

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

REGULAR MEETING

Thursday, September 3, 2020
7:00 p.m.

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:

Attorney Lee Hoffman, Pullman & Comley, LLC., Department of Public Works: Len Norton, Director of Public Works/Town Engineer; Joe Sauerhoefer, Operations Manager; Water Pollution Control Authority: Paul Anderson, Chairman;

Public: Nicole Vacila.

Press: No one from the Press was present

TIME AND PLACE OF REGULAR MEETING:

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First Selectman Bowsza called the September 3, 2020 Regular Meeting of the Board of Selectmen to order at 7:01 p.m. The Meeting is being held via teleconference due to continued closure of the Town Hall to the public as the result of the coronavirus epidemic.

ATTENDANCE:

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

AGENDA APPROVAL:

MOTION: To APPROVE the Agenda as presented.

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

APPROVAL OF MEETING MINUTES/A. August 12, 2020 Special Meeting Minutes:

MOTION: To APPROVE the Special Meeting Minutes of the Board of Selectmen Meeting dated August 12, 2020 as presented.

Nordell moved/DeSousa seconded/**DISCUSSION:** Selectman Muska noted the Minutes lacked the Selectmen's Reports as attachments.
No VOTE taken.

MOTION: To POSTPONE approval of the Special Meeting Minutes of the Board of Selectmen dated August 12, 2020.

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

APPROVAL OF MEETING MINUTES/B. August 18, 2020 Public Hearing Minutes:

MOTION: To APPROVE the Meeting Minutes of the Board of Selectmen Public Hearing dated August 18, 2020 as presented.

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

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PUBLIC PARTICIPATION:

No one requested to speak.

COMMUNICATIONS: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.

Resignations: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B

Reappointments:

First Selectman Bowsza reported that at the previous Board Meeting Mr. Kement had been reappointed for only one year; the correct term expires August 1, 2026.

1. Stanley Kement (U), Building Commission, regular member for a term expiring 8/1/2026 (Correction of Term):

MOTION: MOVE to REAPPOINT Stanley Kement (U), Building Commission, regular member for a term expiring 8/1/2026

Nordell moved/Muska seconded/DISCUSSION: None.

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

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/C. New

Appointments:

1. Richard LeBoriosis (D), Diversity Council, regular member for a term expiring August 20, 2024.
2. Ana Maria Rivera (D), Diversity Council, regular member for a term expiring August 20, 2024.

MOTION: To POSTPONE appointment of any members to the Diversity Council until we have a number of applications.

Nordell moved/Muska seconded/DISCUSSION: First Selectman Bowsza questioned what would a number of applications be? Selectman Nordell noted the Council is to be comprised of 5 members to create the Council. Selectman Baker didn't see a reason to wait. Selectman Nordell indicated he knew of several other people who want to submit applications but have not yet gotten around to it. He felt the Board will get more than the 9 applications required for the full Council and the Board will have to make selections. Selectman Nordell felt the Board

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should have all the applications when they make the appointments. Selectman Baker felt the practice has been to appoint volunteers on the basis of when they apply; he cited appointments to other Commissions when the people who came in first were the people appointed. Selectman Nordell suggested considering the nature of the Council and what it's going to represent it needs to be diverse. Selectman Baker referenced the American Heritage River Commission, which has a broad collaboration of people involved; it's about more than those that approve the minutes. First Selectman Bowsza suggested if past is prologue, he questioned the ability to get 9 members, noting it's difficult to get people to volunteer. Selectman Baker felt it wasn't that difficult to submit applications. Deputy First Selectman DeSousa felt the Board has delayed appointing this Council already to rewrite the language of the resolution. She indicated she has no problem with the appointment of the person who wanted to create the Council or the person who organized the Black Lives Matter gathering in East Windsor; she would like to appoint both of these people to the Council. Selectman Baker felt if people are interested in this Council it's not that difficult to submit the applications; Selectman Nordell suggested not everyone is computer savvy to get the applications. Selectman Baker felt there is plenty of time in the next two weeks for people to request applications and submit the applications old school.

VOTE by rollcall: **In Favor:** **Muska/Nordell**
 Opposed: **DeSousa/Baker**
 First Selectman Bowsza voted against postponement of the
 appointments as he felt the Board has delayed the appointments too
 long already.

MOTION: **To APPOINT Rich LeBoriosis (D), to the Diversity Council as a regular**
 member for a term expiring August 20, 2024, and to APPOINT Ana Maria
 Rivera (D), to the Diversity Council, as a regular member for a term expiring
 August 20, 2024.

Baker moved/DeSousa seconded/DISCUSSION: Selectman Baker thanked both residents for submitting their applications to get this Council started, and especially Ana Maria Rivera who suggested the creation of the Council.

