



**TOWN COUNCIL  
HYBRID MEETING  
September 13, 2021  
Regular Town Council Meeting  
Council Chambers**

**APPROVED MINUTES**

**1) CALL TO ORDER**

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

Present: Mayor Donald Trinks, Councilor Nuchette Black Burke, Councilor Lisa Rampulla Bress, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, Councilor Kenneth Wilkos, and Councilor Len Walker

Absent: Deputy Mayor Joseph McAuliffe

**2) PRAYER OR REFLECTION**

Councilor Dobler led the group in prayer.

**3) PLEDGE OF ALLEGIANCE**

Councilor Dobler led the group in the Pledge of Allegiance.

**4) PROCLAMATIONS AND AWARDS - None**

**5) PUBLIC COMMUNICATIONS AND PETITIONS**

Susan Miller, 130 Palisado Avenue, thanked town staff for the planning and organization of the 9/11 event this past Saturday. Ms. Miller thanked Councilor Rampulla Bress for her work and leadership on the Personnel Committee and expressed excitement that the town is engaged and wants to do this work.

Coralee Jones, 1171 Matianuck Avenue, commented on the most recent Personnel Committee meeting and asked for clarification on the committee appointment process. Ms. Jones expressed concerns that the only minority member of the Windsor Housing Authority was not reappointed and felt that an open exchange of opinions was not always welcomed. Ms. Jones questioned if the procedures were followed in line with normal practices and stated that members of the Town Council and the head of the Democratic Town Committee have been accused of and are being sued for personnel related actions deemed racist. Ms. Jones stated that the town is responsible for legal fees of council members. Ms. Jones requested that the Personnel Committee explain why the person is no longer qualified to serve on the Housing Authority and would like to know if all normal procedures were followed in the appointment process.

Paul Panos, 48 Brookfield Road, expressed concerns regarding the most recent Personnel Committee meeting in which Windsor Housing Authority (WHA) Commissioner Robert Mack was replaced by Harry Freeman. Mr. Panos stated that, during the meeting, Councilor Walker questioned why Mr. Mack was being interviewed since it is common to renew appointments of current members and why Councilor Walker was not permitted to ask such questions. Mr. Panos asked if there are guidelines to determine when a sitting commissioner is interviewed for reappointment. Mr. Panos stated that Councilor Bress is named in a lawsuit involving the Windsor Housing Authority and she would normally be expected to recuse herself from decisions affecting the Windsor Housing Authority. Mr. Panos stated that it is unusual for committee council members to be cut off from asking questions.

Dr. Linda Alexander, 155 Fieldstone Drive, stated that she was outraged at the treatment against the only black Republican on the Town Council. Dr. Alexander stated that the Democrats on the Personnel Committee did not realize that their behavior and speech was observed by another black resident and was involuntarily removed from the Windsor Housing Authority to make room for Mr. Freeman, a former business associate of Mayor Trink's. Dr. Alexander feels that talk about equality only applies when it suits the agenda of the Democratic Party and wants voters to be aware of a federal lawsuit against members of the Council as well as other prominent democrats alleging racial discrimination.

Ned Bacigalupo, 89 Farmstead Lane, voiced support of Dr. Alexander's comments and expressed concern about what is happening with the Windsor Housing Authority. Mr. Bacigalupo stated that he applied to the Windsor Housing Authority in May and was blocked. Mr. Bacigalupo feels that they don't want any Republicans on the Windsor Housing Authority. Mr. Bacigalupo also questioned the imposed mask mandate in Windsor. He would like to know who made this decision and if it was voted on. He thanked Town Council members for volunteering.

## 6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Dobler, on behalf of Deputy Mayor McAuliffe, reported that the Windsor Jaycees are hosting the Chili Challenge on October 9. Councilor Dobler also reported that the Tavern Trot is this Sunday which is being hosted by the Union Street Tavern.

