

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

REGULAR MEETING

July 7, 2022

7:00 p.m.

***THIS MEETING
IS BEING HELD IN-PERSON***

***In the John Daly, Jr. Meeting Room
Town Hall, 11 Rye Street, Broad Brook, CT 06016***

AND

REMOTELY 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 Baker, Selectman Muska, and Selectman Nordell were present in-person as well.

ABSENT: All Selectmen were present in-person this evening.

GUESTS/SPEAKERS in-person: Paul Anderson, representing the Scout Hall Building Committee.

GUESTS signing in to meeting remotely: Michael Giroux, David Leason, Heather Spencer, Lynn Stanley, Peg Hoffman, Recording Secretary.

1. TIME AND PLACE OF MEETING:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

2

First Selectman Bowsza called the July 7, 2022 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:00 p.m. The Meeting is being held in person in the John Daly, Jr Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT.

2. PLEDGE OF ALLEGIANCE:

First Selectman Bowsza requested Selectman Muska to lead everyone in reciting the Pledge of Allegiance.

3. ATTENDANCE:

First Selectman Bowsza noted all Selectmen are present in person this evening.

First Selectman Bowsza requested the following **ADDED AGENDA ITEMS:**

- **7B(3). (BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS) – Reappointments: Adam Mehan to the Capital Improvement Planning Committee as a regular member for a term expiring July 31, 2023.**

MOTION: So moved.

DeSousa moved/Muska seconded/DISCUSSION: None

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

- **7B(4) (BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS) – Reappointments: Dick Pippin to the Capital Improvement Planning Committee as a regular member for a term expiring July 31, 2023.**

MOTION: So moved.

Nordell moved/DeSousa seconded/DISCUSSION: None

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

- **9H. (NEW BUSINESS), Community Center Bond Resolution:**

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

3

MOTION: So moved.

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

- 9I. **(NEW BUSINESS) Memorandums of Understanding between Town of East Windsor and Building Officials for short term services:**

MOTION: So moved.

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

4. APPROVAL OF MEETING MINUTES:

A. June 2, 2022 Regular Meeting Minutes:

It had been noted that the Minutes for the Board of Selectmen's June 2, 2022 meeting had been posted on the Town's website without the closing information listed. During discussion this evening it was agreed the information could be included in the approval motion made this evening.

MOTION: To **ACCEPT** the Minutes of the Board of Selectmen's Regular Meeting for June 2, 2022, with the following amendments:
Page 26, "The Board returned from **EXECUTIVE SESSION** at 10:55 p.m. No further action was taken. First Selectman Bowsza declared the meeting **ADJOURNED** at 10:55 p.m."

DeSousa moved/Muska seconded/**DISCUSSION:** None.
VOTE: In Favor: DeSousa/Baker/Muska/Nordell
(No one opposed/No abstentions)

B. June 21, 2022 Special Meeting Minutes:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

4

First Selectman Bowsza noted the availability of the Board's June 21, 2022 Regular Meeting. He called for revisions or concerns. Hearing no requests for changes he called for a motion to approve.

MOTION: To ACCEPT the Special Meeting Minutes of the Board of Selectmen's June 21, 2022 as presented.

DeSousa moved/Baker seconded/DISCUSSION: None

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

5. PUBLIC PARTICIPATION:

First Selectman Bowsza noted the first opportunity for anyone present in person to offer comments or questions. No one requested to speak. First Selectman Bowsza then offered the on-line participants the opportunity to speak; no one requested to be acknowledged.

6. COMMUNICATIONS:

A. Southern Auto Auction Day Proclamation:

First Selectman Bowsza noted a Proclamation he issued commemorating Southern Auto Auction's 75th Anniversary. He noted over that time Southern Auto Auction has been a major employer for East Windsor, and contributed both a major economic benefit and charitable benefit to the Town as well. During that time Southern Auto Auction has contributed to multiple charitable organizations. He noted a plaque was presented during their 75th Anniversary Auction. First Selectman Bowsza indicated he witnessed Southern Auto Auction raise \$100,000 which will be shared by the 5-Corner Cupboard, Alex's Lemonade Stand, Connecticut Children's Medical Center, and a fourth organization he couldn't recall. First Selectman Bowsza commended Southern Auto Auction for their contributions to East Windsor. (See Attachment A)

B. Department of Transportation Letter RE: Bridge Street Crosswalk Request:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

5

First Selectman Bowsza recalled that in 2021 he wrote a letter to Commissioner Guiletti of the DOT asking him to look into the feasibility of installing a crosswalk on Bridge Street between the Warehouse Point Fire District and Geissler's Plaza. This letter is a response advising First Selectman Bowsza that DOT has reviewed the conditions at the location requested and find it to not be a feasible location for a crosswalk. First Selectman Bowsza commended DOT for reviewing the location and responding back.

