



**TOWN COUNCIL  
HYBRID MEETING – VIRTUAL AND IN-PERSON  
February 6, 2023  
Regular Town Council Meeting  
Council Chambers**

**APPROVED MINUTES**

**1) CALL TO ORDER**

Mayor Trinks called the meeting to order at 7:36 p.m.

Present: Mayor Donald Trinks, Deputy Mayor Lisa Rampulla Bress, Councilor Nuchette Black-Burke, Councilor James Dobler, Councilor Ronald Eleveld, Councilor Kristin Gluck Hoffman, Councilor Kenneth Smith and Councilor Lenworth Walker

**2) PRAYER OR REFLECTION**

Councilor Gluck Hoffman led the group in prayer/reflection.

**3) PLEDGE OF ALLEGIANCE**

Councilor Gluck Hoffman led the group in the Pledge of Allegiance.

**4) PROCLAMATIONS AND AWARDS**

- a) Proclamation declaring February 2023 as Black History Month

Councilor Dobler read the proclamation declaring February 2023 as Black History Month.

**5) PUBLIC COMMUNICATIONS AND PETITIONS**

Karen Zak, 25 Seymour Street, stated she has had the opportunity to speak with Councilor Black-Burke and Town Manager Souza about this matter but wanted to bring it to the Town Council's attention as well. On January 13<sup>th</sup>, her son who is also a Windsor resident, experienced a medical emergency. She called the police to get an ambulance for him and after 12 minutes of bleeding uncontrollably, they were told by dispatch that there was no ambulance available to send to them. She ended up taking her son to the hospital in her car. Councilor Black-Burke, Town Manager Souza and one of the sergeants at the police department have been amazing in helping her to get to the bottom of the specifics of that night regarding her son and the specific call that occurred. She feels there are much larger issues on hand in Windsor surrounding EMS and ambulances and what is available for residents. It has her very concerned that there are not enough ambulances, whether it is a staffing issue or whether it's a Windsor Volunteer EMS issue. It comes down to there are just not enough services in town for the amount of calls EMS is being called out for service on a regular basis. She is hoping that is what the Town Council will be looking at.

Mr. William Pelkey, 133 Portman Street, talked about the survey that went out by the Personnel Committee. It talks about race, ethnicity, gender, disability, etc. He read a portion of the email out loud. He has heard privately from individuals, but he did not get any public feedback from that night. Don't we value people? If he looks at the Town Council, he can see people, based on political affiliation, who think differently but otherwise we share the same immutable characteristics. He can look at the Personnel Committee and say there is a disturbing trend as well—they are all women. He has no problem with the three women in particular. He thinks they can all do a fine job. To think that we would want to look at any board or commission in town and judge it based solely on immutable characteristics is deploring. We are people, not a skin color. We're not ancestry and age shouldn't matter. Do you want to ask where I live in town? Let's make sure that I'm a Wilson resident if I'm a member of the Wilson-Deerfield Advisory Board. Yes, let's check that out. You want to ask questions like that, that is fine. He stated that it is government based bigotry. He would like the survey to be retracted and an apology be sent out to the town. It is despicable and should not be happening here in Windsor.

Coralee Jones, 1171 Matianuck Avenue, commented on the woman who spoke about the EMS service. Not too long ago, there were discussions of not getting volunteers, paid staff, and that the salary wasn't competitive enough regarding EMS. I know there were many issues. She feels the Town Council needs to get to the bottom of what is going on. That is very frightening for her as she has a disabled person that she is responsible for. The last time, which was not long ago, an East Windsor ambulance came. It came in a short amount of time and they were professional. But the fact seems to be that maybe we can't count on reliable responses. That is very, very concerning. Of course the police, many times, are the first ones at the scene and that's very reassuring because they have training and they can stabilize the situation until more professional help comes. She is looking to the Council to provide some information as to what is happening and to keep the town up to date so her household can rely on that service.

Karin Ravalese, 23 Quail Hollow Drive, wanted to speak about the EMS issue. In October her father had passed away. They had called the EMS to respond but at the time he had already passed. Her mother had said that the EMS and police came very quickly and they were good to her. One of the persons that came to the scene had said something about being EMS being short staffed and not funded. This leads her to the budget. If there is money in the budget, then maybe we should take a look at that. That's an area that can use some funds so things like this don't happen. She'd like the Council to look into this issue.

Charles Jackson, 26 Wilson Avenue, stated that at the Wilson-Deerfield Advisory Committee's last meeting, Zak brought up the issue with the EMS, fire and police. He would like to see this issue be addressed sooner rather than later. The committee would also like Town Manager Souza to come to a meeting to explain what is going on. It is quite shocking to hear that there was a huge delay in response. He believes that at the time there was no agreement to work with other towns for services from what he understood. Another issue is that he had a sit down with a town engineer and Police Chief about having speed bumps in the Wilson/Deerfield area. We realized at the last meeting, that they never saw anything regarding RT 159 or Deerfield Avenue. There was a speed limit sign, one of the solar radar signs that displays your speed. He added that the committee would like to see one of those signs used in the Wilson area. They would also like to have a 'dummy' police car over at the

Fire Department. That seems to help people slow down. There is lots of speeding on RT 159. He believes having an officer at RT 159 would help to slow drivers down.

Susan Miller, 130 Palisado Avenue, stated she is calling regarding the survey. She feels it's important to gather thorough demographic details to see who is serving our town so we ensure that we are well represented across many domains. If we don't acknowledge our differences, then we can miss the opportunity to bridge our experience and to take different ideas and perspectives into consideration. She thinks it is important and supports what the town is doing.

