

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

***REGULAR MEETING***

***September 1, 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 participated remotely.

**ABSENT:** All Selectmen were present this evening as noted above.

**GUESTS/SPEAKERS in-person:** Paul Anderson, Albert Grant, Chairman, Conservation Commission; Ken Martin, Wayne Shary.

**GUESTS/SPEAKERS signing in to meeting remotely:** Selectman Baker, Jennifer, mgrin, Nicole Vacila, iphone, Peg Hoffman, Recording Secretary.

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

First Selectman Bowsza called the September 1, 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, Connecticut.

2. **PLEDGE OF ALLEGIANCE:**

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

3. **ATTENDANCE:**

First Selectman Bowsza noted a quorum was established as four members of the Board - himself, Deputy First Selectman DeSousa, Selectman Muska, and Selectman Nordell – were present in-person, while Selectman Baker participated remotely.

First Selectman Bowsza requested the addition of the following Agenda items:

**7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS, Item C** - New Appointments, Heather Spencer, regular member of the Building Commission for a term expiring September 1, 2028, and, **9 – NEW BUSINESS, Item E** – Resolution authorizing the First Selectman to sign the Personal Services Agreement/Grant Contract under the Department of Energy and Environmental Protection for Park Improvements.

**MOTION: To ADD THOSE ITEMS to the Agenda.**

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

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

4. **APPROVAL OF MEETING MINUTES:**

A. **August 18, 2022 Reglar Meeting Minutes:**

First Selectman Bowsza noted the Commission has received the August 18, 2022 Meeting Minutes for the Board. He noted page 9 is missing the first motion made by the Board after returning from Executive Session.

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Selectman Muska noted she made the motion, which was seconded by Selectman Baker. The motion was **“To move to appoint Attorney Kevin Deneen, of O’Malley and Deneen for certain labor matters.”** First Selectman Bowsza called for a motion of approval.

**MOTION: To approve the Regular Meeting Minutes as amended for August 18, 2022**

**Muska moved/Nordell seconded/DISCUSSION:** Nothing further  
**VOTE: In Favor: Baker/DeSousa/Muska/Nordell**  
**(No one opposed/No abstentions)**

**5. PUBLIC PARTICIPATION:**

First Selectman Bowsza noted the first opportunity for the public to offer comments or concerns. He asked if anyone in the in-person audience would like to speak?

**Paul Anderson, 89 Main Street:** Mr. Anderson indicated he had a question on the adjustments made to the Minutes just voted on. He questioned that the Minutes should also reflect a count of the vote? First Selectman Bowsza clarified that the vote was where the video picked up, the audio didn’t pick up the motion.

**Wayne Shary, 219 Depot Street:** Mr. Shary reported he didn’t know if this is the place to ask this question, but he’s trying to get a layout of the septic system for his house. Mr. Shary indicated he went to the Building Department, they didn’t have anything. Mr. Shary reported he also went to the Zoning Department, who didn’t have anything. Mr. Shary reported they both told him to contact the North Central District Health Department, who told Mr. Shary they had nothing.

First Selectman Bowsza advised Mr. Shary that North Central District Health Department is supposed to be the keeper of that information. He requested Mr. Shary to send him the addresses of the properties and he would see if he could help.

**Ken Martin, 115 South Water Street:** Mr. Martin reported he had a comment about the Board’s last meeting where you addressed the appointment of someone to the Water Pollution Control Authority (WPCA). Mr. Martin recalled that at that meeting the First Selectman had indicated that the Plant Superintendent had concerns about that appointment and nothing happened, and it just went away.

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Mr. Martin suggested his question is the WPCA oversees the Plant Superintendent and his operation. So, how does the Plant Superintendent get the authority to essentially veto someone to his board? And, additionally, as you probably know, the WPCA only has five members and it has two vacancies. So, everybody has to attend in order to even get a quorum. Mr. Martin recalled that at the last meeting the Board Chairman told you that he wouldn't be able to hold a meeting for the rest of this year if he couldn't get another member.

Mr. Martin indicated his main concern is, you have an application for an appointment, the application contained some references and so forth, but it seems like this appointment was derailed simply by the Plant Superintendent, who, I believe, has a conflict of interest.

First Selectman Bowsza thanked Mr. Martin for his comments.

First Selectman Bowsza called for additional comments from the in-person audience. No one else requested to be acknowledged. First Selectman Bowsza then offered the opportunity to speak to the remote participants, no one signed in remotely requested to be acknowledged.

**6. COMMUNICATIONS:**

**A. Correspondence to Robert Cressotti, Mayor, Town of Enfield regarding Intertown Rail Line:**

First Selectman Bowsza noted Representative Hall had raised this issue with the Board awhile ago about the possibility of working with the Town of Enfield to convert the effectively defunct rail line behind Town Hall up to the State line into a linear park, commonly referred to as the Rail Trail. First Selectman Bowsza reported he DISCUSSED that with the new Town Manager of Enfield to point out why that isn't really a reasonable opportunity for economic development as currently reconstituted and to offer an olive branch to the Town of Enfield's board. First Selectman Bowsza indicated he offered the same opportunity to the Town Council but has not heard back yet.

**B. Memorandum from TaxCollector, Patricia Kratochvil regarding waiver of interest due to software error:**

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First Selectman Bowsza noted there's a Statutory provision that allows for interest on property taxes to be waived under very specific circumstances, including if the delinquency is not the fault of the taxpayer. First Selectman Bowsza indicated that situation needs to be attested to by the Tax Collector and the Assessor, who have done what needs to be done regarding verification of that situation and have submitted notification to this Board. First Selectman Bowsza indicated this communication doesn't require any action on the part of the Selectmen, it's simply a notification required on the part of the parties mentioned. The situation occurred due to a software issue.

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

- A. **Resignations:** None
- B. **Reappointments:** None
- C. **New Appointments:**

1. **Heather Spencer (R), as a regular member of the Building Commission for a term expiring 9/1/2028:**

First Selectman Bowsza noted this is an **ADDED AGENDA** item, which would allow the appointment of Heather Spencer to the Building Commission. He noted she has references and has an appropriate professional background for the role.

**MOTION:** To APPOINT Heather Spencer (R), as a regular member of the Building Commission for a term expiring 9/1/2028.

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

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

First Selectman Bowsza thanked Ms. Spencer for stepping forward.

8. **UNFINISHED BUSINESS:**

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**\*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.

**\*B. Discussion and Possible Ratification of Contract Term for the Chief of Police and Deputy Chief of Police, as Recommended by the Police Commission (Held, pending additional requested information):**

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

**C. Discuss ARPA Survey Results Deeper Dive:**

First Selectman Bowsza requested that Agenda Item 8C be tabled and move on to Agenda Item 9A.

**MOTION:** So moved.

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

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

**9. NEW BUSINESS:**

**A. Empower Leadership Contract for All Staff Workshop:**

First Selectman Bowsza noted he has spoken of doing an all staff retreat for Town employees and the Selectmen. Director of Recreation and Community Services Melissa Maltese has worked with this group for her Summer Camp counselors, the facilitator is available for a half day retreat with the Town employees and the Selectmen on October 28, 2022. Before the Board is a request that First Selectman Bowsza sign the contract. First Selectman Bowsza opened discussion to the Board.

Deputy First Selectman DeSousa cited she had a question regarding liability. She suggested the proposal looks like it's sports-orientated; she questioned the liability for the Town if someone should break a leg or get hurt? First Selectman Bowsza indicated the group wouldn't be doing hikes, they break the employees into "uncomfortable" groups – they're

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trying to push people outside their comfort zone. They'll do situations like problem solving, it isn't a physical assertion thing. Deputy First Selectman DeSousa cited concern for people signing a waiver, and the physical intensity of the outdoor activity. First Selectman Bowsza noted the activities will be occurring in a Town building.

Discussion continued, Deputy First Selectman DeSousa referenced an excerpt of the proposal. First Selectman Bowsza referenced the itinerary.

First Selectman Bowsza queried the remainder of the Selectmen for comments. No one offered any comments.

**MOTION: That the Town enter into an agreement with Empower Leadership for the Emerge Workshop on Friday, October 28, 2022 from 10:00 p.m. to 12:00 p.m. at Scout Hall Youth Center for up to 50 participants and AUTHORIZE the First Selectman to sign the contract.**

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

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

**B. Establishment of Redevelopment Authority pertaining to 105 Prospect Hill Road (formerly designated as the MMCT Casino site):**

First Selectman Bowsza noted that in July the Town took the first steps to establish a Redevelopment Authority pertaining to the execution of eminent domain on the site formerly known as the MMCT casino. He noted there's a Statutory process that needs to be adhered to, including the recommendation of this Board to a Town Meeting to impanel a Redevelopment Authority. First Selectman Bowsza noted he has proposed six of a potential seven names have been identified to be put forward to the Town Meeting although the appointment rests with the Board of Selectmen. He tried to bring people to the panel who would bring professional and technical expertise to the Authority.

First Selectman Bowsza opened discussion to the Board.

Selectman Nordell questioned the process to create the Authority, does it include the appointment of the people identified? First Selectman Bowsza

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suggested both would be done at the same time, the vacancies would be filled by appointment. Selectman Nordell questioned if the Board would be setting a charge as well? First Selectman Bowsza felt that was stated in the establishment of the Authority.

Selectman Muska suggested the charge of the Authority was a bit vague when reading the document before her. She also questioned if the charge was established first, or the Resolution was established first and the establishment of the charge would follow.

The Board reviewed the document. First Selectman Bowsza suggested postponing this Item of business until the Board's next meeting.

**MOTION: To POSTPONE Item 9B - the establishment of a  
Redevelopment Authority pertaining to 105 Prospect  
Hill Road until the Board's next meeting.**

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

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

**C. MOU between the Town and Westfield State University concerning  
an academic assessment of the Town's Economic Development  
Activity, Communication, and Public Support:**

First Selectman Bowsza recalled that last year the Town worked with students from Westfield State University on an organizational behavior course on a constituent service improvement project which proved to be a positive experience for the Town and the students. The professor who managed that project contacted First Selectman Bowsza regarding repeating the project. First Selectman Bowsza reported he and the professor have developed a new scope for the project which is referenced in the Memorandum of Understanding. The project would be an assessment of the Town's economic development activity, communication, and public support.

First Selectman Bowsza suggested there's been a lot of efforts done to make East Windsor a friendly place to locate your business and grow your family, and to provide general communication to the public. This project would look at how well those efforts are integrating, and make



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recommendations for improvements, if necessary. First Selectman Bowsza noted this is a no-cost, no time commitment project for the Town, as it's something he does off the clock.

First Selectman Bowsza queried the Board for comments, no one questioned the proposed project. First Selectman Bowsza suggested if the Board favors this project he would need authorization from the Board to sign the contract.

**MOTION: To ENTER INTO THE MEMO OF UNDERSTANDING between the Town of East Windsor Economic Development Commission and Westfield State University concerning an academic assessment of the Town's Economic Development Activity Communication and Public Support, and AUTHORIZE the First Selectman to sign the contract.**

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

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

**D. Tax Refunds:**

First Selectman Bowsza called for a motion to approve the Tax refunds presented this evening.

**MOTION: To APPROVE the tax refunds in the amount of \$1,171.34.**

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

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

**E. Resolution Authorizing the First Selectman to sign the Personal Services agreement/Grant Contract under the Department of Energy and Environmental Protection for Park Improvements:**

First Selectman Bowsza noted this is the second **ADDED AGENDA** Item. He noted the Town received approximately \$800,000 in State Bond

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funding for specific purposes. Those purposes include the installation of lights at the Abbe Road soccer facility, as well as certain other park improvements. In discussions with staff at the Department of Energy and Environmental Protection who administer those bond funds on behalf of the State, the Town needs to sign this Personal Services Agreement as part of the process for acquiring those funds. First Selectman Bowsza indicated the Board needs to authorize him to sign the contract with the State so the Town can receive the funding for those projects.

First Selectman Bowsza called for comments or questions from the Board; no one requested to be acknowledged. First Selectman Bowsza called for a motion of approval.

**MOTION: To AUTHORIZE the First Selectman to enter into the Personal Services Agreement between the Town of East Windsor and the Department of Energy and Environmental Protection for Park Improvements.**

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

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

First Selectman Bowsza noted the time was approaching for the Town Meeting. He requested a motion to **RECESS** the Board of Selectman Meeting until after the Town Meeting.

**MOTION: So moved.**

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

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

First Selectman Bowsza noted the Board of Selectmen's Regular Meeting **RECESSED** at 7:23 p.m.

**First Selectman Bowsza called the Town Meeting to order at 7:30 p.m.** See separate Minutes reflecting the activity which occurred at the Town Meeting.

First Selectman Bowsza **RECONVENED** the Regular Meeting of the Board of Selectmen at 7:54 p.m.

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First Selectman Bowsza indicated he is returning to the posted Agenda of the Selectmen's Meeting. He noted the next item of business was **8C – (8 - NEW BUSINESS – Item C - Discuss ARPA Survey Results Deeper Dive)**,

**8. C. Discuss ARPA Survey Results Deeper Dive:**

First Selectman Bowsza began a review of the ARPA Survey results, referencing his PowerPoint presentation. *Please see Attachment A for the complete survey results*, following is a brief summary of highlights of the report.

First Selectman Bowsza reported 9,000 surveys discussing the best use of the American Rescue Plan funds were made available to 9,000 homes using the registered voters list. In response 700 comments were received. 70% of the respondents were 55 years old, or older, approximately 35% of the population falls within that age group.

First Selectman Bowsza suggested the next slide identifies the items by importance to the respondents. Of the six areas identified in the survey three were identified as most important, those areas, and their scale of importance on a possible scale of 5, were: hard infrastructure (4.12), environmental quality (3.87), and quality of life (3.78).

Reviewing the 700+ responses First Selectman Bowsza identified 148 unique response categories. From those categories he then removed items which are either already happening, or aren't feasible.

First Selectman Bowsza then reviewed several slides which reflected categories which received a number of responses and were the most popular to the respondents. Those categories included: road improvements, school related projects, drainage projects, public safety improvements, tree related issues, farmland preservation, blight concerns/economic development, recreation, playgrounds/park improvements, water quality, facilities improvements, cost assistance/tax break, public safety staffing, environmental projects, EV charging stations, social services, tourism/rails to trails, and quality of life.

*(Please review meeting video for a more detailed presentation)*

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First Selectman Bowsza asked the Board for comments.

**Paul Anderson, 89 Main Street, Broad Brook,** requested a hard copy to review; First Selectman Bowsza indicated he would provide the requested copy.

Deputy First Selectman DeSousa cited the work that must have gone into reviewing the survey results.

Selectman Muska questioned if the American Heritage River Commission has a brochure that identifies the recreational walking areas that we currently have? She cited the availability of current walking areas and questioned if people are aware of what those areas are. Finance Director O'Toole suggested some type of brochure was available. Albert Grant, Chairman of the Conservation Commission, noted there is a State property in Melrose that includes a walking trail. Noting the Commission's limited manpower, Chairman Grant suggested there are other places in town which would need to be maintained.

Selectman DeSousa noted areas in town that were set aside intentionally for open space along the Connecticut River years ago, she noted areas behind Winton Park and areas further down. She suggested it might be worth asking perhaps the Planning Department to look into that. Chairman Grant suggested at the end of Plantation Road there is a significant opportunity for a trail head, and preservation of farmland allows the public to have access. Deputy First Selectman DeSousa suggested Park and Rec might be able to provide walking trails as well.

Selectman Baker joined the conversation remotely. Continuing that conversation regarding the walking trails, Selectman Baker suggested the American Heritage River Commission put together one "official" walking trail in Melrose. He noted the Town owns land across the street and a bridge was established across the Scantic River to give access to the trail. Selectman Baker reported he understands they have plans on the side where that access is now to extend the trail, which would require more materials for bridges. Although they did replace some bridges recently there's more work to be done, he suggested refreshing their plan – a lot could be done for a little bit of money. Selectman Baker suggested that's the most used, and popular, walking trail we have in town.

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First Selectman Bowsza cited Selectman Baker's comment that a lot can be done with a small amount of money. He suggested a consideration for the Board is what can we get done for as little as possible to get as much done as possible versus \$2 million worth of roads, which the Town could also use.

Selectman Baker reported he is also a big advocate for connecting the residential area to the commercial area, especially in Warehouse Point, which he was glad to see represented in the survey as well. He suggested the connectivity could be provided via sidewalks and bike lanes. With the transit-oriented work that's being done in Windsor Locks we should be looking at what we can do so people can walk to their jobs or visit various establishments without the use of a car. Selectman Baker suggested some of that work has already been done under the Route 5 Study, he suggested perhaps the Board could use some of the recommendations from that report.

First Selectman Bowsza referenced page 29 of his PowerPoint, he suggested the Board could discuss each of the top priorities in successive meetings.

First Selectman Bowsza noted the Board had concluded most of this Meeting's business. He also noted Attorney Deneen has arrived, he suggested going into Executive Session, and return to **SELECTMEN'S REPORTS** following the Executive Session.

