

# *East Windsor Connecticut*



**2011**      **ANNUAL**      **2012**  
**REPORT**

## ***ABOUT EAST WINDSOR, CONNECTICUT***

**E**ast Windsor was originally settled by farmers in the 17th Century. They were drawn by the even topography and fertile soils of the Connecticut River Valley. Even today, farming makes up a significant part of our economy. In fact, the character of East Windsor is derived from the agricultural land and open space which lends our town its rural charm. We are comprised of five villages, Broad Brook, Melrose, Scantic, Warehouse Point, and Windsorville. While combined for government and education convenience, each village is able to retain its own unique identity.

With a population approaching 10,000, and a land area of 26.3 square miles, East Windsor also offers ample opportunity for business and industry to grow. Situated on the east side of the Connecticut River, our town lies nearly equal distance between Hartford, Connecticut and Springfield, Massachusetts. We are located minutes from Bradley International Airport on Route 5 with fast and easy access to and from I-91. A recently updated plan of development and sewer expansion provides us with both a blueprint for balanced growth and the ability to sustain a favorable tax rate.

East Windsor's strategic location combined with its rural atmosphere make it an ideal place to live, work and play. If you would like to know more about our town, please contact either the First Selectman's office or that of our Town Planner. We welcome your inquiries and stand ready to assist you with your development plans or to answer any questions you may have about our community.

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### **East Windsor Town Hall**

**11 Rye Street P.O. Box 389 Broad Brook, CT 06016**

**PHONE: (860) 623-8122 FAX: (860) 623-4798**

**[www.eastwindsorct.com](http://www.eastwindsorct.com)**

#### **TOWN HALL OFFICE HOURS:**

**Monday - Wednesday 8:30 am - 4:30 pm**

**Thursday 8:30 am - 7:00 pm**

**Friday 8:30 am - 1:00 pm**

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## TOWN OF EAST WINDSOR TELEPHONE NUMBERS

**FOR EMERGENCIES DIAL 911**

**POLICE — FIRE — AMBULANCE**

Assessor	623-8878
Building Department	623-2439
Director of Health (William H. Blitz, M.P.H., R.S.)	745-0383
Dog Warden	292-1962
Emergency Management	623-2174
Fire (Routine Business) Broad Brook	623-5940
Fire (Routine Business) Warehouse Point	623-5596
First Selectman	623-8122
Human Services (Annex)	623-2430
Information Technology	847-1206
Inland Wetlands / Zoning Enforcement Officer	623-2302
Parks and Recreation Department	627-6662
Police (Routine)	292-8240
Probate Court for District of East Windsor (South Windsor)	644-2511
Public Works / Engineering	292-7073
Registrar of Voters (Annex)	292-5915
Senior Citizens Nutrition Program	292-8279
Senior Citizens Transportation (By Appointment Only)	292-8261
Tax Collector	623-8904
Town Clerk	292-8255
Town Planner	623-6030
Town Treasurer	292-5909
Visiting Nurse (Annex)	623-2304
Water Pollution Control Authority	292-8264

### **EAST WINDSOR PUBLIC SCHOOLS**

Superintendent	623-3346
Business Office	623-3553
Broad Brook Elementary School	623-2433
East Windsor Middle School	623-4488
East Windsor High School	623-3361

### **TOWN LIBRARIES**

<b>Broad Brook</b> 78 Main Street Broad Brook, CT 06016 (Wednesday 1:00 pm - 7:00 pm; Saturday 10:00 am - 12:00 pm)	627-0493
<b>Warehouse Point</b> 107 Main Street East Windsor, CT 06088 (Mon & Tues 10:00 am - 8:00 pm; Wed, Thurs, Fri 10:00 am - 5:00 pm Saturday 10:00 am - 3:00 pm; Closed Sunday)	623-5482

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## East Windsor Annual Report 2011-2012

### TOWN OFFICIALS - AS OF JUNE 30, 2012

#### ASSESSOR

Caroline G. Madore

#### ASSISTANT TOWN CLERKS & ASSISTANT REGISTRARS OF VITAL STATISTICS

Lynn K. Lemieux

Mary Higgins

#### BUILDING INSPECTOR

Rand Davis Stanley

#### CHIEF OF POLICE

Edward DeMarco

#### FIRE MARSHAL

Blaine G. Simpkins

#### HUMAN SERVICES/SENIOR CENTER DIRECTOR

Elizabeth Burns

#### INFORMATION TECHNOLOGY DIRECTOR

Tyrone Osoimalo

#### PARKS & RECREATION DIRECTOR

Melissa Maltese

#### SENIOR CENTER/HUMAN SERVICES DIRECTOR

Elizabeth Burns

#### SUB-REGISTRARS OF VITAL STATISTICS

Gerald R. Dowd

Gary W. Mather

Charles A. Palomba

#### SUPERINTENDENT OF SCHOOLS

Dr. Theresa M. Kane

#### TAX COLLECTOR

Kimberly Lord

#### TOWN CLERK & REGISTRAR OF VITAL STATISTICS

Joanne M. Slater

#### TOWN PLANNER

Laurie P. Whitten

#### TOWN TREASURER

Catherine Cabral

#### WATER POLLUTION CONTROL AUTHORITY SUPERINTENDENT

E. Arthur Enderle III

### APPOINTED OFFICIALS

AS OF JUNE 30, 2012

#### AMERICAN HERITAGE RIVER COMMISSION

Richard U. Sherman, Chairman

Barbara Sherman

Alan Baker

John Drake

Albert Floyd

Raymond Jones

James M. Halloran

Lois Noble

Debbie Talamini

Tom Talamini

John Burnham

Kristen H. Martin, Associate Member

Joanne Drapeau, Alt

Albert Grant, Alt.

Ken Francis Alt.

Richard Sullivan, Alt.

#### BUILDING COMMITTEE

Cliff Nelson, Chairman

Elzear Rodrigue

James Thurz

Jim Borrup

William Grace

Stanley Kement, Jr.

Joseph Pellegrini

Joseph Sauerhoefer

Thomas Stremper

#### CABLE TV ADVISORY COMMISSION

Elizabeth Burns

Scott Riach

James Kloter

#### CAPITOL IMPROVEMENT PLANNING COMMITTEE

Denise Menard, First Selectman

Catherine Cabral, Town Treasurer

Leonard Norton

Joseph Pellegrini

Kathleen Pippin

Richard P. Pippin, Jr.

Elzear Rodrigue

Joseph Sauerhoefer

Dale Nelson

#### CENTRAL CONNECTICUT TOURISM DISTRICT

James C. Richards

## East Windsor Annual Report 2011-2012

### COMMISSION FOR THE ELDERLY

Claire Badstubner, Chairman  
Elizabeth Burns, Municipal Agent  
Deborah A. Donovan  
Catherine M. Drouin  
Madeleine Thompson

### CONSERVATION COMMISSION

Albert Grant, Chairman  
Robert Slate  
James F. Stremper  
Barbara Holloran  
Jan Warren  
Kirk Monstream, Alt.

### DEPUTY REGISTRAR OF VOTERS

Lynn Stanley, Republican  
Jane Simpkins, Democrat

### ECONOMIC DEVELOPMENT COMMISSION

Eric Moffett, Chairman  
Richard Covill  
Josh Kapelner  
Ryan Nilsson  
James C. Richards

### EMERGENCY MANAGEMENT

Edward DeMarco, Director  
Kevin E. Green  
John W. Madigan  
Jonathan Towle

### ETHICS COMMISSION

Daniel Belisle  
Matthew Crossen  
James Richards

### GREATER HARTFORD TRANSIT DISTRICT

Gilbert Hayes

### HISTORICAL COMMISSION

Barbara Smigel, Chairman  
Paul Scannell  
Kirk Monstream  
Scott Morgan, Alt.

### HOUSING AUTHORITY

Robert Slate, Chairman  
Beverly Percoski  
Pauline Legassie  
Elizabeth Burns

### INLAND WETLANDS & WATERCOURSES AGENCY

Ronald Savaria, Chairman  
Richard Osborn  
Michael J. Koczera  
John B. Malin  
Michael Sawka  
Robert Slate  
Kathryn A. Roloff, Alt

### INLAND WETLANDS AGENT

Robin Newton

### MUNICIPAL AGENT

### NORTH CENTRAL CONNECTICUT HEALTH DEPARTMENT BOARD OF DIRECTORS

William Blitz, Director  
Cecelia Mickey  
Maria Wheldon

### PARKS AND RECREATION COMMISSION

Theodore Szymanski, Chairman  
Cheryl A. Balch  
Jeffrey Bancroft  
Blaine Simpkins

### PENSION AND RETIREMENT BOARD

Denise Menard, First Selectman  
Catherine Cabral, Pension Adm.  
Edward Bowsza  
Jason Bowsza  
Dale Nelson  
Thomas J. Stremper  
David King  
Kathleen Bilodeau  
Jerilyn Corso

### PERMANENT SHARED SERVICES

George Michna  
William Raber, Jr.  
Jerilyn Corso  
Marie DeSousa  
Alan Baker  
James Richards  
Denise Menard  
Catherine Cabral  
Dr. Theresa Kane

### PLANNING AND ZONING COMMISSION

Joseph P. Ouellette, Chairman  
Frank K. Gowdy  
Lorraine Devanney  
Jim Thurz  
Richard P. Sullivan  
Marti Zhigailo, Alt.

# East Windsor Annual Report 2011-2012

## **PROPERTY MAINTENANCE CODE OF APPEALS**

Dorian Owens  
Scott Riach  
Jim Thurz

## **VETERANS COMMISSION**

D. James Barton, Jr., Chairman  
Edward Filipone  
George Butenkoff  
Gilbert Hayes  
Rick Webster  
Scott Morgan  
Victor DeCapua  
Paul Hunter  
Myron K. Craig, Sr.  
Mary Morgan, Alt.

## **VOLUNTEER INCENTIVE COMMITTEE**

Ronald Masters, Chairman  
Daniel Schnobrich  
Marie DeSousa  
David Lockwood  
Calvin Myers  
James P. Barton

## **WATER POLLUTION CONTROL AUTHORITY**

Paul Anderson, Chairman  
Thomas Davis  
D. James Barton  
Richard P. Pippin, III  
David Tyler  
Martha Paluch, Alt.  
Charles T. Riggott, Alt.

## **ELECTED OFFICIALS AS OF JUNE 30, 2012**

### **BOARD OF ASSESSMENT APPEALS**

David King  
Brian Turley  
Lois Noble

### **BOARD OF EDUCATION**

Christopher D. Mickey, Chairman  
William G. Raber, Jr.  
Kathleen Bilodeau  
William Schultz  
Catherine Simonelli  
Lynn Stanley  
George A. Michna  
Nichole DeSousa  
Robert L. Maynard

## **BOARD OF FINANCE**

Jason E. Bowsza, Chairman  
Danelle Godeck  
Marie DeSousa  
Kathleen Pippin  
Joseph Pellegrini  
Jerilyn Corso  
Paulette Broder, Alt.  
Sharon Tripp, Alt.

