

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

REGULAR MEETING

July 7, 2022

7:00 p.m.

THIS MEETING

IS BEING HELD IN-PERSON

In the John Daly, Jr. Meeting Room

Town Hall, 11 Rye Street, Broad Brook, CT 06016

AND

REMOTELY via ZOOM Teleconference

Meeting ID: 332 683 3563

Passcode: townhall

SCHEDULE OF MOTIONS

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 as well.

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

GUESTS/SPEAKERS in-person: Paul Anderson, representing the Scout Hall Building Committee.

GUESTS signing in to meeting remotely: Michael Giroux, David Leason, Heather Spencer, Lynn Stanley, Peg Hoffman, Recording Secretary.

1. TIME AND PLACE OF MEETING:

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First Selectman Bowsza called the July 7, 2022 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:00 p.m. The Meeting is being held in person in the John Daly, Jr Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT.

2. PLEDGE OF ALLEGIANCE:

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

3. ATTENDANCE:

First Selectman Bowsza noted all Selectmen are present in person this evening.

First Selectman Bowsza requested the following **ADDED AGENDA ITEMS:**

- 7B(3). (**BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS**) – Reappointments: Adam Mehan to the Capital Improvement Planning Committee as a regular member for a term expiring July 31, 2023.

MOTION: So moved.

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

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

- 7B(4) (**BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS**) – Reappointments: Dick Pippin to the Capital Improvement Planning Committee as a regular member for a term expiring July 31, 2023.

MOTION: So moved.

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

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

- 9H. (**NEW BUSINESS**), **Community Center Bond Resolution:**

MOTION: So moved.

Muska moved/Nordell seconded/DISCUSSION: None.

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

- 9I. (NEW BUSINESS) Memorandums of Understanding between Town of East Windsor and Building Officials for short term services:

MOTION: So moved.

DeSousa moved/Muska seconded/DISCUSSION: None

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

4. APPROVAL OF MEETING MINUTES:

A. June 2, 2022 Regular Meeting Minutes:

MOTION: To ACCEPT the Minutes of the Board of Selectmen's Regular Meeting for June 2, 2022, with the following amendments:

Page 26, "The Board returned from EXECUTIVE SESSION at 10:55 p.m. No further action was taken. First Selectman Bowsza declared the meeting ADJOURNED at 10:55 p.m."

DeSousa moved/Muska seconded/DISCUSSION: None

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

B. June 21, 2022 Special Meeting Minutes:

MOTION: To ACCEPT the Special Meeting Minutes of the Board of Selectmen's June 21, 2022 as presented.

DeSousa moved/Baker seconded/DISCUSSION: None

VOTE: In Favor: DeSousa/Baker
Opposed: No one

Abstained: Muska and Nordell

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

A. **Resignation:**

1. **Erica Giroux, Arts and Culture Committee:**

MOTION: To ACCEPT the resignation of Erica Giroux from the Arts and Culture Commission with regret.

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

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

2. **Frank Gowdy, Planning and Zoning Commission, Regular Member:**

MOTION: To ACCEPT the resignation of Frank Gowdy as a Regular Member of the Planning and Zoning Commission.

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

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

3. **Gabriela Resto, Diversity Council, Associate Member:**

MOTION: To ACCEPT the resignation of Gabriela Resto from the Diversity Council as an Associate Member.

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

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

4. **David Leason, Planning and Zoning Commission, Alternate Member:**

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MOTION: To ACCEPT the resignation of David Leason from the Planning and Zoning Commission as an Alternate Member.

Muska moved/Nordell seconded/DISCUSSION: None

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

B. Reappointments:

1. Heather Spencer (R). Capital Improvement Planning Committee, Regular Member for a term expiring July 31, 2023:

MOTION: To REAPPOINT Heather Spencer, Peter Larese, Adam Mehan, and Dick Pippin to the Capital Improvement Planning Committee as Regular Members for terms expiring July 31, 2023.

Baker moved/Muska seconded/DISCUSSION: None

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

2. Peter Larese (U), Capital Improvement Planning Committee, Regular Member for a term expiring July 31, 2023:

See motion above.

