

# TOWN OF EAST WINDSOR BOARD OF SELECTMEN

## REGULAR MEETING

Thursday, November 19, 2020

7:00

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:

Natasha C. Holmes; Department of Public Works: Joe Sauerhoefer, Operations Manager; Warehouse Point Fire Department: James Barton, Chief.

Public: Dixie and Lou; Austin Holden; Jennifer (assumed to be Jennifer Abbe based on comments made during APPROVAL OF MINUTES); Tom Lansner; Joe Malenfant, Rachel Safford.

**Press:** Joe Chaisson, Journal Inquirer.

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BOARD OF SELECTMEN  
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MEETING MINUTES**

**TIME AND PLACE OF REGULAR MEETING:**

First Selectman Bowsza called the Regular Meeting of the Board of Selectmen to order at 7:00 p.m. The Meeting is being held via teleconference due to closure of the Town Hall to the Public as the result of the coronavirus epidemic.

**PLEDGE OF ALLIGIANCE:**

First Selectman Bowsza requested Selectman Muska lead the Board in the Pledge of Allegiance.

**ATTENDANCE:**

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

**APPROVAL OF MEETING MINUTES/A. November 5, 2020 Regular Meeting Minutes:**

**MOTION: To APPROVE the Regular Meeting Minutes of the Board of Selectmen Meeting dated November 5, 2020 as presented.**

**DeSousa moved/Muska seconded/DISCUSSION:** Deputy First Selectman DeSousa clarified that the member of the public identified as “Jennifer” on page one was Jennifer Abbe, although Jennifer had signed in with only her first name. Ms. Abbe is present this evening as well, accompanying Rachel Safford; Ms. Abbe confirmed Deputy First Selectman DeSousa’s explanation.

**CORRECTED MOTION: To APPROVE the Regular Meeting Minutes of the Board of Selectmen Meeting dated November 5, 2020 as corrected:  
Page 1, Attendance/Public: Jennifer JENNIFER ABBE.**

**DeSousa moved/Muska seconded/DISCUSSION:** See amendment above.

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

**PUBLIC PARTICIPATION:**

First Selectman Bowsza offered the members of the public signed in to this meeting the opportunity to comment; no one requested to speak.

**COMMUNICATIONS/A. Letter of support regarding South and Phelps Road:**

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First Selectman Bowsza noted a copy of his letter to Secretary Melissa McCaw, Office of Policy and Management regarding the transfer of the South and Phelps Road properties; the letter will be discussed under Agenda item **UNFINISHED BUSINESS/B. South Road Ownership Option Update:**

**BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.**  
**Resignations:** None.

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

1. James Stremper (R), Agricultural Commission regular member for a term expiring December 31, 2023:

**MOTION: MOVE to REAPPOINT James Stremper (R), Agricultural Commission regular member for a term expiring December 31, 2023.**

**Muska moved/Baker seconded/DISCUSSION:** None.

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

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

1. Natasha C. Holmes, (D), Diversity Commission regular member for a term expiring August 20, 2024:

**MOTION: To APPOINT Natasha C. Holmes, (D), Diversity Commission regular member for a term expiring August 20, 2024:**

**Muska moved/Baker seconded/DISCUSSION:** Mrs. Holmes had signed in to the meeting; Deputy First Selectman DeSousa asked Mrs. Holmes to introduce herself and tell the Board a little bit about herself. Mrs. Holmes advised the Board she has been a resident of East Windsor for four or five years, she's a mom of three, a wife, and she works in IT. First Selectman Bowsza noted she has indicated on her volunteer form that she works for a non-profit organization. Mrs. Holmes indicated she is involved in a non-profit which provides community services to woman and children in need in the Hartford area.

