

**Town Council  
Council Chambers  
Windsor Town Hall  
December 5, 2016  
Regular Council Meeting**

**APPROVED MINUTES**

**1) ROLL CALL**

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

Present were: 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 Wilkos prayed

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

**4) PROCLAMATIONS/AWARDS**

a) To honor past Conservation Commission members

Mayor Trinks called for past Conservation Commission members Frank Davis, Bonnie Karkowski, Priscilla Eatherton, and Sam Hinckley to be honored for their conservation work and presented them with blue bird boxes. Conservation Commission Chair Meg Harvey recognized Sam Hinckley and Frank Davis. Commission member Neil Sachdev recognized Bonnie Karkowski. Commission member Ann Beaudin recognized Priscilla Eatherton.

**5) PUBLIC COMMUNICATIONS AND PETITIONS**

John Dunn of 15 Strawberry Hill thanked Town Manager Souza for providing him and his neighbors with materials for a successful Drive Wise campaign. He suggested the installation of a blinking yellow light on River Street.

Bonnie Karkowski of 1852 Poquonock Avenue thanked Town Manager Souza for his role in getting the Drive Wise campaign started in her neighborhood. She spoke against the possibility of a casino being built in Windsor Locks.

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

a) Board of Education (BOE)

BOE Secretary Richard O'Reilly stated that student enrollment is increasing and that the four year high school graduate rate is increasing as well. He provided information about the next BOE meeting and on the breakfast with state legislators. Secretary O'Reilly invited people to attend the upcoming long-range planning meeting and public budget meetings. He said the next meeting is scheduled for 6:30 p.m. on December 20<sup>th</sup>. He went on to announce dates for the upcoming choral concert, instrumental concert, and band and jazz concert.

b) Zoning Board of Appeals (ZBA)

ZBA Chair Joe Breen summarized the ZBA's annual activities. He said there are openings for two positions on the ZBA. He thanked Building Department staff Robert Ruzzo and Lori Hartman for their service to the ZBA.

## 7) TOWN MANAGER'S REPORT

### Leaf Collection Program

Windsor's leaf collection program will end December 17<sup>th</sup>. During the next two weeks, leaves will continue to be picked up on the same day as your trash pickup. Residents wishing to make use of this program need to place their leaves at the curb in 30 to 40 gallon paper leaf bags. Leaves may also be placed in similar-sized containers that are labeled with a "Leaves Only" sticker. Residents can obtain these tickers at town hall or the Windsor Transfer Station. Residents may also self-haul leaves to the Transfer Station at no charge during this period.

### Carol Sing and Torchlight Parade

The annual Carol Sing and Torchlight Parade will be held at the Windsor town center on Saturday evening, December 10<sup>th</sup>. The Carol Sing will begin at 6:00 PM on the town green and is followed by the Torchlight Parade at 6:30 PM. The parade starts on Remington Street and proceeds north on Route 159 through the center of town. This event is brought to you by First Town Downtown and the Windsor Volunteer Fire Department. For more information, call 860-688-5715.

### MDC Warns of Suspected Imposters

The Metropolitan District Commission (MDC) is advising customers to be cautious of an individual posing as a water company employee in an attempt to enter residential homes.

In recent weeks, a male individual claiming to be from the water company attempted to gain access to several Hartford apartments telling the residents there was a problem with their water bill.

The MDC urges all residents, especially those who are home during the day, to be alert for imposters by following these tips:

- MDC field employees wear clothing and drive vehicles clearly marked with the **MDC** logo
- The MDC encourages customers to stay secure within the home while asking for identification from anyone who comes to their door. All MDC employees have photo identification badges and will gladly display them upon request. **The policy is "No Identification - No Entry"**
- If someone comes to your door claiming to be from the water company and *you do not have a previously scheduled appointment*, **do not** allow access to your home until calling the MDC Command Center at 860-278-7850 ext 3600 to verify their identity

- If you have any doubt about the individual's identity or motives, or authenticity of their credentials, do not allow them entry into your home and call the police.

