



Council Agenda

Council Chambers
Windsor Town Hall
August 3, 2020



Zoom Instructions

Dialing in by Phone Only:

Please call: 301 715 8592 or 312 626 6799

1. When prompted for participant or meeting ID enter: 891 4591 2579 then press #
2. You will then enter the meeting muted. During Public Comment if you wish to speak press *9 to raise your hand.

Joining in by Computer:

Please go to the following link: <https://us02web.zoom.us/j/89145912579>

1. When prompted for participant or meeting ID enter: 891 4591 2579 then press #
2. Only if your computer has a microphone for two way communication, then during Public Comment if you wish to speak press **Raise Hand** in the webinar control. If you do not have a microphone you will need to call in on a phone in order to speak.
3. During Public Comment if you do not wish to speak you may type your comments into the Q&A feature.

7:25 PM Public Hearing

To hear public comment on an ordinance entitled, "AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER OR REFLECTION – Councilor Dobler
3. PLEDGE OF ALLEGIANCE – Councilor Dobler
4. PROCLAMATIONS/AWARDS
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. COMMUNICATIONS FROM COUNCIL MEMBERS
7. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Board of Education
 - b) Public Building Commission
 - c) Inland Wetlands & Watercourses Commission



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8. TOWN MANAGER'S REPORT
 9. REPORTS OF STANDING COMMITTEES
 10. ORDINANCES
 11. UNFINISHED BUSINESS
 - a) *Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
 12. NEW BUSINESS
 - a) *Approve an appropriation of \$24,000 from the Capital Projects Fund to fund the installation of electric vehicle charging station (Deputy Mayor McAuliffe and Councilor Wilkos)
 - b) *Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$870,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$670,000 BONDS AND NOTES AND \$200,000 FROM THE FISCAL YEAR 2021 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION." (Town Manager)
 - c) *Set a public hearing for September 8, 2020 at 7:25 p.m. for a bond ordinance entitled, , "AN ORDINANCE APPROPRIATING \$870,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$670,000 BONDS AND NOTES AND \$200,000 FROM THE FISCAL YEAR 2021 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION." (Town Manager)
 - d) *Consideration of a request to the State of Connecticut to remove the John Mason statue from the Palisado Green (Councilor Black-Burke)
 - e) *Consideration of recognizing the 2nd Monday of each October as Indigenous Peoples Day (Councilor Black-Burke)
 - f) *Discussion of Racism as a Public Health Crisis action plan development (Councilor Black-Burke)
 13. *RESIGNATIONS AND APPOINTMENTS
 14. MINUTES OF PRECEDING MEETINGS
 - a) *Minutes of the July 6, 2020 Special Town Council Meeting
 - b) *Minutes of the July 6, 2020 Regular Town Council Meeting



15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

a) Strategy and negotiations in respect to collective bargaining (Teamsters)

17. ADJOURNMENT

★Back-up included

Agenda Item Summary

Date: August 3, 2020

To: Honorable Mayor and Members of the Town Council

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

Reviewed By: Peter Souza, Town Manager 

Subject: Approval of a Bond Ordinance for Construction Services for Wilson Fire Station HVAC Replacement project

Background

The Wilson Fire Station was built in 1995. The existing Heating Ventilation and Air Conditioning (HVAC) equipment and controls are original to the building and they are approaching the end of their expected life cycle.

Discussion/Analysis

The construction project will include the replacement of the existing gas-fired roof top unit, air zoning distribution VAV boxes, and existing HVAC controls.

An existing interior storage room is available and will be used as a mechanical room to house the new equipment. Energy efficient gas-fired low-condensing boilers and a new air handler with digital controls will be installed. The new HVAC systems will be easier to service and will achieve higher energy efficiencies.

The Public Building Commission has bid and approved this project. If authorized, construction would occur late summer into the fall. This project is in the Capital Improvements Program (CIP) for the current fiscal year.

Financial Impact

The bid costs for the project are as follows:

Construction	\$305,000
Bonding	5,000
Contingency	<u>30,000</u>
Total	\$340,000

The requested bonding amount is \$340,000 including issuance costs. The average annual debt service on \$340,000, based on a 20 year term at a 3.5% interest rate is \$23,500.

Due to the increases in efficiencies of the new equipment, it is estimated the fire station's annual operating costs for energy could be reduced by approximately \$3,500 to \$4,000.

Other Board Action

The Public Building Commission (PBC) would be assigned to oversee and manage this project, should funding receive approval.

Recommendations

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

1) Waiving of the Reading

“RESOLVED, that the reading into the minutes of the text of the ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 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.”

2) Approve an Ordinance

“MOVE to approve an ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.’”

3) Refer project to Public Building Commission for oversight

“MOVE that the project be referred to the Public Building Commission for oversight.”

Attachments

Bond Ordinance

AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate THREE HUNDRED FORTY THOUSAND DOLLARS (\$340,000) for costs in connection with the replacement of existing HVAC equipment at Wilson Fire District, including installation of new equipment and conversion of existing space into a new mechanical room. New equipment will consist of air handler, cooling coil, air exchangers, infrared heaters, DDC Controls, variable refrigerant flow system, duct cleaning, and other related improvements. The appropriation may be spent for construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Town Engineer is authorized to determine the scope and particulars of the project and may reduce or modify the project scope, and the entire appropriation may be expended on the project as so reduced or modified.

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

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

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

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

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

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

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

Distributed to Town Council _____ 7/6/20

Public Hearing Advertised _____ 7/17/20

Public Hearing _____ 8/3/20

Adopted _____

Advertised _____

Effective Date _____

Agenda Item Summary

Date: August 3, 2020
To: Honorable Mayor and Members of the Town Council
Prepared By: Adam Kessler, Assistant Town Engineer
Reviewed By: Peter Souza, Town Manager 
Subject: Electric Vehicle (EV) Charging Stations

Background

Over the past several years, both Deputy Mayor McAuliffe and Councilor Wilkos have raised the possibility of the town installing an electric vehicle charging station for public use. The FY 2020 Capital Improvement Program allocated \$28,100 for the purchase and installation of the charging station at the town-owned parking lot at the corner of Broad Street and Maple Ave. At this time staff is requesting the Town Council authorize and appropriate funding for the project to proceed to construction this fall.

Discussion/Analysis

The town's Engineering Division has researched available systems and manufacturers, as well as possible grant funding. It had been expected that Eversource would be offering a 'make-ready' grant program to Connecticut similar to a program they previously launched in Massachusetts, which would help municipalities run electricity to sites specifically designated for EV charging stations at no cost to the municipality. Based on conversations with Eversource, the schedule for a Connecticut program is undetermined at this time.

Procurement of the equipment would be through SourceWell, a nation-wide purchasing cooperative, which the Town has utilized in the past for other purchases. The selected vendor, ChargePoint, will provide a 'turn-key' project as well as a comprehensive multi-year maintenance agreement. Verdek Green Technologies based in Madison, Connecticut, will provide construction services on behalf of ChargePoint.

