

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

***REGULAR MEETING***

***Thursday, July 20, 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 Muska and Selectman Nordell were present at the in-person meeting, Selectman Baker joined the Board remotely.

**ABSENT:** All Selectman were present this evening as noted above.

**GUESTS/SPEAKERS in-person:** First Selectman Bowsza hosted the meeting. Also present were: Amy O'Toole, **Finance Director**. Public: Paul Anderson; Wayne Shary.

**GUESTS/SPEAKERS signing in to meeting remotely:** Selectman Baker, Tom Lansner; Peg Hoffman, Recording Secretary.

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

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First Selectman Bowsza called the July 20, 2023 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:01 p.m. in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT 06016.

First Selectman Bowsza requested the addition of Agenda item **9H – NEW BUSINESS: H. DOT EVPS Equipment letter for Route 140 (Bridge Street) North and Southbound Ramps.**

**MOTION:** So moved.

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

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

First Selectman Bowsza also requested the postponement of Agenda **Item 9D – NEW BUSINESS: D. Discussion of South Road Land Lease Increase** until the Board's next meeting.

**MOTION:** To POSTPONE Agenda Item 9D until the Board's next meeting.

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

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

**4. APPROVAL OF MEETING MINUTES:**

**A. June 28, 2023 Board of Selectmen Special Meeting:**

**MOTION:** To APPROVE the June 28, 2023 Special Meeting Minutes of the Board of Selectmen as presented.

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

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

**B. July 6, 2023 Board of Selectmen Regular Meeting:**

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**MOTION: To APPROVE the July 6, 2023 Regular Meeting Minutes of the Board of Selectmen as presented.**

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

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

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

**A. Resignation:**

1. Joe Blackwood (D), Diversity Council
2. Ana Rivera (D), Diversity Council

**MOTION: To ACCEPT the resignations of Joe Blackwood and Ana Rivera from the Diversity Council at their request.**

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

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

**B. Reappointments:**

1. Robert Leach (R), Capital Improvement Planning Committee, regular member for a term expiring July 31, 2024
2. Richard Pippin, Jr. (R), Capital Improvement Planning Committee, regular member for a term expiring July 31, 2024
3. Denise Menard (D), Capital Improvement Planning Committee, regular member for a term expiring July 31, 2024
4. Adam Mehan (D), Capital Improvement Planning Committee, regular member for a term expiring July 31, 2024
5. Heather Spencer (R), Capital Improvement Planning Committee, regular member for a term expiring July 31, 2024

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6. Peter Larese (U), Capital Improvement Planning Committee, regular member for a term expiring July 31, 2024
7. David Swaim (D), Capital Improvement Planning Committee, regular member for a term expiring July 31, 2024

**MOTION: To REAPPOINT to the Capital Improvement Planning Committee Robert Leach, Richard Pippin, Jr., Denise Menard, Adam Mehan Heather Spencer, Peter Larese, and David Swaim, as regular members for terms expiring July 31, 2024.**

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

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

8. Valerie Galinski (U), Agricultural Commission, alternate member for a term expiring August 1, 2026.

**MOTION: To REAPPOINT Valerie Galenski to the Agricultural Commission as an alternate member for a term expiring August 1, 2026.**

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

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

**8. UNFINISHED BUSINESS:**

**A. Discuss and Vote on Deputy Police Chief Transition Agreement:**

First Selectman Bowsza requested to **TABLE** Agenda Item 8A until after the Board's **EXECUTIVE SESSION**.

**MOTION: To TABLE Agenda 8A until after the Executive Session.**

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

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

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**9. NEW BUSINESS:**

**A. Discussion of Appendix G Provisions to Non-Affiliated Employee Participation to Include Amy O'Toole:**

**MOTION:** To ACCEPT amended change to Appendix G Provisions to Non-Affiliated Employee Participation dated June 1, 2023.

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

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

**B. Discussion of Milliman Software Tool License Agreement – Pension Refund Calculator:**

**MOTION:** To ALLOW THE FIRST SELECTMAN to enter into a legal agreement between the Town of East Windsor and Milliman, Inc. for use of their software license agreement.

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

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

**C. Discussion of Establishment of Negotiation Team(s) for DPW Labor/Pension Agreement(s), WPCA Pension Appendix, and Supervisors' Pension Appendix:**

First Selectman Bowsza called for a motion to appoint Selectman Baker as a member of the Pensions Negotiation Team for DPW and the WPCA and the Town of East Windsor, and the Supervisors' Union for the Town of East Windsor.

**MOTION:** I'll make that motion.

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

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

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First Selectman Bowsza called for a motion to appoint Deputy Selectman DeSousa to the DPW Labor and Pension Negotiating Team.

**MOTION: To APPOINT Deputy Selectman DeSousa as a member of the DPW Labor and Pension Negotiation Team.**

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

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

**E. Discuss and Approve Emergency Management Stipend Pertaining to Assistant Treasurer Kim Prostka-Scavatto:**

**MOTION: To APPROVE the Emergency Management Stipend Pertaining to Assistant Treasurer Kim Prostka-Scavatto and Gayle Carolus of \$1,000.00 or \$500.00 for each employee.**

DeSousa moved/Baker seconded/**DISCUSSION**: Selectman Muska questioned that this stipend applied to Gayle Carolus for services in the past? First Selectman Bowsza indicated the stipend for Gayle Carolus will end June 30, 2023,

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

**F. Discussion of Wells Road Hold Harmless Agreement Regarding Trolley Museum Crossing:**

**MOTION: To AUTHORIZE THE FIRST SELECTMAN to enter into an Agreement between the Town of East Windsor and the Connecticut Electric Railway Association, Inc.**

DeSousa moved/Muska seconded/**DISCUSSION**: Selectman Nordell wanted to clarify that if someone questioned why the Trolley Museum wasn't paying for this work, he understood that similar work occurred last year a mistake was made and they paved up to the wrong side of the rail which caused an issue for the Trolley Museum. First Selectman Bowsza indicated there had been enough issues with the paving company who did the work last year that the Town has chosen to no longer use them.

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell**

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

**G. Tax Refunds:**

**MOTION: To APPROVE Tax Refunds in the amount of \$675.64.**

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

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

**H. DOT EVPS Equipment letter for Route 140 (Bridge Street) North and Southbound Ramps:**

**MOTION: To AUTHORIZE THE FIRST SELECTMAN to sign the Agreement Letter regarding the DOT regarding EVPS Equipment for Route 140 (Bridge Street).**

**Nordell moved/Muska 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 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 7:39 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.**

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**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, Selectman Nordell, and Deputy Chief Roger Hart.**

**Muska 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 7:39 p.m.

First Selectman Bowsza noted the Board had exited the **EXECUTIVE SESSION** at 7:48 p.m. He requested the Board take up Agenda Item **8A (UNFINISHED BUSINESS: Discuss and Vote on Deputy Police Chief Transition Agreement).**

**MOTION: To AUTHORIZE THE FIRST SELECTMAN to sign the Transition and Separation Agreement and Release between the Town of East Windsor and Roger Hart.**

Baker moved/DeSousa seconded/DISCUSSION: First Selectman Bowsza thanked Deputy Chief Hart for his service, it's been a pleasure working with you over the years, First Selectman Bowsza indicated he's learned a lot. Selectman Baker echoed First Selectman Bowsza's comments, he thanked Deputy Chief Hart for his years of service and wished him well in the future.

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

First Selectman Bowsza noted there were no further items to discuss, he called for a motion to **ADJOURN** this meeting.

**13. ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 7:49 p.m.**

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

**VOTE: In Favor: DeSousa/Baker/Muska/Nordell**



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

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