



**TOWN COUNCIL
COUNCIL CHAMBERS
WINDSOR TOWN HALL
MARCH 2, 2020
Regular Town Council Meeting**

APPROVED MINUTES

1) CALL TO ORDER

Mayor Trinks called the meeting to order at 7:35 p.m.

Present: Mayor Donald Trinks, Deputy Mayor Joe McAuliffe, Councilor Nuchette Black-Burke, Councilor Lisa Rampulla Bress, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, Councilor Michael Tustin and Councilor Kenneth Wilkos

2) PRAYER

Councilor Black Burke led the group in prayer.

3) PLEDGE OF ALLEGIANCE

Councilor Black Burke led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

- a) Declaring March 12, 2020 as Girl Scout Day

Councilor Rampulla Bress presented the proclamation to the Girl Scouts.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Debbie Samson, 604 Stone Road spoke about an incident that happened on February 24, 2020 on the Windsor Community Open forum. Mrs. Samson found this to be extremely upsetting, misinformative, and totally inappropriate. Mrs. Samson is respectfully here to clarify some of the comments that were said. She noted that she is not singling out Councilor Tustin and if she misread the report, please let her know. Mrs. Samson called the Police Department and asked for a detailed call log on February 24, 2020 regarding a barking dog incident. She stated that the initial call was placed at 11 a.m. for a citizen in need of an ambulance. That citizen was transported to the hospital and their dog was left outside barking. Apparently around 5 p.m., calls started coming in and there were a total of four calls concerning this address. Mrs. Samson stated that officers went to this address three times about a barking dog. The first comment was the female owner went to the hospital earlier today and appears no one was at the home at the time, that they would check back later, but then no one was at home. Two more complaints were logged and then finally the owner was released and came home about 8 p.m. Mrs. Samson stated that when the last officer was sent out to investigate the barking dog, the dog was brought into the house. Mrs. Samson noted that at no time was this dog left

in imminent danger. Mrs. Samson stated that she fully believed the officer did everything humanly possible, even though his hands were tied and there was nothing else he could do. Mrs. Samson noted that the officer answered the calls correctly and nowhere on the log sheet does it say the Animal Control Officer was notified or made aware of this situation. Mrs. Samson noted that our Animal Control Officer does not work second shift and our police officers and dispatchers did everything in their might and humanly possible to correct this situation. Mrs. Samson commended the Police Department and with what is going on with society, these officers and dispatchers need as much support and backup that we can possibly give them.

Secondly, Mrs. Samson spoke about the Animal Control facility. Mrs. Samson indicated that there were comments made that the taxpayers have paid thousands and thousands of dollars for it. Mrs. Samson stated that Mayor Trinks, Town Manager Souza and Mr. Gustafson know the work and the time that was put into this project and that we were fortunate enough to receive a grant that paid for a large portion of this facility. Mrs. Samson noted that our Animal Control Officer works forty hours a week, Monday through Friday. There is no overtime paid and if he chooses to come in on a Saturday, which he does twice a month to be available for citizens, adoptions and answer any questions, he has to adjust his time. Mrs. Samson stated that she needed to clarify, so if anyone goes around town and sees an officer or animal control just parked somewhere, there are numerous reasons as to why and it doesn't necessarily mean that he is clocking up overtime. Mrs. Samson noted that she felt as a citizen that she really needed to come out and continually show her support of the Police Department and dispatchers every single day they are out there helping us. Mrs. Samson added that she thinks two elected officials should really stay off of the open forums.

Coralee Jones, 1171 Matianuck Avenue, spoke of two issues, the EMS Service and the Sustainability Commission. Mrs. Jones stated that the EMS must be researched in detail to determine how the town can provide the citizens of Windsor a consistent, high level of service and one that can be financially sustainable long-term. Mrs. Jones noted that her household uses this service a great deal unfortunately. Mrs. Jones stated that citizens need to be made aware of what would impact them from a service and the financial standpoint. She believes that Enfield supports local service and South Windsor went to the Manchester Ambulance service. Mrs. Jones asked why they went in two different directions and she indicated they made the decision based on information that would service the needs of their town. In regards to billing, she heard that they were having trouble collecting money. Mrs. Jones asked if we offer installments when billing users, which might be easier for people to pay. Mrs. Jones asked what will happen to the renovations to the building. She noted that this is an important issue that needs careful consideration, citizen education and input.

