



Council Agenda

Council Chambers
Windsor Town Hall
September 3, 2019



7:20 PM Public Hearing

To hear public comment on an ordinance entitled, "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION."

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER – Councilor O'Reilly
3. PLEDGE OF ALLEGIANCE – Councilor O'Reilly
4. PROCLAMATIONS/AWARDS
 - a) Designating September as Senior Center month in Windsor
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Board of Education
 - b) Commission on Aging & Persons with Disabilities
 - c) Insurance Commission
 - d) Human Relations Commission
7. TOWN MANAGER'S REPORT
8. COMMUNICATIONS FROM COUNCIL MEMBERS
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES
11. UNFINISHED BUSINESS
 - a) *Approve an ordinance entitled, "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000



FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET TO
FINANCE THE APPROPRIATION.”

- b) *Resolution to Name Windsor High School Varsity Baseball Field in Honor of Mr. Barry Chasen (Councilor McAuliffe)

12. NEW BUSINESS

- a) *Approve an appropriation of \$25,000 from the Capital Outlay Fund for design services related to the Poquonock School parking lot improvement project (Town Manager)
- b) *Approve a Resolution regarding the FY 20 LoCIP Grant Program (Town Manager)
- c) *Approve an appropriation of \$25,000 from the General Fund for survey and hazardous material testing at the former Wolcott Elementary School (Town Manager)

13. *RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the August 5, 2019 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

17. ADJOURNMENT

★Back-up included

PROCLAMATION

Designating September as Senior Center Month in Windsor

Whereas, Windsor is home to approximately 9,000 citizens over the age of 55, who are welcome to participate in programs offered by the Windsor Senior Center; and

Whereas, older Americans are significant members of our society, investing their wisdom and experience to help enrich and better the lives of younger generations and helping to redefine aging; and

Whereas, through the wide array of services, the Windsor Senior Center empowers older citizens of Windsor to contribute to their own health and well-being as well as others; and

Whereas, the Windsor Senior Services in the Town of Windsor affirms the dignity, self-worth and independence of older persons by facilitating their decisions and actions, tapping into their experiences, skills and knowledge and encouraging their contributions to the community; and

Whereas, Windsor recognizes the value of its Senior Citizens and strives to provide a wide range of services that include exercise programs, shopping trips and special events, parties, a daily lunch program, transportation services, educational seminars, support services, as well as offering health related information.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND THE WINDSOR TOWN COUNCIL THAT:

The month of September be designated as Senior Center Month in Windsor. We call upon all citizens to recognize the special contributions of the Windsor Senior Center participants and the special efforts of the staff and volunteers who work every day to enhance the lives of older citizens in our community.



A handwritten signature in black ink, appearing to read 'Donald S. Trinks', is written over a horizontal line.


Donald S. Trinks
Mayor of Windsor
September 3, 2019

Agenda Item Summary

Date: September 3, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Paul Goldberg, Fire Administrator

Reviewed By: Peter Souza, Town Manager 

Subject: Authorization to Purchase a Fire Department Pumper

Background

The fire department currently uses four first-line pumper vehicles for emergency responses in town, each located in the primary firehouses. These pumpers vary in age from 26 years old to 13 years old. To ensure that response standards are maintained, a regular schedule of replacement is needed for fire apparatus. Using the National Fire Protection Association's (NFPA) 1901 guidelines, vehicles older than 15-20 years should be considered second-line apparatus and vehicles older than 25 years are recommended to be taken out of service.

Discussion/Analysis

The pumper vehicle planned to be replaced is currently assigned to the Wilson Firehouse and is a 1996 Pierce Pumper. This vehicle has a range of equipment with various firefighting capabilities. This vehicle responds to approximately 50% of the fires in town, equaling about 375 responses per year. This creates the need for a dependable, well-equipped and modern piece of apparatus. The equipment on the truck also is aging and is planned on being replaced.

In 2018, the fire department created a committee to develop a town-wide apparatus specification. This specification was used in a bid solicitation late last year to purchase a pumper for the Hayden Station Firehouse. The result was the submission of a single proposal from the Pierce Manufacturing Company. It is proposed to acquire this equipment through the nationwide intralocal cooperative purchasing program known as *HGACBuy*. This cooperative purchasing program is geared for use by municipalities, counties and state jurisdictions and has thousands of municipal users. By using this program, we have reduced the cost of the vehicle by \$6,300, saved the time and labor of creating / implementing bid solicitation process and have stayed consistent with the fire department's standardization of the fleet. The new vehicle would be purchased from Pierce Manufacturing Company. Delivery of the vehicle is approximately 9-12 months from the time the contract is executed.

Financial Impact

The total purchase cost for a new pumper is \$840,000. Included in this cost is the price of the pumper and the equipment needed to meet both NFPA 1901's guidelines and what historically the fire department has used in the emergencies we respond to.

Proposed funding is a combination of bonding (\$340,000) and 'pay as you go' funding (\$500,000) which is included in the General Fund capital budget portion of the adopted FY 20 operating budget.

Bonding in the amount of \$340,000 is being requested. The average annual debt service based on a 20 year term and a 3.25% interest rate is \$22,800.

Other Board Action

None

Recommendations

If the Town Council is in agreement, the following motions are recommended for approval:

1) Waiving of the Reading

“RESOLVED, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET 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.”

2) Approve Ordinance

“MOVE to approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION.”

Attachments

Bond Ordinance

AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate EIGHT HUNDRED FORTY THOUSAND DOLLARS (\$840,000) for costs in connection with the replacement of a fire pumper engine through the purchase of a custom designed 2020 fire pumper truck, including necessary fire suppression equipment, forcible entry tools, ventilation equipment and other miscellaneous tools and equipment. The appropriation may be spent for the acquisition and installation of the new equipment and tools, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Fire Chief is authorized to determine the scope and particulars of the project and may reduce or modify the project scope, and the entire appropriation may be expended on the project as so reduced or modified. The appropriation shall be funded with \$500,000 included in the General Fund capital appropriation budget for fiscal year 2020, and \$340,000 from the proceeds of bonds and notes authorized pursuant to this Ordinance.

Section 2. That the Town issue bonds or notes in an amount not to exceed THREE HUNDRED FORTY THOUSAND DOLLARS (\$340,000) to finance, in part, the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed THREE HUNDRED FORTY THOUSAND DOLLARS (\$340,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and either the Treasurer or the Director of Finance of the Town shall sign any bonds or notes by their manual or facsimile signatures. The Director of Finance shall keep a record of the bonds and notes. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and either the Treasurer or the Director of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be the certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount

not in excess of the amount of borrowing authorized above for the project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and either the Treasurer or the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or note to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

Section 7. That the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Director of Public Works and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds or notes to finance the aforesaid appropriation.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:


Town Clerk

Distributed to Town Council	_____ 8/5/19
Public Hearing Advertised	_____ 8/16/19
Public Hearing	_____ 9/3/19
Adopted	_____
Advertised	_____
Effective Date	_____

Agenda Item Summary

Date: September 3, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager 

Subject: Proposed Name for the High School Varsity Baseball Field

Background

A number of residents have asked that the Town Council consider designating the varsity baseball field at Windsor High School as “Chasen Field” or another related title in honor of the 28 seasons that Mr. Barry Chasen spent coaching the varsity baseball team and his many contributions to youth over the decades.

On August 5, 2019 Councilmember McAuliffe sponsored the introduction of a resolution that would recognize Mr. Chasen’s many years of contributions by naming the varsity baseball field in Mr. Chasen’s honor. This item is now placed on the agenda for consideration of final action.

Discussion/Analysis

Mr. Chasen, through many years of commitment, devotion and dedication has been a strong advocate for youth baseball in Windsor and throughout the region. Mr. Chasen taught social studies at Windsor High School for over 36 years, retiring in 2006. He led the varsity baseball team for 28 total seasons, leading the program to 403 wins, ten league titles, two regional titles, and two state championships. He ultimately ended his career with a very strong .747 win percentage. Barry also coached football and basketball in Windsor. He coached more than 100 players who went on to play anywhere between the junior college level up to the NCAA Division I level. He coached five players who went on to play for professional organizations. He has continued his work in the realm of baseball long after his retirement, working with the Cal Ripken Jr. foundation as recently as 2012 in an effort to help build new fields for underserved youth in Hartford. Barry has received numerous other accolades for his work, many of which are noted in the attached biography.

According to the “Naming of Town Property, Buildings, and Park” policy recently adopted by the Council, it is the responsibility of the Town Council to decide the naming of this field. While the policy acknowledges a preference for naming facilities after geographical, neighborhood, and historic elements, it does allow for facilities to be named “to acknowledge the activities and significant contributions made by individuals to the town.” Please note the policy requires a two-thirds affirmative vote by the Town Council.

Financial Impact

Costs would be associated with adding signage at the field to reflect the designation in Mr. Chasen’s honor.

Other Board Action

None

Recommendations

If the Town Council is in agreement, the following resolution is recommended for approval:

‘BE IT RESOLVED, that the Windsor High School varsity baseball field be designated as Barry Chasen Field in honor of Mr. Barry Chasen for his significant leadership, dedication and commitment to the Windsor Warrior baseball program as head coach for over 28 seasons starting in 1975; and for his relentless advocacy and support of growing the sport of baseball through efforts such as bringing the *Reviving Baseball in Inner Cities* program (RBI) to Hartford, and serving the game as a youth baseball umpire.’

Attachments

Barry Chasen biography

Facility Naming Policy



Mr. Barry Chasen

Mr. Barry Chasen taught Social Studies at Windsor High School for 36 years, retiring in 2006.

In 28 seasons at the helm, Barry led the Windsor Warriors baseball program to 403 wins, 10 league titles, 2 regional titles and 2 state championships.

Along with his 102 wins coaching summer baseball, Barry finished his coaching career with a record of 505 wins against only 171 losses, a .747 win percentage. Chasen began his coaching career at New London High as an assistant in football, basketball and baseball. He took over the Windsor baseball program in 1975 and led the Warriors to 27 state tournament appearances missing only once during his 28 year tenure. In 1979, following his 1st state title, Windsor finished the season ranked No. 3 in the national poll. His teams also won 40 straight regular season games from 1984 to 1986. They were crowned Battle Of The Windsors champion 6 times. Barry also coached football and basketball at Windsor – guiding the girls basketball team to a runner-up finish in the Class LL state championship in 1980. During his career, he has coached over 100 players who have gone on to play from the junior college level up to the NCAA Division I level – with 5 playing for professional organizations.

In his community, Chasen has been an advocate for growing the sport of baseball. In 2012, Barry worked tirelessly with city leaders to bring the Reviving Baseball in Inner Cities program (RBI) to Hartford. With the help of the Cal Ripken, Jr. Foundation, 3 new multi-sport synthetic turf fields were constructed for the 500+ youth participants. The program also conducts clinics put on by local colleges as well as professional teams.

The recipient of numerous coaching awards, Barry was named the American Baseball Coaches Association/Diamond Region I Coach of the Year in 1992 and 2000. Twice he was named the National High School Coaches Association Region I Coach of the Year and was also honored as the Connecticut High School Association Coach of the Year in 1986. Barry is a former recipient of the Gatorade Coaches Care Award, was named Easton Sports Collegiate Baseball Master Coach of the Year and a Hartford Courant 20th century Multi-sport Coach of the Century.

Chasen served as the Chairman for the Central Connecticut Conference from 1984-2004 and was a voting member of the Hartford Courant, Collegiate Baseball and Baseball America high school polls. He has also been the Secretary and a Consultant for the Connecticut High School Baseball Coaches Association. In his 41 years as an ABCA member, he was voted to serve as a State and Regional Chairman and was a member of the High School All-American and Coach of the Year committees. He is a Lifetime Member of the ABCA and was also an original member and the longtime Chairman of the ABCA High School Rules Committee. Barry has served the game of baseball as an umpire for over 50 years. He is a Past-President of the Hartford Chapter of the Connecticut Board Of Approved Baseball Umpires (CBOABU). Barry was the recipient of the 2007 Connecticut American Legion Umpire of the Year Award and has worked 8 NCAA Div. III Regionals and 15 Amateur World Series, including the Babe Ruth and Babe Ruth Senior World Series. In 2016, Barry was inducted into the ABCA Hall Of Fame. He is also a member of the Connecticut High School Coaches Association Hall Of Fame, the Norwich, CT Sports Hall Of Fame, the New York Military Academy Hall Of Fame, the Windsor Diamond Club Hall Of Fame and the Windsor High School Athletics Hall Of Fame. Prior to his coaching career, Barry attended Marietta College in Ohio where he played for ABCA Hall Of Famer Don Schaly from 1966-1969. While playing baseball at the New York Military Academy, one of his teammates was none other than Donald Trump. Barry currently resides in Simsbury, CT with his wife, Joanne, son, Matt and their dog, Cooper.

NAMING OF TOWN PROPERTY, BUILDINGS AND PARKS

Section I - Policy Statement

It is the policy of the Town of Windsor that the Town Council shall approve the naming of all municipal property, buildings and parks. The Board of Education shall be responsible for approving the naming of interior spaces and amenities within public school buildings.

Preference shall be given to naming facilities after significant geographical, neighborhood and historical elements. On occasion, the Town Council and/or Board of Education may wish to acknowledge the activities and significant contributions made by individuals to the town through the use of various naming options.

Municipal property and buildings means: all real property including unimproved lands, buildings and structures owned by the Town--including but not limited to--dedicated parkland, open space, recreational facilities, operations facilities and administrative office buildings and school buildings.

Names should give a sense of place, continuity, belonging and celebrate distinguishing characteristics and uniqueness of Windsor. Names should maintain a long-standing identification with the residents of Windsor. Names shall be understandable to the majority of Windsor residents. Names shall not be discriminatory, derogatory or political in nature.

Section II - Naming Principles. It is the policy of the Town of Windsor to choose names for municipal property, buildings, and parks based upon the facility's relationship to the following:

- A) The area or neighborhood in which the property or building is located;
- B) natural or geological feature;
- C) an historical name related to Windsor's heritage and/or historical folklore;
- D) a person of international, national or state significance; or
- E) an individual to recognize:
 - 1) particular activities and significant contributions to the Windsor community and/or
 - 2) outstanding financial contributions made toward the development and/or enhancement of a property or building. (minimum 35% of total project value)

Section III - Designation of Name by Town Council. The Town Council shall designate by resolution the names of town facilities and require a two-thirds majority vote. The process for naming or renaming a town building or facility may be initiated by submitting a written proposal to the Town Manager stating how the proposed name(s) meet the criteria in Section II. The Town Manager shall transmit the request to the Town Council, which upon receipt may be referred to an approved Town Council Committee for review and recommendation. Such recommendation shall state how the proposed name(s) meets

the criteria in Section II. Public input shall be sought during the review process. If a contest or competition is to be held to determine the name of a building, park or facility the Town Manager or their designee shall recommend to the Town Council guidelines and rules for the contest.

Section IV - Naming of Interior Features or Facilities. The interior features, amenities and/or facilities of a building or park may have names other than that of the entire building or park. These names are subject to the criteria designated in Section II and the selection process outlined in Section III

Section V – Naming Options for Recognition of Donations. In addition to the option of naming an entire building or facility, other appropriate ways of recognizing donations include but are not limited to the following: internal facility/room naming, outdoor plaza, the dedication of plaques at a facility such as the use of donor plaque boards or the purchase of park features such as trees, benches and picnic tables. Recognition methods will be consistent with the significance of the contribution and the following guidelines

- 5% of project cost - Donor Plaque Board
- 10% of project cost - Naming of an interior or exterior feature/amenity
- 20% of project cost - Naming of room
- 35% of project cost – Naming of entire building/facility

Section VI - Renaming Procedure.

Options to re-naming of an entire building or property could include: adding another new name to the existing name; or sub-dividing or portioning off a particular property or feature to be given a new name or sub name; or placing the names of an organization or individuals on a plaque to recognize their contributions if it is found that it is inappropriate to name a particular property or building in its entirety.

If at any time after a facility or any portion thereof has been named on behalf of an individual and that individual is convicted of a felony or brings ill repute on the community, the facility or portion thereof may be renamed utilizing the procedures set in this policy. All Town Council renaming resolutions will require a two-thirds majority vote.


Section VII – Corporate Sponsorships. Corporate sponsorship or naming rights may be considered when a corporation or business contributes either financially or in-kind to town programs, services or facilities in return for recognition, public acknowledgement or other promotional considerations. The town reserves the right to reject offers of corporate sponsorship and or naming rights. Corporate sponsorships or naming rights require a signed agreement which includes a sunset clause and specific parameters as to how the sponsor may utilize the Town of Windsor’s name and/or logo as well as how the corporate name or advertising brand will be used.

Agenda Item Summary

Date: September 3, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Robert A. Jarvis, P.E., Director of Public Works/Town Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Poquonock School Parking Lot Improvements – Request for Design Funds

Background

There are currently 70 parking places on the north side of the school building available at Poquonock School for staff, family and community members. These parking areas are accessed from Oxcart Drive. Buses enter and exit the drop-off circle on the west side of the school from Poquonock Avenue.

In addition to the increased parking demands, the current onsite traffic flow does not meet the needs of staff, visitors, parents, buses, and other vehicular traffic. Consequently, student drop-off/pickup movements are compromised and create an unsafe interaction between busses, passenger cars and pedestrians. Also, passenger cars have historically parked in 'No Parking' areas along Oxcart Drive, creating an unsafe condition within the street's right-of-way.

Engineering staff has been collaborating with Board of Education staff to prepare and review alternative, conceptual parking expansion and configuration to improve the safety and efficiency of traffic operations at the school. Based on a preliminary design concept, a schematic cost estimate was prepared and a project for FY 20 is incorporated in the Capital Improvements Plan.

Discussion/Analysis

The proposed project would: a) relocate the existing playground area along Poquonock Ave to the open field south of the school building; b) construct a new parking area in the vicinity of the current playground, providing an additional 45 staff parking spaces; c) reconfigure the existing parking area at the northwest corner of the school site to provide a more efficient parking and small bus drop-off area; and d) reconfigure the northeast parking area to provide a more effective parking space and parent drop-off pattern. The overall project would increase parking spaces from 70 to 99.

Staff has solicited proposals for the survey/geotechnical component of design phase of this project. While staff anticipates completing the majority of the design in-house, consultant assistance may be required during the layout and design of the lighting and storm drainage system.

Financial Impact

At this time, staff is seeking funding to initiate the survey/design phase of the project. Town staff estimates that \$25,000 is needed to complete the survey and design of the project. It is recommended to use the Capital Projects Assigned Fund Balance to fund the above appropriation.

