

# **TOWN OF EAST WINDSOR BOARD OF SELECTMEN**

***SPECIAL MEETING***  
**Tuesday, November 16, 2021**  
**7:00 p.m.**

John Daly Jr. Meeting Room  
11 Rye Street, Broad Brook, CT. 06016  
**In-person meeting**

**AND**

Meeting also available via remote ZOOM Teleconference  
**Meeting ID: 332 683 3563**  
**Passcode: townhall**

## **Meeting Minutes**

**\*\*\* *These Minutes are not official until approved at a subsequent meeting* \*\*\***

### **Board of Selectmen:**

Jason E. Bowsza, First Selectman  
Marie DeSousa, Deputy First Selectman  
Alan Baker, Selectman  
Sarah Muska, Selectman  
Charlie Nordell, Selectman

**ATTENDANCE:** First Selectman Bowsza hosted the inperson meeting. Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska and Selectman Nordell were present in person this evening.

**ABSENT:** All Selectmen were present this evening.

**GUESTS/SPEAKERS:** Tom Bulkeley, Ruth Anne and Tom Lansner (Board of Finance Member).

**Public signing in remotely (as identified in the Meeting participation list):** Joe, Mike K, "12-15".

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

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First Selectman Bowsza called the November 16, 2021 Special 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.

**2. ATTENDANCE:**

First Selectman Bowsza noted the Board has established a quorum with five members present in person.

**3. PLEDGE OF ALLEGIANCE:**

First Selectman Bowsza requested Deputy First Selectman DeSousa lead the group in the Pledge of Allegiance.

**4. APPROVAL OF MEETING MINUTES:**

**B. November 4, 2021 Board of Selectmen Special Meeting Minutes:**

First Selectman Bowsza queried the Board for comments or edits of the November 4, 2021 Special Meeting of the Board of Selectmen. No one offered edits.

**MOTION: To ACCEPT the Minutes of the November 4, 2021 Special Meeting.**

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

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

**A. November 4, 2021 Board of Selectmen Regular Meeting Minutes:**

First Selectman Bowsza called for comments or questions from the Board regarding the Minutes of Regular Meeting dated November 4, 2021.

**MOTION: To APPROVE the Board of Selectmen Regular Meeting Minutes dated November 4, 2021.**

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

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

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**5. PUBLIC PARTICIPATION:**

First Selectman Bowsza queried the in-person audience for comments

**Tom Lansner, 27 Laurel Circle:** Mr. Lansner noted he's happy to be here.

**Ruth Anne Lansner, 27 Laurel Circle:** Mrs. Lansner thanked the Board for all that you do.

First Selectman Bowsza then asked if any of the remote participants had any comments or questions. No one requested to speak.

**6. COMMUNICATIONS:** None.

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

**A. Resignations:** None.

**B. Reappointments:**

1. Michael Kowalski (R), Planning and Zoning Commission, regular member for a term expiring December 1, 2025.

**MOTION: To REAPPOINT Michael Kowalski (R), Planning and Zoning Commission, regular member for a term expiring December 1, 2025.**

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

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

**C. New Appointments:**

1. Bernard Duffy (U), East Windsor Arts & Culture Commission, regular member for a term expiring April 21, 2023.

**MOTION: To APPOINT Bernard Duffy (U), East Windsor Arts & Culture Commission, regular member for a term expiring April 21, 2023.**

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**Muska moved/DeSousa seconded/DISCUSSION:** Selectman Muska noted Mr. Duffy attended the first meeting and he added value to the discussions. Selectman Muska feels Mr. Duffy will be a great addition to the Commission. Deputy First Selectman DeSousa agreed with Selectman Muska's comments. First Selectman Bowsza noted Mr. Duffy has put some great comments out on social media as well.

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

**8. UNFINISHED BUSINESS:**

**A. South Road Ownership Option Update:**

First Selectman Bowsza reported the Zoning Board of Appeals approved the Town's variance request last week. The next step is a Subdivision application with a final Site Plan to be submitted to the Planning and Zoning Commission at their meeting next Tuesday. If the application is approved a Legal Notice will be published in the newspaper, a new Subdivision Plan will be filed in the Town Clerk's Office, and Variance Certificates would be attached to each of the new properties. This Board will then make an 8-24 Referral because it's a disposition of property.