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

Councilor Dobler wished former Councilor Jody Terranova good luck in her future endeavor in working for the Governor. She will be sorely missed.

Councilor Walker stated that he doesn't know if there is a problem with the sound booth, but he had a hard time hearing Will Pelkey when he spoke. Regarding the ambulance situation, he has also heard from folks in Windsor. One instance he can recall is one person travelling in a motor vehicle, husband and wife, one has a history of cardiac problems, they stop and dial 9-1-1. The ambulance took a while to show up, but then it wasn't Windsor Volunteer ambulance. It was a neighboring town – Windsor Locks. They asked the same question and were given the feedback that the town was short staffed, etc. The important thing is that it is a problem. It is an issue. Now that we are looking at budget season, we need to determine what we are going to do to fix this because this is not sustainable. At the appropriate time, when the Windsor Volunteer Ambulance comes up we can start asking serious questions.

Councilor Black-Burke thanked the speakers for their participation and engagement. This evening, she wanted to take a moment to acknowledge our elementary students. She attended a concert and it was absolutely amazing. She wanted to call attention to that, especially the strings program and thank Dr. Pierce for all he does. She stated that Councilor Eleveld must miss attending those events.

Councilor Gluck Hoffman stated that concerning the EMS issue she also experienced something very similar with someone in her family. Windsor Police were there in less than five minutes. EMS was from East Windsor and they were absolutely fantastic, but she experienced that as well. She understands her frustration.

Councilor Eleveld stated that Dr. Pierce does great along with our choral groups, jazz, choirs, etc. We do have great students. He does miss the performances. He added they are open to the public. It's a great opportunity to hear the young people perform. He'd also like to thank all those that came out to speak. It is important to hear from members of the community whether we agree or disagree. It is important to know that people are engaged and they're coming out to have their thoughts spoken and recorded and making the Town Council aware of their concerns and their plight in these challenging times.

Deputy Mayor Bress concurs with Councilor Walker that it was hard to hear some of the citizens. She is absolutely concerned hearing about the EMS situation and is sorry that citizen had to deal with that issue. She is confident that Town Manager Souza and the Health

& Safety Committee will be on this to find out what occurred and how we can make sure this doesn't happen again.

Councilor Smith reminded everyone to wear their masks.

Mayor Trinks – nothing to report

## 7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

### a) Board of Education

- The BOE will hold its final Public Forum on the 2023-2024 proposed budget on Tuesday, February 7 at 6:00 PM in the LPW Board Room. The public is invited to comment on the proposed budget at that time. At the conclusion of the public forum, the finance committee will meet to review the proposed budget. The meeting will be aired on the WIN-TV Educational Channel, Comcast Channel 95 or Frontier Channel 6103. Please see the district website for meeting agendas which include Zoom meeting links as well as other alternative ways to view or listen to BOE meetings.
- The next regular Board of Education meeting is Wednesday, February 22 at 7:00 PM in the LPW Board Room. It is anticipated that the BOE will vote on their budget at this meeting. The meeting will be held via Zoom and in person in the LPW Board Room. The agenda will be posted on the district website.
- Senator Chris Murphy paid a visit to John F. Kennedy School on January 27 to acknowledge Grade 3 student Emma Hadari. She was one of the 1st Congressional District winners. Her essay may be found on the district website.
- SPMS was spotlighted on WTNH's *What's Right with Schools: Windsor woodworking class inspires students* broadcasted on January 10, 2023. The link to the segment is on the district website.
- On Saturday, January 21, 2023, Sage Park TSA hosted its 3rd VEX IQ robotics event and competed in their second competition this robotics season. The students brought 6 robots for the competition this year. They competed against 8 other schools with a total of 50 different robots in the competition. During the final matches, Sage Park Middle School (SPMS) came in 5th place with team 32868E with a match total score of 45 points. Team 32868E members are Daniel Garcia, Liam Vallely, and Marc Quiterio. During the award ceremony, SPMS received the Judges Award for Team 32868A. Congratulations to Team 32868A members Brett Fanguillo, Aiden Christensen, Andrew Nesheiwat, and Edward Glidden who persevered and worked through their struggles in a positive manner throughout the day!
- On January 21, the Windsor High School Indoor Track 4x200 Boys Relay Team won the gold at the US ARMY OFFICIALS HALL OF FAME INVITATIONAL in New York City - they are 19th in the nation! Congratulations to these students/athletes.