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

**UNFINISHED BUSINESS/\*A. Broad Brook Mill Update:**

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

**UNFINISHED BUSINESS/B. South Road Ownership Option Update:**

First Selectman Bowsza cited his letter to Secretary Melissa McCaw, of the Office of Policy and Management (OPM) regarding the transfer of ownership of the South and Phelps Road Property (See Attachment A). He understands his request has been received favorably; Senator Saud Anwar sent a letter of support as well. The next step is for OPM to schedule a meeting – either before or after Thanksgiving - to discuss this request. First Selectman Bowsza indicated he doesn't anticipate that this will be a contentious issue, but the Town is in a holding pattern until the Bonding Commission takes action.

**UNFINISHED BUSINESS/C. Election recap – Charter/Ordinance:**

First Selectman Bowsza indicated that all of the Charter Revision questions and the Ordinance establishing the Broad Brook Fire Department as the East Windsor Fire Department passed with at least 65% of the voters' support. (See Attachment B, specifically page 4).

With regard to question 4 concerning the Broad Brook Fire Department, First Selectman Bowsza reported 71.4% of the voters in the Broad Brook district voted in favor of the proposal, while 82% of the voters in the Warehouse Point Fire District voted in favor, which worked out to 76.5% of the voters in Town supporting the ordinance as drafted. The Town now has a clear direction from the voters how to move forward. First Selectman Bowsza indicated he spoke with Chief Arcari today; the Commissioners are still being sworn in.

Deputy First Selectman DeSousa indicated the Registrars of Voters received word today from the Secretary of State's Office that East Windsor is NOT on the list of towns subject to audit this year, and the write-in candidates have been verified.

**UNFINISHED BUSINESS/D. 2021/2022 Budget Guidelines letter:**

First Selectman Bowsza reported that last evening the Board of Finance confirmed the Budget guideline letter proposed to the Board of Selectmen at the previous meeting. He queried the Selectmen for additional comments; no one raised any questions. First Selectman Bowsza indicated he'll be sending the letter to department heads and agencies tomorrow.

**UNFINISHED BUSINESS/\*E. ACI Auto Group, LLC – Tax Incentive Program:**

First Selectman Bowsza indicated the Board is waiting for additional information from Mr. Alberici; no action has been taken at this time.

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**UNFINISHED BUSINESS/F. Fire Marshal Fees ordinance:**

First Selectman Bowsza indicated he would like to postpone discussion of this proposal until a future meeting.

**MOTION: To POSTPONE discussion of the Fire Marshal Fees ordinance to a later date.**

**DeSousa moved/Baker seconded/DISCUSSION: None.**

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

**NEW BUSINESS/A. PZC 8-24 Referrals:**

First Selectman Bowsza cited that under State Statutes consideration of these 8-24 referrals – both the recreational easement at 343 North Road and the gift of land south of Plantation Road adjacent to the Town Farm – need to go to Town Meeting.

Selectman Baker questioned that these acquisitions will sit in limbo until the Town can hold a Town Meeting? He noted that the second piece south of Plantation Road is also located in the watershed and will move the Town forward with the American Heritage River Commission's plans for future trails; this is a great gift.

**MOTION: To FORWARD TO TOWN MEETING the 8-24 referrals for the passive recreation easement at 343 North Road, and the 'Gift of Land', Map 24, Block 42, Lot 30, at 00 Plantation Road.**

**Baker moved/Nordell seconded/DISCUSSION: None.**

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

**NEW BUSINESS/B. Waiver of WHPFD Fees:**

First Selectman Bowsza reported Chief Barton has questioned the waiver of Building and Permit Fees associated with the proposed addition to Station 1 on Bridge Street. Chief Barton recalled that permit fees were waived previously in 2018 by the Board of Selectmen serving at that time when the District undertook roof repairs at Station 2. He cited they have been charged a Wetlands application fee and other applications with the Zoning Board of Appeals and the Planning and Zoning Commission are coming through as well. Chief Barton felt it wasn't fair for the taxpayers to pay permit fees in addition to the cost of the building addition.

