



Council Agenda

Council Chambers
Windsor Town Hall
October 7, 2019



7:00 PM Public Hearing

To hear public comment on:

- THE SALE OF A PORTION OF 45 CENTRAL STREET AND THE GRANTING OF EASEMENTS TO THE STATE OF CONNECTICUT FOR IMPROVEMENTS RELATED TO THE NEW HAVEN-HARTFORD-SPRINGFIELD RAIL LINE IN THE AMOUNT OF \$35,700.00
- An ordinance to amend Chapter 2, Article IV, Code of Ethics, of the Code of Ordinances

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER – Councilor Tustin
3. PLEDGE OF ALLEGIANCE – Councilor Tustin
4. PROCLAMATIONS/AWARDS
 - a) Proclamation honoring the Windsor Palette & Brush Club on their 60th anniversary
 - b) Proclamation designating October 2019 as Manufacturing Month in Windsor
 - c) Proclamation designating October 2019 as Fire Prevention Month
 - d) Proclamation designating October 2019 as Community Planning Month
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Board of Education
 - b) Town Planning & Zoning Commission
 - c) Human Relations Commission
7. TOWN MANAGER'S REPORT
8. COMMUNICATIONS FROM COUNCIL MEMBERS
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES



- a) *Approve an ordinance to amend Chapter 2, Article IV, Code of Ethics, of the Code of Ordinances (Town Manager)

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- a) *Presentation by Windsor Public Schools regarding manufacturing curriculum (Town Manager)
- b) *Set a Public Hearing for October 21, 2019 at 7:20 p.m. relative to leasing town owned property at 72 Mack Street (Town Manager)

13. *RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the September 16, 2019 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

- a) Discussion of the selection of a site or a lease, sale, or purchase of real estate (72 Mack Street)
- b) Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee (Town Manager's evaluation)

17. ADJOURNMENT

★Back-up included

PROCLAMATION

Honoring the Windsor Palette and Brush Club on their 60th Anniversary

- WHEREAS,** The Windsor Palette and Brush Club was founded in 1960 by Helen Schaeffer who originally assembled nine other artists to establish the Windsor Palette and Brush Club; and
- WHEREAS,** The founder's goal of the club was to procure a permanent location where artists of all media can gather and showcase their work and to also provide them the opportunity to share and enjoy their creations with each other, and;
- WHEREAS,** The Windsor Palette and Brush Club's motto is to have a community that supports the arts, develops peace, culture and education through the arts; and
- WHEREAS,** The Windsor Palette and Brush Club established a scholarship fund which provides an annual \$500 scholarship to a Windsor High School student who is pursuing the arts, and;
- WHEREAS,** the Windsor Palette and Brush Club holds annual exhibitions at the town hall in the fall and spring of each year, holds free art demonstrations to the public four times per year, and displays art to the community in more than 15 locations throughout town; and
- WHEREAS,** this year is the Windsor Palette and Brush Club's 60th anniversary and as demonstrated through previous years, they will continue to enrich our town with multiple media of art and will help spread the enthusiasm of creating to all people.

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

The Town of Windsor congratulates the Windsor Palette and Brush Club on their accomplishments and contributions to the community on their 60th Anniversary.



Donald S. Trinks
Mayor of Windsor
October 7, 2019

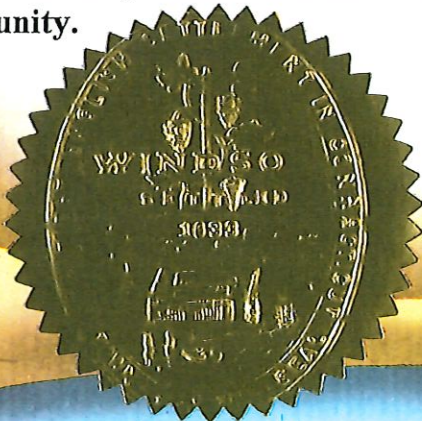
PROCLAMATION

Designating October, 2019 as Manufacturing Month in the Town of Windsor

- WHEREAS,** Connecticut has more than 157,600 employees working in manufacturing companies and Connecticut manufacturers boost the state's economic growth, provide jobs for skilled workers and link to innovation in other sectors; and
- WHEREAS,** Windsor has an innovation economy with manufacturing playing a critical role in the diverse economic base of Windsor; and
- WHEREAS,** Windsor is a place where invention thrives, making the community one of the nation's top regions for business and careers and is a great place for long-term investment; and
- WHEREAS,** manufacturers contribute to the economic health of Windsor and raise awareness of highly skilled career opportunities in manufacturing and manufacturers employ more than 3,100 individuals in Windsor and comprise over eleven percent of Windsor's total employment; and
- WHEREAS,** Windsor manufacturers and Windsor High School are cooperating in a number of initiatives to help prepare students for careers in manufacturing including internships, workforce opportunity fairs, and grants for equipment and teacher training; and
- WHEREAS,** Windsor manufacturers produce everything from medical devices to roasted coffee to building curtain wall panels to airplane components; and
- WHEREAS,** manufacturing is vital to a strong Connecticut economy.

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

October, 2019 be designated as Manufacturing Month in Windsor. We call upon all citizens to recognize the special contributions of Windsor manufacturers, which continue to help foster a vibrant economy in our community.



Donald S. Trinks
Mayor of Windsor
October 7, 2019

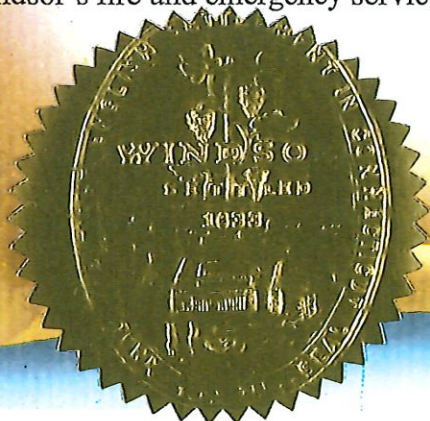
PROCLAMATION

Designating October 2019 as Fire Prevention Month

- WHEREAS,** the Town of Windsor is committed to ensuring the safety and security of all those living in and visiting Windsor; and
- WHEREAS,** home fires killed 2,630 people in the United States in 2017, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 357,000 home fires; and
- WHEREAS,** the majority of U.S. fire deaths (4 out of 5) occur at home each year; and
- WHEREAS,** the fire death rate per 1,000 home fires reported to US fire departments was 4 percent higher in 2017 than in 1980; and
- WHEREAS,** when the smoke alarm sounds, Windsor's residents may have less than two minutes to escape to safety; and
- WHEREAS,** Windsor's residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and
- WHEREAS,** Windsor's residents are responsive to public education measures and are able to take action to increase their safety from fire, especially in their homes; and
- WHEREAS,** the 2019 Fire Prevention week theme, "Not Every Hero Wears a Cape. Plan and Practice Your Escape!" effectively serves to remind us that we need to take personal steps to increase our safety from fire.

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

October 2019 is designated as Fire Prevention month throughout this town and that all the people of Windsor should be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities and efforts of Windsor's fire and emergency services during Fire Prevention Month 2019.



A handwritten signature in black ink, appearing to read "Donald S. Trinks".