C. Statement Concerning DPW Report of Inappropriate Conduct:

First Selectman Bowsza cited an article that ran in an online publication called the Connecticut Inside Investigator, which is an extension of the Yankee Institute. They reported on some UNACCEPTABLE behavior in a local Town department. First Selectman Bowsza noted his response to the allegations, which occurred over a year ago, and referenced his statement in response to that article. (See Attachment B)

7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:

A. Resignation:

1. Erica Giroux, Arts and Culture Committee:

MOTION: To ACCEPT the resignation of Erica Giroux from the Arts and Culture Commission with regret.

Muska moved/Baker seconded/DISCUSSION: None

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

2. Frank Gowdy, Planning and Zoning Commission, Regular Member:

First Selectman Bowsza noted Frank Gowdy has been a member of the Planning and Zoning Commission for a number of years. He served most of that time as a Regular Member and stepped down for a short time, and then returned to the Commission as a Regular Member. Mr. Gowdy has now asked to resign as a Regular

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

6

Member and then to be reappointed as an Alternate Member. First Selectman Bowsza noted there is an Alternate Member of the Commission, David Leason, who has been a valuable contributor in his current role and is interested in moving up to fill Mr. Gowdy's Regular membership. First Selectman Bowsza noted this motion is Mr. Gowdy's resignation as a Regular Member, further in the meeting the Board will see his appointment as an Alternate Member. First Selectman Bowsza called for a motion to accept Mr. Gowdy's resignation.

MOTION: To ACCEPT the resignation of Frank Gowdy as a Regular Member of the Planning and Zoning Commission.

DeSousa moved/Nordell seconded/DISCUSSION: None

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

3. Gabriela Resto, Diversity Council, Associate Member:

First Selectman Bowsza noted the same situation is occurring for Ms. Resto. She is stepping down as an Associate Member of the Diversity Council and is hoping to be appointed as a Regular Member of the Diversity Council.

MOTION: To ACCEPT the resignation of Gabriela Resto from the Diversity Council as an Associate Member.

Muska moved/Nordell seconded/DISCUSSION: None

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

4. David Leason, Planning and Zoning Commission, Alternate Member:

MOTION: To ACCEPT the resignation of David Leason from the Planning and Zoning Commission as an Alternate Member.

TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES

7

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

B. **Reappointments:**

1. **Heather Spencer (R), Capital Improvement Planning Committee, Regular Member for a term expiring July 31, 2023:**

MOTION: To REAPPOINT Heather Spencer, Peter Larese, Adam Mehan, and Dick Pippin to the Capital Improvement Planning Committee as Regular Members for terms expiring July 31, 2023.

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

2. **Peter Larese (U), Capital Improvement Planning Committee, Regular Member for a term expiring July 31, 2023:**

See motion above.

3. **Adam Mehan (D), to the Capital Improvement Planning Committee as a Regular Member for a term expiring July 31, 2023:**

See motion above.

4. **Dick Pippin (R), to the Capital Improvement Planning Committee as a Regular Member for a term expiring July 31, 2023:**

See motion above.

C. **New Appointments:**

1. **Valerie Galinski (U), Agricultural Commission, Alternate Member, for a term expiring August 1, 2023:**

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

8

First Selectman Bowsza reported Valerie Galinski is interested in the Agricultural Commission, and the Parks and Recreation Commission, although the Parks and Rec Commission has no vacancies at this time. First Selectman Bowsza called for a motion for Ms. Galinski's appointment to the Agricultural Commission.

MOTION: To APPOINT Valerie Galinski as an Alternate Member of the Agricultural Commission for a term to expire August 1, 2023.

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

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

2. Gabriela Resto (D), Diversity Council, Regular Member for a term expiring August 20, 2024:

MOTION: To APPOINT Gabriela Resto (D), as a Regular Member of the Diversity Council for a term expiring August 20, 2024.

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

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

3. Frank Gowdy (R), Planning and Zoning Commission, Alternate Member for a term expiring October 1, 2025:

MOTION: To APPOINT Frank Gowdy as an Alternate Member of the Planning and Zoning Commission for a term expiring October 1, 2025.

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

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

4. Denise Menard (D), Capital Improvement Planning Committee, Regular Member for a term expiring July 31, 2023:

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

9

MOTION: To APPOINT Denise Menard as a Regular Member of the Capital Improvement Planning Committee for a term expiring July 31, 2023.

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

5. David Leason (R), Planning and Zoning Commision, Regular Member for a term expiring November 1, 2024:

MOTION: To APPOINT David Leason as a Regular Member of the Planning and Zoning Commission for a term expiring November 1, 2024.

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

8. UNFINISHED BUSINESS:

***A. Discussion of Winbrook Homes Developers Agreement:**

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

First Selectman Bowsza noted the Board has a number of issues to discuss in EXECUTIVE SESSION this evening, but had other items to discuss first. He requested the Board take up the following Agenda items.

