

4A

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

REGULAR MEETING

October 20, 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.

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

GUESTS/SPEAKERS in-person: First Selectman Bowsza hosted the in-person meeting. Also present in person were Paul Anderson, Scout Hall Building Committee; Tom Bulkeley; Ruth Calabrese, Director of Planning and Development; Melissa Maltese, Director of Parks and Community Services; Amy O'Toole, Finance Director; Wayne Shary; Joe Sauerhoefer, Deputy Director of Public Works.

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GUESTS/SPEAKERS signing in to meeting remotely: Remote access to the Town Hall was sporadic this evening due to issues with internet service. Remote access became available shortly after the meeting began, and ceased again during the meeting. **Participants who signed in remotely were identified as they signed in:** carlmj, Jennifer, Jack Stevenson, and an unidentified participant.

1. TIME AND PLACE OF MEETING:

First Selectman Bowsza called the October 20, 2022 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:01 p.m. in the John Daly Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT 06016. The meeting is being held primarily in-person due to cabeling issues with internet service to this location this evening.

First Selectman Bowsza noted Deputy First Selectman DeSousa had suggested the Board considering holding a moment of silence for the fallen Bristol Police Officers. He requested everyone pause for a moment to acknowledge their lives and their service.

2. PLEDGE OF ALLEGIANCE:

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

3. ATTENDANCE:

See Attendance noted at the beginning of the meeting.

First Selectman Bowsza requested the addition of Item 9I – Memorandum of Understanding between the Town of East Windsor Public Schools and the Town of East Windsor Police Department for a School Resource Officer under **NEW BUSINESS.**

MOTION: To ADD under **NEW BUSINESS** Item 9I - Discussion of Memorandum of Understanding between the Town of East Windsor Public Schools and the Town of East Windsor Police Department for a School Resource Officer.

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

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

First Selectman Bowsza also requested the addition of 9J – Discussion of TD Bank Government AL Entity Certificate of Resolution, under **NEW BUSINESS** as well.

MOTION: To ADD under NEW BUSINESS Item 9J - Discussion of TD Bank Government AL Entity Certificate of Resolution.

DeSousa moved/Baker seconded/DISCUSSION: None

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

4. APPROVAL OF MEETING MINUTES:

A. October 6, 2022 Regular Meeting Minutes:

First Selectman Bowsza noted the availability of Meeting Minutes for the Board's October 6, 2022 Regular Meeting, he queried the Commissioners for changes or comments. No one requested to be acknowledged.

MOTION: To APPROVE the Minutes of Regular Meeting for October 6, 2022 as presented.

Muska moved/Nordell seconded/DISCUSSION: None

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

5. PUBLIC PARTICIPATION:

First Selectman Bowsza noted the first opportunity for anyone in the meeting room to offer comments or questions.

Paul Anderson, 89 Main Street: With regard to the new Blight Ordinance Mr. Anderson suggested if the Ordinance goes to Town Meeting and if it goes quickly people won't have the opportunity to review the most recent version, as the people have only seen the June version. Mr. Anderson felt the people should be able to see the most recent version before making a decision.

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First Selectman Bowsza queried the in-person audience for other comments or questions; no one requested to speak.

Noting that the internet service had recently become available in the Town Hall First Selectman Bowsza asked if any remote participants would like to comment; no one requested to be acknowledged.

6. COMMUNICATIONS:

A. CT Department of Transportation (DOT) Responses to Sink Hole Concern:

First Selectman Bowsza recalled that during the Board's walk of the rail line with the Enfield Council members they had encountered a large sinkhole along the line. First Selectman Bowsza noted he had written a letter to Commissioner Giulietti of the DOT to advise him of the situation, he has responded that they are aware of the issue and are working on repairing the damaged area of the line.

Finance Director O'Toole noted kids are still going down the tracks with their quads despite the condition.

B. Proclamation commemorating October as Breast Cancer Awareness Month:

First Selectman Bowsza noted the Town has issued a Proclamation commemorating October as Breast Cancer Awareness Month.

C. Proclamation commemorating October as Domestic Abuse Awareness Month:

First Selectman Bowsza noted the Town has also issued a Proclamation commemorating October as Domestic Violence Month.

D. Letter of Intent to Retire – Chief DeMarco:

First Selectman Bowsza noted the Town's receipt of a letter from the Police Chief of his intent to retire.

7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:

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A. Resignation: None

B. Reappointments:

1. Scott Tripp (U), American River Commission, regular member for a term expiring November 1, 2026:
2. Albert Grant (U), American River Commission, regular member for a term expiring November 1, 2026:
3. Amy Larew (D), American River Commission, alternate member for a term expiring November 1, 2026:

First Selectman Bowsza noted the Town has received reappointment requests for Scott Tripp, Albert Grant, and Amy Larew for the American Heritage River Commission. He asked if the Board would prefer to handle the reappointments singularly, or reappoint everyone as a group?

MOTION: To REAPPOINT Scott Tripp, Albert Grant, and Amy Larew as Regular Members of the American Heritage River Commission for terms expiring November 1, 2026.

Muksa moved/Nordell seconded/DISCUSSION: None

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

A member of the audience noted that Ms. Larew is being reappointed as an Alternate Member

Selectman Muska AMENDED her motion, Selectman Nordell AMENDED his second.

AMENDED MOTION:

To REAPPOINT Scott Tripp and Albert Grant as Regular Members of the American Heritage River Commission for terms expiring November 1, 2026, and REAPPOINT Amy

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Larew as an Alternate member of the American Heritage River Commission for a term expiring November 1, 2026.

Muksa moved/Nordell seconded/DISCUSSION: Nothing further

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

4. Leonard Norton, Hearing Officer of Towing & Impounding Vehicles:

First Selectman Bowsza noted the reappointment of Len Norton as the Hearing Officer of Towing & Impounding Vehicles.

MOTION: To REAPPOINT Len Norton as the Hearing Officer of Towing & Impounding Vehicles.

Baker moved/Muska seconded/DISCUSSION: Selectman Nordell questioned if there was a time period associated with this position? First Selectman Bowsza noted no time period had been indicated.

