

# EAST WINDSOR'S 250TH ANNIVERSARY



**ANNUAL REPORT**  
**2016 - 2017**



## About East Windsor

East Windsor is located midway between Hartford, Connecticut and Springfield, Massachusetts. The Town lies on the east bank of the Connecticut River and is bordered by the Towns of Enfield on the north, Ellington on the east, South Windsor on the south, and Windsor on the west. Two major highways, U.S. 5 and I-91, traverse the western part of town. Interstate 84 is within ten minutes for easy access to New York and Boston. Regular public transportation is provided by Connecticut Transit, Dattco Bus and Dial-a-Ride. Bradley International Airport is ten minutes away.

East Windsor's strategic location offers opportunities for business and industry to grow. A recently updated plan of development and ongoing sewer expansion provides the town with a blueprint for balanced growth and the ability to sustain a favorable tax rate.

Located within thirty minutes of a population base of over one million, and the beneficiary of two direct highway exits off Interstate 91, East Windsor offers businesses an array of opportunities for commercial development in a well-established business park off of U.S. 5. The Route 5 corridor is also home to a host of restaurants, hotels and stores that give business travelers an excellent location from which to work.

**The Town has a Facebook page constantly updated with news, public meeting agendas, and emergency announcements– “like” Town of East Windsor” on Facebook to receive the latest town information on your newsfeed.**

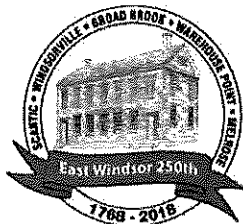


## Town Government

East Windsor has a Board of Selectmen/Town Meeting form of government with a Town Charter that was last revised April 2010. The Board of Selectmen is the principal administrative and executive branch, the Town Meeting is the legislative branch, and the Board of Finance is the budgetary authority of the Town. The First Selectman is the Chief Administrative and Executive Officer, directly responsible to the Board of Selectmen for the administration of all Town agencies. The Treasurer is responsible for the accounting and reporting of all financial transactions, investment of Town funds and is the Town pension plan administrator.

# EAST WINDSOR 250TH ANNIVERSARY COMMITTEE

## CALENDAR OF EVENTS—2018



**New Year's Eve - Masquerade Ball (December 31, 2017)**

### **January:**

- 1st - First Day Hike
- 13th - Blood Drive, 8am-1pm @ Scout Hall
- 24th - *Images of East Windsor* book signing @ Warehouse Point Library

### **February:**

- 17th - Abby's Winter Gala
- 24th - Winter Festival w/ outdoor winter activities at Scout Hall

### **March:**

- 21st - Victorian Lady Tea Party at EW Senior Center

### **April:**

- 18th - "Parrish" film showing at Warehouse Point Library @ 6:30pm
- 21st - "Parrish" film showing at warehouse Point Library @ 2:00pm

### **May:**

- 5th - Vintage Baseball Exhibition Game at EWHS
- 19th - Town Meeting/Open Bicentennial Time Capsule
- 20th - Joseph E Tracy Veterans Memorial Green Renovation Dedication @ 2pm

### **June:**

- 2nd and 3rd - CT Trails Day Hike
- 3rd - Broad Brook Opera House Open House
- 9th - Garden/House/Farm Tour
- 16th - Food Truck Fest and Reenactment at Scout Hall

### **July:**

- 14th - Warehouse Point Fire Dept. Touch-A-Truck
- 15th - Sundae/Fun day at the East Windsor Park & InfoShred Truck

### **August:**

- 4th - East Windsor Day at CT Trolley Museum
- 11th - Historical Society's Ice Cream Social

### **September:**

- Discount tickets to Opera House for East Windsor residents
- 22nd - Final event/Parade/Picnic/Fireworks

# Town of East Windsor Contact Directory

DEPARTMENT	LOCATION	PHONE NUMBER
First Selectman's Office	Town Hall, 11 Rye Street, Broad Brook	860-623-8122
Assessor's Office	Town Hall, 11 Rye Street, Broad Brook	860-623-8878
Board of Education	70 South Main Street, East Windsor	860-623-3346
Broad Brook Fire Department	125 Main Street, Broad Brook	860-623-5940
Building Department	Town Hall, 11 Rye Street, Broad Brook	860-623-2439
Health Department	31 North Main Street, Enfield	860-745-0383
Human Services Department	25 School Street, East Windsor	860-623-2430
East Windsor Housing Authority	1A Park Hill Road, Broad Brook	860-623-8467
Parks and Recreation	76 South Main Street, East Windsor	860-627-6662
Planning and Development	Town Hall, 11 Rye Street, Broad Brook	860-623-6030
Police Department	25 School Street, East Windsor	860-292-8240
Public Works and Engineering	6 Woolam Road, East Windsor	860-292-7073
Registrar of Voters	25 School Street, East Windsor	860-292-5915
Senior Services	125 Main Street, Broad Brook	860-292-8262
Tax Collector's Office	Town Hall, 11 Rye Street, Broad Brook	860-623-8904
Treasurer's Office	Town Hall, 11 Rye Street, Broad Brook	860-292-5909
Water Pollution Control Authority	192 South Water Street, East Windsor	860-292-8264

**Town Hall, Human Services, and Parks and Recreation Hours:**

Monday - Wednesday: 8:30 a.m. - 4:30 p.m.

Thursday: 8:30 a.m. - 7:00 p.m.

Friday: 8:30 a.m. - 1:00 p.m.

**Senior Center Hours:**

Monday - Friday: 8:00 a.m. - 3:00 p.m.

**Public Works Hours:**

Monday - Friday: 8:00 a.m. - 3:00 p.m.

**WPCA Hours:**

Monday: 7:00 a.m. to 3:30 p.m.

Tuesday - Thursday: 6:30 a.m. - 3:30 p.m.

Friday: 6:30 a.m. - 1:00 p.m.

## A MESSAGE FROM THE FIRST SELECTMAN

### **2016-2017 REPORT OF THE FIRST SELECTMAN**

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

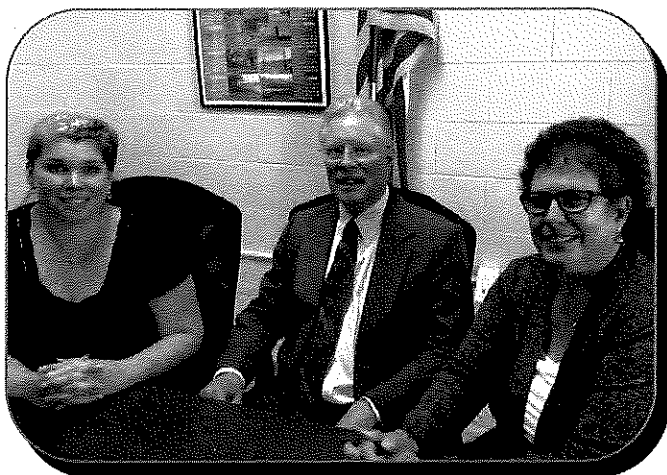


In the next few years we will see changes at both the local and State levels. The Town remains financially strong. We have an excellent credit rating (Aa2) and we are well positioned to weather the financial storm that will grip the State of Connecticut for the next several years. In the next few years,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

Finally, when you read this, East Windsor will be celebrating its 250<sup>th</sup> Anniversary. This is a special time for East Windsor. It is a time to cherish our rich history, embrace the present with friends, neighbors and the community, and begin to build our future. Join the celebration of our 250th Birthday.

Heads Up! The Board of Selectmen and other meetings are available live and archived on the Town Website. Can't make a meeting? Watch it live or watch it later. Click on the circular "meeting videos" button on our website.

Thanks. Bob Maynard



**FIRST SELECTMAN: ROBERT MAYNARD**

The First Selectman's Office is located in  
Town Hall 11 Rye Street, Broad Brook, CT

Phone: 860-623-8122

**ELECTED OFFICIALS**

As of June 30, 2017

**FIRST SELECTMAN**

Robert Maynard

**BOARD OF SELECTMEN**

Jason Bowsza

Steve Dearborn

Dale Nelson

Richard Pippin, Jr.

**BOARD OF FINANCE**

Jerilyn Corso, Chairman

Cynthia Herms

Steve Smith

William Syme

Kathleen Pippin

James Richards

Danelle Godeck, Alt.

Paulette Broder, Alt.

**BOARD OF EDUCATION**

Catherine Simonelli, Chairman

Kathleen Bilodeau

Nichole DeSousa

George Michna

Scott Morgan

William Raber

Randi Reichle

David Swaim

Kathryn Carey-Trull

**POLICE COMMISSION**

Thomas J. Stremper, Chairman

Edward Filipone

Gilbert Hayes

Robert L. Leach

Richard Pippin III

**REGISTRARS OF VOTERS**

Linda Sinsigallo, Republican

Angelo Sevarino, Democrat

**BOARD OF ASSESSMENT APPEALS**

David King, Chairman

Lois Noble

Brian Turley

**ZONING BOARD OF APPEALS**

Jose Giner, Chairman

Nolan Davis

Scott Morgan

Ray Noble

Thomas Talamini

Mystica Davis, Alt.

Larry Mansfield, Alt.

Robert Yosky, Alt.