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First Selectman Bowsza indicated he conferred with Building Official Stanley, who was unable to cite specific State Statutes but suggested the Town doesn't charge itself for application fees.

Selectman Baker concurred that the full Wetlands Application Fee had been charged, noting some of that charge is a State fee which is not waivable; he suggested Chief Barton bring his request to the Wetlands Commission as he felt application fees had been waived in the past. First Selectman Bowsza suggested Zoning Application fees may fall under different State Statutes but the question this evening is can the Board waive Building Permit Fees on this project? He felt, based on past precedent, a waiver of Building Permit Fees was an option.

Deputy First Selectman DeSousa referenced an excerpt from the Selectmen's 2018 Meeting which waived the fees but offered no supporting documentation. She noted there are many other Town organizations, such as Scout Hall, the Housing Authority, the libraries, that may come through for similar requests in the future. Selectman Baker felt the request on the table tonight was a consideration for the Warehouse Point Fire District.

**MOTION: To WAIVE THE BUILDING PERMIT FEES associated with the Warehouse Point Fire Department building addition.**

**Muska moved/DeSousa seconded/DISCUSSION:** Selectman Baker suggested Chief Barton discuss with the Wetlands Commission what might be refundable under the Wetlands Application Fees. First Selectman Bowsza indicated he had discussed the Wetlands Fees with Wetlands Agent Calabrese and thought the Wetlands Fees were to be charged in a similar manner as the Building Permit Fees.

**VOTE by rollcall: In Favor: DeSousa/Baker/Muska  
Opposed: No one  
Abstained: Nordell**

**NEW BUSINESS/C. Tax Refunds:**

**MOTION: To APPROVE Tax Refunds in the amount of \$2,510.46 and \$1,549.15 as identified under Tax Refund Reports dated November 16, 2020.**

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

**SELECTMEN COMMENTS AND REPORTS/A. Jason Bowsza:**

**(See Attachment C)**

**SELECTMEN COMMENTS AND REPORTS/B. Marie DeSousa:**

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**(See Attachment D)**

**SELECTMEN COMMENTS AND REPORTS/C. Alan Baker:**

Selectman Baker thanked Deputy First Selectman DeSousa for all the effort she put into the election process; he suggested that must be a pretty draining experience. Thank you so much for the work that you do with that.

Selectman Baker indicated he had not been reporting on Pension negotiations because Pension negotiations are confidential. But I will just say that we have two ongoing that I'm involved in - at this point the CSCA and the Police pension. The Police pension has just one loose end to tie up; hopefully we'll have that finished. And then CSCA is ongoing; we should be able to wrap that up without too much trouble.

Selectman Baker indicated he had no additional information to report.

**SELECTMEN COMMENTS AND REPORTS/D. Charlie Nordell:**

**(See Attachment E)**

**SELECTMEN COMMENTS AND REPORTS/E. Sarah Muska:**

**(See Attachment F)**

**PUBLIC PARTICIPATION:**

First Selectman Bowsza offered the public an opportunity to comment.

**Dixie (no last name reported):** Dixie suggested "you guys are doing a great job", and she thanked the Board for their involvement.

Dixie also noticed at the senior housing complex being built on Route 140 across from Dunkin Donuts there is no turning lane into the complex. Dixie indicated she's concerned about the traffic; there has already been several accidents in the area of Dunkin Donuts. With the traffic slowing down, and maybe turning into the complex she thought that might make the traffic worse, especially during the rush hour. Dixie questioned "if you guys know anything about that, or will there be a turning lane when they're finished?" It doesn't look like there will be one now.

First Selectman Bowsza thanked Dixie for her compliment, noting it's nice to hear and it's always nice to be appreciated.