Donald S. Trinks
Mayor of Windsor
October 7, 2019

Proclamation

Designating October, 2019 as "Community Planning Month"

WHEREAS, change is constant and affects all communities from urban to rural and large to small and community planning can help manage change in a way that provides better choices for how people live, work, and play; and,

WHEREAS, community planning allows all residents to be meaningfully involved in making choices that determine the future of their community; and,

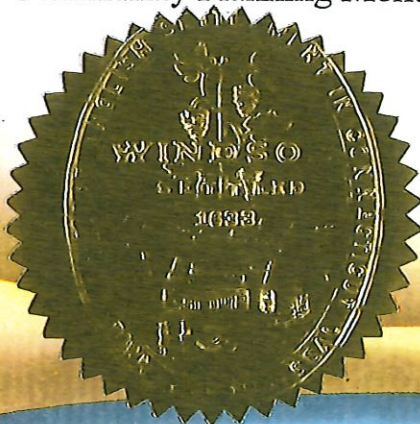
WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and,

WHEREAS, innovation in planning is everything, from using data sources and technology to addressing issues, including inequality, access to transportation, and social mobility, to celebrating new approaches to creating communities of lasting value; and,

WHEREAS, we recognize the many valuable contributions made by the Town of Windsor and Capitol Region Council of Government planning staffs and extend our appreciation for their continued commitment to public service for the greater good of the Town of Windsor and Capitol Region.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF WINDSOR THAT:

The month of October, 2019 is hereby designated as **Community Planning Month** in the Town of Windsor in conjunction with the celebration of National Community Planning Month.




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

Donald S. Trinks
Mayor of Windsor
October 7, 2019

Agenda Item Summary

Date: October 7, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager 

Subject: Amendment of Chapter 2, Article IV, Code of Ethics

Background

In 2018 the Town Council adopted a new pay plan structure for FY 19 that rendered a portion of the Code of Ethics obsolete, as the text in Sec. 2-30 of the Code references a pay grade level that is no longer representative of the target group of managers and directors that the ordinance originally intended to reference. This proposed amendment would correct the language to fit the new pay grade structure.

Discussion/Analysis

The current Code of Ethics ordinance specifies that employees in “administrative pay grade three or above” shall not appear for compensation before any town agency within six months after terminating service with the town, and moreover it states employees shall not work for a private firm who has a contract with the Town any time within six months after terminating service with the Town. Prior to and through the first half of FY 18 this pertained to the following positions: Assistant Town Manager, Coordinator of Information Technology, Director of Health, Director of Human Resources, Director of Human Services, Director of Public Works/Town Engineer, Director of Recreation & Leisure Services, Director of Finance, Economic Development Director, Library Director, Police Chief, and Town Planner.

When the new pay grade schedule was adopted, all of the positions outlined above were placed in pay grades 10, 11, and 12. The position of Police Captain was added to grade 10 as well. In order to align the ordinance with the current pay grade structure, Sec. 2-30 of the Code of Ordinances must be amended to change each instance of “three” to “ten.”

Financial Impact

None

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 AMENDING CHAPTER 2, ARTICLE IV, CODE OF ETHICS” is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.

2) Approve an Ordinance

“MOVE to approve an ordinance entitled, “AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, CODE OF ETHICS.”

Attachments

Red-lined version of current ordinance (Section 2-30)

Proposed amended ordinance

Pay Plans (FY 18 and FY 20)

Red-lined version
of ordinance

CHAPTER 2
ARTICLE IV, SEC. 2-30
CODE OF ETHICS

Sec. 2-30 Representing private or public interests before Town agencies.

- (c) No former Town employee in administrative pay grade ~~three~~-ten or above and no former Board of Education employee in a cabinet level position or above shall appear for compensation before any Town Board, Commission or agency any time within six months after terminating service with the Town.

- (d) No former Town employee in administrative pay grade ~~three~~-ten or above and no former Board of Education employee in a cabinet level position or above shall work for a private firm who has a contract with the Town any time within six months after terminating service with the Town. If this occurs, the vendor could be subject to penalties up to and including contract termination. A notice of the requirements in this section shall be included in all invitations to bid and all public contracts.

Proposed
Amended Ordinance

**CHAPTER 2
ARTICLE IV**

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, CODE OF ETHICS.

BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF WINDSOR:

Chapter 2, Article IV, of the *Windsor Code* is amended as follows:

Section 1. Sec. 2-30 (c) - Representing private or public interests before Town agencies - is amended to read as follows:

- (c) No former Town employee in administrative pay grade ten or above and no former Board of Education employee in a cabinet level position or above shall appear for compensation before any Town Board, Commission or agency any time within six months after terminating service with the Town.

Section 2. Sec. 2-30 (d) - Representing private or public interests before Town agencies - is amended to read as follows:

- (d) No former Town employee in administrative pay grade ten or above and no former Board of Education employee in a cabinet level position or above shall work for a private firm who has a contract with the Town any time within six months after terminating service with the Town. If this occurs, the vendor could be subject to penalties up to and including contract termination. A notice of the requirements in this section shall be included in all invitations to bid and all public contracts.

Section 3. Savings Clause. The enactment of this Ordinance shall not operate as an abatement of any action or proceeding previously taken, now pending, or taken prior to the effective date of this Ordinance. All said actions and proceedings are hereby ratified to be continued.

Section 4. Severability. All provisions of the *Town Code* in conflict herewith are hereby repealed and that if for any reason, any word, clause, paragraph, or section of this Ordinance shall be held to make the same unconstitutional, this Ordinance shall not hereby be invalidated and the remainder of the Ordinance shall continue in effect. Any provision herein which is in conflict with the *Connecticut General Statutes* is hereby repealed, it being understood that said statute shall take precedence over this Ordinance.

Section 5. Effective Date

This Ordinance shall become effective ten (10) days after publication in a newspaper having a circulation in Windsor.

APPROVED AS TO FORM:

Town Attorney

ATTEST:

Town Clerk

Distributed to Town Council

Public Hearing Advertised

Public Hearing

Adopted

Advertised

Effective Date

Pay Plan

FY 18

APPENDIX D

FY 2017-2018 TOWN OF WINDSOR
ADMINISTRATIVE PAY PLAN

PAY GRADE	MINIMUM	MAXIMUM
GRADE 2	53,250	109,185
Managers/Coordinators		
Assessor	Police Captain	
Assistant Finance Director	Public Works Operations Manager	
Assistant to Town Manager	Risk Manager	
Building Official	Social Services Coordinator	
Buildings and Facilities Manager	Solid Waste Manager *	
Community Development Coordinator**	Tax Collector	
Fire Marshal	Town Clerk	
Northwest Park Manager	Youth Services Coordinator	
Partnership Program Coordinator		
GRADE 3	77,560	127,660
Directors		
Assistant Town Manager	Director of Recreation and Leisure Services	
Coordinator of Information Technology	Director of Finance	
Director of Health	Economic Development Director	
Director of Human Resources	Library Director	
Director of Human Services	Police Chief	
Director of Public Works/Town Engineer	Town Planner	

*Position contingent upon funding from State/Federal grants, capital project funds, and/or user charges.

