

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

***REGULAR MEETING***

***August 4, 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. Selectman Muska, and Selectman Nordell were present in person, Selectman Baker attended the meeting remotely. Deputy First Selectman DeSousa was not able to attend the meeting.

**ABSENT:** As noted previously, Deputy First Selectman DeSousa was unable to join the Board this evening.

**GUESTS/SPEAKERS in-person:** Paul Anderson, Tom Bulkeley, **Police Commission**: Robert Leach, **Chairman**.

**GUESTS/SPEAKERS signing in to meeting remotely:** Jennifer, Tom and RuthAnne Lansner, Nicole Vacila, Peg Hoffman, Recording Secretary.

**1. TIME AND PLACE OF MEETING:**

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First Selectman Bowsza called the August 4, 2022 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:00 p.m. in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT 06016.

**2. PLEDGE OF ALLEGIANCE:**

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

**3. ATTENDANCE:**

See Attendance noted at the beginning of the meeting.

**4. APPROVAL OF MEETING MINUTES:**

**A. July 21, 2022 Regular Meeting Minutes:**

First Selectman Bowsza referenced the Meeting Minutes of the Board of Selectmen's Regular Meeting of July 21, 2022, he questioned if the Board had any edits or revisions?

Selectman Nordell referenced his comments on page 7, second paragraph from the bottom of the page, regarding exterior walls defaced by graffiti which are not properly surface-coated to prevent deterioration. Selectman Nordell reiterated his opinion that the Board shouldn't be policing the coating on exterior walls. First Selectman Bowsza called for a motion to amend the Minutes.

**MOTION:** To APPROVE the July 21, 2022 Board of Selectmen Regular Meeting Minutes, with the following amendment:  
Page 7, second paragraph from the bottom, "Regarding Section 2.2(c) related to "~~exterior walls defaced by graffiti~~..... exterior walls which are not surface-coated to prevent deterioration."

**Nordell moved/Muska seconded/DISCUSSION:** See above comments  
**VOTE:** In Favor: Baker/Muska/Nordell  
(No one opposed/No abstentions)

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**5. PUBLIC PARTICIPATION:**

First Selectman Bowsza noted the first opportunity for anyone present in the in-person audience to offer comments or questions.

**Paul Anderson, 89 Main Street, Broad Brook:** Mr. Anderson indicated he had two comments to make.

His first comment was that First Selectman Bowsza's letter to Jon Hauser of Drake Real Estate was a superb idea. Thank you for that.

Mr. Anderson indicated his second comment was related to the Payroll Status Change Forms for Police Chief DeMarco and Deputy Chief Hart which had been included in the Board's meeting packet. They're too small.

**Tom Bulkeley, Kings Court:** Mr. Bulkeley questioned the discussion regarding the coating on exterior walls which resulted in the amendments to the Board's previous meeting minutes. Selectman Nordell noted that some stone surfaces can be coated so they don't deteriorate as quickly. Selectman Nordell reiterated he didn't feel the Planning and Zoning Commission should be policing those conditions.

First Selectman Bowsza called for additional comments from the in-person audience. No one requested to be acknowledged.

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

**6. COMMUNICATIONS:**

**A. Discuss Letter to Drake Real Estate:**

First Selectman Bowsza reported that East Windsor had been mentioned in an article about the rejection of a Tesla dealership in South Windsor. The comment in the article was that the members of the South Windsor Planning and Zoning Commission didn't want the Buckland Road area becoming like East Windsor's Route 5 with its multiple auto dealerships.

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First Selectman Bowsza indicated he saw that comment as an opportunity to send a letter to Mr. Hauser of Drake Real Estate to promote East Windsor as an ideal location for the Tesla dealership. First Selectman Bowsza suggested Mr. Hauser review East Windsor's Zoning Regulations, and if they would consider a location in East Windsor he would be amendable to assisting them. The letter is included in the Board's packet this evening. (See Attachment A).

**7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:**

**A. Resignation:** None

**B. Reappointments:**

- 1. Rick Osborn (R), Inland Wetland and Watercourse Agency, regular member (Secretary), for a term expiring September 1, 2026:**

First Selectman Bowsza noted that Commissioner Osborn has been a member of the Inland Wetlands Commission going back to the days of the acceptance of the Clean Water Act in 1973. His service to this Commission, and East Windsor, has been invaluable.

