1. **TIME AND PLACE OF MEETING**
   Thursday, August 4, 2022 at 7:00 p.m.
   Town Hall – John Daly, Jr. Meeting Room
   11 Rye Street, Broad Brook, CT 06016
   Join Meeting Via Zoom:
   [https://zoom.us/j/3326833563](https://zoom.us/j/3326833563)
   Meeting ID: 332 683 3563
   Passcode: **townhall**
   One tap mobile:
   16465588656, 3325833563# US (New York)
   13126266799, 3328833563# US (Chicago)
   Dial by your location:
   +1 646 558 8656 LS (New York)
   +1 312 626 6799 LS (Chicago)
   +1 301 715 8592 LS
   +1 346 248 7799 LS (Houston)
   +1 669 900 9126 LS (San Jose)
   +1 253 215 8782 LS
   Meeting ID: 332 683 3563

2. **PLEDGE OF ALLEGIANCE**

3. **ATTENDANCE**

4. **APPROVAL OF MEETING MINUTES**
   A. July 21, 2022 Regular Meeting Minutes

5. **PUBLIC PARTICIPATION**

6. **COMMUNICATION**
   A. Discuss Letter to Drake Real Estate

7. **BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS**
   A. Resignations: **none**

*Any starred items will not be discussed but will remain on the agenda pending receipt of additional information*
B. Reappointments:
   1. Rick Osborn (R), Inland Wetland and Watercourse Agency, regular member (Secretary) for a term expiring September 1, 2026

C. New Appointments:
   1. Sharon Aprea (D), Arts and Culture Committee, regular member for a term expiring April 21, 2023

8. UNFINISHED BUSINESS
   * A. Discussion of Windbrook Homes Developers Agreement

9. NEW BUSINESS
   A. Discuss proposal for a Site Restoration Plan - 222 and 232 South Main Street to include Ruth Calabrese
   B. Discuss and possible ratification of contract term changes for the Chief of Police and Deputy Chief of Police, as recommended by the Police Commission
   C. Tax Refunds

10. SELECTMEN COMMENTS AND REPORTS
    A. Jason Bowsza
    B. Marie DeSousa
    C. Sarah Muska
    D. Charlie Nordell
    E. Alan Baker

11. PUBLIC PARTICIPATION

12. EXECUTIVE SESSION
    Pursuant to C.G.S. Sec. 1-200 (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. Action possible.

13. ADJOURNMENT

DISTRIBUTION
Sharon Aprea           Rick Osborn
Ruth Calabrese        Randi Reichle
Chief DeMarco         Kate Carey-Trull
Deputy Chief Hart     Town Clerk
Robert Leach          Journal Inquirer

*Any starred items will not be discussed but will remain on the agenda pending receipt of additional information
July 29, 2022

Mr. Jon Hauser
Drake Real Estate
496 South Broadway
Denver, CO 80209

RE: Development opportunities in East Windsor, Connecticut

Dear Mr. Hauser:

I recently read in the Hartford Business Journal of the rejection of your text amendment proposal before the South Windsor Planning and Zoning Commission. In that article, members noted that they didn't want to see the Buckland Road area becoming like Route 5 in East Windsor.

I would like to invite you to consider East Windsor as a potential site for your project.

In fact, East Windsor is home to many thriving automotive businesses along our Route 5 corridor, from one of the nation’s largest independent auto auctions (currently celebrating its 75th anniversary), to many supporting businesses. The Town boasts of a customer-friendly zoning approval process and seeks opportunities to welcome and work with new businesses in our community.

The Town of East Windsor is a growing community looking to embrace new businesses and new industries. There is strong evidence to suggest that automotive industry businesses do well in the Town of East Windsor. We have two highway exits off I-91, and we are located equidistant between Hartford and Springfield, equidistant between I-84 and I-90, and we are centrally located in New England’s Knowledge Corridor.

