



Council Agenda

Council Chambers
Windsor Town Hall
March 1, 2021



Zoom Instructions

Dialing in by Phone Only:

Please call: **312 626 6799 or 646 558 8656**

1. When prompted for participant or meeting ID enter: **840 0530 9892** 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/84005309892>

1. When prompted for participant or meeting ID enter: **840 0530 9892**
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.

7:20 PM Public Hearing

To hear public comment on an ordinance entitled, "AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER OR REFLECTION – Councilor Wilkos
3. PLEDGE OF ALLEGIANCE – Councilor Wilkos
4. PROCLAMATIONS/AWARDS
 - a) Proclamation Designating March 2021 as Women’s History Month
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) Board of Ethics



-
8. TOWN MANAGER'S REPORT
 9. REPORTS OF STANDING COMMITTEES
 10. ORDINANCES
 11. UNFINISHED BUSINESS
 - a) *Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
 12. NEW BUSINESS
 - a) *Receive Memorandum from Board of Education relative to Public Act 13-60 (Town Manager)
 - b) *Appropriate \$70,000 from the Capital Projects Assigned Fund balance for Milo Peck HVAC design (Town Manager)
 - c) *Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$2,105,000 FOR COSTS IN CONNECTION WITH THE WINDSOR HIGH SCHOOL HVAC EQUIPMENT REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$2,105,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
 - d) *Set a Special Town meeting for April 5, 2021 at 6:45 p.m. for a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$2,105,000 FOR COSTS IN CONNECTION WITH THE WINDSOR HIGH SCHOOL HVAC EQUIPMENT REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$2,105,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
 - e) *Introduce an ordinance entitled, "AN ORDINANCE ESTABLISHING PENALTIES FOR VIOLATIONS OF ZONING REGULATIONS." (Town Manager)
 - f) *Set a Public Hearing for March 15, 2021 at 7:20 p.m. for an ordinance entitled, "AN ORDINANCE ESTABLISHING PENALTIES FOR VIOLATIONS OF ZONING REGULATIONS." (Town Manager)
 13. *RESIGNATIONS AND APPOINTMENTS
 14. MINUTES OF PRECEDING MEETINGS
 - a) *Minutes of the February 16, 2021 Public Hearing (Pavement resurfacing ordinance)
 - b) *Minutes of the February 16, 2021 Public Hearing (451 Windsor Avenue)
 - c) *Minutes of the February 16, 2021 Regular Town Council Meeting



15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

- a) Discussion of the selection of a site or a lease, sale or purchase of real estate (451 Windsor Avenue)

17. ADJOURNMENT

★Back-up included

Proclamation

Designating March 2021 as Women's History Month

Whereas, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our nation in countless recorded and unrecorded ways, and;

Whereas, American and Town of Windsor women have played and continue to play critical economic, cultural, and social roles in every sphere of the life of the nation by constituting a significant portion of the labor force working inside and outside of the home and by providing the majority of the volunteer labor force of the nation, and;

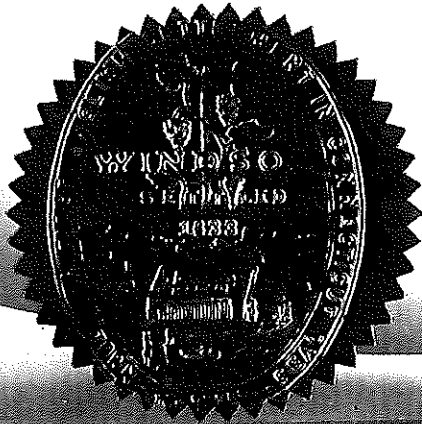
Whereas, American and Town of Windsor women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our nation and the Town of Windsor, and;

Whereas, American and Town of Windsor women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement and served our country courageously in the military, and;

Whereas, American and Town of Windsor women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which creates a more fair and just society for all, and;

Whereas, despite these contributions, the role of American and Town of Windsor women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American and Windsor history.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND THE WINDSOR TOWN COUNCIL that March 2021 is designated as Women's History Month.



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


Donald S. Trinks
Mayor
Town of Windsor

Agenda Item Summary

Date: March 1, 2021

To: Honorable Mayor and Members of the Town Council

Prepared By: Paul Norris, Director of Recreation and Leisure Services

Reviewed By: Peter Souza, Town Manager 

Subject: Engineering and Design for Welch Pool and Goslee Pool Facility Renovations

Background

The town faces aging infrastructure at the outdoor pools and needs to provide suitable aquatic facilities to serve residents who participate in organized swim lessons, open swim, and lap swim. To address the condition of these community assets and help provide direction for future planning, the FY 17 Capital Improvement Program (CIP) budget included funding to complete an outdoor pools assessment and evaluation.

The goal of the assessment study was to prepare a plan of existing, town-owned outdoor pools and their associated facilities. The assessment included compiling relevant historical data on pool infrastructure, assessing/evaluating the suitability of existing equipment and facilities, assessing facility maintenance, making recommendations for a comprehensive maintenance program, and developing recommendations for repairs, renovations and improvements.

The assessment identified three primary focus areas: 1) replace filtration systems, 2) renovations to bathhouse / changing facilities, and 3) possible replacement of Veterans Pool.

In FY 18, the Town Council appropriated funds to replace the Welch Pool and Goslee Pool filtration systems in FY 19. Both projects have been completed.

Discussion/Analysis

The FY 21 CIP includes funding for engineering and design of rehabilitation and improvements such as the entryway of facilities into locker rooms, misting/rinsing station to comply with current state health codes, upgrades to showers, toilets, sinks, faucets, changing areas, create appropriate staff and first aid stations, upgrade to the Welch Pool wading pool as well as site fencing and lighting at both locations.

Project design would be completed in early fall 2021. The adopted CIP reflects possible construction funding in FY 23.

Financial Impact

The estimated cost for the project is \$205,000.

The current, estimated costs for the project are as follows:

| | |
|------------------------|----------------|
| Engineering and Design | \$200,000 |
| <u>Bonding</u> | <u>\$5,000</u> |
| Total | \$205,000 |

The average annual debt service on a \$205,000 bond issue, based on a 15-year term at a 3.0% interest rate is \$17,000.

Other Board Action

The Public Building Commission will provide project oversight.

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 a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 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 a Bond Ordinance

“MOVE to approve a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

Attachments

Bond Ordinance

AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate TWO HUNDRED FIVE THOUSAND DOLLARS (\$205,000) for costs in connection with Welch Park and Goslee Park pool improvements, including engineering and design work associated with repairs and improvements to filtration systems, changing facilities and wading pools, and related improvements. The appropriation may be spent for design and engineering fees, inspection and consultant fees, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Town Facilities Manager and Recreation and Leisure Services Director are 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 TWO HUNDRED FIVE THOUSAND DOLLARS (\$205,000) 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 TWO HUNDRED FIVE THOUSAND DOLLARS (\$205,000). 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 Town Engineer, the Town Facilities Manager and the Recreation and Leisure Services Director, 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 | _____ 2/16/21 _____ |
| Public Hearing Advertised | _____ 2/19/21 _____ |
| Public Hearing | _____ 3/1/21 _____ |
| Adopted | _____ |
| Advertised | _____ |
| Effective Date | _____ |

Agenda Item Summary

Date: March 1, 2021

To: Honorable Mayor and Members of the Town Council

Prepared By: Peter Souza, Town Manager 

Subject: Public Act No. 13-60 – An Act Concerning the Consolidation of Non-Educational Services

Background

In 2013 the General Assembly adopted PA 13-60, which requires the local Board of Education (BOE) to annually submit an itemized estimate of maintenance expenses to the town's appropriating authority at least two months prior to the authority's annual budget meeting. This act defines "itemized estimate" to mean an estimate in which broad budgetary categories are divided into one or more line items, including salaries, fringe benefits, utilities, supplies and grounds maintenance.

The act also requires a town's appropriating authority (Town Council) to make spending recommendations and suggestions to the school board regarding consolidation of non-educational services no later than 10 days after the school board submits its annual itemized estimate. The school board may accept or reject the suggestions.

Discussion / Analysis

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.

Attached is a memorandum from the Director of Business Services outlining the Physical Plant Services for the FY 22 proposed budget.