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Regarding Watermill Landing, the senior housing complex being built on Route 140, First Selectman Bowsza noted that Route 140 is a State road; the State Traffic Authority has responsibility for what occurs on that road. First Selectman Bowsza also noted that when that project was being permitted the question of the turning lane as a condition of approval was debated at length by the Planning and Zoning Commission. He indicated the Chairman of the Planning and Zoning Commission is a DOT engineer who works closely with Office of the State Traffic Authority so if there isn't a turning lane there they have data that supports there isn't a need for it. First Selectman Bowsza suggested he didn't feel there was a turning lane going in but that issue was talked about several times during the permitting process.

**EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-200 (6)(B), pending claims/litigation, (6)(D), discussion of the selection or the lease, sale or purchase of real estate (b) of section 1-210 – Action is possible:**

**MOTION: To GO INTO EXECUTIVE SESSION at 7:43 p.m. Attending the Executive Session were First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.**

**Baker moved/DeSousa seconded/DISCUSSION: None  
VOTE by rollcall: In Favor: Nordell/DeSousa/Baker/Muska**

**(No one opposed/No Abstentions)**

LET THE RECORD SHOW the Recording Secretary signed out of the ZOOM Meeting at 7:43 p.m.

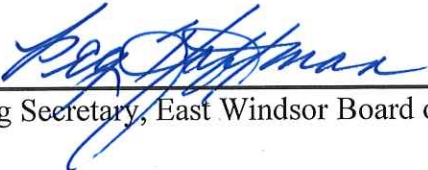
The Board came out of EXECUTIVE SESSION at 8:32 p.m. First Selectman Bowsza queried the Board for further action; hearing none he called for a motion to adjourn.

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 8:33 p.m.**

**Baked moved/DeSousa seconded/DISCUSSION: Nondebatable  
VOTE: In Favor: Nordell/DeSousa/Baker/Muska**

Respectfully submitted

  
\_\_\_\_\_  
Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

**(See ATTACHMENTS, next page):**



**TOWN OF EAST WINDSOR  
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- A** – First Selectman Bowsza’s letter to Secretary Melissa McCaw, of the Office of Policy and Management (OPM) regarding the transfer of ownership of the South and Phelps Road Property
- B** - Secretary of State’s Office Moderator’s Report for East Windsor Presidential Election of November 3, 2020
- C** - Selectman’s Report – First Selectman Bowsza
- D** - Selectman’s Report – Deputy First Selectman DeSousa
- E** - Selectman’s Report - Selectman Nordell
- F** - Selectman’s Report - Selectman Muska  
(Selectman Baker’s Report is included in the Meeting transcription)

BN- 11/19/2020 Attachment A

CA



## TOWN OF EAST WINDSOR

FIRST SELECTMAN JASON E. BOWSZA

November 13, 2020

Secretary Melissa McCaw  
Office of Policy and Management  
450 Capitol Avenue  
Hartford, CT 06106

Re: Transfer of Property Located on South and Phelps Roads, East Windsor

Secretary McCaw,

It is my understanding that Department of Housing Commissioner Mosquera-Bruno has forwarded to you for consideration by the Bond Commission my request dated October 14, 2020 (attached). In that request, we outline circumstances that we believe require remedy through C.G.S. 8-214d(e), which would allow us to convey to homeowners the land on which their homes sit.

Through circumstances beyond the control of the homeowners, the Town has become the property owner of the underlying land. This has left the homeowners without rights to the property. This adversely affects their home values, limits their ability to secure loans, discourages investment, and leaves the Town in the position of being a landlord. The current arrangement does not well serve any party involved.

If the request is approved, the Town intends to subdivide the four (4) acre parcel into sixteen (16) lots to then sell to those homeowners who want ownership of the land. It is the intention of the Town to sell the property to the homeowners for \$1 per parcel. This would immediately boost the equity of the homeowners and absolve the Town of ownership. The increased equity would also allow the homeowners to borrow against it for home improvement purposes or realize more of a profit at the point of sale.