First Selectman Bowsza suggested he anticipates conveyance of the properties will occur sometime in January.

**\*B. Polling Location Change:**

Any starred (\*) items will not be discussed but will remain on the agenda pending receipt of additional information.

**\*C. Broad Brook Fire Memorandum of Understanding:**

Any starred (\*) items will not be discussed but will remain on the agenda pending receipt of additional information

**9. NEW BUSINESS:**

**A. Set Board of Selectmen Meeting Dates for 2022:**

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First Selectman Bowsza referenced the proposed 2022 Meeting Schedule; Regular Meetings are proposed for the first and third Thursdays. He asked if anyone had any opposition to the schedule proposed; no one objected.

First Selectman Bowsza requested a motion of approval.

**MOTION: To ACCEPT the Board of Selectmen Meeting dates for 2022.**

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

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

**B. Motion for Town to Execute Release and Termination of Hold Harmless Agreement:**

First Selectman Bowsza noted the Release and Termination of the Hold Harmless Agreement relates to the property currently occupied by Charbonneau's pit, which will become Gravel Pit Solar. There is an existing Hold Harmless Agreement associated with protecting the Town on that property which must be released before Gravel Pit Solar can move forward and secure the financing for their project.

First Selectman Bowsza reported he had asked Attorney Lee Hoffman, of Pullman and Comley, if he asked the Board to sign this tonight and the deal fell through would he be exposing the Town to any jeopardy because the Hold Harmless had been taken away? Attorney Hoffman replied that would not occur, because 1) the Hold Harmless wouldn't preclude us from seeking remedy for some other violation without it in place, and 2) his suggestion was for the Board of Selectmen to authorize First Selectman Bowsza to sign it but not direct him to sign the Hold Harmless Agreement. He would then have the authorization to sign it when the project point of closing; the document can be left in the hands of Pullman and Comley to hold in escrow to be filed on the Land Records only if the deal goes through.

First Selectman Bowsza queried the Board for questions or comments on Attorney Hoffman's suggestion. No one raised any opposition. First Selectman Bowsza requested someone to move Attorney Hoffman's proposed motion.

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**MOTION:** It is hereby moved that the Board of Selectmen grant the First Selectman the authority to execute the Release and Termination of the Hold Harmless Agreement found on page 745 of volume 160 of the Town of East Windsor's Land Records.

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

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

First Selectman Bowsza indicated this is an authorization for him to sign the Hold Harmless Agreement, it's not a directive. First Selectman Bowsza indicated he won't sign the Hold Harmless Agreement unless the project goes forward.

First Selectman Bowsza requested a motion to POSTPONE Agenda item **9C- Discuss Outstanding E.R.A.S.E. Grant Issue, NEW BUSINESS**, until after the Executive Session.

**MOTION:** To POSTPONE Agenda item **9C- Discuss Outstanding E.R.A.S.E. Grant Issue, NEW BUSINESS**, until after the Executive Session.

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

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

**C. Tax Refunds:**

**MOTION:** To APPROVE Tax Refunds in the amount of \$11,596.69.

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

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

**10. SELECTMEN COMMENTS AND REPORTS/:**

**A. Jason Bowsza:**

*(See Attachment A)*

**B. Marie DeSousa:**

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Deputy First Selectman DeSousa indicated she had nothing to report as her first liaison meeting is scheduled for tomorrow. She's looking forward to attending.

**C. Charlie Nordell:**

Selectman Nordell reported he participated in the Veteran's Road Race, noting that although he didn't beat his high school time, he still finished without dying.

On November 8<sup>th</sup> Selectman Nordell reported he attended his first Zoning Board of Appeals Meeting as their new liaison. As First Selectman Bowsza mentioned earlier, special variances were approved for the 16 properties on South Road, which is another step towards the residents being able to take ownership of the property their house sit on that was previously owned by the Town.

Also, at that meeting a possible variance was discussed for property at 18 Jessie Lane. There was a lot of discussion and confusion over where buffer measurements should be taken, whether they should be taken from the corner of the house to the curb or the utility line or the right-of-way line, and does that line change if a In-Lieu Fees is paid and forgo the issue of sidewalks? Selectman Nordell reported they spent a lot of time debating this, trying to figure out which way it should be and whether this house is even going to need a special variance to correct this or not. So, they're still working on that. Maybe Zoning has to get involved in that issue.