Councilor Govoni - None

Councilor Black Burke thanked all of tonight's speakers. She acknowledged the success of the recent 9/11 event and thanked all who were involved. Councilor Black Burke congratulated the Windsor Historical Society for their centennial celebration and encouraged people to go and view the exhibits. She reported that this Saturday, September 18, the Windsor Freedom Trail Walking Tour, a 3.9 mile route, will be held. Those interested can reach out to Jane Gardner at [windsorfreedomtrail@hotmail.com](mailto:windsorfreedomtrail@hotmail.com). Also happening this Saturday, September 18, the Windsor Historical Society "Sharing Stories in Windsor Neighborhoods" project will continue by discussing the Hayden Station, Kennedy Road area at Oliver Ellsworth School from 10 a.m. – 4 p.m. Councilor Black Burke asked people to save the date of October 2, as a clean-up will be

held that day. The clean-up will begin at Sharshon Park and run from 10 a.m. -12 p.m. Volunteers are needed. If interested, call (860) 285-1985.

Councilor Walker acknowledged the Windsor Historical Society, particularly Randy McKenney and Florence Barlow for their role in telling the story of Windsor and encouraging residents to tell their stories. Councilor Walker addressed the issues regarding the Personnel Committee. He emphasized the importance of respect. He reports he has been accused of not being supportive of the housing authority residents in the past. Councilor Walker stated he had never met Mr. Mack but will stand up for Mr. Mack and anyone in the Town of Windsor who is getting bullied. Councilor Walker stated he is not sure who gives anyone the authority to tell a taxpayer that they cannot be in Town Hall or they will be removed. Lastly, Councilor Walker reminded everyone to never forget 9/11.

Councilor Rampulla Bress reported that, starting September 15 until October 15, it will be National Hispanic Heritage Month, which recognizes the contributions and influences of Hispanic Americans to the history, culture, and achievements of the United States. Councilor Rampulla Bress reported she attended the Walk of Light Ceremony and commended all involved. Councilor Rampulla Bress appreciates the questions from the community regarding the Personnel Committee. She would like everyone to know that she is available by phone and email to answer any questions regarding processes. She encourages people to reach out to her to get a fair and balanced view. She will not dignify some accusations with a response. She also referenced Robert's Rules of Order in that insinuations about the motives of fellow Council members should not be made and fellow Council members should not disparage one another. Councilor Rampulla Bress cited "Appendix B" of the Personnel Committee guidelines which references the rules as they pertain to the reappointment process. Applicants for any open position shall be interviewed and duly considered notwithstanding prior service. Re-applicants for boards and commissions are interviewed if there are other new applicants for that position, if there is an attendance issue, or if there is any other reason deemed by the Personnel Committee. The interview that has been discussed this evening occurred because there were two other applicants. If there are no other applicants, a person can be put forward for reappointment without any need for further interview. All committee rules have always been followed and she feels the Personnel Committee has done a good job of opening up the opportunities to members of the community that fully represents the community. 45-50 people that are totally new have been appointed to government service. The most important charge of the Personnel Committee is to choose an individual based on the applicant's qualifications and whether they are a good fit. Councilor Rampulla Bress also explained that the Personnel Committee does a good job in giving everyone their second choice and that the individual mentioned this evening has indicated a second choice of the Board of Ethics and has allowed their name to be put forth for consideration for that committee.

Councilor Wilkos - None

Councilor Jepsen reports that he plans to participate in the Freedom Trail and Tavern Trot. Councilor Jepsen stated that he was on the original Personnel Committee and was involved with writing the first set of rules. He discussed the various rule revisions that have occurred and confirmed that Councilor Rampulla Bress is correct with regards to the procedures for

interviewing sitting commissioners for reappointment. If it is a statutory commission such as Inlands, Wetlands and Watercourses or Planning & Zoning, candidates are automatically interviewed. If there is an attendance issue, commissioners are interviewed. If there are other applicants, all applicants are interviewed. Councilor Jepsen believes that the process was followed correctly.

Mayor Trinks commended the town and volunteers for the extraordinary service commemorating 9/11. Mayor Trinks shared that he was approached for comments by Channel 8 reporter, Bob Wilson. When asked what he thought, Mayor Trinks asked Mr. Wilson, as an out-of-towner, what he thought about the ceremony. Mr. Wilson told Mayor Trinks that he had been to many 9/11 services and this was the most beautiful, professional, and appropriate service he had been to. Mayor Trinks applauded all who were involved in the presentation of the luminaries and the service.