The Town is also requesting that the low-income restriction be lifted. According to the Connecticut Department of Housing, approximately fourteen percent of the housing stock in East Windsor qualifies as Affordable, far exceeding the goals established in C.G.S. 8-30g. Lifting the restriction on the properties will allow the market to control the price and expand the pool of future homebuyers and prevent the current building owners from having to establish a procedure to evaluate, and review real estate transactions for compliance with this restriction once they acquire the land.

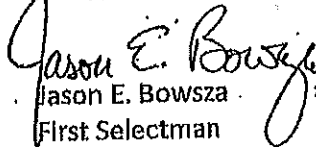


## **TOWN OF EAST WINDSOR**

**FIRST SELECTMAN JASON E. BOWSZA**

The Town very much appreciates your consideration of this matter. It is our view that there is a real need to resolve this longstanding issue affecting the homeowners on the affected parcels, and that utilizing the provisions of C.G.S. 8-214d(e) is the most effective way of accomplishing that goal. If any further information is needed to support our request, the Town would be happy to provide it.

Best,

  
Jason E. Bowsza  
First Selectman

Cc: Commissioner Sella Mosquera-Bruno, Department of Housing  
State Senator Saud Anwar  
State Representative Christopher Davis  
State Representative-Elect Jalme Foster  
Michael Santoro, Department of Housing  
Joshua A. Hawks-Ladds, East Windsor Town Attorney



STATE OF CONNECTICUT  
OFFICE OF THE SECRETARY OF THE STATE  
Head Moderator's Return

Presidential Election  
November 03, 2020  
Amendment 1

East Windsor

Candidates on Ballot

Note:

At the Presidential Election in the town of East Windsor locally warned and held on November 03, 2020. The following candidates received the number of votes annexed to their name respectively.

**Presidential Electors for**

Democratic	Republican	Libertarian	Green
Biden and Harris	Trump and Pence	Jorgensen and Cohen	Hawkins and Walker
3,008	2,541	82	20
Write In	Write In	Write In	Write In
Carroll and Patel	Charles and Wallace	De La Fuente and Richardson	Howard and Howard
1	0	0	0
Write In	Write In	Write In	Write In
Klojzy and LeMay	Simmons and Dow	Simmons and Roze	Weinstein and Weinstein
0	0	0	0
Write In	Write In		
Wells and Wells	West and Tidball		
0	0		

**Representative in Congress 01**

Congressional District 1			
Democratic	Republican	Working Families	Green
John B. Larson	Mary Fay	John B. Larson	Thomas E. McCormick
2,813	2,824	174	63

**State Senator 03**

Senatorial District 3	
Democratic	Working Families
Saud Anwar	Saud Anwar
3,117	553



STATE OF CONNECTICUT  
OFFICE OF THE SECRETARY OF THE STATE  
Head Moderator's Return

Presidential Election  
November 03, 2020  
Amendment 1

East Windsor

State Representative 57

Assembly District

57

Democratic

Republican

Independent

Working Families

Jaime Foster

David E. Stavens

Jaime Foster

Jaime Foster

1,978

1,698

88

95

State Representative 59

Assembly District

59

Democratic

Republican

Independent

Gerald Calnen

Carol Hall

Carol Hall

684

654

86

List of Votes Certified By



STATE OF CONNECTICUT  
OFFICE OF THE SECRETARY OF THE STATE  
Head Moderator's Return

Presidential Election  
November 03, 2020  
Amendment 1

East Windsor

Report of Absentee Ballots

Congressional District 1

Number Received from Town Clerk

Number Issued

Absentee		Military		Overseas		Election Day Registration		Presidential		
2,312	+	2	+	10	+	85	+	0	=	2,409

Number Rejected

Absentee		Military		Overseas		Election Day Registration		Presidential		
39	+	0	+	2	+	2	+	0	=	43

(-)

Number Counted

2,366

Report of Provisional Ballots

Total Provisional Ballots Issued Town wide

0

Official Check List Report

Names on Official Check List

8,718

(Names on the Official check list-Names on Active List and names Restored to the Active List on Election Day; also Overseas Ballot Applicants.)