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

C. New Appointments:

1. Mary L. Wyse (R), Housing Authority, regular member for a term expiring February 1, 2026:

First Selectman Bowsza he would like to postpone Item 8C – New Appointments until the Board's next meeting

MOTION: To POSTPONE Item 7C – Appointment of Mary Wyse to the Housing Authority under BOARD AND COMMISSION RESIGNATIONS AND APPOINTMENTS.

Nordell moved/Muska seconded/DISCUSSION: None

VOTE: In Favor: DeSousa/Baker/Muska/Nordell

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(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.

*B. **Discussion of Blight Ordinance:**

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

C. **Discussion of Permit Link Proposal for Development of Land Use Module:**

First Selectman Bowsza would like to postpone discussion of this Item until the Board's next meeting.

MOTION: To POSTPONE Item C – Discussion of PermitLink Proposal for Development of Land Use Module until the Board's next meeting on November 3rd.

Baker moved/Muska seconded/DISCUSSION: None

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

9. **NEW BUSINESS:**

A. **ARPA Deeper Dive:**

PLEASE NOTE: A complete copy of First Selectman Bowsza's ARPA presentation is included as an attachment to these Minutes. Please read that document for a more comprehensive description of the information.

First Selectman Bowsza reported this has been a Staff effort; he noted Finance Director Amy O'Toole, Director of Park and Community Services Melissa Maltese, Deputy Director of Public Works Joe Sauerhoefer,

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Planning Consultant Michael D'Amato, and Town Engineer Len Norton have assisted him.

First Selectman Bowsza noted the community survey produced 145 comments regarding the Town's use of the ARPA funding. Within those comments the primary issues of importance were:

- Hard infrastructure
- Environmental quality
- Quality of life

First Selectman Bowsza noted the ARPA funds must be committed by 2024 and spent by 2026, some projects may be able to be funded by other sources, and some pandemic related funding sources are already being phased out.

First Selectman Bowsza noted that the value of the projects indicated of importance to the community is \$2.6 million, while \$2.3 million is currently available through ARPA.

The following is a list of potential projects, and their estimated value:

- Revitalization of Osborn Field/Volunteer Park - \$500,000
- Replacement of the Pavilion at East Windsor Park - considering 2 attached pavilions - \$450,000
- Geriatric Social Worker - funding for a 3-year period, demand already evident - \$300,000
- School Hill Water Association – replacement of a failing community well serving 31 houses - \$250,000
- Façade improvements on 5 Municipal Buildings, anticipated cost per location is \$50,000 - \$250,000
- Eminent Domain – MMCT Casino Site - \$200,000
- Emergency Generators – 3 locations (including Town Hall) - \$150,000
- Digital Signage at Town Buildings – requires amendment of Zoning Regulations, anticipated cost per location is \$40,000 - \$120,000
- Social Services/General Assistance - anticipated cost spread over 3 years - \$100,000
- Senior Center Bus – this is a high demand service, the existing State subsidized funding is currently on hold - \$84,000
- Walking Trails/Associated Equipment - \$80,000

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- Grants Consultant – Federal funding available but pursuit of grants requires individual dedicating time specifically to researching availability of grants - anticipated 3-year funding - \$60,000
- Community Center Gym Equipment – multi-generational equipment promoting health improvements - \$40,000
- “Welcome to East Windsor” Signs – 4 current locations, Windsorville to be added - \$25,000
- Greenhouse in Community Center – 2 proposed at a \$10,000 cost for each - \$20,000

TOTAL PROJECT COST - \$2.6 million

First Selectman Bowsza noted other projects were considered but eliminated – see Attachment A for specific reasons.

- Dredging Broad Brook Pond - \$1 million
- Replacement of Emergency Radio System - \$2.4 million
- Blue Ditch Culvert Replacement - \$1 million
- Community Center Water Line Extension - \$250,000
- Widescale Road Improvements – no value listed

First Selectman Bowsza indicated the process going forward is for the Selectmen to approve all or some of the projects, the Board’s recommendation would be referred to the Board of Finance for consideration, projects in excess of \$20,000 go to a Town Meeting.

First Selectman Bowsza opened discussion to the Board.

Selectman Baker referenced the Walking Trails and Associated Equipment, he questioned what type of equipment is being considered? First Selectman Bowsza suggested something like a Bobcat to create the trails, but they had been reluctant to specify a Bobcat if something else is needed. Deputy Director Sauerhoefer suggested it could be something else depending on the type of trails requested.

Selectman Nordell referenced the School Hill Water Association, he questioned if a filtration system or city water was being proposed for the replacement water system? First Selectman Bowsza suggested city water is being proposed, the Connecticut Water Company is also providing technical assistance regarding engineering work running the water line. The total cost of the project is anticipated to be between \$1.5 million or \$1.6 million, we’re contributing \$250,000 while the Congressionally

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directed spending order would cover approximately \$1.25 million which has to be approved in the Federal funding.

Selectman Nordell then referenced the Geriatric Social Worker, he questioned if the anticipated cost includes employee benefits? First Selectman Bowsza replied affirmatively. Selectman Baker questioned if the proposed position is full or part-time? First Selectman Bowsza suggested it would be a full-time position within the Social Services Department but the individual would be available to other agencies.

Selectman Baker noted that he had recently spoken to members of the American Heritage River Commission regarding the maintenance of their trail system, and found they are currently spending approximately \$5,000 of non-Town funding to maintain their existing trail system while the cost to replace all of their existing infrastructure and provide new trails would be \$70,000. Selectman Baker noted the American Heritage River Commission trails are currently the only trail system the Town has, people from other towns use the trail system as well. Selectman Baker suggested the Board might think about assisting the American Heritage River Commission before considering other trails. Selectman Muska questioned if new trails were created at the Kogut property who would maintain them? Deputy Director Sauerhoefer suggested they would be the responsibility of the Public Works Department.

First Selectman Bowsza asked if the Board was ready to vote tonight or take time to digest the information? The consensus of the Board was to review the material and vote at a future meeting.

B. Community Center Update:

First Selectman Bowsza noted that on November 8th the second question on the ballot will be whether to authorize up to \$5 million in funding for renovations to Scout Hall to make it a multi-generational Community Center. He noted the final architectural drawings have gone to the Fire Marshal and Building Inspector for review, the proposal will then go to the Planning and Zoning Commission for Site Plan approval on November 8th.

