

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

SPECIAL MEETING

Thursday, January 23, 2020

7:00 p.m.

Town Hall Meeting Room
11 Rye Street, Broad Brook, CT. 06016

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: **Board of Selectmen:** Jason E. Bowsza, First Selectman; Marie DeSousa, Deputy First Selectman; Alan Baker, Selectman; Sarah Muska, Selectman; Charlie Nordell, Selectman.

ABSENT: All Selectmen were present this evening.

SPEAKERS/GUESTS: **Water Pollution Control Authority:** E. Arthur Enderle, III, Superintendent; Ed Alibozek, Chief Operator.

Public: Paul Anderson, Jillian Hubbard, Tom Lansner, Bob Lyke, Jim Richards, Rebecca Talamini, Tom Talamini.

Press: No one from the Press was present.

TIME AND PLACE OF SPECIAL MEETING:

First Selectman Bowsza called the Special Meeting of the East Windsor Board of Selectmen to Order at 7:02 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

PLEDGE OF ALLEGIANCE:

Everyone stood to recite the Pledge of Allegiance.

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ATTENDANCE: See page 1.

APPROVAL OF MEETING MINUTES/A. January 9, 2019 2020 Special Meeting Minutes:

MOTION: To APPROVE the Special Meeting Minutes of the Board of Selectmen Meeting dated January 9, 2020 as presented.

DeSousa moved/Baker seconded/DISCUSSION: Selectman Muska noted the Minutes being considered for approval are for January 9, 2020.

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

PUBLIC PARTICIPATION:

Jillian Hubbard, 40 Mill Street: Mrs. Hubbard announced the Beautification Committee is holding a Keep American Beautiful Organizational Meeting and Training Workshop at the Osborn House, 115 Scantic Road on Sunday, January 26, 2020 from 1:00 p.m. to 2:00 p.m.

Rebecca Talamini, 34 Rye Street: Ms. Talamini reported as she has done in the past beginning in March she will be collecting shoes for Soles for Souls. Collection boxes will be located at various sites in town, including Town Hall. Soles for Souls is an organization based in Nashville, Tennessee, which collects shoes in any condition, which they then donate to anyone in need of shoes. Shoes in unwearable condition are recycled; they'll take shoes in any condition.

Bob Lyke, 80 Rye Street: Mr. Lyke noted tonight the Board will be accepting the resignation of the past Chairman of the Economic Development Commission. He noted the Commission has two vacancies, one for a regular member and one for an alternate member.

COMMUNICATIONS/A. Museums on the Green:

First Selectman Bowsza noted a promotional flyer regarding the Museums on the Green – East Windsor Historical Society (See Attachment A). He also noted a recent article in the JI summarizing future activities.

COMMUNICATIONS/B. Connecticut Water – Hunt Water Treatment Plant:

First Selectman Bowsza noted receipt of letter (See Attachment B) from the Connecticut Water Company regarding their intent to file a State Application to replace the Hunt Water Treatment Plant at 41 Mahoney Road. Under the requirement of the Connecticut General Statutes the Connecticut Water Company must notify the Town of their proposed work.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A. Resignations:

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1. Jessica Bottomley (D), Historical Preservation Commission (expired term):

MOTION: To **ACCEPT** the resignation of Jessica Bottomley from the Historic Preservation Commission with regret.

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

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

2. Eric Moffett (R), Economic Development Commission (expired term):

MOTION: To **ACCEPT** the resignation of Eric Moffett from the Economic Development Commission with regret.

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

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

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B

Reappointments: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/C. New

Appointments:

First Selectman Bowsza indicated all appointments being presented this evening were all the applications received regarding service on the Charter Revision Commission.

1. Kurt Kebschull (D), Charter Revision Commission for a term expiring June 19, 2021:

MOTION: To **APPOINT** Kurt Kebschull (D), to the Charter Revision Commission for a term expiring June 19, 2021.

DeSousa moved/Baker seconded/**DISCUSSION:** Selectman Nordell noted the application hasn't been signed. First Selectman Bowsza suggested the Board could accept the application as submitted.

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

2. RuthAnn Lansner (D), Charter Revision Commission for a term expiring June 19, 2021:

MOTION: To **APPOINT** RuthAnn Lansner (D), to the Charter Revision Commission for a term expiring June 19, 2021.

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

3. Richard LeBorius (D), Charter Revision Commission for a term expiring June 19, 2021:

DeSousa moved/Nordell seconded/DISCUSSION: Selectman Nordell suggested that with regard to Mr. Leborius, who has been a great asset to the town, he will be voting no to his appointment to the Charter Revision Commission. With his experience and expertise Selectman Nordell expects Mr. Leborius will become Chairman of the Charter Revision Commission; he feels that would create a conflict of interest as Mr. Leborius is also the Chair of the Democratic political committee. Deputy First Selectman DeSousa suggested it would be no different than Bob Leach, who is Chair of the Republican political committee, is also Chairman of the Police Commission.

4. James Richards (R), Charter Revision Commission for a term expiring June 19, 2021:

DeSousa moved/Baker seconded/DISCUSSION: None.

5. Steven Smith (R), Zoning Board of Appeals for a term expiring November 2, 2021:

DeSousa moved/Baker seconded/DISCUSSION: None.

First Selectman Bowsza noted this position on the Zoning Board of Appeals is an elected position; if Mr. Smith had not volunteered to fill this term the Town would have had to hold a special election. First Selectman Bowsza thanked Mr. Smith for volunteering and saving the Town the cost of the special election.

4

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MOTION: To APPOINT Rebecca Talamini (U), to the Charter Revision Commission for a term expiring June 19, 2021.

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

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

7. Tanya Unsworth (U), Charter Revision Commission for a term expiring June 19, 2021:

MOTION: To APPOINT Tanya Unsworth (U), to the Charter Revision Commission for a term expiring June 19, 2021.

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

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

8. Nicole Vacila (U), Charter Revision Commission for a term expiring June 19, 2021:

MOTION: To APPOINT Nicole Vacila (U), to the Charter Revision Commission for a term expiring June 19, 2021.

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

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

Deputy First Selectman DeSousa questioned if this would be an appropriate time to discuss an e-mail received from a resident? First Selectman Bowsza noted the Board had received a suggestion from a resident who isn't able to attend meetings that the Charter Revision Commission consider holding its meetings in this room so the meetings can be taped. **Jillian Hubbard, 40 Mill Street**, noted the Beautification Committee had originally scheduled their meetings on the third Wednesday monthly but now hold their meetings at the Osborn House; the Meeting Room would be available in their place. First Selectman Bowsza thanked Mrs. Hubbard but felt the decision should be made by the Charter Revision Commission.

UNFINISHED BUSINESS/A. Discussion of Audit Exemption for Broad Brook Library:

First Selectman Bowsza recalled the Board had postponed discussion of the request for an exemption of an audit for the Broad Brook Library to this meeting. He queried the Board for comments.

