

**TOWN COUNCIL
COUNCIL CHAMBERS
WINDSOR TOWN HALL
MAY 7, 2018
Regular Town Council Meeting
APPROVED MINUTES**

1) CALL TO ORDER

Mayor Trinks called the meeting to order at 7:32 P.M.

Present: Mayor Donald Trinks, Councilor James Govoni, Councilor Donald Jepsen, Councilor Jill Jenkins, Councilor Joseph McAuliffe, Councilor Richard O'Reilly, Deputy Mayor Jody Terranova, Councilor Michael Tustin and Councilor Kenneth Wilkos

2) PRAYER

Councilor Jepsen led the group in a moment of silence for Mary Drost.

3) PLEDGE OF ALLEGIANCE

Councilor Jepsen led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

- a) Proclamation designating May as Older Americans Month

Councilor Govoni read the proclamation out loud recognizing May as Older Americans Month.

- b) Proclamation designating May 10th as Small Business Day in Windsor

Councilor Jenkins read the proclamation out loud recognizing May 10th as Small Business Day in Windsor.

5) PUBLIC COMMENTS AND PETITIONS

Debbie Samson, 604 Stone Road, announced that there will be a hanging plant sale this Saturday, May 12th 2018 from 9:00 a.m. until 2:00 p.m. at Bart's to benefit Windsor's Pet Food Pantry. She commended the town council and the town manager for their work on the new dog pound. Since October, many dogs have come to the new dog pound with medical issues and have been attended to and can be rehomed. Many citizens come and tour the new facility and they are very happy with it. Donations have been plentiful and she invited citizens who may need dog food to come forward if assistance is needed. More information can be found on their website, fowacc.org. She thanked the police department, Animal Control Officer, dispatchers, and stated that we are very lucky to have the facility that we do.

6) REPORT OF APPOINTED BOARDS AND COMMISSION

a) Board of Education (BOE)

Maryam Khan, BOE Secretary, gave the following report:

Windsor Public Schools is the recipient of the Connecticut Association of Boards of Education (CABE) communications award of excellence. Donald Harris will attend the May 15th BOE meeting to present the award.

Liana Jorgensen was named the new principal of Sage Park Middle School at the April 24th BOE meeting. She will replace Paul Cavaliere who is retiring after 19 years with Windsor Public Schools.

The Windsor High School music department took home several awards from the Music Showcase Festival in Virginia Beach, Virginia:

- Symphonic Band, 1st place, with a rating of "Excellent".
- Strings, 1st place with a rating of "Excellent".
- Combined Mixed Choir, 1st place, with a rating of "Superior".
- Honors Chorale, 1st place, with a rating of "Excellent".
- Gospel Choir won 1st place with a rating of "Superior" and also won the overall choir award.
- A variety of solo awards.
- Myles Tate-Alsgaard- String Bass Solo Award
- Kayla Rush- Outstanding Soprano Soloist Awards
- Emily Meyers- Outstanding Soprano Soloist Award
- Xavier McGeorge- Outstanding Choir Accompanist Award

The annual senior citizen breakfast hosted by the superintendent's office was held Friday, May 4th in the Windsor High School Library.

The Windsor High School Fashion and Art Show will be on Wednesday, May 30th at 6:00 p.m. in the auditorium.

The Windsor High School Class of 2018 Graduation will be on Wednesday, June 13th at 6:30 p.m. at The Bushnell in Hartford.

The last day of school for students is Tuesday, June 19th.

Councilor O'Reilly asked for the name of the new Sage Park Middle School principal again and Ms. Khan reported that her name is Liana Jorgensen.

b) Economic Development Commission

Randy Graff, Chairman, reported the following:

The Economic Development Commission was established for the promotion and development of the business and industrial resources for the town. The commission advises and recommends actions to the town council and town manager regarding economic development matters. Specifically, the town's economic development incentive policies require comment by the commission.

The commission has nine voting members as well as two ex officio members representing the chamber of commerce and first town downtown. Regular meetings are scheduled bi-monthly with special meetings scheduled as needed.