Recommendations

It is suggested that the Town Council review and consider providing a response to the Board of Education by March 15, 2021.

Attachments

Memo from Director of Business Services

Memo

To: Peter Souza, Windsor Town Manager
From: Danielle Batchelder, Director of Business Services
Date: February 3, 2021
Re: **PUBLIC ACT PA 13-60**

Effective October 1, 2013, the General Assembly enacted Public Act No. 13-60 - AN ACT CONCERNING THE CONSOLIDATION OF NONEDUCATIONAL SERVICES.

This act mandates each local board of education to prepare an itemized estimate of the cost of maintenance of public schools for the ensuing year and shall submit such estimate to the board of finance in each town or city.

The board or authority that receives such estimate shall make spending recommendations and suggestions to such board of education as to how such board of education may consolidate non-educational services and realize financial efficiencies.

Such board of education may accept or reject the suggestions of the board of finance. The money appropriated by any municipality for the maintenance of public schools shall be expended by and in the discretion of the board of education.

An estimate of the maintenance costs is reflected on the attached document - Windsor Public Schools Physical Plant Services FY 2022 Budget.

Please contact me should you have any questions. Thank you for your consideration.


Attachment

**Windsor Public Schools
Physical Plant Services
FY 2022 Budget**

| | | |
|---------------------|-----------|------------------|
| Labor (Substitutes) | \$ | 35,000 |
| Labor (Overtime) | \$ | 103,000 |
| Salaries | \$ | 2,360,388 |
| Benefits | \$ | 335,670 |
| FICA/MED | \$ | 191,127 |
| Major Maintenance | \$ | 486,000 |
| Utilities | \$ | 1,407,700 |
| Contracted Srvs | \$ | 323,650 |
| Supplies | \$ | 208,500 |
| Equipment | \$ | 27,800 |
| Dues & Fees | \$ | 1,200 |
| TOTAL | \$ | 5,480,035 |

| Physical Plant | Proposed 21-22 FTE |
|--------------------------|-------------------------------|
| Custodian II | 20 |
| Custodian I | 2 |
| Head Custodian | 6 |
| Maintenance Worker | 5 |
| Supervisor | 1 |
| Administrative Assistant | 1 |
| | |
| Total | 35 |

Agenda Item Summary

Date: March 1, 2021
To: Honorable Mayor and Members of the Town Council
Prepared By: Robert A. Jarvis, P.E., Director of Public Works/Town Engineer
Reviewed By: Scott W. Colby, Jr., Assistant Town Manager 
Subject: Design for the Replacement HVAC Systems for Milo Peck Center

Background

The existing HVAC systems at Milo Peck School have reached the end of their expected life cycles. The existing heating system is a mix of hot water radiators and steam radiators. The boiler, steam heat exchangers, circulating pumps, valves, and controls have been in service for over fifty years. The building is currently cooled with through-the-wall air conditioning units, one per room. The current HVAC systems do not meet ventilation codes for the services provided.

Discussion/Analysis

The original portion of Milo Peck School was constructed in 1947. Two additions were added in 1958 and 1988. This project will consist of the design of the replacement of HVAC systems throughout the building. The design will also include the phasing of the projects into two separate construction projects. The first phase will replace the heating systems and install new electrical service. The second phase will encompass installation of air conditioning and ventilation systems. DDC controls will be installed in both phases.

The new design will determine the most energy efficient and cost effective HVAC systems to install to reduce construction and operating costs.

Financial Impact

Town staff solicited Request for Proposals for the design work this winter. The Public Building Commission reviewed the proposals received and selected a firm to perform the design work. Town Council is being requested to allocate funds in the amount of \$70,000 from the Capital Projects Fund Assigned Fund balance for the design of replacement HVAC systems for the Milo Peck Center.

Other Board Action

None

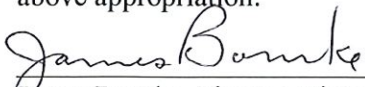
Recommendations

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

“MOVE to approve an appropriation of \$70,000 from the Capital Projects Fund Assigned Fund Balance for the design of the replacement HVAC systems for Milo Peck Center.”

Certification

I hereby certify that \$70,000 is available in the Capital Projects Fund Assigned Fund Balance to fund the above appropriation.


James Bourke, Finance Director

Agenda Item Summary

Date: March 1, 2021
To: Honorable Mayor and Members of the Town Council
Prepared By: Robert A. Jarvis, P.E., Director of Public Works/Town Engineer
Reviewed By: Scott W. Colby, Jr., Assistant Town Manager *Scott W. Colby, Jr.*
Subject: HVAC Equipment Replacement at Windsor High School

Background

The town has completed numerous HVAC modernization projects in the past nine years. Replacement of end of life cycle HVAC systems reduce buildings' annual operating and maintenance costs, increase energy efficiencies, while providing better environments to work or learn in. These projects have ranged from the replacement of outdated heating and ventilation systems, roof top solar, installation of digital control systems to better manage HVAC facilities, to the conversion of lighting to LED technology. Staff is respectfully requesting the Town Council consider funding the replacement of 26 roof top units (RTU) at Windsor High School. This equipment replacement project has been awarded significant incentives from Eversource's RTU modernization program.

The adopted FY 2021–2016 Capital Improvements Program includes a project to design replacement HVAC equipment at the High School. The design is currently funded for FY 2024 with construction not currently in the CIP. Due to the opportunity of financial incentives through the Eversource RTU Modernization program, staff has been pursuing the possibility of replacing 26 older roof top units this summer.

Discussion/Analysis

The roof top replacement portion of the original CIP project has received a financial incentive award from the Eversource HVAC RTU Modernization program. Eversource's approved contractor has presented a proposal to the town that will include demolition removal of 26 RTU's with reclamation of all R-22 refrigerants. The contractor will furnish and install 26 new RTU's with energy efficiency ratings (EER) up to 50% greater than the current units. Each new RTU will receive updated direct digital controls (DDC), which will help provide the building with improved ventilation. The contractor will provide all engineering, permits, inspections, start-ups, commissioning, and warranties.

It is estimated that this project will reduce annual building utility costs by \$38,310 for electricity and \$34,350 for natural gas.

Financial Impact

The total project cost is \$2,105,000 prior to potential energy rebates. Awarded incentives are approximately \$500,000. The town will receive the rebate through Eversource's HVAC RTU Modernization program, resulting in a total cost to the town of approximately \$1,605,000.

The project's estimated costs including construction contingency and bond issuance expenses are as follows:

| | |
|--------------------------|------------------|
| Construction | \$ 1,984,000 |
| Construction Contingency | \$ 100,000 |
| Bond Issuance Cost | <u>\$ 21,000</u> |
| Total Cost | \$ 2,105,000 |

Debt financing in the amount of \$2,105,000 is being requested at this time. The average annual debt service, based on a 15-year term at 3.0% interest rate is \$174,000.

Other Board Action

The Public Building Commission will provide project oversight.

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 bond ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$2,105,000 FOR COSTS IN CONNECTION WITH THE WINDSOR HIGH SCHOOL HVAC EQUIPMENT REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$2,105,000 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) Introduction and Approval of the Bond Ordinance

“MOVE to introduce and approve a bond ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$2,105,000 FOR COSTS IN CONNECTION WITH THE WINDSOR HIGH SCHOOL HVAC EQUIPMENT REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$2,105,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

3) Schedule a Special Town Meeting

“RESOLVED, that a Special Town Meeting be held at the Windsor Town Hall on April 5, 2021 at 6:45 p.m. (prevailing time) on the following ordinance entitled, “AN ORDINANCE APPROPRIATING \$2,105,000 FOR COSTS IN CONNECTION WITH THE WINDSOR HIGH SCHOOL HVAC EQUIPMENT REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$2,105,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION,” which ordinance the Town Council recommends be approved.

And

“FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Special Town Meeting.”

