

**BOARD OF SELECTMEN  
TOWN OF EAST WINDSOR  
11 RYE STREET  
BROAD BROOK, CONNECTICUT, 06016**

**MINUTES OF REGULAR MEETING**

**Thursday, July 2, 2020**

**\*\*\*These minutes are not official until approved at a subsequent meeting\*\*\***

**Members Present:** Jason Bowsza, First Selectman, Marie DeSousa, Deputy First Selectman, Sarah Muska, Selectman, Charles Nordell, Selectman, Alan Baker, Selectman

**Members Absent:** None

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE:**

First Selectman, Jason Bowsza, called the Regular Meeting to Order at 7:00 p.m.

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

Thursday, July 2, 2020, 7:00 p.m., Virtual Meeting via Zoom.

**3. ATTENDANCE:**

All Selectmen were present

**4. APPROVAL OF AGENDA:**

**MOTION** made by (DeSousa) and **SECONDED** by (Muska) to add agenda item 10E Legal Matter and 10F Contract Matter.

In Favor: All

Opposed: None

Motion: **PASSED**

**MOTION** made by (Nordell) and **SECONDED** by (Muska) to accept the agenda, as amended.

In Favor: All

Opposed: None

Motion: **PASSED**

**5. APPROVAL OF MINUTES:**

**MOTION** made by (Muska) and **SECONDED** by (Nordell) to postpone the acceptance of the June 18, 2020 Regular Meeting Minutes until next meeting.

In Favor: All

Opposed: None

Motion: **PASSED**

**6. PUBLIC PARTICIPATION:**

**Paul Anderson** – Stated he has major concerns over any direction the Town takes over trying to solve the fire district/fire department issues. The only method he sees is in his mind to resolve this in a fashion that will actually do something workable is to create contracts with the fire departments to provide services. They become negotiated so that their funding does not actually get addressed during the budget process and possibly get cut. To him it is an essential service and if we don't have it we all stand a chance of being in serious, serious trouble.

**7. COMMUNICATIONS:**

**A. Pride Month Proclamation:**

There was a proclamation put together by the First Selectman's Office in commemoration of Pride Month which is the month of June. It was included in the Selectmen's packets.

**B. Example of Fire Marshall Inspection Monthly Report:**

First Selectman, Bowsza included Interim Fire Marshall, Rich Austin's monthly report. First Selectman, Bowsza stated he thinks it really shows what the Board has been asking for in terms of reporting and accountability. He stated that Rich has been doing a great job recording what he is doing, when he is doing it and all of the things the Board has been asking for. In the time that Rich has been filling in he has demonstrated that the Board can get what they have been asking for.

**8. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:**

**A. Resignations:**

None

**B. Reappointments:**

None

**C. New Appointments:**

None

**9. UNFINISHED BUSINESS:**

**\*A. Broad Brook Mill Update:**

The attorney that the Town is using for the Broad Brook Mill has begun conversations with Collins Aerospace as was discussed several meetings ago. The conversations have restarted under some of the easing of the Covid restrictions. First Selectman, Bowsza stated to expect more on that as they move along.

**\*B. Fire Service Funding:**

First Selectman, Bowsza stated that he has continued to work with the Town Attorney drafting something pertaining to the fire taxation issue. He has a request into the leadership of the Broad Brook Fire Department to solicit their feedback. After which, they will incorporate that into what they are working on and bring that back to the Board for review and consideration.

**10. NEW BUSINESS:**

**A. Discussion of Personal Property Audits Including Assessor, Helen Totz:**

First Selectman, Jason Bowsza stated Assessor, Helen Totz, recently finished Personal Property audits and he felt it was helpful, relevant and interesting for this Board to learn about and consider. He asked her to give an explanation about the process and what she has done and what it might mean for the Town moving forward. Assessor, Helen Totz gave a quick overview of Personal Property audits. She stated that they are authorized under State Statute and the Assessor is allowed to review documents of businesses going back three years. The Personal Property Grand List consists of self-declarations. Every business in Town is required to submit to the Assessor annually a declaration of all of the furniture, fixtures and equipment that they have at their location. She went on to explain that the audit program that is allowed by the Statute also gives the Assessor the authority to review IRS documents for any of the businesses. She stated this is usually done by hiring a Personal Property Auditor. She went on to give a lengthy explanation on how exactly they are done and what is involved. She stated that the Town has done about 100 random audits in the last 5 years and about 10-20 audits a year. She went on to answer all of the questions that the Board had.