Staff has reviewed a range of municipal charging stations throughout the state and country and have found that there is a myriad of fee structures. Some communities do not charge a fee, some utilize a flat per hour fee while others charge on a per KWh basis. Staff's preliminary recommendation is to utilize a flat fee per hour of use in order to help ensure that vehicles that use the station will relocate after a maximum time period to allow for others vehicles to access the charging station. It is suggested that the topic of user fee structure be referred to the Town Improvements Committee so they may review and present a proposed fee structure for full Town Council review this fall.

Financial Impact

The breakdown of project costs are:

Construction	\$15,024
<u>Signage & Contingency</u>	<u>\$ 5,845</u>
Construction Cost	\$18,869
<u>Software/Services</u>	<u>\$ 5,131 (5-Year Maint. Plan)</u>
Total Project Cost	\$26,000

After the initial five year maintenance and service agreement, the estimated annual cost (not including power) is expected to range from \$1,100 to \$1,400.

Other Board Action

The Town Planning and Zoning Commission reviewed and approved the plan per CGS 8-24 on July 14, 2020.

Recommendations

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

“MOVE to approve an appropriation of \$24,000 from the Capital Projects Assigned Fund Balance for the Electric Vehicle (EV) Charging Station project and that the Town Improvements Committee review and present a proposed user fee structure for Town Council consideration.”

Attachments

Map of #240 Broad Street with recommended charging station location.

Certification

I hereby certify that there is \$24,000 in the Capital Projects Assigned Fund Balance budget to fund the above appropriation.



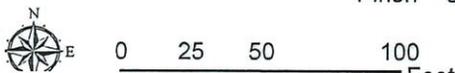
James Bourke
Finance Director



Hartford County, Connecticut

Horizontal Datum is Connecticut State
Plane Feet, NAD83

1 inch = 65 feet



Parking Lot at #240 Broad Street



Property Boundaries not legally binding
for title or zoning purpose.

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

Agenda Item Summary

Date: August 3, 2020

To: Honorable Mayor and Members of the Town Council

Prepared By: Paul Goldberg, Fire Administrator

Reviewed By: Peter Souza, Town Manager 

Subject: Authorization to Purchase a Fire Department Pumper

Background

The fire department currently uses four first-line pumper vehicles for emergency responses in town, each located in the primary firehouses. These pumpers vary in age from 27 years old to 1 years old. To ensure that response standards are maintained, a regular schedule of replacement is needed for our fire apparatus. Using the National Fire Protection Association's (NFPA) 1901 guidelines, vehicles older than 15-20 years should be considered second-line apparatus and vehicles older than 25 years are recommended to be taken out of service.

Discussion/Analysis

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

In 2018, the fire department created a committee to develop a town-wide apparatus specification. This specification was used in a bid solicitation recently to purchase a pumper for the Hayden Station Firehouse and the Wilson Firehouse. The result was the submission of a single proposal from Pierce Manufacturing Company. It is proposed to once more acquire this equipment through the nationwide intralocal cooperative purchasing program known as *HGACBuy*. This cooperative purchasing program is geared for use by municipalities, counties and state jurisdictions and has thousands of municipal users. By using this program, we have reduced the cost of the vehicle by \$6,700, saved the time and labor of creating / implementing a bid solicitation process and have stayed consistent with the fire department's standardization of the fleet. The new vehicle would be purchased from the Pierce Manufacturing Company. Delivery of the vehicle is approximately 9-12 months from the time the contract is executed.

Financial Impact

The total purchase cost for a new pumper is \$870,000. Included in this cost is the price of the pumper and the equipment needed to meet both NFPA 1901's guidelines and what historically the fire department has used in the emergencies we respond to.

Proposed funding is a combination of bonding (\$670,000) and 'pay as you go' funding (\$200,000) which is included in the General Fund capital budget portion of the adopted FY 21 operating budget.

Bonding in the amount of \$670,000 is being requested. The average annual debt service based on a 20 year term and a 3.5% interest rate is \$45,800.

Other Board Action

None

Recommendations

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

1) Waive of the Reading

"RESOLVED, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE APPROPRIATING \$870,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$670,000 BONDS AND NOTES AND \$200,000 FROM THE FISCAL YEAR 2021 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION" is hereby waived, the full text of the ordinance having been distributed to each member of the council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.

2) Introduce Ordinance

"MOVE to introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$870,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$670,000 BONDS AND NOTES AND \$200,000 FROM THE FISCAL YEAR 2021 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION."

3) Set a Public Hearing

"RESOLVED that a Public Hearing be set for September 8, 2020 at 7:25 p.m. (prevailing local time) to act on a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$870,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$670,000 BONDS AND NOTES AND \$200,000 FROM THE FISCAL YEAR 2021 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION."

And

"BE IT FURTHER RESOLVED, that the town clerk is authorized and directed to post and publish notice of said Public Hearing."

Attachments

Bond Ordinance

Certification

I hereby certify that there is \$200,000 in the adopted Fiscal Year 2021 General Fund Capital budget to fund the above appropriation.



James Bourke
Finance Director

AN ORDINANCE APPROPRIATING \$870,000 FOR COSTS IN CONNECTION WITH PURCHASING OF A FIRE PUMPER ENGINE; AND AUTHORIZING THE ISSUE OF \$670,000 BONDS AND NOTES AND \$200,000 FROM THE FISCAL YEAR 2021 GENERAL FUND CAPITAL BUDGET TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate EIGHT HUNDRED SEVENTY THOUSAND DOLLARS (\$870,000) for costs in connection with the replacement of a fire pumper engine through the purchase of a custom designed 2021 fire pumper truck, including necessary fire suppression equipment, forcible entry tools, ventilation equipment and other miscellaneous tools and equipment. The appropriation may be spent for the acquisition and installation of the new equipment and tools, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Fire Chief is authorized to determine the scope and particulars of the project and may reduce or modify the project scope, and the entire appropriation may be expended on the project as so reduced or modified. The appropriation shall be funded with \$200,000 included in the General Fund capital appropriation budget for fiscal year 2021, and \$670,000 from the proceeds of bonds and notes authorized pursuant to this Ordinance.

Section 2. That the Town issue bonds or notes in an amount not to exceed SIX HUNDRED SEVENTY THOUSAND DOLLARS (\$670,000) to finance, in part, the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed SIX HUNDRED SEVENTY THOUSAND DOLLARS (\$670,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

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

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

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

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

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

- Distributed to Town Council _____
- Public Hearing Advertised _____
- Public Hearing _____
- Adopted _____
- Advertised _____
- Effective Date _____

Agenda Item Summary

Date: August 3, 2020

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager (on behalf of Councilor Black-Burke)

Subject: Consideration of Relocating John Mason Statue

Background

The John Mason statue, now standing on Windsor's Palisado Green, was originally erected in Groton in 1889. In 1992, a group petitioned to have the statue removed from what they saw as sacred ground. The State of Connecticut spent several years working to identify and evaluate sites across the state to relocate the statue. In 1996 the State of Connecticut and the town entered into an easement that allowed the 100 year old statue to be relocated to the Palisado Green which is close to John Mason's original 1630's home lot. It was relocated and installed in 1996 by the State of Connecticut.

