

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN**

***REGULAR MEETING***

*April 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 hybrid meeting. Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell were present in person.

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

**GUESTS/SPEAKERS in-person:** **Scout Hall Building Committee:** Paul Anderson, President; **Department of Public Works:** Len Norton, Director of Public Works/Town Engineer; **Arts and Culture Commission:** Debbie Williams, Chairman; Tom Buckley, Ruth Anne and Tom Lansner.

**GUESTS signing in to meeting remotely:** **Director of Planning and Community Development:** Ruth Calabrese; Peg Hoffman, Recording Secretary.

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

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – April 7, 2022  
In-Person and  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
Pascode: townhall  
SCHEDULE OF MOTIONS**

2

First Selectman Bowsza called the April 7, 2022 Regular Meeting of the East Windsor Board of Selectmen to Order at 7:03 p.m.

**2. PLEDGE OF ALLEGIANCE:**

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

**3. ATTENDANCE:**

See Attendance noted at the beginning of the meeting.

**4 APPROVAL OF MEETING MINUTES:**

**A. March 17, 2022 Regular Meeting Minutes:**

**MOTION: To APPROVE the Regular Meeting Minutes for the Board of Selectmen Regular Meeting as presented.**

**Muska moved/DeSousa seconded/DISCUSSION:** First Selectman Bowsza called for revisions or corrections; no one requested any revisions.

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

**9. NEW BUSINESS:**

**A. Discuss Fund Balance Policy:**

**MOTION: To accept the Fund Balance Policy as drafted by the Board of Finance in 2019.**

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

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

**B. Discuss Draft Amendment to the Lease Between the Town and Scout Hall Building Committee:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – April 7, 2022  
In-Person and  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
Pascode: townhall  
SCHEDULE OF MOTIONS**

3

**MOTION: To ACCEPT the amendment to Section 6 of the Lease Agreement with the Scout Hall Building Committee.**

**DeSousa moved/Baker seconded/DISCUSSION: None.**

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

First Selectman Bowsza suggested the motion should also give him authorization to sign the amended Lease Agreement.

Deputy First Selectman DeSousa, as maker of the motion, and Selectman Baker, as seconder of the motion, agreed to the following Amended Motion:

**AMENDED MOTION: To AUTHORIZE the First Selectman to sign the Lease Agreement amending Section 6, between the Town and the Scout Hall Building Committee.**

**DeSousa moved/Baker seconded/DISCUSSION: None.**

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

**C, Discuss and Approve DOT Encroachment Application for Mural to Include Debbie Williams:**

**MOTION: To AUTHORIZE the First Selectman to sign the application with the State of Connecticut Department of Transportation regarding an Encroachment Application for mural paintings under the I-91 Underpass along Main Street, in East Windsor.**

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

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

**D. Discuss and Approve Changing the June 16<sup>th</sup> BOS Meeting to June 23<sup>rd</sup>:**

**TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – April 7, 2022  
In-Person and  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
Pascode: townhall  
SCHEDULE OF MOTIONS**

4

**MOTION: To CANCEL the June 16, 2022 Board of Selectmen's Meeting.**

**Muska moved/DeSousa/DISCUSSION:** Selectman Nordell advised the Board he'll be on vacation on June 16<sup>th</sup>.

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

**E. Discuss Resolution Approving Lease/Purchase Agreement and Escrow Agreement for Broad Brook Fire Apparatus:**

**MOTION: To APPROVE the Resolution for the Lease/Purchase Agreement for the Broad Brook Fire Department Apparatus and send to Town Meeting.**

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

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

Noting the time is approaching 7:30 p.m. First Selectman Bowsza requested a motion to RECESS the Board of Selectmen's Regular Meeting.

**MOTION: To RECESS the Regular Meeting of the Board of Selectmen at 7:30 p.m.**

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

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

First Selectman Bowsza Called to Order the Town Meeting at 7:30 p.m.

**Town Clerk Amy Lam joined the Town Meeting remotely, and took the Minutes.  
Please see separate document reflecting the results of the Town Meeting.**

First Selectman Bowsza RECONVENED the Regular Meeting of the Board of Selectmen at 7:42 p.m.

**F. Discuss Proposed Bulk Fee Schedule:**

**MOTION: To APPROVE the Bulk Fee Schedule as presented.**

**Baker moved/Nordell seconded/DISCUSSION:** Selectman Muska questioned if the Board would modify the motion to set a limit on the number of items associated with the proposed fee.

Selectman Baker agreed to amend the motion, Selectman Nordell agreed to second an amendment.

**AMENDED MOTION: To ACCEPT the Bulk Fee Schedule as amended to include a maximum of 5 items associated with the proposed fee.**

**Baker moved/Nordell seconded/DISCUSSION:** Nothing further.  
**VOTE: In Favor: DeSousa/Baker/Muska/Nordell**  
**(No one opposed/No abstentions)**

**G. Discuss East Windsor ARPA Resolution:**

Selectman Baker read the following Resolution:

**Whereas** *In March of 2020, the United States Congress passed the American Rescue Plan Act (ARPA) in response to the COVID-19 pandemic, and*

**Whereas** *The Town of East Windsor was the recipient of approximately \$3.453 million in federal relief funds; and*

**Whereas** *The Town of East Windsor has \$2.333 million in federal relief funds unexpended; and*

**Whereas** *The ARPA Final Rule allows local governments to make an irrevocable decision to take a standard allowance of up to \$10 million; and*

**Whereas** *Any standard allowance needs to be formally selected by the recipient local government no later than April 30, 2022; Now Therefore*

TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – April 7, 2022  
In-Person and  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
Pascode: townhall  
SCHEDULE OF MOTIONS

6

*Be It Resolved*

*The Town of East Windsor selects to take the standard deduction in the full amount of unexpended ARPA funds allotted to the Town, not to exceed \$2.333 million, and the First Selectman and Director of Finance/Treasurer are hereby authorized to take any necessary steps or actions to file any and all documentation associated with the irrevocable decision with the United States Department of the Treasury.*

*Approved by the East Windsor Board of Selectmen on April \_\_, 2022.  
And by a duly warned Town Meeting held on April \_\_, 2022.*

*In Witness Hereof: \_\_\_\_\_*

First Selectman Bowsza queried the Board for comments. Hearing no requests to speak he called for a motion.

**MOTION: So moved.**

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

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

**H. Discuss and Approve Bids for Development of 8-30j Affordable Housing Plan:**

**MOTION: To AUTHORIZE the First Selectman to enter into an agreement with Tyche Planning and Policy Group for the purposes of putting together a 2022 Affordable Housing Plan.**

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

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

**I. Tax Refunds:**

**MOTION: To APPROVE Tax Refunds in the amount of \$1,278.90.**

TOWN OF EAST WINDSOR  
BOARD OF SELECTMEN  
Regular Meeting – April 7, 2022  
In-Person and  
ZOOM Teleconference  
Meeting ID: 332 683 3563  
Pascode: townhall  
**SCHEDULE OF MOTIONS**

7

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)(b), negotiations, (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.  
Action possible:

**MOTION: To GO INTO EXECUTIVE SESSION Pursuant to C.G.S. 1-200 (6)(b), negotiations, (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 at 8:06 p.m. Attending the Executive Session will be First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.**

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

LET THE RECORD SHOW the Recording Secretary signed out of the Meeting at 8:06 p.m.

13. **ADJOURNMENT:**

Information regarding Adjournment of the Meeting will be reflected in the Minutes document.

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