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First Selectman Bowsza asked Director of Parks and Community Services Melissa Maltese and Deputy Director of Public Works Sauerhoefer to join the Board for discussion of proposed revisions.

Deputy Director Sauerhoefer and Director of Parks and Community Services Maltese noted the following:

- The addition of staircases to access basement storage space
- Expansion of fitness and game spaces
- The addition of single bathrooms with showers if the facility will be used for emergency shelters.
- The purchase of repurposed furniture for Social Services and Seniors at an estimated cost of \$13,000 to \$20,000 (which doesn't change the total cost of the project.
- Install a rubberized floor in the fitness room for safety, and portable TV's
- Install multi-use flooring in the program room that will be easily cleaned
- The interior paint theme will be a neutral color
- Dropping the ceiling in the large meeting room to save on heating costs, and install recessed lighting
- Install an informational monitor in the hallway to inform people of events and activities

First Selectman Bowsza questioned the timeframe for renovations if the question passes on November 8th? Deputy Director Sauerhoefer indicated they'll put out bids to several companies to get the foundation work started before Winter, and work inside the building through the Spring. Director Maltese suggested if they can acquire the repurposed furniture after resident approval they can store it until the building is ready.

First Selectman Bowsza questioned the estimated timeframe for completion of the project? Deputy Director Sauerhoefer reported everyone is hoping for a warm Winter, they hope to start work in November with an anticipated completion by Labor Day, 2023.

Deputy First Selectman DeSousa questioned if the Boy Scouts will be able to continue the building during construction?

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Director Maltese indicated they're accommodating the current Scout schedules at an alternate location if necessary.

Referencing a recent letter in the Journal Inquirer opposing expanding Scout Hall vs building on the Kogut property, First Selectman Bowsza noted the cost of that proposal would increase the cost of the project would be 4 times higher. We're doing this because it makes good sense to partner with Scout Hall on this project. Director Maltese noted the project still maintains the mission of Scout Hall, which is to promote youth programs, the Town is just adding inter-generational uses to the existing facility which will make a wholesome community for people to use. Deputy Director Sauerhoefer also noted an advantage of expanding the use of Scout Hall is the facility already has 2 of the 3 utility services while the Kogut property has nothing other than the open land.

Paul Anderson, President of the Scout Hall Building Committee, requested to respond to the letter. He noted the Town has always owned Scout Hall; the Town isn't taking anything away from the Boy Scouts. First Selectman Bowsza noted this proposal wasn't foisted on the Scout Hall community, they approached the Town. He suggested this will be a home run for the entire community.

C. Discuss Appointment of Executive Search Firm – Chief of Police:

First Selectman Bowsza requested that Item C – Discuss Appointment of Executive Search Firm – Chief of Police be tabled.

MOTION: To TABLE Item C – Discuss Appointment of Executive Search Firm – Chief of Police.

Muska moved/Baker seconded/DISCUSSION: None

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

D. Gail Bass Account for Tax Sale:

First Selectman Bowsza reported there's a landlocked parcel on Winkler Road on which the owner has fallen behind on payment of taxes, the owner has suggested the Town just take the parcel. First Selectman

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Bowsza noted the Town currently doesn't have a procedure for type of situation, he would consider calling a real estate agent to offer the property for sale, Tax Collector Kratochvil had suggested that might be less costly than including the property in a Tax Sale.

Selectman DeSousa suggested offering the property to an abutter.

Selectman Nordell noted that one of the abutting properties is also landlocked, while other adjacent properties have significant acreage.

First Selectman Bowsza suggested he can return resolution of the property to Tax Collector Kratochvil if the Commission is more comfortable with that option. Selectman Baker felt the Board wouldn't be able to take action as it doesn't own the property.

First Selectman Bowsza will convey the Board's decision to Tax Collector Kratochvil.

E. Equipment Disposal Procedure/Policy Development:

First Selectman Bowsza requested Deputy Director of Public Works Sauerhoefer join the Board to explain his proposal.

Deputy Director Sauerhoefer reported the Town has accumulated several pieces of equipment over the years which have been stored at the Public Works Department. Referencing a potential list of items Deputy Director Sauerhoefer indicated he is proposing to offer the items for sale over the internet. Should this offering be successful Deputy Director Sauerhoefer would return to the Board for approval of additional sales.

Deputy Director Sauerhoefer indicated this is a test for him. The money received for the sales would be returned to the General Fund for other equipment for the Town.

Selectman Muska questioned the acceptable forms of payment? Deputy Director Sauerhoefer suggested cash or check, bill of sale will say "as is".

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Selectman Nordell noted some of the items on the disposal list are old Police vehicles, he questioned if the proceeds from the sale of those vehicles would be returned to the Police Department. Deputy Director Sauerhoefer reported when the Police Department is done with a vehicle, they make a motion to give them to the Town. Finance Director O'Toole noted that some of the vehicles become available for Town employees to use when conducting Town business, others are surplus.

Deputy First Selectman DeSousa questioned the need for a license to sell vehicles or equipment, Deputy Director Sauerhoefer replied negatively. Deputy First Selectman DeSousa indicated she has no problem authorizing Deputy Director Sauerhoefer to offer the items on the submitted list to start the process, and for Deputy Director Sauerhoefer to draft a proposal for a process for the next round of equipment for the Board's future review.

First Selectman Bowsza requested a motion to authorize the sale of the items proposed at the listed price.

MOTION: To AUTHORIZE the Public Works Department to sell the miscellaneous equipment on the disposal list through the avenues listed and at the prices on the disposal list.

Baker moved/Muska seconded/DISCUSSION: Deputy First Selectman DeSousa questioned a possible timeframe to draft a policy or for sale of the items? Deputy Director Sauerhoefer reiterated his intent is not to negotiate the sales as noted on his disposal list. First Selectman Bowsza noted the monetary value of the items should be established by the Board.