Selectman Muska said she was mindful of the fact that the library is spending money they might not have budgeted for but she felt they should comply with the requirements of the Charter.

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Selectman Baker suggested review of the library's budget indicates they have virtually no money; the BOS would have to give them money during the budget process to have the audit done. He recalled that the Board of Finance (BOF) had put in money for audits for organizations in the past; he has no problem with the exemption request. Deputy First Selectman DeSousa indicated she's ok with the exemption request but she would at least like to have a financial statement for the library. Selectman Nordell questioned Mr. Anderson, President of the Broad Brook Library, if they used an outside accountant for their financial work; Mr. Anderson replied negatively.

Mr. Anderson clarified that the letter he provided for the Board was based on the amount of the financial request and amount received; he felt the exemption should be based on the process rather than the funding. Some years he has gotten nothing but the audit is still required. He questioned what triggers the audit?

First Selectman Bowsza suggested the Board could wait to see what was requested for this budget, and the BOF could do that as well. Selectman Nordell suggested in some ways he agrees with Mr. Anderson; he felt the ordinance should be based on what you receive rather than what you request. Selectman Nordell felt the ordinance should be reviewed.

No action this evening.

NEW BUSINESS/A. Presentation by WPCA:

Joining the Board were E. Arthur Enderle, III, Superintendent, and Ed Alibozek, Chief Operator, of the Water Pollution Control Authority (WPCA). Mr. Enderle and Mr. Alibozek referenced a Power Point presentation to illustrate their discussion, (See Attachment C).

Mr. Enderle reported he and Mr. Alibozdek are WPF's, they are assisted by the WPCA Board of 5 members, and 7 additional staff, including a business administrator, a lab technician, and 5 operators.

Mr. Alibozek suggested the WPCA treats anything you put down your drain which then enters the sewer system. Mr. Alibozek noted they operate under a long record of high standards, as that treated water goes directly into the Connecticut River at South Water Street. Mr. Alibozek reported the facility is currently running at 40% to 44% capacity 20 years into its construction. They want businesses, such as the casino or Calamar, to come to East Windsor; he indicated we have real capacity to accommodate additional users.

Mr. Alibozek reported the facility was built in the early 1990s. He indicated the engineers did a forward-looking job with the design of the facility, and it's been well maintained over the years.

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of the location of the sewer lines. With the plant being at 40% to 44% capacity that's really good for economic development. Mr. Enderle indicated he and Mr. Alibozek would like to assist the Economic Development Commission (EDC) attract new business to East Windsor. Mr. Enderle indicated they'd like to have a seat at the table at the beginning of the discussions of economic development and business applications.

Mr. Enderle and Mr. Alibozek explained that everything they do revolves around technology; it's an extremely involved process. They engaged an engineering firm to perform a rate study; they found the rates would increase exponentially over the next couple of years. In 2018 the facility experienced an DEEP CMOM (capacity, management, operations and maintenance) inspection. Mr. Alibozek noted that when the inspectors left the facility they commented "now we know what can be accomplished at other treatment plants." Mr. Alibozek reiterated that the Town has been given this plant with more capacity and equipment than you currently need. Their intention has been to provide good maintenance from the beginning of the plant's operation, to rebuild the motors which prevents replacement, to rotate the equipment which prevents extensive running of the same component; the functionality and the structure of the plant is very sound and you do that by taking very good care of the equipment.

First Selectman Bowsza wanted to acknowledge a recent award bestowed on East Windsor related to this facility. *The New England Water Environment Association, Inc. recently advised Mr. Enderle "The Town of East Windsor, CT WPCF has been selected as the recipient of the 2019 NEWEA Wastewater Utility Management award. The award is given for operations and performance excellence. The purpose of the award is to acknowledge the outstanding performance of the wastewater division in the New England region..."*

Mr. Enderle also noted that in 2004 East Windsor received the U.S. EPA Award for Region 1 at the same time his plant in Canton received a similar award for a smaller plant. He reported for the past 6 years he's run the East Windsor facility assisted by 9 employees. Mr. Enderle noted all facility employees are licensed in the State of Connecticut. There are 4 levels of certification; Mr. Enderle acknowledged the various staff members and their level of certification. Within the employees there are 6 with Associate Degrees, 1 with a Master's Degree, and 3 Bachelor's of Science Degrees. Mr. Enderle indicated this is not your Father's water plant.

Mr. Enderle also noted the system functions with 10 pump stations; 8 of those have been upgraded. They acquired engineering estimates for the work; an estimate of \$1,900,000 was provided for the replacement of 2 pump stations. Mr. Alibozek reported they do the work themselves rather than contract the work out, and were able to perform the work for \$385,000. They've upgraded the pump stations at the East Windsor Industrial Park, Newberry Road, Scout Hall, Route 5, Mill Pond, Scantic Road, Mill Street, and Perri Lane.

Mr. Alibozek noted the WPCA facility technology has been upgraded as well. Mr. Enderle noted there are 4 separate areas controlling the panels at the WPCA facility on South Water Street; most engineering firms will want you to replace the entire system but they did one area at time over 4 year's time. The parts replaced became spare parts for the other panels.

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Mr. Enderle noted Mr. Alibozek has taken advantage of grants, insurance claims, incentive programs, and FEMA damage claims to seek funding for various work. Mr. Alibozek reiterated the \$1.9 million engineering estimate to upgrade 2 pump stations – that work was completed inhouse for \$385,000. Mr. Alibozek noted that not a year has gone by in the 10 years he's worked for East Windsor that he hasn't pursued grants and other sources of funding; the WPCA operates on an annual budget of \$200,000. Mr. Enderle noted that he and Mr. Alibozek doing a lot of the planning and budgeting; they have no debt at present.

Paul Anderson, Chairman of the WPCA Board: Mr. Anderson suggested they do their own work rather than having a contractor who knows nothing of the facility equipment. When Mr. Enderle and Mr. Alibozek get done staff knows the system.

Bob Lyke, 80 Rye Street: Mr. Lyke suggested Mr. Enderle and Mr. Alibozek seem to have an extremely well managed system regarding their employees; he questioned what they do for performance reviews? Mr. Alibozek indicated that Mr. Enderle came from a system where they had evaluations so in East Windsor they've installed a system they refer to as "pathways" which are degrees of levels of experience which contribute to the success of the department and helps the employees to improve. They've built a small incentive program; employees can see their personal growth. They want to train their people well enough that they can leave but pay them well enough that they don't want to go.

Mr. Enderle suggested what the WPCA does is unknown to the community, but they provide a vital service. There's nothing better for a community than to have a well maintained water treatment facility.

Tom Lansner, 27 Laurel Circle: Mr. Lansner noted he lives near the facility; he questioned if they have an emergency plan? Mr. Enderle noted that much of the flooding in the area of the facility comes from the back side via the Blue Ditch. The last time the plant flooded was in 1988. Mr. Enderle reported they do have a plan.

