



**TOWN COUNCIL
COUNCIL CHAMBERS
WINDSOR TOWN HALL
May 6, 2019
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, Deputy Mayor Jody Terranova, Councilor Nuchette Black-Burke, Councilor James Govoni, Councilor Donald Jepsen, Councilor Richard O'Reilly, Councilor Michael Tustin and Councilor Kenneth Wilkos.

Absent: Councilor Joseph McAuliffe

2) PRAYER

Councilor Tustin led the group in prayer.

3) PLEDGE OF ALLEGIANCE

Councilor Tustin led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

- a) Proclamation Declaring May 5, 2019 – May 11, 2019 as National Small Business Week

Deputy Mayor Terranova read the proclamation declaring May 5, 2019 – May 11, 2019 as National Small Business Week.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Coralee Jones, 1171 Matianuck Avenue, asked the Council to consider sponsoring a non-binding resolution stating that Windsor is against tolls as other local towns have done. Ms. Jones feels that tolls will have a direct negative impact on border towns. She also anticipates that since Connecticut residents get all of their goods and services via trucks and small vans, the cost for goods and services will go up.

Rick LeMay, 318 Schoolmaster, recommended that the new baseball field at Windsor High School be named after Barry Chasen. Mr. Chasen was recently inducted into the American Baseball Coaches Hall of Fame and spent years as an educator and baseball coach in Windsor.

Dr. Linda Alexander, 155 Fieldstone Drive, stated that it's hard to seriously support small businesses if you don't consider the impact of tolls on small business. Plumbers, electricians, visiting nurses, and anyone else who comes to your house to provide services will be charged. Citizens who oppose the tolls recently came together on the town green to greet people and wave to cars. Dr. Alexander asked the Council to let the legislature know that as a town, we feel that tolls will hurt our town and the people in it.

Randy McKenney, 66 Victoria Street, spoke to the resolution on tonight's agenda concerning an act to require including African American studies in the public school curriculum. Mr. McKenney is not for or against it, but wanted to note that he finds it strange that this is coming from the republican side when there has been no previous discussion. He made the point that if there is a need, the Council should work toward it and become involved. So far, no information has been put out there, so he is asking why now?

6) REPORT OF APPOINTED BOARDS AND COMMISSION

a) Board of Assessment Appeals

Milo Peck, Chair, reported the following:

- In 2017, there were 38 appeals.
- In 2019 there were 52 commercial appeals, the largest amount of commercial appeals ever.
- The residential appeals resulted in an assessment change of \$79,730.
- The commercial appeals resulted in an assessment change of \$3,287,000; \$1,416,000 of which came from a nursing home property, and two other significant properties were 500 Day Hill Road and 1001 Day Hill Road.
- This marks the year that Bill Sandwell, Assistant Assessor, will retire after 22 years with the town.

Councilor Wilkos thanked Mr. Peck for the report and acknowledged the amount of hours spent to achieve accurate, fair, and legal findings. Councilor Wilkos also thanked the assessor's office for their hard work.

7) TOWN MANAGER'S REPORT

Budget Referendum

Absentee ballots for the May 14th budget referendum are available at the Town Clerk's office from 8:00 AM – 5:00 PM, Monday – Friday. The referendum will be held on Tuesday, May 14th from 6:00 AM – 8:00 PM at the various polling locations.

Windsor Paving Program

The first phase of the Calendar Year 2019 paving program is set to begin Wednesday, May 15th. This year's paving program will be completed in three phases scheduled through the fall. Contractors will also be repaving several parking areas at town facilities, including town hall.

Town hall work may be done either on a weekend or overnight to mitigate impacts on town hall and post office patrons.

Town staff is replacing deteriorated catch basin tops before Phase I of milling and overlay begins. The streets included in Phase I are: Faneuil St., Barber St., Broadview Place, Allen St., East Wolcott Ave., East Service Rd., Norman Ave., Matianuck from Bina Ave. to W. Wolcott Ave., and Rood Ave. from Matianuck to the east side of Green Manor. Milling begins on Wednesday, May 15th and paving begins Monday, May 20th.

Win Wag Photo Contest Begins May 9th

June is dog licensing month and 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. The entry period for the contest begins at 8:00 AM on May 9th and ends at noon on May 22nd. The winning entry, determined by online public voting, will be awarded with the #1 dog license tag for the current year and a PETCO gift card. See contest details on the town's website at townofwindsorct.com.

Windsor Police Cadets – Best Overall Post

Congratulations to all of our police cadet members and the adult volunteer advisors for being 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 4, 2019.

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

There have been many events already held associated with the Shad Derby. There are several additional events planned including:

May 18th:

Shad Derby Festival and Parade

The annual Shad Derby Parade and festivities are scheduled for Saturday, May 18th. Activities on the town green include games, crafts, food, drink and informational booths beginning at 10:00 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.

May 10th:

The Windsor Jaycees will present their annual **Sheila Schmidt Family Fishing Derby** for kids at Washington Park at 18 Lennox Avenue from 6:00 PM to 8:00 PM. Fishing poles and bait provided. For more information visit the Jaycees website at windsorjaycees.com.

