

# TOWN OF EAST WINDSOR BOARD OF SELECTMEN

## REGULAR MEETING

Thursday, May 2, 2019

7:00 p.m.

Town Hall Meeting Room  
11 Rye Street, Broad Brook, CT. 06016

### Meeting Minutes

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

#### Board of Selectmen:

Robert Maynard, First Selectman  
Steve Dearborn, Deputy First Selectman  
Jason E. Bowsza, Selectman  
Andy Hoffman, Selectman  
Charles J. Szymanski, Selectman

**ATTENDANCE:** Board of Selectmen: Robert Maynard, First Selectman; Steve Dearborn, Deputy First Selectman; Jason E. Bowsza, Selectman; Andy Hoffman, Selectman; Charles J. Szymanski, Selectman.

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

**SPEAKERS/GUESTS:** Terri Ann-Hahn, Principle in LADA, P.C., Land Planners.

Town Staff: Department of Public Works: Joe Sauerhoefer, Operations Manager.

Members of Boards, Committees, Commissions, or Town Organizations:

Board of Finance: Jerilyn Corso, Chairman; Sarah Muska, Barbara Petano, Capital Improvement Committee: Cathy Simonelli, Chairman, Bob Leach.

Public: Paul Anderson, Bill Loos, Dick Pippin, Kathy Pippin.

**Press:** No one from the Press was present.

#### TIME AND PLACE OF REGULAR MEETING:

First Selectman Maynard called the Regular Meeting of May 2<sup>nd</sup>, 2019 to Order at 7:02 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

**PLEDGE OF ALLEGIANCE:**

Everyone present stood to recite the Pledge of Allegiance.

**AGENDA APPROVAL:**

**MOTION:** To APPROVE the Agenda as presented.

**Maynard moved/Dearborn seconded/DISCUSSION: None.**

**VOTE:** In Favor: Unanimous (Maynard/Dearborn/Bowsza/Hoffman/Szymanski)

**ATTENDANCE:** See page 1.

**APPROVAL OF MEETING MINUTES/Special Meeting Minutes of April 18, 2019:**

**MOTION:** To APPROVE the Special Meeting Minutes of the Board of Selectmen Meeting dated April 18, 2019, as presented.

**Maynard moved/Dearborn seconded/DISCUSSION: None**

**VOTE:** In Favor: Maynard/Dearborn/Bowsza/Szymanski

Opposed: No one

Abstained: Hoffman

**STORM-WATER MANAGEMENT AND VILLAGE CENTER REDEVELOPMENT PROJECT:**

First Selectman Maynard introduced Terri-Anne Hahn, Principle in LADA, P.C., Land Planners, to update the Board on the status of the Stormwater Management Report for Warehouse Point (*See Attachment A: Lada Summary, and Attachment B: Lada Maps*)

Ms. Hahn reported she has been working with Town Planner Ruben Flores-Marzan on the Stormwater Management Plan for the Warehouse Point Village; she is here tonight to give the Board a status report. Ms. Hahn recalled that she's been working on the project for six or seven months; she's made all kinds of visits with the Building Inspector, the Town Engineer, the Planning Department, and has had conversations with the First Selectman and the Board of Selectmen (BOS). She has also visited the various sites during approximately 20 different storm events, including over the weekend when the Connecticut River peaked at 15.3 feet in Thompsonville, which is 22 to 24 feet on the topo map. Ms. Hahn reported that when the river rises to an elevation of 20 feet on the topo map that equates to 9 to 10 feet on the river gauge, and you get backwater conditions in the area of the WPCA plant and the athletic fields. Ms. Hahn indicated the area did have a local flood over the weekend. The water got to an elevation of 23 to 24 feet; the water got into the grass and filled up the stream but didn't cover the baseball diamonds.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

Ms. Hahn noted one of the things they discovered during this study is the flow from the Blue Ditch, which is the drainageway for the run off from Warehouse Point, goes from the back of Geissler's Plaza, crosses Bridge Street, goes around the properties along Main Street, crosses Main Street, and goes to the recreation area and around the WPCA on South Water Street and through a pipe under I-91 and out across South Water Street. Ms. Hahn suggested the stormwater calculations indicate that the Warehouse Point stormwater peak is 8 to 12 hours after a rain event. Last Saturday's 2 inch rain event water filled all the ditches and into the grass and then went back down well before the river peaked. The river only goes up if there's a rain event to the north. Just because it rains 2 inches here in Warehouse Point doesn't mean the river rises locally. Ms. Hahn cited there's a disconnect between the stormwater that's produced by the run off within Warehouse Point; it has a good 8 to 12 to 24 hour separation from when the peak that might come down from the river is. Ms. Hahn suggested from our perspective, that's a good thing. It means the stormwater comes through, dissipates through the system and it doesn't cause an undue amount of conflict between the stormwater within Warehouse Point and the run off from the river.

Ms. Hahn indicated one of the things that they've found out is that the drainage pipe at Holcomb Terrace, which was recently cleaned by the DPW, needs to be 2 to 3 feet lower, as a sediment disposition issue continues in that pipe and the swale. The pipe is always under water. Ms. Hahn suggested they can do something about that which will increase storage.

Selectman Szymanski questioned how far up the Connecticut River the tide comes up? Discussion followed, with various individuals offering various locations. Selectman Szymanski questioned if that has any impact on this planning study; is that a consideration of this study, or does it not affect this study? Ms. Hahn suggested that at this point there's no tidal consideration, and there's nothing that has come up that's relative to tidal impact at this location.

Ms. Hahn indicated they have completed the existing stormwater calculations for the model for the entire watershed; the next step is to consider what happens when we add impervious coverage to the area. Some of the questions they'll be considering are: What happens when we add additional development within Warehouse Point. At what point is too much impervious surface? Instead of that zone of 8 to 12 hours when it's not making a connection to the river what happens when the peak becomes longer? Ms. Hahn suggested that's what tends to happen with impervious coverage calculations, the more water you have the longer the peak lasts. Currently, the peak is pretty much instantaneous. Selectman Hoffman questioned that adding more impervious surface shouldn't change the time of concentration? Ms. Hahn indicated they've broken down the entire watershed into smaller pieces which might be smaller development areas so they can look at what that might be in relation to the overall development. What percentage of impervious coverage will work in this area? Ms. Hahn suggested that when they find a threshold for the acceptable amount of impervious coverage they can consider what the future development might be.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

Ms. Hahn reiterated the path of the flow for the Blue Ditch; she referenced her PowerPoint presentation, noting there's a secondary branch of the Blue Ditch that isn't related to the Warehouse Point study.

Ms. Hahn reported they were able to hit nearly all of the peak periods of flow along the river – November, December, January, and April – during their study. Ms. Hahn noted with the 2 plus inches of rain this past weekend in Warehouse Point the river was high on April 27<sup>th</sup> but didn't peak until several hours later. On April 28<sup>th</sup> the river had raised a foot and backed up past the gazebo at Volunteer Park; she noted there's a vegetative line along the shore which shows where the flood level is. Selectman Szymanski recalled a flood event 25 or more years ago when the water came across onto the east side of Water Street; Selectman Hoffman noted similar events occurred in 1955, when the water was across South Water Street, and 1938 when the water came up into Warehouse Point. Ms. Hahn noted that when preparing their drainage calculations the State is encouraging everyone to change the nature of the rain events. So for the drainage calculations we're using much higher rain events. A 10 year storm is now 5+ inches, and that used to be a 20 year storm. So the storm events and the amount of water that's being calculated for the rain events have been lifted up higher. We're getting more water faster and it doesn't give anyone a chance to infiltrate or evaporate and we have more volume as it discharges.

Ms. Hahn reported they have also looked at other aspects of Warehouse Point in regards to parking, where pedestrians are walking, and where obstacles to walking, such as the two hills on Bridge Street and the lack of sidewalks, occur.

Ms. Hahn reported they also looked at the land uses in relation to what's there now. Within the Warehouse Point Village Center study area, which encompasses parcels from Route 5 to the Connecticut River at North and South Water Street and from the Enfield town line to just south of Sportsworld, the following was noted:

- The area encompasses 380 acres, containing 322 parcels of land
- Of the 322 parcels there are 204 residential parcels, which comprises 63% of the total parcels. The residential parcels breakout as follows:
  - \* 164 are single family homes
  - \* 20 are multi-family properties
  - \* 19 are commercial properties
  - \* 12 are institutional (schools, churches, daycare, Town owned (such as the recreational fields, and parks), the boys school/Albert J. Solnit Childrens Center-North Campus (owned by the State of Connecticut)
  - \* 63 vacant parcels
- 17 parcels contain 4 plus acres
- 6 parcels contain 10 acres; this number includes:
  - \* The Water Pollution Control Authority plant
  - \* The field between North Water Street and North Main Street
  - \* Sportsworld
  - \* Albert J. Solnit Childrens Center-North Campus/State of Connecticut
  - \* The parking lot and land at Corporate Center

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

\* Vacant land between Holcomb Terrace and I-91

- 37 properties contain 1 to 4 acres; 41% of those parcels are located on Main Street
- 268 out of the 322 parcels are one acre or less, which is 83% of the total parcels.
- 54 parcels are one-half to one acre, for 17% of the total parcels
- 102 parcels are one quarter or less

Selectman Hoffman questioned how those demographics are important to this study? Ms. Hahn reported they are looking at what is the model for the future buildability with this study area; the smaller parcels would be limited to additions, unless you can aggregate them together which would make the impervious surface number greater. From a Planning and impervious coverage perspective the size of those lots does matter.

Ms. Hahn reported they've noted the following observations:

- The Blue Ditch watershed crosses through the system 8 to 24 hours after a storm. The road crossings - Bridge to Holcomb to Spring and Main Street - function as creating ponds behind the pipes so when we model the stormwater it's a series of stream flow, pond, pipe, stream flow, pond. It's a complicated stream flow model but that's how it acts. The water comes down and pools at Holcomb, it goes to the pipe, it releases, it pools again at Main. They're all relatively small ponds but it affects the time it takes to get through the watershed. This gives them an idea of where additional storage for floodwater capacity would be located or improved. Selectman Szymanski questioned if by storage Ms. Hahn meant the large catch basins you often see being installed in the new homes? Ms. Hahn reported the Connecticut River is what they call a 4<sup>th</sup> order stream; with a 4<sup>th</sup> order stream anything that drains directly into it you want to get out of there so the peak travels past the peak related to the Connecticut River – which is what it currently does. When you do a retention basin it slows the peak down so the bigger the retention basin or the longer it stays as storage then the more likely you are to have that conflict of peaks. What we're talking about is flood capacity, rather than stormwater storage, and/or stormwater quality. It's storage from the back end for the flood vs. from the front end for stormwater.
- The Connecticut River peak after a rain event is at least 24 hours.
- Upstream conditions affect the Connecticut River more than an actual rain event.
- When the elevation of the Connecticut River is 20 feet on the topo map a backwater condition happens in which the water backs up into South Water Street into the wetland area where the two branches come together and into the pipe under I-91 and into the WPCA property. The athletic fields happen to be where the flood storage happens on a local level.

With regard to future development, Ms. Hahn noted:

- We have a couple of areas that don't have enough existing parking; maybe we'll consider shared parking, or a municipal parking lot.
- They're also considering additional parking on South Water Street to connect the trails.
- Consider extending sidewalks on Route 5 from Bridge Street to Main Street.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

- Look at Route 5 as a gateway area at Route 5 and South Water Street to announce Warehouse Point.
- The Route 5 Study is looking to develop loops of sidewalks to connect locations like the casino to Warehouse Point.
- The original POCD looked at Dean Avenue as a model for future residential growth but the area currently has existing parking problems.
- Consider developing the South Water Street river access; South Water Street frontage has a steeper grade than North Water Street; much of the North Water Street waterfront is owned by CL&P and other utilities.
- Consider access to, or control the Blue Ditch. Maybe consider easements. Consider how the stormwater flows in that area as it goes from private property to pipes under the road right-of-way.
- A couple of houses on South Water Street are elevated and the back yards routinely hold water. Flooding issues are watershed related rather than flood related; consider installing drains.
- Coordinate with FEMA regarding programs for the Town to purchase flood prone properties.

Ms. Hahn noted this project is important because we have the casino and the future train station in Windsor Locks and Warehouse Point is in the middle; things will happen. Ms. Hahn reported she anticipates holding a workshop in June at which time public input will be taken; she would like the workshop to be held at a location within the Warehouse Point Village. Ms. Hahn suggested some of the questions she'll be asking the public include:

- What stormwater related issues have you experienced in Warehouse Point?
- Are you aware of what the flood water limits are and how they might affect your property?
- Is there something on your property that would benefit related to flood storage?
- Have you ever had a flood damage claim? What was the process like?
- What does Warehouse Point need to be vibrant and successful?
- I would come to Warehouse Point if it had (fill in the blank).

Ms. Hahn indicated she's also looking at a variety of development and site plans for existing properties and will coordinate with the owners regarding how they might develop in the future. As examples, what might Geissler's Plaza look like if they expanded? How could properties at the top of Bridge Street develop? What would the impervious coverage be if we had additions to 12 properties?