A further review of conditions along Route 5 show East Windsor’s business corridor to be a more attractive fit for a high-quality electric car dealership than our neighbor to the south. The East Windsor Planning and Zoning Commission, which shares my business-friendly perspective, is currently in the process of amending the Town’s zoning regulations, with the intention of easing restrictions on EV charging station placement. The hearing is scheduled for August 9th, and a copy of the draft regulations is attached for your review.
Page Two (2)

We would welcome the opportunity to work with you to find a location within our community that would meet your needs as you continue to lead in a growing industry.

Please let me know if you would be interested in a conversation with my team and me.

Respectfully,

[Signature]

Jason E. Bowsza
First Selectman

Enclosures
New Section proposed for the East Windsor Zoning Regulations
Public Hearing to be held on August 9, 2022 at 6:30 PM
In person at East Windsor Town Hall located at 11 Rye Street, Broad Brook, CT or remotely at via the link provided.

https://eastwindsorctmy.sharepoint.com/fp/kjohnson/ErhmEfQP3FCIZUWpGnjGRQBDtDJPkkJU5x_13wldjs5uQ?e=hV4qsd

601 OFF STREET PARKING REGULATIONS

601.8(new) ALTERNATIVE ENERGY INFRASTRUCTURE

a) Electric Vehicle (EV) Charging: Any new commercial developments or multi-unit residential developments which include thirty (30) or more parking spaces for passenger vehicles shall include all of the necessary infrastructure required to support electric vehicle charging stations in not less than ten (10) percent required parking spaces. Such charging station shall, at a minimum, be capable of providing two hundred eight (208) to two hundred forty (240) volt alternating current, as defined in Chapter 277, Section 16-19f of the CT General Statutes, as amended.

b) In instances where EV charging stations are being retrofitted/incorporated on the site of an existing business or multi-family establishment, any above ground EV charging component less than four (4) feet tall, requiring less than five (5) square feet of disturbance, shall not be considered a structure subject to zoning setbacks.

c) Passive Solar Canopies: Free standing canopies which include solar or other alternative energy systems proposed in conjunction with a site development application shall comply with all applicable setback requirements as defined in Section 501 of these regulations. The Planning & Zoning Commission, through the issuance of a Special Permit may reduce any applicable setback by up to fifty (50) percent and 2/3 vote when the following has been demonstrated:

1. The proposed location will not disrupt on-site traffic circulation.
2. Any increased drainage or runoff generated by the proposed canopy will not discharge toward adjacent property lines.
3. The canopy design and proposed location will not create glare to adjacent properties.
4. The purpose of the proposed canopy, as supported by the submitted application materials is to reduce the overall dependency of the building or tenant on traditional energy systems.
Town of East Windsor
IWWA - Staff Memo

To: IWWA Commissioners
From: Danielle Miller
Date: August 3, 2022

Re: Tighe & Bond Proposal: Remediation Plan Development- Balch Property 232 South Main Street

In 2021 the Town entered an agreement with James Balch regarding restoration of wetlands and watercourses impacted by illegal filling activities at property located off South Main Street. It was agreed that the restoration plan will be carried out in three phases.

1. soil study to determine the extent of impact - COMPLETE - May 2022
2. restoration/remediation plan development – submitted for review
3. restoration/remediation plan implementation

The agreement establishes that Mr. Balch will submit payment prior to each of the three phases listed above. Tighe & Bond completed the soil study, and Mr. Balch submitted the funds for the first phase to the Town.

The next step in the process is to complete Phase 2. Tighe & Bond has submitted a proposal for the development of a restoration/remediation plan. The proposed cost is $27,500, exclusive of additional hourly rates incurred.

The final Phase (3) will be to implement the plan. This will require a separate contract.

IWWA must formally refer to the Board of Selectmen for their consideration the IWWA’s recommendation to award the contract with Tighe & Bond for the restoration/remediation plan.

