



Council Agenda

Council Chambers
Windsor Town Hall
October 16, 2023



Zoom Instructions

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7:20 PM Public Hearing

To hear public comment regarding the proposed amendments to the Town Center Tax Increment Financing Plan

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER OR REFLECTION – Councilor Gluck Hoffman
3. PLEDGE OF ALLEGIANCE – Councilor Gluck Hoffman
4. PROCLAMATIONS/AWARDS
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. COMMUNICATIONS FROM COUNCIL MEMBERS
7. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Public Building Commission
 - b) Metropolitan District Commission
8. TOWN MANAGER'S REPORT




-
9. REPORTS OF STANDING COMMITTEES
 10. ORDINANCES
 11. UNFINISHED BUSINESS
 - a) *Approve proposed amendments to the Town Center Tax Increment Financing Plan (Town Manager)
 12. NEW BUSINESS
 - a) *Approve an appropriation of \$25,000 from the Capital Projects Fund Unassigned Fund Balance for design services related to the Basswood Road Rehabilitation Project (Town Manager)
 - b) *Approve use of \$75,000 in FY 24 Community Investment Funds and \$30,000 from Town Clerk Special Revenue Account for improvements to the Town Clerk's Office (Town Manager)
 - c) *Approve use of \$60,000 in FY 24 Community Investment Funds and \$80,000 in donated funds for Windsor Food Bank improvements (Town Manager)
 - d) *Approve acceptance of \$15,000 Connecticut Department of Economic & Community Development grant related to youth violence prevention (Town Manager)
 - e) *Approval of Fiscal Year 2023 Open Purchase Orders until January 2, 2024 (Town Manager)
 - f) Town Manager Annual Performance Evaluation (Deputy Mayor Bress)
 13. *RESIGNATIONS AND APPOINTMENTS
 14. MINUTES OF PRECEDING MEETINGS
 - a) *Minutes of the October 2, 2023 Regular Town Council Meeting
 15. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
 16. EXECUTIVE SESSION
 - a) Discussion concerning the appointment, employment, performance, health or dismissal of a public officer or employee (Town Manager evaluation)
 17. ADJOURNMENT

Agenda Item Summary

Date: October 16, 2023

To: Honorable Mayor and Members of the Town Council

Prepared By: Patrick McMahon, Economic Development Director

Reviewed By: Peter Souza, Town Manager 

Subject: Windsor Center Tax Increment Financing District Master Plan – Technical Amendments

Background

The Town Council adopted the Windsor Center Tax Increment Financing (TIF) District Master Plan on October 17, 2022. The Master Plan contains a list of parcels that are within the TIF District. It has been determined that six property cards were inadvertently left off the list of parcels in the District. It is recommended to amend the District Master Plan to ensure accuracy as to the Original Assessed Value of the District by which TIF revenue and revenue to the general fund is calculated. The District Master Plan can be amended by the Town Council after a properly noticed public hearing, which has been scheduled for Monday, October 16th at 7:20 p.m.

Discussion/Analysis

It is important to have an accurate accounting of parcels with the TIF District in order to establish the Original Assessed Value (OAV) of the District. The OAV is the baseline to determine any Incremental Assessed Value (IAV) generated within the district each year – a portion of which will be reinvested within the District (75%) and a portion will be deposited into the General Fund (25%).

To incorporate the six property cards in the District Master Plan there are several resulting proposed amendments needed that are outlined below and in the attached red-lined District Master Plan.

Amendment 1 (Exhibit A of attachment)

The following parcels and their assessments were not included on the parcel enumeration and should be added:

Location	Property Use	Taxable Real Property	Non Taxable Real Property	Total
29 Poquonock Ave.	Restaurant Parking	52,430		52,430
56 Poquonock Ave.	Commercial Condo	111,440		111,440
58 Poquonock Ave.	Commercial Condo	64,890		64,890
152 Broad Street	Store	382,270		382,270
330 Broad Street	Restaurant (Dom's)	137,060		137,060
38 Central Street	US Govt (Railroad)		3,220	3,220
Totals from these properties		748,090	3,220	751,310

*152 Broad Street is part of the Founders Square redevelopment at 144-152 Broad Street.

With these parcels included, the total taxable real property (OAV) changes by \$748,090.

Existing District Master Plan OAV figure:	\$43,524,768
Value from added parcels:	<u>\$748,090</u>
Amended District Master Plan OAV figure:	\$44,272,858

Amendment 2 (page 7 of attachment)

Under state law, no more than 10% of taxable real property can be contained within all TIF Districts combined. This percentage is derived by dividing the taxable assessed value in the District (\$44,272,858) by the gross taxable grant list as of October 1, 2021 (\$2,676,734,678). The addition of the six parcels results in an increase in the percentage from 1.63% to an amended figure of 1.65%. Please note Windsor Center TIF District is the only established TIF District to date.

Amendment 3 (Exhibit A, page 17 of attachment)

The property card address for Geissler’s Supermarket is 318 Broad Street instead of 330 Broad Street.

Amendment 4 (Exhibit D, page 25 of attachment)

Exhibit D – Forecasted Estimate of Captured Assessed Value (CAV) and Incremental Tax Revenue over a 20 year period has been updated to incorporate the assessed values of the six missing properties, as well as to account for input error in row 1 of the ‘Remainder of District’ column. These changes do not substantially change the estimates for total incremental tax revenue and the allocations to the TIF account and General Fund.

Total Incremental Tax Revenue Before Amendment:	\$16,443,987
Total Incremental Tax Revenue After Amendment:	\$16,440,950
75% Capture for District Before Amendment:	\$12,332,990
75% Capture for District After Amendment:	\$12,330,712
25% General Fund Before Amendment:	\$4,110,997
25% General Fund After Amendment:	\$4,110,237

Financial Impact

These amendments are technical in nature, do not substantially change the finances of the District, and provide for a corrected base from which to determine incremental values and TIF revenue generation.

Other Board Action

The Economic Development Commission and the Windsor Center TIF Advisory Committee considered the District Master Plan technical amendments at its September 20, 2023 meeting and recommended the action to the Town Council and Town Manager.

Recommendations

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

“MOVE to approve the amended Windsor Center Tax Increment Financing District Master Plan as attached.”

Attachments

Windsor Center Tax Increment Financing District Master Plan Redlined Draft



Windsor Center Tax Increment Financing District Master Plan

Town Council Adopted: October 17, 2022

[Amended:](#)

DISTRICT MASTER PLAN

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- Exhibit A – District Boundary Map and Parcel Identification
- Exhibit B – Assessor’s Certification of Original Assessed Value (OAV)
- Exhibit C – Map of Planning Area for TOD Master Plan
- Exhibit D – Estimate of Captured Assessed Value (CAV) and Incremental Tax Revenue
- Exhibit E – Written Advisory Opinion of the Planning and Zoning Commission
- Exhibit F – Public Hearing Notice
- Exhibit G – Public Hearing Minutes
- Exhibit H – Town Council Resolution

I. INTRODUCTION TO THE WINDSOR CENTER DISTRICT

The Town of Windsor, a municipality organized under the laws of the State of Connecticut, plans to enhance and revitalize its historic downtown known as Windsor Center.

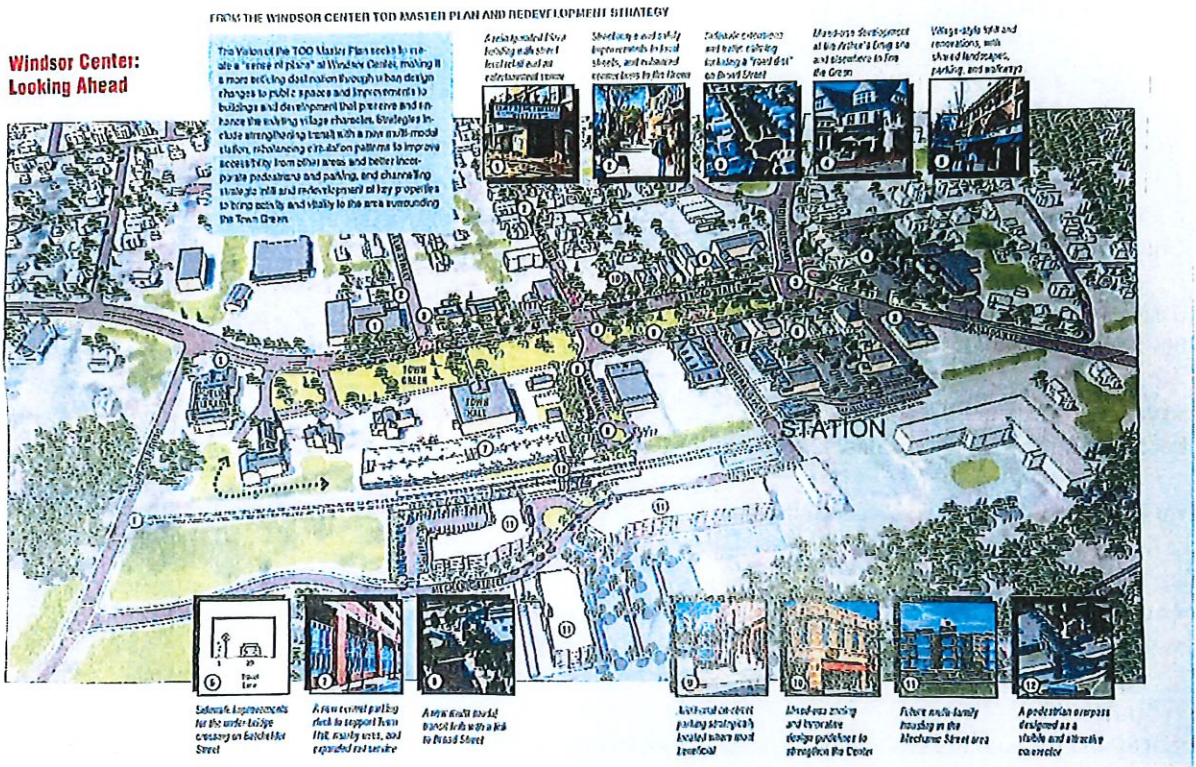
The residents of Windsor and its Boards and Commissions have identified the enhancement of the Center as a top priority as indicated in the Town of Windsor's Plan of Conservation and Development and Windsor Center Transit Oriented Development Master Plan.

Based on a series of workshops and planning exercises, participants in the Windsor Center transit-oriented development planning process developed an overall vision for the future of Windsor Center, which is as follows:

- **Walkable and Connected** – a compact district that takes advantage of transit and reinforces all of the uses by becoming an increasingly walkable, well-connected cluster of uses, places, services, and amenities;
- **Vibrant and Diverse Uses** – a vibrant district that boasts a diverse mix of uses that enhances the area as a place to live, work, visit, and play;
- **Accessible and Safe** – a convenient district that is easy to access from other areas and allows pedestrians, bicycles and automobiles to get around safely and efficiently; and
- **Attractive and Distinctive** – a clearly defined district through the urban design of its streets, ways and public spaces and through the consistent qualities of its constituent buildings that preserve and enhance the existing village character and historic and iconic assets, while encouraging new uses that provide additional attractions for people to come to the Center.

Broadly the objectives of this District Master Plan are to:

- Expand the economic vitality of the Town of Windsor;
- Provide new employment opportunities, and retain existing employment;
- Expand housing choice for all types of households;
- Construct or improve physical facilities and structures through the (re)development of commercial, residential, retail, mixed use, transit-oriented development and downtown development;
- Capitalize on unique assets such as the Farmington and Connecticut Rivers, the Town Green, and the Hartford Line commuter rail;
- Maximize the use of existing infrastructure; and,
- Implement the goals and objectives contained within the adopted *Town of Windsor Plan of Conservation and Development* and *Windsor Center Transit Oriented Development Master Plan*



Windsor Center Transit Oriented Development Planning Efforts

From 2012 to 2014, the Town undertook a community-based planning process to prepare the Windsor Center Transit-Oriented Development Master Plan (TOD Plan). This planning and facilitation study was intended to optimize the potential for town center development by identifying the key opportunities, identifying obstacles to redeveloping selected sites, completing a market analysis, and coordinating train station development with existing development and other transit services.

Housing is a key to support existing small businesses and spur additional enterprises to locate in the town center. The households residing in new market rate, workforce and senior housing will add vitality and generate daily economic activity. Opportunities for appropriately scaled and designed in-fill housing exist at several locations including Windsor Center Plaza (a.k.a. Arthur's Plaza), former Fusco site (20-26 Poquonock Avenue), and the Mack Street and Poquonock Avenue intersection.

Another important strategy is to bring both town residents and visitors to the town center on a more regular basis. This can be accomplished through continued programming at the Windsor Art Center, additional community events, creation of new entertainment or leisure attractions as well as new restaurants and shops. Completing the revitalization of the historic Plaza Building provides a catalytic opportunity. There are also other opportunities and locations that could contribute to bringing more individuals to the town center through creative partnerships.

With over 55,000 square feet of existing space, the various buildings located within the area bounded by Central and Union Streets, represent an opportunity to strengthen existing small businesses and attract new enterprises. The current mix of uses lends itself to attracting customers throughout the day and into the evening hours. By continuing to facilitate a number of relatively small incremental steps through a set of collaborative partnerships, this block could be enhanced.

A fourth strategic area relates to mobility. Mobility in terms of walking, traffic / parking management, coordination of multi-modes of transportation (trains, buses, bikes) is crucial to build upon the center's existing

compact, walkable nature. This strategy includes finding ways to link the east and west sides of Broad Street to take advantage of the many current and future transportation assets in the town center.

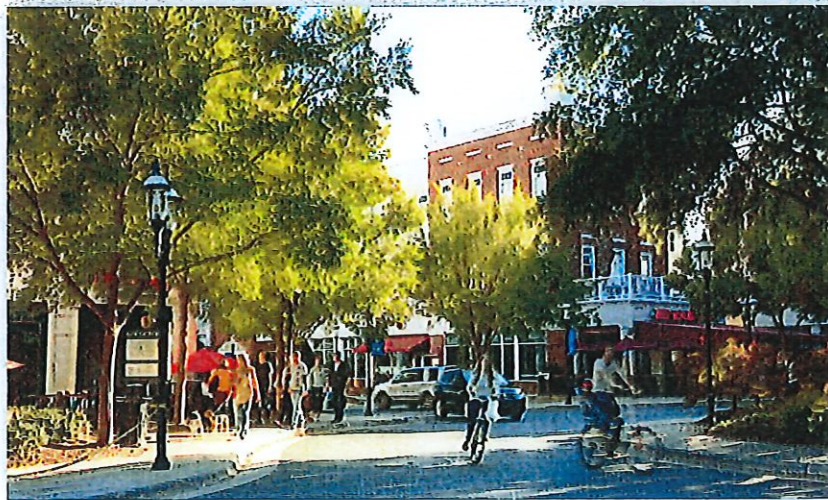
A significant mobility-related recommendation of the study is the reconfiguration of Broad Street to reduce the number of through lanes from two in both directions to one in each direction with dedicated turn lanes and the addition of formalized on-street parking. The goal is to reduce vehicle speed, shorten the distance of pedestrian street crossings and add more convenient parking. In FY21, the Town Council authorized staff to pursue this strategic recommendation through authorizing design. Partial project funding from the State of Connecticut in the amount of \$1.2 million has been awarded to date largely through the advocacy of State Representative Jane Garibay.

Lastly, the plan identified a number of actions that the town could employ to incentivize further investment in the town center. These include targeted financial assistance, adjustments to zoning regulations, and investments in roadways, sidewalks and coordinated/shared parking areas. The town has done this through offering a Façade Improvement Program, pursuing grants to construct sidewalks on Batchelder Road and Mechanic Street, as well as modifying zoning regulations and offering project-based incentives.

Windsor Center as a Community Focus

Prior to the potential use of Tax Increment Financing (TIF), the citizens of Windsor and its Boards and Commissions have supported revitalization through our annual budget. The Town has also pursued state grants for revitalization, such as the recently awarded Connecticut Communities Challenge Grant. The new TIF tool will be an important additional funding source to implement needed improvements.

