



Council Agenda

Council Chambers
Windsor Town Hall
February 20, 2024



Zoom Instructions

Dialing in by Phone Only:

Please call: **312 626 6799 or 646 558 8656**

1. When prompted for participant or meeting ID enter: **823 7367 4203** and then press #
2. You will then enter the meeting muted. During 'Public Comment' if you wish to speak press *9 to raise your hand. Please give your name and address prior to voicing your comments.

Joining in by Computer:

Please go to the following link: <https://us02web.zoom.us/j/82373674203>

When prompted for participant or meeting ID enter: **823 7367 4203**

1. Only if your computer has a microphone for two way communication, then during Public Comment if you wish to speak press **Raise Hand** in the webinar control. If you do not have a microphone you will need to call in on a phone in order to speak.
2. During 'Public Comment' if you do not wish to speak you may type your comments into the Q&A feature.

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER OR REFLECTION – Councilor Naeem
3. PLEDGE OF ALLEGIANCE – Councilor Naeem
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
8. TOWN MANAGER'S REPORT
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES



11. UNFINISHED BUSINESS

- a) *Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$1,810,000 FOR COSTS IN CONNECTION WITH THE INTERNATIONAL DRIVE RECONSTRUCTION PROJECT; AND AUTHORIZING THE ISSUE OF \$1,810,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

12. NEW BUSINESS

- a) *Authorize the submittal of grant applications to the CT Brownfields Remediation Program related to the former Stanadyne manufacturing complex at 90 and 92 Deerfield Road (Town Manager)
- b) *Present overview of potential grant application to the CT Recreational Trails Program for a segment of multi-use trail north of the Wilson Boat Launch (Town Manager)
- c) *Authorize the submittal of grant applications to the LOTCIP program for pavement rehabilitation projects on Marshall Phelps Road and Prospect Hill Road (Town Manager)
- d) *Approve funding for the replacement of Police Department crime scene vehicle (Town Manager)

13. *RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the February 5, 2024 Public Hearing
- b) *Minutes of the February 5, 2024 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

- a) Strategy and negotiations with respect to collective bargaining (Windsor UPSEU - Dispatchers)

17. ADJOURNMENT


★Back-up included

Agenda Item Summary

Date: February 20, 2024

To: Honorable Mayor and Members of the Town Council

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

Reviewed By: Peter Souza, Town Manager 

Subject: International Drive Rehabilitation - Construction

Background

International Drive is a highly used urban roadway with heavy truck volumes. Average Daily Traffic (ADT) is estimated at approximately 7,000 vehicles per day. The most recent pavement evaluations indicate that the pavement condition of a substantial portion of International Drive southbound is within the fair to poor range with a pavement condition index (PCI) as low as 51 on the roadway. Transverse and longitudinal cracking, alligator cracking, as well as potholing and patching are visible in the pavement. This section of International Drive has not seen any major improvements since 1995.

In 2020 the Town submitted two applications for state funding through the Connecticut Department of Transportation's (CT DOT) Local Transportation Capital Improvement Program (LOTICIP) for the pavement rehabilitation of this roadway. One application was for Phase 1 (Northbound) and the second was for Phase 2 (Southbound). Phase 1 was awarded LOTICIP funding. In 2023, the northbound lanes of International Drive were reconstructed. The southbound lanes, Phase 2 of the project was not awarded grant funding.

At this time, a bond ordinance is respectively being requested to fund Phase 2 – reconstruction of the southbound two lanes from the East Granby town line to the intersection of Rainbow Road. The project length is approximately 3,800 linear feet.

Design of Phase 2 was completed in conjunction with the Phase 1 under a Town Council appropriation of \$85,000 during its November 2, 2020 meeting and additionally by \$38,000 at the June 7, 2021 meeting.

Discussion/Analysis

The project will remove and replace all asphalt with 8" of new bituminous concrete. In areas of less than 6" of granular base, additional processed aggregate will be placed and compacted. Project scope also includes replacing bituminous curbing and catch basin tops along the roadway. Design of Phase 2 was completed in conjunction with the Phase 1 design

The project is part of the FY24 CIP. The construction was recently bid. At this time, staff is seeking funding for the construction of this project. If funding is approved, the construction is expected to commence in the spring of 2024 and be complete in the fall of 2024 depending on weather.

Financial Impact

The project costs are as follows:

Construction	\$ 1,480,000
Inspection, testing, survey	\$ 148,000
Contingency	\$ 148,000
Bonding	\$ 34,000
Total	\$ 1,810,000

This project is in the Capital Improvement Program (CIP) for the FY24 fiscal year. The CIP allocated \$2,290,000 for this project. Based on received bids, the requested funding is in the amount of \$1,810,000 in bonding. The estimated average annual debt service, based on a 15 year term and a 5% interest rate is \$169,000.

Other Board Action

None

Recommendations

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

1) Waiving of the Reading

“RESOLVED, that the reading into the minutes of the text of the ordinance entitled, “AN ORDINANCE APPROPRIATING \$1,810,000 FOR COSTS IN CONNECTION WITH THE INTERNATIONAL DRIVE RECONSTRUCTION PROJECT; AND AUTHORIZING THE ISSUE OF \$1,810,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION” is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.”

2) Approve an Ordinance

“MOVE to approve an ordinance entitled, “AN ORDINANCE APPROPRIATING \$1,810,000 FOR COSTS IN CONNECTION WITH THE INTERNATIONAL DRIVE RECONSTRUCTION PROJECT; AND AUTHORIZING THE ISSUE OF \$1,810,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

Attachments

Bond Ordinance

AN ORDINANCE APPROPRIATING \$1,810,000 FOR COSTS IN CONNECTION WITH THE INTERNATIONAL DRIVE RECONSTRUCTION PROJECT; AND AUTHORIZING THE ISSUE OF \$1,810,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate ONE MILLION EIGHT HUNDRED TEN THOUSAND DOLLARS (\$1,810,000) for costs in connection with the roadway reconstruction of International Drive, comprised of new roadway pavement and curbing, as well as other related items, including drainage improvements, line striping and other related improvements (the "Project"). The appropriation may be spent for construction, inspection fees, engineering fees, consultant fees, right-of-way costs, equipment, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the Project and its financing. The Town Engineer is authorized to determine the scope and particulars of the Project and may reduce or modify the Project scope, and the entire appropriation may be expended on the Project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed ONE MILLION EIGHT HUNDRED TEN THOUSAND DOLLARS (\$1,810,000) to finance the appropriation for the Project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the Project and not separately appropriated to pay additional Project costs. The bonds or notes shall be issued pursuant to Sections 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the Project. The amount of the notes outstanding at any time shall not exceed ONE MILLION EIGHT HUNDRED TEN THOUSAND DOLLARS (\$1,810,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and either the Treasurer or the Director of Finance of the Town shall sign any bonds or notes by their manual or facsimile signatures. The Director of Finance shall keep a record of the bonds and notes. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and either the Treasurer or the Director of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be the certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that Project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the Project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and either the Treasurer or the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or note to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

Section 7. That the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer, and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the Project and to issue bonds or notes to finance the aforesaid appropriation.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk


Distributed to Town Council	_____ 1/16/24
Public Hearing Advertised	_____ 1/19/24
Public Hearing	_____ 2/5/24
Adopted	_____
Advertised	_____
Effective Date	_____

Agenda Item Summary

Date: February 20, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Patrick McMahon, Economic Development Director

Reviewed By: Peter Souza, Town Manager 

Subject: Municipal Brownfield Grant Program Applications
90 & 92 Deerfield Road

Background

The Connecticut Department of Economic and Community Development (DECD) is soliciting applications from municipalities for the Municipal Brownfield Grant program. This competitive grant program is geared to assess and remediate properties that have, or are suspected to have, environmental contamination with the goal to spur reinvestment. Staff is recommending the submittal of applications for 90 and 92 Deerfield Road, former Stanadyne properties that are currently vacant, to assist in the redevelopment of this three building campus a multi-tenanted industrial facility.

Discussion/Analysis

Stanadyne, a designer and manufacturer of fuel injection equipment for gasoline and diesel engines, had a long-time presence on Deerfield Road and was a major employer in the community. In 2013, the property was split into two separate parcels – 90 Deerfield Road containing an approximately 400,000SF production facility on 32.95 acres and 92 Deerfield Road containing two separate buildings of approximately 160,000SF and 90,000SF on 19.76 acres. Over the last fifteen years, Stanadyne had a reduction in workforce and by 2021 had essentially shut down operations in Windsor. In 2023, Stanadyne declared bankruptcy and Industrial Realty Group, LLC (IRG) was able to acquire both 90 and 92 Deerfield Road.