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

F. Acceptance of Letter of Intent to Retire – Chief DeMarco:

First Selectman Bowsza requested a motion to TABLE Item 9F – Acceptance of Letter of Intent to Retire from Chief DeMarco under **NEW BUSINESS.**

MOTION: To TABLE Item 9F – Acceptance of Letter of Intent to Retire from Chief DeMarco.

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

G. Bid Responses for Project Manager Solicitation:

First Selectman Bowsza reported the Board has been provided 2 responses to bid solicitations received for 2 projects, the installation of lights at Abbe Road, and a proposal for all-inclusive playground.

Deputy Director Sauerhoefer reported that the 2 proposals are the only bids the Town received, one bid is \$4,700 more than the other. BSC has a lot of experience in playground design, the lighting proposal is pretty much the same from both bidders.

Director Maltese indicated she's more comfortable with the BSC group as they followed up more in response to questions and discussions. First Selectman Bowsza indicated he, also, liked the proposal from BSC, despite the cost difference. He noted the projects they proposed are awesome. He noted the funding for these projects is covered by State bonding. Selectman Baker agreed.

Selectman Muska and Deputy First Selectman DeSousa questioned the structure of the bid submissions. Deputy Director explained the bid process for these projects, he noted there won't be a lot of structural or design work related to the lighting project. First Selectman Bowsza noted the bid comparisons:

BSC – Field lighting - \$27,600
FHI – Field lighting - \$30,000

BSC – Playground design - \$35,000
FHI – Playground design - \$28,000

MOTION: To AWARD the bid to BSC for architectural design for the PLAYGROUND equipment, and FIELD LIGHTING and AUTHORIZE the First Selectman to sign the contract.

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

LET THE RECORD SHOW that internet service to the Town Hall ceased at 8:35 p.m.

H. **Tax Refunds:**

MOTION: To APPROVE Tax Refunds in the amount of \$1,046.92

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

9I - **Discussion of Memorandum of Understanding between the Town of East Windsor Public Schools and the Town of East Windsor Police Department for a School Resource Officer:**

First Selectman Bowsza reported this process is a result of the recent Ordinance change. A new School Resource Officer, Lindsay Valencia, has taken on the role this past week. Officer Devlin previously filled the position during the pandemic.

MOTION: To ENTER INTO The School Resource Officer Memorandum of Understanding between the Town of East Windsor and the Police Department, and AUTHORIZE the First Selectman to sign the MOU.

DeSousa moved/Nordell moved/**DISCUSSION:** Selectman Muska indicated she's glad to see we have a School Resource Officer, the community needs it.

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

9J - **Discussion of TD Bank Government AL Entity Certificate of Resolution:**

Finance Director O'Toole reported the Town had an existing account with Rockville Bank with a pending balance of \$500,000 which was not

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earning any interest. Subsequent discussions with Rockville Bank didn't result in any options. Finance Director O'Toole then called some Government banks who will pay interest, she is asking to switch the current account to TD Bank, which requires the First Selectman to sign the Certificate of Resolution. Finance Director O'Toole indicated she would ask that the First Selectman, the Treasurer, and Assistant Treasurer be signatories on the account.

MOTION: To AUTHORIZE the First Selectman to enter into the Certificate of Resolution with TD Bank, and to AUTHORIZE the First Selectman, the Treasurer, and Assistant Treasurer to have signing authority account.

Baker 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:

(See Attachment B)

B. Marie DeSousa:

(See Attachment C)

C. Alan Baker:

Selectman Baker reported he attended the **Planning and Zoning Commission** October 11th Meeting, which was moved from the Town Hall to the Broad Brook Elementary School to accommodate the people who attended to participate in the discussion of the request for event hosting by the East Windsor Historical Society. The application was withdrawn due to a procedural issue. Good discussions occurred regarding the other applications and Public Hearings.

Selectman Baker reported on Monday, October 17th, he had a conflict between the Diversity Council and the Broad Brook Fire Commissioners Meeting. He chose to attend the Meeting

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held by the **Broad Brook Fire Commissioners** who reported the Department went to 50 to 60 calls, they continue to be on budget, the replacement vehicle is on schedule for delivery, and the Department participated in a multi-town recruitment event during which they think they may have picked up a couple of interested parties. Selectman Baker also reported the Fire Marshal continues to make inspections, and in some cases reinspections throughout Broad Brook.

Selectman Baker indicated he also attended the **American Heritage River Commission** and discussed their needs for the next 10 years, which they anticipated would be about \$70,000 to continue to maintain their existing trails and add additional access. They're already planning the New Year's Day Hike for 2023, and are holding several work parties.

Selectman Baker also noted he attended a recent **Pension Commission Meeting**. Investments are down for the year, and Webster Bank is exploring investment options.

D. Sarah Muska:

(See Attachment D)

E. Charlie Nordell:

(See Attachment E)

11. PUBLIC PARTICIPATION:

First Selectman Bowsza noted this is the second opportunity for anyone present in person to speak.

Wayne Shary, 119 Depot Street: Mr. Shary noted the tremendous amount of work First Selectman Bowsza and his team put into the ARPA Report, but in his review he felt some of the money is being spent in strange ways. As an example, there's a proposal to purchase a piece of equipment for \$80,000 to maintain trails while the equipment could be rented for \$10,000.

Mr. Shary also questioned hiring the Social Worker at \$300,000; do we keep her on after the 3-year period? First Selectman Bowsza indicated the position is proposed for a 3 year duration, and will give the Board information to decide if

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employing a Social Worker should continue. Mr. Shary felt the position won't go away; it's needed.

Mr. Shary felt eliminating the dredging of the Broad Brook Pond at an estimated cost of \$1 million should be reconsidered, he questioned the availability of State funding? Mr. Shary suggested the Broad Brook Pond is the centerpiece of Broad Brook. He noted we have 3 weeks when thousands of geese return to the pond, he questioned what could be done about the geese's annual return, maybe DEEP has a program to help. Mr. Shary questioned the last time the pond was dredged?

Paul Anderson, 89 Main Street, suggested that occurred in the late 80s.

Paul Anderson, 89 Main Street: Mr. Anderson requested First Selectman Bowsza e-mail him a copy of the ARPA Presentation.

Mr. Anderson also noted that with the election coming up the Town Clerk provides ballots for voters, paper copies are also available at the Broad Brook Library.