## **BOARD OF SELECTMEN**

Denise Menard, First Selectman  
Alan Baker, Deputy First Selectman  
Dale Nelson  
Richard P. Pippin, Jr.  
James C. Richards

## **CONSTABLES**

Jeffrey J. Bancroft  
Kenneth C. Crouch  
Richard P. Pippin, Jr.  
Blaine G. Simpkins  
John Burnham  
Gilbert Hayes  
S.D. Broder, Sr.

## **FIRST SELECTMAN**

Denise Menard

## **POLICE COMMISSION**

Cliff Nelson, Chairman  
Edward J. Filipone  
Joseph Sauerhoefer  
Ray C. Mancuso  
Thomas J. Stremper

## **REGISTRARS OF VOTERS**

Linda Sinsigallo, Republican  
Daniel Nadeau, Democrat

## **ZONING BOARD OF APPEALS**

Jose Giner, Chairman  
James F. Stremper  
Raymond D. Noble  
Thomas Talamini  
Scott Morgan  
Nolan Davis, Alt.  
Mystica Davis, Alt.  
David Menard, Alt.

# East Windsor Annual Report 2011-2012

## 2011-2012 REPORT OF THE FIRST SELECTMAN

On behalf of the Board of Selectmen, I am pleased to report on East Windsor's 2011-2012 activities. The Town welcomed a new Board of Selectmen as a result of the 2011 municipal election. We sincerely thank the Selectmen that chose not to return to the Board, John Burnham, Gil Hayes, and Mark Simmons. Their dedication to the community was so evident by the amount of work the Board was able to accomplish. Our new Board of Selectmen includes First Selectman Denise Menard, reelected for a 4 year term and Richard Pippin III reelected to the Board of Selectmen for a 2 year term. Newly elected Selectmen for 2011-2013 are Alan Baker, Dale Nelson and James Richards. The new Board is looking forward to maintaining the Town's positive direction.

After the severe winter of 2011, many thought we had survived our most significant weather challenges for a while. However, Hurricane Irene in August which caused 25% of our residents and businesses to lose power followed by a catastrophic October snowstorm renewed our respect for Mother Nature and our determination to improve our emergency management response to these types of events. Police, volunteer firemen and Public Works employees did an incredible job reacting to the needs of the Town, handling everything from clearing impassable roads and responding to emergency calls in treacherous conditions to assisting with notifying residents of emergency services, food and shelter. Once again East Windsor employees and residents came to the aid of those in need of assistance. The aftermath of the October storm brought the challenge of debris removal and disposal. In the end, East Windsor spent less than any of our neighboring communities to get East Windsor back on its feet and used local businesses whenever possible to gather and dispose of tons of debris from the storm. In January, a new Emergency Management organization began working on an updated plan that will assist us all more effectively when future emergencies arise.

With \$3.8 million of assistance from the US Department of Agriculture, Phase I of the North Road Sewer Expansion is near completion, a step toward future economic development in Town. The next phase, made possible with an additional \$1.96 million in federal assistance, was approved in April and should be completed next year. With many East Windsor organizations helping to make our community easy to work with, we continue to attract new businesses. In October, STR, a solar energy related business, moved into the former "mushroom company" 275,000 square foot industrial building and Walmart announced it will be building a new 190,000 square foot superstore. Both businesses will bring new jobs and help diversify our tax base. Fall 2011 brought the good news that East Windsor's application for a \$600,000 Small Cities Block Grant was approved for improvements to the Park Hill Elderly Housing complex. Work began immediately with the installation of new roofs, windows and doors.

East Windsor is very fortunate to have amazing volunteers that work tirelessly on so many varied projects that make East Windsor such a special community. Board and Commission members volunteer countless hours, often making very difficult decisions that help shape East Windsor's future; volunteers that work on the budgeting, public safety, planning/zoning, veteran affairs and recreation for our community. Some annual traditions that have only been possible because of the dedication of our volunteers include a New Year's Day Hike along the Scantic River organized by American Heritage River Commission. In February, the Panther Plunge is an annual event that raises money for the Town's Food and Fuel Bank while April brings our celebration of East Windsor's Citizens of the Year, recognition of a resident or business person that has made significant contributions to the community. William and Emeline Graves were the 2011 Citizens of the Year for their countless hours of assistance with the Town's 5 Corner Cupboard. On the Saturday closest to Veterans' Day, the Veteran's Commission holds its Veterans' Day Road Race with close to 300 participants and in December, the Commission participates in Wreaths Across America, a holiday tribute to our veterans.

It is because of the dedicated Town's employees and volunteers that we continue to maintain the goals of East Windsor's mission statement:

- Providing a living and working environment built on a community spirit of trust, respect and broad based citizen involvement.
- Maintaining the highest quality of municipal services in a fiscally responsible manner.
- Facilitating the Town's economic development while preserving its rural charm.

Thank you to all.

East Windsor has much to offer its residents and businesses and together we will continue to move this great community forward. Remember to support our businesses and activities and consider volunteering for a committee in Town. Be sure to check out the Town's website [www.eastwindsorct.com](http://www.eastwindsorct.com) for general town information, registering for recreation programs, paying taxes, announcements, calendars and more. Sign up as an Email Subscriber and receive information automatically. And as always, don't hesitate to stop by the First Selectman's office or contact me at 860.623.8122 if I can be of assistance.

Respectfully submitted,  
Denise Menard, First Selectman

## TREASURER

The office of the Treasurer works with all Town departments to oversee financial recordkeeping and reporting for the Town. The functions include annual audit preparation and reporting and assisting the Capital Improvement Program and the Board of Finance in the budget process. The office is also responsible for payroll, accounts payable and receivable as well as managing all Town government insurance needs, investments, and the pension plan.

Fiscal year 2011-2012 has been a challenging year for all Town areas with budgets. The Town has been working to improve the infrastructure through resurfacing of several roads as well as sewer system improvements aided by grants.

Policy and procedure creation and compilation continue to be an important focus in order to improve all of the financial efficiencies and functions.

Respectfully submitted,  
Catherine Cabral, Treasurer



# East Windsor Annual Report 2011-2012

## ZONING BOARD of APPEALS (ZBA)

The Zoning Board of Appeals consists of five regular members and three alternates - all of whom are elected for four-year terms. This past year José Giner served as Chairman with Scott Morgan as Vice-Chairman and James Stremper as Secretary. The other regular members are Dan Noble and Tom Talamini, with Mystica Davis, Nolan Davis and David Menard 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 any order, requirement, or decision made by the Zoning Enforcement Officer. In addition, the ZBA acts under the authority of the State Statutes to grant location approval for dealing in or repairing motor vehicles.

The ZBA is staffed through the Planning and Zoning Department. The staff handles applications and provides information to the public. The ZBA meets on the first Monday of each month at the Town Hall. All hearings are open to the public. Citizens may speak for or against an application or may ask questions of the ZBA or applicant regarding a pending application.

This year the ZBA held six regular meetings at which seven variances were requested resulting in five approvals and two denials. There were two location approvals this past year for motor vehicle licenses. Application fees of \$856 were collected this past fiscal year.

In November of 2011 Chairman Tom Arcari retired from the Board after many years of service. Also retiring were Stan Paleski who served many years on the Board and was elected Secretary during his last tenure. Another long-serving member, Tom Gudzunus, also chose not to run again as an alternate in November. On behalf of the Board and staff I want to thank Tom, Stan and Tom for their many years of service to the Town of East Windsor.

Respectfully submitted,  
José Giner, Chairman, EW ZBA

## REPORT OF THE ASSESSOR

Valuation and assessment of real and personal property, including motor vehicles, is the main function of the Assessor's office. Connecticut law requires that all real estate, motor vehicles and certain types of personal property be assessed at 70% of fair market value. The Assessor has the responsibility to discover, list and value all taxable and non-taxable property in order to compile the Grand List by the statutory date of January 31<sup>st</sup>. The primary objective of this assessment department is that each property owner bears the appropriate share of the tax burden.

In accordance with Connecticut General Statutes, the real estate Revaluation in effect for the 2011 Grand List was completed for the Grand List of October 1, 2007. The next Revaluation will be completed for the Grand List of October 1, 2012. Motor vehicles and personal property are revalued annually, also as allowed by State Statute.

On the Grand List of October 1, 2011, the Town has approximately 5,373 real estate accounts, 1,268 personal property accounts and 12,281 motor vehicle accounts.

State and local exemptions for veterans, blind and disabled individuals are also processed by this Department along with tax relief for the elderly, totally disabled and homeowners. Homeowners apply biennially February 1<sup>st</sup> to May 15<sup>th</sup>. Income benefit guidelines, set by the State, must be met in order to qualify for benefits. The Town had 161 Elderly and/or Disabled Homeowner applicants and all benefits are reimbursed to the Town by the State.

Taxpayers applying for relief under classifications such as Farm or Forest Land under Public Act 490 must file on or before December 28, 2012 in order to qualify.

My staff consisting of Assistant Assessor Jane Grigsby, Assessor's Clerks Luann MacIntosh, Columbine Martin and I continue to provide our Town with dedicated and experienced service.

Respectfully submitted,  
Caroline G. Madore, Assessor

## BOARD OF ASSESSMENT APPEALS

The Board of Assessment Appeals is charged to serve as an appeal body for aggrieved taxpayers as well as to review and correct values set by the Assessor. The current Board consists of three members, David King (term expires 11/2013), Lois Noble (term expires 11/2015) and Brian Turley (term expires 11/2013).

The Board held public sessions at the Town Hall in March of 2012. 84 appeals were heard and acted upon by Board members.

During fiscal year 2011/2012 an additional session was held in September, 2011 by the previous Board membership (James M. Lenegan, Marilyn E. Butenkoff and Muriel Welles) for the purpose of hearing taxpayers' appeals on motor vehicle assessments only. 3 appeals were heard and acted upon by previous Board members.

Respectfully submitted,  
David King, Chairman

# East Windsor Annual Report 2011-2012

## EAST WINDSOR AMERICAN HERITAGE RIVER COMMISSION

The Commission meets on the 3<sup>rd</sup> Thursday of each month at the Warehouse Point Library, at 7:00pm. Meetings are open to the public and all are welcome. The American Heritage River Commission has full membership of 11 with 4 alternates. There is a list of over 50 volunteers willing to do projects alongside the commission members. Anyone else wishing to come along on a project is welcome. The number of volunteer hours, worked along the trails and river this year, exceeds 750.5 hours.

Our Second Annual New Year's Day hike had 200 participants. The AHRC participated in the Community Day Parade and the Taste of East Windsor. It also cooperated with the Rubber Duck Racers which benefits the Skate Park. The Commission inaugurated a cardboard boat race, hoping to make that an annual event. Admission fees and challenge donations that day totaled \$200 which was turned over to the 5 Corner Cupboard. We sponsored a guided boat trip as part of CT Water Trials Day and a CT Trail Day hike on the newly developed trails in the East Windsor section of the Scantic River State Park. These trails cover almost 4 miles and contain volunteer- build heavy-duty bridges and mud walks.

During fiscal year 2011-2012, the Commission continued its goal of keeping the Scantic River passable for canoeing and kayaking. The waterway is now open from the Enfield line to Omelia Road. Five river activity parking lots are now opened, cleared and mowed twice monthly. An Eagle Scout candidate built an informational kiosk at one of the parking areas.

