

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

***SPECIAL MEETING***

***May 15, 2023***

***6:00 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 all present at the in-person meeting.

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

**GUESTS/SPEAKERS in-person:** First Selectman Bowsza hosted the meeting. Melissa LaBelle, **Executive Assistant/Human Resource Specialist**; Joseph Sauerhoefer, **Deputy Director of the Public Works Department**.

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

First Selectman Bowsza called the May 15, 2023, Special Meeting of the East Windsor Board of Selectmen to Order at 6:00 p.m. in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT 06016.

**2. PLEDGE OF ALLEGIANCE:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Special Meeting – May 15, 2023  
In-Person AND  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
Passcode: townhall  
SCHEDULE OF MOTIONS**

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

**3. ATTENDANCE:**

See Attendance noted at the beginning of the meeting.

**4. NEW BUSINESS:**

**A. 60 Month Pitney Bowes Term Rental Agreement for new postage equipment  
(Attachment A):**

The Board discussed the new business regarding 60 Month Pitney Bowes Term Rental Agreement for new postage equipment. It was important to note that it was a new contract that saves the Town \$92.20 a year including the fact that it would also provide a new equipment with the latest updated technology.

**MOTION: To APPROVE 60 Month Pitney Bowes Term Rental Agreement for new postage equipment.**

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

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

**5. PUBLIC PARTICIPATION:**

First Selectman Bowsza queried the public for any comments? No one had comments.

**6. ADJOURNMENT:**

**MOTION: To ADJOURN this meeting at 6:03 p.m.**

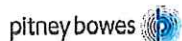
**Muska moved/ Nordell seconded/DISCUSSION:** First Selectman Bowsza suggested the motion is non-debatable.

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

First Selectman Bowsza reported the meeting is ADJOURNED at 6:03 p.m.

Respectfully submitted,  
Sabohat Maniscalco, Recording Secretary, East Windsor Board of Selectmen

Attachment A

**NASPO ValuePoint Term Rental Installment Agreement (Option A)**

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Agreement Number

**Your Business Information**

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

TOWN OF EAST WINDSOR

066001993

**Sold-To: Address**

11 Rye St, Broad Brook, CT, 06016-9553, US

**Sold-To: Contact Name****Sold-To: Contact Phone #****Sold-To: Account #**

Melissa LaBelle

(860) 698-1320

0010816229

**Bill-To: Address**

11 Rye St, Broad Brook, CT, 06016-9553, US

**Bill-To: Contact Name****Bill-To: Contact Phone #****Bill-To: Account #****Bill-To: Email**

Melissa LaBelle

(860) 698-1320

0012194297

mlabelle@eastwindsorct.com

**Ship-To: Address**

11 Rye St, Broad Brook, CT, 06016-9553, US

**Ship-To: Contact Name****Ship-To: Contact Phone #****Ship-To: Account #**

Melissa LaBelle

(860) 698-1320

0010816229

**PO #****Your Business Needs**

Qty	Item	Business Solution Description
1	SENDPROMAILCENTER	MailCenter
1	1FWW	10lb Interfaced Weighing Feature
1	7W00	MailCenter Meter
1	APAXL	Cost Acctg Accounts Level (100)
1	APKG	SendPro P SendPro 360 Ship Access
1	APSA	Connect+ 145 LPM Speed
1	CAABL	Basic Cost Acctg for SP MailCenter
1	F9PG	PowerGuard Service Package
1	HV1P	MailCenter Printer
1	HV96000	MailCenter Weighing Platform
1	HVBA	MailCenter 1000
1	M9SS	Mailstream IntelliLink Services 2
1	ME1C	Meter Equipment - P Series, LV
1	MW90007	SendPro P Series Drop Stacker

1	MW92705	MallCenter 15in Display
1	PTJ1	SendPro Online-PitneyShip
1	PTJ4	Multicarrier Sending App w HW or Meter
1	PTJ8	SPO-PitneyShip Mailing included w HW
1	PTJC	SPO-PitneyShip Individual
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK3	SendPro P Series Meter Integration
1	SJM1	SoftGuard for SendPro P1000
1	STDsla	Standard SLA-Equipment Service Agreement (for MallCenter)

#### Your Payment Plan

<b>Initial Term:</b> 60 months	<b>Initial Payment Amount:</b>	
<b>Number of Months</b>	<b>Monthly Amount</b>	<b>Billed Quarterly at*</b>
60	\$ 265.12	\$ 795.36

\*Does not include any applicable sales, use, or property taxes which will be billed separately.  
If the equipment listed above is replacing your current meter, your current meter will be taken out of service once this lease commences.

