

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

***REGULAR MEETING***

***June 1, 2023***

***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**

***DRAFT MEETING MINUTES***

***\*\*\*\*\*Minutes are not official until approved at a subsequent meeting\*\*\*\*\****

**Board of Selectmen**

Jason E. Bowsza, First Selectman

Marie DeSousa, Deputy Selectman

Alan Baker, Selectman

Sarah Muska, Selectman

Charles Nordell, Selectman

**ATTENDANCE:** First Selectman Bowsza hosted the in-person meeting. Deputy Selectman DeSousa, Selectman Baker, Selectman Muska and Selectman Nordell were present at the in-person meeting.

**ABSENT:** All members of the Board of Selectmen were present this evening.

**GUESTS/SPEAKERS in-person:** First Selectman Bowsza hosted the meeting. Also present at the in-person meeting were: Amy O'Toole, **Finance Director**; Linda Collins, **Executive Director, East Windsor Housing Authority**; Erin Arlene Horanzy, **Library Director, Warehouse Point Library**; Joseph Sauerhoefer, **Deputy Director, Department of Public Works**; **Public**: Paul Anderson, Bill Loos.

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**GUESTS/SPEAKERS signing in to meeting remotely:** Peg Hoffman, Recording Secretary.

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

First Selectman Bowsza called the June 1, 2023 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:02 p.m. in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT 06016.

**2. PLEDGE OF ALLEGIANCE:**

First Selectman Bowsza requested everyone join him in reciting the Pledge of Allegiance.

First Selectman Bowsza called for a motion to RECESS the Board of Selectmen's Regular Meeting to hold the Public Hearing.

**MOTION: To RECESS the Board of Selectmen's Regular Meeting at 7:03 p.m.**

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

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

**PLEASE SEE SEPARATE MINUTES UNDER PUBLIC HEARINGS.**

First Selectman Bowsza RECONVENED the Regular Board of Selectmen's Meeting at 7:09 p.m.

**3. ATTENDANCE:**

See Attendance noted at the beginning of the meeting.

**4. APPROVAL OF MEETING MINUTES:**

**A. May 18, 2023 Board of Selectmen Regular Meeting:**

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First Selectman Bowsza noted the Minutes of the Board of Selectmen's May 18, 2023 Regular Meeting are available for approval, he questioned if anyone had any comments or corrections? The Recording Secretary noted she had not included a correction that had been requested, she asked whomever approves the meeting Minutes to include the following amendment: Page 5, **Agenda Item 8 – UNFINISHED BUSINESS, A. Discuss and Approve Town Facilities Meeting Room Agreement: paragraph 2, lines 4 and 5,** *"Deputy Director Sauerhoefer noted Melissa Maltese, Director of Recreation and Community Services, Melissa LaBelle, Executive Assistant, has made those revisions and additional comments."*

**MOTION: To ACCEPT the Regular Board of Selectmen's Meeting of May 18, 2023, as amended.**

**Muska moved/DeSousa 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 present in the in-person audience to offer comments or questions on items not listed on the Board's Agenda. No one requested to speak.

First Selectman Bowsza then offered the remote participants the same opportunity to offer comments or raise questions on items not listed on the Board's Agenda; no one requested to be acknowledged.

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

**A. Resignation: None**

**B. Reappointments: None**

**C. New Appointments: None**

**7. UNFINISHED BUSINESS:**

**A. Discuss and Approve West River Farms Bond Release:**

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First Selectman Bowsza noted he had been in discussions with Staff regarding the impact of the Erosion and Sediment Control bonds on the residents of Schank Road. That issue has been resolved, the Board can now move forward on releasing the Bond for West River Farms Road. He requested a motion.

**MOTION: To AUTHORIZE THE FIRST SELECTMAN to release the Bond for West River Farms.**

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

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

**B. Discussion of ARPA Projects Proposal(s):**

First Selectman Bowsza requested Item 7B be TABLED until after the Town Meeting.

**MOTION: To TABLE Item 7B until after the Town Meeting.**

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

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

First Selectman Bowsza requested the Board take Item 8B (**NEW BUSINESS**) next for discussion.

