

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN**

REGULAR MEETING

April 6, 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

SCHEDULE OF MOTIONS

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 in person as well.

ABSENT: As noted previously, all members of the Board of Selectmen were present this evening.

GUESTS/SPEAKERS in-person: First Selectman Bowsza hosted the in-person meeting. Ruth Calabrese, **Director of Planning and Community Development**; Ken Rich, **Building Official**; Joseph Sauerhoefer, **Deputy Director, Public Works Department**; Linda Collins, **Executive Director of the East Windsor Housing Authority**; **Public:** Paul Anderson, Wayne Shary, Tom Bulkeley, Tom and Ruthanne Lansner.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS**

2

GUESTS/SPEAKERS signing in to meeting remotely: Noreen Farmer, MM, Peg Hoffman, Recording Secretary.

1. TIME AND PLACE OF MEETING:

First Selectman Bowsza called the April 6, 2023 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:06 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 Deputy Selectman DeSousa to lead everyone in reciting the Pledge of Allegiance.

3. ATTENDANCE:

See Attendance noted at the beginning of the meeting.

First Selectman Bowsza requested an addition to the Agenda under NEW BUSINESS, Item K., Discussion of Small Cities Block Grant with Linda Collins.

MOTION: So moved.

Baker moved/Muska seconded/DISCUSSION: None

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

4. APPROVAL OF MEETING MINUTES:

A. March 9, 2023 Board of Selectmen Special Meeting:

MOTION: To ACCEPT the Minutes of the March 9, 2023 Board of Selectmen's Special Meeting as presented.

DeSousa moved/Muska seconded/DISCUSSION: None

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

B. March 23, 2023 Board of Selectmen Special Meeting:

MOTION: To APPROVE the Board of Selectmen Special Meeting Minutes of March 23, 2023.

Muska moved/Nordell seconded/DISCUSSION: None

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

7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS:

B. Reappointments:

First Selectman Bowsza requested a motion to TABLE Item 9B Items 1 through 6 until after Discussion of Item 9A so we can reestablish the Committee before reappointing the members. He also requested the TABLING Item 7B Items 1 through 6 under BOARDS AND COMMISSIONS REAPPOINTMENTS until later in the meeting.

MOTION: To TABLE Item 9B Items 1 through 6 under until after Discussion of Item 9A.

Muska moved/Baker seconded/DISCUSSION: None

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

MOTION: To TABLE Agenda Item 7B Items 1 – 6 until later in the meeting.

Muska moved/Nordell seconded/DISCUSSION: None

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

1. Debra Williams (D), Arts and Culture Committee, regular member for a term expiring October 21, 2024
2. Christine Posniak (D), Arts and Culture Committee, regular member for a term expiring October 21, 2024
3. Russel Williams (U), Arts and Culture Committee, regular member for a term expiring October 21, 2024

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS**

4

4. Sharon Aprea (D), Arts and Culture Committee, regular member for a term expiring October 21, 2024
5. Karen Stovolone (D), Arts and Culture Committee, regular member for a term expiring October 21, 2024
6. Bernard Duffy (U), Arts and Culture Committee, regular member for a term expiring October 21, 2024
7. Wesley Bell (R), Arts and Culture Committee, regular member for a term expiring October 21, 2024

First Selectman Bowsza requested POSTPONEMENT of Item 7B under **BOARDS AND COMMISSIONS REAPPOINTMENTS** until the Boards next meeting as Mr. Bell is applying for an alternate position.

MOTION: To POSTPONE Item 7 for the reappointment of Wesley Bell under Item 7B BOARDS AND COMMISSION REAPPOINTMENTS until the Commission's next meeting.

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

C. New Appointments:

1. Stacey Svoboda McKenna (D), Planning and Zoning Commission, regular member for a term expiring October 1, 2023:

Selectman Muska requested the Board consider postponement of the appointment of the new Planning and Zoning Commission member until the Board's next meeting as she had contacted Ms. McKenna to discuss some questions and has not heard back.

MOTION: To POSTPONE APPOINTMENT of Stacey Svoboda McKenna to the Planning and Zoning Commission until the Selectmen's next meeting.

TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS

5

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

8. UNFINISHED BUSINESS:

A. Discussion of Blight Ordinance:

MOTION: To ACCEPT the Town of East Windsor Draft Blight and Property Maintenance Ordinance, with changes noted, and move to Town Meeting.

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

First Selectman Bowsza requested the Board return to the posted Agenda and take up NEW BUSINESS, Item A. Discussion and Renewal of Arts and Culture Commission. First Selectman Bowsza noted the Board had originally given the Arts and Culture Committee a charge, and appointed them for an 18-month period. He suggested he would like the Board to consider extending the Committee under the same charge for an additional 18 month period, should that occur he would then like to take up Agenda Item 7B 1-6 under BOARDS AND COMMISSION REAPPOINTMENTS and reappoint the members for another 18-month term.

MOTION: To GO BACK INTO ORDER and renew the Arts and Culture Committee for a term of 18 months.

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

First Selectman Bowsza requested the Board return to Item 7B (BOARDS AND COMMISSION REAPPOINTMENTS), Items 1 – 6.

MOTION: To REAPPOINT Debra Williams, Christine Posniak, Russel Williams, Sharon Aprea, Karen Stavolone, and Bernard Duffy to the Arts and Culture Committee, all

TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS

6

as Regular Members, for terms expiring October 21, 2024.

Muska moved/DeSousa seconded/DISCUSSION: None

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

9. NEW BUSINESS:

C. Discuss and approve Emergency Management stipend pertaining to Interim Deputy Police Chief Matt Carl and Assistant Treasurer Gayle Carolus:

MOTION: To APPROVE and AUTHORIZE the First Selectman to sign the payroll status change form for Emergency Management for Matt Carl for a pay change of \$384.62 on a bi-weekly stipend basis for Acting Director of Emergency Management.

Nordell moved/Baker seconded/DISCUSSION: None

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

MOTION: To APPROVE and ALLOW the First Selectman to sign the payroll status change form for Gayle Carolus for \$500.00 one-time stipend for Emergency Management Grant Coordinator.

Nordell moved/Muska seconded/DISCUSSION: None

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

D. Discussion of Farms Road and Jessie Lane Road acceptance to include Director of Planning and Community Development Ruth Calabrese (and forward to Town Meeting):

(DRAFT RESOLUTION/FARMS ROAD)

MOTION: Draft Resolution for Board of Selectmen, (April 6, 2023)

WHEREAS, Pursuant to C.G.S. 13a.48. the Town may accept as a public highway any proposed highway situated in the municipality, provided the Town Meeting has approved the acceptance of said public highway.

WHEREAS, on *April 6, 2023*, the East Windsor *Board of Selectmen* has approved the acceptance of Farms Road as a public highway.

WHEREAS, on November 8, 2022, the property owners has offered Farms Road as a public road, and the Planning and Zoning Commission has voted in favor of road acceptance upon a finding that the road is in conformance with the Street Design Criteria of Section 6.1 of the East Windsor Subdivision Regulations.

WHEREAS, the Town Engineer/Director of Public Works has overseen the calling of a certain performance bond to ensure roadway improvements, including but not limited to, road standards, subsurface stormwater drainage structures, grading, and related easements have been adequately completed as shown on an “As-Built Plan” prepared by J. R. Russo, Surveyors & Engineers, dated October 20, 2022, now, therefore be it,

RESOLVED, the Board of Selectmen for the Town of East Windsor, pursuant to the above-referenced authority granted to us through Statute and resolution of Town Meeting, based upon the review and recommendations of the above-referenced commission and public officials hereby *ACCEPTS THE RECOMMENDATION OF THE COMMISSION AND FORWARD TO TOWN MEETING FOR THEIR CONSIDERATION THE ACCEPTANCE OF* Farms Road as a public highway of the Town which shall hereafter be used by the public for all lawful purposed and maintained, repaired, and improved by the Town of East Windsor.

AMENDED MOTION: To RESOLVE, that the Board of Selectmen for the Town of East Windsor, pursuant to the above-referenced authority granted to us through Statute, and resolution of Town Meeting, based upon the review and recommendations of the above-referenced commission and public officials hereby forwards to Town Meeting for their acceptance of Farms Road as a public highway.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS**

8

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

(DRAFT RESOLUTION/JESSIE LANE)

MOTION: Draft Resolution for Board of Selectmen, (April 6, 2023)

WHEREAS, Pursuant to C.G.S. 13a.48, the Town may accept as a public highway any proposed highway situated in the municipality, provided the Town Meeting has approved the acceptance of said public highway.