**MOTION: To REAPPOINT Rick Osborn (R), to the Inland Wetland and Watercourse Agency as a regular member (Secretary), for a term expiring September 1, 2026.**

**Muska moved/Nordell seconded/DISCUSSION:** Selectman Baker recalled that Commissioner Osborn had mentioned his reappointment at the Inland Wetland Meeting last evening and had told Selectman Baker if he is reappointed he'll bring his scissors to the next meeting to trim Selectman Baker's hair. Selectman Baker concurs with First Selectman Bowsza's comment, Commissioner Osborn knows the history of every stream in East Windsor.

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

**C. New Appointments:**

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1. **Sharon Aprea (D), Arts and Culture Committee, regular member for a term expiring April 21, 2023:**

First Selectman Bowsza noted the appointment of a new member to the Arts and Culture Commission, Sharon Aprea, for a term expiring April 21, 2023.

**MOTION: To APPOINT Sharon Aprea (D), to the Arts and Culture Committee, regular member for a term expiring April 21, 2023.**

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

8. **UNFINISHED BUSINESS:**

- \*A. **Discussion of Windbrook Homes Developers Agreement:**

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

9. **NEW BUSINESS:**

- A. **Discuss proposal for a Site Restoration Plan – 222 and 232 South Main Street, to include Ruth Calabrese:**

First Selectman Bowsza noted the Planning Office has submitted a request for approval of a restoration plan for filling of wetlands by Jim Balch at property located at 222 and 232 South Main Street.

Selectman Baker advised the Board this proposal is step two in a long process which the Inland Wetlands Agency has been dealing with regarding the properties at South Main Street. The Inland Wetlands Agency has been working with council on how to develop a plan for restoration of the property, at their meeting last night they approved this proposal and would like the Board of Selectmen to approve the contract as well, and authorize the First Selectman to sign it.

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Selectman Nordell questioned if the Town pays for this work first and is reimbursed by Mr. Balch? First Selectman Bowsza indicated this is a three-phase enforcement action, Mr. Balch pays for each phase of the work prior to initiation of the work.

First Selectman Bowsza asked if the Board would consider approval of the contract?

**MOTION: The Inland Wetlands & Watercourses Agency awards the contract to Tighe & Bond for the development of a restoration/remediation plan for the property located at 232 and 222 South Main Street, East Windsor CT and formally refers it to the Board of Selectmen for approval.**

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

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

**B. Discuss and possible ratification of contract term changes for the Chief of Police and Deputy Chief of Police, as recommended by the Police Commission:**

First Selectman Bowsza reported that the Board has been asked to review the Police Commission's recommendation to increase the contract terms for the Chief of Police and the Deputy Chief of Police. Selectman Nordell questioned why this approval is coming before the Board? First Selectman Bowsza suggested the Board of Selectmen is the contract authority for the Town under the terms of the Town Charter.

Selectman Baker cited confusion regarding this request for the Board's approval of these contract changes. He doesn't recall the Board discussing this contract in the past, and if the Board is the authority to negotiate contracts is this contract open to negotiation?

First Selectman Bowsza reported the contracts are what's called "Evergreen", which means that after the initial 3 year term they have an automatic renewal provision unless either party seeks to open negotiations. In this situation, the Police Commission is recommending to increase the wages outside that contracted process.

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Selectman Baker questioned the recommended percentage increase? First Selectman Bowsza and Selectman Nordell estimated the recommendation to be approximately 10%. Selectman Baker questioned if the individuals get an annual increase in their contract? First Selectman Bowsza replied affirmatively, noting that rate was 2 ½%.

Robert Leach, Chairman of the Police Commission, joined discussion from the in-person audience. Police Commission Chairman Leach indicated the recommendations were merit increases based on the performance of the Chief and Deputy Chief. Selectman Baker questioned how they arrived at that number, Police Commission Chairman Leach indicated it was what the Commission settled on.

Selectman Baker reiterated his confusion with the process, he questioned if approval should be postponed until more information and detail could be provided and the full Board could consider the recommendation.

