

**Town Council  
Council Chambers  
Windsor Town Hall  
November 7, 2016  
Regular Council Meeting**

**APPROVED MINUTES**

**1) ROLL CALL**

Mayor Trinks called the meeting to order at 7:30 p.m.

Present: Mayor Donald Trinks, Councilor Randy McKenney, Councilor Alan Simon, Councilor Jill Jenkins, Deputy Mayor Jody Terranova, Councilor Donald Jepsen, Councilor Kenneth Wilkos, Councilor James Govoni, and Councilor Bernard Petkis.

**2) PRAYER** – Councilor Petkis prayed.

**3) PLEDGE OF ALLEGIANCE** – Councilor Petkis led in the Pledge of Allegiance.

**4) PROCLAMATIONS/AWARDS** – None.

**5) PUBLIC COMMUNICATIONS AND PETITIONS**

Coralee Jones of 1171 Matianuck Avenue expressed her opinion that the proposed name change for Northwest Park would not have a significant legal impact. She also urged town officials to attend the upcoming meeting of the Metropolitan District Commission (MDC).

Michelle Vannelli of 1152 Poquonock Avenue spoke against Windsor providing financial support to the MDC in consideration of Hartford's financial problems.

Bonnie Karkowski of 1852 Poquonock Avenue spoke against Windsor providing financial support to the MDC in consideration of Hartford's financial problems.

**6) REPORT OF APPOINTED BOARDS AND COMMISSIONS**

a) Board of Education (BOE)

BOE Secretary Richard O'Reilly said parking at the schools would not be an issue on Election Day. He provided information about the Windsor food service as well as the various Veteran's Day activities that will be taking place at the Windsor schools. Mr. O'Reilly said that the BOE has started its budget process. He encouraged members of the public to share suggestions about process improvements to members of the BOE as well as to the Superintendent. He said that the next BOE meeting is scheduled to take place on November 15<sup>th</sup> at 7:00 p.m.

Councilor Jenkins inquired about how the district's food program utilizes the federal grant dollars received. Mr. O'Reilly said the dollars offset the cost of running the program.

Councilor Govoni praised Kelvan Kearsse for his work at the schools. He inquired about the possibility of having no smoking signs put up on the school properties.

b) Windsor Housing Authority (WHA)

Chair Elizabeth Kenneson introduced WHA Board member Robert Mack and Executive Director Jermika Williams. She provided an overview of the WHA's function and makeup. Executive Director Williams discussed the WHA's property inventory. She discussed energy efficiencies achieved at Fitch Court and the grant receipt of \$4.38 million for the rehabilitation of 60 units at Millbrook Village.

Councilor Govoni asked if Fitch Court's parking lot is being paved. Executive Director Williams said yes.

Deputy Mayor Terranova offered her congratulations on the grant award and asked where residents will reside while renovations of Millbrook Village are taking place. Executive Director Williams said that residents would be relocated to another site on the Millbrook Village campus during construction.

## **7) TOWN MANAGER'S REPORT**

Councilor Govoni asked if there is any talk of Hartford paying communities back once the City gets back on its feet again. Town Manager Souza said that is part of the discussions taking place with the MDC. Councilor Govoni explained that the more he learns about the MDC, the more he thinks that Windsor's hands are tied with respect to what the town can do with the agency.

Councilor Simon asked what the Town's fund balance is right now. Town Manager Souza said that as of June 30, 2016, the unaudited dollar amount is \$19.6 million or 17.7%. Councilor Simon said use of the fund balance would not harm Windsor.

Councilor Simon asked if Windsor's contribution to the MCD in consideration of Hartford's financial challenges would be a one-time payment or a yearly payment. Town Manager Souza said it could be a two to three year shortfall, depending on what the complete solution is by the General Assembly.

Mayor Trinks asked if MDC member towns are seeking relief from the General Assembly. Town Manager Souza said that the focus has been on what the General Assembly can do this session to help Hartford deal with having only 50% of its properties being taxable. Town Manager Souza said an idea is being explored to raise the state sales tax for purposes of providing financial support to Hartford and other cities that are struggling.

Mayor Trinks said a good percentage of MDC representatives are from communities other than Hartford, so he would be surprised if the concept of towns providing financial help to Hartford becomes a reality. Town Manager Souza said that the only way the MDC could make the financial assessment happen is if the MDC billed the member towns through a tax warrant that would include a levy amount sufficient to cover Hartford's potential shortfall.

Town Manager Souza said the MDC's available Sewer Fund/General Fund has about \$7.5 to \$7.7 million available in undesignated funds.

Councilor Jepsen called for MDC representatives to be electable and accountable. He spoke against the ad-valorem payment made by municipalities. He also said regionalization is not the answer, but that the General Assembly needs to help Hartford.