(+)

Election Day Registration

85

(Total Election Day Registration (EDR) Issued)

Grand Total Names on Active List

8,803

Names Checked as Having Voted

5,693

(Total of names-by-name count of ALL names checked on the Official Check List as having voted at the polls, by Absentee ballot and by Overseas Ballot -- including names checked at the absentee ballot central counting location, if any.)

Total Votes for Governor/President  
All Candidates

5,652

(This number should be less than or Equal to names checked as having voted)



STATE OF CONNECTICUT  
OFFICE OF THE SECRETARY OF THE STATE  
Head Moderator's Return

Presidential Election  
November 03, 2020  
Amendment 1

East Windsor

Questions on Ballot

TOWN	Yes Votes	No Votes
East Windsor		
1. "Shall the Town Charter be amended to make grammatical, technical changes and clarifications that do not affect the meaning of the Town Charter?"	3798	1141
2. "Shall Section 6-6 of the Town Charter be amended to permit the Town Treasurer to be the Town Finance Director?"	3232	1825
3. "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 recommendations to the Town Clerk at least five (5) days prior to the initial budget hearings of each Board?"	4445	625
4. "Shall the Town adopt the ordinance establishing the Town of East Windsor- Broad Brook Fire Department?"	3914	1200





STATE OF CONNECTICUT  
OFFICE OF THE SECRETARY OF THE STATE  
Head Moderator's Return

Presidential Election  
November 03, 2020  
Amendment 1

East Windsor

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List of Votes Certified By



Signature of Head Moderator -- Presiding Officer

Head Moderator's Home Tel#

860-874-6569

Marie DeSousa

Print Head Moderator's Name

Head Moderator's Work Tel#

*BWS 11/19/2020 Attachment C*

## First Selectman's Report – November 19, 2020

On November 10, I met with Town staff to discuss implementation of the new Broad Brook Fire Service ordinances. They raised a number of points that will need to be cleared up as we move ahead, but all

On November 12, emergency management staff began the process of reviewing the Town's communication system. The existing radio system is past its useful life and replacing those systems can be quite costly. The group is looking into the most cost-effective way of providing the services that we need to continue to support our emergency services. At this inaugural meeting, the group heard a presentation from the Connecticut Department of Emergency Services and Public Protection, where representatives from the agency explained some of what the state system could (and could not) do. After the discussion, the group agreed that the Town would be best served to bring in a third-party consultant not affiliated with any particular product or service, to help develop a recommendation for the Town. An RFP will be drafted in the coming weeks for consideration by the Board of Selectmen.

Congratulations to Sergeant Derek Leab on his recent completion of the Southern Police Institute's Administrative Officers Course in Louisville, KY. This is one of the three prestigious advanced training courses in the country, and it's a big accomplishment for Sgt. Leab and for our local police department. Congratulations!

Our local health district has reported that COVID cases in the region are increasing very rapidly now. Testing and contact tracing are keys to battling back the spike in cases. To help with testing, the Town offers live virus and antibody testing every Wednesday from 10-3, now at the Town Hall Annex. To help with contact tracing, the state has rolled out an app compatible with androids and iPhones that can notify you if you have been exposed to someone who has tested positive for COVID-19. More information about that can be found at [ct.gov/covidalertCT](https://ct.gov/covidalertCT). The Town has also added a weekly tracker to the Town's website so people can see the latest numbers in our community.

The Town of East Windsor is establishing a scholarship fund through the East Windsor Community Services Department in memory of Elizabeth "Betsy" Burns. The scholarship will help families in our community during a difficult time in their lives. Betsy's passion, dedication and commitment to East Windsor was strong. Betsy worked for the Town of East Windsor Social Services Department (now the Community Services Department) for 30 years. Through her time as an employee and having served on several town boards and commissions, Betsy touched the lives of many East Windsor residents in their time of need. It is our hope that this fund will continue Betsy's lasting impact for generations to come. Anyone interested in contributing to this scholarship in Betsy's honor may do so through East Windsor Community Services by mailing a check made payable to the Town of East Windsor at 25 School Street, East Windsor CT 06088. Please include the following in the memo: "Elizabeth Burns Scholarship."