9. NEW BUSINESS:

B. Discussion and Approval of Application for Exception of Alcoholic Beverages to Include Tara Thebodeau next.

MOTION: To TAKE Item 9B Discuss and Approve Application for Exception of Alcoholic Beverages to Include Tara Thebodeau next.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

10

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

First Selectman Bowsza reported Tara Thebodeau, of Enfield, would like to hold a graduation party at the East Windsor Park Pavilion on July 30th. She would like to serve alcohol to the adults, although the party will be mostly children.

Commissioner Nordell questioned the time of the event. First Selectman Bowsza noted the rental of each side of the Pavilion is for the day, although the time of the event may be within a specific timeframe. He noted that since the Board has been granting exemptions allowed under this ordinance he's not heard of one problem with any of the rentals.

MOTION: To ACCEPT the request for the alcohol exemption for July 30, 2022 at the East Windsor Park Pavilion for Tara Thebodeau.

**DeSousa moved/Muska seconded/DISCUSSION: None.
VOTE: In Favor: DeSousa/Baker/Muska/Nordell
(No one opposed/No abstentions)**

C. Discuss Capital Improvement Allocation for FY 2022 – 2023:

First Selectman Bowsza requested Mr. Mehan, Chairman of the Capital Improvement Planning Committee (CIP) to join the Board to discuss the current project allocations.

Mr. Mehan provided the Board with a spreadsheet identifying project requests, their ranking as determined by the Committee, and the anticipated cost.

Mr. Mehan reported prior to the 2022 – 2023 budget approval the requested amount for the proposed projects was \$1.4 million. That amount was reduced to \$950,000 after the budget vote. The project list consists of approximately 40 to 50 projects.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

11

Mr. Mehan reviewed the process for submission of projects by department heads, and the process for review and ranking by the CIP Committee. He noted the total budget requests came to \$12 million dollars. The top 3 recommendations include vehicles for the Police Department, pavement management for Public Works, and Public Works vehicle replacements. Mr. Mehan suggested pavement management represented approximately half of the \$950,000 funding. Other projects included Town-wide drainage, some chip sealing, the GIS system, the revaluation project, replacement of tanks and fuel tanks at Public Works, \$50,000 for sidewalks, and \$24,000 for a utility vehicle for Parks and Rec. Mr. Mehan suggested they are hoping to seek bonding for the larger requests.

First Selectman Bowsza queried the Board for questions on the process, or the recommendations.

Deputy First Selectman DeSousa commended Mr. Mehan and the CIP Committee for their work, but she cited concern for the allocation of the number of Police vehicles. She noted she understood the rotation process but cited the increased cost of repairing aging vehicles and the increased cost of the new vehicles as well. Deputy First Selectman DeSousa reiterated her contention that the replacement number was too low.

Selectman Muska questioned the availability of female locker rooms in the Police Department, she questioned if they were currently using the Emergency Management Center for that? First Selectman Bowsza replied they are not. Selectman Muska questioned that there were no locker rooms for the female officers? First Selectman Bowsza replied negatively, noting it is an issue to be addressed.

Mr. Mehan suggested that the lack of funding for a project doesn't mean it's not an important project but the \$950,000 only goes so far. Selectman Muska commended the CIP Committee for their work, she realized it's not an easy process; she appreciates that the Committee prioritizes the projects.

Mr. Mehan reported this is a good Committee coming from diverse backgrounds. They work well together and try to keep personal opinions out of the decision making process. He noted the Committee didn't get a lot of input from the public during their meetings but the opportunity for public input was available, and the liaisons helped as well.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

12

First Selectman Bowsza queried the Board for their consideration of the proposed projects.

MOTION: To ACCEPT the recommendations.

Baker moved/Muska seconded/DISCUSSION: None.

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

First Selectman Bowsza voted in favor of the recommendations to break the tie vote. **The motion passed with 3 in favor and 2 opposed.**

First Selectman Bowsza requested a motion to take up Agenda **Item 12 – EXECUTIVE SESSION.**

- 12. EXECUTIVE SESSION: Pursuant to C.G.S. Sec. 1-200(6)(b), strategy and negotiations with respect to pending claims or pending litigation, (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:**

**MOTION: To GO INTO EXECUTIVE SESSION at 7:28 p.m.
Attending the Executive Session will be First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.**

Muska moved/Baker seconded/DISCUSSION: None

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

Noting the presence of several people in the in-person audience First Selectman Bowsza suggested the Board convene to his office for their deliberations. The Board exited the John Daly, Jr. Meeting Room at 7:28 p.m.

The Board returned from their Executive Session at 8:24 p.m.

First Selectman Bowsza requested a motion to take up Agenda **Item 9A (NEW BUSINESS) Discuss and Set Town Attorney Rate:**

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

13

MOTION: To TAKE up Discussion Item 9A.

Muska moved/Nordell seconded/DISCUSSION: None

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

9. NEW BUSINESS:

A. Discuss and Set Town Attorney Rate:

First Selectman Bowsza reported the Town Attorney, Pullman & Comley, has requested a rate increase of \$10/hour. He noted an assessment was performed regarding their services over the past 3 years and it was determined the request would keep their services within the current Legal Services budget.