Tom Bulkeley, Kings Court: Mr. Bulkeley requested Selectman Muska to mention the date of the Pasta Dinner again. Selectman Muska noted the Pasta Dinner will be held at the Warehouse Point Fire House on November 4th.

First Selectman Bowsza noted the internet service is no longer available to the Town Hall.

12. **EXECUTIVE SESSION** – Pursuant to C.G.S. 1-200 (6)(a), discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open meeting; (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. Discussion of Attorney-Client Privileged matters. Discussion of contract matter. Action possible. To include Town Attorney if necessary:

MOTION: To GO INTO EXECUTIVE SESSION Pursuant to C.G.S. 1-200 (6)(a), discussion concerning the appointment,

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employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open meeting; (6)(b), strategy and negotiations with respect to pending claims or pending litigation, (6)(c), 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. Discussion of Attorney-Client Privileged matters. Discussion of contract matter at 9:16 p.m. Attending the Executive Session will be First Selectman Bowsza, 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)

LET THE RECORD SHOW the Board vacated the John Daly, Jr. Meeting Room at 9:16 p.m. to hold the Executive Session; the Recording Secretary remained in the meeting room until the Board concluded their business.

LET THE RECORD SHOW the Board concluded their Executive Session at 9:43 p.m. and returned to the John Daly, Jr. Meeting Room, and took the following actions.

MOTION: To POSTPONE (NEW BUSINESS) Item 9C - Item C – Discuss Appointment of Executive Search Firm – Chief of Police until the Board’s next meeting.

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

MOTION: To AUTHORIZE the First Selectman to sign the letter of Intent to Retire to Chief DeMarco.

Baker moved/Nordell seconded/DISCUSSION: First Selectman Bowsza wanted to thank Chief DeMarco for his years of service to the Town. It’s a different, and better, Department than when he began his career with the Town, he should be proud of that accomplishment.

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

MOTION: To APPOINT Deputy Chief Roger Hart as the interim Chief of Police for the Town of East Windsor.

Baker moved/DeSousa seconded/DISCUSSION: None

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

MOTION: To APPOINT Lieutenant Matthew Carl as the interim Deputy Chief of Police for the Town of East Windsor.

Muska moved/Nordell seconded/DISCUSSION: None

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

First Selectman Bowsza called for a motion to adjourn.

13. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 9:56 p.m.

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

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

ATTACHMENTS:

- A. ARPA Presentation – Results of Community Survey
 - B. First Selectman Bowsza
 - C. Deputy First Selectman DeSousa
 - D. Selectman Muska
 - E. Selectman Nordell
- (Selectman Baker's Report is included in the transcription of the Minutes)

SD

Town of East Windsor ARPA Survey Results

Deeper-er Dive

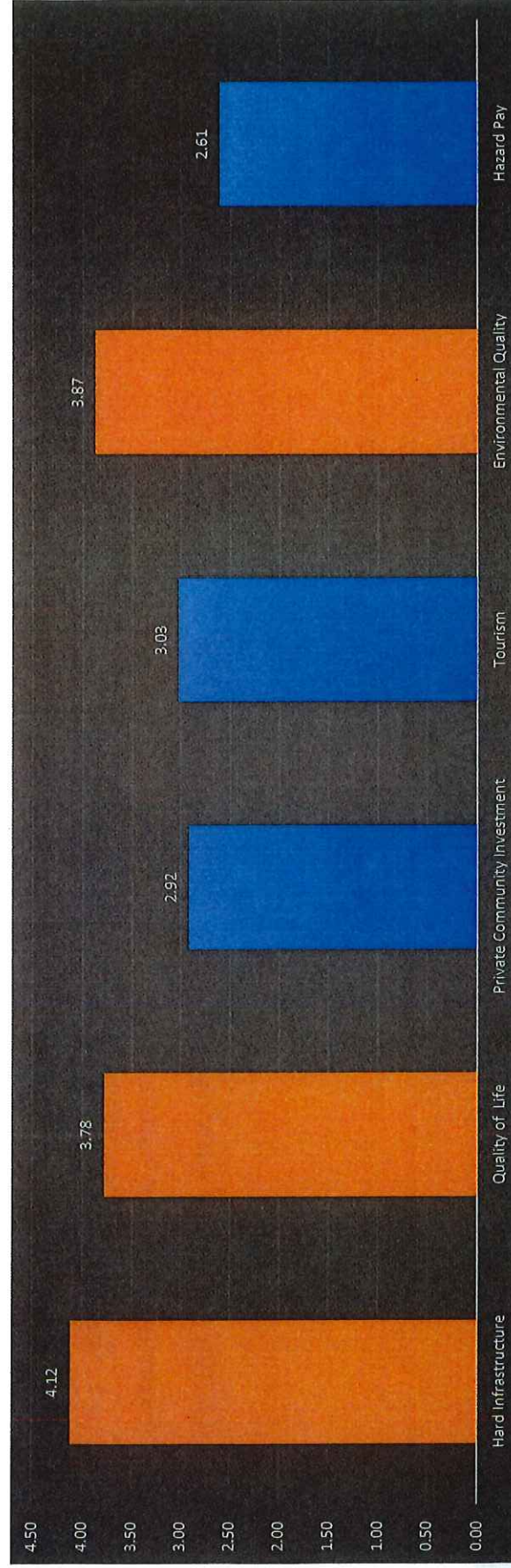
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Attachment A