Pay Plan
FY 20
(current pay plan)

APPENDIX D

FY 2019 - 2020 TOWN OF WINDSOR
ADMINISTRATIVE PAY PLAN


TITLE	PAY GRADE	PAY RANGE	
		Minimum	Maximum
Assistant to the Town Manager Assistant Recreation Manager Fire Department Administrator Head of Reference and Tech. Services Systems Applications Specialist Lead Social Worker Library Branch Manager Northwest Park Manager Project Engineer Senior Center Coordinator Social Services Coordinator	7	67,301	94,221
Building Official Fire Marshal Management Information Supervisor Risk Manager Solid Waste Manager* Tax Collector	8	75,714	105,998
Assessor Assistant Town Engineer Assistant Finance Director Building and Facilities Manager Public Works Operations Manager Town Clerk	9	85,178	119,248
Directors and Managers			
Assistant Town Manager Director of Human Services Director of Recreation & Leisure Services Economic Development Director Library Director Police Captain Town Planner	10	86,873	127,201
Coordinator of Information Technology Director of Health Services Director of Human Resources Finance Director	11	91,218	132,264
Chief of Police Director of Public Works/Town Engineer	12	95,778	138,878

*Position contingent upon funding from State/Federal grants, capital project funds, and/or user charges.

Agenda Item Summary

Date: October 7, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager 

Subject: Manufacturing Curriculum in Windsor Schools

Connecticut's manufacturing industry is significant in the number of individuals it employs and its contribution to the overall economy of the state. State wide, there are over 158,000 manufacturing related positions. In Windsor, manufacturers employ over 3,100 individuals in a range of companies producing medical devices, building curtain walls and intricate airplane components.

The Windsor Public Schools have often partnered with our business community to raise the awareness of various career paths. The school district has a vibrant offering of career and technical education programs that include a variety of courses that help introduce and prepare students to the wide assortment of opportunities in the manufacturing industry.

To help inform the community as a whole, as well as students and parents of the many career choices in the field of manufacturing, representatives of the school district will present an overview of manufacturing related courses that are offered at Windsor High School along with partnerships with Goodwin College and other educational institutions.

Financial Impact

None

Other Board Action

None

Recommendations

This presentation is for informational purposes only.

Attachments

Presentation

Manufacturing Articulation

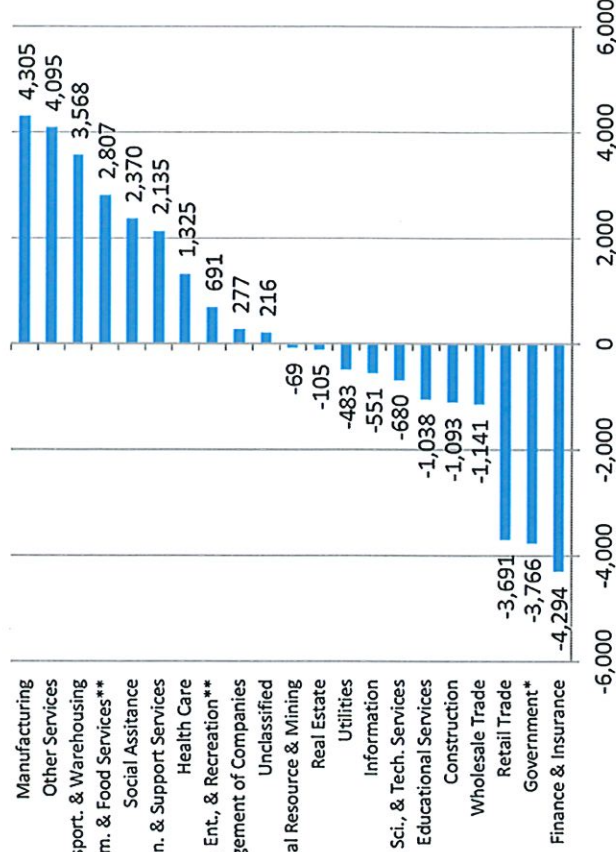


*Uyi Osunde, Shatanna DeRosie, Brian Bartolotta
Windsor High School
Career and Technical Education*

The Manufacturing Industry

- CT growth outpaces the national average of 2.6%
- In the Hartford area Manufacturing saw a 4.4% growth in 2019
- Over 3,000 Manufacturing jobs in Windsor

Figure 1 - Connecticut Employment Change Year Ending 2016Q2-Year Ending 2018Q2



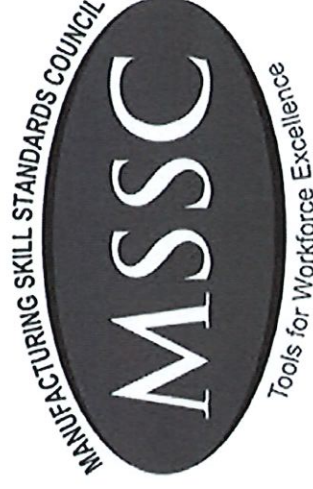
* Government excludes education, hospitals, and gambling industries
 ** Employment Adjusted to account for industry reclassification
 Source: Quarterly Census of Employment and Wages (QCEW)

Articulation Benefits

- College Credit for students*
- CNC Machining 37 Credit Certificate Pathway
- Credit for any course taken
- Industry recognized credentials
- Career awareness for HS and MS students
- Option to work toward Associates or Bachelors



National Institute for Metalworking Skills®



*Pending WHS curriculum approval by Goodwin Instructors.

Goodwin Course	WHS Course	Location	# of credits
Technical Drawings and Specifications	Engineering Dwg	WHS	3
CNC Machining	Prec Mfg I	WHS	3
CAM I	CADD	WHS	3
Introduction to Manufacturing	N/A	Goodwin	3
CAM II	Advanced CADD	WHS	3
Lean Manufacturing Principles	N/A	Goodwin	3
CNC Machining II	Precision Mfg II	WHS	3
Materials and Processes in Manufacturing	N/A	Goodwin	3
Principles in Manufacturing Mathematics*	Multiple	WHS	3
Courses Completed after Graduating From WHS			
Metrology and Calibration	-	Goodwin	3
CNC Machining Applications	-	Goodwin	4
Advanced Metrology and Calibration	-	Goodwin	3
			37

*Students who pass the BMM 140 Principles in Manufacturing Mathematics assessment, will be awarded 3 credits.