Secondly, Mrs. Jones spoke about the Sustainability Commission. Mrs. Jones would like to hear from potential members of the new commission as to how their focus would differ and not overlap the current Conservation Commission functions. Mrs. Jones stated that she attended the forum on Climate Change sponsored by the Conservation Commission. She said that teaching climate change in school was discussed, but energy sustainability was really the focus. Mrs. Jones noted that we could add new members to the Conservation Commission and expand or revise the Commission's mission. She believed this way members could begin right away and not have to start a new commission. Mrs. Jones stated that this request needed to

be vetted before any action is taken. She noted that she looked forward to more information regarding these issues.

Fiona Conliffe, 10 Derek Lane, spoke about representing the Windsor Water Rats swim team. Mrs. Conliffe stated that she is the team's Board President. Mrs. Conliffe wanted to thank the Recreation Department for collaborating with the team in regards of usage of the pool. She stated that the team would love to get more time in the water, but looked at this time as a stepping stone and better collaboration for the future to provide a better situation for the team, the high school team, and the town using the pool effectively. Mrs. Conliffe noted that she was here to say thank you this time and not to complain.

6) REPORT OF APPOINTED BOARDS AND COMMISSION

a) Board of Education

Ayana Taylor, Secretary for the BOE was present and addressed the Council.

- The Board of Education passed their budget on Wednesday, February 19 with a 2.49% increase over the 2019-2020 school budget. Dr. Cooke, President Lockhart, Vice President Furie and Danielle Batchelder, Director of Business Services will present the Board's budget to the Town Council on Monday, April 20th.
- On Thursday, February 27, the high school held a recognition ceremony for the students who created the tape dispenser for the NASA HUNCH program. It was very well attended and a great event for our school district. There was pretty significant coverage from news stations. Just this morning, we sent a link of the coverage of the NASA event to Helene in the Town Manager's office and asked her to share this information with the council.
- Over the past several weeks, Windsor Public Schools have closely monitored the spread of the Coronavirus (COVID-19). Recently discussions have occurred with Dr. Michael Pepe at the Town of Windsor Health Department and the Connecticut Department of Public Health and Center for Disease Control and Prevention to ensure that our schools are fully prepared. We will continue to work with these agencies on practically a daily basis and follow any recommendations to keep our school district's students and employees healthy and safe. Windsor did see increases in flu-like illnesses prior to our holiday break and again prior to our February break. However, at the current time, there are reported low levels of flu-like illnesses in our schools. Our custodial staff has taken precautions in our buildings including increased cleaning and disinfecting. We are also very closely monitoring any planned field trips for students outside of Windsor and are preparing for the possibility that we may need to alter or even cancel trips in the near future.
- On Wednesday, March 11, twenty-three AP Government students and their teachers will attend CAFE Day on the Hill along with Dr. Cooke, President Lockhart and Vice President Furie. They will learn the latest on key education issues and how proposed

legislation will impact our district. They will have a tour and a “meet and greet” with Windsor legislators at the Legislative Office Building before heading back to school.

Councilor Dobler asked if the vote passed unanimously. Ms. Taylor stated no, that is was a 7-1 vote.