Deputy Mayor McAuliffe- absent

## **7) REPORT OF APPOINTED BOARDS AND COMMISSIONS**

### **a) Board of Education**

Leonard Lockhart, Board of Education, gave the following verbal report:

- Windsor Public Schools opened its doors for the 2021-2022 school year on Monday, August 30, 2021. Students and staff expressed their excitement for returning to school full time. There were a few transportation issues, which are to be expected in the first few days of the new school year. The district is asking families to please use the transportation offered to students instead of dropping off and picking up their students each school day. The excess of parents driving their children to school prohibits the buses from getting students to and from school making subsequent routes delayed.
- Windsor Public Schools is pleased to announce that breakfast and lunch meals will continue to be free for all Windsor Public Schools students for the 2021-2022 school year. This is being made possible through funding from the U.S. Department of Agriculture. One free breakfast and one free lunch is available daily for all Windsor Public Schools students. There are no income restrictions. Free meals are available for all students.
- The Windsor Board of Education will meet for the first regular meeting of the 2021-2022 school year on Tuesday, September 19, 2021 at 7:00 PM in the town hall council chambers. The meeting will be held in-person and remotely. Please check the website for the agenda outlining listening instructions for the meeting. Community members may offer their comments at the “audience to visitor” portion of the meeting by logging into the Zoom meeting or attending the meeting in-person.

- The district has a new website and Windsor Public School app which will make communications easier within the district and in the community. Please visit us at [www.windsorct.org](http://www.windsorct.org).
- Dr. Hill will begin hosting a series of “Coffee Talks” to give residents an opportunity to ask questions or offer thoughts on issues tied to the schools. The first “Coffee Talk” will be held on Friday, September 17 at The Bean @ 266 Broad Street from 10:00 AM to 11:00 AM. Reservations are not required.

Councilor Rampulla Bress thanked the Board of Education for a successful school opening and the honesty relative to the transportation issues. Councilor Rampulla Bress also reported having observed excitement on social media relative to the upcoming ‘Coffee Talks.’

Councilor Jepsen asked if this is a teacher negotiation year and if meetings regarding this have been scheduled. Mr. Lockhart confirmed this is a teacher negotiation year and that meetings have been set up, and the legal letter required from the Superintendent to the Town Manager has been sent.

Councilor Black Burke thanked Mr. Lockhart for his report. She expressed that transportation is a statewide situation due to the driver shortage and Windsor has done its best in responding. Councilor Black Burke reported that she has children in the district and understood that this was addressed and is grateful to the board and administration in ensuring children get to and from school safely.

Mr. Lockhart added that this is a national issue and the Business Director is working very hard to minimize impacts to students and families. He also thanked those who attended the convocation and looks forward to doing great things as we recover from the effects of the pandemic.

b) Insurance Commission

Ed Samolyk, Insurance Commission Chair, gave notice of his retirement from the Insurance Commission once a replacement can be named. He gave the following report:

Copies of the premium costs of the insurance for the town were provided. The main coverages are with the Traveler’s Insurance Company. Traveler’s charges increased by 8%, but all other insurance coverages with other carriers have increased as well. As a result of COVID, the insurance industry has been very busy trying to monitor claims. Mr. Samolyk reported that he, Marty Maynard, Risk Manager, and the Insurance Commission have had nine hybrid meetings and anticipates this will continue until a solution can be developed.

Mayor Trinks and all Councilors extended their sincere appreciation to Mr. Samolyk for his many years of service.

Mr. Samolyk stated he has been very proud and pleased to serve.

## **8) TOWN MANAGER'S REPORT**

### **Walk of Light – 9/11 Remembrance Ceremony**

Thank you to all town staff and community volunteers that planned and presented the Walk of Light – 9/11 Remembrance Ceremony this past Saturday. In addition to all of the great volunteers I would like to especially thank town employees Enita Jubrey, Gary Dowgewicz and Patrick Silver for all of their work in coordinating this very special event.