Attachments

Bond ordinance

AN ORDINANCE APPROPRIATING \$2,105,000 FOR COSTS IN CONNECTION WITH THE WINDSOR HIGH SCHOOL HVAC EQUIPMENT REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$2,105,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate TWO MILLION ONE HUNDRED FIVE THOUSAND DOLLARS (\$2,105,000) for costs in connection with Windsor High School HVAC Equipment Replacement Project, including improvements to the existing HVAC systems including replacement of roof-top heating and cooling units, and associated controls and mechanical systems, and related improvements. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Town Facilities Manager shall be authorized to determine the scope and particulars of the project and may reduce or modify the project scope. It is anticipated that the Town will receive approximately \$500,000 in financial incentive contribution from Eversource to be applied to project costs.

Section 2. That the Town issue bonds or notes in an amount not to exceed TWO MILLION ONE HUNDRED FIVE THOUSAND DOLLARS (\$2,105,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 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 for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION ONE HUNDRED FIVE THOUSAND DOLLARS (\$2,105,000). 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 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 Board of Education, the Public Building Commission, 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.

Section 8. That the ordinance shall become effective upon its approval at a Special Town Meeting, in accordance with Section 9-3 of the Windsor Town Charter.

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: March 1, 2021

To: Honorable Mayor and Members of the Town Council

Prepared By: Eric Barz, Town Planner

Reviewed By: Scott W. Colby, Jr., Assistant Town Manager 

Subject: Proposed Ordinance Establishing Penalties for Zoning Violations

Background

The reason for this ordinance is to create a more effective deterrent to willful ongoing zoning violations and encouraging their immediate resolution without waiting months for judicial action. *Connecticut General Statutes*, Chapter 124, Section 8-12a allows municipalities to establish penalties for violations of the regulations established for their municipality.

Discussion/Analysis

Currently, enforcement can only be accomplished through an escalating series of actions beginning with informal verbal or written contact, proceeding through a formal Cease & Desist Order. When a violation still persists it would proceed to superior court, where an injunction, imposition of fines, and recovery of legal fees can only be achieved upon a successful prosecution. Prosecution in superior court is an expensive and time-consuming process. If the violation is dangerous, egregious, and/or an imposition on neighboring properties, it can allow a dangerous situation to persist or give the perception of inaction by the town. Given the time and costs involved, staff is limited and must carefully choose which persistent violations will be prosecuted, and which will be allowed to persist indefinitely.

Many violations are a simple misunderstanding that can be corrected with an informal discussion or letter. That informal resolution process would continue under this ordinance and fines would be reserved for those instances where the violation is persistent and the violator recalcitrant or uncooperative.

A number of municipalities, including the towns of Canton, Chaplin, Darien, East Hampton, East Hartford, Glastonbury, Granby, Hamden, Newington, Manchester, Marlborough, Middletown, Monroe, Oxford, Stamford, Stonington, Wethersfield, Washington and others across the State, have enacted ordinances enabling their zoning enforcement officers to issue fines for violations. Windsor's proposed \$150 fine is capped by statute and consistent with other municipalities' ordinances.

Financial Impact

There is minimal cost associated with the implementation of this ordinance. Existing staff would continue to have the inspection, enforcement, and arbitration responsibilities. Any fines that are collected as a result of violations of this ordinance are recommended to be placed in the Windsor Open Space Fund.

Other Board Action

If adopted, the Town Planning and Zoning Commission will need to amend Chapter 16 – ‘Procedures’ of the zoning regulations to reference the town ordinance and explain this alternate Enforcement procedure.

Recommendations

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

- 1) Waiving of the reading of the minutes

“RESOLVED, that the reading into the minutes of the text of the ordinance entitled, “AN ORDINANCE ESTABLISHING PENALTIES FOR VIOLATIONS OF ZONING REGULATIONS” 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) Introduce an Ordinance

“MOVE to introduce an ordinance entitled, “AN ORDINANCE ESTABLISHING PENALTIES FOR VIOLATIONS OF ZONING REGULATIONS.”

- 3) Set a Public Hearing

“RESOLVED, that a Public Hearing be scheduled for March 15, 2021 at 7:20 p.m. (prevailing time) on the following ordinance entitled, “AN ORDINANCE ESTABLISHING PENALTIES FOR VIOLATIONS OF ZONING REGULATIONS.”

And

“BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.”

Attachments

Proposed Ordinance

CHAPTER 14
Article IV

**AN ORDINANCE ESTABLISHING PENALTIES FOR VIOLATIONS OF
ZONING REGULATIONS**

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

Chapter 14, Article IV, of the *Windsor Code* is amended to add the following:

Section 1. Section 14-48 (Adoption of Connecticut General Statutes §8-12a) is added to read as follows:

The Town of Windsor adopts the provision of Connecticut General Statutes §8-12a as it may be amended from time to time, for the purpose of establishing penalties for violations of the Zoning Regulations of the Town of Windsor.

Section 2. Section 14-49 (Procedure for Issuance of Citations) is added to read as follows:

a) The Town Manager of the Town of Windsor or his designee, shall issue a written notice to any person who violates any provision of the Zoning Regulations of the Town of Windsor. No written notice may be issued against the State or any State official or employee acting within the scope of his employment. Such written notice shall explain the nature of the violation and the steps required for compliance, and shall allow a seventy-two (72) hour period within which to correct the violation or within which a written plan for correction shall be submitted to the Town Manager of the Town of Windsor, or his designee, setting forth a reasonable time period for correction of the violation as agreed upon by the Town Manager, or his designee. A written notice issued pursuant to this subsection shall be served 1) by hand delivery, at which time the seventy-two (72) hour period shall begin; or 2) by certified mail return receipt requested and by regular first class mail. Three (3) business days shall be allowed for mail delivery of the notice prior to the commencement of the seventy-two (72) hour period.

b) Within two (2) business days after the period for correction established in subsection (a) expires, the Town Manager or his designee shall re-inspect the subject property to determine compliance.

c) If the violations set forth in the written notice have not been corrected at the time of re-inspection, the Town Manager, or such person as authorized by the Town Manager, in his capacity as chief executive officer, shall issue a citation and fine for each violation by hand, by certified mail return receipt requested, by leaving a true and attested copy of the citation at the usual place of abode or residence of the person in violation, or in the case of a corporate or business entity, delivery to the business address or the address of the statutory agent of said entity. No such fine shall be levied against the State or any State Official or State employee acting within the scope of his employment. All citations issued pursuant to this Section shall state the violation for which the citation is being issued, the fine imposed for the violation, the time period within which the fine must be paid, and an address for remittance of the fine. The

Windsor Town Council shall periodically update the schedule of fines for violations by way of amendment to this Ordinance. The current fine for each violation shall be \$150.

Section 3. Section 14-49.1 (Compliance Periods After Citation) is added to read as follows:

a) Any violation for which a citation is issued and which is not corrected within the time period specified in Section 14-49 shall be a new violation of the Zoning Regulations of the Town of Windsor, and every twenty-four (24) hour period thereafter in which the violation is not corrected shall constitute a new violation. For repeated violations of the same provision of the Zoning Regulations by the same person, the Town Manager or the person authorized by the Town Manager to issue citations shall not be required to provide the violator with another written notice or correction period, and may immediately issue the citations and fines permitted by this Article.

b) The Town Manager of the Town of Windsor, or his designee, shall not be responsible for a daily re-inspection. Rather the person to whom the citation has been issued shall be responsible for reporting subsequent compliance by way of written report to the Town Manager of the Town of Windsor or his designee. The Town Manager of the Town of Windsor, or his designee, shall re-inspect to confirm compliance within one (1) business day of receipt of such report.

Section 4. Section 14-49.2 (Payment of Fines) is added to read as follows:

a) All fines imposed under this Article which are uncontested shall be made payable to the Town of Windsor and shall be received by the Town Manager or his designee within ten (10) business days from receipt of the citation. All fines collected by the Town Manager, or his designee, shall be directed to the Town Treasurer to be deposited into the Town of Windsor Open Space Fund.

b) If no payment is received for any fine imposed under this Article within the time allowed for payment, then the Town Manager, or his designee, shall act in accordance with the procedures established in Chapter 2, Article VI, of the *Windsor Code of Ordinances*.

Section 5. **Hearing procedure for a citation.**

The procedure for admitting liability to a violation under this Article, and the hearing procedure for any citation issued pursuant to this Article shall be in accordance with the provisions set forth in Chapter 2, Article VI, of the *Windsor Code of Ordinances*.