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	

Survey Results Average Score

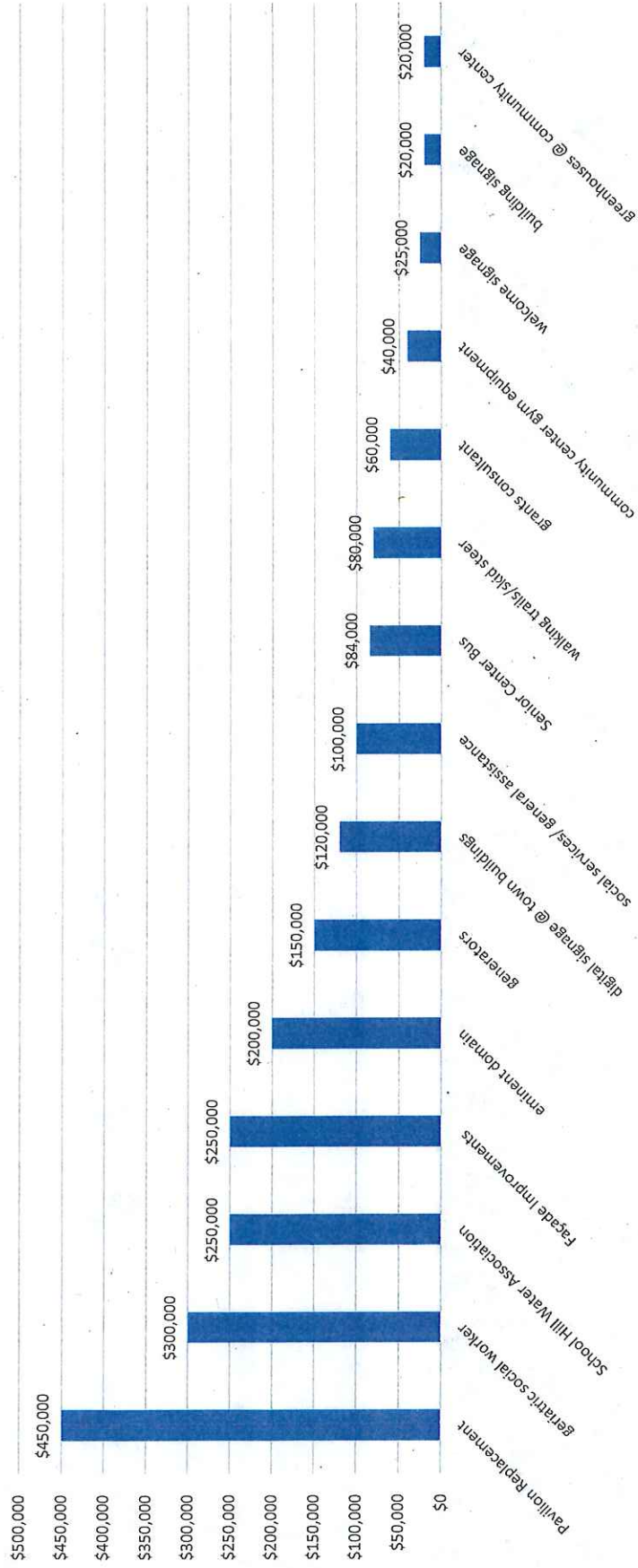


*With 5 being the highest available score

Key considerations

- Other means of funding certain projects
- Expiration of the funds
 - Committed by 2024, expended by 2026
- Expiration of other pandemic-related funding sources
 - LIHEAP, food stamps, eviction moratorium expiration, etc

Recommended Project Allocation



TOTAL FUNDING AVAILABLE: \$2,352,910.46

TOTAL PROJECT VALUE: \$2,649,000

Revitalization of Osborn Field/Volunteer Park

Parks Project in Warehouse Point

Distributes quality of life investment across town

Pickle Ball Courts

Specifically requested in the survey

\$500,000

Pavilion Replacement

Continues EW Park improvements

Aging infrastructure needs to be replaced

Potential increase in local revenue

Aligns with recently-completed Master Plan

Park improvements specifically referenced in community survey

\$450,000

Geriatric Social Worker

Funds the position for three years

Provides critical intervention to a high risk, high service demand population

Directly addresses effects of the pandemic and related economic downturn

Mental health intervention was a popular request in the community survey

\$300,000

School Hill Water Association

Failing Community Well

Public water connection creates an extreme burden on affected taxpayers

Other options have been exhausted

Public water is a clear public health concern

Specifically referenced in the community survey

Previously conditionally approved by BOS

\$250,000

Façade Improvements

Fund aesthetic improvements to five municipal buildings

Long overdue

Creates a welcoming, professional atmosphere; a sense of “place”

Community Survey strongly supported beautification projects

\$250,000

Eminent Domain – MMCT Casino Site

Allows for economic development and expansion of a neglected/abandoned commercial site

Potential for redevelopment anchor effect

Market the property for highest and best use

Process is likely to be costly, and this commits federal dollars rather than local dollars

(Casino site) specifically requested in community survey

\$200,000

Emergency Generators (3 in Total)

Public Works (replacement), Town Hall Annex (replacement),
Community Center (new install)

Allow continuity of government during a disaster, and support Emergency Operations Center
operability

\$150,000

Digital Signage at Town Buildings

Funds installation of digital signage at three locations

Increases information exchange, transparency

Improved community connectivity and emergency preparedness

Specifically requested in community survey

\$120,000

Social Services/General Assistance

Moratoriums, state/federal subsidies and assistance expiring

Recent notable increase in evictions, utility assistance, and need for Town support

Federal Relocation Act has already caused the Town to process two budget transfers for this service line

Proposal increases assistance funding, but scales it down over three years (\$50k in Year 1, \$30K in Year 2, \$20K in Year 3)

Specifically requested in community survey

Social Services/General Assistance

Moratoriums, state/federal subsidies and assistance expiring

Recent notable increase in evictions, utility assistance, and need for Town support

Federal Relocation Act has already caused the Town to process two budget transfers for this service line

Proposal increases assistance funding, but scales it down over three years (\$50k in Year 1, \$30K in Year 2, \$20K in Year 3)

Specifically requested in community survey

Senior Center Bus

Senior Transportation specifically cited in the survey

High-demand service

Existing state-subsidized replacement programs have paused

Fleet buses are aging, in need of repair

\$84,000

Walking Trails/Associated Equipment

Very popular survey response

Expands passive recreation offerings in East Windsor

Relatively low-cost improvement

Once acquired, the equipment could have other applications

\$80,000

Grants Consultant

Three-year funding for grants consultant

Helps the Town to research, apply for, and report on state, federal and private grant opportunities

Potential to share the cost/service among more than one community

\$60,000 (\$20,000 per year)