Recommendations

If the Town Council is in agreement, the following motion is recommended for approval:

“MOVE to approve an appropriation of \$25,000 from the Capital Projects Assigned Fund Balance for design of the Poquonock School Parking Lot Improvements Project.”

Attachments

Aerial Image of Poquonock School

Certification

I hereby certify that \$25,000 is available in the Capital Projects Assigned Fund Balance to fund the above appropriation.

A handwritten signature in cursive script that reads "James Bourke". The signature is written in black ink and is positioned above a horizontal line.

James Bourke
Finance Director



Hartford County, Connecticut

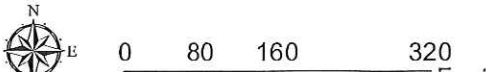
Poquonock School

Property Boundaries not legally binding for title or zoning purposes

Horizontal Datum is Connecticut State Plane Feet, NAD83

The Town of Windsor makes no warranty as to the accuracy, reliability, or completeness of the information and is not responsible for any error or omissions for results

1 inch = 200 feet




Agenda Item Summary

Date: September 3, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Robert Jarvis, P.E., Director of Public Works/Town Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: LoCIP Request – 2019 Projects

Background

The Local Capital Improvement Program (LoCIP) is an entitlement grant allocated to each municipality in the State for certain types of town capital improvement projects. The procedure to secure this funding from the State is to complete a qualifying project and then apply for reimbursement from the State.

Discussion/Analysis

Staff respectfully requests that the Town Council authorize a submittal for reimbursement under the LoCIP program for the following road rehabilitation projects:

- Rood Avenue
- Matianuck Street
- Faneuil Street
- Norman Avenue
- East Service Road
- East Wolcott Avenue
- Barber Street
- Broadview Place
- Allen Street

The milling and paving of the streets listed above has been completed. There are several other streets which are scheduled for work under the pavement management program in 2019. That work is funded through a combination of the General Fund capital project for pavement management fund and the Town Aid for Roads grant account.

Financial Impact

The LoCIP grant amount for this year is \$210,345. The cost for the paving work on the identified streets above is estimated to be approximately \$342,000. The difference between the grant amount and the cost of the work outlined above will be funded through either the General Fund Capital Project for pavement management fund or the Town Aid for Roads grant from the state. The milling and paving of the streets noted above has been completed and reimbursement under LoCIP would be made in September.

Other Board Action

None

Recommendations

If the Town Council is in agreement, the following resolution is recommended for approval:

“RESOLVED that town staff is authorized to execute and submit an application to the State of Connecticut for a Local Capital Improvement Program (LoCIP) grant to perform pavement management and other eligible work, and that when received, the LoCIP funds will reimburse Capital Project Account No. 9041 “LoCIP Program.”


Attachments

None

Agenda Item Summary

Date: September 3, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager 

Subject: Wolcott Redevelopment Opportunities – Request for Funding

Background

As a first step in the possible redevelopment of the former Roger Wolcott School site and the vacant town-owned parcel at 458 Windsor Avenue, staff and an ad-hoc task team have been gathering and reviewing information from the community as to preferred land uses. The ad-hoc team was comprised of members of the Wilson/Deerfield Advisory Committee, Economic Development Commission, Redevelopment Agency and a representative from the Town Planning and Zoning Commission. A community drop-in meeting was held and an on-line survey was deployed as means of receiving input from the public on possible land uses and feedback on a handful of conceptual ideas.

The goal of the community-based process has been to help town staff provide the Town Council with one or more recommendations for each parcel as part of the Council's consideration relative to future use and potential disposition of these neighborhood and community assets.

At the Town Council's meeting of August 5, 2019, staff provided an overview of the community input received and outlined possible next steps. The topic was referred to the Town Improvements Committee which met on August 20th and is recommending the Town Council authorize funding for initial pre-development technical assistance services.

Discussion/Analysis

Staff retained consulting services to assist in facilitating the process as well as to prepare a summary report entitled "Summary Report – Wilson Opportunity Sites". Outlined below are key elements from the report for each parcel.

Wolcott School Site (451 Windsor Avenue)

The recommended or preferred use for the Wolcott School site was single-family housing or mixed-use. Renovating the existing building was also supported by survey respondents, but the Ad-Hoc Committee did not favor this option due to projected costs to repair the building.

Key observations on the committee's discussion included the following:

- Building placement to frame the streetscape along Windsor Avenue was considered important. There was some mention of residential homes generously set back from (but facing) Windsor Avenue with a small park or landscaped area in front.
- The building on Windsor Avenue could be one large building or several smaller buildings provided all buildings improved the streetscape and enhanced the corner at East Wolcott Avenue.
- The buildings on Windsor Avenue could be mixed use within one or more buildings (retail/office/etc. at street level with residential units above.)

- Building design was considered to be a key consideration and the building(s) on Windsor Avenue should be a smaller scale and presented to the street. Ideally, the building(s) would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other, but identical design is not desired.
- Energy conservation and green building practices were supported.

Redevelopment Parcel (458 Windsor Avenue)

The preferred use for the Redevelopment Parcel is “mixed-use,” a design that would allow for ground-level retail or office space while providing for housing in the space above. Other supported uses included residential townhouse development and preserving the land as open space/park for various community events and uses.

Key observations obtained from the committee’s discussion on this parcel included the following:

- Building placement to frame the streetscape along Windsor Avenue was considered important.
- The buildings could be mixed use within one or more buildings (retail/office/etc. at street level with residential units above) and/or mixed use on the site (one or more buildings devoted to specific uses) but the mixed use element was considered important.
- Building design was a key consideration and the buildings should be smaller scale buildings presented to the street. Ideally, the buildings would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other, but identical design is not desired.
- Energy conservation and green building practices were supported.
- Open space / greenway along Decker’s Brook should be retained.

The summary report suggested several next steps including initiating pre-development technical assistance for the school site. Initial technical assistance would be completion of an A-2 survey of the site and hazardous materials survey/testing of the former school building.

The Town Improvements Committee met on August 20, 2019 and recommended that the Town Council consider an appropriation for the completion of an A-2 survey of the school site as well as for hazardous materials testing of the building. This work will be useful no matter if it is decided to renovate and reuse the building or to raze the structure. Committee members also expressed a desire for additional community outreach with a focus on gaining more input from neighborhood residents relative to the reuse of the two sites.

Cost for completion of an A-2 Survey is \$9,500. Hazardous materials testing is estimated to be between \$10,000 and \$15,000. It is requested that \$25,000 be appropriated from the General Fund Unassigned Fund Balance.

Financial Impact

Cost for completion of an A-2 Survey and hazardous materials testing is estimated at \$25,000. It is requested that this amount be appropriated from the General Fund Unassigned Fund Balance.

Other Board Action

None at this time.

Recommendations

If the Town Council is in agreement, the following motion is recommended for approval:

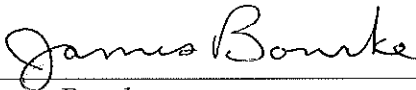
“MOVE to approve an appropriation of \$25,000 from the General Fund Unassigned Fund Balance to fund for an A-2 survey and hazardous materials testing at the former Roger Wolcott School.”

Attachments

Summary Report – Wilson Opportunity Sites

Certification

I hereby certify that there is \$25,000 in the General Fund Unassigned Fund Balance to fund the above appropriation.



James Bourke
Finance Director

To: Jim Burke, Economic Development Director

From: Glenn Chalder, AICP
Peter Flinker

Date: July 26, 2019

Subject: **SUMMARY REPORT - Wilson Opportunity Sites**

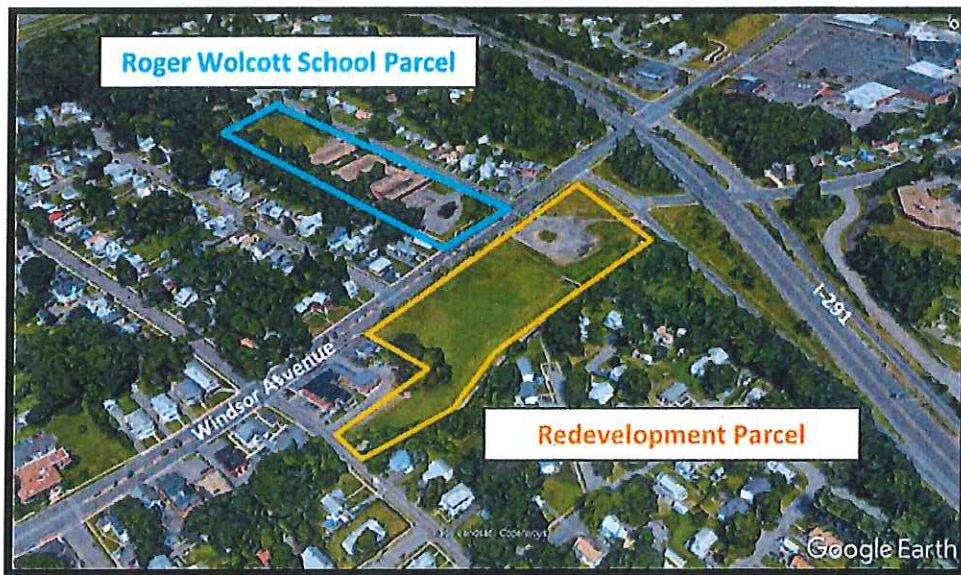
Overview

In May, you requested that Planimetrics / Dodson & Flinker help the Town of Windsor evaluate possible future uses for two Town-owned parcels located in the Wilson section of Windsor:

- 5.68 acres referred to as the “redevelopment parcel” located at 458 Windsor Avenue, and
- 4.71 acres containing the former Roger Wolcott School located at 451 Windsor Avenue.

The work involved interacting with an ad hoc committee comprised of representatives of several local boards and commissions and the Wilson neighborhood. In addition, a community “drop-in” meeting was conducted to provide an opportunity for additional community input.

This report summarizes the results of this work.



Overview Of Process

Hyperlinks to relevant documents in the appendix are contained below.

June 20 Kick-Off Meeting (Roger Wolcott School)

At the kick-off meeting of the Ad Hoc Committee, [participants](#) were introduced to each other, toured the building, and then discussed the [kick-off meeting materials](#) prepared for the meeting by Planimetrics / Dodson & Flinker.

After briefly reviewing the building's condition, operating cost and the \$4.5 million estimated repair cost, the meeting progressed to a discussion of possible uses for each of the sites.

Planimetrics / Dodson & Flinker agreed to prepare illustrations of these possible uses for a neighborhood meeting (and an on-line survey).

Preparation of Scenarios

Following the June 20 meeting, Dodson & Flinker prepared [five \(5\) possible scenarios for the redevelopment parcel site](#) and [five \(5\) possible scenarios for the Roger Wolcott School site](#) (10 scenarios total) to illustrate different development approaches and concepts. While these drawings presented concepts that do not comply with current zoning, the Ad Hoc Committee considered them to be reasonably feasible and appropriate for their setting.

Notification of Drop-In Meeting

Awareness of the neighborhood drop-in meeting was promoted by:

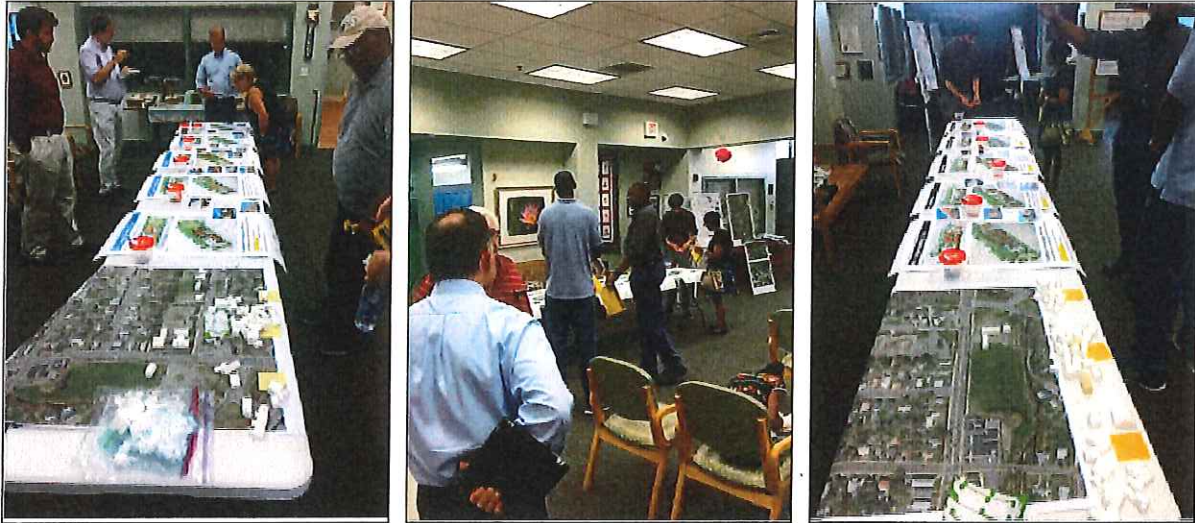
- Signs in the neighborhood
- Facebook posts
- Twitter posts
- Email notices
- Posters in the neighborhood
- Community television



July 10 Drop In Meeting (Caring Connection)

Attendees to the drop-in meeting at the Caring Connection were given a general overview of the purpose of the meeting and the layout of the room. Tables were set up on each side of the room presenting the five (5) scenarios for each of the sites. Facilitators were available at each table to explain concepts to people and answer any questions. A voting cup was provided next to each scenario for people to identify which scenarios they favored and did not favor. Each participant also received a feedback form to provide more comments.

Approximately 31 people attended the drop-in meeting. [Windsor Community Television \(Win-TV\)](#) prepared a program summarizing the exercises.



On-Line Survey Tabulation / Drop-In Meeting Tabulation

Following the meeting, Planimetrics prepared a [written report](#) summarizing the input received at the meeting from the voting cups, the feedback forms, and from facilitators.

In addition, Josh Kelly (Town of Windsor) prepared and administered an [on-line survey](#) requesting input on the same scenarios. Awareness of the survey was promoted through Facebook posts, Twitter posts, email notifications, and other methods. Over the course of six days, 195 people participated in the on-line survey.

July 17 Ad Hoc Committee Meeting (Caring Connection)

The Ad Hoc Committee convened again on July 17 to discuss the various scenarios for each site and review the feedback received from the community (both at the meeting and on-line).

The findings and recommendations of the Ad Hoc Committee are presented on the following pages.

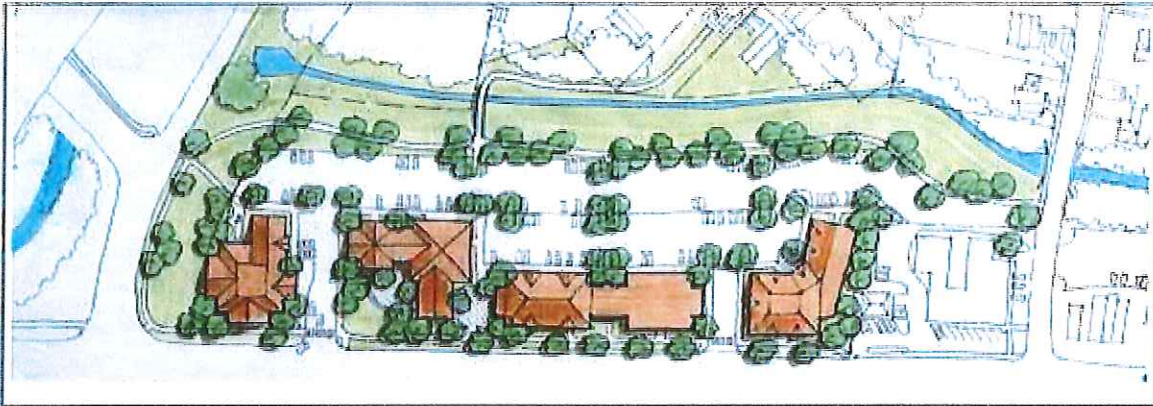
Findings - Redevelopment Parcel

Mixed Use Development Most Preferred

Based on the results of the various exercises, a mixed use development scenario appears to be the preferred option for the redevelopment parcel. This option received the most support in the community and the Wilson neighborhood among people participating in the on-line survey.

R-4 Mixed Use

Overhead View



Key Observations

At the July 17 meeting of the Ad Hoc Committee, the following were considered to be key observations / considerations relative to this scenario:

1. Building placement to frame the streetscape along Windsor Avenue was considered important.
2. The buildings could be mixed use within one or more buildings (retail/office/etc. at street level with residential units above) and/or mixed use on the site (one or more buildings devoted to specific uses) but the mixed use element was considered important.
3. Building design is a key consideration and the buildings should be smaller scale buildings presented to the street. Ideally, the buildings would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other but identical design is not desired.
4. Energy conservation and green building practices were supported.
5. Open space / greenway along Decker Brook should be retained.

Residential Townhouse Development Also Supported

Residential townhouse development also received support. The Ad Hoc Committee felt that the “sweet spot” might be an option somewhere between the R-1 option (30 units at 2,500 SF each) and the R-2 option (50 units at 1,500 SF each). A floor area of about 1,800 to 2,000 SF would generally allow for 1-bedroom and 2-bedroom units. A preference was expressed for units with attached garages (or located under the unit) rather than an outdoor parking area.

The units on Windsor Avenue would have a front door facing the street (perhaps like a New York City brownstone / townhouse) and a garage entry and a deck on the rear. The units to the rear would have a front door and a garage entry facing the accessway and a deck to the rear overlooking Decker Brook.

It was felt that this housing could meet a variety of housing needs in the neighborhood, the community, and the region. There was little support expressed for an affordable housing requirement since affordable housing is already available in the Wilson neighborhood. The Ad Hoc Committee did not express a strong preference for ownership versus rental.

An open space corridor should be provided along Decker Brook.

Overhead View



Open Space Also Supported

Given the long history of the parcel as undeveloped land and its use as a site for the Wilson Fire Company Carnival, there was some interest in the Ad Hoc Committee for keeping the parcel as open space / park land. This was felt to be an amenity for the neighborhood and for the community as a whole.