First Selectman Bowsza questioned if the GIS data is published? Mr. Alibozek reported the Sewer Service Area information is available in the Planning Office. He noted it's difficult to read an actual location on the Sewer Service Maps, and the maps don't indicate if a particular property is actually served by the sewer system or is served by a septic system. They've been working with GIS and New England Geo to get the WPCA data available, but it would be a disservice for anyone to make a determination based on the Sewer Service Area Map. Mr. Enderle and Mr. Alibozek noted they have a good working relationship with the North Central Health Department; they'll provide accurate information quickly.

Deputy First Selectman DeSousa gave Mr. Enderle and Mr. Alibozek kudos for winning the highest award. As liaison to the Economic Development Commission (EDC) Deputy First Selectman DeSousa questioned if Mr. Enderle and Mr. Alibozek would share that information with the EDC? Mr. Enderle and Mr. Alibozek agreed, noting it's important to be involved in

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review of potential new or expanded development up front; they reiterated they'd like a seat at the table up front.

Tom Talamini, 123 Rice Road: Mr. Talamini questioned if the pump stations were adequate for the areas they're in? Mr. Enderle indicated the West River Farms Subdivision is part of the Route 5 pump station; they needed to do an upgrade on that one. He suggested that's another reason to bring them in at the beginning of projects.

Selectman Nordell questioned if there were any plans for reconstruction of the older lines; he cited Gardner Street and Pleasant Street as examples. Mr. Enderle indicated they're aware of the problems. They chose to work on the pump stations first, then the plant, and then the lines. Selectman Nordell questioned if there are plans for installation of gas and water on the roads as well? Mr. Enderle indicated there isn't good coordination with regard to installation of utilities at this point.

Hearing no further questions from the Board Mr. Enderle and Mr. Alibozek thanked them for their time. First Selectman Bowsza suggested the Selectmen should consider touring the facility in the future.

NEW BUSINESS/B. Discuss and Approve Budget Workshop Dates:

First Selectman Bowsza referenced a proposed Budget Workshop schedule for the Board. He noted his intent was to complete the workshops within a couple of weeks to be able to pass the proposed BOS Budget to the Board of Finance by February 26th. To accomplish that timeline, the Board needs to complete its deliberations by February 20th so staff can post the documentation with the Town Clerk on February 21st.

First Selectman Bowsza noted Selectman Muska and Selectman Nordell have problems with some of the dates proposed. The Board reviewed the proposed options and have agreed to the following Budget Schedule:

February 4, 2020	BOS/BOE Public Hearing	East Windsor High School – 6:00 p.m.
February 10, 2020	BOS Budget Workshop	Town Hall Meeting Room - 5:30 p.m.
February 17, 2020	BOS Budget Workshop	Town Hall Meeting Room – 5:30 p.m.
February 18, 2020	BOS Budget Workshop	Town Hall Meeting Room – 5:30 p.m.
February 20, 2020	Budget Workshop (preceding Regular BOS Meeting) –	Town Hall Meeting Room – 5:30 p.m.

In addition the Board agreed to hold a Special Meeting on February 4, 2020 at the East Windsor High School at 6:30 p.m. on the Warehouse Point Fire District presentation of a Special Services District related to fire services for the entire town.

NEW BUSINESS/C. Tax Refunds:

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MOTION: To APPROVE Tax Refunds in the amount of \$362.19 as identified under Tax Refund Report dated January 16, 2020.

Nordell moved/Muska seconded/DISCUSSION: None

VOTE: In Favor:

SELECTMEN COMMENTS AND REPORTS/A. Jason Bowsza:

See Attachment D

SELECTMEN COMMENTS AND REPORTS/B. Marie DeSousa:

See Attachment E

SELECTMEN COMMENTS AND REPORTS/C. Charlie Nordell:

See Attachment F

SELECTMEN COMMENTS AND REPORTS/D. Sarah Muska:

See Attachment G

SELECTMEN COMMENTS AND REPORTS/E. Alan Baker:

See Attachment H

PUBLIC PARTICIPATION:

Paul Anderson, 89 Main Street: Mr. Anderson reported the WPCA (Water Pollution Control Authority) will meet next Wednesday at 7:00 p.m.; they serve coffee. He invited the Board to attend.

Mr. Anderson also wanted to advise the Town of the following two infrastructure collapses:

- The bridge between Mill Street and Styles Road
- The “greenhouse structure” which was previously the Town’s sewage treatment plant at Mill Street.

Jim Richards, 27 Pleasant Street: Mr. Richards wished to express his pleasure to see the Board interacting positively.

Regarding the Broad Brook Library and the ordinance regarding who does what and who can waive it, Mr. Richards felt there are many ordinances which should be reviewed. He suggested the Charter Revision Commission might include that in their tasks.

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Mr. Richards indicated that in reviewing the ordinances he felt there are about 5 entities that get money; most are non-profit. The ordinance penalizes non-profits. Mr. Richards felt the Town did waive the audit for the Cemetery Association.

First Selectman Bowsza questioned who the 5 organizations were? Mr. Richards suggested there the 2 libraries, the Warehouse Point Fire Department/District, he felt if the Historical Society came in it would affect them. Mr. Richards felt the ordinance takes away the authority of the BOS and the BOF.

Tom Talamini, (23 Rice Road): Mr. Talamini reported every one of the Selectmen attended the CRCOG Meeting last night (regarding the Route 5 Corridor Study). Mr. Talamini reported the Town is looking at fixing the signalization of the traffic lights along Route 5.

Bob Lyke, 80 Rye Street: Mr. Lyke felt the challenge is communication. He reported the Economic Development Commission (EDC) will have a 5 year game plan, and every organization should be a part of that. Mr. Lyke cited the presentation given by the WPCA; he plans to make that presentation available on the EDC website page.

EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-200 (6)E, discussion of any matter which would result in the disclosure of public records or the information contained therein described in subsection (6) of Section 1-210:

MOTION: To GO INTO EXECUTIVE SESSION at 9:08 p.m. Attending the Executive Session were First Selectman Bowsza, Deputy First Selectman DeSousa, Selectman Baker, Selectman Muska, and Selectman Nordell.

Muska moved/Baker seconded/

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

The Recording Secretary left the meeting at 9:08 p.m.

The Board came out of Executive Session at 9:30 p.m.

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 9:30 p.m.

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

VOTE: In Favor: Unanimous

Respectfully submitted


Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen

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ATTACHMENTS:

- A – Museums on the Green – East Windsor Historical Society
- B - Connecticut Water Company
- C - Water Pollution Control Authority (WPCA) Presentation
- D - Selectman's Report – First Selectman Bowsza
- E - Selectman's Report – Deputy First Selectman DeSousa
- F - Selectman's Report - Selectman Nordell
- G - Selectman's Report - Selectman Muska
- H – Selectman's Report - Selectman Baker

MUSEUMS ON THE GREEN

East Windsor Historical Society

6A
Box 123/2022
Attachment A



42 Acres, 6 Historical Buildings & 6 Barns To Explore.

Be apart of 1800s home life, businesses & military service of East Windsor's past. Come see antiques, farm equipment & a domestic life display. Learn about history, preservation & research genealogy. Great for families & school trips!

