



**TOWN COUNCIL  
HYBRID MEETING – VIRTUAL AND IN-PERSON  
September 20, 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, Deputy Mayor Joseph McAuliffe, Councilor Nuchette Black Burke (left meeting early), Councilor Lisa Rampulla Bress, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, Councilor Kenneth Wilkos, and Councilor Len Walker

**2) PRAYER OR REFLECTION**

Councilor Govoni led the group in prayer.

**3) PLEDGE OF ALLEGIANCE**

Councilor Govoni led the group in the Pledge of Allegiance.

**4) PROCLAMATIONS AND AWARDS - None**

**5) PUBLIC COMMUNICATIONS AND PETITIONS**

Vicki Aronson, 35 Mack Street at Millbrook Village, voiced her concern regarding the upcoming Windsor Housing Authority meeting on September 23, 2021 being held at Town Hall. Ms. Aronson requested that the meeting location be changed to Fitch Court because her ability to attend off-site meetings is limited due to mobility issues.

Sally Grossman, 106 Niles Road, discussed issues with the Windsor Housing Authority (WHA). There has been new leadership with the Executive Director and on the Housing Commission, but Ms. Grossman feels there are many issues still not being addressed. Meeting dates are often changed at the last minute. Ms. Grossman stated that this was done with the previous administration and seems like a deliberate attempt to keep people from showing up. Ms. Grossman also cited one instance of a resident not being allowed into a meeting at all, despite it being public. This month the meeting was originally scheduled for September 29. It was then changed to September 15. Then, on September 14, it was changed to this Thursday. It is very hard for residents who do not have access to social media or the internet to figure out when the meetings are being held. The meeting this month is being held at Town Hall. Meetings are typically held at Fitch Court, Millbrook, or Shad Run. Most residents will have difficulty attending an off-site meeting. Ms. Grossman stated that, while she is aware that the Town Council does not have any authority over the WHA, she believes the Town Council has some authority over

the Housing Commission. Ms. Grossman requested that the Council talk to the Chair or other members about changing the location to allow for more participation. Ms. Grossman reports having called last week to set up a meeting with Town Manager Souza concerning Fitch Court residents. Six units were flooded and condemned. Four residents have been moved into apartments in Manchester with little to no direction or insight into when they might be able to return home. Ms. Grossman stated that one of these residents was told by someone in the Town Manager's office that the Executive Director of the WHA would contact her but never did. This resident was locked out of her hotel room because she was told she was no longer booked. Ms. Grossman requested that someone from the town reach out because these are Windsor residents who are being hurt and not being heard.

Ned Bacigalupo, 89 Farmstead Lane, requested that Councilor Rampulla Bress to remove herself from Personnel Committee. He expressed feeling that it is an obstruction of due process. Mr. Bacigalupo also stated that a mask mandate should be voted upon and did not feel the Town Manager should have the authority to implement such a measure. Mr. Bacigalupo expressed support for all Republican candidates on the slate and would like to see a new Mayor. Mr. Bacigalupo believes that the Council should ask the former Executive Director of the WHA to come back.

## **6) COMMUNICATIONS FROM COUNCIL MEMBERS**

Councilor Dobler- None

Councilor Walker echoed sentiments of some of the residents who called in. He has heard from people at the Windsor Housing Authority and appreciates the calls and support. He has not given up on any residents of the WHA. Councilor Walker asked that the meetings of the WHA be moved back to the community rooms at the WHA, as it is very difficult for many of the residents to get to Town Hall. Moving these meetings to Town Hall removes the opportunity for residents to participate in the governance of the WHA. Councilor Walker stated that he is unable to find the minutes from the September 13 Town Council meeting. Councilor Walker stated that council members do not tell the Town Manager how to run the town. However, he reports that councilors are getting complaints from the Police Department and Public Works alleging racial discrimination and he takes issue with this.