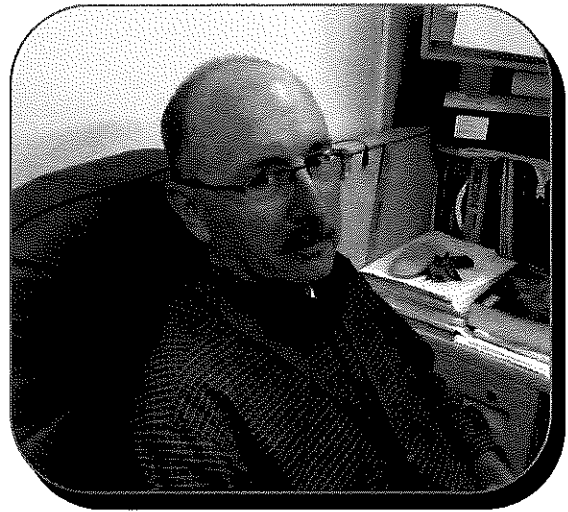
Board, Commission and Agency member lists are provided on the Town website for informational purposes and are continually being updated. If you need immediate verification of a member, please contact the Town Clerks office at 860-292-8255.

**BUILDING OFFICIAL**  
Rand Stanley

**LOCATION:** Town Hall  
11 Rye Street  
Broad Brook, CT

**PHONE #:** 860-623-2439

For more information go to  
[www.eastwindsorct.com/Departments/](http://www.eastwindsorct.com/Departments/Building%20Department)  
Building Department



This year, the Building Department processed a total of 935 permits. These permits included building/demolition, electrical, plumbing, gas, and mechanical permits. For the past fiscal year we increased the photovoltaic (solar) panels by 1,388 for a community total of 18,108 panels. Please take the time to review our revenue reports for this past year. It may help you plan your next project. You currently operate under the 2012 International Code portion of the 2016 Connecticut State Building Code. This includes the 2012 International Residential Code, 2012 International Building Code, 2012 International Plumbing & Mechanical Code(s), 2012 International Energy Conservation Code, 2014 National Electric Code (NFPA 70), & ICC A117.1-2009 Accessible And Usable Building And Facilities Code (commonly referred to as the Handicap Accessibility Code).

In FY 2016-2017 the total revenues collected were \$190,892.28, refunds were \$3,065.50, copies were \$280.00, for a subtotal of \$188,106.78, the State Education Fee was \$3,327.98, and the Building Revenue End Report was \$184,778.80 without variance.

In the coming year, we hope to be able to provide the community with additional resource materials from our office to provide information to you, our taxpayers. Be safe, stay safe, check your smoke and carbon monoxide detectors, and use the Building Department as **your** community resource.

## *What we do...*

- ENFORCE BUILDING CODE COMPLIANCE
- INSPECTION OF PLANS AND CONSTRUCTION
- ISSUE PERMITS AND CO'S

FY 16-17 BUDGET: 148,892

FULL TIME EMPLOYEES: 2

PART TIME EMPLOYEES: 1

# Building Department

**SOCIAL SERVICES DIRECTOR**

Kristen Formanek

**LOCATION:** Town Hall Annex  
25 School Street  
East Windsor, CT

**PHONE #:** 860-623-2430

For more information go to  
[www.eastwindsorct.com](http://www.eastwindsorct.com)>Departments>  
Human Services



The Human Services Department is an essential part of the community providing assistance with social, emotional, and economic needs while helping clients to attain self-sufficiency and maintain economic well-being. Our department helps individuals and families access assistance with their energy needs through the Connecticut Energy Assistance Program and Operation Fuel. This past year we processed 411 applications providing a total of \$237,386 in assistance.

We are also responsible for distributing Farmer's Market Coupons to seniors. This year 39 seniors received coupons for a total market cash value of \$702. Another way that we help our seniors and individuals with disabilities is by processing Renter's Rebate applications. This year we processed 178 applications which resulted in \$85,711 worth of benefits being paid.

We also help our families with our "Back to School" and holiday programs. Backpacks, school supplies, and shoe vouchers were provided to 110 children. The holidays are also paid special attention to as we partnered with the VNA and Five Corner Cupboard to provide 234 baskets of holiday food. Our partners in the community helped us to provide holiday gifts to 190 children.

## *What we do...*

- ELIGIBILITY SCREENING FOR PROGRAMS AND SERVICES
- ENERGY ASSISTANCE AND RENTER'S REBATE
- SCHOOL AND HOLIDAY PROGRAMS
- ASSISTANCE WITH BASIC BENEFITS, INFORMATION AND REFERRALS

FY 16-17 BUDGET: 183,297

FULL TIME EMPLOYEES: 3

# Human Services



**PARKS AND RECREATION DIRECTOR**

Melissa Maltese

**LOCATION:** East Windsor High School  
76 South Main Street  
East Windsor, CT

**PHONE:** 860-627-6662



This year, the Parks and Recreation Department welcomed 4,166 people through our gates of East Windsor Park. The department lifted the non-residency policy for the month of August and received positive feedback from patrons which led to the Parks and Recreation Commission voting to remove the non-residency policy for the 2017 summer season. We are excited to serve a larger population at our beautiful facility. In the fall of 2016 we welcomed our second full-time employee Samantha (Wilson) Charette as our Aquatic Youth Program Coordinator. Samantha hit the ground running and added the CRPA Hot Shot Contest, a new elementary after school math program and introduced East Windsor to the wonderful world of Jumping Clay. Both programs maxed out quickly in participation and we are looking forward to offering them seasonally throughout the year. She also quickly took hold of the aquatic program by restructuring lifeguards and their training, attending seminars and creating a fun and innovative learn to swim program.

We teamed up with DPW and were able to do a complete renovation of our bathrooms at Osborn Field to make them ADA compliant thanks to the funding of CIP. Our goal in the coming years is to make all of our parks user friendly for everyone. The Wellness Coalition which is run by the Parks and Recreation Director hosted Red Ribbon Week as well as National Prevention Week for the East Windsor community to bring awareness to drug addiction, prevention and services that our community provides. East Windsor is choosing to "Live Above the Influence" when it comes to drugs and alcohol in our community.

The East Windsor Hunger Action team in which we are a part of offered a Power Pack program in which we sent backpacks of food home with elementary school aged students every Friday beginning in March. This was possible thanks to Partnership funding from Food Share. Those eligible for the program provided us with great feedback in regards to food choices and gratitude for the program. The Parks and Recreation Department and Commission strive to create and offer quality programs and opportunities to make East Windsor a great place to live, work and play. The Commission meets the second Monday every other month at 6 p.m. in the recreation office at 76 South Main St. Don't forget to follow us on Facebook, Twitter and check out our website at [www.eastwindsorct.com](http://www.eastwindsorct.com) for the latest up to date program/event offerings.

## *What we do...*

- SUMMER CAMP AT EAST WINDSOR PARK
- OVERSEE NINE TOWN PARKS AND PLAYGROUNDS
- OFFER A VARIETY OF ADULT LEAGUES AND FITNESS CLASSES

FY 16-17 BUDGET: 226,282

FULL TIME EMPLOYEES: 2

PART TIME EMPLOYEES: 2

# Parks and Recreation

**TOWN PLANNER**  
LAURIE WHITTEN

**LOCATION:** Town Hall  
11 Rye Street,  
Broad Brook, CT

**PHONE #:** 860-623-6030

For more information go to  
[www.eastwindsorct.com](http://www.eastwindsorct.com)>Departments>  
Planning and Development



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), Agricultural Commissions (AC), 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 challenging and changing goals and demands of the community.

The Department continues to work with the public for all land use questions and permits, with an open door policy. We endeavor to resolve any issues or conflicts with a client's application before submittal, saving the client time and money. Preliminary development discussions are encouraged and helpful to all stakeholders. In an effort to serve the public in a more efficient manner, the Town purchased a permitting software program to integrate the process with all related departments. Implementation and integration continues to be a priority of the town.

Staff was instrumental in helping clients obtain approvals for a 122-unit elderly apartment complex on North Road, approval of 18,580 SF of new commercial buildings, numerous business expansions, change of use permits, and some smaller subdivisions, all helping to improve our tax base.

After years of study and collaboration, The Plan of Conservation and Development was adopted on October 25, 2016. The Department was also very instrumental in attracting the MMCT Casino to East Windsor, while focusing on other potential development. The Department also assisted in the collaboration with CGI Communications to develop a Town Video highlighting our town, as can be seen on the Town's homepage.

## *What we do...*

- CURRENT PLANNING AND ZONING
- LONG RANGE PLANNING
- COMMUNITY DEVELOPMENT
- WETLANDS AND WATERCOURSES

FULL TIME EMPLOYEES: 3

PART TIME EMPLOYEES: 1

FY 16-17 BUDGET: 237,529

# Planning and Development

## LIBRARY ASSOCIATION OF WAREHOUSE POINT

Vincent J. Bologna, Director

107 Main Street

East Windsor, CT 06088

Phone: 860-623-5482



The Warehouse Point Library, an integral part of the Town of East Windsor, supports all people in its diverse and culturally changing community, in their enjoyment of reading and pursuit of life-long learning through its books, services, programming and friendly staff. Besides a collection of over 40,000 items that includes, books, magazines, DVDs, books on cd, downloadable audiobooks, downloadable e-books, the library offers a variety of services and programs to the community. Among these are:

Monthly book discussions for adults  
Monthly movies for adults and children  
Story times and craft programs for children  
Outreach programs to schools

Displays by local artists and by high school students  
Computers for public use and Wi-Fi capability  
Summer reading programs for children  
Outreach services to the homebound



Access to over 500 on-line courses through Universal Class  
Meeting room availability for non-profit organizations  
Museum passes provided by the Friends of Library  
An on-going book sale to support the work of the Friends of the Library

Almost 32,000 visits were made to the library, both physically and electronically last year to borrow over 40,000 items from the collection; use our computers; access our databases; and to attend library programs. Over 1,700 children attended the 114 programs the library presented last year while over 200 attended our adult programs ranging from book discussions to discussions on the television series The Twilight Zone and Star Trek.