Discussion/Analysis

The statue is the responsibility of the State of Connecticut. The Town Council approved a 50 year easement with the State of Connecticut in 1996. This easement allows for the placement of the statue and states that the State of Connecticut is responsible for its management, care and maintenance.

Town staff has had discussions with the State of Connecticut relative to the possibility of the statue being moved. The state indicated that they would consider a request to relocate the statue if the Town Council voted as such.

The Windsor Historical Society has communicated their willingness to consider hosting the statue if the Town Council and State determine to relocate it. They also stated a strong interest in ensuring that any future interpretation of the statue be as inclusive as possible and that it provide a full and balanced understanding of both past and modern history surrounding the role of John Mason and the statue.

At this time, the Town Council may wish to consider options such as:

- Request the State of Connecticut to remove the statue from town property
- Request the State of Connecticut to relocate the statue and explore options with the Windsor Historical Society to host the statue
- Partner with the State and other stakeholders to add interpretative materials to provide a full and balanced understanding of John Mason and the statue

Financial Impact

Relocation costs would need to be determined as well as funding sources and arrangement for such services.

Other Board Action

None

Recommendations

At this time, this item is placed on the Town Council agenda to hear additional public comment and for further Town Council discussion and possible action relative to a potential request to the State to remove or relocate the statue.

Attachments

None

Agenda Item Summary

Date: August 3, 2020

To: Honorable Mayor and Members of the Town Council

Prepared By: Scott Colby Jr., Assistant Town Manager (on behalf of Councilor Black-Burke)

Reviewed By: Peter Souza, Town Manager 

Subject: Recognizing Indigenous Peoples Day

Background

Within the last few years, states and communities across the country have recognized Indigenous Peoples Day in order to promote the appreciation, tolerance, reconciliation, understanding, friendship, and continued partnerships among all people and the Indigenous Peoples of this land. Councilor Black-Burke has requested the Town Council consider recognizing the 2nd Monday of each October as Indigenous Peoples Day.

Discussion/Analysis

Indigenous people have inhabited the State of Connecticut along with the Town of Windsor since time immemorial. The many contributions made to our community through indigenous peoples' knowledge, labor, technology, science, philosophy, and arts have shaped the character of the nation, state and local community.

If the Town Council elects to recognize the 2nd Monday of each October as Indigenous Peoples Day, this day would serve as a time to reflect on the experiences of Indigenous Peoples to potentially help facilitate greater access and opportunity.

Financial Impact

None

Other Board Action

None

Recommendations

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

“RESOLVED, that the Town Council recognizes the 2nd Monday of each October as Indigenous Peoples Day.”

Attachments

None

Agenda Item Summary

Date: August 3, 2020

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager 

Subject: Resolution declaring racism as a Public Health Crisis – Strategy and Action Plan Development

Background

On June 15, 2020 the Town Council approved a resolution stating racism is a public health crisis in that racism and segregation over time has created disparate outcomes in health as well as in many other areas such as housing, education, employment and criminal injustice. Proponents of the resolution assert that the impacts of racism and purposeful disinvestment in the social and economic well-being of people of color has resulted in disproportionately higher cortisol levels, higher rates of chronic stress, lower infant birth rates and higher rates of COVID-19 infections and deaths.

Discussion/Analysis

There have been initial discussions related to the development of a strategy plan that articulates various objectives and actions the organization could undertake over time to meet elements of the resolution. Given the breadth of the resolution's policy statements and objectives, it is contemplated the strategy and action plan will be multi-pronged and identify a range of community and regional collaborators or partners.

While a broader, multi-faceted framework for a Diversity, Equity and Inclusion Strategy Plan is being developed, town staff has initiated several efforts to begin addressing objectives within the resolution. Below is a recap of some of the activities to date.

For example, the police department has outlined a four point approach which includes:

- employee training
- community outreach and engagement
- policy and data information sharing
- implementing body worn camera system

Action items will include offering ongoing training sessions related to topics such as cultural diversity, implicit bias and de-escalation; conducting several community outreach and listening sessions during the month of August; offering citizen police academies; and posting key department policies as well as annual reports on use of force and calls for service data.

Human Resources is in the process of developing additional training resources to build upon implicit bias training offered to full-time employees in the past two years. Several members of the town's Leadership Team have in the past few weeks participated in training sessions related to implicit bias and building an equity mindset in a local government organization. The focus of the additional resources will be in areas such as:

- Implicit/Unconscious Bias
- Systemic Racism

- How to Start to Undo Bias
- Micro-aggressions
- Cultural Awareness & Inclusion

Health Department and Town Manager's Office staff have continued to research a variety of sources that may be able to provide an array of data sets to help guide and measure future action steps. We have had preliminary communications with Data Haven, a not-for profit organization in New Haven, which has experience in data collection, analysis and interpretation in a range of areas including physical and mental health, neighborhood condition, economic opportunity and civic engagement.

To assist in developing an overall strategy and action plan, it may be helpful to consider holding an Town Council educational and strategy work session or workshop this fall.

Financial Impact

As a strategy and action plan is developed and refined, needed resources and cost estimates will be identified.

Other Board Action

None at this time.

Recommendations

There is no formal recommendation or request of the Town Council at this time. Staff will continue to develop a framework for a multi-pronged Diversity, Equity and Inclusion Strategy Plan to facilitate meeting the objectives of the adopted resolution, as well as move forward on the action steps already in the planning stage.

Attachments

None

Town Council
Resignations/Appointments/Reappointments
August 3, 2020

Resignations

None

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

- A. One Democratic Member
Hartford Area Cable Television Advisory Council
Two Year Term to expire June 20, 2022 or until a successor is appointed
(Patricia Bruhn)

“MOVE to reappoint Patricia Bruhn as a Democratic member to the Hartford Area Cable Television Advisory Council for a two year term to expire June 30, 2022 or until a successor is appointed.”

- B. One Republican Member
Inland Wetlands and Watercourses Commission
Four Year Term to expire March 31, 2024 or until a successor is appointed
(Paul St. Amand)

“MOVE to reappoint Paul St. Amand as a Republican member to the Inland Wetlands and Watercourses Commission for a four year term to expire March 31, 2024 or until a successor is appointed.”

- C. One Democratic Member
Youth Commission
Three Year Term to expire September 30, 2021 or until a successor is appointed
(Bruce McCormick)

“MOVE to reappoint Bruce McCormick as a Democratic member to the Youth Commission for a three year term to expire September 30, 2021 or until a successor is appointed.”

- D. One *Democratic* Member
Zoning Board of Appeals
Four Year Term to expire November 10, 2023 or until a successor is available
(Max Kuziak)

“MOVE to reappoint Max Kuziak as a Democratic member to the Zoning Board of Appeals for a four year term to expire November 10, 2023 or until a successor is appointed.”