For more information on upcoming projects
and events please visit: www.eastwindsorhistory.com

Visit Us Saturdays: 9-12

115 Scantic Road., E. Windsor, CT

BS-1/23/2020 Attachment B

68

Connecticut Water Company
93 West Main Street
Clinton, CT 06413-1600

Office: 860.669.8636
Customer Service: 800.286.5700



RECEIVED BY

January 6, 2020

JAN 7 2020

Jason Bowsza,
First Selectman
11 Rye Street
Broad Brook, CT 06016
United States

First Selectmans Office

Re: Water Company Land Change in Use Permit: Hunt Water Treatment Plant

First Selectman Bowsza,

In Accordance with Section 25-32(b) of the General Statutes, Connecticut Water Company (CWC) does hereby notify you that it will be filing an application with the State Department of Public Health for a Water Company Lands Change in Use Permit for the replacement of the Hunt Water Treatment Plant on CWC's property located as 41 Mahoney Rd, East Windsor.

The proposed project includes replacement of the existing 2.5 million gallon per day (mgd) Hunt Water Treatment Plant (WTP) with a new WTP with a treatment capacity of 3.0 mgd that can also meet peak demand of 3.5 mgd. The new WTP will be located to the northeast of the existing treatment facility along the existing access road. Water from all wells will be redirected to the new WTP with new well piping combined prior to entering the facility for treatment. The existing residuals lagoons will be cleaned and rehabilitated for re-use with the new WTP.

If you should have any questions, please call me at 860-664-6190.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JD' followed by a stylized flourish.

Jessica Demar
Environmental & Regulatory Compliance Coordinator

BOS- 1/23/2020- Attachment C

Town of East Windsor WPCA / WPCF

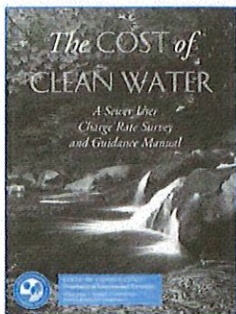


WHAT DOES THE WPCF DO?

- Treating the Town of East Windsor's wastewater includes:
 - Process Control & Solids Handling at a 2.5 MGD Treatment Facility
 - Maintain Collection System
 - ❖ 35-Miles+ of Pipe, 10 Pumping Stations, 26.8 Square Miles.
 - Maintain, Repair and Planned Replacement of Equipment
 - ❖ From Preventative, to Proactive, to Predictive.
 - Provide "In-House" Billing & Financial Services
 - Information Technology, Instrumentation/PLC, SCADA Control, GIS, Videography of Collection System Sanitary Sewer Lines
 - Provide Reports (Financial to WPCA, DEEP Monitoring, EPA Testing)
 - Project Management
 - ❖ We Have Successfully Completed Major Projects Over a Sustained Period of Time.
 - ❖ We Have Completed These Projects Without Taking on Debt
 - ✓ Saving the Rate Payers Large Sums of Money
 - ✓ Keeping the Facility Maintained and Fully Functional
 - ✓ Allowing Our Facility to Remain "Available"

UNDERSTANDING THE USER CHARGE SYSTEM

- We are guided by the Connecticut DEEP's "The Cost of Clean Water: A Sewer User Charge Rate Survey and Guidance Manual."
- A user charge system is a revenue generating system designed to recover the total cost of operating the wastewater collection & treatment system of a municipality.
 - A user charge system should be designed to make the Wastewater Utility financially self-sufficient.
 - A user charge system should place the costs of pollution abatement directly on the sources of pollution.
 - A user charge system should encourage the conservation of potable water.



"The Cost of Clean Water"

WHY IS A USER CHARGE SYSTEM NECESSARY?

- To ensure that sufficient revenue is generated to operate the facilities.
- To ensure that the wastewater discharge receives sufficient treatment to meet limits set by a federal NPDES discharge permit.
- To isolate the funding of the water pollution control facilities from the rest of the municipal budget.
- To institute that proper maintenance is performed to prevent failure of critical wastewater treatment processes and to prevent overflows of untreated sewage from the wastewater collection system.
- To insure that preventative maintenance is routinely performed, protecting the infrastructure investment already made by the municipality and extending the useful life of the treatment system.

"The Cost of Clean Water"

SOURCES OF REVENUE

- Annual Sewer Use Fees (SUC's).
 - \$388 per Equivalent Dwelling Unit (EDU) for '19-'20
- Facility Connection Charge (FCC).
 - \$6,500 per EDU
- Operating Fund / Fund Balance.
 - Previous Years Money not spent &
 - Collections for Delinquent Accounts.
 - ❖ Theoretically Rate-Payers Money.
 - ❖ May be Utilized to Stabilize the Rate.

ALLOWABLE USE OF FUNDS

- Operating Fund, "Fund Balance"
 - Prior Year Earnings, No Real Limits Regarding Usage
- Assessment Fund, "FCC Fund"
 - Capital Projects and Major Equipment Expenses Only
- WPCA CIP Fund, "STIF Fund"
 - Possible Sub-Accounts Set Up for Designated Usage

CIP Planning & Upgrades

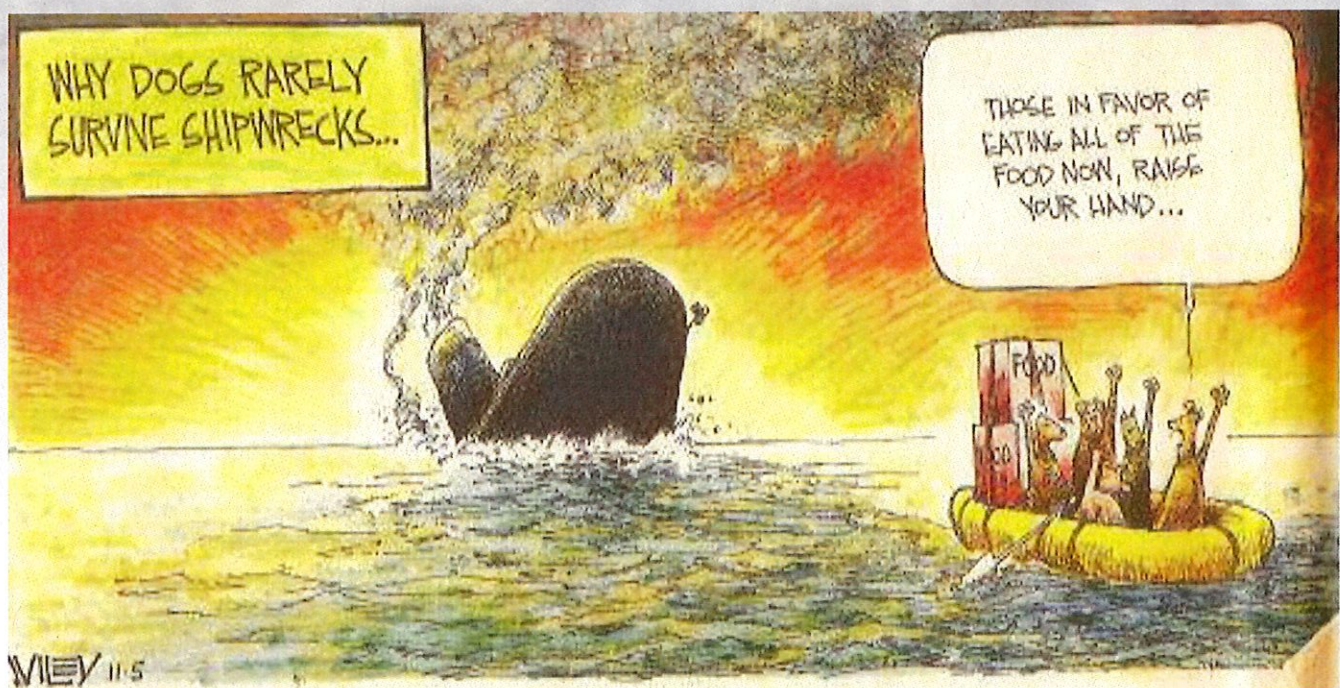
- Have a Plan... Have Goals
 - Good Long Term Planning Takes Care of All Short Term Decision Making.
- Eating an Elephant One Bite at a Time
 - We Have a Vast Number of Successful Projects to Our Credit, Completed Over 10-Years.
- Know Your Pace
 - We Have Spent Close to Two-Million Dollars Upgrading and Improving Our Facility. How Do We Measure the Return on Our Investment (ROI)?