Councilor Black Burke thanked callers for taking the time to call in and share their thoughts. She appreciates the engagement. Councilor Black Burke also reported that the Windsor Historical Society is rounding out the "Windsor on the Move: Sharing Stories in Windsor Neighborhoods" project. This Saturday, September 25, they will be focusing on the Wilson and Deerfield area and the event will be held from 10 a.m. – 4 p.m. at the Recreation Center at 330 Windsor Avenue, rain or shine. Also, this Saturday, September 25, the Windsor Freedom Trail will host their 25<sup>th</sup> Anniversary Outdoor Camp meeting and Family Activity Day from 11 a.m. – 4 p.m. The day will begin with a Camp meeting in commemoration of camp meetings held in the 1800's followed by a day of activities. Register at [WindsorFreedomTrail@hotmail.com](mailto:WindsorFreedomTrail@hotmail.com) or go online to find the EventBrite link. Councilor Black Burke stated that, while the Town Manager does manage all departments, Councilors do receive complaints from citizens and need to take them seriously. Councilors must respond to citizen concerns even if it is within a town department. Councilor

Black Burke thanked Councilor Walker for his statements with regards to this. She does not want anyone in town to feel that, whether they work for a town department or not, the Council is not going to represent constituent concerns. While she acknowledges that the Town Manager is trying to address concerns, all residents should know that they have nine people representing them on the Council.

Councilor Govoni – None

Councilor Rampulla Bress discussed National Recovery Month, a national observance held every September to promote and support new evidence-based treatment and recovery practices, the emergence of a strong and proud recovery community, and the dedication of service providers and community members across the nation who make recovery, in all its forms, possible. During the pandemic, there has been an uptick in losses of people suffering from drug and alcohol addiction. Councilor Rampulla Bress wants to ensure that people in the community that are in recovery are heard. This is a fantastic place in the community for support. There have been discussions regarding the use of American Recovery Funds to address the opioid epidemic and other issues around recovery. Councilor Rampulla Bress expressed support for those in recovery.

Councilor Wilkos thanked those who called in and reached out via email. He finds it interesting that the WHA meetings have been moved to Town Hall and agrees this is a valid concern, as it does impact transparency and residents ability to participate in meetings. He would like to know why the meetings are being bounced around and would like to see this followed up on and looked into.

Deputy Mayor McAuliffe reminded Windsor residents that the Windsor Jaycees are sponsoring a Chili Challenge on October 9, 2021 and are looking for people to participate and event sponsors. For more information, visit [www.WindsorJaycees.com](http://www.WindsorJaycees.com)

Councilor Jepsen discussed having attended this past weekend's Freedom Trail walk as well as at the Ellsworth Homestead, which the Mayor also attended. Councilor Jepsen then visited Ellsworth School for the Historical Society event as well as the Tavern Trot, where he spent some time with Councilor Dobler. The Tavern Trot was well attended. Councilor Jepsen reports that it was a very busy weekend, and it was great to see people out and about. He encouraged attendance to all of the great events being held in the community throughout the fall.

Mayor Trinks- None

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

### **a) Public Building Commission**

Rick Hazelton, Public Building Commission, gave the following report:

**Fire and EMS Station Design Project – 9912**

All of the Phase II interior space work for the Fire Department is completed. All new furniture has been delivered and installed. Work on the new apparatus bay continues with completion expected in one week. Upon receiving a temporary certificate of occupation next week, the Fire Department can relocate into the new apparatus bay and renovated Fire Station. Site work is 95% complete with the front entrance area still to be completed. Parking lot and drive paving is completed. The project is on the original projected schedule for phase two completion. Phase three involves renovating the existing apparatus bay for EMS use and completion of EMS interior spaces. We still expect phase three to be completed in November, 2021.

**Sage Park Middle School Roof Replacement - 9540**

The contractor Silktown Roofing has completed 95% of their work. Some metal edge and mansard metal installations remain to be completed. A section of roofing over the woodshop and computer lab was added to the project. This section is still not completed due to masonry wall issues uncovered that are to be scheduled for repairs.

**Sage Park Middle School Energy HVAC Efficiencies Upgrades Project - 9519**

All of the new HVAC equipment has been installed, factory started and is operating under new DDC Controls. Last week the Town Council approved funding for design work for phase two of this project which entails air conditioning all remaining spaces not currently air conditioned, replacing heating systems, replacing auditorium HVAC system, and increasing ventilation. Two energy recovery units have been delayed by the manufacturer and are now scheduled to be installed and operational by November 2021.

**Aquatic Facilities Improvements Design**

Town staff and the engineering firm, Weston & Sampson Engineers, Inc. of Rocky Hill, CT are finalizing their schematic design for both pool houses. Once final schematic designs are approved by town staff, the architectural firm will move forward on completing full schematic drawings.