Courses attended at Goodwin

Tuition Cost Structure for Courses taken on Goodwin Campus

Goodwin College Manufacturing Program cost per 3 credit course	\$ 2,200
ECAMP Partnering District Scholarship provided by Goodwin College per 3 credit course	\$(1,450)
Cost per student per 3 credit course charged to WPS	\$ 750

Cost Considerations

- Staff
- Facilities and Resources
- Curriculum
- Professional Development



Courses attended at WHS

Tuition Cost Structure for Courses taken at Windsor High School

Goodwin College Manufacturing Program cost per 3 credit course	\$ 2,200
Early College Advanced Manufacturing Pathway At Goodwin College (ECAMP)	\$(1,450)
Cost Waived by Goodwin	\$ (750)
Cost to WHS Student	\$ 0

- Students receive college credit for any articulated course taken at WHS
- Robust Manufacturing and CADD courses offer college level experience
- Student is responsible for cost of transcript



Projected Enrollment

Goodwin Course	WHS Articulated Course	5 Year Trend	Projected Enrollment
Technical Drawings and Specifications	Engineering Dwg	17	22
CNC Machining	Prec Mfg I	4	6
CAM I	CADD	8	11
CNC Machining II	Precision Mfg II	5	7
Principles in Manufacturing Mathematics*	Assessment based		




Dual Credit Articulation at WHS

1. Manchester Community College
2. Capital Community College
3. UCONN Early College Experience
4. Goodwin College
5. AP Coursework

Agenda Item Summary

Date: October 7, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager 

Subject: Set a Public Hearing re: Future Lease of 72 Mack Street

Background

The town acquired a single family home at 72 Mack Street as part of the overall acquisition of the former Traditions Golf Course. The Mill Brook Open Space Plan indicates the possible leasing of the home for professional office use. *Connecticut General Statutes*, Section 7-163e, calls for a public hearing on the sale, lease or transfer of real property owned by a municipality

Discussion/Analysis

Town staff has been in discussions with possible tenants of 72 Mack Street. While lease discussions continue, the Town Council is requested to set a public hearing on the sale, lease or transfer of real property owned by a municipality. It is suggested that a public hearing be held on October 21st.

Other Board Action

The Town Planning & Zoning Commission, per *CGS Section 8-24*, will be asked to review the potential leasing of the property for conformance with the Plan of Conservation and Development.

Recommendations

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

“MOVE that a Public Hearing, per Connecticut General Statutes 7-163e, be set for October 21, 2019 at 7:20 p.m. (prevailing local time) regarding future leasing of town-owned property at 72 Mack Street and that the Town Manager is authorized and directed to post and publish notice of said public hearing.”

Attachments

None

Town Council
Resignations/Appointments/Reappointments
October 7, 2019

Resignations

None

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

None

Names submitted for consideration of appointment

None



**TOWN COUNCIL
COUNCIL CHAMBERS
WINDSOR TOWN HALL
SEPTEMBER 16, 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

Deputy Mayor Terranova led the group in prayer.

3) PLEDGE OF ALLEGIANCE

Deputy Mayor Terranova led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

a) Designating September as National Suicide Prevention and Action Month

Deputy Mayor Terranova read the National Suicide Prevention and Action month proclamation aloud and presented it to Sarah Maffiolini, Youth Services Coordinator; Jennifer Waldo, Public Health Nurse; and Jasmine Hall, Social Services Coordinator.

Ms. Maffiolini stated this month that she, Ms. Waldo and Ms. Hall collaborated their outreach efforts surrounding mental health with the clients that they service, the schools and the community as a whole. Suicide prevention is not talked about enough. Ms. Maffiolini noted there is help available if you or a loved one are in distress. There is also support for families. Ms. Maffiolini stated they are happy to be here tonight to accept this proclamation.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Terry Loso, 1500 Cambridge Drive, spoke about silence zones being installed along Hayden Station and Macktown crossings. Ms. Loso noted twenty-five of her neighbors are here tonight to support the interest of 147 homes along the tracks around and between those two crossings. Ms. Loso explained because the two crossings are close to each other, most of the neighborhood hears whistle blasts for every train that comes through. That is twenty-three

trains a day, blasting their horns three times at each intersection, which equals 138 train blasts heard every single day. Ms. Loso noted she measured and she is 885 ft. away from the tracks and the sound equals 76.5 decibels with a decibel reader in her bedroom with the window open. If she is sitting on her deck, the horn blow shakes her loose clothing. Ms. Loso stated the two to four night trains are worse and wakes her up every single night. She has not slept a night straight through in years. Ms. Loso stated these train whistles are not only a legitimate quality of life issue, but they are a serious health concern to hundreds of homes. Ms. Loso asked the Town Council to apply silence zones at the Macktown and Hayden Station crossings.

Darren Loso, 1500 Cambridge Drive, stated the Town Council is to provide for the safety, health and well-being of the citizens by providing the necessary services to achieve this goal in the most efficient, effective and economical manner possible. Mr. Loso stated he appreciates what the Town Council does. He stated silence zones should be applied in town. He noted an article he read about train horn effects on humans and read it to the Council. His understanding is that local jurisdictions are required to pay the entire cost and railroads are required to pay nothing to apply silent zones. Mr. Loso noted he believes all of the neighborhood would like a quiet zone installed at both crossings.

Len Walker, 70 Center Street, spoke about noise in town, so the Council can understand and sympathize with them. Mr. Walker stated there are significant increases in airplanes landing at Bradley Airport over the residential neighborhood all night long. He stated the UPS distribution center and Amazon distribution center make noise all night long as well. Coming soon to Stone Road will be a dog breeding facility with barking dogs all night long. Mr. Walker stated there is now an increase in trains passing through residential neighborhoods. It's not just the train whistles, but the crossing arms that make noise too. It exceeds the town ordinance noise levels. Mr. Walker noted excessive loud noise reduces property values, but tax payments continue to increase. Most of the residents' sleep is being interrupted. Windsor needs a more proactive approach in dealing with excessive loud noises in residential neighborhoods. Mr. Walker asked the Town Council to take the necessary steps to get the ball rolling for quiet zones at train crossings in residential neighborhoods. As tax payers, we are simply asking for peace and quiet in our homes.

Manon Belanger, 236 Carriage Way, spoke about living in Windsor since 1985 right on the train tracks. Ms. Belanger stated she knew about the trains when she first moved in and it was tolerable. Ms. Belanger stated the increase of multiple trains that start blowing from Pierson Center through Pierson Lane through Macktown Road to Windsor Locks sometimes don't stop blowing, but continuously blow their horns. The town does a beautiful job taking care of us. Yes taxes are a little high, but we take it because we love our home, our children and our town. If you can possibly do something to help us, that would be appreciated.

Virginia Hughes, 19 Hayden Station Road, spoke that her property abuts the railroad tracks. When she first bought her house in 1984, she enjoyed the train. She loved it when the circus train came by. Ms. Hughes stated then the high speed train tracks were put in and she can't watch TV, can't talk to her husband and can't talk on the phone with windows open or closed. The noise is dreadful. I don't know what you can do. Ms. Hughes stated if it was researched, the town could find a way to help their situation.

Robert Coutu, 3200 Dover Court, spoke that he moved here thirteen years ago. In the beginning they were fine. Commuter lines began a couple of years ago and that is where the problem started. The horns blow louder, longer, and more frequently. Mr. Coutu stated he has a long commute to Farmington for work. Since new trains have been running, it's been hectic getting to work. Pets are affected by this as well. If nothing is done, everyone will sell their home and will not get what they are worth.

Bill Kwolek, 2700 Dover Court, spoke about the train noise. Mr. Kwolek stated he suffers from Peripheral Neuropathy which causes him to be in pain all the time. Mr. Kwolek noted he has to take pain pills to go to bed and just as he dozes off is when the train comes flying through blowing its horn the whole way. Mr. Kwolek stated he is sure there are regulations that they don't have to blow all the way. He doesn't get any sleep. Mr. Kwolek noted something needs to get done.

Mayor Trinks asked Town Manager Souza if he has some information for the residents. Town Manager Souza stated he will address this during his Town Manager report.