The commission reviewed and provided comments for a request for a fixed assessment this year by the Connecticut Sports Management, LLC project. Plans for this project included a proposed investment of over \$100 million in new building equipment for a youth sports focused recreation and entertainment campus. The company stated that it would create 380 new jobs over the first 5 years of operation. Following the commission's review, the applicant was requested to provide additional detail for the project's financing before it was forwarded to the Town Council. That information has not yet been provided.

As provided in the town's economic development policies, the commission conducted its annual review of the priority redevelopment properties list in November. A status report on each property was presented by staff members and discussed by the commission. Following its review, the commission determined that no changes to the list should be made. The Town Council received and accepted the commission's report in December.

On May 3rd the commission cohosted the 9th Annual Business Breakfast with the Chamber of Commerce. This year's program included an overview of the local economy by Town Manager Peter Souza and featured a presentation about the CT Rail Hartford Line by staff from the Connecticut Department of Transportation. There were 30 local businesses represented by more than 55 attendees.

During the last year some of the key economic development activities in town included expansions by Aerogear, Dayhill Kennels, McDonald's, and Aero Electronics. A major reconfiguration of equipment was completed at the Amazon fulfillment center. Some of the new businesses arriving in town include: Triumph Group, an aerospace design and manufacturing company; Veo, a tech-based non-emergency medical transport company; Nutmeg Technologies, an IT communications electrical contractor; and SCA Pharmaceuticals, a nationwide manufacturer of sterile pharmaceuticals for hospitals and health care facilities.

Employment in Windsor grew by 6,499 jobs, a 34.7 percent increase between 2006-2016. During the 10-year period some 4.9 million square feet of commercial and industrial space was constructed in Windsor. Between years 2007-2016 the grand list grew from \$2.3 billion to \$3 billion. During this period, the commercial and industrial portion of the grand list grew from 36 percent in 2006 to 45 percent in 2017. The residential portion shrank from 55 percent to 47 percent.

Councilor Jenkins asked Mr. Graff to repeat his last sentence and he reported that the commercial and industrial portion of the grand list grew from 36 percent in 2006 to 45 percent in 2017 and the residential portion shrank from 55 percent to 47 percent.

Councilor O'Reilly stated that new business presence seems to have grown quite a bit and wonders what draws these businesses to Windsor. Mr. Graff reported that Windsor's location is a main draw being so close to highways and the airport.

Councilor Jenkins asked why the residential percentage has shrunk. Mr. Graff responded that the growth of the industrial commercial base in the town is picking up a larger percentage of the taxes.

c) Board of Assessment Appeals

Milo Peck, Chair, Board of Assessment Appeals, reported the following:

The Board of Assessment Appeals meets in the month of March and hears all appeals by citizens (both corporate and individuals) in the areas of real estate, personal property, and motor vehicles. There were 13 appeals filed this year and only 10 showed up for the March 10th and 14th dates. Of those 10, only four resulted in a change. The net assessment change was \$27,834. Next year being a revaluation year, Mr. Peck anticipates more appeals. The most they have ever had was 113 appeals where they had to file a special request to go into April. Mr. Peck confirmed that he makes the public aware that the Board of Assessment Appeals only does the valuation, while the Town Council can be contacted regarding property tax rates.

There were no questions from the Council.

7) TOWN MANAGER'S REPORT

Windsor Receives 2018 Main Street Award

The town has been selected by the Connecticut Main Street Center as one of seven recipients of the 2018 *Main Street Award of Excellence*. The award recognizes the town's multi-year effort to set the stage for transit-oriented development in Windsor Center.

The Main Street Center acknowledges the town's success in facilitating redevelopment of the Mechanic Street area in partnership with CIL Development, developer of First Town Square condominiums at 33 Mechanic Street, and Lexington Partners, developer of Windsor Station Apartments.

The award will be presented at an awards event on June 4th in Danbury, Connecticut.