**LP Wilson Boiler Room Project – 9533**

The installation of replacement heating equipment is 95% complete. The three new boilers are scheduled to be started this week. The new domestic hot water system is operational. Controls, staff training, and final inspections are left to be completed. Documentation has been completed with Eversource for the project rebate of \$627,250, which the town should receive in 4 – 6 weeks. Project is on schedule and we expect completion by September 30, 2021.

**Milo Peck School HVAC Design – 9538**

The architect has presented completed drawings and project specifications to town staff. The architect presented completed drawings to the Public Building Commission commission at their July meeting for review and approval.

**Windsor High School HVAC Project – 9539**

The delivery and installation of the 26 replacement roof top units is complete. Some issues occurred with water leaking in through new insulation, but the contractor has made corrections reinsulating several roof top units. All new DDC controls and graphics have been completed.

BOE staff training is scheduled. Documentation has been completed with Eversource for the project rebate of \$500,000, which the town should receive in 4 – 6 weeks.

Councilor Wilkos asked if there were any liabilities during the water leakage. Mr. Hazelton stated there were not.

Councilor Rampulla Bress stated that she is looking forward to hearing more about the pool renovations and knows the community is as well. She reported that the pool got a lot of use this year and thanked everyone for their hard work.

b) Library Advisory Board

Cheryl Curtis, Library Advisory Board, gave the following report:

- This year the Advisory Board met three times, adopted one new policy and amended two others. A Social Media Policy was created to address the interface between postings from library staff and comments made to them by the public on platforms such as Facebook and Twitter. The Meeting Room Policy clarified that space would be made available for free to Windsor based community nonprofit or not-for-profit organizations. The Display and Exhibits Policy was amended to allow staff consideration when asked by patrons to retrieve, arrange and display materials from the collection and discretion regarding the length of time that those items remain on display.
- The group welcomed Michael Zager, who is invited to serve on the Library Advisory Board in his role as president of the Windsor Library Association.
- The Library Director reported that although COVID-19 and its changing protocol continues to linger, the library is finally returning to almost normal operations. Most services that were suspended over the past 18 months have been restored, furniture has been put back where it belongs, and the main library resumed the hours of Monday-Thursday with a 9:00 PM closing and Sunday hours will resume after Labor Day. Both meeting rooms are being used again for in-person programs and meetings.
- The popular Wilson Branch tutoring program welcomes Tammy Young as its new coordinator and will operate in-person, with masks, this year.
- A few meetings and programs continue to be held virtually because they simply work better in that format. As an example, adults seem to prefer attending book clubs online, in the comfort of their homes rather than having to come back out in the evening to attend in person. Also, participation to some of the library's other Zoom programs have increased as patrons don't need to live close by to attend. Kidspace staff was surprised to find that the winner of their Zoom family trivia competition this summer was unable to come in and pick up their prize because they had been participating from their home in Kentucky!!

- It's clear, though, that the preference for most people, is to come to the library, as there were nearly 24,000 visits during July and August this year. Children, in particular, prefer attending programs in-person where they can interact with Miss Meg outside on the eagle green for Sing and Stomp or masked and socially distanced inside with Miss Bonnie for STEM activities. Mask wearing indoors was reinstated on August 21 and neither the main library nor the Wilson Branch have experienced problems enforcing that town-wide policy.
- The Windsor Health Department has been sponsoring walk-in COVID-19 vaccination clinics at both libraries for the past several months and saw more success at the branch which averaged 13-15 people at each session.
- The Windsor Public Library received \$19,056 in ARPA grant funds through the State Library to purchase washable furniture, a water bottle filling fountain, two solar powered charging stations for the main library, a solar powered charging station bench for the branch as well as air filters, sanitizers, disinfecting wipes and towels for both libraries. The purpose of the grant was to respond to the pandemic and maintain more stringent public health protocols.
- The library is pleased to announce that it is now fully and very well staffed after one-third of its 42 employees resigned or retired during the pandemic. In December, Alexandra Remy became the new Reference/Teen Librarian along with Christine Gorton as Library Assistant and in January, Meagan Schiebel became the new Children's Services Librarian. In addition to those three new full-time recruits, the main library and branch welcomed a dozen more well qualified part time members to their teams.