- ( ) Tax Exempt Certificate Attached  
 ( ) Tax Exempt Certificate Not Required  
 ( ) Purchase Power® transaction fees included  
 (X) Purchase Power® transaction fees extra

#### Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below. If software is included in the Order, additional terms apply which are either (i) included in your State's contract which is available at <http://www.pb.com/states> or (ii) available by clicking on the hyperlink for that software located at [https://www.naspo.valuepoint.org/search/?term=pitney+bowes&page\\_ref=contractors](https://www.naspo.valuepoint.org/search/?term=pitney+bowes&page_ref=contractors). Those additional terms are incorporated by reference.

NASPO VALUEPOINT CTR058808; #21PSX0082AB

State/Entity's Contract#

\_\_\_\_\_  
Lessee Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Pitney Bowes Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Sales Information**

KEITH MACKINTOSH

kelth.mackintosh1@pb.com

Account Rep Name

Email Address

PBGFS Acceptance



Form **8038-GC** **Information Return for Small Tax-Exempt Governmental Bond Issues, Leases, and Installment Sales**  
Under Internal Revenue Code section 149(e)

(Rev. October 2021)  
Department of the Treasury  
Internal Revenue Service

Caution: If the issue price of the issue is \$100,000 or more, use Form 8038-G.  
Go to [www.irs.gov/Form8038GC](http://www.irs.gov/Form8038GC) for instructions and the latest information.

OMB No. 1545-0047

**Part I Reporting Authority**

Check box if Amended Return ☐

1 Issuer's name

2 Issuer's employer identification number (EIN)

TOWN OF EAST WINDSOR

066001993

3 Number and street (or P.O. box if mail is not delivered to street address)

Room/suite

11 Rye St

4 City, town, or post office, state, and ZIP code

5 Report number (For IRS Use Only)

Broad Brook CT 06016-9553

6 Name and title of officer or other employee of issuer or designated contact person whom the IRS may call for more information

7 Telephone number of officer or legal representative

**Part II Description of Obligations** Check one box: Single issue ☐ Consolidated return ☐

8a Issue price of obligation(s) (see instructions)

8a

b Issue date (single issue) or calendar date (consolidated). Enter date in mm/dd/yyyy format (for example, 01/01/2009) (see instructions)

9 Amount of the reported obligation(s) on line 8a that is:

- a For leases for vehicles
- b For leases for office equipment
- c For leases for real property
- d For leases for other (see instructions)
- e For bank loans for vehicles
- f For bank loans for office equipment
- g For bank loans for real property
- h For bank loans for other (see instructions)
- i Used to refund prior issue(s)
- j Representing a loan from the proceeds of another tax-exempt obligation (for example, bond bank)
- k Other

9a	
9b	
9c	
9d	
9e	
9f	
9g	
9h	
9i	
9j	
9k	

10 If the issuer has designated any issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check this box ☐

11 If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check this box (see instructions) ☐

12 Vendor's or bank's name:

Pitney Bowes Inc.

13 Vendor's or bank's employer identification number: 06 0495050

**Signature and Consent**

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person(s) that I have authorized above.

Signature of issuer's authorized representative

Date

Type or print name and title

**Paid Preparer Use Only**

Print/Type preparer's name

Preparer's signature

Date

Check ☐ if self-employed

PTIN

Firm's name

Firm's EIN

Firm's address

Phone no.

**Future Developments**

For the latest information about developments related to Form 8038-GC and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/Form8038GC](http://www.irs.gov/Form8038GC).

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted

**Purpose of Form**

Form 8038-GC is used by the issuers of tax-exempt governmental obligations to provide the IRS with the information required by section 149(e) and to monitor the requirements of sections 141 through 150.

**Who Must File**

Issuers of tax-exempt governmental obligations with issue prices of less than \$100,000 must file Form 8038-GC.