**MOTION: To TAKE Agenda Item 8B next.**

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

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

**8. NEW BUSINESS:**

**B. Discuss and Approve PILOT (in lieu of taxes) for Park Hill to Include Linda Collins:**

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Linda Collins, Executive Director of the East Windsor Housing Authority, joined the Board.

Executive Director Collins indicated she is seeking the Board's approval of the continuance of the PILOT (Payment-In-Lieu-Of-Taxes) for Park Hill at 5%. Executive Director Collins provided the Board with a document, noting the amount of taxes paid is calculated on the rental income (\$457,476.00) and the utilities for Park Hill (\$29,140.00), which totals \$428,336.00. She indicated that based on those calculations, the 5% PILOT payment is anticipated to be \$21,417.00.

First Selectman Bowsza questioned how long it's been since the PILOT payment has been reviewed, as he felt the Board approves a multiple year payment. Executive Director Collins indicated the payment was previously approved in 2017. First Selectman Bowsza suggested prior to that the PILOT payment had been at 7%, and have been approved for multiple years.

Deputy Selectman DeSousa was in agreement with the proposed PILOT payment. Selectman Muska indicated she was in agreement with approving the 5% payment.

**MOTION: To FIX the PILOT payment between the Town of East Windsor Housing Authority at 5% for the next three years, term beginning July 1, 2023 to June 30, 2026, and AUTHORIZE THE FIRST SELECTMAN to sign the agreement.**

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

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

First Selectman Bowsza requested the Board discuss Agenda Item **8D (NEW BUSINESS): D. Discussion and Possible Vote on Connecticut Prevention Partnership 2.0 Renewal Contract)** next.

**MOTION: To TAKE Item 8D next.**

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

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

**8. NEW BUSINESS:**

**D. Discussion and Possible Vote on Connecticut Prevention Partnership  
2.0 Renewal Contract:**

First Selectman Bowsza recalled that in 2020 the Town moved the Employees Health Insurance to Connecticut Prevention Partnership 2.0 for a three year term. That term is now due for renewal, he suggested he would like the Board to consider continuing the Town Employees Health Insurance Program with Connecticut Prevention Partnership 2.0. He noted review of the rates for participants for services provided have varied during the previous term, they were excellent the first year, higher during the second year which he felt may have been impacted by COVID, Should the Board seek coverage through another company it would require negotiation with all 14 municipal bargaining units. His recommendation, and that of Finance Director O'Toole, would be to continue with the Connecticut Prevention Partnership 2.0.

Selectman Baker questioned the process for leaving the program if the Town found something more favorable; First Selectman Bowsza reviewed the document language for the Board.

Selectman Nordell questioned the coverage cost increase over last year? First Selectman Bowsza and Finance Director O'Toole suggested the rate is 7.2%. First Selectman Bowsza reviewed past rate history; Finance Director O'Toole recalled that the year prior to that the rate increase had been zero because no one was going to the doctor because of COVID.

First Selectman Bowsza called for a motion from the Board.

**MOTION: To AUTHORIZE THE FIRST SELECTMAN to sign  
the Connecticut Prevention Partnership 2.0, renewal  
contract for a three-year term.**

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

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
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First Selectman Bowsza requested the Board ADD the following Agenda Items under **NEW BUSINESS: 8 F - Discussion of a Staff Facilitator,** and **8 G - Discussion of Roof Design and HVAC Design Results and Authorization as Recommended from the Building Commission.**

**MOTION: To ADD to the meeting Agenda Items 8 F – Discussion of a Staff Facilitator, and 8G – the RFP results.**

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

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

Noting the time was approaching for the Town Meeting First Selectman Bowsza requested a motion to RECESS the Board's Regular Meeting at 7:24 p.m.

**MOTION: To GO INTO RECESS.**

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

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

**PLEASE SEE SEPARATE MINUTES FOR TOWN MEETING.**

First Selectman Bowsza RECONVENED the Regular Meeting of the Board of Selectmen at 8:02 p.m.