IRG is a Los Angeles-based company which owns and operates more than 150 major projects and developments in 30 states (including 123 Day Hill Road – home to Specialty Printing). IRG is nationally recognized as a leading force behind the adaptive reuse of buildings and facilities throughout the nation. Retrofitting otherwise obsolete buildings, corporate campuses, and industrial complexes are among the company's core competencies. Additionally, IRG has transformed so called "brownfield sites" that are environmentally contaminated and require highly engineered and heavily controlled remediation. These reclaimed properties represent a renewable resource and are again able to contribute to the social and economic well-being of the local community.

IRG intends to invest approximately \$7M in building upgrades to attract multiple tenants to what will be known as the Connecticut River Business Park. IRG is seeking assistance from the town to secure State of Connecticut brownfield funding to continue to assess and remediate contamination that occurred under previous ownership.

The Connecticut Department of Energy & Environmental Protection's (DEEP) issued a Consent Order to Stanadyne, Inc. in 1987 having found that Stanadyne, Inc. was maintaining a facility or condition which was reasonably expected to cause pollution. Subsequently, DEEP issued a

Consent Order to Stanadyne in 1995 indicating the presence of contaminated groundwater. Since that time, varying degrees of investigation and/or remediation activities have occurred at the property. However, much of the activities have ceased due to Stanadyne, Inc. declaring bankruptcy in 2023 and the property transfer to the current owner.

IRG would like to pursue a Remediation and Limited-Assessment Grant in the amount \$3.5M for 90 Deerfield Road and an Assessment-Only Grant for 92 Deerfield Road in the amount of \$200,000. The work associated with 90 Deerfield Road would include soil and groundwater remediation, groundwater monitoring and hazardous building materials abatement. For 92 Deerfield Road a Phase II Environmental Site Assessment would be conducted for soil and groundwater testing.

Financial Impact

There is no financial cost to the Town associated with this grant. The municipality is serving solely as a pass-through of state funding assistance to the developer.

The redevelopment will result in a functional business park which will help with property valuation, as well as job creation in the community.

Other Board Action

The Economic Development Commission (EDC) is aware of the sale of the property to IRG.

If the Remediation Grant were awarded, then a Special Town Meeting would be required to consider the project authorization per Sec. 9-3 of the Town Charter as the value of the project exceeds 2% of the current tax levy.

Recommendations

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

- 1) Approve submission of a Remediation and Limited Assessment Grant for 90 Deerfield Road

“MOVE to approve the submittal of a Remediation and Limited Assessment Grant application to the Department of Economic and Community Development for \$3.5 million for environmental remediation at 90 Deerfield Road on behalf of 90 Deerfield Road LLC.”

- 2) Approve submission of an Assessment-Only Grant for 92 Deerfield Road

“MOVE to approve the submittal of a Assessment-Only Grant application to the Department of Economic and Community Development for \$200,000 for environmental assessment at 92 Deerfield Road on behalf of 92 Deerfield Road LLC.”

Attachments

Property Map

SITE MAP – 90 & 92 Deerfield Road

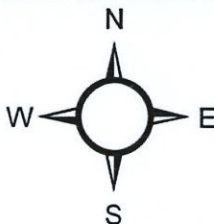


Parcels



Town of Windsor, CT

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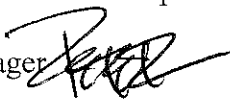


Agenda Item Summary

Date: February 20, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Patrick McMahon, Economic Development Director

Reviewed By: Peter Souza, Town Manager 

Subject: CT Recreational Trails Program Application

Background

The Connecticut Department of Energy and Environmental Protection (DEEP) is now accepting grant applications for the next round of the Recreational Trails grant program. This competitive grant program has \$10M allocated statewide and applications are due by March 11, 2024. We are recommending that the town seek a construction grant for an extension of the river trail system through Windsor Meadows State Park.

This evening staff will provide an overview of the proposed project with the recommendation the Town Council consider approving a grant submittal at the March 4th Town Council meeting.

Discussion/Analysis

The town has a current Recreational Trails grant from the State of CT for the planning and design of a multi-use trail between the Wilson Boat launch and the Windsor Center River Trail. The envisioned trail route would traverse the Windsor Meadows State Park and Loomis Chaffee School property. Design work is underway to fully design and permit the portion of the trail that would go through Windsor Meadows State Park to the southern end of the Loomis Chaffee property and to prepare conceptual level layout plans to assist in discussions with Loomis Chaffee School officials. Permitting for the Windsor Meadows State Park portion could potentially be secured by the end of calendar year 2024 or shortly thereafter.

Town staff recently met with DEEP officials and were encouraged to submit an application for the portion of the trail through Windsor Meadows State Park as DEEP likes to fund construction projects that received planning grant dollars and due to the fact that the trail encompasses a regional greenway. The grant program requires a 20% local match.

The proposed project would connect to a section of existing trail constructed between the Wilson Boat Launch and Meadow Road and to the future Riverfront Recapture park system on the Windsor/Hartford border. The project also connects to the Captain John Bissell Trail across the bridge into South Windsor and trails systems beyond. The trail will provide access and overlooks along the picturesque Connecticut River.

We will provide a project design update at the February 20th meeting with a plan to present a request to the Town Council in early March to authorize submitting a grant application. DEEP is anticipated to make grant award announcements in May.

Financial Impact

Our selected design firm, East-West Engineering, has provided a preliminary cost estimate including a contingency of approximately \$900,000 to bring the trail just short of a decision point for potential future

routing through the Loomis Chaffee campus. This would represent a \$720,000 application to the state with a \$180,000 local match. If we are successful in being awarded a construction grant, the full project cost for Phase 1 would need to be authorized as this is a reimbursable type of grant. Construction of the River Trail is included in the Capital Improvement Plan for FY 28.

Other Board Action

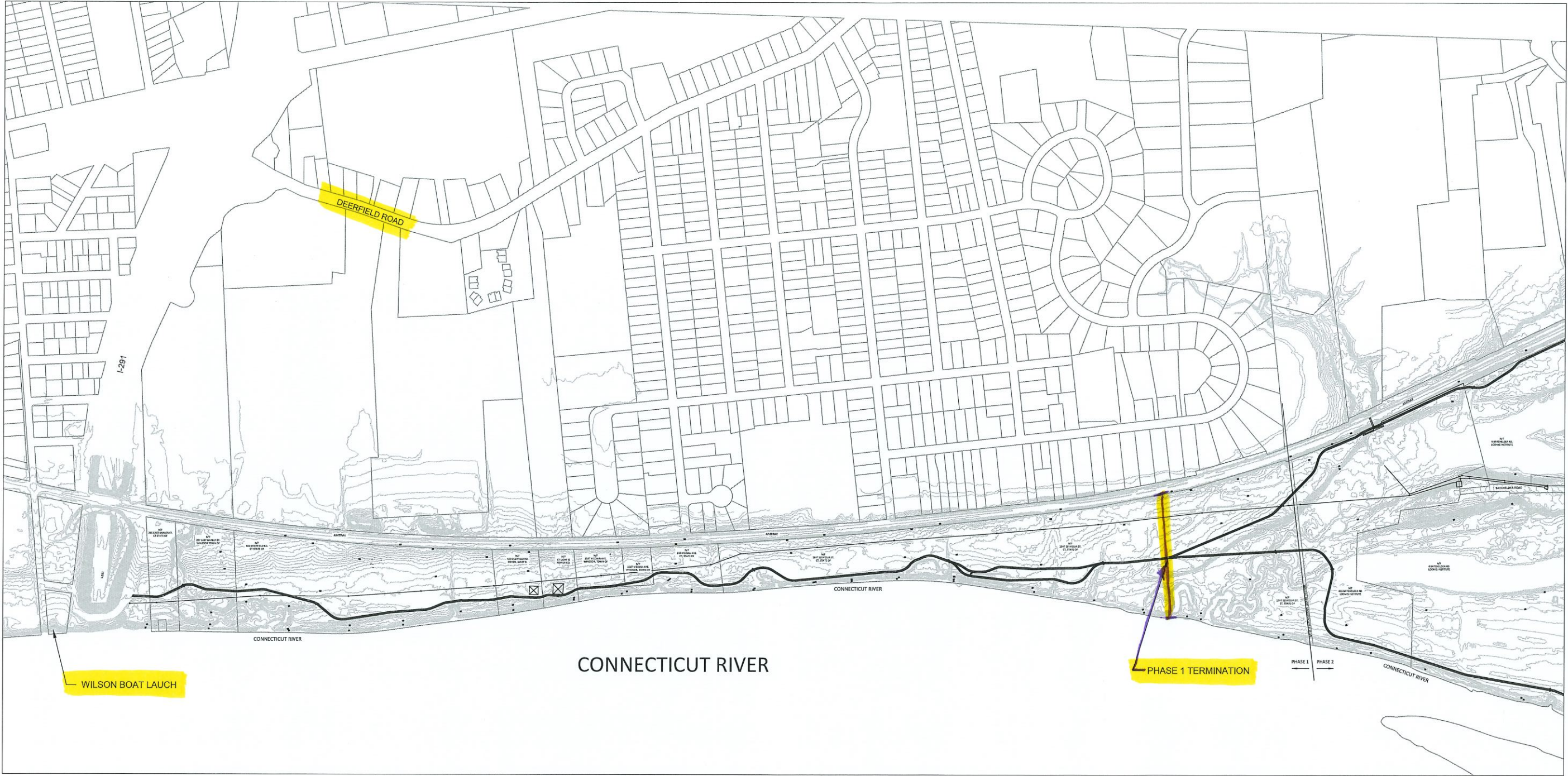
If the project is awarded grant funds, then a CGS 8-24 review by the Planning and Zoning Commission would be required.