Issuers of a tax-exempt governmental obligation with an issue price of \$100,000 or more must file Form 8038-G, Information Return for Tax-Exempt Governmental Bonds.

**Filing a separate return for a single issue.** Issuers have the option to file a separate Form 8038-GC for any tax-exempt governmental obligation with an issue price of less than \$100,000.

An issuer of a tax-exempt bond used to finance construction expenditures must file a separate Form 8038-GC for each issue to give notice to the IRS that an election was made to

pay a penalty in lieu of arbitrage rebate. See the instructions for line 11, later.

**Filing a consolidated return for multiple issues.** For all tax-exempt governmental obligations with issue prices of less than \$100,000 that are not reported on a separate Form 8038-GC, an issuer must file a consolidated information return including all such issues issued within the calendar year.

Thus, an issuer may file a separate Form 8038-GC for each of a number of small issues and report the remainder of small issues issued during the calendar year on one consolidated Form 8038-GC. However, if the issue is a construction issue, a separate Form 8038-GC must be filed to give the IRS notice of the election to pay a penalty in lieu of arbitrage rebate.

2018

pltny bowes **NASPO ValuePoint FMV Rental Agreement (Option B)**

0040769161

Agreement Number

**Your Business Information**

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

TOWN OF EAST WINDSOR

66001993

Sold-To: Address

11 Rye St, Broad Brook, CT, 06016-9553, US

Sold-To: Contact Name

Sold-To: Contact Phone #

Sold-To: Account #

Amanda Calve

860-623-8122

0010816229

Bill-To: Address

11 Rye St, Broad Brook, CT, 06016-9553, US

Bill-To: Contact Name

Bill-To: Contact Phone #

Bill-To: Account #

Bill-To: Email

Amanda Calve

860-623-8122

0012194297

acalve@eastwindsorct.com

Ship-To: Address

11 Rye St, Broad Brook, CT, 06016-9553, US

Ship-To: Contact Name

Ship-To: Contact Phone #

Ship-To: Account #

Amanda Calve

860-623-8122

0010816229

PO #

**Your Business Needs**

Qty	Item	Business Solution Description
1	SENDPROPSERIES	SendPro P Series
1	1FWW	10 lb Interfaced Weighing (unit)
1	4W00	Connect+ /SendPro P Series Meter
1	APA2	100 Dept Analytics
1	APIK2	SendPro P Series Basic Label Printer Pac
1	APKE	SendPro P Receiving Feature
1	APIKF	SendPro P Shipping Feature Access
1	APSA	CONNECT+ 145 LPM SPEED
1	AZBA	SendPro P1000 Series
1	AZBE	SendPro P Series Mono Print Module
1	M9SS	Mainstream IntelliLink Services
1	MSD1	10" Color Touch Display
1	MW80007	SendPro P Series Drop Stacker
1	MW8000	Weighing Platform

1	PTJ1	Postal Shipping
1	PTJN	SINGLE USER ACCESS
1	PTJR	60 User Access with Hardware or Meter
1	PTK1	WEB BROWSER INTEGRATION
1	PTK3	SendPro P Series Meter Integration
1	SJM1	SoftGuard for SendPro P1000
1	STDLSA	Standard SLA-Equipment Service Agreement (for SendPro P Series)
1	T6CS	Receiving - Standard

## Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 289.47	\$ 868.41

\*Does not include any applicable sales, use, or property taxes which will be billed separately.

- ( ) Tax Exempt Certificate Attached  
 ( ) Tax Exempt Certificate Not Required  
 ( ) Purchase Power® transaction fees Included  
 (X) Purchase Power® transaction fees extra

## Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at [www.pb.com/slates](http://www.pb.com/slates) and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

NASPO VALUEPOINT ADSP016-160897; 16PSX0180

State/Entity's Contract #

Lessee Signature

Print Name

Title

Date

Email Address

*Robert Maynard*  
 Robert Maynard  
 First selectman  
 9/28/18  
 rmaynard@eastwindsorct.com

Pinney Bowes Signature

Print Name

Title

Date

*Salvatore Polletta*  
 Salvatore Polletta  
 Director, Credit & New Business Operations  
 10/2/2018

## Sales Information

Lynn Harrington

lynn.harrington@pb.com

Account Rep Name 1

Email Address

PBGFS Acceptance