Win Wag Photo Contest Begins May 3rd

You're invited to participate in the Win Wag Photo Contest sponsored by the Town Clerk's Office to raise awareness of dog licensing month in June. The photo contest is free and open to Windsor residents. It began as of midnight on May 4th and will end at noon on

May 18th. The winning entry, determined by online public voting, will be awarded with the #1 dog license tag. See contest details on the town's website at townofwindsorct.com.

Windsor Police Cadets – Best Overall Post

For the second year in a row, the Windsor Police Cadets were awarded 1st Place for “**Best Overall Post**” at Law Enforcement Stations Day, a competition held at the Municipal Police Academy in Meriden, CT on Saturday, May 5, 2018.

A number of our cadets also earned individual recognition in a range of events.

Over thirty posts from Connecticut, Massachusetts, and New York competed in this year's event.

Wide Variety of Shad Derby Events in May **May 11, 2018**

- **Shad Derby Blood Drive** sponsored by the Windsor Chamber of Commerce on May 11th from 1:30 PM to 6:45 PM at 261 Broad Street. Please register online at redcrossblood.org or call 1-800-Red-Cross. Walk-ins are welcome.
- The Windsor Jaycees will present their annual **Sheila Schmidt Family Fishing Derby** for kids at Washington Park at 18 Lennox Street from 6:00 PM to 8:00 PM. Fishing poles and bait provided. Refreshments will be served at this free event. For more information visit the Jaycees website at windsorjaycees.com.
- The Windsor Garden Club will present its annual **Garden Mart Fundraiser** on the Windsor Town Green from 9:30 AM to 2:30 PM. They will have a variety of perennials, shrubs, herbs, ground cover and house plants. For more information, call 860-688-7145.
- The **Kiwanis Shad Derby Golf Tournament** will be held from 1:00 PM – 4:00 PM at the Keney Park Golf Club. Check in is at 12 noon. For more information or to register for this event please visit windsorkiwanis.org and click on the Golf Tournament button. The cost is \$135 per golfer.
- The **Windsor Lions Spring Arts & Crafts Fair** will be on the town green from 9:00 AM to 4:00 PM featuring 110 artisans from all over New England. Free admission and food and refreshments available for sale. Application for a booth space is available at: e-clubhouse.org/sites/windsorct/index.php or windsorshadderby.org.

Shad Derby Festival and Parade

The Annual Shad Derby Parade and festivities are scheduled for this Saturday, May 19th. Activities on the town green including games, food, drink and informational booths beginning at 9:00 AM and concluding by 4:00 PM. The parade will step off from Windsor

High School at 11:30 AM and arrive on the town green at approximately 12 noon. Motorists can expect detours around the center of town during the celebration and along the parade route. For detailed information visit windsorshadderby.org.

Bloomfield Ave Sewer Line and Repaving Projects

The MDC is planning on 'relining' a sanitary sewer line in the segment of roadway roughly between Mountain Road and Addison Road.

CT DOT is planning on repaving the entire length of Bloomfield Avenue from Route 75 to the town line west of Marshall Phelps Road. The majority of paving work is being planned to take place in the overnight hours.

Windsor Paving Program

The town will be undertaking the first phase of its annual paving program this week. DPW crews have been replacing catch basin tops and making the streets ready for upcoming pavement improvements.

The first phase of the paving program will involve milling 2" of old pavement off of the street and laying down 2" of new pavement in its place. We expect the milling portion of the work to begin on Wednesday May 9, and to last approximately one week.

The paving operation is anticipated to begin during the week of May 14th and to last about a week. The streets scheduled for paving are determined by their condition, location, amount of traffic and other factors. The streets in this first phase include areas of Pioneer Drive, Stagecoach Road, Meakin Drive, River Street, Mayflower Road, Kennedy Road, Box Turtle Lane, Stonehenge Road, Ravine Road, Sand Hill Road, Cobblestone Way, and Macktown Road.

The remaining phases of the CY 2018 pavement rehabilitation program will be carried out during the summer and fall months. Flyers notifying residents of the upcoming paving have been distributed to households within the project areas.

8) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor O'Reilly asked that citizens come out tomorrow and vote on the budget referendum.

Councilor Wilkos stated that he attended the Shad Derby Coronation Ball and congratulated Miss Camille McHenry, the 2018 winner. He thanked Representative Scott Storms for securing a \$10,000 donation from Mohegan Sun directed to the land trust. Those funds will go toward the modifications and upkeep of the trails of the land being acquired. There was a business breakfast on Wednesday, May 2nd at the Marriott that included excellent presentations with great graphics of the new rail line, an affordable rail program being offered with the ability to easily access both Springfield and Hartford. At the breakfast, Town Manager Souza and Mr. Bourke said that there are more people that commute into Windsor to work--over 15,000--than there are living and working in Windsor every day. Councilor Wilkos asked the community to come out and vote "yes" on the budget tomorrow. It is a very responsible budget that should be supported by the community.

Councilor Govoni stated that the proposed budget is a maintenance budget and there are not a lot of bells and whistles. Involved parties used caution to put the town in a position to maintain our infrastructure for the future.

Councilor Jenkins implored people to come out and vote tomorrow to support the budget.

Councilor McAuliffe attended a 5th grade speech contest at John F. Kennedy (JFK) School in April featuring 15 students who gave speeches on complex topics like pay equity, racism, bullying and gun control. He was impressed by the teachers who ran the event and the students at JFK. Councilor McAuliffe asked citizens to support Windsor schools by voting yes tomorrow on the budget that has a nominal increase of 1.5%.

Councilor Tustin thanked the Department of Public Works for cleaning up the town green and planting new trees at Milo Peck. He encouraged all residents to vote in support of the budget tomorrow.

Deputy Mayor Terranova asked citizens to vote “yes” on the budget tomorrow. She stated that the Special Olympics were in town last weekend and were hosted by Loomis Chaffee. Loomis has hosted the northern time trials for the past five years, where athletes compete and get their best times recorded for the purpose of being matched in appropriate seats for the Special Olympics so that everyone finishes close together. She thinks it is great to see Windsor be a part the Special Olympics.

Councilor Jepsen stated that he was impressed with the fifth graders at the JFK contest as well and feels good about the direction of the Board of Education. He commended the contestants at the Shad Derby Ball and said the women were trying to raise awareness for a variety of important topics. He is glad to be a part of this budget and the community it supports.

Mayor Trinks stated he was happy to hear about the success of the police cadets. Windsor is being featured as part of the “20 Towns in 20 Days” broadcast on Channel 3 and they will be filming on Thursday, May 9th between 4:45 p.m. and 6:15 p.m. on the town green. He invited citizens to attend. He also asked citizens to vote to support the budget and directed people to the tax calculator at windsorct.com/budget. He advised citizens to put in their address to get the exact increase in order to stop misinformation. The usual voting places will be open from 6:00 a.m. until 8 p.m. tomorrow.

9) REPORTS OF STANDING COMMITTEES

Personnel Committee – Councilor O’Reilly reported that on April 2nd, the council voted to start the Millbrook Open Space Steering Committee and that 24 candidates have applied to be on the committee. The Personnel Committee will be holding interviews in the coming weeks and then selecting two candidates.

Health & Safety Committee – None

Finance Committee – None

Special Projects Committee - None

Town Improvements Committee – None

10) ORDINANCES - None

11) UNFINISHED BUSINESS - None

12) NEW BUSINESS

- a) Introduce an ordinance adopting CGS Section 7-170 related to Charitable Events

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that the reading into the minutes of the text of an ordinance entitled, “BINGO REGULATIONS” is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 9-0-0

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to introduce a bond ordinance entitled, “BINGO REGULATIONS.”

Police Chief Donald Melanson presented the following:

By Public Act 17-231, An Act Concerning Municipalities and Bingo Games, Bazaars and Raffles the responsibility for the permitting and enforcement of all State of Connecticut bingo, bazaar and raffle laws was transferred from the state to municipalities. In order to continue to provide the option to conduct bingo, bazaars or a raffle in town, the Town Council is requested to adopt the state statutes addressing these charitable games.

