

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

REGULAR MEETING

Thursday, May 5, 2022

7:00 p.m.

John Daly Jr. Meeting Room

11 Rye Street, Broad Brook, CT 06016

In-person

AND

Meeting also available via ZOOM Teleconference

Meeting ID: 332 683 3563

Passcode: townhall

MEETING MINUTES

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

Board of Selectmen

Jason E. Bowsza, First Selectman

Marie DeSousa, Deputy First Selectman

Alan Baker, Selectman

Sarah Muska, Selectman

Charles Nordell, Selectman

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

ABSENT: All Selectmen were present this evening.

GUESTS/SPEAKERS in-person: **Water Pollution Control Authority:** Paul Anderson, Chairman; Tom Buckley, Ruth and Tom Lansner.

GUESTS/SPEAKERS signing in to meeting remotely (participants are identified as they sign in): Selectman Baker, 860-....201, Peg Hoffman, Recording Secretary.

1. TIME AND PLACE OF MEETING:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

2

First Selectman Bowsza called the Regular Meeting of the East Windsor Board of Selectmen of May 5, 2022 to Order at 7:00 p.m. in the John Daly Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, Connecticut.

2. PLEDGE OF ALLEGIANCE:

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

3. ATTENDANCE:

First Selectman Bowsza reported all Selectmen are present this evening, with himself, Deputy First Selectman DeSousa, Selectman Muska, and Selectman Nordell present in person; Selectman Baker is joining the meeting remotely, which is still allowable under the law recently passed by the Legislature.

4. APPROVAL OF MEETING MINUTES:

A. April 21, 2022 Regular Meeting Minutes:

First Selectman Bowsza noted the Meeting Minutes for the Board of Selectmen's Regular Meeting of April 21, 2022 are available for review; he asked if any members of the Board had any comments or revisions? Deputy First Selectman DeSousa questioned the inclusion of her Selectmen's Report as she couldn't find it attached to the Minutes document. First Selectman Bowsza and Selectman Muska suggested their packets included Deputy First Selectman DeSousa's Report on page 14. First Selectman Bowsza called for a motion regarding the Meeting Minutes for April 21, 2022.

MOTION: To APPROVE the Regular Meeting Minutes for April 21, 2022.

Muska moved/DeSousa seconded/DISCUSSION: See Deputy First Selectman DeSousa inquiry above regarding inclusion of her April 21, 2022 Selectmen's Report.

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

5. PUBLIC PARTICIPATION:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

3

First Selectman Bowsza noted the first opportunity for the public to comment. He queried the in-person audience for comments, no one requested to speak. First Selectman Bowsza then queried the remote participants, no one requested to be acknowledged.

6. COMMUNICATIONS:

A. Board of Education Letter Requesting New Roof for East Windsor High School:

First Selectman Bowsza acknowledged receipt of a letter from the Chairman of the Board of Education notifying the Board of Selectmen of the need to start the process for a roof replacement on the High School. First Selectman Bowsza noted the Town has a consulting firm they've worked with in the past who will be able to assist with this project. First Selectman Bowsza suggested this project will need to align with Summer break, actual initiation of the project may not occur for a couple of years.

First Selectman Bowsza noted approval for this project will need to go to Town Meeting.

Deputy First Selectman DeSousa questioned how the project will be funded? First Selectman Bowsza suggested the Town will bond for the project, and then apply for the current 58% school reimbursement funding.

7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:

A. Resignations: *None*

B. Reappointments: *None*

C. New Appointments: *None*

8. UNFINISHED BUSINESS:

A. South Road Ownership Option Update:

First Selectman Bowsza reported the mylars related to the sewer easement have been signed and will be filed after signature of the Planning and

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

4

Zoning Commission. First Selectman Bowsza indicated discussions are occurring with the Town Attorney to determine if the Board needs to do an 8-24 Referral through the Planning and Zoning Commission to divest itself of the property. First Selectman Bowsza reported he hopes to meet with the homeowners in 6 to 8 weeks.