Lower Farmington River & Salmon Brook Wild & Scenic Committee

MOVE to:

- **APPOINT Charles Button as a Democratic member to the Lower Farmington River & Salmon Brook Wild & Scenic Committee for a two year term to expire August 3, 2022 or until a successor is appointed.**
- **APPOINT Jennifer Filer as an Unaffiliated Alternate member to the Lower Farmington River & Salmon Brook Wild & Scenic Committee for a two year term to expire August 3, 2022 or until a successor is appointed.**

Citizen Advisory Task Force on Clean and Sustainable Energy

MOVE to:

- **APPOINT Neil Chaudhary as a Democratic member to the Citizen Advisory Task Force on Clean and Sustainable Energy for a one year term to expire August 3, 2021 or until a successor is appointed.**
- **APPOINT Jeffrey Dyreson as a Democratic member to the Citizen Advisory Task Force on Clean and Sustainable Energy for a one year term to expire August 3, 2021 or until a successor is appointed.**
- **APPOINT Barbara Peyton as a Republican member to the Citizen Advisory Task Force on Clean and Sustainable Energy for a one year term to expire August 3, 2021 or until a successor is appointed.**
- **APPOINT George Slate as a Republican member to the Citizen Advisory Task Force on Clean and Sustainable Energy for a one year term to expire August 3, 2021 or until a successor is appointed.**

Citizen Advisory Task Force on Clean and Sustainable Energy (continued)

- **APPOINT Pamela Stratton as a Republican member to the Citizen Advisory Task Force on Clean and Sustainable Energy for a one year term to expire August 3, 2021 or until a successor is appointed.**
- **APPOINT Eric Weiner as a Democratic member to the Citizen Advisory Task Force on Clean and Sustainable Energy for a one year term to expire August 3, 2021 or until a successor is appointed.**
- **APPOINT Elizabeth Yetman as a Democratic member to the Citizen Advisory Task Force on Clean and Sustainable Energy for a one year term to expire August 3, 2021 or until a successor is appointed.**

Names submitted for consideration of appointment

- A. One Democratic Member
Commission on Aging & Persons with Disabilities
Three Year Term to expire January 31, 2023 or until a successor is appointed
(Estelle Labarre)

“MOVE to APPOINT Dave Pekarski as a Democratic member to the Commission on Aging & Persons with Disabilities for a three year term to expire January 31, 2023 or until a successor is appointed.”

- B. One Democratic Member
Conservation Commission
Five Year Unexpired Term to expire November 30, 2022 or until a successor is appointed
(Margaret Harvey – resigned)

“MOVE to APPOINT Bradford Robinson as a Democratic member to the Conservation Commission for a five year unexpired term to expire November 30, 2022 or until a successor is appointed.”

- C. One Democratic Member
Youth Commission
Three Year Term to expire September 30, 2021 or until a successor is appointed
(Andrea Barton-Reeves - resigned)

“MOVE to APPOINT Julian Martinez as a Democratic member to the Youth Commission for a three year term to expire September 30, 2021 or until a successor is appointed.”

**TOWN OF WINDSOR
TOWN COUNCIL
SPECIAL MEETING
July 6, 2020
VIRTUAL MEETING**

UNAPPROVED MINUTES

1. CALL TO ORDER

Mayor Trinks called the special meeting to order at 7:10 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, and Councilor Lenworth Walker

Absent: Councilor Kenneth Wilkos

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, to enter into Executive Session at 7:12 p.m. for the purpose of Strategy and negotiations with respect to pending claims and litigation (Walgreens).

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

2. EXECUTIVE SESSION

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, and Councilor Lenworth Walker

Staff: Peter Souza, Town Manager

Guests: Kevin Deneen, Town Attorney, O'Malley, Deneen, Leary, Messina and Oswecki

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to exit Executive Session and re-enter the Special Town Council meeting at 7:24 p.m.

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

3. ADJOURNMENT

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to adjourn the meeting at 7:25 p.m.

Respectfully Submitted,

Helene Albert



**TOWN COUNCIL
VIRTUAL MEETING
JULY 6, 2020
Regular Town Council Meeting**

UNAPPROVED MINUTES

1) CALL TO ORDER

Mayor Trinks called the meeting to order at 7:33 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, and Councilor Lenworth Walker

Absent: Councilor Kenneth Wilkos

2) PRAYER OR REFLECTION

Councilor Black-Burke led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

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

4) PROCLAMATIONS AND AWARDS - None

5) PUBLIC COMMUNICATIONS AND PETITIONS

Sally Grossman, 106 Niles Road, spoke in favor of removing the John Mason statue from the Palisado Green. Ms. Grossman explained that John Mason is known for the acts of murder he committed, the Pequot Mystic Massacre, and bringing slavery to Connecticut. Despite many locations wanting the statue for their museum, Windsor acquired the statue. When the statue was moved, a new plaque was placed with it, ignoring the gruesome points in this man's historical story. Ms. Grossman expressed that it is problematic that the Mayor of Windsor had not yet addressed the savagery this statue stands for and hopes that some remarks made can be clarified by the Mayor himself. Ms. Grossman stated that it is not appropriate to allow this statue to stand in the Town of Windsor any longer.

Leroy Smith, 531 Edgewood, commented in regard to the Town of Windsor declaring racism as a public health crisis. Mr. Smith would like the Town Council and other committees to lead by example. He suggested that the Town start by hiring a more diverse group of people, especially within the Town Council and the various committees. Mr. Smith's second comment referred to the Amazon project and recommended the town adopt a resolution, since Amazon will be

bringing more money to the Town of Windsor. His third point was to reorganize the Economic Development department and use some of the tax dollars from Amazon to hire new professionals to refocus the town's initiatives and shift to focusing on smaller businesses. Mr. Smith made his final point by stating that he believes the Conservation Commission does not give a fair chance for the community to get involved and voice their opinion on matters such as the Amazon project. If there is more of a chance, then their voices will be heard more.

Donna Grossman, 781 Kennedy Road, addressed the change in population after the arrival of Columbus and the Europeans, due to disease and murder. Ms. Grossman told the story of John Mason and his gruesome attacks on the Pequots. She believes that the history of John Mason has not been taught appropriately to the people of Windsor. Ms. Grossman explained that other countries display memorials and statues differently by honoring the fallen, not the leaders who committed heinous murders. Ms. Grossman would like the Town of Windsor to reflect on this, remove the statue, and to rename Columbus Day. These items are the first baby steps to moving forward with the proclamation on racism.

Beckie Jacobson, 50 Lighthouse Hill Road, stated that the statue of John Mason is not supported by her, and the statue was not commissioned by Windsor artists. The monument does not teach history, it is simply a whitewashed statue of a man who killed many indigenous people. She believes the statue should be donated to a museum with a truthful history attached to it, or destroyed, dependent upon what the Native American Pequot people want. Ms. Jacobson does not agree with keeping the statue displayed and honoring a murderer.