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

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. Discussion of Energy Solicitation RFI/RFQ:

First Selectman Bowsza introduced Attorney Lee Hoffman, of Pullman & Comley, LLC. First Selectman Bowsza indicated Attorney Hoffman has done some due diligence for the Board in

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regard to energy solicitation. Attorney Hoffman is with us tonight to answer questions raised during earlier Board discussion, and to present additional information regarding energy options for the Town.

Attorney Hoffman opened discussion by complementing Town Engineer Norton and Operations Manager Sauerhoefer and the team for the Town because the Town is getting a better electricity rate under the current contract than would be available in the open market. Attorney Hoffman indicated the Town is currently paying 6.9 cents for our electricity rate vs. 7.4 cents which is the standard rate offered by Eversource. Attorney Hoffman indicated that rate represents a significant savings for the Town; you are to be commended for that. Attorney Hoffman suggested the distribution and transmission charges are significantly more but everyone in the Eversource service territory pays those same rates.

Attorney Hoffman indicated the current energy contract for the Town is valid for another year and a quarter; Town Engineer Norton and Operations Manager Sauerhoefer have initiated researching energy options in anticipation of the contract coming up for renewal.

Attorney Hoffman indicated the Town currently pays over \$1 million annually in electrical costs – the reason being we're located in Connecticut, which is the second most expensive state in the union electrically, and the most expensive in the lower 48. Should the Town want to continue with its current energy source Attorney Hoffman would suggest the Town investigate the ability to continue taking advantage of the buying power of CCM based on the current rate, which is better than the Town would get on its own.

Attorney Hoffman suggested if the Town chooses to do renewable energy as your source of electricity he realizes the Town has been approached by several developers – not just for the projects proposed in Town but also others - to provide the renewal energy through virtual net metering where you run the meter essentially backwards at several of the Town's locations. With virtual net metering you take advantage of the fact that you're generating electricity at a wholesale price, but you run back the meter at your retail rate. Up to 5 locations are allowed to be designated per project.

Attorney Hoffman indicated that the queue for the virtual net metering program is currently fully occupied; there are no new projects being accepted at this time. Attorney Hoffman noted that the Energy and Technology Committee is currently considering other energy issues in Connecticut, he understands the Legislature may also consider expanding the virtual net metering queue to let more municipalities to take advantage of the program. He noted the bill has not yet been sent to the Committee, much less been voted on by the Legislature. The good news is the Town has time to consider this option as your energy contract is not up for several months.

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First Selectman Bowsza noted that the electricity cost is such a large part of the Town's budget; anything we can do to mitigate that and get the cost down is to the benefit of the taxpayer. He asked Attorney Hoffman if his recommendation that the best course for us is to continue with CCM, or should we investigate the virtual net metering pathway? Attorney Hoffman suggested he would propose a two-fold approach.

- He reiterated the Town still has a contract with CCM; he would try to ascertain what CCM's rate is going to be for the next contract period. He understands the current contract is a 3-year contract ending in 2021, he would suggest someone investigate what the rate may be for the next three years.
- Attorney Hoffman felt within the next month or two we'll know from the Legislature if they're going to expand the virtual net metering program. If so, he would suggest the Town send out a Request for Qualifications (RFQ) and/or a Request for Proposal (RFP) to take a look at taking advantage of the virtual net metering program to see whether or not you could use a renewal energy resource and have an effective electric rate that is cheaper than what you're paying now.

Attorney Hoffman noted the virtual net metering program is only available to municipalities, the state, and agricultural facilities that use electricity. The advantage of it is if you put solar on the roof of a Town building or your own home the meter runs essentially backwards as you generate kilowatts that go out onto the grid but for metering purposes Eversource keeps track of those electrons that are generated and runs your meter back. As an example, if you use 750 kilowatt hours and you generate 800 kilowatt hours your bill is zero and you get a 50-kilowatt credit. When it's Winter you begin to erode that credit and by February or March, you're paying full electrical rates for whatever you use.

Attorney Hoffman noted virtual net metering allows municipalities to take advantage of that same concept for up to 5 meters, or buildings, or streetlights or whatever without being physically located adjacent to those projects. And the project doesn't have to be in town, it can be located anywhere in the Eversource service territory. If, for example, a developer is building a project in Bloomfield you can be the beneficial customer, and essentially run your meters backwards from that Bloomfield location; they net meter that out virtually because there's no electrical connection between the project and the town.

Attorney Hoffman indicated the reason why this works as a potential cost savings measure is because you're currently paying a transmission and distribution charge that's significantly more than your generation charge. What the renewable energy developer will do is split the difference in some algorithm agreed to by the Town and the developer. And if the savings is sufficient you can buy renewal energy, which is generally more expensive but winds up being slightly cheaper for the Town, by virtue of the fact that you no longer have the transmission and distribution charge currently being charged by Eversource. Attorney Hoffman reiterated that the queue for this program is currently filled; it's his understanding that the leadership of the Energy and Technology Committee is considering expanding the program.