Selectman Muska agreed with Selectman Baker, she, too, is unfamiliar with the process and recommendation. Selectman Muska agreed, the percentage of the recommended raises is high, and with the new fiscal year just beginning she questioned where the money would be coming from. Selectman Muska suggested she would also be in favor of postponing the Board's decision until the full Board can participate.

Selectman Nordell questioned why this recommendation hadn't been brought up prior to residents voting on the Town budget?

Selectman Baker reiterated the Chief and Deputy Chief are excellent administrators and have built a great department but he's confused by the process. He noted other employees also do excellent work and will be getting a 1 or 2% increase. Selectman Baker indicated he wasn't opposed to giving the Chief and Deputy Chief raises but he's confused by the process and needs more details to make a decision. He questioned if the Board is doing this correctly, and he needs to know the details behind the recommendation. Selectman Baker questioned if he was out of line with his questions?

First Selectman Bowsza indicated he understood Selectman Baker's questions but he cited the Police Commission controls their budget, the Board of Selectmen are being asked to approve the raises because it's a

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contract change and the Board is the contract authority under the Town Charter. First Selectman Bowsza noted that the Police Commission, by Statute, is responsible for hiring, firing, promotion, discipline, and general management.

First Selectman Bowsza called for a motion on the Police Commission's recommendation. He suggested he felt the Town would find it difficult to find employees as competent as the Chief and Deputy Chief.

**MOTION: To POSTPONE this item until we get more details and information to make a decision.**

**Baker moved/Muska seconded/DISCUSSION:** Selectman Baker indicated he wasn't against giving the Chief and Deputy Chief raises but he would like more information regarding the process for the Board's approval. Selectman Muska concurred with Selectman Baker, she would also like more information to make an informed decision. Selectman Nordell indicated he would like information regarding how other towns have handled similar situations, and more information regarding comparative raises and years of service.

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

**C. Tax Refunds:**

**MOTION: To APPROVE Tax Refunds in the amount of \$645.65**

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

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

**10. SELECTMEN COMMENTS AND REPORTS:**

**A. Jason Bowsza:**

**(See Attachment B)**

**B. Marie DeSousa:**



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Deputy First Selectman DeSousa was not present this evening, no report submitted.

C, **Sarah Muska:**

Selectman Muska indicated she had little to report this meeting as the **Economic Development Commission and Board of Assessment Appeals** were cancelled.

She offered a reminder to registered Republicans and Democrats of the upcoming primaries next Tuesday, August 9<sup>th</sup> – polls will be open from 6 a.m. to 8 p.m.

D. **Charlie Nordell:**

Selectman Nordell reported the **Board of Education** met on July 27<sup>th</sup>, they're still reporting an end-of-year financial report for the school year to still be in the black but they're still anticipating additional bills to come in.

The High School Boiler Project was covered by that budget as well so they won't be looking for the Town to give more money for that project, which is good news.

The Superintendent is still in the hiring process for the next school year but he reports they're close to being fully staffed for the upcoming school year. They also discussed some new job descriptions proposed by the Superintendent.

Selectman Nordell reported that on August 1<sup>st</sup> the **Warehouse Point Fire Commission** met, the department responded to 66 calls, fire and medical combined and the Fire Marshal's Office reported making 18 inspections in the Warehouse Point section of town.

As First Selectman Bowsza mentioned in his report Selectman Nordell also participated in **National Night Out**. It was good to see a lot of folks there, and to see other Commissions there; it was a good night.

E. **Alan Baker:**

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Selectman Baker reported the **Agricultural Commission** met recently and discussed the difficulty for Commission members to mow the grass around the Community Garden plots. Selectman Baker noted currently volunteers from the Commission bring their farm equipment to the Community Garden, often from some distance away. He noted the Commission discussed requesting DPW to mow the area while they're in the area mowing at East Windsor Park and the Dog Park and BMX Park.

Selectman Baker reported the Agricultural Commission continues to work on a restoration grant to hire someone to clear overgrown fields on the Kogut property.

Selectman Baker reported the **Conservation Commission** met that same evening. They discussed the letter Selectman Baker read during the previous Board of Selectmen's Meeting which the Conservation Commission plans to send to farmers and other land owners regarding the importance of preserving farm and forestland.

Selectman Baker noted the Conservation Commission also discussed the importance of increasing the Open Space Fund and the First Selectman's plan to include an Open Space allocation in a recent project funding proposal.