- We are elated to announce that one of our Windsor High School Culinary classes, under the direction of Ms. Kathleen Taranto, has made it to regionals for the NASA Culinary HUNCH Challenge! Here is our school's lineup for this year's NASA Hunch challenge: Nicholas Dennis, Jazmine Ellis, Bella Ramsey - all Grade 12 and Dominic Liquori, Geanellys Negron, Grade 11.
  - The HUNCH mission is to empower and inspire students through a Project Based Learning program where high school students learn 21st-century skills and have the opportunity to launch their careers through participation in the design and fabrication of real-world valued products for NASA. This year the theme was to create healthy ethnic soups/stews for the astronauts to have as delicacies for their trip into outer space. The food is prepared differently because of microgravity making food taste different when in outer space. The soup that was entered into the competition is Jazmine Ellis' *Chinese Steak Mushroom Noodle Soup*! It met all of the nutritional requirements NASA has requested. The group will be competing in New Jersey on February 27. Join us as we wish them luck!
- Dr. Hill has started a new podcast, Chat & Chill with Superintendent Hill. Community members may listen to the podcast via the district website and then may subscribe to be informed of when the upcoming podcasts are available. Dr. Hill's next Coffee Talk will be on Tuesday, February 28, 2023 at 6:00 PM in the LPW Senior Center. Please go to [www.windsorct.org](http://www.windsorct.org) to RSVP for the event.
- There will be no school for students on Tuesday, February 7 for professional development for teachers. Later in the month, students and teachers will have no school for Presidents' Day break on February 20 and 21. School and district offices will be open on Tuesday, February 21.
- Please remember to check our website, [www.windsorct.org](http://www.windsorct.org), for the most updated information, athletic schedules and academic calendar. Snow day information will be located on a banner on the website as soon as possible if inclement weather should affect the school day. In addition, the district will send out a communication about schools being closed, delayed or early dismissal through our notification system. Families should make sure their child's school has their most up-to-date contact information.

Councilor Black-Burke stated she knows that there has been conversations throughout town about the possibility of continuing the school food lunch program that was afforded during the pandemic where school students didn't have to pay for their lunch. Will that continue? Ms. Taylor stated that several towns have gathered together with state legislators to urge our stakeholders to see that we do need assistance with that. We had the Windsor High School governance committee request assistance from the town level. What she is hearing from the state is that there might be something coming down the pipeline. She doesn't have specifics, but she does know it is at the top of their mind not only for the Board of Education but on the state level. Once she gets more definitive information, she will share that.

Councilor Black-Burke stated that during the pandemic students did not have to pay for lunch or breakfast at the schools. As we've heard from speakers this evening, it is very taxing for families right now. She wanted to ensure that there are students that don't have to go to school worrying about having money to pay for their lunch and/or breakfast.

Councilor Eleveld stated his understanding is that we've heard complaints from parents relative to the school bus situation. He heard through the parents, that there might be an app that would let parents know if buses are on time or are running late. Is anything like that available? Ms. Taylor stated that yes there is. They get robo-calls and robo-texts about the situation if need be and they are giving more timely updates to parents.

Deputy Mayor Bress thanked Ms. Taylor for the uplifting report. She asked if she would send a compliment to the Superintendent and his team for the social media community outreach efforts that they have been doing. She finds it enjoyable to see all the posts from public schools about student accomplishments and things going on in the community. It's been a wonderful outreach effort to engage the citizens of Windsor. She would recommend anyone in the community to follow their outreach efforts. Ms. Taylor thanked Deputy Mayor Bress for the shout out.

Councilor Eleveld wanted to add that in his earlier comments he omitted that Dr. Chase White, in charge of the choral aspects of the students, has done a wonderful job as well.

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

Town Manager Souza wanted to respond to the EMS issue. He stated that the town will continue to work with the Windsor Volunteer Ambulance Association to gather data, call times and staffing levels. As one resident mentioned this evening, we are looking specifically into that issue. It's our first priority right now. We are presently gathering information on a broader, community-wide response. He wanted to assure individuals that Windsor Volunteer Ambulance does have mutual aid agreements with neighboring communities. East Windsor is probably the agency that provides the most response when our ambulances are committed. We also have reciprocal mutual aid agreements when we are available. Not so much to East Windsor because they have coverage, but to the towns of Bloomfield and Windsor Locks predominantly. That is only when we have more than one ambulance available on a particular shift. This issue is not only related to the Town of Windsor, but rather this is a region-wide, if not state-wide, issue in terms of the availability of work force on the EMT at the paramedic level. We will continue to look at the data, call times and staffing levels through the Health & Safety Committee.

### **COVID-19 Vaccine Clinics**

The Windsor Health Department will host COVID Vaccine Clinics in partnership with the DPH/Griffin Hospital VAX Van in February on:

- Friday, February 17, 2023, 330 Windsor Avenue, 10:00 AM – 1 PM, and 12 year olds+
- Wednesday, February 22, 2023, LP Wilson Community Center, 4 PM – 7 PM, and 6 months+

No appointment is needed. This clinic is a walk-in clinic and recipients should bring their vaccine, insurance cards and ID with them.

### **Town Clerk's Office Annual Marriage License Tradition Continues**

The Town Clerk's office is offering free marriage licenses on Tuesday, February 14<sup>th</sup> in honor of Valentine's Day for any couple wanting to get married in Windsor within the next 65 days. This is an annual tradition which began in 1962 by Town Clerk, George Tudan. To obtain a free marriage license, couples are required to make an appointment with the Town Clerk's office. Both parties must be present for the appointment and need to bring photo identification. In addition, each couple will be eligible to win a beautiful gift basket filled with assorted gift items, which have been donated by our generous local Windsor merchants.

For those who wish to marry on Valentine's Day, a Justice of the Peace will be available all day; however, prior arrangements must be made with the Justice of the Peace. For details, call the Town Clerk's office at 860-285-1902 or visit the Town of Windsor's website at [www.townofwindsorct.com](http://www.townofwindsorct.com)

### **Elderly and Disabled Persons Tax Relief Program for Homeowners**

Applications for Elderly Homeowners tax relief are being taken in the Assessor's office and will be accepted until May 15, 2023. To be eligible for both the state and local program, you must be at least 65 years of age by December 31, 2022 or totally disabled per the Social Security regulations. You must also own and occupy your home and meet income requirements. For the state program a one person household can earn up to \$40,300 and if married the income limit is \$49,100.

