Water Street to connect to trails especially if recreation uses are expected to expand
 - Future use of the Dean Avenue neighborhood as a growth model should consider additional parking provisions
 - Extend Sidewalks to Route 5 via Main Street and Bridge Street
 - Establish Entry feature and gateway to Warehouse Point on Route 5 at Main Street and South Water Street, Establish Entry feature/Gateway on Bridge Street
 - Consider developing river access on North Water Street
 - Consider easements to town from properties where the Blue Ditch exists to allow for control of sediment and possibly storage expansion
 - Consider adding catch basins/yard drains to dewater rear of houses on South Water Street
 - Become proactive in coordinating with FEMA to take advantage of programs to purchase flood prone land



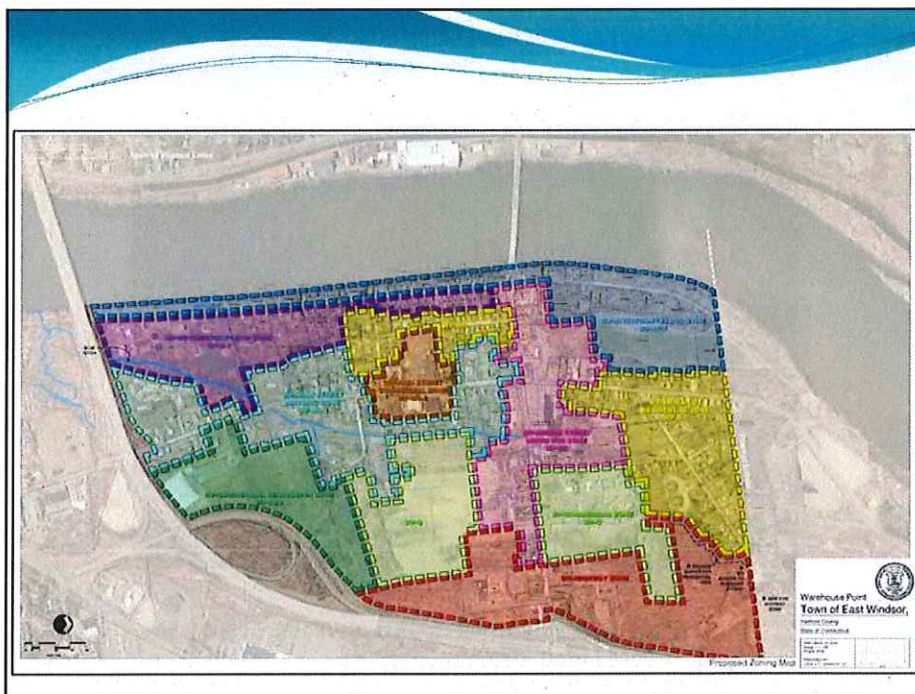
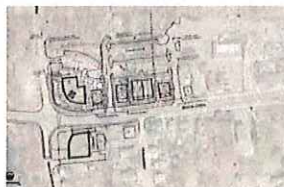
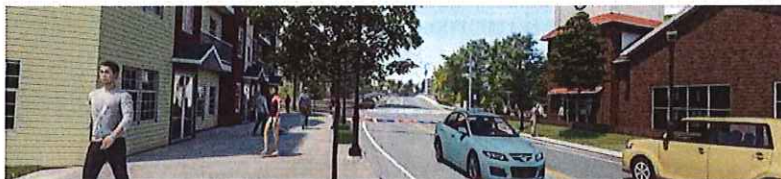
How Zoning reflects what the community wants for future development

Bulk Requirements- Setbacks, % Impervious Surface, etc

Architectural Guidelines

Submission requirements and process.

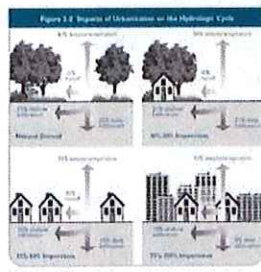
What might this look like?





IMPERVIOUS SURFACE TIED DIRECTLY TO STORMWATER RUNOFF

Connecticut Stormwater Quality Manual (2004)