MOTION:

The Inland Wetlands & Watercourses Agency awards the contract to Tighe & Bond for the development of a restoration/remediation plan for the property located at 232 South Main Street, East Windsor CT and formally refers it to the Board of Selectmen for approval.
July 8, 2022

Ms. Ruthanne Calabrese  
Zoning & Wetlands Compliance Official  
Economic Development Liaison  
Town of East Windsor Planning and Development Department  
11 Rye Street  
Broad Brook, CT 06016

Re: Proposal for Site Restoration Plan  
222 and 232 South Main Street  
East Windsor, CT

Dear Ms. Calabrese:

Tighe & Bond is pleased to provide the Town of East Windsor (the “Town”) with this proposal to provide consulting services for the preparation of a Site Restoration Plan for the properties located at 222 and 232 South Main Street in the Town of East Windsor, Connecticut (the “Site”). The East Windsor Inland Wetlands and Watercourses Agency has issued a Cease and Restore Order to the Property owner of 222 and 232 South Main Street, where polluted fill was placed over an approximately 2-acre portion of a regulated wetland and floodplain.

Background

Tighe & Bond previously completed a Forensic Soil Assessment of the filled area as summarized in our Forensic Soil Assessment Report, dated May 2022. As summarized in the report, the fill material present within the regulated wetland and floodplain is composed primarily of construction and demolition debris and is present from the ground surface to depths of up to eleven feet. Elevated concentrations of volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), extractable total petroleum hydrocarbons (ETPH), lead, pesticides, polychlorinated biphenyls (PCBs), and asbestos containing material (ACM) were identified in soil and/or debris present on-site.

The attached figures show the Site location and approximate limits of fill based on satellite imagery obtained from NearMap, dated March 2021 (Figure 1), the approximate limits of filling in relation to the mapped inland wetlands (Figure 2), and approximate limits of filling in relation to the mapped flood zones (Figure 3).

The results of the Forensic Soil Assessment indicate the following:

- Field activities completed as part of the Forensic Soil Assessment confirmed significant filling of the wetland/floodplain area, as observed in Test Pits TP-3, TP-4, and TP-6 through TP-17.
• Laboratory analysis on soil/debris samples collected from the fill mass indicate that elevated concentrations of trichloroethylene (TCE), ETPH, several PAHs, pesticides, and PCBs are present in the fill. The presence of these contaminants at concentrations above the Connecticut Remediation Standard Regulations (RSR) numerical criteria in soils at several test pit locations and the presence of ACM preclude the fill material from being classified as “clean fill” as that term is defined in Section 22a-209-1 of the Regulations of Connecticut State Agencies (RSCA).

• Based on field observations, available mapping, and assuming an average thickness of fill of 8 feet and 89,436 SF (2.05 acres) of placed fill material, approximately 25,500 cubic yards (yd³) of fill is present within the regulated wetland/floodplain areas of the Site.

Wetland functions and values have been impacted by the filling. The functions and values assessment of the adjacent wetland and watercourse determined that the primary wetland functions were groundwater recharge and discharge, flood flow alteration, sediment and toxicant retention, nutrient removal, and wildlife habitat.

• **Groundwater Recharge and Discharge:** Fill placement has modified the capacity of the soils to infiltrate water to groundwater or to discharge groundwater to the nearby stream.

• **Floodflow Alteration:** The placement of fill in a floodplain has resulted in a loss of flood storage, which may impact downstream areas during flood events. The location of fill also extends towards mapped floodway and may result in velocity impacts during flood flows.

• **Sediment and Toxicant Removal:** The fill has reversed the function of sediment and toxicant retention by contributing sediment and toxicants directly to the adjacent wetlands and watercourse.

• **Nutrient Removal:** The fill may directly leach nutrients or contribute nutrients bound to lost sediment. Nutrient retention and removal by vegetation uptake no longer occurs in the fill area where vegetation was removed or buried. Filling may have impacted natural nutrient removal processes, such as denitrification, by disrupting the hydrology and soils in the wetlands.

