



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

APPROVED MINUTES

1) CALL TO ORDER

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

Present: Mayor Donald Trinks, Deputy Mayor 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

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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