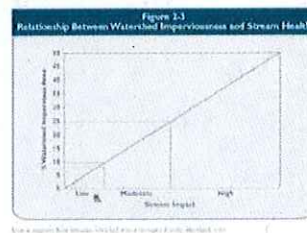


**Table 2-2
Typical Impervious Coverage
of Land Uses in the Northeast U.S.**

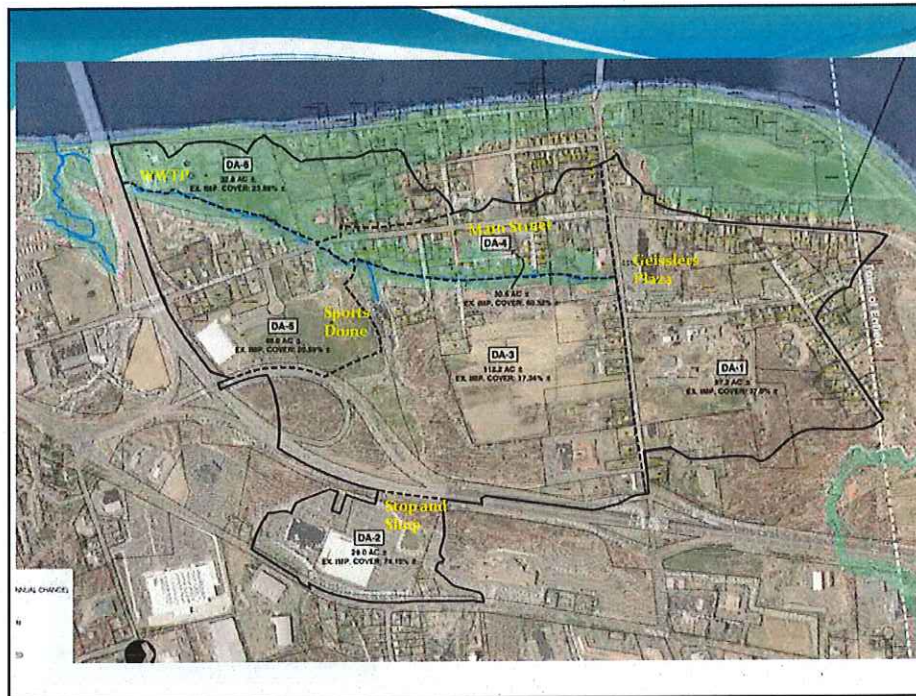
| Land Use | % Impervious Cover |
|-----------------------------|--------------------|
| Residential (single-family) | 20-30 |
| Residential (multi-family) | 40-60 |
| Commercial/Industrial | 60-80 |
| Public Works | 70-90 |
| Highway | 90-100 |

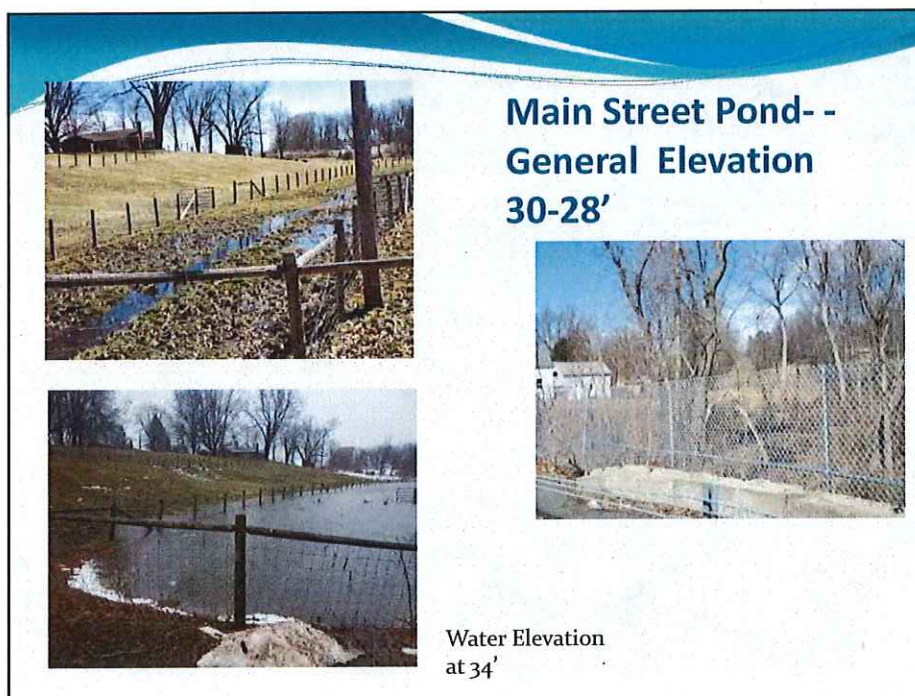
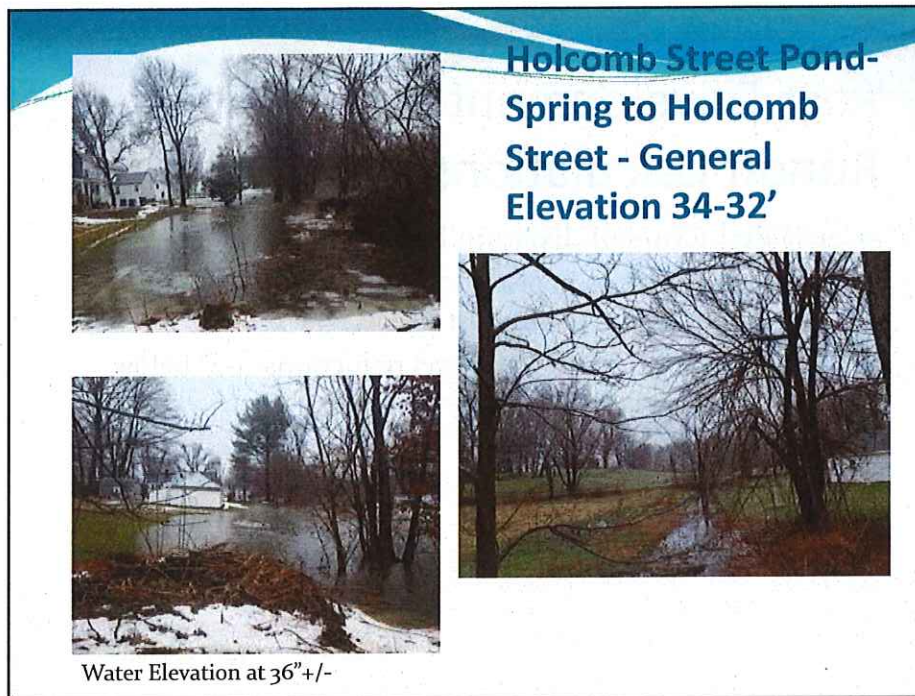
The impacts of development on stream health can be grouped into three categories:

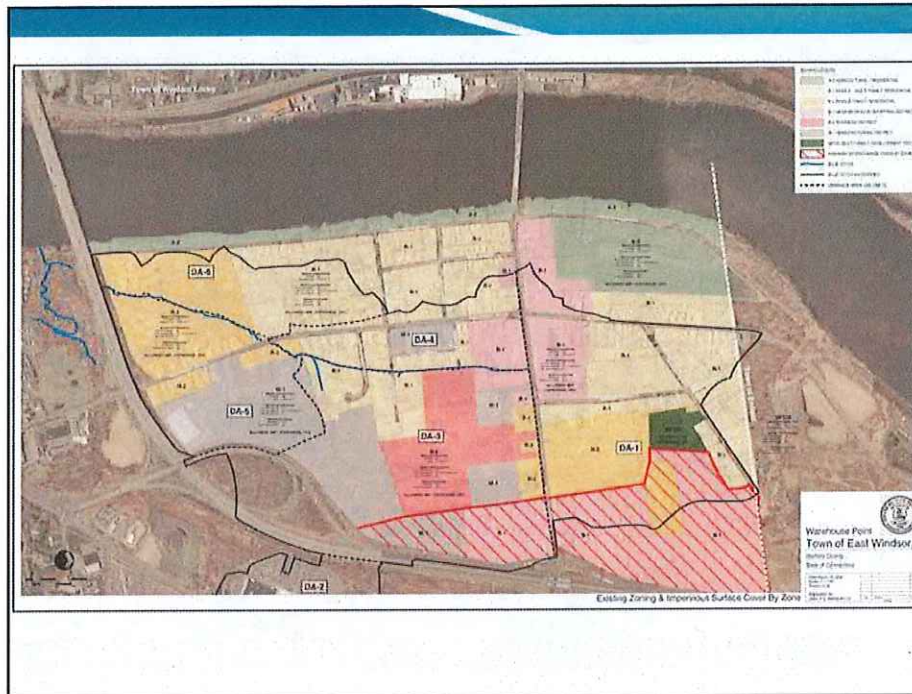
1. Physical Impacts
2. Chemical and Biological Impacts
3. Thermal Impacts



As the percentage of impervious cover in a watershed increases, stream health decreases.