One outcome of Windsor's multi-year and numerous planning efforts for the area is the consensus that a focus and commitment to revitalization is important. With the implementation of the Windsor Center TIF District Master Plan, and the enhancement of the Town's traditional business district, the Town envisions significant private investment in new business ventures, major redevelopment, rehabilitation of



historic properties, and new public infrastructure that will benefit the local community and economy. The Town foresees the enhancements funded through TIF will add to the Center's vibrancy and will successfully attract new businesses, visitors, and consumers, and maximizes its potential as one of Connecticut's great downtowns

Justification for Creation of the Windsor Center TIF District

The Windsor Center TIF District Master Plan seeks to combat sprawl and maximize the utilization of infrastructure already in place. Full implementation of this Plan will result in private investment that will generate new tax revenue to be used for implementation and sustainment of the development strategy. This program exemplifies the community's desire to undertake planned growth and development, and authorizes project costs such as administration, public projects, development incentives, and reimbursement of any bonded indebtedness which may occur to meet the needs of the development strategy. Furthermore, the provision of jobs for area residents creates opportunity, and stimulates our local economy. Therefore, this development strategy and the goals set

forth within contribute toward the advancement of the Town's goals to provide new employment opportunities, broaden the tax base, and improve our local economy.

This development strategy seeks to accomplish and contribute to the economic growth and betterment of the general health, welfare, and safety of the residents of Windsor. As such, the Town's designation of the District and creation of the Windsor Center Development Fund constitute a good and valid public purpose. Without the development strategy, the Windsor Center area will not reach its economic and community development potential.

The Mechanism of TIF as an Economic and Community Development Tool

Creating a Windsor Center TIF permits the community to establish a baseline of present property values to be known as Original Assessed Value (OAV) from which new incremental value will be calculated. A portion of the real property taxes generated from new incremental value in the district can be captured for use in the district. This plan calls for the use of 75% of the new taxes generated in the district to be utilized for downtown area related projects. By establishing a baseline of values and using the revenue for downtown-related projects, it creates a fund to offset those project costs in lieu of raising the funds through property taxes. This fund might be thought of as a forced savings account, which, due to its existence, may mitigate the tendency to delay necessary projects or improvements due to budgetary constraints.

This TIF shall provide capital reinvestment revenue for the Windsor Center district. Each project represents an important piece in the core development of the Center district and will play a significant part in maintaining the unique physical qualities of Windsor with access to retail and service activities. The investments are also meant to spur and assist with other economic development activities. Projects like downtown enhancement and railroad station area improvements are important for the historic fiber of Windsor Center and the fiscal health of the Town. In other cases, such as the Broad Street functional and streetscape improvements the projects are meant to address basic infrastructure needs that will serve residents and visitors alike. Improving mobility and accessibility will enhance the Windsor Center experience, improve pedestrian and vehicular safety, and positively impact property values.

The development fund from the TIF proceeds may be used to support economic development, assist in the retirement of debt related to projects, or be used annually toward individual projects identified below.

Over time, the development fund use will become more refined, but will be visited annually by town staff, the TIF Advisory Committee and Town Council as part of the annual budget approval process. Said annual review will include input from town staff, key stakeholders and citizens.

In Summary

Tax increment financing is a proven method of strengthening ties between businesses, the community, and the broader regional economy. To facilitate enhancement of the area, it is imperative that we acquire the ability to leverage initial investments occurring within Windsor Center as a catalyst for further investments. The Town of Windsor, in adopting this development strategy, will create a municipal Tax Increment Financing District. Tax increment revenues will be made available for several projects; some projects that are general in nature, and others that are site specific. The Town desires to capture 75% of the new incremental assessed valuations within the district. The TIF District will remain in place for a period of 20 years from adoption and will include tax increment revenues solely on real property.

The TIF District becomes effective upon adoption by the Town.

II. LIST OF THE TAX IDENTIFICATION NUMBERS FOR ALL LOTS OR PARCELS WITHIN THE TIF DISTRICT

As of October 1, 2021, the Original Assessed Value (OAV) of the taxable real property in the Windsor Center TIF District is \$~~43,524,768~~44,272,858. The Assessor's Certificate of Original Assessed Value is included as Exhibit B.

The OAV of all proposed and existing TIF Districts in the Town (taxable real property) may not exceed the state-established maximum of 10% of the total taxable real property in the Town as of October 1 of the year immediately preceding the establishment of the tax increment district. The Town of Windsor does not have any pre-existing TIF Districts. Therefore, the OAV of proposed and existing TIF Districts in the Town of Windsor (taxable real property) represents 1.63% of the total taxable property in the Town as of October 1, 2021. As shown in Table 1, below, the OAV within all proposed and existing TIF Districts in the Town is below the state maximum.

Table 1: Original Asset Value (OAV) as a Percent of all Town Taxable Real Property

OAV, Proposed Windsor Center TIF District (Taxable Real Property)	\$ 43,524,768 <u>44,272,858</u>
OAV Existing TIF Districts (Taxable Real Property)	\$0
Total Proposed and Existing TIF Districts (Taxable Real Property)	\$ 43,524,768 <u>44,272,858</u>
October 1, 2021 Gross Taxable Real Estate Grand List	\$2,676,734,678
Total OAV within TIF Districts as % of All Gross Taxable Real Estate Grand List	1. 63 <u>5</u>

Throughout the term of the District, the Increased Assessed Value (IAV) shall always be calculated based on the OAV. Decreases in the Captured Assessed Value shall not obligate the Town to make up any shortfalls in Tax Increment Revenues. All assessed real property value captured in the Windsor Center TIF District will be added to the general tax rolls at the end of the District's term.

A map delineating the properties in the tax increment financing district is attached as Exhibit A.

III. DESCRIPTION OF THE PRESENT CONDITION AND USES OF LAND AND BUILDINGS

Windsor Center has a number of competitive advantages such as three state routes converging downtown, the beautiful town green and municipal buildings and the presence of the Hartford Line and bus transit. However, there are a number of properties in need of redevelopment, buildings in need of restorative work, and commercial spaces to fill with businesses. To strengthen the center as a vibrant, walkable, mixed-use district, it will take a variety of public and private sector actions to capitalize on the positive attributes and to address the hurdles or challenges. The challenges and opportunities of Windsor Center are well documented in the Plan of Conservation and Development and the Windsor Center Transit Oriented Master Plan. These plans outline goals, objectives, and a roadmap to implement a comprehensive revitalization of these areas.

Windsor Center has the elements necessary for a vibrant downtown and a comprehensive approach to revitalization is needed focusing in on the sense of place, historic preservation, small business assistance, promotion of events, transit improvements, and well-maintained public spaces.

The Town has made significant strides in enhancing Windsor Center over the last two decades through such efforts as the First Town Square and Windsor Station Apartments. The Town would like to capitalize on these investments to encourage additional private sector investment. The TOD Master Plan determined that a financial subsidy program would need to be in place to attract developers and that modification to zoning regulations

would be required to support Transit Oriented Development. The Town has updated the zoning regulations for Windsor Center and the Windsor Center Tax Increment Financing District will satisfy the need for financial support to developers.

IV. DESCRIPTION OF THE PUBLIC FACILITIES, IMPROVEMENTS, AND PROGRAMS TO BE ADDED OR FINANCED

Collaboration through a strong public/private partnership is essential to the revitalization of Windsor Center and to the success of this TIF plan. A key objective is to encourage private capital investment through improvements in the District accomplished by dedicating "captured revenues" for municipal maintenance and improvements. The Town's expenditures act to support and enhance the investor's capital commitment by ensuring well-maintained infrastructure and esthetics for the public.

The Town approves the following list of activities as eligible and authorized project costs.

Capital Costs, including but not limited to:

- The acquisition or construction of land, improvements, infrastructure, public ways, parks, buildings, structures, railings, street furniture, signs, landscaping, plantings, benches, trash receptacles, curbs, sidewalks, turnouts, recreational facilities, parking, transportation improvements, transit equipment, pedestrian improvements and other related improvements, fixtures, and equipment for public use;
- The acquisition or construction of land, improvements, infrastructure, buildings, structures, including facades and signage, fixtures, and equipment for commercial, residential, mixed-use or retail use or transit-oriented development;
- The demolition, alteration, remodeling, repair or reconstruction of existing buildings, structures, and fixtures;
- Historic preservation and restoration of buildings that are either eligible or listed on the State and/or National Register of Historic Places;
- Clean energy initiatives such as solar renewable energy, electric vehicle charging stations, etc.;
- Environmental remediation;
- Site preparation and finishing work; and
- Fees and expenses associated with the capital cost of such improvements, including, but not limited to, licensing, permitting, planning, engineering, architectural, testing, legal and accounting.

Financing Costs

Debt service payments, including closing costs, issuance costs, and bond retirement premiums, for indebtedness incurred for authorized project costs.

Professional Service Costs

Procurement of engineers, architects, planners, consultants, or attorneys, as needed, to facilitate implementation of the Transit Oriented Development Plan and Windsor Center District Master Plan.

Administrative Costs

Reasonable charges for the time spent by municipal employees, First Town Downtown, other agencies or third-party entities associated with the implementation of a district master plan.

Maintenance and Operation Costs

Costs of increased public services within the District that result from successful implementation of the Town's Plan of Conservation and Development Goals and Objectives, including but not limited to, increased public safety/security (police, fire, emergency), increased public maintenance (plowing, mowing, trash/litter removal, installation/replacement of marketing/promotion hardware, beautification), and increased utility costs

Technical and Marketing and Promotions Costs

- Marketing and promotion of events or programs organized by the municipality or First Town Downtown

- Establishing a permanent economic development revolving loan fund or targeted investment funds, to support municipal economic development strategies
- Providing skills development and workforce training for residents of the municipality

A. Municipal Costs, Public Facilities, and Infrastructure Activities within the District

Table 2 is a representative list of projects that could potentially benefit from the use of TIF revenue. However, the projects listed below may be completed with any combination of TIF revenue, general fund revenue, bonding, state and federal grants or other sources of funds.

Table 2 TIF District Project Costs		
Project/Program/Category	Description	Preliminary Estimated Cost
Transit Oriented Development Area Predevelopment	Planning, appraisals, environmental reports, legal for town-owned Mechanic Street Lot	\$50,000
Broad Street Complete Streets	Planning and construction of complete streets improvements including but not limited to sidewalks, bumpouts, signals, street furniture, landscaping, etc.	\$4,500,000
Palisado Avenue Corridor Improvements	Accessibility and aesthetic improvement from Windsor Center to Historic District including repairs to retaining wall	\$2,310,000
Poquonock Avenue Streetscape Enhancements	Implementation of streetscape enhancements including, but not limited to, sidewalks, bike paths, bike lanes, street furniture, landscaping, etc.	\$500,000
Public Facilities	Repairs to Town Hall, Library, Luddy House, Train Station, Freight House	\$1,000,000
Improvements to Town Property, Public Spaces, and Parks	For purposes related to the physical improvement of Windsor Center and equipment related to maintenance and upkeep.	\$500,000

Building Improvements	Implement Façade, Signage and Building and Safety Code Improvements program to support private sector investment	\$500,000
Support First Town Downtown	Downtown Manager responsible for 4 Point Approach to revitalization	\$50,000 annually
Small Business Revolving Loan Fund	A revolving loan fund program to support business growth and expansion in Windsor Center	\$250,000
Poquonock Avenue Access to Millbrook Open Space	Provide for access point to Millbrook Open Space from Poquonock Avenue including pedestrian bridge	\$500,000
Economic Development Studies	Economic development studies including planning, market analysis, marketing, feasibility, and associated consulting fees.	\$100,000
Other Economic Development Projects and Programs	Any other projects or programs deemed important for the economic development and improvement within the district	\$100,000

B. Municipal Costs, Public Facilities, and Infrastructure Activities outside of, but related to, the District

Projects costs outside of, but related to, the district that are directly associated with infrastructure improvement and public safety may use TIF funds. Table 3 are specific activities eligible to receive TIF funds and shall be limited to properties within the planning area for the TOD Master Plan shown in Exhibit C or immediately adjacent thereto.

Table 3		
Project Costs outside of, but related to, the District		
Project/Program/Category	Description	Estimated Cost
Neighborhood Streetscape Improvements	Implementation of streetscape enhancements including, but not limited to, sidewalks, bike paths, bike lanes, street furniture, or landscaping	\$200,000
Open Space and Park Improvements	Design and construction of enhancements to open space, trails and park facilities	\$250,000

V. DESCRIPTION OF THE COMMERCIAL, RESIDENTIAL, MIXED-USE OR RETAIL IMPROVEMENTS, OR TOD ANTICIPATED TO BE FINANCED IN WHOLE OR IN PART

Credit Enhancement Agreements (CEAs)

Credit enhancement agreements permit the "captured" property tax dollars to be channeled directly to the business doing the development. The money must be used for the project but the business is given considerable latitude in its use of these funds, unless stipulated otherwise by the municipality.

A portion of the captured tax increment may be used for a variety of private projects within the District; to include, but not be limited to Credit Enhancement Agreements (CEAs) for the rehabilitation or redevelopment of property, compliance with building codes, façade improvements, acquisition and demolition of privately owned property, and the provision of Revolving Loan Funds for inventory or operating capital and investments in real property.

Regardless of whether these projects are undertaken by existing property owners or future developers, all capital improvements made on private property for eligible qualified projects will be financed by each respective developer and become the sole liability of said developer. Additionally, all improvements must be done in compliance with local and state laws.

The Town of Windsor further proposes to enter into Credit Enhancement Agreements (CEAs), on a limited basis, within the structure of this District Master Plan and the Tax Increment Financing Policy set forth by the Windsor Town Council. The Town of Windsor, through a decade of planning, realizes the importance of development within Windsor Center, but more so the importance of development that conforms to the historical, social, and cultural characteristics of the community. CEAs provide the community a tool that is flexible and locally controlled to incentivize private development that conforms to its vision and goals.

The Town also asserts that it should assist developers that are willing to take a risk in innovative redevelopment/rehabilitation efforts within the District. As such, it makes sense for the Town to collaborate with these developers for projects that provide a direct public benefit. The Town has interest in collaborating in those specific real estate development projects that offer the greatest redevelopment potential and meet the Town's goals regarding land and building uses in the Windsor Center District. This is accomplished by identifying specific parcels of real estate within the District that the Town wishes to aid, and allocating a portion of the TIF proceeds to the project through a Credit Enhancement Agreement (CEA) with the property owner/developer.

CEAs may be negotiated individually with property owners or developers of properties listed on the Town's Priority Redevelopment Properties list. Financial incentives provided to individual owners/developers of these respective properties may be funded solely from the incremental tax revenues generated from their private investments. Furthermore, it must be demonstrated that investment would otherwise be inhibited but for the financial incentive. Tax increment revenues allocated for reimbursement to the developer or business as articulated in CEAs may not exceed 100% of the incremental tax revenue from any individual parcel, and the term of the agreement shall not exceed the number of years remaining in the life of the district. Each CEA must be in accordance with the Town's Municipal Tax Increment Financing Policy at the time it is executed.

VI. FINANCIAL PLAN

The Original Assessed Value (OAV) of the real taxable property in the District was \$43,524,76844,272,858 as of October 1, 2021. The Town of Windsor will capture seventy five percent (75%) of the increased assessed value of the real property located with the District for the duration of the 20-year term of the District. The TIF revenues so collected will fund and/or contribute to the funding of the approved projects, including such projects described in Tables 2 & 3.

1. Cost estimates for the public improvements and developments anticipated in the district master plan

Municipal approval of the TIF District Master Plan will not constitute a financial appropriation. Annual action through the budget process by the Town Council will be required for financial appropriation for each community investment option. Also, it is recognized that TIF revenue must be spent per the municipally approved Town of Windsor Tax Increment Financing Policy.

2. The maximum amount of indebtedness to be incurred to implement the district master plan

It is presumed in most cases that public improvements will not be undertaken unless TIF revenues, or other sources, are available at an adequate level. However, the Town reserves the right, in those circumstances where it is imperative that public infrastructure be developed prior to a private investment, to incur debt to facilitate, in part or in whole, any of the projects outlined within the District Master Plan. This does not, however, obviate the need for a regular municipal legislative process for acquiring any financing through bonding.