In addition to the state program, the town also offers a local program. All taxpayers that qualify for the state program will automatically qualify for the local program. However, if you do not qualify for the state program, you could still possibly qualify for the local program. The income limit is \$55,400 per household. For more information please contact the Assessor's office at 860-285-1817.

### **Food Scrap Drop-off Program**

The Town of Windsor now offers a residential food waste drop-off program at the transfer station. This drop-off program is voluntary and available for free to all residents. Transfer Station permits are not required to participate in this program. As of today 166 households have signed up. If you are one of the first 500 households to sign up you'll receive a small reusable waste container and compost bags.

You can collect your food scraps at home, bring them to a designated location at the Windsor Transfer Station and they will be hauled to a commercial composting facility to be turned into nutrient-rich compost.

For more information on this program, go to <https://townofwindsorct.com/public-works/residential-food-waste-drop-off/>, or contact the Transfer Station at (860) 285-1833.

### **Snow Tubing Trip**

To help you keep the classic winter tradition going of finding that perfect sledding hill - the Recreation Department is offering a snow tubing trip to Powder Ridge on Saturday, February 18, from 11:15 AM to 4:15 PM. This program is open to persons of all ages.

The fee is \$45 per person and includes transportation and a tubing ticket.

For more information, please visit [www.townofwindsor.com/recreation](http://www.townofwindsor.com/recreation) or call the recreation office at 860-285-1990

### **Friends of Northwest Park Events and Programs**

An exciting presentation about the Secret Lives of Owls will be held on Saturday, March 11<sup>th</sup>, from 1:00 PM to 2:30 PM.

This program will include a trail hike and inside discussion with Horizon Wings Raptor Rehabilitation. This is your chance to be only a few feet away from a Northern Saw-Whet Owl, an Eastern Screech Owl, a Barred Owl, a Barn Owl and a Great-Horned Owl! Discover the extraordinary features of owls,

Sponsored by the Friends of Northwest Park. Recommended for ages 8 and above. Preregistration needed. Call the Nature Center at 860-285-1886 for registration.

### **Experience Maple Sugaring with out leaving Windsor**

Friends of Northwest Park are once again offering free sugarhouse demonstrations Learn how raw sap is boiled and produced into maple syrup

Demonstrations are held each weekend starting in February until March 19<sup>th</sup> Visit the town's website for more information on times at

<https://townofwindsorct.com/recreation/northwest-park/>.

### **Budget Information Meeting**

On Wednesday, February 15, 2023 at 6:30 PM, town staff will host an informational meeting on the FY 2024 budget process. Town Manager Peter Souza will provide an overview of key issues and opportunities facing the town leading into the preparation of the proposed FY 2024 town budget. The meeting will be held at Windsor Town Hall in the Ludlow Room from 6:30 PM - 7:30 PM.

Deputy Mayor Bress thanked Town Manager Souza for his report and his detailed information of the senior tax benefit. She wanted to note that there is also a similar benefit for veterans. For those listening in, they might want to take a look at that. She stated there is a concert series at Northwest Park that has begun. The money goes to support miscellaneous and educational programs at the park.

Councilor Eleveld asked about the pancake breakfast at NWP and when that might be happening. Town Manager Souza responded that it's usually the last part of March or beginning of April. If he remembers correctly, the park makes their own maple syrup, so if you go to the event, you'll be able to sample the maple syrup.

Councilor Black-Burke asked if the tax relief application is online or is it something that you pick up. Town Manager Souza stated you can get a hard copy at the Assessor's office at town hall or you can call them at 860-285-1817 to request that a hard copy be mailed to you.

Councilor Smith asked if the town had applied for any grants under the Inflation Reduction Act or the Infrastructure and Investment Job Act. Town Manager Souza stated that we have not specifically applied, but have been monitoring those different grants through CRCOG. We have evaluated one or two but we did not have projects that were ready to apply for the recent round. One of those was relative to culvert replacement. We did not have a project that met the eligibility but we will continue to evaluate those particularly through the State or the State or Capital Region Council of Government.

Councilor Walker reminded the Town Manager that he had asked him for an update on the quiet zone status from the train corridor coming through Windsor. The Town Manager was gracious to provide him with an update and he was thinking that maybe he might give one now so folks will realize we haven't stopped our initiative on this issue. Town Manager Souza stated the State of Connecticut had several months ago applied to the Federal Railroad agency to get grant funds to make improvements to rail crossings along the Hartford line from Enfield to New Haven. Those improvements would allow for the future implementation of quiet zones. The Department of Transportation (DOT) has informed him that they expect grant awards to be announced this spring. They are continuing to monitor it. The DOT did express some cautious optimism that this particular grant, which is for the entire Hartford line corridor, would probably score well on the Federal level. It is a very competitive grant. This was an application that the State made on all the towns' behalf.

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

Town Improvements Committee – Councilor Dobler stated the Town Improvements Committee met last week and you'll see the bulk of new business items on tonight's agenda are ones that came out of our Town Improvements meeting. The town completed a very preliminary feasibility study on the O'Brien field house. There needs to be more research done, but the initial findings are a little bit higher than we thought to either renovate or knock it down and build it back up. From this preliminary feasibility study, it would be a little over \$10 million. We are continuing conversations and hopefully there will be more to come on that subject.