Selectman Hoffman questioned if Ms. Hahn has properties in mind that she might recommend for change? Would you recommend some of the residential properties become something else? Ms. Hahn suggested she could see a potential change of use for some of the properties on South Water Street between Bridge Street and School Street; she questioned what would it look like if you elevated the first floor to address the flooding issues? Selectman Hoffman questioned if some of those properties would change to small shops that have the potential to bring people into

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

Warehouse Point? Ms. Hahn concurred; she suggested she would also create site plans which would translate into a Warehouse Point zone so those issues could be accommodated within the zoning. She would try to avoid Special Permits, and have uses be “by right” to streamline the process.

Ms. Hahn suggested the other thing that happens is that with the stormwater study they’re doing is those stormwater recommendations will be part of the zoning regulations as well so that an applicant coming in will know that in this area this is the base flood elevation, this is what you need to do for stormwater improvements. Selectman Hoffman questioned if something would have to be done with the Blue Ditch to make the properties in between more useable? Ms. Hahn indicated she needs to run models for increased impervious coverage first; the PZC would then develop regulations which included requirements for sub-surface water quality improvements.

Selectman Bowsza questioned what the difference would be regarding public feedback during these workshops in comparison to the feedback solicited during development of the POCD; many of the same questions were asked during that review. Ms. Hahn indicated she’s working off of the POCD, but the consensus during the previous workshop was only at 30% vs. their preference for a higher percentage. Ms. Hahn indicated they didn’t reach the level of consensus they would prefer to enable them to make recommendations for regulations. So they are creating more visuals, gathering more information to create the regulations. After acquiring the public input she’ll create maps they call “issues and constraints”. As an example the PZC questioned if a flood wall would be feasible – what would that mean to the area, how would it work, what can we do or not do regarding development? Selectman Hoffman suggested that once you do that you separate the Town from the river and that hurt Hartford; people didn’t use the river front as they did in Hartford for a long time. Ms. Hahn suggested when you do that it has its consequences; will it have greater impact on the drainage of the Blue Ditch so it actually stops the water from getting out as quickly as it’s currently doing?

Selectman Szymanski questioned how many people attended the previous workshop? Ms. Hahn estimated around 100 residents. Selectman Bowsza suggested the Planning Department sent letters to affected individuals to advise them of the workshop. **Tom Talamini, 23 Rice Road,** noted the previous workshop also involved discussion of the round-about proposed for the intersection of North and South Water Street – which no one wanted.

Ms. Hahn reviewed the continuing schedule for report and status updates. **(See Attachment A: Lada Summary).**

**COMMUNICATIONS:** None.

**PUBLIC PARTICIPATION:**

**Paul Anderson, 89 Main Street:** Mr. Anderson officially announced that within 10 days the East Windsor Chamber of Commerce will have their office in the Broad Brook Library. The Chamber, and therefore the Broad Brook Library, will be open 6 days a week. The Chamber will

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

pay for internet access, and any expenses associated with the Chamber. The Broad Brook Library will be getting internet service free, as well as membership in the Chamber. Mr.

Richards, Executive Director of the East Windsor Chamber of Commerce, will be learning to become a librarian.

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

**Resignations:** None.

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

**Reappointments:** None.

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

**Appointments:** None.

**UNFINISHED BUSINESS/A. Broad Brook Mill Discussion (\*):**

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

**UNFINISHED BUSINESS/B. Discussion of Charter Revision:**

First Selectman Maynard made available the C.G.S. 7-191 (*See Attachment C*) which addresses municipal charters; First Selectman Maynard read excerpts from the C.G.S. He noted the Charter Revision Commission held a Public Hearing prior to beginning their work, and has recently held a second Public Hearing to take public comments on their proposed revisions. They will be submitting their Draft Report to the Town Clerk shortly; that report will then be referred to the BOS. The Charter Revision Commission anticipates presenting the Draft Report to the BOS this month. The BOS will host at least one Public Hearing - no later than 45 days after submission of the Draft Report - to take public comments, and review the proposed Charter changes. 15 days after the last BOS Public Hearing the BOS shall make recommendations to the Charter Revision Commission regarding their proposed revisions. If the BOS makes no recommendations for changes to the Draft Report the report shall be considered final; the BOS shall take action on its approval. If the BOS makes recommendations for changes the Charter Revision Commission can amend the recommendations, or reject the recommendations. The Charter Revision Commission must make its Final Report to the BOS not later than 30 days after receiving the BOS' recommendations. 15 days after receipt of the Final Report the BOS must either approve, or reject, the report by majority vote.

Selectman Bowsza questioned when the Draft Report is anticipated to be submitted to the BOS? First Selectman Maynard reported the intent is to submit the Draft Report within a week or so. Selectman Bowsza questioned if the Board could receive a red-line copy of the changes; First Selectman Maynard indicated the Board would receive a copy of the Charter including the proposed changes.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

**Bill Loos, Melrose Road**, who is a member of the Charter Revision Commission, noted the next CRC Meeting is Monday, May 6<sup>th</sup> at 7:00 p.m. at the Town Hall Annex.

**UNFINISHED BUSINESS/C. Casino:**

First Selectman Maynard referenced a recent article in HartfordBusiness/.com which announced MMCT Venture has paid \$1 million to the State Department of Consumer Protection to offset the state's regulatory costs for the casino project; he felt that payment was a significant sign that the project is moving ahead.

Selectman Hoffman also noted the 4 homes on Route 5 have been demolished, and they're doing some grading at the site.

First Selectman Maynard suggested the Board will need to review the Casino Impact Ordinance passed previously. Selectman Hoffman recalled he had written a draft of the second ordinance, which summarizes how the money related to the impact of the casino will be managed; he suggested the Board needs to review that ordinance as well. Deputy First Selectman Dearborn suggested figuring out how the money will be managed is the most important thing; he suggested money will be coming in soon.

**UNFINISHED BUSINESS/D. Discussion of Hartford Foundation's Greater Together Community Funds (\*):**

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

**UNFINISHED BUSINESS/E. Discussion of Beautification Committee Charge:**

First Selectman Maynard reported he has not received any volunteer applications for the Beautification Committee. He'll be contacting the people referred to him by Selectman Szymanski.

**UNFINISHED BUSINESS/f. Discussion of Regional Animal Control Shelters:**

East Windsor has been advised that our current Animal Shelter on Mill Street requires upgrades. The Capital Improvement Planning Committee is proposing to fund those repairs at a cost of \$62,000. The Selectmen are reviewing that recommendation, and the following option.

Selectman Szymanski reported that how this proposal was initiated was that he had attended a meeting with the East Windsor Chief of Police and the Deputy Chief of Police at which they mentioned that Police Officers had to go to the animal shelter on Mill Street to feed the dogs when they were housed there, and maybe that wasn't the best use of the highly skilled officer's time. Shortly after that Selectman Szymanski noted he had been traveling on Sullivan Avenue in South Windsor and came upon the Tyler Regional Animal Control Shelter, which is located in a

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

building that was a previous fire station. Selectman Szymanski reported that a former South Windsor Police Chief, Gary Tyler, had come from the West coast where many government functions were regionalized. When he was Chief of Police South Windsor was considering building a new animal shelter at a cost of \$4 ½ million dollars; they ultimately looked at turning an unused fire station into the current animal shelter, and named it after Chief Tyler when he passed away. Selectman Szymanski reported on separate occasions he, and Selectman Hoffman, visited the Tyler Regional Animal Control Shelter; Selectman Hoffman has prepared a paper proposing that East Windsor become a partner in that facility. (See Attachment D).

Selectman Hoffman and Selectman Szymanski indicated that one of the things that influenced this proposal was the \$62,000 Capital Improvement Planning Committee (CIP) request funding for repairs to our current facility located on Mill Street. Selectman Hoffman indicated he spoke with Deputy Police Chief Hart, and Deputy Chief Chris Lindstrom in South Windsor, to get information on the Tyler Regional Animal Control Facility in South Windsor as well as the East Windsor Animal Shelter. He reiterated he and Selectman Szymanski have visited the South Windsor facility, which is located in an old firehouse on Sullivan Avenue. The building is a good, substantial brick building which is bright and clean; the Town completed a \$500,000 plus renovation of the building. The Tyler facility is a consortium currently comprised of the towns of South Windsor, East Hartford, and South Windsor. The annual budget for the facility is \$53,400; the cost is apportioned by each participating town based on the number of pound days they have animals housed in the facility. Selectman Hoffman indicated a pound day is defined as any part of a day that an animal spends in the facility.

Selectman Hoffman indicated the Tyler Shelter is a great facility. He noted he isn't knocking East Windsor's facility; it's adequate and has done a good job for a long time. The Tyler Shelter has 38 dog enclosures, each 4 feet by 10 feet; the enclosures are centered in the building so none of the enclosures are exposed to an outside wall. All the enclosures are raised off the floor 1 ½ feet; the beds are composed of an impervious material that doesn't absorb urine or feces and are easy to clean. There is a 6 foot walkway around all sides of the animal enclosures; attendants can open large doors in the back of the facility to release the dogs into the outside area while they clean their enclosure, and then return them to their enclosures. The Tyler Shelter is heated, and air conditioned; the system is gas fired and supported by a generator if needed. On nice days the staff opens the large doors that were previously used for the fire apparatus and let the outside air circulate into the building.

Selectman Hoffman noted that even though the Tyler facility has 38 enclosures sometimes they get maxed out. The Tyler Shelter gets enough traffic that they have a high adoption rate. They hold adoption hours on Saturday from 9:00 a.m. to 3:00 p.m. for people to come in and view the dogs. They have a separate adoption room where people can become acquainted with a dog. They also have a good relationship with other animal care facilities in the State; if a dog is held for a long time they can take the dogs to the other facilities to see if they can give them more opportunities to be adopted more quickly. Selectman Hoffman said that Deputy Chief Hart said there isn't a lot of traffic in East Windsor for adoption; they held one dog for 60 days. East Windsor is a "no kill" facility; the Town is patient and doesn't mind paying to feed a dog until it

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

finds a home. The people in South Windsor have the same philosophy. The difference is that South Windsor has a higher level of traffic so the chances of having a dog adopted is higher.

Selectman Hoffman indicated South Windsor has invited East Windsor to join the consortium. Deputy Chief Hart indicated that in 2018 East Windsor had 148 pound days. Selectman Hoffman reiterated that the current members are South Windsor, East Hartford, and Manchester; East Hartford and Manchester occupy approximately 4000 pound days; East Windsor would be a minor partner at an annual fee calculated by South Windsor of \$2,670/year which would be about 4 – 5% of the of the number of pound days at that facility. If East Windsor joined the consortium it would save East Windsor about \$10,000 per year on an animal shelter on the cost to heat, and fuel and some of our manpower because the people in South Windsor will care for our animals.

As a comparison East Windsor's enclosures are 3 ½ feet by 5 feet, while the enclosures in South Windsor are 10 feet by 4 feet. The South Windsor facility is light and bright; with the enclosures being above the floor the enclosures are warmer. In East Windsor, at best during the Winter, the animals are exposed directly to the concrete floor and are separated from the outside by a concrete wall; it's going to be colder. Selectman Hoffman felt the Tyler facility is a superior facility; he invited people to visit the facility. South Windsor Deputy Chief Lindstrom reviewed Selectman Hoffman's report for accuracy. The participating towns pay for their animal control officers but the people who feed, groom and care for the animals at the Tyler facility are paid through consortium fees. The only change Deputy Chief Hart made to the report was the cost of the vet bills for East Windsor, which are lumped into professional services; other charges for East Windsor are the WPCA annual charge of \$380. Selectman Hoffman noted that Deputy Chief Hart said East Windsor often over-runs the vet fees, so Selectman Hoffman didn't take those fees out of the professional services line. Selectman Hoffman also noted Len Norton said maintenance of the Mill Street facility, which would be mowing and plowing the driveway, would be about \$200 to \$300 annually.

Selectman Hoffman indicated he believed the right thing for East Windsor to do would be to join the regional consortium. It's a great facility. The animals are really well-cared for and the environment is safe and healthy and clean, cleaner than ours can be. The Mill Street facility has cracks in the concrete floor; the heating system is an oil fired forced hot air system with a duct above the cages which defuses the air around to all 8 pens. Selectman Hoffman noted the First Selectman Maynard also visited the Tyler facility; Selectman Hoffman, Szymanski, and First Selectman Maynard uniformly believe it's a great deal and is something we should take advantage of.

Selectman Szymanski noted that the cost of food is included in the \$2670 that South Windsor gave us. Someone is at the Tyler facility a lot of the time while at the East Windsor facility there isn't that much time spent with the animals other than feeding them. Selectman Szymanski suggested having more contact is so much better for the animals, and being in the raised enclosures is so much more humane. The Tyler facility also has a relationship with local vets.

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

Once the East Windsor Animal Control Officer takes a dog to the Tyler facility they wouldn't have to return unless someone wanted to pick up their pet that got picked up for roaming, but that's the same situation we have today in East Windsor.

Selectman Szymanski noted the Tyler facility also has a separate area for enclosures for cats, and birds, and other small animals. Selectman Szymanski reported the Tyler facility uses the area where the Fire Chief's office was as the area for the small animals and as an office for the Animal Control Officers to do paperwork; internet is available for them as well. Selectman Hoffman indicated we would have a dedicated desk for our Animal Control Officer. Selectman Hoffman noted they have two full time Animal Control Officers, whom they call Community Services Officers, who are dedicated to the Tyler facility, one for the first shift and one for the second, so that facility is staffed for two shifts a day.