3. Sources of anticipated revenues

The primary source of revenue to implement the District Master Plan is incremental revenues generated by the property tax. Other sources of revenues that may be used to fund projects and programs in Tables 2 & 3 include, but are not limited to, state and federal grants and general fund revenues.

4. A description of the terms and conditions of any agreements, including any anticipated assessment agreements, contracts or other obligations related to the district master plan

Any Credit Enhancement Agreements shall be approved under the Windsor Tax Increment Financing Policy.

5. Estimates of increased assessed values of the tax increment district

The estimates of the captured assessed values for the TIF district during the life of the District Master Plan are included in Exhibit D.

6. The portion of the increased assessed values to be applied to the district master plan as captured assessed values and resulting tax increments in each year of the plan

The original assessed value of taxable real property (land and buildings) within the district boundaries is \$43,524,76844,272,858 as of October 1, 2021. A certification by the municipal assessor of the Town of

Windsor that the original assessed value established represents the taxable real property within the District's physical description, as delineated on the attached map, is attached as Exhibit B.

The Town of Windsor plans to capture 75% of the increased taxable assessed value. Taxes generated from the captured assessed value will be allocated to support approved municipal based costs within the district or associated with the district. Exhibit D is a 20 Year pro forma projecting the TIF revenue that will be generated from the District based on the captured assessed value. The estimate assumes 0.5% growth each year. It is estimated that ~~\$12,332,990~~ \$12,330,712 in TIF revue will be generated over the life of the TIF.

7. Windsor Center Tax Increment Financing Development Fund

The Windsor Center Tax Increment Financing Development Fund provides for seventy-five percent (75%) of the increase in assessed value of the District to be captured and designated as captured assessed value. The tax increment (or TIF revenues) will be deposited by the Town into the Development Fund for a period of twenty (20) years. The Development Fund is pledged to and charged with the payment of the project costs. Credit Enhancement Agreements made with private property owners will be handled separately and independently from one another, and payments to a property owner or developer for reimbursement of eligible development costs under the terms of an agreement shall be restricted to no more than 100% of the captured incremental tax revenue from designated project.

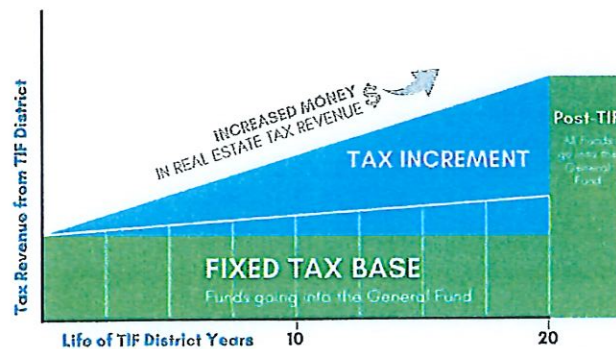


Illustration of TIF mechanism

The Windsor Center Tax Increment Financing Development Fund is established consisting of a project account (the "Project Account") pledged to and charged with payment of project costs. A separate Project Cost Subaccount will be established for each development project in the District that is subject to the development strategy in this plan. Development Subaccounts will also be created for each Credit Enhancement Agreement, which will be pledged to and charged with payment to the Developer under the terms of that agreement for reimbursement of eligible development costs.

In the instances of indebtedness issued by the municipality to finance or refinance project costs, a segregated project fund will be established for the repayment of principal, interests and costs. No bonding is anticipated at the inception of this District.

The Credit Enhancement Agreement executed between the Town and each separate Developer will make a provision for payments to the Developer from the applicable Development Subaccount. The TIF revenues disbursed pursuant to the Credit Enhancement Agreements are hereby understood and to be reflected in each CEA to be used by the developer for costs that are deemed eligible within the development strategy. In each fiscal year, pursuant to the Credit Enhancement Agreements, the Town will make payment to the Developer(s) within sixty (60) days from which time the associated property taxes are paid in full for that year.

Credit Enhancement Agreements will specify that reimbursement will only be made to the Developer in those years where the Town's valuation for the entire District exceeds the assessed valuation of the District assigned by the Town to the District as of October 1, 2021.

VII. OPERATIONAL AND MAINTENANCE PLAN

Improvements in the TIF District within the public way will at all times be owned by the Town of Windsor, or its successors, designees, and assigns, which will be responsible for payments of all maintenance expenses on said improvements, except those State-owned public ways within the TIF District. Improvements made to private properties will be owned and maintained by each individual owner of record. During the life of the district, the Town Manager, or their designee(s), after considering the advice of the TIF Advisory Committee, will be responsible for all administrative matters concerning the implementation and operation of the district.

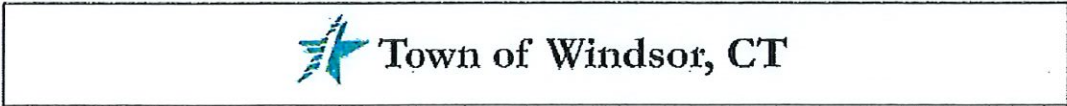
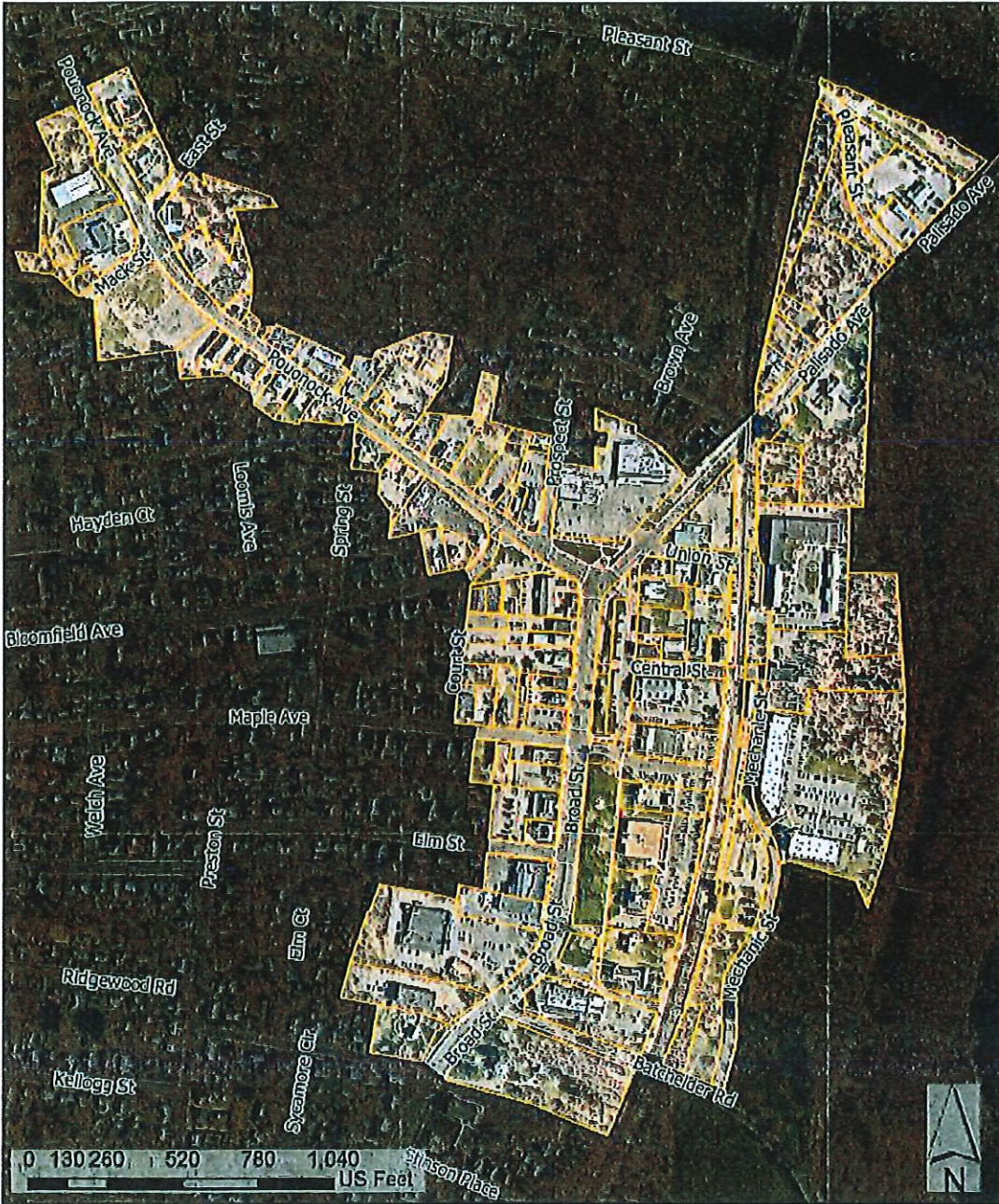
VIII. DURATION OF THE TAX INCREMENT FINANCING DISTRICT

The term of the Windsor Center TIF district is twenty (20) years commencing on the date that the Plan is approved by the legislative body of the Town and ending 20 years from such approval date.

IX. MODIFICATIONS TO THE DISTRICT MASTER PLAN

This District Master Plan may be modified at any time by a majority of the Town Council after the Council has entertained comments and concerns at a properly advertised public hearing to be held prior to, or simultaneously with, the Council meeting at which the proposed amendment will be considered.

EXHIBIT A – DISTRICT BOUNDARY MAP and PARCEL IDENTIFICATION



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The proposed Windsor Center Tax Increment Financing District incorporates primarily B2, NZ and R-8 zoned land fronting on Poquonock Avenue, Palisado Avenue, Bloomfield Avenue, Broad Street, Union Street, Central Street, Mechanic Street, Batchelder Road, Maple Avenue and Court Street.

Parcels in the District:

MBL	Location	Property Use	Taxable Real Property	Non Taxable Real Property	Total
76 460 5	5 PALISADO AVE	Single Family	92,330		92,330
76 64 1	10 PALISADO AVE	Com/Res Mix Use	346,570		346,570
76 460 4	11 PALISADO AVE	Single Family	86,590		86,590
76 460 3	15 PALISADO AVE	Com/Res Mix Use	109,690		109,690
76 460 2	33 PALISADO AVE	Auto Repr	110,390		110,390
76 460 1	41T PALISADO AVE	Com Ln Undv	980		980
76 460 1	45 PALISADO AVE	Restaurant	170,786		170,786
76 460 1	55 PALISADO AVE	Restaurant	230,860		230,860
76 111 8	67 PALISADO AVE	Municipal		5,250	5,250
76 96 5A	210 PLEASANT ST	Land	1,260		1,260
65 96 32	25 PROSPECT ST	Single Family	102,270		102,270
65 96 34	6 POQUONOCK AVE	Com/Res Mix Use	346,430		346,430
65 96 35	10 POQUONOCK AVE	3 Family	89,810		89,810
65 96 36	14 POQUONOCK AVE	Res/Com Mix Use	126,700		126,700
65 96 37	20 POQUONOCK AVE	Park Lot	22,330		22,330
65 97 5	23 POQUONOCK AVE	State		105,420	105,420
65 96 38	26 POQUONOCK AVE	Vac Com Land	117,250		117,250
65 97 4	29 POQUONOCK AVE	Parking Lot	52,430		52,430
65 97 3	35 POQUONOCK AVE	Rest/Clubs	231,000		231,000
65 96 39	38 POQUONOCK AVE	Com/Res Mix Use	243,530		243,530
65 97 2	41 POQUONOCK AVE	Com/Res Mix Use	407,540		407,540
65 96 40	46 POQUONOCK AVE	Prof Bldg	235,970		235,970
65 97 1	53 POQUONOCK AVE	Store	184,800		184,800
65 96 41	54 POQUONOCK AVE (54A)	Condo	30,240		30,240
65 96 41	54 POQUONOCK AVE (54B)	Condo	35,630		35,630
65 96 41	56 POQUONOCK AVE (56A)	Com Condo	111,440		111,440
65 96 41	58 POQUONOCK AVE (58A)	Com Condo	64,890		64,890
65 96 41	60 POQUONOCK AVE (60A)	Condo	48,720		48,720
65 96 41	60 POQUONOCK AVE (60C)	Condo	31,080		31,080
65 96 41	62 POQUONOCK AVE (62-1)	Condo	47,040		47,040
65 96 41	62 POQUONOCK AVE (62-2)	Condo	51,380		51,380
65 96 41	62 POQUONOCK AVE (62-3)	Condo	40,320		40,320
65 96 41	62 POQUONOCK AVE(62-4)	Condo	38,990		38,990
65 96 41	62 POQUONOCK AVE (62-5)	Condo	38,500		38,500
65 96 41	62 POQUONOCK AVE (62-6)	Condo	38,710		38,710
65 96 41	64 POQUONOCK AVE (64A)	Condo	50,820		50,820
65 96 41	64 POQUONOCK AVE (64B)	Condo	48,370		48,370
65 96 41	64 POQUONOCK AVE (64C)	Condo	48,370		48,370
65 96 41	64 POQUONOCK AVE (64D)	Condo	50,820		50,820
65 96 44	66 POQUONOCK AVE	Com/Res Mix Use	300,300		300,300
65 98 3	73 POQUONOCK AVE	Store	128,310		128,310
65 96 45	76 POQUONOCK AVE	Store	323,477		323,477
65 98 2	79 POQUONOCK AVE	Two Family	118,510		118,510

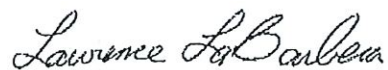
65 98 1	85 POQUONOCK AVE	Store	176,260		176,260
65 101 5	95 POQUONOCK AVE	Com/Res Mix Use	320,880		320,880
65 96 46	96 POQUONOCK AVE	Res/Com Mix Use	259,000		259,000
65 101 4	101 POQUONOCK AVE	Store	194,600		194,600
65 96 47	102 POQUONOCK AVE	Single Fam	76,300		76,300
65 101 3	103 POQUONOCK AVE	Com/Res Mix Use	451,780		451,780
65 96 48	106 POQUONOCK AVE	Two Family	103,110		103,110
65 101 2	109 POQUONOCK AVE	Vacant Com	73,360		73,360
65 96 50	124 POQUONOCK AVE	Restaurant	336,980		336,980
65 101 1	125 POQUONOCK AVE	Vacant Com	342,650		342,650
65 96 52	144 POQUONOCK AVE	Com/Res Mix Use	171,780		171,780
65 456 74	147 POQUONOCK AVE	Comm Bldg	343,140		343,140
65 102 8	150 POQUONOCK AVE	Prof Bldg	364,210		364,210
65 456 165	165 POQUONOCK AVE	Store	357,840		357,840
65 102 9	180 POQUONOCK AVE	Prof Bldg	260,820		260,820
65 456 75	22 MACK ST	Com Ln Undv	12,810		12,810
76 468 1	139 BROAD ST	Rest/Clubs	413,336		413,336
76 95 9	144 BROAD ST	Store	819,910		819,910
76 95 9	152 BROAD ST	Store	382,270		382,270
76 494 1	153 BROAD ST	Fraternl Org	147,630		147,630
76 494 11	159 BROAD ST	Com/Res Mix Use	264,740		264,740
76 494 10	175 BROAD ST	Com/Res Mix Use	201,390		201,390
76 86 3	176 BROAD ST	Office Bldg	925,610		925,610
76 86 4	186 BROAD ST	Com/Res Mix Use	207,550		207,550
76 494 9	187 BROAD ST	Office Bldg	136,990		136,990
76 86 5	190 BROAD ST	Com/Res Mix Use	326,249		326,249
76 494 8	195 BROAD ST	Com/Res Mix Use	246,477		246,477
76 86 6	208 BROAD ST	Pvt School		300,860	300,860
76 86 7	216 BROAD ST	Rest/Clubs	365,981		365,981
76 93 1	219 BROAD ST	Store	1,426,250		1,426,250
76 86 8	226 BROAD ST	Store	231,910		231,910
76 86 9	240 BROAD ST	Municipal		101,360	101,360
76 93 2	245 BROAD ST	US Govt		830,620	830,620
76 85 11	250 BROAD ST	Bank Bldg	804,930		804,930
76 85 12	260 BROAD ST	Bank Park	104,930		104,930
76 93 4	261 BROAD ST	Municipal		292,670	292,670
76 85 13/1	270 BROAD ST	Bank Bldg	515,340		515,340
76 93 5	275 BROAD ST	Municipal		3,446,450	3,446,450
76 85 14	276 BROAD ST	Fraternl Org	289,660		289,660
76 84 19	280 BROAD ST	Mixed Use	1,154,160		1,154,160
76 93 5	281 BROAD ST	Municipal		12,530	12,530
76 93 5	287 BROAD ST	Municipal		41,790	41,790
76 93 6	289 BROAD ST	Office Bldg	649,670		649,670
76 84 21	296 BROAD ST	Store	544,460		544,460
76 93 7	311 BROAD ST	Church		1,040,060	1,040,060
77 84 21	318 BROAD ST	Supermkt	1,228,150		1,228,150
76 93 9	323 BROAD ST	Municipal		4,481,400	4,481,400
77 84 21Q	330 BROAD ST	SupermktRestaurant	1,228,150	137,060	1,228,150
77 84 22	340 BROAD ST	Prof Bldg	923,230		923,230

