

# TOWN OF EAST WINDSOR BOARD OF SELECTMEN

## REGULAR MEETING

Thursday, December 17, 2020

7:00 p.m.

East Windsor, Connecticut

Meeting held via ZOOM Teleconference

Meeting ID: 332 683 3563

Town Hall closed to the Public by

Executive Order of First Selectman Jason E. Bowsza

Due to Coronavirus pandemic

### Meeting Minutes

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

#### Board of Selectmen:

Jason E. Bowsza, First Selectman

Marie DeSousa, Deputy First Selectman

Alan Baker, Selectman

Sarah Muska, Selectman

Charlie Nordell, Selectman

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

**ABSENT:** All Selectmen were present this evening.

**GUESTS signing in to teleconference:** Senator Saud Anwar, representing the 3<sup>rd</sup> Senatorial District; Carol Hall, State Representative, representing the 59<sup>th</sup> General Assembly District; Jamie Foster, Representative-Elect, representing the 57<sup>th</sup> General Assembly District. Department of Public Works: Joseph Sauerhoefer, Operations Manager; Social Services: Melissa Maltese, Director of Recreation and Community Services; Treasurer's Office: Amy O'Toole, Town Treasurer.

Public (as identified in the Meeting participation list): Amy Larew, Tom Lansner.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

**TIME AND PLACE OF REGULAR MEETING:**

First Selectman Bowsza called the December 17, 2020 Regular Meeting of the East Windsor 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 ALLEGIANCE:**

First Selectman Bowsza requested Selectman Baker to lead the Pledge of Allegiance.

**ATTENDANCE:**

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

First Selectman Bowsza noted three changes to the Agenda, one is a correction, and two are additions as a result of an Executive Order issued last evening. Under Agenda item **VII. C. 3** - the appointment of Amy Larew as an alternate to the American Heritage River Commission should be for a term expiring 2022, rather than 2024, which is to keep in concert with the establishing ordinance. First Selectman Bowsza requested a motion to correct that appointment to 2022.

First Selectman Bowsza also requested the addition of items **IX. J. Discussion of the Coronavirus Recovery Fund Grants**, and **IX. K. Discussion of Executive Order 9R pertaining to the collection of property taxes.**

**MOTION:** To MODIFY Amy Larew's appointment to say "2022", and also to ADD Agenda Item IX. J – Coronavirus Recovery Fund Grant, and Agenda item IX. K – Executive Order 9R pertaining to tax collection.

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

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

First Selectman Bowsza cited the attendance of honored guests this evening. In the interest of time he requested a motion to go out of order to discuss Agenda items **IX. New Business/A. Legislative Session Preview with Senator Anwar, Representative Hall, and Representative Elect Foster**, and **IX. New Business/B. Scout Hall Property in South Windsor.**

**MOTION:** To GO OUT OF ORDER and take up Agenda items IX. New Business/A. Legislative Session Preview with Senator Anwar, Representative Hall, and

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

**Representative Elect Foster, and IX. New Business/B. Scout Hall Property  
in South Windsor.**

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

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

**NEW BUSINESS/A. Legislative Session Preview with Senator Anwar, Representative  
Hall, and Representative Elect Foster:**

First Selectman Bowsza thanked Senator Anwar and State Representative-Elect Foster for joining the Board this evening. He wanted to take a minute to have a discussion about the upcoming Legislative session, hear their thoughts heading into a different year, share some ideas of what your proposals might be, and hear what some of our requests might be.

(State Representative Hall joined the meeting virtually shortly into Senator Anwar's discussion.)

Senator Anwar began the discussion by noting he's looking forward to working with Representative Hall and Representative-Elect Foster. Senator Anwar suggested that because we're still in the midst of the pandemic the State's perspective will be in three broad areas:

- Economic recovery for the small businesses and individuals who have been without jobs in the State and how the pandemic has impacted the State on many levels – how can this be addressed on a Legislative level, monitoring the money coming from the Federal level, and assisting the local businesses adapt to these changes.
- Responding to the continuing pandemic through administering the vaccines when they're available but in the meantime responding to increases in cases with protections and costs related to healthcare strategies for the healthcare system.
- The State budget will consume a significant amount of time related to State expenditures associated with the Department of Labor expected from the pandemic. There will be conversations about reducing spending, and potential sources for increases in revenue.

Regarding things that will be specific to East Windsor, Senator Anwar reported he speaks almost daily with Representative-Elect Foster and has spoken with Representative Hall as well. Senator Anwar indicated he is in conversation with other legislators, or working on bills related to the following issues:

- Impact of the pandemic on the economic condition of the Tribes. He is working on a bill to assist the Tribes have a retail gaming sports facility in East Windsor which would provide sports gaming, internet gaming and an internet lottery program, and would bring jobs to East Windsor.
- Assistance for property owners experiencing crumbling foundations. Senator Anwar indicated 72 families from East Windsor have applied for assistance through the Sipsic
-

**TOWN OF EAST WINDSOR**  
**BOARD OF SELECTMEN**  
**Regular Meeting –December 17, 2020**  
**ZOOM Teleconference**  
**Meeting ID: 332 683 3563**  
**MEETING MINUTES**

Captive Insurance Company created through legislation; his concern is more applications will surface.

- Addressing the financial impact of students requiring special needs services entering the East Windsor School system from another district.
- Protecting the EMTs in the Department of Corrections system dealing with Post Traumatic Stress Disorder.
- Long-term health insurance affects many seniors in the community. Costs have increased 200 to 300% and coverage is no longer sustainable for people. Senator Anwar is hoping to establish a 3-year moratorium on costs until the Federal Government develops a strategy.
- PFAS is a contaminant in water supplies which is a carcinogen. Senator Anwar is concerned for its proximity to our region, and is concerned it may be present in East Windsor. He wants to have protection for our water supply.
- Virtual Net Metering is a lifeline for East Windsor. Senator Anwar reported he sponsored a bill during the last session which helped East Windsor's economy regarding opportunities for virtual net metering locally. Senator Anwar wants to continue to follow that bill to ensure some of the new businesses would be viable and pay appropriate taxes to town.
- There were a few language issues in some of the bills which would affect East Windsor. Senator Anwar indicated he will be addressing those as well.

Senator Anwar noted he speaks with First Selectman Bowsza perhaps twice a week, and he can reach out to Representative-Elect Foster to include her as well. He suggested they'll roll up their sleeves and do the best that they can for East Windsor.

Representative Hall opened discussion by noting the following issues:

- ECS (Education Cost Sharing) funding for East Windsor. Representative Hall indicated they have some preliminary numbers related to ECS funding. She indicated the estimates for East Windsor for 2021 are \$5,669,122; those numbers will be identical for 2022 and can be carried over to the 2022 budget if they hold true to what they are now. She suggested they have gone out to 2023 and 2024 and those numbers look exactly the same. Representative Hall felt the numbers for East Windsor appear to be very stable but can change when the Legislature gets into their budget process.
- Committee service. Representative Hall reported she is serving on the Appropriations Committee this year, as well as Public Safety. She indicated she heard Senator Anwar speak of the online gaming. She noted they have held a meeting with the Tribes; she feels the issue of online gambling will come up again this year in the Public Safety Committee. She reported the Tribes want to have an exclusive on that; Representative Hall supports that position, as does Senator Anwar. They'll be working closely on that issue. She cited Senator Anwar's mention of promoting East Windsor for that due to the delay of the casino.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

- Representative Hall noted she is serving this year on the Planning and Development Committee for the State. She suggested this Committee is linked very closely with the municipalities; let her know of any bills important to East Windsor.

Representative Hall cited she'd like to hear of issues that are important to East Windsor; she's here to listen.

Representative-Elect Foster offered the Board a brief overview of her priorities.

