

# Town of East Windsor Annual Report FY 2017-2018



*East Windsor Historical Society*  
*Osborn House • 113 Scantic Road • East Windsor, CT 06088*

# EAST WINDSOR FY 2017-2018

## TABLE OF CONTENTS

Introduction .....	1
Town Map .....	2
Town Meetings and Abstracts of Minutes.....	3
Principal Officials .....	8
Organizational Chart .....	9
Financial Summary .....	10
 <b>Departments</b>	
Assessor .....	15
Building .....	15
Emergency Services.....	16
Fire Services .....	16
Human Services.....	18
Libraries .....	18
Parks and Recreation .....	20
Planning and Development .....	21
Police .....	22
Public Works.....	22
Registrars of Voters .....	23
Schools .....	24
Senior Services.....	27
Tax Collector.....	28
Town Clerk.....	28
Treasurer.....	29
Water Pollution Control Facility .....	30
 <b>Boards and Commissions</b>	
250th Celebration Planning Committee .....	31
Agricultural Commission.....	32
American Heritage River Commission .....	32
Board of Assessment Appeals.....	33
Board of Education .....	33
Building Commission.....	34
Capital Improvement Planning Committee .....	34
Conservation Commission .....	35
Housing Authority .....	35
Historical Preservation Commission.....	36
Planning and Zoning Commission.....	35
Veterans Commission.....	37
Zoning Board of Appeals.....	37

# INTRODUCTION

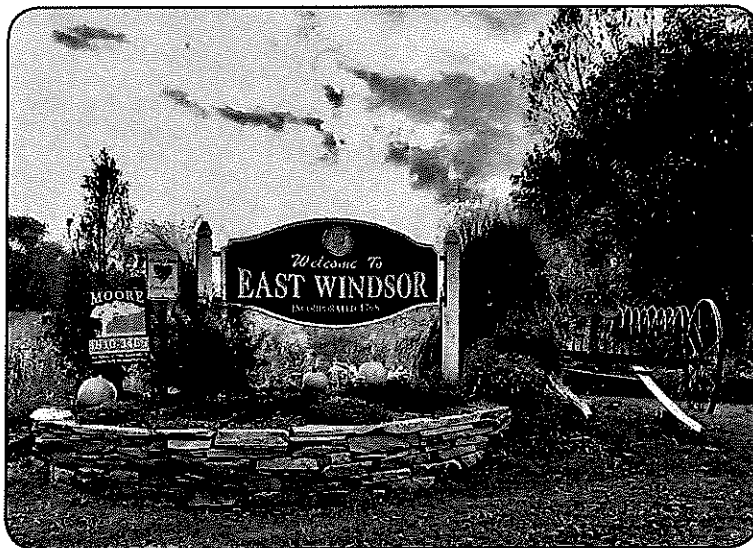
The Town remains financially strong. We have an excellent credit rating (Aa2) and we are well positioned to weather the financial storm that may grip the State of Connecticut in the near future. In the next few years, East Windsor will see construction of a casino, a double rail come to Windsor Locks, and other commercial and residential growth that will contribute to our Grand List. The Grand List could grow as much as twenty percent; however, the loss of State revenue will temper a commensurate reduction in property taxes.

East Windsor's 250th Anniversary began January 1, 2018. The 250th Anniversary committee did a great job and staged many meaningful events. We unearthed and opened a time capsule buried in 1968 and buried a new time capsule in front of the Town Hall to be opened in 2068. We took time to celebrate our past, embrace our present and plan for the future.

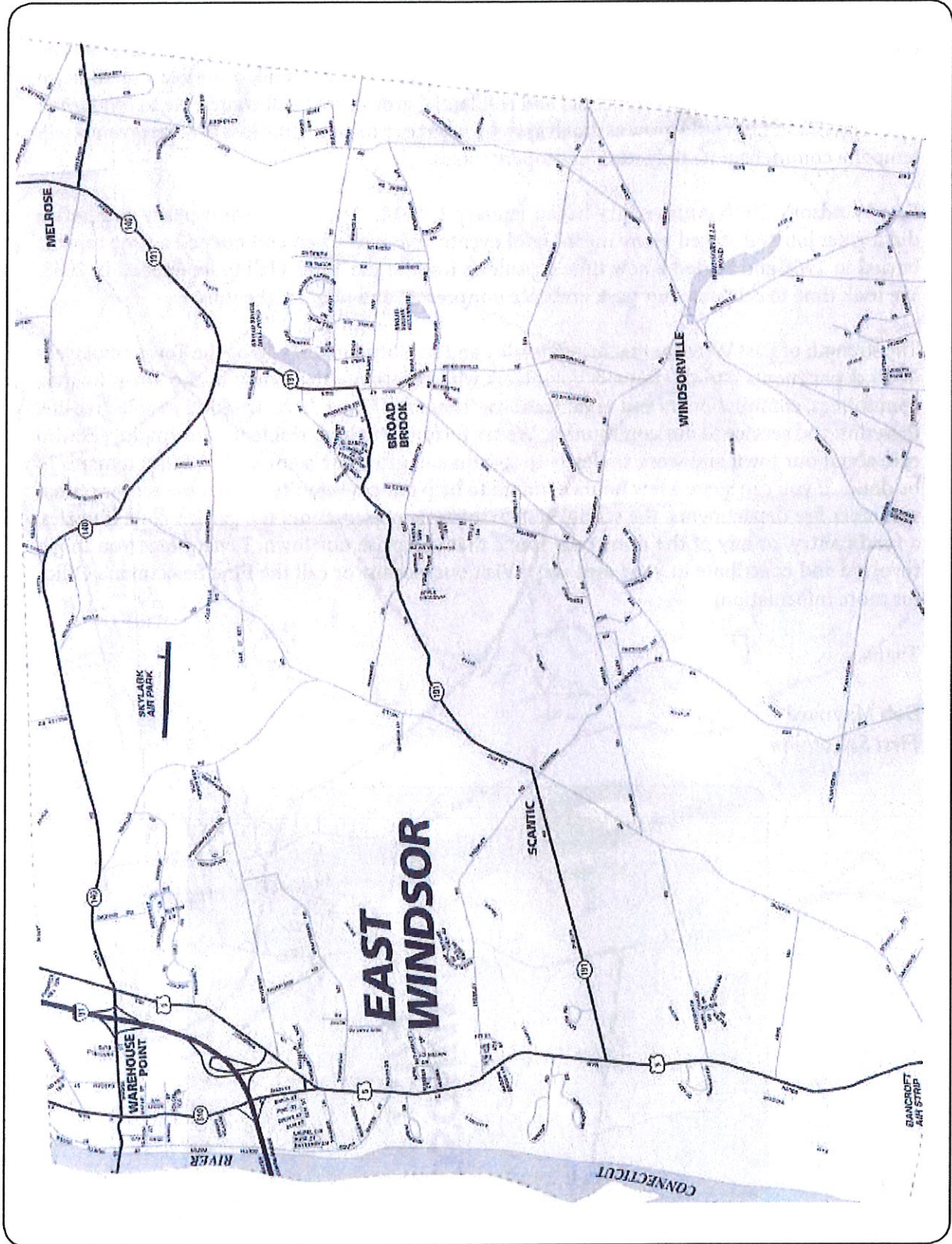
The strength of East Windsor that brings vitality and stability continues to be the Town employees in all departments and the unpaid Volunteers who contribute their time to the Town boards, committees, commissioners and organizations. These dedicated, hard-working people give life, direction and service to our community. We are fortunate to have residents and employees who care about our town and work tirelessly to sustain and grow our community. More remains to be done. If you can spare a few hours a month to help our community, be it at the senior center, volunteer fire departments, the school system, historic preservation, the garden club, libraries, a food pantry, or any of the numerous facets that comprise our town, I encourage you to get involved and contribute in your own way. Visit our website or call the First Selectman's Office for more information.

Thank you.

**Bob Maynard**  
*First Selectman*



# TOWN MAP



# TOWN MEETINGS & ABSTRACTS OF MINUTES

## Special Town Meeting • September 19, 2017

A Special Town Meeting of the Town of East Windsor was held at the Broad Brook Elementary School, 14 Rye Street, Broad Brook, CT on September 19, 2017. The meeting was called to order by First Selectmen, Robert Maynard at 7:30 P.M. Motion was made by John Matthews and seconded by William Loos to nominate Robert Maynard to preside as Moderator. Motion was made by Jason Bowsza and seconded by Nichole DeSousa, to nominate Richard Leborious to preside as Moderator. A hand vote was taken and Robert Maynard won. A voter challenged this vote and then withdrew the motion. Richard Leborious conceded to the vote. The Town Clerk read the Town Meeting Public Notice. Keith Yagaloff was invited to sit next to the Moderator to advise the Town Meeting about Roberts Rules. He is a town resident and an Attorney. Point of Order by Robert Quesnell. He wondered when the legal notice was published. Robert Maynard said it was in the newspaper on last Thursday. Robert Maynard, Moderator, read the eligibility to vote. The Moderator stated that anyone who wanted to speak at tonight's meeting would need to sign up on the pad on the front table. Anyone making any motions or amendments would need to have them in writing.

Keith Yagaloff made the following motion, 2nd by Nichole DeSousa: To consider and approve the Ordinance Regarding Town of East Windsor Casino Special Revenue Fund.

### **"ORDINANCE REGARDING TOWN OF EAST WINDSOR CASINO IMPACT MITIGATION FUND"**

1. The purpose of this ordinance is to create a Casino Impact Mitigation Fund to guide Town officials, elected and appointed, and Town employees in the Town's utilization of the \$3,000,000.00 up-front payment and subsequent annual impact funds received from MMCT Venture, LLC as part of the development of the Town of East Windsor's casino gaming facility in order to ensure that the proceeds of the fund are used to ensure that the public safety, public service and education expenditures that are a result of the Town hosting a casino are spent for those purposes.
2. Pursuant to the Connecticut General Statutes, as amended, there shall be established a Casino Impact Mitigation Fund ("Mitigation Fund"). Such Mitigation Fund shall be a non-lapsing, revolving fund of the Town outside of the General Fund.
3. The one-time up-front payment and each year, not more than thirty (30) calendar days after receipt of impact mitigation money from MMCT, or any subsequent corporate entity with a controlling interest in any casino gaming facility in the Town of East Windsor, the Town shall deposit 100% of any impact mitigation funding in the Mitigation Fund.
4. A Casino Impact Mitigation Project Manager ("Project Manager") shall be appointed by the Board of Selectmen to administer the Mitigation Fund. The Project Manager shall be appointed for a one-year term that is renewable every year thereafter at the discretion of the Board of Selectmen. The Project Manager may be terminated or reappointed subject to approval by the Board of Selectmen. If the Project Manager is other than a Town official or employee, then it shall be a paid position with the funding for the position coming out of the Mitigation Fund. The Board of Selectmen shall approve a job description and scope of duties for the Project Manager position. The Project Manager shall be one of the following:
  - A. A contracted, external position of one person or a firm that has the necessary expertise in municipal services and project management. Or
  - B. A Town employee that has the necessary expertise in municipal services and project management. Or
  - C. A committee made up of three (3) Town officials and/or employees, who have the necessary expertise in municipal services and project management.
5. Expenses paid out of the Mitigation Fund shall be limited directly to either the administration of the funding of, or to mitigating, any public service impact associated with a casino gaming facility within the Town of East Windsor.
6. Project Manager shall prepare an annual budget listing Mitigation Fund expenditures for the current and succeeding fiscal years on or before April 1 of each year. The Town's Department heads and the Superintendent of Schools shall, no later than February 1, submit to the Project Manager a list of proposed casino impact expenditures for the prior and succeeding fiscal years.

## TOWN MEETINGS & ABSTRACTS OF MINUTES

7. The Mitigation Fund's annual expenditures shall be limited to public safety, public service and education expenses that the Project Manager determines is needed to cover the costs resulting from the casino's impact on the Town and Schools.

8. Any impact payments not expended at the end of each fiscal year shall be transferred to a surplus account within the Mitigation Fund. Moneys in the surplus account may be used for capital or mitigation purposes relating to the casino's impact on the Town in future years.

9. The Mitigation Fund may be subject to an audit by the Town's auditor at the request of the Board of Selectmen or Board of Finance.

The foregoing shall become effective fifteen (15) days after the publication thereof in a media having circulation in East Windsor.

There was discussion by several speakers. Paul Anderson made a motion to amend the original ordinance (see attachment #1).

Point of order by Cynthia Herms. She had questions about the amended motion on the floor, etc. Keith Yagaloff stated that the motion doesn't constitute Mr. Anderson's three minutes for debate. He is allowed to make an amendment. He then gets three minutes to talk after the motion, if it's seconded. Amendments are allowed on motions as long as they're germane to the underlying motion.

Kathleen Bilodeau seconded Paul Anderson's motion. There was discussion about this motion. Cynthia Herms asked if the amendment has been vetted by an Attorney. Robert Maynard said no.

Marie DeSousa called the question. Seconded by Robert Lyke. The Moderator said that we need to have a 2/3 vote to end the debate. The Moderator called for a vote. Motion to end the debate passed.

The Moderator called for a vote on the amendment. The amendment #1 failed by a hand vote.

Jason Bowsza made a motion to amend the original ordinance (see attachment #2). Seconded by Nichole DeSousa.

There was discussion about this amendment. Point of Order by Richard Leborious. Keith Yagaloff was one of the speakers and Richard Leborious wanted to know if this was Mr. Yagaloff's personal opinion or was it a legal opinion. Keith Yagaloff stated that this was his personal opinion as a voter in town.

Richard Leborious made a friendly amendment to the amendment that Jason Bowsza made (see attachment #3). Jason Bowsza agreed to the friendly amendment. John Matthews called the question. Seconded by Fred Stucklen. There was a 2/3 vote to stop debate and vote. The amendment with the friendly amendment was voted on and failed by a hand vote.

Kathleen Bilodeau made a motion to amend the original ordinance (see attachment #4). Seconded by Sarah Muska. Discussion followed. This amendment was voted on and failed by a hand vote. Discussion on the original ordinance continued.

There was a 2/3 vote to end debate. The original ordinance was put to a vote. The room was divided with the yes votes on one side of the room and the no votes on the other side of the room. The motion was defeated 175 no votes to 97 yes votes.

William Loos made a motion to adjourn. Seconded by Rand Stanley. The meeting adjourned at 9:37 P.M.

Respectfully Submitted,  
**Joanne M. Slater**  
*Town Clerk*

# TOWN MEETINGS & ABSTRACTS OF MINUTES

## Special Town Meeting • November 21, 2017

A Special Town Meeting of the Town of East Windsor was held at the Town Hall, 11 Rye Street, Broad Brook, CT on November 21, 2017. The meeting was called to order by First Selectmen, Robert Maynard at 7:30 P.M. Motion was made by Paul Anderson and seconded by William Loos to nominate Robert Maynard to preside as Moderator. Motion was made to have nomination cease by Gilbert Hayes and seconded by Paul Anderson. Both motions passed. Town Clerk, Joanne M. Slater read the Town Meeting Public Notice. Moderator, Robert Maynard read the Statement of Eligibility to vote.