Mayor Trinks asked what comes next. Town Manager Souza said member towns are trying to come up with a reasonable solution before Thanksgiving. He said that aside from the ad-valorem piece of the budget (and associated reserve), the sewer general fund budget will be examined to see if it can be adjusted down.

Mayor Trinks suggested that the MDC representatives from Windsor come before the Town Council to discuss the matter.

## **8) COMMUNICATIONS FROM COUNCIL MEMBERS**

Councilor McKenney reminded people to vote tomorrow.

Councilor Petkis read aloud a writing about the importance of voting. He encouraged residents to vote.

Councilor Simon stated that the Town Council has asked for its representative to the MDC to provide quarterly reports to the Town Council.

Councilor Govoni – nothing tonight.

Councilor Jenkins made an appeal for the community to consider donating to the Windsor Food Bank.

Councilor Wilkos thanked residents for speaking about the MDC tonight. He said the Town Council will monitor the situation closely.

Deputy Mayor Terranova – nothing tonight.

Councilor Jepsen – nothing tonight.

Mayor Trinks encouraged people to vote.

## **9) REPORTS OF STANDING COMMITTEES**

Town Improvements Committee – None

Health & Safety Committee – Councilor Jenkins said that the Committee met on October 26<sup>th</sup> for the purpose of discussing the police traffic stop data. She said the Committee will continue to review additional data in a more in-depth fashion. Councilor Jenkins said the Committee also discussed the possibility of the community holding a gun buy-back event in the future.

Joint Town Council/Board of Education Committee – None

Personnel Committee – Deputy Mayor Terranova said Personnel has not met since the last Town Council meeting.

Special Projects Committee – None

Finance Committee – Deputy Mayor Terranova said Finance has not met since the last Town Council meeting.

**10) ORDINANCES** – None

**11) UNFINISHED BUSINESS** – None

**12) NEW BUSINESS**

- a) Reject collective bargaining contract with Windsor School Administrators' Association for the period of July 1, 2017 to June 30, 2020

Deputy Mayor Terranova MOVED and Councilor Wilkos seconded to reject the Memorandum of Agreement between the Windsor Board of Education and the Windsor School Administrators' and Supervisors' Association.

Assistant Superintendent for Human Resources, Terrell Hill, provided highlights of the proposed contract.

Councilor Jepsen asked if sabbaticals would not be allowed anymore. Assistant Superintendent Hill said the Board of Education could still allow a sabbatical.

Councilor Jepsen said he would abstain from voting on this matter because he thinks the state arbitration laws make the vote silly.

Councilor Simon expressed his desire for the motion to be removed from consideration.

Councilor Jenkins said she would like to vote on the motion.

Councilor McKenney said he feels that the presentation of information about the contract is worthwhile, since many people criticize the budget process as lacking information.

Motion Failed 0-7-2 (Councilors Simon and Jepsen abstaining)

- b) Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$305,000 FOR COSTS IN CONNECTION WITH STORMWATER MANAGEMENT IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$305,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Councilor Jepsen MOVED and Councilor McKenney seconded the adoption of the following resolution: "RESOLVED, that the reading into the minutes of the text of the ordinance entitled "AN ORDINANCE APPROPRIATING \$305,000 FOR COSTS IN CONNECTION WITH STORMWATER MANAGEMENT IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$305,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" is hereby waived, the full

text of the ordinance having been distributed to each member of the council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.”

Motion Passed 9-0-0

Councilor Jepsen MOVED and Councilor Jenkins seconded to introduce a bond ordinance entitled “AN ORDINANCE APPROPRIATING \$305,000 FOR COSTS IN CONNECTION WITH STORMWATER MANAGEMENT IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$305,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION” is hereby waived, the full text of the ordinance having been distributed to each member of the council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.”

At Town Manager Souza’s request, Town Engineer / Public Works Director Bob Jarvis provided an overview of the proposed project.

Motion Passed 9-0-0

- c) Set a public hearing for November 21, 2016 at 7:20 PM for a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$305,000 FOR COSTS IN CONNECTION WITH STORMWATER MANAGEMENT IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$305,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to adopt the following resolution “RESOLVED that a Public Hearing be set for November 21, 2016 at 7:20 p.m. (prevailing time) to approve or disapprove the foregoing ordinance entitled “AN ORDINANCE APPROPRIATING \$305,000 FOR COSTS IN CONNECTION WITH STORMWATER MANAGEMENT IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$305,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION” and BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.”

Motion Passed 9-0-0

- d) Approve appropriation of \$99,000 from the Capital Projects Fund Assigned Fund Balance for design of Oliver Ellsworth School HVAC project

Councilor Wilkos MOVED and Councilor McKenney seconded to approve an appropriation of \$99,000 from the Capital Projects Fund Assigned Fund Balance for the Oliver Ellsworth School HVAC Improvements project.

At Town Manager Souza’s request, Town Engineer / Public Works Director Bob Jarvis provided an overview of the agenda item.