6) REPORT OF APPOINTED BOARDS AND COMMISSION

a) Public Building Commission (PBC)

Richard Hazleton presented the following to the Council:

Police Station Construction Project – 9911

The PBC has signed a contract with qualified low bidder LaRosa Building Group of Meriden, CT. LaRosa Group has similar large project experience. The contract amount is \$12,300,000 with a completion date of 11/18/2020. The General Contractor started work on September 3rd and they have already made good progress. The new access drive on the southwest side of the building has been cut in place and graveled. All interior space ceilings and lighting has been removed. Once the temporary fire rated demising wall (separates DPW from all police construction work) is completed, demolition of all existing interior walls, electrical, and HVAC will take place.

Fire and EMS Station Design Project – 9912

The architect and town staff have held several meetings with the Windsor Fire Department Chief, representatives of Windsor Fire Station, and representatives of the Windsor EMS. These meetings have been productive. Once the schematic design is complete, the architect will move on to design drawings for PBC approval. The current schedule would place bidding of this project to start in June 2020.

JFK Elementary School Replacement HVAC Systems – 9490

Town staff has received all closeout documents. Once staff reviews these documents, the PBC will authorize final payment and close this project.

Town Hall Portico Restoration Project – 9493

This longer than expected project is finally coming to a close. All cast stone is in place, caulked and mortared. The columns and overhead freeze have had all existing caulk or mortar removed from all joints and all of these joints are now correctly mortared. The stamped concrete deck is now complete. Expansion joints have been cut and caulked. Sealer has been applied to the new cast stone components and the deck will receive a sealer that helps protect it from salt. The town staff and architect performed a punch list inspection last week. When the list is complete and staff recommends it, the PBC will close this project.

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 and hallway air conditioning systems were operational for the first day of school. The remaining three air handler units—two for gymnasium and one for cafeteria—are expected to be completed by the middle of October.

WHS Pool House Replacement HVAC Unit - 9507

The replacement pool pak unit has been installed and has been operating for four weeks now. The PBC expects to close this project in October.

Sage Park Middle School Roof Design - 9506

The architect, Hibbard & Rosa, is working on the design drawings. The PBC expects to receive and review the completed design drawings by late fall. After the PBC reviews and approves the design, they will then be forwarded to the state (with supporting documents) from the Board of Education for state project approval of the design. The PBC now expects this project 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 September 24th. The PBC has approved these drawings and town staff will be bidding this project.

Clover Street School Partial Roof Design – 9508

The architect and Board of Education staff are working together to provide the state with all necessary documents for the state application rebate approval. Due to delays, this work will not take place this summer. The PBC and Board of Education staff have to meet and determine if this work can take place this fall while school is in session. This has been approved today by the state.

North West Park Nature Center Addition – 9503

The addition and siding projects are 100% complete. The last part of this project—the caretakers front porch restoration—is going out to bid this week.

b) Library Advisory Board

Cheryl Curtis presented the following report to the Council:

The Library Advisory Board consists of nine members appointed by the Town Council and advises town staff on formulating policies, recommending new programs, promoting the library to the public, assisting with cultural programs, and making recommendations regarding gifts and endowments.

- This year the board amended two policies. The internet use policy now includes viewing pornographic content as a behavior that would warrant ending the patron's session on the public computers. Staff has been following this procedure, but needed language in the policy to uphold that practice.
- The meeting room and use of public space policy now states that Windsor community groups or non-profit organizations, rather than groups with Windsor members, may use the rooms free of charge. Some groups were being interpreted by some people to mean two or three people who wished to use meeting space for an informal gathering. Also, sales parties and gaming were added to the list of functions the meeting rooms are not intended for.
- The advisory board is recommending modest increases for the rental of meeting rooms to for-profit groups.
- The Library advisory board membership experienced no changes in the last year. Although the group was saddened to hear that long time member, Frank Stewart passed away in March.

The Library Director reported that certain circulation of materials at the main library and the branch increased from 250,014 items in FY18 to 268,760 items in FY19. Electronic books and audio downloads represent only 6% of circulation that primarily consists of physical books. That activity grew from 10,557 downloads in FY18 to 17,922 in FY19, a 69% increase.

- The libraries offered 929 programs in FY19 with 14,668 people attending. Staff answered just under 60,000 reference questions and welcomed 254,089 visitors.
- Computer use remains stable year over year with 47,547 users.
- This year the libraries have introduced several new types of items for patrons to borrow. DVD Bing boxes, grouped DVDs with ten similar themed movies in an easy to carry case. Play away launch pad tablets offered children a fun experience on a sturdy device which comes loaded with an assortment of high quality ad-free learning applications. Science stem kits are also available for loan and include books, tools, and other equipment. One even comes with a large telescope that allows children and their families to experience

hands-on learning at home on a variety of themes such as The Night Sky, Human Body, Coding or Animation. Both the main library and branch began loaning full size instruments this year, such as violins, ukuleles, drums and a keyboard for patrons to take home.

- New services that became available this year include in-house lending of laptops and chrome books. This was implemented in response to patrons reporting mobility issues that prevented them from accessing public computers on the lower level of the main library.
- Another new and very popular service was the convenience for patrons to pay fines and fees using credit and debit cards. They can also use those cards to pay for faxing at the main library.
- A notable enhancement this year for library services was the installation of fiber at the Wilson Branch. Advances include increased speed, the ability for Town Information Technology staff to troubleshoot network issues or to install upgrades, and great online security for all patrons.

7) TOWN MANAGER'S REPORT

Citizen's Academy

The kick-off event to our seven-week interactive Citizen's Academy will begin on Thursday, September 26th and will be held in the Town Hall Council Chambers. See what happens when a 911 call is received, climb up in a snow plow, try on firefighting equipment and more! Learn about town and Board of Education departments, how you can participate in the decisions of the Town Council, tour the town and visit various town facilities uncovering facts about your town services you never knew! Free. To register, call 860-285-1835 or go online at townofwindsorct.com.

Senior Health Fair & Flu Shot Clinic

The Senior Health Fair and flu shot clinic will be held on October 3rd from 8:30 AM – 12 noon at the Senior Center. Windsor residents age 50 and above and disabled adults 18 and over will be able to receive their flu shot as well as a variety of other health-related screening and tests. Please bring all your insurance coverage cards with you (Medicare, Medicare HMO and standard insurance card.) The cost without insurance will be \$30 per shot. Approximately 30 vendors will be available to share information and refreshments will be available for purchase. You do not need to arrive early as slots and tests will be available all morning. For more information call 860-285-1992 or 860-285-1824 or go to <https://townofwindsorct.com/health/>

Freedom Trail Run

This year's Freedom Trail run will take place on Saturday, September 21st and begins at 5:30 AM at the Archer Memorial A.M.E. Zion Church located at 320 Hayden Station Road. The run will end at the Riverside Cemetery on East Street. The run is approximately 3.9 miles and stops at several locations related to Windsor's African-American history. A bus will follow the runners and provide a return trip to Hayden Station Road. A country style breakfast will be served for event participants after the run. To sign up, call 860-688-2479.