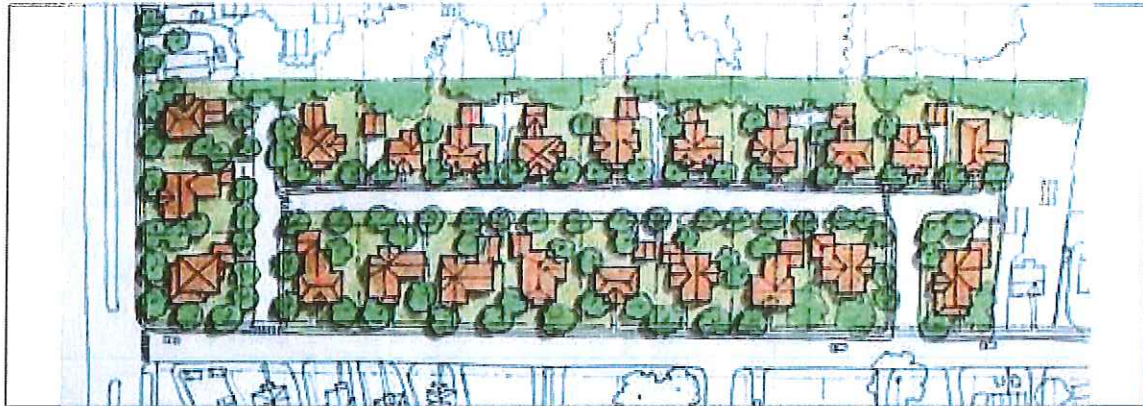
Findings – Roger Wolcott School Parcel

Residential Development / Mixed Use Development Preferred

Based on the results of the various exercises, the mixed use development and single family scenarios each ranked highly. However, a consensus of the Ad Hoc Committee preferred the single family option for the Roger Wolcott School parcel. While some interest was expressed at the drop-in meeting for a larger footprint building and for retaining the existing building, the Committee felt that the input from the on-line survey was more compelling. In the on-line survey, the mixed use option (S-3) was preferred more by town residents whereas the single-family development option (S-2) was preferred more by Wilson participants.

S-2 All Single-Family

Overhead View



S-3 Mixed Use

Overhead View



An option may be a blend of these two concepts with:

- Mixed use buildings on the Windsor Avenue frontage, and
- Single-family residential development on the East Wolcott Avenue frontage.

A possible hybrid arrangement might look something like this:

Overhead View



Renovate Building Also Supported

The building renovation scenario was highly ranked among the various options for Roger Wolcott School by survey respondents, both town-wide and from Wilson. The Ad Hoc Committee, however, did not favor this option due primarily to the projected cost to repair the building.

Key Observations

At the July 17 meeting of the Ad Hoc Committee, the following were considered to be key observations / considerations relative to the Roger Wolcott School parcel:

1. Building placement to frame the streetscape along Windsor Avenue was considered important. There was some mention of residential homes generously set back from (but facing) Windsor Avenue with a small park or landscaped area in front.
2. The building on Windsor Avenue could be one large building or several smaller buildings provided all buildings improved the streetscape and enhanced the corner at East Wolcott Avenue.
3. The buildings on Windsor Avenue should be mixed use within one or more buildings (retail/office/etc. at street level with residential units above).
4. Building design was considered to be a key consideration and the building(s) on Windsor Avenue should be smaller scale and presented to the street. Ideally, the building(s) would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other but identical design is not desired.
5. Energy conservation and green building practices were supported.

Possible Next Steps

Below are several initial steps for the Town to consider in facilitating redevelopment of the Wilson properties.

1. Present report to the Town Council and request guidance to staff regarding a possible developer solicitation process for these properties.
2. Share the information from this exercise with potential developers and investment funds to help promote the appropriate development of these parcels. This may dovetail with the federal Opportunity Zone tax incentive program.
3. Review the zoning of the properties and the Center Design Development District provisions to ensure they are up to date and supportive of the desired development options.
4. Consider pre-development steps for the properties including:
 - a. For the school site - completion of an A-2 survey and pre-demo hazardous materials survey, and
 - b. For the Redevelopment Parcel - discussions with utilities and Connecticut DOT regarding easements impacting potential redevelopment. .

Participants List

Ad-Hoc Committee (alphabetical by last name)

Alvin Bingham – Wilson Deerfield Advisory Committee (WDAC) Chair and neighborhood resident
Randy Graff – EDC Chair and WDAC member
Adam Gutcheon – EDC ex-officio and Executive Director of the Windsor Chamber of Commerce
Lee Hoffman – Windsor Redevelopment Agency
Charles Jackson – WDAC member and neighborhood resident
Eric Judge – Windsor Redevelopment Agency
Nathan Karnes - EDC member and Project Manager for CT Department of Housing
Joel Kent – WDAC member and neighborhood business owner
Anita Mips – Chair of Town Planning & Zoning Commission
Sharran Selig-Bennett – EDC member and president of First Town Downtown

Town Staff

Peter Souza - Town Manager
Jim Burke - Economic Development Director
Eric Barz - Town Planner
Todd Sealy - Assistant Town Planner
Josh Kelly - Analyst with Town Manager's Office
Kyle Page - ED Intern

Consultants

Glenn Chalder, AICP – Planimetrics
Peter Flinker – Dodson & Flinker
Dan Shaw – Dodson & Flinker
Allison Gramolini – Dodson & Flinker

Kick-Off Meeting Materials

Introduction

1. **Introductions of Participants**
 2. **Overview of Project / Parcels / Purposes – Jim Burke**
 3. **Overall Calendar / Schedule**
 - a. Kickoff Meeting – June 20
 - b. Community Meeting – July 10
 - c. Strategy Meeting – July 17
-

Exploration

4. **Past Reflections**
 - a. Redevelopment parcel
 - b. Roger Wolcott School
 - c. Wilson area overall
 5. **Current Impressions**
 - a. Strengths / Weaknesses
 - b. Opportunities / Challenges
 6. **Relevant Information**
 - a. Market Conditions
 - b. Zoning / Town Plan
 7. **Discussion of Sites – Future Possibilities**
 - a. Palette Of Uses
-

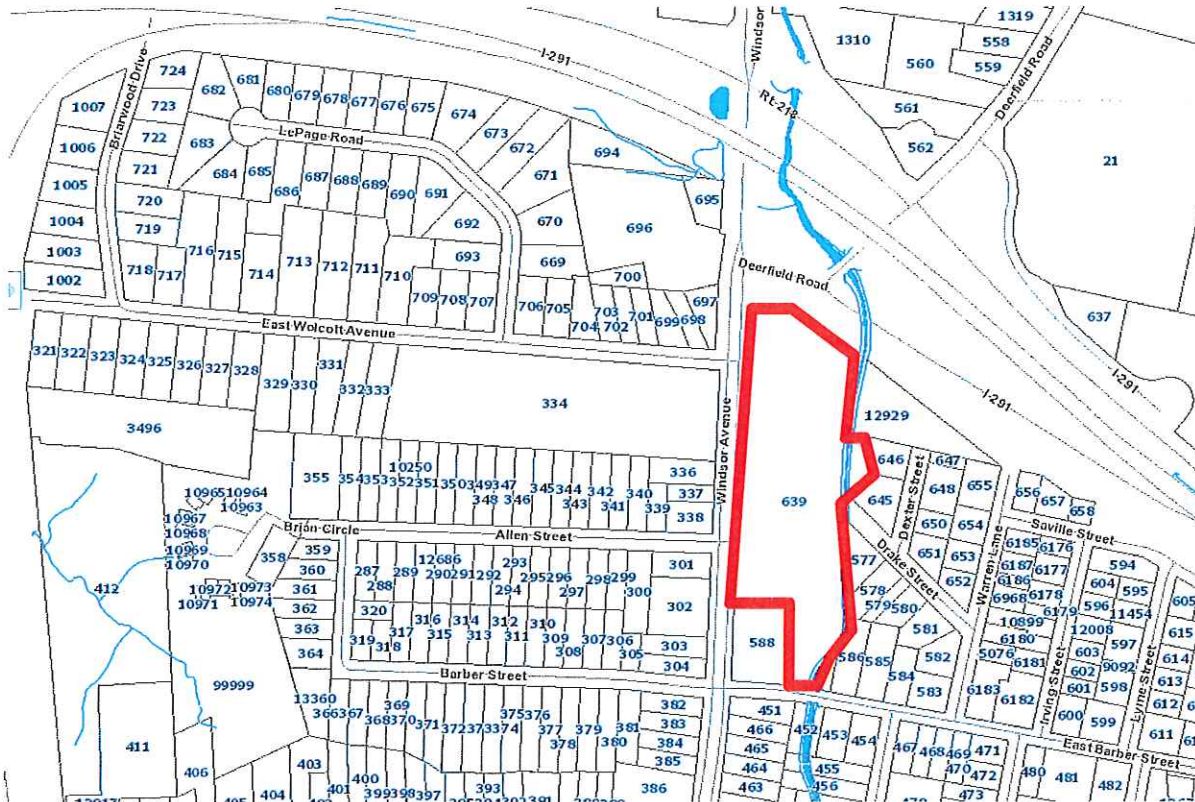
Conclusion

8. **Next Steps**
9. **Questions / Comments**
10. **Adjournment**

FACT SHEET – Redevelopment Parcel

458 Windsor Avenue

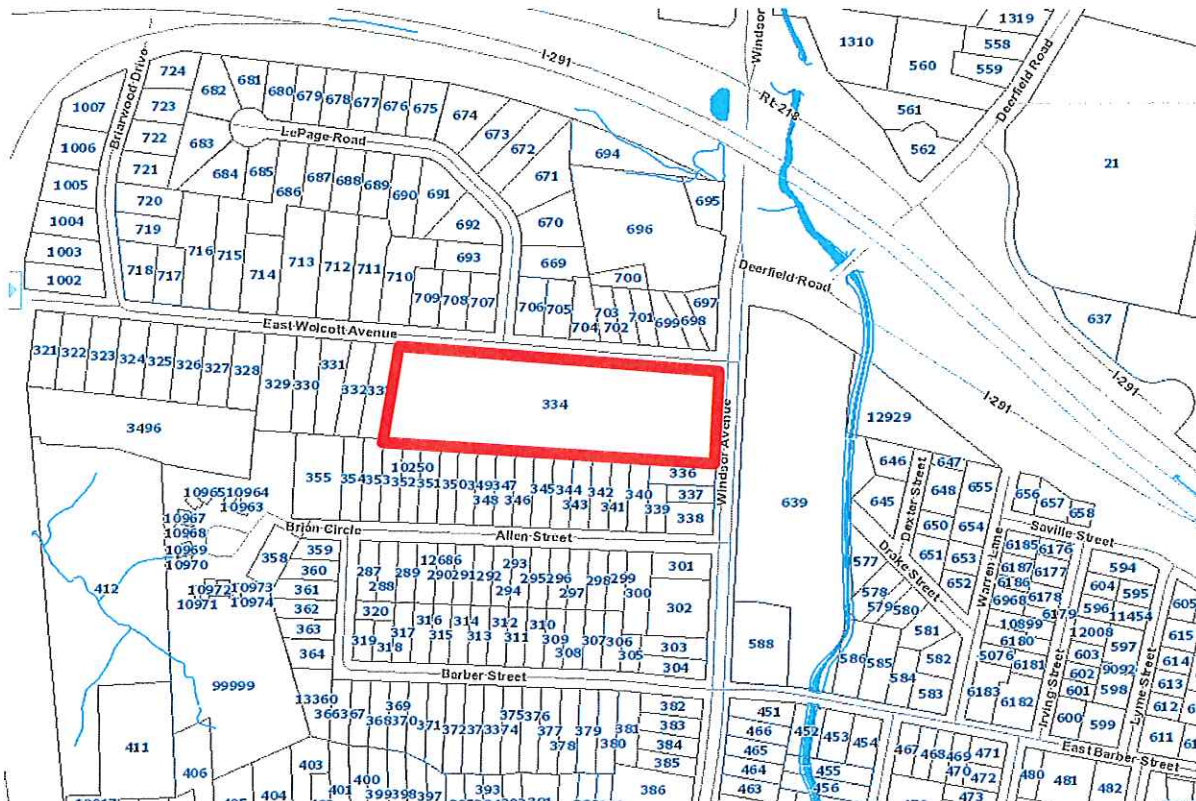
Land	<ul style="list-style-type: none"> • 5.68 Acres • Generally flat with realigned Decker Brook to rear • Assessed Value of \$73,710
Building	<ul style="list-style-type: none"> • None • Assessed Value of \$0
Notes	<ul style="list-style-type: none"> •



FACT SHEET – Roger Wolcott School

451 Windsor Avenue

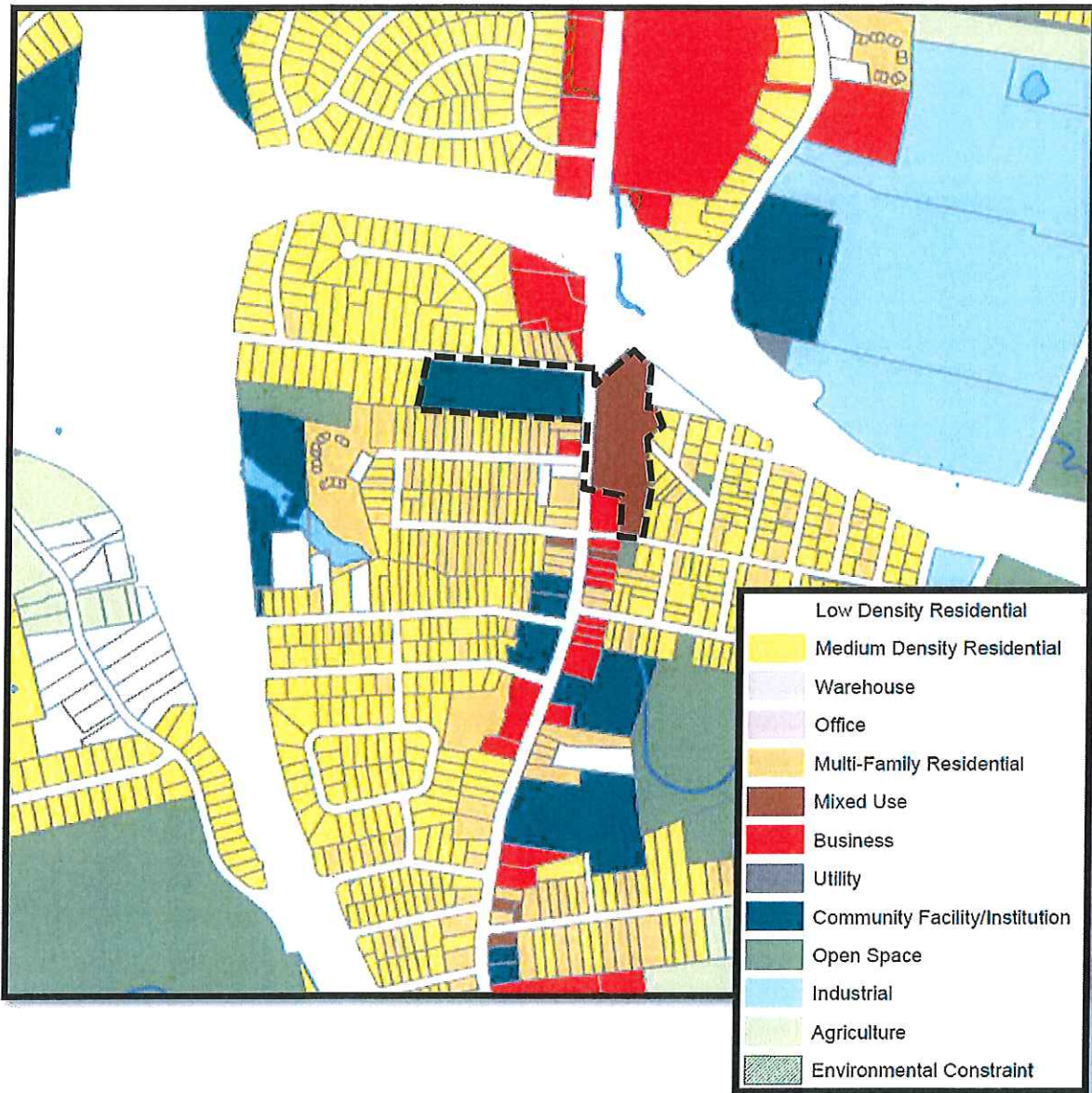
Land Area	<ul style="list-style-type: none"> • 4.71 Acres • Slopes up from Windsor Avenue • Assessed Value of \$317,520
Building	<ul style="list-style-type: none"> • Former Public School (37,885 SF) • School with additions through 1967 • Assessed Value of \$2,107,700
Notes	<ul style="list-style-type: none"> • School vacated in 2012 with some subsequent use for early childhood, robotics, etc. • Estimate \$4.2 million+ to bring building to code • Building costs \$70,000 +/- annually to heat / maintain • Some environmental issues (possible asbestos, PCB, underground oil tank, interior mold, etc.) • Roof / decking in poor condition



FACT SHEET – Future Land Use Plan



The Plan of Conservation and Development (POCD) is an *advisory* document which suggests the most appropriate future use of land. Windsor's 2015 POCD suggests the following possibilities:





- "Community Facility / Institution" for the Roger Wolcott School site
- "Mixed Use" for the Redevelopment Parcel

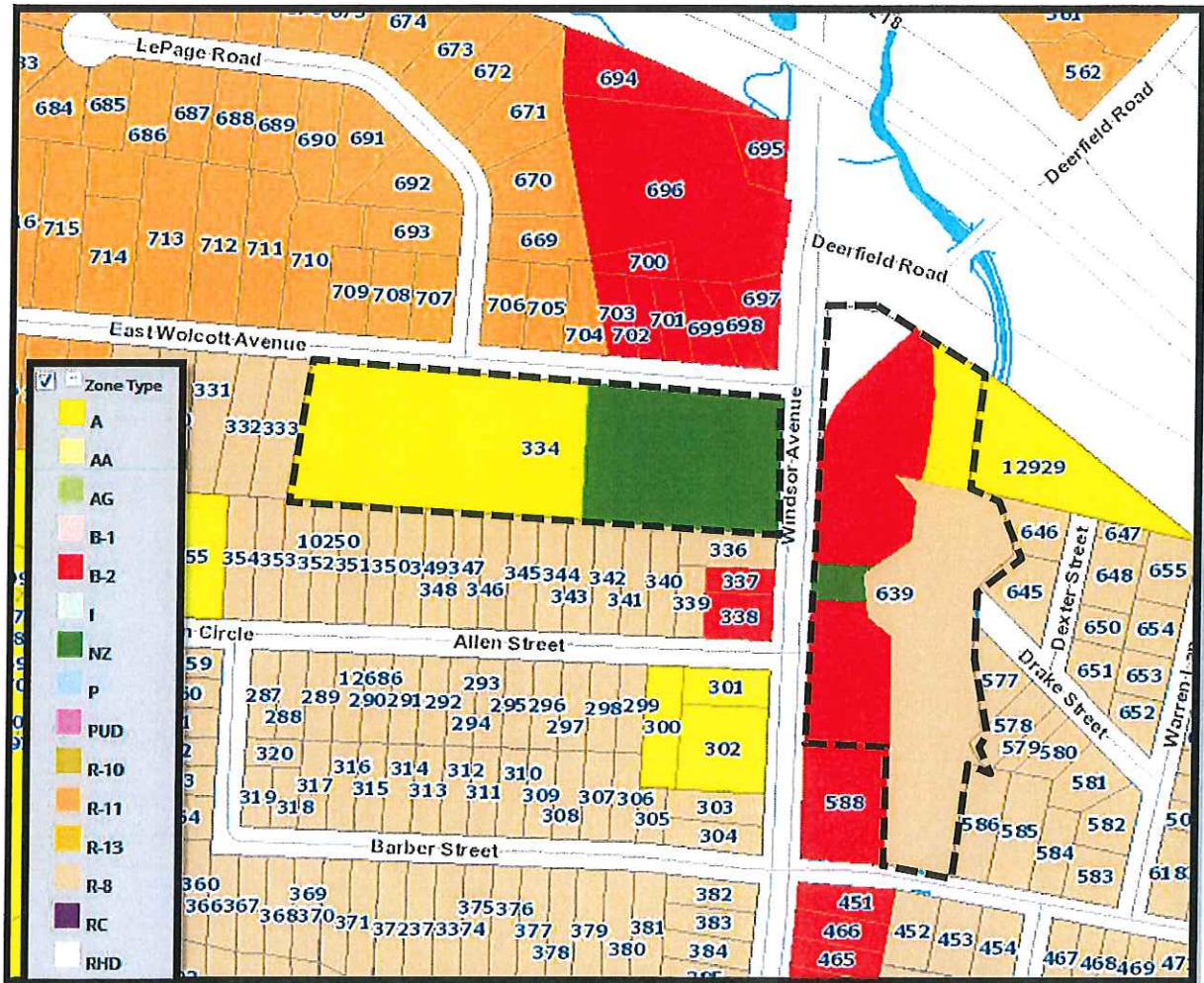


FACT SHEET – Zoning

The Zoning Map specifies the following:

Roger Wolcott School site		Single-Family A (Residential) Minimum Lot Size = 20,000 SF	Surrounding parcels zoned R-8 and R-11 with lot size requirements of 7,500 to 11,250 SF
		Public and Quasi-Public Zone (NZ)	Frontage on Windsor Avenue

Redevelopment parcel		Business 2	Most frontage on Windsor Avenue
		Public and Quasi-Public Zone (NZ)	Portion of frontage on Windsor Avenue
		Single-Family A (Residential)	Frontage on I-291 ramp
		Single-Family R-8 (Residential)	Property to rear along Decker Brook
		RHD = Road / Highway District	



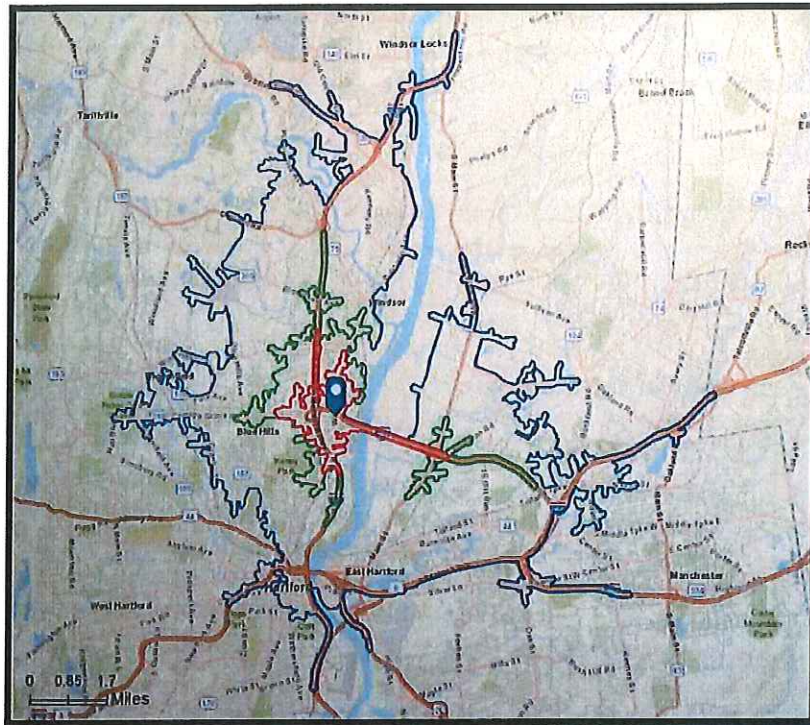
CATEGORIES OF LAND USES

Vacant Land	<ul style="list-style-type: none"> Land that is undeveloped and/or uncommitted and is not encumbered by conservation restrictions
Agriculture	
Open Space / Recreation	<ul style="list-style-type: none"> Preserved Open Space Park (Passive) Recreation Fields / Facility (Active)
Residential	<ul style="list-style-type: none"> Single-Family / Duplex / Triplex Multi-Family – Attached / Detached / Townhouse Low Rise / Mid-Rise / High Rise
Retail / Service	<ul style="list-style-type: none"> Convenience Retail / Specialty Retail / General Retail Restaurant / Lodging / Theater / Entertainment Neighborhood scale / Community scale / Regional scale
Office	<ul style="list-style-type: none"> Office / Professional Office / Financial Institution
Mixed Use	<ul style="list-style-type: none"> Residential / retail in same building and/or on same site
Industry / Warehouse	<ul style="list-style-type: none"> Manufacturing / Assembly /
Institutional	<ul style="list-style-type: none"> Hospitals / Churches Private School
Community Facility	<ul style="list-style-type: none"> Public School / Police / Fire / Public Works / Town Hall
Transportation / Utility	<ul style="list-style-type: none"> Road / Rail / Highway Water / Sewer / Electric
Special Facility	<ul style="list-style-type: none"> Stadium / Airport / Landfill / Resource Extraction / Correctional Facility
Water / Wetlands	

POSSIBLE EVALUATION CRITERIA

Physically Feasible?	Is a potential use <i>physically possible</i> given the size, shape, topography, and other characteristics of the site?
Reasonably Probable?	Is a potential use <i>reasonably probable</i> given the location of the site and the interests of the target user?
Market Supported?	Is a potential use <i>supported by the market</i> in terms of supply, demand, customers, sales, etc.? Is the market expanding or declining? Is the location clearly superior to others and is the location defensible economically?
Financially Feasible?	Is a use <i>financially feasible</i> in that it will generate adequate revenue to justify the costs of construction plus a profit for the developer? In the case of an improved property, does the existing building have economic value or will the revenue offset the reversion/demolition costs?
Community Supported?	Is a use supported by the neighborhood / community in terms of community benefits (meeting needs, providing amenities, enhancing character, providing jobs, supplying goods and services, increasing tax base, providing other benefits)?
Legally Permissible?	Is a use legally permitted or is there a reasonable likelihood it would be legally permitted through zone change, government regulations, or other action? Is a use prohibited by deed restrictions or covenants? Does a use predate existing zoning or other property regulations? Is it legally nonconforming?
Highest And Best Use	Is the use taking full advantage of the opportunities presented or are there other uses which would make better use of the site or produce a higher economic return or community return?

MARKET DATA



Population / Demographics

- Wilson has a population of about 2,000 people
- Windsor has a population of about 29,000 people
- Over 93,000 people live within a 10 minute drive

Income / Purchasing Power

- Median household income in Wilson is about \$54,000
- Median household income in Windsor is about \$82,000
- Median household income within a 10 minute drive is about \$55,000

Accessibility

- Wilson is located about 4 miles north of downtown Hartford
- Wilson has direct access to Interstate 91 and to I-291 connecting to Interstate 84 in Manchester
- Windsor Avenue is served by two bus routes (#32 and #34) providing 45 weekday trips inbound to downtown Hartford and 45 weekday trips outbound to Windsor Center and beyond

OPPORTUNITY ZONE PROGRAM

The Wilson section of Windsor has been designated as an “opportunity zone” by the state and federal government. The Town Council is interested in enabling the use of this tool to spur economic development and job creation in the Wilson area.

What is an Opportunity Zone?

An Opportunity Zone is a location designated by the state and federal government where new investments, under certain conditions, may be eligible for preferential tax treatment. Opportunity Zones are an economic development tool—that is, they are designed to spur economic development and job creation in specific areas.

Opportunity Zones are fairly new tools for promoting community investment (since 2018).

How do Opportunity Zones spur economic development?

Opportunity Zones are designed to spur economic development by providing tax benefits to investors.

The tax benefits to the investor may be obtained by investing in a Qualified Opportunity Fund (QOF) which is an investment vehicle set up (as either a partnership or corporation) for investing in eligible property that is located in a Qualified Opportunity Zone.

Where can I get additional information?

Additional information from the Internal Revenue Service can be found at:

<https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions>

Redevelopment Parcel Scenarios

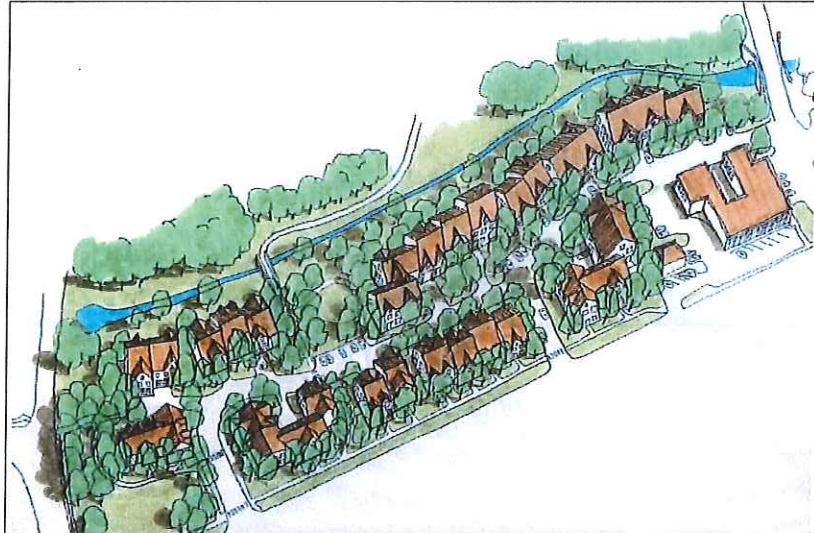
Wilson Opportunity Sites - Redevelopment Parcel

R-1 Larger Townhouses

Overhead View



Oblique View



Residential Use

30 Larger Townhouse Units @ 2,500 SF each

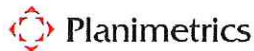
Front units oriented to Windsor Avenue with garages under units accessed from rear (2 spaces / unit)

Rear units oriented to internal driveway with garages under units accessed from internal driveway

Two-story buildings with sloped roof

Guest parking in outdoor parking area

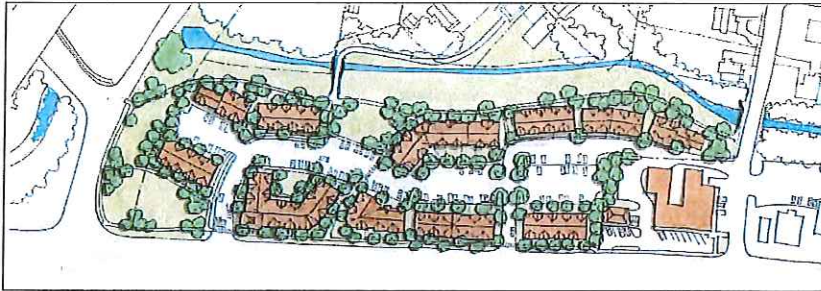
Three driveways (two to Windsor Avenue, one to East Barber Street)



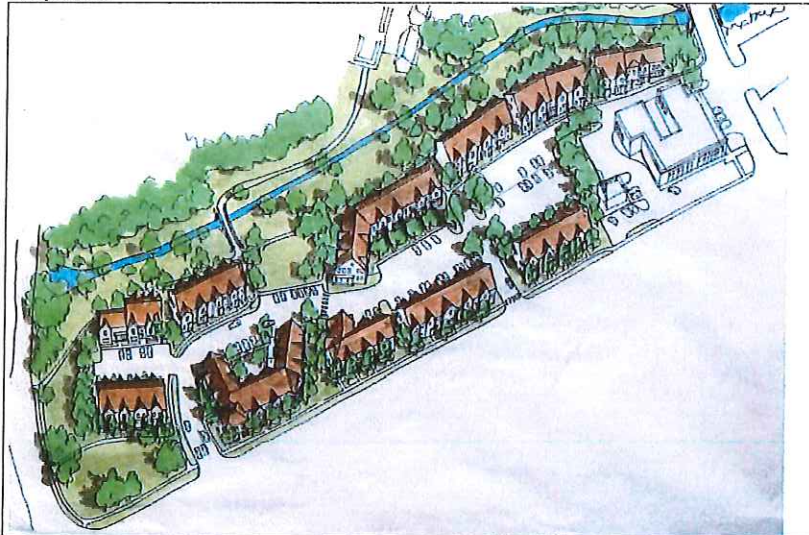
Wilson Opportunity Sites - Redevelopment Parcel

R-2 Smaller Townhouses

Overhead View



Oblique View



Residential Use

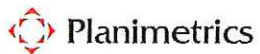
50 Smaller Townhouse Units @ 1,500 SF each

Front units oriented to Windsor Avenue / Rear units oriented to internal driveway

All parking in surface parking lots

Two-story buildings with sloped roof

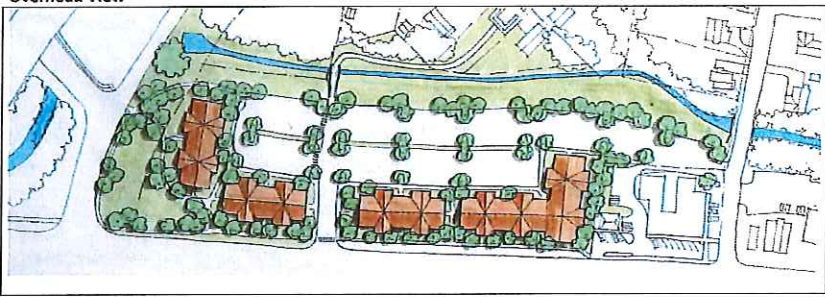
Three driveways (two to Windsor Avenue, one to East Barber Street)



Wilson Opportunity Sites - Redevelopment Parcel

R-3 Apartments

Overhead View



Oblique View



Residential Use

120 Apartment Units @ 1,000 SF each

- Buildings oriented to Windsor Avenue
- All parking in surface parking lots
- Three-story buildings with sloped roofs

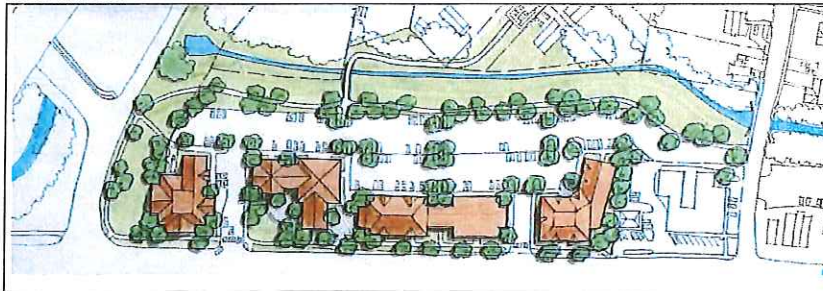
Two driveways (one to Windsor Avenue, one to East Barber Street)



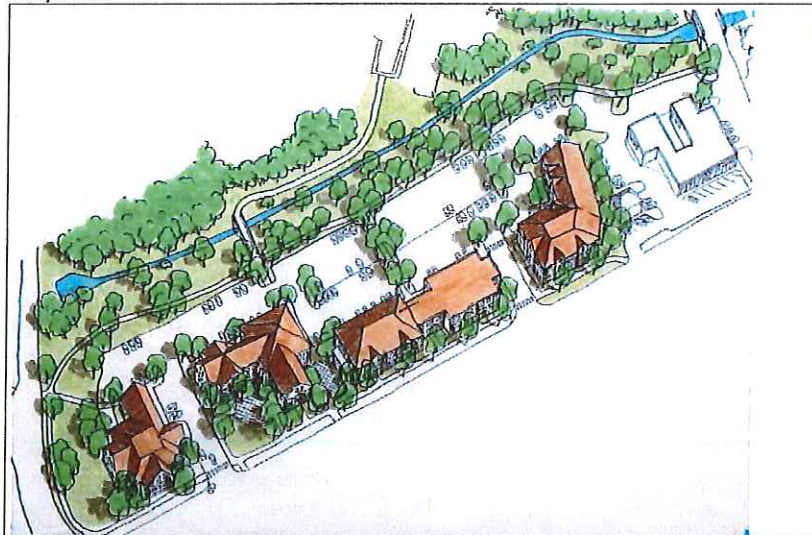
Wilson Opportunity Sites - Redevelopment Parcel

R-4 Mixed Use

Overhead View



Oblique View



Retail / Office / Residential Use

42,500 Square Feet Retail / Office at street level

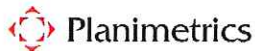
40 Apartment Units @ 900 SF each

Buildings oriented to Windsor Avenue

All parking in surface parking lots (About 200 parking spaces = 140 for retail office and 60 for apartments)

Two-and-a-half-story buildings with sloped roofs

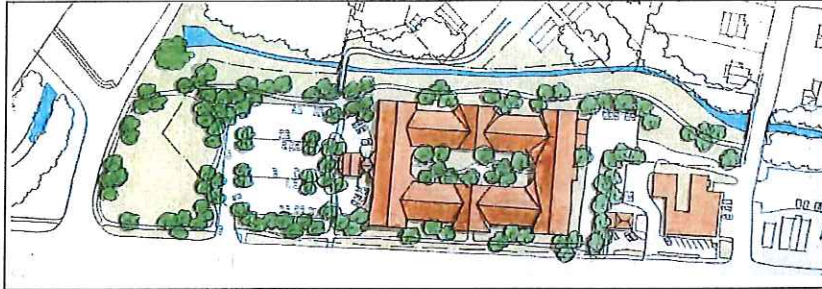
Three driveways (Two to Windsor Avenue, one to East Barber Street)