Selectman Baker reported the **Inland Wetlands and Watercourse Agency** met last night and discussed a proposal for a 3-lot residential subdivision on Scantic Road. The Inland Wetlands Agency approved the application, which now goes to the Planning and Zoning Commission for consideration.

Selectman Baker noted the Inland Wetlands Agency also discussed the proposal submitted by Tighe and Bond which this Board approved this evening.

**11. PUBLIC PARTICIPATION:**

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

**Paul Anderson, 89 Main Street, Broad Brook:** Mr. Anderson reported he attended the National Night Out event, and the snack bar was outstanding.

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Hearing no additional requests from the in-person audience to comment First Selectman Bowsza offered the same opportunity to the remote participants. No one requested to be acknowledged.

12. **EXECUTIVE SESSION** – Pursuant to C.G.S. 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) or section 1/210. Action possible:

First Selectman Bowsza noted the Board would conduct an Executive Session this evening, which will include the members of the Board. He called for a motion to enter the Executive Session.

**MOTION: To GO INTO EXECUTIVE SESSION at 7:36 p.m. pursuant to C.G.S. 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) or section 1/210. Attending the Executive Session will be First Selectman Bowsza, Selectman Baker, Selectman Muska, and Selectman Nordell.**

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

LET THE RECORD SHOW the Recording Secretary signed out of the Meeting at 7:36 p.m.

First Selectman Bowsza reported the Board had exited the Executive Session at 8:07 p.m. He noted no action was taken.

13. **ADJOURNMENT**:

**MOTION: To ADJOURN this Meeting at 8:07 p.m.**

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

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

**ATTACHMENTS:**

- A. Letter to Jon Hauser of Drake Real Estate re: Tesla dealership
- B. First Selectman Bowsza's Report  
Selectman Muska's Report, Selectman Nordell's Report and Selectman Baker's  
Report transcribed in the Meeting Minutes.



## **TOWN OF EAST WINDSOR**

FIRST SELECTMAN JASON E. BOWSA

July 29, 2022

Mr. Jon Hauser  
Drake Real Estate  
496 South Broadway  
Denver, CO 80209

RE: Development opportunities in East Windsor, Connecticut

Dear Mr. Hauser:

I recently read in the Hartford Business Journal of the rejection of your text amendment proposal before the South Windsor Planning and Zoning Commission. In that article, members noted that they didn't want to see the Buckland Road area becoming like Route 5 in East Windsor.

I would like to invite you to consider East Windsor as a potential site for your project.

In fact, East Windsor is home to many thriving automotive businesses along our Route 5 corridor, from one of the nation's largest independent auto auctions (currently celebrating its 75<sup>th</sup> anniversary), to many supporting businesses. The Town boasts of a customer-friendly zoning approval process and seeks opportunities to welcome and work with new businesses in our community.

The Town of East Windsor is a growing community looking to embrace new businesses and new industries. There is strong evidence to suggest that automotive industry businesses do well in the Town of East Windsor. We have two highway exits off I-91, and we are located equidistant between Hartford and Springfield, equidistant between I-84 and I-90, and we are centrally located in New England's Knowledge Corridor.

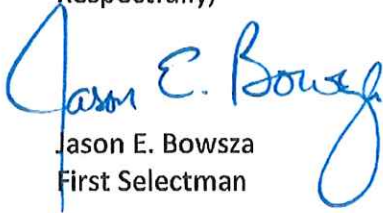
A further review of conditions along Route 5 show East Windsor's business corridor to be a more attractive fit for a high-quality electric car dealership than our neighbor to the south. The East Windsor Planning and Zoning Commission, which shares my business-friendly perspective, is currently in the process of amending the Town's zoning regulations, with the intention of easing restrictions on EV charging station placement. The hearing is scheduled for August 9<sup>th</sup>, and a copy of the draft regulations is attached for your review.

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We would welcome the opportunity to work with you to find a location within our community that would meet your needs as you continue to lead in a growing industry.

Please let me know if you would be interested in a conversation with my team and me.

Respectfully,

A handwritten signature in blue ink, reading "Jason E. Bowsza". The signature is stylized with a large initial "J" and a long, sweeping underline that extends to the right.