- Committee service. Representative-Elect Foster reported she will be serving on the Public Health Committee; based on constituent feedback she'll be concentrating on anti-vaping issues targeted towards children. Also, COVID response – she'd like to see the tele-health bill be extended to include field specific options related to specialties, therapists' services and social services. Representative-Elect Foster suggested the opioid epidemic is interesting; the numbers in East Windsor and Ellington are similar. Her concern is that prescription medication for children leads to later addiction.
- Representative-Elect Foster reported she is also serving on the Energy and Technology Committee; she chose that committee based on constituents' issues. Three areas of concern are PURA oversight, solar/virtual net metering, and anaerobic digestion – which is a little more specific to farms in Ellington.
- Representative-Elect Foster indicated she is also working on the Children's Committee. She suggested home daycare facilities have been left out of aid throughout the pandemic. They don't qualify for unemployment if they have one child left in their daycare center, yet their revenue may have been reduced significantly; home daycare facilities also don't meet the minimum requirements for PPE loans.
- Representative-Elect Foster reported that unrelated to any of the committees she's serving on she plans to propose a bill to promote Veterans employment for State jobs. If a Veteran served in the military and is applying for a State job and meets the minimum qualifications, then the Veteran would be guaranteed the opportunity to have an interview.
- Prioritizing schools and education. She suggested schools are about so much more than just education; she's concerned that schools don't have everything they need for resources to succeed.

Representative-Elect Foster reported she's excited to be serving East Windsor; she requested people contact her via e-mail, or a link she'll provide, to discuss issues with her.

First Selectman Bowsza thanked everyone for sharing their views and perspectives with the Board. He indicated he had a short list of items he'd like to discuss, but his first question was to ask if anyone had a since how the Legislative session would work this year.

Representative Hall suggested they haven't gotten back to her regarding the process for this year. They don't know when, or where, their swearing in will occur. The House hasn't received any

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

details about the forthcoming session; many of them are moving their offices; everyone seems to be in limbo going in. She cited the initial information was they might be back for Committee meetings, but they aren't sure of that.

Senator Anwar felt the same principals the Town has applied for the health and safety of its employees will be applied to the State going forward. They will need to make sure the Legislators and the State employees working there are protected. He suggested the COVID numbers are moving in the wrong direction in the State; they'll use technology to accomplish this. Senator Anwar indicated he didn't have any details, either, but the conversations that have been going on are on disease perspective.

Representative-Elect Foster indicated she's been hearing that having accessibility via technology, even if that means investing in more technology. She cited the importance of making sure we're available to constituents, that Public Hearings can be held, and that people have the opportunity to engage with us. Representative-Elect Foster hoped that the decisions that are made for the public will be made for the public, that there won't be special exceptions for access to Legislators or lobbying groups, that the access to the Legislators will be across the board. She's also hearing that people prefer using their offices and social distancing going forward. And ZOOM provides access to people who might not have previously had access to the Legislators, or the opportunity to make public comments before. First Selectman Bowsza concurred regarding the accessibility via ZOOM; he's been able to meet with several groups, back-to-back, without leaving his desk. In pre-COVID days he would have only been able to accomplish one meeting, which was held offsite.

First Selectman Bowsza cited Senator Anwar had mentioned the Special Education Funding. He noted that the lack of portability of funding for students from another district has had negative impacts on the East Windsor school system for a number of years in a row. In discussions he's had with other municipal leaders through CCM he's noted there are some surprising allies, which might be helpful in rallying support for that. First Selectman Bowsza indicated Mayor Luke Bronin, of Hartford, approached him after a CCM meeting and indicated he was in total agreement, and Hartford had been affected the same way. Mayor Bronin recognized that problem as an issue. Representative-Elect Foster indicated this has been on her radar since her time serving on the Board of Education; she's raised the issue to several colleagues who are serving on the Education Committee and has a call in to the Chairman of the Education Committee on the House side as she plans to advocate for this issue. She's also hearing there may be some different proposals being considered to address this issue. Representative Hall reported that the members of the Education Committee have been battling this issue for the last six years. She suggested she and her Democratic colleagues work together to submit a bill to the Education Committee to push for Special Education Funding, which is an ongoing problem.

First Selectman Bowsza cited the next issue is a one word change in the Statute that pertains to municipal issuance of tax abatements that would make other aspects of the Statute line up with

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

this. He suggested in East Windsor we have an ordinance that grants the Board of Selectmen authority to issue tax abatements for specific development purposes. It's a long-standing ordinance which hasn't been used a lot but this Board is recognizing that many other towns are doing it. The problem is the Statute doesn't allow that authority to be delegable to the Board of Selectmen. It specifically requires the authority be approved by the Town's legislative body, which in East Windsor is the Town Meeting. That puts us at a competitive disadvantage with the Towns of South Windsor and Enfield, whose legislative bodies are the Town Council. First Selectman Bowsza cited the lengthy process which is necessary to follow for towns who must take the vote to Town Meeting. The reason the language is written as it is in the Statute is that it doesn't want to vest that authority in the Chief Executive but the change he's looking for isn't to vest that interest in the First Selectman, it's rather to vest that authority with the Board of Selectmen, which was the intent of the Town when it passed that ordinance. First Selectman Bowsza indicated there's a simple, one word change in C.G.S. 12-65b which he'll e-mail to his colleagues; he cited the change would be to revise the term "legislative body" to "contracting body". Senator Anwar reported he had proposed that technical change in 2020 but it died because of the pandemic; he'll continue to propose that change. Representative Hall noted that proposal will come through the Planning and Development Committee; she and Senator Anwar can work on making that change.

First Selectman Bowsza reported the next issue has to do with the Police Accountability Bill. He cited that minor changes could be made to that bill which would make it less onerous on hosting municipalities. He reported the number one issue that the East Windsor Police Department raised about that has to do with Section 44 – Accreditation. The bill requires COLEA (Commission of Law Enforcement Agencies) accreditation; COLEA is a private organization. East Windsor has spent about two years going through the POST-C accreditation review process, with the final review scheduled for the end of January. Senator Anwar indicated he would reach out to the Chairs of the Judiciary Committee. Representative-Elect Foster indicated she has also raised the issue with a mentor of hers through the Judiciary Committee. Representative Hall suggested there has been reluctance to move much out of the Police Accountability Bill but she felt First Selectman Bowsza's request made sense. She concurred that there are other departments working towards different accreditations; she felt the ask was a logical request.

First Selectman Bowsza noted everyone's comments about assistance for the crumbling foundations.

Regarding the virtual net metering projects, First Selectman Bowsza cautioned strongly against expanding the cap on the virtual net metering projects without making sure there is some type of economic benefit to the municipality that hosts the project. If you have a Power Purchase Agreement with a virtual net metering project there's an economic benefit for the municipality who has that agreement, but if you're the host community for the development that's a taxable

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

parcel, which may be agricultural or commercial property, and the town gets nothing for it. The projects are portrayed as being beneficial because its clean, renewable energy but there is no benefit to a virtual net metering project to a Town's Grand List without a Tax Stabilization Agreement with the host municipality. First Selectman Bowsza cited exciting things are happening in East Windsor regarding solar projects, but he's concerned with the projects being hosted here without the Power Purchase Agreement being beneficial to the hosting community. Senator Anwar questioned that regarding the PURA rates if there needs to be a benefit to the municipality to make some outside of the tax revenue? First Selectman Bowsza cited there is a State Statute that exempts from taxation those solar developments that have a virtual net metering award through PURA. If they're in the VNM queue the town gets nothing for it.

First Selectman Bowsza reported his last point was an ask from his Community Services Director that the State find some way to provide additional rental assistance because the moratorium is going to expire. Senator Anwar reported the moratorium is getting extended to February 9<sup>th</sup>; the hope is by that time the Legislature is going to be able to intervene to make sure the small landlords and the renters are protected. The foreclosure assistance is going to be looked at as well.

Senator Anwar noted he had been focused on his priorities during his presentation. Regarding his Committee assignment he reported he will be Chairing the Children's Committee, the Vice Chair of Housing, Vice Chair of Public Health, Vice Chair of Insurance, and will also be serving on Appropriations, and Judiciary.

First Selectman Bowsza opened discussion to the Board.