### **Memory Screening Program**

The Senior Center is offering a new memory screening program beginning Wednesday, December 21<sup>st</sup>. This free service will be held every third Wednesday of the month from 9:30 AM to 11:30 AM at Senior Center, 599 Matianuck Avenue. Memory screenings are like other routine health check-ups. The screening takes about ten minutes, and while the result is not a diagnosis, it can suggest if someone should see a physician for a full evaluation.

To learn more about this new service offered at the senior center, call 860-285-1992.

Councilor Govoni asked Town Manager Souza what he knows of a possible casino being built in Windsor Locks. Town Manager Souza said the First Selectman in Windsor Locks told him the Town of Windsor Locks does not have a formal proposal for a casino.

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

Councilor McKenney – nothing tonight.

Councilor Petkis – nothing tonight.

Councilor Simon said he thinks Windsor Locks is considering a casino. He also said a newspaper reported that Trader Joe's is seeking water and sewer incentives in consideration of a building it wants to build in Bloomfield. Councilor Simon said the MDC should stop giving discounts out for water use and sewer use.

Councilor Govoni spoke against the MDC giving out discounts for water and sewer.

Councilor Jenkins – nothing tonight.

Councilor Wilkos – nothing tonight.

Deputy Mayor Terranova – nothing tonight.

Councilor Jepsen – nothing tonight.

Mayor Trinks – nothing tonight.

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

Town Improvements Committee – Councilor Simon said a meeting is scheduled for December 15<sup>th</sup> to discuss a variety of items including the proposed Northwest Park name change as well as future large capital projects.

Health & Safety Committee – None

Joint Town Council/Board of Education Committee – None

Personnel Committee – Deputy Mayor Terranova said the Personnel Committee met recently and as a result there is an appointment on tonight’s agenda. The Committee will meet next week.

Special Projects Committee – None

Finance Committee – Deputy Mayor Terranova said the Finance Committee met on November 29<sup>th</sup> to review proposals for the Public Works’ Organizational Effectiveness and Efficiency Study RFP, and that Finance met again today prior to the Town Council meeting to select a consultant to recommend to the full Town Council.

**10) ORDINANCES – None**

**11) UNFINISHED BUSINESS – None**

**12) NEW BUSINESS**

a) Approve Redevelopment Priority Property list

Councilor Simon MOVED and Councilor Jepsen seconded that the attached Priority Redevelopment Properties List be adopted as presented.

Attachment

**‘EXHIBIT A’  
TOWN OF WINDSOR  
PRIORITY REDEVELOPMENT PROPERTIES**

*The following are the priority redevelopment properties in the Town of Windsor as determined by the Town Council:*

<u>Plaza Building</u>	280-294 Broad Street
<u>Tobacco Valley Inn</u>	Dunfey Lane and Bloomfield Avenue
<u>Redevelopment Parcel</u>	418-446 Windsor Avenue
<u>Udolf Property</u>	156 Windsor Avenue
<u>Flamingo Inn</u>	19, 27, 29, and 35 Windsor Avenue
<u>Parcel north of 457 Windsor Ave</u>	459-465 Windsor Avenue
<u>Spillane property next to CITGO</u>	581 Windsor Avenue
<u>Former Scranton Chevrolet Site</u>	125 Poquonock Avenue
<u>Larsens Hardware Property</u>	144 Poquonock Avenue
<u>Combustion Engineering Site</u>	2000 Day Hill Road
<u>Former Printing Express Site</u>	20-26 Poquonock Avenue

History

1. Initially adopted, December, 2002.
2. Revised, December, 2007 to delete 33 Mechanic Street and 853 Palisado Avenue.
3. Revised, August, 2010 to add 125 Poquonock Avenue, 147 Poquonock Avenue, and 144 Poquonock Avenue.
4. Revised, April 4, 2011 to add 2000 Day Hill Road.
5. Revised, February 4, 2013 to add 20-26 Poquonock Avenue
6. Revised, December 21, 2015 to delete 69 Mechanic Street, 147 Poquonock Avenue and 240 Broad Street

At Town Manager Souza's request, Economic Development Director Jim Burke provided a summary of the agenda item. He explained that the Economic Development Committee has recommended no additions or deletions to the adopted list.

