

TOWN OF EAST WINDSOR

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BOARD OF SELECTMEN

Regular Meeting – Thursday, February 1, 2024

In-Person AND

ZOOM Teleconference

Meeting ID: 332 683 3563

Passcode: townhall

MEETING MINUTES

TOWN OF EAST WINDSOR

BOARD OF SELECTMEN

REGULAR MEETING

Thursday, February 1, 2024

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 First Selectman

Alan Baker, Selectman

Sarah Muska, Selectman

Keith Yagaloff, Selectman

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

ABSENT: All members of the Board of Selectmen were present at this evening's meeting except for Selectman Baker.

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GUESTS/SPEAKERS in-person: First Selectman Bowsza hosted the meeting.

GUESTS/SPEAKERS signing in to meeting remotely: Noreen Farmer, Richard Tuller, Joanie Mirabelli, Tom and RuthAnne Lansner, Gabriela Resto, and Gail.

1. TIME AND PLACE OF MEETING:

First Selectman Bowsza called the February 1, 2024 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:00 p.m. in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT 06016.

2. PLEDGE OF ALLEGIANCE:

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

3. ATTENDANCE:

See Attendance noted at the beginning of the meeting.

4. APPROVAL OF MINUTES:

A. December 7, 2023 Board of Selectmen Regular Meeting

MOTION: To **APPROVE** the Board of Selectmen's Regular Meeting Minutes of December 7, 2023 as amended.

Muska moved/DeSousa seconded/**DISCUSSION:**

Deputy Selectman DeSousa commented on page 5 regarding the budget letter stating the liaison assignments and the calendar.

Selectman Yagaloff had a question regarding the discussion of the Catholic Cemeteries Tax Appeal Settlement that took place after the Executive meeting.

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

B. January 4, 2024 Board of Selectmen Regular Meeting

MOTION: To **APPROVE** the Board of Selectmen's Regular Meeting Minutes of January 4, 2024 as amended.

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DeSousa moved/Muska seconded/**DISCUSSION:**

Selectman Yagaloff noticed the changes made at the last meeting would not be reflected on the actual meeting minutes for January 4th. Such as comments made by Paul Anderson must be revised to "*Paul Anderson talked about the company doing the appeals for assessment not the FOIA.*"; and, Page 6 the tax refunds should be "*to approve the tax refund*" not "*to pass the tax refund*". He believed they should be reflected on the actual meeting minutes rather than at the subsequent meeting minutes.

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

C. January 18, 2024 Board of Selectmen Regular Meeting

MOTION: To **APPROVE** the Board of Selectmen's Regular Meeting Minutes of January 18, 2024 as amended.

Muska moved/DeSousa seconded/**DISCUSSION:**

Deputy Selectman DeSousa suggested to amend page 2 to add '*Selectman Yagaloff did not accept his assignment to Water Pollution Control Authority.*'

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

5. PUBLIC PARTICIPATION:

Paul Anderson, 89 Main Street, Broad Brook, announced North Central Health District will be holding a Budget Hearing on February 13th. He encouraged the public to attend this meeting.

Noreen Farmer, 247 South Water Street, Broad Brook, (via Zoom) commented on Arts and Culture Committee to be voted into the Commission. She made positive comments and pledged her support.

6. COMMUNICATION:
None

7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:

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A. Resignation:

1. **Claire Badstubner, Elderly Commission.**

MOTION: To APPROVE the resignation of Claire Badstubner from the Elderly Commission.

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

B. Reappointments:

1. Kathleen Pippin (R), Inland Wetland and Watercourse Agency, Alternate Member for a term expiring February 6, 2028.

MOTION: To CORRECT the appointment of Kathleen Pippin as an Alternate Member to Inland Wetland and Watercourse Agency for a term expiring February 6, 2028.

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

C. New Appointments:

1. Jim Thurz, East Windsor Regional Planning Commission Representative, term to expire December 31, 2025.
2. Mike Kowalski, East Windsor Regional Planning Commission Alternate Representative, term to expire December 31, 2025.

MOTION: To APPOINT Jim Thurz as Representative, and Mike Kowalski as Alternate Representative, to the East Windsor Regional Planning Commission Representative for a term to expire December 31, 2025.

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

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8. NEW BUSINESS:

A. Discuss and Potentially Act on Memorandum of Understanding with the Greater New Haven Transit District (Attachment A).