The following resolution was introduced and read by William Loos.

Item 1: To consider and approve the sale of 4.42 acres on Winkler Road (Map/Block/Lot: 094/24/066) to Arvind Persaud in the amount of \$25,000.

William Loos moved that the foregoing resolution be adopted, seconded by Paul Anderson. There was some discussion.

**The resolution was adopted.**

William Loos made a motion to adjourn the meeting, seconded by Rebecca Talamini. The meeting adjourned at 7:40 PM.

Respectfully Submitted,  
**Joanne M. Slater**  
*Town Clerk*

## Annual Town Meeting • December 28, 2017

The Annual Town Meeting of the Town of East Windsor was held at the Town Hall, 11 Rye Street, Broad Brook, CT on December 28, 2017. The meeting was called to order by First Selectmen, Robert Maynard at 7:30 P.M. Motion was made by Paul Anderson and seconded by William Loos to nominate Robert Maynard to preside as Moderator. Motion was made to have nomination cease by Paul Anderson and seconded by William Loos. Both motions passed. Town Clerk, Joanne M. Slater read the Annual Town Meeting Public Notice. Moderator, Robert Maynard read the Statement of Eligibility to vote.

The following resolution was introduced and read by Paul Anderson. **Item 1:** To consider and act upon a resolution that the reports of the Selectmen, Town Treasurer and other Town officers, be accepted as printed, errors and omissions accepted. Paul Anderson moved that the foregoing resolution be adopted, seconded by William Loos. **The resolution was adopted.**

The following resolution was introduced and read by Richard P. Pippin, Jr. **Item 2:** To consider and act upon a resolution authorizing and empowering the First Selectman and Town Treasurer to borrow from time to time on behalf of and in the name of the Town for the purpose of meeting current expenses until the tax monies are available, and to issue notes for same, and to determine the amount of such notes and to execute, sell and deliver same. Richard P. Pippin, Jr. moved that the foregoing resolution be adopted, seconded by Robert Leach. **The resolution was adopted.**

The following resolution was introduced and read by Rand Stanley.

**Item 3:** To consider and act upon a resolution authorizing the Selectmen, as provided in Chapter 240, Part 11A of the General Statutes of the State of Connecticut Revision of 1959 and as amended, to enter into any and all agreements with the Commissioner of the Connecticut Department of Transportation relative to the expenditure of any unexpended balance of highway funds allotment due to the Town on July 1, 2018 and to enter into an agreement, with said Commissioner concerning the expenditure of said allotment. Rand Stanley moved that the foregoing resolution be adopted, seconded by Richard P. Pippin, Jr.

**The resolution was adopted.**

William Loos made a motion to adjourn the meeting, seconded by Paul Anderson. The meeting adjourned at 7:39 PM.

Respectfully Submitted,  
**Joanne M. Slater**  
*Town Clerk*

# TOWN MEETINGS & ABSTRACTS OF MINUTES

## Special Town Meeting • March 15, 2018

A Special Town Meeting of the Town of East Windsor was held at the Town Hall, 11 Rye Street, Broad Brook, CT on March 15, 2018. The meeting was called to order by First Selectmen, Robert Maynard at 7:33 P.M. Robert Maynard told the voters that the warning mistakenly had Tuesday instead of Thursday. The date of March 15, 2018 was correct. Motion was made by Paul Anderson and seconded by Rebecca Talamini to nominate Robert Maynard to preside as Moderator.

Motion was made to have nomination cease by Linda Sinsigallo and seconded by Rebecca Talamini. Both motions passed. Town Clerk, Joanne M. Slater read the Town Meeting Public Notice.

The following resolution was introduced and read by Steve Dearborn. **Item 1:** To consider and approve the sale of .52 acres located at 132 Wells Road, East Windsor (Map/Block/Lot: 095/24/054) to RC Capital Management, LLC in the amount of \$6,500.

Steve Dearborn moved that the foregoing resolution be adopted, seconded by William Loos.

There was some discussion. **The resolution was adopted.**

William Loos made a motion to adjourn the meeting, seconded by Rebecca Talamini. The meeting adjourned at 7:38 PM.

Respectfully Submitted,  
**Joanne M. Slater**  
*Town Clerk*

## Special Town Meeting • May 3, 2018

A Special Town Meeting of the Town of East Windsor was held at the Town Hall, 11 Rye Street, Broad Brook, CT on May 3, 2018. The meeting was called to order by First Selectman, Robert Maynard at 7:35 P.M. Motion was made by Paul Anderson and seconded by Rebecca Talamini to nominate Robert Maynard to preside as Moderator. Motion was made to have nomination cease by Paul Anderson and seconded by Rebecca Talamini. Both motions passed.

Assistant Town Clerk, Kimberley Midyette-Wing read the Town Meeting Public Notice. First Selectman Robert Maynard read the Eligibility to Vote requirements.

The following resolution was introduced and read by Dixie Lamphear. **Item 1:** To consider and approve the sale of property located at 76 Depot Street, Broad Brook (Map/Block/Lot: 099/54/007) to American Rehab, LLC in the amount of \$55,000. Dixie Lamphear moved that the foregoing resolution be adopted, seconded by Rebecca Talamini. There was some discussion. **The resolution was adopted.**

The following resolution was introduced and read by Rachel Safford. **Item 2:** To consider and approve a supplemental appropriation in the amount of \$46,166.37 for the settlement agreement between the Town of East Windsor and Attorney John Watts.

Town Attorney Joshua Hawks-Ladds explained the circumstances surrounding this proposal.

Rachel Safford moved that the foregoing resolution be adopted, seconded by Sarah Muska.  
**The resolution was adopted.**

The following resolution was introduced and read by Rebecca Talamini. **Item 3:** To consider and approve the proposed Illicit Discharge and Connection Stormwater Ordinance. Rebecca Talamini moved that the foregoing resolution be adopted, seconded by Sarah Muska. There was some discussion.  
**The resolution was adopted.**

William Loos made a motion to adjourn the meeting, seconded by Rebecca Talamini.  
The meeting adjourned at 7:55 PM.

Respectfully Submitted,  
**Kimberley Midyette-Wing**  
*Assistant Town Clerk*



# TOWN MEETINGS & ABSTRACTS OF MINUTES

## Special Town Meeting • June 7, 2018

Special Town Meeting of the Town of East Windsor was held at the Town Hall, 11 Rye Street, Broad Brook, CT on June 7, 2018. The meeting was called to order by First Selectman, Robert Maynard at 7:30 P.M. Motion was made by Paul Anderson and seconded by Kathleen Bilodeau to nominate Robert Maynard to preside as Moderator. Motion was made to have nomination cease by Paul Anderson and seconded by Rebecca Talamini. Both motions passed. Assistant Town Clerk, Kimberley Midyette-Wing read the Town Meeting Public Notice. First Selectman Robert Maynard read the Eligibility to Vote requirements.

**Item 1:** To consider and approve a supplemental appropriation in the amount of \$219,414.48 from the Fund Balance to the Board of Education for the purchase of computers.

Kathleen Bilodeau moved that the foregoing resolution be adopted, seconded by Catherine Simonelli.

Two letters were read aloud regarding the benefits of adopting this resolution. Kathleen Bilodeau read a letter written by Cindy Herms, a member of the Board of Finance, who was not present (see attachment A). Catherine Simonelli, Chairman of the Board of Education, also read a letter which she had prepared (see attachment B).

There was some discussion by several members of the community. **The resolution was adopted.**

William Loos made a motion to adjourn the meeting, seconded by Rebecca Talamini. The meeting adjourned at 7:55 PM.

Respectfully Submitted,  
**Kimberley Midyette-Wing**  
*Assistant Town Clerk*

## Special Town Meeting • June 21, 2018

A Special Town Meeting of the Town of East Windsor was held at the Town Hall, 11 Rye Street, Broad Brook, CT on June 21, 2018. The meeting was called to order by First Selectman Robert Maynard at 7:35 p.m.

Motion was made by Paul Anderson and seconded by Dale Nelson to nominate Robert Maynard to preside as Moderator.

Motion was made to have nominations cease by Robert Lyke Jr. and seconded by Rebecca Talamini. Both motions passed.

Assistant Town Clerk, Kimberley Midyette-Wing read the Town Meeting Public Notice.

First Selectman Robert Maynard read the Eligibility to Vote requirements.

The following resolution was introduced and read by Rachel Safford. **Item 1:** To consider and approve a supplemental appropriation in the amount of \$278,000 for the purchase of a Splash Pad and ADA ramp for the reservoir. Rachel Safford moved that the foregoing resolution be adopted. This was seconded by Kathleen Bilodeau. There was some discussion by several members of the community.

A motion was made by Selectman Charles Szymanski to vote by paper ballots. This motion was not seconded. There was some discussion. A motion not to vote by paper ballot was made by Robert Lyke Jr. This was seconded by Andrew Hoffman. There was some discussion.

Kathleen Bilodeau motioned to move the question, which was seconded by Robert Lyke Jr. The motion to move the question was passed.

The motion not to vote by paper ballots was passed. **The original resolution was voted on and adopted.**

The following resolution was introduced and read by Robert Lyke Jr. **Item 2.** To consider and approve a supplemental appropriation in the amount of \$158,000 for the renovation and repair of the Broad Brook Fire Department pumper truck.

Robert Lyke Jr. moved that the foregoing resolution be adopted. This was seconded by Kathleen Bilodeau. **This resolution was adopted.**

## TOWN MEETINGS & ABSTRACTS OF MINUTES

The following resolution was introduced and read by Jeff Romel. **Item 3.** To consider and approve a supplemental appropriation in the amount of \$150,000 for the Middle School oil tank removal and replacement. Jeff Romel moved that the foregoing resolution be adopted. This was seconded by Catherine Simonelli. **This resolution was adopted.**

The following resolution was introduced and read by Catherine Simonelli. **Item 4.** To consider and approve a supplemental appropriation in the amount of \$30,000 for the design of the swimming area draining replacement structure. Catherine Simonelli moved that the foregoing resolution be adopted. This was seconded by Richard Pippin Jr. **This resolution was adopted.**

The following resolution was introduced and read by David King. **Item 5.** To consider and approve a supplemental appropriation in the amount of \$200,000 for the ADA bathroom at the Abbe Road Soccer Complex. David King moved that the foregoing resolution be adopted. This was seconded by Sarah Muska. There was some discussion by several members of the community. **This resolution was adopted.**

The following resolution was introduced and read by Dale Nelson. **Item 6.** To consider and approve a supplemental appropriation in the amount of \$21,000 for the Town-wide security system.

Dale Nelson moved that the foregoing resolution be adopted. This was seconded by Catherine Simonelli. **The resolution was adopted.**

William Loos made a motion to adjourn the meeting. This was seconded by Rebecca Talamini. The meeting adjourned at 8:05 p.m.

Respectfully Submitted,  
**Kimberley Midyette-Wing**  
*Assistant Town Clerk*

## PRINCIPAL TOWN OFFICIALS - JUNE 30, 2018

### **BOARD OF SELECTMEN**

**Robert L. Maynard, First Selectman**

Jason E. Bowsza	Andrew J. Hoffman	Steve Dearborn	Charles J. Szymanski
-----------------	-------------------	----------------	----------------------

### **BOARD OF FINANCE**

**Jerilyn K. Corso, Chairman**

Karen M. Christensen	Cynthia Herms	Sarah Muska	Kathleen B. Pippin
William Syme			

### **BOARD OF EDUCATION**

**Catherine Simonelli, Chairman**

Kathleen Bilodeau	Nicole DeSousa	Scott Morgan	Frances Neill
William Raber	Randy Reichle	David Swaim	Kathryn Carey-Trull

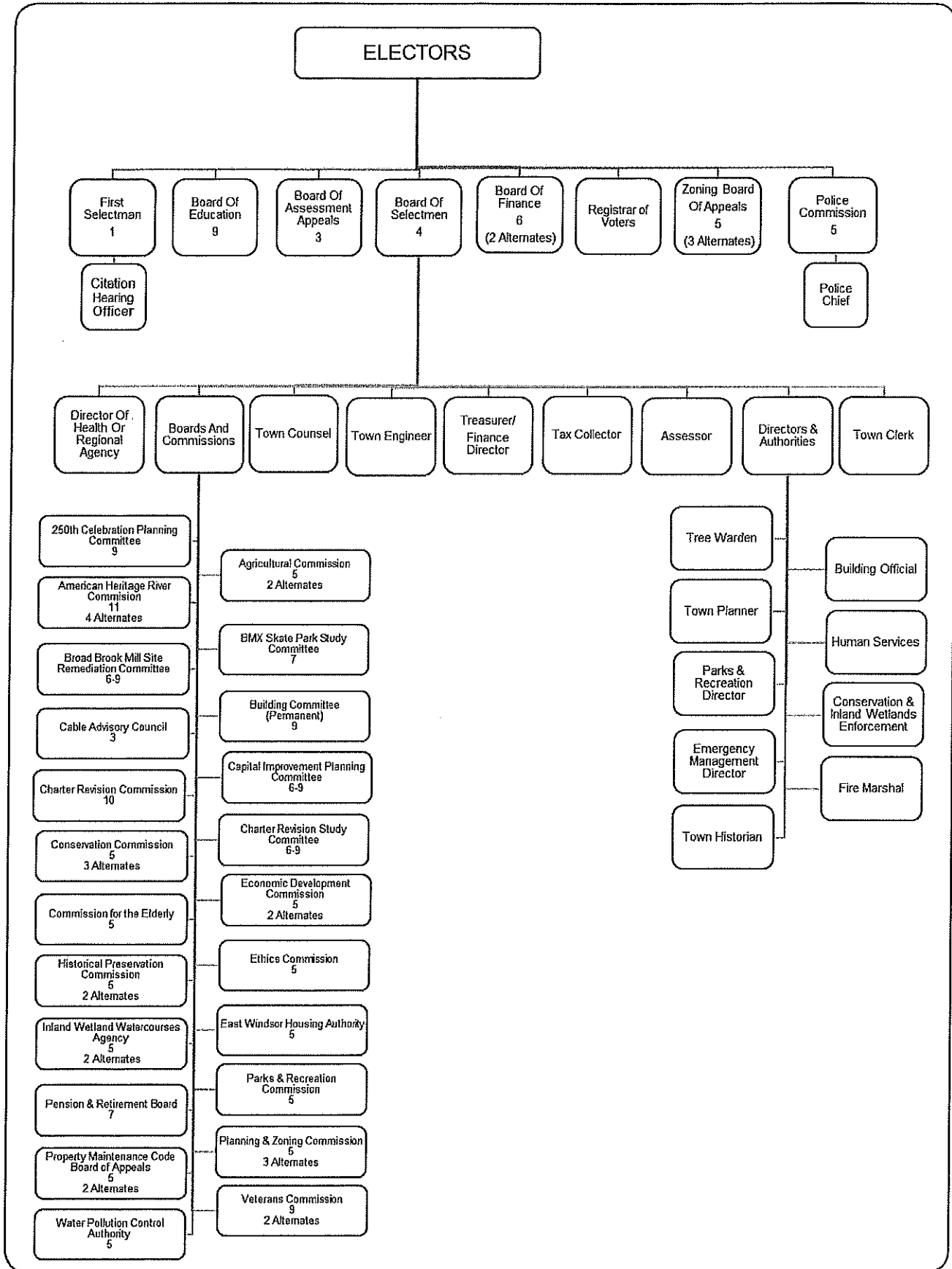
### **GENERAL GOVERNMENT**

Chief of Police/Director of Emergency Management	Edward DeMarco
Treasurer/Finance Director	Amy O'Toole
Tax Collector	Patricia Kratochvil
Assessor	Helen Totz
Town Clerk	Joanne Slater
Director of Planning and Community Development	Laurie Whitten
Director of Public Works & Engineering	Leonard Norton
Director of Recreation and Community Services	Melissa Maltese
Building Official	Rand Stanley
Fire Marshal	Blaine Simpkins, Jr.