### **Senior Transportation Services**

I want to briefly highlight the Senior Center's out-of-town medical transportation services for seniors and disabled persons. Largely operated with citizen volunteers, this free service provides transportation to out of town medical appointments. In the past, a 7-day notice was requested for scheduling appointments, however, we have now lowered the pre-appointment scheduling time to 4 days. This is possible due to efficiencies in our scheduling process with volunteer drivers and the use of Dial-a-Ride part-time staff.

In Fiscal Year 2022 we anticipate providing approximately 1,800 service trips. Thank you to all of our program volunteers as well our Dial-a-Ride drivers for providing this valuable service. To schedule a Dial-a-Ride appointment please call 860-285-1846.

### **Windsor Conservation Commission Sponsoring E-Cycle Event on Saturday, September 18, 2021**

On September 18, 2021 from 9 AM - 12 noon, the Windsor Conservation Commission will be holding its annual FREE E-Cycle event in the rear parking lot of the Town Hall, at 275 Broad Street from 9:00 AM to noon. Residents are welcome to drop off their electronic devices such as computers, VCRs, radios, monitors, printers, cell phones, televisions, and small appliances at no cost.

Also, as an alternative, the Windsor Transfer Station, located at 500 Huckleberry Road, accepts electronic devices at no cost. The Transfer Station is open from 8:00 AM – 2:45 PM on Monday, from 10:00 AM – 2:45 PM on Tuesday and Wednesday, and on Saturdays from 8:00 AM – 3:45 PM. The Transfer Station is closed on Thursdays and Sundays. For more information call 860-285-1833.

### **UConn Nursing Students at town hall**

The Town of Windsor, in collaboration with the Windsor Public Schools, is hosting UConn Nursing students this fall on Tuesdays and Thursdays. The Caring Connection, Sage Park Middle School, Windsor Health Department and Windsor Senior Center will each host two students for a duration of 3-4 weeks. During that time, the students will have the opportunity to rotate to all of the different sites and learn about community health and services.

### **Windsor Shred Day**

Windsor Federal Savings Bank will be sponsoring a town-wide shred day on October 16, 2021 from 9:00 AM – 1:00 PM at 250 Broad Street. They will be accepting non-perishable food donations at the event which will be given to the Windsor food bank. Please note that this shredding event will be for paper only and not any media items. Paper clips and binder clips can

be shredded but no binders or metal will be accepted. For more information on the event, please call 860-688-8511.

### **Windsor Citizen's Academy – New Night**

Registration is open for this year's Citizen's Academy which is now being offered on Tuesday evenings beginning September 21<sup>st</sup>. Since 2005, more than 200 Windsor residents have graduated from this program where they had the opportunity to learn things about Windsor they never knew.

The program is a fun opportunity to meet a variety of town staff, learn more about the services the Town of Windsor provides, how they are funded, a look at day-to-day operations, and how to get involved. Each week the Academy meets at a different town facility in an informal setting and focus on how daily government operations contribute to a better community.

This is a free program. To register call 860-285-1835, go online at [townofwindsorct.com](http://townofwindsorct.com) or email at: [jubrey@townofwindsorct.com](mailto:jubrey@townofwindsorct.com).

### **Social Services Caregiver Block Party Results in Successful Outreach Effort**

This past Friday, our Social Services Team hosted a block party at the L.P. Wilson Community Center that was attended by more than 175 guests. The goal of the event was to provide outreach to members of the community to help increase awareness of the breadth and depth of programs and services offered by our Social Services division. The event was open to the public and staff utilized targeted marketing to those in the community that serve as caregivers to grandchildren, children, parents, neighbors or friends to promote and provide information about the event. In addition to the fun bounce house, food and games, vendors from agencies such as SNAP Ed/UCONN, The Village for Families & Children, Caring Connection, Sallyz Center for Autism, Caregiver Homes, Windsor Schools and a variety of town departments were on site to share information and offer assistance to families.

### **COVID Vaccination**

As of September 8, 2021, 66.86% of our total population was fully vaccinated. This is up from 63.47% as of July 28th. This is also 3.97% higher than the state wide rate of 62.89%.