First Selectman Bowsza provided a brief update on the Memorandum of Understanding that expired. There were no changes except for the addition of the second vendor for the Town's utilization of these services.

MOTION: To APPROVE the Memorandum of Understanding with the Greater New Haven Transit District and authorize the signature of the First Selectman.

Muska moved/DeSousa seconded/**DISCUSSION:**

Selectman Yagaloff questioned the validity of this memorandum and why there was a need for the Town of East Windsor to sign it.

First Selectman Bowsza provided explanation of this updated memorandum.

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

B. Discuss Arts and Culture Becoming a Permanent Committee to include Debbie Williams (Attachment B).

First Selectman Bowsza informed the Board about the draft Ordinance to Establish the Arts and Culture Committee as a full standing Commission. He inquired the Board for any changes or comments.

Selectman Muska suggested adding "annual Election of Officers" in the Ordinance.

Selectman Yagaloff questioned about art installations in public places. He suggested to add the procedure to enable the public in the decision-making process. He elaborated further for issues of discrimination and public outcry. He believed there should be a process in place for having the authority to put up any art that could be politically controversial.

Selectman Muska stated that there was an established process for art installations in public places already.

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Selectman Yagaloff suggested there should be a process for any disputes that might cause outrage in displaying the specific art in public places. He asserted that he would not be approving it tonight. He would rather talk to Debbie Williams directly to discuss these matters.

Selectman DeSousa stated that she had a problem with "go fund me" page on the internet for fundraising as it was not appropriate for the Town Committee. She also stated that no Selectman should be talking to Debbie Williams individually. It should be entire Board talking to her and that she should be invited to the next meeting.

MOTION: To POSTPONE the Arts and Culture Committee becoming a Permanent Commission.

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

C. Discuss PZC Negative Referral Morris Road to include Ruth Calabrese (Attachment C).

Ruthanne Calabrese, Town Planner provided the statement on the decision of the Planning and Zoning Commission's negative referral on Morris Road. The staff of the Planning Office provided the following finding that the practice of transferring open space land that has been deeded to the Town as part of any subdivision approval is counter to the objective of the subdivision regulations and POCD. Any such transfer would require a re-subdivision application to be submitted to the Planning and Zoning Commission for approval. It was imperative that the Town was made whole in any such open space transfer which would include the offsetting of the open space lost as a result of the property transfer in order to satisfy the requirements of the original subdivision approval. This could take the form of an alternate open space parcel on or off site or a fee-in-lieu-of open space.

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Mike Kowalski, Chairman of the PZC, elaborated considering on this case as a particular situation and that the parcel was also used as a storm water run-off. He added that open space should also be offered to all abutters.

Therefore, the agreement of having properly established procedure in place to approve per regulations as alternative open space parcel on or off site or a fee-in-lieu-of open space was discussed.

Selectman Yagaloff inserted that he attended the meeting on the Conservation Commission where they had the discussion about this issue. He believed that the Conservation Commission ought to be involved in the matters involving open space application. And, that the Town Planner should also be attending Conservation Commission meetings. He also suggested to involve Conservation Commission in the screening of the properties. He questioned if there were there any exceptions to the Planning and Zoning Commission's handing of the Town's open space.

D. Discuss Emergency Management Performance Grant (E.M.P.G.)

First Selectman Bowsza read a resolution authorizing the East Windsor Board of Selectmen to authorize Jason Bowsza as the First Selectman of the Town of East Windsor to direct, execute and deliver any and all documents on behalf of the East Windsor Board of Selectmen.

MOTION: To AUTHORIZE the Resolution of the Certification required by the Homeland Security Grant Program adopted by Board of Selectmen.

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

Deputy Selectman DeSousa asked whether Deputy Chief Murphy had completed his training. Deputy Chief Murphy stated that he was working on completing it.

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E. Tax Refunds

MOTION: To APPROVE tax refunds in the amount of \$879.85.

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

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

9. SELECTMEN COMMENTS AND REPORTS

A. Jason Bowsza

"On a very sad note, I need to share that Peg Hoffman, who has staffed the Board of Selectmen as well as other Boards in town for many years, passed away Monday after a short illness. Peg spent her working life in the community banking industry before coming to work for the Town of East Windsor, where she worked in Parks and Recreation and in Planning and Zoning for many years. She lived her whole life here in town, and her family has deep roots here, as well. Our deepest sympathies go to Peg's loved ones, as we share in their grief over her passing.