First Selectman Bowsza suggested the Board resume the Regular Meeting with Agenda Item 7B. **(UNFINISHED BUSINESS: B. Discussion of ARPA Projects Proposal(s).**

**7. UNFINISHED BUSINESS:**

**B. Discussion of ARPA Projects Proposal(s):**

*Please see First Selectman Bowsza's PowerPoint presentation – "Town of East Windsor – ARPA Projects Revisited" under the meeting recording. Following is a summary of First Selectman Bowsza's comments.*

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First Selectman Bowsza noted that the Town has done 3 rounds of ARPA projects previously. There are still some ARPA funds available which would be returned to the Federal Government if not utilized by the Town. First Selectman Bowsza offered the following additional projects for consideration via the remaining ARPA funding:

- **High side dump sweeper**, current sweeper is 30+/- years old, making acquisition of replacement parts difficult – *estimated replacement cost is \$349,618.00.*
- **Infra-red fire cameras**, grants submitted by both Fire Departments to the Hartford Foundation for Public Giving were not received by either Department. Infra-red cameras provide fire fighters the ability to view conditions during a fire, lack of the cameras is a safety risk. The proposal is to purchase 8 cameras for the Broad Brook Fire Department and 8 cameras for the Warehouse Point Fire Department – *estimated cost for 16 cameras is \$20,800.00.*
- **Contribution to the BMX Skate Park** – the BMX Skate Park Commission has been entirely self-sufficient since 2009, funding for park equipment has been acquired via fund-raising events hosted/promoted by the BMX Commission – *proposal is to contribute \$10,000.00 to the BMX Commission to assist with the purchase of additional park equipment.*
- First Selectman Bowsza noted there is approximately \$16,976.00 in ARPA funding available after funding the 3 projects described. He noted that installation of sidewalks was a high priority on the respondent survey. The remaining funding could be added to the State Grant for a Sidewalk Connectivity Plan in Broad Brook, the Town is liable for matching funding for that grant – *proposal is to add \$16,976.00 to the Sidewalk Connectivity Grant.*

First Selectman Bowza reiterated that sidewalk improvements and road improvements scored extremely high in the community survey. Because of the Building Permit Fee for the Gravel Pit Solar project the Fund Balance will be in excess of the 20% cap requiring commitment on the Town's part to bring the Fund Balance back into compliance. He noted the ARPA survey was specific to the spending of ARPA funding, the money proposed for replacement of the high-side sweeper could be



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allocated to sidewalk improvements. First Selectman Bowsza clarified that the sweeper still needs to be replaced but should the Board consider increasing the ARPA funding for sidewalk replacement a higher priority then the funding for the sweeper the replacement of the sweeper could be provided via another source, such as the Undesignated Fund Balance.

First Selectman Bowsza wanted to clarify that he still strongly supports hiring a social worker. Based on previous discussions among the Board members he suggested an alternative approach could be to fund that position via the regular budget process.

Selectman Nordell questioned if First Selectman Bowsza was suggesting if the Board didn't approve the sweeper that the \$350,00.00 could go towards sidewalks? First Selectman Bowsza clarified the funding could go for sidewalks and road improvements, noting that he estimated \$200,000.00 for the municipal match for the sidewalk connectivity plan and the remaining \$164,000.00 could be used for other road improvements. Selectman Nordell questioned if an outside vendor could be hired to do the road sweeping rather than purchase the equipment? Deputy Director of Public Works Sauerhoefer, speaking from the audience, suggested it's more cost efficient to purchase a new sweeper than contract with an outside vendor. Finance Director O'Toole suggested all the projects described are needed by the Town and are good ways to utilize the remaining ARPA funding.

Selectman Baker favored completing the Sidewalk Connectivity Plan. Selectman Baker questioned if the sidewalk improvements could be done this year regardless of the funding source the Board chooses? Deputy Director Sauerhoefer suggested the project would be put out to bid and could be initiated as soon as the contractor is hired.