Section 6. Section 14-49.3 (Miscellaneous) is added to read as follows:

a) The penalties established by this ordinance shall not be exclusive of any other enforcement remedy which may be imposed by the Town Manager, or his designee, for violations of the Zoning Regulations of the Town of Windsor, as authorized by any state statute, Town ordinance, or the Zoning Regulations of the Town of Windsor or otherwise any other penalty that may be imposed by any local, state or federal agency.

b) In construing this ordinance, feminine or neuter pronouns shall be substituted for those of masculine form and vice versa, and the plural of the singular and singular of the plural shall be substituted in any case in which the context may require.

Section 7. (Savings Clause). The enactment of this Ordinance shall not operate as an abatement of any action or proceeding previously taken, now pending, or taken prior to the effective date of this Ordinance. All said actions and proceedings are hereby ratified to be continued. Anything to the contrary herein notwithstanding, these penalties shall be in addition to all remedies, rights, and fees of the Inland Wetlands and Watercourses Commission in its regulations.

Section 8. (Severability). All provisions of the Town Code in conflict herewith are hereby repealed and that if for any reason, any word, clause, paragraph, or section of this Ordinance shall be held to make the same unconstitutional, this Ordinance shall not hereby be invalidated and the remainder of the Ordinance shall continue in effect. Any provision herein which is in conflict with the Connecticut General Statutes is hereby repealed, it being understood that said statutes shall take precedence over this Ordinance.

Section 9. (Effective Date). This Ordinance shall become effective ten (10) days after publication in a newspaper having a circulation in Windsor.

APPROVED AS TO FORM:

Kevin M. Deneen
Town Attorney

ATTEST:

Town Clerk

Distributed to Town Council

Public Hearing Advertised

Public Hearing

Adopted

Advertised

Effective Date



Town Council

Resignations/Appointments/Reappointments March 1, 2021

Resignations

- A. Accept the resignation of Pamela Stratton from the Citizen Advisory Task Force on Clean and Sustainable Energy**

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

- A. One Democratic Member**

Wilson/Deerfield Advisory Committee

Three Year Term to expire April 30, 2023 or until a successor is appointed

(Randall Graff – resigned)

“MOVE to APPOINT Tyler Cote as an Unaffiliated member to the Wilson/Deerfield Advisory Committee for a three year term to expire April 30, 2023 or until a successor is appointed.”

- B. One Republican Alternate Member**

Inland Wetlands and Watercourses Commission

Four Year Term to expire March 31, 2025 or until a successor is appointed

(Dominic DeCarlo)

“MOVE to REAPPOINT Dominic DeCarlo as a Republican Alternate member to Inland Wetlands and Watercourses Commission for a four year term to expire March 31, 2025 or until a successor is appointed.”

- C. One Democratic Member**

Inland Wetlands and Watercourses Commission

Four Year Term to expire March 31, 2025 or until a successor is appointed

(Louis Morando)

“MOVE to REAPPOINT Louis Morando as a Democratic member to the Inland Wetlands and Watercourses Commission for a four year term to expire March 31, 2025 or until a successor is appointed.”

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

D. One Democratic Member

Windsor Housing Authority

Five Year Unexpired Term to expire July 31, 2023 or until a successor is appointed

(Randy McKenney – resigned)

“MOVE to APPOINT Carol Engelmann as a Democratic member to the Windsor Housing Authority for a five year unexpired term to expire July 31, 2023 or until a successor is appointed.”

E. One Republican Member

Town Planning & Zoning Commission

Five Year Term to expire November 14, 2025 or until a successor is appointed

(Kenneth Smith - resigned)

“MOVE to APPOINT Eric Kuintzle as a Republican member to the Town Planning & Zoning Commission for a five year term to expire November 14, 2025 or until a successor is appointed.”

F. One Republican Alternate Member

Human Relations Commission

Three Year Term to expire May 31, 2024 or until a successor is appointed

(Keniel Williams - resigned)

“MOVE to APPOINT Linda Massa as an Unaffiliated Alternate member to the Human Relations Commission for a three year term to expire May 31, 2024 or until a successor is appointed.”

G. One Democratic Alternate Member

Commission on Aging & Persons with Disabilities

Two Year Term to expire January 30, 2022 or until a successor is appointed

(Donna Grossman - resigned)

“MOVE to APPOINT Linda Massa as an Unaffiliated Alternate member to the Commission on Aging & Persons with Disabilities for a two year term to expire January 30, 2022 or until a successor is appointed.”

H. One Republican Member

Inland Wetlands and Watercourses Commission

Four Year Term to expire March 31, 2025 or until a successor is appointed

(Steven Fraysier)

“MOVE to REAPPOINT Steven Fraysier as a Republican member to the Inland Wetlands and Watercourses Commission for a four year term to expire March 31, 2025 or until a successor is appointed.”

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

- I. One Democratic Member
Conservation Commission
Five Year Term to expire November 30, 2025 or until a successor is appointed
(Lea Chayes)

“MOVE to REAPPOINT Lea Chayes as a Democratic member to Conservation Commission for a five year term to expire November 30, 2025 or until a successor is appointed.”

- J. One Democratic Alternate Member (homeowner)
Fair Rent Commission
Three Year Term to expire March 31, 2024 or until a successor is appointed
(Michael Bivans)

“MOVE to REAPPOINT Michael Bivans as a Democratic Alternate member (homeowner) to the Fair Rent Commission for a three year term to expire March 31, 2024 or until a successor is appointed.”

- K. One Democratic Alternate Member
Human Relations Commission
Three Year Term to expire March 31, 2024 or until a successor is appointed
(Kereme Murrell)

“MOVE to REAPPOINT Kereme Murrell as a Democratic Alternate member to the Human Relations Commission for a three year term to expire March 31, 2024 or until a successor is appointed.”

Names submitted for consideration of appointment

None

**TOWN OF WINDSOR
TOWN COUNCIL
VIRTUAL MEETING
February 16, 2021
PUBLIC HEARING**

UNAPPROVED MINUTES

1) CALL TO ORDER

The Public Hearing was called to order at 7:21 p.m. by Mayor Trinks.

Present were: Mayor Donald Trinks, Deputy Mayor Joe McAuliffe, Councilor Nuchette Black-Burke, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, Councilor Rampulla Bress, Councilor Len Walker and Councilor Kenneth Wilkos.

Mayor Trinks read aloud the notice of the public hearing to hear public comment on:

“AN ORDINANCE APPROPRIATING \$240,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT VARIOUS TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$240,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

2) PUBLIC COMMENT

No public comment.

3) ADJOURNMENT

Mayor Trinks declared the Public Hearing closed at 7:25 p.m.

Respectfully Submitted,

Elizabeth Brisebois
Clerk of the Town Council

**TOWN OF WINDSOR
TOWN COUNCIL
VIRTUAL MEETING
February 16, 2021
PUBLIC HEARING**

UNAPPROVED MINUTES

1) CALL TO ORDER

The Public Hearing was called to order at 7:21 p.m. by Mayor Trinks.

Present were: Mayor Donald Trinks, Deputy Mayor Joe McAuliffe, Councilor Nuchette Black-Burke, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, Councilor Rampulla Bress, Councilor Len Walker and Councilor Kenneth Wilkos.

Mayor Trinks read aloud the notice of the public hearing to hear public comment on:

“POSSIBLE SALE OR LEASE OF TOWN-OWNED REAL PROPERTY LOCATED AT 451 WINDSOR AVENUE, WINDSOR, CONNECTICUT.”

2) PUBLIC COMMENT

No public comment.

3) ADJOURNMENT

Mayor Trinks declared the Public Hearing closed at 7:25 p.m.

Respectfully Submitted,

Elizabeth Brisebois
Clerk of the Town Council



**TOWN COUNCIL
VIRTUAL MEETING
February 16, 2021
Regular Town Council Meeting**

UNAPPROVED MINUTES

1) CALL TO ORDER

Mayor Trinks called the meeting to order at 7:30 p.m.