3. Adam Mehan (D), to the Capital Improvement Planning Committee as a Regular Member for a term expiring July 31, 2023:

See motion above.

4. Dick Pippin (R), to the Capital Improvement Planning Committee as a Regular Member for a term expiring July 31, 2023:

See motion above.

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C. New Appointments:

1. Valerie Galinski (U), Agricultural Commission, Alternate Member, for a term expiring August 1, 2023:

MOTION: To APPOINT Valerie Galinski as an Alternate Member of the Agricultural Commission for a term to expire August 1, 2023.

Nordell moved/Muska seconded/DISCUSSION: None

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

2. Gabriela Resto (D), Diversity Council, Regular Member for a term expiring August 20, 2024:

MOTION: To APPOINT Gabriela Resto (D), as a Regular Member of the Diversity Council for a term expiring August 20, 2024.

DeSousa moved/Nordell seconded/DISCUSSION: None

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

3. Frank Gowdy (R), Planning and Zoning Commission, Alternate Member for a term expiring October 1, 2025:

MOTION: To APPOINT Frank Gowdy as an Alternate Member of the Planning and Zoning Commission for a term expiring October 1, 2025,

Nordell moved/Muska seconded/DISCUSSION: None

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

4. Denise Menard (D), Capital Improvement Planning Committee, Regular Member for a term expiring July 31, 2023:

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MOTION: To APPOINT Denise Menard as a Regular Member of the Capital Improvement Planning Committee for a term expiring July 31, 2023.

Muska moved/DeSousa seconded/DISCUSSION: None

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

5. David Leason (R), Planning and Zoning Commission, Regular Member for a term expiring November 1, 2024:

MOTION: To APPOINT David Leason as a Regular Member of the Planning and Zoning Commission for a term expiring November 1, 2024.

Muska moved/DeSousa seconded/DISCUSSION: None

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

First Selectman Bowsza noted the Board has a number of issues to discuss in EXECUTIVE SESSION this evening, but had other items to discuss first. He requested the Board take up the following Agenda items.

9. NEW BUSINESS:

B. Discussion and Approval of Application for Exception of Alcoholic Beverages to Include Tara Thebodeau next.

MOTION: To TAKE Item 9B Discuss and Approve Application for Exception of Alcoholic Beverages to Include Tara Thibodeau next.

Nordell moved/Muska seconded/DISCUSSION: None

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

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MOTION: To ACCEPT the request for the alcohol exemption for July 30, 2022 at the East Windsor Park Pavilion for Tara Thebodeau.

DeSousa moved/Muska seconded/DISCUSSION: None.

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

C. Discuss Capital Improvement Allocation for FY 2022 – 2023:

MOTION: To ACCEPT the recommendations.

Baker moved/Muska seconded/DISCUSSION: None.

VOTE: In Favor: Baker/Muska
Opposed: DeSousa/Nordell
Abstained: No one

First Selectman Bowsza voted in favor of the recommendations to break the tie vote. The motion passed with 3 in favor and 2 opposed.

First Selectman Bowsza requested a motion to take up Agenda **Item 12 – EXECUTIVE SESSION**.

- 12. EXECUTIVE SESSION:** Pursuant to C.G.S. Sec. 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:

MOTION: To GO INTO EXECUTIVE SESSION at 7:28 p.m.
Attending the Executive Session will be First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.

Muska moved/Baker seconded/DISCUSSION: None

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

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Noting the presence of several people in the in-person audience First Selectman Bowsza suggested the Board convene to his office for their deliberations. The Board exited the John Daly Jr. Meeting Room at 7:28 p.m.

The Board returned from their Executive Session at 8:24 p.m.

First Selectman Bowsza requested a motion to take up Agenda **Item 9A (NEW BUSINESS) Discuss and Set Town Attorney Rate:**

MOTION: To TAKE up Discussion Item 9A.