MOTION: To ACCEPT the rate increase of \$345/hour for Pullman & Comley.

DeSousa moved/Baker seconded/DISCUSSION: None.

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

A member of the in-person audience indicated the public had not been able to hear the rate. First Selectman Bowsza replied the rate is \$345 per hour.

First Selectman Bowsza indicated the Board would continue with the regular Call of the Agenda.

9. NEW BUSINESS:

D Discuss Scout Hall Lease Amendment:

First Selectman Bowsza noted the document is titled “Second Amendment to the Lease” because it incorporates the first amendment made to the same document. He noted this has been a very collegial process between the Town and the Scout Hall Building Committee which will allow a renovation and expansion of a Community Center on the Scout Hall

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

14

property. First Selectman Bowsza thanked Paul Anderson and his team for their collaboration and expediency throughout this process, this will allow this item to be a ballot question in November. Mr. Anderson suggested they had considered this to be a partnership.

First Selectman Bowsza called for a motion.

MOTION: To AUTHORIZE the First Selectman to sign the Amendment to the Lease Agreement between the Town of East Windsor and the Scout Hall Building Committee, Incorporated.

Baker moved/Muska seconded/DISCUSSION: None

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

E. Discuss Scout Hall Memorandum of Understanding:

First Selectman Bowsza noted this item is a compendium to the previous item, as the second amendment to the lease indicates there will be a Memorandum of Understanding between the Town of East Windsor and the Scout Hall Building Committee to codify that we are memorializing the mission of the Scout Hall Building Committee and adopting it as our own. First Selectman Bowsza cited their mission is to provide space for youth groups in East Windsor, the Town is going to expand that to include a place for our Seniors, Civic Groups, and Youth Groups. Mr. Anderson suggested a minor addition to the mission is “without cost”; First Selectman Bowsza concurred.

MOTION: To APPROVE the Memorandum of Understanding between the Town of East Windsor and the East Windsor Scout Hall Building Committee and AUTHORIZE the First Selectman to sign it.

Muska moved/Nordell seconded/DISCUSSION: None.

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

F. Discussion of a Shared Cost Agreement between the Town and the Board of Education:

First Selectman Bowsza felt this was an important step in memorializing the services provided to the School District by the Town. He also wanted to thank the Board of Education to offer financial compensation that will hopefully allow the Town to bring on an additional maintainer to supplement some of the work to be done. He suggested this has been going on for perhaps 40 years, this document memorializes it and protects the interests of everyone involved.

MOTION: To ACCEPT the Memorandum of Understanding Agreement between the Town of East Windsor and the Board of Education and AUTHORIZE the First Selectman to sign it.

DeSousa moved/Muska seconded/DISCUSSION: None.

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

G. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$700.01

Muska moved/Nordell seconded/DISCUSSION: None

H. Community Center Bond Resolution:

First Selectman Bowsza reported this is the Resolution the Board needs to approve to move the Agreement for the Community Center Memorandum of Understanding and advance it to the Board of Finance and a Town Meeting, then recess that Town Meeting to a Referendum to be held in conjunction with the Gubernatorial election to be held on November 8th. First Selectman Bowsza noted the importance of this issue which should be addressed by as many voters as possible during a high turnout election.

First Selectman Bowsza then requested Selectman Baker to read the following Resolution:

Selectman Baker:

“Town of East Windsor, Board of Selectmen, RESOLUTION. Resolution appropriating \$5 million for costs associated with an addition and renovations to the Scout Hall Youth Center (Community Center Project), authorizing a

\$1,200,000 transfer from the Town’s Capital and Non-Recurring Fund to finance a portion of the appropriation and authorizing the issuance of bonds to finance the balance of the appropriation.

Whereas, the Town of East Windsor, Connecticut (the “Town”) desires to appropriate \$5 million for costs associated with an addition and renovations to the Scout Hall Youth Center, and

Whereas, the Board of Selectmen and Board of Finance desire to use up to \$1.2 million of the Town’s Capital and Nonrecurring Fund balance to finance a portion of the appropriation, and

Whereas, the Board of Selectmen and Board of Finance desire to authorize the issuance of bonds to finance the balance of the appropriation, and

Whereas, the Town Charter provides that all bond authorizations require the approval of the Board of Selectmen, the Board of Finance, and the Town Meeting, and

Whereas, at a meeting of the Board of Selectmen held on July 7th on a motion Board Member to be determined and seconded by Board Member to be determined the following Resolutions were adopted:

Resolved, that the Board of Selectmen of the Town of East Windsor hereby approves and recommends to the Board of Finance that:

(i) The sum of \$5 million be appropriated for the costs of an addition and renovations to the Scout Hall Youth Center including but not limited to the cost of materials, construction, renovation, site improvements, restoration, permitting and inspections and the purchase and installation of equipment and furnishings, and all alternations, repairs, and improvements in connection therewith, as well as engineering, architectural, and temporary and permanent financing costs and to meet said appropriation and in lieu of a tax therefore authorize that up to \$1.2 million of the Town’s Capital and Nonrecurring Fund

TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES

17

balances be used to finance a portion of the appropriation and authorize bonds to be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Town Charter or any other provision of law thereto enabling in an amount not to exceed \$3,800,000 or so much thereof as may be necessary after deducting grants or other sources of funds available therefore to finance the balance of such appropriation, and

(ii) the First Selectman and the Town Treasurer be authorized to issue and sell temporary notes of the Town not to exceed \$3,800,000 in anticipation of the receipt of the proceeds from the sale of such bonds and to determine the amount, date, date of maturity, interest rate, form, and other details of such notes or bonds, pursuant to Chapter 109 of the Connecticut General Statutes as amended, the Town Charter or any other provision of the law thereto enabling, provided that the proceeds from the sale of such notes shall be used for said purpose, and

(iii) the First Selectman and the Town Treasurer will sign the bonds or notes by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes, and

(iv) the First Selectman is authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent of the bonds or notes, to sell the bonds or notes at public or private sale, to deliver the bonds or notes, and to perform all other acts which are necessary or appropriate to issue the bonds or notes. If the bonds or notes authorized by this resolution are issued on a tax-exempt basis the First Selectman and the Town Treasurer are authorized to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from Federal Income taxation or interest on the bonds or notes, including covenants to pay rebates of investment earnings to the United States in future years. If the bonds are issued on a taxable basis it is hereby determined that the project is in the public interest, and

(v) the First Selectman is authorized to apply for State and Federal grants related to the project and is authorized to execute all agreements, contracts, certificates, and other documents necessary for the completion and financing of the project.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

18

Be it further resolved that the Town reasonably expects to incur expenditures in connection with the capital projects for which a general functional description is described above. The Town reasonably expects to reimburse itself for the cost of the expenditures with the proceeds of general obligation bonds and notes of the Town described above. The maximum principal amount of such debt, both bonds and notes, is not expected to exceed \$3,800,000. This declaration of official intent is a declaration of official intent made pursuant to Treasury Regulation Section 1.150-2.

Be it further resolved that should the Board of Finance approve the appropriation recommended above for the project, a Special Town Meeting is hereby called to be held on a date to be determined 2022, at 7:30 p.m. at Town Hall, 11 Rye Street, Broad Brook, Connecticut to consider the Resolution recommended and approved by the Board of Selectmen at the meeting held on July 7, 2022 and the Board of Finance on July 13, 2022 to appropriate \$3,800,000 and authorize bonds and notes to fund such appropriation for the project.

Be it further resolved that the Board of Selectmen pursuant to Section 7-7 of the Connecticut General Statutes as amended and the Charter of the Town hereby removes the item described above on the call of the Town Meeting for submission to the electors and voters entitled to vote at the election on November 8, 2022 during the hours from six o'clock a.m. and eight o'clock p.m. such referendum vote to be held at the Town's two polling places under the following heading – 'Shall the Town of East Windsor appropriate \$5,000,000 for the costs of an addition and renovations to the Scout Hall Youth Center, authorize up to \$1,200,000 of the Town's Capital and Non-recurring Fund balance be used to finance a portion of the appropriation and authorize bonds to be issued in an amount not to exceed \$3,800,000 to finance the balance of such appropriation.'. The moderator of the Town Meeting shall adjourn such meeting after reasonable discussion of such item and conclusion of such other business as may properly come before the Town Meeting and order such vote by voting machine in accordance with this Resolution, Section 7-7 of the Connecticut General Statutes and the Town Charter.

Be it further resolved that the Board of Selectmen authorizes the Town Clerk to prepare and print a concise explanatory text of the question to be submitted to the voters at referendum on November 8, 2022 concerning the project specifying the intent and purpose of the project in accordance with Section 9-369b of the Connecticut General Statutes."

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

19

First Selectman Bowsza called for a motion.

MOTION: I'll make that motion.

Baker moved/Muska seconded/DISCUSSION: First Selectman Bowsza clarified that the cost of the project will be \$5 million, \$1.2 million has already been designated by the Board of Finance and set aside in a Capital Non-Recurring Fund lowering the bond obligation of the total project cost from \$5 million to \$3.8 million. The Resolution also notes that there is a potential for receiving other grants of State or Federal funding, all of those are currently in process so the \$3.8 million is the high-water mark for what would be bonded. Selectman Muska questioned if the verbiage "Town Treasurer" be replaced with "Finance Director"?

Selectman Baker AMENDED his motion to change the term "Town Treasurer" to Finance Director" to comply with the Town Charter, Selectman Muska AMENDED her second.

First Selectman Bowsza called for a vote on the AMENDMENT.

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

First Selectman Bowsza called for a vote on the Resolution.