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) of section 1/210.  
Action possible:

**MOTION:** To GO INTO EXECUTIVE SESSION at 8:18 p.m. Attending the Executive Session will b Attorney Kevin Deneen, Finance Director Amy O'Toole, First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Muska, Selectman Nordell in person, and Selectman Baker remotely.

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

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

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LET THE RECORD SHOW the Recording Secretary signed out of the meeting at 8:18 p.m.

First Selectman Bowsza noted the Board has exited the Executive Session at 10:11 p.m.

No additional actions were taken.

First Selectman Bowsza returned to Item 10 – **SELECTMEN'S REPORTS.**

**10. SELECTMEN COMMENTS AND REPORTS:**

**A. Jason Bowsza:**

**(See Attachment B)**

**B. Marie DeSousa:**

**(See Attachment C)**

**C. Alan Baker:**

Selectman Baker suggested **Planning and Zoning** had a couple of things going on, but the one thing he felt was important to report on was the Public Hearing they opened for 297 North Road, Special Use Permit renewal for a soil management facility. This permit is different from our gravel pits in that they will be taking soil in. This makes it more complex in that they need to test the soil, and have it removed if it tests for any hazardous materials instead of spreading it over the old dump site. There are a bunch of rules for how testing and procedures for how testing is managed for these types of permits, so Town Staff is reviewing it make sure everyone knows the process. Much more information will be discussed at the next meeting. It's important that we get this right because of the proximity to the Scantic River.

Selectman Baker reported the **Broad Brook Fire Commissioners** had their normal meeting. The one thing that came out of that for the Selectmen is they again discussed getting on the Selectmen's agenda to talk about the Fire Department space needs in the short term in regards to the Community Center as well as a longer term strategy. They are looking

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to get some sort of committee to do a holistic look at all the public safety needs and come up with a long-term plan. Selectman Baker suggested the Board would be hearing from them soon.

D. Sarah Muska:

(See Attachment D)

E. Charlie Nordell:

On August 22<sup>nd</sup> he attended the **BMX Committee** Meeting, and they reviewed ways to fundraise. They said National Night Out was a great success for them and they met with a number of participants. They plan on attending the Ice Cream Social scheduled for September 10<sup>th</sup>, and they are also planning a fundraiser at Geissler's Sidewalk Sale on Saturday, September 17<sup>th</sup> between 10 and 2. They'll be selling hot dogs and soda. Groups in town donate the hot dogs and sodas, whatever money they make is a fundraiser.

Selectman Nordell reported he also attended the **Board of Education** Meeting. I was there with the PTO. The kids are getting ready for school. The PTO's first meeting is September 8<sup>th</sup> at the Elementary School Cafeteria at 7 o'clock, that's next Thursday. First Selectman Bowsza advised the Board the Town is having a Freedom of Information Training session next Thursday at 5:30 which went out to all Town Staff. Attorney Sommeruga has written several books on the Freedom of Information Act, and this training session is in conjunction with the Board of Education.

11. PUBLIC PARTICIPATION:

First Selectman Bowsza noted the second opportunity for public participation. He noted no one is present in-person, he offered the opportunity to comment to the remote participants.

The remote participant didn't identify herself but noted her address as 53 Prospect Hill Drive. She noted she has two comments/questions.

The resident reported she noticed there isn't a camera on the ballot drop box at Town Hall, and she isn't sure if there is one at the Annex, or if there are other

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locations. The resident wondered if that was on the agenda for the Board of Selectmen to take care of in order to secure election integrity.

First Selectman Bowsza didn't recall a drop box at the Annex, but there is a drop box at Town Hall. First Selectman Bowsza suggested it's captured on the internal cameras in the hallway. The resident requested clarification that there was a camera at the drop box; First Selectman Bowsza replied affirmatively.

The resident then noted she was disappointed earlier when we had 23 minutes to discuss \$920,000 in expenditures for 4 different projects and there was nothing for the townspeople to have to make any kind of educated, informed vote on it. For instance, the high school roof, she was shocked to see that it was only \$200,000. The resident suggested she knows that it will require a lot more than that and she hopes that it gets done sooner rather than later, it's been a project in the works for a long time. But another thing, the loader for Public Works, \$300,000, where did that number come from, how is there a way for us to verify that that is what specific loader costs and not \$280,000 and somebody's pocketing \$20,000. How do we know it went out for 3 bids and not just 1. How can the townspeople access information like this before they are forced to make a decision on a million dollars in 20 minutes?

First Selectman Bowsza queried the remote participants again, no one else requested to be acknowledged.

He suggested a motion to adjourn would be in order.

**13. ADJOURNMENT:**

**MOTION: Motion to ADJOURN.**

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

**First Selectman Bowsza noted the Meeting has been adjourned at 10:25 p.m.**

Respectfully submitted,

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Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen



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**ATTACHMENTS:**

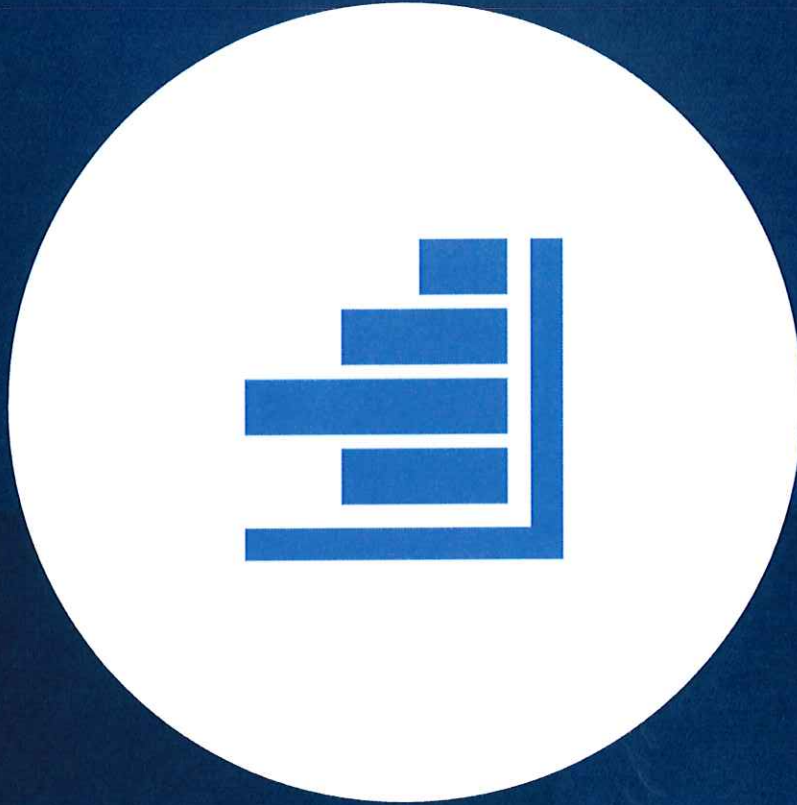
- A. ARPA Survey Results Deeper Dive
- B. First Selectman Bowsza's Report
- C. Deputy First Selectman DeSousa
- D. Selectman Muska

Selectman Baker and Selectman Nordell's reports are included in the transcription of these Minutes.

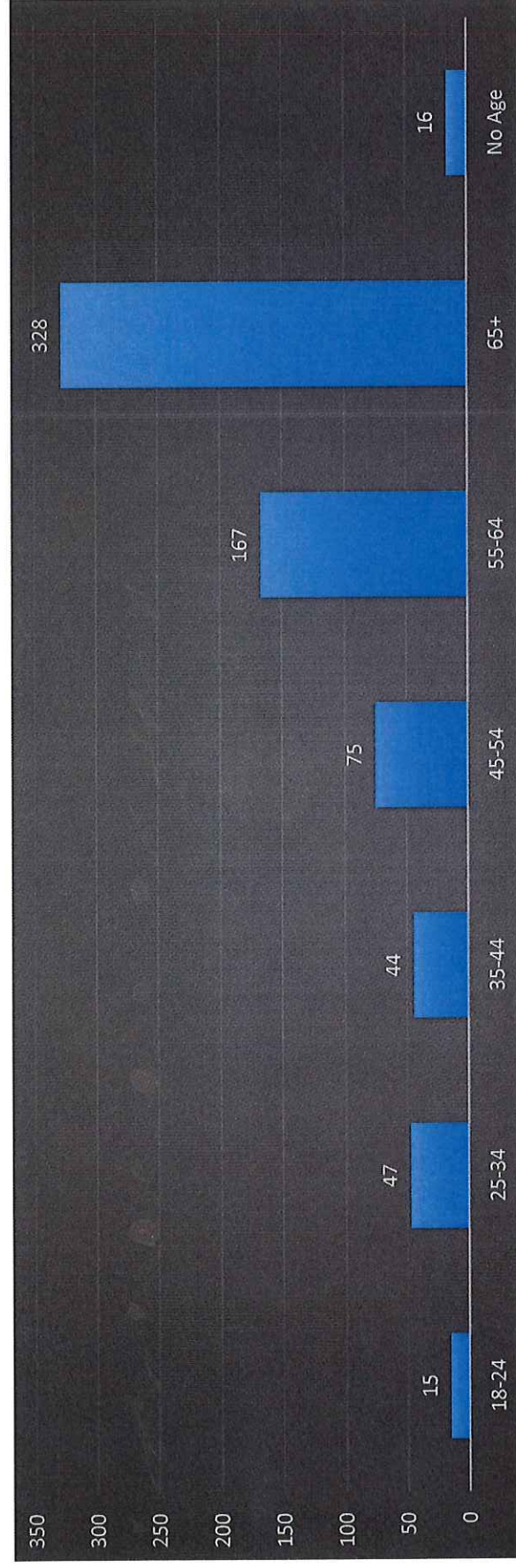
# Town of East Windsor ARPA Survey Results