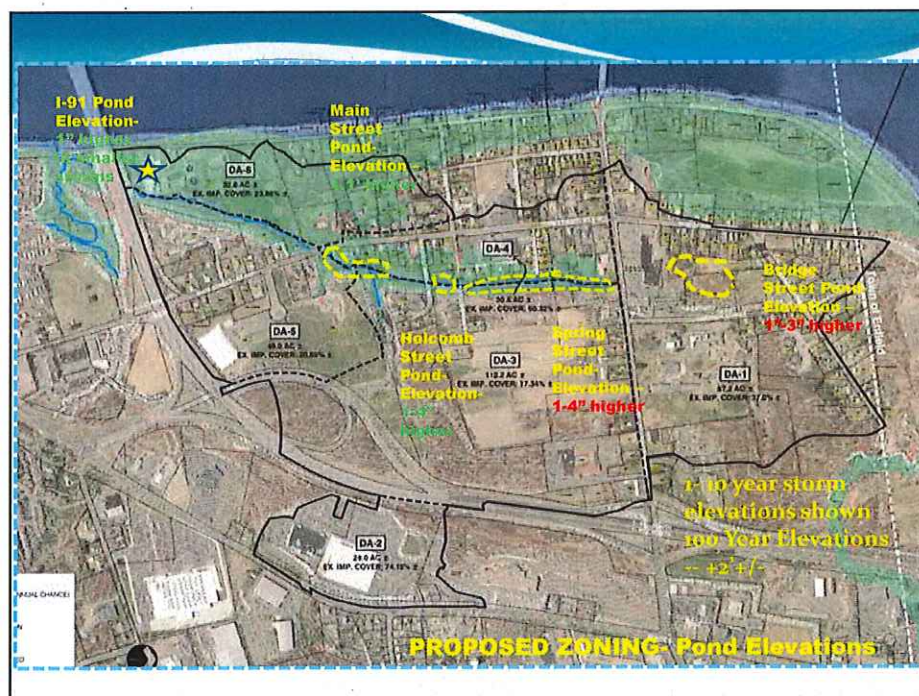
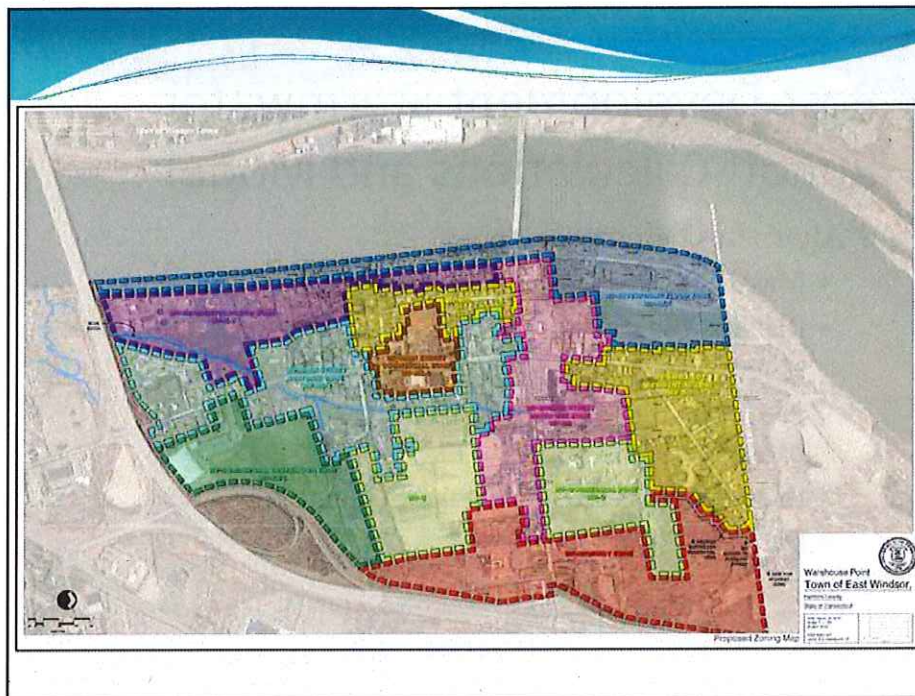






Post-Development Stormwater Runoff Calculations and Model

- Existing Zoning
 - M1 Zone – 75% Impervious Cover Allowed
 - B1/B2 Zone- 65% Impervious Cover Allowed
 - R1 Zone- 25% Impervious Cover Allowed
 - Total Impervious Cover impacted by wetlands, setbacks, access location, etc.
 - Location of M and B zones at points where have impact on stormwater
 - Drainage Areas 3 , 4 , 5 most impacted





Questions?

SITE LICENSE AGREEMENT

THIS SITE LICENSE AGREEMENT (the "**Agreement**") is made as of the ____ day of May, 2020 (the "**Effective Date**"), by and among **THE TOWN OF EAST WINDSOR CONNECTICUT**, a municipal corporation (the "**Town**") and **URGENT CARE MEDICAL CENTER, LLC**, a Connecticut limited liability company having its principal place of business at 105 West Road, Ellington, CT 06029 ("**UCMC**"). The Town and UCMC are each a "**Party**" and, collectively, the "**Parties**" to this Agreement.

RECITALS

WHEREAS, UCMC is a provider of urgent care medical and lab services; and

WHEREAS, the Town has requested UCMC to provide evaluation and testing of people suspected of having contracted the COVID-19 virus (the "**Services**"); and

WHEREAS, UCMC is willing, prepared and desires to provide and perform the Services; and

WHEREAS, the Town desires to provide UCMC a revocable license to use certain Town-owned property from which UCMC may provide the Services upon and subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **License to use Location to Provide Services.** The Town hereby grants to UCMC a revocable license to use the outdoor location known as the East Windsor High School, 76 South Main Street, East Windsor, CT 06088 (the "**Location**") for the purpose of providing Services on May ____, 2020 (the "**Services Date**"), subject to the terms and conditions set forth below.

2. **Obligations of the Town.** The Town shall provide, at no cost to UCMC:

(a) Access to and use of the Location on Services Date;

(b) All non-medical furniture and equipment necessary to allow UCMC to perform the Services, including, without limitation, one or more canopy tents of sufficient size (including weights or stakes to properly anchor same), tables, chairs, lighting, garbage receptacles for non-medical refuse; directional signage, traffic cones, plastic tape for cordoning off/directing the flow of patients through the location, and adequate portable toilet facilities; and

(c) Adequate police personnel to direct vehicular traffic in and out of the Location and to provide general security and control over the public during performance of the Services.