Selectman Muska noted that during the 2020 session Senator Anwar co-sponsored House Bill 5132 regarding zoning. Will you be working on that bill again in the new session, and what affects that can have on a municipality like East Windsor? Senator Anwar suggested that young people will tell you they can't afford a house in Connecticut; he suggested we have a significant challenge for affordable housing in the State. Economic development is challenged because we don't have enough affordable housing, or workforce housing. Senator Anwar felt East Winsor is doing more than their share regarding diversity of homes, while other towns don't do enough. Senator Anwar cited per C.G.S. 8-30g other towns have not taken care of their responsibilities. Some of the affluent towns have not invested in affordable housing or the diversity of the homes, which impacts East Windsor needing to carry more of the weight, which, in turn, has a long-term impact on the Town's budget.

Senator Anwar suggested another related issue he wants to promote is diversity in the community. He noted people talk about wanting to maintain the character of the community. Senator Anwar discussed how character is defined, and what that means to different people, and its misuse in certain parts of the State. Senator Anwar noted that the Planning and Zoning Commission members are volunteers who contribute significant time to their positions. He



**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

suggested the State is considering requiring four hours of training to the volunteers so they can understand where the State is, and what the impact on the State's long-term strategies are. People need to understand the historical reason Connecticut is what it is, but a broader understanding of what's going to happen is going to be critical. Senator Anwar suggested economy is going to be regional for the various towns. First Selectman Bowsza noted the existing educational requirement for members of the Wetlands Commission as well. Representative-Elect Foster noted the availability of training for Board of Education members also. She favors training for municipal representatives; it strengthens the individual and also protects the Town. First Selectman Bowsza noted the DeSegregate Connecticut effort is something CCM is working diligently on.

Representative Hall indicated this issue will be a big consideration for the Planning and Development Committee this coming year. She agreed the education component is important for any Board or Commission, but she felt leaving the decisions to the local Zoning Boards and Commissions is extremely important. Up to this point the State has dictated development of a Plan of Conservation and Development every ten years, which requires countless hours of consideration and planning on the local level. Representative Hall suggested she didn't feel it was the State's job to tell a town how it should be structured. Representative Hall agreed it will be an interesting session, but sometimes the Towns know best what they need. She agreed there were ways to improve the education component for the Commissions.

Senator Anwar referenced his experience serving as Mayor of South Windsor; he suggested often there is significant turnover of volunteers. He suggested a community needs a roadmap to follow; he felt that's where the regional mindset comes in. He felt he benefited from looking at the long-range strategy for the town. Representative Hall agreed 100% that the Plan of Conservation and Development is the Bible of the town, and should be followed; without that there is no direction. Representative Hall noted the effort the local Planning and Zoning Commission puts into development of the plan, which may include appropriate locations for the solar farms, yet the State Siting Council determines the locations of these facilities without regard to how the town feels. It takes away control from the local commissions; she feels the local officials have a better understanding of the community and how it should grow. She agreed the Plans are imperative, and the State needs to leave it to the towns to develop the plans.

Senator Anwar wanted to report that 16% of East Windsor's stock qualifies for affordable housing. He suggested East Windsor is being treated unfairly by towns who have only 1 or 2%. It affects your tax revenue. Senator Anwar cited it links to the education budget as well. He reiterated it's important to understand the broader strategy of the State.

Deputy First Selectman DeSousa cited Representative Hall had provided the Education Cost Sharing (ECS) amounts at \$5,669,122 for 2021; she questioned if she understood that for 2022, 2023, and 2024 that figure would remain stagnant? Representative Hall cited the ECS formulas, noting East Windsor's ECS Fund is a stable fund because you fall into the special funding for the

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

State of Connecticut. She noted that funding for some surrounding towns was cut significantly, and some funding was eliminated entirely. The formula is based on the town's growth; the formula will change as the budget changes but it won't get cut because it's an alliance district.

Deputy First Selectman DeSousa indicated her concern with the status over the next budget cycles is the impact of COVID on the needs of the students. Her personal opinion is that the kids aren't getting resources to progress in their education; Representative Hall agreed. Deputy First Selectman DeSousa questioned if there would be a special fund under the heading COVID that if money is needed for these students moving forward will money be available? Representative Hall indicated a similar concern had been raised to her by a Board member in Enfield; the question has been forwarded to the Governor's Office. Representative Hall felt it was a significant need across the districts. She noted there is approximately \$124 million left of CARES Act money from the Federal Government; they've asked for documentation of the funds available. She agreed we need to get the kids back into the classrooms sooner than later. Representative-Elect Foster noted she received calls recently from the teacher's union questioning the availability of additional funding. She suggested they're thinking in multiple steps – like what do we do now to bridge the gap, and what do we do when enough people have been vaccinated to have reached herd immunity. She felt there would be a lot everyone would learn about the impact of COVID beyond the academic impact; she suggested it's important to have resources available for those students who may be falling behind.

Selectman Nordell cited his concern is with the proposed Education bill where funds follow a special needs child from one district to another. His concern is this could have an adverse impact on a town. As an example, if a town has a specific program that deals with a specific special need and the student moves to a district where that isn't met or taken into consideration an outplacement might have to take effect, for which the costs are much higher. That could really impact a district that's dealing with special needs of a student, they move to another district, which then has to foot the bill.

Selectman Baker indicated he's encouraged to see how engaged everyone is and the lists you have to pursue. He felt the Town is well represented; he felt we're lucky to have you guys working for us.

As a long-standing member of the Wetlands Commission and liaison to the Planning and Zoning Commission as he is now Selectman Baker noted he's interested in the Planning and Wetlands issues. Regarding the education part, Selectman Baker noted the Wetlands Commission had significant turnover in the last year. He noted we've been pushing for training because that's what keeps you out of court, or helps you win in court. He cited previous cases the Town won because we had a well-trained Wetlands Official at the time. Currently, DEEP has not been able to finish training; even before COVID they archived training, and it remains archived, and the new training has not come online. Selectman Baker felt training for both Wetlands and the Planning and Zoning Commission should be a priority.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

Selectman Baker cited previous Planning initiatives associated with East Windsor, noting the completion of the Route 5 Study prior to COVID, and the ongoing study of Stormwater Management in Warehouse Point. He noted grants were awarded for those projects, significant effort went into their development; he hoped they would be reviewed from time to time by the State. Selectman Baker felt that East Windsor, and particularly the Warehouse Point area, is on the cusp of significant changes, especially as the areas are associated with the Transit Oriented Development occurring in Windsor Locks. Utilizing these plans could help East Windsor take advantage of any economic money available through the State. Selectman Baker cited the Windsor Locks development is proof when you invest some money good things can happen, and is an example of what can be done in the Warehouse Point area. He suggested that the Warehouse Point area is well-positioned to take advantage of economic development dollars; it could dovetail nicely with the Windsor Locks development. Selectman Baker felt it would be a missed opportunity if we didn't focus on that.

Selectman Baker noted East Windsor is working on the South Road project as well; any assistance that could be offered to push that over the line would be appreciated.

Regarding the school issues, Selectman Baker agreed; kids' education will take a hit. He noted the teachers, parents, and kids are doing the best they can. Selectman Baker suggested the standardized tests will show the damage that's been done; he felt we need to pay attention to fund holistically to not lose the gains that have been made.

First Selectman Bowsza echoed everyone's appreciation for the time Senator Anwar, Representative Hall, and Representative-Elect Foster have given the Board.

State Representative Hall and State Representative Elect Foster signed out of the meeting; Senator Anwar remained a participant regarding the next Agenda item.

**NEW BUSINESS/B. Scout Hall Property in South Windsor:**

**PLEASE NOTE:**

The owner of this property is the Scout Hall Building Committee, Inc., however, the owners are routinely referred to as Scout Hall. Transcription reflects the entity as described by the various speakers during discussion.

First Selectman Bowsza noted this property is a parcel located in the Town of South Windsor which is owned by the Scout Hall Building Committee, Inc. The Town of South Windsor has approached the Scout Hall Building Committee, Inc./Scout Hall about purchasing the parcel and converting it into a town park.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

First Selectman Bowsza reviewed the conditions of the parcel, noting he didn't think there was a point of egress to this parcel in South Windsor as the parcel is located at the end of Schanck Road, East Windsor. (See Attachment A)

First Selectman Bowsza indicated that Jeff Resspsler, who is developing West River Farms, originally approached the Town of East Windsor as a potential land swap; we turned it down because the parcel is not located in East Windsor and it wasn't clear why we should own land not located in East Windsor. Mr. Resspsler then offered the parcel to the Town of South Windsor, who declined to acquire the parcel at that time. Mr. Resspsler subsequently sold the parcel to the Scout Hall Building Committee, Inc. They have owned the parcel for a number of years. Circumstances have now changed in South Windsor; they have approached the Scout Hall Building Committee, Inc. to purchase the parcel and turn it into a park with river access and amenities. First Selectman Bowsza suggested this facility would have the joint benefit of being a park with access through the Town of East Windsor but owned, operated, and maintained by the Town of South Windsor, and would be available to the public for use.