The clean-up of the banks of the Connecticut and Scantic Rivers continues. Water quality testing is now done at 10 locations every month; this ensures the safety of the participants of river activities. We took part in the Scantic River Survey covering the river from the Enfield line to the South Windsor border. Grant requests were submitted; including one for USDA leased water testing equipment. Having the equipment in our possession will mean the samples are tested in a more timely manner.

The responsibilities of the River Commission include promoting awareness and appreciation of the Connecticut River and its tributaries, both a historical and recreational resource for the residents of the Town of East Windsor. More and more people are using the river and trails, which is our ultimate goal.

Respectfully Submitted,  
Richard U. Sherman, **Chairman**  
October 2, 2012

## BOARD OF FINANCE

The 2011-2012 Board of Finance worked exceptionally hard during the year to meet the challenges and opportunities facing the Town of East Windsor in a constructive and bipartisan way.

During the last year, the Board of Finance hired the auditing firm of CCR, based in Glastonbury, to take a fresh look at the finances and policy practices of the Town. This is a healthy and professional practice to undertake from time to time, to ensure that the town continues to conduct itself in a transparent way.

The Board of Finance also worked with the Board of Education, the First Selectman, and representatives of the state Department of Education to resolve confusion about the town's compliance with the newly past Minimum Budget Requirement law, which ensures that towns in Connecticut continue to fund local education levels in tandem with increases in state support for public education. Ultimately, this resulted in the Town needing to increase its allocation of funding to the Board of Education by \$105,000 in that fiscal year.

The Board of Finance also approved an extension of the Route 140 sewer extension project to include the Phase III component, which extended the project up to Wells Road. This will continue allow for infrastructure improvements over the next several years.

Springdale Cemetery faced erosion problems as a result of the historic October snowstorm, and the Board of Finance approved a \$9,100 study to determine the appropriate means of preserving the cemetery and preventing future damage by storms or erosion.

The Board of Finance and the East Windsor Housing Authority have begun the process of reconfiguring the Housing Authority's annual payments back to the initial (and preferred) annual lump sum at the outset of the year as opposed to payments issued incrementally. The incremental payment plan had not been intended to become the new normal operating procedure, but rather a short term solution. We will continue to work with the housing authority to reset the process to when it was intended to take place.

The Board of Finance conducted four public hearings to solicit ideas from voters about budgeting ideas and concerns so as to incorporate that information as best as possible into the budget proposals. The Board also reached out to the East Windsor Senior Center, visiting with them to explain the budget situation and solicit ideas. This was a wonderful opportunity to reach out and brainstorm together, and something that we hope to continue going forward.

The Board also supported a plan by the Board of Education to fund new modular classrooms on the Broad Brook Elementary School, a plan which will remove and replace the existing modular, which had exceeded their lifespan. This will also allow for some infrastructure improvements to the school, and will be able to be absorbed by the Board of Education budget moving forward.

This Board of Finance is comprised of exceptionally dedicated citizens of the town who have given many hours of their time to volunteer their services to the community that they all care deeply about, and they should be commended for this very difficult service to East Windsor.

Respectfully submitted,  
Jason Bowsza, **Chairman, East Windsor Board of Finance**

# East Windsor Annual Report 2011-2012

## ECONOMIC DEVELOPMENT COMMISSION (EDC)

Our Economic Development Commission is a volunteer organization continually moving forward to focus on core strategy: to help create open land, support for our business community, and the creation of good paying jobs for our youth. We live in a global economy and we must take advantage of new opportunities to generate additional revenue. Economic Growth means improvements to our schools, our town hall, our senior centers, and our community. Strong business means a strong community. We as a community need to work together for Economic Development. As an important part of our everyday life there are some things we can do to help support our community and our businesses. You can assist our local business to help us grow as a community by supporting our businesses; buy locally. Our businesses make a difference in keeping taxes low. By making East Windsor an attractive place for our business community to flourish through sales of goods, we will see the benefits. Educate yourself on the real issues surrounding growth and opportunities for economic stability. If you have questions, call the Town Hall and get informed and get involved. The town is always looking for residents to volunteer for our commissions and be a part of our growth. Let your voice be heard and be part of the solution and the future of your town. In 2011, we have seen continued positive forward growth opportunities for the Town of East Windsor. Last year our main goal for 2010 was the approval of the sewer line extension. Now that construction has begun on this project, the next step in 2011 and continuing into 2012, was and is, to identify the positive growth opportunities we can develop along this corridor and bring in the much needed jobs and revenue that will help our community grow. In September we worked with the Planning and Zoning Commission (PZC) to facilitate a forum where residents could speak out and voice their thoughts on how to develop the Route 140 Corridor. From this meeting we will work with the Planning Department and PZC to develop a road map of planned growth that fits within the community's visions. As we have always stated, the sewer project and the adjacent land is the right spot for business development. We are not looking for housing developments along this route. We have other areas within the town that could be used for such growth. The Route 140 corridor is our business corridor and we need to collectively focus on what business we can encourage in this area. As in years past, we continue to work with the Metro Hartford Alliance and the EDC continues to aggressively seek out businesses and support those businesses that call East Windsor home. STR is a new business that continues to occupy and improve a facility in the Industrial park. We continue to work with the East Windsor Chamber of Commerce (EWCC) to promote new business growth. In working with them, we have created a means for land owners to list their available business property on the town web site. We have also worked with the EWCC to create a welcome package for new businesses to learn more about what our community has to offer. As we begin the new year, we will hold our 2012 "Town to Business" forum in January, which offers our business leaders a way to directly talk with town officials to hear their comments on how we are doing and how we can help support them in East Windsor. This is always a great event and every year the participation grows. We look forward to another successful meeting with our town Businesses.

## FIRE MARSHAL FOR TOWN OF EAST WINDSOR

The Fire Marshal for the Town of East Windsor is appointed by the Board of Selectmen and is under said jurisdiction. As a fire marshal in the State of Connecticut, I am regulated by the Connecticut State Police and receive my certification from the State to enforce the Life Safety Code which was adopted by the State of Connecticut. In order to maintain certification, the State mandates that every fire marshal receive ninety (90) hours of schooling within a three (3) year period every three years.

As Fire Marshal for the Town, I annually inspect all local businesses, places of assembly, schools and multi-family dwellings over three-families. New liquor licenses, as well as, renewals must be signed off by the Fire Marshal. I follow up on complaints regarding possible fire code violations. When requested, I review proposed site plans for the Planning and Zoning Commission.

There is a great deal of coordination with the Building Department in regards to sign offs prior to issuance of a building permit and issuance of a Certificate of Occupancy for buildings/structures that fall under the fire marshal's jurisdiction. We also coordinate the paperwork prior to and after storage tank removal or replacement for businesses/industrial properties which requires an inspection after the proper paperwork is obtained from the Building Department. It is my responsibility to maintain records of all underground storage tanks and update as tanks are removed as well as replaced. After a building permit is issued for installation of a sprinkler system, I must inspect said work for compliance.

I am responsible for inspections/investigations after a fire. Following each inspection/investigation a report must be submitted to the State Fire Marshal's office who in turn sends it on to the National Reporting agency.

Respectfully submitted,

Blaine G. Simpkins, Town Fire Marshal

# East Windsor Annual Report 2011-2012

## BUILDING DEPARTMENT

The Building Department seeks substantial compliance with all provisions of the 2005 State of Connecticut Building Code with 2009 Amendments. The Building Department addresses all questions relative to the mode or manner of construction, the method and materials proposed in the construction of all structures, including but not limited to, additions, alterations, repairs, removal, demolition, installation of service equipment, and the location, use, occupancy, and maintenance of all buildings and structures, except as otherwise specifically provided for by state statute. The Department consists of two full time employees with the support of one part-time administrative employee. The staff assists the public with building code queries, the permitting process, inspections, violations, and the issuance of Certificates of Occupancies. We provide a wide array of assistance to attorneys, appraisers, architects, engineers, contractors, real estate agents, businesses and homeowners. The Building Department works in conjunction with and would like to thank the following agencies for their cooperation: Planning & Development, Inland Wetland Watercourse Agency, Tax Collector's Office, Town Engineer, Water Pollution Control Authority, Town Fire Marshal, District Fire Marshal, Broad Brook Fire Department, Warehouse Point Fire Department, East Windsor Police Department, North Central District Health Department, State Department of Transportation, State Department of Consumer Protection, State Department of Environmental Protection and all utility companies servicing the Town of East Windsor.

Respectfully submitted,  
Rand Davis Stanley, **Building Official**

## BUILDING COMMITTEE

The Permanent Building Committee was adopted by a Town ordinance at a Special Town Meeting on May 14, 1998, and took effect on May 29, 1998. The East Windsor Building Committee meets when it is necessary to conduct building related matters for various Towns agencies. The Committee, under the direction of the Board of Selectmen, oversees all new building construction, repairs and renovations. The Building Committee consists of nine members. This past year Cliff Nelson served as Chairman of the commission and Elzear Rodrigue served as Vice Chairman. The remaining members are Stanley Kement Jr, William Grace, Joseph Pellegrini, Jim Thurz, Joseph Sauerhoefer, James Borrup, and Tom Stremper. Richard Pippin served as liaison to the Board of Selectmen. Marlene Bauer is the commission's recording secretary for its meetings.

This year the Building Committee reviewed specifications for:

- The new 60KW emergency generator at Town Hall.
- Heating and cooling design specs. for Town Hall.
- Bid specs for new door locks at Town Hall.
- Inventory of maintenance and repairs needed on various Town buildings in the future.
- Police Department emergency generator gas piping.
- Reviewed specs on permanent Modular classrooms at Broad Brook Elementary School.

Public participation is always welcome at its meetings.

Respectfully Submitted,  
Cliff Nelson, **Chairman.**

## ELDERLY COMMISSION

The East Windsor Elderly Commission is comprised of five members who are appointed by the Board of Selectmen and the Municipal Agent as the ex-officio member. Current members are Claire Badstubner, Chairman, M. Trevor Bray, Deborah Donovan, Catherine Drouin, and Madeleine Thompson and Elizabeth Burns, Municipal Agent. Meetings are held monthly, with the exception of July, August, November and December on the fourth Monday of the month at the East Windsor Town Hall 11 Rye Street Broad Brook at 5:30 PM.

In fiscal year 2010 - 2011 the Chairman of the Elderly Commission, Claire Badstubner with the assistance of Elizabeth Burns, Municipal Agent brought to the attention of the Elderly Commission the Ct Triad Program. This program is for Senior Safety which involves the Seniors, the Community and Law Enforcement through sponsoring seminars and workshops that educate seniors on crime prevention, healthcare fraud, abuse, scams and personal safety. The Elderly Commission in 2011 - 2012 is still considering the viability of these programs for East Windsor Seniors under the leadership of Deborah Donovan and Kathy Drouin.

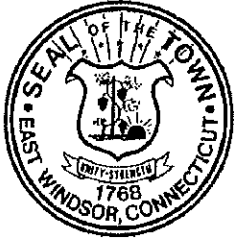
Another project that the Elderly Commission continues to support is ITN/North Central (Independent Transportation Network) which is a non profit organization that provides transportation services 24 hours a day 7 days a week utilizing private cars for the elderly and visual impaired. This service charges an annual membership fee to its clients and then there is a flat fee and per miles driven fee.

