

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

REGULAR MEETING

November 17, 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 Baker, Selectman Muska, and Selectman Nordell were present in-person.

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

GUESTS/SPEAKERS in-person: Kyle Arzt; Joseph Sauerhoefer, Deputy Director of the Public Works Department.

GUESTS/SPEAKERS signing in to meeting remotely: Tom and Ruthanne Lansner; Ludwig Pulaski, Connecticut Department of Transportation; Dr. Patrick Tudryn, Superintendent of Schools; Randi Reichle, Chairman, East Windsor Board of Education; Peg Hoffman, Recording Secretary.

1. TIME AND PLACE OF MEETING:

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First Selectman Bowsza called the November 17, 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, Connecticut. The meeting is also being transmitted remotely.

First Selectman Bowsza requested the addition of the following **ADDED AGENDA ITEMS** under **NEW BUSINESS**: **Item G: Discussion of Acceptance of Supporting Grant from Connecticut Department of Economic and Community Development, and Item H: Discussion of Fiscal Year 2023 Budget Submissions.**

MOTION: So moved.

DeSousa moved/Muska seconded/DISCUSSION: None
VOTE: In Favor: DeSousa/Baker/Muska/Nordell

First Selectman Bowsza requested a motion to POSTPONE Agenda **Item 8D, (UNFINISHED BUSINESS) Discussion of Permit Link Proposal for Development of Land Use Module**, and Agenda Item **9A (NEW BUSINESS) Town Property Inventory**.

MOTION: To POSTPONE Agenda Item 8D (UNFINISHED BUSINESS) Discussion of Permit Link Proposal for Development of Land Use Module, and Agenda Item 9A (NEW BUSINESS) Town Property Inventory.

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

2. PLEDGE OF ALLEGIANCE:

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

3. ATTENDANCE:

As noted above, First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell were all present in person.

RECOGNITION OF KYLE ARZT:

First Selectman Bowsza reported he wanted to recognize a young man who's Dad brought him to his attention. Kyle Arzt is a local 13-year old boy who is in his second year participating in the October Saves Charity fundraiser. In his first year working for this great cause Kyle raised \$2,100 for cancer research.

First Selectman Bowsza read Kyle's comments regarding his involvement: ***"I'm excited to join this incredible initiative. This organization's mission is very important to me, and I'm proud to help them make a difference. My journey against cancer started when I was a very young man, I lost my Meme to pancreatic cancer. This year I once again played for my two biggest fans; Kathy is my neighbor at camp; she beat breast cancer and is an inspiration to all. As sad as it is I lost a great friend to cancer this year, Jeff fought a great fight and gave it his all. He always gave me support and motivation, and will never be forgotten. Please support me by giving to my page; every dollar counts."***

First Selectman Bowsza reported that this second year Kyle participated in October Saves he raised through his donors an average of \$34.41 per save; Kyle made 241 saves during that period of time, and raised \$8,396 for beneficiaries such as the Dana-Farber Cancer Institute, the Inova Schar Cancer Institute, Children's Hospital in Philadelphia, and more. First Selectman Bowsza suggested that total of \$8,396 is amazing by itself, but it gets even more amazing when you realize that October Saves across North America raised \$610,000 this year. What that means is that Kyle's contribution is the highest of any participant in Connecticut, and the 5th highest of any participant in the Country, and his work equates to just shy of 1.5% of the total amount raised by this organization in North America. First Selectman Bowsza suggested that's really remarkable, we're all **VERY** proud of him.

Selectman Bowsza then requested Kyle and his parents join him to present Kyle with a Proclamation on behalf of the Board of Selectmen and the Town of East Windsor. The Proclamation reads:

Whereas, in 2020 nearly 2 million people will be diagnosed with cancer in the United States,
And, whereas, cancer caused 17.8% of all deaths in the United States in 2020,
Whereas October Saves is a 501-C charitable organization whose purpose is to raise money in the fight against cancer,

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Whereas Kyle Arzt is the top fundraiser for October Saves in Connecticut in 2022 raising \$8,396,

And Whereas, Mr. Arzt was also the 5th highest fundraiser for that organization for the entire Country in that same period of time.