The law also modifies the permitting fee structure for the conduct of these games. In order to continue to provide Windsor residents and organizations with the opportunity to conduct these charitable games in town, the Town Council is asked to adopt the state laws and set permitting fees accordingly.

The law has always used the permitting class of the charitable game to determine the permitting fee, which was shared between the state and the town. All fees are now to be paid to and retained by the town.

Councilor Govoni asked if the town now receives the money from the fees. Chief Melanson responded that they will, but most fees are between \$5 and \$20 as they are keeping fees the same as what the state charged.

Councilor Govoni asked if adjustments can be made to the fees or if the state would regulate them. Chief Melanson answered that the state regulates the range and they are moving forward with the fees that the state put in place.

Councilor Jepsen asked who would need to obtain these permits, citing a 50/50 raffle at a home football game as an example. Chief Melanson responded that a permit would need to be obtained for this type of event.

Councilor Jenkins asked if every time the senior center had a bingo game they needed to obtain a permit. Chief Melanson responded that there is a state exemption for elderly services, those over 60 years old would not need to obtain a permit.

Councilor Govoni asked how the fees/permits are monitored. Chief Melanson answered that on the permit fee it lists who the active members are, the type of event it is, how much the profit will be, and at the end, the state has a filing report that is completed showing gross receipts and amount spent on prizes. The department then matches up the two reports to make sure everything balances out.

Councilor Jenkins asked how far in advance people have to apply for this permit. Chief Melanson answered that the turnaround is only a few days from receipt of application.

Motion Passed 9-0-0

- b) Set a Public Hearing for May 21, 2018 at 7:20 PM to hear public comment on a proposed ordinance adopting CGS Section 7-170

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that a Public Hearing be scheduled for May 21, 2018 at 7:20 PM (prevailing time) at the Council Chambers of the Windsor Town Hall, for an ordinance entitled, "BINGO REGULATIONS" 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

- c) Set a Public Hearing for June 18, 2018 at 7:20 PM (prevailing time) to solicit public comment on applications for participation in the Neighborhood Assistance Act (NAA) Tax Credit Program

MOVED by Deputy Mayor Terranova, seconded by Councilor Jepsen that a Public Hearing be set for June 18, 2018 at 7:20 PM to allow for public comment on applications submitted for the Neighborhood Assistance Act Tax Credit Program administered by the Connecticut Department of Revenue Services.

Jim Burke, Economic Development Director, presented the following:

The Neighborhood Assistance Act (NAA) Tax Credit program, established by the Connecticut General Assembly, offers municipalities and tax-exempt, non-profit

organizations an opportunity to enhance their fundraising by providing state corporate tax credits to eligible donors. Corporate donors receive a tax credit equal to 60% of their contributions. Contributions for certain energy conservation projects may earn a 100% tax credit.

Organizations that have participated in the recent past include CRIS Radio, Windsor Police Cadets, Saint Gabriel School and the Windsor Historical Society.

Town staff is once again soliciting applications from NAA-eligible organizations by way of direct mail, press releases and phone contact. Projects for the 2018 application round must be submitted to the Office of Community Development by close of business on May 25, 2018. Applications must be approved by the governing body of the town after conducting a public hearing. Therefore, staff is requesting that a public hearing be set for the evening of June 18th and that the list of submitted and eligible applicants be placed on the Council agenda for consideration at that same time. Approved applications will then be submitted to the Department of Revenue Services by July 1, 2018.

Councilor McAuliffe asked what qualifies an organization as nonprofit. Mr. Burke responded that it has to be exempt under federal regulations and present supporting documentation.