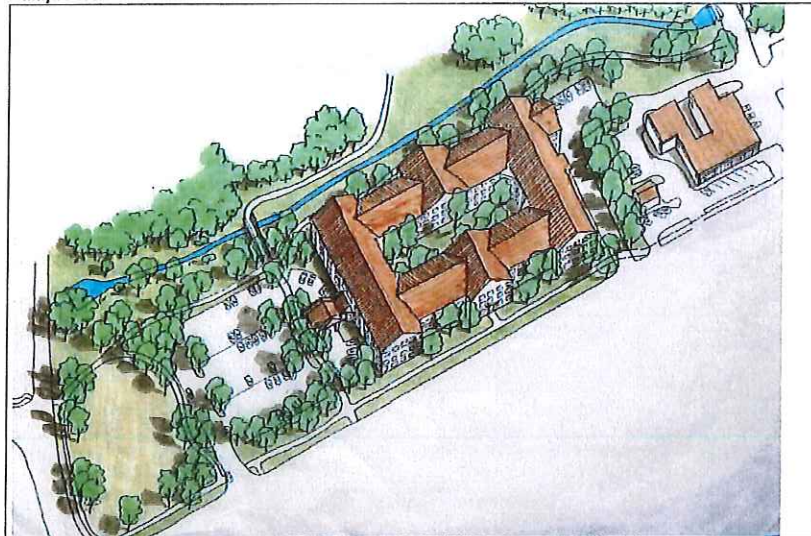
Wilson Opportunity Sites - Redevelopment Parcel

R-5 Larger Building / Use

Overhead View



Oblique View



Residential / Institutional / Office Use

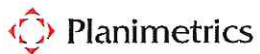
Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger footprint building (50,000 SF if one floor to 100,000 SF if two floors)

All parking in surface parking lots

Two-and-a-half-to three story building with sloped roofs

Two driveways (main entry at light on Windsor Avenue, rear / service entry to East Barber Street)

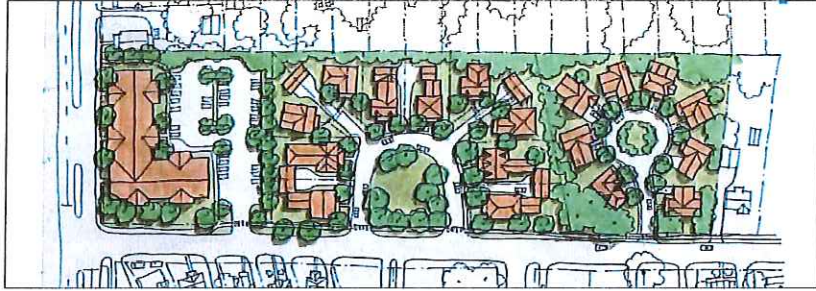


Roger Wolcott School Parcel Scenarios

Wilson Opportunity Sites – Wolcott School Parcel

S-1 Residential Mix

Overhead View



Oblique View



Mix Of Residential Uses

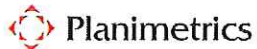
8 Detached Units on Upper Terrace

10 Detached Units on Middle Terrace

30 Apartment Units on Windsor Avenue

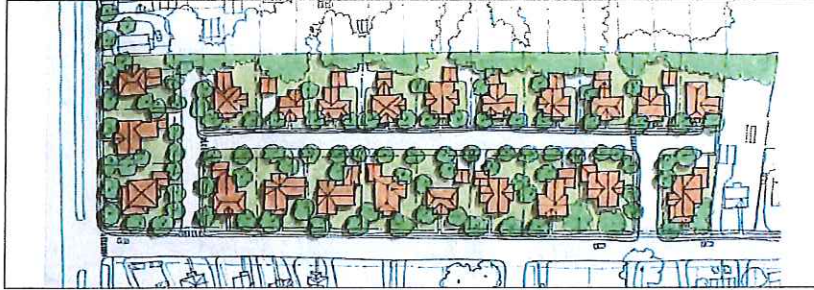
Two-story buildings with sloped roof

Four driveways on East Wolcott Avenue

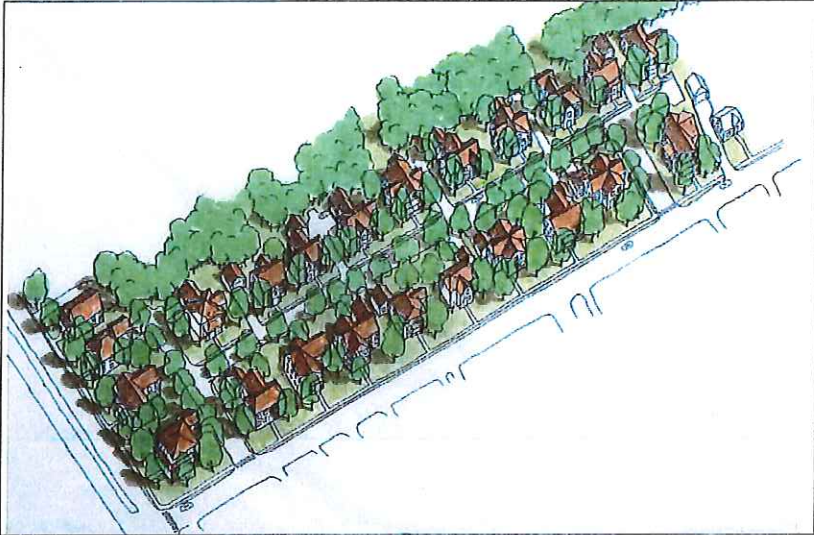


S-2 All Single-Family

Overhead View



Oblique View



Single-Family Residential Use

23 Homes

Front units oriented to East Wolcott Avenue / Rear units oriented to internal driveway
Garages accessed from internal driveway

Two-story buildings with sloped roof
Two driveways on East Wolcott Avenue



S-3 Mixed Use

Overhead View



Oblique View



Mixed Use

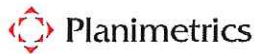
11,000 SF Retail on Windsor Avenue with 12 apartments above

15,000 SF office on East Wolcott Avenue)

32 Townhouses - 12 Larger (upper) and 20 Smaller (middle)

Two-story buildings with sloped roof

Three driveways on East Wolcott Avenue

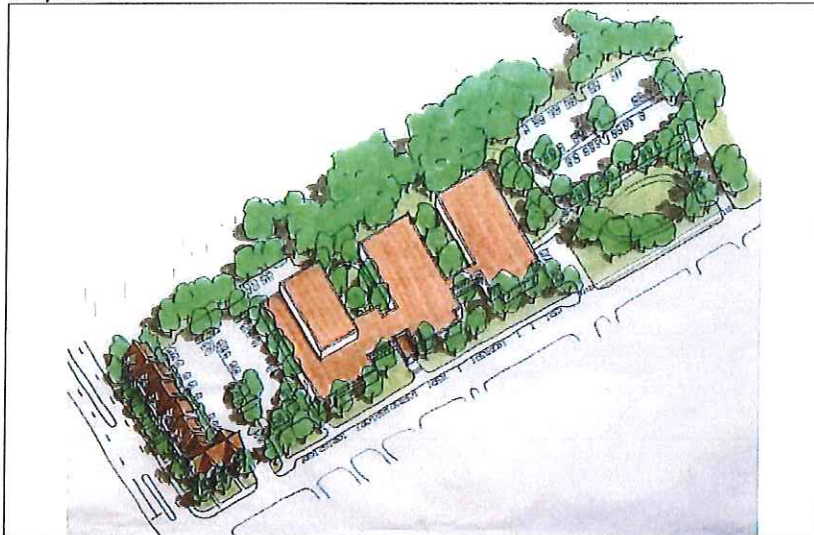


S-4 Renovate Existing Building

Overhead View



Oblique View

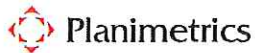


Live-Work / Office / Institutional Use

40,000 Square Feet Office / Institutional in Renovated Building

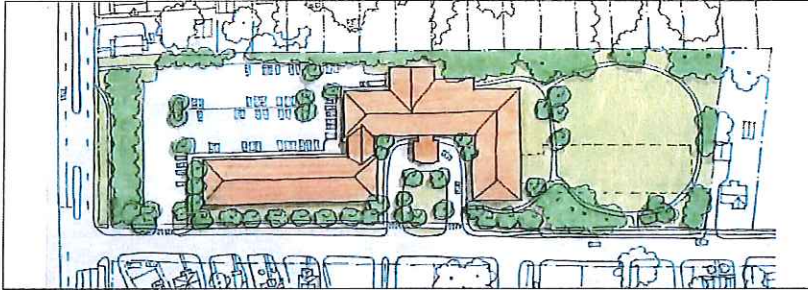
7 Live-Work Units on Windsor Avenue Apartment Units @ 900 SF each

Parking area expanded to accommodate use of renovated building
Three driveways on East Wolcott Avenue

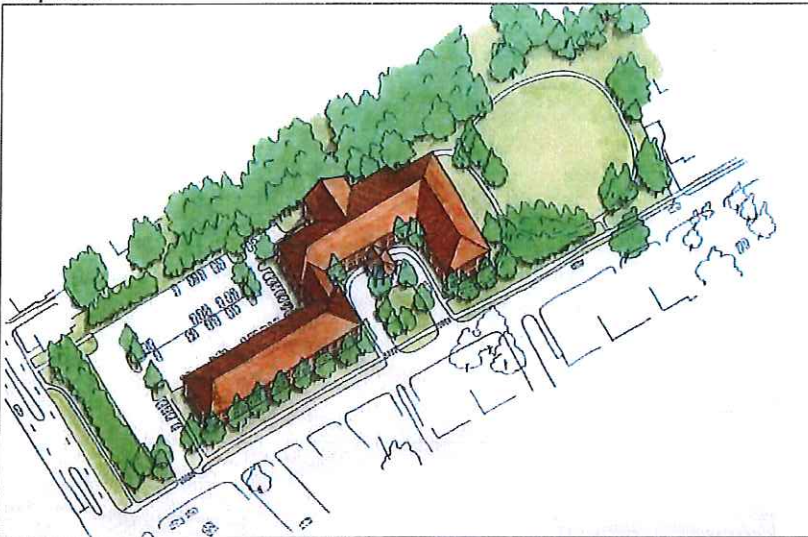


S-5 Larger Building / Use

Overhead View



Oblique View



Residential / Institutional / Office Use

Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger footprint building – Could be one-story or two-story

All parking in surface parking lots

Upper terrace could be additional parking or green area depending on use

Three or more driveways on East Wolcott Avenue

Drop-In Meeting Summary

To: Wilson Opportunity Sites Committee

From: Glenn Chalder, AICP

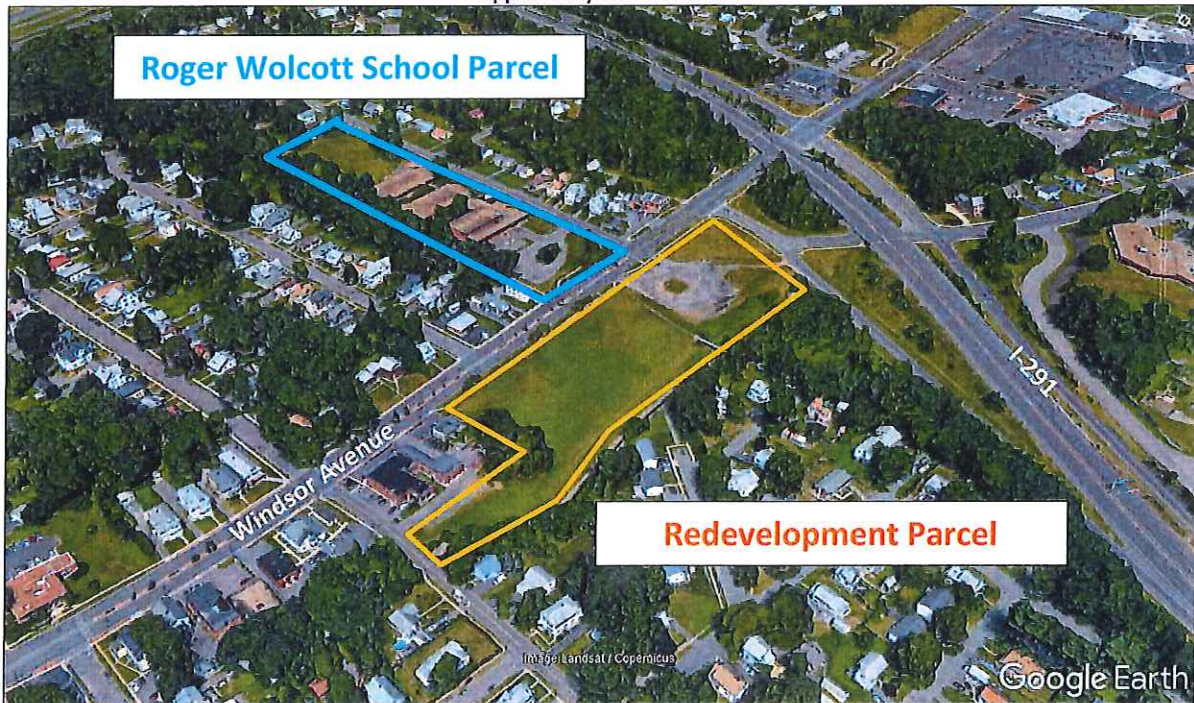
Date: July 15, 2019

Subject: **Drop-In Meeting Summary**
Wilson Opportunity Sites

As part of the evaluation of future development possibilities for the Wilson “opportunity sites” (Redevelopment parcel and Roger Wolcott School parcel), a drop in meeting was held on Wednesday July 10 at the Caring Connection / Community Center at 330 Windsor Avenue in Wilson.

This package summarizes the results of the exercises conducted as part of the drop-in meeting.

Opportunity Site Locations



Station 1 – Greeting

Attendees were greeted upon entering and informed that the purpose of the meeting was to evaluate possible future uses of the two sites.

Along with a general overview of the room arrangement, attendees were given a feedback form and a pen. Town Staff and consultants were stationed around the room to provide assistance as needed.

Wilson Opportunity Sites – Feedback Form		Drop-In Meeting July 10, 2019	
Redevelopment Parcel			
Scenario	Rank	Things I Like	Things I Don't Like
R-1 Larger Townhouses			
R-2 Smaller Townhouses			
R-3 Apartments			
R-4 Mixed Use			
R-5 Larger Building / Use			
Other Comments			

WHY REDEVELOP?

Redevelopment Parcel

Windsor has owned the redevelopment site for many years. The property was originally acquired to address flooding issues on Decker Brook and then, once this was done, the intent was to encourage redevelopment of the site. There is still a model from 1978 at Town Hall showing how the property might have been redeveloped. Redevelopment efforts have continued over the years but were never completed for a variety of reasons.

Redevelopment of the site would produce revenue from the sale/lease of the property and tax revenue from development of the property. It would also help revitalize this part of Windsor Avenue.



Roger Wolcott School

The property has been redeveloped before when the original school building (from 1913) was replaced with a new school building in the 1960s. Windsor's school needs are changing (lower enrollment, changing curriculum, district balancing, etc.) and Roger Wolcott School has not been needed for a school since 2012.

It costs about \$70,000 each year to operate the building and there are issues with the roof and the heating and air conditioning. Given the condition of the building, it is not anticipated it will ever return to use as a school.

Redevelopment of the site would produce revenue from the sale/lease of the property and tax revenue from development of the property. It would also avoid costs from repair / replacement of building systems.

WHY NOW?

These properties represent an opportunity for the Town to return two strategically-located parcels to the tax rolls and to generate revenue to support local services. It would also result in a cost savings to the Town to not have to maintain them.

There are neighborhood benefits as well from the new development in terms of new residents and other economic activity.

In addition, the Wilson neighborhood has recently been designated as a federal "Opportunity Zone." The Opportunity Zones program incentivizes capital investment in designated zones and provides the largest benefits for investments which are made by the end of 2019. This is a significant advantage for Windsor to capitalize on these two key properties at a time when people are looking for this kind of investment. Doing something now will put Wilson near the top of the list of areas that investors will consider.

This planning process, then, is intended to help the Town to create a clearer vision of what kinds of development are desired and supported by the community. That vision can be communicated to potential developers and can be used to evaluate development proposals.

Station 2 – Redevelopment Parcel

Five (5) alternate development scenarios for the “redevelopment parcel” were presented at Station 2. These development scenarios were suggested by the Wilson Opportunity Sites Committee at their June 20 kickoff meeting. The development scenarios sketches are presented in this package (Redevelopment site scenarios are labelled as “R-#” with the “R” prefix indicating the redevelopment site).

Attendees were able to view each of the options at their own pace. A person was available to answer any questions.

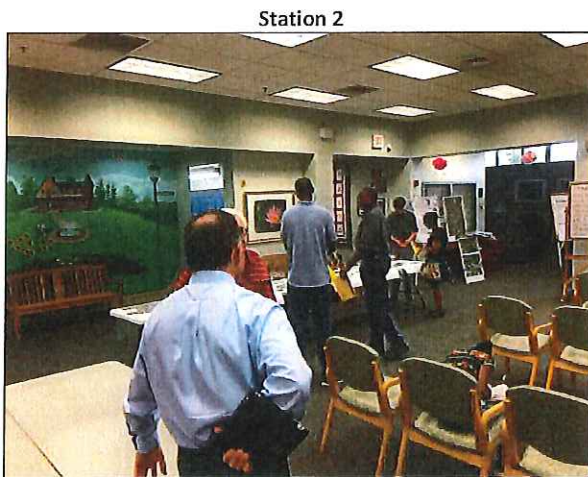
Input Option A - Each attendee was given three slips of paper which they could place in labelled containers next to each drawing indicating the following:

- First choice (green paper)
- Second choice (blue paper)
- Do not prefer (apricot paper)

Input Option B - In addition, participants could rank the scenarios on their feedback form and also provide comments for each scenario on:

- Things they liked, and
- Things they did not like.

Input Option C – An aerial photograph of each site was available with styrofoam building modules which people could place on the drawing to reflect an alternative development scenario.



Station 3 – Roger Wolcott School Parcel

Station 3 was laid out similarly to Station 2 with five (5) alternate development scenarios for the “Roger Wolcott School parcel”. These development scenarios were also suggested by the Wilson Opportunity Sites Committee at their June 20 kickoff meeting. The development scenarios sketches are presented in this package (School site scenarios are labelled as “S-#” with the “S” prefix indicating the school site).

The input options were the same as at Station 2. Attendees were able to view each of the options at their own pace. A person was available to answer any questions.

Station 3



Station 3



Station 4 – Submit Feedback

At Station 4, attendees were asked to put their feedback forms into a sealed box.

In addition, there were “post-it notes” available for people to write comments to post on a comment board.

Redevelopment Parcel Options

Note – Full page graphics were presented in the report to the Ad Hoc Committee and full size graphics were available at the meeting.

Wilson Opportunity Sites - Redevelopment Parcel
R-1 Larger Townhouses

Residential Use
30 Larger Townhouse Units @ 2,500 SF each

Front units oriented to Windsor Avenue with larger units accessed from rear of parcel with rear units oriented to interior driveway with larger units with increased front to rear driveway. Two entry courtyards with open roof.