3. Obligations of the UCMC. UCMC shall provide, at no cost to the Town the Services, and all medical personnel, equipment (including necessary technology) and supplies necessary and reasonable for the performance thereof. All Services shall be performed by qualified medical personnel licensed or certified in the State of Connecticut, and in accordance with the applicable standards of care and practice in the State of Connecticut, including, without limitation, the handling, storage and disposal of medical waste. UCMC shall be solely responsible for billing and collecting from third party insurers or patients any fees and costs incurred with respect to the performance of the Services.

4. Insurance.

(a) By UCMC. At all times during the provision of the Services and at any other time UCMC shall have access to the Location to prepare the same for the performance thereof, UCMC shall, at its own cost and expense, shall carry and maintain the following policies insurance:

(i) Professional Liability Insurance with coverages of at least the amount of \$1,000,000 per claim and \$3,000,000 in the aggregate annually.

(ii) Comprehensive General Liability insurance coverage, for bodily injury, personal injury, property damage and contractual liability, with limits of not less than \$2,000,000 combined single limit liability, per occurrence, and \$4,000,000 in the aggregate.

(iii) Worker's Compensation insurance in such amounts as may be required by law or regulation and employer's liability coverage in an amount not less than \$500,000, per occurrence.

(b) By the Town. At all times during the term of this Agreement, the Town, at its sole cost and expense, shall carry and maintain the following policies of insurance:

(i) Commercial General Liability Insurance in the name of the Town with a combined single limit of at least \$1,000,000 per occurrence and at least \$2,000,000 annual aggregate on a per location basis, and extending to all owned hired, and non-owned vehicles, plus an umbrella in the amount of at least \$5,000,000 for injuries to persons (including death) and damage to property. Such insurance shall include an Additional Insured Endorsement (I.S.O. Form CG 2010 version or equivalent additional insured endorsement) naming UCMC, its members, managers, employees, agents and representatives as additional insureds. The Town shall provide UCMC a certificate evidencing such insurance on an Acord 25 or equivalent form not later than three (3) days following execution of this Agreement.

5. Indemnification.

(a) By UCMC. UCMC shall indemnify, defend, reimburse and hold the Town harmless from any and all claims, injuries, liabilities, damages, obligations, or expenses, including reasonable attorney fees suffered or incurred by third parties (collectively, "Claims") arising from the performance of the Services, unless caused by the negligence or willful misconduct of the Town, its employees agents or contractors.

(b) By the Town. The Town acknowledges that it has and shall retain dominion and control over the Location before, during and after the performance of the Services by UCMC and hereby agrees to indemnify, defend, reimburse and hold UCMC harmless from all Claims arising from: the entry upon or use of the Location by parties other than UCMC, unless caused by the willful misconduct of UCMC, its employees, agents or contractors.

6. Term; Termination. This Agreement may be terminated by either Party upon not less than three (3) days prior written notice to the other.

7. Representations and Warranties.

(a) By UCMC. UCMC hereby represents to the Town that (i) it has the requisite power and authority to execute, deliver and perform this Agreement, (ii) the execution, delivery and performance of this Agreement by it has been duly authorized by necessary company action, and (iii) it has duly and validly executed and delivered this Agreement.

(b) By the Town. The Town hereby represents to UCMC that (i) it has the requisite power and authority to execute, deliver and perform this Agreement, (ii) it has specifically authorized Jason E. Bowsza as First Selectman to execute this Agreement as the duly authorized representative of the Town (ii) the execution, delivery and performance of this Agreement by it has been duly authorized by necessary municipal action and that no other approval, consent or authorization is required, and (iii) it has duly and validly executed and delivered this Agreement.

8. Miscellaneous.

(a) Entire Agreement. This Agreement constitutes the entire agreement between the Parties as to the matters discussed herein and supersede any prior or contemporaneous negotiations, representations, promises, agreements and/or understandings of the Parties with respect to such matters, whether written or oral, except as specifically set forth in this Agreement.

(b) Modification. No amendment, change, or modification of this Agreement shall be valid unless in writing and signed by each Party hereto.

(c) Assignment. No Party shall have the right to assign its rights or delegate its duties under this Agreement in whole or in part.

(d) Successors and Assign. All references in this Agreement to the Parties shall be deemed to include, as applicable, a reference to their respective permitted successors and assigns. The provisions of this Agreement shall be binding on and shall inure to the benefit of the permitted successors and assigns of the Parties.

(e) No Implied Waiver. The failure of a Party to insist on strict performance of any covenant or obligation under this Agreement, regardless of the length of time for which such failure continues, shall not be deemed a waiver of such Party's right to demand strict

compliance in the future. No consent or waiver, express or implied, to or of any breach or default in the performance of any obligation under this Agreement shall constitute a consent or waiver to or of any other breach or default in the performance of the same or any other obligation.