Deeper Dive

September 1, 2022

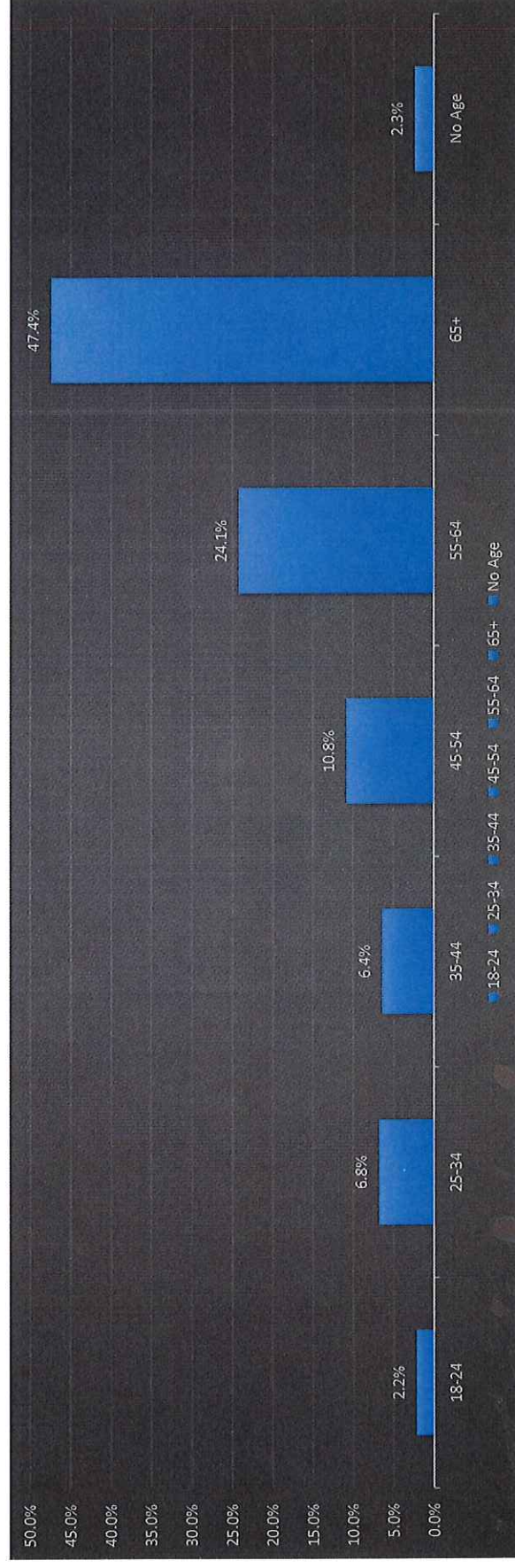


## Total Responses by Age

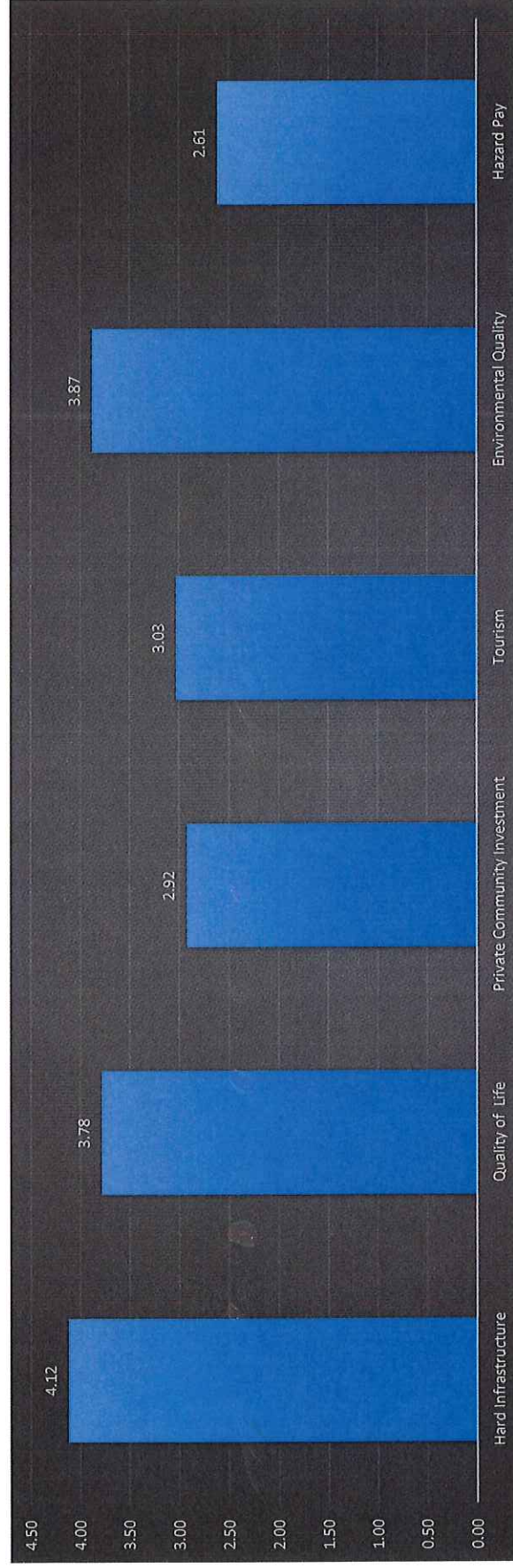




## Percentage of Responses by Age



## Survey Results Average Score

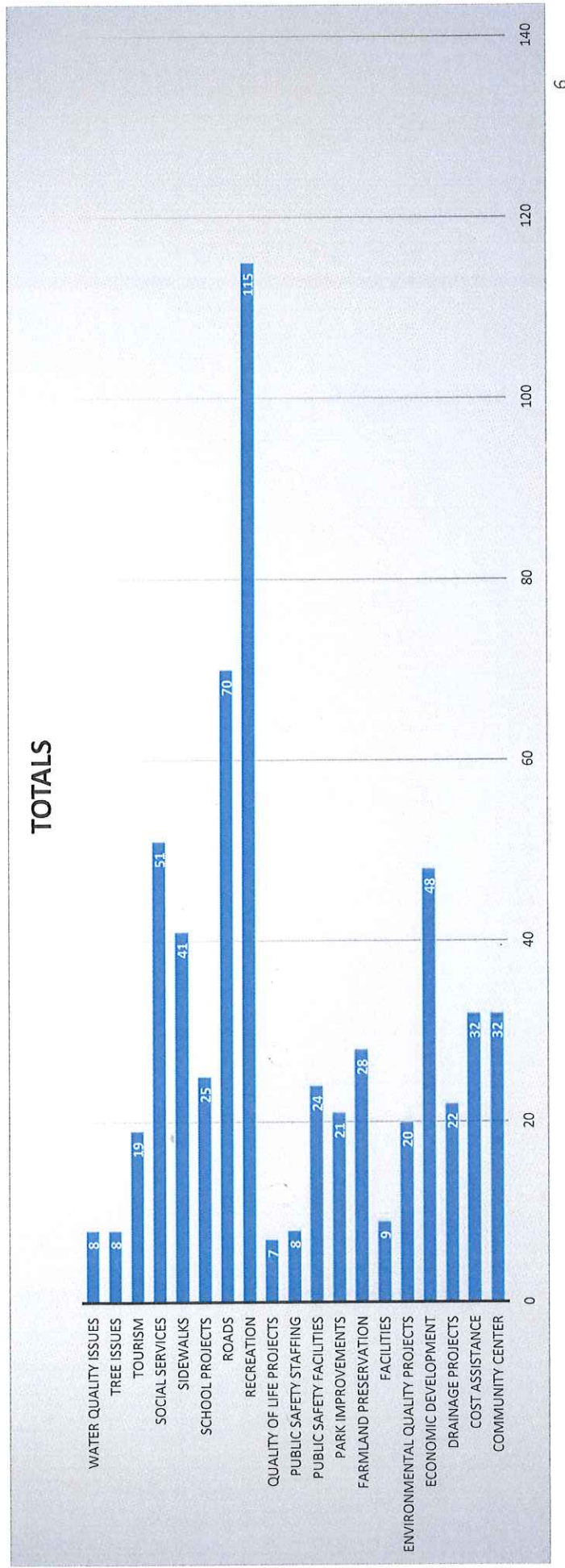


\*With 5 being the highest available score

activities at the park	dredge BB pond	new PD	roads	tree trimming
ADA improvements	dredge Butternut pond	new playground	roof repairs	trees at park
Address homelessness	economic development	new textbooks	route 5 traffic	trolley museum
air conditioning at BBES	economic redevelopment	new town hall	sand volleyball	update HS gym
Ambulance	emergency radio	open space conservation	school hill water project	veterans support
Annex renovations	energy efficiency	outdoor activities	school improvements	walking trails
Art	entertainment	outdoor recreation	school sports	waterline expansion
BB Mill remediation	environmental projects	paper shredding	school supplies	waterfront improvements for kids
BB police substation	EV charging stations	park improvements	sell EWMS	well water contamination
BBFD	EWHS track	parks programming	senior transportation	well water testing
BBFD roof	farmland preservation	pay for condo streetlights	sewer expansion	WHPFD Staff
beautification	Fiber optic	PD staff	sidewalks	youth programming
before/after school tax break	food insecurity	PD upgrade	skate park improvements	
better recycling	greencycle space	pickleball	small business assistance	
better use of vacant land	hazard pay	plant trees	solar panels	
bike path	high school track/tennis courts	trees on town property	speed mitigation	
blight	historical society	playground	sports facilities at EWHS	
blue ditch	horseback riding areas	playground expansion	sports field improvements	
broad brook pond	housing assistance	plow private roads	streetlights	
broadband	improve dog park	police hazard pay	streetscape improvements	
bulk waste collection	improve dog pound	police staffing	summer concert series	
buy Lawrence Farm	increase social services	public transportation	support churches	
casino	indoor gym w/track	public water expansion	support boyscouts	
community Center	infrastructure maintenance	public/senior transportation	tax break	
computer literacy classes	landfill	quality of life projects	tax rebates	
court lighting at Osborne Field	landscape at Park Hill, Town Buildings	rails to trails	tax relief	
cut income/sales tax	library funding	recreation	tennis courts	
dam @ EW Park	litter removal	recreational fishing	tourism	
daycare scholarship	mental health	refugee shelter	town hall annex renovations	
digital signage	mill site remediation	reimbursements for teachers	town pool	
direct payments	police, fire, Town employees	replace HS track	town radio system	
disc golf	move skate park	road improvements	trade school classes	
downtown revitalization	new ambulance facility	road paving	traffic deterrents	
drainage projects	new BBFD firehouse	road repair	tree maintenance near powerlines	

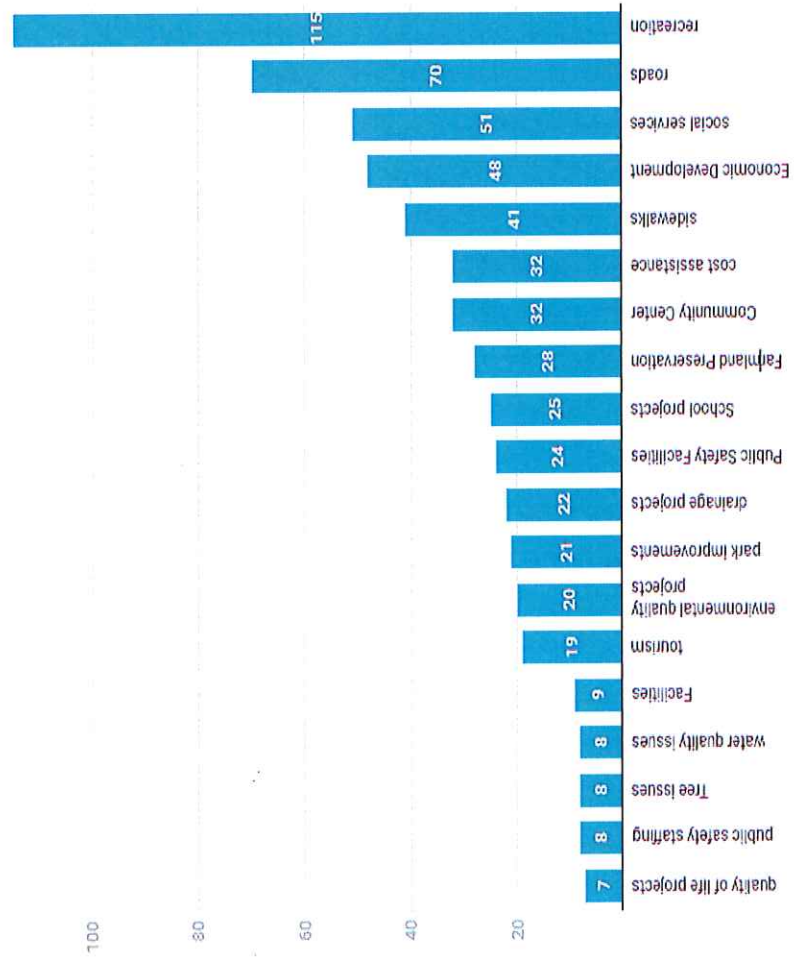


# Overall Breakdown from Survey Comments



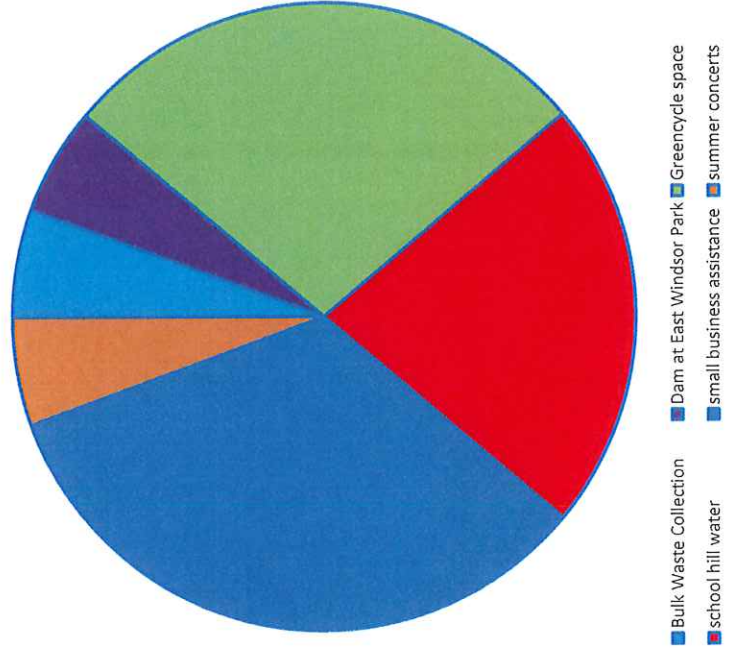
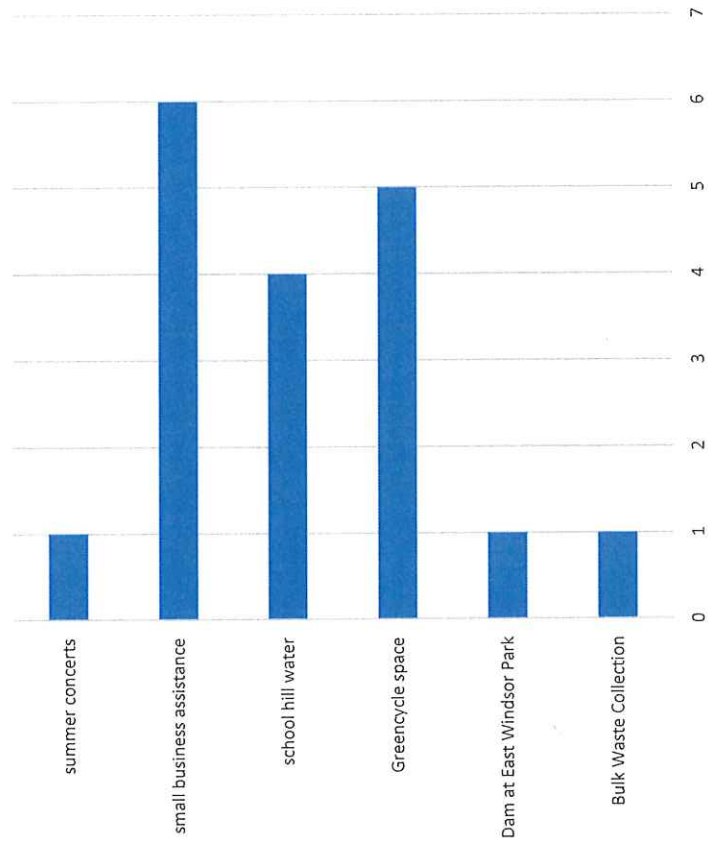
# Total Comment Breakdown

A

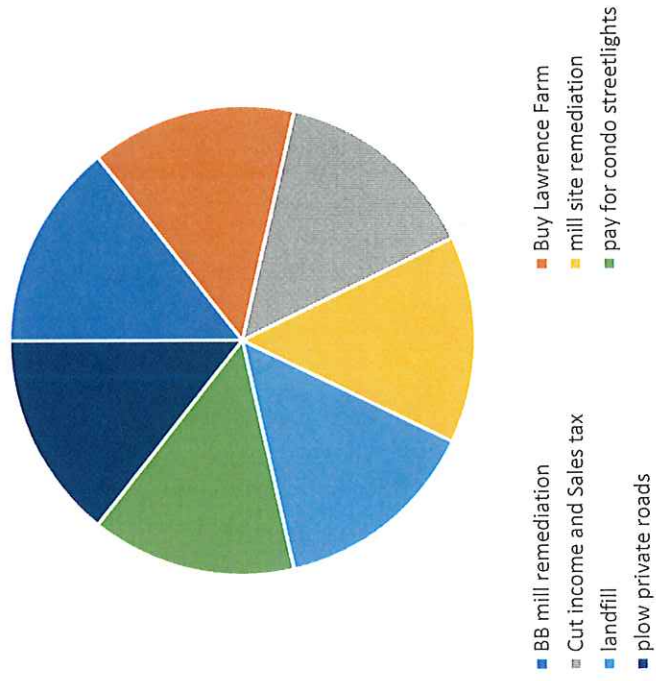
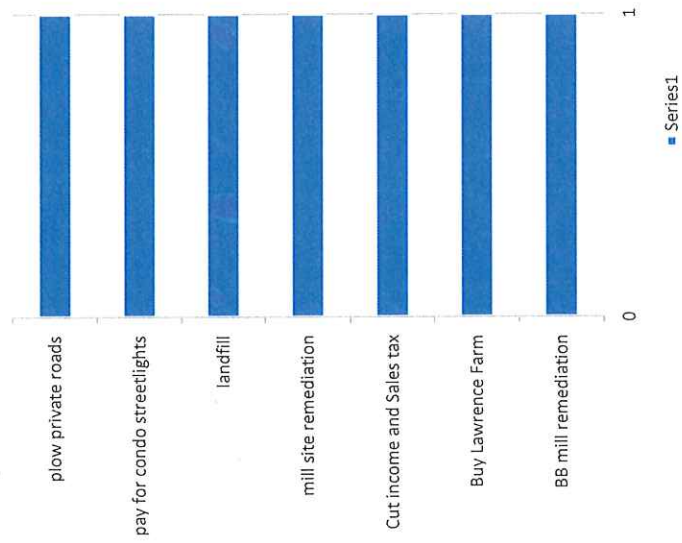




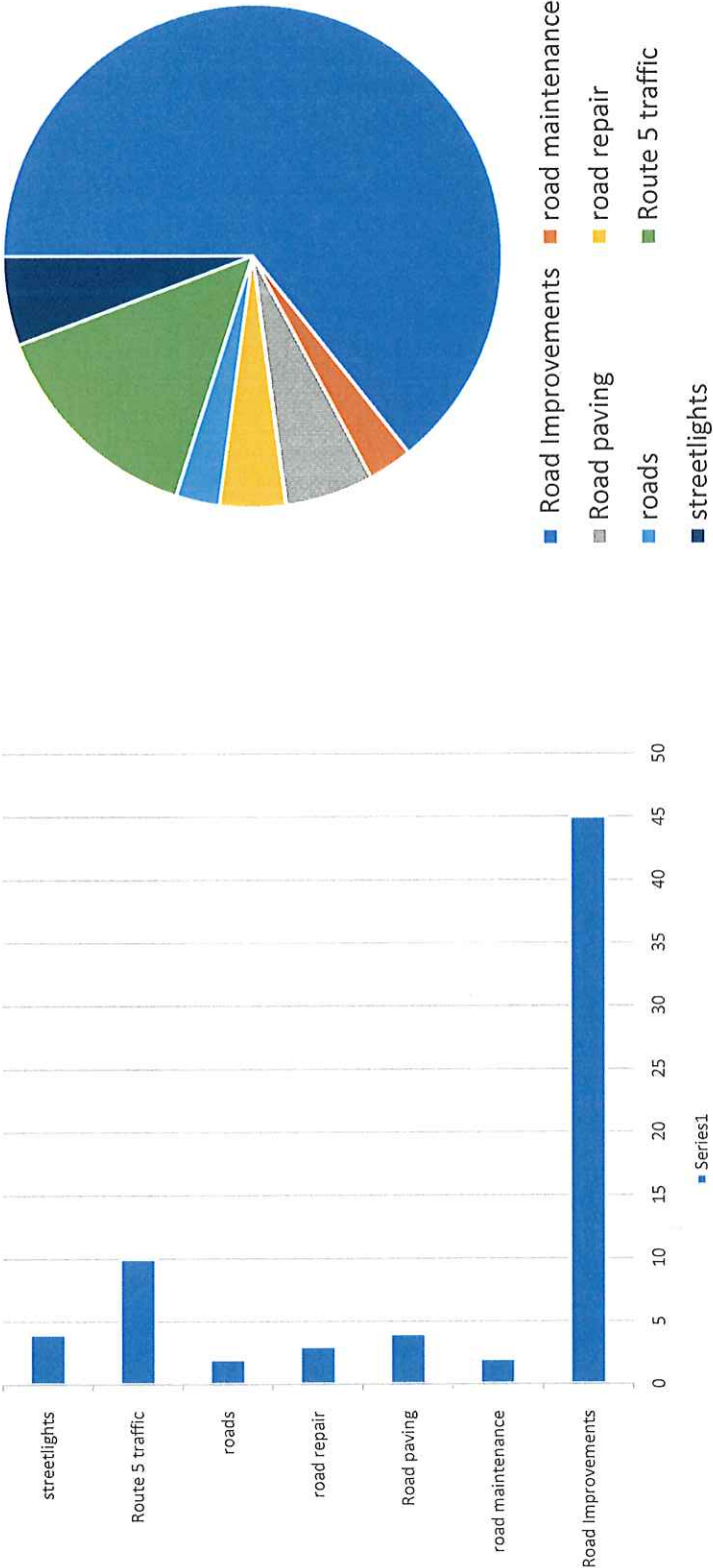
## Ideas Already Happening



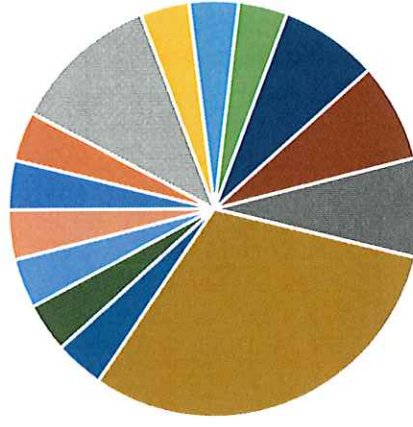
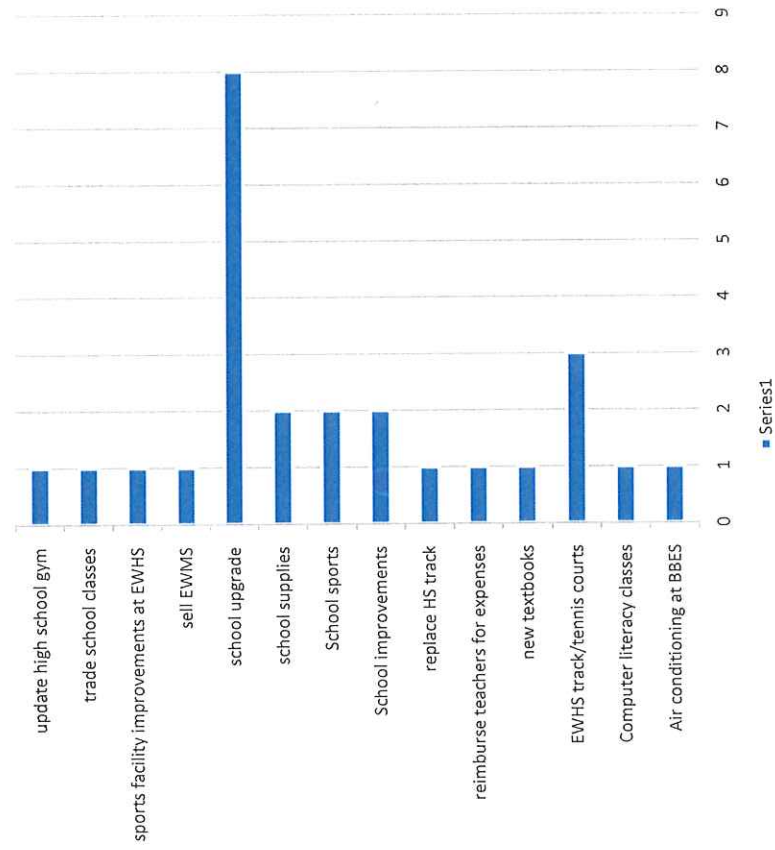
## Not Feasible