Deputy Selectman DeSousa indicated she would rather purchase the sweeper via the ARPA funding as East Windsor is being impacted by so many solar projects which seem to cause mud on the roads and complaints from residents; she's concerned about liability issues.

Selectman Nordell questioned the amount of the current Fund Balance? Finance Director O'Toole noted \$1.9 million came through for a Building Permit for Gravel Pit Solar, that covered all budgeted and additional appropriations issued throughout the year. At some point the Town will

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need to provide funding for assistance from an outside agency for the Building Official for his inspections and permits. Finance Director O'Toole suggested everything the Board did last year to lower the Fund Balance has been covered. She estimated approximately \$1 million would remain in the Fund Balance.

Deputy Selectman DeSousa indicated she is in favor of funding the BMX Park contribution and funding the infra-red cameras for both Fire Departments.

First Selectman Bowsza noted these proposals depletes East Windsor's ARPA allocations, he requested the Board consider a motion for each funding proposal.

**MOTION: To USE ARPA FUNDS in the amount of \$349,618.00 to purchase a high-side dump sweeper, and send the RECOMMENDATION to the Board of Finance and upon approval referral to Town Meeting.**

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

**MOTION: To USE ARPA FUNDS in the amount of \$20,800.00 to purchase Infra-red cameras for both Fire Departments, and send the RECOMMENDATION to the Board of Finance and upon approval referral to Town Meeting.**

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

**MOTION: To USE ARPA FUNDS in the amount of \$10,000.00 as a contribution to the BMX Commission for improvements, and send the RECOMMENDATION to the Board of Finance and upon approval referral to Town Meeting.**

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

**(No one opposed/No abstentions)**

**MOTION: To USE ARPA FUNDS in the amount of \$16,976.00 for sidewalk improvements, and send the RECOMMENDATION to the Board of Finance and upon approval referral to Town Meeting.**

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

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

**8. NEW BUSINESS:**

**A. Discussion with Library Director of Warehouse Point, Erin Arlene Horanzy:**

First Selectman Bowsza introduced Erin Horanzy, the new Library Director for the Warehouse Point Library.

Library Director Horanzy advised the Board that she grew up in Suffield, and has worked in libraries in other states for 18 years. She noted she is now the new Director of the Warehouse Point Library. Library Director Horanzy indicated she is looking for suggestions from the Board, and the public, for what they would like to experience from the library.

Deputy Selectman DeSousa noted there had been a display advertised as being available for the month of May. She had been unable to get to the library until the end of the day to see the exhibit but found it had already been taken down when she arrived late in the day. Library Director Horanzy indicated she would take responsibility for that, and would remind her Staff that displays should remain up for the full length of time advertised. Deputy Selectman DeSousa noted Library Director Horanzy has also added activities and displays since her arrival.

Library Director Horanzy advised the Board that the library recently received a grant specifically for Senior art projects. That program will be coming up soon.

Selectman Baker noted that in Vermont the libraries provide access to the internet for the public, is that anticipated for Warehouse Point? Library

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Director Horanzy noted Wi-Fi is currently available in the library parking lot, she felt the cost to bring the service into the library shouldn't be too expensive. She'll look into providing access internally.

First Selectman Bowsza introduced Library Director Horanzy to Paul Anderson, who manages the Broad Brook Library. Library Director Horanzy indicated she had already made plans to visit Mr. Anderson at the Broad Brook facility.

First Selectman Bowsza suggested he would like to TABLE Agenda **Item 8 (NEW BUSINESS) C – Discussion and Possible Vote on Employment Agreement of Matthew J. Carl as Chief of Police** – until after the Board's **EXECUTIVE SESSION**.

**MOTION: To TABLE Item 8C until after the EXECUTIVE SESSION.**

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

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

**B. Discuss and Approve PILOT (in lieu of taxes) for Park Hill to Include Linda Collins:**

See discussion and vote above.

**C. Discussion and Possible Vote on Employment Agreement of Matthew J. Carl as Chief of Police:**

Discussion tabled until after **EXECUTIVE SESSION**.