Motion Passed 9-0-0

- d) Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$730,000 FOR COSTS IN CONNECTION WITH THE TOWN HALL PORTICO RESTORATION PROJECT; AND AUTHORIZING THE ISSUE OF \$730,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen, seconded by Councilor McAuliffe that the reading into the minutes of the text of the bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$730,000 FOR COSTS IN CONNECTION WITH TOWN HALL PORTICO RESTORATION PROJECT; AND AUTHORIZING THE ISSUE OF \$730,000 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 being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 9-0-0

MOVED by Councilor Jepsen, seconded by Councilor McAuliffe to introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$730,000 FOR COSTS IN CONNECTION WITH TOWN HALL PORTICO RESTORATION PROJECT; AND AUTHORIZING THE ISSUE OF \$730,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Bob Jarvis, Public Works Director/Town Engineer, and Whit Przech, Facilities Manager, presented the following:

The purpose of this project is to restore structural and aesthetic elements of the Town Hall portico. Decades of freeze thaw cycles have caused failures to exposed elements of the portico.

Overall the portico's condition has declined due to age and exposure to weather. The portico columns have significant cracking at their bases and surface spalling. The railings are showing signs of deterioration in several locations.

Design of the improvements is underway and it is anticipated the project will be bid in June. Construction is anticipated to begin in August and will be completed by November. Project costs are estimated on preliminary condition assessment and evaluation.

Councilor Wilkos asked if old components would match the new ones and gave an example of needing to power wash a patio to look new again. Mr. Przech answered that the limestone being used is a softer material than a concrete patio, and it will look even throughout without any stark contrasts.

Councilor Jepsen asked Town Manager Souza why a 15 year note was chosen versus a 12 year note. Town Manager Souza responded that it is based on the whole debt services picture going forward and financing other projects that have been previously approved for the coming years.

Mayor Trinks asked if there would be any major aesthetic changes to the front of Town Hall. Mr. Przech responded that it will look exactly the same, just cleaner.

Councilor Govoni stated that he thought it was a good project and that it is definitely time to be completed.

Motion Passed 9-0-0

- e) Set a Public Hearing for May 21, 2018 for 7:20 PM (prevailing time) for a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$730,000 FOR COSTS IN CONNECTION WITH THE TOWN HALL PORTICO RESTORATION PROJECT; AND AUTHORIZING THE ISSUE OF \$730,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, that a Public Hearing be held at the Windsor Town Hall on May 21, 2018 at 7:20 PM (prevailing time) on the following ordinance entitled, "AN ORDINANCE APPROPRIATING \$730,000 FOR COSTS IN CONNECTION WITH THE TOWN HALL PORTICO RESTORATION PROJECT; AND AUTHORIZING THE ISSUE OF \$730,000 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

- f) Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$900,000 FOR COSTS IN CONNECTION WITH THE PUBLIC SAFETY COMPLEX ROOF AND BOILER REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$900,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

RESOLVED by Councilor Jepsen, seconded by Councilor McAuliffe, that the reading into the minutes of the text of the bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$900,000 FOR COSTS IN CONNECTION WITH THE PUBLIC SAFETY COMPLEX ROOF AND BOILER REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$900,000 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 being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 9-0-0

MOVED by Deputy Mayor Terranova, seconded by Councilor Jepsen, to introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$900,000 FOR COSTS IN CONNECTION WITH THE PUBLIC SAFETY COMPLEX ROOF AND BOILER REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$900,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Mr. Robert Jarvis, Director of Public Works/Town Engineer presented the following:

In 1990, 26,000 square feet of roof was replaced at the Safety Complex. The 20-year warranty of the roof has been expired for almost a decade. Several leaks have appeared over the recent years which have been repaired as they were noticed. The boiler, pumps, and heating controls were installed during the 1988 building expansion and there are others that are still in use that were original to the 1968 building.

Both the roof and boiler replacements are scheduled for construction this summer, if Council authorizes the funding for the project. The Safety Complex is currently heated by one natural gas boiler that is approximately 70% efficient. The replacement heating plant will consist of two energy efficient low-condensing heating boilers with variable speed distribution pumps, for redundancy. New direct digital controls will also be installed to control the boilers and pumping systems.