May 11th:

The **Windsor Lions Spring Arts & Crafts Fair** will be in full swing on the town green featuring 110 artisans from all over New England from 9:00 AM to 4:00 PM. It's a great place to find the ideal Mother's Day gift. 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.

May 12th:

The **Kiwanis Shad Derby Golf Tournament** will be held from 1:00 PM – 4:00 PM at the Keney Park Golf Club in Hartford. The event is a best ball scramble tournament and check in opens 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.

8) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor O'Reilly reminded citizens that next week, on May 14th, is the budget referendum. He also noted that getting an absentee ballot is a very easy process if anyone will be out of town.

Councilor Wilkos – None.

Councilor Black-Burke spoke about attending the recent jazz ensemble concerts at Windsor High School and Sage Park and said they were amazing. She also noted that the Sage Park and Windsor High School orchestras will be having a concert at 7:00 p.m. on May 23rd at the high school.

Councilor Govoni – None.

Councilor McAuliffe - Absent.

Councilor Tustin – None.

Deputy Mayor Terranova – None.

Councilor Jepsen – None.

Mayor Trinks announced that the Channel 3 News "20 Towns in 20 Days" event tomorrow has been moved to Windsor High School at 4 p.m. instead of the town green due to the forecasted weather. They will be going live during the 5:00 p.m. news and citizens are encouraged to attend.

9) REPORTS OF STANDING COMMITTEES

Personnel Committee – Councilor O'Reilly stated that the committee will be meeting on May 8th at 5:30 p.m.

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) Approve amendments to case worker, social worker, and social services coordinator position descriptions

MOVED by Deputy Mayor Terranova, seconded by Councilor Jepsen that the job descriptions for the position as Social Services Coordinator, Social Worker and Caseworker be approved as presented.

Amelia Bliss, Director of Human Resources and Anne Wakelin, Director of Human Services presented the following:

The Social Services Coordinator position will become vacant at the beginning of August due to a retirement. It is customary for town staff to review the job description when a position is vacated to ensure the duties, education and experience requirements reflected in the job description align with the town's needs. While the Caseworker position is currently filled, the position of Social Worker is not, as the job functions are not currently needed. All three positions have been reviewed by the Human Services Director and the Human Resources Director. Several changes are necessary for them to reflect the current duties and competencies of the positions.

Social Services Coordinator

The main duties of the Social Services Coordinator position include performing a variety of routine and complex supervisory, administrative, and professional work in the planning, coordinating, and directing of the Town's social services programs for adults, seniors, families, and individuals with disabilities.

The proposed changes are intended to more accurately reflect the duties of the position and are primarily edits for clarification purposes.

Social Worker

The main duties of the Social Worker position include performing routine and complex social work services for adults, seniors, families and individuals with disabilities.

Caseworker

The main duties of the Caseworker position include performing a range of routine to complex case work services as required to support and assist individual clients and families with personal, social, health, and economic needs.

Deputy Mayor Terranova requested that “maintains confidentiality” be added into the third job description as it appears in the other two. Ms. Bliss responded that it was just an oversight and that it can be added.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- b) Set a Public Hearing for June 3, 2019 at 7:20 p.m. (prevailing time) to solicit public comment on applications for participation in the Neighborhood Assistance Act (NAA) Tax Credit program

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that a Public Hearing be set for June 3, 2019 at 7:20 p.m. 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.

A municipality’s role in the program is limited to: 1) marketing the program, 2) holding a public hearing to allow for comment on all applications, 3) having the town’s governing body act upon all applications, and 4) submitting all approved applications to the Department of Revenue Services.

Town staff is once again soliciting applications from NAA-eligible organizations by way of direct email and press releases. Projects for the 2019 application round must be submitted to the Office of Community Development by close of business day on May 24, 2019.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- c) Introduce policy regarding naming of town property, buildings and parks

The draft policy outlines basic principles, a process by which the Town Council would designate by resolution the names of town facilities, naming of particular features of a building or park, along with parameters for renaming facilities and corporate sponsorships or naming rights.

As drafted, the Town Council would approve the naming of all municipal property, buildings and parks. The Board of Education would be responsible for approving the naming of all public school buildings and facilities.

Several elements of the proposed policy were discussed and ultimately, Mayor Trinks stated that oversight of the policy will be referred to the Town Improvements Committee.

- d) Approve resolution regarding State legislative proposals

RESOLVED by Councilor Jepsen, seconded by Councilor Tustin that the Town Council asks the following of State Legislators representing portions of Windsor:

- Vote against the proposed shift of financial burden of the Teachers' Retirement System (TRS) onto towns as outlined in HB 7148
- Vote against Raised Bill 7280, an act concerning the support for transportation infrastructure and the creation of the Connecticut Transportation Finance Authority.
- Vote for Raised Bill 7082, an act concerning the inclusion of African-American Studies in the public school curriculum.

Councilor Jepsen requested the Town Council discuss and consider adopting a resolution supporting legislative initiative HB 7082, an act concerning the inclusion of African-American studies in the public school curriculum; and to oppose legislative proposals HB 7280, an act concerning support for transportation infrastructure and the creation of the Connecticut Transportation Finance Authority, and HB 7148, the proposed shift of financial burden of the Teachers' Retirement System (TRS) onto towns.