66 84 23	354 BROAD ST	Single Fam	172,200		172,200
77 65 1	355 BROAD ST	Pvt School		623,000	623,000
76 86 2	17 BLOOMFIELD AVE	Bank Bldg	191,450		191,450
76 86 1	29 BLOOMFIELD AVE	Comm Condo	262,430		262,430
65 97 6	34 BLOOMFIELD AVE	Office Bldg	192,640		192,640
76 86 1	35 BLOOMFIELD AVE	Rtl Condo	234,710		234,710
65 97 7	40 BLOOMFIELD AVE	Res/Com Mix Use	223,300		223,300
76 494 5	15 CENTRAL ST	Office Bldg	149,030		149,030
76 494 25	25 CENTRAL ST	Store	161,840		161,840
76 494 5	35 CENTRAL ST	US Govt		241,430	241,430
<u>76 93 5C</u>	<u>38 CENTRAL ST</u>	<u>Us Govt</u>		<u>3,220</u>	<u>3,220</u>
76 494 5	45 CENTRAL ST	Municipal		78,960	78,960
76 93 5	50 CENTRAL ST	Municipal		26,320	26,320
76 494 2	10 UNION ST	4 Family	207,480		207,480
76 494 3	20 UNION ST	Municipal		392,000	392,000
76 64 2	1 ROWLAND LN	Vacant	700		700
76 86 17	31 COURT ST	Park Lot	73,010		73,010
76 86 16	35 COURT ST	Park Lot	69,580		69,580
76 86 14	43 COURT ST	Office Bldg	133,210		133,210
76 64 9	7 MECHANIC ST	3 Family	108,570		108,570
76 64 8	19 MECHANIC ST	Single Fam	104,020		104,020
76 93 5	40 MECHANIC ST	US Govt		143,360	143,360
76 64 6	41 MECHANIC ST	Com/Res Mix Use	427,042		427,042
76 64 4	69 MECHANIC ST	Apartments	12,161,100		12,161,100
76 64 80	80 MECHANIC ST	Municipal		72,940	72,940
76 64 101	33 MECHANIC ST (101)	Condo	129,150		129,150
76 64 102	33 MECHANIC ST (102)	Condo	121,520		121,520
76 64 103	33 MECHANIC ST (103)	Condo	127,750		127,750
76 64 104	33 MECHANIC ST (104)	Condo	124,250		124,250
76 64 105	33 MECHANIC ST (105)	Condo	156,310		156,310
76 64 106	33 MECHANIC ST (106)	Condo	127,120		127,120
76 64 107	33 MECHANIC ST (107)	Condo	113,120		113,120
76 64 108	33 MECHANIC ST (108)	Condo	130,690		130,690
76 64 109	33 MECHANIC ST (109)	Condo	161,070		161,070
76 64 110	33 MECHANIC ST (110)	Condo	103,880		103,880
76 64 111	33 MECHANIC ST (111)	Condo	138,320		138,320
76 64 112	33 MECHANIC ST (112)	Condo	109,970		109,970
76 64 113	33 MECHANIC ST (113)	Condo	115,080		115,080
76 64 114	33 MECHANIC ST (114)	Condo	118,230		118,230
76 64 115	33 MECHANIC ST (115)	Condo	117,250		117,250
76 64 116	33 MECHANIC ST (116)	Condo	117,320		117,320
76 64 117	33 MECHANIC ST (117)	Condo	157,570		157,570
76 64 118	33 MECHANIC ST (118)	Condo	117,670		117,670
76 64 201	33 MECHANIC ST (201)	Condo	177,520		177,520
76 64 202	33 MECHANIC ST (202)	Condo	176,120		176,120
76 64 203	33 MECHANIC ST (203)	Condo	173,600		173,600
76 64 204	33 MECHANIC ST (204)	Condo	178,290		178,290
76 64 205	33 MECHANIC ST (205)	Condo	173,320		173,320
76 64 206	33 MECHANIC ST (206)	Condo	176,190		176,190

76 64 207	33 MECHANIC ST (207)	Condo	130,340		130,340
76 64 208	33 MECHANIC ST (208)	Condo	112,630		112,630
76 64 209	33 MECHANIC ST (209)	Condo	131,180		131,180
76 64 210	33 MECHANIC ST (210)	Condo	161,070		161,070
76 64 211	33 MECHANIC ST (211)	Condo	168,140		168,140
76 64 212	33 MECHANIC ST (212)	Condo	156,590		156,590
76 64 213	33 MECHANIC ST (213)	Condo	117,530		117,530
76 64 214	33 MECHANIC ST (214)	Condo	117,460		117,460
76 64 215	33 MECHANIC ST (215)	Condo	114,380		114,380
76 64 216	33 MECHANIC ST (216)	Condo	114,100		114,100
76 64 217	33 MECHANIC ST (217)	Condo	114,100		114,100
76 64 218	33 MECHANIC ST (218)	Condo	154,700		154,700
76 64 219	33 MECHANIC ST (219)	Condo	114,030		114,030
76 64 301	33 MECHANIC ST (301)	Condo	130,340		130,340
76 64 302	33 MECHANIC ST (302)	Condo	115,780		115,780
76 64 303	33 MECHANIC ST (303)	Condo	133,910		133,910
76 64 304	33 MECHANIC ST (304)	Condo	164,150		164,150
76 64 305	33 MECHANIC ST (305)	Condo	163,450		163,450
76 64 306	33 MECHANIC ST (306)	Condo	156,520		156,520
76 64 307	33 MECHANIC ST (307)	Condo	117,530		117,530
76 64 308	33 MECHANIC ST (308)	Condo	114,310		114,310
76 64 309	33 MECHANIC ST (309)	Condo	117,530		117,530
76 64 310	33 MECHANIC ST (310)	Condo	117,250		117,250
76 64 311	33 MECHANIC ST (311)	Condo	117,250		117,250
76 64 312	33 MECHANIC ST (312)	Condo	154,000		154,000
76 64 313	33 MECHANIC ST (313)	Condo	120,330		120,330
76 86 11	14 MAPLE AVE	Office Bldg	100,310		100,310
76 85 10	19 MAPLE AVE	Motel	367,570		367,570
76 85 9	21 MAPLE AVE	Com Ln Dev	79,100		79,100
76 86 10	22 MAPLE AVE	Office Bldg	286,370		286,370
76 86 12	26 MAPLE AVE	Prof Bldg	226,100		226,100
76 86 13	30 MAPLE AVE	Office Bldg	322,350		322,350
77 63 3	2 BATCHELDER	Pvt School		60,060	60,060
77 63 3	4 BATCHELDER (LOT)	Pvt School		74,620	74,620
			43,524,768	12,371,100	55,895,868
			44,272,858	12,374,320	56,647,178

EXHIBIT B – ASSESSOR’S CERTIFICATE OF ORIGINAL ASSESSED VALUE

In accordance with Sections 7-339ee (B) and 7-339gg of the Connecticut General Statutes, I hereby certify that the total amount of gross taxable assessment of properties located in Tax Increment Finance District of the Town of Windsor as established by a vote of the Town Council on October 17, 2022 does not exceed ten per cent (10%) of the total value of gross taxable real property on the Grand List of October 1, 2021. The total gross taxable assessment for all real property located in the Windsor Center Tax Increment Finance District of the Town of Windsor as of the Grand List of October 1, 2021 equals \$~~43,524,768~~ 44,272,858 which is equal to 1.635% of the total gross taxable assessment of all real property as of the Grand List of October 1, 2021.



Lawrence LaBarbera, Town Assessor

Date: October 20, 2022

EXHIBIT C – PLANNING AREA FOR TOD MASTER PLAN



The planning area for the TOD Master Plan and Development Strategy encompasses properties within approximately ½ mile of the proposed future rail station in Windsor Center, a convenient walking distance and a meaningful measure of the scale of compact village and mixed-use districts.

EXHIBIT D – FORECASTED ESTIMATE OF CAPTURED ASSESSED VALUE (CAV) AND INCREMENTAL TAX REVENUE (THIS EXHIBIT TO BE SUBSTITUTED WITH UPDATED TABLES)

TIF Year	CENTER PLAZA	ARDERY SITE	Remainder of District	Total Incremental Assessed Value	Total Incremental Tax Revenue	75% to District	25% to General Fund
1			217,624	217,624	7,240	5,430	1,810
2	9,407,230		218,712	9,625,942	320,255	240,191	80,064
3	14,356,720	11,209,730	219,806	25,786,256	857,909	643,432	214,477
4	14,428,504	11,265,779	220,905	25,915,187	862,198	646,649	215,550
5	14,500,646	11,322,108	222,009	26,044,763	866,509	649,882	216,627
6	14,573,149	11,378,718	223,119	26,174,987	870,842	653,131	217,710
7	14,646,015	11,435,612	224,235	26,305,862	875,196	656,397	218,799
8	14,719,245	11,492,790	225,356	26,437,391	879,572	659,679	219,893
9	14,792,841	11,550,254	226,483	26,569,578	883,970	662,977	220,992
10	14,866,806	11,608,005	227,615	26,702,426	888,390	666,292	222,097
11	14,941,140	11,666,045	228,753	26,835,938	892,832	669,624	223,208
12	15,015,845	11,724,375	229,897	26,970,118	897,296	672,972	224,324
13	15,090,925	11,782,997	231,047	27,104,968	901,782	676,337	225,446
14	15,166,379	11,841,912	232,202	27,240,493	906,291	679,718	226,573
15	15,242,211	11,901,122	233,363	27,376,696	910,823	683,117	227,706
16	15,318,422	11,960,627	234,530	27,513,579	915,377	686,533	228,844
17	15,395,014	12,020,430	235,702	27,651,147	919,954	689,965	229,988
18	15,471,989	12,080,533	236,881	27,789,403	924,553	693,415	231,138
19	15,549,349	12,140,935	238,065	27,928,350	929,176	696,882	232,294
20	15,627,096	12,201,640	239,256	28,067,991	933,822	700,367	233,456
20-year Total	279,109,527	210,583,610	4,565,559	494,258,696	16,443,987	12,332,990	4,110,997

Assumptions:

Original Assessed Value of the District as of October 1, 2021 Grand List - ~~\$43,524,768~~ 44,272,858

20 year TIF Term

Center Plaza (144-152 Broad Street) redevelopment incorporates two phases

Phase I Assessment = \$9,407,230 (est.)

Phase I&2 Combined = \$14,356,720 (est.)

Ardery Site (109-125 Poquonock Avenue) redevelopment - \$11,209,730 (est.)

Constant Mill Rate of 33.27

0.5% annual increase projections are for planning purposes

Assessment growth from development and market forces evenly spread for simplicity of forecasting

75% Capture

TIF Year	CENTER PLAZA	ARDERY SITE	Remainder of District	Total Incremental Assessed Value	Total Incremental Tax Revenue
1			217,624	217,624	7,240
2	9,407,230		218,712	9,625,942	320,255
3	14,356,720	11,209,730	219,806	25,786,256	857,909
4	14,428,504	11,265,779	220,905	25,915,187	862,198
5	14,500,646	11,322,108	222,009	26,044,763	866,509
6	14,573,149	11,378,718	223,119	26,174,987	870,842
7	14,646,015	11,435,612	224,235	26,305,862	875,196
8	14,719,245	11,492,790	225,356	26,437,391	879,572
9	14,792,841	11,550,254	226,483	26,569,578	883,970
10	14,866,806	11,608,005	227,615	26,702,426	888,390
11	14,941,140	11,666,045	228,753	26,835,938	892,832
12	15,015,845	11,724,375	229,897	26,970,118	897,296
13	15,090,925	11,782,997	231,047	27,104,968	901,782
14	15,166,379	11,841,912	232,202	27,240,493	906,291
15	15,242,211	11,901,122	233,363	27,376,696	910,823
16	15,318,422	11,960,627	234,530	27,513,579	915,377
17	15,395,014	12,020,430	235,702	27,651,147	919,954
18	15,471,989	12,080,533	236,881	27,789,403	924,553
19	15,549,349	12,140,935	238,065	27,928,350	929,176
20	15,627,096	12,201,640	239,256	28,067,991	933,822
20-year Total	279,109,527	210,583,610	4,565,559	494,258,696	16,443,987
Assumptions:					
Original Assessed Value of the District as of October 1, 2021 Grand List - \$43,524,768 44,272,858					
20 year TIF Term					
Center Plaza redevelopment incorporates two phases					
Phase I Assessment = \$9,407,230 (est.)					
Phase I&2 Combined = \$14,356,720 (est.)					
Arderly Site redevelopment - \$11,209,730 (est.)					
Constant Mill Rate of 33.27					
0.5% annual increase projections are for planning purposes					
Assessment growth from new development and market forces evenly spread for simplicity of forecasting					
75% Capture					