**D. Discussion and Possible Vote on Connecticut Prevention Partnership 2.0 Renewal Contract:**

See discussion and vote above.

**E. Discussion and Possible Vote on an Ordinance Creating a Youth Services Advisory Board:**

First Selectman Bowsza provided the Board with a draft ordinance to create a Youth Services Advisory Board. The ordinance proposes a

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board of 7 members, and would be chaired by a member of the Board of Selectmen.

Deputy Selectman DeSousa questioned if someone is a youth counselor they wouldn't be eligible for inclusion in this Board? First Selectman Bowsza clarified that individuals could be on the board if they are one of the one-third members who derives less than half of their income from providing youth services.

Selectman Baker questioned the total number of members proposed. First Selectman Bowsza noted there are 6 required slots, 3 would be in the Ex-Officio category because no one in the Police Department are residents of East Windsor and the Community Services Director doesn't live in East Windsor. His suggestion would be 7 members. The consensus of the Board agreed with a 7 member Youth Services Board.

Selectman Nordell noted the involvement of the Board as volunteers and Town employees, he questioned if there would be compensation for the Town employees? First Selectman Bowsza suggested compensation would be set by their employment agreement, if the time serving on this board required overtime they would be paid overtime, or allowed flex-time or comp-time.

Selectman Muska questioned if a meeting schedule should be proposed? First Selectman Bowsza suggested that was not specified in the C.G.S., that decision would be up to the Board of Selectmen.

**MOTION: To APPROVE THE ORDINANCE concerning the Youth Services Board composed of 7 members in Section 1, and send the Ordinance to Town Meeting.**

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

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

**8 F. Discussion of a Staff Facilitator:**

First Selectman Bowsza advised the Board the Town had previously held a training session for employees and Board members to create team building and

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leadership development. He'd like to schedule another similar session around Thanksgiving. He would like to hire the same group for this next session.

Noting Deputy Selectman DeSousa had attended the previous session he asked for her opinion on the workshop. Deputy Selectman DeSousa suggested she felt it was worthwhile for the employees to get together outside of the workday environment and develop team building exercises so they could work together in an enjoyable manner. She felt it opened doors and was one of the better things done for employees in awhile.

*(No motion, the consensus of the Board was to engage the Facilitator for another session)*

**8G. Discussion of Roof Design and HVAC Design Results and Authorization as Recommended from the Building Commission.**

Deputy Director of the Public Works Department Joe Sauerhoefer joined the Board to discuss the bid results for the Master Plan for work on upcoming school projects.

He reported the Building Commission met on May 22<sup>nd</sup>, they disqualified the low bidder as the bidder was outsourcing the work. The qualified bidders were Russell & Dawson and QA+M. Both firms had good references, QA+M gave a \$15,000.00 discount/credit if the schools joined NESDEC. Deputy Director Sauerhoefer reported the Building Commission, and CGS, the consultant, suggested the Town go with QA+M as they do everything inhouse. He is requesting \$100,000.00 to do the minimum required for each school project to submit the grant application.

**MOTION: That the Town of East Windsor enter into a contract with QA+M Architecture regarding the bid results for the Master Planning Services for the roof design and HVAC services and AUTHORIZE THE FIRST SELECTMAN to sign.**

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

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell  
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**9. SELECTMEN COMMENTS AND REPORTS:**

**A. Jason Bowsza:**

First Selectman Bowsza indicated as the Board knows over the last couple of weeks the Board of Selectmen and representatives of the Police Commission finalized the search process for our new Chief of Police for the first time in twenty years. I'm delighted to report that Matthew J. Carl has been selected as the fifth Chief of Police for the East Windsor Police Department and is the first to rise entirely through our local ranks to attain the position. Congratulations, and best wishes, to Chief Carl.

This past weekend there were two really good Memorial Day ceremonies that took place. The first was at Melrose Cemetery on Sunday, and there were probably 150 people there. And the Veteran's Parade in Warehouse Point was the best it's been in many years, it was fantastic. Hundreds of people participated in both ceremonies, and he's linked to the text of the speech that he gave on Memorial Day.