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First Selectman Bowsza noted the Town's contract with CCM is strictly on the generation of electricity at 6.9 cents per kilowatt hour, we still have the transmission and distribution charge that's 14 cents and change per kilowatt hour. How do we reduce that? Attorney Hoffman suggested there isn't a way to do that because Eversource is a utility and that rate is set by the Public Utilities Regulatory Authority (PURA). First Selectman Bowsza questioned what if the Town were to put solar panels on Town buildings, or Town property; would that adjust the transmission and delivery costs? Attorney Hoffman cited if you install a class one renewable energy source, as long as you can connect that renewable energy resource to the entity that's going to use that electricity you're no longer virtual net metering, you're just net metering. It's no different than putting solar on your rooftop at home. For everything that you generate at your facility you're not paying transmission and distribution charges because you're not going through the wire. Attorney Hoffman cited the need to check that your roofs are structurally strong enough to support the extra weight of the solar panels and the rackets.

First Selectman Bowsza opened discussion to the Board.

Deputy First Selectman DeSousa requested clarification that Attorney Hoffman is saying we have about 16 months left on the current contract with CCM and we're paying 6 cents per kilowatt and 14 cents per kilowatt for the other fee, and we're better off staying with CCM for now? Deputy First Selectman DeSousa indicated the question from the last meeting was that First Selectman Bowsza gave the Board three options, and it sounds like now you're saying it's best to wait because options are changing rather than being specific. Deputy First Selectman DeSousa noted there was also a question if we went from CCM to you people handling our stuff, what was the cost?

Attorney Hoffman indicated he would assist the Town run the RFP as you evaluate the various electricity providers. He didn't feel anyone was suggesting that you break the CCM contract, however, until we figure out what the Legislature is going to do, and run an RFP process, and then make the selection – in order to do that within the ordinary municipal budget cycle it's probably better to think of that sooner than later which is why First Selectman Bowsza approached he and his firm to help out with that process. Deputy First Selectman DeSousa cited currently CCM is charging a fee for that; the question was what the difference would be if the Town had your firm handle that.

First Selectman Bowsza concurred that the Town does pay CCM a monthly fee to be part of their PPA. He noted that Attorney Hoffman has done a fair share of investigatory work looking into these options for us because he would be acting as our energy manager rather than our attorney. He has not billed us for one hour of his time so far. The reason that's relevant is when he shared the good news that we have a great deal currently he pointed out there probably wouldn't be enough savings to engage them in the structure they spoke about when they last discussed this. As circumstances evolve over the coming months there may be an opportunity to revisit that but currently there wouldn't be any savings with which to pay him.

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Selectman Baker referenced the credits Attorney Hoffman said the Legislature would have to approve, are they a subsidy? Attorney Hoffman suggested it's a guaranteed price that the utilities work out with the developers for a term of 15 years. The utilities can't contract that type of thing without either statutory or regulatory approval; PURA has ceded that approval to the Legislature, or the Legislature has given PURA a small portion of that approval authority of that program. Attorney Hoffman cited it's a fixed dollar cap, so once the dollars of the virtual net metering program are exhausted the utilities can't contract with the developer to do more. Attorney Hoffman suggested that rather than being a straight-up subsidy, where money is coming out of the General Fund and being given to developers, which is what some of the states have done, the problem with the subsidies is they tend to be more expensive than what the developers need. The way Connecticut has done it is forcing the developers to bid against one another against a fixed pot of money, which means everyone sharpens their pencil and puts in their best prices. Attorney Hoffman indicated right now there is nothing for them to compete over; that's what needs to be increased by the Legislature. Once the developer wins a competition they get a contract for 15 years with a utility; they can they take that revenue stream to a lender who is all too willing to loan against that because the contract is with a company that, by State law, really can't go out of business very easily.

First Selectman Bowsza suggested that under the virtual net metering program you can only earmark up to 3 megawatts of power per project. We have, in total, 3 megawatts of power, but that's inclusive of the Town (at 800 kilowatts) and School facilities (1 megawatt) and the WPCA (1.2 megawatts). While all the available credits are in the queue there may be some pieces that aren't spoken for yet, they're all tied to specific projects that have been approved by PURA, but they may not all be obligated. Attorney Hoffman recalled the Town has 30 electrical accounts that comprise that load, but you would only be able to offset 15 because you can only offset 5 per meter of a renewable energy project. In addition to the 3 cap that you spoke about Attorney Hoffman thought the more important thing is you can only realistically offset 5 per project so you may want to look at doing 3 smaller projects, maybe with different developers. But you're not going to get your entire load under those projects because some of the load is too small to be worth it.