Recommendation

A motion to approve submitting a grant application is recommended to be considered by the Town Council on March 4th.

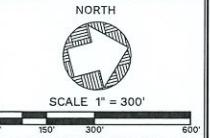
Attachments

Preliminary plans for Phase I



**EAST-WEST
ENGINEERING**
91 South Main Street
West Hartford, CT 06107
860-729-9326
EAST-WESTENGINEERING.COM

TOWN OF WINDSOR
275 BROAD STREET
WINDSOR, CT 06095



REVISIONS			
NO.	DATE	DESCRIPTION	BY

DATE	05.18.2023
SCALE	1" = 300'
PROJECT NO.	1123
DESIGNED BY	GBS
DRAWN BY	GBS
REVIEWED BY	JAS

WINDSOR RIVER TRAIL

EAST BARBER TO
BATCHELDER ROAD
WINDSOR, CONNECTICUT

**PHASE 1
OVERALL
PLAN**

SHEET NUMBER
PH1-0


- NOTES:
- EXISTING INFORMATION OBTAINED FROM THE FOLLOWING SOURCES:
A. WINDSOR GIS FOR TOPOGRAPHIC, HYDRAULIC AND PROPERTY LINES.
B. MDC WINDSOR INTERCEPTOR SEWER, CONTRACT NO. 2015B-03 FOR LOCATION OF FEDERAL WETLANDS, VERNAL POOLS, ARCHEOLOGICAL SITES, SANITARY SEWER INFORMATION, AND LOCATION OF OLD PATHS.
C. MDC SEWER PLANS FOR LOCATION OF SANITARY SEWER AND OLD PATHS

Agenda Item Summary

Date: February 20, 2024

To: Honorable Mayor and Members of the Town Council

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

Reviewed By: Peter Souza, Town Manager 

Subject: Local Transportation Capital Improvement Program Applications

Background

The Capital Region Council of Governments (CRCOG) is soliciting proposals from member towns for transportation projects to be funded under the Connecticut Department of Transportation's (CT DOT) 2024 Local Transportation Capital Improvement Program (LOTICIP). Applications for funding are available to all 38 CRCOG member towns. One of the goals of LOTICIP is to fund capital improvement projects that will substantially improve the condition of our transportation system. Each municipality may submit up to two (2) proposals from a combination of categories. The following four categories are applicable to Windsor: Roadway Reconstruction projects, Pavement Rehabilitation (typically mill and overlay) and Stand Alone Sidewalk projects, and Bicycle and Pedestrian projects. Each category has a unique set of rating criteria. There is a maximum award of \$4 million per municipality. Mill and overlay projects have a maximum award of \$1.2 million per project. Projects are rated on a competitive basis by CRCOG and there is no guarantee any of Windsor's projects will be selected. Applications are due February 21, 2024.

Discussion/Analysis

In order to further our pavement management program, town staff has reviewed several roadway reconstruction/rehabilitation projects to determine which will score favorably utilizing CRCOG's rating criteria. Based on that criteria, it was determined that grant applications be submitted for the following two projects: 1) Marshal Phelps Road and 2) Prospect Hill Road.

Marshall Phelps Road from Bloomfield Avenue to Day Hill Road (approximate length is 6,000'): The road is classified as a minor arterial roadway. The Town's most recent pavement evaluations, conducted by our consulting engineer, indicates an average pavement condition index (PCI) of 72 with a range between 70 and 76 (out of 100) on the roadway. The proposed project application includes bike lanes within pavement in the existing shoulder area in both directions of travel.

Prospect Hill Road from Day Hill Road to Lang Road (approximate length is 5,000'). The road is classified as a major collector roadway. The Town's most recent pavement evaluations, conducted by our consulting engineer, indicate an average pavement condition index (PCI) of 69 with a range between 56 and 78 (out of 100) on the roadway.

The LOTICIP program is structured such that the town is financially responsible for the design of the work. The state then funds 100% of the construction phase of the project.

Town staff is preparing grant applications for Marshall Phelps Road Mill and Overlay (Rehabilitation) and Prospect Hill Road Mill and Overlay (Rehabilitation). The proposed projects anticipate milling 2” of asphalt and placing 2” of new asphalt.

Financial Impact

If awarded funding for one or both of the applications, the Town would be responsible for 100% of the costs related to the design for the selected project with 100% of the construction phase to be funded by the State. Council would be requested to appropriate design funds if a grant application is successful.

The preliminary project costs for construction are expected to be approximately \$1,200,000 for Marshall Phelps Road and \$860,000 for Prospect Hill Road.

The local share for the design costs is estimated to be \$60,000 for Marshall Phelps Road and \$50,000 for Prospect Hill Road.

Grant awards are expected to be determined in spring of 2024.

Other Board Action

None.

Recommendations

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

“RESOLVED, that staff is authorized to submit grant applications to the Capital Region Council of Governments for the following projects under the Local Transportation Capital Improvement Program, Marshall Phelps Road Rehabilitation and Prospect Hill Road Rehabilitation.”

Attachments

Marshall Phelps Road Rehabilitation Limits
Prospect Hill Road Rehabilitation Limits