• **Wildlife Habitat:** Vegetation removal within the filled area impacts wildlife habitat. The vegetation provided a variation of cover types, which is important for species diversity. The fill area is in the riparian corridor of a smaller stream, and filling has narrowed the width of that corridor, which may impact wildlife passage. Impacts to the area hydrology through changes in infiltration and flood storage can also impact wildlife habitat. Fill may have directly buried species living in the wetlands or impacted aquatic organisms in the adjacent stream through increase turbidity.

**Scope of Services**

Presented in the following section is Tighe & Bond’s technical approach to the preparation of a Site Restoration Plan as requested by the Town.
Task 1 – Site Restoration Plan

To address the findings of the Forensic Soil Assessment and to facilitate restoration of the wetland functions and values impacted by the placement of fill, Tighe & Bond will prepare a Site Restoration Plan that will be comprised of the following two components:

1. A Remedial Action Plan to address the contaminated fill materials; and
2. A Wetland Restoration Plan for the restoration of wetland functions and values.

Tighe & Bond will prepare a Remedial Action Plan to address the previously identified contaminated fill material that has been placed within the wetland/floodplain area. To facilitate restoration of wetland functions and values, remediation will focus on the removal of contaminated fill. Remedial actions may involve focused excavation and special handling and disposal of “hot spot” areas based on sample results obtained during the Forensic Soil Assessment. Due to the presence of several contaminants above the GA pollutant mobility criteria (PMC) and the identification of ACM fill material, special soil management procedures for excavation activities and management of groundwater in areas where the fill extends below the water table. Confirmatory soil sampling may be necessary to render an opinion whether the remedial actions have been successful as part of the restoration effort.

Tighe & Bond will prepare a Wetland Restoration Plan in accordance with the U.S. Army Corps of Engineers New England District Compensatory Mitigation Standard Operating Procedures, dated December 29, 2020, as the second phase of the Restoration Plan. The goals of this phase will be to restore previously identified wetland functions and values and impacted resources to pre-fill conditions. The Wetland Restoration Plan will provide recommendations and alternatives to re-establish the palustrine forested and scrub-shrub broad-leaved deciduous seasonally flooded/saturated wetland and restructure the unnamed perennial watercourse channel along the southwestern portion of the investigation area. In addition, the negatively impacted functions and values identified in the May 2022 Forensic Soil Assessment (i.e., groundwater recharge and discharge, flood flow alteration, sediment and toxicant removal, nutrient removal, and wildlife habitat) will be included in the Wetland Restoration Plan. Surveying and periodic monitoring of the restoration efforts and progress will be necessary to ensure success.

Task 2 – Meetings

To support the Town and to aid in the development of a plan that meets the goals of wetland restoration, Tighe & Bond has included a budget for attendance at up to three meetings to discuss the remediation/restoration approach with federal, state, and local regulators. For budgeting purposes, it is assumed that any such meetings would be attended by a Tighe & Bond Licensed Environmental Professional (LEP) and a Professional Wetland Scientist/Registered Professional Soil Scientist.

Project Support

In addition to the tasks outlined above, Tighe & Bond can provide additional consulting services upon request. Such services can include additional meetings and/or video conference calls, presentation of data and findings, and strategic project
planning. While not included in this cost estimate, such services can be provided in accordance with Tighe & Bond’s CT DAS labor rates as needed.