First Selectman Bowsza reported this discussion is coming before the Board of Selectmen because there is a restriction in the deed regarding the Town of East Windsor's Right of First Refusal; he cited he needs the approval of the Board to send a letter of release to the Scout Hall Building Committee, Inc. so they can sell the property to South Windsor – if that option is the Board's intention. He cited the Board's need, as the governing body for East Windsor, to decide if we would like to take ownership of this property, or take advantage of what South Windsor is offering and turn the park into something that everyone would benefit from.

Selectman Baker recalled that the American Heritage River Commission was interested in this parcel because of the river access; he felt that was perhaps the same reason that Scout Hall was interested in it. He cited the American Heritage River Commission has its hands full regarding continuation of the trail system which is done by volunteers because there are no Town dollars to contribute. Selectman Baker indicated he would be supportive of the Town of South Windsor acquiring the land and making something available to everyone.

Selectman Nordell questioned if this a decision to be made by the Board of Selectmen or the Scout Hall Building Committee, Inc.? First Selectman Bowsza cited the Scout Hall Building Committee, Inc. would like to sell the property to South Windsor but East Windsor needs to decline the property first. Selectman Nordell questioned what Scout Hall's intention is? First Selectman Bowsza cited their intention is to sell the property.

Deputy First Selectman DeSousa indicated she didn't want the Town to own the property but she questioned if the people living on Schanck Road would be impacted by additional traffic? Deputy First Selectman DeSousa also noted the various entities listed on the property card provided with the Board's packet; First Selectman Bowsza cited those entities reflected the

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

ownership interests since the original sale by Victory Outreach. Deputy First Selectman DeSousa indicated she had no problem with the proposed sale.

Selectman Muska indicated she didn't feel the Town of East Windsor should own this property or block its sale; she's supportive of the Scout Hall Building Committee, Inc. selling the property to the Town of South Windsor.

**MOTION: The Town of East Windsor DECLINES the option to purchase land identified as Map, Block, Lot 143-6 in the Town of South Windsor.**

**Baker moved/Muska seconded/DISCUSSION:** Selectman Nordell questioned the asking price; First Selectman Bowsza didn't know. Selectman Baker noted the parcel was sold to the Scout Hall Building Committee for zero dollars; he imagined the sale price would be something near that.

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

Senator Anwar signed out of the meeting.

**APPROVAL OF MEETING MINUTES – December 3, Meeting Minutes:**

**MOTION: To APPROVE the Regular Meeting Minutes of the Board of Selectmen dated December 3, 2020, as corrected:  
Page 8, second paragraph from the bottom, line 2, "She noted there wasn't enough room in the Town Hall Meeting Room **IF MORE STATIONS WERE ADDED** to safely distance the election stations six feet apart."**

**Muska moved/Baker seconded/DISCUSSION:** Deputy First Selectman DeSousa noted on page 8, second paragraph from the bottom, line 2, "She noted there wasn't enough room in the Town Hall Meeting Room to safely distance the election stations six feet apart." She indicated that was part of a conversation, not the full conversation. Deputy First Selectman DeSousa indicated the Town Hall Annex followed all the guidelines for election day and they were six feet apart. Deputy First Selectman DeSousa suggested the conversation, where that line came out, said that if we were to add more stations they wouldn't be able to do it because they wouldn't be able to keep the six-foot distance. First Selectman Bowsza suggested adding "if more stations were added" after "...the Town Hall Meeting Room..."; Deputy First Selectman DeSousa concurred.

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

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

**PUBLIC PARTICIPATION:**

First Selectman Bowsza noted the first opportunity for the public to offer comments. No one requested to speak.

**COMMUNICATIONS:** None.

**BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.**

**Resignations:**

1. Debbie Williams (D), American Heritage River Commission Alternate Member
2. Russell Williams (U), American Heritage River Commission Alternate Member
3. Albert Floyd (D), American Heritage River Commission Regular Member

**MOTION:** To ACCEPT the resignations of Debbie Williams, from the AHRC (American Heritage River Commission) as an alternate member, and Russell Williams from the AHRC (American Heritage River Commission) as an alternate member.

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

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

**MOTION:** To ACCEPT the resignation, with regret, of Albert Floyd as an American Heritage River Commission regular member.

**Baker moved/Nordell seconded/DISCUSSION:** Selectman Baker cited Mr. Floyd has been on this Commission for ever and ever; he's served with him a number of years ago on the Commission. He was always there, always involved, did a lot of site work and gave a lot of time and effort over the years. Selectman Baker wanted to say thank you to him; he's sure the Commission will miss him. First Selectman Bowsza agreed with all of those comments. Selectman Muska indicated she wasn't familiar with this individual, but she questioned why it was dated on December 3<sup>rd</sup>, but the resignation was estimated on April 15<sup>th</sup>. She was wondering if the person wasn't participating over these months or why there was a lapse in time? First Selectman Bowsza suggested Mr. Floyd had indicated there were some personal circumstances involved; Selectman Muska thanked First Selectman Bowsza for the information.

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

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

**Reappointments:** None.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

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

1. Debbie Williams (D), American Heritage River Commission, regular member for a term expiring November 1, 2023.
2. Russell Williams (U), American Heritage River Commission, regular member for a term expiring November 1, 2023.
3. Amy Larew (U), American Heritage River Commission, alternate member for a term expiring November 1, 2024 (See clarification noted on page 2 by First Selectman Bowsza; term of appointment is November 1, 2022).

**MOTION:** To ACCEPT the appointment of Debbie Williams to the American Heritage River Commission as a regular member for a term expiring November 1, 2023, and Russell Williams to the American Heritage River Commission as a regular member for a term expiring November 1, 2023, and Amy Larew to the American Heritage River Commission as an alternate member for a term expiring November 1, 2022.

**Baker moved/Nordell seconded/DISCUSSION:** First Selectman Bowsza indicated it's good to see some new, younger members stepping into what can be a pretty physically demanding Commission. It's very encouraging to see.

**VOTE by rollcall: In Favor: Baker/Muska/DeSousa/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. South Road Ownership Option Update:**

First Selectman Bowsza indicated he had heard previously that the Bond Commission wouldn't be meeting until the next Legislative session, which was disappointing to him as Representative Chris Davis would no longer be a member to move this request through. First Selectman Bowsza reported that he subsequently received a notification that the Town's request for consideration of the ownership of South Road would be heard at a Special Meeting being held Friday, December 18<sup>th</sup>. First Selectman Bowsza indicated he was hopeful the State would act favorably on the Town's request. He has updated the residents of South Road of the status of the Bond Commission's actions. First Selectman Bowsza noted that if the Bond Commission moves favorably on this request there is significant staff work to be done to accomplish these property transfers.



**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

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

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

**UNFINISHED BUSINESS/\*D. Polling Location Change:**

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

**NEW BUSINESS/A. Legislative Session Preview with Senator Anwar, Representative Hall, and Representative Elect Foster:**

See earlier discussion.

**NEW BUSINESS/B. Scout Hall Property in South Windsor:**

See earlier discussion, and vote.

**NEW BUSINESS/C. Crumbling Foundation Ordinance Update (17-01):**

First Selectman Bowsza noted in 2017, when the crumbling foundation issue was just beginning, he had drafted an ordinance which was adopted by the Board of Selectmen serving at that time. The ordinance waived Building Permit Fees associated with the replacement of crumbling foundations. The ordinance also gave some latitude to the Building Official to waive other fees associated with this issue.