Selectman Szymanski noted that because the Tyler facility was a previous fire station they have floor drains, which makes cleaning the enclosure area easier. Selectman Szymanski reiterated that they have the large overhead doors that they roll up on good days to give the animals fresh air; they also exercise the animals daily. It's a well-run facility. Selectman Szymanski felt partnering with the Tyler facility was the right thing to do – both for the animals and from a cost perspective.

Selectman Dearborn suggested this is a no brainer, and it will save the Town money.

**Paul Anderson, 89 Main Street:** Mr. Anderson noted he's a representative of the WPCA; he questioned the WPCA fee. Selectman Hoffman indicated he was given the cost as part of the professional services line by the Treasurer's Office. Mr. Anderson then suggested that would be the sewer user fee for the facility.

Selectman Bowsza questioned the number of cages in the East Windsor facility, and were they uniform in size? First Selectman Maynard replied the cages are uniform in size, but they are much smaller than the Tyler facility. Selectman Bowsza felt that was one of the reasons the DOA (Department of Agriculture) asked for the space to be upgraded for the dogs. First Selectman Maynard noted that if the Town chose to close this facility it would cost a lot to bring it up to code and reopen it. Selectman Szymanski questioned if the State regulated the size of the cages? Selectman Bowsza suggested cages should be 4 feet by 10 feet for commercial kennels but municipalities have the option to make them smaller. Selectman Bowsza felt 3 feet by 5 feet was in no way large enough. Selectman Hoffman indicated that one of the things that bothered him was the back wall of the East Windsor facility which is exposed to the cooler Winter temperatures; another thing that bothered him was the dogs are caged directly on the concrete floor; it's where they sleep. Selectman Bowsza indicated that under current regulations the concrete floor was ok because you can clean it; the guillotine door is ok because the dogs can go in and out themselves.

Selectman Bowsza questioned if East Windsor would be responsible for staffing at the Tyler facility? Selectman Hoffman understood the East Windsor Animal Control Officer would be

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

responsible for bringing the dogs to the Tyler facility, and may be asked to participate during an adoption event. Discussion followed regarding the annual salary for the East Windsor Animal Control Officers, the number of hours worked per week and the effect of the number of hours on employee benefits. Selectman Hoffman indicated he left the cost of 1.6 Animal Control Officers in the budget, noting he created a formula to arrive at his figure. Selectman Hoffman indicated he asked people how many hours it takes to handle a dog on a daily basis, they said roughly 3 to 4 hours – feeding, cleaning, walking the dog. He then took 3 hours and multiplied it by 148 pound days and multiplied that by the rate for our people – which is \$22.16 per hour for a part-time Animal Control Officer. He came up with a number that should be taken away from the \$26,000 in salary that we have in our pool, and that number turned out to be about 39% of the salary for our people. We are budgeting for 2 part-time people at 29 hours, so he left 1.6 people in there. Selectman Bowsza questioned the total staff hours? His concern was that if the employee worked more than 19 hours per week it would trigger ACA (benefits). He questioned Mr. Leach if that would be feasible? **Bob Leach, Chairman of the Police Commission**, indicated they are budgeted for 2 Animal Control Officers at 29 hours split between the 2 people, but currently they have one Animal Control Officer employed. Selectman Bowsza suggested the time is therefore approximately 14 ½ hours per person; he questioned if they would be able to get someone to work those hours? Mr. Leach indicated they're having problems now. Selectman Bowsza indicated his point is do you have the people to work the 14 ½ hours, or a person who will work the 29 hours which would trigger the additional cost of the ACA. Selectman Bowsza indicated he brought this up as a point of caution; he indicated he liked the proposal ; it makes sense. But he is concerned about the staffing situation, and he didn't want anyone to lose their job.

**MOTION:** To AUTHORIZE the First Selectman to sign all documents and make all necessary arrangements to transfer East Windsor's sheltering of animals from the current East Windsor Animal Care Shelter at 27 Mill Street, Broad Brook to the Tyler Regional Animal Care Shelter located at 124 Sullivan Avenue in South Windsor, and to ensure that the effective date of the transfer is on or before July 1<sup>st</sup>, 2019.

**Szymanski moved/Dearborn seconded/**

**DISCUSSION:** Selectman Bowsza indicated he didn't realize there would be an agreement involved; he questioned if it would be an MOA (Memorandum of Agreement) or MOU (Memorandum of Understanding)? First Selectman Maynard cited East Windsor would be part of the consortium and would have to sign an agreement. Selectman Bowsza was provided a copy of the current agreement between East Hartford, Manchester, and South Windsor; a copy was given to Mr. Leach as well. **Tom Talamini** questioned what the Mill Street facility would be used for? Selectman Szymanski suggested storage; Selectman Hoffman suggested knocking out the interior walls would leave an approximate 30 foot x 25 foot area. Selectman Bowsza suggested it will become an attractive nuisance. **Cathy Simonelli** cited Selectman Hoffman mentioned that sometimes the Tyler facility is close to capacity; is there something in the agreement that says which dog is taken? First Selectman Maynard felt it would be an unusual situation for the facility to be at capacity. Selectman Hoffman cited that South Windsor Deputy

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

Chief Lindstrom had said that in the several years the Tyler facility has been open it's only happened once or twice, but if the facility was over-capacity they would accept the dog and find a facility to take them, and bring the dog back. **Barbara Petano, Board of Finance**, questioned if the agreement called for any provisions for capital improvements, such as a roof? Selectman Bowsza cited page 3 of the agreement being reviewed; he read an excerpt from the document. Selectman Szymanski suggested in the Tyler facility's budget of \$53,400 they have a line item for \$8,000 for capital improvements. He noted the line item doesn't disappear at the end of the fiscal year if it's not used; it continues to grow. Selectman Szymanski noted they just put a new roof on the facility, and there was no cost to the towns because they had money in there as part of the budget. Ms. Petano cited concern that East Windsor could be required to contribute to capital repairs; **Ms. Simonelli** cited the need for clarity. Selectman Szymanski clarified that the consortium would have to pay for capital repairs; he was advised they replaced a hot water heater last year which was a capital expense for which they had money in the budget. Selectman Hoffman concurred regarding the replacement of the roof in April; he also noted South Windsor Deputy Chief Lindstrom had said they had no plans for capital improvements; the building is in good shape. **Ms. Petano** questioned the period of time for the number of pound days referenced? Selectman Hoffman reiterated that figure had been supplied by East Windsor Deputy Chief Hart for the calendar year 2018; Deputy Chief Hart had said that number was pretty typical. It's the number we have for our facility. Selectman Hoffman indicated the total number of pound days for the four towns - East Hartford, Manchester, South Windsor, and East Windsor - would be 4443 so East Windsor is a pretty small part of that. Ms. Petano suggested we're a small part based on the numbers for one year; Selectman Hoffman concurred. Selectman Szymanski cited every month the Town reports to the Department of Agricultural, who regulates all the shelters; he acquired a report from the Department of Agricultural for 2017 to 2018 and they were pretty much the same. Ms. Petano indicated she didn't disagree; it sounded like a great decision, she just wanted to be sure it's based on good information. Ms. Petano referenced the 148 pound days. First Selectman Maynard noted that was what the Town of East Windsor reported to the Department of Agricultural. Ms. Simonelli suggested the point is it's just one year. Selectman Hoffman indicated he did question East Windsor Deputy Chief Hart if that number was typical and he had said that it was.

Selectman Bowsza referenced document language which indicated the creation by the governing board of a non-lapsing capital fund; he questioned how that was funded? Selectman Szymanski felt that was a line item in the facility budget. Selectman Hoffman felt it comes from the contributions of the participating towns each year. Selectman Bowsza questioned that the lump sum that's been established appropriates operating expenses vs. capital; Selectman Hoffman felt it was part of the fee that they charge. **Bill Loos** questioned how many times a year an officer who is on duty has to go down to Mill Street to quiet a dog because the neighbors complain? He questioned if that was in the information provided by Deputy Chief Hart? Selectman Hoffman indicated he wasn't sure. The Tyler facility is separated from a neighborhood. Selectman Hoffman noted that Deputy Chief Hart said he tries hard to keep the officers out of the dog pound business, he said it's not their specialty, that if it's necessary they do step in and help but he would prefer that the animal control people take care of it; they're trained to do it, it's their job, Deputy Chief Hart would rather have them do it. Selectman Bowsza noted a reference to

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

administrative fees; discussion followed regarding the information referenced in the agreement vs. the information provided Selectman Hoffman and Selectman Szymanski during discussions with South Windsor Deputy Chief Lindstrom. Selectman Bowsza questioned approving the current motion, or getting the additional information and approving the motion at the next meeting. Selectman Bowsza indicated the additional information he's seeking is if the agreement entered into on November 26, 2012 is the current agreement, and what is the administrative fee referenced in section 4 of the agreement? Selectman Szymanski clarified that the agreement referenced by Selectman Bowsza was the most current agreement entered into by the three towns. Selectman Bowsza then requested clarification of the administrative fee. Selectman Bowsza suggested tabling the motion this evening; Selectman Hoffman suggested voting tonight and the Board could revote if they choose after he gets the information. Selectman Bowsza indicated that if the Board tables the motion until the next meeting to get the additional information he's a yes vote, but if the Board proceeds with the motion tonight then he's a no vote. First Selectman Maynard indicated he had faith in the people sitting on the Board that if there was a valid reason for changing the motion they would do that at the next meeting.

**VOTE:**           **In Favor:**       **Maynard/Dearborn/Hoffman/Szymanski**  
                      **Opposed:**       **Bowsza**  
                      **Abstained:**   **No one.**

**NEW BUSINESS/A. Discussion of BOF Supplemental Appropriations:**

First Selectman Maynard reported at the last Board of Finance Meeting they approved a list of Supplemental Appropriations totaling \$657,100. First Selectman Maynard suggested it was now the BOS's charge to move the Supplemental Appropriations to Town Meeting.

Lengthy discussion followed regarding review of back up information on the Supplemental Appropriations. It was noted much of the support documentation for the projects is included in the CIP book provided for the BOS. Discussion continued regarding which Board has what authority. The Board deferred moving the Supplemental Appropriations to Town Meeting until the next BOS meeting.

**NEW BUSINESS/B. Discussion of Annual Budget Mailer:**

First Selectman Maynard provided the Board with the budget mailer prepared by Treasurer O'Toole; he noted the mailer has already gone out to residents and other taxpayers. (See Attachment E). First Selectman Maynard noted the budget sent to referendum by the BOF is \$41,303,202 for a budget increase of 4.84%.

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

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

**MOTION: To APPROVE Tax Refunds in the amount of \$1,660.62 as identified under Tax Refund Report dated April 29, 2019.**

**Bowsza moved/Hoffman seconded/DISCUSSION: None**

**VOTE: In Favor: Maynard/Dearborn/Bowsza/Hoffman/Szymanski**

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

Selectman Bowsza reported on the following:

- The previous Saturday Abby's Helping Hand Walk was held; although it was a wet day approximately 300 people showed up to support the organization to continue the good work that they do.
- On a sad note Cliff Nelson passed away a couple of days ago. Selectman Bowsza indicated Dale Nelson is in his thoughts.
- Selectman Bowsza urged everyone to participate in the budget referendum.

**SELECTMEN COMMENTS AND REPORTS/B. Charles J. Szymanski:**

No report this evening.

**SELECTMEN COMMENTS AND REPORTS/C. Steve Dearborn:**

Deputy First Selectman Dearborn referenced the recent budget proposal which calls for a tax increase of 4.17%. He suggested that anyone who currently pays \$5,000 in taxes will be taxed an additional \$200; he will be paying \$1,000 more for his property on Rye Street. Deputy First Selectman Dearborn noted the BOE budget is an increase of 6.18%. That's unacceptable to him.

**SELECTMEN COMMENTS AND REPORTS/D. Andy Hoffman:**

Selectman Hoffman noted the Economic Development Commission met; discussion focused on the EDC web page, which First Selectman Maynard is assisting with. Selectman Hoffman noted they would like to create a page without a lot of reading; their preference would be to include drone photos of sites such as the Industrial Park, and others along Route 5. He suggested they're hoping for a product by mid-Summer.

**SELECTMEN COMMENTS AND REPORTS/E. Robert Maynard:**

First Selectman Maynard noted he had attended a legislative session at the Capitol on April 29<sup>th</sup> to testify before the Governor's Election Committee. There is discussion that the North and South Campus of the Solnit Centers might be consolidated; First Selectman Maynard indicated that he testified that should that happen East Windsor would like to be interested in acquiring the property encompassing the North Campus. First Selectman Maynard also noted he responded to a questionnaire regarding the Albert Silnot Childrens Center-North Campus; in response to that

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – May 2, 2019  
MEETING MINUTES**

survey he was directed to David Barry, Financial Officer for DCF. Mr. Barry said the North Campus is still operational and the state isn't ready to give it up.

**SIGNATURES FOR APPROVAL OF CHECK REGISTERS:**

The Selectmen reviewed the registers presented and took appropriate action.

**EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-200 (6-a), Sec. 1-210 (b-1) (b-4)  
Employment, Litigation and Negotiations** – Action is possible:

No Executive Session this evening.