Finance Committee – none

Health and Safety Committee – Councilor Black-Burke stated that the Health & Safety Committee will definitely need to meet.

Personnel Committee – Deputy Mayor Bress stated the Personnel Committee will be meeting on February 27<sup>th</sup>. During the meeting, they will be discussing and finalizing the discussions around the creation of Windsor Arts Council and preparing to bring that back to the Town Council for a vote and discussion. Also, they will be interviewing some board and commission candidates.

## **10) ORDINANCES - None**

## 11) UNFINISHED BUSINESS

- a) Approve an ordinance entitled, "AN ORDINANCE APPROPRIATING \$260,000 FOR COSTS IN CONNECTION WITH TOWN AND SCHOOL FACILITY PAVING IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$260,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION".

MOVED by Deputy Mayor Bress, seconded by Councilor Black-Burke that the reading into the minutes of the text of the ordinance entitled, 'AN ORDINANCE APPROPRIATING \$260,000 FOR COSTS IN CONNECTION WITH TOWN AND SCHOOL FACILITY PAVING IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$260,000 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

MOVED by Deputy Mayor Bress, seconded by Councilor Black-Burke to approve an ordinance entitled, "AN ORDINANCE APPROPRIATING \$260,000 FOR COSTS IN CONNECTION WITH TOWN AND SCHOOL FACILITY PAVING IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$260,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Motion Passed 8-0-0

## 12) NEW BUSINESS

- a) Presentation of October 2022 Grand List.

Larry Labarbera, Town Assessor, stated, the overall net taxable Grand List is increasing by \$246.25 million over October 1, 2021. The October 1, 2022 Net Taxable Grand List totals \$3,557,606,126 which is 7.44% greater than last year. This increase is significant and largely related to investments regarding the Amazon facility on Kennedy Road. By comparison, the past two years of the Grand List experienced the following changes:

- October 2021 GL increased \$104M or 3.24% over October 2020
- October 2020 GL increased \$58.4M or 1.85% over October 2019

Below is a recap of changes by property category compared to the October 2021 Grand List.

- Real Estate – increase of \$93,050,888 or 3.62%
- Personal Property – increase of \$136,986,786 or 30.17%
- Vehicles – increase of \$16,214,463 or 5.61%

The real estate category increase is largely related to the incremental phase-out of the tax agreement at the Amazon facility on Kennedy Road (\$31.8M) as well as new construction of

several flex industrial buildings, improvements to Travelers' University on Lamberton Road and new homes at Poquonock Village Commons (\$1.8M).

Personal Property reflects a very substantial net increase of nearly \$137 million or 30.17%. While various manufacturing, telecommunications and financial related companies made reinvestments in equipment, computer / data information systems, the installation of equipment at the Kennedy Road Amazon facility was responsible for the vast majority of the new assessed valuation in Personal Property.

The Motor Vehicle portion of the Grand List increased by nearly \$16.2 million or 5.61% over October 1, 2021. This is due to increased market value as well as the addition of vehicles registered. According to data provided by the CT Department of Motor Vehicles, the number of registered vehicles as of October 2022 was 27,153. This is up from 26,585 vehicles one year ago. The increase in registered vehicles is partially due to increases in commercial fleet vehicles. Vehicle values are determined using *JD Power* pricing guides which reflect an overall increase and/or maintaining of values.

Town Manager Souza stated that there will be a slight reduction from the overall 7.44% Grand List increase as we approach and use that for budget purposes. We have to take into consideration any potential evaluation appeals from Superior Court, any adjustments made by the Board of Adjustment Appeals, adjustments for senior tax exemptions, fire fighter exemptions as well as any Certificates of Correction, which is when automobiles are sold mid-year, adjustments that are made. When you see the budget it won't be the 7.44% this year but instead there will be a slight decrease. There are other components to the budget including other revenues that are from State Aid and other income that the town may generate that is not from taxes and the overall expenditure level.

Councilor Dobler asked about the increase in \$93 million to the Grand List for real estate along with the \$106 million under Personal Property, which is an increase of over 30%. It seems to him that the main drivers behind that were the Amazon buildings. Is that correct? Mr. Labarbera responded that was correct. Councilor Dobler then stated that the reason these are increasing is because of the tax abatements are starting to come off? Is that correct? Mr. Labarbera responded yes, that is correct.

Councilor Eleveld stated citizens will be receiving automobile taxes that might be more than last year and asked which book was used to determine the vehicle value? Mr. Labarbera stated it was *JD Power*. Councilor Eleveld stated that we use that book to figure the value of the vehicle. If anyone has an issue with that, they can look at the NADA or *JD Power* book to get a good feel of where their vehicle value is, at least for tax purposes. Is that correct? Mr. Labarbera stated that is correct and we use 70% of the average retail value.

Town Manager Souza stated that it is an extraordinary percent increase for the Grand List. When you look at our past two Grand Lists, overall for the October 2020 Grand List the increase was 1.85% and for October 2021 it was a 3.25% increase. This is an extraordinary increase and provides the ability for the Town Council to make their policy and service delivery decisions as they go through the budget process for FY 24 and beyond.

Councilor Walker commented that things are looking up in the budget process. We have a lot of revenues coming in and he wanted to say all the better for us to sharpen our pencils and come up with no tax increase.