The library's annual fund drive is the only source of money for the library's collection development. Fund drive monies are used to purchase books, DVDs, audiobooks and magazines for the adult, young adult and children's collection. The Library Board and staff want to thank those who donated generously to fund the library's commitment to expanding its various collections.

For the first time in seven years the library has been able to extend its hours of operation.  
**NEW HOURS** are Monday and Tuesday and WEDNESDAY 10:00-8:00; Thursday, and SATURDAY 10:00-5:00.

# Warehouse Point Library

**SOCIAL SERVICES DIRECTOR**  
Kristen Formanek

**LOCATION:** 125 Main Street, Broad Brook, CT

**PHONE #:** 860-292-8262

For more information go to  
[www.eastwindsorct.com>departments>  
Senior Services](http://www.eastwindsorct.com/departments/Senior%20Services)



The East Windsor Senior Center continues to be an essential part of our seniors' lives, meeting their needs in a variety of ways. The Senior Center provides several benefits such as: socialization and trips, monthly entertainment, educational programs, a nutrition program, exercise programs, arts and crafts, and senior outreach. We screen for eligibility of basic needs programs, provide information and referral, and review Medicare Part D plans. We continue to have great success with our trips off grounds from the Senior Center. We took a total of 42 trips with 518 duplicated seniors participating! Our fitness and yoga classes also continue to be very popular and we average between 15-20 participants in each class weekly.

We continue to add new in-house programs to our monthly calendar such as a monthly Veteran's Coffee Hour, UNO Attack and Bring Your Own Project. This year we hosted our second annual health fair where flu shots were provided as well as other health services such as: sugar, blood pressure, hearing, and balance screenings. There were also several local businesses and services present to provide information to our seniors.

This year we also continue to develop partnerships with the schools and local businesses hosting students and receiving donations.

## *What we do...*

- NUTRITION PROGRAM
- SENIOR TRIPS AND RECREATION
- SENIOR WELLNESS PROGRAM
- MONTHLY SOCIALS & HOLIDAY PROGRAMS

FY 16-17 BUDGET: 219,097

FULL TIME EMPLOYEES: 4

PART TIME EMPLOYEES: 4

# Senior Center





The goal of the East Windsor Senior Transportation Program is to supplement the transportation needs of our town's senior citizens age 60 and older as well as adults over the age of 18 that are on Social Security Disability. We provide a comfortable and safe service with vehicles that are equipped with handicap lifts and driven by friendly, trained, and licensed drivers. Pre-scheduled transportation is provided to medical appointments, grocery stores, banks, pharmacies, the Food Pantry, Mobile Foodshare, and the Senior Center daily. Our ridership has remained steady this past year offering the following two way trips: 1,130 medical appointments, 3,122 nutritional rides, 2,026 rides for grocery shopping, 2,394 rides for other personal needs, and 1,596 for social activities. The total number of rides provided was 10,295 round trip rides!

We are very happy to note that our seniors and adults with disabilities are increasingly taking advantage of transportation services to meet their needs. This year we were able to purchase a new 20 passenger vehicle with Town funding. We were also awarded grant funding to replace a second 20 passenger vehicle in 2018.

## *What we do...*

- DIAL-A-RIDE
- SENIOR TRIPS
- LUNCH PROGRAM
- DOCTOR'S VISITS

# Senior Transportation



The East Windsor Senior Nutrition Program continues to offer a warm, friendly, safe environment for our seniors to congregate, socialize, and enjoy a well-balanced, nutritious lunch. Fresh meals are delivered daily to our Community Café by the Community Renewal Team of Hartford. Our daily hot meal is offered to seniors over the age of 60 at a suggested donation of \$2.50. When seniors join us for lunch they enjoy a great meal and have the opportunity to socialize with friends as well as to participate in programs at the Senior Center before or after lunch. We are very excited that this year we served 8,231 meals! Meals on Wheels is also a very important part of the Senior Nutrition Program. Meals on Wheels is offered to those seniors that are homebound and cannot shop for or prepare their own meals. Meals are delivered daily by our dedicated and friendly volunteers. This year they delivered 8,011 meals! We are very fortunate to have dedicated volunteers. Our Nutrition Site Manager also hosts a monthly program where she discusses one specific food and its use in history, nutritional value, and a recipe for that food item. This year we continued to replace our old tables and chairs.

#### SENIOR CENTER CAFE

The Senior Center administers the CRT Elderly Nutrition Program offering meals-on-wheels and congregate meals in senior centers and community centers. The purpose of this program is to provide seniors with well-balanced and tasty meals. As well as foster a sense of community and encourage socialization.

#### ELIGIBILITY & COST

All seniors sixty years of age or older or the spouse of an eligible senior.

CRT suggests a donation of 2.50 (or whatever you can afford.)

#### RESERVATIONS

Please call one day in advance to make reservations; (860) 292-8279 between the hours of 8:30 am – 12 noon

#### MEALS ON WHEELS

Two meals a day are delivered five days a week (weekend meals are delivered on Friday)

52 weeks a year to homebound elderly residents. Each delivery consists of one hot lunch and one cold bag supper. Meals are prepared according to a diet order from the client's physician. Cut up, ground and most therapeutic diets are available.

# Senior Nutrition

**TOWN CLERK**  
**JOANNE SLATER**

**LOCATION:** Town Hall  
 11 Rye Street  
 Broad Brook, CT

**PHONE #:** 860-292-8255

For more information go to  
[www.eastwindsorct.com>departments>  
 Town Clerk](http://www.eastwindsorct.com/departments>Town Clerk)



The Town Clerk's office was awarded a grant in FY 2017 in the amount of \$4,000, from the State of Connecticut, for historical preservation of records. Half of this grant money was used to hire a Document Management Specialist to begin a project cleaning out four rooms of boxes full of old records belonging to numerous departments in the town. These rooms are located at the Town Hall Annex. This project will identify all permanent records, historical records, confidential records and records that can be destroyed. The other half of the money was used to microfilm the Armed Services Discharge Books, Trade Name Volume 1 and the 1989-2015 Grantor and Grantee indexes. The Town Clerk's office welcomed part time Assistant Town Clerk and Assistant Registrar of Vital Statistics, Amy Lam in December of 2016. Amy is taking the Town Clerk Certification classes to earn her Connecticut Town Clerk Certification status. I give my thanks and appreciation to my two Assistants, Lynn Lemieux and Amy Lam for all their hard work and dedication to this office. It is a pleasure to work with both of them.

## *What we do...*

- RECORD BIRTHS, MARRIAGES AND DEATHS
- LAND RECORDS AND MAPS
- FISH AND GAME LICENSES AND LIQUOR PERMITS
- POSTS AGENDAS AND MINUTES
- VOTER REGISTRATION AND ABSENTEE BALLOTS
- TRADE NAME CERTIFICATES AND VETERAN'S DISCHARGES
- NOTARY SERVICES AND DOG LICENSES

FY 16-17 BUDGET: 132,057

FULL TIME EMPLOYEES: 2

PART TIME EMPLOYEES: 1

# Town Clerk

**TAX COLLECTOR**  
PATRICIA KRATOCHVIL

**LOCATION:** Town Hall  
11 Rye Street  
Broad Brook, CT

**PHONE:** 860-623-8904

For more information go to  
[www.eastwindsorct.com>departments](http://www.eastwindsorct.com>departments)  
>Tax Collector



This year, the Tax Department improved online communications regarding department policy and procedures. Continued education of staff in statutes, security, and procedures was extended to better serve and protect the taxpayers of East Windsor.

Through multiple collection processes, the tax department collected in the past two years just under three quarters of a million dollars in back taxes. The Tax Department will continue to look for ways to become more efficient and cost effective in collection to better serve the taxpayers of East Windsor.

## *What we do...*

- ANNUAL BILLING OF 9,000 TAX BILLS
- SEWER ASSESSMENT COLLECTION
- AIRCRAFT REGISTRATION
- DELINQUENT TAX COLLECTION ENFORCEMENT
- COLLECTION RATE FY 16-17 100.86%
- CSPACE COLLECTIONS
- WAREHOUSE POINT FIRE DISTRICT COLLECTION

FY 16-17 BUDGET: 120,306

FULL TIME EMPLOYEES: 2

PART TIME EMPLOYEES: 1

# Tax Collector



**TREASURER**  
**KIMBERLY LORD**

**LOCATION:** Town Hall  
 11 Rye Street  
 Broad Brook CT

**PHONE:** 860-292-5909

For more information go to  
[www.eastwindsorct.com>departments](http://www.eastwindsorct.com>departments)  
 >Treasurer



The Treasurer's Department has had an extremely busy year. This office has procured financing for several exciting upgrades to the Broad Brook Elementary School, the new roof for the East Windsor Middle School, and started various road projects and the Broad Brook Dam improvement and repairs.

In March we said goodbye to our Treasurer, Kimberly Lord and wish her well in her new endeavors as she continues her career in government finance. We credit the upgrades and efficiencies in the accounting and payroll processes, as well as the educational investment the town has made in its assistant treasurers, enabling us to meet the Town's needs as we search for a new Treasurer.

Budgeting has been a significant challenge without a State budget in place. We have made every effort to conservatively estimate State revenues while maintaining the services our residents expect.