The replacement roof will include code upgrades, additional drains and overflow drains, insulation value to R-40, and will have a twenty-five year warranty. Any penetrations required in the new roof will be performed by an accepted contractor in order that the roof warranty remain intact.

Mayor Trinks asked about the warranty. Mr. Jarvis responded that it will be 25 years.

Councilor Wilkos asked if relocation was being taken into account. Mr. Jarvis answered that they are taking it into consideration as much as possible but hoping for minimal relocation during future projects.

Town Manager Souza added that the money requested is only for the boiler and has nothing to do with the distribution system. That would be part of a future project renovating the entire building which is not being presented to the Council at this time.

Councilor Jepsen clarified that this is not for bathrooms or other areas of the building. Town Manager Souza confirmed the money is simply for the roof and the boiler at this time.

Town Manager Souza noted that the town is in the process of designing a larger project and refining the design that breaks down into two primary phases. Phase one, the renovation of 100 Addison Road would be for the relocation of the police department function. Phase two would be for the expansion of the 340 Bloomfield Avenue building which would be used for the fire apparatus, renovation of the police department for future use by the fire department, and the potential future use of emergency medical services. The Public Building Commission will receive the preliminary design reports on phases one and two this month and hopes to be in a position in June to present those to the Town Council for discussion and review.

Councilor Jepsen responded that he looks forward to moving ahead with that project as well.

Motion Passed 9-0-0

- g) Set a Public Hearing for May 21, 2018 for 7:20 PM (prevailing time) for a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$900,000 FOR COSTS IN CONNECTION WITH THE PUBLIC SAFETY COMPLEX ROOF AND BOILER REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$900,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

RESOLVED by Councilor Jepsen, seconded by Councilor McAuliffe, that a Public Hearing be held at the Windsor Town Hall on May 21, 2018 at 7:20 PM (prevailing time) on the following ordinance entitled, "AN ORDINANCE APPROPRIATING \$900,000 FOR COSTS IN CONNECTION WITH THE PUBLIC SAFETY COMPLEX ROOF AND BOILER REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$900,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" and BE IT FURTHER RESOLVED that the Town Clerk is authorized and directed to post and publish said Public Hearing.

Motion Passed 9-0-0

- h) Approve \$25,000 from the Capital Project Fund for design services related to the Day Hill Road Traffic Signal Project and authorize the execution of an amended Project Authorization Letter with the State of Connecticut Department of Transportation

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that Peter P. Souza, Town Manager, be authorized to sign the First Supplemental Project Authorization Letter for Traffic Signal Modernization along Day Hill Road Project, State Project No. 164-240, Federal Project No. 1164(111), under Master Agreement No. 10.03-02(16) and MOVE to approve an appropriation of \$25,000 from the Capital Projects Fund Assigned Fund Balance of the design of traffic signal improvements along Day Hill Road.

Mr. Robert Jarvis, Director of Public Works/Town Engineer, presented the following:

In May 2017 the Town entered into an agreement with the Connecticut Department of Transportation (CT DOT) by signing a Project Authorization Letter (PAL) for the design phase of the project. The original PAL stipulated that the design phase is to be 100% funded by federal funds on a reimbursement basis, with a maximum reimbursement of \$165,000.

The initial project cost estimate was approximately \$1,320,000. The design phase portion of this cost, is estimated to increase from \$165,000 to \$190,000. Accordingly, the CT DOT has sent the town a Supplemental Project Authorization Letter to cover the increase in design costs.

In May 2017, funding in the amount of \$165,000 was appropriated for the design phase of the project from the Capital Projects Fund, Assigned Fund Balance. Town staff is requesting both Council authorization to execute the First Supplemental PAL for the design phase of the project, as well as an appropriation for an additional \$25,000 from the Capital Projects Fund, Assigned Fund Balance for the payment of design services prior to receiving reimbursement.