EXHIBIT D – FORECASTED ESTIMATE OF CAPTURED ASSESSED VALUE (CAV) AND INCREMENTAL TAX REVENUE

<u>TIF Year</u>	<u>CENTER PLAZA</u>	<u>ARDERY SITE</u>	<u>Remainder of District</u>	<u>Total Incremental Assessed Value</u>	<u>Total Incremental Tax Revenue</u>	<u>75% to District</u>	<u>25% to General Fund</u>
<u>1</u>			<u>213,273</u>	<u>213,273</u>	<u>7,096</u>	<u>5,322</u>	<u>1,774</u>
<u>2</u>	<u>9,407,230</u>		<u>214,339</u>	<u>9,621,569</u>	<u>320,110</u>	<u>240,082</u>	<u>80,027</u>
<u>3</u>	<u>14,356,720</u>	<u>11,209,730</u>	<u>215,411</u>	<u>25,781,861</u>	<u>857,763</u>	<u>643,322</u>	<u>214,441</u>
<u>4</u>	<u>14,428,504</u>	<u>11,265,779</u>	<u>216,488</u>	<u>25,910,770</u>	<u>862,051</u>	<u>646,538</u>	<u>215,513</u>
<u>5</u>	<u>14,500,646</u>	<u>11,322,108</u>	<u>217,571</u>	<u>26,040,324</u>	<u>866,362</u>	<u>649,771</u>	<u>216,590</u>
<u>6</u>	<u>14,573,149</u>	<u>11,378,718</u>	<u>218,658</u>	<u>26,170,526</u>	<u>870,693</u>	<u>653,020</u>	<u>217,673</u>
<u>7</u>	<u>14,646,015</u>	<u>11,435,612</u>	<u>219,752</u>	<u>26,301,378</u>	<u>875,047</u>	<u>656,285</u>	<u>218,762</u>
<u>8</u>	<u>14,719,245</u>	<u>11,492,790</u>	<u>220,850</u>	<u>26,432,885</u>	<u>879,422</u>	<u>659,567</u>	<u>219,856</u>
<u>9</u>	<u>14,792,841</u>	<u>11,550,254</u>	<u>221,955</u>	<u>26,565,050</u>	<u>883,819</u>	<u>662,864</u>	<u>220,955</u>
<u>10</u>	<u>14,866,806</u>	<u>11,608,005</u>	<u>223,064</u>	<u>26,697,875</u>	<u>888,238</u>	<u>666,179</u>	<u>222,060</u>
<u>11</u>	<u>14,941,140</u>	<u>11,666,045</u>	<u>224,180</u>	<u>26,831,364</u>	<u>892,679</u>	<u>669,510</u>	<u>223,170</u>
<u>12</u>	<u>15,015,845</u>	<u>11,724,375</u>	<u>225,301</u>	<u>26,965,521</u>	<u>897,143</u>	<u>672,857</u>	<u>224,286</u>
<u>13</u>	<u>15,090,925</u>	<u>11,782,997</u>	<u>226,427</u>	<u>27,100,349</u>	<u>901,629</u>	<u>676,221</u>	<u>225,407</u>
<u>14</u>	<u>15,166,379</u>	<u>11,841,912</u>	<u>227,559</u>	<u>27,235,851</u>	<u>906,137</u>	<u>679,603</u>	<u>226,534</u>
<u>15</u>	<u>15,242,211</u>	<u>11,901,122</u>	<u>228,697</u>	<u>27,372,030</u>	<u>910,667</u>	<u>683,001</u>	<u>227,667</u>
<u>16</u>	<u>15,318,422</u>	<u>11,960,627</u>	<u>229,841</u>	<u>27,508,890</u>	<u>915,221</u>	<u>686,416</u>	<u>228,805</u>
<u>17</u>	<u>15,395,014</u>	<u>12,020,430</u>	<u>230,990</u>	<u>27,646,434</u>	<u>919,797</u>	<u>689,848</u>	<u>229,949</u>
<u>18</u>	<u>15,471,989</u>	<u>12,080,533</u>	<u>232,145</u>	<u>27,784,667</u>	<u>924,396</u>	<u>693,297</u>	<u>231,099</u>
<u>19</u>	<u>15,549,349</u>	<u>12,140,935</u>	<u>233,306</u>	<u>27,923,590</u>	<u>929,018</u>	<u>696,763</u>	<u>232,254</u>
<u>20</u>	<u>15,627,096</u>	<u>12,201,640</u>	<u>234,472</u>	<u>28,063,208</u>	<u>933,663</u>	<u>700,247</u>	<u>233,416</u>
<u>20-year Total</u>	<u>279,109,527</u>	<u>210,583,610</u>	<u>4,474,279</u>	<u>494,167,416</u>	<u>16,440,950</u>	<u>12,330,712</u>	<u>4,110,237</u>

Assumptions:

Original Assessed Value of the District as of October 1, 2021 Grand List - \$ 44,272,858

20 year TIF Term

Center Plaza (144-152 Broad Street) redevelopment incorporates two phases

Phase I Assessment = \$9,407,230 (est.)

Phase I&2 Combined = \$14,356,720 (est.)

Ardery Site (109-125 Poguonock Avenue) redevelopment - \$11,209,730 (est.)

Constant Mill Rate of 33.27

0.5% annual increase projections are for planning purposes

Assessment growth from development and market forces evenly spread for simplicity of forecasting

75% Capture

<u>TIF Year</u>	<u>CENTER PLAZA</u>	<u>ARDERY SITE</u>	<u>Remainder of District</u>	<u>Total Incremental Assessed Value</u>	<u>Total Incremental Tax Revenue</u>
<u>1</u>			<u>213,273</u>	<u>217,624</u>	<u>7,096</u>
<u>2</u>	<u>9,407,230</u>		<u>214,339</u>	<u>9,621,569</u>	<u>320,110</u>
<u>3</u>	<u>14,356,720</u>	<u>11,209,730</u>	<u>215,411</u>	<u>25,781,861</u>	<u>857,763</u>
<u>4</u>	<u>14,428,504</u>	<u>11,265,779</u>	<u>216,488</u>	<u>25,910,770</u>	<u>862,051</u>
<u>5</u>	<u>14,500,646</u>	<u>11,322,108</u>	<u>217,571</u>	<u>26,040,324</u>	<u>866,362</u>
<u>6</u>	<u>14,573,149</u>	<u>11,378,718</u>	<u>218,658</u>	<u>26,170,526</u>	<u>870,693</u>
<u>7</u>	<u>14,646,015</u>	<u>11,435,612</u>	<u>219,752</u>	<u>26,301,378</u>	<u>875,047</u>
<u>8</u>	<u>14,719,245</u>	<u>11,492,790</u>	<u>220,850</u>	<u>26,432,885</u>	<u>879,422</u>
<u>9</u>	<u>14,792,841</u>	<u>11,550,254</u>	<u>221,955</u>	<u>26,565,050</u>	<u>883,819</u>
<u>10</u>	<u>14,866,806</u>	<u>11,608,005</u>	<u>223,064</u>	<u>26,697,875</u>	<u>888,238</u>
<u>11</u>	<u>14,941,140</u>	<u>11,666,045</u>	<u>224,180</u>	<u>26,831,364</u>	<u>892,679</u>
<u>12</u>	<u>15,015,845</u>	<u>11,724,375</u>	<u>225,301</u>	<u>26,965,521</u>	<u>897,143</u>
<u>13</u>	<u>15,090,925</u>	<u>11,782,997</u>	<u>226,427</u>	<u>27,100,349</u>	<u>901,629</u>
<u>14</u>	<u>15,166,379</u>	<u>11,841,912</u>	<u>227,559</u>	<u>27,235,851</u>	<u>906,137</u>
<u>15</u>	<u>15,242,211</u>	<u>11,901,122</u>	<u>228,697</u>	<u>27,372,030</u>	<u>910,667</u>
<u>16</u>	<u>15,318,422</u>	<u>11,960,627</u>	<u>229,841</u>	<u>27,508,890</u>	<u>915,221</u>
<u>17</u>	<u>15,395,014</u>	<u>12,020,430</u>	<u>230,990</u>	<u>27,646,434</u>	<u>919,797</u>
<u>18</u>	<u>15,471,989</u>	<u>12,080,533</u>	<u>232,145</u>	<u>27,784,667</u>	<u>924,396</u>
<u>19</u>	<u>15,549,349</u>	<u>12,140,935</u>	<u>233,306</u>	<u>27,923,590</u>	<u>929,018</u>
<u>20</u>	<u>15,627,096</u>	<u>12,201,640</u>	<u>234,472</u>	<u>28,063,208</u>	<u>933,663</u>
<u>20-year Total</u>	<u>279,109,527</u>	<u>210,583,610</u>	<u>4,474,279</u>	<u>494,167,416</u>	<u>16,440,950</u>
<u>Assumptions:</u>					
<u>Original Assessed Value of the District as of October 1, 2021 Grand List - \$44,272,858</u>					
<u>20 year TIF Term</u>					
<u>Center Plaza redevelopment incorporates two phases</u>					

Phase I Assessment = \$9,407,230 (est.)				
Phase I&2 Combined = \$14,356,720 (est.)				
Ardery Site redevelopment - \$11,209,730 (est.)				
Constant Mill Rate of 33.27				
0.5% annual increase projections are for planning purposes				
Assessment growth from new development and market forces evenly spread for simplicity of forecasting				
75% Capture				

EXHIBIT E – WRITTEN ADVISORY OPINION OF THE PLANNING COMMISSION

Memorandum

To: Honorable Mayor and Council Members

Cc: Peter Souza, Town Manager

From: Eric Barz, Town Planner

Date: October 12, 2022

Re: Review of Windsor Center TIF District Master Plan

The Planning and Zoning Commission discussed the proposed Tax Increment Financing (TIF) District Master Plan for Windsor Center at their regular meeting held on October 11, 2022. The Commission found the Windsor Center TIF will further the community and economic development goals contained in the Town’s Plan of Conservation and Development.

The Commission recommends that the Town Council approve the Windsor Center TIF District and District Master Plan.

EXHIBIT F – PUBLIC HEARING NOTICE

Legal Notice Town of Windsor

The Windsor Town Council will hold a public hearing on the “Windsor Center Tax Increment Financing District and District Master Plan”, Monday, October 17, 2022 at 7:20 p.m. in the Council Chambers, Town Hall, 275 Broad Street, Windsor, Connecticut to review and discuss the following:

Authorizing the Creation of the Windsor Center Tax Increment Financing District and Adopting the Windsor Center Tax Increment Financing District Master Plan.

The proposed Windsor Center Tax Increment Financing District incorporates primarily B2, NZ and R-8 zoned land fronting on Poquonock Avenue, Palisado Avenue, Bloomfield Avenue, Broad Street, Union Street, Central Street, Mechanic Street, Batchelder Road, Maple Avenue and Court Street. All as more specifically depicted in the proposed Windsor Center Tax Increment Financing District Master Plan.

At the public hearing interested persons may be heard and written communications may be received. The Windsor Center Tax Increment Financing District Master Plan is available for public inspection during normal business hours in the Town Clerk’s Office, at the Windsor Public Library and on the Town’s website.

Information on how to attend the Zoom meeting via phone or computer will be included on the Town Council agenda. Please go to www.townofwindsorct.com, click on the virtual meeting info button found on the front page and select Town Council meeting for October 17, 2022. The agenda will be posted 24 hours prior to the meeting.

EXHIBIT G – PUBLIC HEARING MINUTES

**TOWN OF WINDSOR
TOWN COUNCIL
HYBRID MEETING
OCTOBER 17, 2022
PUBLIC HEARING**

APPROVED MINUTES

1) CALL TO ORDER

The Public Hearing was called to order at 7:20 p.m. by Mayor Trinks.

Present: Mayor Donald Trinks, Deputy Mayor Lisa Rampulla Bress, Councilor Black-Burke, Councilor James Dobler, Councilor Ronald Eleveld, Councilor Kristin Gluck Hoffman, Councilor Kenneth Smith, Councilor Jody Terranova, and Councilor Len Walker (arrived at 7:25 p.m.)

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

“AUTHORIZING THE CREATION OF THE WINDSOR CENTER TAX INCREMENT FINANCING DISTRICT AND ADOPTING THE WINDSOR CENTER TAX INCREMENT FINANCING DISTRICT MASTER PLAN.”

2) PUBLIC COMMENT

Coralee Jones, 1171 Matianuck Avenue, stated although she loves the town green and is in favor of ideas that would benefit the town and favor the green, she is not confident that the TIF plan is how to do this. The Tax Increment Financing District Master (TIF) plan carves out money to benefit a few. Based on today’s assessments, the town’s budget would get about \$650,000 less revenue per year for 20 years. She is wondering how the Town Council will address that short fall. She and Linda Alexander were part of First Town Downtown (FTDT) when it was first created. A road diet was discussed then. It was decided at that time that the best way to handle this was to do a trial basis and see how it worked. Individuals living in the Wilson area have complained about the traffic issues they have getting onto Route 159 since the narrowing of the road. The next 20 years is a long time. She knows we need to build a fund, but with the uncertainty of what things will look like even in the next few years, 20 years is way long time to speculate what can happen. She is in favor of improving the town center, however, she is not convinced this plan is a fair way to accomplish that objective.

Linda Alexander, 155 Fieldstone Drive, echoed what Coralee Jones said. She also was a part of when FTDT was first established. She is opposed to the TIF plan. This plan will divert tax revenues from the usual beneficiaries, the taxpayers of Windsor, and the services they depend upon. It will instead give it to a select group of people, namely developers and contractors to

pay for things the taxpayers don't support, want or need. Among the items for consideration is \$4.5 million to narrow Broad Street, which can be done on a trial basis which will cost less money and will determine if it would help or hurt businesses. She asked how a person would shop for groceries, etc. in the town center without a car. Overall, the plan will take money away from taxpayers, residents and existing town businesses who are struggling to recover from COVID mandates. It may sound great on paper but it doesn't take into account the needs of the majority of Town of Windsor taxpayers. It's selective and discriminatory. It does not support businesses in Wilson, Deerfield, Hayden Station, Poquonock or Rainbow Road where you'll find many long-time business owners operating in older buildings that can use some rehab.

Richard Esposito, 4 Batchelder Road, stated he is the President of the Board of Directors of FTDT, was a past member of the Windsor Chamber of Commerce for many years and was also on their Board of Directors. He has lived in Windsor for over 12 years and appreciates and enjoys the Town of Windsor as a wonderful and diverse community to reside, work and play in. Windsor is a very welcoming, vibrant and well run town due to the wonderful work and high standards of its town residents, town officials and town staff. This excellence is exemplified by the town's AAA S&P credit rating, its reputation as a business-friendly environment and significant tax base, all of which are the envy to surrounding towns and beyond. This evening he speaks for himself and FTDT stating that they both support the TIF district plan. He believes that innovative programs like the proposed TIF district plan are essential elements for a comprehensive town strategy to maintain the vitality and to build upon the existing potential that exists in the town's center.

Michele Vannelli, 1152 Poquonock Avenue, stated she will not pretend to understand all the intricacies of the TIF plan. It seems complex and confusing as to how and where generated funds would be channeled within the confines of this new tax district. Frankly, she views this plan as fractionalizing Windsor's taxpayers. If you want to generate and track tax money for exclusive use in a targeted zone, she suggested that generating a plan that would facilitate the joint Department of Transportation construction of the long overdue Day Hill North flyover would be a good start. The creation of a tax district inclusive of Day Hill Road and Kennedy Road would benefit everyone if we are to create a targeted funding mechanism for the continual maintenance and possible redesign of town-owned roads such as Day Hill Road and Kennedy Road. Like it or not, we will soon experience an expansive explosion of tractor trailer traffic as we've never seen it before. Their use of the roads will make them deteriorate more quickly. This is a much more pressing issue than the targeted downtown zone. Also, there will be 17 more tractor trailers using Day Hill Road once the Town Planning & Zoning approves the proposal at the 415/425 Day Hill Road site. She asks that the Town Council forgo this TIF plan. We need to avoid telling tax payers that their taxes have to increase to offset the amount of money allotted for road way destruction caused by Amazon and other tractor trailer traffic.

William Pelkey, 133 Portman Street stated he is not in favor of the TIF plan due to the way it is currently written. He feels the town should rewrite it. When you start looking at this type of district, you'll be thinking there will be more development. There is always a potential issue when you start creating one district only. There may be more development, but it may be moved from somewhere else that it would have landed in town. I think if someone were looking to have

a restaurant or build some housing in the town, it may move to the center opposed to somewhere else. Where do we start to focus ourselves? He is concerned with the current 75/25 split. We know that property values tend to appreciate over time. From a mathematical standpoint, when you start out, it takes a while to gain some funds but it takes a while to build or develop as well. So in the first few years, we are stealing from town funds for this. He'd like to see the language changed so that in the first few years we aren't taking what could have been normal appreciating growth that would have just gone to the town as a whole and having to split it off. One other concern is to do with some of the phrasing from town staff and other boards and commissions on how we can 'lock in' our current priorities and goals. He thinks that is the problem as it is our 'current' priorities and goals. Over 20 years, things can change. We won't have the flexibility. Lastly, a lot of what the district does, as per the proposed TIF plan, are things that other tools like the Property Tax Abatement already do for the town. He does not see the full benefit from that portion of the TIF plan. He encouraged the Council to listen to what the citizens are saying tonight.

Donald Jepsen, 495 Palisado Avenue, stated that he is generally in favor of the TIF. Going back to the grand list of last year sounds wonderful, but it was really four years ago. That was our last revaluation. In a few months, we will have another revaluation. As we all know, residential values have sky rocketed post COVID as have vacancy rates. He wishes the baseline would be on the next revaluation. He feels that would be more fair. He asked how the Council would spend the money during the annual budget process. Would this budget go before the voters as a part of the process during the referendum? If it failed, what would be the mechanisms? Either way, if the referendum did fail, the mill rate will change and will affect the way the Council uses the money for the TIF plan. There was a lot of talk about a TIF Advisory Commission. He does not see anything about this Commission anywhere. How do you get on it, who is on it, etc? There was a redevelopment agency years ago that perhaps we can reactivate for that purpose. Those are his observations.

