

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

REGULAR MEETING

Thursday, September 16, 2021

7:00 p.m.

John Daly, Jr. Meeting Room
11 Rye Street, Broad Brook, CT. 06016

In-person meeting

AND

Meeting also available via remote ZOOM Teleconference

Meeting ID: 332 683 3563

Passcode: townhall

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: First Selectman Bowsza hosted the in-person meeting. Deputy First Selectman DeSousa, Selectman Muska, and Selectman Nordell were present in person this evening.

ABSENT: Selectman Baker was unable to attend the meeting this evening due to a work emergency.

GUESTS/SPEAKERS: **E.R.A.S. E. Grant Program:** George Krivda, Jr., Consultant; **Social Services:** Melissa Maltese, Director of Recreation and Community Services; **Department of Public Works,** Len Norton, Director of Public Works/Town Engineer; Joe Sauerhoefer Deputy Director of Public Works/PZC Member; **Assessor:** Helen Totz, **East Windsor Police IT Consultant:** Bill Freeman; Brenda Crockett, David Crockett, Rebecca Crockett.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

Public signing in remotely (as identified in the Meeting participation list): Anne's iPad, Martha Ceppetelli, Edfil (Ed Filipone), Jennifer (Abbe), Tom Lansner.

1. TIME AND PLACE OF MEETING:

First Selectman Bowsza called the September 16, 2021 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:02 p.m. in the John Daly Jr. Meeting Room, 11 Rye Street, Broad Brook, CT.

2. ATTENDANCE:

First Selectman Bowsza noted the Board has established a quorum with four members, present in person. Selectman Baker has a work emergency; it's doubtful that he'll be able to join the Commission this evening.

3. PLEDGE OF ALLEGIANCE:

First Selectman Bowsza requested Deputy First Selectman DeSousa lead everyone in the Pledge of Allegiance.

First Selectman Bowsza requested adding New Appointments to Agenda **Item 7, BOARD AND COMMISSION RESIGNATIONS AND APPOINTMENTS: Item C.** First Selectman Bowsza noted he has received a request to appoint four members to a reconstituted BMX Committee. The appointments would be for Brenda Crockett, David Crockett, Rebecca Crockett, and Lori Gabriel, all as Regular Members with terms expiring September 16, 2023.

First Selectman Bowsza also requested the addition under **Item 9, NEW BUSINESS: Item I. Discussion of draft letter to the Connecticut Siting Council regarding solar projects.**

MOTION: To ADD to the Agenda, under **Item 7. BOARD AND COMMISSION RESIGNATIONS AND APPOINTMENTS, Item C.** four appointments to the BMX Committee – Brenda Crockett, David Crockett, Rebecca Crockett, and Lori Gabriel as regular members for terms expiring September 16, 2023, AND ADD under Agenda **Item 9, NEW BUSINESS, Item I. Discussion of draft letter to the Connecticut Siting Council regarding solar projects.**

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

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)

First Selectman Bowsza also requested to “unstar” **Item 8. UNFINISHED BUSINESS,**
Item A. South Road Ownership Option Update.

MOTION: To “unstar” Item 8. UNFINISHED BUSINESS, Item A. South Road Ownership Option Update.

DeSousa moved/Muska seconded/DISCUSSION: None.

VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)

- 4. APPROVAL OF MEETING MINUTES:** None.

- ## 5. PUBLIC PARTICIPATION:

First Selectman Bowsza announced this first opportunity for public comment. He asked if anyone present in person would like to speak; no one requested to be heard. First Selectman Bowsza then queried the remote participants for comments; no one signed in remotely requested to speak at this time.

6. **COMMUNICATIONS:** None.

- 7. BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:**

First Selectman Bowsza acknowledged the receipt of the resignation of Bob Maynard from the Economic Development Commission.

- ### A. *Resignations:*

1. Robert Maynard, Economic Development Commission:

MOTION: To ACCEPT the resignation of Robert Maynard from the Economic Development Commission, with regret.

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

VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

B. Reappointments: None.

C. New Appointments:

1. Brenda Crockett, as a regular member of the BMX Committee for a term expiring September 16, 2023.
2. David Crockett, as a regular member of the BMX Committee for a term expiring September 16, 2023.
3. Rebecca Crockett, as a regular member of the BMX Committee for a term expiring September 16, 2023.
4. Lori Gabriel, as a regular member of the BMX Committee for a term expiring September 16, 2023.

Citing the need to re-establish the BMX Committee before appointing members, First Selectman Bowsza requested TABLING **Item 7. BOARD AND COMMISSION RESIGNATIONS AND APPOINTMENTS, Item C.** four appointments to the BMX Committee until the Board accepts and discusses Agenda **Item 9. NEW BUSINESS: Item B. Discuss and Re-establish BMX Committee.**

MOTION: To TABLE **Item 7. BOARD AND COMMISSION RESIGNATIONS AND APPOINTMENTS, Item C.** four appointments to the BMX Committee until the Board accepts Agenda **Item 9. NEW BUSINESS: Item B. Discuss and Re-establish BMX Committee.**

Muska moved/DeSousa seconded/DISCUSSION: None.

VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)

8. UNFINISHED BUSINESS:

A. South Road Ownership Option Update:

First Selectman Bowsza reported the Town has cleared the Legislative hurdle for removing the low-income restriction on homeowners living within this complex. The next step is for the Town, as owner, to request a variance to create a subdivision. Town staff and legal counsel are reviewing the options; the question

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

is will it be one variance, or 16 individual variances? First Selectman Bowsza indicated informal discussion will occur at the October Zoning Board of Appeals meeting, with a potential for a Public Hearing at the November Zoning Board of Appeals meeting. First Selectman Bowsza indicated that within six weeks the Town should have the Zoning components of the South Road property reviewed, and resolved. First Selectman Bowsza noted this is a long-standing pre-existing issue the Town inherited; it's important that we take our time unraveling the issue so we don't leave the current, or subsequent, property owners in a position where questions could be raised regarding the proper chain of title.

***B. Polling Location Change:**

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

***C. Broad Brook Fire Memorandum of Understanding:**

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

D. E.R.A.S.E. Grant Updates:

Mr. Krivda, Jr. joined the Board in person.

Mr. Krivda indicated the field work for the Grant application program is completed. There were 10 items left to consider, either because they lacked information, or because Board members raised questions. The 10 outstanding were:

- 1) **Boyer Properties** – Mr. Krivda reported he confirmed they are still in business; he recommended a \$10,000 award.
- 2) **Driver's Depot** – Mr. Krivda reported this was the last application to be completed. He personally met with the owner and interviewed him; he has been provided the required information; he is recommending a \$10,000 award.
- 3) **East Windsor Historical Society** – required information submitted; Mr. Krivda is recommending a \$10,000 award.
- 4) **Greater Windsor Educator's Agency** – required information submitted; a \$10,000 award is being recommended.
- 5) **Hartford Toner and Cartridge** – Mr. Krivda indicated he has confirmed they are still in business; Mr. Krivda is recommending a \$10,000 award.
- 6) **KTI** – required information submitted; a \$10,000 grant is recommended.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

- 7) **Roberto's Real American Tavern** – submitted the required information; Mr. Krivda is recommending a \$10,000 award.
- 8) **Tile Concepts** – submitted required information; \$10,000 award is recommended.
- 9) **Tile Concepts Plus** – submitted the required information; both businesses are operating in town. Mr. Krivda is recommending a \$10,000 award.
- 10) **River Valley Grow Works** – Attorney Yagaloff confirmed the fields for the hemp cultivation and processing are located in Broad Brook. Mr. Krivda has recommended River Valley Grow Works for a \$4,500 Grant.

Mr. Krivda reported an additional \$94,500 in Grants were approved. That amount, when added to the previous awards totaling \$975,200 comes to \$1,069,700 to be distributed to local businesses and organizations. (See Attachment A)

Mr. Krivda noted he can't help but notice driving through town that these 112 entities are sprinkled throughout the entire town. Names that he knew nothing about previously now have meaning for him. It's clear you've covered the Town. Mr. Krivda reported the next step is to create a final report, which he will submit by October 21, 2021. Deputy First Selectman DeSousa thanked Mr. Krivda for taking a second look at the businesses that required additional information.

First Selectman Bowsza requested a motion approving the additional Grants.

MOTION: To APPROVE THE RECOMMENDATIONS of George Krivda, Jr. for the ten (10) businesses totaling \$94,500.

Muska moved/DeSousa seconded/DISCUSSION: None.

**VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)**

Discussion continued regarding the depth to which this Grant program benefited the applicants. First Selectman Bowsza reported that he, Mr. Krivda, and Mr. Krivda's associate who assisted with this project will create an Analysis Report to show what this money did, what sectors of the businesses were impacted and where the need was across the community.

E. East Windsor Police Department Consultant Services Agreement:

Bill Freeman, IT Consultant for the Police Department, joined the Board remotely.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

First Selectman Bowsza requested an overview of what both companies will do for the Town regarding the radio systems. Mr. Freeman indicated they both will analyze the existing system to determine what's needed to update the system, however, the company he is recommending provided a better package of information. Mr. Freeman noted he has worked with them before; he feels they are a good fit for East Windsor. This company spelled out specifically what they will provide for the Town, while the other company provided a more generic proposal.

First Selectman Bowsza noted the award package has been reviewed by Pullman & Comley. He called for questions from the Board; no one raised any questions or comments. First Selectman Bowsza called for a motion.

MOTION: To ACCEPT the RFP recommended between the Town of East Windsor and Communications Design Consulting Group, LLC, as presented.

DeSousa moved/Muska seconded/DISCUSSION: None.

**VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)**

9. NEW BUSINESS:

A. Parks and Recreation Master Plan Bid Solicitation Recommendation:

Joe Sauerhoefer, Deputy Director of DPW, and Melissa Maltese, Director of Recreation and Community Services, joined the Board in person.

First Selectman Bowsza recalled this Master Plan for Town park facilities was approved by the Board last year through a LOCIP Grant. Director Maltese reported they received 6 RFPs and are recommending the Town go with the Beta Group. The Beta Group has been used by a number of other towns, and are located in Connecticut, which has a huge benefit from a management perspective. Director Maltese reported she spoke with 3 references, all of which spoke well of them. Director Maltese noted they were also the low bidder, but their accessibility is a plus. They could have shovel ready projects proposed to start in the Spring.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

Selectman Muska questioned the timeframe for the study? Director Maltese noted the Town needs to sign the contract first, then they can start right away. She anticipates holding meetings before the holidays; and foresees being able to provide numbers in January, 2022 before the Parks open.