Deputy Mayor McAuliffe asked about the coronavirus and school trips. Deputy Mayor McAuliffe stated that parents are concerned that the trip to Italy will be canceled too late for reimbursement through insurance. Ms. Taylor noted that most parents have the insurance in place and these discussions are happening now. Mr. Lockhart joined Ms. Taylor and addressed the Council. Mr. Lockhart stated that Dr. Cooke did meet with the parents and laid out all the options for the trip. Mr. Lockhart stated that the parents are aware there is a thirty day window for cancellation and could receive back 25%, or an option that the school district can cancel, or wait for a level three be declared and all the money would be refunded through insurance. Mr. Lockhart noted at this point, as a school district, they are not inclined to cancel because of the fiscal liability by the district, but they are concerned about the wellbeing of the children. Mr. Lockhart stated that Dr. Cooke is also reviewing the trip for grade six through eighth graders within our borders. It’s an ongoing issue and they want to make the wisest decisions possible. Mr. Lockhart noted that there is a special meeting tomorrow for the caucuses and a decision would be made where to go from there.

Councilor Black-Burke thanked the BOE for doing such a good job representing the Town of Windsor in many forums. Councilor Black-Burke thanked the BOE for the legislative convening at the Capital on February 20 and the work they did on the equity toolkit that was put out by CAFE. She noted that our BOE is always representing us very well across the state.

Councilor Jepsen asked about the basketball teams going into playoff season. He asked if the BOE had the ability to cancel the games or is that CIAC. Mr. Lockhart stated that Dr. Cooke would work with the CIAC and our athletic director. Mr. Lockhart noted that the BOE is not involved with athletics and the Superintendent makes that decision on anything within our borders. The BOE makes the decision for anything outside the country.

Councilor Jepsen asked about the eighth grade trip to Washington DC. Mr. Lockhart stated that the Superintendent would make the decision.

b) Board of Ethics

Patrick Ring, Chairman of the Board of Ethics was present and addressed the Town Council.

The Board of Ethics is a five member, appointed body established in May 1970 to “render advisory opinions and make recommendations with respect to amending the Code of Ethics.”

In addition, at the request of the town manager, a member of the Windsor Town Council, the superintendent of schools, or member of the Board of Education, the Board of Ethics renders advisory opinions concerning the actions of a town official or employee with respect to the Code of Ethics.

The board meets at the call of the chairperson, with regular meetings scheduled quarterly. During the past year, the following meetings were held:

- January 8, 2019 (Regular Meeting) – 3 in attendance
- April 9, 2019 (Regular Meeting) – 3 in attendance
- July 9, 2019 (Regular Meeting) – 3 in attendance
- October 8, 2019 (Regular Meeting) – 4 in attendance

The Board of Ethics did not have any advisory opinions during the year of 2019.

7) TOWN MANAGER'S REPORT

Corona Virus (COVID 19) Preparations

The Windsor Health Department has been active in staying informed and preparing for the possibility of a Corona Virus (COVID 19) pandemic. Each week staff members have been on calls with the Center for Disease Control & Prevention (CDC) and the Department of Public Health (DPH) where updates are shared, information discussed and resources distributed. Participation on these calls will continue. Inventory of supplies was completed in February of 2020.

Communication between the Health Department staff, Town of Windsor staff, Windsor Public School staff, Windsor private school staff and Windsor residents is ongoing. Both the Health Director and Public Health Nurse are available to share information with Windsor businesses. In addition, the town's website includes information on COVID 19 and CDC and WHO links are listed to keep Windsor residents informed.

WHS NASA Hunch program inventions to be used on International Space Station

I'd like to extend my congratulations to the former students from Windsor High School's career and technical education program that were recently honored for their design work on a tape dispenser and seat track attachment that will be used on the International Space Station. I'd also like to recognize Mr. Dustin Ricci for his leadership in this effort.

The project came about through a partnership between the high school and NASA Hunch program, which partners with schools across the country to design real hardware intended for use in space. Windsor's name is listed on the technical drawing of the design, the first time such a distinction has been made for a high school in the program.

Taste of Windsor

First Town Downtown invites you to its annual Taste of Windsor on March 14th from 6:30 PM – 9:00 PM at the Loomis Chaffee School. This is an annual fundraiser for First Town Downtown. Please come enjoy tastes from local restaurants and spirits from local breweries. Music will be provided by The Armentano Duo and there will be a silent auction. Tickets are \$30/person in advance and \$35 at the door. Please call 860-257-8982 or go to FirstTownDowntown.org for more information.