Town Treasurer Amy O'Toole

- Using *One-Time Money* to cover operational fees is not good practice.
- No Debt is a great thing.
- Paying for things as you go is the way it should go.

Rate, CIP Planning & Upgrades

- **3-Year Plan ('18/'19, '19/'20 & '20/'21)**
 - Fund Balance Utilized for Offsetting Rate Increase
 - Thoroughly Review Plan Yearly for “Adjustments”
 - Assist in Maintaining a Strong Future Balance
 - Sensible Long-Term Approach for Facility Health



SUCCESSFUL MAJOR UPGADES

PUMP STATIONS (8 of 10 have undergone major improvements)

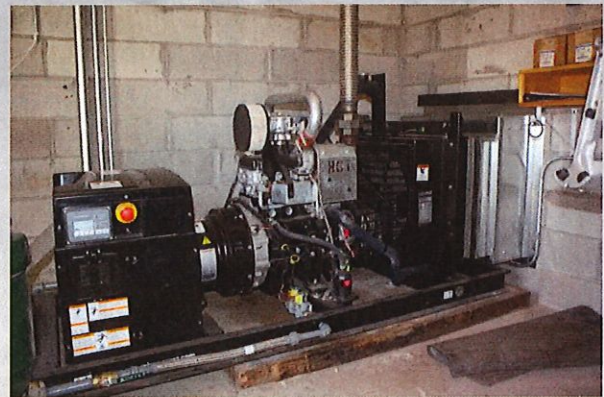
- **Scout Hall** (Pumps, Controls, Electrical, Alarms, Generator, etc.)
 - **Newberry Road** (Pumps, Pump Hardware, Controls, Alarms, etc.)
 - **Industrial Park** (Pumps, Valves, Controls, Electrical, Generator, Site)
 - **Route 5** (Pumps, Valves, Controls, Electrical, Alarms, Generator, Site)
 - **Mill Pond** (Pumps, Valves, Controls, Electrical, Alarms, Generator, etc.)
 - **Scantic Road** (Pumps, Controls, Alarms, etc.)
 - **Mill Street** (Pumps, Controls, Alarms, etc.)
 - **Perri Lane** (Pumps, Controls, Alarms, etc.)
-
- **Cost to Update Ourselves vs Contracted Out**
✓ **\$385,307.00** **\$1,930,000.00**

CIP Major Highlights

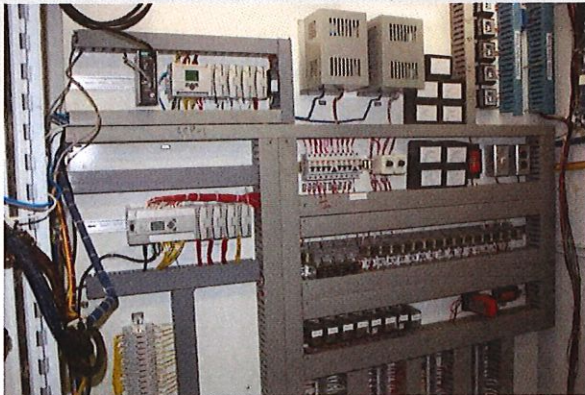
Industrial Park Pump Station Upgrade



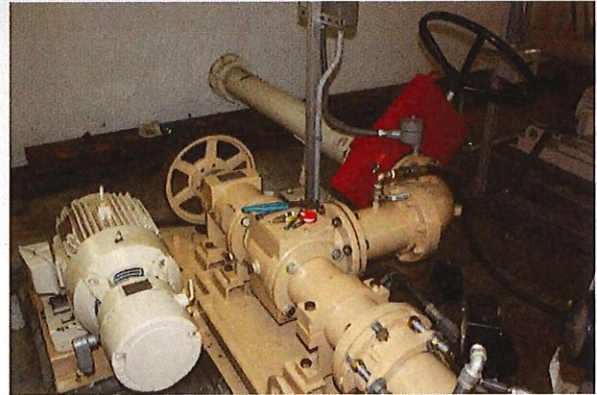
Mill Pond Pump Station Upgrade



(ACP) Area Control Panel Upgrades (4 total)



Valve Replacement Scum Pump System



SUCCESSFUL MAJOR UPGADES

➤ Grants, Claims, and Financial Opportunity

- ✓ **NU Small Business Energy Advantage Program**
- ✓ **NU Electrical Incentive Program (Lighting, VFD's & Study)**
- ✓ **USDA ARRA Grant/Loan (Pump Station & SCADA Upgrade)**
- ✓ **USDA ARRA Grant/Loan (Sewer Line Extension)**
- ✓ **HMGP-FEMA SCADA Upgrade (SCADA for 3-stations)**
- ✓ **CIRMA Claims (Contractor at Fault, Lightning Strike, Faulty Hoist)**
- ✓ **FEMA Damage Claims (Hurricane Irene & Winter Storm Alfred)**