WHEREAS, on April 6, 2023, the East Windsor Town Meeting has approved the acceptance of Jessie Lane as a public highway.

WHEREAS, on January 24, 2023, the property owners has offered Jessie Lane as a public road, and the Planning and Zoning Commission has voted in favor of road acceptance upon a finding that the road is in conformance with the Street Design Criteria of Section 6.1 of the East Windsor Subdivision Regulations.

WHEREAS, the Town Engineer/Director of Public Works has ensured that all roadway improvements, including but not limited to, road standards, subsurface stormwater drainage structures, grading, and related easements have been adequately completed and are in substantial conformance with the Town and accepted engineering standards as shown on an “Improvement Location Plan” prepared by H. A. Hesketh Associates, Inc., as amended January 31, 2020, now and be it

RESOLVED, the Board of Selectmen for the Town of East Windsor, pursuant to the above-referenced authority granted to us through Statute and resolution of Town Meeting, based upon the review and recommendations of the above-referenced commission and public officials hereby ACCEPT THE RECOMMENATION of Jessie Lane as a public highway of the Town which shall hereafter be used by the public for all lawful purposed and maintained, repaired, and improved by the Town of East Windsor.

TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS

9

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

First Selectman Bowsza requested a motion to take up Agenda Item 9K (NEW BUSINESS), Item K., Discussion of Small Cities Block Grant with Linda Collins.

MOTION: To TAKE UP AGENDA ITEM 9K.

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

9. NEW BUSINESS:

K. Discussion of Small Cities Block Grant to include Linda Collins:

NO MOTION, CONSENSUS OF THE BOARD WAS IN AGREEMENT WITH MS. COLLINS MOVING FORWARD WITH HER PROPOSAL.

First Selectman Bowsza requested the Board TABLE NEW BUSINESS, Item E, and move on to Item F, Discussion of DillingerRAD agreement, Item G, Discussion of Regional Microtransit Grant, and Item H, Discussion of new National Opioid settlement.

MOTION: So moved.

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

F. Discussion of DillingerRAD agreement:

MOTION: To AUTHORIZE the First Selectman to sign the Dillinger Research Applied Data expanded Youth Services Bureau data-sharing agreement.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS**

10

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

G. Discussion of Regional Microtransit Grant:

NO MOTION

H. Discussion of new National Opioid settlement:

MOTION: To AUTHORIZE the First Selectman to sign the agreement to participate in the National Opioid settlement.

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

E. Discussion of amendment to Strategic Government Resources (SGR) Contract:

MOTION: To AUTHORIZE the First Selectman to sign the amendment to the Strategic Government Resources contract.

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

J. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the \$698.69

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

12. EXECUTIVE SESSION – Pursuant to C.G.S. 1-200 (6)(a), Discussion concerning the appointment, employment, performance, evaluation, health or

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS**

11

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.

MOTION: To GO INTO EXECUTIVE SESSION at 8:51 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.

Baker moved/Nordell seconded/DISCUSSION: None

**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 8:51 p.m.

First Selectman Bowsza reported the Board had exited the Executive Session at 9:52 p.m. He requested the addition of Agenda Item 9L. Discussion and approval of settlement authorization through the Connecticut Interlocal Risk Management Agency pertaining to a heart and hypertension claim involving Jeff Reimer

MOTION: So moved.

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
Regular Meeting – April 6, 2023
In-Person AND
ZOOM Teleconference
Meeting ID: 332 683 3563
Passcode: townhall
SCHEDULE OF MOTIONS**

12

Muska moved/Baker seconded.

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

**MOTION: I move to authorize CIRMA Settlement Authority for up to
\$25,000.00 to settle and close out all future exposures of a heart
and hypertension claim associated with Jeff Reimer.**

Muska moved/DeSousa seconded.

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

First Selectman Bowsza called for a motion to adjourn.

13. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 9:23 p.m.

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

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