Winter Festival and Kids Fair

The annual Winter Festival and Kids Fair, sponsored by Recreation and the Youth Services Bureau team, will take place on Saturday, March 14, 2019 from 12:00 PM – 2:00 PM at the Community Center at 330 Windsor Avenue.

There will be family fun and entertainment such as a professional face painter, a cartoonist, photo booth, bounce houses and interactive festival games, arts and crafts and food.

A donation of a nonperishable food item for the Windsor Food Bank serves as admission. For more information about this event please call the Recreation Office at 860-285-1990.

Town Manager Souza wanted to extend congratulations to the school district and to the students of the Career and Technical Program on their recognition through the NASA program.

8) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Dobler wished a Happy Birthday to Deputy Mayor McAuliffe.

Councilor Tustin - None

Councilor Black-Burke wished a Happy Birthday to Deputy Mayor McAuliffe. Councilor Black-Burke stated that March is Women's History month. It's a time to celebrate women. She and Councilor Rampulla Bress are excited to be on the Town Council representing all women. Councilor Black-Burke wanted to call to our attention the Crown Act. On Thursday, March 5, 2020 at the Legislative Office Building, Representative Robin Porter will put through House Bill 5388, the Crown Act. Councilor Black-Burke noted that it's a running joke about her hair because you never know what it's going to look like when she comes here. The act is about creating a respectful and open world for natural hair. Councilor Black-Burke thought it was fitting for Women's History Month to share about House Bill 5388. Councilor Black-Burke encouraged people to get out and support this bill on Thursday, March 5th at 9:30 a.m. at the Legislative Building, Room 2E for the Crown Act.

Councilor Govoni stated his concurrence on passing the Crown Act.

Councilor Rampulla Bress wished everyone a Happy Women's History Month and she is glad that the Girl Scouts are here tonight. Councilor Rampulla Bress stated that she was happy to be part of the Girl Scout Organization when she was growing up and it's a vital organization. Mayor Trinks asked her to read the proclamation. Councilor Rampulla Bress wanted to thank all the individuals that came out to speak. She noted that it's so important for the Town Council to hear everyone's feelings and appreciates that everyone took the time to come out. Councilor Rampulla Bress thanked Town Manager Souza for his report. She noted that a lot of people have concerns about the Coronavirus and she is happy to see the Town Manager and the BOE are on top of everything and appreciates them sharing the information with the community.

Councilor Wilkos thanked everyone who came out and very importantly for the Girl Scouts coming. It's a great organization. Keep it up girls.

Deputy Mayor McAuliffe thanked everyone who came out. It's very important for us to hear everyone's statements. Deputy Mayor McAuliffe stated that two Fridays ago, he was lucky to participate in the Black History Month Jeopardy Competition. He commended the Human Relations Commission for putting the event on. It was especially fun and informative. Deputy Mayor McAuliffe noted that Judge Kevin Washington, Desiree Primus and Patricia Mack did an amazing job organizing the event and he really appreciated it.

Councilor Jepsen wished Deputy Mayor McAuliffe a Happy Birthday.

Mayor Trinks stated that he attended a wonderful event for the retirement of the Windsor Historical Society's Executive Director Christine Ermenc. She will be missed, but Mrs. Ermenc is looking forward to passing the torch to someone that can bring it to a higher level. Mayor Trinks noted that he is looking forward to working with the new Executive Director in the near future.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Dobler - None

Special Projects Committee – Councilor Dobler - None

Health & Safety Committee – Councilor Black-Burke - None

Personnel Committee – Councilor Rampulla Bress stated that the Personnel Committee is looking at an option for a task force versus a committee. The Committee is very interested and appreciates the comments brought forward here tonight because the collaboration between the Conservation Commission and the possibility of the task force is very exciting to all of us.