Selectman Nordell cited that with residential solar projects they offer tax breaks; are there any incentives for Towns to go solar? Attorney Hoffman indicated not for the Town but there are production tax credits that makes it appetizing for certain equity financiers to take over these projects. There are tax breaks that the developer gets that make it enticing, which is why they can work out the savings so that even though it costs more in terms of raw dollars to build renewable energy those Federal tax breaks can make it cheaper – that is a subsidy that does go to the project but it's a Federal rather than State subsidy, and it goes to anybody.

First Selectman Bowsza called for additional comments; no one had any other questions.

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First Selectman Bowsza indicated he had already reached out to CCM regarding potential rates; based on that and where the Legislature goes in the next few weeks, he suggested the Board regroup and have another discussion in a couple of weeks.

NEW BUSINESS/A. Discussion of WPCA Communication:

First Selectman Bowsza cited this item is continued discussion of a communication received from Attorney Lanza on behalf of the WPCA (Water Pollution Control Authority). He referenced additional information in the Board's meeting packet related to this issue. Paul Anderson, Chairman of the WPCA, will join the Board for this discussion, as will Town Engineer Norton and Operations Manager Joe Sauerhoefer.

WPCA Chairman Anderson reported one of the things that brought to light these problems was the repaving of Route 140/North Road last year as part of the sewer project in that area. That was a State project, but it pointed out some of the problems that exist. The State paved over the entire road; the WPCA had 40 manholes they had to uncover and recap, at a cost of \$50,000. The sewer rate payers had to pay that bill. The State reimbursement rate is \$325 per manhole raised; the cost for the WPCA to uncover and recap the manholes was \$1875 per manhole. The difference in cost increased the sewer rates to sewer users, but it was an existing utility which was 100% functional and made non-functional by the method of paving the road.

WPCA Chairman Anderson suggested that other towns, for their internal work, require the contractor working on the road to put it back in the condition that it was prior to initiation of the project. WPCA Chairman Anderson referenced the example for the Town of Manchester he had provided for the Board. He suggested the cost of paving the road is intended to be borne by the entire taxpaying population rather than imposing an unfair tax burden on a select group – which is the sewer user on the road being paved.

WPCA Chairman Anderson indicated this was brought to DOT's attention by a group of towns, and the Connecticut Association of Water Pollution Control Authorities. DOT is reviewing their policies as the \$325 price has been in effect for 20 years. WPCA Chairman Anderson suggested Tromley Road and Scantic Road were paved in this same manner, which is a cost to the select group of sewer users. WPCA Chairman Anderson suggested the WPCA feels that as Manchester and Vernon and other towns do, the RFP for the work should include a requirement that the road is returned to the condition prior to paving. WPCA Chairman Anderson indicated that is the reasoning behind this concept – to put the burden of the cost of paving on the user of the road, which is everyone.

Town Engineer Norton differed with Mr. Anderson's comments. Regarding Scantic and Tromley Road Town Engineer Norton indicated the DPW gave the WPCA a year's notice of what was going to be done. We didn't just pave over their structures without giving them any

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notice, they had time to comment and think about what they wanted to do. They chose not to do anything. After pulverizing and grading Tromley and Scantic Roads, it was left in that condition for a few weeks to allow the manholes to be raised in an appropriate manner by the appropriate authority, and they chose not to do it. At some point we have to pave our roads, and we paved them.

Town Engineer Norton reported that he contacted a colleague in the Manchester Public Works Department that he's known for several years to discuss their bid process. He indicated that with the Manchester process both the sewer and water are under the Public Works Department so there's a cost sharing for road projects that isn't reflected in the bid document. Manchester puts out an RFP for the paving; East Windsor doesn't do that because we don't do enough paving in a year to get our own bid. Town Engineer Norton indicated East Windsor goes off the State bid, which is basically a paving bid for milling, pulverizing or reclaiming, and paving. East Windsor doesn't put out a separate bid document. Town Engineer Norton reported that Manchester has a cost sharing associated with their bid document that you don't see in the RFP. Manchester pays the contractor to do the project and then they charge the Water Department for any water structures that have to be raised and the Sewer Department pays from their budget for any manholes that have to be raised or adjusted. It's similar to what would be done in East Windsor with the Water Pollution Control Authority. The payment and cost of the project is shared by the utilities and the people who are having the work done. Town Engineer Norton indicated that East Windsor isn't doing anything different than Manchester is doing. He took exception to the misinformation being put out to the public that DPW is paving over the manholes without giving anyone any notice. Town Engineer Norton reiterated that isn't true.