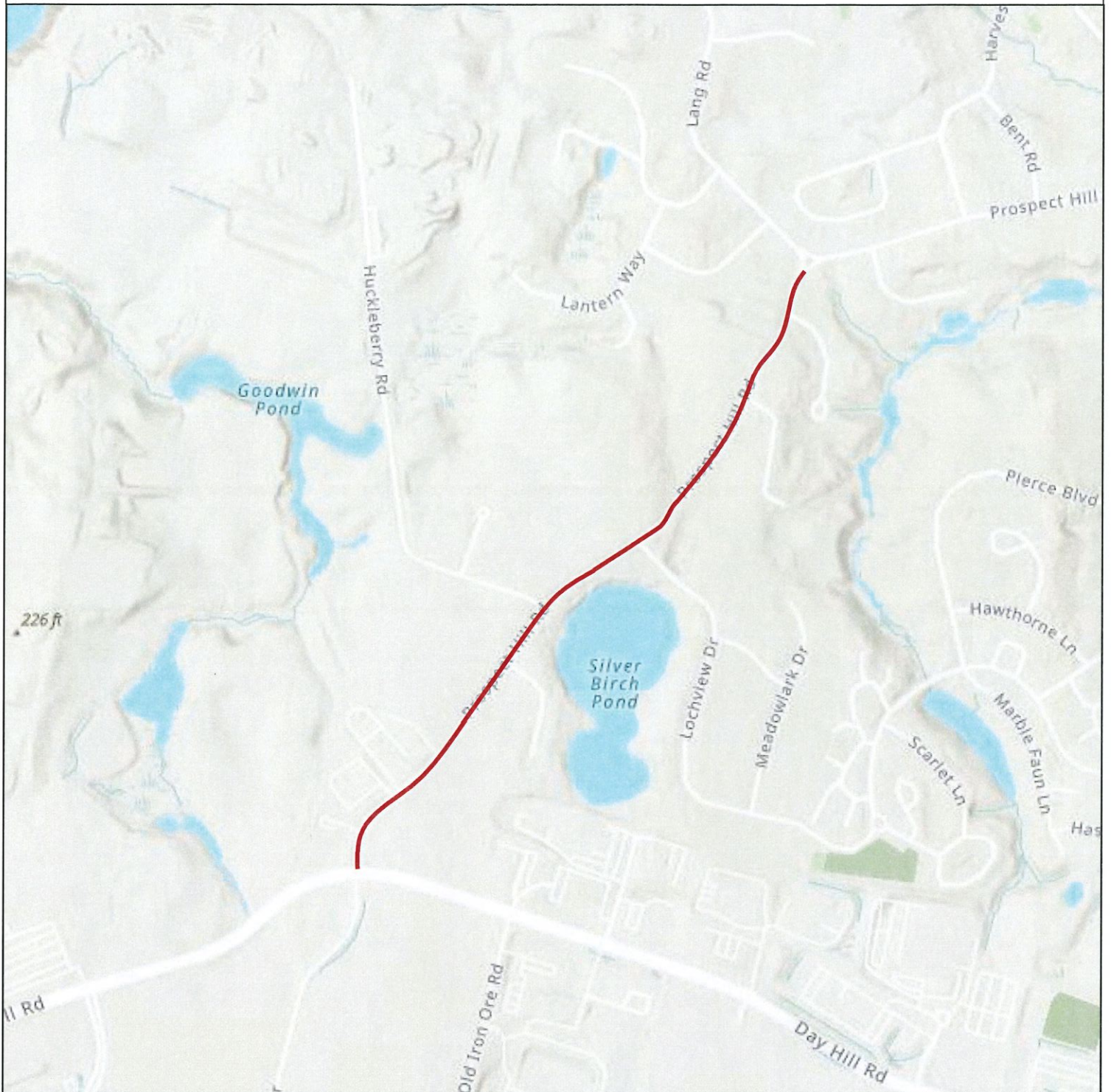
Project Location Map

Marshall Phelps Road Rehabilitation



Project Location Map

Prospect Hill Road Rehabilitation




Agenda Item Summary

Date: February 20, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Donald Melanson, Chief of Police
Heather LaRock, Police Captain

Reviewed By: Peter Souza, Town Manager 

Subject: Crime Scene Response Vehicle

Background

The police department Detective Division is staffed with five Detectives and a Detective Sergeant. This unit is tasked with investigation of cases which are of a serious or complex nature, many of which require longer periods of time to conduct than those cases assigned to the Patrol Division. These investigations often involve crime scene processing which includes documentation and collection of evidence at various incident scenes, both indoors and outdoors. The most serious investigations require detectives to be on scene for days at a time. Providing a proper response requires specialized equipment and a controlled environment for detectives to work.

The police department's crime scene van was taken off line this past year as it no longer was serviceable. The vehicle had been a "retired" ambulance used to transport equipment to and from crime scenes. It had not been designed to function as a proper crime scene response vehicle.

Discussion/Analysis

The police department has been researching options to replace the crime scene van and update needed equipment to process complex crime scenes. This van would store a plethora of equipment that assists in identifying, collecting and preserving evidence at crime scenes. It also would carry tools and lighting to assist detectives at many different types of incidents. Some of the equipment that would be carried on this vehicle include:

Personal Protective equipment	Post-mortem fingerprint collection kit
Digital cameras w/ tripod	Impression collection tools (footwear, tire tracks, etc.)
Evidence marker number tents	Snow cast impression kit
Scene lighting with stands	Alternative lighting source kit
Generator	Laser trajectory kit
Extension cords and reels	DNA sample collection kit
Power and hand tools	Evidence packaging materials
Soil Screener	Laptop computer
Metal detector	Portable printer/scanner
Fingerprint development kits	Traffic cones
Portable fingerprint fuming kit	

These specialized supplies and equipment are a significant financial investment. A Crime Scene Response Vehicle is designed to carry and store this equipment to provide an organized and efficient response by our detectives.

A new crime scene response vehicle would provide:

- Extensive storage for the equipment listed above
- Power generator
- Refrigerator for evidence storage
- Two interior workstations
- Awning for protected exterior work
- Exterior scene lighting

After conducting research, a committee comprised of supervisory and detective personnel, determined that a high top transit style van would best meet the needs as a replacement vehicle. They also conducted a review of current supplies and equipment and developed a list of equipment needed to ensure they have the necessary tools to properly process scenes.

A sample photo package of the crime scene van is attached.

Financial Impact

The cost for a replacement vehicle is approximately \$185,000. Cost of the investigative equipment is approximately \$25,000. The following funding sources are recommended:

FY 24 Police Department year end expenditure savings:	\$105,000
Federal Asset Forfeiture Funds:	\$ 60,000
Police Private Duty Funds:	<u>\$ 45,000</u>
Total:	\$210,000

Other Board Action

This item was presented to the Health and Safety Committee on January 29, 2024. The consensus of the committee was to move forward with the acquisition.

Recommendations

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

“MOVE to authorize the Police Department to purchase a Crime Scene Response Vehicle and associated crime scene processing equipment utilizing \$105,000 in expected vacancy savings within the Police Department’s Fiscal Year 2024 General Fund Budget, \$60,000 in Federal Asset Forfeiture Funds, and of \$45,000 in Police Private Duty Funds.

Attachments

Crime Scene Response Vehicle photos

Certification

I hereby certify that there are available funds to meet the above appropriation.


Linda Collins, Assistant Finance Director

Evidence Collection Van Example #1

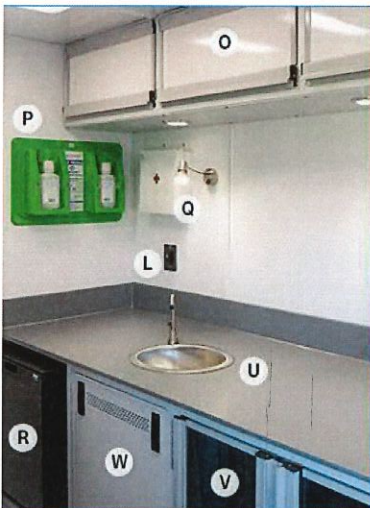
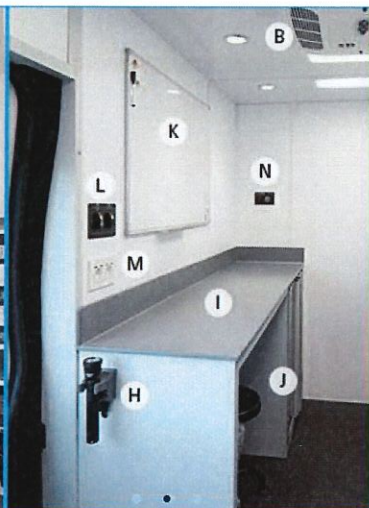
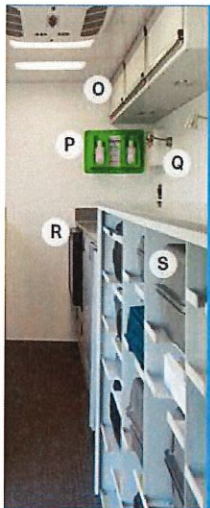


A: Police Light Bars
B: Workspace AC Unit
C: Water Reservoir Refill
D: Shore Power Hookup
E: External Power Outlet
F: Storage Compartments

G: Generator
H: Flashlight
I: Writing Desk
J: Stool
K: Whiteboard
L: Internal Light Switches

M: Power Outlets
N: Generator Switch
O: Overhead Storage
P: Eyewash Station
Q: First Aid Kit
R: Refrigerator

S: Storage with Kits
T: Power Strip
U: Sink
V: Equipment Storage
W: Water Reservoir
X: Fire Extinguisher





Town Council
Resignations/Appointments/Reappointments
February 20, 2024

Resignations

None

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

None

Names submitted for consideration of appointment

None



**TOWN OF WINDSOR
TOWN COUNCIL
HYBRID MEETING
FEBRUARY 5, 2024
PUBLIC HEARING**

UNAPPROVED MINUTES

1) CALL TO ORDER

The Public Hearing was called to order at 7:15 p.m. by Mayor Black-Burke.