## *What we do...*

- ACCOUNTS PAYABLE /ACCOUNTS RECEIVABLE
- PAYROLL AND GENERAL LEDGER MAINTENANCE
- BUDGET PREPARATION
- ANNUAL AUDIT AND PENSION ADMINISTRATION      FY 16-17 BUDGET: 210,531
- BOND ISSUANCE AND MANAGE CREDIT RATING      FULL TIME EMPLOYEES: 3

# Treasurer

**ASSESSOR  
CAROL MADORE**

**LOCATION:** Town Hall  
11 Rye Street  
Broad Brook, CT

**PHONE:** 860-623-8878

For more information go to  
[www.eastwindsorct.com>departments>](http://www.eastwindsorct.com>departments>Assessor)  
Assessor



The Assessor's Department continues to compile the Grand List by discovering, listing and valuing property and administering exemption and tax relief programs as required by applicable State and Federal law or local ordinances.

In accordance with Connecticut General Statutes, the last Real Estate Revaluation was completed for the October 1, 2012 Grand List and the next Revaluation is scheduled and contracted for October 1, 2017. Motor Vehicles and Personal Property are revalued annually. The Grand List of October 1, 2016 was completed on January 31, 2017. The net taxable Grand List as reported to the State of Connecticut on April 28, 2017 was \$968,921,775.

The assessment total for the top ten taxpayers (including real estate, personal property and motor vehicles) on the October 1, 2016 Grand List was \$142,991,060, representing 13.0407% of the Gross Grand List.

## *What we do...*

- DISCOVER, LIST AND VALUE PROPERTY
- COMPILE ANNUAL GRAND LIST
- ADMINISTER ELDERLY TAX CREDITS
- ADMINISTER TOWN-WIDE REVALUATION

FY 16-17 BUDGET: 191,180

FULL TIME EMPLOYEES: 3

# Assessor's Office

**DIRECTOR OF PUBLIC WORKS  
LEONARD NORTON**

**LOCATION:** 6 Woolam Road  
East Windsor, CT

**PHONE:** 860-292-7073

For more information go to  
[www.eastwindsorct.com>departments>  
Public Works/Engineering](http://www.eastwindsorct.com/departments/Public%20Works/Engineering)



The Public Works/Engineering Department consists of 7 Highway Maintainers, 1 Parks & Grounds Maintainer, 1 Working Foreman, 1 Administrative Assistant, 1 Operations Manager and a Director of Public Works/Town Engineer/Tree Warden. The Department is responsible for the maintenance of approximately 70 miles of roads, including storm drainage, curbs, waterways, roadside mowing, etc. We are also responsible for the maintenance of the grounds at all Town parks and fields, around all Town owned buildings, including Town schools and their playing fields, as well as, facilities maintenance for all Town owned buildings. We are on call 24/7 to the East Windsor Police Department and the Broad Brook and Warehouse Point Fire Departments for emergency purposes.



We are responsible for the design and implementation of all Town roadway, drainage and building construction projects. The Town Engineer reviews plans submitted to the Planning and Zoning Commission, the Wetlands Commission and the Water Pollution Control Authority. This construction season, along with our pavement management and drainage projects, we managed several renovation projects at the elementary school and a roof replacement at the Middle School for the Permanent Building Commission.

## *What we do...*

- ROAD PAVING AND MAINTENANCE
- FACILITIES MANAGEMENT
- FLEET MAINTENANCE
- PARKS AND GROUNDS MAINTENANCE

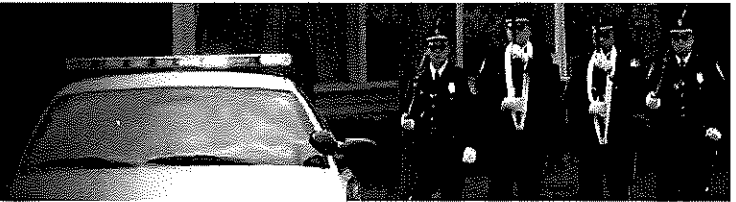
FY 16-17 BUDGET: 809,521

FULL TIME EMPLOYEES: 12

# Public Works



# EAST WINDSOR POLICE DEPARTMENT



**CHIEF OF POLICE:** Edward J. DeMarco, Jr.

**DEPUTY CHIEF OF POLICE:** Roger Hart

**COMMAND STAFF:** Lieutenant Michael Poliquin

The Police Department Headquarters is located at 25 School Street, East Windsor CT 06088

The main number is 860.292.8240

Dial 911 for emergencies only



More department information, including rosters, department details, and obtaining records can be found at:

<http://eastwindsorpd.org/>

*For detailed information, updates, and unfolding events or emergencies— you can regularly check us out on Facebook, Twitter, the MyPD app, and our Department Web or Home Page.*

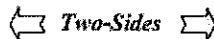


**MYPD**  
MY POLICE DEPARTMENT

This year will mark the 250<sup>th</sup> Anniversary of the Town of East Windsor, Connecticut and the 45<sup>th</sup> year of proud service by the East Windsor Police Department. In celebration of this honored anniversary and in recognition of our 45 years of community-committed service, members of the Police Department designed our new “Community-Challenge-Coin”. Our Police Officers and civilian support staff have been given “Community-Challenge-Coins” to provide to the public in recognition of service to the East Windsor Community. This endeavor started on September 1<sup>st</sup>, 2017 and our first coin was given to a mother and daughter who saved the life of an infant left unattended in a hot vehicle. These coins will be used to further our partnership with our community and to recognize deserving individuals who further our mission of identifying and solving problems, helping others, or improving the quality of life in East Windsor. You can see more stories and examples of our community involvement on our Facebook Page, please visit us. As we face the possibility of great change and excitement in our Town, we look forward to another year of providing police, medical first response, and public safety services to our residents and visitors. It is only together that we can protect, **Chief Edward J. DeMarco, Jr.**

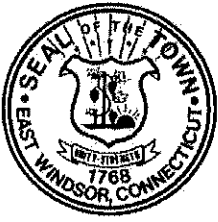


“The Community-Challenge-Coin”





TOWN OF EAST WINDSOR, CONNECTICUT



# EMERGENCY MANAGEMENT

DIRECTOR: Edward J. DeMarco, Jr.

DEPUTY DIRECTOR: Roger Hart

Emergency Management is located at:

The Town Hall Annex

25 School Street, East Windsor, CT 06088



-Dial 911 for Emergencies only

The Town of East Windsor Emergency Management continues to prepare for and mitigate the effects of disaster on the lives and property for the residents and business owners in 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*) and ICS (*Incident Command System*) framework. Working with all town and emergency/public safety departments in town such as Police, Fire, DPW, and others - We continue to work toward planning and preparing for natural disasters and unfolding emergencies that may occur in our town, in Connecticut or in the region. We continue to update our public safety and emergency plans and procedures, our shelter operations and coordination efforts, communication, and take part in local and statewide emergency drills.

We work through a unified command system and coordinate with all town, state, and federal agencies when the need arises. Our efforts also include maintaining professional working relationships with private entities like Eversource and other utility companies, which may someday have an impact on our community, if a disaster or emergency event occurs. We continue to receive and maintain grants, file mandated reports, and stay current with best practices for emergency management. Our agency would not function without the valuable time and efforts of our volunteer and town staff members. ***As always, if you are interested in making a significant impact in your community and you are over the age of 18, please call or email us and learn more about volunteer opportunities.***

This year we saw many weather events around the country like in Texas and Florida, and it is by working together that we can protect and help each other. The nature of emergencies or unfolding events, as well as, emergency preparedness continues to evolve rapidly and we are focusing on the changing training demands or mandates, and the equipment needs for the Town of East Windsor. If you need information about preparing yourself, your family, and/or your property (*Residential or Commercial*) for a disaster or for any other assistance, please feel free to contact us at any time.



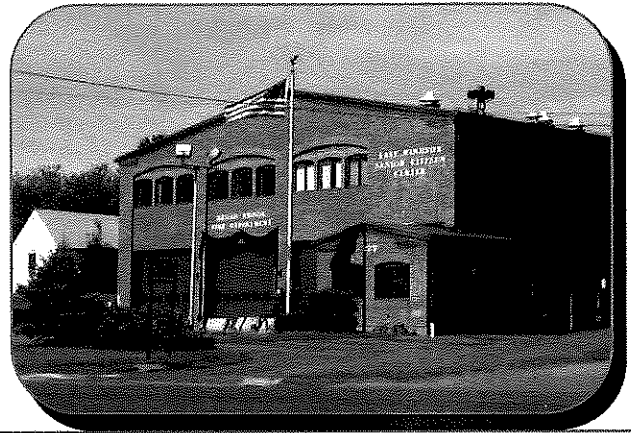
***-Chief Edward J. DeMarco, Jr.***

**BROAD BROOK FIRE DEPARTMENT  
CHIEF THOMAS ARCARI**

**LOCATION:** 125 Main Street  
Broad Brook, CT

**PHONE:** 860-623-5940

For more information go to  
[www.eastwindsorct.com>public safety](http://www.eastwindsorct.com>public%20safety)>  
Broad Brook Fire Department



This past year, the Broad Brook Fire Department responded to a total of 580 Calls for service. These calls included 30 Fire calls (8 of which were structure fire type calls) in town or in our neighboring communities, 300 rescue type incidents, of which 303 were for priority 1 medical calls, 20 hazardous conditions, 56 service calls, 68 good intent calls 59 false alarm incidents and 9 special incident calls. Our members also attended a total of 5,298.39 man hours of documented training.

We welcomed 8 new members last year and lost the same throughout the year keeping our membership at status quo. Each new member attended Basic Firefighter-1 training to become certified as an Interior Firefighter. At the current time our active membership including officers totals 26 members; we have 6 Active Reserve members and 4 are Junior Members. We are happy to say we were able to promote 3 Firefighters to the Rank of Lieutenant and 1 Lieutenant to the Rank of Captain. Each individual had to pass a written exam and an oral interview before being promoted.