Alfred Loomer, 5 Sarah Anne Lane, stated he is a member of the Economic Development Commission (EDC) that worked on that policy through the summer. The EDC is a bipartisan committee which painstakingly went through and reviewed the TIF plan with the thought of what they can do to help the town center. The purpose of the TIF policy is to segregate property taxes of Windsor town center residents and reinvest it. It is merely an accounting mechanism. It does not specifically designate money. It does not take policy away from Town Council to segregate that money but it incents the EDC for providing incentives to possible developers and other developments in town. We spent a lot of time on this. He thanked the Council for their time and hoped that they consider this policy in their deliberations.

Paul Panos, 48 Brookview Road, stated that if there is any government money that will be used to encourage a developer to do anything, they should be rejected. This is his overall view of the TIF plan.

3) ADJOURNMENT

Mayor Trinks declared the Public Hearing closed at 7:45 p.m.

Respectfully Submitted,

Helene Albert
Recording Secretary

EXHIBIT H – TOWN COUNCIL RESOLUTION

AUTHORIZING CREATION OF THE WINDSOR CENTER TAX INCREMENT FINANCING DISTRICT AND ADOPTING THE WINDSOR CENTER TAX INCREMENT FINANCING DISTRICT MASTER PLAN FOR THE DISTRICT

WHEREAS, Chapter 105b of the Connecticut General Statutes authorizes municipalities in Connecticut to create tax increment financing (“TIF”) districts for the purpose of incentivizing economic development and infrastructure, and supporting employment, housing, economic growth and other projects; and

WHEREAS, the proposed district, to be known as the Windsor Center Tax Increment Financing District (the “District”), will be created pursuant to the Act and the Windsor Center Tax Increment Financing District Master Plan attached hereto as Exhibit A (the “District Master Plan”), which details the creation, structure, development, financing, operation and maintenance of the District; and

WHEREAS, pursuant to the District Master Plan, the Town of Windsor (the “Town”) will capture seventy five percent (75%) of the future increased assessed property values within the District for an anticipated term of 20 years and utilize up to one hundred percent (100%) of the real property tax revenues generated from such increased property values, along with private funds, to fund infrastructure improvements, economic development programs, traffic and road improvements, streetscaping, branding and administrative costs; and

WHEREAS, the Town is in need of economic development and infrastructure improvements in the Windsor Center area; and

WHEREAS, there is a need to provide continuing employment opportunities for the citizens of Windsor and the surrounding region; to improve and broaden the tax base in the Town; and to improve the economy of the Town and the State of Connecticut; and

WHEREAS, a portion of the real property within the proposed District (i) is in a substandard, deteriorated, deteriorating or blighted area; (ii) is in need of rehabilitation, redevelopment or conservation work; or (iii) is suitable for commercial, residential, mixed-use or retail uses, downtown development or transit-oriented development; and

WHEREAS, as shown in Exhibit B of the District Master Plan, the original assessed value of the taxable property within the District does not exceed ten percent (10%) of the total value of taxable property within the Town as of October 1, 2021; and

WHEREAS, the creation of the District will help to provide continued employment for the citizens of the Town and the surrounding region; to improve and broaden the tax base in the Town; and to contribute to the economic growth and well-being of the Town and the State of Connecticut; and

WHEREAS, the establishment of the District would not be in conflict with the Town's Charter; and

WHEREAS, the District Master Plan was transmitted to, and a study of the District Master Plan and a written advisory opinion as required by the Act was requested from, the Town Planning and Zoning Commission to the authorization and the establishment of the District; and

WHEREAS, the Town Council has held a public hearing on the proposal to establish the District in accordance with the requirements of the Act, upon at least ten (10) days prior notice published in a newspaper of general circulation within the Town; and

WHEREAS, the Town Council has considered the comments provided at the public hearing, both for and against the District.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WINDSOR AS FOLLOWS:

Section 1. The Town Council of the Town of Windsor hereby authorizes creation of the Windsor Center Tax Increment Financing District, the boundaries of which are included in the District Master Plan, and adopts the Windsor Center Tax Increment Financing District Master Plan attached hereto as Exhibit A.

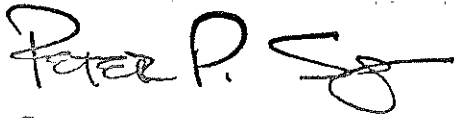
Section 2. The Town Council of the Town of Windsor hereby authorizes that seventy-five percent (75%) of the future increased assessed property values within the District shall be retained as captured assessed value in accordance with the District Master Plan and up to one hundred percent (100%) of the real property tax revenues generated from such captured assessed value may be used to fund the various costs and improvements set forth in the District Master Plan.

Agenda Item Summary

Date: October 16, 2023

To: Honorable Mayor and Members of the Town Council

Prepared By: Suzanne Choate, P.E., Town Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Basswood Road Reconstruction Survey

Background

Basswood Road and Macktown Road serve as a connection between Kennedy Road and Palisado Avenue (State Route 159). The roadway also provides access to the Hayden Station Firehouse, located at the intersection of Basswood Road and Pond Road.

The town's most recent pavement evaluations indicate that Basswood Road is in fair to poor condition, with a Pavement Condition Index (PCI) as low as 62 on the roadway. Linear pavement cracking and raveling are visible in the pavement.

At this time, staff respectfully requests funding to initiate the design phase of this project by conducting field survey and geotechnical analysis.

Discussion/Analysis

The FY 2024 Capital Improvements Program (CIP) includes the design phase of the roadway reconstruction of Basswood Road from Kennedy Road extending west to where it connects with Macktown Road. The CIP project scope includes the full-depth roadway reconstruction of Basswood Road as well as improvements to the drainage system and the installation of new sidewalk and street lighting. The adopted FY 2024 to FY 2029 CIP includes construction funding in FY 27.

Staff is seeking funding to initiate the design phase of this project by conducting a field survey and geotechnical investigation. Design funds will be used to complete a survey of the area and collect geotechnical data to evaluate the roadway condition and determine the scope of work for the project.

Staff will return to Town Council after determining the full scope of the project in order to seek funding for the complete design of the project.

Financial Impact

At this time, staff is requesting \$25,000 for the survey, wetland delineation, and geotechnical investigation. The FY 2024 CIP has a planned allocation of \$210,000 for the survey and full design of the project. The recommended funding source is the Capital Projects Fund Assigned Fund Balance.

Other Board Action

None

Recommendations

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

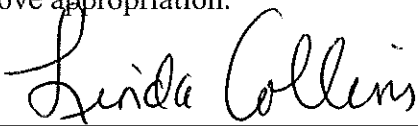
“MOVE to approve an appropriation of \$25,000 from the Capital Projects Fund Assigned Fund Balance for the Design Phase of the Basswood Road Rehabilitation project.”

Attachments

None

Certification

I hereby certify that there is \$25,000 in the Capital Projects Fund Assigned Fund Balance to fund the above appropriation.

A handwritten signature in black ink that reads "Linda Collins". The signature is written in a cursive style and is positioned above a horizontal line.


Linda Collins
Assistant Finance Director

Agenda Item Summary

Date: October 16, 2023

To: Honorable Mayor and Members of the Town Council

Prepared By: Marco Aglieco, Building and Facilities Manager
Anna Posniak, Town Clerk

Reviewed By: Peter Souza, Town Manager 

Subject: Renovation of the Town Clerk's Office

Background

The Town Clerk's office is located at the front entrance of town hall. In the late 80's, the Clerk's office underwent a renovation to provide for the current, open office concept. The space is not equipped with any doors to secure the office during non-business hours and allows the public access to the interior space of the office area during business hours.

The FY 2024 adopted budget includes a funding allocation for facility improvements to the Town Clerk's office. The goal of the renovation is to enhance the security of the office during non-business hours and increase functionality and security of the office space to better allow staff the ability to work with sensitive or confidential documents during business hours.

The Town Council is respectfully requested to approve funding for the project through a combination of general fund Community Investment Funds and the Town Clerk's Office special revenue account.

Discussion/Analysis

The Town Clerk's role lies in managing public records effectively, ensuring their accuracy and maintaining confidentiality. Staff computers access several state databases that contain sensitive and confidential information such as vital records and election databases. Presently, the space is not equipped with any doors to secure the office during non-business hours and allows the public access to the interior space of the office area during business hours. The goal of the renovation is to enhance the security of the office during non-business hours and increase functionality and security of the office space to better allow staff the ability to work with sensitive or confidential documents during business hours.

The project includes the installation of doors, an enclosed plexiglas counter, ADA compliant customer counter, a perimeter wall along the hallway with the elevator, a cubicle partition wall within the office to create a walkway for continued public access to the vault and staff work stations set back from the customer counter. If approved, the project will begin in December and is anticipated to be completed in early January 2024.

Financial Impact

The total project costs are estimated at \$105,000 including contingency. \$75,000 would be funded from the FY 2024 Community Investment Fund and \$30,000 from the Town Clerk's special revenue account.

Construction, Furnishings & Equipment	\$95,000
Contingency	<u>\$10,000</u>
Total Construction Costs	\$105,000

Other Board Action

None

Recommendations

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

“MOVE to approve an appropriation of \$75,000 from the FY 2024 Community Investment Fund and \$30,000 from Special Revenue Account #1304 for improvements to the Town Clerk’s Office.”

Attachments

None

Certification

I hereby certify that there is \$75,000 in the Community Investment Fund and \$30,000 in the Special Revenue Account #1304 to fund the above appropriation.



Linda Collins


Assistant Finance Director

Agenda Item Summary

Date: October 16, 2023

To: Honorable Mayor and Members of the Town Council

Prepared By: Marco Aglieco, Buildings and Facilities Manager
Enita Jubrey, Assistant to the Town Manager
Jasmine Hall, Social Services Coordinator

Approved By: Peter Souza, Town Manager 

Subject: Windsor Food Bank Improvement Project

Background

The day-to-day operations of the Windsor Food Bank are performed by Social Services staff on behalf of the Windsor Food and Fuel Bank which is a separate community based not-for-profit organization. The food bank is located at the L.P. Wilson Community Center. The area the food bank currently occupies was formerly the BOE Maintenance office and storage room and contains the original wood shelving from when the facility was a school.

The Town Council is respectfully requested to approve funding for the project including accepting a generous contribution from the Windsor Food and Fuel Bank.

Discussion/Analysis

The proposed physical improvements to the space will increase capacity for the storage of food and create more efficient intake and output of food inventory. This will result in a smoother process for our donors, staff and the approximately 451 Windsor households served each month. In addition, the project will assist with the creation of a "client choice" area. This format of food distribution allows our residents in need to choose their own food, giving them a sense of power and dignity as they continue to face food insecurity.

The primary elements of the project scope include replacing all existing shelving with new stainless steel shelving, repainting, refinishing floors, upgrading lighting fixtures, and installing a ductless HVAC unit.

The project work would commence in January and planned to be completed in approximately 30 to 45 days. During that time the food bank would operate out of 100 Addison Road in space adjacent to the police station.

Financial Impact

The FY 2024 budget includes \$60,000 in Community Investment Initiatives for this project. The Windsor Food & Fuel Bank Board of Directors has generously approved contributing up to \$100,000 toward costs associated with the renovation. Based upon our current project estimates we anticipate only needing \$80,000. The total project cost is estimated to be \$140,000 including contingency.

Furnishings & Equipment	42,000
Physical Improvements	84,000
Contingency	<u>14,000</u>
Total	140,000

Other Board Action

None

Recommendations

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

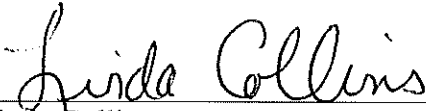
“MOVE to approve an appropriation of \$60,000 in FY 2024 Community Investment Funds and the expenditure of an \$80,000 donation from the Windsor Food & Fuel Bank for improvements to the Windsor Food Bank at L.P. Wilson Community Center.”

Attachments

None

Certification

I hereby certify that there is \$60,000 in the Community Investment Fund to fund the above appropriation.

A handwritten signature in cursive script that reads "Linda Collins". The signature is written in black ink and is positioned above a horizontal line.

Linda Collins


Assistant Finance Director

Agenda Item Summary

Date: October 16, 2023

To: Honorable Mayor and Members of the Town Council

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

Reviewed By: Peter Souza, Town Manager 

Subject: DECD Youth Violence Prevention Grant

Background

Through State Representative Khan's efforts, the town has been awarded a \$15,000 grant by the State Department of Community and Economic Development (DECD) related to youth violence prevention. The goal of the grant is to promote positive youth development. These funds may be used to increase or enhance opportunities for youth.

The Town Council is respectfully asked to authorize the acceptance and expenditure of the grant funds.

Discussion/Analysis

The grant period will run through June 30, 2024. Funds will be used for youth violence prevention awareness programs, youth employment training during the school year, free school year access to the evening teen center at 330 Windsor Avenue Community Center, and free youth access to pools in the summer of 2024.

Financial Impact

There is no local funding match required.

Other Board Action

None

Recommendations

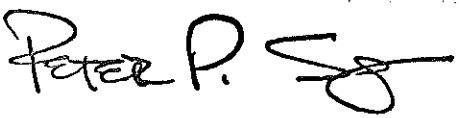
If the Town Council is in agreement, the following motion is recommended for approval:

“MOVE that the Town Manager is authorized to accept and expend the grant award from the Connecticut Department of Economic and Community Development for youth violence prevention in the amount of \$15,000.”

Attachments

None

Agenda Item Summary

Date: October 16, 2023
To: Honorable Mayor and Members of the Town Council
Prepared by: Jim Bourke, Finance Director
Reviewed by: Peter Souza, Town Manager 
Subject: FY 23 Outstanding Year-End General Fund Encumbrances

Background

On June 20, 2023 the Town Council reviewed and approved FY 23 outstanding year-end General Fund encumbrances through October 16, 2023. Below is the current list of FY 23 outstanding year-end General Fund encumbrances as of October 16, 2023. At this time, we are respectfully requesting re-approval of these outstanding purchase orders until January 2, 2024.

Discussion/Analysis

The Town Council approved fourteen FY 23 year-end encumbrances totaling \$209,832 on June 20, 2023. As of October 16, there are two remaining open purchase orders totaling \$5,189. Administrative tasks associated with regulatory compliance staff training still need to be completed by Fuss & O'Neill. HVAC equipment related to the Pine Lane radio room was installed the week of October 2, but technical connectivity work will need to be done that will go beyond October 16.

Town of Windsor FY 23 Year-End General Fund Open Purchase Orders As of October 16, 2023				
Department	P.O. #	Vendor Name	Product / Service Description	Open Amount
<i>Public Works & Engineering - Equipment Repair</i>				
Contractual Services	23135	Fuss & O'Neill	FY 23 Environmental Regulatory Compliance Support for the DPW Site	\$800
<i>Safety Services - Police Administration</i>				
Contractual Services	23277	Automated Logic	HVAC Replacement - 50 Pine Lane Radio Room	\$4,389
General Fund Total				<u>\$5,189</u>

Recommendations

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

“MOVE that the remaining FY 23 General Fund purchase orders totaling \$5,189 be re-approved until January 2, 2024.”

Attachment

None



Town Council
Resignations/Appointments/Reappointments
October 16, 2023

Resignations

None

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

- A. One Democratic Member
Human Relations Commission
Three Year Unexpired Term to expire May 31, 2025 or until a successor is appointed
(Patricia Mack - resigned)

“MOVE to APPOINT Marie Bendzans as a Democratic member to the Human Relations Commission for a three year unexpired term to expire May 31, 2025 or until a successor is appointed.”

- B. One Democratic Member
Human Relations Commission
Three Year Term to expire May 31, 2024 or until a successor is appointed
(Patrice Holiday - resigned)

“MOVE to APPOINT Judy-Ann Cooke as a Democratic member to the Human Relations Commission for a three year unexpired term to expire May 31, 2024 or until a successor is appointed.”