Jason E. Bowsza  
First Selectman

Enclosures

**New Section proposed for the East Windsor Zoning Regulations**

Public Hearing to be held on August 9, 2022 at 6:30 PM

In person at East Windsor Town Hall located at 11 Rye Street, Broad Brook, CT or remotely at via the link provided.

[https://eastwindsorctmy.sharepoint.com/:f/p/kjohnson/ErhmEfQPF3FCiZUWpGnjGRQBtdDJ PkKjU5x\\_13wldsJ5uQ?e=hV4qsd](https://eastwindsorctmy.sharepoint.com/:f/p/kjohnson/ErhmEfQPF3FCiZUWpGnjGRQBtdDJ PkKjU5x_13wldsJ5uQ?e=hV4qsd)

**601 OFF STREET PARKING REGULATIONS**

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**601.8(new) ALTERNATIVE ENERGY INFRASTRUCTURE**

- a) **Electric Vehicle (EV) Charging:** Any new commercial developments or multi-unit residential developments which include thirty (30) or more parking spaces for passenger vehicles shall include all of the necessary infrastructure required to support electric vehicle charging stations in not less than ten (10) percent required parking spaces. Such charging station shall, at a minimum, be capable of providing two hundred eight (208) to two hundred forty (240) volt alternating current, as defined in Chapter 277, Section 16-19f of the CT General Statutes, as amended.
- b) In instances where EV charging stations are being retrofitted/incorporated on the site of an existing business or multi-family establishment, any above ground EV charging component less than four (4) feet tall, requiring less than five (5) square feet of disturbance, shall not be considered a structure subject to zoning setbacks.
- c) **Passive Solar Canopies:** Free standing canopies which include solar or other alternative energy systems proposed in conjunction with a site development application shall comply with all applicable setback requirements as defined in Section 501 of these regulations. The Planning & Zoning Commission, through the issuance of a Special Permit may reduce any applicable setback by up to fifty (50) percent and 2/3 vote when the following has been demonstrated:
  - 1. The proposed location will not disrupt on-site traffic circulation.
  - 2. Any increased drainage or runoff generated by the proposed canopy will not discharge toward adjacent property lines.
  - 3. The canopy design and proposed location will not create glare to adjacent properties.
  - 4. The purpose of the proposed canopy, as supported by the submitted application materials is to reduce the overall dependency of the building or tenant on traditional energy systems.



First Selectman's Report – August 4, 2022

Last week, I sent a letter to the real estate representative who had been working with Tesla to locate them in South Windsor. For whatever reason, the Town of South Windsor turned down the text change that would have allowed Tesla to move into town. So, I reached out to the representative and expressed our interest in potentially hosting them. You can find more information about the story at <https://www.hartfordbusiness.com/article/east-windsor-wants-tesla-to-come-to-town>.

On July 25<sup>th</sup>, key Town staff and I met with AdvanceCT, a statewide economic development partner to towns and cities. During the course of the visit, we discussed strategies that the Town of East Windsor is using, as well as a number of different parcels primed for development that would be in line with the Town's Plan of Conservation and Development. Conversations like these are beneficial because it keeps the Town of East Windsor front of mind when partners like AdvanceCT are meeting with potential businesses looking to locate in a region of the state.

Later that week, at my invitation I visited with the government affairs coordinator for Audubon Connecticut. Again, key staff and I met with the Audubon representative to discuss areas and opportunities that may be beneficial for open space preservation, as well as potential funding sources (and funding requirements) that may be available.

On July 28<sup>th</sup>, I was happy to attend the monthly Senior Social at the East Windsor Senior Center. It was another visual reminder that the existing facility, located above the Broad Brook Fire Department, is beyond its use to seniors in East Windsor. One more example of why the community center project on the ballot on November 8<sup>th</sup> is so important to our town's growth.

This past Tuesday was National Night Out, and it was a great turnout. Vendors, social service agency representatives, the fire departments, the Department of Public works and representatives of the East Windsor Police Department all were on hand for a really wonderful night interacting with the community. WhoDat band was the entertainment for the night, and the weather held out long enough for folks to enjoy the waterfront and the splash pad. Thanks to everyone who came out.

Respectfully submitted,

Jason E. Bowsza  
First Selectman