Deputy First Selectman DeSousa questioned if the study will include recreation for the elderly? Director Maltese noted there will be public input during this process. Her multi-supervisory roles, which includes the Senior Center, will be advantageous for input. DPW Deputy Director Sauerhoefer reported the consultant will put together a concept plan of what the community wants for park facilities rather than Staff trying to figure that out.

First Selectman Bowsza suggested this will be a working document for the Park Department going forward. Director Maltese suggested it will be a roadmap which also gives her the ability to seek grants for future projects.

Selectman Muska noted she hadn't supported the plan when we did the LOCIP Grant but she'll support this proposal tonight. Selectman Muska questioned if perhaps the plan should have been done prior to taking down the trees and doing the other work at Reservoir Park. Deputy First Selectman DeSousa noted this plan will review all the park facilities in town, not just Reservoir Park.

Selectman Nordell indicated he had nothing to add.

First Selectman Bowsza called for a motion regarding the recommendation of the Town Staff to approve the Beta Group for the Parks and Recreation Master Plan Study.

MOTION: To ACCEPT the recommended bid to the Town of East Windsor and the BETA Group as presented.

DeSousa moved/Nordell seconded/DISCUSSION: None.

**VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)**

Staff requested a motion approving the First Selectman to sign the contract with the Beta Group.

MOTION: To AUTHORIZE the First Selectman to sign the contract between the Town of East Windsor and the BETA Group, Inc.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

Nordell moved/DeSousa seconded/DISCUSSION: None.

**VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)**

B. Discuss and Re-establish BMX Committee:

First Selectman Bowsza introduced Mrs. Crockett to explain plans for the BMX Park.

Mrs. Brenda Crockett joined the meeting in person. Mrs. Crockett reported the BMX Committee was established over 10 years ago to raise funds to create the BMX Park. The group raised \$70,000 to \$80,000 to convert the fields to asphalt and purchase the equipment. Mrs. Crockett reported they have a balance of \$12,000 in their account with the Town which they would like to use to purchase more equipment.

Mrs. Crockett noted they also provided the Town with an estimate for an alternative park plan; the alternative plan carried a cost of approximately \$111,000.

Mrs. Crockett reported she and her family have been re-energized and excited to see people using East Windsor's BMX Park during the pandemic. Mrs. Crockett noted she, her husband, David, and daughter, Rebecca, and friend, Lori Gabriel, would like to re-establish the BMX Committee; they also have people from South Windsor who would like to help as well.

Mrs. Crockett reported the budget for the BMX Committee/Park is under the Treasurer's budget. First Selectman Bowsza noted its included in the Non-General Fund.

First Selectman Bowsza suggested re-establishing the BMX Committee is timely, as the park can be included in the Park and Recreation Master Plan Study.

Discussion continued regarding the membership requirements for re-establishing the Committee. First Selectman Bowsza noted that seven members are required for a full committee but appointment of the four individuals tonight will give them a quorum to hold meetings. He also noted members must be East Windsor

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

residents and voters. Selectman Nordell mentioned resident David Krapinski is an adult person who uses the park and may be interested in joining the Committee as well.

First Selectman Bowsza called for a motion to re-establish the BMX Park Committee.

MOTION: To RE-ESTABLISH the BMX Committee as a TEMPORARY Committee for the next 18 months to continue their current purpose of creating and fundraising for the BMX Skateboard Park.

DeSousa moved/Muska seconded/DISCUSSION: None.

**VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)**

7. BOARD AND COMMISSION RESIGNATIONS AND APPOINTMENTS:

First Selectman Bowsza called for a motion to appoint the following individuals to the East Windsor BMX Park Committee.

C. New Appointments:

1. Brenda Crockett, as a regular member of the BMX Committee for a term expiring September 16, 2023.
2. David Crockett, as a regular member of the BMX Committee for a term expiring September 16, 2023.
3. Rebecca Crockett, as a regular member of the BMX Committee for a term expiring September 16, 2023.
4. Lori Gabriel, as a regular member of the BMX Committee for a term expiring September 16, 2023.

MOTION: To APPOINT Brenda Crockett, David Crockett, Rebecca Crockett, and Lori Gabriel, as regular members of the BMX Committee for a term expiring September 16, 2023.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

Muska moved/Nordell seconded/DISCUSSION: None.

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

C. Discuss and Approve TaxServe Capital Services, LLC Agreement for Professional Services:

First Selectman Bowsza noted the Town uses a company, TaxServe Capital Services LLC., to collect delinquent motor vehicle taxes. The Town had historically used State Marshals to do this. This company, TaxServe Capital Services, LLC, provides this service at no cost to the Town; by Statute they add a 15% surcharge to the collection amount. The contract is currently expiring; Tax Collector Kratochvil has requested the Board consider extending the contract for another year. As a point of reference, First Selectman Bowsza indicated in the prior Fiscal Year the Town collected \$178,315, the year prior to that \$293,746, and the year prior to that \$217,600.

Brief discussion followed regarding the delinquencies. First Selectman Bowsza called for a motion to approve the one-year extension and authorize him to sign the contract.