Names submitted for consideration of appointment

- A. One Unaffiliated Member
Inland Wetlands and Watercourses Commission
Four Year Unexpired Term to expire March 31, 2026 or until a successor is appointed
(Kevin Washington – deceased)

“MOVE to APPOINT Bradbury Stearns as an Unaffiliated member to the Inland Wetlands and Watercourses Commission for a four year unexpired term to expire March 31, 2026 or until a successor is appointed.”

Names submitted for consideration of appointment

B. One Unaffiliated Member

Youth Commission

Three Year Term to expire January 30, 2025 or until a successor is appointed

(Russell Sills - resigned)

“MOVE to APPOINT Marco Romero as an Unaffiliated member to the Youth Commission for a three year term to expire January 30, 2025 or until a successor is appointed.”

C. One Democratic Member

Conservation Commission

Five Year Term to expire November 30, 2026 or until a successor is appointed

(James Klase – resigned)

“MOVE to APPOINT Timothy Tomcho as a Democratic member to the Conservation Commission for a five year term to expire November 30, 2026 or until a successor is appointed.”

D. One Republican Alternate Member

Conservation Commission

Five Year Unexpired Term to expire November 30, 2024 or until a successor is appointed

(Ayse Adams– moved from alternate position to regular membership)

“MOVE to APPOINT Joseph Zepperi as a Republican Alternate member to the Conservation Commission for a five year unexpired term to expire November 30, 2024 or until a successor is appointed.”

E. One Unaffiliated Member

Library Advisory Board

Three Year Unexpired Term to expire April 30, 2025 or until a successor is appointed

(Kevin Washington - deceased)

“MOVE to APPOINT Kaitlin Walsh as a Democratic member to the Library Advisory Board for a three year unexpired term to expire April 30, 2025 or until a successor is appointed.”

F. One Unaffiliated Member

Zoning Board of Appeals

Four Year Term to expire November 10, 2026 or until a successor is appointed

(Robert Griffiths – resigned)

“MOVE to APPOINT Dawn Kirkwood as an Unaffiliated member to the Zoning Board of Appeals for a four year term to expire November 10, 2026 or until a successor is appointed.”

Names submitted for consideration of appointment

G. One Republican Alternate Member

Zoning Board of Appeals

Two Year Term to expire November 10, 2025 or until a successor is appointed

(James Durant)

“MOVE to REAPPOINT James Durant as a Republican Alternate member to the Zoning Board of Appeals for a four year term to expire November 10, 2025 or until a successor is appointed.”

H. One Democratic Member

Human Relations Commission

Three Year Term to expire May 31, 2026 or until a successor is appointed

(Charles Copeland)

“MOVE to REAPPOINT Charles Copeland as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2026 or until a successor is appointed.”

I. One Republican Member (Homeowner)

Fair Rent Commission

Three Year Term to expire March 31, 2026 or until a successor is appointed

(Sandra Reault)

“MOVE to REAPPOINT Sandra Reault as a Republican member (homeowner) to the Fair Rent Commission for a three year term to expire March 31, 2026 or until a successor is appointed.”

J. One Democratic Member

Windsor Housing Authority

Five Year Term to expire July 31, 2028 or until a successor is appointed

(Carol Engelmann)

“MOVE to REAPPOINT Carol Engelmann as a Democratic member to the Windsor Housing Authority for a five year term to expire July 31, 2028 or until a successor is appointed.”



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
October 2, 2023
Regular Town Council Meeting
Council Chambers

UNAPPROVED MINUTES

1) CALL TO ORDER

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

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

2) PRAYER OR REFLECTION

Councilor Eleveld led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Eleveld led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

- a) Proclamation designating October 2023 as Fire Prevention Month

Councilor Smith read the proclamation designating October as Fire Prevention month.

- b) Proclamation designating October 2023 as Manufacturing Month

Councilor Dobler read the proclamation designating October 2023 as Manufacturing month.

- c) Proclamation designating October 2023 as Community Planning Month

Deputy Mayor Bress read the proclamation designating October 2023 as Community Planning month.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Brian Smith, 156 Bloomfield Avenue, Fitch Court, updated the Council on what is going on at the Windsor Housing Authority. He explained that the Windsor Housing Authority has not been holding their meetings lately. He stated he spoke to Maria DeMarco at the Windsor Housing Authority and thought that their conversation meant that they would fix the place. He outlined some of the issues he is having, along with other residents, with the Windsor Housing Authority and their staff. He feels no one seems to care.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Naeem thanked Mr. Smith for coming to share his concerns. She thanked all the parents, teachers and students that came to the Board of Education meeting that Councilor Walker was referring to. It was very powerful to hear all their voices. Northwest Park was a great undertaking that is not so easy to change to a rain date, but they did it successfully. She thanked everyone involved. She attended Windsor's Longest table event. It was a wonderful event. It was great to be able to reflect on the challenges that still exist in our communities. One in eight people are going to bed hungry. She appreciates everyone who pulled this event together. This month is Breast Cancer Awareness month and she encouraged everyone to get tested. She added Councilor Black-Burke's birthday is today.

Councilor Dobler stated he appreciated Brian coming to speak about the Windsor Housing Authority. He thought that we were past all of this. Hopefully, we can look into this and it can be addressed in a more permanent fashion.

Councilor Walker echoed the sentiments of Councilor Dobler. He too thought this issue was long past and solved. He, along with other councilors, volunteered at Northwest Park yesterday. Despite it being a rain date and some acts not showing up, it still had a good turnout. The country fair at Northwest Park is one of those events that we need to support and is one of the things that keeps Windsor unique. Vehicle break-ins are back and this time it's a lot. Regardless of the notice that people received to lock their cars, that is not helping. He suggested that some of the legislators at the State Capitol come up with other things for people to do to help deter them from breaking into cars. Red light cameras, as of yesterday, became a law so Windsor can start planning and looking where they'd like to place those cameras in town. He is in favor of adding the cameras. This is an opportunity for the town to say wherever there are issues of speeding to put them in at that location. There was a Board of Education meeting the other day and some parents came out to talk about what is being taught in the school. He reminded people that we need to agree to disagree about everything. Most important, when it comes to teaching values and morals, that's the parent's job. No government official should take that right away from parents. If parents have issues with their kids, they have the right to speak up and be heard.

Councilor Black-Burke thanked those who are watching this broadcast and for the speaker that came before them tonight. The Longest Table was a beautiful event. She thanked the Social Services staff for putting it on. She said the Northwest Park event was fabulous, especially taking into account it was the rain date for the event. Everyone did a great job. She participated in the 27th Freedom Trail Walk. She thanked Archer Memorial Church for continuing that tradition. She gave a shout out to the award winning music department. This past Thursday, the Greater Hartford Chapter of the NAACP held a dinner and she was pleasantly surprised to hear music playing in the background, which was the Windsor High School orchestra. She stated that the send off party for the Mayor was amazing. She thanked Enita Jubrey and everyone else who helped make it happen. It is getting darker, quicker, so please be careful and slow down.

Councilor Gluck Hoffman stated this weekend is the Chili Fest. The Lions club have the craft fair and the Kiwanis Club and Junior Windsor Womans Club will be there as well. Please come out and support these organizations as all the money they collect are used in town for scholarships for our kids. She asked that people slow down. It is getting darker out.

Councilor Eleveld stated it was a pleasure to be at the Windsor Worx ribbon cutting ceremony. It will be an advantage for those who live in Windsor when looking for a place to go to do work and to be able to socialize. He was also at the ribbon cutting for Big Lots in the Windsor Shopping center. The place is beautiful. He was at the reception for the Mayor and heard Barbara Trinks speak. Her comments were very nice. The Chili Challenge is happening this weekend. The Kiwanis will be doing their food canoe race once again. He added it's Breast Cancer Awareness month. From personal experience, having a car broken into, you spend the entire day fixing the problem, especially if it is a broken window. He encouraged individuals to contact state legislators and senators as it is their responsibility to modify the laws. He added that most of the perpetrators are not adults.

Deputy Mayor Bress stated she saw some councilors at the events that were already spoken of. She especially liked the Mayor's event. Every time she goes to one of these events it is amazing how competent and hard working our staff is and what a wonderful community we have that people are so willing to volunteer and give up their time as they do.

Councilor Smith attended the MDC hazardous materials event. He attended the Big Lots event as well. He was also at the Windsor Worx event. They did a good job of repurposing an older commercial building. That's exactly the type of development Windsor needs.

Mayor Trinks thanked everyone that took part to the most amazing retirement party that he's ever attended. The amount of work that must have gone into it is a lot. He's so appreciative that it was done. He thanked Enita Jubrey and Town Manager Souza. It was an extraordinary event and one he'll never forget. He wished Big Lots great luck.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Board of Education

Ayana Taylor, Board of Education, gave the following report:

- At its September regular meeting, the BOE approved Tuesday, June 11, 2024 as the date for the WHS Class of 2024 graduation.
- Dr. Hill's next Coffee Talk will be on Tuesday, October 17 from 5:30 - 6:30 PM in the LPW Courtyard. Please RSVP on the district website.
- The Board of Education wishes all the best to two of our departing members. Ms. Juline Golinski is leaving us as her family is moving to Virginia. Darleen Klase is leaving in hopes of being elected to the Town Council.

- The board also wishes good luck to Mayor Don Trinks on making his retirement from town politics official as of this Election Day. It has been a pleasure and privilege to work with you, Mayor Trinks. "Nothing left to do but smile, smile, smile!" Jerry Garcia, Robert Hunter, 1972.
- The next regular Board of Education meeting will be on Tuesday, October 17, 2023 at 7:00 PM in the Board Room at the L.P. Wilson Community Center.

Darlene Klase gave an update on Oliver Ellsworth School. She thanked the Town Council for its allocation to support the safety of the staff and children at Oliver Ellsworth. Because of the Town Council's allocations of funds, the Public Building Commission approved moving forward with the evaluation of the Oliver Ellsworth school which included infrared testing, pressure testing and concrete slab testing. They will also be reviewing the statement of work to ensure that it is as comprehensive as it needs to be. Other notes of progress include:

- A dedicated Oliver Ellsworth section on the website that is regularly updated by Dr. Hill and his staff
- Regular testing of humidity levels to ensure they are under recommended thresholds
- Deep cleaning augmenting regular cleaning by a specialized cleaning vendor that just has completed their work
- Dehumidifiers that drain in all sections of the building and classrooms
- Multiple public forums including one with the CT Department of Public Health and the Windsor Health Department
- A process for all teachers to replace all purchased items that had to do with mold

b) Town Planning & Zoning Commission

Anita Mips, Town Planning & Zoning Commission and Eric Barz, Town Planner, outlined the following:

**Town Planning and Zoning Commission
2023 Annual Report**

Meetings	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
Regular Meetings	10	11	10
Special Meetings	3	1	1
Total	13	12	11
Applications Processed	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
Site Plan	31	25	40
Subdivision	2	3	2
Special Use	23	16	22
Zone Change	1	5	8

Text Amendment	5	2	13
Miscellaneous Apps.	0	7	0
Total	62	58	82

Development	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
Residential	4 Units	4 Units	183 Units
Non-Residential	900,757 sq. ft.	1,007,549 sq. ft.	1,080,557sq. ft.

Notable Recent and Ongoing Projects

Non-Residential Development

- 11 Goodwin Drive was approved for manufacturing with 462,757 sq. ft.
- 205 Baker Hollow Road was approved for a manufacturing & distribution warehouse with 185,600 sq. ft.
- 15, 21, 27, 33 & 41 Stone Road was approved for a warehouse/distribution facility with 218,400 sq. ft.
- 415, 425 & 505 Day Hill Road was approved for manufacturing/warehouse distribution with 170,300 sq. ft.
- 685 Day Hill Road was approved for a new hotel, Microtel Inn & Suites, with approximately 43,500 sq. ft., offering 91 guest rooms next to the soccer dome
- 458 Windsor Avenue was approved for the Wilson Gateway Park
-

Residential Development

- Detail Plan for 109 & 125 Poquonock Avenue was approved for 77 units with 6,911 sq. ft. of retail space
- Detail Plan for 144 Broad Street was approved for 106 units and 12,000 sq. ft. of retail space

Text Amendments (Regulation Updates)

- Affordable Housing Plan Adoption
- Cannabis Dispensary Facility or Cannabis Hybrid Retailer
- Cannabis Production and Sales
- Projecting Signs
- Housing for Handicapped Persons
- Deferred Parking
- I Zone Façade Requirements
- Electric Vehicle Charging Stations
- Parking Lot Landscaping Requirements and Tractor Trailer Storage Spaces
- Great Pond Form-Based Code – freestanding signs
- Electric Vehicle Charging Stations
- Parking Lot Landscaping Requirements and Tractor Trailer Storage Spaces
- Great Pond Form-Based Code – freestanding signs

Councilor Naeem asked if she could get an overview of what has changed for text amendments regarding the cannabis dispensary facility and the cannabis production and sales. Mr. Barz stated we previously had a regulation on the books that allowed for a medical cannabis dispensary. We also previously had an interpretation that the manufacturing of marijuana related products were being treated no differently than any

other manufacturing. What the regulations did was to amend the regulation to allow an existing medical dispensary to add recreational sales or for a new combination medical dispensary and recreational sales operation to come into existence. So there wouldn't be one of each kind. There would be a medical alone or in combination with recreational marijuana. Based on the distance requirements, there could be one possibly of two facilities in town but they would be located in an industry zone with separation from residential zones, schools, and other sensitive areas. On the manufacturing side, we codified the interpretation that taking marijuana and turning it into other products (edibles, oils) to be used in other items would be considered as manufactured in the "I" zone. Restrictions were placed on growing marijuana to try and limit the impact of grow lights in the neighborhood that would be running all night and any smells that might emanate from the facility.

Councilor Naeem stated that Mr. Barz had said something about the distance from schools. What is the distance that we are looking at now for schools? Mr. Barz said about 1,000 feet.

Councilor Dobler asked about the 685 Day Hill Road project, the new hotel. Would that be in front of the soccer field? We heard there was supposed to be two hotels there. What is the latest? Mr. Barz stated the Holiday Inn Express venture had problems with finances. The owner lost the Holiday Inn Express franchise and he's looking for a different franchise. The original intended developer for the second hotel, which would cater to the softball and soccer facilities, its financing fell through. Mark Greenburg will now be the operator of the second hotel.

Councilor Dobler stated that we are looking at having one hotel very near the softball and soccer field facility and one close to it correct? Mr. Barz said they are practically side by side.

Councilor Dobler asked if there is a time frame for when they plan on breaking ground. Mr. Barz said he did not have one.

Councilor Eleveld asked where in town are we looking to place a marijuana facility. Mr. Barz answered there is the possibility of having one on Day Hill Road and the other one would be somewhere along Hayden Station Road.

Councilor Eleveld stated that it would have to be at a specific area on Day Hill Road and a piece of land off of Hayden Station. Mr. Barz stated they could be a tenant in one of the buildings taking a portion of a space.

Councilor Walker stated he didn't see the site request for the Windsor Avenue section close to the Hartford line where there is supposed to be another gas station. Mr. Barz stated that did not fall under this fiscal year. We are reporting on last fiscal year.

8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

2023 Renters Rebate Program Concludes

Our Social Services Team processed 175 applications for the Renters Rebate program which began in April and concluded last week. By state law, communities administer this reimbursement program for renters who are elderly or totally disabled and whose incomes do not exceed certain limits. Social Services staff assists all housing authority residents in addition to other eligible Windsor residents to use the program. Social Services took on the responsibility for the first time in 2021. In 2021 they processed 75 applications, in 2022, 85 applications, and in 2023, 175 applications. Thank you to Jasmine Hall and her team who introduced new outreach and marketing efforts in partnership with the Windsor Housing Authority to ensure the success of the program.

FEMA Nationwide Mobile Alert Test

On October 4, 2023, the Federal Emergency Management Agency (FEMA) plans a nationwide mobile alert test that will send an emergency messages to all cellphones across the country.