# Roads Projects

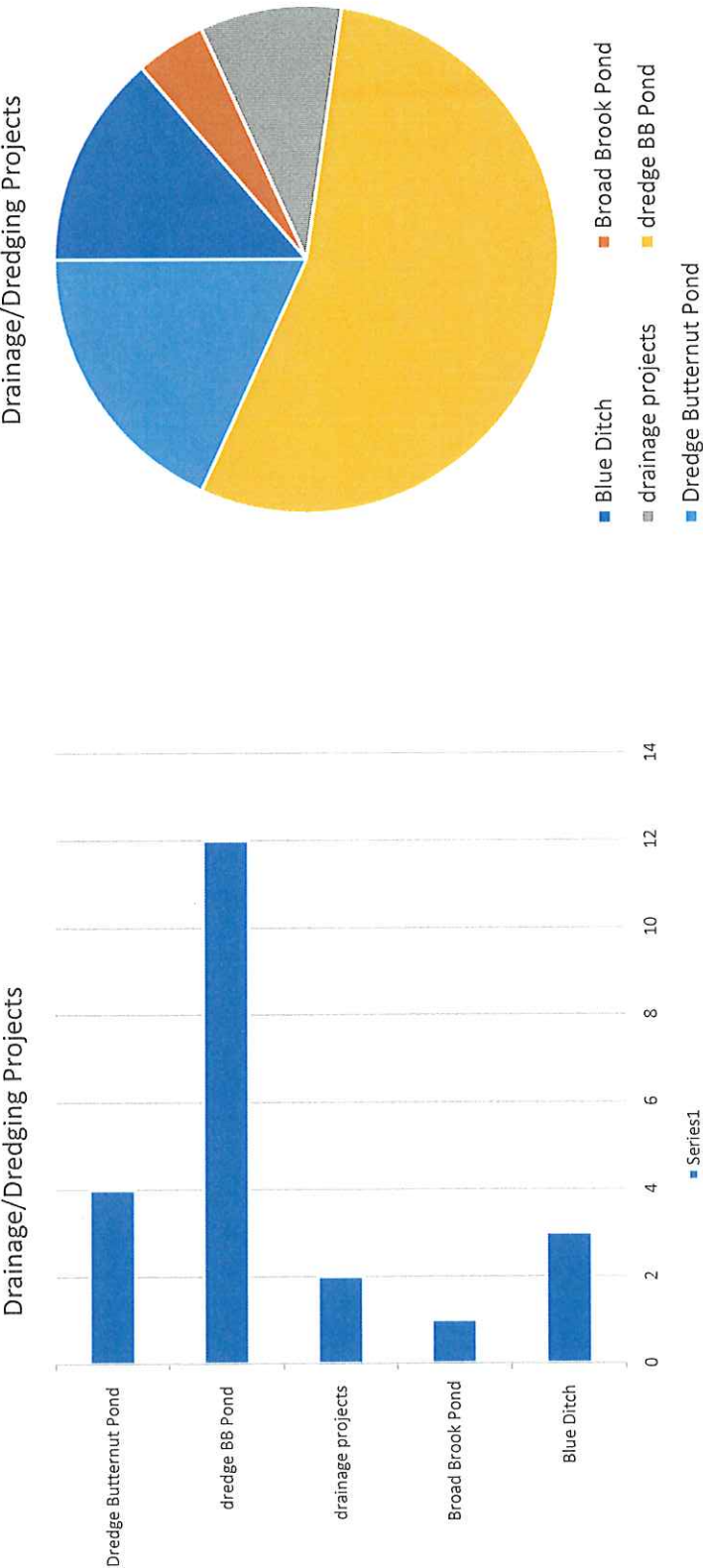


## School-Related Projects

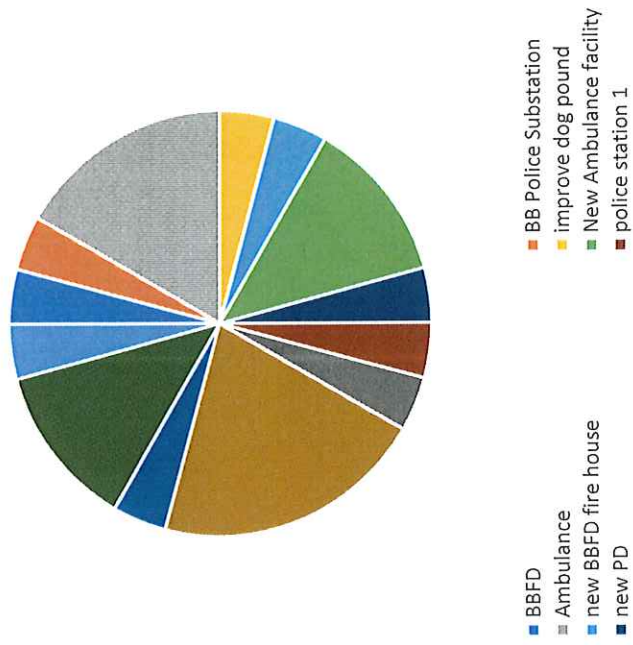
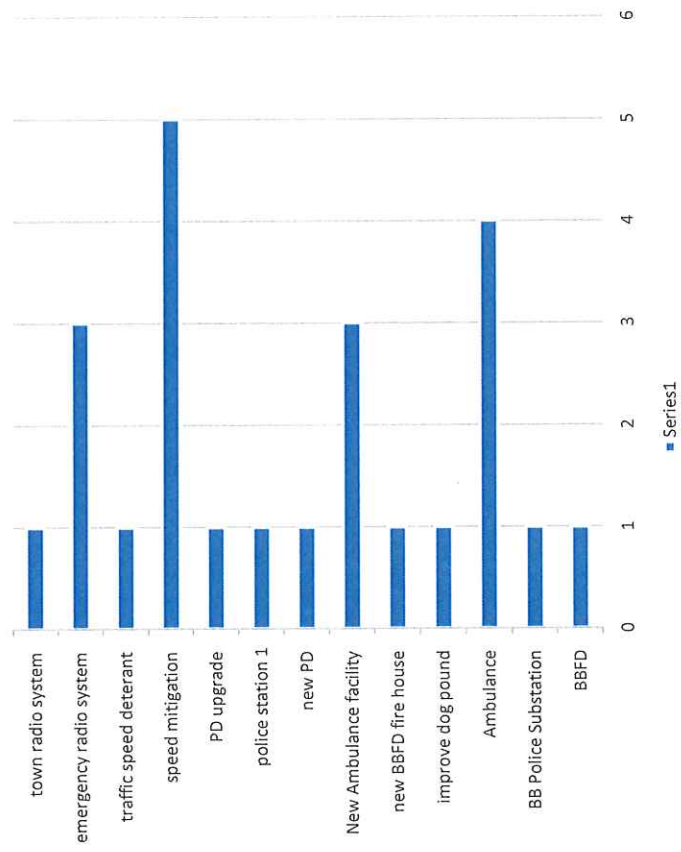


- Air conditioning at BBES
- EWHs track/tennis courts
- reimburse teachers for expenses
- School improvements
- school supplies
- sell EWMs
- trade school classes
- Computer literacy classes
- new textbooks
- replace HS track
- School sports
- school upgrade
- sports facility improvements at EWHs
- update high school gym

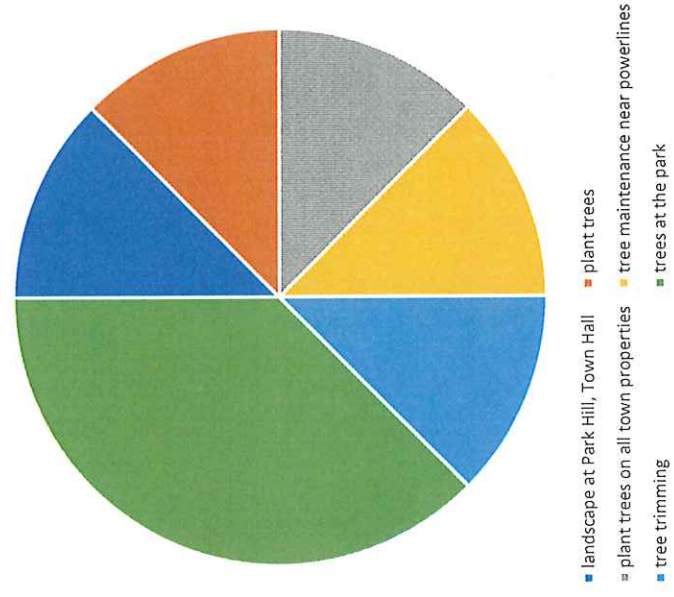
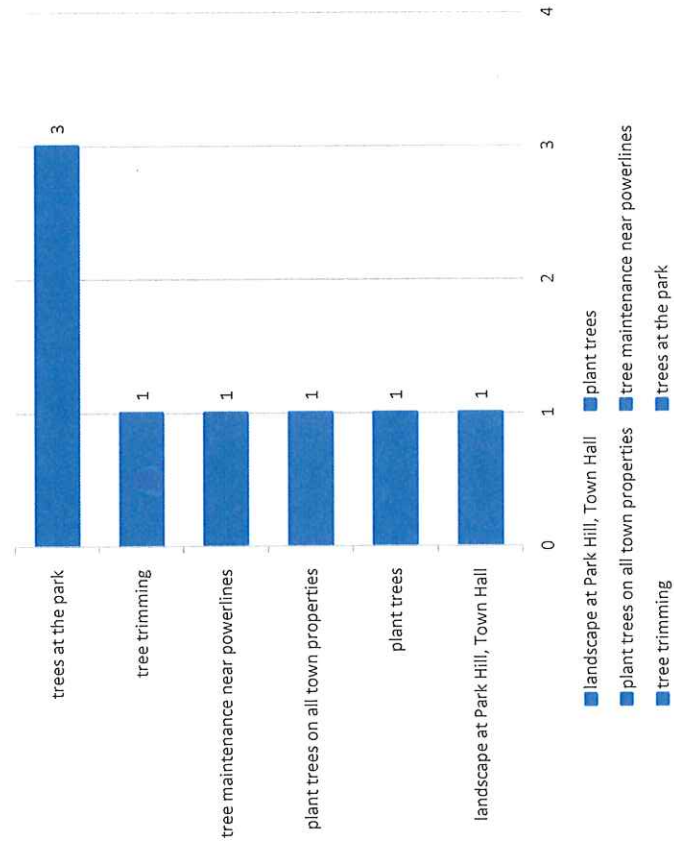
# Drainage Projects



## Public Safety Facilities

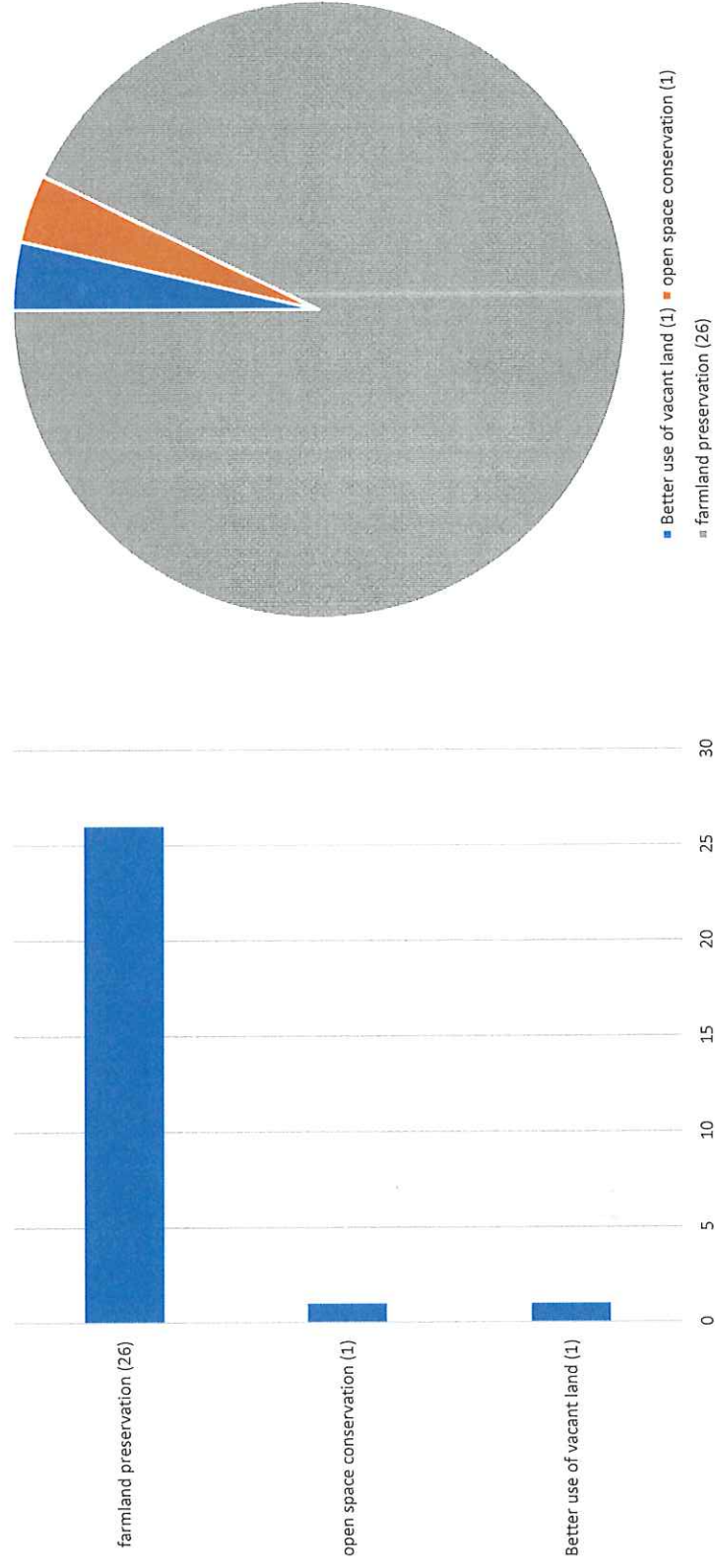


## Tree-Related Issues



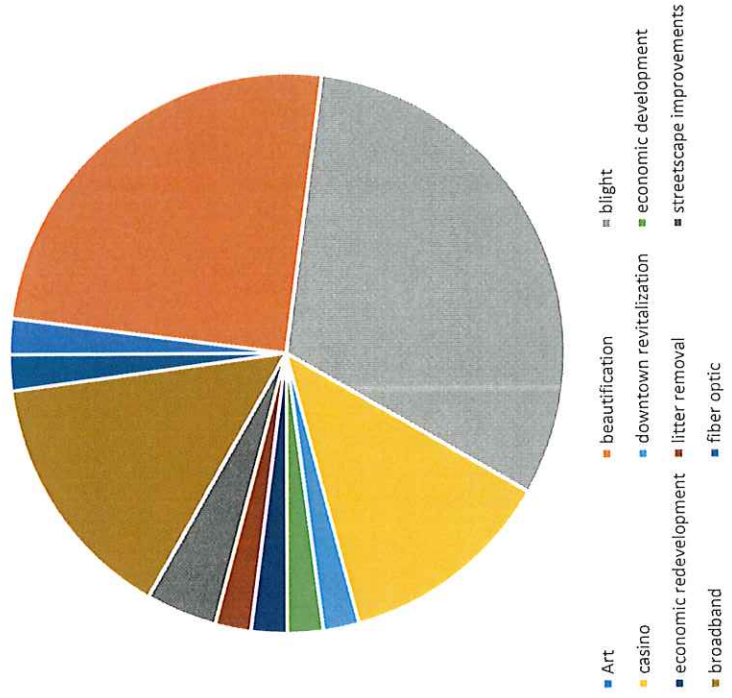
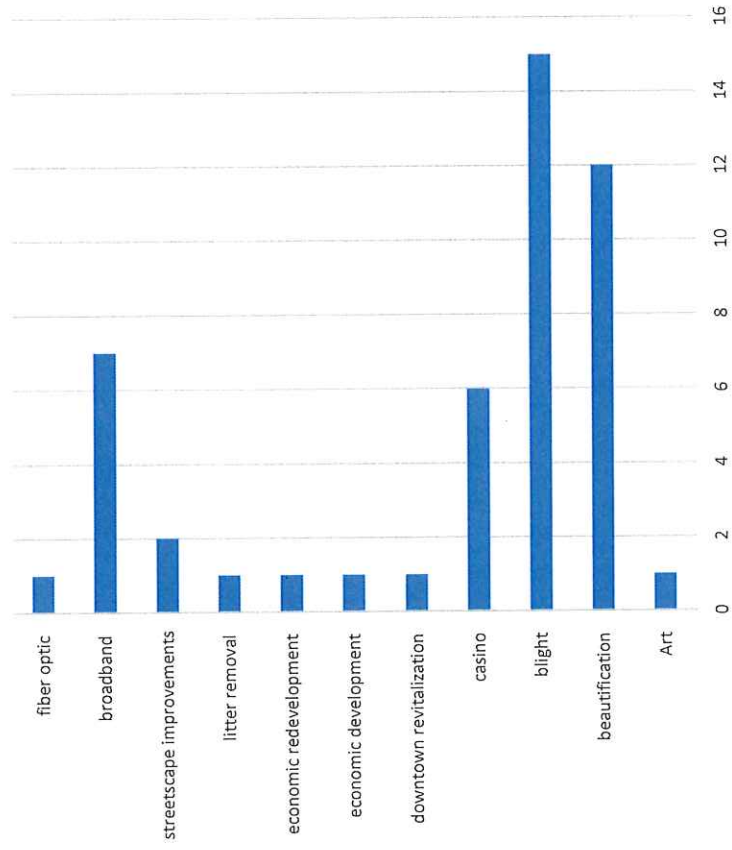