Deputy First Selectman DeSousa indicted her concern when the Board received the letter was that the WPCA didn't come to the Board ahead of time. She felt they should have come to the Board before going to an attorney if they had issues. She questioned the ramification of the attorney's letter for the Town.

Selectman Baker concurred with Deputy First Selectman DeSousa regarding the first the Board is hearing of this issue is the letter from the attorney. He felt the letter starts the conversation in the wrong direction. He questioned if the Board needs to set a policy so both entities know what their responsibilities are?

First Selectman Bowsza questioned how prevalent an issue is this on Town roads? He cited that Scantic, at least in part, is a State Road. He questioned if a year's notice wasn't sufficient? WPCA Chairman Anderson indicated he didn't have information on notifications that were provided. He cited the subject was discussed previously with a different Board of Selectmen. WPCA Chairman Anderson suggested they used past experiences as an example; they're looking for a resolution going forward. WPCA Chairman Anderson suggested they weren't saying this was done in an adversarial or negative manner; it's just the way it's been done over the years. They're looking for what can be done in the future. He suggested he doesn't necessarily see all

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these communications as the Authority doesn't deal with day to day operations of the system; they deal with policy. He suggested the Authority would be agreeable to a Memo of Understanding.

Discussion continued regarding communications between the two agencies. Operations Manager Sauerhoefer took exception to Mr. Anderson's comment that he wasn't aware of impending work; he cited the continuing Land Use Meetings and frequent e-mail exchanges with the Sewer Department. Operations Manager Sauerhoefer indicated he repeatedly discussed the paving projects for Tromley and Scantic Road. First Selectman Bowsza noted his understanding was that the WPCA was consulted when the use of an attorney might be necessary; he requested clarification of the process. WPCA Chairman Anderson indicated First Selectman Bowsza's information was correct; they – the WPCA - did have the attorney write the letter. Their goal was to come up with a solution for the future.

Selectman Baker suggested starting by punching someone in the nose seems not to be the way to start the discussions. He suggested we seem to have an informal verbal agreement which isn't working; he felt discussion with the appropriate people – the Town, the WPCA, Sewer Operations staff – so that everyone knows their roles and responsibilities, and develop a specific line of communication would be beneficial. Then the resolution could be documented in writing. Selectman Baker felt that might be a better course of action.

Selectman Muska concurred; she felt that's the right track, so it's clearly spelled out, so problems don't occur again in the future.

Deputy First Selectman DeSousa questioned what control the Town has over the State? She has no problem putting something in writing for the Town, but we have no control over the State. First Selectman Bowsza concurred.

No further discussion occurred on this issue this evening.

NEW BUSINESS/B. Discussion of 343 North Road Easement:

First Selectman Bowsza indicated John and Dan Burnham own property at 343 North Road, which includes the pump station for the WPCA. They're in the processing of selling the property to a third party. As part of the sale transaction John Burnham is trying to negotiate a 50-foot easement which would be available for passive recreation and to build connectivity of the Scantic River and its use by the American Heritage River Association. The easement would be on both sides of the river.

Should the Board be agreeable to accepting the easement First Selectman Bowsza indicated the Board needs to do an 8-24 Referral regarding municipal acquisitions to the Planning and Zoning Commission, which would then make a recommendation back to the Board of Selectman

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regarding acceptance of the easement, because it's an acquisition of property the Board would then send the recommendation to Town Meeting. Although it's questionable that the Town Meeting would occur in the short term the real estate transaction can continue.

First Selectman Bowsza queried the Board for comments or questions; no one had any comments.

MOTION: To REFER the potential granting of an easement at 343 North Road to the Planning and Zoning Commission for an 8-24 referral.

Baker moved/Nordell seconded/DISCUSSION: Selectman Baker suggested this easement has been somewhat unofficial since the Burnhams have owned the property. The American Heritage River Commission has built a trail on the east side of the river and would like to do something similar on the west side. This easement would be good for that and would give the Town the ability to access the river and have a recreational trail. First Selectman Bowsza noted the New Year's Day trail hike organized by the American Heritage River Commission is awesome. Anything we can do to support them is good for the Town.

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

NEW BUSINESS/C. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$783.57 as identified under Tax Refund Report dated 9/1/2020.