Nowtherefore, the Town of East Windsor congratulates Kyle Arzt for his dedication, kindness and accomplishment through his participation through October Saves,

And furthermore, be it be known to all Kyle Arzt has made the entire East Windsor community proud of the good work he has done to fight to combat cancer.

Given this 7th day of November, 2022.

First Selectman Bowsza presented the Proclamation to Kyle Arzt, noting the community is sincerely proud of you.

5. PUBLIC PARTICIPATION:

First Selectman Bowsza offered an opportunity for anyone in the in-person audience to offer comments or questions; no one requested to speak. First Selectman Bowsza then offered the same opportunity to the online participants; no one requested to be acknowledged.

6. COMMUNICATIONS:

A. DOT Correspondence Regarding Stiles Bridge, AND. NEW BUSINESS, Item 9E. DOT Request for Acquisition of Certain Town-Owned Property (Requires 8-24 Referral and Town Meeting):

First Selectman Bowsza requested discussion of the captioned Agenda items, noting both relate to the Stiles Bridge relocation project. He indicated Mr. Ludwig Pulaski, Connecticut Department of Transportation, is joining the Board remotely to discuss the project.

Mr. Pulaski indicated the project proposes to relocate the bridge over the Scantic River. He recalled he sent an offer to the Town on October 27th, 2022 for \$2,100. Mr. Pulaski noted that money must be used for the public trust as stated in the Connecticut General Statutes 3-1.5 and 47.2. The DOT requires a 1,287 square foot “e-taking” which will be a portion of land the DOT Department will retain as part of the new right-of-way,

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and, they will also require a 9,198 square foot construction easement. Mr. Pulaski referenced the map of the construction easement included in the Board's packets to illustrate the location of the easements. Mr. Pulaski indicated that after completion of the project that area will be regraded and reseeded as noted on the Landscaping Plan.

First Selectman Bowsza noted this is a land transaction between the Town and the State which requires an 8-24 Referral to the Planning and Zoning Commission by this Board, the Planning and Zoning Commission would return the referral to the Board of Selectmen, and the consideration of the action would then go to Town Meeting. The land is on the bottom of Old Ellington Road, on the left side. First Selectman Bowsza noted Mr. Pulaski has offered to walk the site with the Board. Mr. Pulaski noted that the Town was deeded a piece of property previously, he noted there appears to be some farming activity and a driveway currently at this location, he questioned if the Town's Department of Public Works might be using the property. First Selectman Bowsza replied negatively.

First Selectman Bowsza indicated he would like to take Mr. Pulaski up on his offer to walk the site, if any other Board members would like to do so they're welcome to make arrangements with Mr. Pulaski.

First Selectman Bowsza queried the Board for comments; no one requested to be acknowledged. First Selectman Bowsza then requested a motion to allow him to make the 8-24 Referral to the Planning and Zoning Commission.

MOTION: To ALLOW the First Selectman to make an 8-24 Referral to the Planning and Zoning Commission regarding the property acquisition proposed by the DOT.

DeSousa moved/Muska seconded/DISCUSSION: None

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

Mr. Pulaski thanked the Town for their cooperation, noting the Department wants to make the land acquisition occur as seamlessly as possible.

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

A. **Resignations:** None

B. **Reappointments:**

1. Mark Simmons **(D)**–(R), Housing Authority, regular member for a term expiring December 1, 2027:

First Selectman Bowsza noted Mr. Simmons political affiliation is Republican rather than Democratic as listed on the Agenda.

MOTION: To REAPPOINT Mark Simmons to the Housing Authority as a regular member for a term expiring December 1, 2027.

Muksa moved/Nordell seconded/DISCUSSION: None

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

2. Leonard Norton, Hearing Officer of Towing & Impounding Vehicles, regular member for a a term expiring November 5, 2023:

MOTION: To REAPPOINT Leonard Norton, as the Hearing Officer of Towing & Impounding Vehicles, as a regular member for a term expiring November 5, 2023.