Councilor Smith asked if there are any projections as to what will happen next year. Do you expect the same increase next year? Mr. Labarbera responded that one thing that is going on for next year is the 2023 revaluation. So it will be a whole new ball game with the real property values. Vehicles and personal taxes will more than likely stay about the same. There's also something on the table about motor vehicles at the legislative level where we might do a whole new approach to motor vehicles. They are working on that now to see if we can actually accomplish that by 2023 or if it should be postponed for another year. There are many things in play right now so it's hard to estimate what the Grand List would look like.

Town Manager Souza added that Mr. Labarbera is referring to state law that was adopted a year ago regarding how municipalities value motor vehicles. With the state law, as it is currently written, the schedule would go into effect for the October 2023 Grand List and cars would be valued at the depreciated MRSP valuation. As an example, if you bought your car eight years ago, that is the value they would start at, and it would be depreciated on a set scale. It is projected that most vehicles would be assessed at a notably different level. From a policy prospective, in getting uniformity and in terms of taxing motor vehicles, all communities will have to take a hard look at what that does because it is being projecting that there could be a potential decrease in the overall value of the motor vehicle portion of the Grand List. There are also logistical challenges for software vendors and the DMV to have that in place adequately to do the Grand List nine months from now. There is potentially that in part or for all portions of the Grand List that might be delayed beyond the October 2023 Grand List. We will continue to watch that. Just as other municipalities, we may see a decrease in the motor vehicle portion of the Grand List which then gets shifted unless the State of CT is able to provide some reimbursement to communities, which he believes at this time that it would be cost prohibitive at the State level to do. If that is the case, it gets shifted over to some other revenue source the town has, i.e., the real estate mill rate.

Town Manager Souza stated that in terms of other economic growth, we do project that we will have economic growth on the grand list, but do not see a growth in the personal property valuation as we did this year. There are no projects of that scale that would be coming down the line between now and October of 2023. We do see other economic development growth more in line to what we've seen in previous years.

Councilor Smith asked if the mill rate is capped for motor vehicles. Town Manager Souza stated it will remain capped at 32.46 for Fiscal Year 2024. So that won't really be a big impact on Windsor motor vehicle owners as opposed to Hartford where there was a high mill rate on motor vehicles correct? Town Manager Souza responded that 32.46 was in place for this past July's billing and will be in place for the upcoming July billing as well. What will be the difference is if they do go through with changing the valuation on how they value cars. That could be a notable difference depending on the age of the car and how many you have in your household.

Councilor Eleveld asked what the depreciation schedule is. Mr. Labarbera responded roughly 10% per year. That is the present proposed amount. Councilor Eleveld added with

the base of 10%-20% of the original price of the vehicle correct? Mr. Labarbera responded that the bottom line would be about 10% of the original price. Councilor Eleveld gave an example of a vehicle depreciation. Councilor Eleveld then stated with a used cars, it loses a lot more value in the first year than it does in the second year. So that will cost taxpayers more money. Mr. Labarbera stated it could potentially.

- b) Authorize \$800,000 in American Rescue Funds for the L.P. Wilson Pickleball and Tennis Court project

MOVED by Deputy Mayor Bress, seconded by Councilor Black-Burke that \$800,000 in American Rescue Funds be authorized to fund the LP Wilson Pickleball and Tennis Court project.

Town Manager Souza gave an overview of the financing for the project. The Town Council had set a framework for the American Rescue Funds. As part of that framework, there was a potential allocation of approximately \$5.1 million that would go toward capital projects. We would like to propose to the Town Council that this project be funded using American Rescue funds. This will help to reduce our long term debt service liability and save up to \$300,000 in interest if we had done this project as a typical bond this spring. We have, at this point, allocated \$550,000 for the project out of the \$5.1 million and those are contingent upon other grants. Both this project and the John F. Kennedy School HVAC project are proposed to come out of the American Rescue Funds allocation.

Bob Jarvis, Director of Public Works/Town Engineer, stated that based on community input and the continued growth in popularity of pickleball, the proposed project scope has been modified to include six dedicated pickleball courts two tennis courts and a shade structure. The project approach and timing has been adjusted to utilize a design – build contract similar to what was used when rebuilding the High School tennis courts in 2020. This approach allows the project to be constructed this calendar versus in 2024.

The existing courts will be replaced with a post-tension concrete foundation and surface. New netting posts, perimeter chain link fencing and sound/wind screens will be installed. It is planned to reuse the current lighting system. Post-tensioned concrete courts can more readily accommodate the inherent inconsistencies in subsoils without settling and heaving, providing a better uniformity of play, have lower maintenance costs and a longer life span without structural cracking.

It is recommended the project be cash funded with American Rescue Fund resources versus bonding. This would mitigate overall long-term debt service burden and save an estimated \$320,000 in interest costs over a 15 year period. The expected construction timeframe is up to 90 days depending on weather conditions.

Councilor Eleveld asked why this costs \$800,000. There's an existing tennis court. Are we repaving or ripping everything out? Mr. Jarvis responded that the existing tennis courts will be reclaimed (material gets ground up and left in place) and the surface would be a poured post-tensioned concrete surface similar to the high school tennis courts. It does result in a longer lasting and more durable surface. Also included is a 10' chain link fence which does

add to the cost and we are finding the costs are in line with the high school courts. Councilor Eleveld stated he sees the need but it's still a lot of money.

Councilor Walker stated asked what are we doing for security. Are we improving lighting, are we installing some cameras? Mr. Jarvis stated the present lighting was determined to be adequate for the safety and security of the site. Cameras, although not included in the base bid for the project, can certainly be included if contingency money is left or it could be included from another avenue should the need warrant that.