Our part-time staff consists of a total of 11 employees (4 that are current members of the department) that strive to fill 2 shifts Monday through Friday, 8 hours per day. While this is a very good start, daytime coverage is still at a critical low and does/will need to increase over the next few years to be able to provide good initial immediate service to the citizens of the Town of East Windsor and the commuters that travel through town on a daily basis. The fire department responded to a total of 342 calls for service between the hours of 6am and 6pm, of which 256 of those calls were Monday-Friday, which is currently our most difficult time to staff with members and proves to be most challenging time for us to provide sufficient and adequate service to the town, it's residents and the people who visit and travel through our town.

Our Firehouse underwent many new updates this past year. These updates included: New LED lighting throughout the station, a new parking lot and apparatus ramp, a new air compressor that replaced a 25 year old one, a new furnace and hot water system, and a computer and server upgrade which was greatly needed and ALL wouldn't have been attainable without the support of the Board of Selectman, Board of Finance and the ongoing support of the residents we serve. We take great pride in providing and continuing to provide the best fire protection and EMS care possible to the town and its citizens.

# Broad Brook Fire Department

**WPCA SUPERINTENDENT  
ART ENDERLE**

**LOCATION:** 192 South Water Street  
East Windsor, CT

**PHONE:** 860-292-8264

For more information go to  
[www.eastwindsorct.com/departments/](http://www.eastwindsorct.com/departments/)  
Water Pollution Control Authority



This year, the Water Pollution Control Authority (WPCA) is pleased to report on the ongoing goals and objectives of the WPCA. In addition to the daily operation and maintenance of the wastewater treatment plant and 10 sewage pumping stations, our staff maintains over 35 miles of sewer and force main. This year the Mill Pond Pump Station received a new 30 KW Natural Gas powered generator set along with a new electrical service. Eversource installed a natural gas service replacing the existing propane tanks. New floats and controls were installed.

The Craftsman Road Pump Station received a new 40 KW Diesel powered generator set and 200 Amp electrical service. A new control cabinet was installed and the floats and controls were replaced. The entire site was raised to elevate it out of the flood plain. Drainage and site work was also performed. The GBT building received a new roof. We continued work on our Area Control Panels (ACP's). These panels house the hardware that send signals and logic to the various equipment throughout the facility. We continue to use our Rigid See Snake camera to identify and verify issues with the 35 miles of sewers that we maintain. WPCA staff continues to take part in continuing education.

## *What we do...*

- OVERSEE AND MAINTAIN THE TOWN'S SANITARY SEWER COLLECTION SYSTEM
- USER FEE ASSESSMENT AND COLLECTION
- MAINTAIN TEN WASTEWATER PUMP STATIONS
- LONG TERM ASSET MANAGEMENT
- CAPITAL PLANNING FOR SEWER EXPANSION

FY 16-17 BUDGET:  
1,882,044

# Water Pollution Control Authority

**EXECUTIVE DIRECTOR  
LINDA COLLINS**

**LOCATION:** Park Hill Apartments  
1A Park Hill  
Broad Brook, CT

**PHONE:** 860-623-8467

For more information go to  
[www.eastwindsorct.com>departments>  
Housing Authority, East Windsor](http://www.eastwindsorct.com>departments>Housing Authority, East Windsor)



The East Windsor Housing Authority currently owns and manages Park Hill apartments located in the Broad Brook section of East Windsor. It operates under the oversight of five Commissioners, a full time Director, one full time Assistant, a part time Resident Services Coordinator, a full time and part time maintenance personnel. This beautiful community for the elderly and non-elderly disabled is comprised of 56 efficiencies and 28 one bedroom apartments. We were very fortunate to be the recipient of a Small Cities Grant awarded to the Town of East Windsor for \$599,000.00. With these funds we were able to upgrade the fire alarm system, renovate three laundry rooms to meet ADA requirements and replace our aging generator for the community hall. Park Hill was also eligible for critical needs funding from the state of Connecticut to replace the original asphalt sidewalks with concrete walks including additional curb cuts for accessibility. The total grant was for \$393,390.95. We are also in the process of completing four other projects with a state grant under the Mutual Funds Program.

## *What we do...*

- OWN AND MANAGE PARK HILL ELDERLY HOUSING
- OVERSEE 84 HOUSING UNITS AND 17 STRUCTURES
- CURRENTLY AT 100% CAPACITY WITH 94 RESIDENTS
- STUDY AND ANALYZE HOUSING NEEDS OF THE COMMUNITY

FULL TIME EMPLOYEES: 3

PART TIME EMPLOYEES: 2

# East Windsor Housing Authority

**CENTRAL SERVICES**  
**Theresa M. Kane, Ed.D.,**  
**Superintendent**  
[tkane@ewct.org](mailto:tkane@ewct.org)

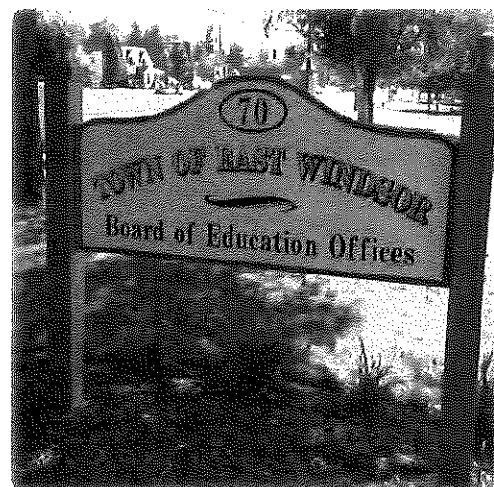
70 South Main Street  
 East Windsor, CT 06088  
 (860) 623-3346  
[www.eastwindsork12.org](http://www.eastwindsork12.org)

**BOARD OF EDUCATION**  
**July 2016—October 2016**

Catherine Simonelli,  
 Chairman  
 Dr. George Michna,  
 Vice Chairman  
 Randi Reichle, Secretary  
 Kathy Bilodeau  
 Nichole DeSousa  
 Scott Morgan  
 Patti Nelson  
 William Raber  
 David Swaim  
[boe-members@ewct.org](mailto:boe-members@ewct.org)

**BOARD OF EDUCATION**  
**October 2016—present**

Catherine Simonelli,  
 Chairman  
 Dr. George Michna,  
 Vice Chairman  
 Randi Reichle, Secretary  
 Kathy Bilodeau  
 Kate Carey-Trull  
 Nichole DeSousa  
 Scott Nelson  
 William Raber  
 David Swaim  
[boe-members@ewct.org](mailto:boe-members@ewct.org)



**Student Enrollment**

School	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Broad Brook Elementary School	56	76	70	69	82	86									
East Windsor Middle School							69	80	75	73					
East Windsor High School											74	73	91	64	
<b>Total</b>						<b>439</b>				<b>297</b>				<b>302</b>	
<b>1,038</b>															

**Employees**

Certified Staff	136
Classified Staff	130
<b>Total</b>	<b>266</b>

# Board of Education

**BROAD BROOK ELEMENTARY SCHOOL**

Laura Foxx, Principal

[Lfoxx@ewct.org](mailto:Lfoxx@ewct.org)

Matthew Ryan, Assistant Principal

[mryan@ewct.org](mailto:mryan@ewct.org)**LOCATION:** 14 Rye Street  
Broad Brook, CT**PHONE #:** 860-623-2433**“At Broad Brook School, we read, we think, we share our thinking, we succeed!”**

Broad Brook School (BBS) continues to strive for excellence through a rigorous curriculum based on the Common Core Standards. BBS is a safe and nurturing learning environment. We implement the Responsive Classroom model and teach a social emotional curriculum to ensure our students possess the strategies they need to be productive school and community citizens. Our School Governance Council, comprised of parents, teachers and administrators, actively works to improve family participation and engagement by offering fun and informational family literacy and curriculum events. Our fourth grade students took a leadership role and started a Kindness Club. This student initiated and run group focused on helping to remind others to be kind and thoughtful of others.



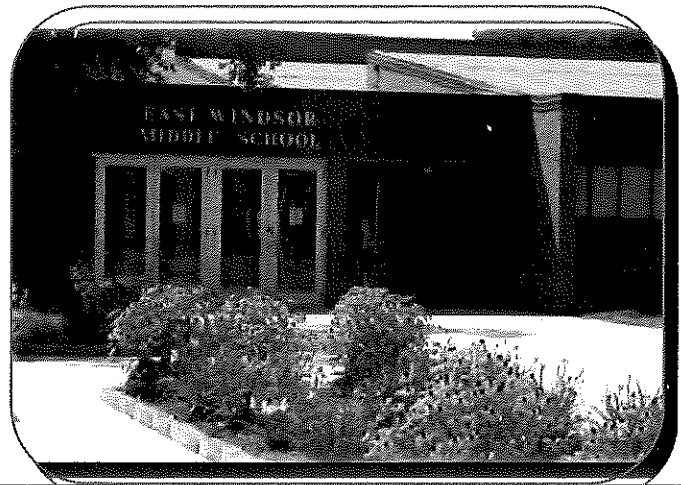
# Broad Brook Elementary



**EAST WINDSOR MIDDLE SCHOOL**  
**Kimberly Hellerich, Principal**  
[khellerich@ewct.org](mailto:khellerich@ewct.org)  
**Darryl Rouillard, Assistant Principal**  
[drouillard@ewct.org](mailto:drouillard@ewct.org)

**LOCATION:** 38 Main Street  
 Broad Brook, CT

**PHONE #:** 860-623-4488



This year, the East Windsor Middle School (EWMS) participated in the STEM Invention Convention. Three students, Rebecca Syme, Vincent Hernandez, and Neveah Hutchins advanced to the CT state competition, under the direction of STEM teacher David Bidwell. Rebecca received the "Recognized Inventor" and the "Spirit of Invention" awards for her project, "The Smart Sharpener." Rebecca was among Connecticut students who participated in the National Competition held in Washington, D.C. in June.