As our elderly population grows there will be a greater demand for more services and the Commission is currently looking into ways to fund new programs by utilizing federal and state grants and possible private donations.

The Commission invites East Windsor residents to attend their meetings which are open to the public where they welcome new ideas and suggestions for future study.

Respectfully Submitted,  
Elizabeth Burns, **Municipal Agent**

# East Windsor Annual Report 2011-2012



## TOWN OF EAST WINDSOR DEPARTMENT OF EMERGENCY MANAGEMENT

**Edward J. DeMarco, Jr.**  
**Director**

The Town of East Windsor Department of Emergency Management strives to lessen the effects of disaster on the lives and property for the residents and business owners in Town through leadership, coordination, and support in the four phases of Emergency Management: *Mitigation, Preparedness, Response, and Recovery*, within the NIMS (*National Incident Management System*) framework. Over the past ten (10) months the Department of Emergency Management has been undergoing massive transformation and reconstruction. On the heels of two major storms resulting in large scale damage, power outage, and statewide storm impact, as an agency, we are working on our public safety and emergency plan, shelter operations, coordination efforts, training in relevant areas, obtaining needed equipment and supplies, and most importantly communication.

We have been coordinating and working with many town departments like Warehouse Point Fire, Broad Brook Fire, Public Works, East Windsor Ambulance, East Windsor Police, Human Services, Town Schools, and the Town Administration. Our efforts include forming professional working relationships with State and Federal agencies, private firms, and other town departments. We have seen a tremendous outpouring of community support and volunteerism over the past months. Our agency would not function without the valuable time and efforts of our volunteer members. They have donated their time, knowledge, experience, and contribute to our mission and efforts. They have shown their dedication to and pride in the Town of East Windsor. They have attended meetings; conducted scenario-based training, improved communications, and are refining policy and procedure. They work as a team to constantly work toward improvement. With over thirty-five volunteer members and growing, we stand ready to assist our community members in times of need. Although we stand ready and able today to assist you in a disaster, we still have a ways to go. As a Town we must address our power and generator requirements, shelter needs, field equipment requirements, and continual updating of our public safety and emergency plans. As the Director I can report that we have increased communications and teamwork across all departments. Department heads and department members have worked closely together to address our public safety needs. Together, we have successfully completed large scale disaster drills and comprehensive training. I wish to personally thank everyone for their time, effort, and devotion to the Town of East Windsor. Remember, the Department of Emergency Management's overall mission is to provide for adequate emergency response capabilities within our local community. One of the most direct ways in which Emergency Management accomplishes this is through the coordination of specialized emergency response volunteers. Within the Agency, there are key divisions which are comprised of a volunteer force that carry out specialized emergency response duties. Some of which include logistics, communications, field services, shelter operations, support to local emergency department, and operating our newly upgraded Emergency Operations Center (EOC). If you or someone you know wants to volunteer in a significant way, we are always in need of interested and caring individuals who want to donate their time and help their community. Please contact me if you are interested and I look forward to serving you over the next year.

Respectfully,

*Edward J. DeMarco, Jr.*

Edward J. DeMarco, Jr., Director of Emergency Management

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25 School Street, East Windsor, CT 06088 Tel. No. (860) 292-8240 Fax (860) 623-6200

## EAST WINDSOR VISITING NURSE ASSOCIATION

The East Windsor Visiting Nurse Association was established in 1922. For the past 40 years we have had a contract with Visiting Nurse and Health Services of Connecticut in Vernon to provide home care services to East Windsor residents. They continue to provide excellent care while keeping cost to the town as low as possible. They will be celebrating 100 years of service in 2013. Last year the agency made 1581 home visits, 440 days of hospice care, delivered 1500 meals on wheels and saw 612 residents in the wellness programs.

East Windsor Visiting Nurse Association provided Thanksgiving, Christmas and Easter baskets to over 200 families in our town. Because of the economy the numbers have risen every year. Flu clinics were held at the Senior Center, the Town Hall and Annex, Spring Village, Park Hill and given to all school personnel.

We continue to lend durable medical equipment such as walkers, crutches, wheelchairs, commodes etc. on a short term basis to any East Windsor resident free of charge.

If you need home care please call Visiting Nurse and Health Services of Connecticut in Vernon at 860-872-9163.

Respectfully Submitted

Carol A. Sargent and Deb Donovan, E. W. V. N. A. Co-Presidents

# East Windsor Annual Report 2011-2012

## North Central District Health Department

TEnfield - 31 North Main Street, P. O. Box 1222, Enfield, CT 06083 - (860) 745-0383 FAX 745-3188

TVernon - 375 Hartford Turnpike, Room 120, Vernon, CT 06066 - (860) 872-1501 FAX 872-1531

TWindham - Town Hall, 979 Main Street, Willimantic, CT 06226 - (860) 465-3033 FAX 465-3032

TStafford - Town Hall, 1 Main Street, Stafford Springs, CT 06076 - (860) 684-5609 FAX (860) 684-1768

## NORTH CENTRAL DISTRICT HEALTH DEPARTMENT

The North Central District Health Department provides East Windsor with full-time health department services and is on call seven days a week twenty-four hours a day for emergencies.

The Department is governed by a Board of Directors (Board of Health) in accordance with the General Statutes of Connecticut. Cecelia Mickey and Maria Whelden serve as East Windsor's representatives to the Board.

The Health Department is staffed by a Director of Public Health, a Chief of Environmental Services, Director of Food & Institutional Services (all Registered Sanitarians), a part time Emergency Response Coordinator, a part time Health Educator, six full time sanitarians and two part-time sanitarians and a support staff of approximately 2.5 clerical workers. The Department has a medical advisor and a part-time bookkeeper, and contracts for auditing and legal services.

### THE PRIMARY MISSION

The primary mission of the NCDHD is disease prevention and surveillance and health promotion in the district's population. The District is responsible for programs in a number of areas including:

- Preventing epidemics and outbreaks of diseases; undertaking epidemiological investigations, follow-up and working to prevent the spread of communicable diseases such as tuberculosis, hepatitis, sexually transmitted diseases and the like.
- Inspection of restaurants, other food service establishments and facilities and the epidemiological investigations follow-up and prevention of the spread of food borne diseases.
- Safety inspections of schools, convalescent homes and other institutions;
- Water quality testing of bathing areas.
- Review, testing and approval of new septic systems, as well as the review and approval of plans for system repairs and/or expansion.
- Review of laboratory testing of well water for approval of new wells for homes.
- Provision of laboratory testing of drinking water, paint samples for lead, blood, stool and other samples as may be necessary in the investigation of outbreaks and illnesses.
- Investigation of complaints in regard to public health hazards, nuisances, rodent or insect control.
- Inspection of housing units in response to physician's positive lead blood tests in children.
- The provision and support of health education and prevention programs.
- Monitoring the health status of the population.
- Assistance to the Department of Environmental Protection upon request for help in collection of samples or for follow-up or investigation of specific problems.
- Development and implementation of Regional Points of Dispensing (POD) clinics to dispense medications or vaccinate for post exposure to biological agents, pandemic influenza or other natural outbreaks; all hazard emergency response plan to respond to, mitigate and recover from, natural and man made disasters to protect the populations of the District.

## EAST WINDSOR POLICE COMMISSION

This year marks the 38th year that the East Windsor Police Department has been in existence. Prior to this, the Town was patrolled by Constables. Originally Police Commissioners were appointed to look into the feasibility of forming a police department. Eventually the process progressed to a full time agency with a compliment of officers, policy, procedure, and equipment to form a full service modernized police department. Today, we have an administrative "team" consisting of Chief Edward DeMarco, Jr., Deputy Chief Roger Hart, and Lieutenant Michael Poliquin working in conjunction with the Police Commission. This includes working closely with the Police Commission to oversee the finances, overseeing our overall public safety plan, and attending to the well being of the dedicated members of the department.

Together they contribute a wealth of knowledge and expertise in the field of law enforcement, administration, and transparent government operations. Our commission team, consisting of Chairman Cliff Nelson, Vice Chairman Joseph Sauerhoffer, Secretary Thomas Stremper, Commissioner Raymond Mancuso and Commissioner Ed Filipone. Christine Pellegrini continues to serve as our recording secretary.

Together we make sure the department has sufficient finances, staffing, and provides professional services to the community twenty four hours a day, seven days a week. By maintaining high standards through our hiring practices, we also insure that the citizens of East Windsor are afforded the best and most professional personnel to protect our Town and its citizens.

Every year there are challenges, as a united board and administrative police team, we try to meet these challenges and resolve them as best as possible. I feel we have done this effectively and efficiently, and we will continue to do so in the future.

Respectfully Submitted,  
Cliff Nelson, Chairman

# East Windsor Annual Report 2011-2012

## INLAND WETLAND WATERCOURSE AGENCY

The Inland Wetland and Watercourses Agency's mission is to protect the inland wetland and watercourse resources of the Town of East Windsor by effectively implementing and enforcing the Inland Wetlands and Watercourse Regulations. The Agency reviews all developmental activities proposed within and adjacent to inland wetland and watercourse areas at regular monthly meetings held on the first Wednesday of each month. We urge the public to attend these meetings and to call the office for any information concerning inland wetlands and watercourses.

The Agency is a regulatory body authorized and required by Connecticut State Statute. The Agency is assisted by an Inland Wetland Agent, as well as Planning & Development Department staff. The Commission was comprised of six regular members and two alternates appointed by the Board of Selectmen to serve staggered four-year terms. Ronald Savaria served as the Chairman, Richard Osborn as Vice Chairman, and Michael Koczera as Secretary. The other members included: Michael Sawka, Robert Slate, John Malin, and Kathryn Roloff.

During the fiscal year 2011-2012, the Inland Wetland Watercourses Agency (IWWA) received a total of 23 applications. The IWWA collected \$ 27,838.00 in town fees during the fiscal year. The Inland Wetlands Regulations and application forms can be found on the Town's website: <http://www.eastwindsorct.com>. The Inland Wetland Watercourse Agency sent out brochures as a public outreach effort on Terrace Escarpment Slopes and their importance. The Agency also had an informational display at the Town Hall on Wetlands and their importance. The IWWA Regulations were revised to include Connecticut Statute updates. The Agency worked on updating their fee schedule and will move forward on getting it approved through the Board of Selectman for the next fiscal year.

The IWWA is constantly seeking out continuing education for its members and staff. This year that included the Annual CACIWC Conference to be kept up to date on environmental and legal issues, the DEEP Municipal Inland/Wetland Commissioner's Training Program to refine specific skills and learn action responses to common wetland concerns, and a DEP training video to review the roles, responsibilities and legal definitions for IWWA members.