Councilor Rampulla Bress thanked Ms. Curtis for her report and thanked the Library Association and Library Advisory Board. Councilor Rampulla Bress stated that libraries have been an oasis during COVID and offered many wonderful programs to people of all ages. She expressed appreciation and believes the community appreciates all that has been done to maintain the libraries during such a difficult time.

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

### **COVID Vaccination**

As of September 15, 2021, 67.30% of our total population was fully vaccinated. This is up from 66.86% as of September 8th. This is also 3.83% higher than the state wide rate of 63.47%.

76.04% of town residents, 12 years old and above, have been fully vaccinated. This is up from 75.54% as of September 8th. This is also 1.84% higher than the state wide rate of 74.20%. 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.

**Adjustment in Town Clerk's Office Hours**

The Town Clerk's Office will be closed to the public on Friday afternoons from 1:00 p.m. - 5:00 p.m. starting on Friday, September 24<sup>th</sup> thru October 22<sup>nd</sup> due to a staff vacancy.

The Town Clerk's Office has had a long-term absence related to a medical leave these past several months in one of their 3 full-time positions. While we have reassigned other staff to provide basic assistance when available and added temporary part-time hours, there is a need to adjust the hours that the Town Clerk's Office is open to the public. This will help to provide an uninterrupted block of time for staff to more efficiently meet various workload demands, complete any required in-service training, as well as give flexibility to take personal leave which has been extremely difficult to schedule over the past 3 months or so.

**Paving Update**

The 3<sup>rd</sup> of three milling and paving phases is currently in progress. Phase 3 streets include: Brewster Road, Long Hill Road, Mohawk Circle, William Street, and Mountain Road. Public Works staff and a contractor have completed drainage improvements and repairs. The roads have been milled and paving is slated to start the week of September 20<sup>th</sup>.

**Wilson Community Clean Up**

There will be a Wilson Community Clean up event on Saturday, October 2, 2021 from 10:00 AM – 12:00 noon sponsored by the Wilson/Deerfield Advisory Committee. Let's join together and keep the Wilson community clean. Help pick up trash and debris and make Wilson a more walk-able, beautiful neighborhood. Gloves, bags and water will be provided to all volunteers. Participants should meet at Sharshon Park on Skitchewaug Street on the day of the event and sign up at: <https://townofwindsorct.com/community-development/wilson-community-cleanup/>

For more information or questions, contact Flavia Rey Decastro at 860-285-1985 or via email at: [reydecastro@townofwindsorct.com](mailto:reydecastro@townofwindsorct.com)

***Rain date: October 16, 2021 from 10:00 AM – 12:00 NOON***

**Chili Challenge**

The Windsor Jaycee's will be hosting the 25<sup>th</sup> annual Chili Challenge on October 9<sup>th</sup> on the town green from 11:00 AM – 4:00 PM. More than 30 local businesses, civic groups and creative cooks will be there with some of the best chili you have ever tasted. There will be prizes and entertainment for all! Proceeds will go directly back into the Windsor community. For more information, please go to [www.windsorjaycees.com](http://www.windsorjaycees.com).

**Windsor Hunger Action Team Spearheads Successful Snack Collection**

September is National Hunger Action Month where people across America stand together with Feeding America and the nationwide network of food banks to fight hunger. Windsor's community based Hunger Action Team spearheaded an effort to collect snacks for the *Weekend Wheels* kids backpack food distribution program run by the Windsor Food and Fuel Bank. A total of 275 snack bags were assembled plus a surplus of snacks to make more snack bags as needed.

The Windsor Hunger Action Team is comprised of town and school staff as well as Windsor churches and community organizations. Collection boxes were placed at the Windsor Town Hall, Windsor Woman's Club, L P. Wilson lobby, Windsor Senior Center, Fed Ex 63 Rainbow Road, Physical Therapy & Sports Medicine Center, and Berkshire Hathaway Real Estate. Thank you to all the community partners for their generosity.

### **Public Relations Team Receives Award of Excellence**

Our Public Relations team was recently recognized with an *Award of Excellence* at the annual 3CMA Conference Savvy Awards presentation. The 3CMA (City, County, Communications and Marketing Association) 2021 Savvy Awards competition honors government communication professionals from across the nation each year to recognize creative and successful programs in a wide variety of categories including print publications, communication plans, graphic design, social media, websites and videos that help foster public engagement.