Last Friday, the Town was recognized by the Connecticut Interlocal Risk Management Association (CIRMA) for five years of reductions in our worker's compensation liability. The Town of East Windsor has achieved a 42% decrease in workers' compensation claim severity each year since 2018—an outcome that punctuates the town's commitment to risk management. CIRMA has been a good partner to the Town for many years, and the resources they provide in terms of training, coverage, and workplace hazard mitigation recommendations are serving us well. We appreciate CIRMA's recognition.

Over the last several weeks, Finance Director Amy O'Toole and I finished meeting with department heads and agencies of the Town concerning their departmental submissions. We've reviewed them all and finalized my initial recommendations, which I will present at a joint public hearing between the Boards of Selectmen and Education on February 7th at 7pm. Following that, the Board of Selectmen will begin their review of the initial budget recommendations, make changes as necessary, and forward a recommendation to the Board of Finance.

On January 23rd, Representative Foster and I joined residents of Park Hill for a coffee hour, where residents asked us anything they wanted to know about. I appreciated having Rep. Foster join for this, particularly as the legislative session begins next week. If you have questions or concerns for her, you can reach her at Jaime.Foster@cga.ct.gov.

On Monday, representatives of our police, ambulance and fire departments met with state and regional officials to discuss the need to replace our emergency radio system, now twenty years old and no longer able to procure replacement parts. We are

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developing a regional solution that would meet our needs, work interlocally, and strengthen the state's system.

Last night, I attended the East Windsor High School Resource Block Party to learn more about what opportunities there are for students in our high school. It was wonderful to see so many teachers on hand to explain extracurricular offerings, and to see community resources represented as well.

Also, a couple reminders about upcoming events in town:

The Panther plunge is back again this year. East Windsor Community Services is asking local businesses, organizations and individuals to participate in this annual fundraising event to benefit the East Windsor Fuel Bank, helping ensure that we can successfully help local families heat their homes during the cold winter months. The event will be on February 17th at 1pm at East Windsor Park. Contact Parks and Recreation at 860-627-6662 for more information.

As you know, February 29th is Leap Day, and our Department of Community Services wants to mark the special occasion with a Leap Year Time Capsule. We are asking the East Windsor Community to write a letter, submit a photo, or add something small to commemorate the year. We will open the time capsule on February 29th, 2028! Items can be dropped off to Parks and Recreation at 25 School Street, or the East Windsor Senior Center at 125 Main Street in Broad Brook. All items must be received by Wednesday, February 28th. Please – no large items. We are looking for notes, letters, cards, photos, or newspaper clippings. No perishable items.

The Senior Center, in partnership with AARP, is offering free electronic tax filing. Appointment dates are available between February 5th and April 15th. All sessions will be held at the Town Hall Annex. To make an appointment or for more information, please call Senior Services at 860-292-8262.

The Town will be offering an Adult and Pediatric First Aid/CPR/AED certification class on Thursday, March 7th from 5 to 7:30pm at the Town Hall Annex. The cost is \$45 and includes a two-year certification upon completion of the course. This staff-facilitated training equips students of the course with knowledge necessary to recognize and care for a variety of first aid, breathing, and cardiac emergencies involving adults and infants. The course is a blended learning course, meaning a portion of it is completed online prior to attending the in-person skills session on March 7th. Pre-registration is required at www.eastwindsorrec.com.

Respectfully submitted,"

B. Marie DeSousa updated the Board on her assignments. She attended the East Windsor Housing Authority meeting on January 24th. They have approved the minutes and discussed financial reports. Lease renewal for 13 Reservoir Road was approved. They

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also discussed the necessary removal of two trees on the premises due to safety concerns. The 501c3 application was approved by the State. The CHFA is requiring all State Housing Commissioners (Volunteers) to receive training on their role and responsibilities in performing their duties.

She emphasized for the meeting minutes to have full name of those speaking during public participation in the past minutes. She also mentioned the email received from John Delisa regarding the Town personnel. The email contained information that was not accurate, and any matter related to the Town personnel must be kept confidential and not up for public discussion. She has also brought to attention the issues of the video recordings that were not up to date and technical difficulties preventing the recordings be posted on the Town's website. It was important for the Town to have properly working technology to accommodate the Board and Commission video recordings for public viewing and accountability. She has also notified the Board that there was a two-page letter in the envelope in her Town inbox that had no name and no signature. Letters addressed to the Board of Selectmen would not be considered if they are unsigned and anonymous.