Community Center Gym Equipment

Multi-generational quality of life improvement

Increases participation/programming opportunities for active seniors

Provides for health enhancements among certain demographics

Community Center was a popular response in the community survey

\$40,000

Welcome Signage

Replaces “Welcome to East Windsor” signage at four locations, adds a fifth

Community survey strongly supported beautification projects

Relatively inexpensive

\$25,000

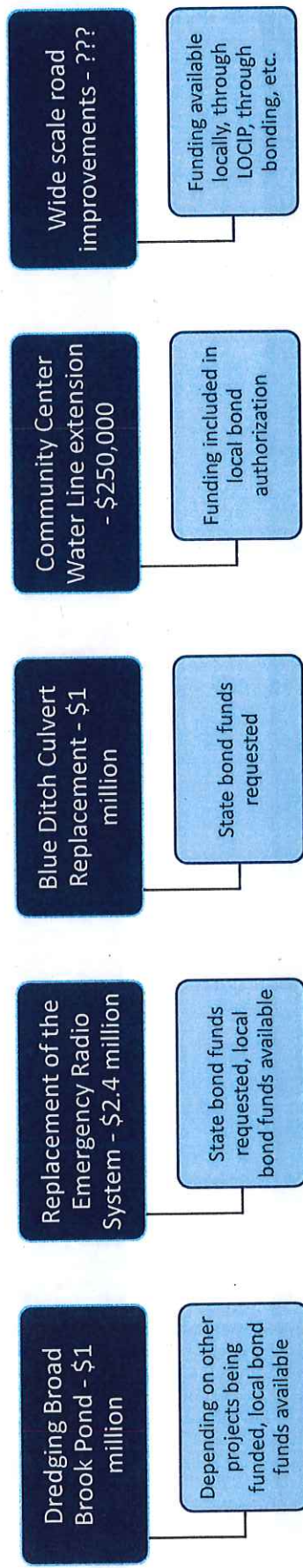
Greenhouses at the Community Center

Non-traditional recreational offering for seniors, youth groups

Educational opportunity

\$20,000 (two houses at \$10,000 each)

Projects Considered, Omitted and Why



Recommendations

revitalization of Osborn Field/volunteer park	\$500,000
pavilion Replacement	\$450,000
geriatric social worker	\$300,000
school Hill Water Association	\$250,000
*façade Improvements	\$250,000
eminent domain	\$200,000
generators	\$150,000
digital signage @ town buildings	\$120,000
social services/ general assistance	\$100,000
senior Center Bus	\$84,000
walking trails/associated equipment	\$80,000
grants consultant	\$60,000
community center gym equipment	\$40,000
*welcome signage	\$25,000
*building signage	\$20,000
greenhouses @ community center	\$20,000

Next Steps

BOS to approve any/some/all project recommendations, or offer any alternatives for consideration

BOF to approve any/some/all project recommendations

Town Meeting to issue final approval on any project in excess of \$20,000

- No referendum required on any project below \$1 million (i.e. none on this recommendation list)

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BOARD OF SELECTMEN – 10/20/2022 – ATTACHMENT B

TOWN OF EAST WINDSOR
FIRST SELECTMAN JASON E. BOWSA

11 Rye Street, Broad Brook, CT 06016 www.eastwindsor-ct.gov Telephone (860) 623-8122

EAST WINDSOR IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

First Selectman's Report – October 20, 2022

On November 8th, voters in East Windsor will have an opportunity to decide whether the Town should move forward with the renovation and construction of an addition onto Scout Hall, which would be repurposed as the Town's Community Center. I strongly encourage voters of the town to voice their opinion on that question when you vote on November 8th

If the plan is approved, the newly renovated facility would house all three of our Community Services departments in one location (Social Services, Senior Services, and Parks and Recreation.) Currently, they are located in two different facilities on opposite sides of town. This creates a clear hardship for constituents who need access to programs like renters' rebate and Medicare, which requires multiple trips to multiple sites. At the Senior Center alone, currently located above the Broad Brook Fire Department, there is not sufficient space for seniors to have confidential tax or medical conversations without program participants overhearing them. The approval of the proposed project will allow better customer service to people who are in need of social service intervention and will allow for a more expansive utilization of the Scout Hall location.

The Scout Hall Building Committee has been strongly in favor of this idea since its inception, and in fact first suggested it to the Town last winter. I want to thank them and recognize their partnership on this project. The Town and the Committee share a commitment to offering quality opportunities for youth, seniors and socially disadvantaged people in our community, and this project will go a long way towards meeting those shared goals.

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The new arrangement to use the Scout Hall space for multi-generational programming and service delivery makes sense from both a financial position and an organizational one. By streamlining these services, we can position our town services to best address the needs of the community. If approved, the project will renovate the existing Scout Hall building and effectively double its size to approximately 15,000 square feet, including the addition of office space and significant programming space. The total project cost is expected to be \$5 million, roughly one third the cost of the project approved in Windsor Locks for the same purpose. I should also note that Windsor Locks is planning to spend at least \$14 million on a senior center, whereas our proposal would spend \$5 million for a Community Center. The cost difference in East Windsor's favor is largely due to the facts that the Town already owns the building and the property, and most of the infrastructure is in place at the location already. That is not true in Windsor Locks.

Voter approval will authorize local construction dollars for the Community Center, without securing any state or federal funding (both of which remain possibilities), and exclusive of \$1.2 million in local dollars already designated for the project.

To further enhance the location for younger families in East Windsor, we have been awarded state bond funding to install lighting on the full-size Abbe Road Soccer Field. This has been a project on the Town's improvement list for quite some time, but funding constraints have always delayed it. Special thanks to our state legislative delegation (Senator Saud Anwar, Representative Jaime Foster, and Representative Carol Hall) for their advocacy on behalf of the Town to secure these funds. Combined with the Community Center project, the lighting will be transformative for the entire venue. Assuming local approval is forthcoming on November 8th, the construction project would start very shortly thereafter, with a target date of opening the new facility at or about Labor Day of 2023. Please remember to cast your vote for this project on Election Day.

This year's Haunted Highway at East Windsor Park. That event will be on October 27th from 5-7pm. Any East Windsor families who want to participate are welcomed to attend and drive through the venue. There will be lots of spirited booths handing out candy.