75.54% of town residents, 12 years old and above, have been fully vaccinated. This is up from 70.23% as of July 28th. This is also 2.02% higher than the state wide rate of 73.52%.

In the month of September the town's Health Department will be conducting several COVID vaccination clinics. Dates and locations can be found on the town's website.

Also, private providers such as the two CVS locations in town are offering COVID vaccinations as well.

Health Department is also preparing to offer additional clinics in October for booster vaccinations.

Councilor Dobler inquired about the Town mask mandate. Town Manager Souza explained that the mask mandate was not voted upon. The decision was made by the Town Manager's office in consultation with the town's Health Director and State's Public Health Department due to the increase in the number of COVID cases in August and a higher stage of potential community transmission. Numbers have leveled off in the last 2-3 weeks compared to the end of July/early August and he hopes the requirement can be lifted in the next few weeks.

Councilor Black Burke asked for additional information on the UCONN nurses and inquired as to whether there would be a report provided by UCONN. Town Manager Souza stated that he would check with the Department of Public Health Director and get back to the Council on this.

Councilor Jepsen inquired as to whether or not there is a limit to how much people can bring to the electronics recycling event. Town Manager Souza replied with a qualified "bring what you've got". Residents can call feel free to call the Environmental Planner, Chloe Thompson, at the town for more guidance.

Councilor Walker stated that all council members have been getting feedback on speeding in town. He is aware there are portable speed detector signs around Town, but Councilors on social media continue to get the questions about what is being done. Councilor Walker asked for an update from the Town Manager on this issue.

Town Manager Souza stated that they are addressing this issue on a variety of fronts. The first is community awareness and education. There are bright yellow signs, as part of the Drive Wise program, placed in 60 different locations in town. Residents can call the Town Manager's office if they would like one of these signs in their neighborhood. Secondly, social media has been utilized to post videos on pedestrian safety, bicycle safety, and speeding. Third, Public Works has installed two additional radar display signs in the Poquonok Avenue area and two on Palisado Avenue in the vicinity of Macktown Road and Settlement Hill Road. Two speed display trailers have been purchased and have recently been placed in the vicinity of the schools and will be moved around town based upon observations of the Police Department and resident requests. Lastly, the police department continues with enforcement by making a large number of motor vehicle stops. At peak times, resources are limited but officers are continuing efforts based upon either accident history or complaints or concerns raised by residents.

Councilor Walker thanked the Town Manager for the efforts and information.

Councilor Rampulla Bress expressed that the Citizen's Academy is fantastic. She and Councilor Black Burke participated in the program and found it to be an excellent experience. Councilor Rampulla Bress also encouraged residents to view the town's anti-speeding videos and share them on social media. She also thanked the Town Manager and the Health Department for their proactive stance on masks in keeping us safe. Decisions that were made were very cohesive with what is happening around Connecticut and surrounding towns.

**9) REPORTS OF STANDING COMMITTEES**

Town Improvements Committee – Councilor Dobler – None

Special Projects Committee – Councilor Dobler – None

Health & Safety Committee – Councilor Black Burke -None

Personnel Committee – Councilor Rampulla Bress reported that the Personnel Committee met last week and they have people to put forward for consideration this evening.

Finance Committee – Deputy Mayor McAuliffe – None

**10) ORDINANCES – None**

**11) UNFINISHED BUSINESS - None**

**12) NEW BUSINESS**

- a) Approve the acceptance of a grant from the Hartford Foundation for Public Giving in support of teen programming

MOVED by Councilor Jepsen, seconded by Councilor Black Burke that the Town Manager is authorized to accept and execute the grant award from the Hartford Foundation for Public Giving in the amount of \$70,060.

Sarah Maffiolini, Youth Services Bureau Coordinator, gave an overview of the item as follows.

This grant program is an effort to deploy resources to serve young residents impacted by the pandemic. Youth Services provides various programs, assessments, and campaigns based on preventing drug and alcohol use.

The Youth Services Bureau plans to use these funds to help address high school students' loss of learning, specifically those who have lost school credit due to accumulated unexcused absences.