### **EDUCATION**

Superintendent of Schools	Christine DeBarge
Business Manager	Andrew Paquette

# ORGANIZATIONAL CHART



# FINANCIAL SUMMARY

TOWN OF EAST WINDSOR, CONNECTICUT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL -  
BUDGETARY BASIS - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>REVENUES</b>				
Property taxes	\$ 31,999,259	\$ 31,999,259	\$ 32,184,219	\$ 184,960
Intergovernmental	4,701,333	4,701,333	6,295,345	1,594,012
Local revenues	509,320	509,320	956,424	447,104
Revenues from use of money	20,000	20,000	141,200	121,200
Total revenues	<u>37,229,912</u>	<u>37,229,912</u>	<u>39,577,188</u>	<u>2,347,276</u>
<b>EXPENDITURES</b>				
Current:				
Administrative services	1,574,594	1,553,743	1,437,313	(116,430)
Public safety	3,786,516	3,768,395	3,618,411	(149,984)
Physical services	2,311,560	2,321,124	2,301,796	(19,328)
Culture and liesure	726,785	756,581	724,719	(31,862)
General government	5,010,455	5,036,060	4,731,128	(304,932)
Boards and commissions	61,610	61,610	51,560	(10,050)
Capital improvement	761,674	1,818,088	1,818,088	-
Debt service	1,000,000	1,000,000	990,335	(9,665)
Total Town	<u>15,233,194</u>	<u>16,315,601</u>	<u>15,673,350</u>	<u>(642,251)</u>
Current:				
Education	22,471,718	22,471,718	22,471,718	-
Total expenditures	<u>37,704,912</u>	<u>38,787,319</u>	<u>38,145,068</u>	<u>(642,251)</u>
Excess (deficiency) of revenues over expenditures	(475,000)	(1,557,407)	1,432,120	2,989,527
<b>OTHER FINANCING SOURCES</b>				
Appropriation of fund balance	475,000	1,619,903	-	(1,619,903)
Transfers in	-	-	36,078	36,078
Transfers out	-	(62,496)	(122,350)	(59,854)
Total other financing sources (uses)	<u>475,000</u>	<u>1,557,407</u>	<u>(86,272)</u>	<u>(1,643,679)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	1,345,848	<u>\$ 1,345,848</u>
Fund balance - beginning			<u>8,615,327</u>	
Fund balance - ending			<u>\$ 9,961,175</u>	

# FINANCIAL SUMMARY

TOWN OF EAST WINDSOR, CONNECTICUT  
 SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES  
 BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND  
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>PROPERTY TAXES</b>				
Current and prior year levies	\$ 31,774,259	\$ 31,774,259	\$ 31,877,770	\$ 103,511
Interest and lien fees	225,000	225,000	306,449	81,449
Total property taxes	<u>31,999,259</u>	<u>31,999,259</u>	<u>32,184,219</u>	<u>184,960</u>
<b>INTERGOVERNMENTAL REVENUES</b>				
Educational cost sharing grant	4,270,863	4,270,863	5,448,142	1,177,279
Town aid road grant	267,266	267,266	267,359	93
School construction grants	-	-	139,172	139,172
Local capital improvement program	-	-	137,060	137,060
Municipal stabilization grant	-	-	89,544	89,544
School security grant reimbursement	-	-	66,164	66,164
Payment in lieu of taxes on State owned property	-	-	57,816	57,816
Mashantucket Pequot and Mohegan Fund grant	45,000	45,000	45,500	500
Telephone access grant	19,400	19,400	17,550	(1,850)
Adult education	15,604	15,604	15,951	347
Tax relief - veterans	6,000	6,000	6,691	691
Pro-rata share of CT fines	5,000	5,000	2,885	(2,115)
Tax exempt property - totally disabled persons	1,700	1,700	1,511	(189)
Other grants	500	500	-	(500)
Tax relief - elderly	70,000	70,000	-	(70,000)
Total intergovernmental revenues	<u>4,701,333</u>	<u>4,701,333</u>	<u>6,295,345</u>	<u>1,594,012</u>
<b>LOCAL REVENUES</b>				
Building Department	200,000	200,000	401,523	201,523
Town Clerk	185,100	185,100	236,298	51,198
Treasurer	50,000	50,000	116,290	66,290
Land use permits	14,000	14,000	54,831	40,831
Parks and Recreation	35,100	35,100	24,962	(10,138)
Police Department	10,000	10,000	10,251	251
Greater Hartford Transit District	7,000	7,000	5,280	(1,720)
Aircraft miscellaneous	3,520	3,520	3,020	(500)
Dial-A-Ride	3,000	3,000	2,800	(200)
Recycling	1,300	1,300	2,227	927
Assessor	300	300	383	83
Other	-	-	98,559	98,559
Total licenses, fees and charges for goods and services	<u>509,320</u>	<u>509,320</u>	<u>956,424</u>	<u>447,104</u>
<b>REVENUES FROM THE USE OF MONEY</b>				
Interest on deposits	20,000	20,000	141,200	121,200
Total revenues from the use of money	<u>20,000</u>	<u>20,000</u>	<u>141,200</u>	<u>121,200</u>
<b>OTHER FINANCING SOURCES</b>				
Appropriation of Fund Balance	475,000	1,619,903	-	(1,619,903)
Transfers in from:				
Police Private Duty Fund	-	-	6,100	6,100
Sewer Assessment Fund	-	-	29,978	29,978
Total other financing sources	<u>475,000</u>	<u>1,619,903</u>	<u>36,078</u>	<u>(1,583,825)</u>
Total revenues and other financing sources	<u>\$ 37,704,912</u>	<u>\$ 38,849,815</u>	<u>\$ 39,613,266</u>	<u>\$ 763,451</u>

# FINANCIAL SUMMARY

TOWN OF EAST WINDSOR, CONNECTICUT  
 SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES  
 BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND  
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>ADMINISTRATIVE SERVICES</b>				
Selectmen	\$ 276,096	\$ 276,096	\$ 256,323	\$ (19,773)
Town Clerk	135,465	135,465	132,012	(3,453)
Treasurer	214,724	214,724	210,035	(4,689)
Assessor	191,660	191,810	178,666	(13,144)
Tax Collector	124,277	124,277	121,986	(2,291)
Town Planner	224,238	224,238	207,642	(16,596)
Building Department	150,535	150,535	146,212	(4,323)
Registrar of Voters	62,979	62,979	44,803	(18,176)
Human services	194,620	173,619	139,634	(33,985)
Total Administrative Services	<u>1,574,594</u>	<u>1,553,743</u>	<u>1,437,313</u>	<u>(116,430)</u>
<b>PUBLIC SAFETY</b>				
Police Department	3,331,142	3,306,178	3,168,829	(137,349)
Emergency management	17,518	17,538	14,265	(3,273)
Communications	53,356	53,356	45,339	(8,017)
Broad Brook Fire Department	384,500	391,323	389,978	(1,345)
Total Public Safety	<u>3,786,516</u>	<u>3,768,395</u>	<u>3,618,411</u>	<u>(149,984)</u>
<b>PHYSICAL SERVICES</b>				
Public Works	862,580	872,144	862,187	(9,957)
Road improvements	450,000	450,000	442,209	(7,791)
Town property	998,980	998,980	997,400	(1,580)
Total Physical Services	<u>2,311,560</u>	<u>2,321,124</u>	<u>2,301,796</u>	<u>(19,328)</u>
<b>CULTURE AND LEISURE</b>				
Senior Center	232,583	232,583	223,462	(9,121)
Parks and Recreation	237,202	266,998	244,257	(22,741)
Warehouse Point Library	257,000	257,000	257,000	-
Total Culture and Leisure	<u>726,785</u>	<u>756,581</u>	<u>724,719</u>	<u>(31,862)</u>
<b>GENERAL GOVERNMENT</b>				
Activities, Agency Fees and Associations	139,042	139,042	137,877	(1,165)
Legal	240,000	440,303	439,510	(793)
Insurance and pension	3,490,047	3,344,859	3,088,903	(255,956)
Information technology	185,811	185,811	183,500	(2,311)
Sanitation	905,555	905,555	866,638	(38,917)
Contingency	50,000	20,490	14,700	(5,790)
Total General Government	<u>5,010,455</u>	<u>5,036,060</u>	<u>4,731,128</u>	<u>(304,932)</u>

*(Continued)*

# FINANCIAL SUMMARY

TOWN OF EAST WINDSOR, CONNECTICUT  
 SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES  
 BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND (Continued)  
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>BOARDS AND COMMISSIONS</b>				
Board of Finance	\$ 43,750	\$ 43,750	\$ 41,445	\$ (2,305)
Planning and Zoning Commission	2,950	2,950	2,635	(315)
Zoning Board of Appeals	1,500	1,500	709	(791)
Board of Assessment Appeals	1,550	1,550	1,296	(254)
Economic Development Commission	4,150	4,150	675	(3,475)
Inlands, Wetlands & Watercourse Agency	1,800	1,800	1,385	(415)
Police Commission	1,500	1,500	1,500	-
Building Commission	1,200	1,200	640	(560)
Elderly Commission	500	500	225	(275)
Ethics Commission	500	500	-	(500)
Historical Commission	500	500	-	(500)
Capital Improvement Planning	750	750	250	(500)
Veteran's Commission	960	960	800	(160)
Total public safety	<u>61,610</u>	<u>61,610</u>	<u>51,560</u>	<u>(10,050)</u>
<b>CAPITAL IMPROVEMENT</b>	<u>761,674</u>	<u>1,818,088</u>	<u>1,818,088</u>	<u>-</u>
<b>DEBT SERVICE</b>	<u>1,000,000</u>	<u>1,000,000</u>	<u>990,335</u>	<u>(9,665)</u>
<b>EDUCATION</b>	<u>22,471,718</u>	<u>22,471,718</u>	<u>22,471,718</u>	<u>-</u>
Total expenditures	<u>37,704,912</u>	<u>38,787,319</u>	<u>38,145,068</u>	<u>(642,251)</u>
<b>OTHER FINANCING USES</b>				
Transfers out:				
Dog Fund	-	40,996	40,996	-
Miscellaneous Grants Fund	-	21,500	21,500	-
Heart & Hypertension Fund	-	-	42,106	42,106
Storm Emergency Fund	-	-	17,748	17,748
Total other financing uses	<u>-</u>	<u>62,496</u>	<u>122,350</u>	<u>59,854</u>
Total expenditures and other financing uses	<u>\$ 37,704,912</u>	<u>\$ 38,849,815</u>	<u>\$ 38,267,418</u>	<u>\$ (582,397)</u>

*(Concluded)*

# FINANCIAL SUMMARY

TOWN OF EAST WINDSOR, CONNECTICUT  
 SCHEDULE OF EXPENDITURES  
 BUDGET AND ACTUAL - BUDGETARY BASIS - EDUCATION  
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
<b>EDUCATION</b>				
Salaries				
Certified personnel	\$ 9,048,054	\$ 9,048,054	\$ 9,302,147	\$ 254,093
Clerical	1,049,400	1,049,400	1,042,391	(7,009)
Building administration	813,111	813,111	796,346	(16,765)
Teacher's aides	928,836	928,836	1,442,285	513,449
Custodial	730,005	730,005	656,858	(73,147)
Administration	489,604	489,604	505,409	15,805
Tutors	546,783	546,783	449,645	(97,138)
Nurses	266,402	266,402	281,922	15,520
Support services	266,041	266,041	234,171	(31,870)
Stipends	199,847	199,847	189,088	(10,759)
Substitutes	125,100	125,100	159,122	34,022
Summer school	69,669	69,669	107,033	37,364
Adult education/enrichment	39,146	39,146	36,534	(2,612)
Home bound	28,554	28,554	22,420	(6,134)
Total salaries	<u>14,600,552</u>	<u>14,600,552</u>	<u>15,225,371</u>	<u>624,819</u>
Employee Benefits				
Health insurance	2,063,710	2,063,710	1,866,142	(197,568)
Retirement and social security	993,596	993,596	1,062,699	69,103
Workmen's compensation and travel insurance	151,763	151,763	125,985	(25,778)
Total employee benefits	<u>3,209,069</u>	<u>3,209,069</u>	<u>3,054,826</u>	<u>(154,243)</u>
Purchased Services				
Public transportation	1,554,710	1,554,710	1,491,020	(63,690)
Tuition	1,271,533	1,272,084	919,818	(352,266)
Other professional services	737,924	726,235	774,762	48,527
Cleaning/repairing	204,666	204,666	186,343	(18,323)
Maintenance	87,463	87,463	11,215	(76,248)
Public utilities	228,905	228,905	227,712	(1,193)
Liability insurance	138,708	138,708	139,980	1,272
Pupil services	24,700	27,950	33,585	5,635
Travel, conferences and other transportation	24,525	24,025	25,669	1,644
Communications	55,600	55,600	31,687	(23,913)
Printing/binding	33,840	33,840	16,678	(17,162)
Property insurance	50,113	50,113	3,438	(46,675)
Instructional program improvements	1,440	1,440	-	(1,440)
Total purchased services	<u>4,414,127</u>	<u>4,405,739</u>	<u>3,861,907</u>	<u>(543,832)</u>
Supplies				
Other supplies	10,561	11,007	12,743	1,736
Instructional	9,115	18,825	19,688	863
Heat and energy	129,800	129,800	209,828	80,028
Custodial/maintenance	51,611	51,611	51,091	(520)
Textbooks	650	650	(424)	(1,074)
Food service	-	-	17	17
Total supplies	<u>201,737</u>	<u>211,893</u>	<u>292,943</u>	<u>81,050</u>
Capital equipment				
New equipment	35,604	42,346	18,618	(23,728)
Dues and fees	10,629	2,119	18,053	15,934
Total capital equipment	<u>46,233</u>	<u>44,465</u>	<u>36,671</u>	<u>(7,794)</u>
Total education	<u>\$ 22,471,718</u>	<u>\$ 22,471,718</u>	<u>\$ 22,471,718</u>	<u>\$ -</u>



# DEPARTMENTS

## ASSESSOR'S OFFICE

The Assessor's Office is responsible for discovering, listing and valuing all real estate, and taxable motor vehicle and personal property in East Windsor. The goal of Assessor Helen Totz and her staff is to ensure that the assessed value of individual taxpayers is correct so that each taxpayer pays no more than his fair share of the property tax.