**Assumptions/Qualifiers**

Costs presented in this estimate were based on the rates included in the Connecticut Department of Administrative Services (CT DAS) Contract #18PSX0153 with Tighe & Bond, Inc. This proposal does not include the following:

- Civil engineering for slope stabilization related to remediation and/or restoration activities
- Permitting associated with remediation and/or restoration activities
- Preparation of technical specifications and drawings
- Preparation of bid documents
- Bidding assistance
- Remediation observation

**Estimated Project Cost**

The fee associated with the scope of services as summarized above and under the assumptions noted is **$27,500** as summarized below. The fee was calculated on a time and materials not to exceed basis. These services will be invoiced in accordance with our previously established fixed rate schedule presented in CT DAS Contract #18PSX0153 plus other direct costs in accordance with the previously negotiated terms and conditions presented in the Forensic Soil Assessment proposal dated November 23, 2021.

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<td>Project Support</td>
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¹ Project support services will be billed on a time and materials basis in accordance with Tighe & Bond’s CT DAS hourly rates as needed and is not include in the total fee presented above.
We look forward to working with you on this important project. We would welcome the opportunity to discuss this proposal and our project team with you. If you have any questions, please contact me at (860) 343-3509 (mobile) or via email at Rgille@tighebond.com or Jim Olsen at 860-704-4761 or via email at JTOlsen@tighebond.com.

Very truly yours,

TIGHE & BOND, INC.

Richard T. Gille, LEP
Project Manager

James T. Olsen, PG, LEP
Vice President

ACCEPTANCE:

On behalf of the Town of East Windsor the scope, fee, and the terms and conditions are hereby accepted.

__________________________________  ________________________
Authorized Representative              Date
Payroll Status Change Form

Department: Police Department
Name: Roger T. Hart

Date: 7/18/2022

Pay differential: ☐
Pay grade: ☐
Permanent: ☑
Temporary: ☐

Termination: ☐
Resignation: ☐
Retirement: ☐
Department Change: ☐

Pay change from: 65.59
Pay change to: 73.09
Effective Date(s): 7/17/2022

New Department:

See attached Commission meeting minutes from 07/13/2022.

Additional Comments:

________________________________________
Edward J. DeMarco, Jr.
SUPERVISOR SIGNATURE
DATE: 7/18/2022

FORM MUST BE SUBMITTED ON OR BEFORE THURSDAY PRIOR TO NEXT PAYDAY TO BE INCLUDED IN THE NEXT PAYROLL

FOR TREASURER'S OFFICE USE ONLY

TREASURER
DATE

DATE FORM RECEIVED
PAYROLL DATE
MOTION made by Commissioner Rivera-Hills to increase the Chief and Deputy Chief's hourly pay rate by $7.50 an hour, per year, effective immediately, and for the duration of their employment with the Town of East Windsor Police Department.

SECONDED by Commissioner Riordan

VOTED IN FAVOR: Commissioners Filipone/Long/Riordan/Rivera-Hills

ALL IN FAVOR, MOTION CARRIED.

12. ADJOURNMENT:

MOTION made by Commissioner Riordan to adjourn the meeting at 8:37 pm.

SECONDED by Commissioner Long

VOTED IN FAVOR: Commissioners Filipone/Long/Riordan/Rivera-Hills

ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Judith Tweedlie - EWPC Recording Secretary
Payroll Status Change Form

Department: Police Department
Name: Edward J. DeMarco, Jr.
Date: 7/18/2022

Pay differential [ ] Pay grade [ ]
Permanent [X] Temporary [ ]

Termination [ ] Resignation [ ]
Retirement [ ] Department Change [ ]

Pay change from: 69.05
Pay change to: 76.55
Effective Date(s): 7/17/2022

See attached Commission meeting minutes from 07/13/2022.

Additional Comments:

FIRST SELECTMEN

Robert Leach, Chairman P.O. Box 298
SUPERVISOR SIGNATURE: 7/18/22

FORM MUST BE SUBMITTED ON OR BEFORE THURSDAY PRIOR TO NEXT PAYDAY TO BE INCLUDED IN THE NEXT PAYROLL.

TREASURER
DATE

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ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Judith Tweedlie - EWPC Recording Secretary
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**Total Refunds**

$645.68

**Refund Total**

By

[Signature]

Tax Collector