Town Manager Souza added that Paul Norris, the Recreation & Leisure Services Director, is online virtually. Town Manager Souza stated he knows that there are interior cameras at L.P. Wilson but does not recall if there are exterior cameras on the north end of the building. He asked Mr. Norris to give an update on that. Mr. Norris stated at this time, there are cameras on the exterior walls that go around the entire L.P. Wilson facility.

Town Manager Souza added that the tennis courts are very close to the north side of the building. He asked Mr. Norris if that would cover the pickle ball/tennis court area. Mr. Norris said it covers most of the parking area.

Deputy Mayor Bress thanked Councilor Walker for that question and for the thoughtful answer. That is something that is important moving forward. She'd also like to thank the Town Improvements Committee and staff for their work in pushing this forward as it's also a response to the community. This is a wonderful use of the American Rescue Funds as one of the categories was the health of our community.

Motion Passed 7-0-1 (Councilor Gluck Hoffman abstained)

- c) Approve submittal of LOTCIP Grant Application for International Drive Pavement Rehabilitation- Phase 2

MOVED by Councilor Dobler, seconded by Councilor Eleveld that staff is authorized to submit a grant application to the Capital Region Council of Governments for the following project under the Local Transportation Capital Improvement program--"International Drive, Southbound Reconstruction."

Bob Jarvis, Director of Public Works/Town Engineer, stated that in 2020, the Town submitted applications for state funding, through LOTCIP, for the pavement rehabilitation of International Drive. Due to maximum grant award limits, the project was split into two phases; northbound and southbound. Phase 1 (Northbound) was selected for funding under the 2020 LOTCIP solicitation. Phase 2 (Southbound) was submitted for consideration under the 2022 LOTCIP solicitation and was not selected for funding. We are proposing to submit another funding application during the current round of solicitations. We are optimistic that the second phase of the International Drive pavement rehabilitation project will be awarded a LOTCIP grant for construction under the 2023 LOTCIP solicitation.

The LOTCIP program is structured such that the town is financially responsible for the design of the work. The state then funds 100% of the construction phase of the project. Town Council appropriated funding for the design of Phase 1 and Phase 2 at their November 2, 2020 and

June 7, 2021 meetings. The designs of Phase 1 and Phase 2 have been completed. Phase 1 was bid recently and construction of that phase is expected to commence this spring.

Town staff is preparing the grant application for International Drive Roadway Improvements - Phase 2 (Southbound). The proposed project will remove all asphalt and place 8" of new bituminous concrete along the Southbound Lanes of International Drive. In areas of less than 6" of granular base, additional processed aggregate will be placed and compacted.

Town Manager Souza pointed out the work that Mr. Jarvis has done under this program. We have received over \$10 million in LOTCIP grants. That might not be in total the greatest number of dollars that have been awarded, but as a mid-sized suburban community, we have the most LOTCIP grant awards than any other town. He thanked Bob Jarvis and his team for pursuing these grants. Hopefully soon we'll be successful with this one that goes in if the Council approves it.

Motion Passed 7-0-0 (Mayor Trinks out of the room)

- d) Approve an appropriation of \$140,000 from the General Fund Unassigned Fund Balance for design of Sage Park Middle School Floor Moisture Mitigation project

MOVED by Councilor Dobler, seconded by Councilor Eleveld that \$140,000 be appropriated from the General Fund Unassigned Fund Balance for the Sage Park Middle School Slab Moisture Mitigation Design project; and the project be referred to the Public Building Commission for project oversight.

Bob Jarvis, Director of Public Works/Town Engineer, and Whit Przech, Building Facilities Manager gave an overview of the project. Mr. Jarvis stated that the current moisture content of the concrete slab is recorded at 98%. Poor moisture prevention under the concrete slab is the main cause of the seepage through the slab, along with a high water table. The water seepage continues to compromise the VCT tile in affected rooms, the wood flooring in the small gymnasium, and it also presents potential mold issues.

The design services for this project will include further field investigation of the causes and will also include the design of corrective measures. Further coring and testing of the slab and subsurface conditions, at select locations, will provide additional understanding of the rate at which moisture vapor is emitted from the existing slab. The scope of the design work will address the select removal of existing flooring and adhesives, preparation of existing concrete slab, treatment of slab joints and interconnections, and application of a vapor control system. Evaluations of problematic conditions, based on a certified moisture test report, and recommendations of corrective actions to be taken, will also be included.

Councilor Eleveld stated that we had discussed this program about a month ago in these chambers. Is that correct? Mr. Jarvis stated yes. Councilor Eleveld said with this investigation we will find what the cause is. If there were errors in the construction, it's very unlikely we will not have any recourse, correct? Mr. Jarvis agreed. Councilor Eleveld asked if insurance would pick up any of the costs. Town Manager Souza said that it is not anticipated.

Councilor Dobler stated that this was discussed in length in the Town Improvements Committee. When this was first done it was obviously done incorrectly, is that right? Mr. Jarvis said yes, we think so. Councilor Dobler asked if there are any current mold issues. Mr. Jarvis stated there are not at this time. Mr. Przech added the recent addition of air conditioning in the building will not help with the humidity levels. Councilor Dobler asked if we do move forward with this, from a time stand point, would we be looking to do this during the school year or during the summer months? Mr. Przech stated that it will more than likely be done during the summer months when the school is empty.

Councilor Black-Burke asked if we are stating that mold is not an issue or is this being done for prevention purposes? Mr. Przech stated that we are doing the project to try and prevent any mold build up.