Present: Mayor Donald Trinks, Deputy Mayor Joseph McAuliffe, Councilor Nuchette Black-Burke, Councilor Lisa Rampulla Bress, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, Councilor Lenworth Walker, and Councilor Kenneth Wilkos

2) PRAYER OR REFLECTION

Councilor Walker led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Walker led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

5) PUBLIC COMMUNICATIONS AND PETITIONS

Della Rondinone wanted to discuss her reappointment to the Windsor Housing Authority Board. There is something strange going on with the November appointment and the Personnel Committee. Ms. Rondinone stated that she was voted in, with a unanimous vote, and now would like to know why her appointment was reversed. Ms. Rondinone stated that she was never notified of the reappointment and feels that this is a case of reversed racism. Ms. Rondinone would like this to be investigated further.

Jen Healey, 20 Black Road North, called in favor of the quiet zone study for the trains. Ms. Healey read a description given to her by the previous owner of her home that mentions how quiet the train is, which turned out to be the opposite. Over the last four years, the noise from the trains has been increasing and becoming more consistent at night. The sound of the train whistle is inconsistent, however.

Susan Miller, 130 Palisado Avenue, stated that she is glad for the stop of the truck traffic on Palisado Avenue. Ms. Miller also called in favor of the train noise and quiet zone study. We want people to come into town and stay and use the trains. The improvement in quality of life for people who live near the tracks is important. It is expensive, but Ms. Miller hopes that there may be grants available to help mitigate the cost.

Darren Loso, 1500 Cambridge Drive, stated that he is in favor of the quiet zone study. The train whistle is challenging to deal with, especially when they sound in the middle of the night. Working from home has now raised another issue with the train whistles. Mr. Loso hopes that the study will continue to give himself and the other residents in the area a better quality of life.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Dobler stated that the COVID-19 numbers have gone down dramatically in the state as well in the country itself. Please stay diligent with social distancing and other guidelines. The more we do now, the quicker we will be able to move past this pandemic.

Councilor Walker continued to ask residents to stay safe and practice social distancing. We need to remain vigilant while dealing with this pandemic. Please support the local businesses in town. Councilor Walker is also in support of the quiet zone study and would like to see an end to the train noise that is affecting people's lives negatively. Councilor Walker is in hopes that there can be federal, or state funds found to help support the costs.

Councilor Black-Burke thanked everyone who had called in during the public comment portion of the meeting. This is how we know what to address, correct, and dispel any information that may be out in the community. Councilor Black-Burke reiterated her fellow councilor's comments on staying safe and continuing to follow guidelines. There has been an uptick in car thefts, so please do your part and ensure your doors and garages are locked before going to bed. As a town, we will continue to work with the police on ways to mitigate this, but it is important for residents of Windsor to ensure everything is locked up. Councilor Black-Burke gave a special thanks to the Public Works team, especially because they ensure that we are all able to get out of our homes after storms.

Councilor Govoni - nothing this evening.

Councilor Rampulla Bress stated that there is a group of ladies in the community called "Live, Love, Give", and they are going to be having a food drive challenge on Saturday, February 27, 2021 from 10:00 a.m. to 3:00 p.m. at 12 Pierce Boulevard. These ladies joined together for various activities to help collect food for our hungry families in the Windsor community. Their food drive challenge is going to be the "500 Cans in Five Hours Food Drive Challenge". All donations will go towards the Windsor Food and Fuel Bank.

Councilor Wilkos – nothing this evening.

Deputy Mayor McAuliffe highlighted a few important events coming up in town. The Human Relations Commission has two events coming up, one being on February 21, 2021 at 6:00 p.m. called Generations and Family, which is a conversation on race event. The other event is February 28, 2021 at 6:00 p.m. which will be acknowledging racism as a public health crisis. More information can be found on the town website. Councilor Black-Burke will be one of the speakers and the director of the Historical Society, Doug Shipman, will also be present. The third

event, the Hartford Yard Goats, have an upcoming event on February 18, 2021, called “Impact of Racism” hosted by Doug Glanville. You can go to the Yard Goats website to register for this event.

Councilor Jepsen wished everyone a happy Mardi Gras and for those who celebrate lent, try to give something up to celebrate this time of the year.

Mayor Trinks – nothing to report this evening.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Public Building Commission

A hard copy of the report was distributed to all councilors prior to the meeting.

8) TOWN MANAGER’S REPORT

Scheduled Tax Sale

Every few years the town conducts a ‘Tax Sale’ of privately owned real estate that are several years behind in paying property taxes. The next sale is scheduled for April 17th. As in past years, the criteria for inclusion in the sale is 3 or more years or more than \$20,000 of delinquency and not already maintaining a current repayment plan with the tax office.

Each property owner is provided several delinquent notices and letters throughout the period of the taxes being in arrears. A formal demand notice was sent out in October 2020. If owners did not respond to the demand notice, then a letter from the Town Attorney was sent. Taxpayers who responded with either payment, or acceptable payment arrangements were removed from the preliminary listing.

As of October 2020, there were 37 properties meeting the criteria outlined above, with a total of \$547,000 due in taxes, penalties and interest. As of the final official listing for the legal notice in February, there were 15 properties remaining. At this point, only payment in full, including all costs incurred during the tax sale process, would remove the property from the sale listing. To date we have collected approximately 48% or \$264,089 of the total amount due as of October 2020.

If properties are auctioned the deed is held in escrow for 6 months. During that period, owners may redeem the property by paying back taxes, interest and associated costs.

Recreation Services

The Recreation and Leisure Services Department continues to offer a number of programs through the winter season:

- On Friday, February 26th, from 1:00 PM – 2:30 PM the Windsor Senior Center will be participating in a virtual program entitled “Unlock Ancient Stories with DNA”. This program

will explore how DNA can be used to uncover stories of people who lived many years ago. For more information, call 285-1992.

- Cross-country skiing or snowshoeing is available at Northwest Park. If you are in need of equipment, rentals are available on Saturdays and Sundays from 10:00 AM to 4:00 PM. For more information, please visit us online at <https://townofwindsorct.com/recreation/> or call 285-1886.
- The Windsor Youth Commission presents **Family Trivia Night at Home** which will take place via Zoom on Friday, February 19th from 7:00 PM - 8:00 PM. Registration is required. For more information go to <https://townofwindsorct.com/recreation/ysb/> or call 860-285-1990.
- To celebrate Windsor's parks, Recreation has created a word puzzle that can only be solved by visiting our seven participating parks. Look for our "Heart Your Park" sign at all Windsor parks to solve the phrase and have a chance to win a prize. Registration is required. Please go to <https://townofwindsorct.com/recreation/programs/> or call 860-285-1990.

State Budget – Proposed Local Aid

The Governor's proposed budget includes state aid to Windsor essentially being level funded year over year with the exception of federal funds for education. The Governor is proposing to increase aid to schools utilizing federal funds. These funds reportedly would go directly to the local school district and be considered outside of the traditional ECS funding. The Governor's proposed budget reflects \$1.05M in new federal funds.

A Special Conversation on Race – Generations and Family

The Windsor Human Relations Commission presents a Special Conversation on Race which will be held on February 21, 2021 from 6:00 PM – 8:00 PM. This online workshop via Zoom will discuss Generations and Family. To register for this program, please click the following link: <https://townofwindsorct.com/app/uploads/2021/02/Conversation-Generations.pdf>

A Special Conservation on Race – Acknowledging Racism as a Public Health Crisis

The Windsor Human Relations Commission will be sponsoring an online workshop via Zoom regarding 'Acknowledging Racism as a Public Health Crisis' on February 28, 2021 from 6:00 PM – 8:00 PM. Special Guest facilitators include Nuchette Black-Burke, Town Council member, and Douglas Shipman from the Windsor Historical Society. To register click: <https://us02web.zoom.us/meeting/register/tZMkcuGupzwvHNwLfSM1mqmSW-UWxLmE22x>

United Nations Black History Virtual Tour

The Windsor Human Relations Commission invites you to take a Black history-themed tour of the United Nations. See how the lives of people of African descent have intertwined with the mission of the United Nations in fields such as peace and security and human rights, with a special emphasis on decolonization. The tour is an inspiration to fight prejudice, racial discrimination, and social injustice. To book the Black History Virtual Tour now through February 26, 2021 go to: <https://visit.un.org/content/virtual-tours>.

Councilor Rampulla Bress would like to know if Town Manager Souza knows what the money toward the schools can be used for. Town Manager Souza stated that he will be getting more details, but they are now allowing repairs and improvements to facilities that address environmental health hazards that would limit the transmission of the virus. That is now an eligible expense. These funds are different than the first round of federal funding that was distributed in 2020.