DIY Versus Debt

➤ **Status of Surrounding WWTP Facilities**

- Recent Neighboring Facilities & Taking On Debt – Initial Costs is Never Enough

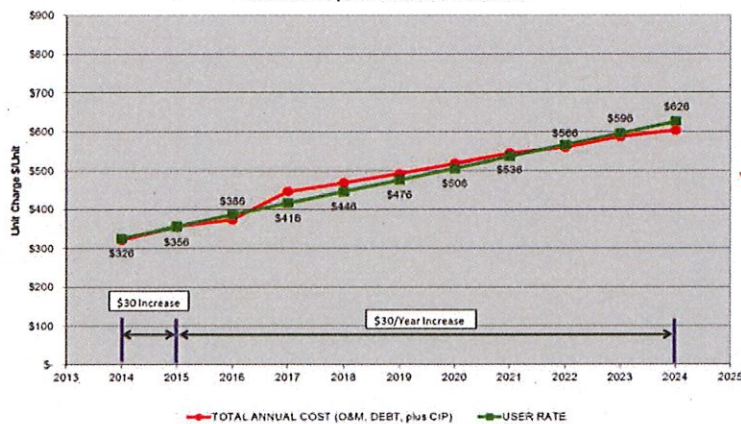
➤ **Engineered WPCA Revenue and Rate Evaluation**

- High Yearly Increases Plus Debt to be Repaid Over Twenty-Years
- 2020 Projected SUC @ \$476 - \$531 Per User
- Initial CIP Costs Did Not Include a Thorough Facilities Plan (part of basic plan at a cost of \$340,000)
- Detailed Plan Was Not Nearly Complete (Reference the Need for thorough Facilities Plan)

DIY Versus Debt

- Our Promise...
 - Complete Projects Ourselves
 - Within Our Timeline
 - Affordably and Thoroughly
- We Are Not Afraid of Challenges
- Debt Free & Building Reserves
- Understand...
 - ✓ This is Not Our Money
 - ✓ This is Our Community and Customer's Money

Figure 4: Rates vs. Costs - All Pump Stations Upgrades
Scenario C - Option 1 Uniform Rate Increase



Our Engineered Study was an approach that required rates to increase roughly \$30 per year and reach approximately \$626 per unit by FY 2024.

BENEFITS OF AN EXPERIENCED STAFF

- **Understanding the Culture at the Facility.**
 - Our Experienced Employees are dependable and loyal; they are building an investment in our future.
 - Our Staff feel “Responsible” for the facility.
 - Responds when called upon, regardless of hour/conditions.
- **Know what to do, and when to do it.**
 - Process Control and Nitrogen Program.
 - No Automated Flow Monitoring – No Problem.
 - Thorough Mapped Inventory of Collection System removes guesswork.
 - Improving Performance regarding RAW Wet Well Facility.
- **Previous Experience / Performing Under Pressure.**
 - Undergoing exposure to difficult or unique situations assist with understanding how to deal with them in the future.
 - ✓ Lightning Strike.
 - ✓ Failure of Solids Pump and Valving.
 - ✓ Power Supply in ACP #2.
 - ✓ PLC Failure at Mill Pond Village Pump Station.

STAFF

- Total Years Experience – Over 179.
- Total Years Experience in East Windsor 148.
- All Operators are Licensed.
 - 1 - Class IV Wastewater.
 - 4 - Class III Wastewater.
 - 2 - Class II Wastewater.
 - 1 - Class I Wastewater.
- Educated.
 - 1 Masters Degree earned.
 - 3 Bachelor of Science Degrees earned.
 - 6 Associate Degrees earned.

EW WPCA Facility Status

- Available Capacity – Upgraded in 1996 – “Exception to the Rule”
- Pump Station Upgrades
- Facility Upgrades
- Maintaining and Building a Knowledgeable Staff for Present and Future
- Not Counting Chickens Before They Hatch:

We've Not Added Revenue from any Additional, Rumored, or Unfinished Project to Our Budget.

Awards & Recognition

- **2020 New England Water Environment Association**
 - **NEWEA Wastewater Utility Award**
 - (outstanding performance of a wastewater division in the New England area as illustrated through the implementation of industry best management practices)
- **2018 CT DEEP – Inspectors S. Unger & C. Motasky**
 - **CMOM Inspection** (Capacity, Management, Operations & Maintenance of Collection Systems)

Upon leaving after the second day, Mr. Motasky remarked that *“...now we know what CAN be accomplished at our wastewater treatment facilities.”*

- **2013 – 2019 Connecticut Wastewater Management Leadership**
- **Director E. Arthur Enderle III**
- **Instructor Edward Alibozek**
- **Graduates Steven Bednarz Jr, Jonathan Ference, Katherine Kneeland**
- **2012 Atlantic States Rural Water & Wastewater**
 - **ASRWWA Outstanding Operations Award**
 - (commitment to the protection of public health & Connecticut waterways through improvements to your sewer infrastructure)
- **2004 United States Environmental Protection Agency**
 - **U.S. EPA New England – Region 1**
 - **Operations and Maintenance Excellence Award**

Thank you!
Any Questions?

by:

Arthur Enderle, *Superintendent*
Edward Alibozek, *Chief Operator*

**WATER POLLUTION CONTROL AUTHORITY –
TOWN OF EAST WINDSOR, CT**

305- 1/23/2020 Attachment D

First Selectman's Report – January 23, 2020

Over the last two weeks, I've completed initial meetings with department and agency heads regarding their budget requests for the next fiscal year. The next step is for me to complete my budget recommendation to the Board of Selectmen, which I hope to have posted by the end of next week in time for an initial public hearing on February 4 and a formal presentation to the Board of Selectmen on February 6. As we move beyond that, the board will hold a series of budget workshops to review department and agency submissions and my recommendations. These workshops will be held in the Town Meeting Room so that they can be recorded and viewed by the public. I've offered to make the Town Hall Meeting Room available to the Board of Education for their workshops, as well, so that they can be televised in the interests of transparency.

The Town Assessor has completed our initial Grand List submission (more than three weeks ahead of schedule!) and the initial update shows that we realized a modest positive growth of \$15 million, or roughly 1.6%. This is still subject to the assessment appeals process, but it's a good upward trend.

Town Clerk Joanne Slater has indicated her intentions to retire at the end of July. Joanne has been with the Town since 2006 and has served in her current capacity since 2010. Joanne grew up here and has spent the last 14 years serving our community. It'll be sad to see her go, but I'm sure we'll all wish her many happy years ahead. Because she's seen fit to provide ample notice, it should allow us to incorporate her into the process to help select her successor, which is certainly appreciated.

On January 14, the Emergency Management team met to get me up to speed on how the Town responds in emergency circumstances, and what steps we need to be doing now to prepare for them before they happen. I was really impressed with the professionalism and preparedness of all Town departments and agencies represented. Departments represented included the Police Department, WPCA, Community Services, Town Treasurer, Public Works, both fire departments, emergency management, the East Windsor Ambulance Association, the East Windsor Housing Authority, the school district, and Deputy First Selectwoman DeSousa.

On January 15, it was my pleasure to be invited to serve as the honorary team captain for the East Windsor High School boys basketball team as they took on the Civic Leadership Academy. I was even invited to visit with the team ahead of the game and joined in the pre-game announcement ceremony. Thanks to Coach Gelsomino and Coach Wilkins for the invitation, and for the win!