MOTION: **To APPROVE the one-year extension with TaxServe Capital Services, LLC, and AUTHORIZE the First Selectman to sign the agreement.**

DeSousa moved/Muska seconded/DISCUSSION: None.

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

D. Discuss Assessor Grand List Compilation Consulting Service:

Assessor Helen Totz joined the Board in person.

Assessor Totz reported she is looking to fill the position of Assistant Assessor in her office, as that hasn't occurred and there is significant field work to be completed as preparation of the Grand List approaches on October 1st she would like the Board to approve the hiring of Lawrence G. Lebarbera to assist with collecting property data. Mr. Lebarbera would be physically measuring buildings, taking photos, etc. to accumulate the data collection.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

Assessor Totz advised the Board she's worked with this individual in the past. He has not increased his rates for several years. Assessor Totz is recommending this individual be hired.

Deputy First Selectman DeSousa questioned if this information couldn't be provided through the assessment documents? Assessor Totz reported whoever does this work they need to visit the property with building plans and building permits and review technical work – like plumbing, etc. completed at the site. Assessor Totz reiterated the lack of filling the Assistant Assessor position is causing this problem.

Hearing no further questions from the Board, First Selectman Bowsza called for a motion.

MOTION: To ENTER INTO THE AGREEMENT with the Town of East Windsor, of 11 Rye Street. Broad Brook, Connecticut, 06016-9553, and Lawrence G. Lebarbera, d/b/a Lawrence G. Lebarbera, ASA, CCMA II, and AUTHORIZE the First Selectman to sign the agreement.

DeSousa moved/Muska seconded/DISCUSSION: None.

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

E. Historic Documents Preservation Grant:

First Selectman Bowsza reported the Town Clerk is requesting to have the First Selectman sign this State of Connecticut Targeted Grant FY 2022 to enable her office to digitalize Town records going back to 1974.

MOTION: To AUTHORIZE the First Selectman to submit the application for the State of Connecticut Targeted Grant FY 2022 in the amount of \$5,500.

DeSousa moved/Muska seconded/DISCUSSION: None.

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

F. Capital Improvement Policy/Capital Asset Policy Discussion:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

First Selectman Bowsza reported discussion came up last week at the Capital Improvement Planning Committee. They asked for clarification if projects containing components less than \$20,000 could be combined or bundled together to facilitate funding? Finance Director Amy O'Toole researched previous approvals and found that past practice has allowed the bundling. As an example, she offered the aggregate purchase of laptop computers for the Police Department crossed that threshold.

First Selectman Bowsza requested that the Board affirm that the bundling process is acknowledged, and allowed.

The consensus of the Board agreed with the bundling concept.

MOTION: To ACCEPT the CIP (Capital Improvement Program) Policy for the Town of East Windsor dated September 16, 2021, specifically the bundling of projects.

DeSousa moved/Muska seconded/DISCUSSION: None.

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

G. Telephone Pole Installation on Town Property:

Ed Filipone, Veteran's Commission Member, attempted to participate remotely, without success. First Selectman gave the following summary.

First Selectman Bowsza reported when the Town expanded the parking at Town Hall a telephone pole was removed in front of Town Hall. The telephone pole enabled groups to hang banners over the road during events. This year the Veterans' Commission is reinstating their annual road race this November. They are requesting to replace the telephone pole, at no cost to the Town, to be able to use the pole to hang a banner associated with the road race.

First Selectman Bowsza indicated no action is necessary on the part of the Board; this is information regarding the replacement of the telephone pole on Town property.

H. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$1,901,44.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

Muska moved/Nordell seconded/DISCUSSION: None
VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No Abstentions)

I Discussion of draft letter to the Connecticut Siting Council regarding solar projects.

First Selectman Bowsza reported after participating in a joint meeting with the Planning and Zoning Commission regarding the number of solar projects the Connecticut Siting Council has approved for East Windsor both groups are in agreement regarding East Windsor's current contribution to renewable energy.

First Selectman Bowsza provided a draft letter to the Connecticut Siting Council to advise them of East Windsor's current commitment, which is 25% of State's gridscale renewable energy. The letter also notes that continued taking of land conflicts with East Windsor's farming heritage and commitment to preserving agricultural land. (See Attachment B)

Discussion continued regarding currently approved solar projects and others seeking approval vs. site locations.

MOTION: To ADOPT the draft letter to the Connecticut Siting Council from the First Selectman and the Planning and Zoning Commission regarding the status of solar projects sited in East Windsor.

Muska moved/DeSousa seconded/DISCUSSION: None
VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No Abstentions)

10. SELECTMEN COMMENTS AND REPORTS/:

A. Jason Bowsza:

(See Attachment C)

B. Marie DeSousa:

(See Attachment D)

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

C. Sarah Muska:

(See Attachment E)

D. Charlie Nordell:

(See Attachment F)

E. Alan Baker:

No report this evening; Selectman Baker not present.

11. PUBLIC PARTICIPATION:

First Selectman Bowsza queried the in-person, and remote participants, for comments or questions.

Jennifer Abbe, 32 Rice Road: Ms. Abbe thanked all the members of the boards and commissions for their work; she knows how much it takes to volunteer.

12. EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-200 (6)(b), negotiations, (6)(e) discussion of any matter which would result in the disclosure of public records, or the information contained therein described in subsection (b) of section 1-210. –
Action is possible:

MOTION: To GO INTO EXECUTIVE SESSION at 8:31 p.m. Attending the Executive Session were First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Muska, and Selectman Nordell, and Director of the Department of Public Works/Town Engineer Norton.