Coming up on June 15<sup>th</sup> the Town Concert Series kicks off at East Windsor Park at 6:00 p.m., the band for the evening will be Murphy's Law. And we'll also be launching our second annual Small Business Passport Program, with local businesses on display and passports available to the general public.

Everything else you're all aware of as we've spent a lot of time together, so I'll leave it there.

**B. Marie DeSousa:**

Deputy Selectman DeSousa reported she participated in the Grand Opening of United Ag & Turf as First Selectman Bowsza was out of town. She suggested the Board visit this business to view all the equipment they have available for sale.

Regarding her liaison meetings, the Water Pollution Control Authority (WPCA) met last night but she was unable to attend the meeting, but stopped in this morning to get an update. She noted that the WPCA received notification that equipment that was scheduled for purchase in 2021 has finally been shipped, this will allow the WPCA to do the repairs

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scheduled for Route 140 on the Scandic Bridge area. They also plan to do some work in the Pleasant Street area. Deputy Selectman DeSousa noted the WPCA voted to hold the line on the cost of sewer hookups, which is good for the community. They are also checking lines to make sure there are no blockages, and have completed the entire Broad Brook side of town, Route 5 and 140, and are now working on a section of Warehouse Point.

**C. Alan Baker:**

Selectman Baker suggested he had nothing to report regarding the Land Use Boards.

Selectman Baker reported e was present all day yesterday participating in the Police Union contracts, we'll have news in the next few weeks on that.

Selectman Baker reported that's all he has to report this evening.

**D. Sarah Muska:**

*(See Attachment):*

**E. Charlie Nordell:**

Selectman Nordell congratulated Chief Matthew Carl on becoming the Town's new Police Chief. He indicated the process was a lot of work for the Board but it was eye-opening and a great experience. Selectman Nordell felt the Town got the best choice out of that process.

Selectman Nordell felt Memorial Day was great this year, it was great to see everyone come out. The weather was perfect and the ceremony went well.

Selectman Nordell indicated that was all he had to report.

**10. PUBLIC PARTICIPATION;**



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First Selectman Bowsza noted this is the second opportunity for anyone anyone present in the in-person audience to offer comments or questions on items not listed on the Board's Agenda.

**Bill Loos, 44 Melrose Road, Broad Brook:** Mr. Loos indicated he was concerned for the cost of renovations to the Park. He felt the bid came in way higher than anticipated. Mr. Loos questioned who does the cost estimates on these jobs? He questioned who did the \$4.72 million cost estimate for Scout Hall? Mr. Loos questioned if that was done by a company?

First Selectman Bowsza clarified that there were not conflicting bids for the Park playground. The first was an estimate from the Planning Architects that the Town used. First Selectman Bowsza reported the Planning Architect was way off in their estimate, the Town will not be using them again. When we put the project out to bid was when the Town received the true cost of the project.

First Selectman Bowsza reported the \$4.72 million estimate for Scout Hall was done by a professional estimator who was paid to do a real-time quote updated so we knew what to specifically present to the voters, that's a real number.

Mr. Loos asked if there were added appropriations, like we paid \$50,000.00 for a generator. Mr. Loos questioned if the water line going from Route 5 to Scout Hall was included in that? First Selectman Bowsza replied in the affirmative. Mr. Loos questioned if they would be adding solar panels at Scout Hall? First Selectman Bowsza noted there are solar panels on the barn that meters the same building. Mr. Loos questioned if they would be adequate to run Scout Hall, First Selectman Bowsza doubted that assumption. Mr. Loos questioned if solar panels had been added to the quote for Scout Hall, First Selectman Bowsza replied in the negative. Mr. Loos suggested that would be another added appropriation, First Selectman Bowsza agreed it would require an additional appropriation if the Town decided to add solar panels but that wasn't contemplated at this time. Mr. Loos questioned if there were other things like that that had to be added, First Selectman Bowsza indicated no additional costs that they were aware of. Mr. Loos questioned when the Town would be going out to bid on that, First Selectman Bowsza indicated as soon as the Town would be able to go out to bid as they're working with the USDA on this project.