On-site parking in outdoor parking area
 Three driveways (one to Windsor Avenue, one to East Barber Street)

WINSOR PLANIMETRICS DOUGLASS FLEISHER

Wilson Opportunity Sites - Redevelopment Parcel
R-2 Smaller Townhouses

Residential Use
50 Smaller Townhouse Units @ 1,500 SF each

Front units oriented to Windsor Avenue / Rear units oriented to interior driveway
 All parking in outdoor parking area
 Two entry buildings with open roof

Three driveways (one to Windsor Avenue, one to East Barber Street)

WINSOR PLANIMETRICS DOUGLASS FLEISHER

Wilson Opportunity Sites - Redevelopment Parcel
R-3 Apartments

Residential Use
120 Apartment Units @ 1,000 SF each

Buildings oriented to Windsor Avenue
 All parking in outdoor parking area
 Three entry buildings with open roof

Two driveways (one to Windsor Avenue, one to East Barber Street)

WINSOR PLANIMETRICS DOUGLASS FLEISHER

Wilson Opportunity Sites - Redevelopment Parcel
R-4 Mixed Use

Retail / Office / Residential Use
42,500 Square Feet Retail / Office at street level
40 Apartment Units @ 900 SF each

Buildings oriented to Windsor Avenue
 All parking in outdoor parking area (about 100 parking spaces + 140 for retail office and 40 for apartments)
 Two and three entry buildings with open roof

Three driveways (one to Windsor Avenue, one to East Barber Street)

WINSOR PLANIMETRICS DOUGLASS FLEISHER

Wilson Opportunity Sites - Redevelopment Parcel
R-5 Larger Building / Use

Residential / Institutional / Office Use
Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger building building 150,000 SF if one floor is 100,000 SF if two floors
 All parking in outdoor parking area
 One and two entry buildings with open roof

Two driveways (one to Windsor Avenue, one to East Barber Street)

WINSOR PLANIMETRICS DOUGLASS FLEISHER

Direct Preference Voting

Each person viewing the scenarios at a given table was given three colored pieces of paper (one of each color) to place in voting containers to represent:

- First choice (green paper)
- Second choice (blue paper)
- Do not prefer (apricot paper)

Scenario	First Choice	Second Choice	Did Not Favor
R-1 Larger Townhouses	3	2	4
R-2 Smaller Townhouses	3	6	1
R-3 Apartments	0	1	6
R-4 Mixed Use	7	3	1
R-5 Larger Building / Use	4	6	1
Total	17	18	13

Feedback Forms - Ranking

Scenario	Ranked #1	Ranked #2	Ranked #3	Ranked #4	Ranked #5
R-1 Larger Townhouses	-	1	1	2	-
R-2 Smaller Townhouses	1	2	1	-	1
R-3 Apartments	-	1	1	-	2
R-4 Mixed Use	2	1	2	1	-
R-5 Larger Building / Use	3	1	-	-	-

Note -- Some people did not submit a feedback form. Some submitted forms did not rank the scenarios. Some submitted forms only ranked some of the scenarios.

Feedback Forms – Like / Not Like

Scenario	Things I Like	Things I Don't Like
R-1 Larger Townhouses	<ul style="list-style-type: none"> Less pavement 	
R-2 Smaller Townhouses	<ul style="list-style-type: none"> Can be good for empty nesters, small families, singles, or for starter homes 	
R-3 Apartments	<ul style="list-style-type: none"> Windsor needs more workforce housing 	
R-4 Mixed Use	<ul style="list-style-type: none"> More retail on Windsor Avenue and residential density 	
R-5 Larger Building / Use	<ul style="list-style-type: none"> I would only want to see an office or other good jobs here 	
General		<ul style="list-style-type: none"> Would more residential here be a missed opportunity to grow Wilson's commercial / employment base?

Feedback Forms – General Comments

1. My #1 would be to leave it as open space. I do not see additional retail space businesses being able to be profitable unless a new type of business. Again, whatever, it must have a positive impact on the current residents.
2. [paraphrased] If you want young families then larger townhouses (R-1) would be preferable to smaller townhouses (R-2).
3. I would like to see a park/playground for the community. Tear down current Roger Wolcott building and re-build. Daycare center! No commercial buildings please. We already have Windsor Center which is run down. Please fix that and continue to use as a commercial center. We do not need two of these areas in this neighborhood.
4. Use a part for a park.
5. Wilson/Deerfield area is affordable housing. We don't need any more affordable housing. I would like to keep open space.
6. Assisted living center would be nice. Good to be able to have loved ones close if this type of facility is needed.
7. The only thing about being older is that I have observed, visited, and studied many communities across the USA. The best are like a good restaurant, if you drive by when people are home and you see a new Porsche is at one house and the next-door neighbor has a beat up Chevy then you have found a good community.
8. Green space / park.

Wolcott School Parcel

Note – Full page graphics were presented in the report to the Ad Hoc Committee and full size graphics were available at the meeting.

Wilson Opportunity Sites – Wolcott School Parcel

S-1 Residential Mix

Mix Of Residential Uses
 8 Detached Units on Upper Terrace
 10 Detached Units on Middle Terrace
 30 Apartment Units on Windsor Avenue

Existing building with stayed roof
Four driveways on East Wolcott Avenue

WINSOR | Planimetrics | DODSON, FINKER
LANDSCAPE ARCHITECTURE AND PLANNING

Wilson Opportunity Sites – Wolcott School Parcel

S-2 All Single-Family

Single-Family Residential Use
 23 Homes

Front yards oriented to East Wolcott Avenue / Rear yards oriented to internal driveway
Reargled as shown from historical driveway
Two more buildings with stay of roof
Two driveways on East Wolcott Avenue

WINSOR | Planimetrics | DODSON, FINKER
LANDSCAPE ARCHITECTURE AND PLANNING

Wilson Opportunity Sites – Wolcott School Parcel

S-3 Mixed Use

Mixed Use
 11,000 SF Retail on Windsor Avenue with 12 apartments above
 15,000 SF office on East Wolcott Avenue
 32 Townhouses - 12 Larger (upper) and 20 Smaller (middle)

Existing building with stayed roof
Three driveways on East Wolcott Avenue

WINSOR | Planimetrics | DODSON, FINKER
LANDSCAPE ARCHITECTURE AND PLANNING

Wilson Opportunity Sites – Wolcott School Parcel

S-4 Renovate Existing Building

Live-Work / Office / Institutional Use
 40,000 Square Feet Office / Institutional In Renovated Building
 7 Live-Work Units on Windsor Avenue Apartment Units @ 900 SF each

Parking area expanded to accommodate use of renovated building
Three driveways on East Wolcott Avenue

WINSOR | Planimetrics | DODSON, FINKER
LANDSCAPE ARCHITECTURE AND PLANNING

Wilson Opportunity Sites – Wolcott School Parcel

S-5 Larger Building / Use

Residential / Institutional / Office Use
 Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger footprint building – could be necessary or necessary
All parking on exterior parking lots
Three terraces could be additional parking or green space depending on use
Three or more driveways on East Wolcott Avenue

WINSOR | Planimetrics | DODSON, FINKER
LANDSCAPE ARCHITECTURE AND PLANNING

Direct Preference Voting

Scenario	First Choice	Second Choice	Did Not Favor
S-1 Residential Mix	6	3	1
S-2 All Single-Family	0	2	8
S-3 Mixed Use	3	5	0
S-4 Renovate / Mixed Use	4	9	8
S-5 Larger Building / Use	9	4	1
Total	22	23	18

Note – Two “redevelopment parcel” slips in S-4 (1 green and 1 red) were not counted

Feedback Forms - Ranking

Scenario	Ranked #1	Ranked #2	Ranked #3	Ranked #4	Ranked #5
S-1 Residential Mix	1	1	2	-	-
S-2 All Single-Family	-	2	2	1	-
S-3 Mixed Use	1	2	-	1	-
S-4 Renovate / Mixed Use	5	-	-	-	3
S-5 Larger Building / Use	2	1	-	1	-

Note – Some people did not submit a feedback form. Some submitted forms did not rank the scenarios. Some submitted forms only ranked some of the scenarios.

Feedback Forms – Like / Not Like

Scenario	Things I Like	Things I Don't Like
S-1 Residential Mix	<ul style="list-style-type: none"> The idea of different size households in the same neighborhood Bring in new families at a convenient location and grow density to support commerce in Wilson 	<ul style="list-style-type: none"> Traffic on East Wolcott?
S-2 All Single-Family	<ul style="list-style-type: none"> The single-family dwellings but I hope people on a fixed income can afford Fits in with existing use on East Wolcott 	<ul style="list-style-type: none"> Instead of three floors, two is better. It is hard to move things even with an elevator Monoculture
S-3 Mixed Use	<ul style="list-style-type: none"> Retail fronting on Windsor Avenue plus employment plus residential density in the neighborhood 	<ul style="list-style-type: none"> Do not want mixed use Too much? Can we rent these buildings to capacity? Will the neighbors be aggravated? Do not want commercial buildings
S-4 Renovate / Mix Use	<ul style="list-style-type: none"> Existing building could be a good place for a homeless shelter (short-term housing) for residents and transient students in the WPS Rebuild as child day care and/or adult day care 	<ul style="list-style-type: none"> No! Too much to repair! Too much to repair, I know
S-5 Larger Building / Use	<ul style="list-style-type: none"> Senior housing Employment 	<ul style="list-style-type: none"> Do not want large buildings Not an organic fit for the neighborhood

Feedback Forms – General Comments

- Green space/park. Concerned about additional traffic on East Wolcott.
- Refers to comment #7 for Redevelopment parcel (Porsche / Chevy).p
- Diversity and options would be good. Neighborhoods with housing options along with public green space and or small restaurant/ retail.
- I would like to see Roger Wolcott put to good use as housing for the elderly. Windsor does not have enough elderly housing. Mack Street, Shad Run and John Fitch are occupied with a waiting list. Affordable housing. The apartments near the post office are very expensive for elderly.
- Use a part for a park.
- I am very disappointed that I only heard about this meeting from a friend today and I live in the area! I certainly do not want to see commercial properties at this location/residential neighborhood. A daycare center is preferred, police substation.
- Keep space for youth-like park.
- Would love to see Roger Wolcott re-open as a pre-K for the town.
- Live-in workspace I would think would fit well in this type of building. Whatever is done, it must be something that would have a positive impact on the area and local residents.

Wilson Redevelopment Parcel Summary Survey Results

July 17, 2019

Background

From July 11th through July 16th, Windsor residents were invited to participate in an 18-question survey regarding the future use of both the Wolcott School Site (451 Windsor Avenue) and the Redevelopment Parcel (458 Windsor Avenue). For each parcel of land, survey respondents were asked to rate each development option on a scale of 1-5 and were asked to rank all options in order of preference. The tables on the next two pages reflect responses to each of these questions. Any questions you have regarding tabulation and calculations can be sent to the town's Management Analyst, Josh Kelly, at kelly@townofwindsorct.com.

Demographics

Respondents: 195
Margin of Error: 6.99%

Location

Live in Wilson: 10.8% (21)
Live in Windsor, but outside Wilson: 82.1% (160)
Own property in Wilson, but do not live there: 2.1% (4)
Do not own property or live in town: 5.1% (10)

Age

Under 18: 3.6% (7)
18-25: 4.1% (8)
25-35: 14.4% (28)
35-45: 18.5% (36)
45-55: 24.1% (47)
55-65: 23.1% (45)
65+: 12.3% (24)

Duration of Residency

Less than 1 year: 2.1% (4)
1-5 years: 7.7% (15)
5-10 years: 7.2% (14)
10-20 years: 25.6% (50)
20+ years: 53.3% (104)
Not a resident: 4.1% (8)

Wolcott School Site

Rank-Choice Tabulation

Options	Residential Mix	Single-Family Homes	Mixed-Use	Renovate Building	Larger Building
1st Choice	17% (33)	24% (46)	24% (47)	21% (41)	14% (28)
2nd Choice	24% (46)	17% (33)	11% (22)	23% (44)	26% (50)
3rd Choice	12% (24)	16% (32)	40% (77)	17% (33)	15% (29)
4th Choice	15% (30)	27% (53)	19% (37)	27% (53)	11% (22)
Last Choice	32% (62)	16% (31)	6% (12)	12% (24)	34% (66)

Most Preferred Choice Calculations*

	Residential Mix	Single-Family Homes	Mixed-Use	Renovate Building	Larger Building
Rank-Choice Approval Rating**	45% (348)	51% (400)	57% (445)	53% (415)	44% (342)
1-5 Favorability Rating***	2.76	2.87	2.87	2.97	2.70
First-Choice Votes	17% (33)	24% (46)	24% (47)	21% (41)	14% (28)

*Highest score in each category is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (780), which demonstrates relative level of approval.

***Numbers closer to 5 are more favorable, those closer to 1 are less favorable.

Wilson Resident Preference*

	Residential Mix	Single-Family Homes	Mixed-Use	Renovate Building	Larger Building
Wilson Rank-Choice Rating**	38% (32)	60% (50)	44% (37)	55% (46)	54% (45)
All-Town Rank-Choice Rating**	45% (348)	51% (400)	57% (445)	53% (415)	44% (342)
Difference	-7%	9%	-13%	2%	10%

*Highest score in each geographic region is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (84 for Wilson, 780 for Total), which demonstrates relative level of approval.

***Negative values in the "Difference" row mean that Wilson residents like that given option less than the town as a whole likes it.

Redevelopment Parcel

Rank-Choice Vote Tabulation

Options	Larger Townhouses	Smaller Townhouses	Apartments	Mixed-Use	Larger Building
1st Choice	26% (50)	16% (32)	5% (9)	28% (55)	25% (49)
2nd Choice	19% (36)	29% (56)	11% (23)	26% (51)	15% (29)
3rd Choice	18% (35)	23% (44)	34% (67)	15% (29)	10% (20)
4th Choice	17% (34)	31% (60)	17% (34)	23% (45)	11% (22)
Last Choice	21% (40)	2% (3)	32% (62)	8% (15)	39% (75)

Town-Wide Most Preferred Choice Calculations*

	Larger Townhouses	Smaller Townhouses	Apartments	Mixed-Use	Larger Building
Rank-Choice Approval Rating**	53% (412)	57% (444)	35% (273)	61% (476)	44% (345)
1-5 Favorability Rating***	2.82	2.86	2.30	2.97	2.73
First-Choice Votes	26% (50)	16% (32)	5% (9)	28% (55)	25% (49)

*Highest score in each category is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (780), which demonstrates relative level of approval.

***Numbers closer to 5 are more favorable, those closer to 1 are less favorable.

Wilson Resident Preference*

	Large Townhouses	Small Townhouses	Apartments	Mixed-Use	Larger Building
Wilson Rank-Choice Rating**	60% (50)	57% (48)	25% (21)	52% (44)	56% (47)
All-Town Rank-Choice Rating**	53% (412)	57% (444)	35% (273)	61% (476)	44% (345)
Difference***	7%	0%	-10%	-9%	12%

*Highest score in each geographic region is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (84 for Wilson, 780 for Total), which demonstrates relative level of approval.

***Negative values in the "Difference" row mean that Wilson residents like that given option less than the town as a whole likes it.

Comment Summary

In the survey, respondents were asked if they had any other ideas that they would like the Town Council to consider. The lists below are a tally of the number of comments that specified an interest in the given alternative idea for each parcel. Comments that repeated one of the previously-presented options were not shown in this tally, as they have already been effectively counted above. Percents shown for the top three options for each parcel represent the total percentage of the respondents that made note of the given idea (out of 195).

Wolcott School Site

Educational Space/Pre-K: 17 (8.7%)
Open Space/Park: 11 (5.6%)
Other Entertainment/Recreation: 10 (5.1%)
Senior Center: 9
Nursing Home or Senior Housing: 8
Artist/Freelance-Oriented Development: 3
Specific Grocery Stores: 3
Low-Income or Veteran Housing: 3
Anything Energy Efficient/Eco-Friendly: 2
Anything that Minimizes Parking: 1
Residential Farm for Special Needs: 1
Keep as Current Use: 1
Medical Building: 1

Redevelopment Parcel

Open Space/Park: 14 (7.2%)
Other Entertainment/Recreation: 7 (3.6%)
Nursing Home or Senior Housing: 5 (2.6%)
Not Any Kind of Housing: 3
Educational Space/Pre-K: 2
Senior/Rec Center: 2
Welcome to Wilson Sign: 2
Low-Income or Veteran Housing: 2
Anything Energy Efficient/Eco-Friendly: 2
Carnival/Fair Space: 2
Specific Grocery Stores: 1
Not Low-Income Housing: 1
Youth-Oriented Housing: 1
Bigger Parking Lot: 1

Town Council
Resignations/Appointments/Reappointments
September 3, 2019

Resignations

None

Appointments / Reappointments (to be acted upon at tonight's meeting)

None

Names submitted for consideration of appointment

- A. One Republican Member
Board of Ethics
Five Year Unexpired Term to expire July 31, 2021 or until a successor is appointed
(Jennifer Macierowski - resigned)

“MOVE to appoint Michael Champlin as a Republican member to the Board of Ethics for a five year unexpired term to expire July 31, 2021 or until a successor is appointed.”

- B. One Democratic Member
Hartford Area Cable Television Advisory Council
Two Year Unexpired Term to expire June 30, 2020 or until a successor is appointed
(Timothy O'Shea - resigned)

“MOVE to appoint Patricia Bruhn as a Democratic member to the Hartford Area Cable Television Advisory Council for a two year unexpired term to expire June 30, 2020 or until a successor is appointed.”

- C. One Democratic Alternate Member
Human Relations Commission
Three Year Unexpired Term to expire March 31, 2021 or until a successor is appointed
(Jeremy Lawson – moved out of town)

“MOVE to appoint Kereme Murrell as a Democratic Alternate member to the Human Relations Commission for a three year unexpired term to expire March 31, 2021 or until a successor is appointed.”

September 3, 2019

- D. One *Republican Alternate* (resident)
Historic District Commission
Two Year Term to expire October 12, 2021 or until a successor is appointed
(Steve Rubino – moved from alternate position to regular membership)

“MOVE to appoint Sarah Cassidy as an Unaffiliated Alternate member (resident) to the Historic District Commission for a two year term to expire October 12, 2021 or until a successor is appointed.”

- E. One *Democratic Member*
Human Relations Commission
Three Year Term to expire May 31, 2022 or until a successor is appointed
(Joyce Armstrong)

“MOVE to reappoint Joyce Armstrong as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2022 or until a successor is appointed.”

- F. One *Democratic Member*
Human Relations Commission
Three Year Term to expire May 31, 2022 or until a successor is appointed
(Patricia Mack)

“MOVE to reappoint Patricia Mack as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2022 or until a successor is appointed.”

- G. One *Democratic Member*
Public Building Commission
Three Year Term to expire November 30, 2021 or until a successor is appointed
(Gary Johnson)

“MOVE to reappoint Gary Johnson as a Democratic member to the Public Building Commission for a three year term to expire November 30, 2021 or until a successor is appointed.”