(f) Notices. Any and all notices, consents, approvals, requests and other communications (collectively, "Notices") required to be given or served by the terms and provisions of this Agreement, shall be in writing and signed by the party giving the notice, or by a duly authorized officer or representative, and shall be given (a) by certified or registered mail and shall be deemed delivered on the second business day after the date so mailed; (b) by reputable overnight/express carrier, such as Federal Express, and shall be deemed delivered on the next business day after the date deposited with the carrier; or (c) by hand, and shall be deemed delivered upon receipt thereof. Notice on behalf of either party shall be addressed to that party at the address set forth below, or to such other address as that party hereafter shall furnish by such form of notice to the other party.

If to the Town:

The Town of East Windsor Connecticut
11 Rye Street,
Broad Brook,
Connecticut 06016
ATTN: Jason E. Bowsza, First Selectman

If to UCMC:

Urgent Care Medical Center, LLC
105 West Road
Ellington, Connecticut 06029
ATTN: Daksh Rampal, M.D.

(g) Governing Law. This Agreement shall be governed by the laws of the State of Connecticut. In the event that any litigation or other legal proceeding results from or arises out of this Agreement or the performance thereof, the prevailing Party shall be entitled to recover its reasonable attorneys' fees, court costs, and all other expenses, whether or not taxable by the court as costs, in addition to any other relief to which the prevailing Party may be entitled.

(h) Counterparts/Electronic Signatures. Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. For purposes of this Agreement, use of a facsimile, e-mail, or other electronic medium shall have the same force and effect as an original signature.

(i) Severability. Whenever possible, each provision of this Agreement will be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be invalid, illegal, or unenforceable in any respect under any applicable law or rule in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other provision or any other jurisdiction, but this Agreement will be reformed, construed, and enforced in such jurisdiction as if such invalid, illegal, or unenforceable provisions had never been contained herein.

(j) Headings. Headings used in this Agreement are provided for convenience only and shall not be used to construe meaning or intent.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have hereunto set their hands as of the Effective date set forth above.

**THE TOWN OF EAST WINDSOR,
CONNECTICUT**

URGENT CARE MEDICAL CENTER, LLC

By : _____
Jason E. Bowsza
First Selectman, duly authorized

By: _____
Daksh Rampal, M.D.
A Member, duly authorized

BN 5/21/2020 Attachment E

First Selectman's Report – May 21, 2020

Marking the start of National Nurse's Week, our Community Services staff were hard at work to find a way of commemorating nurses in our community, particularly those that work in the two nursing homes in town. Melissa Maltese and her staff procured bedding plants from Revay's Garden, and she and I delivered them to both Touchpoints and Fresh River Rehabilitation Facility. It was a small gesture, but a nice way of reminding those hard workers who are exposing themselves to some risk to do their jobs that we care about them.

The Town has partnered with Priority Urgent Care and East Windsor Public Schools to establish a drive-through testing opportunity for anyone who wants to be tested for COVID-19. No doctor's prescription is necessary for the test, all insurances are accepted, and no co-pays will be charged. The testing will be on May 27th from 10am to 3pm at East Windsor High School. People who want a test can call ahead for a pre-screen at (860) 454-0678. While pre-screens are suggested, they are not required. If all goes well, I'm hopeful of establishing these testing opportunities as a more regular thing in town.

The Town has submitted a request for reimbursement for COVID-19 related expenses to the Office of Policy and Management. We are seeking reimbursement for more than \$150,000 in expenses incurred, for things like costs of staff time, legal costs, IT infrastructure and licensing, procurement of PPE's, food programs, educational expenses, and cleaning and facility supplies. At this point in time, we're hopeful of being fully reimbursed. The funding is being provided to OPM by the federal government through one of the stimulus bills recently approved by congress.

On Sunday, May 17, I participated in a socially-distanced graduation for graduating seniors (from both college and high school) who are employed at Geissler's. The store did a great job in establishing safety protocols (social distance, masks, no personal contact) to safely recognize and support these young employees as they start their new chapters. Special thanks to the East Windsor Police Department for standing ready to help with a parade of family and friends to wish the graduates well in a parking lot parade.

Now that the May 20 Phase 1 initial reopening has come, some businesses have been allowed to reopen if they are doing so safely. We now have two restaurants that have been fully approved (Roberto's and Tomato's) and two more who are thinking about applying but haven't applied yet. We have a system down that is so efficient we can approve applicants while we're standing in their parking lots.

To practice social distancing while still being able to be social, the East Windsor Housing Authority held a "quarantine cake" party earlier this week. Residents were able to enjoy some light refreshment and beautiful weather together with each other, while still observing social distancing and wearing face masks (except while eating!)

Today, the Town held our second "Pop-up Parade" to parade past the homes of our senior center participants and remind them how much we miss them and look forward to seeing them back at the center as soon as it is safe. The smiles on the faces of these folks as you drive by is just heart-warming.

Respectfully submitted,

Jason E. Bowsza
First Selectman

BOV 5/21/2020 Attachment F

May 21, 2020

Deputy First Selectman Liaison Report

At this point in time I was hoping this Pandemic would have taken its course and we would be back to "normal" but unfortunately it hasn't happened. I hope that health and happiness returns quickly to all. Find the strength to reach out and find comfort in our new settings. Be sensitive to the needs of others and remember to appreciate what we have.