DeSousa moved/Muska seconded/DISCUSSION: None

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 reported this appointment had come before the Board previously and had been tabled while the Board

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waited for feedback from the Housing Authority's Tenant Association. The position was posted, Mary Wyse was the only person who expressed interest in this appointment. First Selectman Bowsza requested a motion of appointment.

MOTION: To APPOINT Mary Wyse to the Housing Authority as a regular member for a term expiring February 1, 2026.

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

- 2. Wayne Shary (R), Building Commission, regular member for a term expiring August 1, 2024:**

MOTION: To APPOINT Wayne Shary as a regular member of the Building Commission for a term expiring August 1, 2024.

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

8. UNFINISHED BUSINESS:

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

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

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

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

***C. Discuss ARPA Project Recommendation from October 20, 2022, Board of Selectmen Presentation:**

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

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

See motion to postpone discussion made earlier in the meeting.

E. Added Appropriation Request – HVAC Engineering on School Buildings:

Dr. Patrick Tudryn, **Superintendent of Schools**, joined the Board remotely, Randi Reichle, **Chairman of the Board of Education** was signed in remotely as well. Present in person to discuss the proposal was Joseph Sauerhoefer, Deputy Director of Public Works.

First Selectman Bowsza recalled he had raised the possibility of the Board approving an added appropriation to do engineering work on the HVAC systems for each of the three schools in town. He noted the grant submission requires a quick turnaround, while development of the plans can be a lengthy process which requires the engineering and architectural work for each of the HVAC systems.

First Selectman Bowsza requested Dr. Tudryn explain the scope of the project. Dr. Tudryn reported the timeline for the grant submission wasn't feasible to prepare the engineering plans required. He indicated he wasn't aware of any other surrounding town that was able to comply with the grant requirements within the timeline provided. Dr. Tudryn felt there would be additional rounds of grant submissions available. He noted this grant is unusual as new construction reimbursement rates don't usually include HVAC replacement.

Dr. Tudryn reported the projects they would like to do would provide air conditioning to the classrooms and gym in the buildings, and provide an opportunity to circulate fresh air into the classrooms, and also generate an additional heat source.

First Selectman Bowsza reported he spoke directly to the Governor, who indicated there would be another round of grants coming. But a key piece

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of the application process is the inclusion of existing plans for the various projects.

First Selectman Bowsza requested Joseph Sauerhoefer, Deputy Director of the Public Works Department, to join the discussion. Deputy Director Sauerhoefer reported he has spoken to the project manager and architect for the Community Center, who has provided a rough estimated cost of approximately \$200,000 to \$400,000 for plan development. Deputy Director Sauerhoefer noted the High School already has some HVAC units, the modular classrooms have HVAC as well. Deputy Director Sauerhoefer estimated the High School would involve approximately 130,000 square feet of work, while the Middle School would be about 75,000 square feet, and the Elementary School would be about 80,000 square feet. Discussion continued regarding various areas within the schools and their status regarding air conditioning. Deputy Director Sauerhoefer noted this is an estimate, whatever money isn't used is available to be reallocated for other work. He suggested the Town shouldn't do anything at the High School until the new roof has been installed.

First Selectman Bowsza requested clarification that Deputy Director Sauerhoefer's recommendation would be for the HVAC units to be installed on the roof; Deputy Director Sauerhoefer concurred. First Selectman Bowsza noted the roof on the Middle School is very new, he questioned if that would reduce the cost of the engineering work for that building? Deputy Director Sauerhoefer suggested they're engineering two different things. He suggested the Middle School would probably be the first school they would do as they know the condition of the roof.

Deputy Director Sauerhoefer indicated he spoke with our project manager, who is handling three other schools – Oxford, Branford, and Norwalk who are the only school districts going for the December 1, 2022 grants as they had engineering plans available.

Selectman Baker noted that most of the schools have single pane windows, which were being replaced under the CIP project list, he questioned moving those projects up in the CIP list as replacing the HVAC units without replacing more energy-efficient windows didn't make sense.

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Dr. Tudryn felt Dr. Kane utilized the Alliance Capital Grant for some building repairs. He understands that grant to be available every other year, the last time the Town used that grant they received about \$250,000.

Dr. Tudryn noted that grant requires that the money is spent by August, so the window is short to submit projects.