The Department of Recreation and Community Services will be partnering with the East Windsor Police Union on November 28<sup>th</sup> for the annual "Stuff a Cruiser" event outside of the Super Walmart here in town. This drive is a big part of the success we have with our town-sponsored holiday toy drive, and we really appreciate the support from the police union. Come down between 9am to 4pm to show your support!

The Town still has children that can be adopted out for the Christmas holiday. Anyone interested should reach out to Community Services at 860-623-2430.

I want to recognize and thank Taylor Energy, who is donating 100 gallons of heating oil per week for six weeks to local veterans. Thank you for this very generous contribution.

Respectfully Submitted,

Jason E. Bowsza  
First Selectman

DS- 11/19/2020 Attachment D

November 19, 2020

Deputy First Selectman's Liaison Report

I would like to start off by wishing our Community a Happy Thanksgiving! Regardless of how you plan to celebrate please take the necessary steps to be safe. But most important enjoy yourselves. I also would like to thank all those individuals that voted this election cycle and for all your patience while waiting in line.

October 19, 2020 – I attend the South Road Land Proposal meeting held at the Town Hall Annex.

October 21, 2020 – The Broad Brook Mill Site Remediation Committee meeting was cancelled.

October 26, 2020 – Elderly Commission meeting was cancelled.

October 26, 2020 – I zoomed into the Diversity Council Meeting.

October 27, 2020 – I worked the voter registration table from 3:00pm until 8:00pm at Town Hall.

October 30, 2020 – I attended a training session at the Town Hall Annex for the Presidential Election along with new poll workers.

November 02, 2020 – I along with several other individuals spent the day counting absentee ballot envelopes and marking official documents accordingly in preparation for the Presidential Election.

November 03, 2020 – I worked the Town Hall Annex as Moderator for the Presidential Election from 5:00am – 1:00am on the 4<sup>th</sup>. I then continued the necessary process to validate the information provided as Head Moderator until Friday the 6<sup>th</sup>; meeting the state mandatory time frame for completion.

November 09, 2020 – I zoomed into the Park and Recreation meeting. A discussion was held regarding the East Windsor Dog Park closer that took place for a week due to heavy rain and the need for a conversation regarding a proposal to turn the Dog Park over to the Town. Updates were given on the progress of the renovations at the Abbe Road Soccer fields and the East Windsor Park.

November 10, 2020 – Broad Brook Fire Department meeting I missed due to a family conflict.

November 16, 2020 – I attended the Housing Authority meeting at Park Hill. A motion was made to change their meeting dates from the 3<sup>rd</sup> Monday to the 3<sup>rd</sup> Wednesday of each month. The Resident Service Coordinator position is currently vacant. Interviews have taken place and they have a candidate in mind. They are also working with Eversource and Green Bank for energy savings.

November 18, 2020 – Broad Brook Mill Site Remediation meeting cancelled.

Respectfully Submitted,

Marie E. DeSousa, Deputy First Selectman

BN- 11/19/2020 Attachment E

Selectman Nordell's Report for 11/19/2020

On November 11th I attended the Police Commission meeting via zoom.

Traffic authority discussed the Silverman Group project. They accepted the plans as presented and concurred that with the new scale of the project the turn lane added to Rt 5 and widening of the end of South Water st. will be sufficient.

They also completed the traffic study of Kreysig road and decided to refuse the request to make it a one way road.

Ray Mancusso joined for his first meeting and was very well received having been on the Commission before.

Chief Demarco said the new dispatcher has started.

Sgt Leab recently graduated from the Southern Police Institute's Administrative Officers Course in Louisville, Kentucky.