Present: Mayor Nuchette Black-Burke, Deputy Mayor Darleen Klase, Councilor Mary Armstrong, Councilor Ronald Eleveld, Councilor Kristin Gluck Hoffman, Councilor Ojala Naeem, Councilor William Pelkey, Councilor Leroy Smith, and Councilor Walker

Mayor Black-Burke read aloud the notice of the public hearing to hear public comment on:

- The FY 25 Proposed Budget
- An ordinance entitled, "AN ORDINANCE APPROPRIATING \$1,810,000 FOR COSTS IN CONNECTION WITH THE INTERNATIONAL DRIVE RECONSTRUCTION PROJECT; AND AUTHORIZING THE ISSUE OF \$1,810,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

2) PUBLIC COMMENT

Eric Weiner, 130 Palisado Avenue, asked that the International Drive project be at least delayed if not tabled. He explained why. He asked that the Town Manager look into whether or not there would be any contractual contingencies that would be upset by delaying this project.

3) ADJOURNMENT

Mayor Black-Burke declared the Public Hearing closed at 7:23 p.m.

Respectfully Submitted,

Helene Albert
Recording Secretary



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
February 5, 2024
Regular Town Council Meeting
Council Chambers

UNAPPROVED MINUTES

1) CALL TO ORDER

Mayor Black-Burke called the meeting to order at 7:30 p.m.

Present: Mayor Nuchette Black-Burke, Deputy Mayor Darleen Klase, Councilor Mary Armstrong, Councilor Ronald Eleveld, Councilor Kristin Gluck Hoffman, Councilor Ojala Naeem, Councilor William Pelkey, Councilor Leroy Smith, and Councilor Walker

2) PRAYER OR REFLECTION

Deputy Mayor Klase led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Deputy Mayor Klase led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

a) Proclamation Honoring Dr. Len Hellerman

Mayor Black-Burke read aloud and presented the proclamation to Dr. Len Hellerman.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Linda Alexander, 155 Fieldstone Drive is opposed to the resolution on the agenda tonight regarding Israel and Palestine. She gave her reasons why.

Zee Rubin is speaking as a member of the Hartford Jewish Organizing Collective and as a member of the Jewish community at large. He understands there are Council members who oppose the pending resolution regarding the ceasefire in Palestine on the grounds that it is not a town issue and how they want to focus on lowering taxes. He urged every Councilmember to vote yes for the ceasefire.

Taylor Warinsky, 143 Ford Road, supports the ceasefire resolution regarding Israel and Palestine. He is glad this resolution has been put forward by the Town Council.

Samarth Patel said please be on the right side of history and vote for the ceasefire resolution tonight. She hopes it will be a unanimous vote.

Joel Kent, 33 Hansom Hill Road, stated that war is never good and innocent people die. He does not want the Council to approve the ceasefire resolution tonight.

Kathryn Grimshaw Parker, 166 West Street, said she is in support of the ceasefire resolution for Israel and Palestine.

Ryan Parker, 166 West Street, verbalized his anger and irritation with some of the words and remarks made by Councilor Eleveld at the last Council meeting. He is in support of the ceasefire resolution.

Basil Anagar, 56 Lemon Road, West Hartford, stated this is an issue for everybody. He is asking that the Council choose humanity and they approve the ceasefire resolution tonight.

Erica Peterson, 52 Bloomfield Avenue, said we need to address that this is our problem too. She asked that the Council consider human lives and approve the ceasefire resolution.

Marci Talpoetic, said when you're going through something in life, it's the people that hold it together. We need a lot of healing. You can't fight the history of truth. She is for the ceasefire.

Hillary Carpenter, 45 Bradford Drive, urged the Council to support the resolution calling for an immediate ceasefire in Israel and Palestine. The children of Israel and Palestine need us. She begged the Council to not to be silent.

16 year old from 9 Robin Road, said that as a 16 year old student he shouldn't be here tonight asking that the Council support the ceasefire. He should be doing his homework. He demanded that the Council go forward with the resolution.

Sean Doolittle, 82 Robin Road, said this is a pretty simple resolution calling for peace and an end to violence. If you as my town officials cannot publicly call for an end of violence or peace, they are lost. He is in support of the ceasefire resolution.

Josh Haus, resident of South Windsor, is a veteran from the US Army. He knows firsthand the amount of destruction that US weapons are capable of inflicting. Those weapons are being used right now in Palestine. We need to support a ceasefire and it can start at the local level of government. Please vote yes for a ceasefire.

Bulaong Ramiz, 26 Chamberlain Street, New Britain, stated no political body should be silent right now. Our silence is complicity. She would like the Council to say yes to the resolution. She demands a ceasefire.

Cora Lee Jones, 1171 Matianuck Avenue, finds this Council has lost control of this meeting. Any other times that we have had meetings others have not been allowed to clap and comment during it. She'd like the Council to think about that. War is horrible

and always has been. We want people to come to America. If they succeed, America succeeds.

Belaal Suleiman, 70 White Rock Drive, called for a ceasefire. If you can't call for a ceasefire and there is no other way, then you're a racist. He called for a ceasefire.

Youness Bakr, 93 Pierce Boulevard, addressed the idea that it's not the Town Council's place to vote for this type of resolution. He said the politicians are simply not listening. He said our government has been corrupted. He asked the Town Council to vote yes for this resolution because they value democracy.

Shahana Malik, 246 Kenswick Lane, wanted to correct what the first person said in public comment. His assertion about Israel government positions are not backed by facts. Israeli ministers have repeatedly called for eliminating Palestinians. We need to be on the side of humanity. We need to have a ceasefire now.

David Baram, Bloomfield, said when we talk about an issue like tonight, passions can be raised and it's sometimes difficult to discuss the complexity of these issues. He believes we all agree that we are here to support humanity and to support the betterment of all people including the Palestinians. To have a cease fire, you need both parties coming to an agreement to cease all acts of violence.

Lorinda Ahaar, 77 Tracy Drive, Manchester, stated a vote against the ceasefire is not about the fact that it is not relevant to local politics or it has nothing to do with Windsor, it is about that exact white supremacy and exact racism that is so deeply rooted in our society that we are debating about the end of violence. She doesn't have to be a resident of Windsor to call out racism, or white supremacy. She added 'ceasefire now.'

Sasha Rodessi, resident of West Hartford, and member of the Hartford Jewish Organizing Collective urged the Council to pass the ceasefire resolution this evening. She feels her safety is connected to Palestinian safety. She added that local government is where changes first occur. This is a matter of humanity. She is for the ceasefire.

Maria Chemia, South Windsor, corrected David Baram's observations about the Palestinian's Charter. The Hamas Charter was updated in 2017. It clearly talks about the Palestinian's right to self-determine and does not call for annihilation of Israel but asks that occupation be ended. She feels it's a good ceasefire resolution and the Town Council should support it.

Kelly Shlavock, 96 Simmons Springs, gave a reading. She stated that the Council can say their own prayer today and call for a ceasefire.

Kalir Hussain, 11 Donna Lane, said that he heard the sentiment that 'this is not local to Windsor residents' and he wants to oppose that point of view. Windsor is an international community with many nationalities. The failure to pass this resolution will have just as

much of an impact on this Council's legacy as calling a ceasefire. He'd like to see Windsor on the right side of history.

Thaslima Thamanna, 20 Peddler Drive, said we are all watching a live genocide happening. What are you going to tell your children when they open up the history books and it talks about this genocide? This is a humanitarian issue. She ended by saying 'ceasefire now.'

Raj Shekaun, 25 Colton Street, student at Windsor High School, stated children are starving to death and those that are younger than herself are having heart attacks. She read a quote from Malcolm X. She is for the ceasefire.

Suah, 9 Robin Road gave a speech. She asked that the Council act like human beings and call for an immediate ceasefire.

Aparnah, 5 Traylor Brook Road, Kensington, wanted to thank everyone that came out tonight and for taking the time to talk to the Council. She just wants the Council to have an open heart and to call a ceasefire.

Muhamad Isabel, Enfield, stated if you care about humanity here in Windsor and you care about the constituents, then the constituents are going to care about humanity abroad. We are against the death of any innocents. Supporting this ceasefire resolution will show those in Windsor that you're not a hypocrite and that you are actually someone who cares about humanity here just as you do abroad.

Juliane Davy, resident of Hartford said over 30,000 people were murdered over four months – is that not a genocide. This is a genocide. After the holocaust we said 'never again'. That should be for all people in general, not just the Jews. We each have a moral obligation to prevent the genocide of the Palestinian people. Please vote yes for a ceasefire now.

Elmo, 123 Sesame Street, stated he is addressing Senator Blumenthal and Senator Murphy while speaking. He asked questions of the Senators.