Finance Committee – Deputy Mayor McAuliffe - None

Council Rules of Order Review Committee – Councilor Jepsen stated that the Committee met again and they have finished their work. The draft amendments of the Rules of Order will be sent to the Town Attorney for review. Councilor Jepsen stated that he had a copy if anyone wanted to look at it. He noted that they made some changes to the standing agenda and added a couple of appendixes. They eliminated a standing committee that should have been removed years ago. Councilor Jepsen noted that at the next meeting, we might be able to vote on it.

10) ORDINANCES - None

11) UNFINISHED BUSINESS

- a) Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$560,000 FOR COSTS IN CONNECTION WITH CONSTRUCTION OF POQUONOCK ELEMENTARY SCHOOL PARKING IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$560,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe that the reading into the minutes of the text of the ordinance entitled, 'AN ORDINANCE APPROPRIATING \$560,000 FOR COSTS IN CONNECTION WITH CONSTRUCTION OF POQUONOCK ELEMENTARY SCHOOL PARKING IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$560,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION' is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 9-0-0

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to approve an ordinance entitled, 'AN ORDINANCE APPROPRIATING \$560,000 FOR COSTS IN CONNECTION WITH CONSTRUCTION OF POQUONOCK ELEMENTARY SCHOOL PARKING IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$560,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.'

The proposed project would: a) relocate the existing playground area along Poquonock Avenue to the open field south of the school building; b) construct a new parking area in the vicinity of the current playground, providing 50 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 project includes an add-alternate item to construct an additional 9 parking spaces in the island on the Poquonock Avenue bus drop-off area. The estimated cost of the add-alternate is \$24,000. The design accommodates a total of 117 spaces which is a net increase of 53 spaces.

Councilor Rampulla Bress stated that with so many people who came out tonight to talk about the accessibility issue, could we discuss the possibility of using the \$24,000 bid allotment. Town Manager Souza stated that there is \$24,000 allotted for the bid alternate which would add eight or nine spaces around the bus circle at the school. Town Manager Souza noted that after conversations with the Superintendent, if the Council wanted to reallocate that toward the playground costs, Dr. Cooke has no objection to that action. Councilor Rampulla Bress stated that since all Councilors seemed very sympathetic and concerned about the accessibility issue, could we discuss using the allotment for the accessibility instead of more spaces before we vote on the ordinance. Councilor Rampulla Bress noted that every dollar we could put towards the accessibility of the playground could make it more wonderful for the children in our community. Councilor Rampulla Bress stated that she was fully in favor of allotting the money now.

Councilor Jepsen stated that he appreciated Councilor Rampulla Bress' intentions and he is not against it. Councilor Jepsen noted that the motion is on a bond ordinance and not actually items within the project. We are only authorizing the town to receive \$560,000 bonding for the entire project. Councilor Jepsen noted that we would still have time after to receive more

information on the playground and what we are spending on it. Councilor Jepsen expressed that it doesn't feel like it should be part of the bond authorization tonight.

Councilor Rampulla Bress stated that she did discuss this with Town Manager Souza and he did say it was possible. Councilor Rampulla Bress noted that there is a list here of financial impact. Councilor Rampulla Bress asked Councilor Jepsen if there is a negative to that.

Councilor Jepsen stated that he wanted to know what we are going to spend on a playground. Councilor Jepsen noted that he had heard 'fully funded' a lot from the public, but he doesn't know what dollar amount is 'fully funded'.

Councilor Rampulla Bress stated that she thought the price was in here. She believes that Town Manager Souza stated that \$50,000 was allotted at this time.

Councilor Jepsen stated that \$50,000 is allotted, but he is hearing a number that is much higher than that to do what they want.

Councilor Rampulla Bress stated that she is not saying what the numbers should be, but she is just saying that since \$24,000 has been allotted for the parking spaces, would we be willing to just move that piece over.