Muska moved/DeSousa seconded/DISCUSSION: None

VOTE: In Favor:

SELECTMEN COMMENTS AND REPORTS/A. Jason Bowsza:

(See Attachment A)

SELECTMEN COMMENTS AND REPORTS/B. Marie DeSousa:

Deputy First Selectman DeSousa noted on Tuesday, September 1st she attended the Economic Development Commission Meeting via ZOOM. Due to a conflict with another meeting in Town at 7:00 they used the Park and Rec number and they had some difficulty in signing on for that, but none the less, with patience, the meeting was started. Ruthann Calabrese, the Zoning and Wetlands Enforcement Officer was kind enough to sign on and introduce herself to the Board. Kudos to her for doing that. Basically, the only conversation that took place during that meeting was for them to look at the POCD. They talked about the 10-year Plan of Conservation and Development and asked if they could get hard copies of that, which Peg is going to do that if she

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hasn't already given them to everyone. So, they can look at the Plan for the future, so this way, they can start targeting what they need to do moving forward. The website, because of the issue with the connectivity, the person in charge of that wasn't able to get on so they tabled that to the next meeting. And then, Jim Richards from the Chamber of Commerce, reported that they're doing a contest in order to entice people to come out to local businesses for meals. It's called "Eat Out East Windsor"; you go to an establishment in town, you submit your receipt with your name and address and phone number on the back to the Chamber of Commerce, or drop it off at the Chamber Office and you'll be in the drawing for a 55 inch tv.

And the other meeting I was scheduled to attend was the Broad Brook Mill Committee was also September 2nd, but that meeting was cancelled.

That's all I have.

SELECTMEN COMMENTS AND REPORTS/E. Alan Baker:

Selectman Baker indicated he was going to skip over the Charter and the Fire Marshal as he felt everyone would have something to say about that. All he would say about all of that is it's a good body of work and that's something we can all be proud of.

Last night at the Wetlands Meeting they had a couple of items of interest. Number one, they welcomed the new Zoning and Wetlands Enforcement Officer and voted her in, Ruth Calabrese, as the Town's Wetlands Enforcement Agent.

They also heard, and approved, an application for the Town of East Windsor. Apparently the 72-inch culvert that goes under South Water Street that drains the Blue Ditch and some other stuff through there into the river, that's potentially on the verge of collapse and needs emergency work. They're going to sleeve it instead of completely replace it at about half of the cost. That permit was approved; they have other permits they need to chase down through DEEP but they're having a hard time getting ahold of them. That work will commence next week; it's kind of underway as far as getting the preparatory work done. That was interesting. We kind of got lucky that that didn't completely come apart and cause us a larger issue.

The other thing the Wetlands Agency worked on was the continued work with the new Wetlands Fines Ordinance that's been in the hopper prior to the COVID outbreak. We started work on it and it was put on hold because some of the members weren't attending meetings. We've picked that back up and that will probably be coming in front of the Board of Selectmen soon. A lot of the documents – the ordinance and the pertinent documents were already vetted by lawyers and are just being dusted off and updated. They were last updated in 2012, and that includes a policy document for Town staff to follow so they're using the ordinance correctly. That's been referred back to current staff and the First Selectmen's Office to go over it and see if they have any changes. The Commission will be putting that together to make a presentation to the Board

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of Selectmen for their approval and then to a Public Hearing and eventually to a Town Meeting. There's a lot of work to be done on that; we'd like to see that finished up probably by January.

Selectman Baker indicated he nothing further to report.

SELECTMEN COMMENTS AND REPORTS/C. Charlie Nordell:

(See Attachment B)

SELECTMEN COMMENTS AND REPORTS/D. Sarah Muska:

(See Attachment C)

PUBLIC PARTICIPATION:

Nicole Vacila, 53 Prospect Hill Drive: Ms. Vacila indicated she just wanted to go back to the paving over the manholes issue. She's no construction worker and hasn't been following this along so this is a rookie question but... is there ever a reason to pave over an active manhole, and if so, was that scenario in place? First Selectman Bowsza referred the questions to Joe Sauerhoefer, Operations Manager for DPW.

Operations Manager Sauerhoefer suggested they never plan on paving over anything, especially manholes. We're fully aware that you need to access them; that's why they're there, to clean the pipes out and make sure the flow of everything is flowing properly. The big concern here, and he felt the Town took some of the hit on this, is he believed the State gave ample notification but when the State says they're going to do something there is no stopping the State. They just do it. And Route 140 was in dire need of being paved. Operations Manager Sauerhoefer indicated he thought that was part of the problem. Six months isn't enough time for the sewer plant to come up with the money to raise, or adjust them. He felt they need a whole budget year, just like DPW budgets for things.

**EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-200 (6)(A), DISCUSSION OF A
PERSONNEL MATTER OR MATTERS TO INCLUDE Chief DeMarco and Deputy Chief
Hart – Action is possible:**

MOTION: To GO INTO EXECUTIVE SESSION at 8:21 p.m. pursuant to C.G.S. Sec. 1-200 (6)(A), to discuss a personnel matter or matters to include Chief DeMarco. Attending the Executive Session are First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, Selectman Nordell, and Chief Edward DeMarco, East Windsor Police Department.

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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 virtual meeting at 8:21 p.m.