On January 21 the Senior Center hosted its monthly "Coffee with the First Selectman." This is a great opportunity to engage with constituents who typically aren't able to attend evening meetings, to hear from them, and to share information. We talked about topics as far reaching as the casino, good farming practices, the splash pad, and ideas around the budget. That same day, CRCOG came and offered a presentation of the Route 5 Study results that were to be presented to the town the following night, giving seniors an opportunity to hear what's going on and offer their own concerns or ideas.

Later that evening, the Pension Board held its quarterly meeting. Our pension plan outpaced the Town's benchmark by 44 basis points over the last quarter, and I'm pleased to share that the plan earned a 20% return in 2019, adding more than \$4 million in plan value. They'll meet again next week with the actuary to discuss any needed adjustments to mortality assumptions or return assumptions, as well as to consider adjustments to our amortization schedule.

On January 22, I attended the CRCOG Policy Board meeting in Hartford with more than twenty other municipal CEO's. At the meeting, there was a presentation from CT Data Haven about their latest report. They work to collect all kinds of data to produce the Greater Hartford Community Wellbeing Index, which looks at such datapoints as demographic and economic changes, health, local education, civic life and infrastructure. The data can be accessed at <https://ctdatahaven.org/home>.

When I got back to the office, Melissa Maltese and I met with a representative of the Willimantic Chronicle to talk about enlisting their help in producing a community newsletter, with the intention that it be distributed to each home in the community on (hopefully) a quarterly basis. I'll share more about that at our next meeting.

Last night, CRCOG presented the initial findings of the Route 5 Study project, which sought to look at future best uses of the Route 5 corridor, and what steps can or should be taken to address ongoing traffic issues there, as well as to prepare for future growth.

As a reminder, Superintendent DeBarge has graciously offered to provide any member of our board who is interested with a tour of the schools. Because this can be somewhat disruptive to students if not well-coordinated, she's asked me to remind folks of the offer and to let her know by the end of next week if you are interested in touring the schools.

I made a commitment to reach out to and visit with the business community as best as I can. When I do these visits, I'm typically starting conversations by asking a few standard questions: what are we doing right as a town government to support our business community; what can we be doing better; how can we attract new business to town? Over the last two weeks I've visited with Geissler's, Jr Russo and Associates, New England Auto & Truck, Collins Company, and InfoShred. I've been grateful to the businesses I've visited so far for the hospitality they've shown, and for the generosity with their time answering some of my questions. My outreach to the business community will continue in the weeks to come.

There are three events coming up that I would like to draw people's attention to. First, this Sunday at the Osborne House from 1-2 will be a public training with the Keep America Beautiful Organization that the Beautification Committee has been working closely with. On Tuesday, February 4, the Board of Selectmen will hold an informational forum concerning the potential formation of a special services district for fire services in the Broad Brook section of town. The informational forum will be at East Windsor High School at 6:30pm. Finally, on February 15, Abby's Helping Hands is sponsoring their annual Winter Gala and Silent Auction at Maneeley's in South Windsor. We hope to see you there.

Respectfully submitted,

Jason E. Bowsza
First Selectman

SN- 1/23/2020 - Attachment E

January 23, 2020

Deputy First Selectman's Liaison Report

Over the last two weeks I have had problems with my personal internet and home telephone. Glad to report it is finally fixed properly. If anyone has tried to reach me on either forum; please accept my apologies. I have also been made aware my voice isn't projecting loud enough in the back. Without getting into medical issue I will do my best to position myself under the hanging mics in the room. I would appreciate any input after tonight's meeting so if that doesn't work I will purchase a table mic.

January 14, 2020 – I attended the Emergency Management Informational and Training Forum at the East Windsor Police Department in the A.M.

January 14, 2020 – I attended the Parks and Recreation meeting where they discussed the 2020-2021 budget and financial review. Sexual Harassment classes are now mandatory per the State of CT for all staff members to include seasonal staff. April 4, 2020 date has been set aside for the Easter Bunny Breakfast. A \$700.00 donation was made to the Youth Basketball Program.

January 14, 2020 - Although I arrived late due to the above mentioned meeting I was able to attend most of the Planning and Zoning meeting. I defer to Selectmen Alan Baker for his report tonight.

January 15, 2020 – The Broad Brook Mill Site Remediation Committee that I attended provided me with background information of where things stand with Collins Aerospace. Around September/October communication has broken down although attempts via telephone calls have not been returned. Therefore, this Committee is looking for the Board of Selectmen for input. Where do they go from here? They are looking to be placed on our next agenda. I defer this request to 1st Selectmen Jason Bowsza.

January 20, 2020 - I planned to attend the Warehouse Point Fire District meeting but due to illness I was unable to attend. I did read their minutes and have some concerns/questions.

January 22, 2020 - I attended the Public Information Meeting #1 of the Route 5 Corridor Study held by the Department of Transportation. I found the Q&A session very informative. The audience asked questions and shared their ideas for improvement. I thank them for speaking up!

Respectfully Submitted,



Marie E. DeSousa

Deputy 1st Selectman

BA- 1/23/2020 - Attachment F

Selectman Nordell's Report for 1/23/2020

January 22nd I attended the Rt5 Corridor Study. I feel there are many issues along the 5 miles of state road from Enfield to South Windsor and hope that with this study it will help aid in the finding of solutions.

Also last night I attended my first Beautification Committee Meeting. I would like to thank them for rearranging their schedule to accommodate me. This Sunday at 1pm I hope to join them and The Keep America Beautiful Training at the Osborne House. The committee is also going to look into entering a contest presented by HGTV for a Town Makeover. This Committee is still seeking members so if anyone is interested please apply at town hall.

Upcoming events include;

January 25th at 11AM at the high school the Booster Club will be doing an official presentation of the new electronic sign that The Booster Club worked very hard at for many years to raise enough funds to purchase and install the sign.

January 29 at 6pm the EWS music Dept. will be hosting a fundraiser at the high school. Music students will be performing various acts, showing off their talents. Food, coffee and hot chocolate will be provided. Tickets are \$10. And all proceeds will be used to fund upcoming music department trips.

The East Windsor PTO is trying to host a Family Glow Dance on February 13th, however volunteers are desperately needed to run and help at this event. I am hoping some people step up and volunteer for this event so that it can be made possible. The PTO does just a few fundraisers a year but they are very successful at raising money for the grammar and middle school. These funds are used to help purchase extra enrichment items and supplies that the BOE budget can't afford. Some items in past years include new basketball backboards for the gym, musical instruments, sound and PA systems.

East Windsor Little League and Juniors Baseball registration is now open for the 2020 season and you can sign your child up online or on facebook.

AHRC will be holding a Scantic River Super Bowl hike on Sunday February 2 at 1pm. They will start at the Powder Mill Barn located at 32 South Maple ST, Enfield. This is a great chance to work off some calories before drinking all that beer and eating all those wings while the Patriots lose to the Dolphins. Oh wait, wrong game. Well anyways, provided you don't get lost you will be home in plenty of time to watch great commercials.