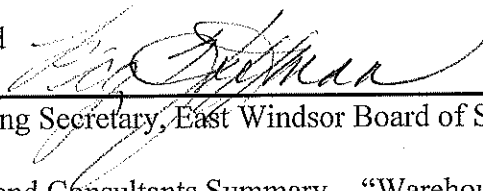
**ADJOURNMENT:**

**MOTION:** To ADJOURN this Meeting at 9:15 p.m.

**Bowsza moved/Hoffman seconded/DISCUSSION:** None

**VOTE:** In Favor: Unanimous (Maynard/Bowsza/Hoffman/Szymanski)

Respectfully submitted



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Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

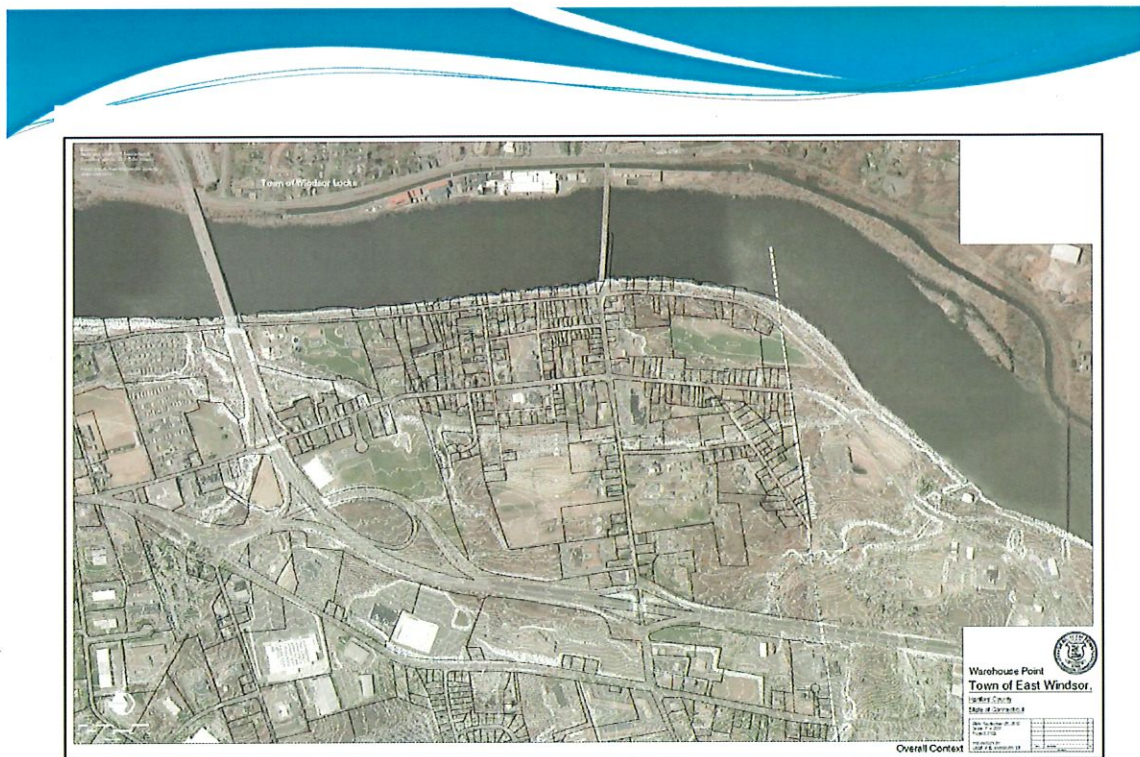
Attachments:

- A:** Lada Land Consultants Summary - "Warehouse Point – Planning for Stormwater Management and Village Center Redevelopment Grant (Stormwater Study) – Status Report April 2019.
- B.** Lada Land Consultants maps associated with the Stormwater Management Report
  - Amenities & Development Opportunities – Map #2.2
  - Soils, Wetlands and Flood Limits
  - Existing Uses – Map #4.7
  - Warehouse Point Master Plan – Map #2.1 PoCD Master Plan
- C.** C. G. S. 7-191 regarding Municipal Charters
- D.** Selectman Hoffman's Report – Animal Shelter Proposal
- E.** Budget Mailer

# Warehouse Point -

## Planning for Stormwater Management and Village Center Redevelopment Grant (Stormwater Study)

### Status Report April 2019



## Warehouse Point Stormwater Study- Calendar to date

- Applied for in 2017
- Granted in Summer of 2018
- Official Kick off meeting with OPM/DECD- June 2018
- Town authorized LADA to start Mid-September 2018
- Meetings with First Selectman
- Plan review in Planning Office - October 2018
- Meetings/conversations with Highway Superintendent - Oct/Nov 2018,
- Meeting/conversations with WWTP Operator, Building Inspector
- Meetings with Board of Selectman -
  - September 2018
  - January 2019
  - March 2019
  - May 2019
- Meetings with Planning and Zoning Commission-
  - September 2018
  - December 2018
  - February 2019
  - May 2019
- Existing Conditions Report Submitted - April 2019

## Warehouse Point Stormwater Study- Existing Conditions

- Base Maps Updated
- Data Gathering and Inventory Maps
  - Prepare Inventory Maps
    - Parcel Map including uses/with spreadsheet - complete
    - Soils Map - complete
    - Flood Limits Map- complete
    - Wetland Maps - complete
    - Existing Stormwater Facilities - complete
      - Blue Ditch Documentation
      - River level records
      - Storm data
    - Existing Utilities, Parking, Pedestrian patterns - complete
    - Zoning - complete
    - Water and Sewage Usage - complete



Warehouse Point Stormwater Study - Observed Weather for Jan 5, 2019 - Warehouse Point, Windsor, Vermont

Page 1 of 1

Time	Temp (F)	Temp (C)	Wind Dir	Wind Spd (mph)	Wind Spd (km/h)	Humidity (%)	Pressure (in)	Pressure (hPa)	Clouds (%)	Precip (in)	Precip (mm)
00:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
01:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
02:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
03:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
04:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
05:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
06:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
07:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
08:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
09:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
10:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
11:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
12:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
13:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
14:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
15:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
16:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
17:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
18:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
19:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
20:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
21:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
22:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00
23:00	32	0	0	0	0	95	30.05	1013.5	100	0.00	0.00

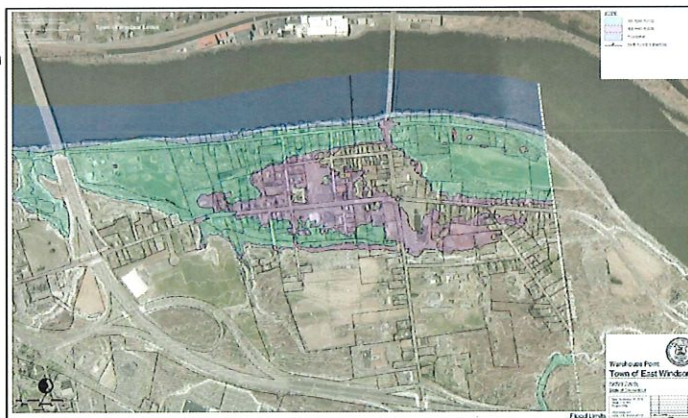
Date: January 5, 2019, 3pm  
 Storm Event: 1.03"/-  
 Timing: During Peak of Rain Event  
 Location: Bridge Street Crossing  
 Observations: Height and flow based on storm flow from watershed

### Storm Event Photos Warehouse Point TOD/Planning Project The Blue Ditch and South Water Street

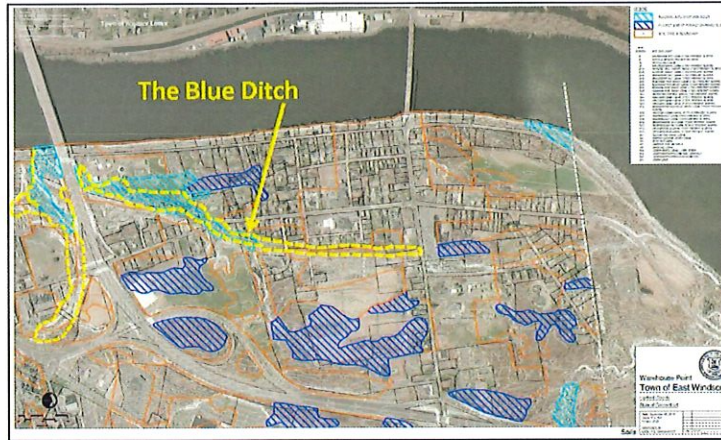
LADA, P.C. Land Planners 1/7/2019

## Warehouse Point Stormwater Study- Existing Conditions

- Existing Stormwater Calculations
  - Understanding Stormwater vs. Flooding
  - Discussion regarding Town of East Windsor Flood Regulations
  - Talk to WPCA about flooding at WWTP



## The Blue Ditch



So where is the Blue Ditch?

### A First Look at the Blue Ditch Warehouse Point TOD/Planning Project The Blue Ditch

LADA, P.C. Land Planners 1/7/2019



Water level edge not visible

Date: December 13, 2018  
Storm Event: none  
Timing: low flow condition – river at 10-12' +/-  
Location: South Water Street at Blue Ditch culverts  
Observations: River Flow low- discharge pipe above river elevation

South Water Street  
elevation at 28' in  
this area.



Date: December 23, 2018, noon  
Storm Event: 2+” rain event  
Observations: Pipe under water – above flood stage  
river at 20-22'

### Storm Event Photos Warehouse Point TOD/Planning Project The Blue Ditch and South Water Street

LADA, P.C. Land Planners 1/7/2019



Date: December 13, 2018  
Storm Event: none



Date: December 23, 2018, noon  
Storm Event: 2+'' rain event

Flood Level as defined by National Weather Service - 15'

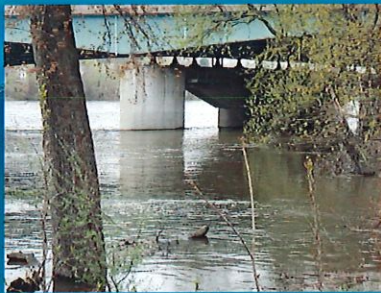
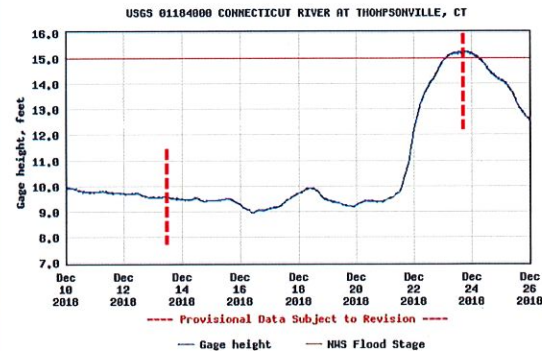
Compare elevation on gauge with map-

December 13 - topo map 10-12'  
gauge - 9.5' above  
river bottom at 3 +/-

December 23 - topo map 20-22'  
gauge - 15.3' above  
river bottom at 3 +/-

#### Gage height, feet

Most recent instantaneous value: 9.93 01-08-2019 08:30 EST



Date: April 28, 2019 (Spring flooding plus local rain)  
Storm Event: none



Date: April 27, 2019 (12 hours after event)  
Storm Event: 2+'' rain event occurred on April 26-27

Highest river levels during study

November 4- topo map 18-20'  
gauge - 14.5'

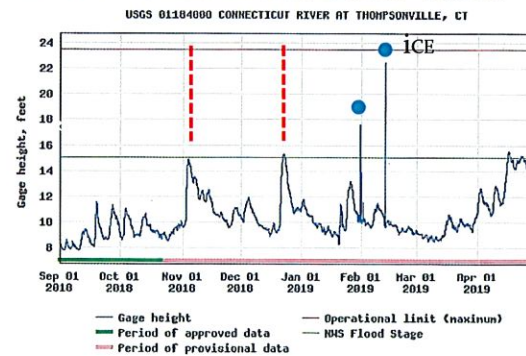
December 23 - topo map 20-22'  
gauge - 15.3'

April 27, 2019 - topo map 20-22'  
gauge - 14.8'

April 28, 2019 - topo map 22-23'  
gauge - 15.3'

#### Gage height, feet

Most recent instantaneous value: 14.83 04-29-2019 12:30 EDT





## Existing Conditions Report

- Existing Conditions Report and Plans submitted
- Existing Conditions Stormwater Calculations submitted