- H. One *Democratic Alternate Member*
Youth Commission
Two Year Term to expire September 30, 2020 or until a successor is appointed
(Joel Cruz)

“MOVE to appoint Kereme Murrell as a Democratic Alternate member to the Youth Commission for a two year term to expire September 30, 2020 or until a successor is appointed.”



**TOWN COUNCIL
COUNCIL CHAMBERS
WINDSOR TOWN HALL
AUGUST 5, 2019
Regular Town Council Meeting**

UNAPPROVED 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 Joseph McAuliffe, Councilor Richard O'Reilly, Councilor Michael Tustin and Councilor Kenneth Wilkos.

2) PRAYER

Councilor McAuliffe led the group in prayer.

3) PLEDGE OF ALLEGIANCE

Councilor McAuliffe led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS – None

5) PUBLIC COMMUNICATIONS AND PETITIONS

Sharran Bennett, 30 Capen St., spoke about living on Capen Street. Over the last few years, there has been a lot of changes in the neighborhood. There are more young children in the neighborhood which means more bus stops. There is no parking on the north side of Capen Street. Recently there has been more than the usual amount of cars between Crest Drive and the bottom of the hill. This road is also the main route to Windsor High School where children are walking. Ms. Bennett would like to recommend making the road a 'no parking on both sides' when school is in session.

Rick LeMay, thanked all of the Town Council members for their time and efforts regarding agenda item 12D to name the baseball field in honor of Mr. Barry Chasen. Mr. LeMay would particularly like to single out the efforts of Councilor McAuliffe. Mr. LeMay believed the Town Council would be hard pressed to find a more deserving person than Mr. Chasen. Mr. Chasen has dedicated most of his life to the Windsor Community for a very long time. Mr. LeMay encouraged the Council members to vote to honor Mr. Chasen with a dedication ceremony commemorating the naming of the baseball field in his honor in the near future.



Thomas O'Shea, 20 Laurel Ave, spoke of Mr. Chasen. Mr. O'Shea had the privilege to play for Mr. Chasen. He expressed the impact he had from a personal stand point. Mr. O'Shea noted you couldn't find someone better to honor.

Elizabeth Yetman, 82 Robin Road, spoke in support of the bicycle path development from the boat ramp on the Connecticut River down to Hartford. Bicycle development has a huge and positive impact on a community. Ms. Yetman hopes the town does whatever they can to make it happen.

6) REPORT OF APPOINTED BOARDS AND COMMISSION

a) Public Building Commission (PBC)

Mr. Richard Hazelton, PBC Commission Chairman presented the following:

Safety Complex - Police and Fire Station Design – 9911

Due to general contractor's requests, the bid date was extended to August 5th. Town staff and the architect will review the general contractor's bids and provide recommendations to the PBC at its scheduled meeting on August 13.

On July 31st town staff received bids for the materials testing and commissioning. Staff will review the bids with the architect and provide recommendations to the PBC.

JFK Elementary School Replacement HVAC Systems – 9490

Once town staff receives all closeout documents, the PBC will authorize final payment and close this project.

Town Hall Portico Restoration Project – 9493

The installation of cast stone components is almost complete. When completed, the new stamped concrete deck will be poured in two sections. Then the grouting of new cast stone, columns, and portico freeze will take place.

This project is four weeks behind due to cast stone delivery, weather, and the general contractor's means and methods. The work has been slower than anticipated but we believe we are receiving quality workmanship.

Fire Security Systems – 9495

Once the Fire Marshal's office approves all of the installations and closeout documents are received, the PBC will close this project.

Poquonock School Air Conditioning Project – 9500

The classroom air-conditioning systems are installed and electrically wired. Refrigeration piping and controls wiring are continuing. The temporary electrical service was installed on July 16th. The new permanent electrical service will be installed near the end of August. Unfortunately, the new electric service will require one day with no power to the building. Town staff is working

with the Eversource electric service design team to have new service completed by August 30th.

WHS Pool House Replacement HVAC Unit - 9507

The replacement PoolPak unit was rigged into place on July 22nd. Since then, system connections have been taking place. Testing and commissioning of the unit is scheduled for this week. The pool will be available for use before the upcoming school session begins.

Sage Park Middle School Roof Design - 9506

The architect, Hibbard & Rosa, is holding his work on design drawings until the end of this summer. The PBC is scheduled to receive completed design drawings in October. After the PBC reviews and approves the design, they will then be forwarded to the state, with supporting documents, from the BOE for state project approval of the design. The PBC now expects this project will be scheduled for the summer of 2020.

DPW Building Renovation Design - 9505

The architect, Capital Studio, will present completed project drawings to the PBC at its next meeting on July 9th. Final recommendations are being made to the drawings. The architect will return and present them to the PBC for final approval.

Clover Street School Partial Roof Design – 9508

The PBC has reviewed and approved the drawings. The architect and BOE staff are working together to provide the state with all necessary documents for the state application.

Once the state receives documents from BOE, assigns a project number, it is reviewed and approved for reimbursement, we will proceed to bid this project. Due to delays this work will not take place this summer. The PBC and BOE staff have to meet and determine if this work can take place this fall while school is in session.

Northwest Park Nature Center Addition – 9503

The addition is 100% complete. Exterior siding was completed last week. The contractor has door window trim work to complete and to apply the final cost of paint.

Councilor McAuliffe asked when is the final date the portico will be completed. Mr. Hazelton stated he doesn't know of a final date. The stamped concrete has to be completed in two sections. Mr. Hazelton asked Town Manager Souza if he knew the date. Town Manager Souza stated he does not know the date. However, he did receive an updated schedule from the contractor today and can provide the Town Council with it within the next day.

Councilor Govoni asked if there was instruction on how the stamped concrete should be treated during the winter regarding salt and chemicals. Mr. Hazelton noted he will look into it further. Town Manager Souza stated there will be a sealant coating as an additional protective coating and that the information will be obtained from the contractor.

b) Human Relations Commission

Town Manager Souza stated we were expecting a representative from the commission, but had not heard from them.

c) Metropolitan District Commission (MDC)

Mr. John Avedisian, MDC Commissioner, gave the following report:

As of the last update, there was a concern for the bonding issue with the state to take care of the three more contracts they have in the tunnel project. The concern was if they didn't receive the money, they would have to raise it themselves via bonds. The potential for the clean water charge would go from \$4.60 to \$6.60. Since that time, the State Commission has had their bonding of approximately \$136,000,000 on general obligation bonds and \$291,000,000 of revenue bonds. The MDC is going to add \$80,000,000 and \$35,000,000 respectfully of grants so they can continue with this project along State Highway 91.

The ground water discharge was billed to the Connecticut Department of Energy & Environmental Protection (DEEP). A law suit has been filed and served to the DEEP.

Water treatment production as of June 9, 2019, was 49,000,000 gallons per day. MDC is still looking for other ways to sell water. They are talking to different towns, like Portland. The water capacity at Barkhamsted and Nepaug is at 98% as of June 30, 2019.

In regards to the foam spill from the airport into the river, there was nothing the MDC could have done to stop it from moving into the river. If they had just turned off the valve, a lot people would have had sewage in their cellar. This would have been a larger problem than what we actually had.

Niagara Bottling, as of June 21, 2019, is using about 685 gallons a day. That is an increase of the water they are using.

There is a warning of a suspected MDC imposter going around to the public. Mr. Avedisian didn't see it on the town website, but Town Manager Souza stated we had it on there for several months.

Deputy Mayor Terranova asked if MDC is still waiting to hear back about the integrated plan from DEEP. Mr. Avedisian stated they haven't heard from DEEP, but know they are on board with it. Mr. Avedisian will make a note and ask that question at the next meeting.

Councilor McAuliffe asked about a balloon type system that DEEP could have used to slow the flow of the foam into the river. Is this realistic? Mr. Avedisian stated they were looking for different ways to deal with it if it happened again.

7) TOWN MANAGER'S REPORT

Community Block Party

Just a reminder that there will be a community block party on Friday, August 9th at Deerfield Park, 70 Colton Street. This event runs from 4:30 PM until 7:30 PM and admission is a school snack donation for the Weekend Wheels program. Enjoy carnival games, arts and crafts, face painting, music, bounce-house, food and more! There will be prizes and giveaways. This event is created by youth in the Summer Teen Employment Program (STEP) in partnership with the Windsor Police Department to promote family fun and community spirit in a substance free environment. Call (860) 285-1990 for more information.

Windsor Citizen's Academy

More than 200 Windsor residents have graduated from the Windsor Citizen's Academy.

The program is a fun opportunity to learn more about the services the Town of Windsor provides, how they are funded, a look at our day-to-day operations, and how you can get involved. The interactive Citizen's Academy meets on Thursday evenings beginning September 26th and focuses on how daily government operations contribute to a better community.

This is a free program for those who register by calling 860-285-1835, by going online at townofwindsorct.com or by email at: jubrey@townofwindsorct.com.

National Night Out

The Windsor police will be sponsoring an event for "National Night Out" on August 6th from 5:00 PM to 9:00 PM at Sage Park Middle School. National Night Out is an annual community building campaign, and another opportunity for our officers and other first responders to build relationships with Windsor folks on an informal basis. At the event, a rock wall, DJ, dunk tank, inflatables, food and drink will be available.

Traffic Enforcement

The Town Council recently received communications from residents expressing concerns about speeding. This type of complaint is one of the most common the police department receives. All officers are expected to conduct traffic enforcement activities in addition to responding to a wide range of calls for service throughout their shift. We have 2 officers that are assigned as a traffic unit and their primary duties relate to traffic enforcement.

We are continuing to work on specific neighborhood traffic concerns and have a multi-disciplinary staff team that meets regularly to review traffic data such as volumes, speed, vehicle type and time of day. This information helps the police to deploy limited patrol resources in a more efficient and effective manner.

Overall in FY 19, officers made a total of 11,912 traffic stops. This is nearly 11% greater than in FY 18. Also, the percentage of vehicle accidents with injuries has decreased slightly from 13.4% in FY 18 to 12.5% in FY 19. We have averaged 81 accidents with injury per year over the past 3 years.



Both the police department and I will continue to work on this important town-wide public safety and quality of life issue.

Farmington River Update

Town staff continues to remain in contact with state agencies regarding the June chemical release. At this time, the state is awaiting test results from fish tissue, surface water and the waste water treatment plant.

The consultant for Signature Flight is slated to submit plans to the CT Department of Energy and Environmental Protection (DEEP) for an ecological assessment along the river as well as soil testing along a section of Rainbow Road where foam was extruded from manholes onto the roadside.

Work by the consulting engineer to identify and select a sampling of private wells to be tested is ongoing. The sample size will be determined by several factors such as well depth and type of construction. Town staff reviewed records for various properties as part of this process.

Like other type of events, I and other town staff have reviewed our response to the incident. Each event or incident is different and unique but by taking time to review, we can identify possible ways to strengthen our response.

As you know, the primary agency for this incident was DEEP and we took direction and guidance from them under a modified Unified Command model. Our Director of Public Health was notified by the state on the morning of June 9th. Later in the morning, the State finalized the issuance of the advisories and sent out a media release. By 1:00 p.m. multiple media outlets had broadcast and posted information to the general public through various social media tools regarding the release and the advisories.

That afternoon the town, in support of the state agencies, posted advisory signs at several public access points along the Farmington River as well as the boat launch at East Barber Street in case boaters put their boat in there and travel north to the Farmington.

Several days later, staff at the suggestion of a resident via Mayor Trinks, worked with the state to have the signs translated into Spanish and posted them. Information also was posted on our website.

Going forward, we are looking at how to incorporate different ways of 'pushing out' information – for example, use of the Everbridge Community Notification system which is similar to Reverse-911 and the town's email subscription service.

Just this past week, we used larger signs (in both English and Spanish) on sandwich boards as well as Everbridge to notify Rainbow Reservoir users and neighbors of the algae bloom.

While our partners at the state agencies have been helpful and I appreciate their efforts, in the future town staff and I, if need be, will be more assertive in making requests as well as offering local resources and solutions if appropriate.



As I noted earlier, each event or incident is different and unique but we can learn and strengthen our response from each one and that is what we have and will continue to do.

Councilor O'Reilly asked Town Manager Souza if he had heard anything about trying to prevent future spills from happening, any lessons learned, or a change of practice. Town Manager Souza stated the Airport Authority has been working with their tenants at Bradley, as well as other various airports Bradley is responsible for in the state, to review their response plans. They have also been working with the State Fire Marshal's Office for interim response plans such as being able to get permission to block off their floor drains. It's not a uniform situation because some of the facilities already have physical containment practices in place. There has been some conversation on deploying some type of balloon device in the future to prevent it from going through the public sewer system, down into the treatment plant.

Councilor O'Reilly asked if they ever found out what the root cause was for the spill. Town Manager Souza believed it was a valve malfunction.

Councilor McAuliffe asked Town Manager Souza if there was a date when to expect the fish tissue results. Town Manager Souza stated the fish tissue test results will not be in until after Labor Day and the other testing results should be in within the next several weeks. Town Manager Souza noted once we receive the test results from DEEP, we will post them on the town website.

Councilor Jepsen asked with all these samples being collected, will they test for anything else that might be in the riverbed or streams. Town Manager Souza stated DEEP is just testing for PFAS and not any other chemicals.

8) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Black-Burke emphasized to the viewing audience to get out and support the National Night Out event that is taking place tomorrow night at Sage Park. It's a great opportunity for our families and young people to interface with our police force and first responders.

Councilor O'Reilly addressed and appreciated Councilor McAuliffe's remarks about the mass shooting. Councilor O'Reilly stated the last time it was his turn to give a prayer he did the same thing since another unfortunate mass shooting had previously taken place. It seems to be a recurring event.

Councilor Wilkos – None

Councilor McAuliffe thanked Town Manager Souza for his report on the foam spill. It's important to recognize when something like this happens. We can't let this happen again. We need to have prevention in place at the airport and to keep on the Airport Authority and State officials to fund a project to prevent spills in our waterways.

Councilor Govoni addressed the comments about Capen Street and stated he supports what Sharran Bennett said. Councilor Govoni always wondered why a street with a school has



parking on the south side. There are sidewalks there that cars always park on. Students have to go around the cars when walking. There is a tremendous amount of traffic and it doesn't help when there is a car parked on the side of the road. Councilor Govoni agreed it is a good suggestion to make it no parking on the whole street.

Deputy Mayor Terranova thanked Town Manager Souza for the update on the spill as well as looking at ways to improve communication with the town. Deputy Mayor Terranova asked the Town Council audience to share any other means of communication that would help the town do a better job to communicate.

Councilor Tustin – None

Councilor Jepsen – None

Mayor Trinks addressed the PFAS concerns. Mayor Trinks has been very impressed with the State and the amount of time the Town Manager has been in contact with the State, State Public Health department, and Department of Energy and Environmental Protection (DEEP) regarding this issue. Mayor Trinks noted information has been collected and private wells will be tested to alleviate that concern. Mayor Trinks stated he spoke with someone from the Airport Authority and they indicated they are moving forward with an emergency containment plan. The State, Department of Health and DEEP are all willing to come out to Windsor again. Mayor Trinks stated we want to support our first responders for our safety. Come on out to National Night Out and have some fun.

9) REPORTS OF STANDING COMMITTEES

Personnel Committee – Councilor O'Reilly stated we have a number of individuals that have expressed interest in appointments and reappointments to various commissions. We are working diligently to schedule a meeting to interview all individuals. It should happen within the next two weeks.

Health & Safety Committee – Councilor Black-Burke stated the committee will be meeting hopefully within the next few weeks and will have more information at the next scheduled Town Council meeting.

Finance Committee – None.

Special Projects Committee – None.

Town Improvements Committee – None.

10) ORDINANCES – None

11) UNFINISHED BUSINESS – None

12) NEW BUSINESS

a) Presentation by Riverfront Recapture (RR)

Town Manager Souza introduced representatives from Riverfront Recapture (RR), Mike Zaleski, President & CEO and Marc Nicol, Director of Park Planning & Development. Town Manager Souza stated that back in the 1980's, RR was formed. RR developed a strong, bold master plan on how to reconnect the Hartford region with the Connecticut River. These gentlemen are here to present the next stage in the long-term plan.

Mr. Zaleski stated the mission of RR is to connect people to the Connecticut River. We are presenting an exciting project which will expand the river walk into Windsor. Mr. Zaleski is joined by Mr. Nicol, who oversees the development of the park system and continued maintenance of the four parks. Mr. Zaleski stated Windsor has been a longtime supporter of RR and Mayor Trinks is a member of the board.

Mr. Nicol gave a slide show presentation showing how they propose to connect Windsor to the river walk. Mr. Nicol stated that RR was going to be acquiring a sixty acre parcel right on the Connecticut River. The parcel is mostly in Hartford with some acreage in Windsor. There is another parcel of twenty acres in Windsor owned by the DEEP, Windsor State Meadows Park, which RR is looking to acquire. The RR will be developing the south side of Decker's Brook. The overall look of the river walk would go across the private parcel to Windsor's Meadows Park and tie into the existing river walk. Mr. Nicol noted there is a manmade cove in the private parcel and they would like to expand the cove to provide public access to the Connecticut River for paddle sports.

Mr. Nicol stated the park needs to be self-sustaining and generate its own revenue. The development process of the park will include local people of Windsor and Hartford. Mr. Nicol said Eric Barz, Town Planner, Thomas Hazel, Environmental Planner and Robert Jarvis, Director of Public Works and Town Engineer are aware of the project and he will continue to keep them in the loop. The property could be a good spot for a restaurant, office, farmer's market, etc. to generate revenue.

Mr. Nicol outlined a calendar of events for clean up and development of the properties. On the private property, they have completed Environmental Phases I, II, and III. RR has public funding for development of the river walk and private funding for park development and amenities.

Councilor Govoni asked if it is hard to get funding to dredge out the channel next to the river. Mr. Nicol stated they have some of the funding in place to do the excavation. The site actually has some environmental issues and funding has been secured for that.

Councilor Wilkos asked if they have a time limit to acquiring the sixty acres. RR has been 40 years in the making. We have completed over \$65-\$70 million of development over those years. We continue to do \$1-\$3 million dollars of development each year. We have to go out and raise the money. We have had conversations with local and regional foundations that expressed their interest in helping us. The United States Environmental Protection Agency really likes this project. There is a chance if we apply for funding with them, we could get some

assistance with addressing environmental issues on the property. Development of the upper area could be private funding.

Councilor Wilkos asked what the annual cost would be. Mr. Nicol stated it depends on the development. A more sustained development will make the cost go up. Mr. Zaleski said that if this park gets developed, they would make sure it fits within the entire Greater Hartford Park system. He added that they see a park with a safe and secure kayak system in an 8 to 10 acre cove.