Councilor Jepsen asked which fund receives the payments from the Tobacco Valley Inn property. Economic Development Director Burke said payments fund community development activities.

Councilor Jepsen asked if the Combustion site is eligible to receive Tax Increment Financing. Town Manager Souza said staff would recommend against it in consideration of the existing agreement in place for that site.

Motion Passed 9-0-0

- b) Approve expenditure of \$10,000 from the FY17 Community Investment Initiative for evaluation of historic monuments and the ancient cemetery

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to approve the transfer of \$10,000 from the Community Investment Initiative to fund a capital project entitled "Historic Monuments."

Councilor Jenkins MOVED and Councilor Simon seconded to amend the motion so that the John Mason statue be removed from the list of Historic Monuments to be evaluated.

Councilor Jenkins provided information about the manner in which John Mason lead the Pequot War and how he lead a massacre against the Pequot community. She said he lead the war in an extremely offensive and eye-opening manner. She said that Windsor stands for being an open and inclusive community that welcomes all. Councilor Jenkins said the John Mason statue is offensive to many people. Councilor Jenkins provided information about Loomis Chafee School's recent decision to change the name of its dormitory that had previously been named after John Mason.

Councilor Simon said the statue is in Windsor because another community wanted to get rid of it. He said he has never liked the statue because of what it stands for. Councilor Simon said John Mason did some pretty bad things and that while we can't change history, we do not have to honor it, and we should not honor this history.

Councilor Jepsen said the motion is just to assess the monument. He asked if the intent of the motion to amend is to simply not assess it.

Councilor Jenkins said she wants the statue removed completely, but step one is that the statue is on the list presented tonight.

Councilor Jepsen said the assessment of the John Mason statue might prove useful if the town wants to remove the statue.

Councilor Jenkins questioned why the Town Council should care what condition the statue is in if the Town plans to get rid of it on principle.

Councilor Jepsen said an assessment would be helpful if the Town wanted to sell the statue.

Councilor Jenkins said no one wanted the John Mason statue.

Mayor Trinks said he was around when the statue arrived in Windsor and that there was controversy around the wording of it. He said he is not prepared to vote to remove the statue without first having public input. Mayor Trinks noted that descendants of John Mason are still living in the area. Mayor Trinks said it makes no difference to him how Councilors want to vote on the motion to amend.

Councilor Jenkins said there are also descendants of the Native American community. She said this issue is about what John Mason did.

Councilor Govoni asked about Veterans Pool. Town Manager Souza said that Veterans Pool is not included since that is considered a facility as opposed to monuments and a cemetery.

Councilor Govoni listed several time capsules and other monuments. Councilor Govoni spoke in favor of Councilor Jenkins' motion to amend.

Councilor Petkis spoke in favor of having a discussion at a later time about the future of the John Mason monument.

Councilor Wilkos and Councilor Govoni spoke in favor of the proposed monument assessment.

Town Manager Souza provided a summary of the agenda item.

The Amended Motion Passed 9-0-0

- c) Authorize Town Manager to sign Prospect Hill Road Phase II right-of-way project authorization letter with Connecticut DOT

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded the following: Resolved that Peter Souza, Town Manager, be authorized to sign the Project Authorization Letter for the Reconstruction of Prospect Hill Road (phase 2) Project, Project No. L164-002, under Master Agreement No. 3.31-01(15).

At Town Manager Souza's request, Director of Public Works / Town Engineer Bob Jarvis provided a summary of the agenda item.