## Farmland and Open Space

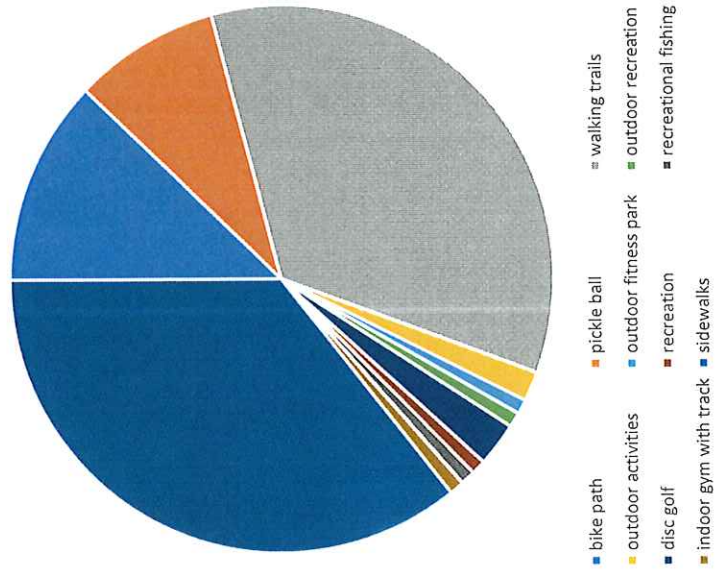
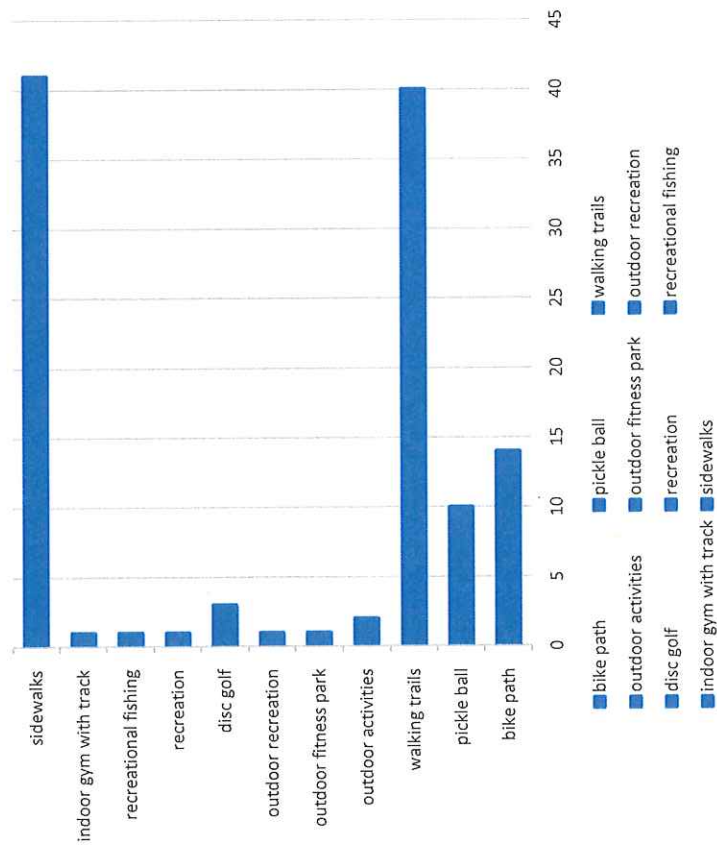




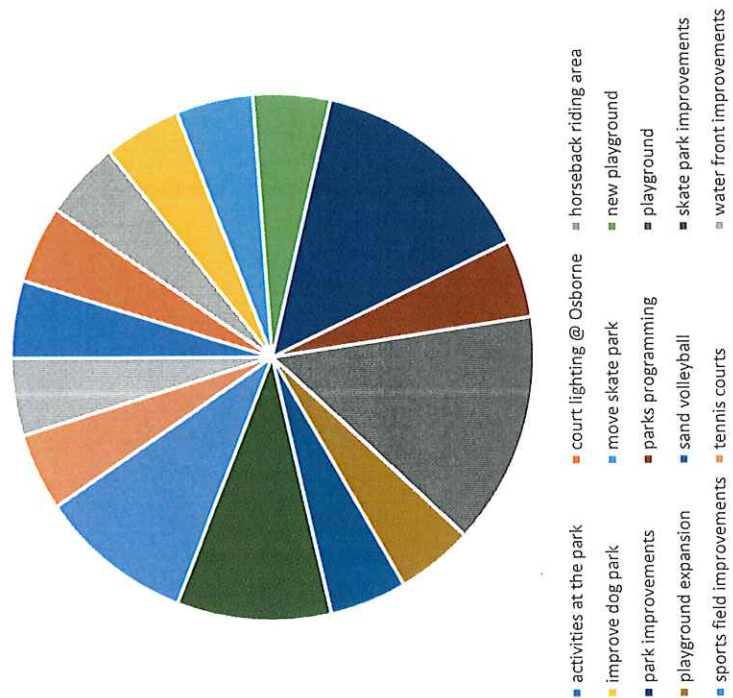
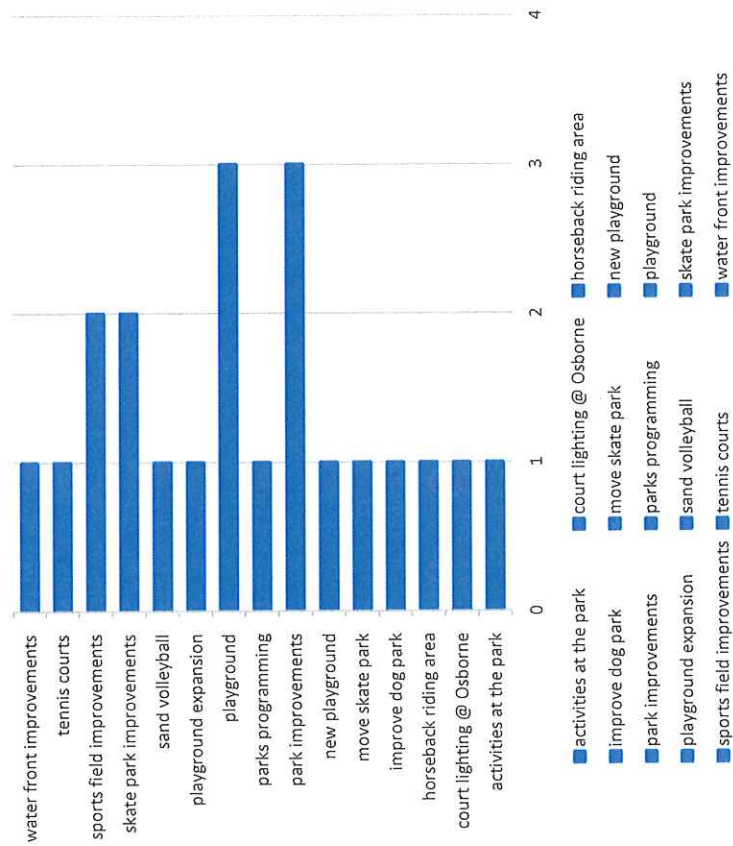
# Economic Development



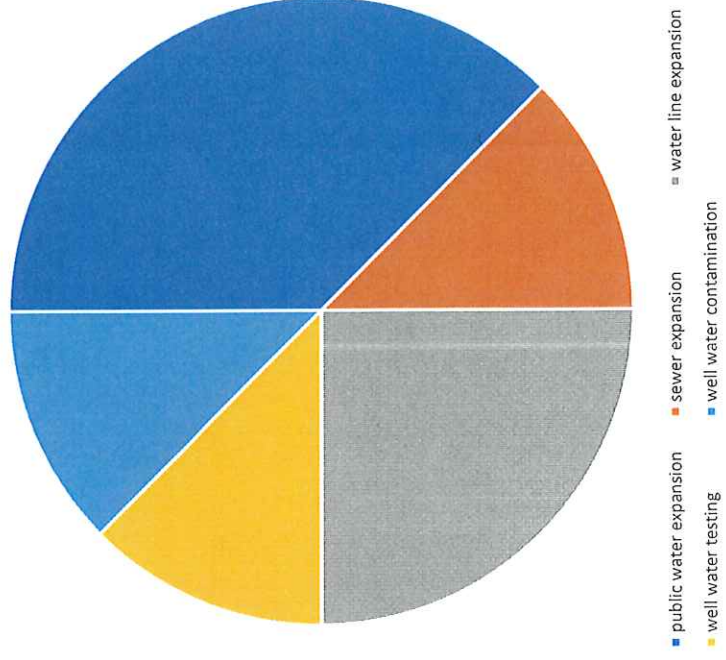
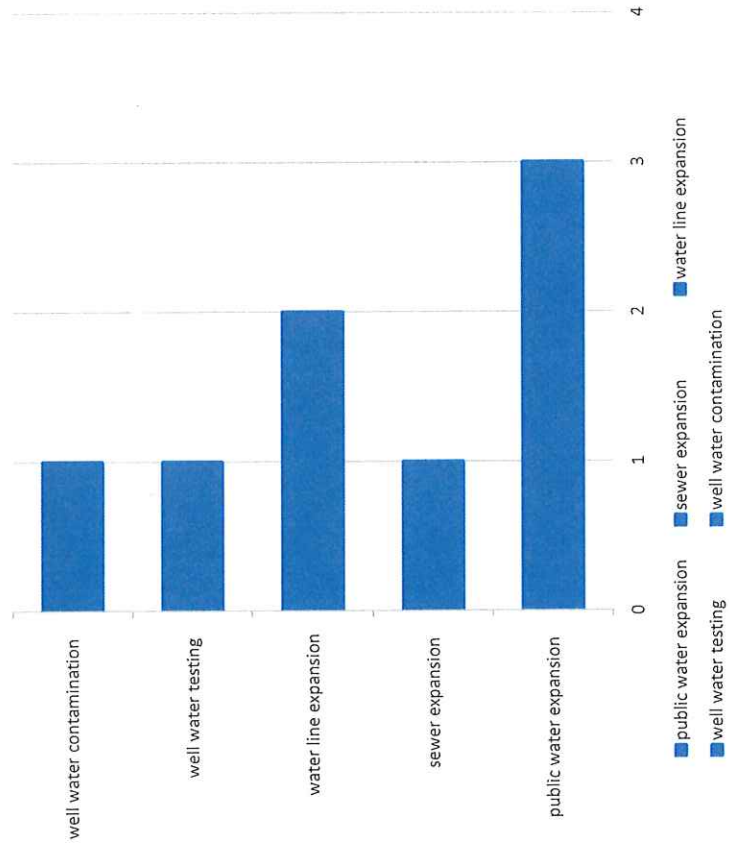
# Recreation



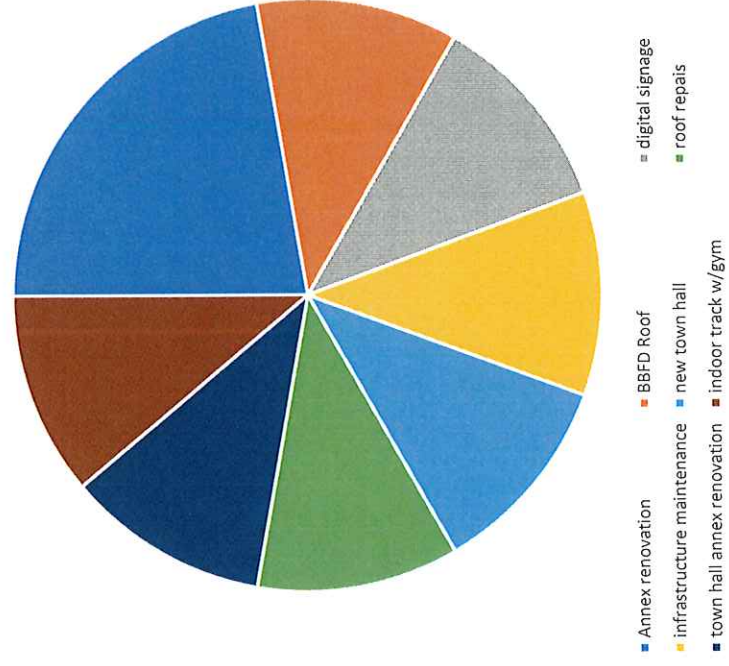
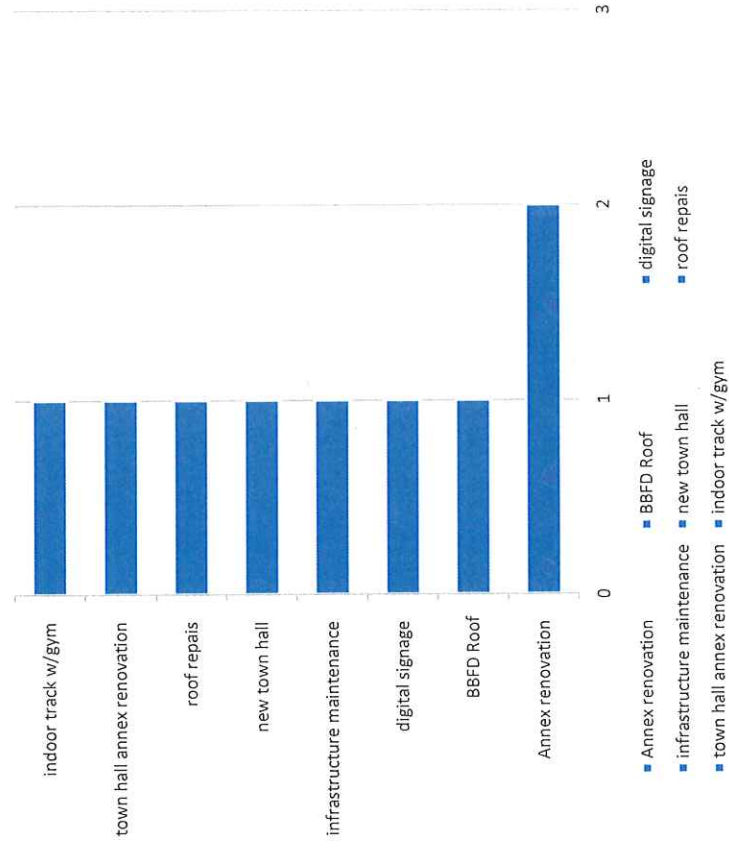
## Parks Improvements