To accomplish this, we review information regarding all three classes of property for accuracy. This process includes conducting random audits of Personal Property business accounts, inspecting and listing new construction, verifying any demolition of property, reviewing and updating tax maps, and maintaining current title information for all real estate parcels. The Department of Motor Vehicles provides the office with lists of all motor vehicles registered within the Town. Once each vehicle has been valued, these lists comprise the Motor Vehicle and Supplemental Motor Vehicle Grand Lists.

All Personal Property and Motor Vehicles are assessed at 70% of the current fair market value, as of October 1 of each year. Real Estate assessments in the past fiscal year were based on values set for the 2017 revaluation, as provided by state statute. Revaluations are every five years by State law.

In addition, all state and local exemption programs that affect the tax bills of elderly, military, blind and disabled taxpayers are administered by this department and the exemptions are applied to the assessed value of eligible property. All of this information results in a "Grand List" which is an accurate list of all taxable property in East Windsor and its assessed value. This information is the basis for the Tax Collector's tax bills. In addition, all tax exempt real estate is valued and declared in a separate Grand List, the value of which is reported to the State for various grants and reimbursements.

Various annual reports based on the Grand List are compiled and provided timely to the Office of Policy and Management, as mandated by the State of Connecticut, in order to ensure a proper Equalized Net Grand List which affects state grants and reimbursements.

**Helen Totz, CCMA II**  
*Assessor*

## BUILDING DEPARTMENT

The Building Department administers and seeks compliance to the State of Connecticut Building Code. It is adopted by the Legislature and is State Law. The department has a very high budget to revenue ratio. We consider ourselves a community resource as we interact with numerous federal, state, and local agencies and all of Town Hall.

Below are some statistics outlining last year. Note that every project is unique and as such, numbers are not comparable year to year.

- **956 Total permits issued for FY17/18**
  - 278 Residential
  - 218 Mechanical
  - 65 Commercial
  - 139 Plumbing
  - 253 Electrical
  - 3 Gas
- **\$413,290.96 Gross Revenues**
- **\$401,523.40 Net Revenues**

The Building Code is comprised of approximately 19,000 codes, standards, and regulations. As of October 1, 2018, we adopted the new and improved 2018 Connecticut State Building Code. It is available on the State of Connecticut website. Our business is safety, pure and simple. Please ask if you don't know, check the batteries in your smoke and carbon monoxide detectors and change them if they are more than 10 years old.

**Rand Stanley**  
*East Windsor Building Official*

## DEPARTMENTS

### EMERGENCY SERVICES

The Town of East Windsor Emergency Management continues to prepare for and mitigate the effects of disaster on the lives and property for the residents and business owners in our Town through leadership, coordination, and support in the four (4) phases of Emergency Management: *Mitigation, Preparedness, Response, and Recovery*, within the NIMS (National Incident Management System) and ICS (Incident Command System) framework.

We work all Town and emergency/public safety departments such as Police, Fire, Public Works, and others. We continue to work toward planning and preparing for natural disasters and unfolding emergencies that may occur in our Town, Connecticut, or the region. We continue to update our public safety and emergency plans and procedures and meet the growing training requirements in our area. We focus on emergency power and generation to ensure our shelter operations and for the safety of our residents in the event of an emergency or disaster.

If you have any questions about Emergency Management, need assistance in planning for an emergency or disaster, or if you would like to volunteer your time for a significant cause, **please contact us at any time.**

**Edward DeMarco, Jr.**

*Emergency Management Director*

## FIRE SERVICES

### BROAD BROOK FIRE DEPARTMENT

This past year, the Broad Brook Fire Department responded to a total of 587 calls for service during the fiscal year of July 1, 2017 through June 30, 2018. The calls included:

- 32 Fire Calls (9 of which were Structure Fire type calls) in town or in our neighboring communities (of which there was 1 fatality),
- 297 Rescue type incidents (of which 257 were for priority 1 medical calls),
- 37 Hazardous Conditions
- 64 Service Calls
- 81 Good Intent Calls
- 59 False Alarm incidents
- 9 Special Incident Calls



We welcomed 3 new members last year and lost of the same throughout the year keeping our membership at status quo. Each new member attended Basic Firefighter-1 training to become certified as an Interior Firefighter. All of our members have also attended a total of 2,244 man-hours of documented training. At the current time, our active members including Officers totals 23 members. We have 5 Active Reserve members and 5 Junior members.

Our part-time staff consists of a total of 16 per diem employees (4 are current members of the department) that strive to fill 3 shifts Monday through Friday, 10 hours each day. While this is a very good start, day-time coverage is still at a critical low and will need to increase over the next few years to be able to provide satisfactory immediate service to the citizens of the Town of East Windsor and the commuters that travel through town on a daily basis.

The department received a total of 379 calls for service between the hours of 6:00 a.m. and 6:00 p.m., Sunday through Saturday. Of the 379 calls, 285 or 75.17% of those calls were responded to Monday through Friday, which is currently our most challenging time to staff the fire department with members resulting in difficulty providing sufficient and adequate service to the town, its residents and the people who visit and travel through our town.

This year with the support of the Town Selectmen, Board of Finance, Capital Improvement Planning Committee and the ongoing support of the residents we serve, we were able to replace our SUV Duty Officer Vehicle with a 2018 Chevy Tahoe through CIP over 2 years. We take great pride in providing and continue to provide the best fire protection and EMS care possible to the town and its citizens.

**Thomas V. Arcari, Fire Chief – Broad Brook Fire Department**

# FIRE SERVICES

## WAREHOUSE POINT FIRE DISTRICT

The Warehouse Point Fire District continues to provide First Class Fire/Rescue Services to the Fire District and the Town of East Windsor. The Warehouse Point Fire District is a volunteer fire/rescue company. It consists of Fire Officers, Firefighters, Emergency Medical Personnel, Junior Firefighters and is governed by the Board of Fire Commissioners.

The Warehouse Point Fire District continues to make improvements to the services it provides to the Town of East Windsor. Although the fire district has grown considerably in the last couple of years, we continue to provide first class services. The Fire District is continually providing training and consistently updating equipment to ensure the best services are just around the corner.

### **The Fire District consists of two Fire Stations:**

- Station 1 located at 89 Bridge Street. Station 1 houses two Class A Pumper Trucks, one Aerial Truck, and a Forestry Vehicle.
- Station 2 located at 15 Stoughton Road. Station 2 houses one Class A Pumper Truck and one Heavy Rescue Truck.

The Department consists of 28 members trained in firefighting and rescue services. Fire personnel train approximately 12 to 16 hours per week and respond to an average of 8 emergency calls per week. With the constant changing of standards in the fire service, it has become more demanding to all volunteers.

In January of 2017 the Fire District expanded the Fire Service Maintainer Program. A total of three firefighters are paid hourly Monday through Friday. Their primary job is to maintain and check all fire district equipment and to respond to incident calls during the assigned hours. We are currently running three shifts which allows us to cover the critical response times, 7:00 a.m. to 5:00 p.m. while our volunteers are at their full-time place of employment.

The Fire District continues to work closely with the Broad Brook Fire Department by providing and receiving mutual aid for emergency calls on a daily basis. The two departments combined, respond to approximately 1,000 emergencies a year. The departments also conduct joint training to ensure operating procedures are flawless during emergency situations. Mutual aid provided by each department is a tremendous help to keep this community safe.

The position of a volunteer firefighter is drastically changing and becoming very demanding for the ordinary family. The mandatory training a volunteer firefighter must complete annually is becoming more serious and time consuming. This significantly reduces the volunteer membership and makes it difficult to find volunteers. With the increasing emergency calls, we receive an abundance of mutual aid from surrounding towns and it will soon come down to hiring full time firefighters. The Fire District and the Department must continue to propose new ideas and options to adequately respond to all fire incidents.

As Chief of the Warehouse Point Fire District, I am grateful to all our members for their dedicated service to the Fire District and the Town of East Windsor. I am also grateful to all members' families that make their service to this community possible. I would like to thank the community for their continued support throughout the past years.

### **“Loyal to our Duty”**

**Jim Barton**

*Fire Chief – Warehouse Point Fire Department*



## HUMAN SERVICES

The Human Services Department is an essential part of the community providing assistance with social, emotional, and economic needs while helping clients to attain self-sufficiency and maintain economic well-being. Our department helps individuals and families access assistance with their energy needs by utilizing the following programs:

- Connecticut Energy Assistance Program. This past year we processed 337 applications providing a total of \$225,121 in assistance.
- Operation Fuel. This program took in 30 applicants and granted a total of \$14,205.93 to those in need.

We also have programs to assist seniors and individuals with disabilities. Some of the programs include:

- Distributing Farmer's Market Coupons to seniors. This year 36 seniors received coupons for a total market cash value of \$1,260.
- Renter's Rebate. This year our department processed 168 applications resulting in \$81,534.36 worth of benefits being paid, this number changes each year due to deaths and relocation.

Some of our Programs that we offer to assist families and children include:

- Back to School Back Packs. We help our families with our programs such as Back to School back packs and holidays. Backpacks, school supplies, and shoe vouchers were provided to 112 children.
- Food Baskets. We strive to provide holiday joy as we partnered with the VNA and Five Corner Cup board to provide 228 Thanksgiving and 228 Christmas baskets of food to families in need.
- Through community donations we were able to provide holiday gifts to 216 children to brighten their holidays.
- Power Pack Program. Run in conjunction with Parks and Recreation and the Hunger Action Team, the Power Pack Program had its first full school year and provided 43 back packs of food every Friday during the school year. We were also able to fill 14 backpacks during the summer months for eight weeks. This program is possible due to the generosity of our residents and our partnership with Food Share.

These programs are just a few of the services that we are highlighting. In addition to case management, we assist our clients by referring them to resources through SNAP outreach, CHR, 211, and other local and state-run agencies. Each day is different in our office and we are constantly reaching out to gain the knowledge to help our clients in their time of need. If you or someone you know is in need please reach out to us at 860-623-2430.

**Melissa Maltese**

*Director of Recreation and Community Services*

## BROAD BROOK LIBRARY

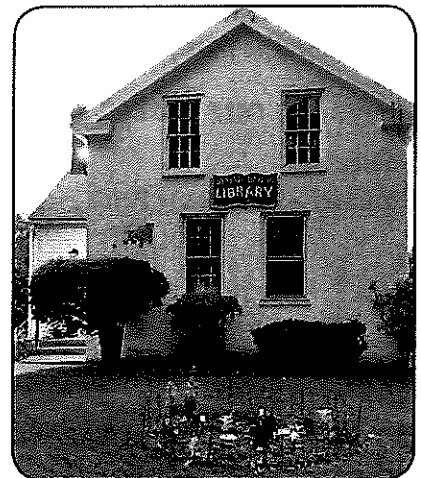
The Broad Brook Library will be 100 years old in 2019. The Library promotes reading by making it easy to borrow books with no library card required. In addition, there is no penalty for returning a book later than the due date. We are a Non-Profit Corporation with a Board of Trustees and we are here for you!

**Some highlights of FY 17-18 are:**

- We have had a very successful year in 2018.
- Our patronage has increased significantly. Our emphasis has been on Large Print Books, encouraged by a donation from the East Windsor Lions Club.
- We have rearranged the layout and added additional shelving to accommodate our ever-increasing inventory. We are still in the process of organizing the books in the library which will take a bit of time as we are only open two days a week.
- The return of town funding is helping to keep us in business.
- There will be continuing improvements in our programs and offers.

**Paul Anderson**

*Broad Brook Library Director*



# WAREHOUSE POINT LIBRARY

The Warehouse Point Library is a private, non-profit association that serves as the principal public library for the Town of East Windsor. Our mission is to satisfy the cultural, informational, educational and leisure needs of the community by providing a multimedia collection, programs, and exhibits.

The Library supports East Windsor families in developing Early Childhood Literacy through its collection and program offerings. Equally, the Library supports Teen and Adult Life-Long Learning and personal interests in numerous ways.

Some highlights of 2017/2018:

- Library saw the retirement of former Director Vincent Bologna, and welcomed new Director, Mike Sweeney.
- We participated in East Windsor's 250th Anniversary celebration.
- Library users borrowed over 30,000 items.
- We welcomed over 2,300 children to over 100 children's programs.
- Our 33 adult programs included movies, 2 concerts, a financial planning workshop, and more.
- We initiated a new logo, created new patron spaces, and completed a fiber optic technology upgrade to improve Internet speeds.

At a time when costs are rising, and budgets are difficult to anticipate, the Library strives to balance the difficult financial decisions between materials, programs and operations that will allow it to responsibly serve the East Windsor community. To this end, we thank our staff who dedicate themselves to supporting the diverse population and cultural interests of East Windsor by providing diverse materials, content and technology in creative ways. Some of the amenities the library offers are:

- Access to print and downloadable books, magazines, DVDs, music and audiobooks
- Access to large print materials with the assistance from the East Windsor Lions
- High-speed fiberoptic internet provided through State and Federal grant support
- Access to computers and WIFI
- Printing and copying for public use
- Events, programs, monthly book groups and informational workshops for all ages
- Museum passes funded by the Friends of the Library
- Access to JobNow's online job search resources
- Meeting rooms for small and large gatherings
- Outreach services to homebound residents
- Displays by area Artists and students
- And more.... Please stop in to see all that we offer!

We thank all those who so generously contribute to update and maintain a current collection of reading, viewing and listening materials to support the needs and interests of all East Windsor residents. The Library continues to face funding challenges with most of our materials budget coming from our annual drive.

**Mike Sweeney**

*Warehouse Point Library Director*

## PARKS AND RECREATION

The Parks and Recreation Department is an active part of the East Windsor community. We strive to provide life-long leisure activities to our families. We welcomed 4,303 people through our gates of East Windsor Park this year and have hosted several new events at the park without admission including:

- Jackie G's Car Show
- Sundae Funday in conjunction with the 250th Anniversary Committee
- Several events to celebrate July is Parks and Recreation Month
- Summer camp – We had 75 different campers for the summer of 2017 and 29 additional kids for the first week of summer 2018.
- We added a ninth week of camp in 2018.
- A Newly renovated swim program which hosted 55 children and added in night time and teen classes for 2018.
- 12 After school programs between Broad Brook and East Windsor Middle School.

A new streamlined registration software was added to our department in FY 2017-2018. Myrec.com is a “one stop shop” for our families to register for programs from their homes as well as stay up to date on happenings in the Recreation Department with features including direct messaging, email blasts and online capabilities. We look forward to using this tool as an added resource for East Windsor residents to enjoy.

**A few new programs to be added this upcoming year are:**

- Futsal and Street Soccer
- Healthy Cooking Classes for kids
- Soccer Shots

We teamed up with the Public Works Department and were able to install security cameras at East Windsor Park to monitor and keep our patrons safe before, during and after their visit. Our goal in the coming years is to make all our parks user friendly for everyone.