Councilor Jepsen stated that \$24,000 is there no matter what, but he doesn't know how we would amend a bond ordinance to accommodate that. The ordinance is for the bonding.

Town Manager Souza stated that the preliminary cost is based upon some conceptual work that was done by the PTO. The cost would be approximately \$105,000 to \$135,000. The scope of the playground and costs are being refined. Town Manager Souza noted that the BOE would be taking the lead and working with the vendor that is on the State bid list. Currently there is \$50,000 allocated within the \$560,000. If you reallocated the \$24,000, plus the money that has been raised so far by the PTO, there would be approximately \$86,000. There were conversations from Councilor Jepsen at the last Council meeting about using some of the project contingency fund. Town Manager Souza noted that would get us in the \$100,000 range. Town Manager Souza stated that we don't need to amend the ordinance this evening, but it would give the Council some sense of direction. There are two to three different funding sources available.

Councilor Jepsen asked if we have any more open capital projects for the school HVAC or any other project that has a surplus. Town Manager Souza said that he hasn't looked at that list in several weeks, but he doesn't believe there is any.

Councilor Jepsen stated that he is not against moving into that direction, he just doesn't know how to amend it.

Councilor Rampulla Bress asked Town Manager Souza if an intent from Council is required in order to do what we need. Town Manager Souza noted that at a certain point in time, we would like to have that consent. The BOE staff will have numbers refined in a few weeks after working

with the State vendor. At this time, the Council is not initially looking to add to the bonding cost of the other sources of funding. Town Manager Souza noted there is no action needed this evening.

Councilor Jepsen stated that our bonding is stretched very thin over the next few years. We don't want to increase the bonding.

Councilor Rampulla Bress stated that it's more like a re-allotment, not an increase.

Councilor Jepsen stated that he understands that, but the way that interest rates have dropped this past week, who knows.

Mayor Trinks stated that we should go forward with the bond ordinance and as we get more details, we could move forward. Town Manager Souza can get us more details when needed.

Town Manager Souza stated that he thinks that is fine. The project would not start until school is out. That would give us time to order equipment and construction would start in August.

Councilor Jepsen asked Town Manager Souza if the more accessible items had a large lead time to obtain. Town Manager Souza stated that the information that was provided to him does not indicate that and it would be a significant addition to the lead time.

Councilor Govoni stated he liked the direction we are going in and at some point if it might be more expensive, he thinks we should try to fund it. The playground would be there a long time after being relocated. Councilor Govoni stated that we have replacement tree revenue all set.

Motion Passed 9-0-0

- b) Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$413,000 FOR COSTS IN CONNECTION WITH ISLAND ROAD RECONSTRUCTION AND BATCHELDER ROAD REPAVING; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES AND \$68,000 FROM GRANTS OR DONATIONS TO FINANCE THE APPROPRIATION."

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE APPROPRIATING \$413,000 FOR COSTS IN CONNECTION WITH ISLAND ROAD RECONSTRUCTION AND BATCHELDER ROAD REPAVING; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES AND \$68,000 FROM GRANTS OR DONATIONS 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 McAuliffe to approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$413,000 FOR COSTS IN CONNECTION WITH ISLAND ROAD RECONSTRUCTION AND BATCHELDER ROAD REPAVING; AND AUTHORIZING THE ISSUE OF \$345,000 BONDS AND NOTES AND \$68,000 FROM GRANTS OR DONATIONS TO FINANCE THE APPROPRIATION."

This project includes the rehabilitation of the existing pavement, replacement of curbing and minor drainage improvements on Island Road. Batchelder Road will be milled and overlaid with 2" of new pavement. Minor drainage improvements will also be performed.

It is also proposed to install approximately 550' of new 5' wide concrete sidewalk, from Broad Street to the vicinity of the railroad crossing. Staff has received a commitment from Loomis Chaffee to contribute \$68,000 for the installation of the sidewalk, including stakeout, clearing, installation and turf restoration, as well as reconstruction of an existing sidewalk segment at the east end of Island Road.