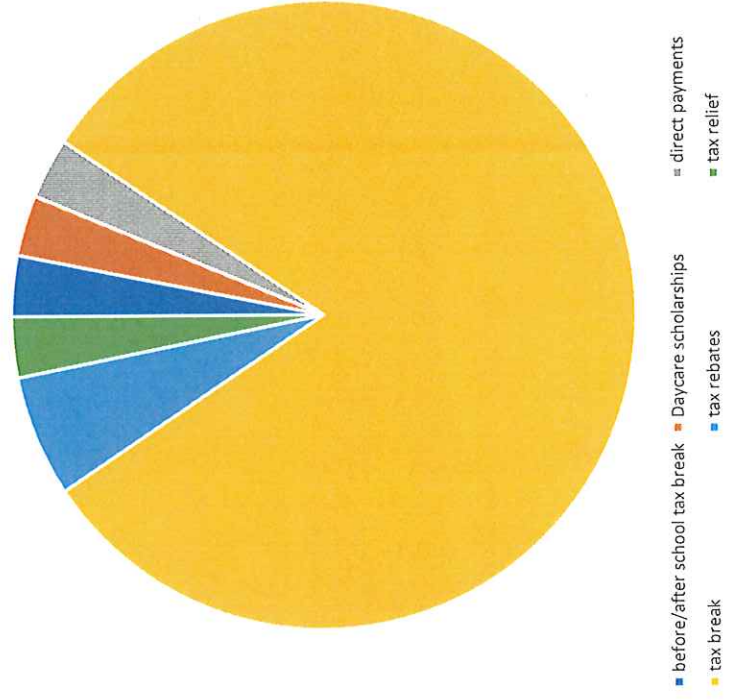
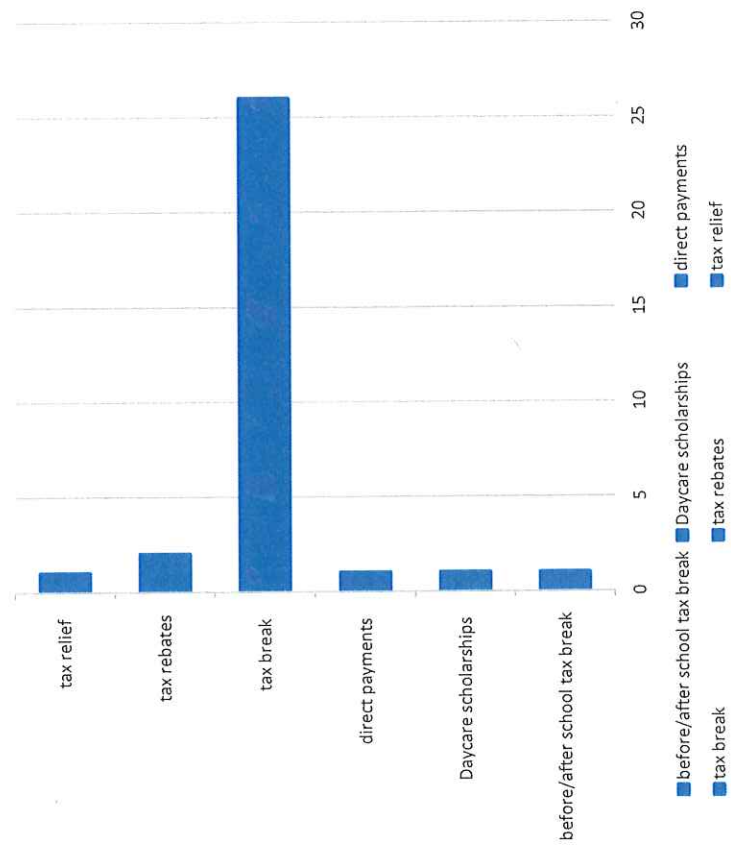
# Water Quality



## Facilities Improvements

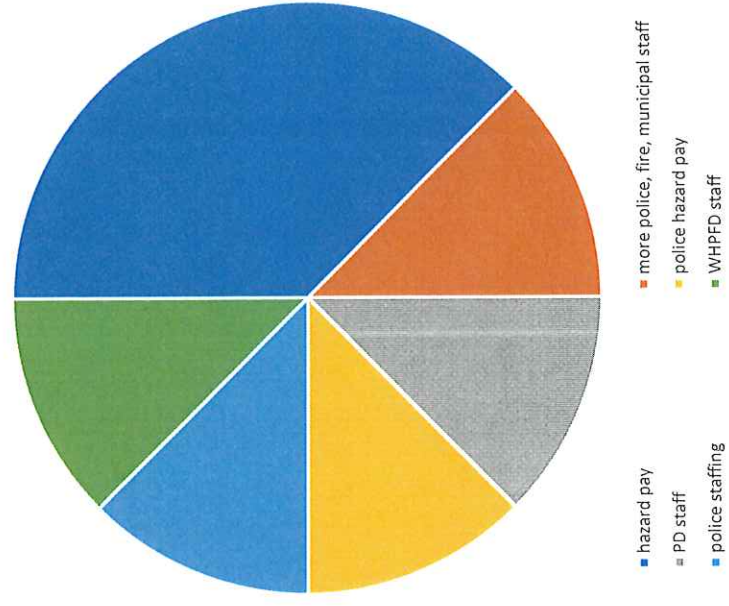
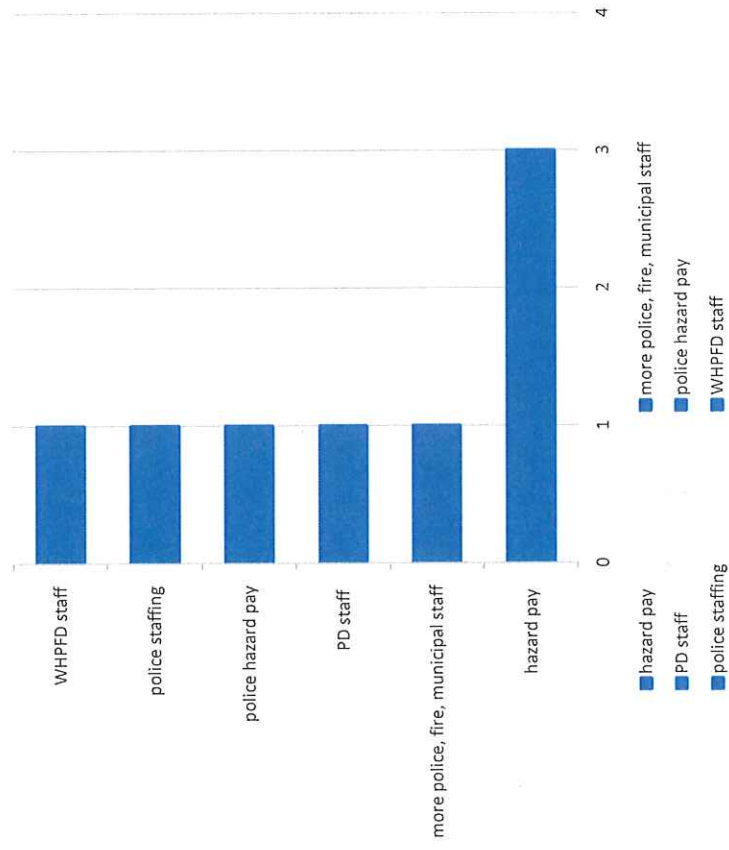


## Cost Assistance

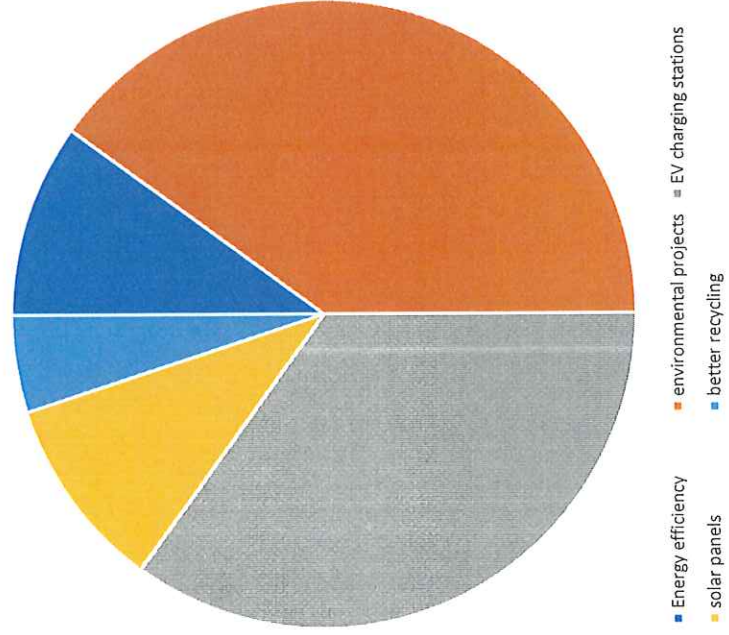
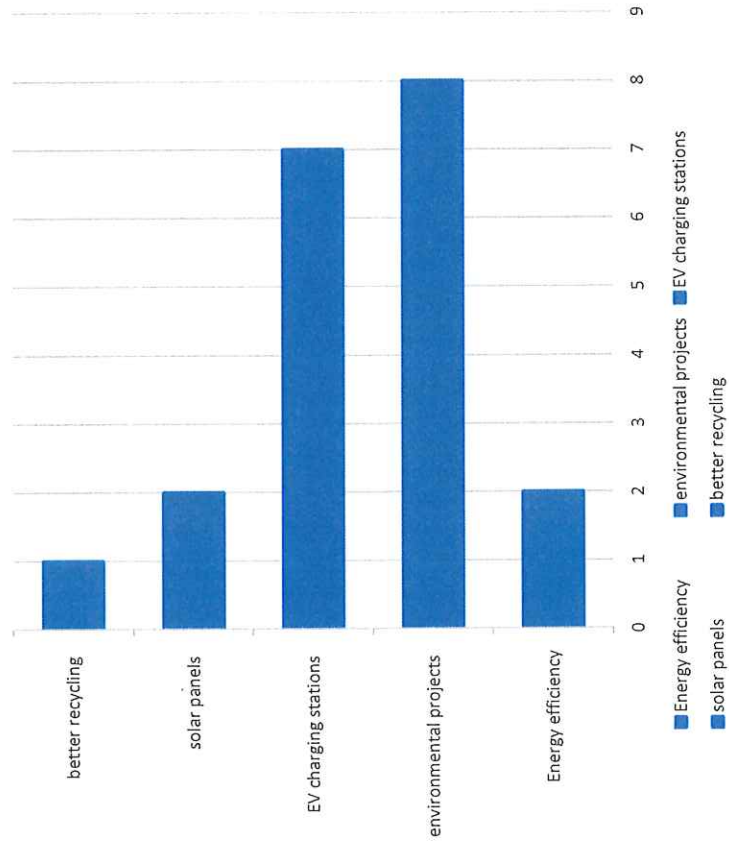




## Public Safety Staffing

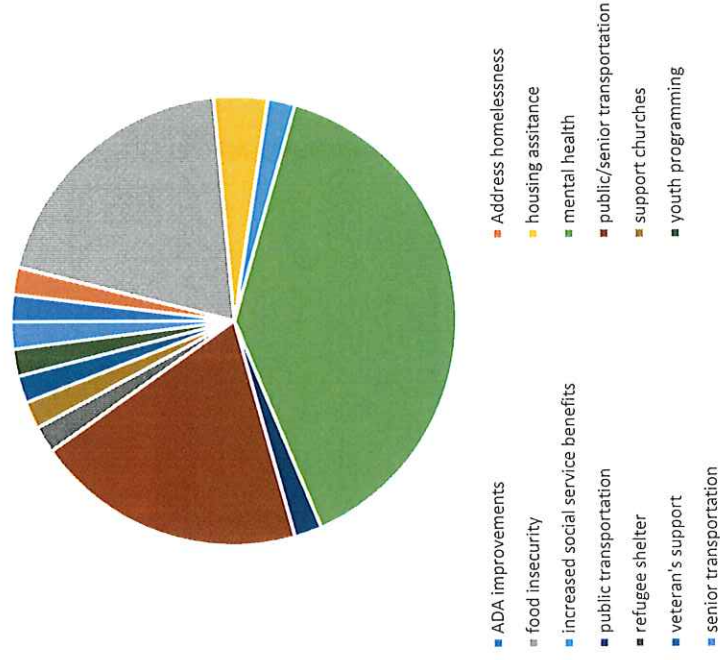
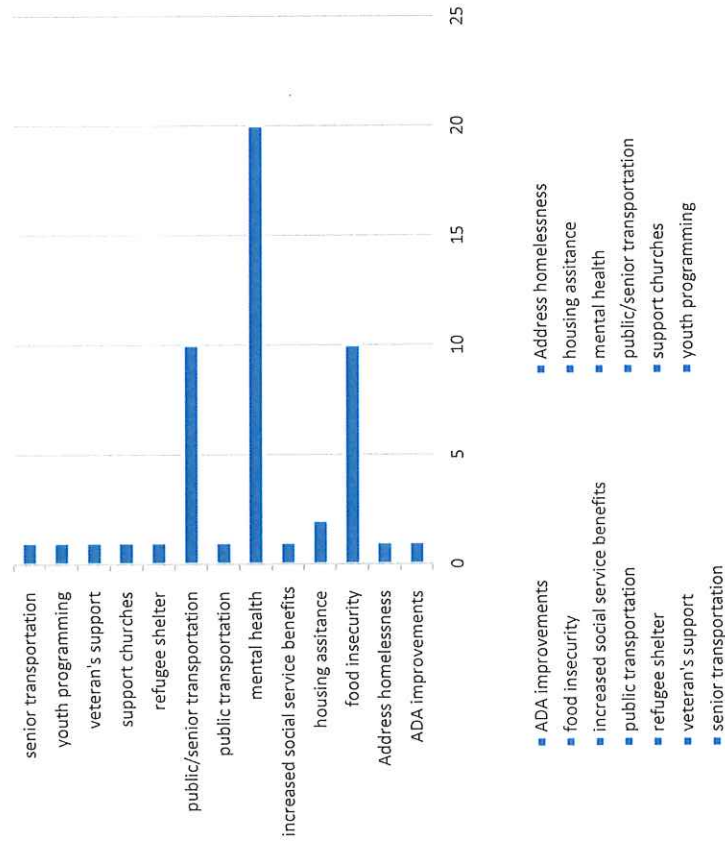


## Environmental Quality

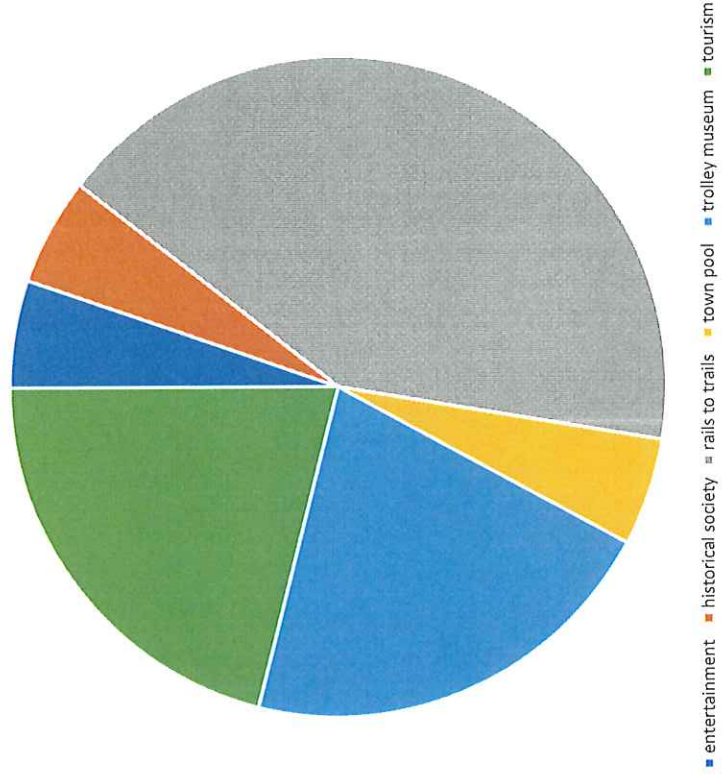
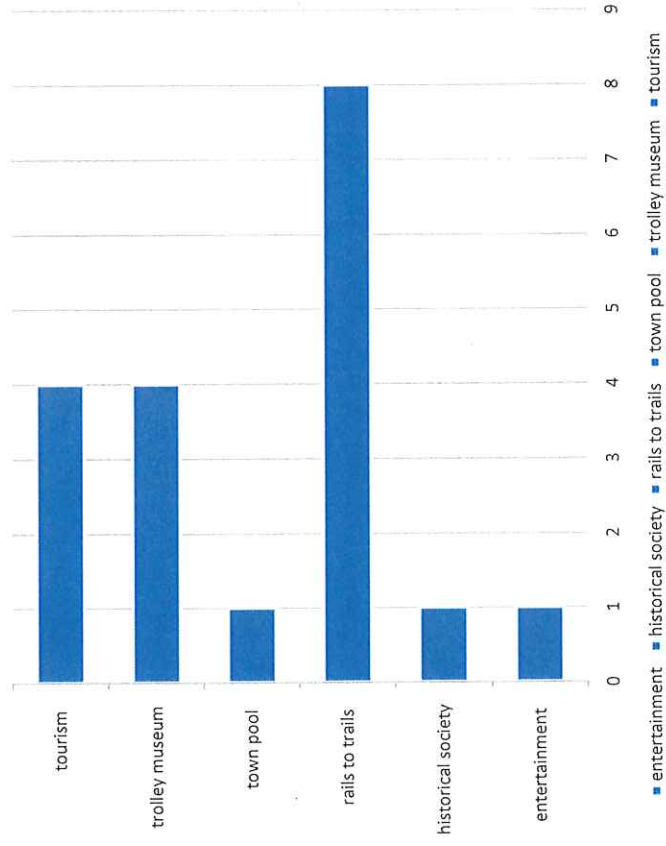