Our Student Council sponsored many activities, including pep rallies where students participated in group activities, demonstrating school spirit. Students created Kindness Trees, recognizing staff and students for their positive actions.

We also received positive feedback from parents during the spring 2017 parent survey:

- My child has a close relationship with at least one adult at the school: *97.56% of parents agreed.*
- I am satisfied with the response I get when I contact the school with questions or concerns. *96.34% of parents agreed.*
- I am satisfied with my child's experience at this school. *96.39% of parents agreed.*



**East Windsor**  
**PUBLIC SCHOOLS**  
*Inspiring Growth. Achieving Success.*

# East Windsor Middle School

**EAST WINDSOR HIGH SCHOOL**

Edward Keleher, Principal

[ekeleher@ewct.org](mailto:ekeleher@ewct.org)

Helen Thomas, Assistant Principal

[hthomas@ewct.org](mailto:hthomas@ewct.org)

**LOCATION:** 76 South Main Street  
East Windsor, CT

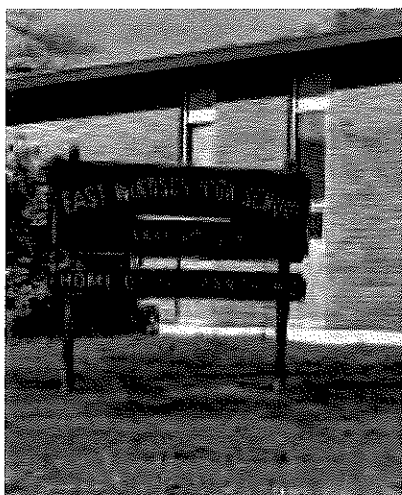
**PHONE:** 860-623-3361



During the 2016-17 school year, East Windsor High School (EWS) was recognized by U.S. News and World Report as the 29<sup>th</sup> Best High School in the State of Connecticut. This award is evidence of the faculty's commitment to the achievement of all students. All faculty members implement strategies in every day, in every class, with every student that support the instructional focus. The EWS instructional focus is to improve problem solving skills for all students.

2017 marked the second administration of the redesigned SAT as a State assessment, and was taken by all 11<sup>th</sup> grade students throughout the State. East Windsor High School students scored similarly to other students throughout the State, particularly in Reading. Students in the 9<sup>th</sup> and 10<sup>th</sup> grades participated in PSAT during the year. In addition, the CAPT Science exam was taken by all 10<sup>th</sup> grade students.

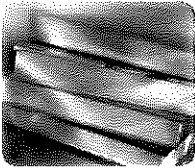
On June 21, 2017, East Windsor High School proudly graduated 61 students at Maneeley's Banquet Hall.



# East Windsor High School

## **CURRICULUM & INSTRUCTION**

**Christine DeBarge,**  
Ed.D  
Asst. Superintendent  
of PreK-12 Education



This year, the Curriculum Department completed middle school English language arts and math curriculum as well as elementary math. There was significant progress made on the social studies curriculum grades 5 – 12. Professional development was provided regarding the Next Generation Science Standards which will continue into the next school year, prior to writing new curriculum for science. All other departments completed significant work on new curriculum and this work will continue into the next school year. The social emotional learning continues to be a focus for all schools and we have begun working with implementation of Restorative Practices.

## **INFORMATION TECHNOLOGY**

**Tyrone Osoimalo,**  
Director  
[tosoimalo@ewct.org](mailto:tosoimalo@ewct.org)



This year, The Information Technology (I.T.) Department completed the following projects:

I.T. rolled out a new district website, we have replaced aging/dying batteries in our uninterruptible power supply units, which support our network critical equipment, upgraded our file servers from Windows 2008r2 to 2012r2, and upgraded a variety of systems at the building and staff levels to improve overall function.

## **HEALTH SERVICES**

**Wendy Gage, RN**  
**BSN NCSN**  
Health Care Coordinator  
[wgage@ewct.org](mailto:wgage@ewct.org)



The East Windsor School Nurses have completed work on their evaluation tool. It is now being used with the self-evaluation checklist to develop yearly goals. We drafted revisions to our concussion policy as well as our medication administration policy to reflect new regulations from the state. We have also updated our seizure health care plans, asthma plans and our food allergy plans. We established a new protocol for the assessment of substance use. We trained 20 staff members in CPR/AED and First Aid. We certified 15 staff members in medication delegation. We participated in the state asthma, immunization and health surveys. The Staff Wellness Committee provided yoga classes to all staff in all three buildings throughout the school year. We offered flu clinics to all staff members and their families. Staff participated in our annual walking challenge which was offered in collaboration with our partnership with Cigna. Our "All School Safety and Hazards FEMA Plan" was updated to address our new medical response procedures. CHC opened a satellite School Based Health Center at the Broad Brook School. We continue to work with CHC to enhance the medical, oral and behavioral health services we offer to all our students.



## North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 \* (860) 745-0383 Fax (860) 745-3188
- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 \* (860) 872-1501 Fax (860) 872 1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 \* (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 \* (860) 684-5609 Fax (860) 684-1768

### Town of East Windsor

### Fiscal Year 2016-2017

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. Len Norton and Maria Whelden serve as East Windsor's representatives to the Board.

The Health Department is staffed by a Director of Health, a Chief of Environmental Services, a Director of Food & Institutional Services (all Registered Sanitarians), 1.5 FTE Public Health Emergency Preparedness staff, a part-time Health Educator, seven full-time sanitarians, 2 PT sanitarians, a bookkeeper and a support staff of approximately 2.5 clerical employees. The Department contracts with a local physician to serve as our Medical Advisor.

During the budget process, the Board of Health voted to support a pilot program with a Public Health Nurse. In the short term, the Nurse will secure contracts with insurance companies in order to provide flu clinics in the community, which can generate a revenue stream for the Health District. If the Nursing program continues, the Health District will be able to greatly broaden services provided to our Member-Towns.

### 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 septic 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 Energy and 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 plans to respond to, mitigate and recover from, natural and manmade disasters to protect the populations of the District.

### Highlights

The North Central District Health Department tests bathing waters at the East Windsor Town Park on Reservoir Avenue. The areas tested satisfactory during the past summer; however, in the past, rain events have resulted in

elevated bacteria counts which necessitated the closure of the beach for a few days. We usually take five samples, every two weeks, of the swim area of the East Windsor Reservoir between Memorial Day and Labor Day each year. In general, this past year, building activity has increased throughout the District. One new subdivision (three lots) soil test applications and plans were received for review.

The Health District enacted Barber Shop, Beauty Salon and Nail Salon Regulations pursuant to state statutes to license and inspect these salon facilities. In East Windsor, 21 salons were inspected and licensed this past year with reinspections conducted as necessary. The District inspects complaints related to housing, trash, rodents and insects, sewage and water quality and the food service industry (restaurants, etc.). Thirty-seven complaints in total were received.

One of our main functions in East Windsor is the licensing and inspection of food service facilities providing protection against food borne illness to the public. There were 75 facilities, including three public schools licensed during this period with 175 inspection, 16 reinspections and 20 other food inspections conducted. Five plans were submitted for review for new or renovations to existing food service facilities along with their related inspections.

We received 27 temporary event permit applications. Each temporary event application received by our office is evaluated by a staff inspector. Depending on the complexity of the proposed food service, our department will inspect evening and weekend events as needed.

The Health District is responsible for conducting follow-up interviews and on some occasions, follow-up inspections related to possible food borne illness. The food borne alerts form (for single cases) and the enteric disease interview form (for confirmed cases) are both confidential and are submitted to the State Health Department for review once completed by our staff. In addition to routine food service inspections, well water supply reviews for food service and other related food service inspection, we respond to and investigate food related complaints and possible food borne illness reports received by the department. The department also responds to, and provides follow-up to, certain food recalls.

Each year, seven public swimming pools are inspected and the pools are licensed. Also, each year, our department inspects and licenses four Hotels/Motels. NCDHD inspects two day care facilities for annual safety and environmental health issues.

#### **Health Education Annual Report**

The Health District maintains a very active website ([www.ncdhd.org](http://www.ncdhd.org)) to inform the community. Primary current topics are updated monthly while recalls and timely health information and press releases are provided as they occur. The website also provides office locations and hours as well as select forms that are frequently used by the public.

The Health District, working under a grant from the Centers for Disease Control and Prevention (CDC), which was received through the Connecticut Department of Public Health (DPH), awarded a grant to East Windsor Parks and Recreation for a Community Garden Irrigation Project. It is anticipated that this project will be completed by October, 2017.

#### **Emergency Response/Bioterrorism Annual Report**

The Public Health Emergency Preparedness division collaborates with the District's Emergency Managers and regional and state response partners and community stakeholders to plan and prepare and recover from natural disasters, disease outbreaks, environmental emergencies, and acts of terrorism. The division participates in exercises and trainings through the year to exchange ideas and gain expertise which enables the department to strengthen preparedness strategies and improve plan development and facilitation. In addition to routine activities, the Health District hosted Winter Storm Preparedness notification, which involved EMD notification for pre-event shelter support. The District also purchased misting fans which would be used in a response and located one of the fans within the Town of East Windsor so that it could be used during routine community events to provide a cooling station.