Freedom Trail Walk

This year's Freedom Trail walking tour will take place on Saturday, September 28, 2019 from 7:00 AM – 10:00 AM and begins at the Archer Memorial A.M.E. Zion Church located at 320 Hayden Station Road. Learn about African American soldiers from the Connecticut 29th and 31st colored regiments and other civil war units buried at Riverside Cemetery. Other sites to be visited during the walk include the Nancy Toney grave site, the Joseph Rainey House, the William Best House and the historic Archer Memorial church cemetery. A Freedom Trail t-shirt will be provided to all walkers along with a continental breakfast. Donations of non-perishable food items for the Windsor Food Bank are appreciated. Please register at wftwalkingtour19.eventbrite.com.

37th Annual Northwest Park Country Fair

Northwest Park's annual country fair will be held on Saturday, September 21st from 10:00 AM – 4:00 PM. I'd like to thank the volunteer members of Friends of Northwest Park organization for continuing this community tradition and remind everyone that the fair is a major fundraising event for the Friends of Northwest Park. Activities include hay rides, pony rides, silent auction, and games galore. Food and refreshments will be available for purchase. Rain date: Sunday, September 22nd from noon to 4:00 PM. \$4 kids / \$5 adults / children 3 and under free. For more information, call 860-285-1886.

Free Electronics Recycling Event

This Saturday, September 21, 2019 the town's Conservation Commission is sponsoring an electronics recycling event at Town Hall between 9:00 AM - 1:00 PM. This is a free event. Items such as computers, stereos, televisions, and mobile phones will be accepted.

Electronics are also accepted for recycling, for no charge, at the town's transfer station on Huckleberry Road. Hours of operation are:

Mon & Fri 8:00 AM – 2:45 PM, Tue & Wed 10:00 AM – 2:45 PM and Saturdays 8:00 AM – 3:45 PM. Closed on Thursdays.

Rainbow Reservoir – Algae Bloom Advisory

The algae bloom advisory for Rainbow Reservoir has been lifted by the State Dept. of Public Health (DPH) based on water samples taken on Monday, September 9th. We will be having conversations with the State agencies regarding their plans to conduct water testing if the algae re-appears in summers to come.

Farmington River Testing

The CT Department of Energy and Environmental Protection (DEEP) has received preliminary or partial data from the fish tissue and surface water sampling of the Farmington River completed in early July by consultants from Signature Flight. State agencies are now reviewing the preliminary data. The DEEP has stated it will take until the end of September or so to complete the necessary quality control checks and provide final, checked data. The DEEP has informed town staff the consultant is planning the second round of fish and surface water

sampling for later this month. The consultant has been requested to take samplings while the water is at normal flow.

Also, the DEEP has received three environmental sampling proposals from Signature Flight's consulting engineers.

Proposals are for:

- 1) Drinking water well receptor evaluation and sampling plan
- 2) Surface soil sampling plan (Rainbow Road location where foam exited manhole)
- 3) Farmington River surface water and sediment sampling plan.

The State's technical staff is in the process of reviewing the various sampling proposals. Lastly, at my request, Mike Pepe, Director of Public Health, has been attending various meetings of the state-wide PFAS Task Force. It is my understanding the task force is charged with presenting a draft report on October 1st, which would then allow for initial public review and comment prior to a final report being completed in early November.

Railroad Crossings – Quiet Zone Designation

The Federal Railroad Administration has established a regulation that sets nationwide standards for the sounding of train horns at rail grade crossings. The regulation allows for the creation of so-called "quiet zones" where the use of horns are restricted. A quiet zone needs to be at least one-half mile in length and must meet specific safety standards as set by the Federal Railroad Administration (FRA). Quiet zones can be designated for 'night-time' hours or the entire 24 hour period.

The State of CT Department of Transportation (DOT), in designing upgrades to the New Haven – Hartford – Springfield line, have made improvements to various crossings in the southern half of town. Unfortunately, at this time, State and Federal funding for track and crossing upgrades north of Central Street is not in place. Town officials have long advocated with the DOT representatives that the commuter line project should include measures to allow for quiet zone designation.

Physical upgrades could be improvements such as the installation of a four way, or quad gates at each crossing, or constructing raised medians prior to the crossing to impede vehicles from cutting through the gates. Some communities have either closed crossings or made streets one way to reduce vehicular traffic.

Also, the CT DOT has been testing the use of wayside horns as a way to reduce horn noise. Wayside horns are attached to the safety gates at the crossing, not to the train's locomotive. This helps to direct the warning signal at the area of the roadway approaching the crossing.

The process to gain a quiet zone designation across multiple crossings appears to be a rather complex process involving multiple state, federal and private entities, requiring design, funding, evaluation of increased liability for the town, and construction of improvements.

Town staff has reached out to CT DOT and their rail consulting team to inquire as to their availability to meet with staff and community members later this fall to discuss the quiet zone designation process and wayside horns.

Councilor McAuliffe noted it was a good report and thanked everyone for coming out to talk about this issue. Councilor McAuliffe asked Town Manager Souza if there are examples in the state of these horns on these gates. Town Manager Souza stated there are two, one in Wallingford and the other in Meriden. Councilor McAuliffe noted this is a good option if possible. Town Manager Souza stated it certainly is an option, but wanted to make clear there is significant construction with all the electrical because they are being triggered over a quarter of a mile away. Design and engineering options would have to be looked at.

Councilor O'Reilly stated it sounds like a long process with the federal government and private entities to move this along. Town Manager Souza stated it does seem to be a long process, but we can get the ball rolling if the Council desires. Councilor O'Reilly asked do you think the State Representatives could help get the ball moving faster. Town Manager Souza stated he agreed with Councilor O'Reilly in both involving the State and the Federal Delegation in the process would help. Town Manager Souza noted our past dealing with Amtrak hasn't moved the ball forward that fast.

Mayor Trinks asked if the Town Manager thought it's logistically optimistic to think we could get all the state holders here to meet with the community. Mayor Trinks stated we would need Amtrak and our Federal delegates here. Town Manager Souza stated he was not sure, but it is the first step he would suggest. Town Manager Souza stated we could invite the DOT representatives, perhaps a consulting firm or someone that can provide some technology assistance based upon their experience. Perhaps starting with the DOT as the information process could be doable this fall. Mayor Trinks stated he thinks that is a good way to get this started.

Councilor Jepsen stated he appreciated what everyone was going through and he knows because he grew up along the railroad tracks. Councilor Jepsen stated he had a chat with someone from the railroad today about these incidents. That person was familiar with Meriden and there was signal disruption and the horn stayed on all night long at 110 decibels. Councilor Jepsen noted it sounds like a long process that does work and wished there was more hope.

Mayor Trinks asked Town Manager Souza what he needs from the Council to address these concerns. Town Manager Souza stated an informational session would need to be scheduled for later this fall and we can proceed with that if you wish. Mayor Trinks stated to go forward with it.

8) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Black-Burke thanked Town Manager Souza for the research ready for tonight. I look forward to whatever is going to come. Quality of life for everyone is super important. We want to make sure that it is maintained for all our citizens.

Councilor O'Reilly encouraged everyone to come tomorrow night to the Town Planning and Zoning workshop on the POCD Day Hill Road corridor at 7:00 p.m. It is important to come out to attend.