Councilor Govoni stated that where Island Road intersects with Route 159, it's a very tight radius getting into Island Road. If there is any possibility that can be opened up a little bit for the day students to come in and this way traffic would come in smoother. Town Manager Souza stated that we can certainly look at that. Part of the challenge would be timing since we would need encroachment permits from the State of Connecticut. Town Manager Souza said that there is a tight window for construction, but he would ask the Town Engineer to take a look at it.

Councilor Jepsen stated that this is the second major project we are doing for Loomis Chaffee School. They don't necessarily pay taxes, but he would like to have a meeting with Loomis to ask them to kindly work with us to someday have a river walk to connect our center town down to Barber Street. He hopes Loomis is listening and looks forward to making some headway with them for next year.

Mayor Trinks stated that he would be totally on board with Councilor Jepsen.

Councilor Rampulla Bress stated that she would second Councilor Jepsen. She noted that she heard from Councilor Jepsen the importance of a river trail and in good faith hoped Loomis takes us up on that at a later time. It would be good for the community.

Motion Passed 9-0-0

- c) Approve the construction of Island Road and Batchelder Road sidewalks per Section 15-33 of the *Windsor Code of Ordinance*

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen to approve, per Section 15-33 of the *Windsor Code of Ordinances*, the construction of Island Road and Batchelder Road sidewalks.

The improvements proposed for the Island Road reconstruction project include the rehabilitation of the existing pavement, replacement of curbing and minor drainage improvements on Island Road. Staff is also proposing the installation of approximately 550' of new 5' wide concrete sidewalk, from Broad Street to the vicinity of the railroad crossing. Staff has received a commitment from Loomis Chaffee to fund the installation of the sidewalk.

Town Manager Souza stated that this is a requirement per our *Code of Ordinance* for a new sidewalk segment that gets constructed in town and needs outside review to meet this action tonight.

Councilor Jepsen stated the last time we wanted to do this, it failed, but on a different road. Town Manager Souza stated that it was Deerfield Road and then Marshall Phelps. Councilor Jepsen noted that both the efforts failed because the residents don't want the sidewalks since they would have to maintain the sidewalks. Councilor Jepsen noted that it isn't as easy as it sounds.

Deputy Mayor McAuliffe stated that he is very familiar with that road. He goes down that road at 6 a.m. every day and it's very unsafe without a sidewalk. The sun is in your eyes and it's very important to have a sidewalk. Deputy Mayor McAuliffe stated that it needed to happen for safety reasons. There is a lot of activity on that road.

Town Manager Souza stated that this falls in line with the Plan of Conservation and Development in terms of our complete streets effort for the town center.

Councilor Govoni stated that it also allows us to have sidewalks within a mile of our schools.

Motion Passed 9-0-0

- d) Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$325,000 FOR COSTS IN CONNECTION WITH STORMWATER MANAGEMENT IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$325,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE APPROPRIATING \$325,000 FOR COSTS IN CONNECTION WITH STORMWATER MANAGEMENT PROGRAM; AND AUTHORIZING THE ISSUE OF \$325,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies 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 McAuliffe to approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$325,000 FOR COSTS IN

CONNECTION WITH STORMWATER MANAGEMENT PROGRAM; AND AUTHORIZING THE ISSUE OF \$325,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

The storm water management projects planned for FY21 vary in scope and may include items such as replacing old or damaged drainage structures, addressing problematic drainage issues by expanding the drainage network, repairing outfalls, dredging storm water basins and ponds, and repairing and stabilizing sections of watercourses in town. Other initiatives to be taken with this funding include developing and implementing a program to reduce pollutants entering the storm sewer system, developing and implementing other pollution prevention initiatives as required by the CT DEEP’s MS4 General Permit.