Selectman Nordell reported on November 11<sup>th</sup> he attended the PTO Meeting. The PTO was a recipient of the Town's E.R.A.S.E. Grant. First Selectman Bowsza was also in attendance to congratulate the PTO, and get feedback on ways the Town could help the PTO. The PTO currently has about 60 registered members, about half of which are teachers; the PTO is always looking for members and volunteers and fundraising ideas to keep them going. The PTO participated in the Parks and Recreation's Haunted Highway.

**D. Alan Baker:**

Selectman Baker reported he also competed in the Veteran's 5K, and he beat Selectman Nordell by a long, long time.

Selectman Baker reported the Planning and Zoning Commission had a light meeting; he didn't even make it to their meeting as he had a competing meeting.

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The First Selectman and he met with the Broad Brook Fire Department Board of Directors to negotiate the last bits of the Memorandum of Understanding between the Town and the Fire Department.

Selectman Baker reported that on Monday he went to the Broad Brook Fire Department Commissioner's Meeting. They also had a light meeting; they're still ironing out what they want to charge for Fire Marshal fees. They plan to charge some fees but it appears that they will be much smaller than Warehouse Point. Eventually they'll be coming to the Board of Selectmen for an Ordinance; Selectman Baker felt they'll have another meeting or so before they're ready.

Selectman Baker reported they talked about their budget and set a Budget Workshop for January 10<sup>th</sup>, and they decided to add a ZOOM component to their meetings. They got all that done in 25 minutes; it was an excellent meeting.

Selectman Baker indicated that tonight he had a Special meeting of the Pension Board, and we approved the agreement that we approved previously at the Board of Selectmen.

**E. Sarah Muska:**

**(See Attachment B)**

**11. PUBLIC PARTICIPATION:**

First Selectman Bowsza announced the second opportunity for the public to offer comments or questions. He asked if anyone present in person would like to speak.

**Ruth Anne Lansner, 27 Laurel Circle:** Mrs. Lansner wanted to commend the Selectmen and the people who serve on the Boards and Commissions for what they do. She didn't realize how many there were. And the incredible amount of work that these people do to keep the Town running and up to snuff and moving forward into the future. Thank you.

**Tom Bulkeley, 5 King's Court:** Regarding the turn lane at Cumberland Farms and Dunkin Donuts, you didn't get the State to remove those turn lanes, did you? First Selectman Bowsza indicated he'd like to tell him that he did but he did not. He did attend the meeting with DOT but that issue didn't come up. Mr. Bulkeley suggested someone else must have removed them. First Selectman Bowsza suggested it was a temporary thing that they did on their own.

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First Selectman Bowsza asked if anyone signed in remotely would like to speak. No one requested to be recognized.

12. **EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 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 is possible:

**MOTION: To GO INTO EXECUTIVE SESSION at 7:25 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)**

LET THE RECORD SHOW the Recording Secretary exited the in-person meeting at 7:25 p.m.

When the Board returned from **EXECUTIVE SESSION** First Selectman Bowsza reported an application for an E.R.A.S.E. had submitted in hard-copy form and misfiled. It was received by the Town on August 2<sup>nd</sup>, 2021 for Shonosky, LLC., I ask for a motion for an award.

**MOTION: To ACCEPT for consideration the application for a E.R.A.S.E. Covid Grant for Shonosky, LLC. August 2<sup>nd</sup>, 2021.**

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

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

First Selectman Bowsza indicated if there's no further business to come before the Board, he requested a motion to adjourn.

13. **ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 7:41 p.m.**

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

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**VOTE:            In Favor: Unanimous**

Respectfully submitted

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Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

**ATTACHMENTS:**

A – Selectman's Report – First Selectman Bowsza

B - Selectman's Report - Selectman Muska

(Selectman Baker and Selectman Nordell's Report is included in the Meeting transcription)

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**BOARD OF SELECTMEN – 11/16/2021 – Attachment A**

First Selectman's Report – November 16, 2021

I would like to offer my congratulations and best wishes to those people who were sworn into office this evening. If I or my office can be of any assistance, please consider us a resource ready to help.