**At the end of the fiscal year we were able to:**

- Secure approximately \$500,000 for a Splashpad
- Secure funding for new bathrooms at Abbe Road Soccer Complex
- Provide sidewalk improvements to East Windsor Park for water access
- Secure drainage study money for the drainage system at the Reservoir

The Wellness Coalition run by the Director of Recreation and Community Development hosted Red Ribbon Week as well as National Prevention Week to bring awareness to drug addiction, prevention and services that our community provides. East Windsor is choosing to “Live Above the Influence” when it comes to drugs and alcohol in our community.

The East Windsor Hunger Action team of which we are a part, offered a Power Pack program in which we sent backpacks of food home with elementary school students every Friday for a successful first full year. We served 43 elementary school students each week. This was possible thanks to Partnership funding from Food Share and the generosity of our residents. Those eligible for the program provided us with great Feedback regarding food choices and gratitude for the program.

The Parks and Recreation Department and Commission strive to create and offer quality programs and opportunities to make East Windsor a great place to live, work and play. The Commission meets the second Monday every other month at 6 p.m. in the recreation office at 25 School St. Don't forget to follow us on Facebook, Twitter and check out our website at [www.eastwindsorrec.com](http://www.eastwindsorrec.com) for the latest up to date program/event offerings.

**Melissa Maltese**

*Director of Recreation and Community Services*

# DEPARTMENT OF PLANNING AND DEVELOPMENT

The Department of Planning and Development is responsible for helping to drive residential, commercial and industrial projects into East Windsor that will both increase the Town's tax base and improve quality of life. The Department works hard to provide quality customer service by means of an open-door policy. This enables the public to stop in when they have questions regarding land use, planning and zoning, or if they need assistance navigating the planning and permitting processes.

To save our clients time and money, our staff reviews and discusses all land use applications with the client before submittal, helping to clarify any confusion. Our department encourages preliminary development discussions with staff, as it helps the department better understand the client's needs.

**The Department provides staff assistance to several land use commissions including:**

- Planning and Zoning Commission (PZC)
- Zoning Board of Appeals (ZBA)
- Inland Wetlands and Watercourses Agency (IWWA)
- Conservation Commission (CC)
- Agricultural Commission (AC)
- Economic Development Commission (EDC)

It is the Department's role to provide an array of administrative, clerical, technical and policy services to the land use boards, helping to support each commission. The Department continues to work to satisfy the needs of the community while promoting the Town's overall vision for the future.

**Some highlights from FY 2017-2018 include:**

- The Planning and Zoning Commission approved the construction of a new Casino in partnership with MMCT.
- The Department was instrumental in re-writing East Windsor's zoning regulations, creating a new Highway Interchange Zone (HIZ). This will bring in new development opportunities and will help East Windsor continue to thrive.
- The Department was awarded a grant through the Responsible Growth and Transit-Oriented Development (RGTO) Grant Program through the State of Connecticut. This exciting opportunity focuses on storm water management and village redevelopment in Warehouse Point and is ongoing. The grant will provide residents with the opportunity to help create a vision for what the future of Warehouse Point will be.
- The Department is consistently looking at ways to improve the Route 5 Corridor for transportation, economic and residential needs by being part of an advisory committee.

We continue to work to help preserve the Town's rural charm while also promoting smart growth and development.

**Matt Tyksinski, CZET**

*Interim Town Planner/Director of Planning and Development*



## POLICE DEPARTMENT

The East Windsor Police Department is a highly communicative, progressive, and professional public safety agency. We have developed and now maintain strong working relationships and a true partnership with our community. We take pride in the level of exceptional service that we have provided to our citizens, business owners, visitors, and our students over the past year. Our community should know that we adapt and adhere to modern police practices, policy, and procedure. As a department, we focus on solving problems, community engagement, crime prevention and reduction, and improving the quality of life for everyone in East Windsor.

Our police department team members have access to advanced training, education, and career development opportunities to better serve our town. We strive to maintain our equipment and level of operational readiness so that we may respond effectively to the needs of our community during routine or emergency events. While we maintain a strong commitment and level of service to those outside of our police department, we must also focus our attention internally by creating and then maintaining a safe and effective environment for our sworn and civilian staff members.

The police department administration and the East Windsor Police Commission recognize that our employees are the most valuable asset in completing our mission and achieving our vision. In accordance with the principles of 21st Century Community-Policing, we will continue to support the physical safety and emotional well-being of our staff, so that we may meet our complex and sometimes difficult or demanding service needs. Department command staff also strive to provide an atmosphere where officers have opportunities to engage with our community members in positive ways, that they have the proper equipment, receive effective supervision, and they have the ability to contribute to our town's overall welfare and safety.

**Chief Edward J. DeMarco, Jr.**

## PUBLIC WORKS

**The Public Works/Engineering Department consists of:**

- 7 Highway Maintainers
- 1 Parks & Grounds Maintainer
- 1 Seasonal Maintainer
- 1 Working Foreman
- 1 Administrative Assistant
- 1 Operations Manager
- Director of Public Works/Town Engineer/Tree Warden

**The Department is responsible for:**

- The maintenance of approximately 70 miles of roads including storm drainage, curbs, waterways, roadside mowing, etc.
- The maintenance of the grounds at all Town parks and fields, around all Town owned buildings including Town schools and their playing fields
- Facilities maintenance for all Town owned buildings
- The design and implementation of all Town roadway, drainage and building construction projects.

We are on call 24/7 to the East Windsor Police Department and the Broad Brook and Warehouse Point Fire Departments for emergency purposes. The Town Engineer reviews plans submitted to the Planning and Zoning Commission, the Wetlands Commission and the Water Pollution Control Authority.

During this construction season, along with our pavement management and drainage projects, we were instrumental in:

- The rehabilitation and reconstruction of the Broad Brook Pond Dam
- The reconstruction of School Street
- Several renovation projects at the Elementary School, Town Hall, Town Hall Annex and Police Department
- roof replacement, boiler replacement and air conditioning projects at the Middle School for the Permanent Building Commission

**Leonard Norton**

*Director of Public Works/Town Engineer*



# REGISTRARS OF VOTERS

The primary tasks of the Office of Registrars of Voters are to ensure that every East Windsor voter experiences a smooth, safe, impartial and efficiently run election whether they are national, state, municipal, primaries, or referendums. Curb side voting is available to our disabled voters and we schedule supervised voting for our voters who are unable to travel to their designated polling place.

To register to vote you must:

- Be a United States Citizen
- Be 17 years of age (if you will turn 18 on or before election day)
- Be a resident of the Town of East Windsor
- Not be a convicted felon confined to an institution, community residence or on parole, or whose electoral privileges have not been restored (C.G.S. 9-12, 9-46)

Our responsibilities include the professional management of the voter registration and enrollment processes. Our office will utilize various methods and procedures to ensure that the voting rights of every East Windsor resident are protected. We are responsible for voter education and organizing the annual canvass of electors. Registrars maintain and update files, prepare department budgets and train election officials. We print registration and enrollment lists and ensure the proper maintenance of voting equipment.

To these ends, the Office of Registrars of Voters encourages every eligible voter to register, every registered voter to vote, and to make sure that every vote is counted accurately.

East Windsor has two voting districts. District I voting takes place at the Town Hall Annex, 25 School Street in Warehouse Point. District II voting takes place at the Town Hall, 11 Rye Street in Broad Brook.

The Office of Registrar of Voters recognizes that running a smooth election depends on being well-prepared. We want to help the voters of East Windsor be prepared. Registering to vote in advance or updating your voter registration information e.g., a name change, new address or change in party affiliation can minimize confusion on Election Day.

Voter Registration cards may be picked up at the Registrars' Office located at the Town Hall Annex, 25 School Street, East Windsor, CT 06088 or the Town Clerk's Office at the Town Hall, 11 Rye Street, Broad Brook, CT 06016.

On-Line Voter Registration is a convenient service, especially during times of peak interest. The Online Voter Registration link can be accessed at: <https://voterregistration.ct.gov/OLVR/welcome.do>

Voters are also encouraged to use the Secretary of the State's Voter Lookup Tool. This tool allows a voter to look up their own information. They can confirm that their address on file is current as well as their party affiliation. It will be especially helpful in the Presidential and State Primaries because Connecticut only allows enrolled members of the major parties to vote in those elections. To access the Voter Lookup Tool log onto:

<https://portaldir.ct.gov/sots/lookup.aspx>

Both Registrars of Voters are elected for four-year terms. Each Registrar represents a major political party (one Democrat, one Republican) but each Registrar is obligated to provide service to any voter seeking their assistance regardless of party affiliation.

<b>Registrars:</b>	<b>Term Expires:</b>
Angelo Sevarino (D)	January 2023
Karen Gaudreau (R)	January 2023

Office Hours: Tuesdays normal hours are 8:00 am to 12:00 pm, or by appointment. Actual office hours may vary depending on current calendar requirements & voting duties.

Office Location: Town Hall Annex • 25 School Street • East Windsor (Warehouse Point), CT 06088

Mailing address: 11 Rye Street • Broad Brook, CT 06016

Phone: 860-292-5915

# EAST WINDSOR SCHOOLS

The East Windsor Public Schools employs 296 staff including FRC and educated 1066 students from grades preschool through grade 12. During my first year as appointed superintendent, the district celebrated a wide variety of academic, social and athletic accomplishments. The talented and dedicated staff worked together to provide a high-quality education and health services, clean and maintained buildings, healthy food and supports for the whole child – including social, emotional and behavioral needs.

The East Windsor Public Schools worked in collaboration with multiple town departments to improve our facilities and programs, including but not limited to the East Windsor Police Department, Parks and Recreation Department, Public Works and several of the Town's boards. We would like to express our appreciation for the support we received from the Town and members of the East Windsor Community. Without your support, none of the wonderful accomplishments included in this report would have been possible.

**Christine DeBarge, Ed. D.**  
*Superintendent of Schools*



## EAST WINDSOR HIGH SCHOOL

### Highlights of FY 17/18:

- East Windsor High School graduated 90 students at Maneely's on June 19, 2018.
- East Windsor High School hosted educators from the New England Association.
- Foundations of Tech students designed and built a piece of adaptive furniture for a student with special needs. Presented at BOE meeting.
- Built prototype for mobile divider.
- Automotive classes performed maintenance on many student/faculty/family vehicles.
- The Band marched at the Big E on Connecticut Day and at the Four Town Fair.
- Choir and band students performed at the pep rally.
- Band and choir students performed at the NCCC Music Festival.
- Band students attended UMass Band Day.
- Band and choir students auditioned for the Eastern Region Music Festival.
- Music students performed at the Eastern Region Music Festival.
- A student advanced to All State Music Festival.
- Band students marched in East Windsor Torchlight parade and Memorial Day parade.
- Unified Sports continued to increase participation.
- Various students in special education programs participated in variety of activities including bowling at Vernon Lanes, manning a school store, and working as teacher aids.
- The English Department hosted Poetry Out Loud with top honors to Rachael Gendreau, Martin Resto and Natalie O'Konis who took first place.
- Twenty students received college credit from UConn for English through the Early College Experience courses.
- Students participated in Art at the Capital and the end of the year Art Show.
- Art students created an Adirondack chair representing East Windsor that was on display at Bradley International Airport.
- Culinary Arts students prepared snacks for visiting NEASC members.
- Culinary Arts students hosted "Invite your favorite teacher to lunch".
- Culinary Arts students worked in cooperation with Food Service staff to participate in a Smoothie Challenge with the winning smoothie added to the cafeteria menu.
- The World Language department hosted a trip to Spain.



# EAST WINDSOR SCHOOLS

## EAST WINDSOR MIDDLE SCHOOL

### Students from East Windsor Middle School received the following:

- Library Top Patron Awards
- Grade 8 Promotion/Awards
- Various awards at awards night for 5th, 6th, and 7th Graders
- Rebecca Syme and Jake Martin recognized at the Scholar Leader Banquet through Connecticut Association of Schools
- Choral and Band awards
- Physical Education Fitness Awards

### Students from East Windsor Middle School participated in the following:

- 6th grade team building days
- CT Historical Society presented to grade 5
- School dances
- Fantastic Festivals (Six Flags Musical Festival)
- Drama production of "Sci Fi Scenes and Monster Dreams"
- Spirit Days and Incentive Days
- Jazz Band
- Student Council
- Academic Honor Roll bracelets of recognition
- District Art Show
- Safe school climate activities for students/staff
- Positive Referrals home (academic & behavioral)
- Hosted meteorologist Art Horn for grades 6 and 8
- Hosted visiting engineers to work with grade 6 students in STEM
- Pep Rallies quarterly
- Field day
- Hosted Spring and Fall Book fairs
- Spring and Winter Concerts
- Read Across America Week
- Select Chorus
- PE Family Night
- Art at the Capitol
- Canned Food Drive
- 250th grade level activities

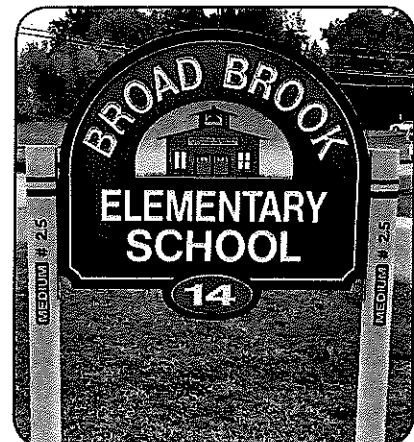
### Competitions:

- Geography Bee Eric Duncan made it to the state finals
- EWMS Science Fair
- Invention Convention Rebecca Syme and Michael Mitchell went to state finals



## BROAD BROOK ELEMENTARY SCHOOL

- Preschool classes hosted a Friendship Feast for families the week before Thanksgiving.
- Students grades PK – 4 performed and made art for the December winter concert.
- Read Charlotte's Web for the One Book One School celebration
- Saw Charlotte's Web, the play, presented by Theaterworks
- Grade 4 band performed with East Windsor Middle School band
- Hosted school wide assembly to celebrate student learning and attendance – provided Presidential Excellence and Presidential Achievement Awards.
- Students with zero or one absence received a certificate.



# EAST WINDSOR SCHOOLS

## EAST WINDSOR ATHLETICS

East Windsor Athletics had a wonderful year!