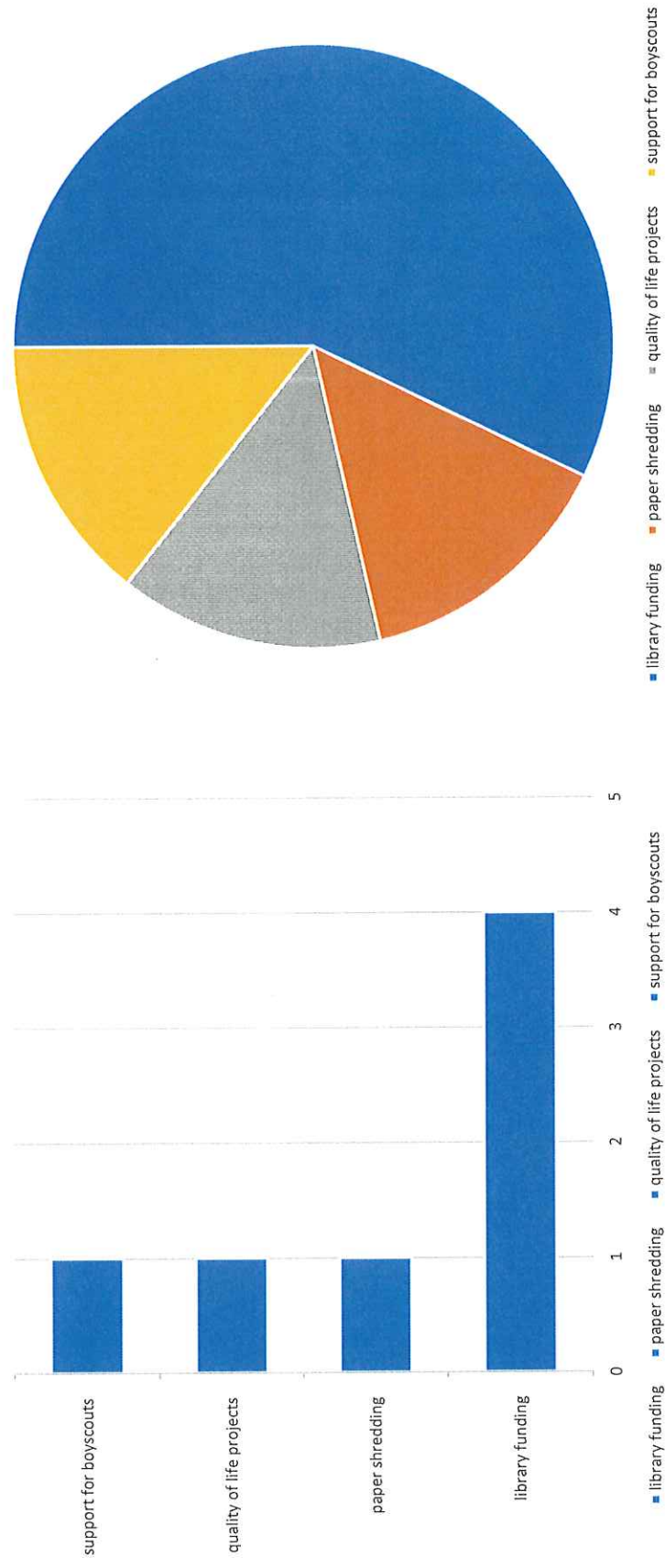
# Social Services



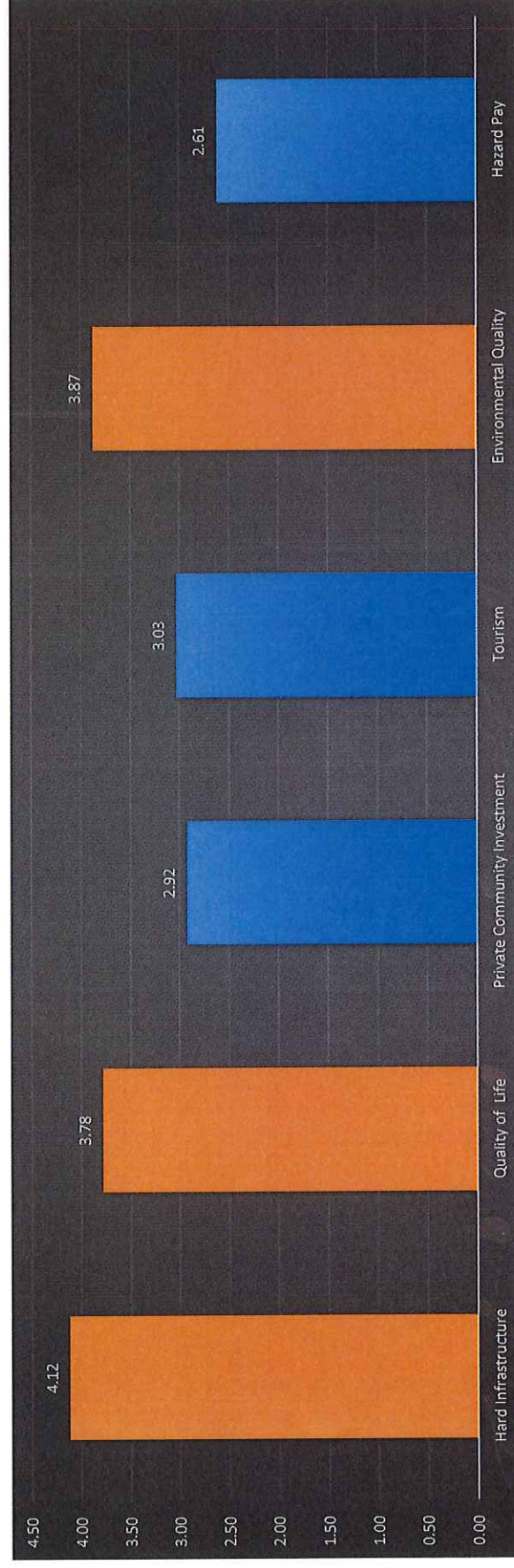
# Tourism



## Quality of Life



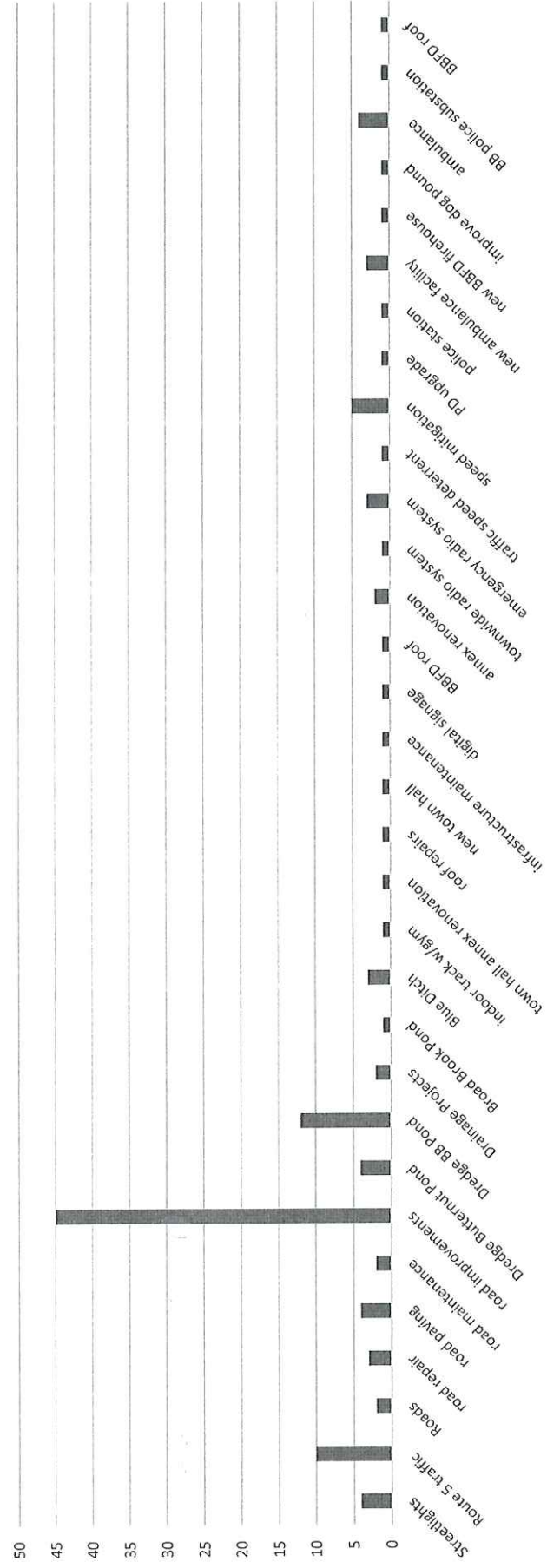
## Survey Results Average Score



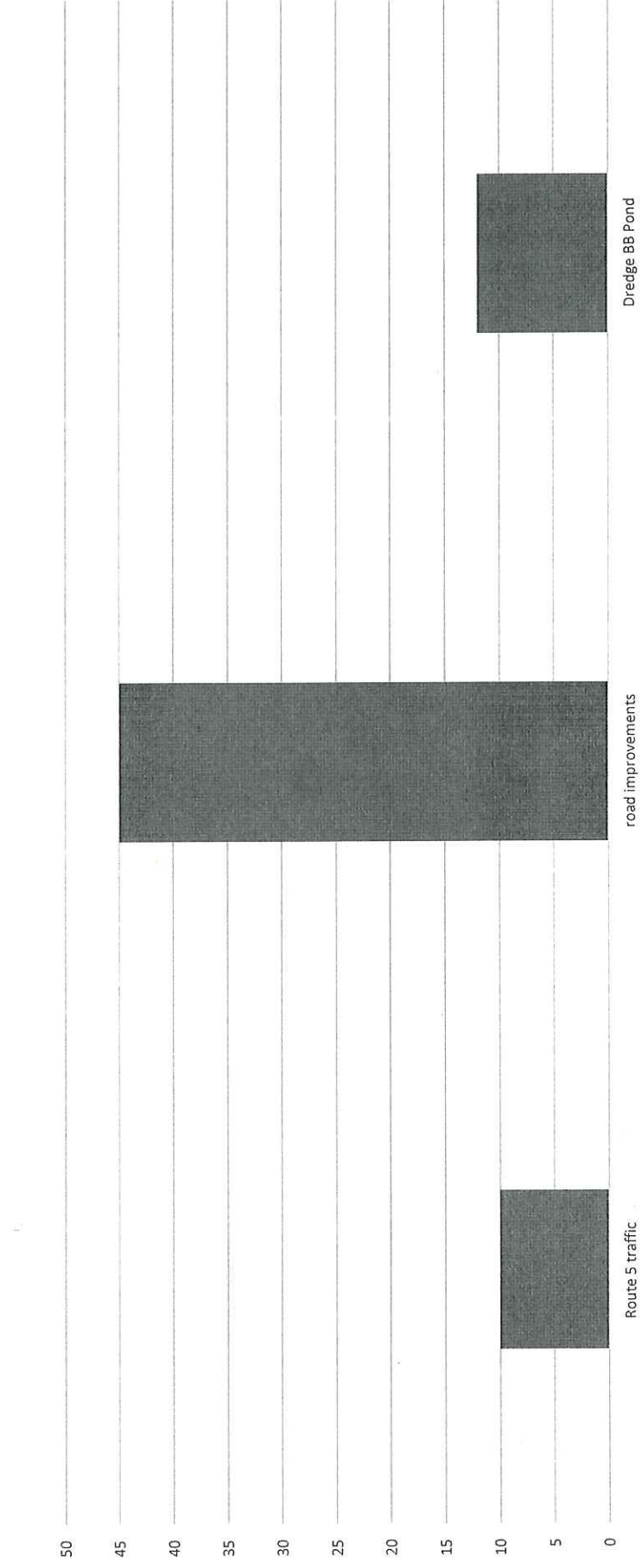
\*With 5 being the highest available score