Respectfully submitted,  
Ronald Savaria, Chairman

## EAST WINDSOR POLICE DEPARTMENT

To the Members of our Community:

On behalf of the dedicated men and women of the Town of East Windsor Police Department I am honored to present our Annual Report for 2012. It is our hope that upon reading this report the citizens of our Town will have a better understanding of the police department and what we do on a daily basis. The department maintains a patrol division, detective division, communications section, records department, special services, and police administration. This year continues to bring many challenges to the department and the community as economic issues affecting the state and our nation continue to have an impact on local budgets. Listed as the fastest growing town in Connecticut we face our expanding duties with pride, courage, and integrity. A quick drive around Town will demonstrate recent development of commercial and industrial businesses. Law enforcement agency partnerships continue to be emphasized and strengthened this year as regional collaboration continues to play an integral role in the fight against crime in the Hartford Metropolitan area. Through the use of such regional collaborations, shared intelligence, grant funded programs & equipment, community partnerships, pro-active policing, the hard work of the men and women of the East Windsor Police Department we have had a positive impact on our quality of life. We maintain regional associations with METRO Traffic (*enforcement and investigation*), CREST (*SWAT and negotiations*), and continue our own Selective Traffic Enforcement Program (*STEP*).

We continue to need and seek the support of our community to further reduce crime rates in our Town. Our police officers are professional, dedicated, and honest. They work all shifts around the clock, in all weather conditions, to include week-ends and holidays. If you need police assistance, always remember to call early and to call often. Our officers and staff are ready to provide services during your times of need. The police department administration over the past many years strived to become part of the overall management team in Town. As a team we have been successful at being transparent, fiscally responsible, team-oriented, and to consistently reduce costs when possible. With the assistance of elected officials, we have been able to make some improvements to our aging police facility which included the parking lot, Emergency Operations Center, training room, and locker rooms. Although we still require some improvements we have increased morale, improved safety, and made the facility more comfortable for the public and the staff.

The police department is thankful to the East Windsor Police Commission, Board of Selectman, elected officials, and Town employees for their support of the department and its mission. Most importantly, we understand it is only with the cooperation, involvement, and partnerships of the citizens in East Windsor and your police department, that we can make our Town a better and safer place to live, play, and enjoy our families. It is only together that we can protect and serve our community. We look forward to the challenge of maintaining a quality of life all citizens and visitors to the Town of East Windsor have come to enjoy. I look forward to serving you this year, which will complete my tenth year of proud and dedicated service to the Town of East Windsor.

Sincerely,  
Edward J. DeMarco, Jr., Chief of Police

## EAST WINDSOR HOUSING AUTHORITY

The East Windsor Housing Authority continues to be dedicated to providing safe, decent and affordable housing for the elderly and disabled at the Park Hill Complex. Park Hill is a state built and owned complex, operated and managed by the Housing Authority. The Housing Authority operates under the oversight of the Connecticut Housing Finance Authority (CHFA) and the Department of Economic and Community Development (DECD).

The Housing Authority operates entirely from its own revenues and receives no subsidies from the state or federal government, with the exception of outside grants for special capital projects. The Housing Authority is charged a payment in lieu of taxes, or PILOT, by the town annually. The payment is 10% of net revenue from rents which amounts to about \$25,000 approximately. The Authority and Commission will endeavor to have this amount reduced, over the next year, so that this revenue can be expended on other needs to benefit the residents. Rising operating costs, combined with a zero increase in rental revenues continue to create ongoing fiscal challenges to Park Hill. Adequately maintaining and sustaining Park Hill, as a public housing resource the town can be proud of, continues to be of tantamount importance, as the elderly population in Connecticut continues to grow. The Town of East Windsor appoints commissioners to work with the Housing Authority to review and approve the policies and procedures for compliance. The current commission consists of five (5) commissioners. Currently the Chairman of the Housing Authority Commission is Robert Slate, Vice-Chair and Tenant Commissioner, Pauline Legassie, Commissioner Elizabeth Burns (also currently a town employee, Director of Human Services), and Commissioner, Beverly Percóski. The Commission meets monthly on the third Monday of each month at 4:00 p.m. in the community hall at Park Hill.

The Housing Authority complies with all Connecticut General Statutes with regard to Tenant/Landlord issues, all ADA (Americans with Disabilities Act) regulations and Fair Housing law. The Authority has received approval from CHFA and DECD on its newly revised Affirmative Fair Housing Marketing Plan. In addition, CHFA inspects the Park Hill property annually and once again this past year, the Authority received a good evaluation with no deficiencies.

Over the past year, the Housing Authority has completed extensive energy improvements to the tenant structures, including roof, window and door replacements, as well as the conversion of one apartment to ADA (Americans with Disability) standards for wheelchair occupancy. The conversion of a second apartment to ADA standards is also planned and will be completed by the end of the year. The Authority is also planning the installation of two new power assist doors for the community hall and offices, to provide improved accessibility for the disabled. All improvements were made possible through a Small Cities Community Block Grant from the state Department of Economic and Community Development, through the Town of East Windsor.

The Park Hill complex roadway, a municipally maintained thoroughfare, was repaved by the Town. The Housing Authority, at its own expense, consequently repaved, to all the outlying tenant parking areas. All parking areas located just off the main road way were also repainted. Many new resident handicapped spaces were designated and new signage has been installed.

The Housing Authority continues their collaborative effort with the United States Air Force Recruitment offices. Under this effort, the Housing Authority hosts new recruits from both the Manchester and Hartford Recruiting offices, once or twice a year, to accomplish property improvement efforts at Park Hill, including painting, landscaping, sign installations and more.

Other improvements over the past year included the installation of security cameras on the community hall and offices. Additional cameras will be added over the next two years, to phase in security surveillance to all of the common areas of the complex. The Resident Services Coordinator (RSC) program received continued funding through the Dept. of Economic and Community Development, to provide social service, recreational and socialization programs and services to the tenants.

The Housing Authority staff held an annual Christmas Party and a picnic, at no cost for the residents each year. The annual picnic, in celebration of all of the new improvements this past year, featured a western themed barbecue, with a country western entertainer, and horse and buggy rides for the residents. The October 29<sup>th</sup> Storm of 2011 presented significant challenges for the Park Hill complex. The Housing Authority, with the help of a core group of resident volunteers, successfully sheltered and fed over forty residents in the community hall building, in the absence of a municipally operated emergency shelter. The costs of the storm damage, shelter, food and supplies were extensive, however the Authority successfully received reimbursement from FEMA for their efforts. The East Windsor Housing Authority, under the direction of Jennifer DiMauro, Executive Director, all continue to be dedicated to providing excellent services to their residents. The staff members, Darlene Kelly, Executive Assistance, Darrell Barkley, Maintenance Supervisor, Michael Provencher, Maintenance Worker, and Cindy Delaware, Resident Services Coordinator, each endeavor to give one hundred percent to make the Park Hill complex a wonderful "home" for their residents.

Jennifer DiMauro, Executive Director  
East Windsor Housing Authority

## INFORMATION TECHNOLOGY TOWN OF EAST WINDSOR CONNECTICUT

The Information Technology Department provides computer support for the Town's various Departments, Boards, Commissions and Agencies.

The Information Technology Department deploys and maintains all critical core infrastructure required by all agencies to process their work. From computer software upgrades, maintaining the security of data town wide and training services for all town employees the Information Technology Department helps keep the Town of East Windsor running everyday.

The Information Technology Department coordinates the website for the town, [www.eastwindsorct.com](http://www.eastwindsorct.com). Our goal is to make it the first and best place for anyone to get information regarding our town.

Respectfully submitted,  
Information Technology Department



# East Windsor Annual Report 2011-2012

## HUMAN SERVICES

The function of the Town of East Windsor's Department of Human Services is to assist residents with social, emotional, and economic needs. Our staff composition is one full-time director, one full-time case worker and one full-time administrative intake assistant. We strive to assist our clients in attaining self-sufficiency; maintaining economic well-being, and re-establishing control in their lives in these hard economic times. We service all areas of the population, which include children, adults, elderly, the disabled, and the economically disadvantaged. This office has assisted residents with issues such as emergency food, clothing, housing, and mental health needs as well as being a vital referral and information source. Also as Municipal Agent I am aware of the increase number of Senior and disabled citizens who are requesting assistance from the Human Services Department, it is apparent that there is a need for an additional full-time position to increase our outreach capacity to this target population. This lack of staffing continues to be critical and I will be advocating for our citizens and our departmental needs in this area. Since its inception, this office continues to be the intake site for the energy assistance programs for those who meet income eligibility guidelines. This basic program is the Connecticut Energy Assistance Program (CEAP), which assists eligible residents with the home heating bills from November to April. Also this year (SAFA) State appropriated Fuel Assistance Program was approved by the Connecticut State Legislature so those individuals who were 200% of the poverty level could obtain assistance with fuel. Due to this fact during this 2011- 2012 energy season 432 individuals and families were assisted through this program. This program helped the local economy with an additional \$261,132.00 in benefits from Federal and State dollars. The Renter Rebate Program has become an integral part of the Human Services Department. This program provides tax relief for elderly residents age 65 and over and for the totally disabled renters as defined by Social Security Statutes. A claimant must also have received no financial aid or subsidy from federal, state, or municipal funds other than Social Security Income. This year, 175 town residents received the benefits of this State of Connecticut program in the amount of \$91,653.11.. Although SAGA (State Assisted General Assistance) determines the eligibility of an applicant from East Windsor, this office continues to provide the ongoing case management and social services for this program and for all other State programs. The State of Connecticut Department of Social Services relies on the towns to provide all the other auxiliary services. As the economy worsens this office continues to see an increase in the use of our Food Shelf, our Bread Basket Program, our Back to School Program, and our Holiday Basket and Toy Giving Programs. The list of requests to Human Services is every changing as more of our citizens have economic issues, medical issues, housing issues and employment issues. Because of these ever changing needs we are very appreciative of the support from the community through their generous financial donations and gift items. Also I continue to serve as the Town's ADA Coordinator and Fair Housing Officer along with being Chairman of the East Windsor Juvenile Review Board, a Member of the North Central Regional Mental Board Catchment Area Council 17, serving as a member of the Family Resource Center Board of Director and as the Salvation Army Northeast Hartford County Unit Chairman. These programs are all highly effective in our community and provide very worthwhile services.

Respectfully submitted,  
Elizabeth Burns, Director of Human Services

## PUBLIC WORKS/ENGINEERING

The Public Works/Engineering Department consists of 6 highway maintainers, 1 parks & grounds maintainer, 1 working foreman, 1 part time administrative assistant and a Director of Public Works/Town Engineer/Tree Warden. The Public Works Division is responsible for the maintenance of approximately 70 miles of Town roadways including pavement patching, overlayment and chip sealing, maintenance of storm drainage and waterways, snow plowing and sanding, the removal of dead trees within the Town's right-of-ways, and the responsibility of maintenance of grounds at all Town parks and fields, around all Town owned buildings, including Town schools and their playing fields. We also assist with the hazardous waste collection day in the fall and provide manpower and equipment to assist other Town departments with the moving of furniture and other items. We are on call 24/7 to the East Windsor Police Department and the Broad Brook and Warehouse Point Volunteer Fire Departments to remove downed trees, and other items that create hazardous conditions from Town roads, and assist with structure and brush fires and flooding conditions. The Engineering Division is responsible for the design of Town roadway and drainage projects. We also review plans submitted to the Planning Zoning Commission, the Wetlands Commission, and the Water Pollution Control Authority and oversee all roadway and site development construction projects in Town. Some of our accomplishments this year include shimming and chip sealing of approximately 5 miles of Town roads, the reclaiming and repaving of the Town Hall Annex parking lot, repaired miles of pot holes in Town Roads, repair/replacement of various drainage culverts and the removal of dead or diseased trees from within the Town's ROW. Lastly, let us not forget the October 29, 2011 snow storm. The Public Works Department worked around the clock in an attempt to keep the Town roads clear and safe for emergency response vehicles. After the storm we worked with CL&P, assisting them to restore power by clearing tree debris in their work areas. Then came the daunting task of clearing and disposing of the roadside tree and vegetative debris. The Town contracted with local contractors to assist us with this task, which lasted about two months. We are still trimming and cutting trees that were damaged in that storm.