We plan to expand and enhance our current Youth-in-Action program to provide greater offerings and provide more opportunities for an engaging and interactive learning experience to help students gain a greater appreciation of themselves and the community. The grant will help add ten new program slots for high school students. Students will explore new cultures, identify real-world learning opportunities and reinforce classroom material and learning. The Youth-in-Action program assists with implementing community-wide prevention campaigns like Red Ribbon Week and Child Abuse Prevention Month along with running special events such as the Winter Festival and the annual Youth Summit.

This grant will strengthen the Youth Services Bureau and Windsor High School partnership. Student referrals will be made by an Assistant High School Principal and school Social Worker. Ten students will be selected from the general public and 10 will be identified through the school. This will help to strengthen the Youth Services Bureau's relationship with the school.

Councilor Rampulla Bress suggested inclusion of students at the Middle School level if possible.

Councilor Black Burke thanked Ms. Maffiolini for her work. She asked if efforts will be made to ensure that students do not become chronically absent again. Ms. Maffiolini confirmed this and stated that it will be part of the regular communication with the Vice Principal at the High School which will occur during monthly meetings.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

- b) Approve an appropriation of \$125,000 for design of Sage Park HVAC Energy Efficiency Project – Phase 2 from the Capital Projects Fund

MOVED by Councilor Jepsen, seconded by Councilor Black Burke, that \$125,000 be appropriated from the Capital Projects Fund Assigned Fund balance for design of phase two of the Sage Park Middle School HVAC Energy Efficiency Upgrade Project and is referred to the Public Building Commission for oversight.

Bob Jarvis, Director of Public Works/Town Engineer presented the item.

Council approved design funding for the first portion of a phased project to improve the various components of the school's HVAC system in October, 2019. In April of this year, Council approved funding for the construction of Phase 1 improvements associated with the HVAC Efficiencies Upgrades Project.

The first phase of the HVAC improvements project nearing completion includes a new electrical service (designed to accommodate new and future HVAC loads); installation of air conditioning heat pump systems for all second floor classrooms and hallways; replacement of all existing roof top units and most energy recovery units; replacement of two gymnasiums' air handling units with air conditioning; and connection of all new HVAC equipment to the existing building direct digital controls (DDC) system.

The second phase of project design will include the replacement of the HVAC system for the auditorium, new air conditioning systems for all remaining first floor classrooms, replacement of all existing wall unit ventilators, the replacement of boiler room heating equipment, and also new digital controls for all replaced and new HVAC equipment. The new HVAC systems will have higher energy efficiencies helping to reduce annual energy operating costs. The design of both phases of the project will be done in accordance with the State's recognized international mechanical and international plumbing code. Filters used in the project will be minimum efficiency reporting value (MERV) 13. These filters at that level are commonly used in hospitals and operating rooms and are extremely efficient.

The design of the second phase improvements, if approved, is planned to begin this fall. Subject to funding authorization, construction is slated for the summer of 2022.

Councilor Black Burke stated that she was glad to hear that MERV13 filters will be used and she thanked Mr. Jarvis for providing that information.

Councilor Jepsen asked, as it relates to subsequent funding, if the federal money that is coming could be used for this, since it is HVAC, versus bonding it. Town Manager Souza stated that based upon their reading of the interim rules from the Treasury, they believe this is an eligible use of the federal funds.

Councilor Jepsen asked if any money has been received as of yet? Town Manager Souza confirmed that the first wave of funding in the amount of a little over \$4 million has been received.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

- c) Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$330,000 FOR COSTS IN CONNECTION WITH THE PROCUREMENT OF EQUIPMENT ASSOCIATED WITH THE DEPARTMENT OF PUBLIC WORKS FUEL STATION REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$330,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen, seconded by Councilor Black Burke, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE APPROPRIATING \$330,000 FOR COSTS IN CONNECTION WITH THE PROCUREMENT OF EQUIPMENT ASSOCIATED WITH THE DEPARTMENT OF PUBLIC WORKS FUEL STATION REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$330,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting."