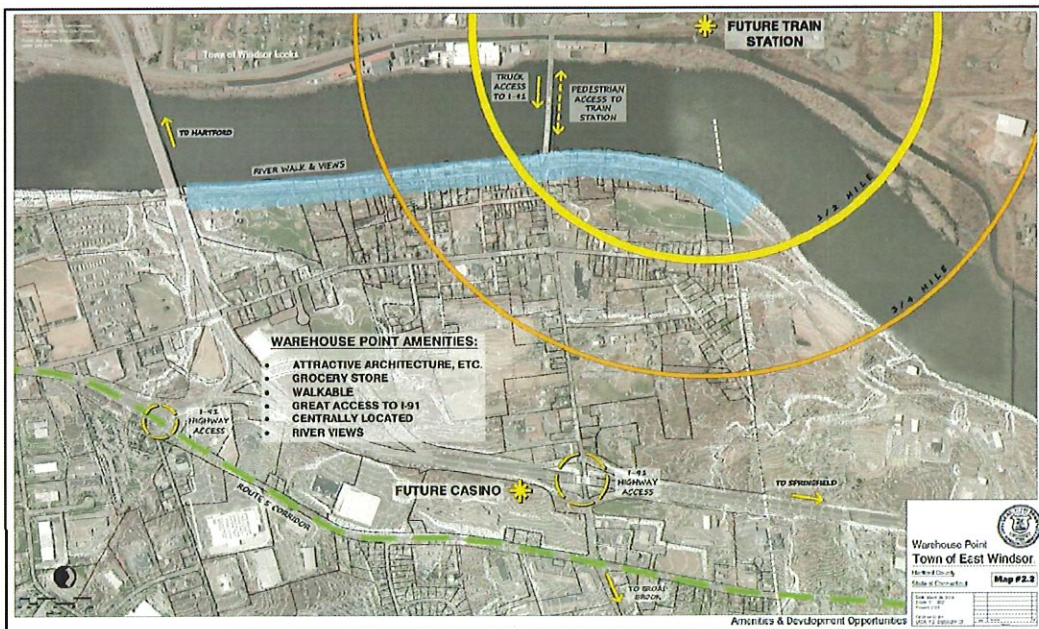
## Existing Conditions Report

- Observations- Stormwater Related
  - The Blue Ditch watershed flow is generally through the system in 8-24 hours depending on size of the rain event.
  - The road crossings within the watershed function as ponds holding water and slowing the flow. This ponding condition is reflected in the watershed drainage model calculations.
  - The Connecticut River peak after a rain event is at least 24 hours after the end of the storm, typically closer to 48 hours. The Blue Ditch is typically at low flow conditions at that point.
  - The upstream conditions affect the Connecticut River more than the actual rain event in East Windsor. If it rains more to the north than in East Windsor, then the river levels will rise regardless of the amount of rain in East Windsor. If rains more in East Windsor than upstream, the Connecticut River might not be affected except in minimal way (less than 5' water elevation change).
  - When the Connecticut River reaches approximately elevation 20, a backwater condition occurs and the Blue Ditch starts to fill up and flow upstream until the elevation stabilizes. This is typically at the Little League fields with minimal impacts upstream.

## Existing Conditions Report

- Observations- Other issues
  - Consider a shared parking ordinance to provide flexibility and some protection to individual property owners
  - Consider a municipal parking lot for overflow of business and residential uses
  - Provide additional parking on South Water Street to connect to trails especially if recreation uses are expected to expand
  - Future use of the Dean Avenue neighborhood as a growth model should consider additional parking provisions
  - Extend Sidewalks to Route 5 via Main Street and Bridge Street
  - Establish Entry feature and gateway to Warehouse Point on Route 5 at Main Street and South Water Street, Establish Entry feature/Gateway on Bridge Street
  - Consider developing river access on North Water Street
  - Consider easements to town from properties where the Blue Ditch exists to allow for control of sediment and possibly storage expansion
  - Consider adding catch basins/yard drains to dewater rear of houses on South Water Street
  - Become proactive in coordinating with FEMA to take advantage of programs to purchase flood prone land

## In perspective- Why is this project important?



## What is next?

- Public Input –
  - Questions to be answered by property owners/public
    - What stormwater related issues have you experienced in Warehouse Point?
    - Are you aware of where the flood limits are and how they might affect your property?
    - Is there something your property would benefit from relating to stormwater?
    - Have you ever had a claim for flood damage? What was the process like? Would you do it again?
    - Warehouse Point needs ..... to be vibrant, successful.....
    - I would come to Warehouse Point if it had.....

## What is next?

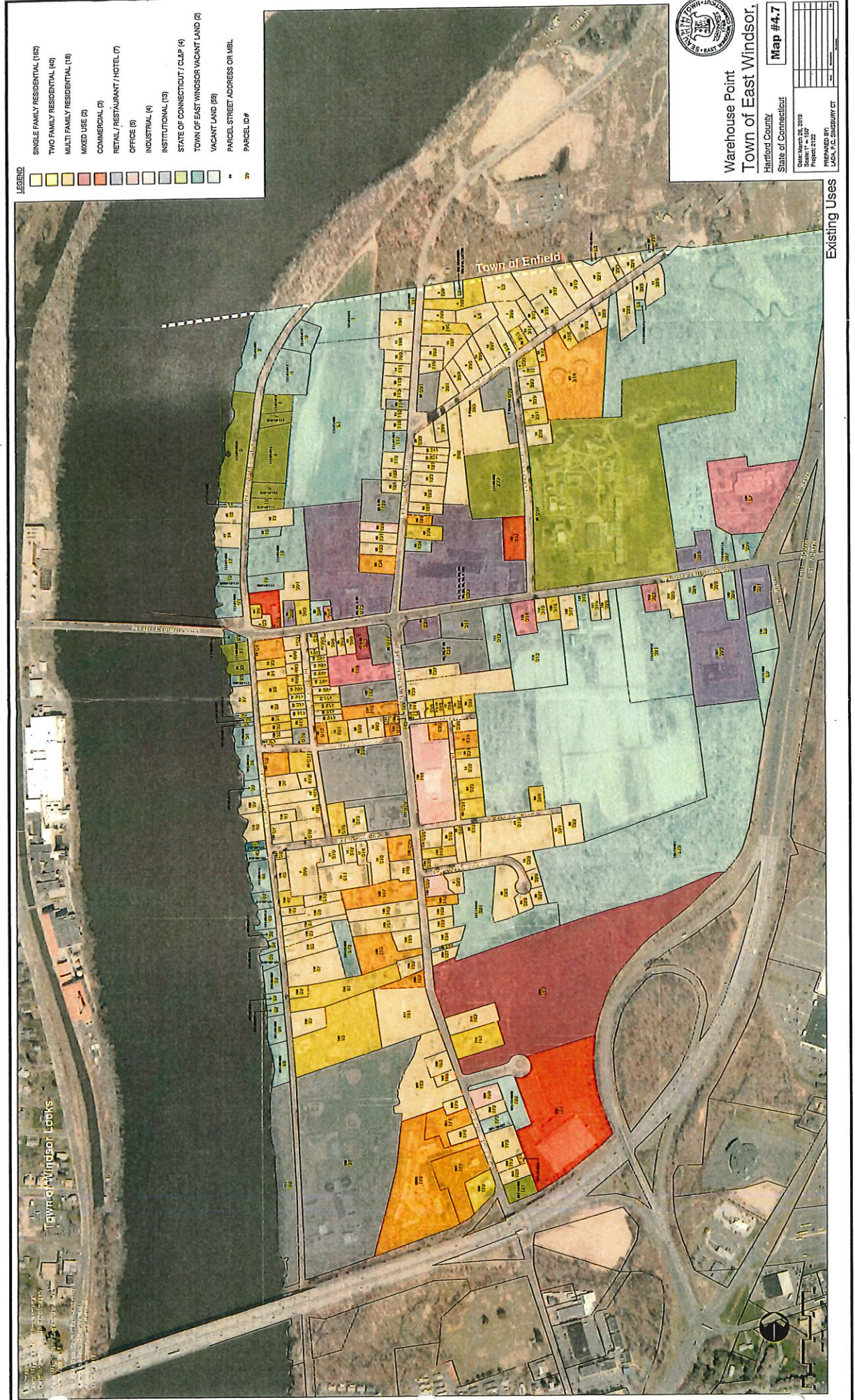
- Look at a variety of development plans (Site Plans for specific locations)
- Public Input results
- Look at options for what to do about stormwater-
  - Bigger pipes ?? Enlarge Storage Areas ??
  - Kinds of pavement ??
  - More OR Less stormwater facilities ??
  - Raising finish floor elevations ?? What does that mean?? What would that look like??
  - Changing uses – open space along river, looking at first floor use within floodplain ??
  - Reroute runoff – Route 5, North Main Street ??
  - How much impervious surface will cause there to be a overlap in peak between the Blue Ditch and Connecticut River?

## What is next?

- Identify options that make sense
- Prepare Future Conditions Stormwater Calculations to make sure the ideas will work as intended
- Develop plans and regulations that reflect those ideas
  - Stormwater
  - Flooding
  - Streetscape
  - Design Guidelines
  - New Zone Regulations
- Public Input
- Final report and action plan

## What is next?

- Final report and action plan
  - Update to Stormwater Regulations for Warehouse Point-
    - Recommended facilities
    - Required calculations
  - Update to Zoning Regulations-
    - Impervious Surface coverage allowed
    - Building recommendations regarding FF Elevation
  - Recommended Streetscape improvements – sidewalks, bikepaths, planting, lighting
  - Design Guidelines – building height, style, etc
  - Future Density and Uses Plan





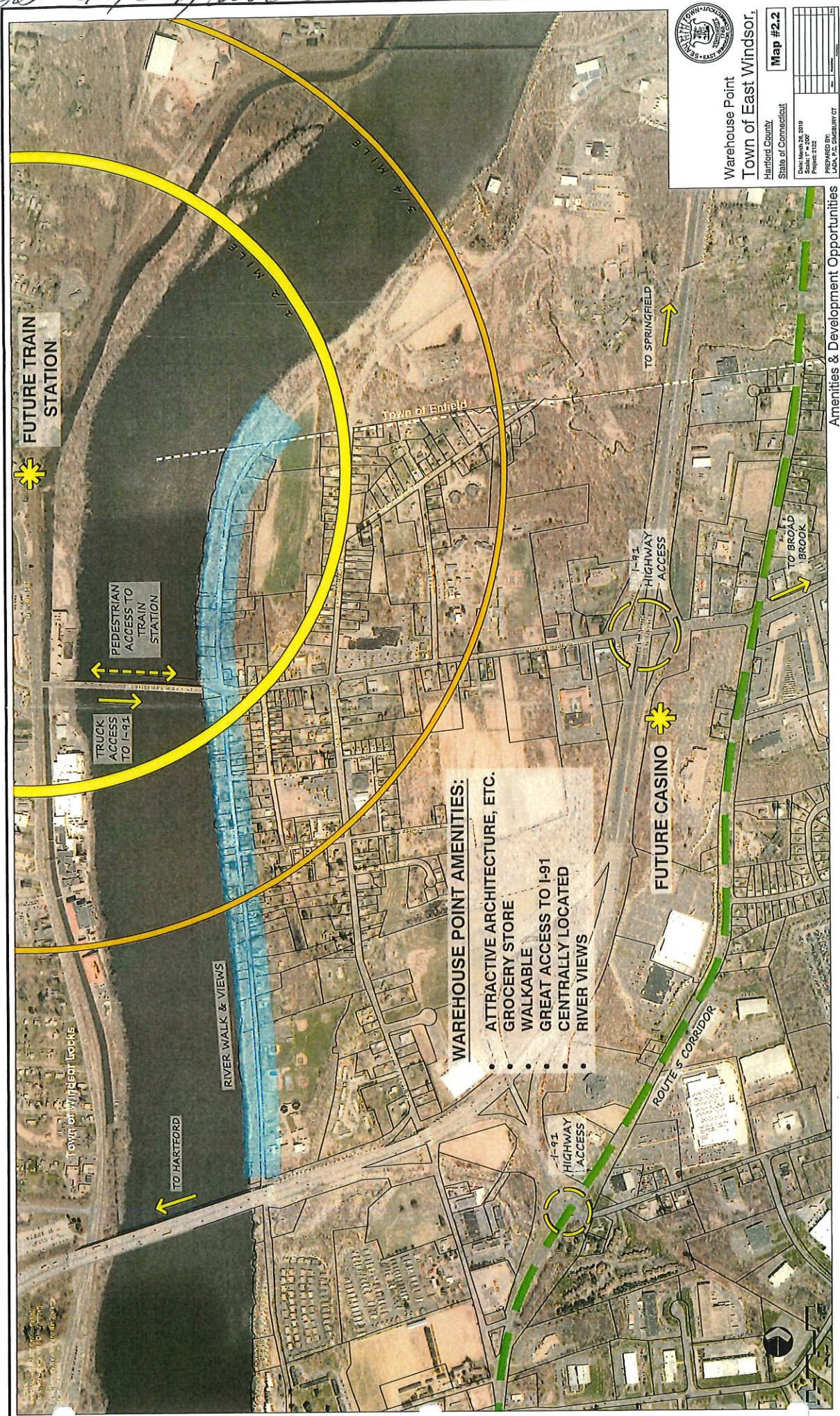
PREPARED BY  
**LADA, P.C.**  
Land Planners  
100 Main Street, Suite 200  
East Windsor, CT 06027  
Phone: 860.339.1232  
Fax: 860.339.1233  
www.lada-pc.com