***B. Polling location Change:**

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

C. Discuss Resolution Approving Lease/Purchase Agreement and Escrow Agreement for Broad Brook Fire Apparatus:

First Selectman Bowsza reported the documents with the leasing company for the new apparatus for the Broad Brook Fire Department had a return date of April 13th, and the documents were signed and returned on April 11th. The leasing company is not honoring the interest rate on the lease agreement approved for the vehicle so the Board will probably have to repeat the process again with a new interest rate, which has gone up. The Board will have to discuss options to move forward with the Broad Brook Fire Department. The approval for acquisition of the vehicle under the Town Meeting set a specific dollar amount, First Selectman Bowsza indicated he anticipates the Board will have to re-do approval of the lease again.

First Selectman Bowsza noted he is not happy with this development with the leasing company. The dollar difference is less than \$30,000, but the actions of the leasing company are disheartening. First Selectman Bowsza noted many Fire Departments have used this leasing company, or are familiar with them, including Warehouse Point and Shaker Pines.

First Selectman Bowsza reported Town Attorney Joshua Hawks-Ladds is reviewing the lease document.

D. Discussion of Wyndbrook (Windbrook) Homes Development Agreement:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

5

PLEASE NOTE: This Development Agreement is associated with a Subdivision proposed for 131 Broad Brook Road. Review of the Planning and Zoning Commission Minutes when the Subdivision was approved indicated it referred to the developer's company as "Windbrook Homes". The Developer's Agreement apparently came through as "Wyndbrook Homes", therefore the Agenda item reflects that entity, the motion below was made based on that information.

First Selectman Bowsza requested a motion to TABLE this Agenda Item until after the EXECUTIVE SESSION.

MOTION: To TABLE Discussion of Wyndbrook Homes Development Agreement.

Nordell moved/Muska seconded/DISCUSSION: None

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

E. Discussion of the Establishment of a Redevelopment Authority Concerning 105 Prospect Hill Road:

First Selectman Bowsza requested a motion to POSTPONE this Agenda Item.

MOTION: To POSTPONE Discussion of the Establishment of a Redevelopment Authority Concerning 105 Prospect Hill Road.

DeSousa moved/Muska seconded/DISCUSSION: None

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

F. Discussion of the Neighborhood Assistance Act (re: Trolley Museum):

First Selectman Bowsza reported that when filing the application for the Trolley Museum for the lighting project he was told there's a Statutory requirement that the Town hold a Public Hearing on the Neighborhood Assistance Act application. First Selectman Bowsza is scheduling the Public Hearing for 2 weeks from tonight, he will then seek authorization

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

6

to sign the application during the Regular Board of Selectman's Meeting following the Public Hearing.

9. NEW BUSINESS:

A. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$363.33.

Muska moved/DeSousa seconded/DISCUSSION: None

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

10. SELECTMEN COMMENTS AND REPORTS:

A. Jason Bowsza:

(See Attachment A)

B. Marie DeSousa:

Deputy First Selectman DeSousa reported she has no report this evening.

C. Sarah Muska:

(See Attachment B)

D. Charlie Nordell:

Selectman Nordell reported that last Tuesday he attended the unofficial meeting of the BMX Skate Park Commission. They are still looking for members, if anyone is interested contact them.

Later that week Selectman Nordell reported he attended the Business Meet and Greet on the 28th, which was a great event. Jason's presentation was wonderful.

Selectman Nordell reported the night before he attended the Board of Education Meeting at the High School. It was a short meeting as they had

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

7

a long Executive Session prior to going into that meeting. He reported the Prom happened last Friday, and the Middle School students are taking their State testing this week.

This past Monday Selectman Nordell reported he attended the Warehouse Point Fire Department's Budget vote, which passed with a good amount of people attending, and passing the Budget for the Warehouse Point Fire Department with a mill rate of 1.95, which is an increase of .05 mills over last year.

Selectman Nordell reported the EDC (Economic Development Commission) was another good meeting, it was short as well. They talked about how their event was a good turnout. They're also looking for a plan for how they can expand parking in downtown Broad Brook. Apparently when the Opera House holds events they're having a tough time with parking and supporting everyone that needs to park across the street as well. They're looking for ways how that could be expanded. They're also planning a Summertime Shop Tour, he reported he understood there's some collaboration with First Selectman Bowsza to get restaurants and shops involved over the Summer to improve business and Town tourism. First Selectman Bowsza suggested the uptake on that has not been great on the part of the businesses. Selectman Nordell suggested it does seem that it could have issues with planning, he liked the principal of the idea and felt it had a lot of merit, he suggested it could be good for businesses.