As the Town prepares for the holiday season, we are still in need of gift cards to help supplement Thanksgiving and Christmas Day meals. Anyone interested in making a donation can call Social Services at 860-623-2340.

Respectfully Submitted,
Jason E. Bowsza
First Selectman

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BOARD OF SELECTMEN – 10/20/2022 – ATTACHMENT C

October 20, 2022
Liaison Report

I attended the regular meeting of the East Windsor Police Commission on October 12, 2022. The following financial reports were reviewed and approved.

Police Department Monthly Billing

Police Department Financial Statement

Police Commission Monthly Billing

Police Commission Financial Statement

The Building Committee has decided to recess their meetings until 2023. The monthly meeting agenda dates for 2023 have been submitted to the Town Clerk. They will meet the 2nd Wednesday of each month at 7:00pm. Meeting location to be determined.

I attended the October 19, 2022 East Windsor Housing Authority meeting. The financials were discussed and approved. The resignation of the tenant commissioner effective 10-05-22 was approved. Someone has stepped forward to fill that position but a question arose regarding the process. The procedures will be reviewed and verify the process and will be taken up at the next meeting. The application for the 501C3 Status has been submitted to the Secretary of the State's Office. The name will be Housing Corporation of East Windsor since East Windsor Housing Corporation was already being utilized.

Respectfully Submitted

Marie E. DeSousa
Deputy First Selectman

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BOARD OF SELECTMEN – 10/20/2022 ATTACHMENT D

Selectmen's Report - October 20, 2022

On October 12, 2022 I attended the Board of Education meeting. Middle School Principal Timothy Field and Assistant Principal Linda Daitch gave an update on the RAMP program, which consists of Tier 2 and 3 Math Intervention students and a recent project, which was to design an outside courtyard where students could eat lunch. The winning project was from 8th grade and their design consisted of flower bushes, tables and a fountain. This exercise focused on team building and math skills, as a proposal with costs was submitted with the layout from each team. The cost of the winning project is \$12,000. A grant from the Hartford Foundation in the amount of \$10,000 was applied for to help cover the cost and they should know very soon if they received the funds. There are plans to fundraise or budget for the rest of the cost, or entire cost if the grant is not awarded.

Ryan Galloway shared that he is focusing on finishing up reconciliations for the audit and working on the input of grants, Family Resource Center and the Cafeteria funds into MUNIS for FY 2022-2023.

Discussion took place amongst Board members into establishing the purpose of the 2% Fund. Many members shared that they believe it should be used for educational purposes only and the Board must define what that entails. MOU's from other Towns will be used for reference. The Finance Sub-Committee will further discuss this and then hopefully present to the Board of Finance at their November meeting.

Superintendent Dr. Patrick Tudryn announced that new School Resource Officer Lindsay Valencia will be starting on October 14th.

Darryl Rouillard updated the Board on Educator Guidelines for Teacher Evaluations. They are now back to pre-pandemic standards and teachers are required to use a regular instruction existing plan. Mr. Rouillard also gave an update on the I-Ready Diagnostic Testing Schedule and from the September 16th tests, participation was higher than last year and the results show that the gap was closed by about 10% over last year from being three grade levels behind, which is a step in the right direction post-pandemic.

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On October 13, 2022 the Veterans Commission met. The main topic of their meeting was the road race, which is coming up on November 5th! If you'd like to participate, you may register prior to race day for a reduced rate using a form, which can be found on the Town's website or enter online. There will also be same day registration available. Seventeen years of age and younger will be \$10.00 up to and including race day and adults will be \$15.00 up until November 4th and \$20.00 on race day. As of the meeting, the Veterans Commission has raised \$13,015 from sponsors for this year's race, with more funds coming in. Also, the Warehouse Point Fire Department Ladies Auxiliary will be hosting a pasta dinner on the evening of Friday, November 4, 2022 at Station One at 89 Bridge Street. I believe tickets will be \$10.00 per person.

The Commission established two subcommittees for future projects; one being a Hat Committee to look into a new style of hat and one being a Cemetery Committee to research replacing the flag ropes at the cemeteries.

I joined First Selectman Jason Bowsza and Deputy First Selectman Marie Desousa at the reveal of the mural of Car 355 at the Connecticut Trolley Museum on Sat, October 15, 2022. This interactive mural was painted by Heather Herindeen of Lights and Darks and was made possible by thirty individual donors and a business here in Town, the Arts and Culture Commission and Connecticut Trolley Museum. As the liaison to the Arts and Culture Commission, I am extremely proud of the group's collaboration and dedication to this project. As a newly formed commission, they should be recognized for facilitating this accomplishment so quickly!

Submitted With Sincerity,

Sarah A. Muska, Selectman
smuska@eastwindsorct.com

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BOARD OF SELECTMEN - 10/20/2022 - ATTACHMENT E

Selectman Nordell's report for October 20th, 2022

On October 13th I attended the PTO meeting.

Dr Tudryn discussed the survey put out on district communication. They are piloting a new website layout soon. Looking to improve the calendar. Looking to be out late November. Feedback welcome to new communication and any school wide suggestions. Parent volunteers for the classrooms are being sought again now that things are getting back to normal post pandemic. The forms for that can be found on the BOE website. Dr. Tudryn said they partnered with Parks and Rec for a contest for kids to do the school snow delays and cancellations. I believe that info can be found on both parks and rec or BOE websites. The PTO will also be participating in the Halloween Haunted Highway on October 27th. I am looking forward to that event and participating in that booth.

On October 19th I attended the Board of Finance meeting.

Email from Dr. Tudryn for a BOF member to participate in Pension negotiation meetings. Town Financials tax collection is in good shape currently for the year. Bank change is coming in the future, in order to earn more interest. Calamar was made to resubmit their building permits. Building permit income exceeding expectations due to Calamar and solar permits coming in. General assistance program is in need of more money due to several relocations of people from fires, disaster or condemning's. 20,000.00 already moved this year to that line. Board of Ed. Final fy2022 numbers should be available at the next meeting. 2023 audit underway, working on cleaning up reports and simplifying them to be more in line with town reports. Dr. Tudryn asked to be on the BOF agenda sometime in November to discuss the 2% fund and its handling of those monies.