# WAREHOUSE POINT MASTER PLAN

Town of East Windsor,  
Hartford County  
State of Connecticut

Date: May 23, 2016
Project: 122
PREPARED BY:
LADA, P.C. SUZUKI CT





Warehouse Point  
Town of East Windsor,  
Hartford County  
State of Connecticut

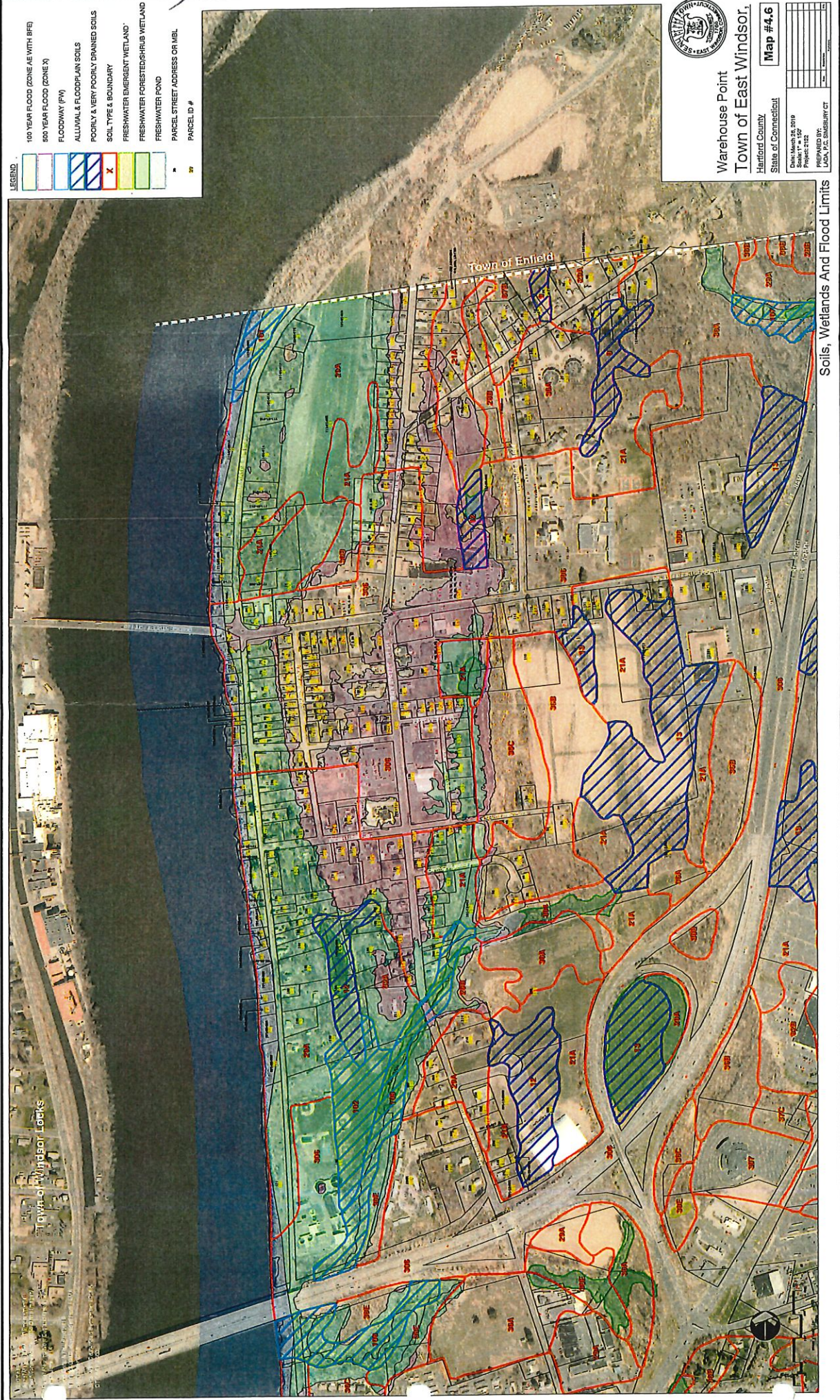
Map #2.2

Date: March 26, 2019  
Project: 2019  
Prepared By:  
LDA, P.C. DANBURY CT

Amenities & Development Opportunities

BN-5/2/2019 Attack next B

147



*BN 5/2/2019 Attachment D*

**East Windsor Animal Control Facility  
Operations/Cost Analysis  
Point Paper**

April 2019



**GOOD ANIMAL CARE  
AT AN  
AFFORDABLE COST**

## **Table of Contents**

<b>Paragraph Number</b>	<b>Title</b>	<b>Page</b>
1.0	Introduction	3
2.0	Objective	3
3.0	Options	3
4.0	Cost Trade Study	3
5.0	Conclusions	4
6.0	Recommendations	4
7.0	Facility Description	4
7.1	Tyler Regional Animal Care Shelter	5
7.2	East Windsor Animal Shelter	6
Appendix A	Estimated Annual TRACS Cost for East Windsor	8
Appendix B	Photographs Tyler Regional Animal Care Shelter	9
Appendix C	Photographs East Windsor Animal Shelter	10

## 1.0 Introduction

The Town of East Windsor operates an animal shelter at 27 Mill Street Broad Brook. The facility was built in the 1980<sup>s</sup> and is in need of renovation. The estimated cost for the renovation is \$62,000. It is a minimum capability facility, however, it has met the needs of the town for many years. Ongoing renovations and repairs to the facility are minimized because it is grandfather by the State of Connecticut. East Windsor has the opportunity to become part of the Tyler Regional Animal Care Shelter (TRACS) consortium. If the town joins the current three town consortium cost will be apportioned based of use rate.

A study has been conducted to determine the most cost effective way of providing animal control services for the Town of East Windsor. The highest priority is to ensure that animals are confined in a safe, clean and healthy environment. Animals that are confined to such facilities are under stress by the very nature of being away from what they know best. Providing care that is friendly and comfortable is a priority until their owners rescue them or the animal is adopted.

## 2.0 Objective

To provide a safe, healthy and comfortable animal control service at an affordable cost.

## 3.0 Options

Two options were studied:

1. Renovate and continue to operate the current East Windsor animal shelter on Mill Street, Broad Brook
2. Join the current three town consortium, South Windsor, Manchester and East Hartford at the Tyler Regional Animal Control Shelter on Sullivan Avenue, South Windsor. As a member of the regional shelter each town is assessed a portion of facility operation expenses based on the number of "pound days" used. A pound day is defined as any part of a day that an animal resides at the Tyler Facility. The annual budget for the facility \$53,400

## 4.0 Cost Trade Study

East Windsor Animal Shelter (EWAS), Mill Street, Operating Expense Breakdown (year ending June 30, 2018)

- Heat \$748
- Electricity \$1060
- Telephone \$255
- Supplies/equipment \$1245
- ACO Salary \$25088 (including overtime)
- ACO FICA & Medicare \$1908
- Prof Services \$1084
- Educational Dues \$158
- Postage \$323
- Gasoline \$572
- Dog Fund State Fees \$5082

Total Year Ending Expenses June 30, 2018      \$37,582

Capital Improvements \$62,000 (Requested)

East Windsor Cost to become a Regional Partner is calculated as follows:

- Tyler Facility Annual budget \$53,400
- East Windsor Pound Days 148 (year ending December 31, 2018)
- Total facility pound days 4443 (four towns including East Windsor)
- East Windsor 3.33% (rounded to 5%)
- Estimated East Windsor annual cost \$2670 (see Appendix A for back up information)

The annual TRACS cost, \$2670, covers all expenses for care of animals that are retained at the facility. This includes food, enclosure cleaning, daily exercise, grooming, adoption activities, heat, Air conditioning, electricity, grounds maintenance etc.

East Windsor estimated cost savings by joining TRACS consortium are:

- Food \$370
- Heat \$748
- Electricity \$1060
- ACO Salary \$9839
- FICA & Medicare \$561
- Estimated Savings from current operating expenses \$12,578

Net savings \$12,578 - \$2670 = \$9908

## 5.0 Conclusions

- The Tyler Regional Animal Care Shelter is an superior animal care facility
- The facility will provide a healthy, safe and comfortable environment for animals impounded from East Windsor
- The East Windsor Animal Shelter requires significant improvement
- The EWAS is a minimal facility
- East Windsor impounded animals will be confined in a better facility using TRACS
- South Windsor welcomes East Windsor to become the fourth member of TRACS consortium
- If East Windsor joins the TRACS consortium the town can realize a near \$10,000 annual savings

## 6.0 Recommendations

Join the Tyler Regional Animal Care Shelter consortium  
Use the East Windsor Animal Shelter for other purposes

## 7.0 Facility Description

To obtain the best answer to animal control service for the Town of East Windsor First Selectman Maynard, Selectmen Szymanski and Hoffman visited the two facilities and talked to the people in charge. Photographs were taken, operating processes and procedures were discussed and the cost (both

options) to the Town of East Windsor was estimated. Of upper most importance in the deliberations was the care and comfort of the animals retained.

### 7.1 Tyler Regional Animal Control Shelter – Photographs Appendix B

The Tyler facility is located in the previous South Windsor Fire Department building located at 124-126 Sullivan Avenue, South Windsor, photo # B-1. It is a brick structure that has been extensively renovated to convert it into an animal shelter at the cost of \$500,000. There are no major capital/maintenance changes planned in the near future. A new roof is being completed in April 2019.

Office Area – Has three work stations one for animal control officers from each member town, photo # B-2. A fourth work station can be added for an East Windsor Animal Control Officer (ACO). Each town's animal control people are free to visit and work in the office as required. There is key pad access at the right side of the entrance. All internal work areas are open to staff. The kennel area is 45' x 70'.

Animal Adoption Area – The Tyler facility has a separate animal adoption area. TRACS provides weekly adoption services every Saturday from 10:00AM to 3:00PM. The adoption room is away from the pound area so that potential adoptive owners may bring an animal of interest into the room away from barking animals. It has a door for privacy and provides a quite area so the potential new owners can be with the animal away from other barking dogs. It also provides an area where the animal can relax and be itself. Animals in a pound are under stress because they are away from their friendly known environment. The new captive environment places animals under stress. The adoption room makes it easier for all.

Pound Area – The animal retention area is 45'x70'. It is brightly lighted and fully heated and cooled using a gas fired forced air heating and air conditioning system. Temperature is maintained at a comfortable temperature year round. There are 35 animal enclosures that sit on raised platforms to avoid subjecting the dogs to cold concrete floors, photo # B-3. The enclosure beds are impervious hard surface material that does not absorb urine, feces or smells. The facility was odor free. Each enclosure is 4'x10' with a large door that interconnects to an adjoining enclosure photo # B-4. That door is opened and the animal placed in adjoining enclosure while its enclosure is cleaned. Each enclosure is cleaned at least once/day. No animal enclosure is on an outside wall. This ensures good ventilation and avoids the animals being exposed to cold walls that could affect their health. There are four roll up doors (from previous use as fire station) that can be opened on pleasant days to provide fresh air to impounded animals. In addition dogs are allowed to run free, get exercise, in a large outside fenced area, photo # B- 5. The area is 150' x 175'. When animals are released into the exercise area they are supervised. There are two additional exercise areas for aggressive animals.

In addition to the dog pound area there is a separate holding area for cats, birds and other small animals adjacent to the office. It contains cages, photo # B-6. At the time of the visit there were seven cats and one bird in cages. These cages were raised off the floor in a well heated, light and bright area.

Staffing – The Town of South Windsor employs two fulltime Community Service Officers and two part time employees to supervise the care of animals and administer the facility. Reports are submitted to the State of Connecticut monthly in accordance with state law. Each town prepares and submits their monthly reports. The part time kennel maintenance staff is paid by the three town consortium on a shared basis using "pound days" as the parameter for cost sharing.

Cost Sharing – Cost of facility operation including capital improvements is shared by participating municipalities based on the number of pound days that each town uses the facility to hold animals from the respective towns. The Board members were told East Windsor would be welcome to join the consortium. East Windsor would be required to pay its share based on the number of pound days that animals from East Windsor share the facility space. East Windsor records show that the town animal shelter occupancy was 148 pound days in the year ending December 31, 2018.

Currently the cost share is:

Manchester – 46%

East Hartford – 35%

South Windsor – 19%

Records show that Manchester had 1912 pound days in 2018, East Hartford 1430, and South Windsor 766. Based on East Windsor data, there were 148 pound days in FY 2017 – 18. It is estimated that the town would pay \$2670/yr. based on current use rates of participating towns. For cost rational see Appendix A.

Reporting – Each animal control jurisdiction is required by state law to report dog pound information to the Connecticut Department of Agriculture. Each town is responsible for providing their report. Reports are filed monthly.

## 7.2 East Windsor Animal Shelter – Photographs Appendix C

The East Windsor Animal Shelter is located at 27 Mill Street in Broad Brook, photo # C-1. It is a vinyl sided cement block building. The facility contains eight animal enclosures. The facility requires upgrade to meet State of Connecticut requirements. The estimated cost for capital improvements is \$62,000.00 (2019-20 CIP budget line item).

The upgrades required are:

- Remove and replace external concrete run floors
- Replace anchor fence inside and out
- Replace slide door that allows animals to go outside
- Replace oil barrel
- Replace internal doors to each animal enclosure
- Install wire cover over each animal enclosure inside and out

Office Area – Contains a single desk at the end of the hall. To get to the office one must walk past the animal enclosures. Adoptions are conducted out of that office. The office is adequate, but cluttered, photo # C-2. The office has a door for privacy away from barking dogs.

Animal Adoption Area – The facility office doubles as an adoption area. Potential new owners may have an animal removed from the animal enclosure and brought to the office for familiarization.