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

I. Memorandums of Understanding with Building Officials Mark Doody and Hans Hansen for short-term services:

First Selectman Bowsza reported the new Building Inspector will begin working with the Town on July 29, 2022. Because he'll be on vacation before he begins employment with East Windsor he's provided the names of a couple of people if they are needed in the interim. First Selectman Bowsza requested a motion to accept the Memorandums of Understanding regarding interim coverage for the Building Department and sign the copies.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

20

MOTION: To **ACCEPT** the Memorandums of Understanding between the Town of East Windsor and Mark Doody, and Hans Hansen, and **AUTHORIZE** the First Selectman to sign the MOUs.

DeSousa moved/Muska seconded/DISCUSSION: None

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

10. SELECTMEN COMMENTS AND REPORTS:

A. Jason Bowsza:

First Selectman Bowsza read excerpts from his lengthy report. One of his comments related to the increase in Motor Vehicle Tax bills issued for July 1, 2022, as he noted taxpayers who felt they had been taxed unfairly could meet with the Board of Assessment Appeals on Saturday, September 17, 2022 at 9:30 a.m. in the Town Hall on a first come first serve basis. See comments under **PUBLIC PARTICIPATION** from Mr. Anderson in response.

(See Attachment C)

B. Marie DeSousa:

Deputy First Selectman DeSousa reported that two of the organizations for which she's liaison met since the last Board meeting. They were the Water Pollution Control Authority and the Capital Improvement Planning Committee; both meetings were held on the same night. Deputy First Selectman DeSousa indicated she has no written report for the Board this evening but noted Mr. Mehan discussed the CIP recommendations earlier.

C. Charlie Nordell:

Selectman Nordell indicated he has no written report, but noted he did attend the BMX Skatepark Committee Meeting held on Monday, June 27th. They praised the success of the Rubber Duck Race but didn't have final numbers to report at that time. They are focusing their attention on getting a purchase order established for more equipment for the Skatepark. Although the balance figure wasn't available at the meeting they noted

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

21

they need a lot of money to buy the next piece of equipment. It comes in sets/sections, and the next piece is costly.

D. Alan Baker:

Selectman Baker reported he had been out of town for the past two weeks. He'll hold his report for the next meeting as he didn't have his notes with him.

E. Sarah Muska:

(See Attachment D)

11. PUBLIC PARTICIPATION:

First Selectman Bowsza noted this is the second opportunity for anyone in the in-person meeting to offer comments or raise questions.

Paul Anderson, 89 Main Street, Broad Brook: Mr. Anderson requested to add a comment to First Selectman Bowsza's discussion regarding the increase in Motor Vehicle taxes. Mr. Anderson suggested if anyone feels there has been an error in their Motor Vehicle taxes they can also go directly to the Assessor's Office. He's had personal experience in a similar situation and found the Assessor's Office to be helpful and they solve problems quickly.

Mr. Anderson suggested for informational purposes, the transition at the school system for e-mail from Microsoft Outlook to Google something or other – maybe Google Gmail - is very interesting for the employee side of that disaster. They get bombarded on a regular basis with e-mail from Google saying they have to set up a multi-factor identification by July 31 or your account will be closed, but there is no transition, there is no account in Gmail, nothing for them to answer to. IT hasn't told anyone anything yet but people get these e-mails. Mr. Anderson suggested this is not a complaint, just information, but this is a very difficult product. He felt it would work out before the school year starts, but in the meantime all employees have to monitor e-mail on a very regular basis, even if they're not working, because no one knows when this transition will actually take place. He felt it would work out for the better in the long run.

First Selectman Bowsza offered the opportunity to speak to other in-person participants; no one requested to speak.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

22

First Selectman Bowsza then offered the remote participants an opportunity to speak; 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:

See **EXECUTIVE SESSION** held earlier in this meeting.

13. ADJOURNMENT:

Noting no further business to conduct First Selectman Bowsza requested a motion to Adjourn.

MOTION: To ADJOURN this Meeting at 8:58 p.m.

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

Respectfully submitted, -----
Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

ATTACHMENTS:

- A. Proclamation – Southern Auto Auction
 - B. First Selectman's Response re: DPW conduct
 - C. First Selectman Bowsza's Report
 - D. Selectman Muska
- Selectman Baker's Report, Deputy First Selectman DeSousa's Report, and Selectman Nordell's Report transcribed in the Meeting Minutes.

TOWN OF EAST WINDSOR PROCLAMATION

WHEREAS local businesses are the backbone of our economy and cornerstones of our community's promise; and

WHEREAS Larry G. Tribble, Sr. conducted the first auction held by Southern Auto Auction in 1947, and Southern Auto Auction has held them every Wednesday since; and

WHEREAS Southern Auto Auction has been a family-owned and operated business for seventy-five years; and

WHEREAS Southern Auto Auction has been a major employer in the Town of East Windsor over that entire period; and

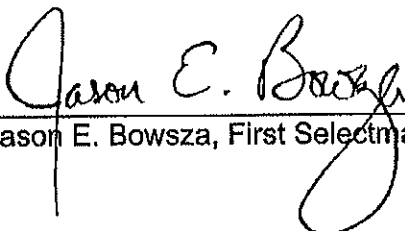
WHEREAS Southern Auto Auction has made significant contributions to the social, cultural, and charitable well-being of the entire community; and