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**Paul Anderson, 89 Main Street, Broad Brook:** For information purposes, Mr. Anderson reported the solar system that exists at the barn at Scout Hall is a 9 kilowatt system

First Selectman Bowsza then offered the remote participants the same opportunity to offer comments or raise questions on items not listed on the Board's Agenda; no one requested to be acknowledged.

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.

First Selectman Bowsza reported the Board would hold an EXECUTIVE SESSION this evening, and action would occur following. First Selectman Bowsza called for a motion to GO INTO EXECUTIVE SESSION, attending the EXECUTIVE SESSION would be the 5 members of the Board.

**MOTION:** To GO INTO EXECUTIVE SESSION at 9:01 p.m. 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. Attending the Executive Session will be First Selectman Bowsza, Deputy Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.

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

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

LET THE RECORD SHOW the Recording Secretary signed out of the Meeting at 9:01 p.m.

First Selectman Bowsza noted the Board has come out of EXECUTIVE SESSION at 10:44 p.m.

Returning to the call of the Agenda First Selectman Bowsza suggested the Board consider Item 8 (**NEW BUSINESS**) C. **Discussion and Possible Vote on Employment Agreement of Matthew J. Carl as Chief of Police.**

**8. NEW BUSINESS:**

**C. Discussion and Possible Vote on Employment Agreement of Matthew J. Carl as Chief of Police.**

First Selectman Bowsza called for a motion.

**MOTION: To APPROVE the Employment Agreement between Matthew J. Carl as Chief of Police and the Town of East Windsor and AUTHORIZE THE FIRST SELECTMAN to sign said agreement.**

**Muska moved/Baker seconded/DISCUSSION:** Selectman Muska suggested that after an extensive search and the long process we went through she's really excited that Matthew is taking on this role. She felt we've picked the best candidate for the Department and the Community. The dedication that he's shown over the last 27 years being here in East Windsor and working his way up through the ranks and his commitment and dedication has really been apparent in the past few weeks, marching in the Memorial Day Parade with us and just being active in the community. Selectman Muska looks forward to see what's to come. First Selectman Bowsza suggested her comments were very well said, and he joined in the vote below.

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

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First Selectman Bowsza called for additional business, no one brought any issues up for discussion.

He called for a motion to ADJOURN this meeting.

**13. ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 10:45 p.m.**

**Muska moved/Baker 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. Selectman Muska's Report

First Selectman Bowsza, Deputy Selectman DeSousa, Selectman Baker, and Selectman Nordell's Report are transcribed in the Meeting Minutes.

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**BOARD OF SELECTMEN – 6/1/2023 – ATTACHMENT**

Selectmen's Report - June 1, 2023

On May 22, 2023 I attended the Building Commission meeting. Discussion was mainly focused on the bid results for Master Planning Services, Roof Design and HVAC Designing Services for upcoming projects. There were four bidders. Joe Sauerhoefer was present for the discussion and provided the Commission insight from CSG (the Town's consultant) and himself. The Commission voted to recommend QA+M Architecture because this company could save the Town \$15,000 (making them the low bidder), has experience with the grant process and had excellent references. The Board of Selectmen voted to go into contract with QA+M at tonight's meeting.

On May 28, 2023 I joined First Selectman Jason Bowsza at the Memorial Day Ceremony and Parade in the Melrose Section of Town and on Memorial Day, I joined the Board of Selectmen in Warehouse Point. Both ceremonies were a heartwarming tribute to those that made the ultimate sacrifice. Thank you to the East Windsor Veterans Commission for their tireless efforts in putting on another beautiful ceremony.

Earlier today, I watched members of the East Windsor Police Department participate in the Connecticut Special Olympics Law Enforcement Torch Run down Route 5. The team ran from the Enfield town line to the South Windsor town line. Kudos to them for their hard work for such a great cause!

Submitted With Sincerity,

Sarah A. Muska, Selectman  
[smuska@eastwindsorct.com](mailto:smuska@eastwindsorct.com)