C. Sarah Muska

"The Building Commission held a very short meeting on January 22, 2024. There was some discussion on a future meeting to be held with the Board of Selectmen and Board of Education to discuss the school facilities study report. The contract with BRD Builders for the Community Center project is currently being reviewed by Town Attorneys. The Commission approved their 2024 meeting dates.

On January 24, 2024 I attended the Board of Education meeting. Dr. Patrick Tudryn shared the Superintendent's FY 2024-2025 Proposed Budget with the Board. I'd like to compliment the Superintendent again this year on putting out detailed information to coincide with his numbers, so that the public can understand the needs of the school system. After revenue and grants have been offset, the proposed school budget is coming in at a 5.45% increase over last year. Dr. Tudryn explained there are some Funding Cliff Challenges, which include: loss of Esser funds, totaling \$700,000, transportation increasing by 10% totaling \$90,000, an increase of special education by 3.6% totaling \$243,000 and an increase on health insurance and pension contributions. The Superintendent's proposal is on the Town and School websites if the public wishes to see it.

Some exciting news, EWS Junior and girls' basketball player, Bailey Winner scored her 1,000th point as both the boys and girls Varsity teams continue to have a great season! Students in the Elementary School and Middle School have been participating in the Great Kindness Challenge and have been making valentines for the Parks and

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Recreation Community Valentine project! High School students just finished their mid-term exams.

I just wanted to share that my family is very blessed that my Grandmother Sophia Muska turned 100 years old on Monday! I was delighted to have lunch with her at the Senior Center last Thursday to celebrate with her as she and the other January Birthday babies were recognized. I'd like to thank Melissa Maltese, the staff at the Senior Center and members of the Community Renewal Team, who presented her with a beautiful bouquet of flowers, a lovely card and a cake, for making her day so special. Also, I'd like to thank the First Selectman for the proclamation that he presented to her at her party on Sunday. It truly meant so much to her and my family.

I was deeply saddened to hear of the passing of our Recording Secretary and friend, Margaret "Peg" Hoffman. I've known Peg mostly all my life as she lived only a few houses down from where I grew up on Church Street. She was thoughtful, kind and had tremendous attention to detail. She always took the time to write a letter or send a thoughtful email to show that she truly cared about others' feelings and activities in their lives. I will cherish those memories. My thoughts and prayers are with her family and friends during this difficult time.

Submitted With Sincerity,"

E. Keith Yagaloff

"Commission and Board Updates: I shared insights from recent meetings of the Agricultural Commission, Conservation Commission, Board of Education, and Broad Brook Fire Department, highlighting ongoing initiatives and discussions.

Remembering Peg Hoffman: I concluded with a tribute to Peg Hoffman, whose recent passing is a significant loss for our community. Peg's contributions to our town were invaluable, and I extend my deepest sympathies to her family and friends."

10. PUBLIC PARTICIPATION:

Paul Anderson, 89 Main Street, Broad Brook, asked if the Commissions' meetings are public and if they are also video recorded. He was informed that not all Commissions have video recordings, but their meeting minutes are available on the Town's website.

Noreen Farmer, 247 South Water Street, East Windsor, commended on the call response from the Police Department in her recent occurrence due to the weather. She asked Chief Carl and Deputy Chief Murphy to pass her gratitude to the entire

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department with their help to her and her family. She wanted to publicly thank the police officers who were helpful with her situation.

11. EXECUTIVE SESSION – Pursuant to C.G.S. 1-200 (b) (Penske matter)

MOTION: To GO INTO EXECUTIVE SESSION.

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

First Selectman Bowsza noted the Board had gone into EXECUTIVE SESSION AT 8:15 p.m.

The Recording Secretary signed out of the meeting at 8:15 p.m.

First Selectman Bowsza reported the Board of Selectmen have exited the EXECUTIVE SESSION AT 8:31 p.m.

11. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:31 p.m.

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

Respectfully submitted,

Sabohat Khalilova, Recording Secretary, East Windsor Board of Selectmen

Attachment A



Greater New Haven Transit District

840 Sherman Avenue, Hamden, CT 06514

Phone: 203.288.6282 Fax: 203.288.7471

PLEASE READ CAREFULLY. THIS DOCUMENT CONTAINS DISCLAIMER PROVISIONS CONCERNING THE PURCHASE OF VEHICLES BY ORGANIZATIONS PROCURING THEM THROUGH THE GREATER NEW HAVEN TRANSIT DISTRICT.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding dated January 30, 2023, sets forth the roles and responsibilities of the Greater New Haven Transit District (the "District") and the Participating Agencies listed in Exhibit A, concerning the procurement of vehicles being purchased through the Statewide Small Vehicle Joint Procurement led by Greater New Haven Transit District.