Deputy Mayor Bress commented on the timing of the project. She stated that if we do it in the summer, there will be programs for the kids going on at that time. She wonders if we are thinking of contingency plans for that or will this work be contained in such a way that those programs will be able to move forward? Town Manager Souza stated that we would look at that as we go through the design. The school facilities manager will be a part of that process as will Board of Education administration. Those are all factors that will be taken into consideration. He's hoping that given the size of Sage Park and the relatively small percentage of the building that will be impacted, that with some logistical changes, we'll be able to meet those program needs.

Motion Passed 7-0-0 (Mayor Trinks out of the room)

- e) Authorizing the JFK School HVAC Project in the amount of \$770,000 utilizing \$500,000 in Board of Education ESSER III grant funds and \$270,000 in American Rescue Funds.

MOVED by Councilor Dobler, seconded by Councilor Eleveld to authorize the JFK School HVAC System Project – Phase II in the amount of \$770,000 and it be funded through \$500,000 in Board of Education ESSER III grant funds and \$270,000 in Town American Rescue Funds; and that the project be referred to the Public Building Commission for project oversight.

Bob Jarvis, Director of Public Works/Town Engineer, and Whit Przech, Building Facilities Manager gave an overview of the project. Mr. Jarvis stated that the JFK Elementary School was built in 1965. The original building is 41,000 sq. ft. In 2018 a HVAC project was bid and the resulting bids received exceeded the estimated costs resulting in several project components being deferred to reduce the project scope. The current proposed project is to address the items removed from the 2018 project. It is recommended the project be funded using a combination of Board of Education Elementary and Secondary School Emergency Relief Fund III (ESSER III) grant funds and the town's American Rescue Funds.

The construction services proposed for the project include replacement of the original gymnasium HVAC units with air conditioning units, complete air conditioning of hallways, replacement of unit wall heaters, and replacement of fresh air make-up unit in the kitchen. The new equipment will be connected to existing Building Energy Management System to control and conserve energy usage.

Councilor Eleveld asked what sort of a system is being put into place? Mr. Przech responded the units in the hallway will be heat pumps and the rooftop unit that will serve the gymnasium will also be a heat pump with existing hot water heating coils. Councilor Eleveld stated that we are using the most efficient energy system available at this time and will not be using fossil fuels correct? Mr. Przech responded that is correct.

Motion Passed 7-0-0 (Mayor Trinks out of the room)

f) Reapproving FY 2022 Purchase Order

MOVED by Councilor Dobler, seconded by Councilor Black-Burke that the FY 22 General Fund open purchase order #22251 by re-approved until June 30, 2023

Town Manager Souza stated that on June 20, 2022 the Town Council reviewed and approved extending sixteen FY 22 outstanding year-end General Fund purchase orders through October 17, 2022. On October 17, 2022, the Town Council reviewed and approved extending seven of the original sixteen outstanding year-end General Fund purchase orders through February 6, 2023.

Presently there is one FY 22 General Fund open purchase order in the amount of \$5,940 that is requested to remain encumbered. This item remains on back-order due to supply chain logistics.

Town of Windsor						
FY 22 Year-End General Fund Open Purchase Orders						
As of February 6, 2023						
Department	P.O. #	Req. Date	Quote Date	Vendor Name	Product / Service Description	Open Amount
<i>Safety Services - Police Uniformed Patrol</i>						
Other Capital Equipment	22251	3/3/2022	2/14/2022	Stryker Sales Corporation	Lifepak 1000 AED w/ graphical display	\$5,940

Councilor Eleveld asked if these are replacements or new units. Town Manager Souza stated that he believed these are replacement units.

Motion Passed 7-0-0 (Mayor Trinks out of the room)

**13) RESIGNATIONS AND APPOINTMENTS**

MOVED by Deputy Mayor Bress, seconded by Councilor Smith to accept with regret the resignations of Rebecca Jacobsen from the Human Relations Commission and Linda Massa from the Human Relations Commission.

Councilor Smith asked Deputy Mayor Bress if the Personnel Committee does exit interviews when people resign from a committee. Deputy Mayor Bress responded that they do not. However, a resignation letter needs to be submitted to the town in writing with an official signature on it in order for the person to resign. Staff person Helene receives those letters. Councilor Dobler expressed that he thought it was curious that two individuals on the Human

Relations Commission resigned at the same time. Is that an internal issue or is that a coincidence? Deputy Mayor Bress stated that it's not an internal issue. She did see the resignation letters and the reasons for both were personal ones.

Councilor Black-Burke stated a lot of times when we see resignations they will share their reason for leaving. Many times it's for a personal reason.

Motion Passed 8-0-0

**14) MINUTES OF PRECEDING MEETINGS**

a) Minutes of the January 17, 2023 Regular Town Council Meeting

MOVED by Deputy Mayor Bress, seconded by Councilor Smith to accept the minutes of the January 17, 2023 Regular Council meeting as presented.

Motion Passed 6-0-2 (Councilor Black-Burke and Dobler abstained)

**15) PUBLIC COMMUNICATIONS AND PETITIONS**

**16) EXECUTIVE SESSION**

**17) ADJOURNMENT**

MOVED by Councilor Gluck Hoffman, seconded by Councilor Eleveld to adjourn the meeting at 9:34 p.m.

Motion Passed 8-0-0

Respectfully Submitted,

Helene Albert  
Recording Secretary