Muska moved/Nordell seconded/DISCUSSION: None

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

9. NEW BUSINESS:

A. Discuss and Set Town Attorney Rate:

MOTION: To ACCEPT the rate increase of \$345/hour for Pullman & Comley.

DeSousa moved/Baker seconded/DISCUSSION: None.

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

First Selectman Bowsza indicated the Board would continue with the regular Call of the Agenda.

9. NEW BUSINESS:

D.- Discuss Scout Hall Lease Amendment:

MOTION: To AUTHORIZE the First Selectman to sign the Amendment to the Lease Agreement between the Town of East Windsor and the Scout Hall Building Committee, Incorporated.

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

E. Discuss Scout Hall Memorandum of Understanding:

**MOTION: To APPROVE the Memorandum of Understanding
between the Town of East Windsor and the East
Windsor Scout Hall Building Committee and
AUTHORIZE the First Selectman to sign it.**

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

**F. Discussion of a Shared Cost Agreement between the Town and the
Board of Education:**

**MOTION: To ACCEPT the Memorandum of Understanding
Agreement between the Town of East Windsor and the
Board of Education and AUTHORIZE the First
Selectman to sign it.**

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

G. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$700.01

Muska moved/Nordell seconded/DISCUSSION: None

H. Community Center Bond Resolution:

First Selectman Bowsza then requested Selectman Baker to read the
following Resolution:

Selectman Baker:

*“Town of East Windsor, Board of Selectmen, RESOLUTION.
Resolution appropriating \$5 million for costs associated with an addition and renovations to the Scout Hall Youth Center (Community Center Project), authorizing a \$1,200,000 transfer from the Town’s Capital and Non-Recurring Fund to finance a portion of the appropriation and authorizing the issuance of bonds to finance the balance of the appropriation.*

Whereas, the Town of East Windsor, Connecticut (the “Town”) desires to appropriate \$5 million for costs associated with an addition and renovations to the Scout Hall Youth Center, and

Whereas, the Board of Selectmen and Board of Finance desire to use up to \$1.2 million of the Town’s Capital and Nonrecurring Fund balance to finance a portion of the appropriation, and

Whereas, the Board of Selectmen and Board of Finance desire to authorize the issuance of bonds to finance the balance of the appropriation, and

Whereas, the Town Charter provides that all bond authorizations require the approval of the Board of Selectmen, the Board of Finance, and the Town Meeting, and

Whereas, at a meeting of the Board of Selectmen held on July 7th on a motion Board Member to be determined and seconded by Board Member to be determined the following Resolutions were adopted:

Resolved, that the Board of Selectmen of the Town of East Windsor hereby approves and recommends to the Board of Finance that:

(i) The sum of \$5 million be appropriated for the costs of an addition and renovations to the Scout Hall Youth Center including but not limited to the cost of materials, construction, renovation, site improvements, restoration, permitting and inspections and the purchase and installation of equipment and furnishings, and all alternations, repairs, and improvements in connection therewith, as well as engineering, architectural, and temporary and permanent financing costs and to meet said appropriation and in lieu of a tax therefore authorize that up to \$1.2 million of the Town’s Capital and

Nonrecurring Fund balances be used to finance a portion of the appropriation and authorize bonds to be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Town Charter or any other provision of law thereto enabling in an amount not to exceed \$3,800,000 or so much thereof as may be necessary after deducting grants or other sources of funds available therefore to finance the balance of such appropriation, and

(ii) the First Selectman and the Town Treasurer be authorized to issue and sell temporary notes of the Town not to exceed \$3,800,000 in anticipation of the receipt of the proceeds from the sale of such bonds and to determine the amount, date, date of maturity, interest rate, form, and other details of such notes or bonds, pursuant to Chapter 109 of the Connecticut General Statutes as amended, the Town Charter or any other provision of the law thereto enabling, provided that the proceeds from the sale of such notes shall be used for said purpose, and

(iii) the First Selectman and the Town Treasurer WILL sign the bonds or notes by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes, and

(iv) the First Selectman is authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent of the bonds or notes, to sell the bonds or notes at public or private sale, to deliver the bonds or notes, and to perform all other acts which are necessary or appropriate to issue the bonds or notes. If the bonds or notes authorized by this resolution are issued on a tax-exempt basis the First Selectman and the Town Treasurer are authorized to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from Federal Income taxation or interest on the bonds or notes, including covenants to pay rebates of investment earnings to the United States in future years. If the bonds are issued on a taxable basis it is hereby determined that the project is in the public interest, and

(v) the First Selectman is authorized to apply for State and Federal grants related to the project and is authorized to execute all agreements, contracts, certificates, and other documents necessary for the completion and financing of the project.