First Selectman Bowsza reported the Board came out of Executive Session at 8:42 p.m.

MOTION: To ADJUST the stipend for Emergency Management up by \$13,595.

Muska moved/DeSousa seconded/DISCUSSION: First Selectman Bowsza indicated the increase includes adding an additional high-ranking member to the Emergency Management Team to bolster the available resources that are there. First Selectman Bowsza thanked Chief Demarco for the work he has put in, especially over the last month but certainly during 2020. First Selectman Bowsza suggested Chief DeMarco and Deputy Chief Hart have certainly been examples for their Department; he thanked them for that on behalf of the Town. First Selectman Bowsza felt the expansion of the Emergency Management Team makes a lot of sense. He thanked Chief DeMarco for his willingness to serve. Deputy First Selectman DeSousa indicated she couldn't agree with First Selectman Bowsza more; this has been a trying year for everyone. When you think of emergencies you have to think beyond tornados and wind damage because it's a whole new world out there. She concurred with First Selectman Bowsza; our Police Department has stepped up on every single occasion. Kudos to all of them.

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

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:44 p.m.

Nordell moved/Muska seconded/DISCUSSION: None
VOTE: In Favor: Unanimous

Respectfully submitted


Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

ATTACHMENTS:

A – Selectman's Report – First Selectman Bowsza
B - Selectman's Report - Selectman Nordell
C - Selectman's Report - Selectman Muska
(Deputy First Selectman DeSousa's Report and Selectman Baker's Report are reflected in the Minutes transcription)

First Selectman's Report – September 3, 2020

The last two weeks have been a bit challenging in terms of managing COVID-19 in the community. While our community-wide numbers remain consistently low, we did have an outbreak among farm workers at Mulnite Farms and at Blue Bell Mattress in the industrial park. In both cases, Town officials worked with the local health district, the Connecticut Department of Public Health and, in the case of Mulnite Farm, with the Department of Agriculture and the Department of Labor. Our shared goal in both cases was to work with the business owners to ensure property protocols were followed to protect community spread of the virus into East Windsor, and in both cases that objective was successfully accomplished. Both of these instances should serve as a reminder to us all that the COVID-19 pandemic is not over, and we are likely to see more outbreaks as local schools and colleges resume operations and as cold and flu season sneaks up on us.

This year's voting process may be different from years past. Every registered voter in the state will receive an absentee ballot application that will be sent out starting next week. If you decide that you want to vote absentee, rather than in person, you will need to fill out the application and return it to the Town Clerk, either through US mail or in the clearly marked drop box outside of Town Hall. Beginning on or about October 2, the Town Clerk will mail the actual ballots to voters. Once received, voters will need to fill out and return the actual ballot, either by US mail or the drop box. We are expecting very high numbers of absentee ballots this year, so to be sure your vote is counted, please return it as soon as possible. All ballots must be received by the Town Clerk by 8pm on November 3rd. Of course, traditional in-person voting will be taking place that same day, from 6am to 8pm.

On August 27, the Board of Selectmen agreed to forward three questions amending the Town Charter to town voters for them to consider on November 3rd, the same day as the presidential election. The questions that will appear on the ballot involve technical and grammatical corrections, renaming the Town Treasurer as the Finance Director, and requiring both the initial budget recommendation drafted by the first selectman and the initial budget drafted by the Superintendent for the Board of Education be available for public review five days prior to the first public hearing at the outset of the budget process. These are modest proposals for voters to consider, but the most significant aspect of putting these questions forward during a presidential election is to have the broadest possible level of participation from our voters, which a presidential turnout allows. The charter affects everyone, so having as many people as possible vote on any changes ensures that it represents everyone.

On August 31, I had the pleasure of swearing in Rich Austin as the Town's new fire marshal. Rich has been helping out in that capacity on an interim basis for a number of months and was the unanimous choice of the Board of Selectmen. He is already hard at work modernizing that office and has been an active participant in our economic development activities for quite some time. We are delighted to welcome Rich to the team permanently.

On September 1, a Town Meeting was held to discuss an ordinance that would eliminate the tax disparity situation between those who live within the Warehouse Point Fire District and those who live outside of the district. The full text of the ordinance can be found on the Town's website. This will also be on the presidential ballot for the townspeople to consider.

Respectfully submitted,

Jason E. Bowsza
First Selectman

BOS – 9/3/2020 – ATTACHMENT B

Selectman Nordell's report 9/3/2020

Since our last meeting I attended this year's first PTO meeting. The PTO has decided to allow this year's membership to be free to all families with children in the Elementary and Middle school. They also discussed ideas of how to hold fundraisers this year.