Motion Passed 9-0-0

- e) Approve a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$175,000 FOR COSTS IN CONNECTION WITH MOORLANDS/LENNOX AVENUE STAIR REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$175,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, that the reading into the minutes of the text of the ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$175,000 FOR COSTS IN CONNECTION WITH MOORLANDS/LENNOX AVENUE STAIR REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$175,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION’ is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 9-0-0

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to approve an ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$175,000 FOR COSTS IN CONNECTION WITH MOORLANDS/LENNOX AVENUE STAIR REPLACEMENT; AND AUTHORIZING THE ISSUE OF \$175,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.’

The stairway and the bituminous concrete path at the top of the stairway are in poor condition and need replacement. The concrete stairs are spalled and deteriorated, the railing is failing, the storm drainage system is inadequate and the path at the top of the stairs has an excessive grade. The stair and walkway replacement project will provide new pre-cast concrete stairs, cast-in-place concrete landings, galvanized pipe rails, enhanced storm drainage and improved grading of the path at the top of the stairs. If approved, the work will take place during the summer to minimize impact to students using the path.

Motion Passed 9-0-0

12) NEW BUSINESS

- a) Receive a Memorandum from Board of Education Relative to Public Act 13-60

Town Manager Souza stated that the town's general government departments and school department have a long history of collaborating both formally and informally. For example, the town's public works department for many years has been responsible for grounds maintenance and snow removal at school facilities. We have a combined risk management function staffed by one person. Through this formal arrangement, we combine administrative functions related to property and casualty liability insurance, worker's compensation and safety training.

Working in partnership with the Public Building Commission, our respective facilities management staff (2 town and 1 BOE) coordinate the planning, designing, and implementation of major building projects at the various school facilities. The town's defined benefit pension plan includes non-certified BOE staff and is managed by a committee comprised of representatives from both entities. We have also worked closely with the school administration in transitioning both entities to self-insured health and prescription drug programs.

Councilor Jepsen stated that the largest expense is the different custodian staffs and it doesn't make sense to combine them.

Councilor Rampulla Bress stated that she asked Town Manager Souza to get more information on the contractual services under a line item, which he did, and she appreciated that. Councilor Rampulla Bress stated that it was extremely helpful to see the \$323,650 contractual services account and what was in there, such as hazardous material, rubbish removal, etc.

13) RESIGNATIONS AND APPOINTMENTS

MOVED by Councilor Rampulla Bress, seconded by Councilor Jepsen to accept the resignation of Neill Sachdev from the Historic District Commission.

Motion Passed 9-0-0

MOVED by Councilor Rampulla Bress, seconded by Councilor Jepsen to:

- REAPPOINT Dominic DeCarlo as an Unaffiliated member to the Conservation Commission for a five year term to expire November 30, 2024 or until a successor is appointed.
- REAPPOINT David Raney as a Republican member to the Hartford Area Cable Television Advisory Council for a two year term to expire December 31, 2021 or until a successor is appointed.
- APPOINT Ann McAdams as a Republican member to the Human Relations Commission for a three year unexpired term to expire March 31, 2021 or until a successor is appointed.
- APPOINT Dominic DeCarlo as an Unaffiliated Alternate member to the Inland Wetlands and Watercourses Commission for a four year term to expire March 31, 2021 or until a successor is appointed.

- APPOINT Ann McAdams as a Republican member to the Wilson/Deerfield Advisory Committee for a three year term to expire April 30, 2020 or until a successor is appointed.
- REAPPOINT Loretta Raney as a Republican Member to the Zoning Board of Appeals for a four year term to expire November 10, 2022 or until a successor is appointed.

Motion Passed 9-0-0

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the February 18, 2020 Regular Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to approve the unapproved minutes of the February 18, 2020 Regular Town Council meeting as amended.

Councilor Rampulla Bress stated that she received an email from a community member who would like something clarified in the minutes. Councilor Rampulla Bress noted that it was from Bonnie Karkowski and an email was given to the secretary to amend last month's minutes.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS - None

16) EXECUTIVE SESSION – None

17) ADJOURNMENT

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Wilkos to adjourn the meeting at 8:41 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Lisa Ozaki
Recording Secretary