Pound Area – The pound consists of eight enclosures. They are 3.5' x 5'. Each enclosure has an outside wall with a small manually operated plastic door that allows animal's access to an outside run area. The floors inside and out are concrete. That concrete floor is the pad where animals walk and sleep, photo # C-3. There appears to be no insulation on the outside walls or floor. The heat is provided by an oil furnace. It is a forced air system with a distribution duct on the ceiling of the walkway between the animal enclosures photos # C-4. There is no air conditioning in the animal enclosure area. A single

window type air conditioner is located in the office. Cooling of the animal enclosure area is affected by leaving the office door open. Large animals are cramped in the animal enclosures photo # C-5. Each enclosure has a door that gives animals access to an outdoor fenced area, photo # C-6. Animals are released into an outside animal enclosure area Photo # C-7.

Staffing – The facility is staffed by one part time Animal Control Officer and the East Windsor Police Department as required. Current funding allows for two ACO's for a combined 29 hours/week.

## Appendix A

### Estimated Annual TRACS Cost for East Windsor

#### Back Up Information

# MEMORANDUM

South Windsor

TO: Chief Custer 135

FROM: LT. Buonanducci 156

DATE: 04/12/2019

## Police Department

SUBJECT: Estimated Annual TRACS cost for East Windsor

The calculations below explain what the estimated cost would have been for the Town of East Windsor if they participated in the Tyler Regional Animal Care Shelter (TRACS). The cost is based on the estimated operating budget for fiscal year 2018/2019. To determine East Windsor's percentage I assumed that they would have approximately the same use as South Windsor. This would increase the total "dog days" for the year but then split the total percentage of use by four.

Actual figures for determining use were from the 2017/2018 fiscal year:

Total Dog Days:	4295		
South Windsor:	766	17.83%	(Rounded to 20% for billing)
Manchester:	1912	44.52%	(Rounded to 46% for billing)
East Hartford	1430	33.39%	(Rounded to 34% for billing)

Annual Budget Estimate for 2018/2019:	\$53,400
South Windsor:	\$10680
Manchester:	\$24564
East Hartford:	\$18156

Estimated figures including East Windsor:

Total Dog Days:	4443	(A 5% increase in facility use)
South Windsor:	766	17.24% (Rounded to 18% for billing)
Manchester:	1912	43.03% (Rounded to 44% for billing)
East Hartford:	1430	32.18% (Rounded to 33% for billing)
<b>East Windsor:</b>	<b>148</b>	<b>3.33% (Rounded to 5% for billing)</b>

Annual Budget Estimate:	\$53,400
South Windsor:	\$9612
Manchester:	\$23496
East Hartford:	\$17622
<b>East Windsor:</b>	<b>\$2670</b>

Appendix B

Photographs of

Tyler Regional Animal Care Shelter

TYLER REGIONAL ANIMAL CARE SHELTER



SULLIVAN AVENUE SOUTH WINDSOR

TYLER REGIONAL ANIMAL CARE SHELTER OFFICE AREA



SEPARATE WORK STATIONS FOR EACH PARTICIPATING TOWN  
EACH TOWN HAS ACCESS TO THE FACILITY USING KEYPAD

## ANIMAL ENCLOSURE



WELL LIGHTED RAISED ANIMAL ENCLOSURE

LARGE ENOUGH TO BE COMFORTABLE

# ANIMAL ENCLOSURE DESCRIPTION



38 ENCLOSURES

EACH ENCLOSURE DIMENSIONS 10'x 4'

AWAY FROM OUTSIDE WALLS AFFORDS GOOD VENTILATION

TYLER REGIONAL ANIMAL CARE SHELTER EXERCISE AREA



THE FACILITY HAS THREE EXERCISE AREAS. THE ONE SHOWN IS FOR DOGS THAT CAN BE COMINGLED  
TWO ADDITION EXERCISE AREAS ARE AVAILABLE FOR AGGRESSIVE ANIMALS

CAT, SMALL ANIMALS & BIRD RETENTION AREA



SMALL ANIMALS ARE HELD IN A SEPARATE AREA AWAY FROM DOGS

LESS STRESSFUL CAN NOT HEAR DOGS BARKING

Appendix C

Photograph of

The East Windsor Animal Shelter

EAST WINDSOR ANIMAL CONTROL SHELTER



MILL STREET BROAD BROOK

EAST WINDSOR AMINMAL CONTROL SHELTER OFFICE AREA



OFFICE AREA DOUBLES AS ADOPTION AREA

FOOD IS STORED IN OFFICE

EAST WINDSOR ANIMAL SHELTER ENCLOSURES



EIGHT ANIMAL ENCLOSURES

DIMENSIONS 3.5'x 5'

EACH ENCLOSURE IS EXPOSED TO AN OUTSIDE WALL

## HEATING SYSTEM



OIL FIRED FURNACE WITH OVERHEAD DISTRIBUTION DUCTING  
SYSTEM PROVIDES HEAT TO WALKWAY BETWEEN ANIMAL ENCLOSURES

ANIMAL ENCLOSURE



LARGE ANIMALS DO NOT HAVE MUCH ROOM IN ENCLOSURES

ANIMAL ENCLOSURE ACCESS DOOR



PLASTIC DOOR ALLOWS ANIMALS TO MOVE INTO OUTSIDE ENCLOSURE

OUTSIDE WALL OF ENCLOSURE IS UNINSULATED

OUTSIDE CAGED AREA



EACH OF 8 ANIMAL ENCLOSURES HAVE OUTSIDE AREAS SEPARATED BY FENCING

Connecticut General Statutes Annotated  
Title 7. Municipalities  
Chapter 99. Municipal Charters and Special Acts

C.G.S.A. § 7-191

§ 7-191. Charters, charter amendments and home rule ordinance amendments:  
Hearings; draft and final report; public notice; referendum; effective date;  
filing of copies with Secretary of the State; file maintained by State Library

Effective: July 1, 2007  
Currentness

(a) The commission shall hold at least two public hearings on the proposed charter, charter amendments or home rule ordinance amendments; one prior to the beginning of any substantive work on such charter, charter amendments or home rule ordinance amendments, and one after the draft report to the appointing authority has been completed, but not submitted, after which hearings the commission may amend such report. ~~The commission may hold such other public hearings as it deems necessary.~~

(b) The commission shall submit its draft report, including the proposed charter, charter amendments or home rule ordinance amendments, to the clerk of the municipality, who shall transmit such report to the appointing authority. The appointing authority shall hold at least one public hearing on the draft report and shall hold its last hearing not later than forty-five days after the submission of the draft report to such clerk. Not later than fifteen days after its last hearing, the appointing authority shall make recommendations to the commission for such changes in the draft report as it deems desirable.

(c) If the appointing authority makes no recommendations for changes in the draft report to the commission within such fifteen days, the report of the commission shall be final and the appointing authority shall act on such report. If the appointing authority makes recommendations for changes in the draft report to the commission, the commission shall confer with the appointing authority concerning any such recommendations and may amend any provisions of the proposed charter, charter amendments or home rule ordinance amendments, in accordance with such recommendations, or the commission may reject such recommendations. In either case the commission shall make its final report to the appointing authority not later than thirty days after receiving such recommendations.

(d) Not later than fifteen days after receiving the final report, the appointing authority, by a majority vote of its entire membership, shall either approve the proposed charter, charter amendments or home rule ordinance amendments or reject the same or separate provisions thereof. Not later than forty-five days after a vote of the appointing authority to reject such matter, a petition for a referendum thereon, signed by not less than ten per cent of the electors of such municipality, as determined by the last-completed registry list thereof, and filed and certified in accordance with the provisions of section 7-188, may be presented to the appointing authority. Not later than thirty days after approval by the appointing authority or the certification of such a petition (1) the proposed charter shall be published in full at least once in a newspaper having a general circulation in the municipality, or (2) the portion of the charter or home rule ordinance being amended shall be published at least once in a newspaper having a general circulation in the municipality with a notice that a complete copy of the charter or home rule ordinance and amendment is available in the town clerk's

office and that a copy shall be mailed to any person who requests a copy. The town clerk shall mail or otherwise provide such copy to any person who requests a copy.

(e) The appointing authority shall, by a majority vote of its entire membership, determine whether the proposed charter, charter amendments or home rule ordinance amendments shall be submitted to the electors for approval or rejection at a regular election or at a special election warned and held for that purpose, which shall be held not later than fifteen months after either the approval by the appointing authority or the certification of a petition for a referendum.

(f) The proposed charter, charter amendments or home rule ordinance amendments shall be prepared for the ballot by the appointing authority and may be submitted in the form of one or several questions; and, if approved by a majority of the electors of the municipality voting thereon at a regular election or if approved by a majority which number equals at least fifteen per cent of the electors of the municipality as determined by the last-completed active registry list of such municipality at a special election, such proposed charter, charter amendments or home rule ordinance amendments shall become effective thirty days after such approval unless an effective date or dates are specified therein, in which event the date or dates specified shall prevail.

(g) Not later than thirty days after the approval by the electors of any proposed charter, charter amendments or home rule ordinance amendments, the town or city clerk shall file, with the Secretary of the State, (1) three certified copies thereof, with the effective date or dates indicated thereon, and (2) in the case of the approval of charter or home rule ordinance amendments, three certified copies of the complete charter or ordinance incorporating such amendments. The Secretary of the State shall distribute two copies, whether tangible or intangible in form, to the State Library, where a file of such charters, charter amendments and home rule ordinance amendments shall be kept for public inspection.

**Credits**

(1953, Supp. § 214c; 1955, Supp. § 271d; 1957, P.A. 465, § 5; 1959, P.A. 678, § 5, eff. June 29, 1959; 1963, P.A. 184; 1975, P.A. 75-358, §§ 1, 2, eff. July, 1975; 1977, P.A. 77-196, § 1; 1979, P.A. 79-207; 1981, P.A. 81-451, § 5, eff. Oct. 1, 1982; 1982, P.A. 82-472, § 14, eff. Oct. 1, 1982; 1983, P.A. 83-188, § 3; 1984, P.A. 84-161; 1985, P.A. 85-253, § 5, eff. May 30, 1985; 1987, P.A. 87-387, § 3; 1996, P.A. 96-134, § 6, eff. May 29, 1996; 2000, P.A. 00-92, § 6; 2002, P.A. 02-89, § 7; 2003, P.A. 03-99, § 1; 2007, P.A. 07-227, § 19, eff. July 1, 2007.)

**Notes of Decisions (1)**

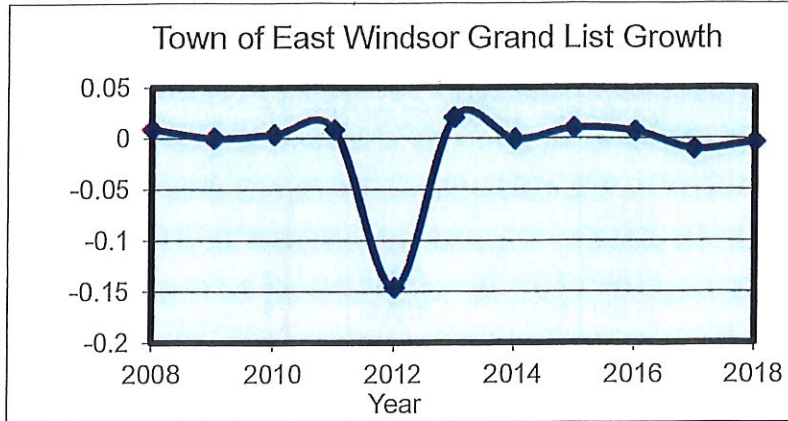
C. G. S. A. § 7-191, CT ST § 7-191

The statutes and Constitution are current through General Statutes of Connecticut, Revision of 1958, Revised to January 1, 2019.

## Town of East Windsor Annual Budget Mailer FY 19-20

The Board of Finance (BOF) forwards the enclosed Recommended Town Budget for fiscal year 2019/2020 to the voters. This recommended budget will be voted on during the Annual Budget Referendum on Tuesday, May 14, 2019 between 6am and 8pm at the usual polling places.

### Grand List



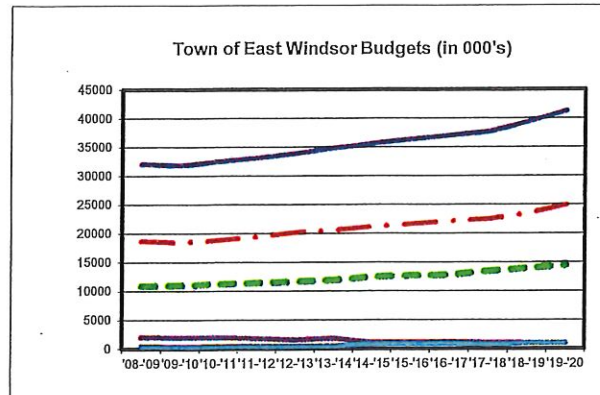
2008 Grand List Growth		+ \$10.1 million
2009 Grand List Growth		+ \$483.6 thousand
2010 Grand List Growth		+ \$4.3 million
2011 Grand List Growth		+ \$9.6 million
2012 Grand List Growth	Revaluation	- \$159.0 million
2013 Grand List Growth		+ \$19.4 million
2014 Grand List Growth		- \$296.5 thousand
2015 Grand List Growth		+ \$9.9 million
2016 Grand List Growth		+ \$6.9 million
2017 Grand List Growth	Revaluation	- \$9.8 million
2018 Grand List Growth		- \$2.7 million

The chart displays limited Grand List Growth. In the most recent year, the grand list decreased by 0.52%. This affects the ability to control tax increases when faced with increased annual expenditures.