Our entry, "Employee Engagement Video" was created using all GIFs and was a finalist in the "Best Use of Humor" category. The video was created to encourage town employees to participate in, and gain a better understanding of the employee engagement survey. The judges' comments noted that the video was a simple, yet creative way to get buy-in from staff; a clever way to get people comfortable taking the survey, and the use of GIFs was an innovative concept. Orlando, Florida and Bristol, Tennessee were the Savvy and Silver Circle winners.

### **Police Cadet Open House**

Are you between 11 and 20 years old? Are you interested in community service, law enforcement, or making new friends?

If so, please join us for the Windsor Police Cadets Open House to be held on Wednesday, October 20, 2021 from 7:00 PM to 8:00 PM at the Windsor Police Department, 110 Addison Road, Windsor, CT. Non-residents are encouraged to attend. To learn more about the program, please visit our web site at [www.windsorpolicecadets.org](http://www.windsorpolicecadets.org).

Councilor Rampulla Bress congratulated Town Manager Souza for the COVID numbers and thanked the staff and Health Department for their efforts in this regard. Councilor Rampulla Bress shared that she recently met a new Windsor resident who told her that the communications on social media were fantastic, made her feel very welcome, and provided a lot of information with an excellent tone. She congratulated Enita Jubrey and Patrick Silver for this success.

## **9) REPORTS OF STANDING COMMITTEES**

Town Improvements Committee – Councilor Dobler – None

Health & Safety Committee – Councilor Dobler – None

Personnel Committee – Councilor Rampulla Bress - None



Finance Committee – Deputy Mayor McAuliffe – None

**10) ORDINANCES – None**

**11) UNFINISHED BUSINESS**

- a) Approve 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 Deputy Mayor McAuliffe, 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 (Councilor Black Burke absent)

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, to approve 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.”

Councilor Wilkos asked the Town Manager if he had been able to put together some numbers relative to the usage of and savings from the fuel station. Town Manager Souza reported that, when comparing the costs of fuel through the bulk purchasing arrangement versus the average retail price, the bulk purchasing arrangement is approximately 43% less costly than the retail price. The current cost for a gallon of gasoline is \$1.91 and diesel is \$1.74. In looking at FY 20 and FY 21 fiscal years, the average annual savings was approximately \$122,000 each year and the average consumption was almost 115,000 gallons of gasoline and 77,000 gallons of diesel. That includes the Town and Board of Education (BOE) combined. The BOE was responsible for approximately 27% of diesel usage.

Councilor Wilkos thanked Town Manager Souza for this information and felt that this offered significant insight as to why they are moving forward with this project.

Motion Passed 8-0-0

**12) NEW BUSINESS**

- a) Approve collective bargaining agreement with emergency dispatchers

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen, to approve the collective bargaining agreement between the Town of Windsor and Local 424, Unit 10 for the period of July 1, 2021 through June 30, 2023.

Amelia Bliss, Director of Human Resources, stated the following:

The collective bargaining contract with Public Safety dispatchers expired on June 30, 2021. Leading up to the expiration and after, informal discussions were held with the business agent and bargaining team regarding a two-year extension including wages and health insurance, as those were the only issues management and the union were interested in making changes to. The agreement proposed a contract that runs from July 1, 2021 through June 30, 2023 and the members have already ratified the proposed agreement.

**Active Employee Health Insurance**

The proposed contract includes the following changes to health insurance plans:

- Increasing the current employees' share of the health insurance premium contribution for the PPO and HMO plans from 21% to 22% effective after ratification of the contract, and to 23% effective July 1, 2022.
- Increasing the current employees' share of the health insurance premium contribution for the Lumenos High Deductible Health Care Plan from 16% to 17% effective July 1, 2022.
- Effective July 1, 2022, the HMO Insurance Plan will be eliminated as the plan provisions and cost are substantially similar to the PPO plan.

These changes save approximately \$1,200 in FY 22. The FY 23 savings cannot be calculated without knowing the premium or allocation rate increase for FY 23.

**Wages and Salary Schedule**

A review of salary increase percentages and ranges from comparable towns in our geographic area was conducted. Only two towns had settled contracts for FY 22. Their wage increase percentages were 2.25% and 2.35% respectively and their salary ranges are higher than Windsor's. Based on this, the Town and the bargaining unit have agreed to a 2.50% wage increase for both FY 22 and FY 23.