First Selectman Bowsza indicated there are a couple of issues which have precipitated his proposal for this updated ordinance. When Permit Link was initiated in July, the Board adopted the fees for the Building Department, which had previously been set by ordinance. First Selectman Bowsza noted those fees need to be updated in this current ordinance revision to say those fees need to be established by the Board of Selectmen from time to time rather than a set fee identified in the ordinance, which the Board of Selectmen would not have the power to change unless a subsequent ordinance revision was proposed.

First Selectman Bowsza noted there are also costs associated with the replacement of the crumbling foundations other than those associated with the foundation replacement – such as electrical or heating fees, or permit fees associated with replacing what had been a finished foundation. First Selectman Bowsza indicated the Building Department hasn't used their discretion to waive those additional fees. Through the adoption of this updated/revised ordinance the Town would waive all of those fees associated with the replacement of that



**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

foundation, or restoring the foundation to its previous condition. First Selectman Bowsza noted State Education Fees can not be waived.

First Selectman Bowsza requested input from the Board.

Deputy First Selectman DeSousa recalled that earlier Senator Anwar had said there were 72 residents that had filled out applications; she questioned if that number reflected all individual residents or are there any conglomerate areas – such as condominiums - that have problems? First Selectman Bowsza indicated the number 72 was new to him. The number of applications submitted to the Assessor's Office for an assessment adjustment is approximately 36; none of that documentation represents that the properties are located in a condominium complex. First Selectman Bowsza felt the properties identified were in the Broad Brook and Windsorville area; he didn't recall any locations in Melrose, Scantic, or Warehouse Point. He cited the number could have grown for a couple of reasons. Homeowners could be participating in the Captive Relief Plan rather than the local assessment reduction. And, also the Captive Relief Program just began taking applications again last Monday, those applications may not have made their way through the Town yet. First Selectman Bowsza cited Vernon has 350 homes associated with crumbling foundations. He suggested he felt it would be good for the Town to get ahead of this; Deputy First Selectman DeSousa agreed.

Selectman Baker and Selectman Nordell had no comments regarding the proposal.

Selectman Muska agreed with the revisions being proposed; she suggested the Town should be doing everything we can to help the people affected. Selectman Muska indicated she's definitely in favor of these changes.

First Selectman Bowsza called for a motion to accept the revised Town Ordinance and move it to a Town Meeting.

**MOTION: To ACCEPT the changes to the Ordinance Concerning the Adoption of Fees for Building Permits which supersedes Ordinance 17-1, and FORWARD it to a Town Meeting.**

**DeSousa moved/Muska moved/DISCUSSION:** None.

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

**(See Attachment B)**

**NEW BUSINESS/D. Annual Town Meeting:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

First Selectman Bowsza noted the Town is required by Charter to hold an annual Town Meeting prior to the end of December; there are a number of things the Town needs to do annually in order to allow the functioning of government to continue. First Selectman Bowsza proposed December 28<sup>th</sup> (Monday), and December 30<sup>th</sup> (Wednesday). He queried the Board for their preference.

Deputy First Selectman DeSousa, and Selectman Muska, indicated they had other liaison commitments on December 28<sup>th</sup>; Selectman Baker indicated he may have problems with both dates; Selectman Nordell had no problem with either date.

First Selectman Bowsza indicated the Town Meeting would then be held on December 30<sup>th</sup> at 7:30 p.m. The items for consideration will include:

- The Building Permit Ordinance
- A Resolution to accept the Annual Town Report
- A Resolution authorizing the First Selectman and the Town Treasurer to borrow from time to time on behalf of the Town.
- Pass a Resolution to allow the Board of Selectmen to accept certain grants and aid from the Department of Transportation
- Accept a Recreation Easement at 343 North Road
- Accept a Gift of Land from the McGrath Family on Plantation Road
- Adopt an Ordinance regarding payment of Delinquent Motor Vehicle Taxes by credit card
- Tax Abatement for Calamar
- Tax Abatement for Silverman

First Selectman Bowsza noted the Town Meeting will be held via ZOOM.

The Town Meeting was set by consensus; no motion was made.

**NEW BUSINESS/E. 2021-2022 Budget Schedule:**

First Selectman Bowsza referenced the proposed 2021 Budget Schedule - (See Attachment C), noting he had tried to work around Selectmen's other commitments.

The consensus of the Board felt they could meet the Budget Workshop schedule; Selectman Nordell cited possible conflicts with the meetings proposed for 2/15 and 2/18.

See below for motion combined with approval of 2021 Board of Selectmen Meeting Schedule.

**NEW BUSINESS/F. 2021 Meeting Schedule:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

First Selectman Bowsza referenced the proposed 2021 Board of Selectmen Meeting Schedule. He noted the meetings have been scheduled for Thursday evenings as they allow the availability of Town Staff to attend meetings when the Town returns to in-person meetings.

First Selectman Bowsza requested a motion for the proposed schedules.

**MOTION: To ACCEPT the Fiscal Year 2020-2021 calendar for the Budget process, and also the 2021 Regular Meeting Schedule for the Board of Selectmen as presented.**

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

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

**(See Attachment D)**

**NEW BUSINESS/G. Fiduciary Services Agreement for 401A and 457 Plans:**

First Selectman Bowsza indicated he would also like to take Agenda items **IX. J – Discussion of Coronavirus Recovery Fund Grant**, and **IX. K – Executive Order 9R pertaining to tax collection** as well, as they all involve the participation of Treasurer Amy O'Toole.

Treasurer Amy O'Toole joined the Board virtually.

First Selectman Bowsza reported Treasurer O'Toole, through the Pension Board, has issued an RFP for fiduciary services for the Town's 401A and 457 Plans. That has come back and been reviewed by the Pension Board, who has made the selection they would prefer; the contract must now be approved by the Board of Selectmen.

First Selectman Bowsza opened discussion to the Board.

Deputy First Selectman DeSousa questioned if this a new contract, or the one previously used? Treasurer O'Toole indicated this is a new contract. She gave a history of previous financial advisors, noting this is a contract for new financial services. Discussion continued regarding signatory requirements reflected on the agreement.

**MOTION: To AUTHORIZE the Town to enter into the contract for the Retirement Plan Consulting Agreement.**

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

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

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

First Selectman Bowsza requested a motion to go out of order to take up Agenda items IX. J – Discussion of Coronavirus Recovery Fund Grant, and IX. K – Executive Order 9R pertaining to tax collection.

**MOTION: To GO OUT OF ORDER to discuss Agenda items IX. J – Discussion of Coronavirus Recovery Fund Grant, and IX. K – Executive Order 9R pertaining to tax collection.**

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

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

**NEW BUSINESS/J. Discussion of Coronavirus Recovery Fund Grant:**

First Selectman Bowsza requested Treasurer O'Toole give the Board a summary of a phone communication she received this morning. Treasurer O'Toole cited various documentation the Town was required to provide related to a previous application for the Coronavirus Recovery Fund Grant for which the Town received \$81,000 last Fall for the period March 1<sup>st</sup> through June 30<sup>th</sup>. The State now wants the Town to submit a blanket grant request for the \$93,000 remaining; that request would be for expenditures encumbered prior to December 30<sup>th</sup> and supported by documentation submitted after January 1<sup>st</sup>. The State has expanded the grant to encompass the Health District, the Warehouse Point Fire District, Police salaries, Fire salaries, and testing, which are all additional categories on top of the cleaning, the PPE, the various items applicable in the first round. Application for the grant must be submitted tomorrow; authorization to apply for the grant must be approved by the Board of Selectmen.

Treasurer O'Toole noted some expenditures already made, such as the plexiglass partitions in Town Hall; other potential COVID related improvements are being reviewed.

**MOTION: To AUTHORIZE the Town Treasurer to apply for the Coronavirus Recovery Fund Grant.**

**DeSousa moved/Baker seconded/DISCUSSION:** First Selectman Bowsza cited that the Coronavirus Recovery Fund Grant is the funding source for this money. In the Spring the Town applied for \$163,000 of reimbursable expenses. After not being awarded funding through FEMA the Town was awarded up to \$81,000 of the Town's \$163,000 allotment through the Coronavirus Recovery Fund Grant. Government Lamont committed \$75 million dollars from the CARES Act, which is Federal funding, for municipal aid in particular. They developed a formula and kind of worked backwards to disburse the funds that have not been spoken for in the first round back to the municipalities. That's why the numbers don't add up to what our original request was – the original request was \$163,000 less \$81,000 which should leave us with

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

\$82,000 to go – but the formula apportions the remaining funds amongst the applicants. That's why we're able to get a bit more than we originally submitted.