Anthony Bowski, 38 Stacy Drive, spoke out in regard to the John Mason statue. While it may have been okay to honor this man in the 1800's, knowing now how he treated the Pequot people, it is no longer appropriate. We should not honor a man who mistreated so many people and should be taught as a lesson of what to avoid. Mr. Bowski stated that what John Mason has done should not be forgotten, but it should not be honored either.

Alan Simon, 49 Ford Crossing, Northampton Massachusetts, former resident of Windsor. He has advocated for removing this statue for years and would like to emphasize the meaning of the statue. The statue goes beyond the murders John Mason committed. It was placed originally in 1889, in mystic where the massacre occurred. The John Mason statue is a final declaration of victory over the indigenous people. The statue was raised at the time of final victory and it is literally a statue to commemorate white supremacy. John Mason fostered the development of African slavery in Connecticut. Mr. Simon asked that the Town of Windsor and the State of Connecticut remove the statue. The John Mason statue should not have a place of honor anywhere. It is time to stand on the right side of history.

Grant Kiehne, 603 Bricklayer Road, made a comment regarding the Amazon deal. He would like to look at the other end of the spectrum regarding small businesses in town. Most residents cherish small businesses such as local coffee shops, car shops, gutter and lawn care services, etc. He would like to urge the Council to sort out and look at things from the bottom up, realizing the impact it may make for the smaller business owners. Mr. Kiehne highlighted that if he can't walk into the town hall for a list of small businesses then there might be a problem with the support provided to the small businesses in Windsor.

Hilary Carpenter, 45 Bradford Drive, spoke in favor of removing the John Mason statue from the Town of Windsor. Mason's claim to fame is the slaughter of the Pequots and Native American genocide. He also introduced slavery to the State of Connecticut. A statue is meant to be a monument to commemorate a person or an event, or to recall or show respect for someone or something. John Mason is not the appropriate person to recall or respect. The statue does not belong to Windsor, it belongs to the State of Connecticut and the state can place the statue somewhere else. Ms. Carpenter stated that this should be an easy choice for the Council to make.

Beth Caruso, 147 Pleasant Street, did some research on John Mason and stated she does not appreciate looking up at Mason for his extensive line of deaths that he is responsible for. Ms. Caruso believes that Mason does not deserve to be on a pedestal. The community needs more education about the Pequot war, and John Mason's role in it. There were unwarranted accusations towards the Pequots, which was then followed by pillaging and destroying natives' villages and murders. Surviving Pequots were enslaved and traded to the Caribbean for African slaves. Ms. Caruso wants a correct history to be told and believes this cannot be done by honoring John Mason with his statue in town.

Beatrice Mathis, 95 Timothy Terrace, stated that many statues have been removed in the past month. She would like to express that the statue of John Mason should be removed, as it is disgraceful to a woman of color and a town to declare racism as a public health crisis to have a statue such as John Mason's present in the town. Ms. Mathis stated that this is one of the first steps in addressing racism as a public health crisis and to consider removing it.

Deacon Art Miller would like to discuss the removal of the John Mason statue in regard to what will replace it. History should not be erased but it should be accompanied with a plaque to show how horrible of a person he was. Mr. Miller stated that the entire community needs to learn about the hatred that existed, the students of Windsor should be educated about him, and there should be a reconciliation of the statue. Mr. Miller believes it is a shame that a statue like this is in the community and should eventually be replaced with a statue of a Native American to commemorate the history of the Pequots.

Naomi Clarke, 56 Timothy Terrace, is a first-generation survivor of the holocaust, and is of Native American descent. While the initial placement of the statue was brought in controversy, the current location represents the epitome of hypocrisy due to Mason's display of racism. Ms. Clarke would like to see a good example set for her children and future generations in the town of Windsor. She does support the teaching of the true history, not the white version that is regularly taught in schools. Ms. Clarke expressed that Columbus Day is referred to as Indigenous People's Day in some locations and she would love to see a shift in town to be a diverse and inclusive community by teaching the true history of the community and by changing the meaning of this day. Ms. Clarke wants to see how Windsor can commit to change by removing the John Mason statue.

Lakisha Hyatt, 104 Benjamin Court, would like to ask after reading the results of the Wilson redevelopment survey, that the committee revisit the results and share it to the community. The larger group that responded does not live in the area and he wanted the Wilson-Deerfield

community to be heard with their concerns and responses. Ms. Hyatt is thankful for the conversation of removing the statue of John Mason, and feels it is necessary. She would like to request that it be a part of a larger process, and she recommends that the Board of Education give an accurate history and that it should be included in the Windsor school system. She also agreed that Native Americans and indigenous individuals have a voice within that history and the establishment of where the statue is relocated. Ms. Hyatt agreed that there should be a plaque or recognition of the history.

Adam Gutcheon, 1121 Windsor Station Drive, has been against the John Mason statue for 25 years. He stated he would have taken it away long ago. For moral reasons, it is a matter for Native Americans to decide what happens to the statue as well as including the Pequot Museum in the decision. It should be up to the Native Americans and the State of Connecticut, not up to the Windsor community itself.

Ryan Parker, 1112 Palisado Avenue, stated that as a Windsor community it would be the epitome of hypocrisy if we allow the statue to remain in town due to Mason's many accounts of racism, and to let the removal of this statue be the spark of change for the community in the name of justice for all.

Liz Dupont, 78 Palisado Avenue, would like to thank the Windsor Council for moving forward with declaring racism as a public health crisis. She agreed that we choose who we honor and how. This statue is deeply offensive to herself and others. She believes that this is a great educational opportunity and we should get high school students and other community members involved in removing the statue and let it be known what happens to it once it is removed.

Timothy Curtis, 20 Kendrick Lane, asked the Town Council to formally consider the removal of the John Mason statue. It does not fit who we are as a town and there is no such thing as a generic statue. John Mason is not depicted with anything that established the start for the State of Connecticut or Windsor. The original plaque commemorates the Pequot Massacre, killing hundreds of Native American men, women, and children. It is a statue of a white colonist who burned a Native American village to the ground, which is a result of an act of racism. The statue was supposed to include Native Americans, but it never happened. The statue itself still glorifies a man who led a massacre of Native Americans. A more appropriate place for this statue would be in a museum. A good replacement for the statue would be Nancy Toney, Connecticut's last enslaved person. She is buried in the Palisado cemetery and there is a portrait of her at the Loomis Chaffe school. Mr. Curtis would like the Council to consider this as an option.

Elizabeth Yetman, 82 Robin Road, supports the removal of the statue as someone who studies history. What a historian would do is consider the importance and the impact of John Mason and why the statue was erected at the turn of the century. It was originally erected to commemorate John Mason's leadership and establish the significance of the massacre. This demonstrates eradicating and removing native peoples whenever there was conflict that could not be easily solved. This is no longer something we as a nation are proud of and for that reason, the statue should be removed.