Councilor Wilkos thanked folks for coming out. We got a lot of emails and tried to address them. A lot of the emails were related to this topic. We appreciate seeing you here and please reach out to our senator and your state representative. Your voices really do resonate. We will try to do whatever we can to make it happen. One other thing going on in town this weekend to add on to everything else. Windsor High School's general reunion is this weekend. Unfortunately I will be missing that and it will be my first time missing the Northwest Park Fair as well.

Councilor McAuliffe had a few items to announce. He said on September 21 the Booster Club for Windsor Baseball is having their annual golf tournament. At the last meeting, the Council voted to name the baseball field after Barry Chasen. Barry Chasen wrote a note and Councilor McAuliffe read his note into the record. This Wednesday, Cruise Night at Bart's with a twist of electric cars is from 5 p.m. to 8 p.m. Tuesday, September 24th at Union Street Tavern come and learn about Community Choice Aggregation (CCA) and why it's part of a greener future. CCA is a way for a town to choose an electric supplier. On November 1, the Windsor High Athletic Gala will be at the Windsor Marriott. For tickets contact Tom O'Shea.

Councilor Govoni lived in town all his life. Trains have never really bothered him, but the freight train that goes by wakes him up at 1:00 am. Also, the railroad trestle on 159 has trucks continually smashing into it. It's hard to see the little lights that are flashing while you are driving a truck. I really think the state should revisit it, so it at least stops them from going underneath it.

Deputy Mayor Terranova – None

Councilor Tustin thanked everyone coming out tonight and speaking about the train. I live nearby and have children so I encourage you to stay on top of it. Reach out to your senators to help move this forward.

Councilor Jepsen – None

Mayor Trinks - None

9) REPORTS OF STANDING COMMITTEES

Personnel Committee – Councilor O'Reilly reported appointments will be nominated later on. The Personnel Committee is in the process of scheduling another meeting for interviews of candidates.

Health & Safety Committee – None

Finance Committee – None

Special Projects Committee – None

Town Improvements Committee – None

Councilor Jepsen reported he will be the Council contact for the Board of Education. Their first meeting is this Thursday.

10) ORDINANCES – None

11) UNFINISHED BUSINESS

a) Resolution to remove appointed volunteer commission member

MOVED by Deputy Mayor Terranova, seconded by Councilor Jepsen that the Town Council hereby approves the removal of 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.

Currently there is an alternate member on the Public Building Commission who has not regularly attended meetings over the past thirteen months, which is not in conformance with the commission's attendance policy. On August 5, 2019 a resolution of intent was approved by the Town Council and the required notices and timeframes have been met, therefore the Town Council can consider a motion to remove the appointee at this time.

Motion Passed 9-0-0

12) NEW BUSINESS

a) Approve an appropriation of \$22,000 from the Capital Project Fund for design services related to the Wilson Firehouse HVAC replacement project

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that \$22,000 be appropriated from the Capital Projects Fund, Assigned Fund balance for the design of the Wilson Fire Station HVAC Replacement project; and the project be referred to the Public Building Commission for oversight.

Town Manager Souza invited Robert Jarvis, Town Engineer/Director of Public Works and Whit Przech, Building and Facilities Manager to present an overview of the project as follows:

The design services for this project will include the replacement of an existing gas-fired rooftop unit, air zoning distribution variable air volume (VAV) boxes, apparatus bay infrared heaters, and new direct digital controls (DDC) for this equipment. The new design will consider types of systems that will be easier to service as well as have higher energy efficiencies to reduce this station's annual operating costs.

This design project, if approved, would begin this fall. The construction phase of the project is in the six-year Capital Improvement Program for FY 2021.

Deputy Mayor Terranova asked during the design phase would there be estimates with the various systems as to how much more efficient they would be and the potential cost savings. Mr. Przech stated we anticipate at least 30% of cost savings. Right now this firehouse is the most expensive one we operate utilities-wise. Deputy Mayor Terranova noted that would be a huge savings.

Councilor McAuliffe asked why it is the most expensive to operate. Is it the largest? Mr. Przech stated to design the existing system and the controls that are operating it.

Motion Passed 9-0-0

- b) Approve an appropriation of \$12,000 from the Capital Project Fund for design services related to the Poquonock Roof Replacement project

MOVED by Deputy Mayor Terranova, seconded by Councilor Tustin that \$12,000 be appropriated from the Capital Projects Fund, Assigned Fund balance for the Poquonock Fire Station Roof Replacement project; and the project be referred to the Public Building Commission for oversight.

Town Manager Souza invited Robert Jarvis, Town Engineer/Director of Public Works and Whit Przech, Building and Facilities Manager to present an overview of the project as follows:

This project will involve the removal of all existing roofing systems and the installation of new roofing systems. The existing flat roof will have additional insulation installed to reduce energy usage, as well as to increase the slope on the roof to the drains. This project, if approved, would begin this fall. The construction phase of the project is in the six-year Capital Improvement Program for FY 2021.

Town Manager Souza stated the Public Building Commission asked staff to look at this building to include solar when redoing the roof. Part of this design cost will include some engineering assessment for the building's roof structure. Also, he noted this project and the Wilson Firehouse is part of the multi-year plan to utilize cash financing. The town has set aside \$500,000 pay-as-you-go funding from the General Fund, which is the recommended funding source at this point.

Councilor Wilkos stated we discussed this roof some time in the last twelve to twenty-four months. I remember this specifically, it was the Poquonock firehouse. Town Manager Souza asked Mr. Jarvis and Mr. Przech if they recalled talking about this. Councilor Wilkos asked why we haven't done this before. Mr. Przech stated we had some asphalt shingles fall off and replaced them a year ago. Mr. Przech noted he doesn't recall anything. Mr. Przech said he is meeting the structural engineer tomorrow to address the solar. Councilor Wilkos asked if that was the side towards the center of town. Mr. Przech stated it would be a good candidate and it's strong enough.

Motion Passed 9-0-0

c) Close out of capital projects

MOVED by Deputy Mayor Terranova, seconded by Councilor Tustin that the projects listed on Attachment 'A' be fully closed out, and that the amount indicated for each account be transferred to the Capital Projects Fund Assigned Fund Balance.

If the project closeouts as outlined in Attachment 'A' are approved, the total amount that will be transferred to the Capital Projects Fund Assigned Fund Balance is \$251,304.41. These funds will be available to help cash finance projects outlined in the multi-year Capital Improvements Plan.

Attachment A

Munis Proj. #	Project Name	Project Balance
9385	Clover St. HVAC Replacement	\$118.13
9418	River St. Design	\$5,259.13
9433	River Trail Windsor Center to Barber St.	\$1,700.00
9454	LPW Athletic Fields Design	\$4,928.80
9455	School Security Cameras	\$91,882.08
9457	Town Facility Energy Improvements	\$68,960.40
9467	East Fields Windsor High	\$889.87
9482	Town Pool Improvements	\$2,950.00
9492	Town Hall Renovation Phase III	\$6,494.74
9496	Welch Pool Filter Replacement	\$13,769.24
9498	LED Lighting at Elementary Schools	\$52,211.39
9504	Goslee Pool Improvements	\$2,140.63
Total		\$251,304.41

Councilor Jepsen asked which project was for town pool improvements. Town Manager Souza stated it was a master plan assessment evaluation that we did in 2015. That was the assessment we used to identify what needed to be done.