E. Alan Baker:

Selectman Baker reported the Agricultural Commission didn't meet this past Thursday as they were unable to establish a quorum, apparently the farmers on the Commission were farming.

The Conservation Commission met the same night, they discussed replenishing the Open Space Fund and strategies on how to do that. They also discussed outreach to farmers owning 30 or more acres of land. The Conservation Commission would like to send out letters to those farmers regarding options for retaining their properties and advising them of the various programs that are available to them. The Commission would also like to send out letters to the 's residents regarding a "call to action" if residents have land they would like to see conserved, or if they would just like to see more land preserved. Selectman Baker noted a lot of the

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

8

discussion was related to the defense against the proliferation of the solar farms. One way to mitigate the spread of the solar farms would be for the Town to purchase properties from the farmers. The resident letters would be sent to First Selectman Bowsza and the Board for approval prior to being sent out, and information would be listed on the Town's Facebook page. They want to raise the awareness of how the Town can preserve different pieces of land and one way we can do that is to fund the Open Space Fund. Selectman Baker indicated he supports that proposal; he's looking forward to hearing more about that in the next couple of months.

11. PUBLIC PARTICIPATION:

First Selectman Bowsza noted the second opportunity for the public to raise questions or comment. He queried the in-person audience for comments.

Tom Buckley, King's Court: Mr. Buckley questioned that the issue was the interest rate on the new vehicle for the Broad Brook Fire Department wasn't locked in? First Selectman Bowsza indicated that was the problem. Mr. Buckley noted the Prime Rates just went up, that could be an issue. First Selectman Bowsza felt the BBFD Commission has a new quote already which is being held until June 12th. Let's hope that holds.

First Selectman Bowsza then offered the opportunity to speak to the remote participants; no one requested to be acknowledged.

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

First Selectman Bowsza noted the Board will hold an EXECUTIVE SESSION this evening, with action to follow after the close of the EXECUTIVE SESSION. He called for a motion to go into EXECUTIVE SESSION.

MOTION: To GO INTO EXECUTIVE SESSION at 7:27 p.m. Attending the EXECUTIVE SESSION will be First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Muska, and Selectman Nordell in person, and Selectman Baker remotely.

Nordell moved/Muska seconded/DISCUSSION: None

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

9

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

LET THE RECORD SHOW the Recording Secretary signed out as a remote participant at 7:27 p.m.

First Selectman Bowsza reported the Board has returned from EXECUTIVE SESSION at 8:12 p.m. He noted the Board had one further Agenda item to discuss – Item 8D. Selectman Muska...

MOTION: Move to POSTPONE Agenda Item 8D – Discussion of Wyndbrook Homes’s Development Agreement and would like to request the presence of Mr. Von Hollendar at a future Board of Selectmen’s Meeting to obtain additional information.

Muska moved//Nordell seconded/DISCUSSION: None

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

First Selectman Bowsza called for any additional business before the Board? Hearing no requests for action he called for a motion to ADJOURN.

13. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:13 p.m.

Nordell moved/Muska seconded/VOTE: In Favor: Unanimous

Respectfully submitted,

Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

ATTACHMENTS:

A – First Selectman Bowsza’s Report

B – Selectman Muska’s Report

Deputy First Selectman DeSousa had no report for this meeting.

Selectman Baker and Selectman Nordell’s reports are included in the meeting transcription.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

10

BOARD OF SELECTMEN – May 5, 2022 – ATTACHMENT A

First Selectman's Report – May 5th, 2022

This coming Tuesday, May 10th, voters in East Windsor will be asked to consider the Fiscal Year 22/23 budget proposal put forth by the Board of Finance. The proposal is a mill rate increase of 0.07 mills, or 0.2%. The average homeowner in the Town of East Windsor would see their annual tax bill go up by \$11 for the year to support the Town budget, and taxpayers within the jurisdiction of the Broad Brook Fire Department will see no increase at all for fire service. Voting will take place between 6am and 8pm at the usual voting locations.

Over the last few weeks, I've enjoyed business visits with the Syme Family Farm, Hotcakes, The Butchery, Harken's Market, and the Warehouse Point Fire Department. Getting out and interacting with our small business community serves a number of purposes: opens lines of communication between our business community and the Town; offers an opportunity to support and promote our diverse small business community; and get feedback from within the community as to what the Town can be doing better to support small business growth locally.