Muska moved/Nordell seconded/DISCUSSION: None

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

LET THE RECORD SHOW the Recording Secretary left the in-person meeting at 8:31 p.m.

The Board came out of EXECUTIVE SESSION.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – September 16, 2021
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

First Selectman Bowsza indicated the Board would take up Agenda **Item 9. NEW BUSINESS, Item J.** First Selectman Bowsza referenced the contract between the Town of East Windsor and Len Norton, Director of Public Works and Town Engineer. He requested a motion to authorize him to sign the contract.

MOTION: To AUTHORIZE First Selectman Bowsza to sign the contract between the Town of East Windsor and Len Norton, Director of Public Works and Town Engineer.

DeSousa moved/Muska seconded/DISCUSSION: First Selectman Bowsza noted Mr. Norton does a great job; he is someone who is always willing to step up for whatever he's asked to do. First Selectman Bowsza is glad to keep him on for another few years.

**VOTE: In Favor: Bowsza/DeSousa/Muska/Nordell
(No one opposed/No abstentions)**

First Selectman Bowsza queried the Board for additional business; no further actions made.

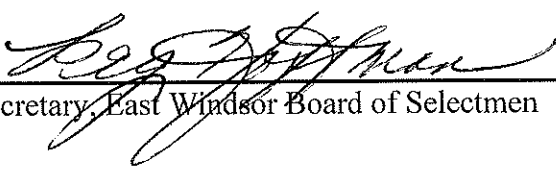
13. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 9:07 p.m.

Nordell moved/Muska seconded/DISCUSSION: None

VOTE: In Favor: Unanimous

Respectfully submitted


Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

ATTACHMENTS:

- A – E.R.A.S.E. Grant recommended award list.
 - B - Board of Selectmen/Planning and Zoning Commission joint letter to Connecticut Siting Council regarding solar projects
 - C - Selectman's Report – First Selectman Bowsza
 - D - Selectman's Report – Deputy First Selectman DeSousa
 - E - Selectman's Report - Selectman Muska
 - F - Selectman's Report - Selectman Nordell
- (Selectman Baker not in attendance this evening; no report submitted)

BOS 9/16/2021 Attachment A

Applications Received Alpha

1. Abby's Helping Hand **10**
2. Aerocor **10**
3. Agonist Gallery **10**
4. Al's Beverage Co. **10**
5. American Legion **10**
6. Andy's Landscaping - **3000**
7. Angel Bail Bonds **10**
8. As Time Rolls On - **6000**
9. At the Dam Restaurant **10**
10. B&J Auto Transport **10**
11. Bacher Corp. **10**
12. Bake Craft and Create **10**
13. Baker and Brew **10**
14. Balch Bridge Street – under review
15. Belvedere of EW **10**
16. Boyer Carpentry **10**
17. Boyer Properties – under review
18. Broad Brook Library - **5100**
19. Broad Brook Pizza **10**
20. Brook Holdings **10**
21. Carol Jean's Hair Salon **10**
22. CBUG **10**
23. Chipping With Charm - **5000**
24. CT Electric Railway **10**
25. Constitution Cable Products **10**
26. Copyshoppe **10**
27. David Dingess Farms **10**
28. Don's Auto Care **10**
29. Driver's Depot – under review
30. EW Ambulance Association **10**
31. EW Athletic Club - **9000**
32. EW Lion's Club - **2600**
33. EW PTO **10**
34. EW Rotary Club **10**
35. Eastern Services/Camp Simon **10**
36. Eco Titans **10**
37. EW Historical Society – under review
38. EW Scout Hall **10**
39. EWHS Booster Club **10**
40. Express Cuts **10**
41. Fahrenheit Mechanical **10**
42. Feral Cats – under review
43. First Congregational **10**

44. Four Angels 10
45. Funky Finds 10
46. Glamorous Nails 10
47. Golden Dog Grooming 10
48. Golden Irene's Restaurant 10
49. Good Mornings Restaurant 10
50. Greater Windsor Educator's Agency – under review
51. Hands On Therapeutic Massage 10
52. Harken's Market 10
53. Hartford Toner and Cartridge – under review
54. Herb Holden Trucking 10
55. Hot Cakes Family Restaurant 10
56. In n' Out Convenience 10
57. Jayden Nicole Enterprise 10
58. Jenny's Maid Service – under review
59. JND Landscaping 10
60. JP Norton Construction 10
61. JS Salon 10
62. K. Simon Services 10
63. Khamp Construction 10
64. KTI – under review
65. La Notte Weddings and Banquets 10
66. Leroy Hospitality/Comfort Inn 10
67. The Library Association of Warehouse Point 10
68. Liedertafel Singing Society 10
69. Lingering Hills Stable 10
70. Maame Gold 10
71. Main Street Grill 10
72. Mark's Tavern 10
73. Mash Mart 10
74. New Concepts Transport 10
75. Nifty Launderette 10
76. Nonna's Pizza Restaurant 10
77. Northeast Wood Stove & Fireplace 10
78. Nutmeg Senior Rides - 7500
79. Olender's 10
80. Peaceful Touch Therapeutic Massage 10
81. Pickle Jar Deli 10
82. Pipedream Plumbing 10
83. Pride Fencing Academy 10
84. Problem Solved Brewing Company 10
85. Rama Logistics 10
86. Reichle Family Childcare 10
87. Reichle Farms 10