Respectfully submitted,  
Leonard J. Norton, P.E., Director of Public Works/Town Engineer/Tree Warden

# East Windsor Annual Report 2011-2012

## EAST WINDSOR PARKS AND RECREATION DEPARTMENT

The Parks and Recreation Department is committed to providing an array of lifelong leisure activities along side community events to promote a family friendly environment. Our goals for 2011-2012 were to introduce new and exciting programs as well as promote our existing parks and programs. We added the EW Dog Park on Reservoir Avenue that on a daily basis hosts dog owners and their pets, and allows for off leash exercise and play time for all to enjoy. This park was fundraised for by the EW Dog Owners Group, who will continue to do seasonal events to promote and raise money to keep the dog park as beautiful as it is today. Other facility upgrades included a new swing set at Prospect Hill Park, new parking rails at Osborn Field, EW Park and Broad Brook Pond. Local resident Jaime Masthay volunteered her time along with friends and family to clean up the Osborn Bridge area



Opening Day at the EW Dog Park May 14, 2011



Resident Jaime Masthay, volunteered to help clean up East Windsor in 2011

During the summer months East Windsor Park is busy hosting our Swim Lessons, Free Swim, and Summer Fun in the Park Camps as well as numerous Pavilion Rentals. We are happy to report that we had over 120 children in our Summer Fun and Tiny Tots summer camps. We are looking to increase the number of residents who utilize the park and encourage residents to purchase a Season Pass to the park for all to enjoy. The Parks and Recreation Department invites all residents to take the time and explore the numerous parks that we are extremely proud of. These include seven parks, the largest being East Windsor Park; other locations include Warehouse Point Park, Prospect Hill, Pierce Memorial, Broad Brook Pond, Abbe Road, and Volunteer Park. Our staff does a wonderful job in taking pride in their work to bring an outstanding park program to the residents of East Windsor. The Parks and Recreation Commission is comprised of five members appointed by the Board of Selectmen and empowered to maintain, manage and regulate parks and playgrounds for both passive and active recreation. The Commission meets on the second Monday of the month at our office inside East Windsor High School at 6 P.M. Residents are welcome to attend meetings.

Respectfully submitted,  
Melissa Maltese, **Director of Parks and Recreation.**

## REGISTRARS OF VOTERS

As Registrars, we are dedicated to the efficient conduct of free and impartial elections, competent management of voter registration and enrollment processes. Our office is dedicated to nonpartisan politics as mandated by the Secretary of State's office. We develop and oversee the administration of all elections: Presidential, State and Municipal including primaries and referendums. Registrars recruit and educate new voters, maintain and update voter files, prepare departmental budgets and hire and train election officials. We print registration and enrollment lists and insure that our voting machines are well maintained.

In 2012 we took on the enormous task of redistricting East Windsor's State congressional district from the 57 th to include the 59th district. The procedure required us to utilize the State defined census changes and GIS satellite maps to redefine which streets in East Windsor became part of the 59th district. As a result, 1,930 voters in Warehouse Point were moved into the 59th District. All were notified by mail that their district was changed. Special thanks to Ed and Steve of the WPCA for their help. These changes affected voter's candidates for State House of Representatives. Once completed, we processed our annual voter canvas to determine which voters had left East Windsor.

Our busy year was just getting started with 10 election events: Presidential Preference Primary, Modular Classroom referendum, Three Budget Referendums, Judge of Probate Primary, Senatorial Primary, Probate Judge Election and finally the Presidential Election.

We constantly strive to remain current of election laws and practices. Our dedicated election staff is comprised of experienced well trained professionals. Our town has experienced significant voter growth over the past year. We are available by appointment outside of regular office hours by contacting us at (860) 292-5915.

Linda C. Sinsigallo, **Republican Registrar**  
lsinsigallo@eastwindsorct.com  
Daniel R. Nadeau, **Democrat Registrar**  
dnadeau@eastwindsorct.com

# East Windsor Annual Report 2011-2012

## LIBRARY ASSOCIATION OF WAREHOUSE POINT

107 Main Street

East Windsor, CT 06088

(860) 623-5482 FAX (860) 627-6823

This past year was another hectic one at the Library Association of Warehouse Point. More people took advantage of the library's resources and programs than ever before, proving the library has become a community center. This was especially so after the October 2011 snow storm when the library was used by many to contact family through our internet access; recharge their phones and laptops; and to have a comfortable place to get warm, read, and talk with friends for a while. The library maintains a collection of over 40,000 items that include books, magazines, large print books, books on compact disc, DVD's, musical compact discs, CD-ROMs and access to electronic databases. Eight computer terminals are available for library users as well as Wi-fi service. The library also provides access to books that can be downloaded to your preferred electronic device free of charge through its web site. The library has 2 e-readers that can be borrowed for three weeks.

There were 38,500 visits to the library both in person and through the library's web site. Library customers borrowed 47,000 items last year. Over 1,600 people attended library sponsored programs last year.

The Library's Youth Services Department continues to offer a variety of programs for pre-school and school-aged children including story times and craft programs, as well as a special visit from Santa Claus, and other programs by story tellers and magicians. The library also sponsors a summer reading program. Monthly family movies are now shown in the library's Community Room. This past summer the library presented a 3-part art program for Teens and "Tweens. Sponsored by the Connecticut Humanities, this series had 34 participants.

The library sponsored a variety of adult programs. Among those programs was a book discussion series as well as a series entitled "The 1960's: the Subtlety of Protest." This 5-part series was funded through a grant from the Connecticut Humanities Council. It explored the music, art, theatre, film and novels of the time period and the way in which the arts influenced change through non-violent means. This was the 22<sup>nd</sup> year that the library has held a discussion series, and everyone is invited to join us. Discussions are held the third Wednesday of each month at 7:00.

The library also presents various art shows by local artists, craft programs, book signings and talks by local authors. The library is also used by other groups such as the East Windsor Historical Society for their programs. The library shows films for adults in the Community Room on the second Wednesday of the month at 1:00.

Delivery and pick up service of library books, magazines and audio-visual material is available. Any resident who, because of health or physical problems, cannot get to the library just has to call the library to make arrangements.

Town residents once again responded very generously to the Library's annual fund drive, donating over \$7,500. The Library was also fortunate to receive a bequest from the Mazurek Family Trust that was used to purchase books. Generous donations from the East Windsor Athletic Club and the WalMart Foundation were used to purchase much needed books for the children's collection. Without the generosity of these donors there would not have been sufficient funding for the library's book, e-book and audiovisual collections to meet the needs of the townspeople.

An annual donation from the East Windsor Lions Club the Library helps the library maintain its Large Print Book collection, an area of the collection that saw a 12% increase in circulation last year.

The Library has a dedicated Friends of the Library group that assists the library in meeting the needs of library users. The proceeds from The Friends' on-going book sale in the library are used to purchase family passes to area museums for the Library to circulate. These passes offer free or reduced family admission rates. Museum passes available are: The Aldrich Museum of Contemporary Art in Ridgefield, Connecticut Historical Society Museum and Library, the Connecticut Science Center; The Connecticut State Parks Pass, The Connecticut Trolley Museum, Forest Park Zoo in Springfield, The Lutz Children's Museum, The Lyman Allyn Art Museum in New London, The Mark Twain House, Maritime Aquarium in Norwalk, Mystic Aquarium, The New England Air Museum, The New Haven Museum, The Old State House in Hartford, The Science Center of Connecticut, The Springfield Library and Museums, The Basketball Hall of Fame in Springfield, Massachusetts, U.S.S. Constitution Museum in Boston; The Wadsworth Atheneum, and the New Britain Museum of American Art.

The Library is open Monday and Tuesday, 10:00-8:00; Wednesday, Thursday and Friday, 10:00-5:00; and Saturday, 10:00-3:00. The Library is closed Saturday during July and August. The Library's collection and databases can be accessed from home or work through its website: [www.warehousepoint.info](http://www.warehousepoint.info). To contact the Library, call 860- 623-5482, or visit us at our website.

Vincent J. Bologna, Director

# East Windsor Annual Report 2011-2012

## EAST WINDSOR SENIOR CITIZEN CENTER

The East Windsor Senior Center, established in 1979, is celebrating its 33<sup>rd</sup> year of operation. The Senior Center is located in the Broad Brook Section of East Windsor, above the Broad Brook Fire House. Residents sixty years of age or older are welcome to participate in scheduled programs of interest throughout the year.