Councilor Walker had a follow up question for Town Manager Souza regarding the DEI training that town staff have received. Councilor Walker would like to know if there is a plan to have council members attend. Town Manager Souza confirmed that there has been discussion with the leadership of the Council about the potential of having a workshop in the coming weeks that would allow for the consultants to provide an overview of the training. This would provide insights into the training that all employees will be receiving.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Dobler – nothing to report.

Special Projects Committee – Councilor Dobler – nothing to report.

Health & Safety Committee – Councilor Black-Burke stated the Health & Safety Committee will be meeting on Monday, February 22, 2021. The information will be posted and anyone who would like to listen in or those that have questions for the committee, feel free to do so.

Personnel Committee – Councilor Rampulla Bress stated the Personnel Committee met on February 8, 2021 and interviewed candidates. There are some that are up for consideration this evening.

Finance Committee – Deputy Mayor McAuliffe – nothing to report.

10) ORDINANCES

11) UNFINISHED BUSINESS

- a) Approve a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$240,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT VARIOUS TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$240,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe that the reading into the minutes of the text of the ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$240,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT VARIOUS TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$240,000 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 \$240,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT VARIOUS TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$240,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Motion Passed 9-0-0

12) NEW BUSINESS

a) Presentation of Railroad Quiet Zone Study Report

Andy Mielke, member of the consulting team, stated designation as a "Railroad Quiet Zone" would allow the reduced use of train horns when approaching these crossings if additional safety and warning measures are put in place. Train horns may still be used within a designated quiet zone in emergency situations or to comply with other Federal regulations or railroad operating rules.

On November 13, 2020 the SRF Consulting Group, Inc. conducted a diagnostic meeting with all stakeholders. Participants included representatives from the Town of Windsor, the Federal Railroad Administration (FRA), Amtrak Railway, and the Connecticut Department of Transportation (CT DOT). The purpose of this meeting is to investigate potential improvements should the Town of Windsor decide to move forward with a proposed quiet zone.

At a minimum, each public rail crossing in a quiet zone must be equipped with entry gates and flashing lights with power-out indicators as well as constant warning time (CWT) detectors. The CWT systems measure train speed, direction, and distance from the crossing and estimate train arrival time. When a preselected minimum estimated arrival time is reached, the warning displays at the crossing are activated. This technology is required under the Federal Rail Administration Quiet Zone program and can be rather costly at an estimated \$750,000 per crossing according to Amtrak and CT DOT. None of the seven evaluated railroad crossings in the Town of Windsor are equipped with the CWT detection feature. Currently, only Central Street and Island Road have power out (PO) indicators.

The proposed improvement scenario(s) need to provide less risk than a condition where the train sounds its horn at each crossing or the nationwide average risk at equipped rail and roadway crossings. The FRA has calculations to evaluate that. In general, a quiet zone may be established when FRA approved safety measures result in the QZRI (Quiet Zone Risk Index) being below the RIWH (Risk Index With Horns) or the NRST (National Significant Risk Threshold).

Deputy Mayor McAuliffe would like to know more about the design phase length. Mr. Mielke confirmed that the design phase would be a year to eighteen months long because we are relying on Amtrak. Deputy Mayor McAuliffe stated that in the presentation it was said to be a two-year project. Mr. Mielke stated that he is estimating it will be two years if the design phase and construction times are being combined.

Deputy Mayor McAuliffe would like to know if there are already four gates. Mr. Mielke confirmed that there is one at Central and Island Roads. Deputy Mayor McAuliffe stated that when an area is considered a quiet zone, it would be a quiet zone for all seven stops. The only noise that may be heard is the train on tracks and the gates coming down. Mr. Mielke stated that there is a dinging bell at the gates. Mr. Mielke stated that the train engineer has discretion to sound the horn if there is a potential danger, such as a pedestrian or a deer nearby. There will be other mechanisms implemented in the plan to acknowledge if there is a danger or not. There will be a lot of economic and health benefits to come out of this quiet zoning.

Councilor Dobler would like to know if we have a point of reference or idea about getting any funds, whether it is federally or from the state. Councilor Dobler is looking for realistic chances as well as possible numbers. Mr. Mielke stated that there are opportunities to make improvements in constant warning time. The FRA and the DOT are careful to not get involved in making quiet zone improvements because that is a slippery slope. If they do it for the Town of Windsor, then other communities are going to step forward and want this done as well. Constant warning times are different, which is a safety requirement that the FRA has set. There are various funding opportunities such as section 130 funds which are often used for highway rail grade crossing improvements.

Councilor Dobler would also like to know what a normal timeframe would be to submit a request and hear back. Mr. Mielke stated that submitting a request for funding through both the DOT and/or Amtrak can be a lengthy process. It depends on availability. It is hard to say, but it is probably longer than shorter in wait time.

Councilor Rampulla Bress would like to know if Mr. Mielke has more information about the mental health and physical health aspects, because she is curious if funds could be appropriated or searched for regarding the health benefits from creating a quiet zone. Mr. Mielke stated that funding can come up in almost every scenario because when dealing with the railroad, it can be costly. Regarding mental health and noise pollution, there are some opportunities to take advantage of, but not many. Health is one of the most common driving forces behind these quiet zones. Mr. Mielke pointed out more of the economic benefits of having quiet zones.

Councilor Rampulla Bress would like to know if the economic benefits might generate a source of grant income or incentive for grants to be awarded. Mr. Mielke stated it is possible depending on the various economic development funding available through the state or federal funding.

Councilor Jepsen would like to know if the horns are mitigated, would the horns still be required for the train station stop. Mr. Mielke stated that when trains are about to move, they are required

to sound their horn as a safety measure to begin movement. Councilor Jepsen wanted confirmation that no matter what, trains coming and going from the station will still have to sound their horns. Mr. Mielke stated that is correct. Councilor Jepsen stated he has some experience with the railroad and the time frames should be tripled. The costs could easily be tripled too. It will be nice to see all of this happen, but it will more than likely take longer than anticipated. Mr. Mielke stated that he does not dispute Councilor Jepsen's opinion. Mr. Mielke stated that if money were not an object, then things would go quicker. The current plans should run smoothly. The two-year estimate is conservative, but it could very well be three or four years. This is a high-level assessment to give more of an idea of what it might be.

Councilor Walker stated that the council members have looked at the economic benefits of installing these quiet zones. We have heard from many people about how their lives have been impacted from the train noise, especially the health impacts that people are facing. It seems that it would be better to start the process early with anticipation that it will take longer than expected to complete. When it comes to a financial analysis, it is important to look at what alternatives are available. Maybe we can stagger getting the arms out versus trying to do the whole project at once. We should also look to our federal electives and at the state level to assist us as a municipality. Councilor Walker looks forward to seeing the next steps in this process.

Councilor Rampulla Bress would like to know if Mr. Mielke knows of any other situations where there were other things that could be done to mitigate the noise in the meantime. Mr. Mielke stated that they have done decibel level studies as well. Certainly, anything that blocks sounds would help, but unfortunately there is not an easy fix. Berms, vegetation, and sound walls are commonly used to reduce noise levels, but those options are costly as well.

Councilor Wilkos would like to know if there is anywhere in the state where this system has already been implemented. Mr. Mielke stated that the State of Connecticut has two quiet zones in effect at this time. They are located in Stonington and Groton. Councilor Wilkos would like to know if those quiet zones are town-wide or if it is just at certain crossings. Mr. Mielke stated it is just listed as the community having one. Town Manager Souza stated that he believes those are just for a single crossing or just a few and not to the scale that we have under consideration.

Town Manager Souza stated that the State of Connecticut has more upgrade work to do on the Hartford line between Central Street and Springfield. There may be opportunities to advocate and lobby with the State in terms of the quiet zone. When the State originally proposed the New Haven to Springfield line, the concept was to design all the crossings to quiet zone standards. Over the many iterations of that project, that element was eliminated. The State decided to look at the technology called Wayside Horns, which are affixed to the crossings themselves. This directs the horn more at the direct point of the crossing. The State of Connecticut has a level of obligation to at least listen to the communities who have the greatest noise impact that was identified in the environmental impact assessment that was completed back in the 2010 to 2012 time frame. There has been communication with some communities about this topic.