88. Richard's Retirement Agency **10**
89. River Valley Grow Works – under review
90. Roberto's Real American Tavern – under review
91. Salon Rausch **10**
92. Second Chance Farm **10**
93. Septicology **10**
94. Shag Bark Hickory Farm **10**
95. Sheila Davis **10**
96. Showcase for Dogs **10**
97. Soto Optical **10**
98. Spectrum Home Decorating **10**
99. Stauffer Sheet Metal **10**
100. Swamp Yankee Woodworking **10**
101. Swede's Jewlers **10**
102. The Battle Standard **10**
103. The Butchery **10**
104. The Kutting Room Salon **10**
105. The Meraki Stone Legacy **10**
106. The Playful Peacock **10**
107. Tile Concepts - under review
108. Tile Concepts Plus - under review
109. Treasures of the Heart - **4000**
110. Vangabeck Home Improvement **10**
111. Wagner Farms **10**
112. Warehouse Point Fire Department Inc. **10**
113. Work and Play School **10**
114. Wyse Acres **10**
115. Your Home Nanny - **3000**

BS 9/16/2021 Attachment B

TOWN OF EAST WINDSOR

FIRST SELECTMAN JASON E. BOWSZA

September 21, 2021

Melanie Bachman, Esq.
Executive Director
Connecticut Siting Council
10 Franklin Square
New Britain, CT 06051

Dear Attorney Bachman,

Please accepted this letter as an affirmation of the perspective of the Town of East Windsor's Board of Selectmen and Planning and Zoning Commission pertaining to the future siting of grid-scale solar development projects in the Town of East Windsor.

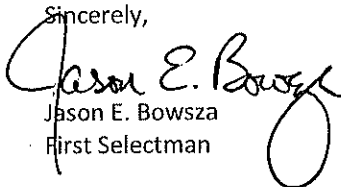
The Town is aware of the state's efforts to achieve a goal of forty percent (40%) renewable energy sold in Connecticut by 2030¹, and one hundred percent (100%) carbon neutrality by 2040². We are also aware of the state's long-term goal to preserve one hundred and thirty thousand (130,000) acres of prime farmland. We support these goals, although we recognize that due to the nature of the parcels preferred by solar developers, they may well conflict with each other.

As you know, East Windsor will be the host community for the largest grid-scale solar development in New England once Gravel Pit Solar comes online in 2023. Based on information publicly available on the Connecticut Siting Council's website, East Windsor will be host to more than one hundred and thirty-eight (138) megawatts of generation. That equates to more than twenty-five percent (25%) of the total sited generation to date. East Windsor has certainly done our part to help reach the state's established goals.

We respectfully request that no further grid-scale projects be approved on farmland or forestland in the Town of East Windsor, and we believe that ample opportunity exists elsewhere to still meet our goals. We would support the siting of solar generation on rooftops, highway medians, or over-excavated gravel pits.

Thank you for your consideration of our request.

Sincerely,


Jason E. Bowsza
First Selectman



Anne Gobin
Chair, Planning and Zoning Commission

Cc: Board of Selectmen
Planning and Zoning Commission

¹ <https://portal.ct.gov/PURA/RPS/Renewable-Portfolio-Standards-Overview>

² <https://portal.ct.gov/-/media/Office-of-the-Governor/Executive-Orders/Lamont-Executive-Orders/Executive-Order-No-3.pdf>

*BN- 9/16/2021
Attachment C*

First Selectman's Report – September 16, 2021

On September 4th, the Connecticut Trolley Museum celebrated their eighty-first anniversary with an “everything that moves” event. The family-friendly event featured trolley rides, airplane displays at Skylark Airport, fire and utility trucks, food trucks and music by Steel and Eazy. Congratulations to them on the anniversary, and best luck for a great year ahead.

On September 6th, my son and I went to the New England Air Museum. It was the first time I'd been, and I think I had as much fun as he did. I share this, as well as the item above, because many of the people who were involved in turning the air museum into the amazing destination it is are now working with the leadership at the trolley museum to do the same thing. I really think they have the right people in place at the trolley museum to make their vision a reality. Everyone should get on board before this train leaves the station!

On September 7th, I had the opportunity to visit iCare at Touchpoints to see how they have gone about administering care to their patients. I was quite impressed with the measures that they've taken to keep employees and patients protected from COVID-19, and with how they've adapted their service delivery to meet changing needs. I would be very comfortable with a loved one of mine convalescing there.

That same night I attended the Economic Development Commission meeting. They could not meet to conduct business due to a lack of a quorum, but we did have a good conversation around local happenings. We talked about the progress made on the ERASE grant, and about future networking opportunities with development groups (particularly Metro Hartford Alliance). As of the last selectmen's meeting, we had approved 103 awardees for grants through the ERASE grant, from a wide range of business interests. I'll be working with a consultation team to prepare a final report from our meeting on October 21st.

On September 8th, the Town hosted an employee appreciation lunch at the park. This was a small opportunity to say “thank you” to our staff who have dutifully shown up to work to meet the public's needs throughout the pandemic. We have a great group of dedicated people who work for the town, and I extend my thanks to them.