Councilor Jepsen asked about the River Trail Windsor Center to Barber Street. He said he was keen on that going forward. Is there any way to maybe go forward with that project? Town Manager Souza noted if you recall, there was a grant application that was approved years ago. We have completed that work. We will come back to Council for any new design work needed.

Motion Passed 9-0-0

d) Introduce an ordinance to amend Chapter 2, Article IV, Code of Ethics of the Code of ordinance

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, CODE OF ETHICS" 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 an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, CODE OF ETHICS."

The current Code of Ethics ordinance specifies that employees in "administrative pay grade three or above" shall not appear for compensation before any town agency within six months after terminating service with the town, and moreover it states employees shall not work for a private firm who has a contract with the Town any time within six months after terminating service with the Town. Prior to and through the first half of FY 18 this pertained to the following positions: Assistant Town Manager, Coordinator of Information Technology, Director of Health, Director of Human Resources, Director of Human Services, Director of Public Works/Town Engineer, Director of Recreation & Leisure Services, Director of Finance, Economic Development Director, Library Director, Police Chief, and Town Planner.

When the new pay grade schedule was adopted, all of the positions outlined above were placed in pay grades 10, 11, and 12. The position of Police Captain was added to grade 10 as well. In order to align the ordinance with the current pay grade structure, Sec. 2-30 of the Code of Ordinances must be amended to change each instance of "three" to "ten."

Motion Passed 9-0-0

- e) Set a Public Hearing for October 7, 2019 at 7:00 p.m. relative to an ordinance to amend Chapter 2, Article IV, Code of Ethics, of the Code of Ordinances

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that a Public Hearing be set for October 7, 2019 at 7:00 p.m. (prevailing local time) to act on a bond ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, CODE OF ETHICS" and BE IT FURTHER RESOLVED that the town clerk is authorized and directed to post and publish notice of said Public Hearing.

Motion Passed 9-0-0

- f) Introduce and approve an ordinance entitled, "THE SALE OF A PORTION OF 45 CENTRAL STREET AND THE GRANTING OF EASEMENTS TO THE STATE OF CONNECTICUT FOR IMPROVEMENTS RELATED TO THE NEW HAVEN-HARTFORD-SPRINGFIELD RAIL LINE IN THE AMOUNT OF \$35,700.00."

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that the reading into the minutes of the text of the ordinance entitled, "THE SALE OF A PORTION OF 45 CENTRAL STREET AND THE GRANTING OF EASEMENTS TO THE STATE OF CONNECTICUT FOR IMPROVEMENTS RELATED TO THE NEW HAVEN-HARTFORD-SPRINGFIELD RAIL LINE IN THE AMOUNT OF \$35,700.00" 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 and approve an ordinance entitled, "THE SALE OF A PORTION OF 45 CENTRAL STREET AND THE GRANTING OF EASEMENTS TO THE STATE OF CONNECTICUT FOR IMPROVEMENTS RELATED TO THE NEW HAVEN-HARTFORD-SPRINGFIELD RAIL LINE IN THE AMOUNT OF \$35,700.00" and to recommend its adoption by a Special Town Meeting as set forth below.

Town Manager Souza presented to the Council as follows:

The Department of Transportation (DOT) has proposed to purchase 1,161 square feet of town land and be granted two separate easements. The first easement is for transportation-related purposes and is for 4,476 square feet. Within the easement area is the platform, a planned ticket machine and utility building. The value of these interests combined is placed at \$27,963. The second easement is temporary in nature and is related to access and construction of future improvements to the east side platforms planned for calendar year 2020. This easement area is 9,326 square feet in size and valued at \$4,700. In addition, the State is proposing to provide \$3,000 for value attributed to the need to remove established landscaping for installation of the ticket vending machine and utility building. These values have been prepared by a certified appraiser on behalf of the State Department of Transportation.

The DOT plans to initiate additional improvements to the station area. These improvements will involve installing two ticket vending machines (one on either side of the tracks), modifying the east side passenger platform to include shelter structure(s) as well as a small building to house various utilities. On the west side, an elevated passenger platform is planned to be constructed between the existing station and the parking lot to the north on land owned by AMTRAK.

The DOT held a public information meeting on these improvements in July. Final design is underway and construction is expected to occur in calendar year 2020.

Councilor McAuliffe asked if the amount of the sale is within reason. Town Manager Souza stated the assessor reviewed it and believes the value is within reason.

Councilor Jepsen asked if for some reason it weren't approved, what would happen then. Town Manager Souza stated the State of Connecticut would pursue a taking process. Eminent domain would be how the State would proceed. They would file the action with the court and for transportation purposes they could do that.

Motion Passed 9-0-0

- g) Set a Public Hearing for October 7, 2019 at 7:00 p.m. relative to selling land to and granting an easement on Central Street to the State of Connecticut for improvements related to the New Haven-Hartford-Springfield rail line

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that a Public Hearing, per Connecticut General Statutes 7-163e, be set for October 7, 2019 at 7:00 p.m. (prevailing local time) regarding the proposed sale of a portion of 45 Central Street and granting of easements to the State of Connecticut for improvements related to the New Haven-Hartford-Springfield Rail Line, and that the Town Manager is authorized and directed to post and publish notice of said public hearing.

Motion Passed 9-0-0

- h) Set a Special Town meeting for Monday, October 7, 2019 at 7:15 p.m. regarding an ordinance entitled, "THE SALE OF A PORTION OF 45 CENTRAL STREET AND THE GRANTING OF EASEMENTS TO THE STATE OF CONNECTICUT FOR IMPROVEMENTS RELATED TO THE NEW HAVEN-HARTFORD-SPRINGFIELD RAIL LINE IN THE AMOUNT OF \$35,700.00."

MOVED by Councilor Jepsen, seconded by Deputy Mayor Terranova that a Special Town Meeting be set for October 7, 2019 at 7:15 p.m. (prevailing local time) in the Council Chambers of the Windsor Town Hall, to approve or disapprove an ordinance entitled, "THE SALE OF A PORTION OF 45 CENTRAL STREET AND THE GRANTING OF EASEMENTS TO THE STATE OF CONNECTICUT FOR IMPROVEMENTS RELATED TO THE NEW HAVEN-HARTFORD-SPRINGFIELD RAIL LINE IN THE AMOUNT OF \$35,700.00" which the Town Council has recommended AND BE IT FURTHER RESOLVED, that the town clerk is authorized and directed to post and publish notice of said Special Town meeting.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS

MOVED by Councilor O'Reilly, seconded by Councilor Jepsen 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.
- 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.
- 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.
- 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.

- 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.
- 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.
- 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.
- 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.

Motion Passed 9-0-0

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the September 3, 2019 Public Hearing

MOVED by Councilor Jepsen, seconded by Councilor Deputy Mayor Terranova to approve the unapproved minutes of the September 3, 2019 Public Hearing meeting as presented.

Motion Passed 9-0-0

- b) Minutes of the September 3, 2019 Regular Town Council meeting

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

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS – None

16) EXECUTIVE SESSION – None

17) ADJOURNMENT

MOVED by Councilor Wilkos, seconded by Deputy Mayor Terranova to adjourn the meeting at 9:11 p.m.



Motion Passed 9-0-0

Respectfully Submitted,

Lisa Ozaki
Clerk of the Council