#### **Environmental Health Annual Report**

The inspections and investigations are listed on the following pages. It should be noted that raw numbers are no indication of time spent or the relative complexity of inspection; therefore, a comparison is only possible in the most general sense.

## BOARD AND COMMISSION REPORTS FY 16-17

More information, including meeting times, agendas and minutes, board and commission application forms can be found at [www.eastwindsorct.com](http://www.eastwindsorct.com)

### AMERICAN HERITAGE RIVER COMMISSION

This year, 2016-2017, the American Heritage River Commission (AHRC) continued its water sampling with focus on E.coli in the Scantic River. The Scantic River Watershed has been designated a priority by the State in its study of water quality. With this year's increased budget, we were able to test 6 sites from mid-May continuing through the end of September. The results of the testings have shown considerably high levels in our town and this has precluded the volunteers



from working on the River to secure navigability for passage of canoes and kayaks. Unable to go in the River, our AHRC members are working to add to the existing trails in the Scantic River State Park. The Park is the site of our annual First Day Hike which has grown in size and popularity over the past 6 years and a CT Trails Day Hike in early June which is listed in the statewide brochure. The biggest coup for the year was the Town getting a Recreational Trails Program grant through the efforts of one of our members. This grant will pay for a walkway to be placed within the frame-

work of Old Melrose Road Bridge and give access to the west side of the Scantic River. Then more trails will be developed and they will connect with trails in Enfield's section of the linear park.

### AGRICULTURAL COMMISSION

This year, the Agricultural Commission hosted a Farmers Coffee event at the Melrose Schoolhouse in late March to give the agricultural community an opportunity to meet and browse literature on information and programs benefitting agriculture from the USDA, CT Department of Agriculture and the NRCS.

The East Windsor Community Garden had a good year with 11 gardeners. Some progress has been made to bring water to the Garden via an existing well at the Town Park across the street.

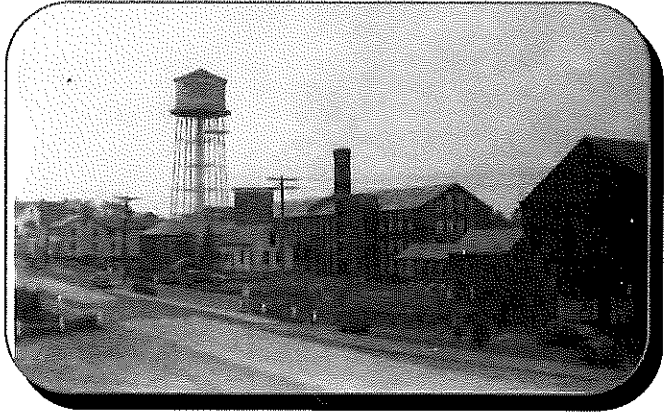
We cosponsored a public program with the CT Farm Bureau on pollinators at Scout Hall. The Agricultural Commission supported the efforts of the Farmers Market at the Trolley Museum, which was well attended and gained popularity.





### HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission would like to THANK all of the residents of The Town of East Windsor. This commission has put a lot of time and effort into getting the word out about the Town of East Windsor. Our goal has always been to preserve the history, culture, and natural treasures of YOUR town. With more and more input from residents and gaining exposure on the town website ([eastwindsorct.org](http://eastwindsorct.org)) with links to our past accomplishments and to the future of this commission, we hope to spark interest from young and old to get involved with the preservation of YOUR town. In 2018, the Town of East Windsor will celebrate it's 250th Birthday. We hope everyone can make some time to look back at our towns great history as we move forward for the next 250 years.



Remember, planning for the future requires preserving the past.

### CONSERVATION COMMISSION

This year the Conservation Commission has continued to investigate opportunities to preserve agricultural properties in Town. We met with State Department of Agriculture and voted to support an application for purchasing an agricultural easement in conjunction with the Town of South Windsor on a farm field that straddles the Town line, the cost is yet to be determined. We also voted to pursue a partnership with the CT Department of Agriculture to purchase an agricultural easement on a large farm parcel of land which would then be sold for the agricultural value.

This property on Rye Street adjacent to Town owned property, would ensure that the 115 acres of residentially zoned farmland would remain in farming. Hopefully 30 acres of that would be accessible for recreational use of the Scantic River.

### PERMANENT BUILDING COMMISSION

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

This year the Commission reviewed: 1) Broad Brook Elementary School modular classrooms. Project almost completed, with a few punch list items to be taken care of. 2) Middle School roof replacement. Project has been completed. 3) Broad Brook Elementary School window project. Project has been completed.

## BOARD AND COMMISSION REPORTS FY 16-17

More information, including meeting times, application forms can be found at [www.eastwindsorct.com](http://www.eastwindsorct.com) under the Boards and Committees tab

### ZONING BOARD OF APPEALS

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

This year the ZBA held five regular meetings at which four variances were requested, with three being approved and one denied. Five location approvals for motor vehicle licenses were granted this year, one for a repairer's license and four for used car dealer's licenses. Application fees of \$924 were collected this past fiscal year.

### BOARD OF FINANCE

This year, the Board of Finance was faced with the challenge of passing a FY 18 budget without the benefit of knowing what the State of Connecticut would be giving the town. The anticipated loss of State aid would increase the mill rate and the Board of Finance voted to use \$475,000 from fund balance to help offset the burden on tax payers in our town. The budget ultimately passed with a 1.86% increase in spending and a 1.84% increase in the mill rate to 32.77. The Board also kept a careful eye on spending and the Town ended the fiscal year with an increase to fund balance.

In FY 2017, over \$900,000 in supplemental appropriations for town infrastructure improvements were approved at Town Meeting. Some of these projects included meeting room video equipment to better enable citizens to watch various meetings from their homes, a new 20 passenger senior bus, Broad Brook School and Police Department window replacement, a new basketball court at EW Park, and LED light upgrades in town buildings to reduce electricity costs.

### PENSION AND RETIREMENT BOARD

The Pension and Retirement Board meets quarterly to oversee the Town's Pension and Other Post-Employment Benefits (OPEB) Trust Funds. This year the Plan ended the fiscal year with a market value of \$23,865,229 an increase of \$2,169,010. Contributions almost matched withdrawals, and the portfolio enjoyed steady income and market appreciation on its investments. The Pension Board works closely with our investment team at Webster Bank to monitor asset allocation in order to maximize yield in a volatile market and ensure that funds will be available to pay obligations to plan participants. The Board is currently in Pension Plan negotiations with the town unions with the intention of creating an affordable Plan, while maintaining our integrity with Town employees.

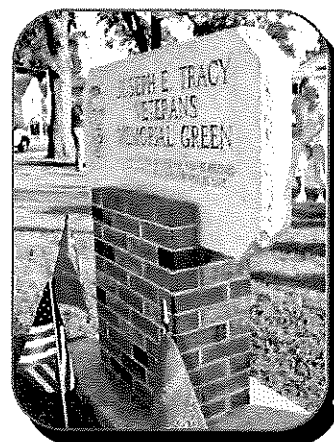
### BOARD OF ASSESSMENT APPEALS

The Board held public sessions at the Town Hall in March of 2017. A total of 17 appeals were heard: 7 real estate, 7 personal property, 2 regular motor vehicles and 1 2015 motor vehicle supplemental. During FY 2016/2017, an additional session was held in September of 2016 for the purpose of hearing taxpayers' appeals on motor vehicle assessments only. 24 appeals were heard and acted upon.

The Board continues to serve as an appeal body for aggrieved taxpayers as well as to review and correct values set by the Assessor.

### VETERAN'S COMMISSION

The Veterans Commission is committed to honoring and helping veterans. The Commission hosts Memorial Day ceremonies at the Town Green each year. We also place American flags on the graves of around 1,000 veterans in the Town's seven cemeteries. The commission places flags on the utility poles in Broad Brook and Warehouse Point during the summer and provides two \$750.00 scholarships to deserving students. Our major fundraiser is the Veterans Day Road Race. This year the Commission and American Legion Post 40 have been consumed with and have made great progress on the planning and fundraising for the monument project on the Joseph Tracy Veterans Memorial Green. The monuments will honor all East Windsor veterans, past and present. Construction is expected to be completed by the end of 2017.



### INLAND WETLAND AND WATERCOURSES AGENCY

The mission of the Inland Wetland and Watercourses Agency (IWWA) 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 Planning and Development Department for any information concerning inland wetlands and watercourses.



During the fiscal year 2016-2017, the IWWA received a total of 11 applications, and collected \$7,505.00 in town fees. Permits were issued for regulated activities associated with construction of new houses, commercial buildings, a large apartment complex, drainage improvements, skating pond and hiking trails.

The IWWA is constantly seeking 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 DEEP training video to review the roles, responsibilities and legal definitions for IWWA members. The Inland Wetlands Regulations and application forms can be found on the Town's website and location of wetlands can be found via the GIS mapping website [www.eastwindsorgis.com](http://www.eastwindsorgis.com).

## BOARD AND COMMISSION REPORTS FY 16-17

**PLANNING AND ZONING**

The Planning and Zoning Commission (PZC) reviews and acts on applications for Commercial and Residential development along with proposed changes to the Plan of Conservation and Development, Subdivision, and Zoning Regulations such as the approved amendment for elderly independent housing. The PZC also adopted the Plan of Conservation and Development in the Fall of 2016.

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

The PZC held 19 Regular Meetings and 1 Special Meeting. Applications received are broken down into the categories of Site Plan Reviews (9), Special Use Permits (9), Zone Changes (1), Text Amendments (1), Temporary Liquor Permits (1) and Subdivisions/Resubdivisions (3), for 3 new lots. The following fees were received by the East Windsor Planning and Zoning Commission

**EAST WINDSOR CHAMBER OF COMMERCE**

The East Windsor Chamber of Commerce has been serving businesses and the community since 1995, the North Central Region and the Metro Hartford Areas.