Later that evening, I was invited to attend an organizational behavior graduate class at Westfield State University. Over the course of the semester, I will be working with graduate students to do an assessment of the town's land use departments (building, planning, public works, local health, WPCA) to examine three things: opportunities to streamline processes and experiences for constituents; efficiencies available among and between departments; and resources available to realize these efficiencies. It is my hope that this graduate-level analysis will provide some insight for experiential improvements for our residents and anyone looking to do business in the Town of East Windsor.

When working with Connecticut state government, the next legislative session is always just around the corner. On September 9th, as I do regularly, I attended CCM's legislative committee meeting to discuss statutory changes that would make service delivery better at the local level. We are fortunate to be represented in a bi-partisan fashion by legislators who advocate for statutory changes that we need locally and working through CCM is a way of amplifying that voice in Hartford.

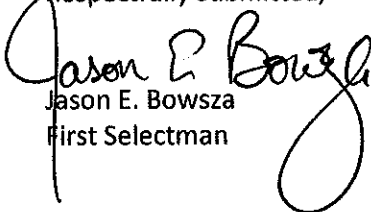
Today, I had the opportunity and good fortune to arrange a bus tour of the Town of East Windsor with representatives of the Metro Hartford Alliance, an organization that works to bring economic development to north central Connecticut. We spent two hours seeing developable and redevelopable properties in town. This is another effort to make sure that East Windsor is front of mind when decision-makers in the business development world are looking for sites on which to locate new businesses. Thanks to Town Planner Ruth Calabrese and Planning Consultant Mike D'Amato for their help in pulling the tour together, and to EDC Chair Gil Hayes for joining us today.

There are two notable events this weekend. First, the Town of East Windsor is the host community for this year's Four Town Fair. The forecast for the weekend looks pretty good, and Saturday morning's parade should be a perfect fall day. The parade will begin at 10am. That same day, from 2pm to 4pm, the Warehouse Point Fire Commission will be dedicating the newly constructed firehouse expansion at the Bridge Street station, naming it after long-time firefighter and beloved community figure Tony "D" DiMastrantonio.

Summer camp has wound down for the season. This year's participation exceeded that from 2019. In round numbers, our camp programming fees took in \$39,000 this year, and the gate fees took in an additional \$28,000. The splash pad was a big part of that success, due to consistently heavy rains closing the waterfront.

There are job opportunities in the Town of East Windsor. We are currently hiring for an assistant assessor, a part-time social services administrative assistant, and a Senior Center Nutrition Site Manager. We will also shortly be looking for a new assistant town planner, after Ruth Calabrese was promoted to Director of Planning. Additionally, there is a critical shortage of school bus drivers, locally and in the state. Anyone interested in that should reach out to Smyth Bus Company. Finally, please join me in welcoming our newest DPW employee, Sean Zern, who started this week.

Respectfully submitted,


Jason E. Bowsza
First Selectman

ON 9/16/2021 Attachment D

September 16, 2021

Deputy First Selectmen Liaison Report

The Park and Recreation Commission met on September 13, 2021 at the Town Hall Annex. Discussion took place regarding the financial accounts review. The Munis report of September 1, 2021 showed they are in line with anticipated expense and revenue for this time of year. It was noted that due to Covid swim lessons were cancelled this year, pavilion rentals were down, waterfront closed for a few weeks and closure of the snack bar resulted in less revenue compared to 2019 the last year the park was opened. Upcoming fall events were discussed such as the Haunted Highway to be held on October 28, 2021, The Healthy Kids Running Series , Soccer Shots and the Scarecrow Contest to name a few. The RFQ results for the Master Plan netted six bids. These bids will now go to the BOS for review and award. Schools will be available for after school programming. CIP requests were submitted playground replacement equipment, Abbe Road Soccer lights and a Gaiter to name a few.

The East Windsor Housing Authority met on September 15, 2021. The closing on 13 Reservoir Avenue has taken place. The installation of solar panels on the Community Hall has started and the gazebos are being erected. The tub to shower conversions will be starting as soon as material is available.

Respectfully Submitted,

Marie E. DeSousa
Marie E. DeSousa

BN 9/16/2021 Attachment E

Selectmen's Report - September 16, 2021

On September 8, 2021 the Board of Education held a lengthy regular meeting. High School Principal Allison Anderson and Assistant Principal Barbara Kaminski gave the Board a school report from the High School focusing on Equity, Social Emotional Learning and Evidence Based Practice and the themes for the High School being Planning, Persistence and Pride.

There are no changes on re-entry since the last meeting, as Superintendents across Connecticut are waiting on the State for updated guidance and timelines pertaining to COVID-19, as the ones that have been provided are outdated and have yet to be updated.

Prior to the pandemic, twenty six students were being homeschooled and currently the School District has fifty nine students being homeschooled. A curriculum report was given by Darryl Rouillard and state assessments for the 2020-2021 school year show that student growth suffered during the pandemic.

Business Manager Andy Paquette gave a financial report and the School District has a remaining balance of \$23,146.00 from the FY2020-2021 school year going back to the Town, of which \$15,000.00 could go into the School District's 2% Fund, pending the completion of the audit.