Doug Shipman, 96 Palisado Avenue, the Director of the Windsor Historical Society, stated that in the past you might have expected someone in his position to say that 'history is complex', that people like John Mason did both good and bad things, and to argue for the preservation of the statue. While some of these things may be true, it is clear that systemic racism is very real in our country and in our town. Windsor Historical Society is working to address its own history in this area. His professional ethic, as leader of a historical organization, and its mission, compel him to argue for the preservation of all artifacts of the town's history. It does not, however, compel him to argue for maintaining this statue in a place of prominence in our town. Windsor Historical Society has, and will continue to offer options that we hope, will result in the preservation of this statue. Whether that is helping to relocate the statue by accepting it into our museum collections, or helping develop and install interpretive panels so people can learn about the history and issues surrounding this statue, including the voice of the Pequot Tribal Nations that were injured by John Mason, or some other option. Windsor Historical Society hopes that the statue can be preserved as an artifact of Windsor history for many of the reasons stated here today, and so that people may remember and learn from our past.

Sally Grossman, wanted to submit testimony via email.

Lauren Shay Warner, 51 Taylor Street, would like to request the removal of the John Mason statue because she is ashamed that there is a statue in her town to honor a man who brought terror to so many. A diverse town should use this time to progress toward a more inclusive place. Her opinion was also directly emailed to the Council.

John Jacobson, 50 Lighthouse Hill Road, felt strongly that the statue should not be in such a prominent place in town and should be removed. It is an atrocity to the town and should not be forgotten but rather be a solid reminder about the history of how the conquering of the United States should be remembered.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Dobler would like to commend the community as well as the state for continuing to wear the face masks and using common sense in order to get past this pandemic of COVID-19.

Councilor Walker hopes that everyone had a peaceful Fourth of July weekend and wants everyone to continue to stay safe and support the small businesses in town. Councilor Walker agreed that it is important to focus more on residential housing rather than the warehouse entities in town and he shares Mr. Leroy Smith's sentiments.

Councilor Govoni spoke directly to a speaker from the public commentary by stating that there is indeed a diverse crowd of individuals who are involved in the Recreation Department, the Department of Public of Works, Conservation Committee specifically, as well as other committees in town.

Councilor Black-Burke would like to thank the residents and speakers for their commentary tonight. As a Council, it is our responsibility to add the removal of the statue to the Town Council agenda as well as working on renaming Columbus Day.

Councilor Rampulla Bress would like to express her appreciation for the public's ideas and passionate discussion toward the removal of the statue. Councilor Rampulla Bress concurred with Councilor Black-Burke that this topic be added to the agenda.

Councilor Jepsen agreed with Art Miller and looks forward to the removal of the John Mason statue being addressed at the Town Council meeting in August.

Deputy Mayor McAuliffe supports action on all of the topics brought up earlier. Two weeks ago in the *Windsor Journal* a very important topic was brought up by Councilor Walker. It was mentioned to have serious dialogue about race, and that conversations lead to acceptance and understanding. Deputy Mayor McAuliffe has pondered on what white privilege means to him and would also like to mention that not everyone knows what white privilege is, or what it means. Deputy Mayor McAuliffe expressed that it means the color of your skin does not determine many important things such as what kind of job you have, the interaction you've had with authorities and so on. Deputy Mayor McAuliffe would like for people to be more thoughtful and be more honest with themselves.

Mayor Trinks agreed that all of the important topics have been discussed and concurs with the council members.

7) REPORT OF APPOINTED BOARDS AND COMMISSION

Mayor Trinks stated that the Board of Education, Public Building Commission and the Metropolitan District Commission have submitted a written report to the Council, and each Councilor has received a copy. The Human Relations Commission does not have a report for tonight's meeting.

- a) Board of Education
- b) Public Building Commission
- c) Human Relations Commission
- d) Metropolitan District Commission

8) TOWN MANAGER'S REPORT

Absentee Ballots for August 11, 2020 Primary

Due to the ongoing COVID-19 pandemic, Governor Lamont signed an executive order allowing all registered voters in CT to vote absentee in the August 11, 2020 primary. The Secretary of the State mailed each affiliated registered voter in the state an application that they will need to fill out and return in order to obtain an absentee ballot. That application, was sent via USPS and included a postage paid return envelope.

Windsor will also have a secure ballot drop box, located in the Town Hall Parking lot, to allow voters to deliver their absentee ballots in person without close personal contact. For those who

would still like to appear in person to cast their vote, our seven polling locations will be open on August 11th.

Board of Education Summer Food Service Program

The summer food service program through the Board of Education offers free meals for anyone 18 and under with no registration required. The program runs from July 1st to August 21st. Locations include:

- Windsor High School – Monday through Friday from 11:30 AM to 12:45 PM
- Oliver Ellsworth School – Monday through Friday from 11:30 AM – 12:30 PM
- Wilson Library – Monday through Friday from 11:15 AM – 12:30 PM

Windsor - United Way COVID-19 Relief Fund

The Windsor Chamber of Commerce, Town of Windsor and Connecticut United Ways have teamed together to help our Windsor neighbors who are suffering economic distress due to the pandemic. The Windsor COVID-19 Response Fund provides financial assistance for basic needs to families with limited resources. If an individual or family has been economically affected by the COVID-19 pandemic, please contact Windsor Social Services at 860- 285-1839 to determine eligibility.

Pools and Camp Programs at Open

As reported at the last meeting, Welch and Goslee Pools are open. We have limited capacity at each facility and ask that patrons reserve times on-line. Various health and safety measures are in place.

Northwest Park Camp Fox Fire are being offered for children in grades 1 through 8.

Recreation Summer Fun Camps are also operating with safety precautions on place. These camps serve children ages 5 through 13.

The Discovery Center on Palisado Avenue is also offering a summer day programs for children 3 years old to 10 years of age.

More information can be found on the town's website at <https://townofwindsorct.com/recreation/>.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Dobler stated the committee was able to meet last week and it was a very informative meeting. The information of what will happen over the next several years in town was brought up. The committee is waiting to hear about the finalization of placement for the cell tower that is slated to go up between Day Hill and Prospect Hill, in which there is a wait on the formal application for that placement. Councilor Dobler would also like Town Manager Souza to confirm the dates for the EV Charger and would like to have one station with two charging heads. Councilor Dobler's final topic was in relation to the quiet zone study which is looking like it will be finished in July or August and have a report by September. Town Manager Souza confirmed that the dates are within their scheduled time frame, and everything

should be finished by the winter. There is still funding that will be sought after for the Electric Vehicle Charging Unit. The quiet zone study is also waiting for approval, funding and authorization later in the summer and there will be a 90 or 120 day time frame after that is confirmed.

Special Projects Committee – Councilor Dobler – Nothing to discuss.

Health & Safety Committee – Councilor Black-Burke stated the Health and Safety committee met on June 29th and discussed police officer training, implicit bias, and crisis intervention. There is a chart available in the minutes. The chart identified that there are some topics to look into further. What had eluded us is what Windsor would expect for their police officers and to have conversation from the police officers about what their expectations are. Another topic that was discussed at the meeting was the unanimous vote to proclaim racism as a public health crisis and understanding that the committee will continue to work with the Town Manager to create next steps and a plan to put forward. The short list is to continue conversations about the statue and trainings for the Board of Education and other various institutions about dismantling systems and continuing to pursue this proclamation.