Councilor McAuliffe asked what the biggest stumbling block is in making this happen. Mr. Zaleski stated they have secured funding acquisition about a year ago. Unfortunately it can be complicated and they have gone through a series of environmental issues and other challenges that have prevented them from closing. They are confident by the end of the summer they will acquire the property. Mr. Zaleski noted they were fortunate to receive additional state funding that will allow them to do remediation to secure the property. The first year will focus on the restoration process. With community input and the development of a committee, we will come up with an attractive plan.

Councilor Jepsen stated he is very excited about this. How did you get the responsibility to clean the environmental impact? Councilor Jepsen stated normally the owner is responsible to clean it. Mr. Nicol stated it's up to the buyer to negotiate that before buying the property. The level of contaminants found at the property from an industrial standpoint was not an issue. Mr. Nicol explained since they want to develop the land for public use, they want to clean it and mitigate the environmental issues to make it so it is equal to a residential area. Mr. Zaleski added that the other four parks RR owns flood and they clean them up every year. Councilor Jepsen stated he is hoping that when this is completed, it will come up to Barber Street and it could possibly one day go all the way up to Bart's Drive in restaurant. Mr. Zaleski agreed with Councilor Jepsen.

Councilor O'Reilly asked if individuals wanted to help out, can they volunteer. Mr. Nicol stated individuals can help out now. There are lots of events, cleaning and administrative chores to do year round. Mr. Nicol gave the website address of www.riverfront.org for individuals that are interested in signing up to volunteer. There is contact information on the website. Mr. Zaleski stated over the next year, they are looking for local input and ideas for this project.

Councilor Govoni asked how they manage their field work. Mr. Zaleski stated that about three years ago, RR took over maintenance of the park system from MDC. We are continuing to enhance the park and having the right equipment is key. Councilor Govoni stated it's amazing how fast that forest has grown over the area.

- b) Approve collective bargaining contract with UPSEU

MOVED by Deputy Mayor Terranova, seconded by Councilor Jepsen, to approve the collective bargaining agreement between the Town of Windsor and UPSEU Local 424, Unit 10 for the period of July 1, 2019 through June 30, 2021.

Town Manager Souza invited Amelia Bliss, Director of Human Resources, to provide a brief recap of the proposed contract.

The collective bargaining contract with the United Public Service Employees Union (UPSEU) Public Safety Dispatchers expired on June 30, 2019. Negotiations have largely been centered on health coverage and wages. Management and the dispatchers have come to an agreement for a contract that runs from July 1, 2019 through June 30, 2021. Members of the employee association have ratified the proposed agreement and the Town Council is now being requested to approve the contract.

Ms. Bliss stated the health insurance proposals are the employee's share of the health insurance premiums and the contribution will increase from 20% to 20.5%. There was a mistake on the agenda item summary, it said July 1, 2019, but it was not supposed to change until January 1, 2020. We are also proposing to eliminate gastric bypass coverage, as well as related procedures, limiting the infertility treatment coverage to the state-mandated level, and eliminating coverage for domestic partners. These changes will bring the dispatchers in line with the affiliated group as well as the police benefits that were just approved.

The wages that were agreed to after conducting a market study and being negotiated are proposed to be 2.25% for both FY20 and FY21. The other language changes involve the union security language. The Union Security language changes are proposed based on a Supreme Court decision related to public sector union fees for employees who choose not to become a member of the union.

The financial impact for the FY20 is a \$18,920 increase over the base FY19 wages and \$12,000 for the FY21 increase.

Motion Passed 9-0-0

c) Resolution regarding Final Design of Day Hill Signal Project

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that the town proceed into the final design phase of the CMAQ-funded adaptive traffic control signal system project and that Peter Souza, Town Manager, be authorized to sign said resolution on behalf of the Town Council.

Town Manager Souza invited Adam Kessler, Assistant Town Engineer, Robert Dinallo, Project Engineer and a representative from Milone and McBroom to speak about the project.

Town Manager Souza stated Day Hill Road is primarily an industrial and corporate corridor, with over 11 million square feet of building improvements. Day Hill Road is very important and we have a long-standing practice of managing the traffic along the roadway.

In 2009 the town commissioned a Day Hill Road Capacity Improvements study. Based on the results of that study, the Day Hill Road Adaptive Traffic Control Signal System study was performed in 2010. That study evaluated the feasibility and implementation of an intelligent

traffic adaptive system for the corridor, with the ultimate goal to improve operating conditions and maximize capacity on Day Hill Road by installing an intelligent system that is reliable, easily maintainable and flexible for future expandability. Integration of adaptive signal technologies along the Day Hill Road corridor will allow for signal timing adjustments to be made based on real time traffic conditions. These improvements will result in the more efficient movement of traffic throughout the corridor, thereby reducing traffic delays, fuel consumption, and hazardous air emissions.

The Town applied for a grant multiple times and in 2016, we were awarded \$1.32 million in federal funding from the Connecticut Department of Transportation (CT DOT) for improvements to the traffic signals along Day Hill Road. Cost estimates generated from the earlier studies and grant applications for the adaptive signal project were in the \$900,000 to \$1.32M range.

The initial project cost estimate, defined in the grant application, was approximately \$1,320,000, including design costs. After completion of the Preliminary Design (PD) Phase of the project, the cost estimate is \$2,227,000. The PD estimate was prepared using CT DOT unit prices and their recommended contingencies and incidentals. The PD assumes the installation of fiber optic communication between signals. Improved vehicle detection systems have already been installed at two intersections, and this is not accounted for in the estimate. There is also a generous contingency and incidental amount of approximately \$540,000.

During the final design phase, the designers will explore alternative methods of communication and will have the opportunity to refine some of the CT DOT standard items such as contingencies and incidentals. We anticipate that this will have the effect of reducing the project cost estimate. In the event that the project cost estimate cannot be reduced to that of the grant amount, it may be necessary to reduce the scope of the grant-funded improvements. The design team will make recommendations for scope reduction, if required. This may include eliminating the grant-funded signal improvements west of Prospect Hill Road. These signals could be upgraded at a future date with an alternate means of funding.

Councilor Govoni stated we seem to be overlaying on Day Hill Road, so wouldn't cameras be a better option than a loop. Mr. Kessler stated he wouldn't take out the loops. He agreed that camera systems are better and do even more. We are going to push for the camera systems instead of relying on loop detection. Councilor Govoni asked if we can get daily data and if we can fit a new crosswalk system into it. Mr. Kessler stated yes we can.

Councilor Jepsen asked if this is going to be a closed system or will Mr. Dinallo be able to run this from his department. Mr. Kessler stated Mr. Dinallo can do it wherever he would like to run it. It's not necessarily a closed system. Councilor Jepsen is concerned about hacking into this system. Mr. Kessler noted there is security for that.

Councilor Wilkos stated he has concerns about the whole setup. The way Day Hill Road is set up right now, it flows really well. The problem is at the end of Day Hill Road where it meets RT 75. Councilor Wilkos said sometimes traffic is backed up past Lamberton Road and he doesn't need a study to tell him that it's a disaster. There are so many vehicles flowing down Day Hill

Road. They hit the bottom of Day Hill Road and there is nowhere to go. Councilor Wilkos asked if we need to spend this money on something that will not benefit us.

Councilor Wilkos said he has an issue with the contingency amount and how the money is being used. Councilor Wilkos asked Mr. Dinallo if he agreed with any of his concerns. Mr. Dinallo stated he hears what Councilor Wilkos is saying, but we focus on the afternoon peak—what we on Day Hill Road are sending into the state system at both ends. Mr. Dinallo added we don't know how much the state is sending into Day Hill Road either. This system is going to manage and prevent ques. We need to also understand, talk to the state at some point, and look at both ends of the equation. This adaptive tool is to manage and facilitate traffic, not alleviate it. We don't have the linkage and central control of the system. As growth continues and I-91 adds more pressure to Day Hill Road, we are going to need to handle that. Mr. Dinallo stated ultimately the solution that isn't on the table is doing something between Addison Road and RT 75. What we need to do is try to manage what we have. The system can be monitored and we can make some adjustments.

Town Manager Souza noted the funding for the final design is already in place and reimbursable by the state. We will move forward with the project once it's been bid and designed. Town Manager Souza thanked Mr. Dinallo for his work. It's a tremendous amount of responsibility and Mr. Dinallo has done a great job over the years.

Councilor Tustin thanked Mr. Dinallo for the fantastic job he does behind the scene.

Motion Passed 9-0-0

- d) Resolution to name Windsor High School varsity baseball field in honor of Mr. Barry Chasen

MOVED by Councilor McAuliffe, seconded by Councilor Jepsen to approve the following resolution for consideration at the Town Council's September 3, 2019 Regular meeting:

BE IT RESOLVED that the Windsor High School varsity baseball field be designated as Barry Chasen Field in honor of Mr. Barry Chasen for his significant leadership, dedication and commitment to the Windsor Warrior baseball program as head coach for over 28 seasons starting in 1975; and for his relentless advocacy and support of growing the sport of baseball through efforts such as bringing the *Reviving Baseball in Inner Cities* program (RBI) to Hartford, and serving the game as a youth baseball umpire.

A number of residents have asked that the Town Council consider designating the varsity baseball field at Windsor High School as "Chasen Field" or another related title in honor of the 28 seasons that Mr. Barry Chasen spent coaching the varsity baseball team and his many contributions to youth over the decades.

According to the "Naming of Town Property, Buildings, and Park" policy recently adopted by the Council, it is the responsibility of the Town Council to decide the naming of this field. While the policy acknowledges a preference for naming facilities after geographical, neighborhood,



and historic elements, it does allow for facilities to be named “to acknowledge the activities and significant contributions made by individuals to the town.”

The naming policy states that community input be sought regarding any proposal brought forward, therefore it is proposed that this item be introduced on August 5th and considered for final action on or after the Town Council’s September 3, 2019 meeting. Also, please note the policy requires a two-thirds affirmative vote by the Town Council.

Councilor McAuliffe stated Mr. Chasen’s dedication to not only baseball, but youth sports in general for many years is unprecedented. This is very deserving for Mr. Chasen.

Motion Passed 9-0-0

- e) Introduce a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION.”

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, to waive the reading into the minutes of the text of the ordinance entitled "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET 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

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova to introduce a bond ordinance entitled "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION."

Town Manager Souza invited Fire Chief Lewis, Fire Chief Bianchi, and Paul Goldberg, Fire Department Administrator to provide a brief overview.

The pumper vehicle planned to be replaced is currently assigned to the Wilson Firehouse and is a 1996 Pierce Pumper. This vehicle has a range of equipment with various firefighting capabilities. This vehicle responds to approximately 50% of the fires in town, equaling about 375 responses per year. This creates the need for a dependable, well-equipped and modern piece of apparatus. The equipment on the truck also is aging and is planned on being replaced.

It is proposed to acquire this equipment through the nationwide inter-local cooperative purchasing program known as *HGACBuy*. This cooperative purchasing program is geared for use by municipalities, counties and state jurisdictions and has thousands of municipal users. By using this program, we have reduced the cost of the vehicle by \$6,300, saved the time and labor of creating / implementing bid solicitation process and have stayed consistent with the fire department's standardization of the fleet. The new vehicle would be purchased from Pierce Manufacturing Company. Delivery of the vehicle is approximately 9-12 months from the time the contract is executed.

Councilor Jepsen asked we don't often break up a purchase like this with part bond and part cash. My question is if we don't spend all the money does it go back into the capital fund. Town Manager Souza stated if there was any remaining balance it would be returned to the capital fund.

Councilor Tustin stated his appreciation of putting this together. He is assuming these are the same trucks from last year and members will know where everything is on them. Chief Lewis stated yes.

Motion Passed 8-0-0 (Councilor Black-Burke out of the room)

- f) Set a Public Hearing for September 3, 2019 at 7:20 p.m. for a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova, that a Public Hearing be set for September 3, 2019 at 7:20 p.m. (prevailing local time) to act on a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$840,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES AND \$500,000 FROM THE FISCAL YEAR 2020 GENERAL FUND CAPITAL BUDGET 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 8-0-0 (Councilor Black-Burke out of the room)

- g) Presentation of Wilson Redevelopment Opportunities

Town Manager Souza stated the town gathered community input, in particular the neighborhood community around the properties. Last spring, staff gathered members of Community Development, the Wilson Deerfield Committee, our Redevelopment Agency and a representative from our Planning and Zoning Commission to give options for the

redevelopment parcel and the school site. We had a series of meetings and had an online survey to gather input.

Town Manager Souza invited Jim Burke, Director of Economic Development, to speak of the possible options of these sights.

Redevelopment Parcel (458 Windsor Avenue)

The preferred use for the Redevelopment Parcel is “mixed-use,” a design that would allow for ground-level retail or office space while providing for housing in the space above. Other supported uses included residential townhouse development and preserving the land as open space/park for various community events and uses.

Wolcott School Site (451 Windsor Avenue)

The recommended or preferred use for the Wolcott School Site was single-family housing or mixed-use. Renovating the existing building was also supported by survey respondents, but the Ad Hoc Committee did not favor this option due to projected costs to repair the building.

Staff retained consulting services to assist in facilitating the process as well as to prepare a summary report entitled, “Summary Report – Wilson Opportunity Sites.” The report outlined the following suggested next steps:

- Present the report to the Town Council and request guidance to staff regarding a possible developer solicitation process for these properties.
- Share the information from this exercise with potential developers and investment funds to help promote the appropriate development of these parcels. This may dovetail with the federal Opportunity Zone tax incentive program.
- Review the zoning of the properties and the Center Design Development District provisions to ensure they are up to date and supportive of the desired development options.
- Consider pre-development steps for the properties including:
 - For the school site - completion of an A-2 survey and pre-demo hazardous materials survey, and
 - For the Redevelopment Parcel - hold discussions with utilities and Connecticut DOT regarding easements impacting potential redevelopment.

Town Manager Souza stated this is just the first step of public comment. It's important to have the public and Council's input. Some basic threshold questions are: In terms of the redevelopment parcel, should the site be offered for redevelopment or should it be retained as a neighborhood and community amenity? Also, for the Wolcott School, is redevelopment of the building itself desired and/or should some additional research of hazardous materials analysis be done. If we were to market this particular building for reuse, we will have that information for a developer. If demolition of building is necessary, the hazardous material testing gives us a better sense of what the cost might be. Town Manager Souza suggested that the Council refer this to committee for further discussion and then bring it back to Council.

Councilor Govoni asked if the consultant showed a conceptual plan for open space. Mr. Burke stated we didn't ask them to do one on open space. Mr. Burke noted the consultants focused on what development was possible for the site.

Councilor Govoni said he looks at how vibrant the community has been, the density of housing and how he would like to see it himself as open space. People have been talking about having a place to go that has open space and less density.

Councilor Wilkos asked if we have an idea of what hazardous materials we have and what remediation is required at Wolcott School. Town Manager Souza stated we have an idea in terms of asbestos, but it has more to do with the caulking of windows and PCPs. Councilor Wilkos stated that reuse of that building was discussed in an open forum. It was great as a school. He can't see this building being used for any other circumstance, especially since it is in the middle of the neighborhood. Councilor Wilkos said he could see having new single family homes there. He sees it fitting more in the community and the back side could be open space. We could win on both ends.

Councilor Black-Burke stated that currently we don't have a space in town for residents to rent or have an event. What about having it as mixed use where residents could benefit from it. Councilor Black-Burke asked how many residents dropped in at the open forum. Town Manager Souza stated that 31 residents stopped by the open forum and 200 participated in the online survey. Councilor Black-Burke said we need to know what the residents from the Wilson area want. A community center would be great—one where residents can use it more.

Councilor Govoni asked if we still have fuel tanks in the ground at that site. Town Manager Souza stated we do and that by the end of the calendar year 2020, we are required to remove them. If the town still owns them by that time, our plan is to remove the tanks and convert to natural gas. Councilor Govoni was concerned that once we take out the tanks, there might be something there that we don't know about.

Mayor Trinks referred this item to the Town Improvements Committee.

- h) Resolution of intent to remove appointed volunteer commission member

MOVED by Deputy Mayor Terranova, seconded by Councilor Jepsen, that the Town Council hereby adopts a resolution of intent to remove Mr. Joseph Auclair from his appointed position as an alternate member of the Public Building Commission per Section 6-3 of the Windsor *Town Charter* due to not adhering to the attendance policy of the Public Building Commission.

An alternate member of the Public Building Commission, Mr. Joseph Auclair has not attended a commission meeting since July 2018 and is not in conformance with the Public Building Commission's attendance policy. Several attempts have been made to connect with Mr. Auclair, but no communication has been received in return. Therefore it is requested that the Town Council begin the removal process.

Councilor Jepsen asked Town Manager Souza how many meetings Mr. Auclair missed. Town Manager Souza stated Mr. Auclair has missed 100% of meetings.

Deputy Mayor Terranova asked about the timeline. Were those calendar days or business days? Town Manager Souza said calendar days.

Councilor Black-Burke asked in regards to attempts, what is the method of attempt. Town Manager Souza stated the method of attempt in this case was a minimum of three written communications. The PBC chairperson had a number of verbal conversations with the alternate member as well. Also as recent as last week, there was a communication that went to Mr. Auclair's home that was copied to Town Council.

Motion Passed 8-1-0 (Councilor O'Reilly Opposed)

13) RESIGNATIONS AND APPOINTMENTS - None

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the July 1, 2019 Regular Town Council meeting

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

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS

Eric Weiner, Representative of the Clean Water Task Force, 76 Palisado Road, wanted to give a brief update. Mr. Weiner attended the Governor's Task Force with State Representative Bobby Gibson, State Representative Jane Garibay and Mike Pepe, Director of Windsor Health Department on the PFAS pollution. There was at least 150 to 175 state agency employees plus non state entities there, which included the MDC, Airport Authority and other organizations. They formed three subcommittees, the Human Health Committee, Pollution Prevention Committee, and the Remediation Committee. The Commissioner of Public Health and Commissioner of DEEP took note that there was no communications committee about listening and communicating. He believes that traffic from Day Hill Road is connected to pollution. Mr. Weiner appreciated Town Manager Souza's summary on the notification work. If we had a more robust communication mechanism, that could be used to solicit information on Wilson Redevelopment. Mr. Weiner stated that he urged the Council to step back and look at how we communicate with the residents. Mr. Weiner is looking forward to giving some feedback, but feels the piece that was missing is Windsor's shopping center.

16) EXECUTIVE SESSION – None

17) ADJOURNMENT



MOVED by Councilor Wilkos, seconded by Councilor Tustin to adjourn the meeting at 9:55 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Lisa Ozaki
Clerk of the Council