I was sad to see the decision of having the Charter Revisions Commissions hard work turned down by this board. We talked about taking away voter rights and how we didn't agree with that, yet we did it anyways by not letting the public make the final decision on eliminating the 2%.

Great job to everyone involved in the BBFD ordinance and getting that sent forth to the voters in November. Hopefully this is the light at the end of the tunnel to a long overdue solution.

On 8/27 I attended the Beautification Commission meeting. At this meeting they talked about the placement of a small outdoor food pantry placed at 40 Mill St in Broad Brook. This was supported by the Bags of Love and the Beautification Commission. They had an official ribbon cutting on Sunday afternoon August 23 with Selectman Muska, Senator Anwar and members of the Beautification Comm. The commission already has plans for more locations in town. They also talked about doing more projects through the Keep America Beautiful.

BOS – 9/3/2020 – ATTACHMENT C

Selectmen's Report – September 3rd, 2020

On August 24th, 2020 I was honored to be a part of the ribbon cutting at East Windsor's new Free Little Pantry at 40 Mill Street in Broad Brook. Thank you to Hartford Bags of Love and the East Windsor Beautification Committee for collaborating together to make sure that our friends and neighbors have an anonymous, guilt free way to obtain food, should they need it.

The Board of Education held their regular meeting on August 26th, 2020 via Zoom. Dr. DeBarge introduced two new hires: Lynda Daitch, Assistant Principal at East Windsor Middle School and William Quinones, Director of Building and Grounds.

The School District's COVID-19 grants of \$460,000 have been approved and the District was notified that they are eligible for another grant of approximately \$300,000.

East Windsor Public Schools has been approved to be a free breakfast and lunch District for all students. Our eligibility was above 40% last year. This will be a huge resource for families ensuring that all children will have the opportunity to eat two meals a day. The District is hoping for greater participation, which would equal a higher reimbursement rate.

At the time of this meeting, 20% of students have opted out, specifics were still being worked on for laptop distribution and meals for students that aren't going back to school still needed consideration.

Middle school sports are officially postponed until Winter and after school clubs are postponed until at least October 1st, 2020.

On August 27th, 2020 the Board of Selectmen held a Special Meeting to discuss how the Charter questions will appear on the November 3rd, 2020 ballot. There will be the following three questions:

Shall the Town Charter be amended to make grammatical, technical changes and clarifications that do not affect the meaning of the Town Charter?

Shall Section 6-6 of the Town Charter be amended to permit the Town Treasurer to be the Town Finance Director?

Shall Section 8.4 of the Town Charter be amended to require the Board of Selectmen and the Board of Education to each submit their initial budget recommendation to the Town Clerk at least five (5) days prior to the initial budget public hearings of each Board?

I was disappointed that the 4th question pertaining to the 2% issue did not make it to the ballot, as a majority of the Board voted to reject the question and not have it appear on the ballot. Although I did not find it to be the best scenario, I feel that the taxpayers should have had the ultimate say and the opportunity to vote on this controversial subject.

The Board of Selectmen unanimously appointed Richard Austin to the position of Town Fire Marshal at last Thursday's Board of Selectmen meeting. Mr. Austin has been serving as our Interim Fire Marshal over the past few months and has been meeting our expectations. I look forward to the positive changes that he will bring to this office.

On September 1st, 2020 a Town Meeting was held on Zoom for discussion of the "Ordinance Establishing the Town of East Windsor - Broad Brook Fire Department", which will also appear on the November 3rd, 2020 ballot. It is my hope that this resolution will pass, as it will equalize the cost of fire services for all taxpayers in town. Thank you to this Board of Selectmen for staying persistent and following through on an issue we all agree needed solving and the Broad Brook Fire Department for working with us on this possible solution.

Over the past few weeks I was proud to organize a mask giveaway with Bob and Amy Stefanowski of Masks For CT for our East Windsor School District. Because of them and the two businesses that sponsored the event, I was able to present Dr. DeBarge with enough masks for every student in our District. My wish is that this will take some of the worry and financial burden off of the School District and families.

Yesterday, Sergeant Julia Knowles of the East Windsor Police Department and I were honored to be guests on a podcast episode titled "How East Windsor is Helping People Experiencing Domestic Violence" part of a series called Reaching Out with The Network, hosted by Annalisa Deal. We discussed how police officers handle domestic violence calls, restraining orders and what you can do to help victims of domestic violence. I'd like to thank them for having me and I hope that the information shared can be of assistance to those seeking help. You can listen to the podcast at: <https://anchor.fm/annalisa-deal/episodes/How-East-Windsor-is-Helping-People-Experiencing-Domestic-Violence-ej2klj>

Wishing all of our students and teachers a happy and healthy new school year and wishing you all a safe Labor Day weekend!

Submitted With Sincerity,

Sarah A. Muska, Selectman