First Selectman Bowsza suggested that brings the Board to the question of where is the money coming from? He noted that the Board of Education recently returned \$518,000 to the Town, First Selectman Bowsza would like to repurpose those funds to have this engineering work done on projects that benefit the school buildings.

Deputy First Selectman DeSousa suggested there were concerns during the pandemic about poor air quality, is there anything specific based on the concerns regarding COVID? Dr. Tudryn suggested he hadn't heard of anything specific to COVID but felt anything that improved air quality within the buildings may improve your chances of getting a grant. Deputy First Selectman DeSousa questioned that the grant was for air quality and heating also? Dr. Tudryn suggested heating can be included as well.

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

MOTION: To ACCEPT the proposal as presented by utilizing the refund of \$518,000 in order to accomplish the engineering studies for the project.

First Selectman Bowsza suggested the \$518,000 may be a bit high; Mr. Sauerhoefer felt the cost of the engineering work would not exceed \$400,000.

AMENDED MOTION: To ACCEPT the proposal as presented by utilizing funds not to exceed \$400,000 in order to accomplish the engineering studies for the projects.

DeSousa moved/Baker seconded/DISCUSSION: None

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

(No one opposed/No abstentions)

9. NEW BUSINESS:

A. Town Property Inventory to include Ruthe Calabrese:

See motion to postpone discussion made earlier in the meeting.

B. Draft Surplus Property Policy to Include Len Norton and Joe Sauerhoefer:

Joe Sauerhoefer, **Deputy Director of Public Works**, joined the Board in person.

First Selectman Bowsza recalled that Deputy Director Sauerhoefer had come to the Board with an inventory of excess Town assets which he proposed to sell. Tonight, he has an update on the sale of those assets, as well as a proposed policy moving forward.

Deputy Director Sauerhoefer reported they sold everything they advertised at the price proposed, except for the air conditioning units. Director Sauerhoefer reported they offered the air conditioning units at \$200 each; he felt they can wait until the Spring to offer the units again.

Deputy Director Sauerhoefer reported the sale netted \$68,000 which will offset the purchase of the new backhoe, and a little additional to go to the new loader. Deputy Director Sauerhoefer felt the process worked well; the items were sold at the prices proposed, everything was non-negotiable. Deputy Director Sauerhoefer noted the Town will soon have a new backhoe at no added cost to the Town. Deputy Director Sauerhoefer reported they just received another vehicle from the Police Department today.

Deputy First Selectman DeSousa indicated she was surprised how quickly the items were sold. Deputy Director Sauerhoefer reported people are still calling about some of the items.

First Selectman Bowsza noted the Asset Disposal Policy draft submitted by Deputy Director Sauerhoefer. He queried the Board for comments. The consensus of the Board was to review the policy and discuss it at the Board's December 1st meeting.

See action taken under **COMMUNICATIONS**, Item A. DOT Correspondence Regarding Stiles Bridge.

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F. Tax Refunds:

MOTION: To APPROVE the Tax Refunds in the amount of \$1,843.77

Muska moved/Nordell seconded/DISCUSSION: None

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

G: Arts and Cultural Commission – Acceptance of Supporting Grant from Connecticut Department of Economic and Community Development:

First Selectman Bowsza noted the Arts and Cultural Commission has received \$1,000 Grant from the Connecticut Department of Economic and Community Development, the grant is for operational expenses. Because they are receiving Town money First Selectman Bowsza needs authority from the Board to sign the associated documentation.

MOTION: To ACCEPT on behalf of the Arts and Cultural Commission the \$1,000 Supporting Grant from the Department of Economic and Community Development.

DeSousa moved/Muska seconded/DISCUSSION: None

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

H: Discussion of Fiscal Year 2023 Budget Submissions:

First Selectman Bowsza noted it's time to send 2023 – 2024 Budget Requests to Department heads and organizations, he would like input from the Board regarding this year's budget message. First Selectman Bowsza noted the Town is dealing with a convergence of several issues, including dealing with 40-year high inflation, interest rates not far behind, and a (Town) revaluation at a point in time when the housing market is extremely high over the last 5 years. He noted during his appearance at the Board of Finance last evening their premise is to continue on a status quo budget, with nothing new requested.