Some highlights for our student athletes in FY 17/18 include:

- Two boys' soccer players were named to the NCCC All Conference.
- One boys' soccer player was named to the Class S All State.
- The boys' soccer team advanced to the second round of the state tournament.
- Boys' soccer qualified for States for the second year in a row.
- One girls' soccer player was named to the NCCC All Conference.
- One girls' soccer player was named to the Class S All State.
- The cross-country team of one was named All Conference and Class S All State.
- Volleyball team set a school record for the most wins.
- The football co-op, which includes East Windsor, won the conference title, advanced to the state tournament.
- East Windsor football player was named to the All-Conference Team.
- Boys basketball qualified for states and advanced to the second round of the state tournament.
- One boys' basketball player was named to the NCCC All Conference.
- One boys' basketball player was named to the Class S All state for the second straight year.
- Marcus Goss (junior) made the 1000-point club.
- Girls basketball won their first NCCC tournament and qualified for states where they advanced to the quarter finals.
- Three girls' basketball players named to NCCC All Conference.
- Three girls' basketball players named to the NCCC All-Tournament team.
- Two girls' basketball players named to the Class S All State.
- Lauren D'Agostino (senior) made the 1000-point club.
- Ice hockey co-op also advanced to the State tournament and advanced to the Division 3 state finals.
- Baseball advanced to the state tournament in back to back years.
- Two boys' baseball players were named to the All-Conference.
- One boys' baseball player was named to the Class S All State for the second year.
- The girls' softball team advanced to the state tournament.
- One girls' softball player was named All Conference.
- Six members of the track and field team were named to the NCCC All Conference.
- Tristan Garrick (senior) was the Class S runner up in javelin, Open States runner up in javelin, finished 12th in javelin at New England and qualified and advanced to the Track and Field National for javelin!

## BUILDINGS AND GROUNDS

Major facilities improvements included:

- A new roof at the EWMS
- Removal of the oil tank at EWHS
- New windows in the gym, cafeteria, office area and art room at Broad Brook Elementary School

## FOOD SERVICE

- Hosted a smoothie contest in each school
- Created more specialty items for staff
- Replaced two door refrigerators at EWMS
- Technology
- Upgraded networking capacity
- Created specialty bars every Wednesday at the high school (taco bar, baked potato, panini bar...)
- Added specialty pizza to the high school menu every Wednesday
- Cafeteria staff trained in Connecticut State Department of Health
- Diagnosed and obtained warranty service for hundreds of student laptops
- Added student and parent portal app to the district website
- Added information on the school lunch website
- Added more catering opportunities
- Replaced a washing machine
- Added security through the Alliance Capital Grant
- Replaced district copiers due to end of lease

# EAST WINDSOR SCHOOLS

## SCHOOL HEALTH SERVICES

- New concussion and Narcan policies were adopted
- New Narcan procedures for school nurses
- Developed new seizure health care plans
- Revised, developed or provided training for staff regarding: seizures, blood borne pathogen and life-threatening allergy
- Participated in state asthma, immunization and health surveys
- Provided training for all school nurses from Boston Children's Hospital on "Migraines Headaches, Migraines and Abdominal Migraines" and "Urgent Care and Assessment in the School Nurse's Office"
- Updated attendance practices, communication and increased staff involvement in attendance practices to support our students
- Trained 20 staff certified in CPR and First Aid
- Trained 15 staff in medication delegation
- Trained 5 staff members as CPR instructors
- Flu clinics offered in all three buildings
- Yoga, holiday vendor fair and walking challenge offered from the Wellness Committee
- All School Safety and Hazards FEMA plan updated and filed with the state
- We continue our collaboration with CHC to provide medical, dental and behavioral health services to the students of East Windsor Schools

## SENIOR SERVICES

The East Windsor Senior Center continues to be an essential part of our community, meeting the needs of our seniors in a variety of ways. The Senior Center provides several benefits such as:

- Medical transportation
- Monthly entertainment
- Nutrition program
- Arts and crafts
- Screening for eligibility of basic needs programs and providing information and referral
- Reviewing of Medicare Part D plans
- Socialization and trips
- Educational programs
- Exercise programs
- Senior Outreach Services

Some programs and events we offer are:

- Walking Club. Meets once a week and walks through the different parks of East Windsor while getting fresh air and taking a leisurely stroll.
- Indoor Walking DVD's. On inclement weather days we utilize an indoor walking DVD to get those steps in.
- First Selectman Coffee Hour. The First Selectman attends and receives feedback and concerns from our seniors regarding East Windsor.
- Mexican Train Dominos. This was so well received that we have now added it twice a month to our calendar!
- Smart Phone Assistance. On the first Wednesday of each month we welcome two technicians from Verizon Wireless who assist our seniors with their devices.
- Annual Health Fair. At the Fair, flu shots were provided as well as other health services such as: sugar, blood pressure, hearing, and balance screenings. There were also several local businesses and services present to provide information to our seniors.

**Nutrition.** On the nutrition side of things our Café served 7,344 meals. These meals are prepared by CRT and delivered each day to the center. Our nutrition volunteers help us to decorate, serve, and make our seniors dining experience wonderful each day. The monthly socials still prove to be a fan favorite among our seniors. For those seniors in town that are home bound we partnered with CRT again and our amazing Meals on Wheels (MOW) volunteer drivers graciously deliver 5,540 meals. We are always in need of MOW drivers, feel free to call us at 860-292-8279 to find out more about becoming a MOW driver. This year we are continuing to develop partnerships with the schools and local businesses hosting students and receiving donations.

**Transportation.** Our Center operates under the Dial-A-Ride model. Currently we transport seniors, age 60 and older and residents 18 years or older and on Social Security Disability. Our goal is to aid and supplement their ability to get to and from doctors' appointments, grocery stores and other essential places. We also transport our seniors to and from the Center for their lunch and to attend programs at the Center. Our riders took a total of 8,918 round trips this year and traveled 29,072 miles. A suggested \$50 donation is asked for once a year, to learn more about Transportation call us at 860-292-8261.

Melissa Maltese

*Director of Recreation and Community Development*

## TAX COLLECTOR

- The East Windsor Tax Office is comprised of a 3-person team that stays current of changing laws and tax trends through continued education, seminars, conferences, and networking with other tax collectors.
- This Tax Team is responsible for the billing and collection of real estate, personal property, motor vehicle taxes; billing and collection of sewer facility connection and sewer benefit charges; C-Pace billing and collection; aircraft registration billing and collection; Warehouse Point Fire District billing and collection; and parking ticket collection.
- The Tax Office reports to various commissions, departments and state agencies monthly and quarterly. The Tax Office also works collaboratively with municipal departments to help solve problems and find efficient solutions for the taxpayers of East Windsor.
- The Tax Office is always striving to find more cost effective and efficient ways for processing and handling tax bills and collections.

**Patricia Kratochvil, CCMC**

*Tax Collector*

## TOWN CLERK

### THE TOWN CLERK'S OFFICE IS RESPONSIBLE FOR THE FOLLOWING SERVICES:

- Fishing and hunting licenses
- Voter registration
- Certified copies of: births, marriages and deaths
- Filing subdivision/survey maps
- Notary services
- Administering oaths
- 250th Anniversary and Veterans products for sale
- Land record recording and copies of: deeds, liens, releases, foreclosures, probate certificates and mortgages
- Absentee ballots
- Dog licenses
- Trade name certificates
- Filing Liquor permits
- Issuing marriage licenses
- Filing DD-214 military discharges

### IN ADDITION TO THE ABOVE, OUR DAILY DUTIES INCLUDE:

- Maintaining the Town Clerk's web page
- Posting minutes and agendas on the website
- Taking the minutes at town meetings
- Providing monthly reports to the State of Connecticut
- Receiving lawsuits filed against the town and distributing to appropriate departments
- Maintaining the Town website calendar
- Posting new ordinances on the website
- Working closely with the Registrar of Voters
- Election and referenda duties

The Town Clerk's office was awarded a grant in FY 2018 in the amount of \$4,000 from the State of Connecticut for historical preservation of records. This grant money was used to hire a Document Management Specialist. The Document Management Specialist is sorting through boxes of old records which belong to numerous departments in the town. These boxes are all located at the Town Hall Annex. This project will identify all permanent, historical and confidential records and records that can be destroyed.

### REVENUES COLLECTED IN THE TOWN CLERK'S OFFICE - \$876,489.14

- Funds collected for the State of Connecticut - \$631,306.85
- Town of East Windsor revenues - \$243,068.29
- Selling 250th Anniversary products - \$1,834
- Selling Veterans t-shirts and commemorative coins - \$280

**Joanne Slater, CCTC**

*Town Clerk*

## TREASURER'S OFFICE

The Treasurer's Office welcomed a new Treasurer in April of 2018. The Treasurer's Office has the responsibility of administering the Town's finances and accounting for all town funds, except those of the Board of Education. Detailed statements of this accounting appear in the Town's Annual Audit which is on file in the Town Clerk's Office. The Treasurer prepares monthly reports for the Board of Finance. In addition, the Town Budget is developed and administered with the First Selectman's Office.

The Treasurer's Office handles the daily Treasury operations including deposits and banking and manages cash and debt obligations. The Treasurer's Office processes both accounts payable and payroll bi-weekly. For FY 2017-18 the Treasurer's Office processed 5,354 separate expenditures and payroll, benefit and tax records for 222 employees.

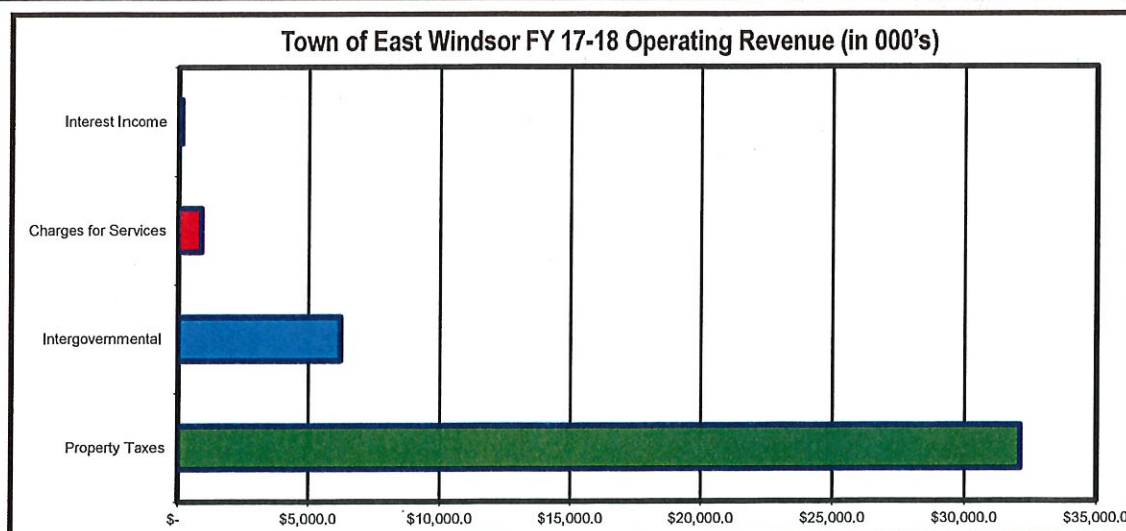
### Town Finances for the Fiscal Year 2017-18

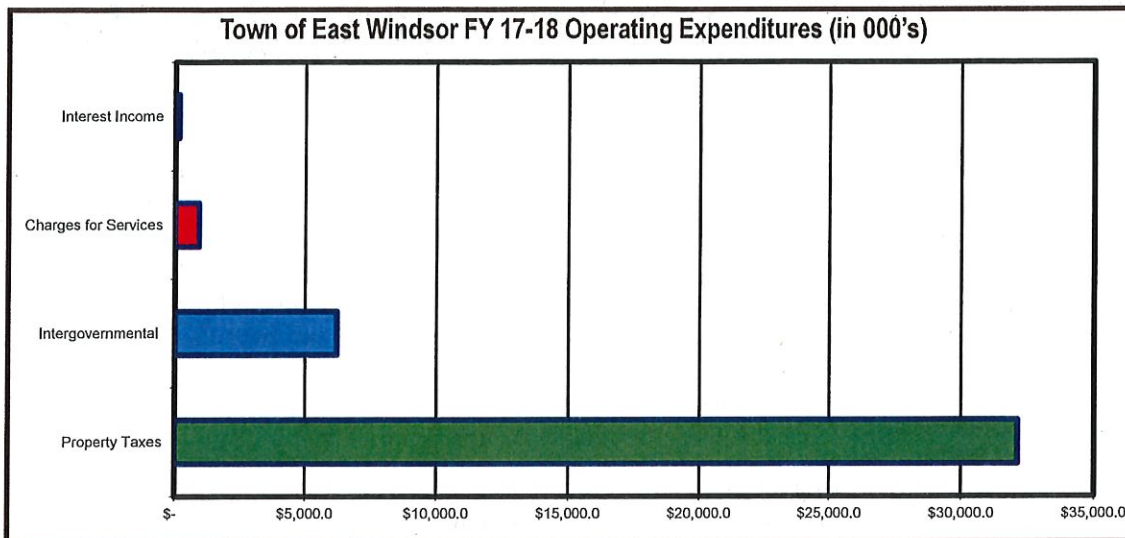
- The Town's adopted General Fund budget for 2017-18 totaled \$37,719,235.
- The mil rate was 32.77.
- The Town's Moody's credit rating is Aa2.
- The Town achieved a collection rate of 98.78% on the current levy.
- The Town's long-term liabilities at June 30, 2018 totaled \$12,747,330.
- The Town's actual expenditures were \$38,271,059 and actual revenues totaled \$39,497,847.

The comparative actual information, by function and funding source for the fiscal year is presented here. A detailed statement of revenues and expenditures is in the Town's Annual Audit which is on file in the Town Clerk's Office and available on the Town's website at [www.eastwindsorct.com](http://www.eastwindsorct.com)

Long term debt outstanding as of June 30, 2018		
Use of Proceeds	Maturity Date	Outstanding Amount
Bond 2014-Refinance	06/30/2025	\$ 1,495,000
Bond 2016-BBES Modulars/Public Improvements	06/30/2037	5,455,000
Note Payable – EWMS Roof	01/03/2019	1,856,000
Note Payable – North Road Sewer Phase I	04/24/2052	1,983,254
Note Payable – North Road Sewer Phase II	02/03/2055	1,372,880
Lease – DPW Trucks	01/01/2025	311,462
Lease – Town Hall HVAC	11/12/2024	273,734

**Amy O'Toole**  
Treasurer/Finance Director





## WPCF

The East Windsor Water Pollution Control Facility (WPCF) provides sanitary sewer service to approximately 2,300 accounts. The operation is overseen by the East Windsor's Water Pollution Control Authority (WPCA). Paul Anderson is the Chairman and David Tyler is the Vice Chairman. The WPCA is responsible for the oversight of a 1.87-million-dollar operating budget for Fiscal Year 2017/2018. The WPCF staff includes a Superintendent, Chief Operator, Process Control Operator, Office Manager, Plant Mechanic, 2 Operator II positions, and 2 Operator I positions.

The WPCF Staff is responsible for the operation, maintenance, repair and replacement of the treatment facility at 192 South Water Street along with ten sewage pumping stations and 37 miles of sanitary sewer and force main. All staff hold professional certifications in wastewater treatment, collections systems, and laboratory along with some specialized licenses such as NASSCO, GIS, and IT. The Net Present value of the WPCF's assets are estimated to be \$75,000,000 to \$90,000,000.