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

MOVED by Councilor Jepsen, seconded by Councilor Black Burke, to introduce an ordinance entitled, "AN ORDINANCE APPROPRIATING \$330,000 FOR COSTS IN CONNECTION WITH THE PROCUREMENT OF EQUIPMENT ASSOCIATED WITH THE DEPARTMENT OF PUBLIC WORKS FUEL STATION REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$330,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.

Adam Kessler, Assistant Town Engineer, and Bob Jarvis, Director of Public Works/Town Engineer, presented the item.

The design of the Department of Public Works Fuel Station Improvements project is complete, with construction bidding anticipated in winter 2022. During the design phase, it was determined that due to long lead times, the procurement of underground storage tanks and fuel station equipment should occur in advance of the construction bid.

At this time, staff is respectively requesting funding authorization for the procurement of the fuel station equipment for the project. Bids for the supply and storage of the equipment have been received through a competitive bid process. The selected supplier will provide secure storage for all equipment and materials until the construction phase which is anticipated to start in June 2022.

Councilor Wilkos asked if this includes a new canopy. Mr. Kessler stated that it would.

Councilor Wilkos inquired if we know what it saves the town on an annual basis to own our own tanks. He would like to show the savings. Town Manager Souza stated he did not have that information but he can break it out. He added that the town does cooperative bidding for the fuel.

Councilor Jepsen asked if we can pay cash for this instead of bonding. Town Manager Souza said it is a possibility to move forward with funding authorization that allows procurement. We do not borrow the funds until May or early June. This gives the Council time, over the course of the winter, to be able to look at the Federal Reserve and also help to determine if this will be bonded or funded.

Councilor Rampulla Bress concurred and thanked Councilor Wilkos for his comments. It is important to show the community the benefit of such a large expenditure.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

- d) Set a Public Hearing for September 20, 2021 at 7:20 p.m. for a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$330,000 FOR COSTS IN CONNECTION WITH THE PROCUREMENT OF EQUIPMENT ASSOCIATED WITH THE DEPARTMENT OF PUBLIC WORKS FUEL STATION REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$330,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Councilor Jepsen seconded by Councilor Black Burke that a Public Hearing be held on September 20, 2021 at 7:20 PM (prevailing local time) on the following ordinance entitled, "AN ORDINANCE APPROPRIATING \$330,000 FOR COSTS IN CONNECTION WITH THE PROCUREMENT OF EQUIPMENT ASSOCIATED WITH THE DEPARTMENT OF PUBLIC WORKS FUEL STATION REPLACEMENT PROJECT; AND AUTHORIZING THE ISSUE OF \$330,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION" and BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

### **13) RESIGNATIONS AND APPOINTMENTS**

MOVED by Councilor Rampulla Bress seconded by Councilor Jepsen to accept the resignation of Paul St. Amand from the Inland Wetlands and Watercourses Commission.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

**14) MINUTES OF PRECEDING MEETINGS**

a) Minutes of the August 2, Public Hearing

MOVED by Councilor Jepsen, seconded by Councilor Rampulla Bress to approve the unapproved minutes of the August 2, 2021 Public Hearing as presented.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

b) Minutes of the August 2, Special Town Council Meeting

MOVED by Councilor Jepsen, seconded by Councilor Rampulla Bress to approve the unapproved minutes of the August 2, 2021 Special Town Council meeting as presented.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

c) Minutes of the August 2, 2021 Regular Town Council Meeting

MOVED by Councilor Jepsen, seconded by Councilor Rampulla Bress to approve the unapproved minutes of the August 2, 2021 Regular Town Council meeting as presented.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

**15) PUBLIC COMMUNICATIONS AND PETITIONS**

Ned Bacigalupo, 89 Farmstead Lane, stated it is a conflict of interest for someone who is named in a lawsuit against Windsor Housing Authority to be on Personnel Committee. We should have mask mandates put to a vote rather than just have the decision made by the Town Manager who is not elected.

**16) EXECUTIVE SESSION**

**17) ADJOURNMENT**

MOVED by Councilor Rampulla Bress seconded by Councilor Black Burke to adjourn the meeting at 9:07 p.m.

Motion Passed 8-0-0 (Deputy Mayor McAuliffe absent)

Respectfully Submitted,

Deanna Schuetz  
Clerk of the Town Council