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

**NEW BUSINESS/K. Discussion of Executive Order 9R pertaining to tax collection:**

First Selectman Bowsza indicated this discussion relates to Governor Lamont's 86<sup>th</sup> Executive Order; advisement was also received after hours yesterday. This Executive Order requires municipalities to make adjustments for property taxes for the second half of the Fiscal Year, as we did for the first half. The first option is to defer the second half of the collection of property taxes until April 3<sup>rd</sup>; the second option is allow the reduced interest rate until March 31<sup>st</sup> for the second installment of property taxes. The Town needs to advise OPM (the Office of Policy Management) which option we choose by December 30th. The decision that we make will be binding on any quasi-publics within the town, which would include the Fire District and the Water Pollution Control Authority.

First Selectman Bowsza suggested if the Board elects not to do anything at all they will carry forward what we did in July, which was a two-month deferral for anyone who didn't pay their mortgage through escrow. First Selectman Bowsza reported that Treasurer O'Toole, Tax Collector Kratochvil, and he agree that it's probably easier and simpler for everyone to continue what we did last time. That way, there is no need for the education component, the additional outreach, it worked the first time, and it truly recognizes people who may be having trouble making their tax payments because of COVID while the reduced interest rate has the potential benefit of assisting people who weren't making their tax payments before COVID. First Selectman Bowsza indicated if we stay the course we need to do nothing; if we want to choose the reduced interest rate we must make that decision tonight.

Treasurer O'Toole concurred with First Selectman's representation of the options available to the Town.

Discussion continued briefly regarding the ability to offer property owners both options. Treasurer O'Toole suggested her understanding of the communication is that the Town must make some decision going forward.

Deputy First Selectman DeSousa felt it was preferable to be consistent and continue doing what was done previously. Selectmen Baker, Muska, and Nordell concurred.

The decision was made by consensus; no motion was made as the Board is continuing the decision made earlier in 2020.

Treasurer O'Toole signed out of the meeting.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

**NEW BUSINESS/H. Christmas Eve Early Dismissal:**

First Selectman Bowsza recalled that last year the Board had approved an early dismissal at 12 o'clock. He noted that this year Christmas Eve falls on the Town's long day when the Town Hall is open until 7:00 p.m. First Selectman Bowsza requested the Board consider an early dismissal this year as well; by the calendar this would be the last time he would ask this of the Board for the next four years.

**MOTION: To let Town Staff leave early on Christmas Eve at noon.**

**Baker moved/Nordell seconded/DISCUSSION:** Deputy First Selectman DeSousa referenced the notation on the document provided to the Board that "employees who are scheduled to work from 12 to closing shall be paid for that time", so if we close they'll get paid. You go on to say "employees not scheduled to work, or out due to illness, shall not be paid for that time". Deputy First Selectman DeSousa cited concern for those that out due to illness; what if someone has sick time, would they get paid? First Selectman Bowsza cited the document provided for the Board was last year's policy given as information; he didn't update the policy. He indicated he had planned to send everyone an e-mail advising them the Selectmen had approved letting everyone go home at noon. Deputy First Selectman DeSousa indicated she didn't have a problem with that.

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

First Selectman Bowsza indicated, on behalf of the Town employees, he thanked the Board; he felt the employees would appreciate this very much. Deputy First Selectman DeSousa suggested they deserve it for what they've been going through.

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

**MOTION: To APPROVE Tax Refunds in the amount of \$2,240.53 as identified under Tax Refund Report dated 12/15/2020.**

**Nordell moved/Muska seconded/DISCUSSION: None**

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

**NEW BUSINESS/J. Discussion of Coronavirus Recovery Fund Grant:**

See discussion above.

**NEW BUSINESS/K. Discussion of Executive Order 9R pertaining to tax collection:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

See discussion above.

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

**(See Attachment E)**

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

Deputy First Selectman DeSousa wished everyone a happy holiday season, however you choose to celebrate it. She hopes nothing but the best, and a safe and healthy holiday coming forward to New Year's.

Deputy First Selectman DeSousa indicated she only had one meeting scheduled in the last two weeks, and that was the Broad Brook Fire Department, but because they meet in person and because a family member had been subjected to COVID 19 she didn't want to be in a room sitting as close as that group needed to so she wasn't able to attend that.

Deputy First Selectman DeSousa indicated that was all she had to report.

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

**(See Attachment F)**

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

Selectman Baker wanted to start off by mentioning he ran into Gerry Bancroft, a member of the Broad Brook Fire Department, while waiting in line at Kar-o-Bean for our lunches earlier this week and he was very complimentary of the Warehouse Point Fire Department who just had what he called a good stop of a fire at a residence in the Warehouse Point Fire District which Broad Brook did mutual aid for. It just reminded him what a good relationship the two departments have and how they're always depending on each other to get their job done. Congratulations to all of them for that.

Other than that, all Selectman Baker really needed to say tonight is he knows 2020 has been a tough year for a lot of people; he's sure we're all looking forward to the end of it. So, Merry Christmas, or however you spend your holidays. Just spend them safely, and try to enjoy some downtime if you can, and look forward to a better 2021.

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

Selectman Nordell reported on December 9<sup>th</sup> he attended the Police Commission Meeting. The Commission discussed the effectiveness of the new IT person, Bill Freeman, and how much he's

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

accomplished in his short time already. He's done a tremendous job, getting the NextGen software running the way it should to help our officers. It's saved them a lot of time, and has gotten them back in positions and roles they should be doing rather than sitting at a desk or in front of a computer. He also has the department on track for meeting the deadlines for mandates set by the State for body and car cams and storage for all of that information.

Selectman Nordell noted that on December 16<sup>th</sup> he attended the Board of Finance Meeting for Sarah Muska. David King was appointed to the Commission to replace Barbara Petano who resigned last month. The Town is reporting 58.3% of the taxes collected so far, which is up over the last two years at this point. The Board established, and transferred, the State 2% Surplus Fund for the Board of Education, and the Board also created the Town of East Windsor Broad Brook Fire Department Fund, for which their collected taxes will be deposited, and bills paid.

Selectman Nordell indicated he would like to wish his fellow Board and Commission members and all the citizens of our community a safe and happy holiday season. It has been a difficult year, but he praised our Town leadership and other Boards and Public Services for getting through a difficult and trying time. The way our community has pulled together and supported one another is something he, and any Town member, can certainly be proud of. Let's hope for a better 2021.

First Selectman Bowsza wanted to note that one of the things Selectman Nordell passed over in his report was that Matt Carl was promoted to Lieutenant in the Police Department at the Police Commission Meeting last week. He knows that Lieutenant Carl has everyone's support as he starts his well-deserved promotion. Selectman Nordell indicated he agreed with First Selectman Bowsza, and did know about it, but they as they did that under Executive Session he didn't report on it.

**PUBLIC PARTICIPATION:**

First Selectman Bowsza cited the second opportunity for the public to offer comments or suggestions? No one requested to speak.

**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 9:23 p.m. Attending the Executive Session was First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.**

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

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



**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting –December 17, 2020  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
MEETING MINUTES**

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

The recording secretary signed out of the meeting at 9:23 p.m.

First Selectman Bowsza reported the Board has come out of Executive Session at 10 o'clock. He queried the Board for additional business to come before the Board? Hearing no request to discuss additional business First Selectman Bowsza called for a motion to adjourn.