Aliza Fu, resident of West Hartford, is 16 years old and is here tonight instead of focusing on her studies. She wanted to address the statement said 'this is not our problem, it's a Palestinian or Muslim problem'. She's an American citizen. She was born in Hartford Hospital and has lived in West Hartford her entire life. This problem is killing our brothers and sisters as humans. We cannot turn a blind eye as taking a blind eye is not taking a stance. She is for the ceasefire.

Irshad Ahmed, 120 Pierce Boulevard, said there has been 600 health care worker deaths in this war. He is worried about the trauma that children will have who have survived and lost their limbs and witnessed such horror. What kind of life will they live? Think about that before you vote. There are still more than 150 hostages taken away from their

families. He is for the ceasefire and asked the Town Council to not disappoint him and his family and to vote yes for the ceasefire.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Naeem thanked everyone that came out tonight to voice their opinions no matter what it was. It is important that you voice your concerns. The current crisis greatly impacts our community. Windsor is a very diverse community. It is crucial that we recognize that the ongoing conflict not only inflicts immediate harm to those affected abroad but it also reverberates locally impacting our own community members with direct ties and loved ones in the region. By advocating for an end to the violence and for peace in the region, we actively contribute to safe guarding physical and emotional welfare of individuals who are enduring consequences, fostering a sense of sheer humanity that transcends geographic boundaries. Calling for the end of violence calls for an imperative step in preserving the dignity and well-being of both our neighbors abroad and our own community members here in the neighborhood of Windsor. It reinforces the inter-connectiveness of our global and local communities. She stated it is restaurant week here in Windsor which is being sponsored by First Town Downtown. You can go to their website to see which businesses are participating and the restaurant of the day being promoted. Take a selfie to enter in the contest to win a gift card to one of the restaurants. The Human Relations Commission is now accepting applications and nominations to the Phenomenal Women of Windsor award.

Councilor Walker thanked everyone for coming out and voicing their opinions. He does not think it is fair when people from the audience attack people sitting on the dais. It's not fair to label people as white supremacist. People have a right to voice their opinion. There is always more than one side to an issue. It takes two people to fight. When you have different groups with different opinions, you mediate. Only mediation is going to end this horror, death and chaos. People that need to do that are sitting in Congress. There have been several votes in the House and in the Senate and its almost unanimous nobody is asking for anything except to protect Israel. Those are the people that represent us. They're the ones that need to change it.

Councilor Pelkey stated he doesn't think there is a person in the room that would like to see the continuation of conflict. He added we have a wide variety of openings on boards and commissions. If you want to help out your community, the Windsor fire department is always looking for volunteers. If interested you can go to www.windsorfire.org for more information. You can also email any of the Councilors or the Town Manager and they will give you the information you need.

Councilor Gluck Hoffman said one of the great things we have in town is the Windsor Arts Center. They just had an exhibit, 'Unveiled Silence'. If you have an opportunity to go, it is an amazing exhibit to see.

Councilor Eleveld stated the Department of Transportation did a program about two weeks ago on the restructuring of our highway system. It was interesting and it will be a

30 year project. Some small portions of Windsor might be affected. He added that he is in favor of the ceasefire. He believes both sides have to stop the fighting and try to figure out a way to get to peace. He is calling on our federal officials to act on this issue. He appreciates the passion but America is a free country and he is able to state his opinion. As an American everyone should defend this right. That's what America is about, the right to have a different opinion and voice it.

Councilor Armstrong is happy to see everyone this evening. She stated there was a Health & Safety Committee meeting held on January 29th. It was a productive meeting. They were presented with statistical information that detailed police interventions and updates from July 2023 to December 2023. There are no major crimes to report for the town. Larsony has increased in terms of looking at today's economics which was from stores and cars. Traffic violations and profile of stops are being monitored. The most travelled areas they observed was on Route 159, Route 218, areas of Day Hill Road and Poquonock area which is highly travelled. 2,588 stops were made and 60.5% were from speeding and 29.9% were Windsor residents. The Police Department continues to use the license plate identity system which has assisted in retrieving auto theft and other preventive crimes as well as other cameras in certain areas. These monitoring devices helped to capture and resolve crime activity for our town. Medical calls are frequent. The Police Department is trained to respond with medical awareness to assist our residents in EMS and they are experienced in CPR as well as mental health issues. There were 394 mental health calls. The police are the first to respond to those. Although they are not medical doctors, they are trained to assist in areas that require immediate attention.. The Police Department is in the process of creating a website that will entail particular information as to the town's activities in certain areas. There was also discussion for the need of a medical van that would be used specifically for crime scenes. Currently, they are using a refurbished ambulance. Training and recruitment of officers was discussed during the meeting as well. There are currently some openings for officers and dispatchers. Please remember to take care of yourselves. Please continue to reach out with your concerns. She stated that, 'Hatred is a disease.'

Deputy Mayor Klase thanked everyone that came out tonight. She noted that Councilor Smith, Councilor Armstrong, and Mayor Black-Burke all supported the resolution as well. She was able to attend the group walk, led by Patrick McMahon, Town of Windsor, and Ken Fredette, First Town Downtown, around the Windsor Center. It was interesting to hear their perspective and to see where the Riverwalk is going to go. They got to go into the work space where they talked a lot about different activities that are planned and the new development that is going in the center of town.

Councilor Smith said he attended two events this month. The first was the Black Inventions exhibit at Sage Park Middle School which provided him with a marvelous history lesson on the contributions of black inventors to our society. He encourages everyone to go to this event next year. He also attended the 'Bridges of Belonging' which was a history inclusion project at the Windsor Historical Society. He learned a lot about the history of Windsor. He encourages all to visit the Historical Society to see what they have to offer.

Mayor Black-Burke thanked everyone for coming out this evening. As was stated several times during public comment, respect is important. She doesn't have to agree with what a speaker is saying but she does need to be respectful of what is being shared and allow that individual to have their space to share. She will wait to speak about the resolution until later on in the agenda. On January 27th, Team Paragon and First Robotics had a great convening at Windsor High School. It was good to see the students out and doing their work. She conveyed that it would be wonderful if all the people in the room could visit the Windsor Historical Society to see their new exhibits. They are excellent exhibits that speak to Windsor's history. There are many untold stories that are now being told about our town. She congratulated Dr. Hellerman on his proclamation he received tonight.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Board of Education

Leonard Lockhart, Board of Education, stated the following:

- The BOE will hold its final Public Forum on the 2024-2025 proposed budget on Tuesday, February 7 at 6:00 PM in the LPW Board Room and the public is invited to comment on the proposed budget at that time. At the conclusion of the public public forum, the Finance Committee will meet to review the proposed budget. The meeting will be aired on the WIN-TV Educational Channel, Comcast Channel 95 or Frontier Channel 6103. Please see the district website for meeting agendas which include Zoom meeting links as well as other alternative ways to view or listen to BOE meetings.
- The superintendent's office is sponsoring *A Discussion on VA Benefits for U.S. Veterans* with Veterans Service Officer Devon Julian leading the discussion on Wednesday, February 7 at 5:00 PM at LPW. Please visit the district website to register for the event.
- The next regular meeting is Wednesday, February 21 at 7:00 PM in the LPW Board Room. It is anticipated that the BOE will vote on the 2024-2025 budget at this meeting. In addition, a representative from van Zelm Engineers will be present at the meeting to discuss the design plan for the Oliver Ellsworth Humidity Mitigation program. The meeting will be held via Zoom and in person in the LPW Board Room. The agenda will be posted on the district website.
- At their January 17 meeting, the BOE approved the academic school calendars for 2024-2025 and 2025 and 2026. The calendars may be viewed, and printed from, the district website. Click on the "calendar" tab to view/print. Also at the January 17 meeting, the Board of Education approved a change to the fees associated with AP classes for next year. For the 2024-2025 school year, all students who enroll in an AP course must take the AP exam in May and will be required to pay the College Board's AP Exam fee for \$98 per exam (\$53 per exam for students who qualify for free/reduced lunch). Students/families that are facing financial hardships

or who may have difficulty paying their exam fee may reach out to their counselor for further assistance.

- Dr. Hill is hosting a Coffee Talk on Tuesday, February 27 from 6:00-7:00 PM in the Board Room at L.P. Wilson Community Center. Please RSVP by visiting the district website at www.windsorct.org.
- There will be no school for students on Tuesday, February 6 for professional development for teachers. Later in the month, students and teachers will have no school for Presidents' Day break, February 19 and 20. School offices and district offices will be open on Tuesday, February 20.
- Please remember to check our website, www.windsorct.org, for the most updated information, athletic schedules and academic calendar. Snow day information will be located on a banner on the website as soon as possible if inclement weather should affect the school day. In addition, the district will send out a communication about schools being closed, delayed or early dismissal through our notification system. Families should make sure their child's school has their most up-to-date contact information.