Ms. Janet Vining, the Senior Center Nutrition Site Coordinator is pleased to announce that the nutrition program continues to thrive. The Nutrition Department consists of a Site Manager/Meals on Wheels Coordinator, site lunch service volunteers and volunteer Meals on Wheels drivers. Meals are provided and served at the community café congregate meal site Monday through Friday at noon, through the cooperation of the Community Renewal Team (CRT) of Hartford. The elderly nutrition program is federally funded and these meals are offered to residents 60 years of age or older for a suggested nominal donation of \$2.00 per meal. No participant will be refused a meal for their inability to pay. The menu for the current month is available on the Town of East Windsor website listed under Senior Services. Meal reservations may be made by calling the nutrition department at 860-292-8279 between the hours of 8:30 a.m. to 12:00 p.m. the day before you are planning to attend. In addition to our site meals, we offer assistance to our homebound elderly in the form of Meals on Wheels provided by Community Renewal Team of Hartford to those seniors 60 years of age or older who are physically unable to shop, plan and prepare their own meals. These meals are delivered by the CRT truck to the Senior Center where they are sorted and delivered to our clients by our volunteer Meals on Wheels drivers. We are extremely grateful to our volunteer drivers who are all exceedingly dependable and have been very loyal to the program. Without these very special people, this program would not be possible. We are always in need of more replacement drivers who are willing to devote an hour or two of their time when needed. Interested persons should call Ms. Janet Vining, Meals on Wheels Coordinator at 860-292-8279. CRT reimburses \$0.40 per mile to the drivers to help with the cost of gas to deliver these much needed meals to our clients. For our seniors we offer a warm, inviting and safe environment to congregate and enjoy a well balanced, nutritious meal at an affordable price. According to Ms. Teresa Hill, Transportation Coordinator, the transportation program continues to grow and to be successful which pleases all of us here at the Senior Center. The transportation department staff consists of one Transportation Coordinator, two full time drivers and one part time driver. We provide services to East Windsor senior citizens who are 60 years of age and older and also to East Windsor residents who are 18 years of age or older and on Social Security Disability. Our goal is to aid and supplement our client's transportation needs. We are a pre-scheduled service and ask our clients to schedule their appointments with us as soon as they can as to guarantee their ride. All of our vehicles are equipped with handicap lifts for those who use a wheelchair or cannot climb the stairs of the vehicle. We transport clients to medical appointments, grocery stores, bank, hair salon, pharmacy to pick up prescriptions and to the Senior Center for our lunch program at noon each day. We transport clients to the food shelf and trips that our Program Coordinator has planned. It is the goal of our staff to make sure that our clients feel comfortable and safe while utilizing our transportation service. We are pleased that in the fiscal year 2011-2012, we provided the following number of two way trips: 1062 medicals; 2,684 nutritional; 1,952 grocery shopping; 2,322 miscellaneous; which includes pharmacies, banks, food shelf, and hair salons; and, 932 for social activities. This brings our total to 8,952 round trips. Many of our clients have told us how grateful they are for our service as they do not have family close by and they rely on us. We also help to fulfill their socialization needs both on the vehicle riding with their peers and at the Senior Center for lunch and activities. They so often tell us that the staff and other seniors have become their second family and that is a wonderful compliment. In November or December of this year, we will be fortunate to receive a new vehicle through a Department of Transportation grant that we applied for and were awarded. As our vehicles reach their "full life" by Department of Transportation standards they come out of warranty and the repairs needed are very expensive. By replacing these vehicles through the Department of Transportation grant it makes for greater savings on our vehicle maintenance costs. We have also taken cost saving measures by utilizing the Town of East Windsor's pool car which is shared by all of the departments. When we have clients with medical appointments, especially those that are out of town we are able to combine the appointments and transport them in the town car. This saves both on gas and on wear and tear of our buses. We feel that it is so important to provide a safe, reliable and dependable service the seniors can utilize. We will continue to meet their needs to the very best of our ability. The Senior Center continues to sponsor educational programs which include the AARP driver education class, home safety presentations, emergency management presentations, fraud prevention, nutritional classes, VNA seminars, and computer and tablet courses. Exercise programs are offered such as Active Class, Chair Yoga, Tai Chi for Better Balance, Wii Bowling, Wii Fitness, and Wii Zumba. For the health needs of the senior population, health and wellness programs

are offered on a monthly basis and consist of free blood pressure and free blood sugar screenings and foot care. The annual flu clinic is also available in the fall months. The Senior Center affords seniors the opportunity to keep in touch with community events and to get to know the townspeople and services available to them. Presentations have been done by Town government officials to keep the elder population informed. Those forums were prepared and presented by the Board of Selectmen, Board of Finance, Emergency Management Team and the late Probate Judge Brian Griffin. A series of intergenerational programs were held this past year between the town seniors and the East Windsor School System. The school children have invited the seniors to choral and band concerts. They have also performed for the seniors during the holiday season. The seniors have participated in the Annual Sock Hop with the East Windsor Family Resource Center's Summer Program participants.

We continue to hold our monthly birthday social, which includes live entertainment. Annually, we celebrate New Years, Valentine's Day, St. Patrick's Day, Mother's Day, Father's Day, Senior Picnic, Thanksgiving and Christmas with special dinners and activities. Other social events which are hosted by the Senior Center are Wii Bowling Tournaments, Bingo and card games. The Senior Center is a focal point for community elders as they seek out services, recreational programs, social activities, and educational programs in a safe environment. The Senior Center provides a gathering place for seniors to receive vital services to maintain independence and healthy lifestyles.

Information is available to access our current programs and services on the Town of East Windsor website, [www.townofeastwindsor.com](http://www.townofeastwindsor.com).

Respectfully submitted,

Elizabeth Burns, **Director of Human Services/Senior Services**

Teresa Hill, **Transportation Coordinator**

Janet Vining, **Nutrition Site Manager**

Roberta Hodgdon, **Program Coordinator**

# East Windsor Annual Report 2011-2012

## TAX COLLECTOR'S OFFICE ANNUAL REPORT FY 11-12

On February 27, 2012 I was pleased to begin serving the town of East Windsor as Tax Collector. I was immediately impressed by the level of professionalism and dedication shown by the department heads and staff in Town Hall. The tax office is responsible for the collection of municipal taxes in accordance with Connecticut General Statutes. Our tax revenue budget for FY 11-12 was \$26,581,878. By year end, total collections were \$26,626,936- an overall collection rate of 100.17%. In addition to taxes, this office is responsible for the billing and collection of sewer benefit assessments and facility connection charges for the WPCA, as well as aircraft registration and parking tickets- in FY 11-12 these accounts totaled an additional \$578,963 in collections. By the end of the fiscal year, I had initiated several changes to the office. Daily office operations have been streamlined and automated. WPCA collections are now fully computerized, increasing accountability and improving reporting. An increase in online payments and changes in the way liens, assessor adjustments and month end reporting are processed has allowed my office to maintain current services while reducing departmental costs. In these tough economic times, we are all aware that every dollar counts. In order to ensure that every resident is paying their fair share, our office has stepped up collection enforcement. With the approval of the Board of Selectmen and Board of Finance, I initiated legal action against 125 chronically delinquent property owners. Although the process has not been easy, the town has already recouped over \$610,000 in back taxes and interest. The success of the enhanced collection procedures was due in part to the efforts of Tax Clerk Mary Ann Simmons. Her meticulous attention to detail and exceptional service to the town should be commended. Additionally, I would like to thank East Windsor High School students Mackinsie Carolus and Kevin Kehoe for volunteering their community service hours to help stuff and collate the July 2012 tax bills. Their enthusiastic service ensured a timely tax billing, despite three budget referendums and the mill rate being set on June 12. As a new fiscal year begins, I look forward to maintaining the forward momentum in my office and remaining accountable to all taxpayers, as my staff and I work diligently for all the residents of East Windsor.

## THE BROAD BROOK VOLUNTEER FIRE DEPARTMENT

The Broad Brook Fire Department continues to respond to an increasing number of calls each year. These calls vary from priority I medical aid to motor vehicle accidents to hazardous material calls as well as many other types of incidents. The challenge for us is increased responsibility for life safety of the community while operating on an ever decreasing budget and shrinking manpower levels. The department received a corporate grant this year from United Parcel Service for an all terrain multiple function vehicle which is now in service. This vehicle allows us access to off road fires and medical emergencies. The town of East Windsor recently donated a used senior citizen bus which will be in service by the end of October. This unit will serve as a rehab and transport unit for us as well as surrounding departments. We also received a donation from Massachusetts Mutual. All donations no matter how small help us do our job. We will continue to seek out alternative funding sources from corporate foundations in the coming year. I would like to thank all our corporate sponsors such as Arnold's Meats, Pepperidge Farm, Taylor Energy, Wal-Mart, Bosco's Auto Body, and all the citizens and their individual donations we receive throughout the year. The men and woman of the department continue monthly training in house as well as courses offered through the Connecticut Fire Academy. We also continue to work closely throughout the year with Enfield, South Windsor, and Warehouse Point fire departments, combining training to provide a better response to calls in our call area. The past year has brought many changes; we have participated in state wide drills with East Windsor Emergency Management involving every department in town, as well as all officers of this department training with FEMA in order to make a better response to the needs of our community. We have received and given mutual aid to other towns such as Enfield, South Windsor, Ellington, Somers, Coventry and Brimfield, Massachusetts. Without this kind of cooperation between towns and departments it would be impossible to do what we do. The coming year will be full of challenges, with the public's help and support of our budget we can continue to safeguard the citizens and property of East Windsor. Remember to have your street number clearly marked on your residence to make it easier for all emergency services to locate you in a time of need.

David A Lockwood, Chief  
Broad Brook Volunteer Fire Department

## PLANNING AND DEVELOPMENT DEPARTMENT

During every fiscal year the Department of Planning and Development continues its efforts to provide a greater level of service to the community. Serving towards that goal, the employees of the department are a full-time Director/Town Planner (Laurie P. Whitten, CZEO, AICP); a full-time Assistant Town Planner/Wetlands & Zoning Enforcement Official (Robin Newton, CZEO) and a full-time Administrative Assistant (Marlene Bauer), and a part time administrative clerk (Margaret (Peg) Hoffman).

The Department of Planning and Development provides staff assistance to the Planning and Zoning Commission (PZC), Zoning Board of Appeals (ZBA), Inland Wetlands and Watercourses Agency (IWWA), the Conservation Commission (CC) recently separated from the IWWA, and Economic Development Commission (EDC). This includes a full range of administrative, clerical, technical and policy services to the land use boards, while meeting the changing demands of the community.

The department operates under the control of State Legislature, Local Ordinances and Regulations. It is the Staff's job to adhere to these legal guidelines and statutes, while facilitating the process for all involved. With this in mind, Staff services also include assistance to the public, our clients. We are there to help with land use questions, and to assist in the application and permitting process. We have an open door policy, and encourage preliminary discussions for any proposal.

In addition to the varied daily tasks, assistance to the public and enforcement issues, during the fiscal year 2010-11, staff worked on the following special projects:

- The Planning Staff worked collaboratively with the WPCA, EDC, PZC and other Staff, Administrators, Commissioners and Citizens, to successfully acquire additional grant money to install Phase 2 of the Sewer Extension from North Road down Wells and Rolocut Roads.
- The PZC once again renewed the temporary sign regulations with a modification to the fee schedule to make them more affordable, for another year in an attempt to work with businesses and allow them an option to utilize temporary business signs.
- After years of discussions and meetings with the farming community, the PZC adopted Farm Friendly Zoning Regulations. In conjunction with this accomplishment, the town adopted a Right To Farm Ordinance, to announce to citizens that farming is an important and protected industry in East Windsor. An amendment to the Subdivision regulations also requires that new subdivisions proposed next to existing farms provide an agricultural buffer with their development.
- The PZC approved a text amendment which would once again allow multi family apartments in specific portions of town, with conditions such as requiring attached garages, in unit laundry facilities and private entrances
- The town held a visioning workshop to determine the type of development and design standards that was most desired along North Road, in conjunction with the new sewer extension. This allowed for the development and adoption of new zoning district and regulations for the Route 140 Corridor, now referred to as the B-3 zone/North Road Business Corridor. These regulations promote business development, with some mixed use components, and a rural New England style architecture.
- Once the North Road Corridor/B3 Zoning regulations were in place, the Town held a Route 140 Stakeholders meeting, to determine the direction of desired development from the property owners within the corridor. The results from this meeting will help guide the Town in a direction of development with the property owners vision and goals in mind.
- Staff worked in conjunction with the Economic Development Commission (EDC) to hold their annual Business Meet and Greet, which was held at the new Merlot on The Water Banquet Facility. The event was a success, and helped guide local businesses toward funding sources and business assistance programs in the state.

During the fiscal year 166 zoning permits were issued, compared to 169 for the previous year. The permits were divided into the following categories: Zoning Permit, Zoning Compliance and Temporary Business Signs fees brought in \$12,518 this year compared to \$9,121 last year.