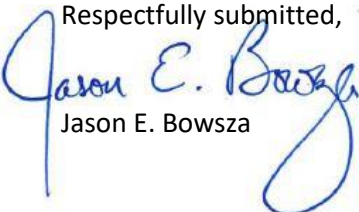
On November 6<sup>th</sup>, it was my pleasure to participate in the Veteran's Day ceremonies here in town. The Veteran's Commission did a fantastic job putting together the day's events, from a nice speaking ceremony to a very well attended road race. Thank you to all those who have served. On Veteran's Day, I was also delighted to attend a Veteran's Day ceremony at Fresh River Rehabilitation Facility. It was so thoughtful of them to hold a breakfast ceremony for their resident honorees, and it was the highlight of my day to attend and commemorate their service.

Over the last few weeks, I have continued my practice of reaching out to businesses and nonprofits in our community. Since our last meeting, I have had the opportunity to visit eight such businesses in town. This affords me the opportunity to hear from them directly about anything that the Town can be doing to be more supportive of their needs. On my visit to Lingering Hills Stable, I learned they started in their current form about two years ago, and they are a multi-generational small family business that train horses for competitive shows and offer riding lessons to more than fifty families. While I was there, a truck pulled up to deliver heating units to be installed in their indoor riding area that will allow lessons all year long. There were paid for through the ERASE Grant. It was a great opportunity to see the very real impact that the program has had on businesses in East Windsor. Several towns have expressed interest in emulating the success that we had in East Windsor through that program, and I am more than happy to share our experience.

On November 10<sup>th</sup>, I joined State Representative Jaime Foster for a visit with seniors at the East Windsor Senior Center. Rep. Foster provided an overview of recent legislative action that will improve the lives of seniors in our state, and attendees had some excellent questions and comments to share with her, as well.

That same night, the first public listening session for the Town Parks Masterplan was held. About thirty-five people attended and offered good insight into improvements that they would like to see in each of our town's parks.

Respectfully submitted,

  
Jason E. Bowsza

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**BOARD OF SELECTMEN'S MEETING – 11/16/2021 – Attachment B**

Selectmen's Report - November 16, 2021

On November 6, 2021 Selectman Nordell, Selectman Baker and myself ran in the Veterans Day 5K Road Race. It was a nice brisk morning, perfect weather for a run. I would like to compliment the Veterans Commission on their organization and great work in putting on this event. Everything ran smoothly and there was an excellent turnout, 252 runners, which is a record and a great number of spectators and supporters, cheering on the participants. Congratulations on a successful event!

On November 9, 2021 the Arts and Culture Commission held their first meeting. The Commission selected Debbie Williams as their Chairman and Christina Posniak as Vice Chairman. All members shared their interests and expressed some areas that they'd like to see accomplished, such as collaboration with other boards and entities to bring arts to existing events in Town, like The American Heritage River Commission and the New Year's Day Hike or the Historical Society and the Ice Cream Social. The group also discussed the possibility of hosting art shows or craft fairs to promote tourism or art installations across Town. There was some discussion of hoping to incorporate murals in Town. Matt Conway from RiseUp for Arts addressed the Commission via teleconference to discuss their CT Mural projects and what some possibilities are for our community and what other towns have done. The Commission is holding a Logo Design Contest for their Committee. The contest is open to any East Windsor resident 10 years of age and up. The criteria is: must be original, 2D, easy to reproduce, must have the Commission's name in the logo in some form, reflect the mission of community pride and can be submitted along with your name and phone number to [ewartsandculture@gmail.com](mailto:ewartsandculture@gmail.com) prior to January 31, 2022.

On November 10, 2021 I also attended the Master Plan Park Study previously referenced, but exited early to attend the Board of Education meeting.

Outstanding Student Award Recipients and Crystal Apple Award Recipients were recognized. Middle School Principal Timothy Field gave a school report to the Board focusing on student empowerment and how to become a better leader. He also discussed the team building exercises that staff participated in on their recent Professional Development Day.

Assistant Superintendent Darryl Rouillard discussed NEASC (New England Association of Schools and Colleges) and the value of our School District having this accreditation and the timeline going forward to make sure we maintain this accreditation. Parent/Teacher Conferences are scheduled for Wednesday, Thursday and Friday of this week and are occurring virtually or in person.

According to data that the school district has received as of this meeting, about 90% of school staff has been vaccinated and approximately 20% of eligible students have been vaccinated.

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Submitted With Sincerity,

Sarah A. Muska, Selectman