The two-year incremental increase to the base wages is projected to be \$14,030. This also factors in a new hire after the resignation of a dispatcher who was making the top step. The replacement is coming in at the entry level step, which adjusted the projection for the base wages. The two-year incremental cost of the fringe benefits and retirement benefits is projected to decrease approximately \$7,000 over the FY21 budget. This is the result of the new hire again being at the lower base salary and also coming in under the defined contribution pension plan versus the defined benefit pension plan.

Councilor Jepsen wanted to verify that there are no changes in language, just wages and health insurance. Ms. Bliss confirmed that was correct.

Councilor Rampulla Bress asked if the defined benefit plan was no longer available. Ms. Bliss confirmed that was correct. All new hires will be in the defined contribution plan.

Motion Passed 8-0-0 (Councilor Black Burke absent)

- b) Approve acceptance of a grant from the State of Connecticut for Regional Auto Theft/Violent Crimes Task Force

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Walker, to authorize the Police Department to accept a reimbursement grant from the State of Connecticut Office and Policy Management up to the amount of \$35,000 for payroll expenses related to the participation in the Regional Auto Theft / Violent Crimes Task Force.

Don Melanson, Police Chief, stated the Coronavirus Relief Funds are being made available to support unbudgeted, unanticipated payroll expenses occurring between August 9, 2021 and December 31, 2021. Per the specifications of the grant program, the funds must be obligated by December 31, 2021. Last year, almost half of car thefts in town occurred in the months of October, November, and December, so this is a very timely place to insert officers.

The police department is committed to assisting this regional effort by providing one police officer to the regional task force in a full-time capacity, with other officers assisting when needed on an overtime basis. The department will maintain eligible payroll expenses for personnel dedicated to this task force and submit them for reimbursement. As funds must be obligated by December 31, 2021, the department will reevaluate the effectiveness of its involvement on the task force and determine whether staffing will allow for continued participation.

It is anticipated that the \$35,000 grant amount will cover all payroll expenses related to the police department's participation in this region-wide effort through December 31, 2021.

Councilor Jepsen strongly endorsed this, as a friend of his in town recently had their vehicle stolen out of their garage. He asked if this would impact other police duties. Chief Melanson stated that a command staff meeting was held to discuss how best to manage this. They will be reassigning some specialized officers and those officers will be rotating into patrol to help staffing. There are also some officers who may be coming off disability and one who will be completing field training in mid-November. Staffing numbers should be maintained.

Councilor Wilkos asked for clarification on the specialized officers who are being pulled.

Chief Melanson stated that one community relations officer and two youth engagement officers will be rotating into patrol for staffing. Councilor Wilkos asked if this would fall under their normal hours or be considered overtime. Chief Melanson stated this would fall under normal hours.

Councilor Wilkos asked if there would be additional feet on the street in the prime months. Chief Melanson confirmed this. Some officers will be on overtime to assist with this, plus the regional task force will be working a lot. They have found with some of the incidents that have happened in other regions that there are ties to the Windsor community, as there are in other communities also. It will be beneficial to share and pool this information to target the smaller groups who are committing these crimes.

Councilor Wilkos stated that visibility is a huge factor in prevention of these types of crimes.

Councilor Rampulla Bress asked for an update on staffing issues.

Chief Melanson stated that the department is continuously recruiting. Two officers that started two weeks ago are in the academy. There is an officer moving to background and will hopefully be moving to academy in mid-October. There are ongoing efforts to recruit and advertise, such as at the upcoming job fair at Western Connecticut State University as well as other college fairs. They are actively publicizing recruitment on Indeed.com and working with the Human Resources Department to get out to many of the minority subscriptions.

Motion Passed 8-0-0 (Councilor Black Burke absent)

- c) Approve acceptance of a grant from the State of Connecticut to support police department youth and community program events

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen, to authorize the Police Department to accept a grant from the State of Connecticut Judicial Branch for \$10,000 in FY 22 and \$10,000 in FY 23 for expenses related to Police Department Youth and Community Events.

Don Melanson, Police Chief, said that the police department has received notice that we have again been selected to receive grant funds in the amount of \$10,000 in each of the State of Connecticut's fiscal years FY 22 and FY 23. A limitation on these funds is that they may not be used to offset personnel costs.