Greater New Haven Transit District is purchasing vehicles for its own use through a Request for Proposals (RFP), a full and open procurement process in accordance with Federal Transit Administration regulatory requirements. The District has included a list of other qualified organizations in its procurement documents, allowing said organizations the opportunity to purchase specific vehicle types outlined in the bid document and resulting Agreement(s). Qualified organizations include FTA Section 5310 grant funding recipients, transit districts, municipalities, a State agency and/or a non-profit organization.

In providing the Participating Agency the opportunity to purchase vehicles under the District's solicitation and bidding process, Greater New Haven Transit District hereby states the following:

Representations:

1. Greater New Haven Transit District is committed to comply with all applicable state and federal laws and regulations to which it is bound. However, the District does not guarantee, affirmatively state, or represent in any manner that it has met all regulatory requirements to which it is bound. Further, there may be additional requirements which the Participating Agency is required to meet within its own procurement processes. The District states that in providing the procurement service, it is unaware of, does not recognize or accept the responsibility for compliance with the additional obligations of the Participating Agency.
2. A Contract has been awarded to the responsive and responsible Bidder in each category determined by the procurement evaluation criterion. Nothing stated herein means that the Participating Agency cannot obtain the same vehicles at a lower price through means other than this Joint Procurement.
3. The District makes no representations, guarantees, warranties, accepts other responsibility or has benefitted from incentives of any nature with regard to purchase of vehicles, except to include language in its own bid documents allowing the other organizations to purchase vehicles of the same categories as that of the District at the same price as the District.
4. Once the purchase order is presented to the vendor, all liability and responsibility will be on the Participating Agency to follow-up, inspect, and accept delivery of the vehicle(s) and make payment directly to the successful vendor. The District affirmatively states that once the bid is awarded and the purchase order is tendered to the vendor, the District will have no further responsibility to Participating Agency and/or the successful vendor. All future communication of whatever nature will be between Participating Agency and the successful vendor.

Exhibit A

GNHTD RFP 05-2021 Joint Procurement for Vehicles						
	Bid Specifications		Matthews Bus		Creative Bus	
	Contract Term		1/30/2023 - 1/29/2028		4/12/2023 - 4/11/2028	
	N/A		Startrans Bus, Ford Transit – Candidate Startrans Bus, GM Chevrolet – Senator Startrans Bus, Ford E Series – Senator		Braun, Chrysler – Entervan Forest River, Ford Transit – Ford E Transit Mobility Trans, Ford Transit Gas – Ford T 350 X2C Mobility Trans, Ford Transit Gas – Ford T 350 U4X	
Agency Name & Address	Minimum Quantity	Maximum Quantity	Minimum Quantity	Maximum Quantity	Minimum Quantity	Maximum Quantity
Greater New Haven Transit District	36	60	27	45	9	15
Norwalk Transit District	35	50	15	20	20	30
North East Transportation/CTtransit –Waterbury	10	30	3	6	7	24
Estuary Transit District	2	25	2	25	0	0
Middletown Transit District	0	12	0	7	0	5
CT DOT Section 5310	136	152	104	116	32	36
Housatonic Area Regional Transit (HART)	9	21	9	21	0	0
Greater Hartford Transit District	10	35	0	0	10	35
Greater Bridgeport Transit	24	40	24	40	0	0
Milford Transit District	9	21	9	21	0	0
Northwest Hills Council of Governments	0	2	0	0	0	2
Southeast Area Transit	0	10	0	4	0	6
Valley Transit District	2	16	2	16	0	0
Totals:	273	474	195	321	78	153

**Merged (Estuary & Middletown)

Section 1. Establishment:

There is established an Arts and Culture Commission for the purpose of promoting and stimulating general interest among citizens of the Town in the arts and culture.

Section 2. Purpose

The Commission shall be responsible for promotion of the arts in the community, including but not limited to recognition of local artists and their work. The Commission shall work to enhance knowledge, enjoyment and appreciation of arts and culture in East Windsor, and promote and stimulate general interest in the arts and culture in the town.