**B. Silverman Group Economic Presentation Including Dan Lacz:**

First Selectman, Bowsza introduced Dan Lacz of the Silverman group who gave a presentation on a project they are doing in the Town of East Windsor. First Selectman, Bowsza stated that it is another opportunity to show meaningful development in East Windsor. Dan Lacz went on to give a brief discussion on the

project they are doing at the Sardilli Property at 12 South Main Street. They will be building 2 sister buildings that are approximately 123,000 Sq. Ft., they are designed on the shell basis. He stated that they do not have a tenant in hand but they are committed to the project. They would like to break ground in August 2020 with a completion date of calendar year 2021. He is hoping to bring great tenants to the Town. He went over the plans of the project and answered all of the Board's questions.

**C. Discuss and Approve Proposed Charter Revisions and Forward to Public Hearing:**

Rebecca Talamini gave a brief overview of everything the Charter Revision Commission has been doing. They went over the Town Charter and tried to address as many concerns that they could from the Town residents. Their main focus was Chapter 8 which goes over the Budgeting Process. They decided to still hold 3 referendums and if it does not pass it will go to the Board of Finance for an end all decision on the budget for the fiscal year. Selectman, Muska stated that she wanted to thank the Commission for all of their work and for listening to the Town residents and what they wanted.

**MOTION** made by (Nordell) and **SECONDED** by (Muska) to accept the Charter Revision's draft report.

In Favor: All

Opposed: None

Motion: **PASSED**

**MOTION** made by (Nordell) and **SECONDED** by (Muska) to set a Public Hearing for the Charter Revision via Zoom, Thursday, July 16, at 7:00 p.m.

In Favor: All

Opposed: None

Motion: **PASSED**

**D. Tax Refunds:**

**MOTION** made by (Muska) and **SECONDED** by (DeSousa) to approve the Tax Refunds in the amount of \$2,488.15.

In Favor: All

Opposed: None

Motion: **PASSED**

**E. Legal Matter:**

**MOTION** made by (Baker) and **SECONDED** by (Muska) to authorize the First Selectman to define the fixed assessment between the Town of East Windsor and SL12 South Main St, LLC. subject to review and confirmation with an effective date of no later than the October Grand List of next year.

In Favor: All

Opposed: None

Motion: **PASSED**

**F. Contract Matter:**

**MOTION** made by (DeSousa) and **SECONDED** by (Nordell) to approve the ratification of the contract between DPW ASME call to for Local 1303-166 affective July 1, 2020 to June 30, 2023.

In Favor: All

Opposed: None

Motion: **PASSED**

**MOTION** made by (Nordell) and **SECONDED** by (Muska) to ratify the amendment, Appendix C, in the Pension Document for the Clerical Pension Contract.

In Favor: All

Opposed: None

Motion: **PASSED**

**11. SELECTMEN COMMENTS AND REPORTS:**

**A. Jason Bowsza:**

First Selectman, Bowsza stated that they are 2 days into the fiscal year and there is still some reconciling to do to close out FY 19-20. He stated that the Town will still be returning a substantial amount of money back to the Fund Balance. The Tax Collection Department has begun to collect payments for the July tax bills which were mailed out Monday and should have been received by now. He stated that people that want to pay in person can do so or use the drop box outside of Town Hall or they can pay online. However, the Board of Selectmen decided to defer tax collection for 90 days for people that do not pay taxes in escrow. He stated this is a small gesture put forth by the Town to help people navigate the Covid-19 economy, you can still pay your taxes on time if you want. The Town has a number of positions that they are advertising for, most notably is the Zoning Enforcement Officer, Fire Marshall and 2 Public Works Maintainers. Interested applicants should reach out to Melissa LaBelle at [mlabelle@eastwindsorct.com](mailto:mlabelle@eastwindsorct.com). Several businesses have been in touch with the First Selectmen's Office looking for opportunities to relocate or expand their presence in East Windsor. They will be reviewing the Economic Development Incentive Program and working to negotiate with interested parties to grow the tax base. From an economic development stand point we have had our second profile in 3 weeks in the Hartford Business Journal. We are also in the final draft stages of a template draft development agreement and a template fixed assessment agreement, both of which will streamline our process for welcoming businesses into the community once they are finalized. Over the last few weeks he has continued to work with the Town Attorney for a possible resolution of the fire tax disparity issue and he has requested a meeting with the Broad Brook Fire Department leadership to review a second draft of an ordinance that will rectify the situation. Once the conversation has happened and their thoughts have been incorporated into the draft a new version will be presented to the Board of Selectmen for their consideration. In partnership with Priority Urgent Care we have been offering Covid-19 testing to residents in Town for no charge for more than a month. The test is a nasal swab that takes a matter of