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 10:01 p.m.**

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

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

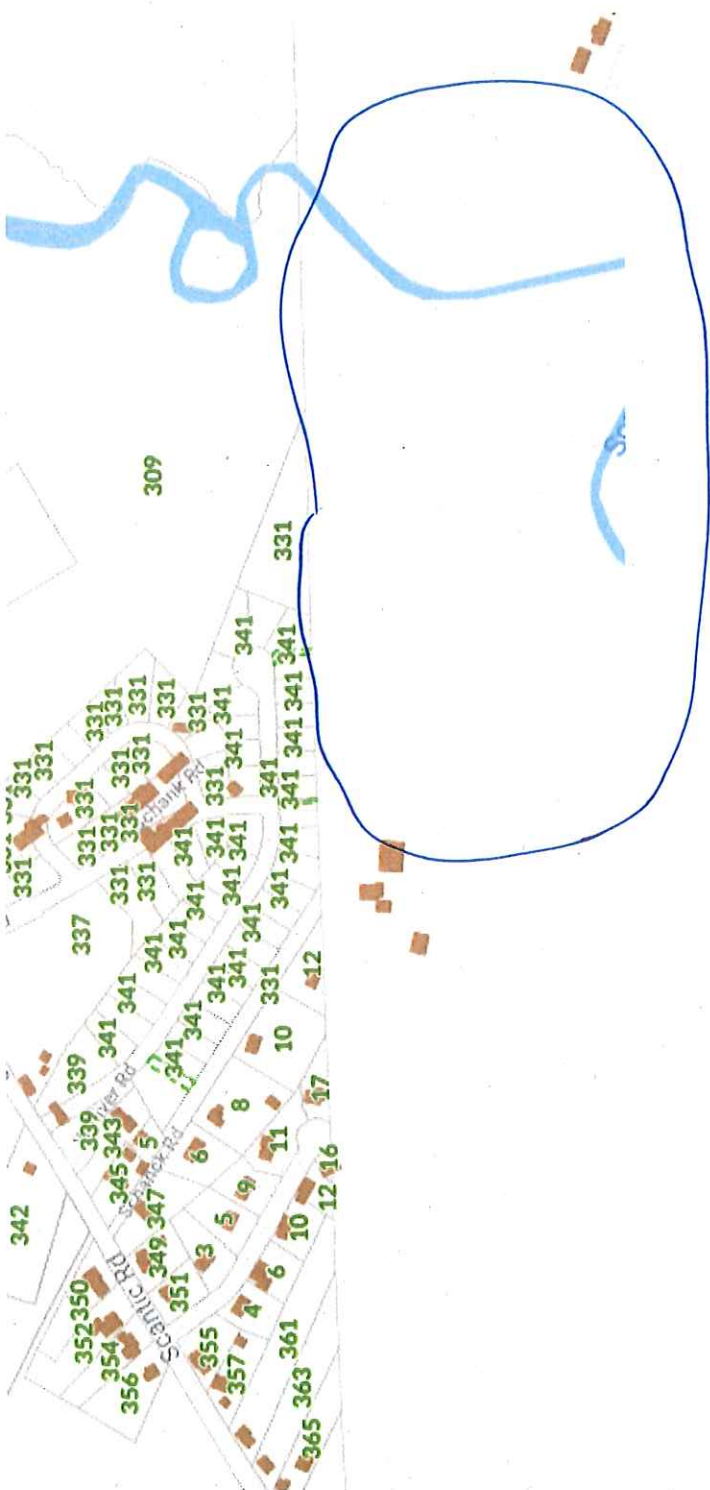
Respectfully submitted

  
Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

**ATTACHMENTS:**

- A - Assessor's Property Card and MapGeo site location – Scout Hall property – Scantic Road**
  - B - Ordinance Concerning the Adoption of Fees for Building Permits which supersedes Ordinance 17-1.**
  - C - 2020 – 2021 Board of Selectmen Budget meeting schedule**
  - D - 2021 Regular Board of Selectmen Meeting Schedule**
  - E - Selectman's Report – First Selectman Bowsza**
  - F - Selectman's Report – Selectman Muska**
- (Reports for Deputy First Selectman DeSousa, Selectman Baker, and Selectman Nordell are included in the Meeting transcription.)

on 12/17/2020 Attachment A





220 SCANTIC ROAD



GIS PIN : 809000220  
Owner : SCOUT HALL BUILDING  
COMMITTEE, INC  
Trash Day : WEDNESDAY  
Water Info : UNKNOWN

[Details](#) [Quick Map](#) [Property Card](#) [VISION](#) [BirdsEye Photo](#)

Generate Abutters:

100

Ft:



# Town of South Windsor, CT

Property Listing Report

Map Block Lot

143-6

Account

80900220

## Property Information

Property Location	220 SCANTIC ROAD
Owner	SCOUT HALL BUILDING COMMITTEE, INC.
Co-Owner	
Mailing Address	PO BOX 565 BROAD BROOK CT 06016
Land Use	900 Exempt Vac
Land Class	E
Zoning Code	RR
Census Tract	4871

Neighborhood	
Acreage	17.6
Utilities	
Lot Setting/Desc	
Water Information	
Trash Day	TBD

## Photo



## Sketch

## Primary Construction Details

Year Built	
Stories	
Building Style	
Building Use	
Building Condition	
Floors	
Total Rooms	

Bedrooms	
Full Bathrooms	
Half Bathrooms	
Bath Style	
Kitchen Style	
Roof Style	
Roof Cover	

Exterior Walls	
Interior Walls	
Heating Type	
Heating Fuel	
AC Type	
Gross Bldg Area	
Total Living Area	



# Town of South Windsor, CT

Property Listing Report

Map Block Lot

143-6

Account

80900220

## Valuation Summary (Assessed value = 70% of Appraised Value)

Item	Appraised	Assessed
Buildings		
Extras		
Improvements		
Outbuildings		
Land		
Total		

## Sub Areas

Subarea Type	Gross Area (sq ft)	Living Area (sq ft)
Total Area		0

## Outbuilding and Extra Items

Type	Description

## Sales History

Owner of Record	Book/ Page	Sale Date	Sale Price
SCOUT HALL BUILDING COMMITTEE, INC	2588/ 228	5/19/2017	0
WEST RIVER FARMS LLC	2190/ 262	6/21/2011	157000
ROCKVILLE BANK	2155/ 139	12/9/2010	150000
VICTORY OUTREACH MINISTRIES INC	994/ 47	3/17/1998	9000



BS- 12/17/2020  
Attachment B

9C

The following ordinance was adopted at a Special Town Meeting duly warned and held on **DATE**.

**Ordinance Concerning the Adoption of Fees for Building Permits  
(Supersedes Ordinance 17-1)**

The legislative body of the Town of East Windsor, in accordance with the Connecticut General Statutes, as amended, hereby adopts the following schedule of fees for the issuance of building permits:

Ordinance 17-1 is repealed, and this Ordinance is substituted in lieu thereof.

The Fee Schedule for the Town of East Windsor shall be set by the Board of Selectmen, provided that no fee shall be less than the minimum fee as established by the state legislature in the Code Education Fund specific to the State Building and Fire Codes.

The Building Official shall not assess an education fee or application fee for building permits to repair or replace a concrete foundation that has deteriorated due to the presence of pyrrhotite, or for building permits for electrical, plumbing or other related work required to restore the structure to its previously permitted condition. This fee exemption shall not apply to any fee required to be charged by the State of Connecticut.

Upon waiver of the fee, the Building Official shall notify the homeowner in writing that the fee has been waived including the amount of all fees waived.