Be it further resolved that the Town reasonably expects to incur expenditures in connection with the capital projects for which a general functional description is described above. The Town reasonably expects to reimburse itself for the cost of the expenditures with the proceeds of general obligation bonds and notes of the Town described above. The maximum principal amount of such debt, both bonds and notes, is not expected to exceed \$3,800,000. This declaration of official intent is a declaration of official intent made pursuant to Treasury Regulation Section 1.150-2.

Be it further resolved that should the Board of Finance approve the appropriation recommended above for the project, a Special Town Meeting is hereby called to be held on a date to be determined 2022.at 7:30 p.m. at Town Hall, 11 Rye Street, Broad Brook, Connecticut to consider the Resolution recommended and approved by the Board of Selectmen at the meeting held on July 7, 2022 and the Board of Finance on July 13, 2022 to appropriate \$3,800,000 and authorize bonds and notes to fund such appropriation for the project.

Be it further resolved that the Board of Selectmen pursuant to Section 7-7 of the Connecticut General Statutes as amended and the Charter of the Town hereby removes the item described above on the call of the Town Meeting for submission to the electors and voters entitled to vote at the election on November 8, 2022 during the hours from six o'clock a.m. and eight o'clock p.m. such referendum vote to be held at the Town's two polling places under the following heading – 'Shall the Town of East Windsor appropriate \$5,000,000 for the costs of an addition and renovations to the Scout Hall Youth Center, authorize up to \$1,200,000 of the Town's Capital and Non-recurring Fund balance be used to finance a portion of the appropriation and authorize bonds to be issued in an amount not to exceed \$3,800,000 to finance the balance of such appropriation.'. The moderator of the Town Meeting shall adjourn such meeting after reasonable discussion of such item and conclusion of such other business as may properly come before the Town Meeting and order such vote by voting machine in accordance with this Resolution, Section 7-7 of the Connecticut General Statutes and the Town Charter.

Be it further resolved that the Board of Selectmen authorizes the Town Clerk to prepare and print a concise explanatory text of the question to

be submitted to the voters at referendum on November 8, 2022 concerning the project specifying the intent and purpose of the project in accordance with Section 9-369b of the Connecticut General Statutes.”

First Selectman Bowsza called for a motion.

MOTION: I'll make that motion.

Baker moved/Muska seconded/DISCUSSION: First Selectman Bowsza clarified that the cost of the project will be \$5 million, \$1.2 million has already been designated by the Board of Finance and set aside in a Capital Non-Recurring Fund lowering the bond obligation of the total project cost from \$5 million to \$3.8 million. The Resolution also notes that there is a potential for receiving other grants of State or Federal funding, all of those are currently in process so the \$3.8 million is the high-water mark for what would be bonded. Selectman Muska questioned if the verbiage “Town Treasurer” be replaced with “Finance Director”?

Selectman Baker AMENDED his motion to change the term “Town Treasurer” to Finance Director” to comply with the Town Charter, Selectman Muska AMENDED her second.

First Selectman Bowsza called for a vote on the AMENDMENT.

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

First Selectman Bowsza called for a vote on the Resolution.

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

I. Memorandums of Understanding with Building Officials Mark Doody and Hans Hansen for short-term services:

MOTION: To ACCEPT the Memorandums of Understanding between the Town of East Windsor and Mark Doody, and Hans Hansen, and AUTHORIZE the First Selectman to sign the MOUs.

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

13. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:58 p.m.

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

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