Deputy Mayor Klase asked what kind of advertisements are going to be done for the public for the proposed Board of Education budget and the public hearing that is coming up on it. Mr. Lockhart stated they've asked the Superintendent to utilize all social media aspects and any type of communication protocols that he may have at his disposal to try and foster participation. No matter how much we invite individuals to come out, they don't come out. They will continue to do their work to come before the Council and present a budget to be approved.

8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

Siting Council Virtual Meeting regarding River Street Solar Project - Update

The Connecticut Siting Council has set a public hearing date of February 8th regarding the proposed solar project at 445 River Street.

The hearing has two parts. There will be an evidentiary hearing starting at 2:00 p.m. for those individuals and entities that were granted party and intervenor status. The public comment portion of the hearing will start at 6:30 p.m. via zoom. The zoom links are listed below. We have updated the town's website to include this information.

Evidentiary Session – 2 PM

Attendees can join by clicking (or entering) the following link:

<https://us06web.zoom.us/j/89705508636?pwd=VpDcWBNEA9RmfJcaax5n8dwkggpGBq.1>

No public comments will be received during the 2:00 p.m. evidentiary session.

Public Comment Session – 6:30 PM

Attendees can join by clicking (or entering) the following link:

<https://us06web.zoom.us/j/89705508636?pwd=VpDcWBNEA9RmfJcaax5n8dwkgqpGBq.1>

Please note you need to sign-up in advance with the Siting Council to speak during the 6:30 p.m. public comment session. Information on how to sign up can be found at this link https://portal.ct.gov/-/media/CSC/3_Petitions-medialibrary/Petitions_MediaLibrary/MediaPetitionNos1501-1600/PE1598/HearingDocs/PE1598-zoominstructions_a.pdf

Eversource Tree Removal and Pruning

Eversource has a regular ongoing program to complete tree trimming and a removal program. The goal of the program is to assist in maintaining reliable electrical service and to protect the power distribution infrastructure network. Here is a link to Eversource's webpage for more information on their overall program. <https://www.eversource.com/content/ct-c/residential/outages/avoiding-an-outage/tree-trimming/why-eversource-trims-trees>.

In 2024 Eversource plans to conduct tree trimming and pruning work in Rainbow and Poquonock areas of town. They anticipate beginning this work later this month and through the spring/summer.

The tree trimming and removal program is regulated by the Public Utility Regulatory Authority (PURA).

- When trees or vegetation are located on town property or in the town's right of way, the town's Tree Warden has the authority to determine the scope and method of vegetation management. The CT DOT has that authority when the vegetation is on State property or ROW.
- On private property, only the property owner may give consent for the work unless it is deemed an immediate threat (e.g. tree branches are touching wires.) A home owner can request information / consultation, object to the planned work, or request a modification of the work.
- On Town property, trees must be posted for removal 10 days before removal unless they are in contact with an energized wire or are determined to be in such a hazardous condition they need to be removed. If a tree is being removed on Town property, the utility company must notify the abutting property owners.
- On State property if a tree is over 18" and is selected for removal, the municipality must be notified. This provides the opportunity for the town to review and discuss the selection.

EV Charging Station

The EV Charging Station at the Broad Street & Maple Street Municipal Parking Lot is now online and available for use.

Multifamily Rehabilitation Grant Program (ARF-Funded)

In late 2022 the Town Council approved the use of \$375,000 in American Rescue Funds for a Multi-Family Housing Rehabilitation program. The program has been well received with 18 fully complete applications in various stages of completion.

- three projects are fully completed
- eight are in construction phase
- six are in quote/contract evaluation phase
- one is awaiting final financing approval from Windsor Federal Savings.

The 18 projects represent 44 units of improved housing, with a minimum 50% of units being rented to low or moderate income persons.

Between all projects completed and in progress, staff is forecasting approximately \$600,000 in construction activity. Approximately \$320,000 being funded through town grants and approximately \$275,000 in private matching funds. The majority of applicants are utilizing their own funds toward the required match with two owners working with Windsor Federal who agreed to partner with the town on this important housing preservation program. Improvements mainly include electrical upgrades, roofing, and boiler, furnace, and window replacements.

At this point, Community Development staff is no longer accepting new applications and has started a waiting list to ensure there are sufficient funds for all applicants. There is currently one applicant on the waiting list.

Town Offices Closed

All Town Offices will be closed on February 19, 2024 in observance of President's Day.

Town Clerk's Office Annual Marriage License Tradition Continues

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

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

Windsor Police Cadets

We are currently seeking Police Cadets. Are you between 11 and 20 years old? Are you interested in community service, law enforcement, or making new friends? If so, the Windsor Police Cadets might be right for you. For more information and to check them

out go to www.windsorpolicecadets.org or contact Sergeant Bernard Petkis at petkis@townofwindsorct.com.

Budget Informational Workshop – February 15th

On February 15th at 6:30 p.m., town staff will host an informational meeting concerning the FY 2025 budget process as well as property revaluation. The hybrid meeting will be in-person at Town Hall at 275 Broad Street or via Zoom at <https://us02web.zoom.us/j/89032680672> via computer with webinar ID # **890 3268 0672** or via phone at **301 715 8592** with webinar ID **#890 3268 0672**.

Councilor Gluck Hoffman asked what time is the informational meeting? Town Manager Souza said it is at 6:30 p.m.

Councilor Walker stated now that the charging station is back, is there a cost to it? Town Manager Souza said that yes, there is a cost. The Town Council had established a fee that covers the power. There might be a time limit on that. He will get back to the Town Council on the fee.

Councilor Eleveld said that he thought it was a low voltage charger when it was originally put in. Have they updated the voltage? Assistant Town Manager Colby said it is the same style of charger that was there when it was initially installed which he believes is a Level two. So it is not a rapid charger.

Councilor Pelkey stated when we're hiring and using the lawyer for the River Street power plant, that is not to help any individuals that live in that area, but rather we are preserving the interests of the town so that in 25-30 years we won't have a problem down the road. It's to preserve the interests of the town and not to work with anyone individually, correct. Town Manager Souza said yes, we are looking to protect the interests of the town. There are questions we are asking regarding the ultimate decommissioning of that facility and what kind of fiscal assurances there are. There are some elements of the project that will speak to buffers, noise, and the various sight lines that we've asked information for and presenting those in our review of the overall plan.

Councilor Pelkey said he had a meeting with Vision Government Solutions regarding his property revaluation. He is curious if the Town Manager has any data now or in the future that he can share. He has been asked by several people and they have not seen much movement to the letter they received last month. Town Manager Souza said they will talk about that during the agenda item that is coming up. However, he believes there were over 400 property owners that did come through that process and 240 or so had some adjustments.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith – nothing to report.

Finance Committee – Councilor Naeem stated there is an upcoming Finance Committee meeting on February 12, 2024 at 4:00 PM.

Joint Town Council/Board of Education Committee – Deputy Mayor Klase – nothing to report.

Health and Safety Committee – Councilor Armstrong – stated during Communications from Council members.

Personnel Committee – Deputy Mayor Klase said the Personnel Committee has held two meetings and interviewed a number of candidates. We will be bringing them forward to the Town Council along with a number of reappointments.

Councilor Pelkey asked for a number of vacancies on the boards and commissions. Deputy Mayor Klase stated she doesn't have it right now, but she can supply him with that information later.

Councilor Pelkey asked what's the best avenue for those individuals that are interested to apply? Deputy Mayor Klase said the best way to apply is online at www.townofwindsorct.com.

10) ORDINANCES - None

11) UNFINISHED BUSINESS

- a) Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$1,810,000 FOR COSTS IN CONNECTION WITH THE INTERNATIONAL DRIVE RECONSTRUCTION PROJECT; AND AUTHORIZING THE ISSUE OF \$1,810,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

TABLE ITEM

MOVED by Deputy Mayor Klase, seconded by Councilor Eleveld to table item 11a, to approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$1,810,000 FOR COSTS IN CONNECTION WITH THE INTERNATIONAL DRIVE RECONSTRUCTION PROJECT; AND AUTHORIZING THE ISSUE OF \$1,810,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION."