Just a reminder the 2020 Census needs to be completed. This Census count will determine funding for our Community. Let's all do our part to make a difference in order that we are not underfunded for the next 10 years.

I publicly would like to commend our Town Staff, Commission and Board members, local volunteers and businesses that have risen above personal hardships to make East Windsor a Town to be proud to call home.

April 16, 2020 – Attended a "Zoom" meeting with the Board of Selectmen.

April 20, 2020 – Attended a "Zoom" Special Meeting with the Board of Selectmen.

April 27, 2020 – Elderly Commission meeting was cancelled.

April 28, 2020 – East Windsor Housing Authority meeting was cancelled.

I proudly joined in the parade for our front line essential workers in Town.

May 4, 2020 – Attended a "Zoom" meeting held by the Board of Education.

May 5, 2020 – Economic Development Meeting was cancelled.

May 6, 2020 – Broad Brook Mill Site Remediation Committee meeting was cancelled.

Attended a "Zoom" Public Hearing and Budget Workshop held by the Board of Finance.

May 7, 2020 – Attended a "Zoom" meeting regarding Contract Negotiations between the Town of East Windsor and East Windsor Police Dispatchers Local 1303-460.

Attended a "Zoom" Special Meeting with the Board of Selectmen.

May 11, 2020 – Attended a "Zoom" special Meeting with the Board of Selectmen.

Attended a "Zoom" Special Meeting held by the East Windsor Parks and Recreation Commission. Updates regarding the Splash Pad and Abbe Road Bathroom projects were discussed. Approval of the Eagle Scout project by Matthew Emerson was granted. His project is based on his concern for wildlife and the environment. Bins will be placed at several fishing locations around Town to collect the disposal of high density fishing line from those fishing.

May 13, 2020 – Attended a "Zoom" meeting held by the Board of Education.

May 14, 2020 – Attended a "Zoom" meeting regarding Contract Negotiations between the Town of East Windsor and East Windsor Police Dispatchers Local 1303-460.

May 20, 2020 – Broad Brook Mill Site Remediation Committee meeting was cancelled.

Teleconference meetings are held regularly with Local and State Election Officials regarding the upcoming primaries (8/11/20) and the November 2020 Election (11/03/20) regarding safety protocols as they relate to Covid-19. Meeting dates were April 16th, April 21th, May 5th and May 18th. Public Service Announcements are forth coming from the SOTS office.

Respectfully Submitted,

Marie E. DeSousa, Deputy First Selectmen

BN 5/21/2020 Attachment 9

Selectman Nordell's Report 5/21/2020

On May 13th I attended the Police Commissions zoom meeting. There they discussed the issues they have been encountering with the pandemic and keeping all staff safe. They had very little to report at this meeting.

Later that night I joined the Board of Education meeting where they discussed at length the approved budget, cuts they would have to make and the potential expenses they may face due to the pandemic. Having seen some of the CDC guidelines be suggested for schools I fear we have a challenging school year next year.

On the evening of May 17th myself and Sarah Muska helped Geissler's supermarket in setting up for a graduation ceremony for their employees who were graduating this year. This was a spectacular event and featured guest speakers, First Selectman Jason Bowsza, the president of IGA, Windsor Locks Selectmen Kervick, radio host Fish and Robert Rybick, the president of Geissler's Supermarket. Geissler's in Warehouse Point had 6 WL graduates and 3 post high school graduates.

On May 18th I was part of the Public Hearing on Warehouse Point Fire District changing it's status from being governed by a special act to being governed by Chapter 105. This will not change the structure of how the department runs but allows the fire department to bond and borrow money without legislative permission.

On May 20th I joined the rewards ceremony for the Suffield Future Farmers of America program via zoom. It was great to see all the students involved in farming, horticulture, livestock and related businesses. Currently East Windsor has many students in this program but I am glad to see it is being continued for it is an important matter that everyone relies on to survive.

I hope everyone enjoys their Memorial day holiday and remember those who have served to protect our rights.

BN 5/21/2020 Attachment H

Selectmen's Report – May 21, 2020

On Tuesday, May 12th, 2020 I listened in on the Planning and Zoning Commission's meeting held on Zoom. The Commission voted in favor of changing zoning on properties 113, 115 and 119 Prospect Hill Road owned by MMCT from R2 to B1.

On Wednesday, May 13th, 2020 I attended the Police Commission meeting, which Selectman Nordell touched on in his report. The Board of Education met that same evening and began discussion and deliberation on the FY 2020-2021 Budget. They will need to find \$187,000 in cuts. Our staff and administration continue to work diligently to make meaningful connections with students through distance learning. Several of our area restaurants, including Nonna's and the Pickle Jar Deli made donations to staff for Teacher Appreciation Week. Our community continues to work together as we work our way through this pandemic.