Personnel Committee – Councilor Rampulla Bress stated the committee met twice on June 24th and July 1st and had the pleasure of interviewing 25+ candidates for nine available spots. There are people to put forward to review this evening and there will be a lot more people to discuss for second choices they requested at the next meeting.

Finance Committee – Deputy Mayor McAuliffe - Nothing to report.

10) ORDINANCES - None

11) UNFINISHED BUSINESS

- a) Approve proposed Capital Improvement Program for Fiscal Years 2021-2026

MOVED by Councilor Dobler, seconded by Councilor Jepsen that the proposed FY 2021-FY 2026 Capital Improvements Plan be approved as presented.

Councilor Dobler discussed that the next couple of years have been reviewed for the annual road improvement and nothing was out of the ordinary. It was a very smooth meeting without any surprises. It was a typical annual Capital Improvement Program meeting.

Deputy Mayor McAuliffe would like to know how payment would work for the user of the EV charger. Councilor Dobler responded that it is something that would be discussed in a Council meeting to decide what was best for the Town of Windsor and the community.

Councilor Rampulla Bress was wondering if the initiatives could be highlighted in the plan. Town Manager Souza responded that the Town Council has set aside money to allow design for the narrowing of Broad Street from four travel lanes to one travel lane in each direction with on street parking. That project is scheduled for FY 2021 for design and FY 2023 for construction and will

include the process for federal grants. The Town Council will be asked to meet and approve this project in the future.

Councilor Jepsen referred to the projection of the 7% debt service, and if anything is stretched out in order to get there. Town Manager Souza explained that the town is borrowing a little less than what is projected, rather than stretching the project out to abide by the 7% projection. In terms of the debt service, it is the overall General Fund of the operating budget. In the immediate future, expenditures have been adjusted, so that may be part of the factor.

Councilor Rampulla Bress discussed the public's interest regarding the Wilson area and the beautification of that area. Councilor Rampulla Bress wondered if there is any kind of plan for improvements for the Wilson-Deerfield area. Town Manager Souza responded that the town took on the responsibility in terms of the landscape many years ago, and hopefully the condition of the curbs and paved medians will be improved, but that is ultimately determined by the state. This will have to be funded by the state since it is much more than just landscaping.

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

12) NEW BUSINESS

- a) Authorize acceptance and expenditure of grant funds for the Archer Road Rehabilitation project with the Town Council acting in lieu of a Special Town Meeting per Executive Order 7S

Approve Findings Per Executive Order 7S

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, that per Executive Order 7S, the Windsor Town Council finds that to prevent possible financial loss and permit the orderly operation of the municipality the Town Council, as the town's legislative body, is acting in lieu of the Special Town Meeting, with regard to the First Supplemental Project Authorization Letter for the Archer Road Rehabilitation Project, Project No. L164-0005, under Master Agreement No. 02.28-02 (13)."

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

Motion to Approve Acceptance and Expenditure of Grant Funds

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe that Peter Souza, Town Manager, be authorized to sign the Project Authorization Letter for the Archer Road Rehabilitation Project, Project No. L164-0006, under Master Agreement No. 02.28-02 (13). and MOVE to accept funds from the State of Connecticut and authorize the expenditure of these funds for the Archer Road Rehabilitation Project.

Bob Jarvis, Director of Public Works/Town Engineer, stated the PAL for the Archer Road Rehabilitation project includes a total estimated construction cost of \$1,940,868, with the construction phase of the project being funded 100% by the state. Upon the receipt of construction bids, the state will transfer money in the amount of the low bid plus an additional 20% to cover incidental construction inspection and administration, material testing, and other

miscellaneous costs. When the project is complete, any remaining funds are to be returned to the state. The project will be bid mid-summer and work is expected to be substantially completed by late-fall.

At this time, staff is respectfully requesting that the Council authorize the Town Manager to sign the PAL and authorize the acceptance of state grant funds and expenditure of the funds for the project.

Councilor Jepsen asked if the Section 8-24 review was handled appropriately since it is usually done before we appropriate the money and whether or not there is a holdup and if there were any extra requirements or if it is mainly state funded. Mr. Jarvis confirmed that there is not a holdup of money and it is just the way everything worked out. Mr. Jarvis also replied that there will be a third-party inspector that gets involved and there will be inspection testing. There will also be an audit months or years down the road as with any Department of Transportation project.

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

- b) Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 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 \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 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 8-0-0 (Councilor Wilkos absent)

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to introduce an ordinance entitled, 'AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.'

Town Manager Peter Souza and Bob Jarvis, Director of Public Works/Town Engineer stated that the construction project will include the replacement of the existing gas-fired roof top unit, air zoning distribution VAV boxes, apparatus bay infrared heaters, and existing HVAC controls.

The Public Building Commission has bid and approved this project. If authorized, construction would occur in late summer into the fall. This project is in the Capital Improvements Program (CIP) for the current fiscal year.

Councilor Jepsen would like to know if the utility savings will qualify for any rebates. Whit Przech, Building and Facilities Manager, confirmed that yes it does qualify for a rebate and it is already registered with Eversource. Town Manager Souza stated that the Town of Windsor may qualify for rebates and there are two options. They may not borrow the full amount of money or the rebates could be placed toward the capital outlet fund.

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

- c) Set a Public Hearing for August 3, 2020 at 7:25 PM (prevailing time) to hear an ordinance entitled, "AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to set a Public Hearing for August 3, 2020 at 7:25 p.m. (prevailing time) on the following ordinance entitled, 'AN ORDINANCE APPROPRIATING \$340,000 FOR COSTS IN CONNECTION WITH WILSON FIRE STATION HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$340,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" and BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.

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

- d) Approve an appropriation of \$225,000 for Poquonock Fire Station Roof project

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen that \$225,000 be authorized from the FY 2021 General Services budget for the Poquonock Fire Station Roof Replacement Project and that the project is referred to the Public Building Commission.

Bob Jarvis stated that the proposed project will involve the removal of all existing roofing systems and the installation of new roofing systems in their place. 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.

The asphalt pitched roofs are aged and have signs of deterioration. The flat roof areas are showing signs of failure and are in poor condition. Granules are less than 50% in areas with alligator cracking and other deteriorations.

Included in the project scope is repair of a portion of the fire suppression system piping that services the apparatus bay area. Estimated cost for this work is \$15,000.

In FY 21 town staff will be exploring opportunities to have solar arrays installed on the roof through a potential power purchase arrangement with a private entity.