In previous years, the Police Department has used these grants to fund events such as community block parties, the National Night Out event, drive in movie theaters with the schools and community centers, turkey drives, and toy drives. The grant helps to purchase equipment and supplies that are needed to host these community events and to provide opportunities for positive police interactions with our youth. Our Community Relations Officer and two Youth Engagement Officers are continuously working with the Youth Services Bureau, Parks and Recreation, and our elementary, middle, and high schools to coordinate community-based events that build and maintain community trust in our police department.

Officers are in the process of developing new programs to continue our outreach with the town's youth. Some of these new initiatives include a police / youth bowling league and boys and girls officer mentor groups with our town schools.

Deputy Mayor McAuliffe asked if the \$10,000 allotment for each year cover all events or are there other funds and what the budget is for these events. Chief Melanson stated that the Police Department works in conjunction with the Youth Services Bureau, which also receives grants. They combine their resources to be able to fund more events.

Motion Passed 8-0-0 (Councilor Black Burke absent)

d) Approve acceptance of a grant from the State of Connecticut for body worn cameras

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen, to authorize the Police Department to accept reimbursement from the State of Connecticut in the amount of \$39,534 for expenses related to the implementation of the Body Worn Camera System and to place these funds into the Police Private Duty Account.

Don Melanson, Police Chief said funds to purchase the Body Worn Cameras were authorized by the Town Council in Fiscal Year 2021 from the Police Private Duty Special Revenue Fund in the amount of \$135,000.

The Police Accountability Law was passed last year requiring every police department to have body cameras by July of 2022.

Police Department staff have submitted eligible expenses for reimbursement from the State of Connecticut to assist in offsetting the costs to implement the Body Worn Camera System. The Police Department is eligible to receive \$39,534 as part of this grant program. The State of Connecticut grant does not allow for ongoing program costs related to video storage or equipment maintenance.

Motion Passed 8-0-0 (Councilor Black Burke absent)

e) Approve settlement in Olszewski vs. Town of Windsor

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, to amend tonight's agenda so that item 12E now appears in the agenda following item 16A.

Motion Passed 8-0-0 (Councilor Black Burke absent)

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

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

- APPOINT Sarah Garry as a Democratic member to the Board of Ethics for a five-year unexpired term to expire July 31, 2023, or until a successor is appointed.
- APPOINT Linda Massa as an Unaffiliated member to the Human Relations Commission for a three-year term to expire May 31, 2024, or until a successor is appointed.
- APPOINT Dawn Zukowski as a Democratic Landlord member to the Fair Rent Commission for a three-year term to expire March 31, 2024 or until a successor is appointed.

- APPOINT Robert Mack as a Democratic member to the Board of Ethics for a five-year unexpired term to expire July 31, 2024 or until a successor is appointed.
- APPOINT Castella Copeland as an Unaffiliated member to the Human Relations Commission for a three-year term to expire March 31, 2024 or until a successor is appointed.
- APPOINT Harry Freeman as a Democratic member to the Windsor Housing Authority for a five-year term to expire July 31, 2026 or until a successor is appointed.
- APPOINT Keegan Elder as a Democratic member to the Inland Wetlands and Watercourses Commission for a four-year term to expire March 31, 2024, or until a successor is appointed.
- APPOINT Deborah Hallowell as a Democratic Alternate member to the Town Planning & Zoning Commission for a two-year term to expire November 11, 2023, or until a successor is appointed.
- APPOINT Hope Ploszaj as a Republican Alternate Landlord member to the Fair Rent Commission for a three-year term to expire March 31, 2024 or until a successor is appointed.
- APPOINT Tylon Chaney as an Unaffiliated Homeowner member to the Fair Rent Commission for a three-year term to expire March 31, 2024 or until a successor is appointed.
- REAPPOINT Michael Champlin as a Republican member to the Board of Ethics for a five-year term to expire July 31, 2026 or until a successor is appointed.
- REAPPOINT Betty Hellerman as a Democratic member to the Library Advisory Board for a three-year term to expire April 30, 2024 or until a successor is appointed.

Motion Passed 7-1-0 (Councilor Black Burke absent, Councilor Walker opposed)

#### **14) MINUTES OF PRECEDING MEETINGS**

- a) Minutes of the September 13, 2021 Special Town Council meeting

MOVED by Councilor Jepsen seconded by Deputy Mayor McAuliffe, to approve the unapproved minutes of the September 13, 2021 Special Town Council meeting as presented.