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seconds to administer. Yesterday we began offering antibody testing for anyone who wants to determine whether they have antibodies for Covid-19. It is a simple blood test, he had both tests done in less than 5 minutes. Testing for both tests will be offered again next Wednesday, July 8<sup>th</sup> from 10 a.m. to 3 p.m. at East Windsor High School and you can preregister by calling (860) 454-0678. Lastly, in a welcome to return to normalcy he had the pleasure to meet the local boy scout troop last week, the young men wanted to learn more about how Town Government worked and had some really well considered questions about the solar projects coming to Town. It was really fun to be able to interact with people in a group setting for the first time in months. We did meet outside at Scout Hall while social distancing and wearing masks. I hope everyone has a healthy, happy and restful Independence Day Holiday.

**B. Marie DeSousa:**

Nothing to report, all the meeting she has been assigned to have been canceled.

**C. Alan Baker:**

Nothing to report

**D. Charles Nordell:**

Nothing to report, was on vacation last week and nothing happened this week. He hopes everyone had a great and Happy 4<sup>th</sup> of July.

**E. Sarah Muska:**

June 24<sup>th</sup> the Board of Education met on Zoom. The CAFE Student Leadership Award recipients were announced by Allison Anderson, Principal. This years winners were Jarod Witzke and Bushrah Khan and they were recognized and congratulated by the Board. There was a lengthy discussion as to the hypothetical measures that need to take place for students returning to school in the fall. Thursday, June 25<sup>th</sup> Governor Ned Lamont and the Commissioner of Education, Miguel Cardoza released Adapt, Advance, Achieve, Connecticut's plan to learn and grow together. This comprehensive plan will serve as the roadmap for Districts as they plan to reopen for the 2020-21 school year. She will keep everyone updated as the Board continues to deliberate the precautions that they will implement for our District. Heather Spencer was unanimously voted in by the Board to fill the Republican vacancy following the resignation of Kathy Bilodeau. Congratulations to Heather on her new position and Sarah knows she will be a great addition to the Board. It was announced that the new Student Resource Officer for the upcoming school year will be Officer Nicole Devlin. Donald Casella, East Windsor's Behavioral Intervention Specialist and Safe School Climate Coordinator walked the Board through the meaning of "Implicit Bias" and they watched a Ted Talk titled "We All Have Implicit Biases So What Do We Do About It?" and the Board will continue to discuss and learn how our students are affected by bias with sexual identity, race, gender and socio economically. On Saturday, June 27<sup>th</sup> I attended the Community and Cops Picnic held at the Broad Brook Opera House, it was a great event to facilitate communication between the Police Department and our residents focused on the barriers that often exist between Police Officers and the community. Despite the rain it

was encouraging to see so many families with children come out to interact with the officers. She was personally happy to see Milo and see how he has matured since she had last saw him last year and get updates on the progress of our K9 Program. She commends the Police Department for doing events such as this which earns the trust and respect of our community. Saturday is Independence Day and she hopes that everyone takes a moment out of your day to reflect and thank those that fought so hard for our freedom, because of them we are the land of the free and the home of the brave. Be safe, be smart and have a great holiday weekend.

**12. PUBLIC PARTICIPATION:**

**Rebecca Talamini-** Stated that for the Silverman Group, she wants them to be aware that there is a permit in place for that property so if there are any changes they will need to come back to the Inland Wetland Board. She wants to make sure that it is transferable and Jason said they got clarification and that it was.

**Paul Anderson-** He just wanted to comment on the Charter Revision submission. He thinks an outstanding job was done, the most progress he has seen in a lot of years and he will definitely be supporting this even before the hearing anywhere he can. There seems to be some concerns over this but he thinks they are misfounded, this is the best solution they could have come up with today.

**13. EXECUTIVE SESSION:**

Negotiation Discussion Pursuant to C. G. S. Sec 1-200 (6)(B), strategy and negotiations. Action possible.

**MOTION** made by (Muska) and **SECONDED** by (DeSousa) to enter into Executive Session at 8:07 p.m..

In Favor: All

Opposed: None

Motion: **PASSED**

The Selectmen came out of Executive Session at 9:56 p.m.

**14. ADJOURNMENT:**

**MOTION** made by (Nordell) and **SECONDED** by (Muska) to adjourn at 10:02 p.m.

In Favor: All

Opposed: None

Motion: **PASSED**

Respectfully Submitted,

Rebecca D'Amicol,

Recording Secretary