Throughout the next few weeks, the schools will be offering a combo of virtual and in-person outdoor meet n' greets with teachers. I believe that this past Tuesday was the High School, followed by the Middle School next Tuesday and the Elementary School the following week.

The Board went into Executive Session following their regular meeting and when the Board came out, they unanimously voted to name Darryl Rouillard the Assistant Superintendent of Schools and to name Deidre Osypuk, Ph.D. Director of Special Education.

On September 9, 2021 I attended the Veterans Commission meeting. The Commission is completing their organization of the upcoming Twenty-First Annual East Windsor Veterans Day 5K Road Race, which will be held rain or shine on Saturday, November 6, 2021. The Race starts at 10:00AM from the Town Hall, 11 Rye Street. Registration is now open and you can find the form on the Town's website. Online registration should be available soon. Ages up to seventeen years of age are \$10.00 and ages eighteen and up are \$15.00 through November 5, 2021 and \$18.00 on race day. The first two hundred people registered will receive a T-shirt. The Commission is seeking businesses who wish to sponsor the race. That form can also be found on the Town's website. Proceeds of this event help purchase flags for our service men and women's graves on Memorial Day, help assist in funding scholarships for two high school seniors annually and help contribute to Veterans in Town's needs through the work of our Service Officer.

The deadline for the Paver Drive is September 30, 2021 and the cost per paver is \$50.00. If you are interested in a 6x9 engraved paver in memory of a loved one to be displayed at the Joseph Tracy Memorial Green, please contact a Veterans Commission member or myself and I can put you in touch with the appropriate party.

On September 13, 2021 the Warehouse Point Fire Commissioners held their monthly meeting, one week later than usual due to Labor Day. Fire District Treasurer D. James Barton reported that the Grand List went down, which will bring in \$18,600.00 less in taxes to the Warehouse Point Fire District. There were seventy eight fire calls in August and fifty three fire inspections conducted in the month. Through the efforts of Chief James Barton, the Fire District was awarded the Assistance To Firefighters Grant in the amount of \$233,333.33 to fund Scott Air-Packs, which are self-contained breathing apparatus. The District needs to contribute 5%, \$11,666.67 to receive these funds. The Warehouse Point Fire Department Auxiliary will hold their Mum Sale Fundraiser this weekend from 9AM-4PM on Saturday and Sunday at Station One, 89 Bridge Street, East Windsor, CT. There will also be a dedication and ribbon cutting in honor of the naming of Station One to the Anthony DiMastrantonio Station at 2:00PM at the firehouse.

On September 15, 2021 the Board of Finance held their regular meeting. Finance Director Amy O'Toole reported that both the Town side and Board of Education's books are reconciled through June 30, 2021 and that departments returned roughly \$400,000.00 to the general fund, closing out the FY 2020-2021. The Board officially appointed Bill Syme to the Clerical Negotiation Team.

Submitted With Sincerity,

Sarah A. Muska, Selectman

BW 9/16/2021 Attachment F

Selectman Nordell's Report 9/16/2021

On September 8th I attended the Police Commission meeting. The police Department has started a new online traffic portal. Here residents can file complaints about traffic issues they see and would like to bring to the attention of the Department. The address is www.eastwindsorpd.net.

The police discussed their agendas for this year's Capital Improvement Projects. The police department is currently behind on purchasing vehicles, so that will be a push for CIP. The department will also be looking to expand the locker room space for female Police Officers because they are currently out of space for adding new females to the force with 6 currently among the ranks.

The Chief and Deputy Chief applied for and won a grant from the federal government in the amount of \$35,000. They will be using this grant to jumpstart the Mental Health program that is behind on getting implemented due to a shortage of officers.

On September 9th I attended the first PTO meeting of the school year. New Superintendent Tuderyn was present to introduce himself and offer support to the PTO. The PTO discussed and planned events for the upcoming year and how they would raise funds to help the Elementary and Middle School. Anyone looking to join the PTO and or help volunteer can contact me or go to FB and message the organization.

On September 13th I attended the WHPFD Commission meeting and Sarah Muska will report on that.

On September 14th I attended the Planning and Zoning meeting as did the rest of the Board of Selectmen. I was shocked and upset by the level of insults and accusations made during the meeting and after on social media. Disrespectful comments came from both the general public and applicants in front of the board applying for zone changes. I would remind everyone that with the exception of Jason Bowsza, Ruth Anne Callabrese, Amy O'Toole and Michael D'Amato, that everyone who serves on town Boards and Commissions are town residents and volunteers. These hard working volunteers live in town, and have stepped up to make a difference. Volunteerism is hard to come by these days, and when people see others behave in this manner it just makes it all that much harder to fill positions. I am appalled that people accused members of giving special treatment to applicants. All Boards and Commissioners are sworn by oath to follow the town Charter, rules, by-laws, state statute and state laws that apply to the subject at hand. The Planning and Zoning Commission is following those rules and regulations and the order in which they are handled. If a developer, whether a town resident or otherwise wishes to develop their land and has followed the rules and regulations of both the town and state then they have every right to do so. Concerns about potential issues are always well heard when people are respectful, genuine and brought up at the proper place and time.

Please be kind to our town volunteers, they are residents just like you and I, they are human and give their time to make East Windsor a better place.

I would like to recognize and congratulate Cpt. Mark Morell on his retirement from the Warehouse Point Fire Department after 45 years of service.