WHEREAS Southern Auto Auction has been recognized multiple times as a national leader in its industry, with three generations of Southern Auto Auction presidents being selected by their peers to serve as national president of the National Auto Auction Association,

BE IT HEREBY KNOWN to all that I, Jason E. Bowsza, do hereby proclaim
June 29th, 2022 to be

"Southern Auto Auction Day"
in the Town of East Windsor

DATED THIS 29TH DAY OF JUNE 2022



Jason E. Bowsza, First Selectman



Attachment B

6C

TOWN OF EAST WINDSOR

FIRST SELECTMAN JASON E. BOWSA

July 5, 2022

STATEMENT FROM THE FIRST SELECTMAN

A recent article in the Connecticut Inside Investigator electronic newsfeed laid out some very disturbing allegations of conduct in the Department of Public Works. Because of personnel issues, there are a number of things that I cannot speak to publicly.

Last May (2021), allegations were filed with me concerning sexual harassment issues in the Department of Public Works. At that time, I immediately requested that the East Windsor Police Department conduct a full, comprehensive investigation of the allegations, and to fully pursue any other information that may be discovered during the course of that investigation.

The article does not mention a number of important points. These issues were raised a year ago. The allegations of sexual harassment were found to be unsubstantiated. Anyone proven responsible for inappropriate conduct was disciplined. The entire Department was required to participate in sensitivity, anti-harassment and anti-racism training. As a result of the initial allegations, all Town employees are required to participate in sexual harassment training annually (twice as often as required by state law).

I was as shocked and disappointed as anyone who read that article. Appropriate steps were taken to ensure that no further instances of any such behavior would be permitted. When the reports were issued, any substantiated allegation was addressed, departmental employees responsible for the inappropriate conduct were disciplined, and every departmental employee was put on notice that any further allegations of discrimination or harassment proven to be true would result in immediate termination. To date, no further issues have been reported.

As terrible as this is, I'm thankful that these circumstances were brought to my attention a year ago so that I could take the necessary steps to address them.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

23

BOARD OF SELECTMEN – 7/7/2022 – ATTACHMENT C

First Selectman's Report – July 7, 2022

A clear, pressing need for the community for decades has been adequate space to provide municipal services. We now have the opportunity to make meaningful progress towards providing a multigenerational location that can service the needs of the entire community. Over the last several months, we have been working hand-in-glove with the Scout Hall Building Committee to come to an agreement on renovating the existing Scout Hall facility and adding an addition that allows us to meet the community's changing needs. I want to sincerely thank the members of the Committee for their good-faith collaboration on this.

Under the terms of the agreement reached between the Board of Selectmen and the Committee, the Town would take operational control of the facility, and the Committee would retain control of the barn on the property, as well as the 20+ acres of passive recreational space utilized by scouting groups in town.

Tonight, the Board of Selectmen took the next meaningful step towards realizing this project vision by passing a resolution that will put the question before the Board of Finance, and ultimately to the voters at a town-wide referendum to be held on November 8th, Election Day. This is a question of high public importance, and so should be asked during a high turnout election.

The project would double the square footage of the existing building and allow the Town to locate all the Community Services Department (Senior Services, Social Services and Parks and Recreation) in one place. It would allow for significantly larger programming space for the East Windsor Senior Center during the day during the week, and provide space for youth, civic and community groups in the evening and on the weekends.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

24

The next steps are for consideration by the Board of Finance next week, discussion at a Town Meeting to be called in the coming weeks, and voter approval on November 8th . A PowerPoint slide deck more fully outlining the project, justification, cost, and process can be found on the Town's website.

On June 25th, the Town held a dog licensing and rabies vaccination clinic for local residents and their pets. More than forty families participated. I want to thank Town Clerk Amy Lam and our local Animal Control Officers Kaley Curtis and Kathy DiBacco-Kane for their excellent work organizing the event. They have already started planning next year's!

That night, Senator Anwar, Representative Foster, Representative Hall, and I cohosted a fundraiser to benefit the Trolley Museum. Special thanks to Representative Foster for her hard work organizing the event, which raised more than \$3,000 for the museum.

On the 26th, the BMX Skate Park Committee held their annual rubber duck race, and the American Heritage River Commission held their annual cardboard boat race. These great organizations have been hosting these for ten years now, and it is a great summer event to look forward to each year.