Councilor O'Reilly requested that each bill be voted on individually so that the Council has a choice to support/oppose each of them. Councilor Jepsen then withdrew the previous motion and presented each one individually.

RESOLVED by Councilor Jepsen, seconded by Councilor Govoni to ask the following state legislators representing Windsor to vote against House Bill 7148, the proposed shift of financial burden of the Teachers' Retirement System (TRS) onto towns.

Motion Failed 4-0-4 (Mayor Trinks, Deputy Mayor Terranova, Councilors O'Reilly and Black-Burke abstained, Councilor McAuliffe absent)

RESOLVED by Councilor Jepsen, seconded by Councilor Tustin, to ask the following state legislators representing Windsor to vote against raised bill 7280, an act concerning support for transportation infrastructure and the creation of the Connecticut Transportation Finance Authority.

Motion Failed 4-1-3 (Councilor O'Reilly opposed; Mayor Trinks, Deputy Mayor Terranova, and Councilor Black-Burke abstained, Councilor McAuliffe absent)

RESOLVED by Councilor Jepsen, seconded by Councilor Tustin to ask the following state legislators representing Windsor to vote for House Bill 7082, an act concerning the inclusion of African-American studies in the public school curriculum.

Motion Passed 6-0-2 (Mayor Trinks and Deputy Mayor Terranova abstained, Councilor McAuliffe absent)

- e) Consider approving settlement in Jordon vs Town of Windsor

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to move item 12 (e) and 12 (f) to appear after item 16 (c) on the agenda.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- f) Consider approving settlement in SCA Pharmaceuticals vs Town of Windsor

See motion on item 12 (e).

13) RESIGNATIONS AND APPOINTMENTS – None

14) MINUTES OF PRECEEDING MEETINGS

- a) Minutes of the April 1, 2019 Public Hearing

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to approve the unapproved minutes of the April 1, 2019 Public Hearing as presented.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- b) Minutes of the April 1, 2019 Regular Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to approve the unapproved minutes of the April 1, 2019 Regular Town Council meeting as presented.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- c) Minutes of the April 3, 2019 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to approve the unapproved minutes of the April 3, 2019 Special Town Council meeting as presented.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- d) Minutes of the April 15, 2019 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to approve the unapproved minutes of the April 15, 2019 Special Town Council meeting as presented.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- e) Minutes of the April 17, 2019 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to approve the unapproved minutes of the April 17, 2019 Special Town Council meeting as presented.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

- f) Minutes of the April 24, 2019 Special Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to approve the unapproved minutes of the April 24, 2019 Special Town Council meeting as presented.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

15) PUBLIC COMMUNICATIONS AND PETITIONS

MOVED by Councilor Tustin, seconded by Deputy Mayor Terranova to enter Executive Session at 8:52 p.m. for the purpose of:

- a) Strategy and negotiations with respect to pending claims and litigation (SCA Pharmaceuticals vs Town of Windsor)
- b) Strategy and negotiations with respect to pending claims and litigation (Jordan vs Town of Windsor)
- c) Strategy and negotiations in respect to collective bargaining (Windsor Police Department Employees Association)

Motion Passed 8-0-0 (Councilor McAuliffe absent)

16) EXECUTIVE SESSION

Present: Mayor Donald Trinks, Deputy Mayor Jody Terranova, Councilor Nuchette Black-Burke, Councilor James Govoni, Councilor Donald Jepsen, Councilor Richard O'Reilly, Councilor Michael Tustin and Councilor Kenneth Wilkos.

Staff: Peter Souza, Town Manager; Marty Maynard, Risk Manager; Larry Labarbera; Donald Melanson, Chief of Police; Amelia Bliss, Director of Human Resources

Guests: Kevin Deneen, Town Attorney; Patrick Allen, Attorney

Councilor Tustin recused himself from items b and c.

Attorney Deneen and Larry Labarbera left Executive Session at 8:58 p.m.

Attorney Allen and Marty Maynard entered Executive Session at 8:58 p.m.

Marty Maynard and Attorney Allen left Executive Session at 9:10 p.m.

Donald Melanson and Amelia Bliss entered Executive Session at 9:10 p.m.

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to exit Executive Session at 9:50 p.m. and to re-enter the regular Town Council meeting.

Motion Passed 7-0-0 (Councilor McAuliffe absent, Councilor Tustin recused)

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to accept the settlement of SCA Pharmaceuticals vs Town of Windsor as discussed during Executive Session.

Motion Passed 7-0-0 (Councilor McAuliffe absent, Councilor Tustin recused)

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to accept the settlement of Jordan vs Town of Windsor as discussed in Executive Session.

Motion Passed 7-0-0 (Councilor McAuliffe absent, Councilor Tustin recused)

17) ADJOURNMENT

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to adjourn the meeting at 9:53 p.m.

Motion Passed 8-0-0 (Councilor McAuliffe absent)

Respectfully Submitted,

Erin Rand
Clerk of the Council