Councilor Govoni asked if cameras, loops or a combination are going to be set up. Mr. Jarvis responded that the detection has not yet been determined but he anticipates that they will be cameras of some type, whether they are infrared or more traditional. Mr. Jarvis added that they hope to enter into the design phase soon and that is when the particular type will be determined.

Councilor Govoni replied that his question was due to the potential disruption in the flow of traffic if sensors need to be taken out of the pavement. With cameras you will not disrupt traffic. Councilor Govoni thinks that is the best option.

Town Manager Souza commented that the signals themselves will be linked together through a combination of fiber and microwave. Mr. Jarvis confirmed there are 11 different signals that they are looking at right now.

Councilor Jepsen asked if Bob Dinallo would still be programming the lights and Mr. Jarvis confirmed Mr. Dinallo will be programming the lights.

Councilor Wilkos spoke about the timing of traffic lights coming from Route 75 into Windsor center. He expressed concern with the lights at the bottom of Day Hill Road

where cars are backed up and there's nowhere for them to go and does not think that this project will solve that issue.

Mr. Jarvis responded that the signals will talk to each other and hopefully there will be changes further up on Day Hill Road to prevent the traffic.

Town Manager Souza added that the bottlenecking on the bottom of Route 75 will be brought to the Department of Transportation's attention.

Councilor Govoni added that he thinks the lights could be programmed to communicate with each other in order to disperse cars more and that it would help the traffic issue in the evening.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS - None

14) MINUTES OF PRECEEDING MEETINGS

- a) Minutes of the April 2, 2018 Public Hearing (FY 19 budget)

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to approve the unapproved minutes of the April 2, 2018 Public Hearing as presented.

Motion Passed 9-0-0

- b) Minutes of the April 2, 2018 Public Hearing (fire & security bond ordinance)

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, to approve the unapproved minutes of the April 2, 2018 Public Hearing as presented.

Motion Passed 9-0-0

- c) Minutes of the April 2, 2018 Regular Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, to approve the unapproved minutes of the April 2, 2018 Regular Town Council meeting as presented.

Motion Passed 9-0-0

- d) Minutes of the April 4, 2018 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, to approve the unapproved minutes of the April 4, 2018 Special Town Council meeting as presented.

Motion Passed 9-0-0

- e) Minutes of the April 16, 2018 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, to approve the unapproved minutes of the April 16, 2018 Special Town Council meeting as presented.

Motion Passed 9-0-0

- f) Minutes of the April 18, 2018 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, to approve the unapproved minutes of the April 18, 2018 Special Town Council meeting as presented.

Motion Passed 9-0-0

- g) Minutes of the April 23, 2018 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, to approve the unapproved minutes of the April 23, 2018 Special Town Council meeting as presented.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS – None.

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to enter Executive Session at 9:02 p.m. for the purpose of:

- a) Discussion of strategy and negotiations related to collective bargaining (Teamsters)

Motion Passed 9-0-0

16) EXECUTIVE SESSION

Present: Mayor Donald Trinks, Councilor James Govoni, Councilor Donald Jepsen, Councilor Jill Jenkins, Councilor Joseph McAuliffe, Councilor Richard O'Reilly, Deputy Mayor Jody Terranova, Councilor Michael Tustin and Councilor Kenneth Wilkos

Staff: Peter Souza, Town Manager

MOVED by Councilor Jepsen, seconded by Councilor Jenkins to exit Executive Session and to re-enter to the regular Town Council meeting.

Motion Passed 8-0-0 (Mayor Trinks absent)

a) Strategy and negotiations with respect to pending claims and litigation (Grosse vs Town of Windsor)

MOVED by Councilor Jepsen, seconded by Councilor Jenkins to approve the settlement of Grosse vs Town of Windsor as discussed during Executive Session.

Motion Passed 8-0-0 (Mayor Trinks absent)

17) ADJOURNMENT

MOVED by Councilor Jepsen, seconded by Councilor Jenkins to adjourn the meeting at 9:14 P.M.

Motion Passed 8-0-0

Respectfully Submitted,

Erin Rand
Clerk of the Council