Councilor Jepsen asked how the leaking boilers would be addressed in this project. Facilities Manager White Przech said the two boilers would both be replaced. Councilor Jepsen inquired about the age of the existing boilers. Mr. Przech provided information about the age of the boilers.

Councilor Wilkos inquired about the extent of failing equipment. Mr. Przech explained that given the age of the equipment, it is time to replace the equipment now or risk a catastrophic failure.

Motion Passed 9-0-0

- e) Approve appropriation of \$65,000 from the FY17 Community Investment Initiative for acquisition of a Dial-A-Ride replacement van.

Councilor Jepsen MOVED and Councilor Wilkos seconded to approve the purchase of a replacement bus to serve Windsor's elderly and/or disabled residents, and to approve the transfer of \$65,000 from the Community Investment Initiative fund to fund a project entitled, Senior Transportation Bus Replacement."

At Town Manager Souza's request, Senior Transportation Coordinator Ryan Deneen provided an overview of the agenda item.

Councilor Govoni said he would support the motion and expressed his gratitude for the great job that is being done by staff with seniors and senior transportation.

Councilor Jenkins said she would support the motion because it is a great opportunity for seniors to continue to enjoy the town they have supported for so long.

Motion Passed 9-0-0

- f) Approve collective bargaining contract with Windsor Police Department Employee Association for the period of July 1, 2016 to June 30, 2019

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to approve the collective bargaining agreement between the Town of Windsor and the Windsor Police Department Employee Association for the period of July 1, 2016 through June 30, 2019.

At Town Manager Souza's request, Town Attorney Kevin Deneen and Police Chief Donald Melanson discussed the significant impacts of the proposed union contract.

Councilor Wilkos asked if the contract would prohibit officers from smoking at all times. Chief Melanson said yes, except for special events such as the birth of a child or a wedding.

Councilor Wilkos asked how the officers feel about the changes regarding scheduling changes. Chief Melanson explained that he thinks the majority of officers support it, but the agreement does allow for a review of the scheduling change.

Motion Passed 8-0-1 with Councilor Petkis abstaining from vote.

- g) Town Manager performance review

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded that the Town Manager be granted a two per cent salary increase effective November 1, 2016.

Deputy Mayor Terranova explained the process for evaluating the performance of the Town Manager. Councilor Jepsen said he thinks this year's evaluation was probably the best that has ever been done by the Town Council.

Motion Passed 8-0-1 (Councilor Simon abstained)

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### **13) RESIGNATIONS AND APPOINTMENTS**

Deputy Mayor Terranova MOVED and Councilor Jepsen seconded the following:

- Accept the resignation of David Davis from the Conservation Commission.

Motion Passed 9-0-0.

Deputy Mayor Terranova MOVED and Councilor Jepsen seconded the following:

- Appointment of Patricia Mack as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2019 or until a successor is appointed.
- Reappointment of Robert Mack as a Democratic member to the Housing Authority of the Town of Windsor for a five year term to expire July 31, 2021 or until a successor is appointed.
- Reappointment of Edward Samolyk as a Democratic member to the Insurance Commission for a four year term to expire October 31, 2020 or until a successor is appointed.

Motion Passed 9-0-0

### **14) MINUTES OF PRECEDING MEETINGS**

- a) Minutes of the October 17, 2016 Regular Town Council meeting

Councilor Jepsen MOVED and Councilor Jenkins seconded to approve the unapproved minutes of the October 17, 2016 Regular Town Council meeting as presented.

Motion Passed 9-0-0

- b) Minutes of the October 17, 2016 Public Hearing (lease of Luddy Carriage House)

Councilor Jepsen MOVED and Councilor Jenkins seconded to approve the unapproved minutes of the October 17, 2016 Public Hearing (lease of Luddy Carriage House) as presented.

Motion Passed 9-0-0

### **15) PUBLIC COMMUNICATIONS AND PETITIONS**

Coralee Jones of 1171 Matianuck Avenue expressed her opinions about the MDC collecting money from its member towns in consideration of the City of Hartford's financial situation.

### **16) EXECUTIVE SESSION**

- a) Discussion of the selection of a site or a lease, sale or purchase of real estate

Councilor Jepsen MOVED and Councilor Jenkins seconded to enter into executive session to discuss the selection of a site or a lease, sale or purchase of real estate.

Motion Passed 9-0-0 at 9:16 p.m.

All Councilors entered into executive session in the Town Council Support Room, along with Town Manager Souza.

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to leave executive session and to enter regular session.

Motion Passed 6-0-0 at 10:20 p.m. (Councilors Govoni, Jenkins and Simon left the room prior to vote.)

### **17) ADJOURNMENT**

Councilor Wilkos MOVED and Councilor Jepsen seconded to adjourn the meeting.

Motion Passed 9-0-0 at 10:21 p.m.

Respectfully Submitted,

Jonathan Luiz  
Assistant Town Manager