On November 12th I attended the PTO meeting via zoom. This past Wednesday they hosted Bus Driver appreciation. Each Bus driver got a bag of goodies consisting of things like, snacks, bottled water, sanitizer, masks and other useful items all donated by parents. Today they sponsored Teacher Appreciation Day in which all the staff at Broad Brook Elementary and The East Windsor Middle school received a free lunch to help get through the long day of Parent/Teacher conferences. The PTO also discussed a holiday fundraiser and ideas for future fundraising.

I hope everyone has a safe and happy Thanksgiving.



BN- 11/19/2020 Attachment F

## Selectmen's Report - November 19th, 2020

Veterans Day was mild and beautiful this year; a perfect day to honor our Veterans and their families for their service and sacrifice. On the morning of November 11th, 2020 I was happy to join many others in attending a touching, socially distanced Veterans Day ceremony at the Joe Tracy Memorial Green. Thank you to the American Legion Post 40 and the East Windsor Veterans Commission for putting on such a moving ceremony honoring those that served and those that continue to protect our freedom. I was extremely touched by the missing man table scene that was enacted symbolizing the emotions and feelings reserved for those service members who did not come home.

Later that day, I attended the Police Commission meeting and although Selectman Nordell will brief you all on this, Chief DeMarco shared some great news that Sergeant Derek Leab recently completed the Southern Police Institute's Administrative Officers Course in Louisville, Kentucky, graduating second in the class. I would like to extend my congratulations to Sergeant Leab and welcome him back to East Windsor.

The Board of Education met on that evening as well and recognized the Outstanding Student and Crystal Apple Award Recipients for the First Quarter. Broad Brook Elementary School Principal, Laura Foxx gave a Literacy update. In the beginning of the school year in 2019, using a survey from the Connecticut Department of Education, the school conducted a student performance assessment and unfortunately their progress was put to a halt due to COVID in the Spring. One area needing improvement is phonics, as only forty two percent of students are performing at their grade level. With a more consistent schedule in the future, the school is hoping to put an intervention program in place.

Darryl Rouillard, Director of Curriculum informed the Board that students who are currently learning at home full time are not performing at the same rate as those who are coming to school. There is some regression in the areas of reading and math and teachers are attending instructional classes to learn how to add more rigorous teaching techniques to their lesson plans.

As of Monday, November 16th, 2020 all grades Pre-K through Twelfth should be back into the buildings four days a week.

I attended the Board of Finance meeting last night. The Board regretfully received the resignation of member, Barbara Petano. I had the pleasure of serving with Barbara on the Board of Finance. Her passion for our community, financial background and dedication will certainly be missed, especially during budget season and I wish her well. Due to this resignation, there will be a Democratic seat open on the Board of Finance. If you wish to seek this vacancy, please fill out an application, which can be found on the Town's website. Treasurer, Amy O'Toole informed the Board that the Town received a new building permit for the Silverman Group project, totaling \$104,000, as well as twenty five percent of our ECS funds, our pilot money and \$81,000 in Coronavirus relief funds.

Dr. Christine DeBarge updated the Board that the Board of Education will revert about \$38,000 in CARES money to the Town's General Fund, as they were able to pay for their pandemic

expenses from their budget. For FY 2021, the school districts two grants, totaling approximately \$500,000 have been approved.

Pauline's Stockpot, located at the Wesley Methodist Church at 55 North Main Street in Warehouse Point will be providing hot meals to those in need on Thanksgiving Day. Arrangements must be made in advance. Please visit their Facebook page for sign up instructions and to schedule a pick up.

Wishing you all a safe and Happy Thanksgiving. If you cannot be with your loved ones, find comfort in knowing that you are not alone. Please be kind to your neighbors and friends. A smile or a simple gesture can go a long way in letting someone know that you care.

Submitted With Sincerity,

Sarah A. Muska, Selectman