On April 28th, I was pleased to join the East Windsor Economic Development Commission for a meet and greet event with small businesses and Town staff. I was quite pleased with the turnout, and that people are showing growing interest in locating and sustaining their businesses in East Windsor. Thanks to the EDC for hosting, and for the opportunity to share some of the things East Windsor is working on to retain and attract businesses.

On Friday, April 29th we welcomed Naturally Dogs and Cats to the Town of East Windsor. Formerly located in Hartford, they came to East Windsor in part because of the communication and collaboration that they've seen between the Town and the community. They are located in Bassdale Plaza and sell delicious treats for pets and offering grooming services. We're excited to see revitalization come to that plaza.

In the next meeting or two, the Board of Selectmen will be looking at an initial draft of a proposed blight ordinance. Staff have been diligently working on that for a number of months, and it is now ready for the selectmen to review. After they take a look at it, it will be reviewed by the Town Attorney for legal sufficiency, followed by a vote at Town meeting. This is something that I've had several residents ask for and is certainly long overdue. Our existing property maintenance code is unenforceable – this new ordinance will be much more effective.

Starting this week, the Town has instituted two new bulk waste disposal programs. First, residents will be able to drop off bulk materials at the Department of Public Works Monday-Friday between 7:30am and 3pm. Second, residents will be able to call and schedule curbside collection at their homes for certain bulk items, which will be collected each Friday of recycling

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

11

week. A small fee applies to both programs. For more information, visit the DPW website or call 860-292-7073.

On May 7th, the Broad Brook Angling Club will be sponsoring the Youth Fishing Derby at East Windsor Park. Registration starts at 7am, and fishing will be from 8am to 11am. Participants will need to provide their own bait. The event is free for children 16 and under, but donations for the local food pantry will be gratefully accepted.

Summer camp registration is now open. The cost for campers is \$200 per week, and campers can be anywhere from 4 years old to 11 years old. Parents and campers can find more information about this summer's programming by visiting EastwindsorRec.com.

East Windsor High School's National Honor Society is doing a bottle and can drive again this year. The drive will be on Saturday, May 14th from 9am to 12pm at East Windsor High School. All types of returnable cans and plastic bottles will be accepted, but they are asking for no glass bottles. Proceeds from the drive will go towards the local chapter and the projects they do in the community.

Respectfully submitted,

Jason E. Bowsza
First Selectman

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – May 5, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Pascode: townhall
MEETING MINUTES**

12

BOARD OF SELECTMEN – 5/5/2022 – ATTACHMENT B

Selectmen's Report - May 5, 2022

On April 28, 2022 I attended the Town of East Windsor Business & Government "Meet & Greet" hosted by the Economic Development Commission. It was a well attended event with many business owners, some that are new to our community in attendance. I really enjoyed networking and meeting many new faces, including our new Zoning Enforcement Officer. It was a real pleasure hearing about her future goals. There was also an excellent, very thorough presentation given by First Selectman Jason Bowsza discussing some accomplishments in Town, including our grand list growth and Erase Grants provided to many small businesses and nonprofits within East Windsor, which I am proud to have been a part of. Kudos to Ruthanne Calabrese, Jim Richards and the Economic Development Commission on a job well done promoting the business community here in Town.

Due to a work commitment, I was unable to attend the Economic Development Commission meeting on Tuesday evening. Thank you to Selectman Nordell for attending in my place.

East Windsor Parks and Recreation will hold the third and final meeting on the Town Park's Master Plan on Monday, May 9, 2022 at 6:00PM at the Town Hall Annex, 25 School St., East Windsor. Input from residents regarding their vision for the future of Parks and Recreation's services, programs, facilities and recreation is strongly encouraged!

I'd like to acknowledge the recent and sudden passing of Albert Ziegler, who was a member of our Arts and Culture Commission. Al was such an enthusiastic participant in meetings and had so many good ideas that I hope the Commission will implement in the future in his honor. My sincerest condolences to his family.

Please remember to vote in this coming Tuesday's FY 2022-2023 Budget Referendum! Polls will be open from 6:00AM-8:00PM at your usual polling location!

Happy Mother's Day!

Sarah A. Muska
Selectman, Town of East Windsor
smuska@eastwindsorct.com

...