The WPCF operates in a very proactive and predicative manner. We have completed many capital projects over the past 5 years without taking on debt. This has saved ratepayers large sums of money and prepares the facility for the next decade or more. The following capital projects were completed during the 2017/2018 fiscal year:

- Area Control Panels and SCADA (Supervisory Control and Data Acquisition) upgrade as the plant and 10 pump stations are monitored from the control room at the WPCF. This included complete upgrades of PLC's, modems, switches, HMI's, cellular networks and computers to replace our existing 23-year-old SYMAX system.
- The administrative building received a new roof and exterior trim.
- Newberry Road and Scout Hall pump stations were rebuilt including, pumps, valves, electrical service, alarms, emergency generator, and remote cellular communication.
- Major repairs were made to our solids handling process.

**Arthur Enderle III**  
*WPCF Superintendent*



# BOARDS AND COMMISSIONS



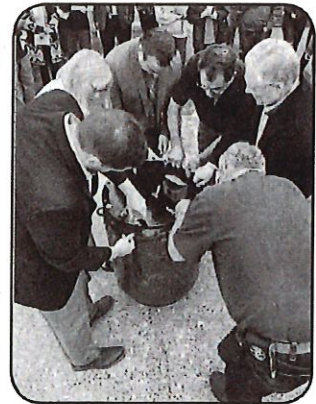
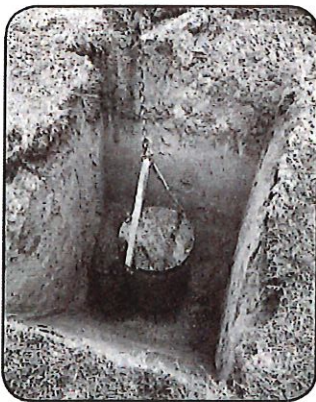
## 250TH CELEBRATION PLANNING COMMITTEE

### List of events that took place in celebration of East Windsor's 250th Anniversary:

- New Year's Eve Masquerade Ball at La Notte – December 31, 2017
- Blood Drive at Scout Hall – January 13, 2018
- Kids Winter Fest at Scout Hall – February 24, 2018
- Victorian Lady Tea Party at Senior Center – March 21, 2018
- Soles4Souls Shoe Drive – April 2018 - Total of 897 pairs of shoes collected
- Vintage Baseball Game at East Windsor High School – May 5, 2018
- Opening of the Bicentennial Time Capsule at Town Hall – May 19, 2018
- Food Truck Festival and Revolutionary Reenactment at Scout Hall – June 16, 2018
- Sundae Fun Day at East Windsor Reservoir – July 15, 2018
- Heritage Day at Harrington Property – September 22, 2018  
- Parade started at East Windsor Reservoir, went to Main Street to the Harrington Property (corner of Route 140 and Main Street)
- Bury 250th Time Capsule at Town Hall – September 23, 2018



For Heritage Day, there was a huge turnout of about 1500 people including the parade, the picnic and the fireworks. There were 60 parade entries of floats, truck and tractors and performances. We had five judges, one from each village, to judge each parade entry as they passed by the judge's stand at the Broad Brook Library. As the parade ended at the Harrington Property, Heritage Day goers could enjoy food from one of the five food truck, play lawn games, play in the bounce house, or listen to live music from The Stray Dogs until it got dark enough for the fireworks. Throughout the day, people would stop by the new time capsule and put items inside to be buried the following day.



### *A message from Rebecca Talamini (Anniversary Committee Chairwoman):*

Thank you so much to all those who donated to the Committee to make these events possible. We would not have been able to do it without you!

Thank you to all those who volunteered their time at our events!

A very special thank you to the Committee member volunteers who dedicated so much of their time and effort into making this year, one to be remembered for years to come.

**I couldn't have done this without each and every one of you!**

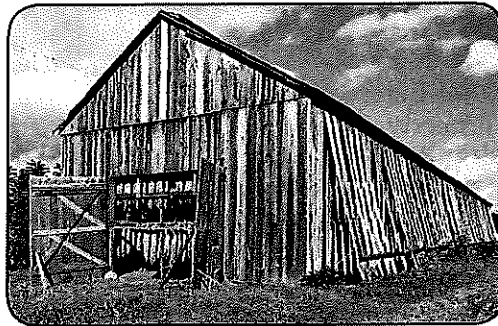
## BOARDS AND COMMISSIONS

### AGRICULTURAL COMMISSION

The Agricultural Commission seeks to promote and raise awareness of the value of agriculture in East Windsor and to assist and encourage farming in Town.

- This year we hosted the annual Farmer's Coffee networking event at the Melrose Schoolhouse for all interested in agriculture.
- We partnered with the CT Farm Bureau to present a program on Access to Land for farming, which included leasing, generational succession, business planning, insurance and other related topics.
- The Community Garden kicked off the year with a horse-drawn plowing event. We had 18 plots rented this year.
- With the help of Parks and Recreation the Garden got a grant from the North Central District of Health to apply compost to the garden spring and fall and to bury a water line from the tank to the garden.
- The Commission pursued adopting an ordinance for tax abatement for agricultural buildings.

**Albert Grant**  
*Chairman*



### AMERICAN HERITAGE RIVER COMMISSION

The American Heritage River Commission (AHRC) had a full year of activities, all in keeping with the charge to the Commission of finding recreational opportunities for the residents of East Windsor.

- In July of 2017 AHRC members joined the CT River Conservancy group as it made its way down the Connecticut River from Lyme, NH to Essex, CT, making Volunteer Park a stop along the way. 19 Paddlers in 15 boats met the group at King's Island landing in Enfield and saw a demonstration of the USGS field equipment which collects river data. Then we paddled south and picnicked at the park, receiving praise for our work in establishing the park and our efforts to preserve our natural resources.
- Throughout the summer, we supported the E. coli testing and reporting, so as to keep those who use the Scantic River informed as to the quality and safety of the River.
- On October 13, 2017 thanks to a State RTP grant, a walkway, built off-site, was placed within the framework of the Old Melrose Bridge. This gives access to the west side of the River where the volunteers will develop more trails.
- AHRC hosted their 8th Annual New Year's Day hike. Sixty-five brave souls joined the AHRC members in a First Day hike. It generated a lot of publicity because many of the other scheduled hikes throughout the state were cancelled due to the 10-degree temperature. The hikers donated 175 pounds of food and \$25 cash for the Five Corner Cupboard.
- June 3rd, AHRC led a CT Trails Day hike with about 50 other participating. Several State officials came and saw a ribbon cutting ceremony for the new walkway, praising the Commission for their efforts maintaining the trails at the Scantic River State Park.

We are always looking for volunteers to join our 11-member Commission and help us with our work of keeping the Scantic navigable for paddling, and our trails open for hiking.

**Barbara Sherman**

# BOARDS AND COMMISSIONS

## BOARD OF ASSESSMENT APPEALS

The Board of Assessment Appeals (BAA) is among the oldest local government agencies in Connecticut. Its history, under several titles, dates back to the Colonial period. Created by state law, the BAA holds important powers affecting both the municipality, the Assessor and the taxpayer.

The first formal appeal a taxpayer can make if he or she feels an assessed value is incorrect, or an exemption was wrongfully denied, is to the Board of Assessment Appeals. To accomplish this, taxpayers must take two initial steps:

- 1) Make a written application on or before February 20 (March 20 if the Assessor has received an extension for the filing of the Grand List)
- 2) At one of the meetings, offer or consent to be sworn in and give facts required by the BAA, either verbally or in writing, or both.

The Board meets at least once in September to hear appeals only relevant to the current Motor Vehicle tax bills.

The Board also has the authority to correct or adjust any mistakes the Assessor may have made during the finalizing of the Grand List. Once the Grand List is filed, only the Board or a court appeal can change it. All meetings of the Board are open to the public.

This year, the Board held six public sessions at the Town Hall in March of 2018. A total of 42 appeals were heard and acted upon.

An additional session was held in September of 2018 to hear taxpayers' appeals on motor vehicle assessments only with seven appeals heard and acted upon.

For further information and appeal application forms, please see information and links on: [http://www.eastwindsorct.com/Public\\_Documents/EWindsorCT\\_bcomm/appeals](http://www.eastwindsorct.com/Public_Documents/EWindsorCT_bcomm/appeals)

**Helen Totz**  
*Assessor*

## BOARD OF EDUCATION

### Highlights of FY 17/18:

- Cathy Kotula, English teacher at East Windsor High School, was the 2018 East Windsor Teacher of the Year.
- We received the Alliance Capital Grant 2 which provided for a variety of capital projects in all three buildings.
- We received a generous vote at Town Meeting to purchase the first round of replacement computers in support of our 1:1 initiative.
- Provided social emotional learning (SEL) lessons across the district every month to all students.
- Adopted new science curriculum aligned with Next Generation Science Standards (NGSS).
- Continued to update or complete curriculum district wide.
- Received Title IV Student Support and Academic Enrichment grant.
- Revised or created various Board of Education policies.
- Continuously reviewed and practiced safety and security protocols
- Hired a Director of Curriculum.
- Presentation for high school students and an evening presentation for staff and families on Drug and Alcohol awareness by State Police Lt. Chris Bartolotta.

**Christine DeBarge, Ed. D.**  
*Superintendent of Schools*

# BOARDS AND COMMISSIONS

## BUILDING COMMISSION

The Building Commission consists of nine members and one recording secretary with a Board of Selectmen liaison. Currently there are two vacancies on the commission.

The Permanent Building Commission was adopted by a Town ordinance at a Special Town Meeting on May 14, 1998 and took effect on May 29, 1998. The Building Commission meets monthly to conduct building related matters for various Town Agencies. The Commission, under the direction of the Board of Selectmen, oversees all new building construction, repairs and renovations.

**This year the Commission oversaw:**

- Broad Brook Elementary School modular classrooms. Project completed.
- Middle School roof and boiler replacements. Projects have been completed.
- Alliance Capital Grant 2 (which included work at the High School, Middle School and Broad Brook Elementary School). Project has been substantially completed.

**Elzear Rodrigue**  
*Chairman*

## CAPITAL IMPROVEMENT PLANNING COMMITTEE

The Capital Improvement Planning (CIP) Committee consists of up to 9 members who are appointed annually by the Board of Selectmen. In the fall of each year, town departments that have project requests that meet the Town's Capital Improvement criteria can submit their requests for the next fiscal year and the following four fiscal years.

The multi-step CIP process begins with the submission of department requests and ends with the assignment of town approved budget funds to specific projects.

- Town Departments submit requests and provide information to the CIP Committee that both justifies the need for and the estimated cost of each project over a series of meetings.
- The CIP Committee reviews and prioritizes projects based on 7 factors creating an impartial priority for each project.
- Once prioritized, the Committee evaluates the projects, determines those with the highest need and proposes a funding amount for each project for the upcoming fiscal year.
- The proposal is submitted to the Board of Selectmen (BOS) for inclusion in their budget review. The BOS may adjust the CIP Committee's recommendations prior to sending the budget to the Board of Finance (BOF) for further review.
- The BOF may further adjust the requested budget prior to the budget referendum.
- After the Town has approved a budget, the CIP Committee will again convene to allocate the approved budget funds to specific projects.

This year, the CIP Committee received requests to fund 40 projects from nine different town departments over the next five years. Some of these projects require funding over multiple years while others may be completed in a single year. The total cost of the projects submitted for the five-year period of FY20-24 is \$15,683,270. FY20 projects total \$8,559,160 with \$3,260,740 needed in the first year. The table summarizes the FY20 projects and their associated costs.

**Cathy Simonelli**  
*Chairman*

Department/ Entity	Project	FY20 Budget Recommendation	Project Request FY 19/20	5 Year Project Cost
Assessor's Office	State Mandated Revaluation required every 5 years	\$20,000	\$20,000	\$250,000
BBFD	Replace 2001 HME Pumper truck - cost distributed over 5 yrs.	\$100,000	\$200,000	\$1,000,000
Board of Education	Replace HS kitchen steam boiler	\$20,485	\$20,485	\$20,485
Board of Education	Replace original BB Cafe tile over 65 years old with vinyl tile	\$27,500	\$27,500	\$27,500
Board of Education	Expand MS north parking lot; adds 39 spaces		\$71,300	\$71,300
Board of Education	Replace 25+ year old HS S-wing carpet		\$53,000	\$53,000
Parks and Rec	Bring town playgrounds to code		\$45,000	\$150,000
Parks and Rec	Expansion and renovation plans for multiple fields, courts and equipment		\$100,000	\$500,000
Parks and Rec	Expand and restructure East Windsor Park Basketball Court		\$75,515	\$151,030
Police Department	Replace older high mileage vehicles. 2.5 vehicles funded annually to maintain fleet	\$100,900	\$100,900	\$504,500
Police Department	Replacement of aged, inadequate software system	\$36,980	\$36,980	\$73,960
Police Department	Replace old, failing laptops in police vehicles	\$23,070	\$23,070	\$49,985
Public Works	Chip Sealing of roads	\$75,000	\$75,000	\$375,000
Public Works	Annual pavement maintenance and/or reconstruction	\$500,000	\$1,000,000	\$2,500,000
Public Works	Ongoing replacement of Public Works and Parks & Grounds vehicles and equipment	\$200,000	\$200,000	\$1,000,000
Public Works	Ongoing maintenance and replacement of Town wide drainage	\$50,000	\$50,000	\$250,000
Public Works	Overdue state mandated updates to the GIS System	\$25,000	\$25,000	\$125,000
Public Works	Purchase equipment for use in the DPW service garage	\$10,000	\$20,000	\$100,000
Public Works	Repair South Rd Sewer to allow transfer to WPCA	\$94,000	\$94,000	\$94,000
Public Works	Repair/replace town sidewalks		\$44,000	\$100,000
Scout Hall	Replace 18 yr. old HVAC unit w/life expectancy 20 yrs.		\$30,000	\$30,000
Town Property	Vehicle replacements	\$20,000	\$25,590	\$100,000
Town Property	Replace critical aged PD + Radio Tower generators	\$50,000	\$97,000	\$97,000
Town Property	Upgrade exterior lighting throughout town	\$10,000	\$40,000	\$150,000
Town Property	Replace dog pound kennels inside and out	\$20,000	\$61,930	\$61,930
Town Property	Replace aging roofs (DPW and BBFD/Sr. Ctr)		\$600,000	\$600,000
Treasurer	Replace current financial software	\$124,470	\$124,470	\$124,470
	<b>Totals</b>	<b>\$1,507,405</b>	<b>\$3,260,740</b>	<b>\$8,559,160</b>

# BOARDS AND COMMISSIONS

## CONSERVATION COMMISSION

The mission of the East Windsor Conservation Commission is to:

- Maintain and review an inventory of open space and farmland in Town
- Advise other boards on land conservation issues
- Promote the value of conserving the Town's natural resources

This year, the Commission has tracked progress on the agricultural easement that is in process with the State Department of Agriculture. We have started keeping an inventory of open space and farm parcels that are on the market. We are focusing on gaining 490 status for open space after it was included in the Plan of Conservation and Development (POCD). We are reviewing action plans cited in the POCD including additional funding for the Town's Open Space Fund.