First Selectman Bowsza noted the Board must, under the Charter, set the Budget guidelines by December 1st; he opened discussion to the Board regarding their opinions.

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Deputy First Selectman DeSousa felt the Board has done a great job last year acting to make sure the businesses and residents in Town experienced a zero-based/no tax increase budget. She felt the Board did that realizing that there might be a problem moving forward, and acted on the side of caution. She suggested understanding the revaluation was coming there may be issues that affect some people. Deputy First Selectman DeSousa didn't feel the Board could request a no-increase budget, as we all know everything is going to go up. She felt a zero-based budget won't do the Town any good, we're behind now on growth and, citing Selectman Baker's comments about the school windows, we're behind on improvements and keep moving projects forward. Deputy First Selectman DeSousa agreed the Board needs to air on the side of good judgement and not waste funding as she understands some families will be struggling. She also doesn't feel it's fair to tell the community there will be a zero-based budget.

Selectman Baker suggested he had thought to go with a zero-based budget, based on the philosophy that a fixed cost will be a good starting point for everyone's budget. He felt everyone needs to look at the prospect that because we had it last year we'll have it this year. Deputy First Selectman DeSousa cited the fixed cost of employees, and the fixed costs that the Town has no control over, such as insurance, things that are needed by the Police Department, and the tests the fire department needs to have done, and things like gas, and oil.

Selectman Muska cited she agreed with Deputy First Selectman DeSousa that the Board has made a lot of progress, which they don't want to halt, as that hasn't happened in years. Selectman Muska felt the Board needs to be cautious. She felt some departments returned money to the Town last year; if they aren't going to be using that money then their requests should be reduced.

Selectman Nordell suggested he has more questions than opinions at this point. He questioned that if the revaluations have gone up doesn't that, in turn, increase the Grand List; First Selectman Bowsza concurred. Selectman Nordell questioned that that should decrease the mill rate to the taxpayer; First Selectman Bowsza agreed. Selectman Nordell questioned shouldn't there be some middle ground to the taxpayer? First Selectman Bowsza suggested typically there is, and in this case there will be also. First Selectman Bowsza noted that at the Board's December 1st meeting the contractor for the revaluation will be present so Selectman Nordell can ask them these questions.

Selectman Nordell cited another question is how much control over the revaluation does the Board have? If a house is said to have a certain value what

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can the Board do to change that? First Selectman Bowsza suggested the Board could consider phasing, or ask the Legislature to make changes; First Selectman Bowsza indicated this discussion would be a major part of the December 1st meeting. Selectman Nordell indicated he understands the increases in the cost of oil, gas, Eversource's 48% increase in electricity rates, contractual issues, insurance. First Selectman Bowsza suggested the electricity increase will affect our constituents but not the Town as we're locked into a multi-year contract. Selectman Nordell agreed with Selectman Muska, if a department has a track record of asking for money it doesn't use they should expect some serious cuts. Selectman Nordell agreed, the Town has made a lot of progress and a lot of good things have happened in East Windsor in the last 4 or 5 years, and it would be great for that to continue.

Deputy First Selectman DeSousa questioned if the revaluation could be postponed for a couple of years. First Selectman Bowsza suggested that would require a Special Act by the Legislature, which was done for 4 communities last year because of COVID.

First Selectman Bowsza indicated he's hearing the Board is sympathetic to fixed costs, not excited about new ideas, and budget requests which have been returned in the past will be revisited aggressively.

Deputy First Selectman DeSousa also noted the previous high rate of tax collection, she suggested the Board may not be able to count on that going forward.

10. SELECTMEN COMMENTS AND REPORTS:

A. Jason Bowsza

(See Attachment A)

B. Marie DeSousa

Deputy First Selectman DeSousa indicated she has no report this meeting.

Deputy First Selectman DeSousa did want to clarify that regarding the recount, someone made a comment that the Deputy First Selectman, without the identification of her name, signed the paperwork for the State to verify the voting. She noted the Deputy First Selectman, who is herself,

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did not sign it under that capacity, she signed it as Head Moderator hired by the Registrar of Voters. She wanted to make that clear, as it does make a difference.