Section 3. Term of Office:

The Commission shall consist of seven (7) regular members and two (2) alternate members, who shall be electors of the Town and shall be appointed by the Board of Selectmen. Terms shall be staggered so that three (3) members are appointed each term. Members shall be appointed for a term of four (4) years. In addition, there may be as many non-voting associate members as desired by the Commission. For membership purposes, minority representation shall not apply to this Commission.

Section 4. Powers and Duties:

The Commission:

- (a) Shall encourage tourism, entertainment, and arts in order to foster the development of community pride and improve the quality of life for East Windsor residents by hosting and/or promoting community activities and showcasing East Windsor's cultural events;
- (b) Shall make recommendations to the First Selectman and Board of Selectmen concerning the financial sponsorship of various activities and events and investigate other means of securing funding for commission activities such as paid advertising and grant opportunities;
- (c) May coordinate the publication of a community calendar of events and any other appropriate publications which will showcase the quality arts, cultural, tourism and family-oriented activities occurring locally;
- (d) May collaborate with other Town boards and commissions, departments, and local businesses, as well as the community at large, to identify both indoor and outdoor communal areas throughout East Windsor that can be aesthetically enhanced by establishing art installations, creating community events, and promoting tourism.
- (e) Shall report its activities to the Board of Selectmen not less than annually, but may report more regularly as deemed necessary and appropriate.
- (f) May establish such by-laws, rules and regulations as are necessary to achieve its purpose as set out herein.

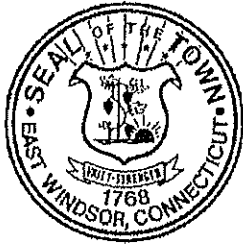
The Commission may charge a fee for any activity that it conducts. Such revenue shall be credited to an account for use by the Commission on future projects or to offset the expenses of such activity.

Section 5. - Officers.

A chairperson, vice-chairperson, and secretary shall be elected by members of the Commission from among their members.

Section 6. - Meetings and agenda.

The Arts and Culture Commission shall be empowered to determine the time and place of its meetings and agenda.

**TOWN OF EAST WINDSOR****PLANNING & ZONING DEPARTMENT****11 RYE STREET, P.O. BOX 389****BROAD BROOK, CT. 06016****(860) 623-6030**

MEMORANDUM

TO: East Windsor Board of Selectmen
FROM: Ruthanne Calabrese -Town Planner *Ruthanne Calabrese*
DATE: January 10, 2024
SUBJECT: CGS 8-24 Referral RE: Town owned property on Morris and Wapping Road
Negative Referral by the Planning and Zoning Commission

At the January 9, 2024, Regular meeting of the Planning and Zoning Commission, the Commission made a negative referral in response to the November 16, 2023, 8-24 Referral request of the Board of Selectmen regarding the transfer of a vacant town parcel known as MBL 017-67-009 to Lauriane Ross owner of the adjacent lot, 10 Morris Road. Please see the motion that was passed by the Commission.

MOTION TO MAKE A NEGATIVE REFERRAL per CGS 8-24 and RECOMMEND THE EAST WINDSOR BOARD OF SELECTMEN not transfer a vacant town property known as MBL 017-67-009 to Lauriane Ross owner of the adjacent lot, 10 Morris Road.

Finding that the practice of transferring open space land that has been deeded to the Town as part of any subdivision approval is counter to the objectives of the subdivision regulations and POCD. Any such transfer would require a re-subdivision application to be submitted to the Planning and Zoning Commission for approval. It is imperative that the Town is made whole in any such open space transfer which would include the offsetting of the open space lost as a result of the property transfer in order to satisfy the requirements of the original subdivision approval. This could take the form of an alternative open space parcel on or off site or a fee-in-lieu-of open space.

The staff memo associated with this motion is attached for your review.



TOWN OF EAST WINDSOR

PLANNING & ZONING DEPARTMENT

11 RYE STREET, P.O. BOX 389

BROAD BROOK, CT. 06016

(860) 623-6030

MEMORANDUM

TO: East Windsor Planning and Zoning Commission
FROM: Ruthanne Calabrese -Town Planner
DATE: December 28, 2023
SUBJECT: CGS 8-24 Referral RE: Town owned property on Morris and Wapping Road

On November 16, 2023, the Town of East Windsor Board of Selectmen made a formal 8-24 referral to the Planning and Zoning Commission regarding the transfer of a vacant town parcel known as MBL 017-67-009 to Lauriane Ross owner of the adjacent lot, 10 Morris Road.

The 1.12-acre property is zoned A-1. It is proposed that the property will be maintained by the receiving party.