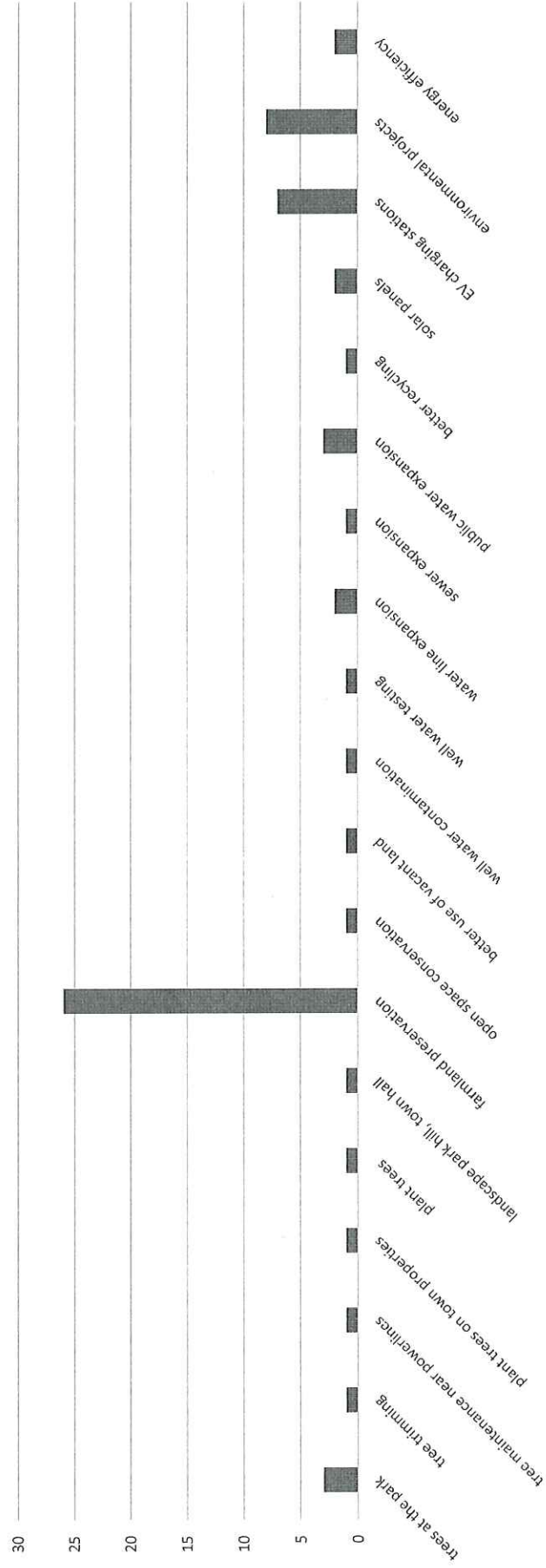
# Hard Infrastructure



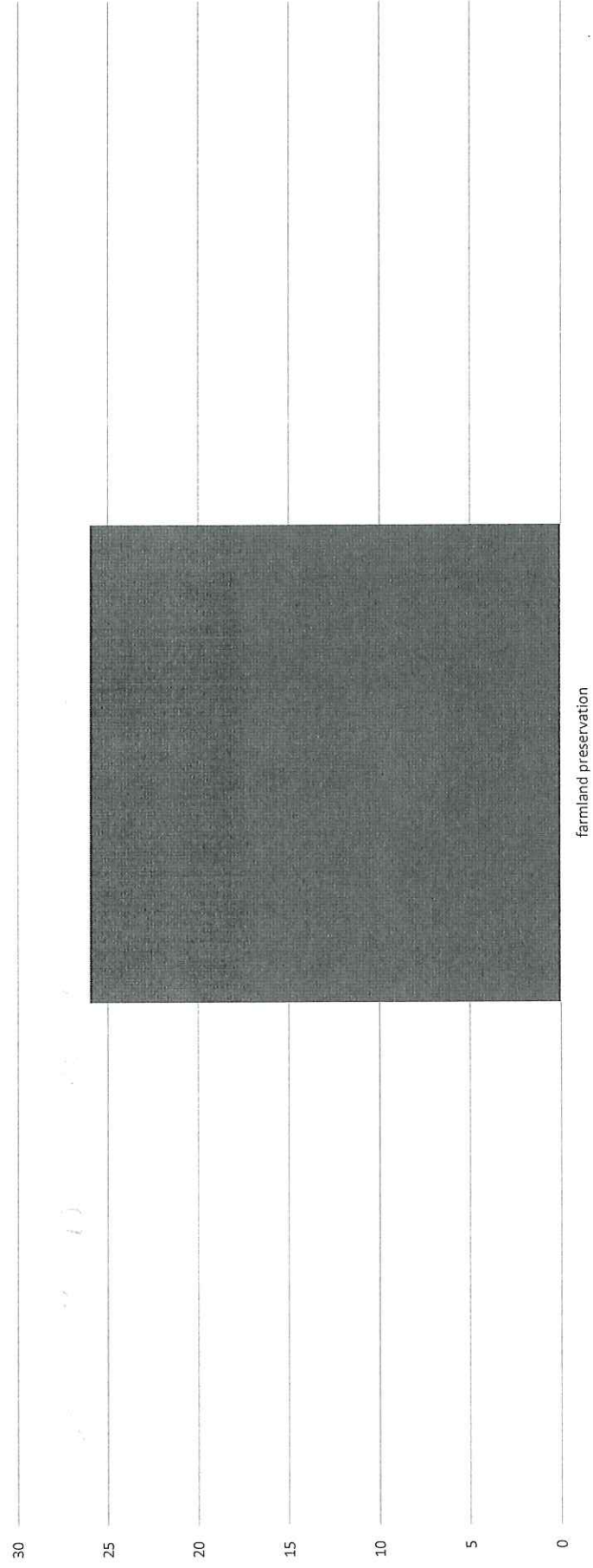
# Hard Infrastructure



# Environmental Quality

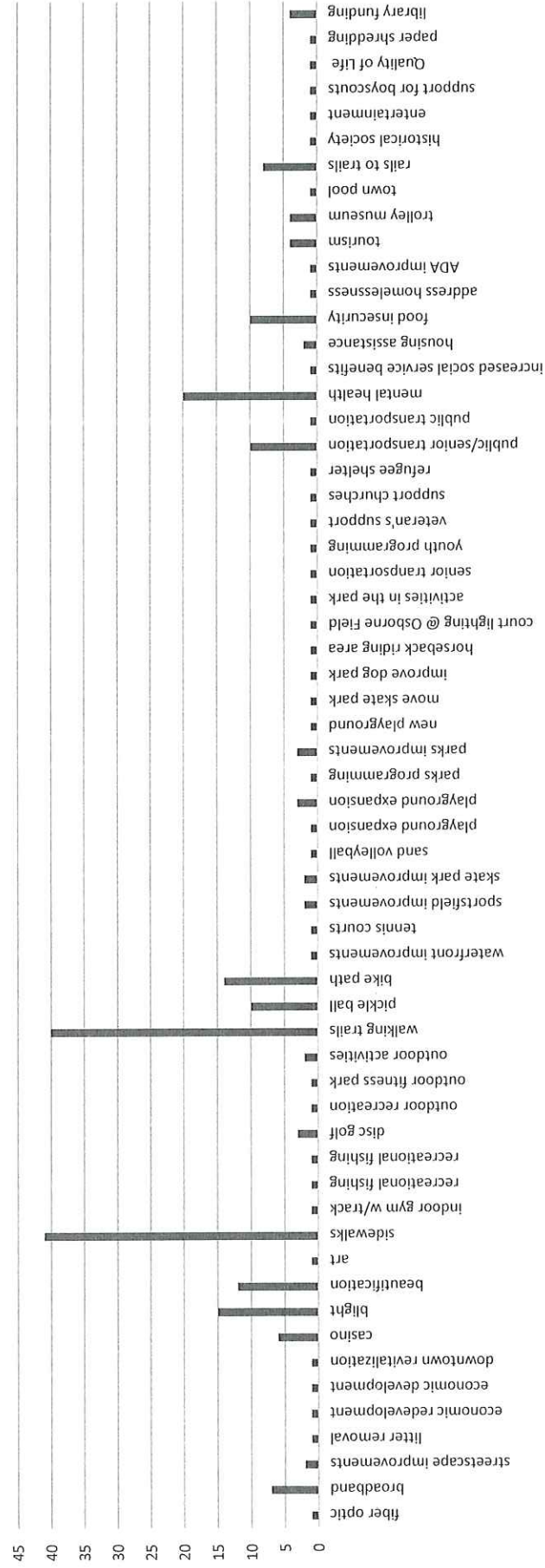


# Environmental Quality

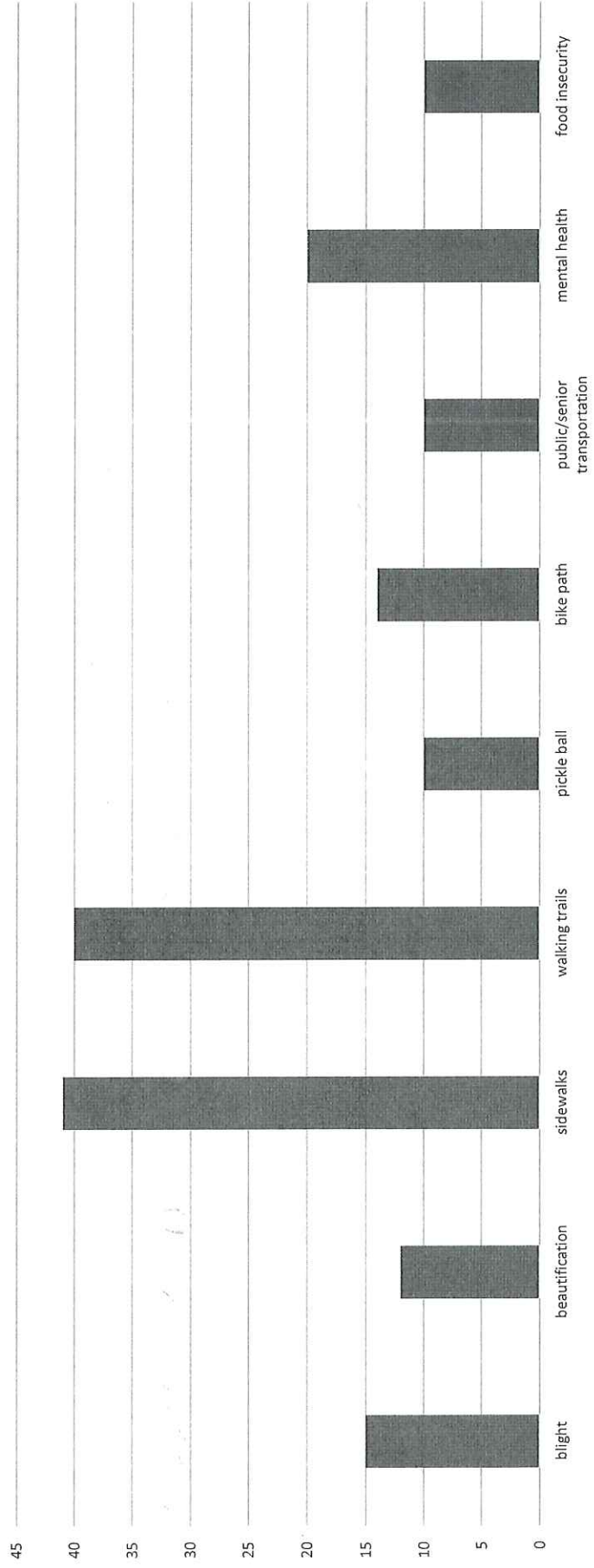




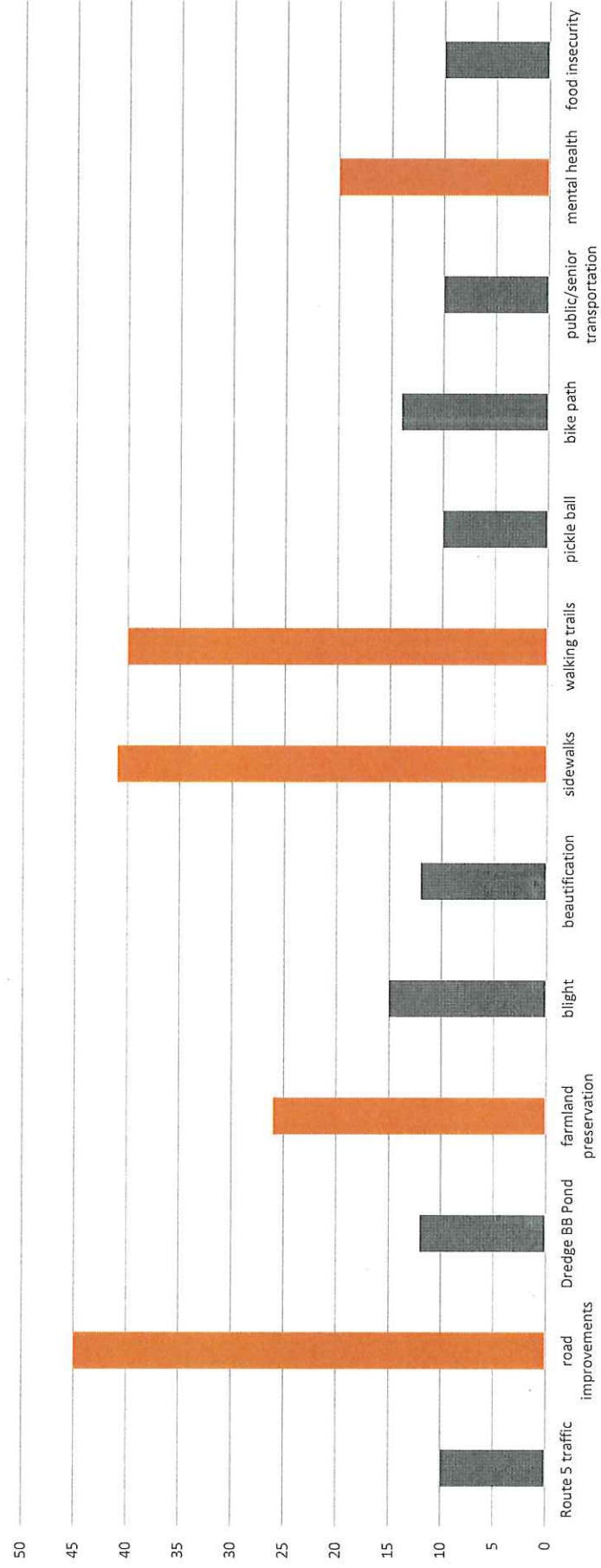
# Quality of Life



# Quality of Life



# Overall Outcomes



# Known Unknowns, Other Conditions to Consider

- Leveraging of other funding sources
  - Match component for other revenue sources i.e. IJJA, CIF, State Bonding, certain DECD/DOT/CRCOG grants
- Other means of funding certain projects
  - Roads, Farmland preservation
- Expiration of the funds
  - Committed by 2024, expended by 2026
- Expiration of other pandemic-related funding sources
  - LIHEAP, food stamps, etc
- Cost/Benefit for each project type

**TOWN OF EAST WINDSOR  
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MEETING MINUTES**

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*Attachment B*

**BOARD OF SELECTMEN – 9/1/2022 – Attachment B**

**First Selectman's Report – September 1, 2022**

This week marked the beginning of the school year, and I want to wish all East Windsor students a great year ahead. The Town Department of Public Works has been working hard last week and this week to make sure the grounds were ready for the return of students.

The Town's new Building Official, Ken Rich, has been with us for a little over a month, and has completely caught up on all outstanding building inspections and plan reviews. Ken has already brought forward several long-overdue ideas about how to make that department as helpful to residents and businesses in our community as possible, and we are very excited to have Ken onboard.

Just a reminder that on the November ballot, there will be a question authorizing the proposed community center. Over the last several months, preliminary plans and conversations have taken place to have the Town assume operations at Scout Hall, add an approximately 8,000 square foot addition onto it, and locate all of our Community Services Departments, which include Social Services, Senior Services and Parks and Recreation, on that one campus. The final project plans should be in hand by the middle of September.

For several months, we have been working hand-in-glove with the Scout Hall Building Committee (SHBC) to develop a plan that would meet the shared goals of the Town and SHBC by facilitating adequate municipal space for our senior center, as well as youth and

civic groups in the community. The discussions have been a true collaboration between the Town and the Scout Hall Building Committee, and I want to thank them for their help on this.

Once construction is completed, the expanded Scout Hall would be used as the Senior Center for the town in the daytime during the week, and by youth and civic groups on nights and weekends. Given that East Windsor's population is ten percent older than that of Hartford County, this project provides the Town a better means by which to deliver services to our senior population, as well as enhance the youth and recreational offerings currently available at the site.

The plan for the project has been designed and engineered and is "shovel-ready". This project will further enhance the ability of the Town to provide needed public services to



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senior citizens and the disabled within the community by providing one location where people can register for programs like Renter's Rebate, home heating assistance, Medicare and Medicaid, Senior Farmers' Market Nutrition Program vouchers, SNAP benefits, and more.

Windsor Locks is in the process of a similar undertaking. In their case, they plan to build a 19,000 square foot senior center that would cost approximately \$14 million. In our case, the finished product would be a community center (servicing multiple generations in town), would be approximately 15,000 square feet, and would cost \$5 million. The reason for the cost difference between the two projects is we already own the land and the building, and because most of the infrastructure is already in place. To lessen the amount that may need to be bonded to complete East Windsor's Community Center, the Board of Finance has set aside \$1.2 million from last year's budget surplus. The remaining \$3.8 million in project costs will be sought from federal or state grants, or through local bonding.

This Saturday, the Broad Brook Fire Department will be holding their annual car show at East Windsor Park from 10am to 2pm. The event is open for any cars, trucks or motorcycles. The event is free for spectators, and \$10 entry fee for anyone looking to display a vehicle.

The East Windsor Dog Park will be closed tomorrow and Saturday for fertilization. Sorry for any inconvenience.

The last day for the splash pad for the year will be Monday. It's been a great season, and we're looking forward to having everyone back again next year.

On September 17th, the Board of Assessment Appeals will be holding their motor vehicle appeals hearing beginning at 9:30am. Anyone who feels their motor vehicles were improperly valued may make an appeal on a first come, first served basis. Appellants should bring documentation supporting their vehicular mileage, repair costs, or any other factor that may have led to an improper valuation.

On September 10th, the Lions Club will be holding their third annual golf tournament at Grassmere Country Club. The event is \$100 per person and includes greens fees and a buffet lunch. For additional information or to reserve your foursome, please contact Lion Derek Lussier at 860-758-7793.

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Also on September 10th, the Museums on the Green will be hosting their annual Ice Cream Social. The event includes free ice cream, haircuts, horse-drawn wagon rides, sport for artists, crater or flea marketers, and more fun family activities. That event will be from 11am to 3pm.

Last week, Representative Foster and I met with Revenue Services Commissioner Mark Boughton to discuss different ways to bring public water to areas of the community that have well water contamination issues. Commissioner Boughton shared ideas around ARPA, IIJA, CIF, state bonding, and other opportunities that could benefit the town.

Respectfully submitted, Jason E. Bowsza First Selectman



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*Attachment C*

**BOARD OF SELECTMEN – 9/1/2022 – Attachment C**

**September 01, 2022**

**Deputy First Selectmen's Liaison Report**

August 10, 2022 I attended the Police Commission meeting. The Financial reports were discussed and approved.

Two traffic issues were investigated. The complaint regarding Thrall Road, Wapping Road and Windsorville Road intersection safety concern was investigated. The request to install a stop sign ahead sign was deemed unnecessary. The issue seems to be speed related; therefore, Selective Traffic Enforcement will take place. The other complaint was regarding a business on Rockville Road and a need for a blind driveway sign. It was determined that an intersection warning sign before East Road Eastbound and Westbound would be the proper step to take. DPW will be notified for this installation to take place. The accident regarding the gate damage by a EWAA driver and the drone crash discussion took place.

August 17, 2022 I attended the East Windsor Housing Authority. Guest speaker was Dave Holmes of Capital Studio Architects; he gave an overview of the ongoing feasibility study regarding the proposed housing plans on various properties held by the EWHA Commission.

The August 31, 2022 WPCA meeting was cancelled due to a lack of a quorum.

Respectfully Submitted,  
Deputy First Selectman  
Marie E. DeSousa

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*Attachment D*

**BOARD OF SELECTMEN – 9/1/2022 – Attachment D**

**Selectmen's Report - September 1, 2022**

On August 24, 2022 I attended the Board of Education meeting. It was rather short with not much business conducted.

Superintendent Dr. Patrick Tudryn reported that a High School Business Teacher was not hired for this school year. There were three applicants, but after it was known that funding would be secure, it was too late to fill the position. It was expressed that job postings need to be posted earlier going forward to appeal to viable candidates.

A Financial Update was not given this month, however there was a Memo to Board Members in their packet from the Business Office stating that final checks for the FY22 operating budget will be cut on August 24, 2022 to close out the year and that the ending balance is anticipated to be slightly higher after all the salary grant offsets were completed. In regards to the FY23 Budget, it was also stated that there was a glitch in MUNIS causing the totals to differ from the adopted budget numbers and it took a week for the MUNIS support team to correct the issue and a presentation regarding both budgets will be given at the first September meeting.

It was suggested that the Board consider having a liaison to the PTO and Booster Club to communicate what is going on at their meetings. Going forward there will be a BOE member in attendance.

Monday was the first day of school. Last night was the Broad Brook Elementary School's open house and the Middle School will host their's on Wednesday, September 7, 2022.

I'd like to wish all of our students and staff a successful school year!

On August 25, 2022 I attended the final concert of the East Windsor Summer Concert Series at East Windsor Park. I'd like to thank our Parks and Recreation Department for doing a great job every Thursday evening throughout the Summer. I have already heard how many families cannot wait to attend again next year!

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East Windsor Parks and Recreation is in search of Dance Instructors, so they can continue their Dance Program this season. I'll attach the requirements and responsibilities when I post my report online. Interested parties should contact the Parks and Rec. office at 860-627-6662.

Submitted With Sincerity,

Sarah A. Muska

Selectman, Town of East Windsor

[smuska@eastwindsorct.com](mailto:smuska@eastwindsorct.com)

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