SW- 1/23/2020- Attachment G

Selectmen's Report – January 23rd, 2020

On Wednesday, January 15th, 2020 the Board of Finance held their regular monthly meeting. There was discussion of a WHPFD FY 18-19 deficit in the amount of \$10,149.00. This was brought up by our Town Auditors on December 16th, 2019 on page 68 of their report. The town pays 100% of taxes for the fire district in July, then we recoup it. However, things were included in the grand list that shouldn't have been, so more money was paid out than should have been. The adjustments were made in August and September, after the money was already given to the WHPFD. Taxes got abated because there were exemptions that were not included on the grand list, leaving them in a deficit. The Board of Finance has decided to leave this alone at the moment and will reevaluate this situation in June.

On Monday, January 20th, 2020 the WHPFD held their first budget workshop. The Commissioners began discussion of future plans for growth and started making adjustments to their line items. There was discussion of the possibilities of purchasing a new truck, possible addition to Station One and adding part time staff to Monday nights and weekend day shifts. Their next scheduled budget workshop is Monday, January 27th, 2020 at 7:00PM.

Last night I attended the forum on the Rt. 5 Corridor Study, a presentation put on by CRCOG and Transystems at the high school. A study group was put together five years ago to evaluate and analyze the East Windsor Rt. 5 corridor, an approximate five mile stretch from the South Windsor to the Enfield line. The goals of the study included: safety, congestion, mobility and to provide for economic growth. The parties involved plan to wrap things up in May, hosting another presentation similar to last night. This will be our template used in decision making and most of the plan has a design year of 2040.

Following the presentation, I attended the Board of Education meeting down the hall. The room was filled, as the 2nd Quarter Outstanding Students were recognized, as well as the Crystal Apple Award Recipients from all three buildings. The Crystal Apple Award is provided by David Mosher and Horace Mann Insurance recognizing a staff member nominated by their peers for going above and beyond and adding a positive impact to the school in which they're employed.

After two rounds of interviews, the Board was proud to hire a new High School Principal – Allison Anderson. Ms. Anderson is currently the Assistant Principal and Master Scheduler at East Hartford High School and served as Math Department Chairman and taught Pre-Algebra and A.P. Calculus eight years prior to that also at East Hartford High School. Ms. Anderson also coached girl's basketball and cross country. I had the pleasure of meeting her and welcoming her to East Windsor last night. I am excited that her background in management and experience will make her a great addition to East Windsor High School. The Board of Education issued a press release on her appointment today.

Dr. DeBarge shared a letter that the East Windsor School District had received from the Hartford Public School System dated December 17th, 2019 in regards to the Choice Program. Hartford Public Schools expects our district to prove residency for the special needs students that come to East Windsor Schools through the Choice Program. This is not a current practice, and is not the responsibility of East Windsor. Per state statute, CREC is responsible for determining program eligibility for participants in the Open Choice Program. Dr. DeBarge has responded to the letter stating East Windsor will not comply with this request because it is discriminatory, as only Hartford special needs students have been targeted and the

request comes midyear, after half of the services have already been provided. The estimated revenue from this is approximately \$760,000.00 and Hartford Public Schools is essentially trying to withhold the reimbursement of these funds for education that we are already providing their special needs students. It is important to note that this letter was sent to other districts, not just East Windsor and CREC, the Connecticut State Department of Education Chief Financial Officer and the Legal Director for the CSDE Bureau of Legal and Governmental Affairs were copied on East Windsor's response to Hartford Public Schools.

There will be a Legislative Update with Representatives Christopher Davis and Carol Hall on Saturday, January 25th, 2020 from 12:30PM-2:00PM at Problem Solved Brewing Co. for those interested in what's occurring at the state level.

Submitted With Sincerity,

Sarah A. Muska, Selectman

BWS- 1/23/2020- Attachment #1

Selectmen's Report – January 23, 2020 – Selectman Baker

PLANNING & ZONING:

Terry Hahn visit- warehouse point study

- Blue ditch watershed stormwater improvement under study. Current impervious cover allotments for the zones is not maxed, but if near levels currently approved, blue ditch would need improvements to handle it.
- Future land use map - discussion of the new zones possible for increasing development potential continues.

DDJ Group Enterprises permit renewal - Sardilli's is looking to sell their spot to another buyer, a deal is in the works. Since he has all needed permits and approvals it makes the deal easier to do. He thanks the town of East Windsor for its professionalism and efficiency in making the process as smooth as possible. The staff at town hall and the appointed members of the land use boards deserve to be commended for their work on this project.

Meadow Farms – Residents reported longstanding issues with developer performance. A lot of work is not completed and the road is in bad shape. Research is being done on the situation which will possibly land on our agenda. Builder not in business as a builder any more. (doing property management now)

ROUTE 5 CORRIDOR STUDY PUBLIC MEETING:

About 50 people showed up. CCROG rep gave a presentation of the current traffic problems according to their study. Their next step would be to deliver a final report to the public in the next few months with proposed solutions to the various problems and suggestion for enhancements, along with basic costs of each solution. Then it would be our town's responsibility (officials AND residents) to try to get projects prioritized and funded. Potential funding sources are DOT, state, federal, and local dollars. Hopefully our senators and reps can help at the state level to keep focus on the need for something to get done here.

I attended the board of finance mtg. Of interest was discussion of an audit finding pointing to a deficit in the WHPFD budget due to grand list exclusions that didn't allow some taxes to be collected. The only mechanism to remedy this is to pull from the grand list. The board also discussed whether or not a cyber security audit should be performed at some point, due to an audit suggestion. As an IT professional with security experience I think this is something we should seriously consider. I spoke at

length on the subject to our IT guy and I'm pretty confident he's paying attention to the risks, but there's a lot ways to get in trouble.

PENSION BOARD:

Pension fund update by Webster Bank:

Presenters Robert Maglio and Robert Lebreux

- Defined Benefit pension had 20.01% return in 2019
- OPEB return in 2019 20.63%
- Holding steady with the current portfolio mix unless there are significant changes in the economy. Equities in pension fund currently at 65%, would decrease that if something significant happens, like the Fed cutting rates or other large economic events.
- The board discussed an email from Rebecca A. Sielman of Milliman notifying us that mortality table would be changing, and recommending consideration of a modest reduction in the interest rate assumption. pension 81.8% funded, 11 years remaining in a 20 year amortization period. 5.7MM unfunded liability remaining. The town made a 1.344MM total contribution in 2019 - \$597,748 dollar of that was last year's makeup cost (prior service cost). Decision needs to be made soon, special mtg to be set up to make decision as it needs to be done before next regular meeting. Extended conversation on the different interest rate assumption and amortization terms. Milliman to give a breakdown of the options. Special meeting 1/28 @4:30 to discuss and decide what steps to take.

We were contacted via town email by a resident asking that we "please encourage the Commission to hold their meetings at Town Hall and have them broadcast and make available on YouTube in order to create the transparency that a commission like this needs."

That's it for this month, if you have any questions or anything you think I should be aware of, let me know.