	FY 10-11	FY 11-12
Single-family homes	11	9
Multi-family units	20	4
Accessory (in-law) apartments	0	0
Additions/Improvements to Residential	100	97
New Commercial/Industrial	9	11
Other Commercial/Industrial (Signs/Additions, etc.)	33	34
Other Residential/Institutional	7	1
Active Adult Units	7	10

Respectfully submitted,  
Laurie P. Whitten, CZEO, AICP  
Director/Town Planner

# East Windsor Annual Report 2011-2012

## TOWN CLERK

The Office of the Town Clerk is responsible for administering the Connecticut General Statutes in the areas of records management, vital statistics, land records, maps, elections, fish & game licenses/permits, dog licenses, liquor permits, Veteran's discharges and notary certificates. In addition, our daily duties include maintaining the Town Clerk's web page, the town website calendar, and list of town ordinances. We also post the minutes and agendas for the Boards and Commissions on the town website.

For FY 2013 I applied for, and was awarded, a grant in the amount of \$4,000 from the State of Connecticut for historical preservation of records. This grant money is being used to purchase another SAFCO hanging map cabinet. This cabinet will match three map cabinets currently in the vault. We will continue the map project we started in FY 2012 of moving the maps that are currently being stored in drawers and in hanging files to the new map cabinet. These maps are presently very difficult to remove from the plastic sleeves and drawers. This project will make the maps easily accessible to everyone.

I would like to thank my two Assistant Town Clerks/Assistant Registrar of Vital Statistics, Mary Higgins and Lynn K. Lemieux for all their hard work and dedication to this office.

Respectfully Submitted

Joanne M. Slater, CCTC, Town Clerk

<b>TOWN CLERKS OFFICE</b>	<b>2011-2012</b>	<b>2010-2011</b>	<b>2009-2010</b>
Land Records Recorded	2732	3342	3104
Transfers & Sales Ratio Certificates Processed	262	238	318
Maps filed and recorded	39	39	53
Military Discharges filed and Recorded	25	28	31
Liquor Permits Filed	32	21	28
Sporting Licenses Sold	595	475	581
Dog Licenses Sold	992	1196	1310
Notary Certificates Recorded	22	26	17
Trade Names Filed	85	79	56
<b>REVENUE</b>	<b>2011-2012</b>	<b>2010-2011</b>	<b>2009-2010</b>
Town Clerks Account	\$78,430	\$75,757	\$76,549
Town Conveyance Tax	\$104,432	\$85,970	\$106,999
Conveyance Tax Collected by Town Clerk for State	\$360,202	\$204,079	\$232,022
Local Historic Preservation Fees	\$1,939	\$1,844	\$2,035
Historic Preservation Fees Collected by Town Clerk for State	\$3,878	\$3,688	\$4,070
Local Farmland Preservation Fees	\$1,939	\$1,844	\$2,035
Farmland Preservation Collected by Town Clerk for State	\$69,804	\$66,384	\$73,260
LOCIP	\$5,817	\$5,532	\$6,105
<b>TOTAL REVENUE - TOWN</b>	<b>\$192,557</b>	<b>\$170,947</b>	<b>\$193,723</b>
<b>TOTAL REVENUE - STATE</b>	<b>\$433,884</b>	<b>\$274,151</b>	<b>\$309,352</b>
<b>VITAL STATISTICS</b>			
Births	132	120	112
Marriages	90	89	134
Deaths	58	69	123
Burial Permits	84	96	84

# East Windsor Annual Report 2011-2012

**EAST WINDSOR PUBLIC SCHOOLS**  
**70 SOUTH MAIN STREET**  
**EAST WINDSOR, CT 06088**  
**[www.eastwindsork12.org](http://www.eastwindsork12.org)**

## **BOARD OF EDUCATION**

**[BOE\\_member@eastwindsor.org](mailto:BOE_member@eastwindsor.org)**

**July 1, 2011 - November 30, 2011**

John Pica-Sneed, (Rep) Chairman

William Raber, (D) Vice Chairman

Leslie Jane Hunt, (D) Secretary

Kathy Bilodeau (R)

Judith Rajala (D)

William Schultz (D)

Catherine Simonelli (R)

Lynn Stanley (R)

Terri Willingham (D)

**December 1, 2011 to June 30, 2012**

Christopher Mickey, Chairman (R)

William Schultz, Vice Chairman (D)

Catherine Simonelli, Secretary (R)

Kathy Bilodeau (R)

George Michna, PhD (D)

Nichole DeSousa (D)

Robert Maynard (R)

William Raber (D)

Lynn Stanley (R)

## **CENTRAL OFFICE ADMINISTRATION**

**Theresa M. Kane, Ed.D, Superintendent of Schools**

PH 860-623-3346 Fax 860-292-6817

Office Hours: 7:30 - 4:30 p.m.

**[tkane@ewct.org](mailto:tkane@ewct.org)**

**Christine DeBarge, Director of Student Support Services**

**[cdebarge@ewct.org](mailto:cdebarge@ewct.org)**

**Linda Giuliano, Business Manager**

**[lgiuliano@ewct.org](mailto:lgiuliano@ewct.org)**

**Tyrone Osoimalo, Director of Technology**

**[tosimalo@ewct.org](mailto:tosimalo@ewct.org)**

**Irene Parisi, Director of Curriculum, Instruction and Assessment**

**[iparisi@ewct.org](mailto:iparisi@ewct.org)**

**Laurie Slate, Human Resource Manager**

**[lslate@ewct.org](mailto:lslate@ewct.org)**



# East Windsor Annual Report 2011-2012

## EAST WINDSOR AMBULANCE ANNUAL REPORT 2011-2012

The East Windsor Ambulance Association approaches 35 years of loyal service to our community next year. Much has changed since that first call in July of 1978 when a small group of volunteers banded together to take a training class and get behind the wheel of an ambulance to fill an important service void in our town. In those early days, providing oxygen, some bandaging, immobilizing injuries, Cardio Pulmonary Resuscitation (CPR), and a fast ride to a medical facility were the extent of treatment and emergency care.

Today's advanced emergency medicine is far more focused on immediate, more advanced treatment, and patient stabilization while on scene and in the ambulance. With over 35 medications carried in our medical kits, advanced diagnostic equipment, and the latest in medical devices, as your medical issue dictates, it is likely that you will receive advanced level of care by our dedicated staff of Paramedics and EMTs. Today, the East Windsor Ambulance is on the forefront of advanced emergency medical care. East Windsor Ambulance primarily has had 2 paramedic units available 24 hours per day. Our emergency calls exceed 2400 per year with over 1800 in East Windsor alone.

As a result of funding cuts, we have eliminated all third crew day staffing. Some shifts are now filled with 1 Paramedic instead of 2. Soon it will be necessary to eliminate our staff call back system that provides coverage to the community while our on shift crews are on emergencies. Our last option will be to only staff 1 ambulance at night and on weekends. As ambulances go unstaffed due to these funding reductions, our earned revenue will also be reduced. If the ambulances do not respond, they cannot bring in revenue.

We have eliminated most quality assurance reviews, and reduced the hours of our information and technology staff member to absolute essential projects only. Our capital replacement program is all but eliminated. Prior to these funding cuts, our capital replacement plan was over \$65,000 per year. This provided funding for financing 3 ambulances, replacement stretchers, heart monitors, and computer equipment. Our capital improvement account is now nearly completely exhausted, with very little funding available for future investment. As our ambulances and medical equipment age, this will become a major problem for our ability to deliver service.

Our Paramedics and Emergency Medical Technicians have not had an increase in their payroll for quite some time and there are no funds available for any increases. Our staff receives no fringe benefits or any paid time off. There are no paid sick days, vacation days, or personal days. We cannot ask them to work for less.

Patient billing revenues remain flat as we are limited by our emergency call volume, the insurance company dictated reimbursement rates, and a patient's ability to self pay.

The East Windsor Ambulance staff has done their part to deliver a quality emergency medical service system. Unfortunately, without increased aid to our organization, we are at a crossroad that will lead to a significant reduction in service delivery.

Fraternally,  
Thomas J Clynch III  
Emergency Medical Services Chief

## **East Windsor Annual Report 2011-2012**

### **THE FOLLOWING DEPARTMENTS DID NOT SUBMIT REPORTS**

**Conversion Commission**

**Historic Preservation Commission**

**School Nurses**

**Superintendent of Schools**

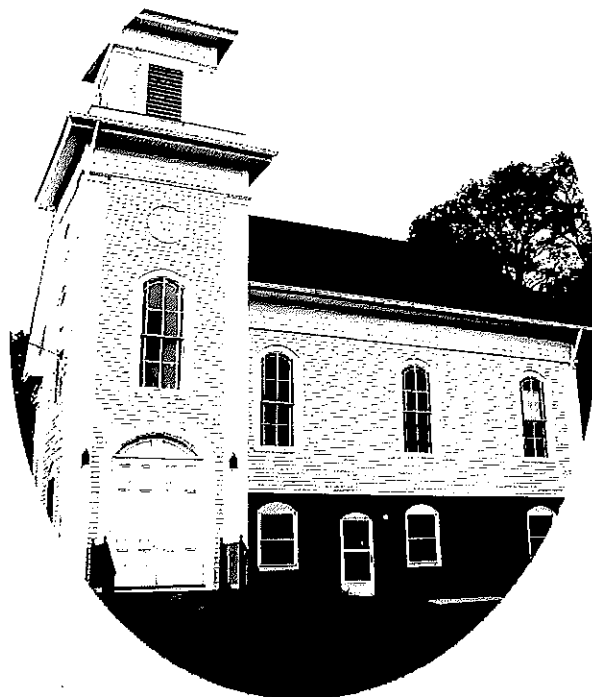
**Veterans Commission**

**Warehouse Point Fire District/Warehouse Point fire Department**

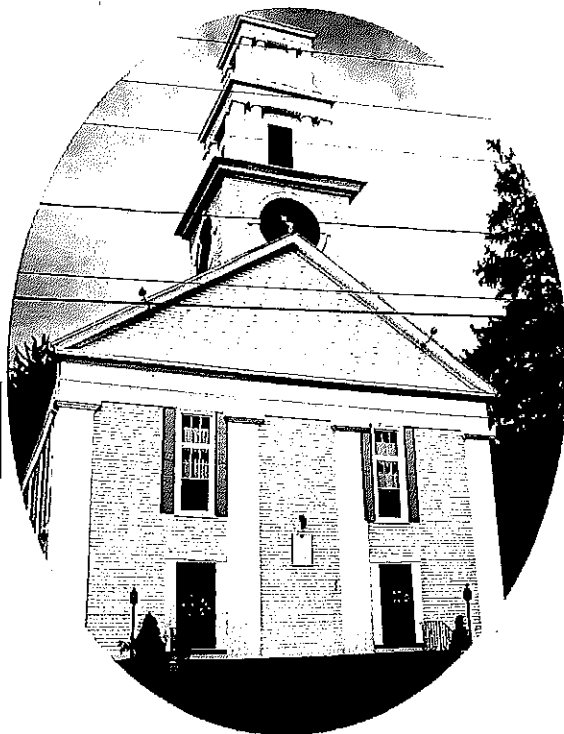
**Water Pollution Control Authority**



**Melrose School 1865**



**Windsorville  
"Church Among the Trees" 1876**



**Scantic Meeting House 1752**



**Broad Brook Opera House 1892**



**Warehouse Point Hose House 1911**

2011/2012