In coordination with the Federal Communications Commission (FCC), the national test will be administered at approximately 2:20 p.m. ET on Wednesday, October 4. It will consist of two portions that will test Wireless Emergency Alerts (WEA) and Emergency Alert System (EAS) capabilities.

The WEA portion of the test will be directed to all consumer cell phones. The messaging will be displayed in either English or Spanish, depending on the language settings of the phone. The EAS portion of the test will be sent to radios and televisions.

FEMA and the FCC are coordinating with EAS participants, wireless providers, emergency managers, and others to prepare for this national test to minimize confusion and to maximize the public safety value of the test.

In case the October 4 test is postponed due to widespread severe weather or other significant events, the backup testing date is October 11, 2023.

L.P. Wilson facility closing

L.P. Wilson will be closing at 12:00 PM on Saturday, October 7, 2023 so electrical supply lines can be energized to the new service panels feeding the recently installed HVAC equipment. The building will re-open on Sunday, October 8, 2023 at 8:00 AM.

Senior Health Fair & Flu Shot Clinic

The Senior Health and Wellness Fair will be held on Thursday, October 12 at the L.P. Wilson Community Center from 8:30 AM to 1:00 PM. Health and Wellness information will be distributed and health related screenings will be offered from 30-40 vendors.

A Flu Shot Clinic will be held in conjunction with the Health and Wellness Fair. Windsor residents who are 18 years old or above are eligible to receive their annual flu shot. In addition, persons 65 years old or above are eligible to receive the high dose flu shot. Another flu clinic will be held at Town Hall on Thursday, October 26, 2023 from 4:00 PM

– 7:00 PM. The high dose flu vaccine will be available only at the Senior Health and Wellness Fair.

Individuals need to bring all of their insurance cards (Medicare card, Medicare HMO card, Medicare Advantage and/or standard insurance card) with them.

For those who **do not** have insurance, the cost of the standard flu shot is \$30 and the cost of the high dose flu shot is \$45.

Feel free to call Rebecca Joyce at 860-285-1881 or Jennifer Waldo RN, MS at 860-285-1824 for additional information.

Blood Drive

The Windsor Lions Club will be holding a blood drive on October 14, 2023 at the L.P. Wilson Community Center from 10:00 AM – 4:00 PM. Please call 860-836-0280 to reserve a spot.

Windsor Lions Annual Art & Craft Fair

This Saturday, October 7, 2023 from 10:00 AM – 4:00 PM on the Windsor Town Green will be the annual Windsor Lions art & craft fair. The fair features a large variety of non-commercial crafts displayed for sale by vendors. For more information, email at windsorct.lions@gmail.com or call 860-836-0280.

Windsor Garden Club Market

Fall is for planting! Get a leg up on your next year's garden by planting today. The Windsor Garden Club will be holding their Fall Garden Mart on October 7, 2023 from 10:00 AM – 2:00 PM on the town green behind the Eagle. Shop for perennials and herbs to plant now, mums to brighten the shorter autumn days and house plants to keep your thumb green all winter long. The event will be held rain or shine. Purchases are cash only and support the Windsor Garden Club's annual scholarship and other programming. For questions, please contact website@windsorgardenclubct.org.

'Wonder of Windsor' photo contest

The 'Wonder of Windsor' photo contest has begun with the theme of "Falling into Autumn." Photos must be taken in Windsor from October 1-31, 2023. There will be two submission categories—those under the age of 18 and adults. This contest will show appreciation for the beauty of Windsor's natural characteristics such as parks, playgrounds, farmland, waterways, fauna, flora, gardens, personal spaces or a single item of Windsor's natural beauty. Black and white and color are acceptable. Only one entry per person is allowed. The public will vote on the best photos in both categories from November 1 – November 4. Public choices will determine the winners. For more information go to www.townofwindsorct.com.

Councilor Eleveld stated that we heard from a citizen about the water issues at the Windsor Housing Authority. An item that we had discussed in the past is the phenomenal amount of water that had fallen that flooded the courtyard area a couple of years ago. With all the rain we've seen in the last several months, has there been any water issues

related to what we had seen a couple of years ago? Town Manager Souza stated that to his knowledge there has not been. He didn't hear any reports after this weekend. Previously he had a conversation about two weeks ago with management staff about the facility and they did not mention that they were having problems with water. He reminded the Town Council that they did give American Rescue Funds to the Windsor Housing Authority to assist for the design of the roof repairs. Those designs are completed. The Windsor Housing Authority has submitted a grant application which is effective as a tax credit program. Although they have not received final word, they have received informal word that they will be receiving that tax credit/grant from the state. He will check with the Windsor Housing Authority about that this week.

Councilor Eleveld stated the grant should hopefully fix the water issues by fixing the roof. Town Manager Souza stated that is correct. It will take care of the items that were raised during public comment. There will be a full complete roof replacement of the impacted areas. The exterior site drainage has been rectified by operational actions that the Windsor Housing Authority has taken.

Deputy Mayor Bress stated she is aware of the grant. She and Representative Garibay were asked to send a letter of support to the legislature about that grant. They both sent one and shared their belief there is a great need at the Windsor Housing Authority and the grant would be used for the roof issue.

Councilor Walker stated the Windsor Housing Authority has a history of complaints but he recalls the last time that we gave the Windsor Housing Authority some money, he had requested that the Town Council be provided a copy of the financial audit. It's going on two years now and we've yet to see a report. Town Manager Souza stated he will follow up on that. From the information that he does have, he has been told that the audit is still being completed.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Dobler – nothing to report.

Finance Committee – Councilor Naeem – nothing to report.

Health and Safety Committee – Councilor Black-Burke stated that the Town Council will have a workshop regarding the WVA report. All are invited to attend. Regarding the red light cameras or Bill 5917, the bill was approved and the Health and Safety Committee had preliminary comments about them. She definitely agrees that there would need to be a conversation as a Council as it relates to what that would look like here in Windsor. The bill does not go into effect until another two years.

Councilor Walker stated for clarification the legislature will provide the guidelines by January next year. Right after that, we can start the process. Then we would work with the DOT.

Personnel Committee – Deputy Mayor Bress stated the Committee has a meeting on October 10th. We will be reviewing some applicants at that time.

10) **ORDINANCES** - None

11) **UNFINISHED BUSINESS** - None

12) **NEW BUSINESS**

- a) Approve acceptance and expenditure of a grant from the Connecticut Office of Early Childhood

MOVED by Deputy Mayor Bress, seconded by Councilor Smith to authorize the acceptance and expenditure of the Office of Early Childhood Child Care Program Stabilization Funding Grant in the amount of \$103,773.60.

Laura Casey, Discovery Center & Montessori School Director, stated the OEC Child Care Program Stabilization Funding Grant helps programs address operational costs including increased expenses during and following the pandemic. Grant funds needs to be spent by September 2024 and proceeds are not allowed to restore lost revenues.

The additional grant funds are planned to be used to adjust staff wages to be more market competitive to aid in retention and recruitment, reimburse staff for continuing education and training expenses, and a portion of the FY 24 rent expenses. The estimated remaining balance of approximately \$20,000 is planned to be utilized in FY 25 to offset wage and salary costs.

Motion Passed 9-0-0

- b) Approve extension to Blueprint Robotics Fixed Assessment Agreement

MOVED by Deputy Mayor Bress, seconded by Councilor Eleveld that the Town Council approve a six month extension to May 16, 2024 for Blueprint Partners Corp to start construction on their 11 Goodwin Drive manufacturing facility.

Patrick McMahon, Economic Development Director, stated Blueprint's timeline for commencing construction of its Windsor plant has been delayed as they finalize development matters including overall project financing. Blueprint now expects construction to commence in the late first quarter of 2024. Blueprint has been actively working with its design professionals, town staff, and various state agencies to move the project forward.

The Fixed Assessment Agreement allows for amendments to the agreement if authorized by both the parties. If a six month extension is granted, construction would need to be started by May 16, 2024.

Councilor Eleveld stated they are having difficulty with arranging for capital funding of the project. Is the May 16th date a date that they confidently think they could meet? Mr. McMahon replied they are very confident they can meet that date. They will be submitting a building permit application in early January and then construction would be in late spring of 2024. That should be sufficient time to move forward.

Councilor Eleveld asked regarding the building permit, is that lynch-pinned to the abatement or is it a shovel in the ground? Mr. McMahon said it would be construction or 'shovel in the ground'.

Councilor Black-Burke asked how the Town Council would be apprised of when May 16th comes around what is going to happen, if they can't meet that date. Mr. McMahon replied that they will come back before the Town Council and give them an update and/or ask for an extension of time. For now, they are fairly confident they'll meet that date.

Councilor Black-Burke asked what their process is to keep Mr. McMahon informed. Mr. McMahon stated he and the Town Manager Souza are in constant communication with Jerome Smalley, the CEO. We are in contact via email. We will be flagged early on if there are any issues with this extension date.

Councilor Eleveld stated that part of the reason they received the abatement is because they are a green company (as in green technologies, etc.). This will be a manufacturing company and not a warehouse.

Motion Passed 9-0-0

- c) Approve extension to 144-152 Broad Street LLC Credit Enhancement Agreement

MOVED by Deputy Mayor Bress, seconded by Councilor Dobler that the Town Council approve a 60 day extension until December 11, 2023 for 144-152 Broad Street LLC to start construction on the 144-152 Broad Street redevelopment project.

Patrick McMahon, Economic Development Director, stated the Developer continues to work diligently to bring the project to start of construction however, the start date may be after the six month milestone from site plan approval which is October 11, 2023. Staff is recommending a 60-day extension to this provision of the CEA.

Despite the delay, the project is proceeding toward construction start. The Developer filed for a demolition permit on September 27, 2023 to demolish the vacant bank/package store section of the building to the west of Peking Chinese Restaurant. A 60-day extension is requested to provide for time for town staff review of the demolition permit application, as well as for the Developer to coordinate the work with utilities and its construction firm. The CEA allows for amendments to the agreement with the express written consent of the parties.

Councilor Eleveld stated the delay is to do with third parties for this project correct. Mr. McMahon interjected that this has nothing to do with finances. All finances are in place for the project.

Councilor Eleveld said the agreement doesn't kick in because of demolition but because of actual construction. Mr. McMahon stated that demolition is the beginning of the construction of the project.

Councilor Eleveld stated they need to get a demolition permit and then they still have to get a building permit, correct? Mr. McMahon stated that is correct but he can start the demolition prior to getting the building permit for construction of the actual structures.

Councilor Eleveld said the demolition is basically to remove the roof and the façade will stay correct? Mr. McMahon replied he believes it will be down to the foundation.

Councilor Eleveld asked if it will affect the other businesses in that area like Peking Kitchen, the Dragonfly, etc. Mr. McMahon replied those businesses will continue to operate. The demolition contractor will have to take that into consideration and do the work accordingly.

Councilor Eleveld asked that once a building permit is issued, that the Town Council be alerted. Mr. McMahon stated he could do that.

Mayor Trinks asked if we still have the 30 day cooling down period where a demolition period is granted but you can't start the demolition until a portion of time elapses. Town Manager Souza said we do have a demolition delay ordinance which is specific to properties that are listed. To his knowledge this property is not listed on there.

Councilor Smith asked if funding is in place for the entire three phases or for the one particular phase. Mr. McMahon stated the project has been consolidated to two phases. There is financing in place for the entire project for both phases.

Motion Passed 7-1-1 (Councilor Walker against, Councilor Walker abstained)

- d) Set a Public Hearing for October 16, 2023 at 7:20 PM on proposed amendment to Town Center Tax Increment Financing Plan

MOVED by Deputy Mayor Bress, seconded by Councilor Naeem that a Public Hearing be set for October 16, 2023 at 7:20 PM to allow for public comment on proposed amendments to the Windsor Center Tax Increment Financing District Master Plan.

Patrick McMahon, Economic Development Director, stated it is important to have an accurate accounting of parcels with the TIF District in order to establish the Original Assessed Value (OAV) of the District. The OAV is the baseline to determine any Incremental Assessed Value (IAV) generated within the district each year – a portion of which will be reinvested within the District (75%) and a portion will be deposited into the General Fund (25%).

To incorporate the six property cards in the District Master Plan there are several resulting proposed amendments needed in the District Master Plan.

The following parcels and their assessments were not included on the parcel enumeration and should be added:

Location	Property Use	Taxable Real Property	Non Taxable Real Property	Total
29 Poquonock Ave.	Restaurant Parking	52,430		52,430
56 Poquonock Ave.	Commercial Condo	111,440		111,440
58 Poquonock Ave.	Commercial Condo	64,890		64,890
152 Broad Street	Store	382,270		382,270
330 Broad Street	Restaurant (Dom's)	137,060		137,060
38 Central Street	US Govt (Railroad)		3,220	3,220
Totals from these properties		748,090	3,220	751,310

*152 Broad Street is part of the Founders Square redevelopment at 144-152 Broad Street.

With these parcels included, the total taxable real property (OAV) changes by \$748,090.

Existing District Master Plan OAV figure:	\$43,524,768
Value from added parcels:	<u>\$748,090</u>
Amended District Master Plan OAV figure:	\$44,272,858

Amendment 2 (page 7 of attachment)

Under state law, no more than 10% of taxable real property can be contained within all TIF Districts combined. This percentage is derived by dividing the taxable assessed value in the District (\$44,272,858) by the gross taxable grant list as of October 1, 2021 (\$2,676,734,678). The addition of the six parcels results in an increase in the percentage from 1.63% to an amended figure of 1.65%. Please note Windsor Center TIF District is the only established TIF District to date.

Amendment 3 (Exhibit A, page 17 of attachment)

The property card address for Geissler's Supermarket is 318 Broad Street instead of 330 Broad Street.

Amendment 4 (Exhibit D, page 25 of attachment)

Exhibit D – Forecasted Estimate of Captured Assessed Value (CAV) and Incremental Tax Revenue over 20 year period has been updated to incorporate the assessed values of the six missing properties, as well as to account for input error in row 1 of the 'Remainder of District' column. These changes do not substantially change the estimates for total incremental tax revenue and the allocations to the TIF account and General Fund.

Total Incremental Tax Revenue Before Amendment:	\$16,443,987
Total Incremental Tax Revenue After Amendment:	\$16,440,950

75% Capture for District Before Amendment:	\$12,332,990
75% Capture for District After Amendment:	\$12,330,712

25% General Fund Before Amendment:	\$4,110,997
25% General Fund After Amendment:	\$4,110,237

Councilor Eleveld asked if we've gone through the book to find everything. Mr. McMahon said yes.

Councilor Eleveld thought that the Steak & Seafood parking lot would be tied to the building. Looks like it is not. Is that not the case? Mr. McMahon said that is a separate card.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS

Deputy Mayor Bress stated that the Council has two individuals on the slate to be reviewed tonight and to take action on at the next meeting. These individuals were reviewed for the Arts Commission but were not selected however they had a second choice, the Human Relations Commission. After contacting them, they were still interested. We have quite a few vacancies on the Human Relations Commission.

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the September 18, 2023 Public Hearing

MOVED by Deputy Mayor Bress, seconded by Councilor Gluck-Hoffman to approve the minutes of the September 18, 2023 Public Hearing as presented.

Motion Passed 9-0-0

- b) Minutes of the September 18, 2023 Regular Town Council Meeting

MOVED by Deputy Mayor Bress, seconded by Councilor Gluck-Hoffman to approve the minutes of the September 18, 2023 Regular Town Council meeting as presented.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS

MOVED by Deputy Mayor Bress, seconded by Councilor Black-Burke to enter into Executive Session at 9:07 p.m. for the purpose of:

- a) Discussion concerning the appointment, employment, performance, health or dismissal of a public officer or employee.

Motion Passed 9-0-0

16) EXECUTIVE SESSION

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

Staff: Peter Souza, Town Manager

MOVED by Councilor Naeem, seconded by Councilor Black-Burke to exit Executive Session at 9:40 p.m.

Motion Passed 9-0-0

17) ADJOURNMENT

MOVED by Councilor Smith, seconded by Councilor Dobler to adjourn the meeting at 9:41 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene Albert
Recording Secretary