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

- e) Consider amendment to assessment abatement policy to add multi-family housing as eligible use

Peter Souza, Town Manager, and Jim Burke, Economic Development Director, stated that at its May 13th meeting, the Economic Development Commission received and discussed the attached background report which responded to their request for additional information. In general, the key points include:

- New multi-family residential units in Connecticut generate household spending in the community that can range up to \$99,000 per unit based on national statistics
- The 130-unit Windsor Station Apartments is estimated to generate \$3,000,000 in sales for Windsor businesses
- Annual tax revenue from six apartment and condo developments in Windsor range from \$1,770 to \$4,865 per unit
- Public school costs generated from existing multi-family developments can vary widely from one to another based factors such as unit size and age of apartment complex
- Of those towns that have a written abatement policy, a number do include “permanent residential uses” as eligible and many of these include language that directs these projects to targeted areas.
- While there is no specific discussion of the use of tax abatement for housing, or any other use for that matter, in the 2015 Plan of Conservation and Development, it does contain a number of references to development of housing, in particular, to mixed-use housing as a component of economic development strategy.

Following its discussion, the Economic Development Commission determined that from an economic development perspective, a general amendment adding multi-unit residential as an eligible use as was requested would not be appropriate. However, they indicated a willingness to consider a more targeted application of eligibility if the Council wishes.

Councilor Jepsen would like to state that this opens a door to a lot of things. Originally the thought was to have a workshop to discuss these issues and he believes that holding a workshop is a good idea.

Deputy Mayor McAuliffe and Councilor Rampulla Bress concurred that having a workshop is a good idea and that there are more things to review for the various types of affordable housing or encouraging current buildings to be renovated.

Councilor Rampulla Bress would like to know if those topics could be reviewed at the workshop. Mr. Burke responded by saying that this is all possible, and not only is tax abatement a tool, but finding other tools to use to benefit the community’s need will be important.

Councilor Rampulla Bress wanted confirmation from Mr. Burke that the abatement could be put towards the current living situations in existing buildings. Mr. Burke stated that it would be considered for residential properties that are 25 years or older and if they add 10% to their assessed value it is eligible for a gradual abatement.

Councilor Rampulla Bress confirmed with Mr. Burke that this does include multi-family, but it would have to be 40 years old and considered commercial property. Mr. Burke stated that the key is that they do not go below the existing value in order to avoid going below the tax base. Councilor Rampulla Bress believes that there are many people that would benefit from these improvements.

Deputy Mayor McAuliffe wanted clarification whether the qualifications are 25 or 40 years. Mr. Burke confirmed that its 40 years for commercial and for residential property it is up to three units for 25 years. There will be up to a ten percent abatement for residential and fifteen percent for commercial.

Mayor Trinks directed his question to Town Manager Souza and asked if the commission is expecting direction from the Council and if so, when? Town Manager Souza responded the best guidance would be for the objectives to be articulated for the commission to bring back some proposals for the Council to consider. Mayor Trinks believes that there is nothing that definitively has been decided but it would be good to put together a workshop. Councilor Govoni responded that it would be important to delve into the conservation of development and how zoning might change in order to decide what needs to be accomplished as far as a workshop is concerned. Mayor Trinks would like to confirm putting together a workshop in the future will happen.

This item was referred to the Finance Committee for further review.

f) Receive report on Wilson Redevelopment Survey

Town Manager Souza stated following Council direction, town staff contracted for a detailed site survey and hazardous materials inspection of the Wolcott School property. The A-2 survey was completed in October and is now available to assist the town and any potential developers of the property with up-to-date site information.

A hazardous building materials inspection of the school building was conducted in December 2019 and January 2020. The inspection report identified the presence of asbestos and limited areas of lead-based paint. The estimated cost for hazardous materials removal is \$119,350.

Jim Burke provided an overview of the survey results. To address the Council's desire for added neighborhood input, town staff had planned to facilitate an interactive public meeting(s) this spring. However, the arrival of the coronavirus required a different approach. As a result, staff designed and implemented an online survey that was heavily marketed to the Wilson-Deerfield neighborhood. A copy of the summary report of the survey results is attached. Over 570 persons responded to the survey with 35% having a connection to the Wilson-Deerfield area either as a resident, business owner or property owner. Briefly, the survey found that among those who participated, a mixed use redevelopment was the preferred option for the Wolcott School site. For the redevelopment parcel, mixed use development and maintaining open space were the preferred options.

Councilor Dobler is very prepared to take this topic on.

Councilor Black-Burke wondered about including the Wilson-Deerfield community and what the procedure is to make it happen. The Wilson-Deerfield community should be involved in this important conversation.

Councilor Walker agreed with Councilor Black-Burke and that the Wilson-Deerfield Committee is having trouble meeting because they are unable to meet at the community center due to conflicting time and availability. Councilor Walker mentioned that there is a strong desire for open space. If the Council is in agreement, it is important to involve the community to get more input.

Councilor Govoni agreed that the Wilson-Deerfield committee should be involved in the community input.

Councilor Rampulla Bress concurred with her fellow councilors that the community should be involved in giving input to the committee. The Personnel Committee is working on replacing people that have resigned from a board and commission and replacing them with new interested parties. Councilor Rampulla Bress questioned Mr. Burke's data, and wondered if the data had been teased out to only represent the people from the Wilson-Deerfield area versus that whole town's perspective. Mr. Burke confirmed that the chart does determine which communities are represented, including the Wilson-Deerfield community.

Mayor Trinks wondered if there are any issues to commend and solicit input from another Council committee. Councilor Jepsen confirmed that it is fine to invite another commission to their meeting to discuss the topic.

- g) Consider settlement of Walgreens vs. Town of Windsor

Moved by Councilor Jepsen, seconded by Councilor Dobler to accept the settlement for Walgreens vs Town of Windsor as discussed during Executive Session.

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

13) RESIGNATIONS AND APPOINTMENTS – None

Moved by Councilor Rampulla Bress, seconded by Councilor Black Burke to accept the resignations of Linda Rickard from the Commission on Aging and Persons with Disabilities and to accept the resignation of Dominic DeCarlo from the Conservation Commission.

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

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the June 15, 2020 Regular Town Council meeting



MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to approve the unapproved minutes of the June 15, 2020 Regular Town Council meeting as presented.

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

15) PUBLIC COMMUNICATIONS AND PETITIONS

Sally Grossman, 106 Niles Road, asked for clarification about removing the circle of statues and the direct quotes from the Mayor. She questioned whether or not the Mayor stands by the direct quotes. Mayor Trinks responded by stating that he will read the article and respond at a future date.

Coral Lee Jones, 1171 Matianuck Avenue, does not see the statue as one of honor but as a person who has a story to tell. She does not understand the meaning of wanting to remove and destroy statues. The Council needs to work with the Historical Society in order to determine what happens to the statue. It is important to teach and tell John Mason's story and not pay too much time to this topic as there are more important items to address. Ms. Jones also does not agree with renaming Columbus Day, as it is a piece of history that has its own story and purpose.

Leroy Smith, 531 Edgewood, commented on the Walgreens issue and thinks that Amazon will not pay the true tax assessment, but he is taking a leap of faith that this is the issue, and that is why he is opposed to these tax abatements for large corporations.

16) EXECUTIVE SESSION – None

17) ADJOURNMENT

MOVED by Councilor Rampulla Bress, seconded by Deputy Mayor McAuliffe to adjourn the meeting at 10:07 p.m.

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

Respectfully Submitted,

Elizabeth Brisebois
Recording Secretary