C. Sarah Muska:

(See Attachment B)

D. Charlie Nordell:

(See Attachment C)

E. Alan Baker:

Selectman Baker indicated he only had one meeting since the last Selectmen's meeting. He was unable to attend that meeting, so he has no report this evening.

11. PUBLIC PARTICIPATION:

First Selectman Bowsza offered the in-person audience an opportunity to speak; no one requested to be acknowledged. First Selectman Bowsza then offered the remote audience the same opportunity; no one requested to comment.

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. Discussion of Attorney-Client Privileged matters. Discussion of contract matter. Action possible.

First Selectman Bowsza requested a motion for the Board to go into **EXECUTIVE SESSION**, to include the members of the Board.

MOTION: To GO INTO EXECUTIVE SESSION at 8:13 p.m. Executive Session to include First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.

Nordell moved/Muska seconded/DISCUSSION: None

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

LET THE RECORD SHOW the Board exited the John Daly, Jr. Meeting Room to deliberate in the small conference room.

LET THE RECORD ALSO SHOW the Recording Secretary remained online remotely.

LET THE RECORD SHOW the Board returned to the John Daly, Jr. Meeting Room at 8:38 p.m., and took the following action.

D. Selection of Executive Search Firm for Chief of Police:

First Selectman Bowsza noted that following the Town's bid policy if a project is over \$5,000 but under \$20,000 the Town can acquire 3 quotes. Regarding the search for a new Chief of Police the Town has received quotations from the following 3 Executive Search Firms – Randi Frank Consulting, from Wallingford, Connecticut and Lewisville, Kentucky, at a cost of \$22,000, HR USA, out of the greater Chicago area, at a cost of \$23,500, and Strategic Government Resources, out of Texas, at a cost of \$19,000. First Selectman Bowsza noted the firm which falls within the scope of the Town's Bid Policy is Strategic Government Resources at a cost of \$19,000. He called for a motion to accept the services of Strategic Government Resources in a search for a Chief of Police for the Town of East Windsor, and authorize him to sign the contract. First Selectman Bowsza suggested the Board can sign this agreement with SGR, or rebid for additional search firms. He queried the Board for their consideration.

MOTION: To ACCEPT the quote from Strategic Government Resources and AUTHORIZE the First Selectman to sign the agreement for Executive Recruitment Services for a Chief of Police between SGR and the Town of East Windsor.

Baker moved/Muska seconded/DISCUSSION: None

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

First Selectman Bowsza called for a motion to ADJOURN this meeting.

13. ADJOURNMENT:

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MOTION: To ADJOURN this Meeting at 8:40 p.m.

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

Respectfully submitted,

Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

ATTACHMENTS:

- A. First Selectman Bowsza's Report
- B. Selectman Muska
- C. Selectman Nordell

(Deputy First Selectman DeSousa's comments, and Selectman Baker's report are included in the Minutes transcription)

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BOARD OF SELECTMEN – 11/17/2022 – ATTACHMENT A

First Selectmen's Report – November 17, 2022

I want to start by offering my thanks to the folks in our community who made charitable donations for the thanksgiving turkeys and gift card drive that we do each year. Through your generosity, this year we were able to provide for all of the needy families on our list using only private donations. We are still looking for sponsors for our sponsor-a-child holiday program, with about 20 kids still in need of sponsorship. If you are interested, please call Social Services at 860-623-2430.

On Tuesday, a recount was conducted on Question #2 from last week's election, due to the closeness of the outcome. Question 2 would have authorized the Town to move forward with a renovation and expansion of the Scout Hall Building to be repurposed as the Town's multi-generational Community Center. After the recount was concluded, the final margin shows the question having been defeated by a margin of 23 votes, out of nearly 4,000 cast.

Tonight, the Board of Selectmen will recognize Mr. Kyle Arzt for the good work he has done this year raising funds for cancer charities. Mr. Arzt, a local 8th grader, raised more than \$8,000 through an organization called October Saves. We appreciate his dedication and compassion, and we thank him for his good work.