**Albert Grant**  
*Chairman*

## HOUSING AUTHORITY

The East Windsor Housing Authority currently operates under the oversight of the Connecticut Housing Finance Authority (CHFA) and the Department of Housing (DOH). The Authority currently owns and manages Park Hill apartments located in the Broad Brook section of East Windsor. This beautiful community for the elderly and non-elderly disabled is comprised of 56 efficiencies and 28 one-bedroom apartments. Many thanks to the East Windsor Board of Selectmen to allow the Authority to utilize program funds through the Small Cities Grant program. We were awarded \$52,000 to convert four bathtubs to walk in showers. This accessibility feature will allow four Park Hill residents to improve their quality of life. This past year we were very fortunate to be able to purchase an additional 6 acres. We are currently having the existing Park Hill property surveyed, the 7-acre parcel and the 6-acre parcel, to give us options for future development. The Housing Authority looks forward to the continued support and dedication of the Board of Commissioners and the Town of East Windsor.

**Linda Collins**  
*Executive Director*

## PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission (PZC) typically meets on the second and fourth Tuesdays of every month. The Commission consists of five regular members and three alternates, all appointed by the Board of Selectmen to serve four-year staggered terms. Commission members elect their own officers every October.

The Commission reviews and acts on applications for Commercial and Residential development along with proposed changes to the Plan of Conservation and Development, Subdivision, and Zoning Regulations.

The PZC is staffed through the Department of Planning and Development. Copies of all land use regulations can be viewed or purchased in the Planning and Development office located at the Town Hall. The Planning Office also has application forms, bylaws, and procedural checklists. Many of these items are now also available on the Town's website at [www.eastwindsorct.com](http://www.eastwindsorct.com).

The PZC held 19 Regular Meetings and 3 Special Meetings. Applications received are broken down into the categories of:

- Site Plan Reviews (9)
- Zone Changes (1)
- Temporary Liquor Permits (1)
- Special Use Permits (7)
- Text Amendments (6)
- Subdivisions/Resubdivisions (2) for 2 new lots

The following fees were received by the PZC during the past fiscal year:

- Hearing/Application fees \$26,692
- Open Space Fees \$6,971

**Joe Ouellette**  
*Chairman*

# BOARDS AND COMMISSIONS

## HISTORICAL PRESERVATION COMMISSION

### What is the Historical Preservation Commission?

The East Windsor Historical Preservation Commission is a group of concerned citizens; members of the electorate appointed by the Board of Selectmen. The task of the Commission is to identify, archive, and preserve structures, sites and monuments significant in the Town's history and cultural development. The Historical Preservation Commission provides the citizenry with publications and programs to promote awareness and appreciation of the Town's history. We also offer assistance to private citizens who wish to preserve individual properties of significant historical or architectural value.

### Why Preserve old Properties?

For many of today's citizens, the idea of preserving the old is contrary to the idea "newer is better". Recently, however, communities have begun to acknowledge the fact that with the increasingly rapid neglect, endangerment and disappearance of old buildings, sites, and monuments; a town's significant past and the roots of its citizenry, the town's heritage, is lost forever. In any community there are structurally sound buildings that are representative of significant architectural and historic eras of the town. Often rehabilitating these buildings is wiser than destroying them, both aesthetically and financially.

### What is Preservation?

Preservation is the conservation of any architectural or historical structure, site or monument. It is the maintenance of the basic design and building materials of such a structure.

In adaptive preservation the emphasis is on saving the appearance and authenticity of the exterior of a building. Then the interior can be adapted to a more modern use as a residence, commercial or municipal facility.

### How can an individual support the efforts of the Historical Commission?

- Contact a commission member if you are willing to explore the possibility of identifying or preserving your individual property as a significant historical or architectural site.
- Contact a commission member if you are aware of any endangered property significant to the town's heritage.
- Contact a commission member if you are an individual or business that is able to donate services or make a financial contribution to assist with preservation projects.
- Contact a commission member if you are a member of the legal profession who is able to donate your services in drafting legislation to further preservation.
- As a member of the electorate, support the Commission's efforts to preserve sites in the community and lobby the legislature for support and funding for continued preservation.
- Attend a meeting or any informational program with your family and friends sponsored by the Commission to promote the historic and cultural heritage of East Windsor.

*Remember, prepare for the future by preserving the past.*



**Kirk Montstream**  
Chairman

## BOARDS AND COMMISSIONS

### VETERANS COMMISSION

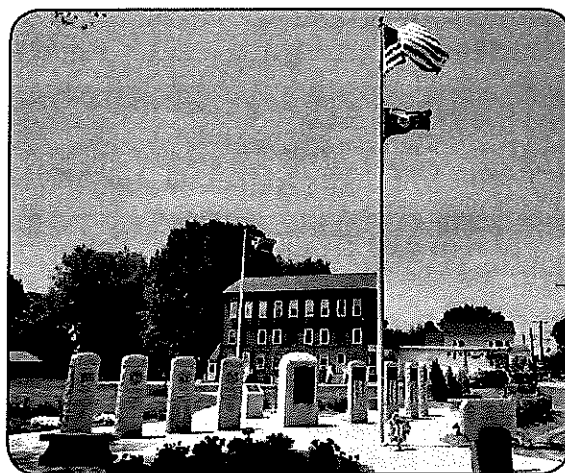
The Veterans Commission is a volunteer organization and is committed to honoring and helping veterans. Interested individuals are encouraged to attend meetings and get involved when available. We meet on the second Thursday of every month at the East Windsor Town Hall at 7:00 p.m.

The Commission hosts several events each year. Some of these events include:

- Memorial Day ceremonies at the Town Green each year.
- Placing American flags on the graves of around 1,000 veterans in the Town's seven cemeteries.
- Placing flags on the utility poles in Broad Brook and Warehouse Point during the summer.
- Providing two \$750.00 scholarships to deserving students.
- Annual Veterans Day 5K Road Race. Our major fundraiser.

This year the Commission and the American Legion Post 40 completed a multi-year project to renovate the Joseph Tracy Veterans Memorial Green. Donations from individuals, businesses, and interested groups were very generous in support of this project. Several fundraising activities also supported the effort. The renovation honors all East Windsor Veterans, past and present, especially those that made the ultimate sacrifice. The formal dedication of the Green was on May 20, 2018. Everyone is encouraged to visit the newly renovated site.

**Jim Barton**  
*Chairman*



### ZONING BOARD OF APPEALS

The Zoning Board of Appeals consists of 5 regular members and 3 alternates, all of whom are elected for four-year terms. This past year José Giner served as Chairman with Nolan Davis as Vice Chairman and Tom Talamini as Secretary. The other regular members are Scott Morgan and Dan Noble, with Mystica Davis, Bob Yosky and Bob Slate serving as alternates.

The primary function of the Zoning Board of Appeals (ZBA) is to review and act upon applications for variances from the Zoning Regulations when it is determined that a literal interpretation of the law would create a unique hardship. The ZBA also hears and decides appeals where citizens allege that there is an error in an order, requirement, or decision made by the Zoning Enforcement Officer. Also, the ZBA acts under the authority of the State Statutes to grant location approval for dealing in or repairing motor vehicles.

This year the ZBA held three regular meetings at which two variances were approved. One location approval for a motor vehicle repairer's licenses was granted this year. Application fees of \$396 were collected this past fiscal year.

**José Giner**  
*Chairman*

## East Windsor Telephone and Email Directory

<b>First Selectman's Office</b>			<b>860-623-8122-p, 860-623-4798-f</b>	<b>11 Rye Street</b>
Robert Maynard, First Selectman	rmaynard@eastwindsorct.com			Broad Brook, CT 06016
Amanda Calve, Executive Asst. to First Selectman	acalve@eastwindsorct.com			
Melissa LaBelle, Administrative Assistant	mlabelle@eastwindsorct.com			
<b>Animal Control</b>			<b>860-292-1962</b>	<b>Mill Street, (Shelter)</b>
Lauren Reiss, Animal Control Officer	reissl@eastwindsorpd.com			Broad Brook, CT 06016
<b>Assessor's Office</b>			<b>860-623-8878-p, 860-623-4798-f</b>	<b>11 Rye Street</b>
Helen Totz, Town Assessor	htotz@eastwindsorct.com			Broad Brook, CT 06016
Kerilynn Lewis, Asst. Assessor	klewis@eastwindsorct.com			
Luann MacIntosh, Assessor Clerk	lmacintosh@eastwindsorct.com			
<b>Board of Education</b>			<b>860-623-3346-p, x7404 860-292-6817-f</b>	<b>70 South Main Street</b>
Christine DeBarge, Superintendent	cdebarge@ewct.org			East Windsor, CT 06088
Patrick Tudryn, Asst. Superintendent	ptudryn@ewct.org			
Annie Kalesnik	akalesnik@ewct.org			
<b>Building Department</b>			<b>860-623-2439-p, 860-623-4798-f</b>	<b>11 Rye Street</b>
Rand Stanley, Building Official	rstanley@eastwindsorct.com			Broad Brook, CT 06016
Ginny Powers, Asst. to Building Official	gpowers@eastwindsorct.com			
Mark Liljedahl, Clerk	mliljedahl@eastwindsorct.com			
<b>Emergency Management</b>			<b>860-623-2174-p, 860-627-1404-f</b>	<b>25 School Street</b>
Chief Edward DeMarco, Director	demarcoe@eastwindsorpd.com			East Windsor, CT 06088
Deputy Chief Roger Hart	hartr@eastwindsorpd.com			
<b>Health Department</b>			<b>860-745-0383-p, 860-745-3188-f</b>	<b>31 North Main St., PO Box 1222</b>
Patrice Sulik Director of Health Dept.	psulik@ncdhd.org			Enfield, CT 06083-1222
Mike Caronna, Dir. of Environmental Health	mcaronna@ncdhd.org			
<b>Human Services Office</b>			<b>860-623-2430-p, 860-623-7327-f</b>	<b>25 School Street</b>
Lori Butenas, Human Services Aide	lbutenas@eastwindsorct.com			East Windsor, CT 06088
Jane Simpkins, Admin. Asst. & Intake Asst.	jsimpkins@eastwindsorct.com			
<b>Park Hill</b>			<b>860-623-8467-p, 860-623-8554-f</b>	<b>1A Park Hill Road</b>
Linda Collins, Executive Director	ewhaed@gmail.com			Broad Brook, CT 06016
Mariša Prior, Executive Assistant	ewhaed1966@gmail.com			
<b>Parks &amp; Recreation Office</b>			<b>860-627-6662-p, fax not available</b>	<b>76 South Main Street</b>
Melissa Maltese, Director	mmaltese@eastwindsorct.com			East Windsor, CT 06088
Samantha Charette, Recreation Lead	scharette@eastwindsorct.com			
Irene Mosher, Admin. Asst./Financial Clerk	imosher@eastwindsorct.com			
Debbie Williams, Program Asst.	dwilliams@eastwindsorct.com			
<b>Planning and Development</b>			<b>860-623-6030-p, 860-623-4798-f</b>	<b>11 Rye Street</b>
Vacant	Vacant			Broad Brook, CT 06016
Matthew Tyksinski, Asst. Town Planner	mtyksinski@eastwindsorct.com			
Marlene Bauer, Admin. Asst.	mbauer@eastwindsorct.com			
Peg Hoffman, Admin. Clerk	mhoffman@eastwindsorct.com			
<b>Police Department</b>			<b>860-292-8240-p, 860-623-6200-f</b>	<b>25 School Street</b>
Chief Edward DeMarco	demarcoe@eastwindsorpd.com			East Windsor, CT 06088
Deputy Chief Roger Hart	hartr@eastwindsorpd.com			
Maria Diana-Root, Admin. Asst.	dianam@eastwindsorpd.com			
Judith Tweedlie, Supervisor Of Records	tweedliej@eastwindsorpd.com			
Div. & Public Information				
Dañ Angelica, Records Clerk	angelicad@eastwindsorpd.com			
<b>Public Works and Engineering</b>			<b>860-292-7073-p, 860-292-7072-f</b>	<b>11 Rye Street (mailing address)</b>
Len Norton, Director	lnorton@eastwindsorct.com			Broad Brook, CT 06016
Mark Coulter, Hwy. Foreman				
Joseph Sauerhoefer, Operations Manager	jsauerhoefer@eastwindsorct.com			6 Woolam Road (physical address)
Theresa Regan, Admin. Asst. to DPW Director	tregan@eastwindsorct.com			East Windsor, CT 06088
<b>Registrar of Voters</b>			<b>860-292-5915-p, 860-292-5915-f</b>	<b>25 School Street</b>
Angelo Sevarino - Democrat	asevarino@eastwindsorct.com			East Windsor, CT 06088
Linda Sinsigallo - Republican	lsinsigallo@eastwindsorct.com			



<b>Senior Services</b>	<b>860-292-8262-p, 860-627-7484-f</b>	<b>11 Rye Street, (mailing address)</b>
Teresa Hill, Transportation Coordinator	thill@eastwindsorct.com	Broad Brook, CT 06016
Kerry Monteiro, Clerical Asst.	kmonteiro@eastwindsorct.com	
Shawna Tustin, Lead & Program Asst.	stustin@eastwindsorct.com	<b>125 Main Street, (physical at)</b>
Janet Vining, Nutritional Site Coordinator	jvining@eastwindsorct.com	
<b>Tax Collector's Office</b>	<b>860-623-8904-p, 860-623-4798-f</b>	<b>11 Rye Street</b>
Patricia Kratochvil, Tax Collector	pkratochvil@eastwindsorct.com	Broad Brook, CT 06016
Heidi Vane, Financial Acct. Aide	hvane@eastwindsorct.com	
Carol Sauerhoefer, Financial Clerk	csauerhoefer@eastwindsorct.com	
<b>Town Clerk's Office</b>	<b>860-292-8285-p</b>	<b>11 Rye Street</b>
Joanne Slater, Town Clerk	jslater@eastwindsorct.com	Broad Brook, CT 06016
Lynn Lemieux, Asst. Town Clerk	lleieux@eastwindsorct.com	
Kimberley Midyette-Wing, Asst Town Clerk	kmidyette-wing@eastwindsorct.com	
<b>Town Treasurer's Office</b>	<b>860-292-5909-p, 860-623-4798-f</b>	<b>11 Rye Street</b>
Amy O'Toole, Treasurer/Finance Director	aotoole@eastwindsorct.com	Broad Brook, CT 06016
Kimberly Prostka-Scavotto, Asst. Treasurer	kscavotto@eastwindsorct.com	
Gayle Carolus, Asst. Treasurer	gcarolus@eastwindsorct.com	
<b>Water Pollution Control Authority</b>	<b>860-292-8264-p, 860-292-5910-f</b>	<b>192 South Water Street</b>
E. Arthur Enderle III, Superintendent	aenderle@eastwindsorct.com	PO Box 359
Ed Allbozek, Chief Operator	ealbozek@eastwindsorct.com	East Windsor, CT 06088
Laura Michael, Office Manager	lmichael@eastwindsorct.com	