*Our Vision*

To be the local premiere business and community Service organization in East Windsor and it's region with a strong leadership position in the community.

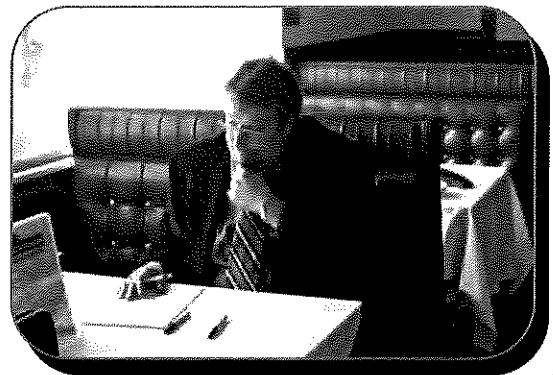
*Our Mission*

To deliver continuous value and added service to our members and the community by stimulating a business environment and quality of life where existing businesses will have an opportunity to grow and new businesses will want to locate here.

Membership is only \$125 per year/per business.

Please visit [www.eastwindsorchamber.com](http://www.eastwindsorchamber.com) or stop by our office located in the Broad Brook Opera House office complex, 107 Main Street, Broad Brook CT 06016.

Executive Director Jim Richards can be reached at 860-221-8821 or email [jim@eastwindsorchamber.com](mailto:jim@eastwindsorchamber.com).



## Board and Commissions:

### Meeting Times and Locations

NAME	TIME - SCHEDULE	LOCATION
250th Anniversary Committee	7:00 pm - 1st and 3rd Thursday	Osborn House
Agricultural Commission	7:30 pm - 4th Thursday	Town Hall
American Heritage River Commission	7:00 pm - 3rd Thursday	WHP Library
Assessment Appeals, Board of	Varies	Town Hall
BMX Skate Park Study Committee	6:30 pm - 2nd Tuesday	Park Hill Community Hall
Building Committee (Permanent)	5:30 pm - 4th Monday	Town Hall
Capital Improvement Planning Committee	Varies	Varies
Charter Revision Commission	Varies	
Civil Preparedness Council	To Be Determined	25 School Street
Conservation Commission	6:30 pm - 4th Thursday	Town Hall
Democratic Town Committee	7:00 pm - 3rd Monday	Town Hall
Economic Development Commission	6:00 pm - 3rd Monday	Town Hall
Education, Board of	7:30 pm - 2nd & 4th Wednesday	EWHS, room N-4
Elderly, Commission for the	5:00 pm - 4th Monday	Town Hall
Ethics Commissions	Varies	Town Hall
Finance, Board of	7:00 pm - 3rd Wednesday	Town Hall
Historical Preservation Commission	6:30 pm - 2nd Thursday	Scantic Academy Museum
Housing Authority, East Windsor	7:00 pm - 3rd Monday	Park Hill Community Hall
Inland Wetlands Watercourse Agency	7:00 pm - 1st Wednesday	Town Hall
Parks & Recreation Commission	6:00 pm - 2nd Monday, every other month	EWHS, Parks & Rec Office
Pension & Retirement Board	5:30 pm - Quarterly	Town Hall
Planning & Zoning Commission	6:30 pm - 2nd & 4th Tuesday	Town Hall
Police Commission	7:00 pm - 2nd Wednesday	Town Hall
Property Maintenance Code Board of Appeals	As Needed	TBD
Republican Town Committee	7:30 pm - 2nd & 4th Monday	Town Hall
Selectmen, Board of	7:00 pm - 1st & 3rd Tuesday	Town Hall
Veterans Commission	7:00 pm - 1st Thursday	Town Hall
Volunteer Incentive Committee	7:00 pm - Quarterly	BB Fire House
Water Pollution Control Authority	7:00 pm - Last Wednesday	WPCA Admin Building
E.W. Youth Center Committee	TBD	TBD
Zoning Board of Appeals	7:30 pm - 1st Monday	Town Hall

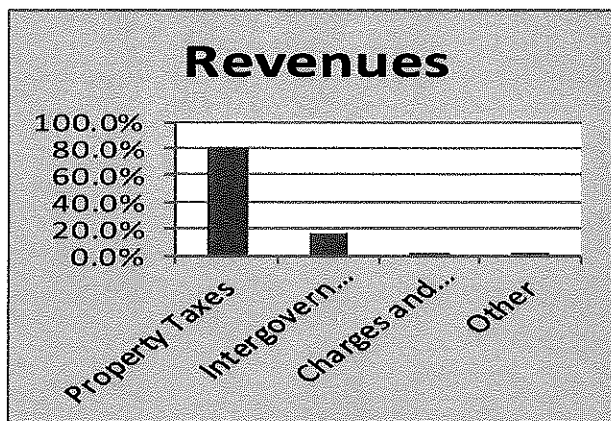
## FISCAL YEAR 16-17 ANNUAL FINANCIAL REPORT

The audited Annual Financial Report for the Town of East Windsor for June 30, 2017 will be filed with the Town Clerk's office and available for view online at [www.eastwindsorct.com](http://www.eastwindsorct.com) under Treasurer's Office Financial Information on January 1, 2018.

The Board of Finance established a tax rate of 30.93 for the fiscal year 2017, which was levied on the October 1, 2015 Grand List.

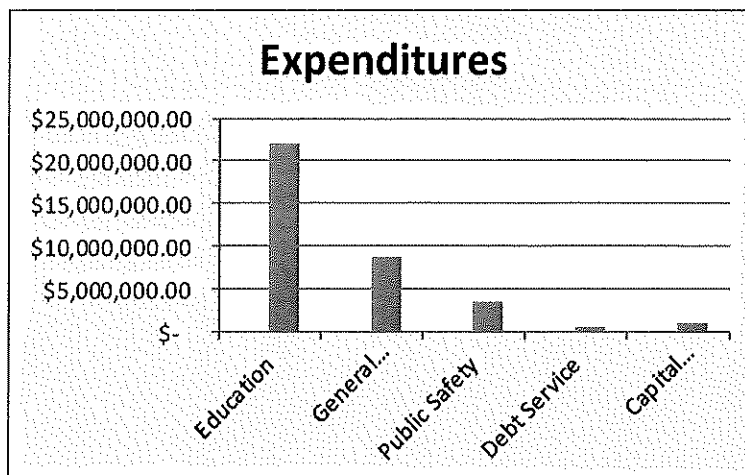
The Budget for the fiscal year 2016 was \$37,017,091. Total expenditures for the fiscal year 2017 were \$35,923,591; total revenues were \$37,149,307. The town also used \$906,200 in reserve funds for infrastructure improvements. All supplemental appropriations are approved at Town Meeting.

### REVENUES AND EXPENDITURES FOR FISCAL YEAR 2017



Revenues	
Property Taxes	\$ 30,260,993
Intergovernmental	\$ 6,219,469
Charges and Fees	\$ 599,895
Other	\$ 68,950
<b>Total</b>	<b>\$ 37,149,307</b>

Fund Balance Impact	
Revenue Variance (Budget vs. Actual)	\$ 132,216
Expenditure Variance (Budget vs. Actual)	\$ 1,093,500
Use of Reserves and Transfers	\$ (1,024,466)
<b>Total</b>	<b>\$ 201,250</b>



Expenditures	
Education	\$ 22,118,180
General Government	\$ 8,795,374
Public Safety	\$ 3,510,548
Debt Service	\$ 603,822
Capital Improvement	\$ 895,667
<b>Total</b>	<b>\$ 35,923,591</b>

# Town Finances





**Comparative General Fund Operating Statement (Unaudited)**  
(Budget and Actual- Budgetary Basis)

Fiscal Year 2016-2017

	Final Budget	Actual Operations	Variance Favorable (Unfavorable)	2017-18 Adopted
<b>REVENUES</b>				
Property taxes	29,152,930	30,260,993	1,108,063	
Intergovernmental	6,296,101	6,219,469	(76,632)	
Licenses, fees and charges	1,557,060	599,895	(957,156)	
Revenues from use of money	11,000	68,950	57,950	
<b>TOTAL REVENUES</b>	<b>37,017,091</b>	<b>37,149,307</b>	<b>132,216</b>	
<b>EXPENDITURES</b>				
Administrative Services	1,558,859	1,462,518	96,341	1,574,594
Public Safety	3,587,810	3,510,548	77,262	3,786,516
Physical Services	2,292,721	2,217,714	75,007	2,311,560
Culture and leisure	707,334	672,395	29,939	726,785
Boards and Commissions	60,580	53,418	7,162	61,610
General Government	4,595,972	4,389,329	206,643	5,010,455
Education	22,129,135	22,118,180	10,955	22,471,718
Capital Outlay	895,442	895,667	(225)	761,674
Debt Service	1,194,238	603,822	590,416	1,000,000
<b>TOTAL EXPENDITURES</b>	<b>37,017,091</b>	<b>35,923,591</b>	<b>1,093,500</b>	<b>37,704,912</b>
Revenues over expenditures		1,225,716	1,225,716	
Other financing sources				
Appropriation of fund balance	250,000			475,000
Operating transfers in		27,791	27,791	
Operating transfers out		(146,057)	(146,057)	
Supplemental appropriations		(906,200)	(906,200)	
Total other financing sources	250,000			475,000
Net change in budgetary fund		201,250	201,250	
Budgetary Fund Balance beginning		8,549,384		
Budgetary Fund Balance ending		8,750,634		