Councilor Petkis asked for clarification about the property at 240 Prospect Hill Road. Director of DPW / Town Engineer Jarvis explained that the easement will ensure that the project is structurally sound. Councilor Petkis asked if there are plans in the work regarding traffic restrictions resulting from the construction. Director of DPW / Town Engineer Jarvis explained that there will be one way traffic during periods of daytime construction. Councilor Govoni asked if the easement will fit the sidewalk. Town Engineer Jarvis said yes.

Motion Passed 9-0-0

- d) Accept an Easement at 240 Prospect Hill Road

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to accept the Easement to Slope for the support of the Roadway at 240 Prospect Hill Road as shown on the map entitled, "Map Showing Easement Acquired from Peter S. and Deanna M. Tyszka, 240 Prospect Hill Road, by Town of Windsor, Reconstruction of Prospect Hill Road – Phase 2, Scale 1" = 20', dated October 2016.

Motion Passed 9-0-0

- e) Approve DPW Efficiency and Effectiveness Study and authorize project funding

Deputy Mayor Terranova MOVED and Councilor Jepsen seconded the following: Resolved that the Town Council authorize engaging Matrix Consulting Group to complete a Public Works Effectiveness and Efficiency Study and that \$49,500 from the DPW's FY17 Operating Budget be utilized to fund the project.

Deputy Mayor Terranova explained the process that Finance used to reach its recommendation. She explained that staff vacancy savings would be utilized to pay for the study.

Councilor Simon thanked the Finance Committee for moving this forward. He spoke in support of the motion provided the utilization of funding from the DPW operational budget as long as it would not negatively impair the operations of the Public Works Department.

Councilor Govoni said the Town Manager provided fantastic information about the firms and that he is proud of the job that the Finance Committee did.

Motion Passed 9-0-0

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

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to accept the resignation of Meg Harvey from the Conservation Commission and the resignation of Richard Knickerbocker from the Human Relations Commission.

Motion Passed 9-0-0

Councilor Jepsen MOVED and Deputy Mayor Terranova to appoint Lawrence Jaggon as a Democratic member as Constable for the Town of Windsor for a two year unexpired term to expire November 13, 2017.

Motion Passed 9-0-0

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

- a) Minutes of the November 21, 2016 Public Hearing (Stormwater Management)

Councilor Jepsen MOVED and Councilor McKenney seconded to approve the unapproved minutes of the November 21, 2016 Public Hearing as presented.

Motion Passed 9-0-0

- b) Minutes of the November 21, 2016 Regular Town Council Meeting

Councilor Jepsen MOVED and Councilor McKenney seconded to approve the unapproved minutes of the November 21, 2016 Regular Town Council meeting with a correction to page 4, 5<sup>th</sup> paragraph, 2<sup>nd</sup> sentence under "Communications from Council Members" to remove the word 'children' and replace it with 'other'. Sentence should now read, "...threatening comments aimed at others will not be tolerated in Windsor."

Motion Passed 9-0-0

#### **15) PUBLIC COMMUNICATIONS AND PETITIONS – None.**

#### **16) EXECUTIVE SESSION**

- a) Strategy and Negotiations with respect to collective bargaining (UPSEU – Dispatchers)

Councilor Jepsen MOVED and Deputy Mayor Terranova seconded to enter into executive session for purposes of strategy and negotiations with respect to collective bargaining (UPSEU – Dispatchers).

The Motion Passed 9-0-0 at 8:49 p.m.

Present: All 9 Town Council members, Town Manager Peter Souza, Police Chief Donald Melanson, Human Resources Director Amelia Bliss, Town Attorney Kevin Deneen and Assistant Town Manager Jonathan Luiz.

Deputy Mayor Terranova MOVED and Councilor Jenkins seconded to leave executive session at 9:05 p.m.

The motion passed 9-0-0

**17) ADJOURNMENT**

Councilor Jepsen MOVED and Councilor McKenney seconded to adjourn the meeting at 9:08 p.m.

Motion Passed 7-0-0 with Councilor Wilkos and Mayor Trinks absent.

Respectfully Submitted,

Jonathan Luiz  
Assistant Town Manager