Mr. Mielke stated that there was a recent build grant or infra-grant where the city of Springfield, Massachusetts was recently awarded federal funding for quiet zone implementation. Part of that would be for gate upgrades. The higher ticket item is the railroad infrastructure.

Councilor Jepsen stated that he goes to Springfield all the time and they don't have a lot of crossings that are very busy but they do have a congressman who is chairman of the House Committee on Ways and Means, which is a very powerful position. Mayor Trinks stated that he may try to contact him.

Mayor Trinks stated that there are a few committees that could take on this item, but it is important that we dig into this deeper so we can all be well informed. We could put together a special meeting or a workshop style meeting for this item.

Councilor Rampulla Bress stated that she agrees with any of those methodologies for all of the Council as a whole. It seems that all councilors are interested.

Deputy Mayor McAuliffe agrees that the whole Council should participate and is wondering if it would make sense to talk about the financial impact and pass it down to the Finance Committee to meet about it before the next Town Council meeting.

Councilor Jepsen stated he views this as a process and not a one-time meeting. Councilor Jepsen does not see a workshop being effective for this item. Sending this along to a committee and letting them follow the process, since it will take time, makes more sense. Any councilor can attend a committee meeting if necessary.

Councilor Black-Burke agreed with what has been shared by the former Council members already. Seeing that this is a massive component, it will need more than one convening. All councilors should be involved in this topic and all committees should be involved as well. Councilor Black-Burke agrees with one or two special meetings regarding this item.

Mayor Trinks will discuss this more with Town Manager Souza and see if there can be a meeting set up to discuss this further.

- b) Approve an appropriation of \$125,000 from the Capital Projects Fund for the Data Storage system replacement project

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen to approve an appropriation of \$125,000 from the Capital Projects Fund Assigned Fund Balance for the IT Data Storage Centers Project.

Frank Angelillo, Director of Information Technology, stated that primary storage was purchased six years ago and the manufacturer placed an end-of-life date of December 2021 on it. This means they will no longer provide support on the hardware and if there is an issue, the town may be without service while searching for replacement components. Half of the town applications

are hosted at each location leaving enough capacity at each data center to host all applications in the event of a disaster.

Councilor Jepsen stated that it is a shame that this is at the end of its life because of the manufacturer. He would like to know more about the four hour response time. Mr. Angelillo stated that there is a box of components that can be used to service it, but there is always something that you cannot get to fix it.

Motion Passed 8-0-0 (Mayor Trinks inaudible)

- c) Approve amendments to Environmental Planner and Assistant Town Planner position descriptions

MOVED by Councilor Dobler, seconded by Councilor Jepsen that the position descriptions for Environmental Planner and Assistant Town Planner be approved as presented.

Amelia Bliss, Human Resources Director, stated that these positions have been reviewed by Eric Barz, Town Planner and the Human Resources Director. Several changes are recommended to properly reflect the current needs, duties and competencies of the positions.

Environmental Planner

The Environmental Planner's primary duties are to perform routine and complex administrative, technical and professional work related to land use, environmental and natural resources planning, inland wetlands and watercourses permitting and regulatory compliance. The proposed changes are intended to detail the duties of the position more accurately.

Assistant Town Planner

The main duties of the Assistant Town Planner are to perform routine and complex technical and professional work in the current and long-range planning of the Town and in the development and implementation of land use related policies and regulations.

Councilor Rampulla Bress would like to know more about when job descriptions change. Are there ever occasions where positions may have been in bargaining units, but when they come to us or change they are no longer in bargaining units. Ms. Bliss stated that they stay consistent generally. If a job was going to be removed from a bargaining unit, that would have to be negotiated during a contract negotiation cycle. It would be unusual to do it off cycle.

Councilor Rampulla Bress would like to know when the other job descriptions are adjusted if they are screened or adjusted for persons with disabilities who are applying. Ms. Bliss stated that the ability to apply for the job is through our regular recruitment process, and all job postings are picked up by Indeed. There is also a recruitment plan depending upon the job on where we are recruiting. They can also contact Human Resources if anyone needs assistance with completing the application. In terms of their ability to perform the job, that is where we would look to the job description and work with them to ensure they can perform all those core requirements.

Councilor Rampulla Bress asked if the Senior Center position discussed was a full-time position that went to a part-time position. Ms. Bliss stated that is not the case. It was previously a part-time position that was more clerical in nature and they determined that they needed someone who knew how to develop programs.

Councilor Rampulla Bress inquired what the hours listed were for that position. Town Manager Souza stated that there were not set hours. That is going to depend upon what is budgeted and it could be adjusted from year to year.

Councilor Jepsen asked if there is any particular certificates that the wetlands agent needs. Eric Barz, Town Planner, stated that the Inland Wetlands Agent is not a member of the commission but is able to take agent actions on behalf of the commission if they are a certified wetlands agent and if they passed the Inland Wetlands certification course. That is a requirement that they pass that, but it is not a prerequisite for someone who is applying for the job.

Motion Passed 9-0-0

d) Presentation of concept plans for potential community park in Wilson

Town Manager Souza and Todd Sealy, Assistant Town Planner, stated that in developing the concepts, staff reviewed information gathered from previous community input efforts including an online survey and discussions with the Wilson/Deerfield Advisory Committee.

Earlier community input expressed many desires or suggestions including elements such as:

- Community gardens
- Family friendly space
- Passive recreation areas
- Flower gardens
- Pavilion
- Walking / Exercise trails
- Gathering and community event space / amphitheater

To help guide the concept development process, staff focused on outlining the following broad vision or goal elements:

- Connect people and places
- Activate public space for individuals / families and community
- Enhance the gateway to the neighborhood
- Complement existing and future park network and assets

This parcel at the gateway to Wilson provides an opportunity to develop an inviting multi-purpose park that helps bring neighborhood and community residents together in both informal and formal ways. Both concepts provide a range of features such as walking paths, play features

for children, informal gathering areas, performance or event spaces, community type gardens, and ample landscaping.

Town Manager Souza commented on the last slide presented as a list of possible next steps. These are aspirational in nature. The next step is to look into design funding which will be done in a phased approach. If the Council wants to move forward, it could be designed over the summer and into the fall, with some refined cost estimates by the end of the fall/early winter.

Mayor Trinks stated that this may need to be sent to the Town Improvements Committee to take a look and refine the item with all considerations attached to it.

Deputy Mayor McAuliffe would like to know if the census track of 1,800 people was from RT 291 South, Hartford Quarter. Mr. Sealy stated it is RT 291 South and East of I-91 as well. Deputy Mayor McAuliffe asked what questions were asked on the survey. Mr. Sealy stated that he does not have the questions from that survey, but there were several elements that identified some of the things that they would like to see in parks. They did take the results and split it between the Wilson/Deerfield area and the rest of town. Both areas had similar results. Deputy Mayor McAuliffe would like to confirm that the survey was about what is favored in a park setting. Town Manager Souza stated that is correct, as it had pretty broad questions but had a drop down of options that could be selected. Deputy Mayor McAuliffe would like to know how many participants there were. Town Manager Souza stated that this is the same survey that was reported back in November. It was a part of the same process that we used for Wolcott School and for the redevelopment parcel. Well over 300 participants responded.

Councilor Black-Burke acknowledged that there is a lot to think about after looking at the proposed plans. She thanked Mr. Sealy and the team that has put this plan together. As Deputy Mayor McAuliffe mentioned, they found a way to incorporate the thoughts of the community that did respond that second time around. The Wilson/Deerfield Commission has been saying for a while that they want a space like this.

Councilor Govoni thanked the team for putting together these comprehensive plans. Councilor Govoni would like to know if Wi-Fi could be included in the plans.

Councilor Rampulla Bress stated that this plan is encompassing the wishes of the community and it is obvious how much thought and work went into these plans. Both designs are beautiful.

Councilor Walker echoed the sentiments of Councilor Black-Burke and Councilor Rampulla Bress. Councilor Walker looks forward to walking into that park and seeing the residents enjoying the space.