On Sunday, May 17th, 2020 I was honored to assist Masks For CT and Masks For Heroes for another round of packaging and preparing masks that were distributed at the Drive Thru Mask Giveaways this week. Over 100,000 masks were given away to the public at Mohegan Sun on Tuesday and the Yale West Campus today. I personally packaged 700 masks. I am proud to announce that thanks to Bob and Amy Stefanowski, George Colli and Masks For CT, we here in East Windsor will be holding a mask giveaway of our own. I'd like to personally thank these amazing people for their continued generosity to the town of East Windsor, as this was the second round of masks that they donated to benefit members of our community.

This Saturday, May 23rd, 2020 from 9:00AM-Noon or until supplies last, the East Windsor Veterans Commission and the American Legion Post 40 will be conducting a Free Mask Giveaway at the American Legion, 7 Gardner St. in the Warehouse Point section of town. If you are in need of masks, please plan on attending.

On Tuesday, May 26th, 2020 the Warehouse Point Fire District will hold a Public Vote at 7:00PM at Station One, 89 Bridge St. in Warehouse Point for the following resolution: Shall the Warehouse Point Fire District, wholly situated in the Town of East Windsor, County of Hartford and the State of Connecticut elect to be hereafter governed under the provisions of Chapter 105 of the General Statute, but elect to continue its existing form of organization and exercising those powers and duties granted to districts in the general statutes?

Eligible voters should attend and participate in the drive-thru vote. All voters will enter off Bridge Street, they will stay in their cars the entire voting process, then they will be directed to be verified by showing a picture ID through their window, proceed to the spot for the vote which will be documented, and then exit. Further instructions are available on the fire department's website at www.whpfd.org.

Currently the Warehouse Point Fire District is governed by a Special Act created by the legislature in 1911 and if the voters decide to be governed by Chapter 105 of the General Statute, the District will align with other districts, there will be less room for interpretation and more precise governing measures and it will give the District the ability to bond.

On the evening of Sunday, May 17th, 2020 Selectman Nordell and I took part in setting up a socially distanced graduation ceremony at Geissler's Supermarket in East Windsor honoring

nine employees who are Seniors either graduating from high school or college. It was a well put together event with remarks by First Selectman Jason Bowsza, First Selectman Chris Kervick of Windsor Locks and others. Social distancing requirements were met during this event and it was a great celebration for those recognized. I was proud to be a part of it.

The Charter Revision Commission met on Tuesday, May 19th, 2020 and set a date to hold a Public Hearing on June 2nd to receive feedback from the public on their proposed changes. I highly encourage your participation and input as they continue to make progress on revising the Town's governing document.

The Board of Finance did not meet last night and will have a Special Meeting next Wednesday, May 27th, 2020 at 7:00PM.

The East Windsor Historical Society Museums on The Green Walking Trail is looking for donations for flowers and shrubs or people to lend a hand in the planting. Please contact Valerie Galinski at 860-899-9840 for additional information.

Next weekend I will be participating in The Network Charity Virtual 5K Run/Walk. This race can be done anytime between Friday, May 29th and Sunday, May 31st and can be done on your own. The race has a \$20.00 registration fee and will go directly to benefit The Network Against Domestic Abuse. Please contact me if you wish to sign up and I will provide you with the necessary information.

This Monday, Memorial Day will be different than any other. We cannot attend that parade or have that large barbeque, but please take time out of your day to honor the fallen, those men and women who gave their all to our country. Members of the Veterans Commission have been out putting flags on the graves of our Veterans at our cemeteries and will continue to do so throughout the weekend to ensure that our Veterans are honored this Memorial Day.

Wishing you all a great weekend. Enjoy the beautiful weather!

Submitted With Sincerity,

Sarah A. Muska, Selectman

SN - 5/21/2020 Attachment I
Selectman Baker

Selectman's report 5-21-2020

P&Z – Planning and Zoning had a pretty busy meeting with 3 hearings, one to clean up the new alcohol permit requirements language that was recently adopted after Town Counsel brought up some inconsistencies, a hearing for the business expansion on Newberry road, and the third being the subdivision for the residential properties connected to the bubble. They also had an informal discussion with a resident who is exploring options on developing a piece of land to run his business on. A lengthy report was given by Joe S regarding zoning enforcement actions that have been taken in the last couple of weeks. It was good to see some of this stuff get dealt with as we have not had effective enforcement of violations in quite a while and the list of open items was getting pretty long. The Public Works department has been taking on extra duties filling in for the planning department who has been short staffed during the covid crisis and they have done a great job. Thanks to Lennie and Joe for stepping up and bringing some organization and effective customer service to that department.

Wetlands – I had to skip this Wetlands meeting for the BOF public hearing on the final budget. They gave their thumbs up to the application for the business expansion on Newberry road.

WHPFD Public hearing – I attended the WHPFD information meeting on adopting CT statute 105. As I understand it, they needed to do this so they would have the ability to bond. They are looking to expand the fire department and buy a fire truck and this is the only way they see that they can get this done at this time. The meeting was very lightly attended, a very few of us in attendance were not on the commission or the Fire Dept. Hopefully they can get the information out there to the general public before their vote.