On Saturday morning at 10am, the Town will officially rename the park along the Scantic River at the base of Cemetery Road and Woolam Road in honor of Master Sargent Richard Sherman. Mr. Sherman is an original member of the Town's American Heritage River Commission, and has been a steward of the Scantic River for more than two decades. All are welcome to attend the commemoration.

Finally, I want to extend our most heartfelt congratulations to our Samantha Charette, Recreation Lead in our Parks and Rec Department, who was recognized by her peers around the state as the Connecticut Recreation and Parks Association's R. Peter Ledger Young Professional Award. She will be honored at the CRPA Annual Meeting on Tuesday. Thank you to her for her continued dedication to our parks and recreation programs in East Windsor.

Respectfully submitted,

Jason E. Bowsza First Selectman

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – November 17, 2022
In-person and
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
MEETING MINUTES**

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BOARD OF SELECTMEN 11/17/2022 ATTACHMENT B

Selectmen's Report - November 17, 2022

On Monday night, November 14, 2022, I attended the Parks and Recreation Commission meeting.

There are a lot of upcoming events being put on by Parks and Rec. throughout the holiday season. The North Pole Connect with Calls From Santa will be on December 14th, the Torchlight Parade will be held on December 17th at 5:30PM with activities following at the Broad Brook Fire Department and there will be an Open Skate at Enfield Twin Rinks on December 28th. There is also a Santa's Mail Box outside of the Broad Brook Fire Department where children in 3rd and 4th grade can write letters to Santa and they will receive a response.

After seven years, the Panther Plunge will be back on February 18th, 2023 and the event will benefit the East Windsor Fuel Bank. If you wish to sponsor this event, please reach out to Samantha Charette at 860-627-6662 or at scharette@eastwindsorct.com for more information.

The Department of Public Works has begun winterizing the Parks, including the dog park, so attendees must bring their own water at this time.

Park Director Melissa Maltese gave a seasonal review, which included a three year comparison of East Windsor Park. Total Revenue this year was back to pre-covid standards and gate receipts, pavilion rentals and snack bar receipts were higher this year over the three years, as well. Total revenue generated was \$33,965.78 and there were 31 pavilion rentals (15 were from residents) this season.

After school programs are back up and running and functioning like they did pre-covid. Job applications for Summer employment will be going online this year and CPR training will be in-house this year, which will also be an income generator as it will eventually be offered to the public, (if you remember we had included that training for a staff member in the budget last year).

Three potential playground designs for the ADA compliant playground at East Windsor Park were distributed amongst the Commissioners.

Wishing you and your families a happy and safe Thanksgiving!

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Submitted With Sincerity,

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

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BOARD OF SELECTMEN – 11/17/2022- ATTACHMENT C

Selectman Nordell's Report 11/17/2022

On November 7th I attended the Warehouse Point Fire Commission meeting. In that meeting the board approved a new Bid Contract Procedure and approved a bid contract for snow removal. The Fire Marshal reported 24 inspections being completed on the Warehouse Point side of town. The Department Chief reported 63 calls for service during the month of October. He also reported that the administrative building is near completion and hopes to have a final inspection around the end of November.

On November 16 I attended the Board of Finance meeting. The Board heard and made a transfer request that had already been presented and moved forward by the Board of Selectmen. This request was to cover replacement of in-dash police car cameras and police body cams. The current ones the police department is using are reaching their expiration. A grant is available that would lead to \$30-\$35 thousand dollars in savings.

The First Selectman requested feedback on how letters of financial requests be worded before being submitted to all town departments. With inflation, the town re-evaluation and general economic state of things the message was bleak and that departments must be prepared to make cuts and be frugal when it comes to submitting next year's budgets.

Tax collection is right on schedule and in good standing. 48.6% or 21 million in revenue has been collected .

The Board of Ed reports all info needed was submitted for the audit. \$518,000.00 in unspent budget was the final number left from F21-22. For the current year the financials are on track and a new summary will be submitted next month.

Upcoming, the annual Stuff a Cruiser event is happening November 26 at 8am to 4pm at the East Windsor Walmart.