I want to give a special recognition to Southern Auto Auction, who on June 29th celebrated their Seventy-Fifth Anniversary. For three-quarters of a century, Southern Auto has been a major employer in our community, a major economic driver, and an often silent but strong benefactor of local charities. The latter part was on full display last week when they raised \$100,000 for local charities – in less than five minutes. It was simply amazing to see in person, and I was very honored to be a part of it. The charities that will benefit from this amazing example of generosity include the Five Corner Cupboard, Alex's Lemonade Stand, XXX, and XXX.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

25

To make the most lasting impact in municipal government, leaders need to think outside the box and be creative. Over the last few weeks, I have spent time pursuing several innovative ideas: regionalized incentivization, engagement with the Hartford Foundation for Public Giving, and understanding best practices around Tax Increment Financing as a development tool. On regional basis, I have had the opportunity to chair the legislative committee of the Capitol Region Council of Governments (CRCOG) for the last year or so. We have begun have discussions about legislative ideas that would encourage municipalities to regionalize certain services where efficiencies can be realized, without loss of local identity. There are a number of areas where municipalities feel the strain of an absence of qualified candidates, which can lead to settling for lesser-qualified candidates or engaging in bidding wars between towns for those most qualified applicants. We are looking to flip the script a bit, and find ways to provide certain services on a regional basis that have traditionally been done locally (planning, building, assessment, etc.) CRCOG has a brought on a new executive director, former West Hartford Town Manager Matt Hart, and he is already leading the organization in a very positive, very strong direction seeking to tackle questions like regional enhancements.

Yesterday, Community Services Director Melissa Maltese and I met with the C-suite leaders of the Hartford Foundation for Public Giving, including their CEO Jay Williams. We had a robust and creative discussion about how best to get East Windsor more engaged with the foundation, and the foundation more engaged with town. I very much appreciated the time, candor, and collaborative approach that they brought to the discussion. Hopefully, more to come here.

This evening, the Town held a discussion with Attorney Mike Andreana to learn more about the uses allowed under the state's Tax Increment Financing statute. Attorney Andreana was intimately involved in the drafting of the statute and has worked with a number of communities to implement it. Notable examples of its successful uses are the Montgomery Mills Building in Windsor Locks, the redevelopment of downtown Meriden and of New Britain.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

26

By now, everyone should have received their July property tax bill. The mill rate in East Windsor went down year-over-year, but I have heard from a number of folks about increases in their motor vehicle taxes. This is happening all over Connecticut, and is directly tied to changing valuations, particularly concerning used cars. In my own case, for example, my car taxes increased by about \$50 over last year, despite additional aid from the state to control those tax costs. This is specifically due to the increase in market value of new and used cars. Anyone who feels unfairly aggrieved by the new valuations has a remedy through a Board of Assessment Appeal. On Saturday, September 17th at 9:30am, the Board of Assessment Appeals will be holding appeals hearings on a first come, first served basis (no appointments necessary). For more information on requirements, you can visit the Board of Assessment Appeals website or call the Tax Assessor's Office at (860) 623-8878.

Respectfully submitted, Jason E. Bowsza First Selectman

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

27

BOARD OF SELECTMEN – 7/7/2022 – ATTACHMENT D

Selectmen's Report - July 7, 2022

On June 22, 2022 I attended the Board of Education meeting. A technology update was given by Adam Suwzor, who is currently providing the school district with contracted services for technology. His company employs forty IT professionals that only work with schools and municipalities. His future work with the East Windsor school system would include the transition from Microsoft Office to Google Classroom and offering a virtual support system for students, parents and teachers, incident tracking and best practices for purchasing.

The Finance Sub-Committee held their first meeting in quite a while. Ryan Galloway informed the Board that the finances are still looking to be on the right track for year end, certified staff balloon checks have been processed and he is in the process of converting job salaries for July 1 in MUNIS. Also, all grants that expire on June 30 of this year have been drawn down.

The Board unanimously gave Superintendent Dr. Patrick Tudryn a favorable evaluation and voted to extend his contract for an additional year. The evaluation will be posted on the school district's website.

An out of state field trip for high school students for the Washington DC Close-Up Program was approved for the next school year.

Discussion took place on how to fund the Broad Brook School Boiler Replacement. The Board voted to use \$85,000.00 from the expected FY22 surplus for an initial payment and were considering using the 2% Fund or coming to the Town for an appropriation. It was then decided that pending the auditor's approval to encumber the balance of the boiler with the balance of FY22 funds. I joined the First Selectman for a presentation requesting a joint contract between the Town's Public Works Department and the Board of Education. That shared cost agreement between the Town and the BOE was approved tonight.

The Arts and Culture Commission held their first of three Arts and Crafts Showcases in conjunction with the Summer Concert Series at East Windsor Park on June 30, 2022 featuring four local artists. The next one will be next Thursday, July 14, 2022.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – July 7, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

The Economic Development Commission's meeting on July 5, 2022 was canceled.

East Windsor Social Services is in need of items for their annual Back To School Backpack Program. Items needed include: 3 ring-1inch binders, 1 subject notebooks up to 100 pages, pens, pencil boxes and highlighters. A complete list can be found on the East Windsor Social Services facebook page and donations can be dropped off at their office at 25 School Street, East Windsor.

Also, the Connecticut Trolley Museum will be having live music tomorrow night in the courtyard from 6:00PM-9:00PM. General admission rates apply, which includes the Fire Museum, a trolley ride and music. It will be a great way to enjoy a Summer evening!

Submitted With Sincerity,

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

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