### Budgets

The Department Heads and Commissions requested \$15,337,141, an increase of \$1,387,879 or 9.95%. The Board of Selectmen (BOS) reduced the approved budget to \$14,527,255 or 3.91%. This includes \$232,000 funding for Warehouse Point Fire District. Medical Insurance increased 10%. The BOS also requested \$981,603 in Capital, a 0.40% increase and \$988,103 in Debt Service, a 3.13% decrease.

The Superintendent of Schools requested \$25,657,055 or a 9.41% increase. The Board of Education decreased the request by \$191,580 to \$25,465,475 or a 8.59% increase which the BOE then reduced by \$148,861 to \$25,316,614 or a 7.96% increase. The BOE increase is primarily driven by increases in health insurance and special education tuition. The BOF proposed budget uses \$450,000 in Fund Balance to offset the mil rate increase.



The Budgets were presented to the BOF on March 20, 2019. A public hearing was held on March 27, 2019 at which time 12 taxpayers spoke about various aspects of the budgets. The BOF held several budget meetings in late March and early April to review the budgets in detail.

The BOF reduced the BOS Operating Budget by \$93,760 to \$14,433,495 resulting in an increase of \$484,233 or 3.47%. The BOF reduced the BOE Operating Budget by \$416,614 to \$24,900,000 resulting in an increase of \$1,450,000 or 6.18%. The BOF approved the Capital Non Recurring at \$981,603 or a 0.40% increase. The BOF voted unanimously to approve a \$41,303,202 expenditure budget or an increase of 4.84%.

The funds requested here are needed to provide town services at committed levels. This will result in a mil rate increase of 1.51 mils from 33.90 to 35.41. This would represent a tax increase of 4.17%.

The Board urges you to vote on the recommended budget for FY 2019-20.

April 17, 2019

**BUDGET DETAIL - REVENUES****PROPERTY TAXES**

Current and prior year taxes (including motor vehicle supplemental)	\$	31,877,770	\$	32,384,491	\$	33,745,886
Interest & liens	\$	306,449	\$	175,000	\$	100,000
Total - Property Taxes	\$	32,184,219	\$	32,559,491	\$	33,845,886

**INTERGOVERNMENTAL REVENUE**

Education Equalized Cost Sharing (ECS)	\$	5,448,142	\$	5,405,649	\$	5,404,187
Town Aid Road Grant	\$	267,359	\$	267,359	\$	267,358
School Construction Grant	\$	139,172				
Local Capital Improvement Program	\$	137,060				
Municipal Stabilization Grant	\$	89,544				
School Security Reimbursement Grant	\$	66,164				
Reimbursement in Lieu of Taxes	\$	57,816	\$	57,819	\$	548,433
Mashantucket Pequot Grant	\$	45,500	\$	15,432	\$	15,432
Telecommunications Tax	\$	17,550	\$	15,000	\$	15,000
Adult Education	\$	15,951	\$	15,288	\$	15,986
Tax Relief - Veterans	\$	6,691	\$	5,850	\$	5,850
Prorata share of CT Fines	\$	2,885	\$	5,000	\$	5,000
Tax Exempt Property - Disabled	\$	1,511	\$	1,650	\$	1,650
Other Grants			\$	500		
Total - Intergovernmental Revenue	\$	6,295,345	\$	5,789,547	\$	6,278,896

**LICENSES, FEES AND CHARGES FOR GOODS AND SERVICES**

Building Department	\$	401,523	\$	250,000	\$	250,000
Town Clerk	\$	236,298	\$	190,000	\$	220,100
Treasurer	\$	113,277	\$	35,000	\$	35,000
Land Use Permits	\$	54,831	\$	14,000	\$	14,000
Parks and Recreation	\$	24,962	\$	32,500	\$	32,500
Police Department	\$	10,251	\$	10,500	\$	10,500
Greater-Hartford Transit District	\$	5,280	\$	7,000	\$	7,000
Aircraft Miscellaneous	\$	3,020	\$	3,120	\$	3,520
Dial-A-Ride	\$	2,800	\$	3,000	\$	3,000
Public Works	\$	2,227			\$	2,500
Assessor	\$	383	\$	300	\$	300
Other	\$	103,230	\$	2,500		
Total - License, Fees and Charges for Services	\$	958,082	\$	547,920	\$	578,420

**INVESTMENT INCOME****APPROPRIATION OF UNDESIGNATED FUND BALANCE****ADDITIONAL APPROPRIATION OF FUND BALANCE****OTHER FINANCING SOURCES**

Total - General Fund Revenues	\$	39,614,924	\$	39,396,958	\$	41,303,202
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**GRAND LIST OF TAXABLE PROPERTY**

Real Estate	\$	801,830,250	\$	789,835,339	\$	781,061,640
Motor Vehicles	\$	99,005,380	\$	99,323,945	\$	76,419,090
Personal Property	\$	68,086,145	\$	69,993,327	\$	78,945,312
Total - Net Grand List	\$	968,921,775	\$	959,152,611	\$	936,426,042

**MIL RATE**

32.77      33.90

35.41

**BUDGET DETAIL - EXPENDITURES**

	Audited Actual FY 2017/18	Approved Budget FY 2018/19	Proposed Budget FY 2019/20	% Change
<b>BOARD OF EDUCATION</b>				
Employee Salaries	\$ 15,225,371	\$ 15,234,626	\$ 15,647,393	2.71%
Employee Benefits	\$ 3,054,826	\$ 3,140,624	\$ 3,645,500	16.08%
Purchased Services	\$ 3,861,907	\$ 4,634,069	\$ 5,426,358	17.10%
Supplies	\$ 292,943	\$ 440,681	\$ 597,363	35.55%
Capital Equipment	\$ 36,671	\$ -	\$ -	0.00%
BOE Reduction			\$ (416,614)	100.00%
<b>Total BOE Expenditures</b>	<b>\$ 22,471,718</b>	<b>\$ 23,450,000</b>	<b>\$ 24,900,000</b>	<b>6.18%</b>
<b>BOARD OF SELECTMEN</b>				
Administrative Services	\$ 1,437,313	\$ 1,569,862	\$ 1,628,215	3.72%
Public Safety	\$ 3,659,407	\$ 3,852,180	\$ 4,184,744	8.63%
Physical Services	\$ 2,320,814	\$ 2,363,377	\$ 2,413,361	2.11%
Culture and Recreation	\$ 746,219	\$ 787,945	\$ 797,137	1.17%
General Government	\$ 4,773,234	\$ 5,312,223	\$ 5,341,739	0.56%
Boards and Commissions	\$ 51,560	\$ 63,675	\$ 68,300	7.26%
<b>Total BOS Expenditures</b>	<b>\$ 12,988,547</b>	<b>\$ 13,949,262</b>	<b>\$ 14,433,496</b>	<b>3.47%</b>
Capital and Non Recurring	\$ 761,674	\$ 977,668	\$ 981,603	0.40%
Debt Service -Principal & Interest	\$ 949,387	\$ 1,020,028	\$ 988,103	-3.13%
<b>Total - General Fund Original Appropriations</b>	<b>\$ 37,171,326</b>	<b>\$ 39,396,958</b>	<b>\$ 41,303,202</b>	<b>4.84%</b>
Additional Appropriations - Capital	\$ 1,056,414			
Additional Appropriations - Operations				
<b>Total - General Fund Expenditures</b>	<b>\$ 38,227,740</b>	<b>\$ 39,396,958</b>	<b>\$ 41,303,202</b>	
<b>UNDESIGNATED GENERAL FUND BALANCE</b>				
(audit result for 2016 and 2017, estimated for 2018)	as of 7/1/17 8,140,327	as of 7/1/18 9,559,820	as of 4/1/19 8,904,059	

Preliminary Recommended Capital and Non Recurring Projects	FY 19-20
Lease Payments - Town Hall HVAC & PW Dump Trucks	\$94,668
Assessor - 2022 Revaluation	\$20,000
Treasurer - Financial Software (Town & BOE)	\$124,470
Police Department - Vehicle Replacement	\$45,000
Police Department - NexGen Software Replacement	\$36,980
Public Works - Vehicle Replacement	\$140,000
Public Works - Pavement Management	\$400,000
Planning & Zoning - GIS System Updating	\$25,000
BOE - Steam Boiler	\$20,485
Public Works - Chip Sealing	\$75,000
<b>Total Recommended Capital and Non Recurring Projects</b>	<b>\$981,603</b>

**TOWN OF EAST WINDSOR, CONNECTICUT****11 Rye Street, Broad Brook, CT 06016**[www.eastwindsor-ct.gov](http://www.eastwindsor-ct.gov)

PRESORTED STANDARD

U.S. POSTAGE

PAID

HARTFORD CT

PERMIT NO. 2775

**Board of Finance**Jerilyn Corso, Chairman [jcorso@eastwindsorct.com](mailto:jcorso@eastwindsorct.com)Karen Christensen [kchristensen@eastwindsorct.com](mailto:kchristensen@eastwindsorct.com)Sarah Muska [smuska@eastwindsorct.com](mailto:smuska@eastwindsorct.com)Barbara Petano [bpetano@eastwindsorct.com](mailto:bpetano@eastwindsorct.com)Kathleen Pippin [kpippin@eastwindsorct.com](mailto:kpippin@eastwindsorct.com)William Syme [wsyme@eastwindsorct.com](mailto:wsyme@eastwindsorct.com)Postal Customer  
East Windsor, CT

To affect real change in our Town Budget the BOF urges  
you to contact your elected state and federal representatives.

CT Representative Carol Hall [Carol.Hall@housegop.ct.gov](mailto:Carol.Hall@housegop.ct.gov) 860-240-8700CT Representative Christopher Davis [Christopher.Davis@housegop.ct.gov](mailto:Christopher.Davis@housegop.ct.gov) 860-240-8500CT Senator Saud Anwar [saud.anwar@cga.ct.gov](mailto:saud.anwar@cga.ct.gov) 860-240-8600U.S. Senator Richard Blumenthal <http://blumenthal.senate.gov> 202-224-4041U.S. Senator Christopher Murphy <http://murphy.senate.gov> 202-224-4041U.S. Representative John B. Larson <http://www.house.gov/larson> 202-225-2265**Annual Town Budget Referendum**

Tuesday, May 14, 2019 6 am – 8 pm

The annual town budget referendum for all legal voters of the Town of East Windsor will be held on Tuesday, May 14, 2019 from 6am to 8pm in the usual polling places for the purpose of voting upon the Board of Finance recommended budget for the fiscal year July 1, 2019 through June 30, 2020.

Shall the F.Y. 2019-2020 Annual Budget of \$41,303,202 proposed by the Board of Finance for the Town of East Windsor be approved?

<b>BUDGET SUMMARY</b>	<b>Audited Actual FY 2017/18</b>	<b>Approved Budget FY 2018/19</b>	<b>Proposed Budget FY 2019/20</b>
<b>REVENUES</b>			
Property Taxes	\$ 32,184,219	\$ 32,559,491	\$ 33,845,886
Intergovernmental Revenue	\$ 6,295,345	\$ 5,789,547	\$ 6,278,896
Licenses, Fees & Charges for Services	\$ 958,082	\$ 547,920	\$ 578,420
Investment Income	\$ 141,200	\$ 50,000	\$ 150,000
Use of Undesignated Fund Balance		\$ 450,000	\$ 450,000
Additional Appropriations of Fund Balance			
Other Financing Sources	\$ 36,078		
<b>Total - General Fund Revenues</b>	<b>\$ 39,614,924</b>	<b>\$ 39,396,958</b>	<b>\$ 41,303,202</b>
<b>EXPENDITURES</b>			
Board of Education	\$ 22,471,718	\$ 23,450,000	\$ 24,900,000
Board of Selectmen	\$ 12,988,547	\$ 13,949,262	\$ 14,433,496
Capital and Non Recurring	\$ 761,674	\$ 977,668	\$ 981,603
Debt Service	\$ 949,387	\$ 1,020,028	\$ 988,103
Additional Appropriations - Capital	\$ 1,056,414		
Additional Appropriations - Operations			
<b>Total - General Fund Expenditures</b>	<b>\$ 38,227,740</b>	<b>\$ 39,396,958</b>	<b>\$ 41,303,202</b>

This mailer is available on the website at [www.eastwindsor-ct.gov](http://www.eastwindsor-ct.gov)

### Possible Bonding Projects

<u>Project</u>	<u>Estimated Cost</u>
Highland Avenue Bridge/Culvert	\$ 500,000
South Water St. Culvert	\$ 500,000
Norton Road Culvert	\$ 125,000
East Road Culvert	\$ 45,000
East Windsor Park Outlet Structure	<u>\$ 200,000</u>
	<b>\$ 1,370,000</b>
DPW Roof Replacement	\$ 426,600
Senior Center/BBFD Roof Replacement	<u>\$ 163,125</u>
	<b>\$ 589,725</b>
Tromley Road Paving	\$ 394,000
Wells Road Paving	\$ 485,000
Scantic Road Paving	<u>\$ 529,000</u>
	<b>\$ 1,408,000</b>
<b>Total All Projects</b>	<b>\$ 3,367,725</b>