Said ordinance shall become effective (15) days from publication thereof. (**DATE OF PUBLICATION**)

Attest: \_\_\_\_\_

Town Clerk

Ord. XX-XX  
Journal Inquirer  
Date

## FY 2020-2021 Calendar

Charter date	Actual date		Times	Notes
9/15	9/5	CIP Budget requests due		
11/1	11/1	Submit CIP recommendations to BOS		
12/1	12/1	Distribution of Budget Request Spreadsheets to Departments		
	12/18	Budget Requests to First Selectman- Final Deadline		
Discretion of BOS & Treasurer		Jason to meet with Department Heads- Finalize budget requests		
	1/27	First Selectman to file Town budget proposal with Town Clerk, notice public hearing		
	2/1	Board of Selectmen to receive Town budget proposal		
	2/1	Budget Packets ready for Board Members		
		Board of Education Budget presented to BOF		
	2/2	BOS/BOE Public Hearing	Time and location to be posted	Budget available online and in Town Clerk's Office
	2/8, 2/15, 2/16, 2/18, 3/4	Budget Workshops schedule	Time and location to be posted	
	3/17	BOS and BOE presents budget to BOF	7:00 p.m.	
	3/24, 3/25, 3/30, 4/2, 4/7, 4/12	BOF to hold Budget Workshops	7:00 p.m.	
	on or before 4/14	BOF approve final budget for Referendum	7:00 p.m.	
2nd Tues. by Charter, sec. 8.5 a.		Budget to Town Clerk for processing ballots		
Per Charter, sec. 8.5 b.1.	5/11	1st Budget Referendum	6:00 a.m.-8:00 p.m.	Town Hall & Annex
4th Tues. by Charter, sec. 8.5 b.3.	5/12	Public Hearing, if needed, or BOF to set mill rate	Time and location to be posted	
Per charter, sec. 8.5 b.2.		Budget to Town Clerk for processing ballots		
	5/25	2nd Budget Referendum (if needed)	6:00 a.m.-8:00 p.m.	Town Hall & Annex
	5/26	Public Hearing, if needed, or BOF to set mill rate	Time and location to be posted	
		Budget to Town Clerk for processing ballots		
Per charter, sec. 8.5 b.3.	6/8	3rd Budget Referendum (if needed)	6:00 a.m.-8:00 p.m.	Town Hall & Annex
Per charter, sec. 8.5 b.4. budget & mill rate has to be adopted no later than 6/15.	6/9	BOF to set mill rate		
		After Budget Referendum results		

BN - 12/17/2020  
Attachment D

9F

**BOARD OF SELECTMEN**  
**2021 REGULAR MEETING DATES**

Meetings will be held the first and third Thursday of every month at East Windsor Town Hall Meeting Room, 11 Rye Street, Broad Brook at 7:00 PM.

January 7, 2021	July 1, 2021
January 21, 2021	July 15, 2021
February 4, 2021	August 5, 2021
February 18, 2021	August 19, 2021
March 4, 2021	September 2, 2021
March 18, 2021	September 16, 2021
April 1, 2021	October 7, 2021
April 15, 2021	October 21, 2021
May 6, 2021	November 4, 2021
May 20, 2021	November 18, 2021
June 3, 2021	December 2, 2021
June 17, 2021	December 16, 2021



BNS- 12/17/2020 Attachment E

## First Selectman's Report – December 17, 2020

I want to start off by thanking our Public Works Department for a great job over very long hours getting our roads cleared after yesterday's storm. They started their day yesterday at 7am and didn't finish up until 5pm today, a thirty-four hour day. I also want to thank both the Warehouse Point and Broad Brook Fire Departments, our Police Department and the East Windsor Ambulance Association for ensuring that they were each adequately staffed and prepared to respond to an emergency that may have arisen during the storm. We have a very dedicated emergency response team in our community, and I'm grateful for their work.

On December 4<sup>th</sup> I was pleased to join the Syme family at the Syme Family Farm to welcome Lt. Gov. Bysiewicz and Department of Agriculture Commissioner Bryan Hurlburt as they toured the farm. Supporting local agriculture is a key piece of Connecticut sustainability, and the Syme Farm is a great local place to show that support. The lieutenant governor even bought her Christmas Tree there, on the spot. (Commissioner Hurlburt bought his there the weekend before, as did Alex and I.)

With the 2021 legislative session just weeks away, I've been very involved with both the Connecticut Conference of Municipalities and with the Capitol Region Council of Governments as they craft their legislative agendas.

Sen. Anwar, Rep-Elect Foster and I met with Broad Brook Fire Department leadership to talk about the weight limitations imposed by DOT on the Stiles Bridge, effectively prohibiting local first responders from being able to cross that bridge, even in an emergency. Our delegation is working hard to impress upon DOT the urgency of fixing that bridge now, rather than push it off another few years. DOT has known since at least 2011 that it was unsafe for heavy load vehicles, and still no progress has been made. I'm hopeful that we'll turn that corner.

On Monday, I was very pleased to join the newly installed Broad Brook Fire Commission for their inaugural meeting. They established their processes and began preliminary discussion of their budget process. I think everyone was very optimistic that the new commission is heading in a good direction, and I look forward to helping them however I can.

There are some creative things this holiday season. East Windsor Parks and Recreation has put together a self-guide Holiday Lights Contest (more information can be found [here](#)), and many of you have seen the Grinch popping up on Facebook at key points around town over the last few weeks, with more spots still to come. The Grinch campaign has been so popular, Parks and Rec is already working on a Leprechaun campaign for March! This week they also teamed up with Santa Claus to have the man in red make phone calls to East Windsor children. My son Elliott even got a phone call, although he was mostly interested in pushing the buttons on the phone (he's less than two years old). This weekend, the Broad Brook Fire Department will be doing a COVID-friendly version of the Torchlight Parade by bring the parade to you! They'll be visiting nearly every street in their jurisdiction over two nights this weekend. Check out their Facebook page to see when they'll be in your neck of the woods.

Social Services has been working on their annual toy drive with support, this year sponsoring 190 kids during the holiday season. I want to recognize Broderick Wilczak, who has sponsored a virtual toy drive to help with the giving season this year. Broderick is a student at East Windsor High School, and through his leadership an additional 150 toys were collected. Other supporters of this year's toy drive include USA Hauling, the Warehouse Point Fire Department Auxiliary, and many generous anonymous donors.

Finally, I want to wish everyone a happy and healthy holiday season and hope for a wonderful 2021!  
Respectfully submitted,

Jason E. Bowsza  
First Selectman

*BA- 12/17/2020 - Attachment F*

## Selectmen's Report - December 17th, 2020

I'd like to start off by commending and thanking our Public Works Department for working tirelessly throughout the night to make sure that our roads were passable for those needing to travel after the storm. Also, thank you to both of our Fire Departments for making the community aware that they would be staffed and prepared, should an emergency arise. Well done!

On December 7th, 2020 the Zoning Board of Appeals held a hearing to consider the application of the Warehouse Point Fire Department requesting two variances (Section 501 Bulk and Area Requirements to allow the proposed addition 18' +/- from the rear property line, where 30' is required and Section 501 to allow 27.1 +/- building coverage, where 20% is required. A variance of 8% is the request) for their addition to Station One at 89 Bridge Street. The Board unanimously granted both variances.

The Warehouse Point Fire District also met that evening. Much of the discussion focused on payroll software options and their building addition project. There were sixty nine calls in the month of November. Chief James Barton applied for a \$30,000 grant for COVID related expenses on behalf of the District and is waiting on the status of their application.

The Board of Education met on November 9th, 2020. The Board received a report on the Middle School from Principal Timothy Field. The hallways at the school are in the process of being painted white, brightening up the area and making it more inviting. The hope is to have students take part in painting murals throughout the school when they're able, like the painted book spines on lockers outside of the library.

The Board of Education budget is presently trending according to projection and is not expected to use any of their 2% Fund.

The State of Connecticut expects all districts to administer all state assessments to students in the 2020/2021 school year. The School District is currently in the process of downloading secure browsers to laptops for students who are learning at home. As of Monday, December 14th, 2020, our school system is back to the hybrid model to at least the Tuesday after Martin Luther King, Jr. Day, then hopefully back to school four days a week, depending on the situation at that time.

There is a statewide struggle of disengaged students. Of the 328 students that are remote in our District, 60 of them are considered disengaged. Disengaged can mean that students are disconnected completely, not logging on or not completing assignments. School administration has been reaching out to families by making phone calls, sending letters and emails and making home visits to try to encourage activity and participation.

On Thursday, November 10th, 2020 the Veterans Commission met. Election of Officers took place and the Commission unanimously reelected James Barton: Chairman, Rick Webster: Vice Chairman, Vic DeCapua: Secretary and Ed Filipone: Treasurer. The Wreaths Across America Veterans Memorial Ceremony will take place this Saturday, December 19th, 2020 at Noon at the East Windsor Veterans Cemetery on Windsorville Rd.

I was unable to attend last night's Board of Finance meeting due to a work obligation. Thank you to Selectman Nordell for covering for me.

Wishing all of you a safe and very happy holiday season! Merry Christmas and looking forward to a positive and healthy 2021 for us all. Happy New Year!

Submitted With Sincerity,

Sarah A. Muska, Selectman