Councilor Wilkos stated this is a great plan and is grander than what he had envisioned. It seemed that there would be more trees and walking trails leading to areas to sit or for a pavilion. Councilor Wilkos would recommend, the Wilson Gateway Park when we have the pavilions in the front, but it is important to have pavilions in the back. When people want to have private

parties, they would want them toward the back of the park. Councilor Wilkos would also like the parking to remain gravel.

Councilor Dobler echoed his initial thoughts with Councilor Wilkos. It is impressive and the plans have opened Councilor Dobler's eyes to how much more the space can be both from social cultural to economic benefits to the Wilson area.

Councilor Govoni stated that the comments about the pavilions are important. It is important to remember that vehicles want to go near the pavilion to drop off food or supplies, so other amenities will have to be provided such as barbeque options, etc.

Town Manager Souza stated that the residents on Meadow Road need to be considered for what they are envisioning as well. Staff was making sure that those blend together and that they are not overly redundant in nature.

Mayor Trinks stated that this is perfect for the Town Improvements Committee and thanked the staff who put the plans together.

- e) Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, that the reading into the minutes of the text of a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 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 introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Paul Norris, Director of Recreational and Leisure Services, stated the FY 21 CIP includes funding for engineering and design of rehabilitation and improvements such as the entryway of facilities into locker rooms, misting/rinsing station to comply with current state health codes, upgrades to showers, toilets, sinks, faucets, changing areas, creating appropriate staff and first aid stations, upgrade to the Welch Pool wading pool as well as site fencing and lighting

at both locations. Project design would be completed in early fall 2021. The adopted CIP reflects possible construction funding in FY 23.

Councilor Dobler stated that he appreciates the upgrades that we are looking for. He would like to know if we are looking specifically to renovate the buildings and not add on more space and if it is purely just renovating the buildings that are there. Mr. Norris stated that the first priority is to take a current footprint and see what can be done to renovate or rehab the building as is. We do have specific goals to create an entrance that goes directly into the buildings versus going into a separate gated entrance where we are trying to get facility users into the locker rooms to change and shower with warm water before entering the pools. There is also a plan to add a level of privacy for first aid. It is also important to have a facility where people can walk up to a desk and register for programs. Mr. Norris cannot directly out rule the need for more space.

Councilor Black-Burke would like to know if anything has been done with the community or data for the level of foot traffic that is going in and out of these pool houses. It is important to note that if there are a lot of people going in, then it might be important to expand the space. Mr. Norris stated that information will be passed on to the company that will be working with them. Currently the pool facilities are based on a maximum capacity of the pool facilities which is approximately 178 people within the pool and decking area. It may be a recommendation from the consultant that the square footage may need to be changed.

Councilor Govoni stated that the buildings are definitely outdated and is glad to see that there will be updates made. From a safety standpoint, it is good to know where everyone will be entering and exiting. Thank you for the work and presentation of the project.

Councilor Jepsen would like to know if the actual project is going to be about \$2,000,000. Town Manager Souza stated that the actual estimated is higher than that.

Councilor Jepsen would like to know if this is a trigger referendum question. Town Manager Souza stated that it depends on how it is structured. Part of that is construction and how it is phased.

Councilor Jepsen mentioned the ADA requirements and is hoping that there will be extensive ADA upgrades. Councilor Jepsen asked if there would be special ADA equipment that could lower people into the pool if necessary. Mr. Norris stated that they currently have battery operated ADA seats that can help persons with any kind of disabilities into the pool. Therefore, we would not look into any other ADA accessibility into the water.

Councilor Jepsen asked if all three pools have updated filtration systems. Mr. Norris stated that the filtration systems were changed at Welch and Goslee pools. There have not been any filtration changes as a whole unit at Veteran's pool. Councilor Jepsen is wondering what the plans are for Veteran's Pool. Mr. Norris stated that is a larger conversation for another time. One of the recommendations is if the filtration system was going to be taken care of, then we should consider to take care of the base of the pool as well.

Motion Passed 9-0-0

- f) Set a public hearing for March 1, 2021 at 7:20 p.m. for a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe that a Public Hearing be held on March 1, 2021 at 7:20 PM (prevailing time) on the following bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$205,000 FOR COSTS IN CONNECTION WITH WELCH PARK AND GOSLEE PARK POOL IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$205,000 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 9-0-0

13) RESIGNATIONS AND APPOINTMENTS

Councilor Rampulla Bress mentioned the acknowledgement of Jamie Hodgson declining her appointment to the Human Relations Commission.

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the February 1, 2021 Public Hearing

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to approve the unapproved minutes of the February 1, 2021 Public Hearing meeting as presented.

Motion Passed 9-0-0

- b) Minutes of the February 1, 2021 Regular Town Council meeting

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to approve the unapproved minutes of the February 1, 2021 Regular Town Council meeting as presented.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS

Ned Bacigalupo, 89 Farmstead Lane, stated that the link did not give information on how to call in earlier. Mr. Bacigalupo stated that the Windsor Housing Authority which is actually run by the Town of Bloomfield has been in the news regarding the brand-new apartments that have been awarded to homeless people instead of seniors and people with disabilities. Mr. Bacigalupo

believes that many seniors in Windsor are being disenfranchised. Mr. Bacigalupo referred to the Racism as a Public Health Crisis proclamation as an "interesting item". In order to fix this health crisis it was the town that decided to topple the statue of the town's founding father. Mr. Bacigalupo believes that the democrats are exploiting the racism initiative as an excuse to destroy our historic statue. Mr. Bacigalupo stated that Mayor Trinks took part in a satanic ceremony to exonerate the witches of Windsor. There were 1,300 signatures to stop the statue from being moved. This item should be going to a referendum vote. Mr. Bacigalupo suggested the concert series focus on more African American represented music to enrich the community. Mr. Bacigalupo thinks the Wilson/Deerfield park idea is a great one, but it should not be given to First Town Downtown. Mr. Bacigalupo stated that he will be running for Town Council this year.

Sally Grossman, 106 Niles Road, addressed the previous caller by stating that the Windsor Housing Authority is not run by the Town of Bloomfield. It is run by the Windsor Housing Authority. Ms. Grossman stated that several residents of Millbrook Village have spoken out about the abusive hands of the Windsor Housing Authority and have had their rents increased in excess of 30% per month. It is prudent for the Town Council to follow up to make sure these increases are not retaliatory in nature. Ms. Grossman commented on a previous comment about reverse discrimination. From what she understands is that this former commissioner is a white woman who was replaced six months after her tenure by a black man who is a resident of Millbrook Village. This same white woman spoke at what was her last housing commission meeting, in January, accusing these same people of racism for objecting to conduct by the executive director of the Windsor Housing Authority, who is a woman of color. There have been other accusations as well. Ms. Grossman would like to see this issue resolved.

Bryan Aerie voiced his support for either scenario for the quiet zones for the railroad tracks.

Charles Windsor Jackson III, 26 Wilson Avenue, spoke on behalf of the Windsor Masonic Building Association in regard to snow removal. The snow is removed mostly by our members who are aging. This has not been getting done by Public Works and it is taxing the members. Mr. Jackson is hoping for help with this. Mr. Jackson also wanted to thank the town and the town planner for the work on Gateway Park. It is a good idea and looks great.

MOVED by Councilor Jepsen, seconded by Councilor Dobler to enter Executive Session at 10:03 p.m. for the purpose of:

- a) Discussion of the selection of a site or a lease, sale or purchase of real estate (451 Windsor Avenue)

Motion Passed 9-0-0

16) EXECUTIVE SESSION

Present: Mayor Donald Trinks, Deputy Mayor Joseph McAuliffe, Councilor Nuchette Black-Burke, Councilor Lisa Rampulla Bress, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, Councilor Lenworth Walker, and Councilor Kenneth Wilkos



Staff: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager

MOVED by Councilor Dobler, seconded by Councilor Jepsen to exit Executive Session and re-enter the Regular Town Council meeting at 10:31 p.m.

Motion Passed 8-0-0 (Mayor Trinks inaudible)

17) ADJOURNMENT

MOVED by Councilor Dobler, seconded by Councilor Jepsen to adjourn the meeting at 10:31 p.m.

Motion Passed 8-0-0 (Mayor Trinks inaudible)

Respectfully Submitted,

Elizabeth Brisebois
Clerk of the Town Council