Motion Passed 8-0-0 (Councilor Black Burke absent)

#### **15) PUBLIC COMMUNICATIONS AND PETITIONS**

Stephanie Scott, 156 Bloomfield Avenue Apartment 108, reports she is a displaced resident that has been placed in various hotels, including one she describes as flea bitten. Ms. Scott stated that she does not know how the flooding situation in her apartment began but she contends that her windows were not left open as she had been told they were. Ms. Scott expressed frustration, as she does not know what is true with regards to the status of her apartment and the ability to move back in. She reports that her doctor does not want her to move back in, as she has COPD, depression, and anxiety. Ms. Scott expressed feeling as though no one cares about those who have been displaced or the problems they are going through. She reports that some people have been offered apartments, but others have not. She stated that she has written letters and gotten

no response. Ms. Scott stated that she would like to be in a place of her own as she was before, but she cannot go back to her apartment at 156 Bloomfield Avenue if it is not fixed properly because it will jeopardize her health.

Sally Grossman, 106 Niles Road, said that the previous caller, Ms. Scott, was one of the six Fitch Court residents whose apartments flooded, as referenced earlier on this evening. Ms. Grossman stated that Ms. Scott's belongings are still in the flooded apartment, and she has reportedly received no direction in terms of what to do with them nor has she been offered any assistance with moving her belongings. Ms. Grossman stated that Ms. Scott has no idea how long she will be living in the apartment in Manchester and that Ms. Scott is frustrated and feels disrespected. Ms. Grossman stated that Ms. Scott is not the only resident in this situation but is brave enough to speak out at this time. Ms. Grossman thanked Councilor Walker for speaking out regarding the Windsor Housing Authority and invited him to come out and see the current conditions.

Brian Smith, 156 Bloomfield Avenue (Fitch Court), Chairman of the Tenants Union, spoke about the Windsor Housing Authority. He acknowledged that the demand will always exceed the supply and feels that, while it should be a blessing to reside there, it is more of a nightmare. Mr. Smith stated that residents are treated with disrespect, denied basic services, and residents do not feel heard. Meeting dates and locations are constantly changed, which Mr. Smith feels is done in an attempt to keep residents from attending. This month's meeting was originally scheduled for September 29, was then rescheduled to September 15, and then rescheduled again to September 23 at Town Hall. Most residents are unable to attend off site meetings due to mobility and/or transportation issues. Mr. Smith feels this is being done on purpose so that residents can't speak out. Residents are living in motels who have lost their possessions and have nowhere to go and no one is helping them. Mr. Smith reports that all these issues are ongoing and explained that he has been fighting for three years just to get the lawn cut. Mr. Smith stated that Windsor is a beautiful town and feels that we can do better here. Mr. Smith feels that residents of the Windsor Housing Authority are languishing in sub-standard housing and being treated like they don't matter. Windsor's most vulnerable citizens are being mistreated. Mr. Smith reports unnecessary trucks have been purchased and then residents are told there is no money for maintenance. There are four brand new trucks in the parking lot with one maintenance man and brand-new equipment, but the lawn is not cut. Mr. Smith stated that the requests are not unreasonable. Residents simply want basic services and to be treated with respect.

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, to enter into Executive Session at 9:00 p.m. for the purpose of:

- a) Strategy and negotiations with respect to pending claims and litigation (Olszewski vs Town of Windsor)

Motion Passed 8-0-0 (Councilor Black Burke absent)

**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 Kenneth Wilkos, and Councilor Len Walker

Staff: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager; Marty Maynard, Risk Manager

Other: Cori Lynn Webber, Attorney, Cori Lynn Webber, LLC

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to exit Executive Session and re-enter the Regular Town Council meeting at 9:15 p.m.

Motion Passed 8-0-0 (Councilor Black Burke absent)

**17) ADJOURNMENT**

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to approve the settlement of Olszewski vs Town of Windsor as discussed during Executive Session.

Motion Passed 8-0-0 (Councilor Black Burke absent)

MOVED by Councilor Jepsen seconded by Deputy Mayor McAuliffe to adjourn the meeting at 9:16 p.m.

Motion Passed 8-0-0 (Councilor Black Burke absent)

Respectfully Submitted,

Deanna Schuetz  
Clerk of the Town Council