Motion Passed 9-0-0

- b) Approve an appropriation in the amount of \$4,355,000 for the development of Wilson Park project at 458 Windsor Avenue utilizing \$4,000,000 from the Connecticut Community Investment fund and \$355,000 in American Rescue Funds

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve an appropriation entitled, "AN APPROPRIATION OF \$4,355,000 FOR THE DEVELOPMENT OF THE WILSON PARK PROJECT, AND AUTHORIZING THE USE OF \$4,000,000 IN CONNECTICUT COMMUNITY INVESTMENT FUNDS AND \$355,000 IN AMERICAN RESCUE FUNDS TO FINANCE THE APPROPRIATION."

Town Manager Souza stated this parcel, at the gateway to Wilson, provides an opportunity to develop an inviting multi-purpose park that helps bring neighborhood and community residents together in both informal and formal ways. To help guide the park design process, the following vision or goal elements were utilized:

- Connect people and places
- Activate public space for individuals / families and community
- Enhance the gateway to the neighborhood
- Complement existing and future park network and assets

The park design includes a range of features such as walking paths, significant play features for children, informal gathering areas, performance or event spaces, and ample landscaping.

Town staff and the design firm, BSC Group, conducted a multi-channel approach to securing input on the design and proceeded to develop construction plans and bid documents.

Site enhancements include site grading, utilities, parking areas / walkways, and allocations for site amenities, play structures, pavilion/amphitheater and furnishings. Based on bids received, the project cost including a contingency is estimated to be \$4.35M. This exciting project will transform a long underutilized parcel into a multi-dimensional park that will provide an array of amenities for the neighborhood residents as well as the entire community.

If authorized and approved at a referendum, construction would be anticipated to start early this summer and be completed for use in summer 2025.

It is proposed that the Town Council consider setting a referendum question for the full project scope on March 12, 2024. In order to do so, a formal vote on the date and the ballot question would need to be taken by no later than February 5, 2024.

This project is in the current fiscal year's Capital Improvements Program (CIP), with a preliminary cost estimate of \$4,500,000. Based on project bids received, the remaining project costs are now estimated to be \$4,355,000 including inspection, construction administration and contingency. The project cost elements are as follows:

Construction	\$3,700,000
Inspection/Admin	145,000
Contingency	<u>510,000</u>
Total	\$4,355,000

It is recommended the project be fully funded through use of \$4,000,000 in Connecticut Community Investment Grant funds and \$355,000 in Federal American Rescue Funds (ARF). The State funds are through a reimbursement grant and the town will make periodic reimbursement requests.

In July 2022 the Council allocated \$500,000 in American Rescue Plan Act funds towards the project. \$145,000 of these funds have been utilized for design services. Leaving \$355,000 available for the project construction.

Councilor Pelkey wanted to commend the BSC group that was a part of the design, town staff and the Wilson/Deerfield Advisory Committee for engaging Wilson and Deerfield residents in the project and seeking their feedback. He believes this is one of those investments we'll have in town that was not only for the people but was designed by the people especially in that community. He suggested that if the Wilson/Deerfield Advisory Committee can have the charge of figuring out what the name of that park would be. Again, to have the community have their voice in trying to name the park.

Mayor Black-Burke stated that since sitting on the Council since 2018, so much time and effort has been put into getting us here with this item. She is excited to see us at this point. There has been lots of engagement through the Wilson/Deerfield Advisory Committee and through prior Councils. She's looking forward to the process of naming the park. Looking at the renderings she feels this will be a 'feather in our cap' as a town where citizens will be able to use the park for years to come.

Motion Passed 9-0-0

- c) Approve a resolution to set a referendum date and approve ballot language for the Wilson Park project at 458 Windsor Avenue

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to approve the following resolution: "RESOLVED, pursuant to Section 9-3(a) of the Charter, the appropriation entitled 'AN APPROPRIATION OF \$4,355,000 FOR THE DEVELOPMENT OF THE WILSON PARK PROJECT, AND AUTHORIZING THE USE OF \$4,000,000 IN CONNECTICUT COMMUNITY INVESTMENT FUNDS AND \$355,000 IN AMERICAN RESCUE FUNDS TO FINANCE SAID APPROPRIATION' shall be submitted to the voters of the Town on Tuesday, March 12, 2024, between the hours of 6:00 A.M. and 8:00 P.M. (prevailing time) in the manner provided by the Town Charter and the Connecticut General Statutes, Revision of 1958, as amended, and the procedures set out in subsection (b)(2) of Section 9-369d of the Connecticut General Statutes, Revision of 1958, as amended, which procedures are hereby chosen and approved in accordance with subsection (b)(1) of Section 1 of said statute. Electors shall vote on the question at their respective polling places. Voters who are not electors shall vote on the question at the Windsor Town Hall. Absentee ballots will be available from the Town Clerk's office.

FURTHER RESOLVED, that said resolution shall be placed upon the voting machines or paper ballots under the following heading:

"SHALL THE TOWN OF WINDSOR APPROPRIATE \$4,355,000 FOR THE WILSON PARK PROJECT AND AUTHORIZE THE USE OF \$4,000,000 IN CONNECTICUT COMMUNITY INVESTMENT FUNDS AND \$355,000 IN AMERICAN RESCUE FUNDS TO FINANCE SAID APPROPRIATION?"

Voters approving said ordinance will vote "Yes" and those opposing said ordinance will vote "No." Absentee ballots will be available from the Town Clerk's office.

FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said referendum, to be incorporated into the notice of the aforesaid election."

Councilor Eleveld stated this is not subject to early voting. This project does not require any local Windsor dollars. It is being funded by the State of Connecticut and some other federal funds we have already received. He would suggest a 'yes' vote to citizens. This will have no impact on the budget.

Mayor Black-Burke suggested that voters get out and vote 'yes' for this project. This has been a long time coming and will benefit our town.

Motion Passed 9-0-0

12) NEW BUSINESS

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to move Item 12c, act on resolution calling for an immediate de-escalation and permanent ceasefire in Israel and Palestine to appear before Item 12a, approve an appropriation in the amount of \$19,000 from the General Fund Unassigned Fund Balance for costs in association with the Wilson Park referendum.

Motion Passed 9-0-0

- a) Act on resolution calling for an immediate de-escalation and permanent ceasefire in Israel and Palestine

MOVED by Councilor Naeem, seconded by Councilor Armstrong that the attached resolution entitled 'Resolution Calling for an Immediate De-escalation and Permanent Ceasefire in Israel and Palestine be approved.

Councilor Eleveld has an objection to the consideration of the question. This issue is germane to federal policy and federal issues. It is not germane to the Town of Windsor. Yes, there are residents asking about the issue as he's sure there are other residents sitting on the other side of the issue. He's not opposed to the issue of the ceasefire.

However, he doesn't think it's appropriate for the Windsor Town Council to start taking up foreign affair issues. He objects to the consideration of the question.

Mayor Black-Burke asked if he is looking to amend the current motion or if he is just stating his objection to the motion itself? Councilor Eleveld responded he is stating his objection which could be overruled by a 2/3 vote.

Mayor Black-Burke wanted to clarify that Councilor Eleveld is objecting to the motion and it will need a 2/3 vote to remove this motion from the agenda. Councilor Eleveld said yes.

Councilor Walker said he believes Councilor Eleveld's objection was there first so he is calling the question. Mayor Black-Burke asked if Councilor Walker wants to call the question. Councilor Walker said yes.

Mayor Black-Burke stated that they need to reference the Roberts Rules of Order to ensure it takes a 2/3 vote before they call the question. Councilor Walker stated he understood that.

The Town Council went into recess for five minutes at 9:58 p.m. The regular Town Council meeting reconvened at 10:03 p.m.

Councilor Gluck Hoffman stated that one of the councilors said a derogatory comment and she wanted him to be removed from the room.

Objection to the Question by Councilor Eleveld

Motion Failed 4-5-0 (Mayor Black-Burke, Deputy Mayor Klase and Councilors Armstrong, Naeem, and Smith opposed)

Councilor Walker stated that this resolution was not filed, recorded or written in the appropriate manner under Council Rules of Order so the resolution cannot be brought before the Council for a vote.

Mayor Black-Burke asked Councilor Walker to reference the Section of the Rules of Order that he is referring to. Councilor Walker said it was 'Conduct of Meetings, Order of Business', Section 13 which states, "Each agenda and agenda item requiring Council action shall be filed with the Town Manager in written form by 12 noon of the Wednesday preceding the day of the Council meeting unless emergency conditions shall make other arrangements necessary."

Deputy Mayor Klase asked Councilor Walker because it was emailed, is he considering that wasn't written form? Councilor Walker said there was no email sent to any of the Town Councilors.

Deputy Mayor Klase said that the rules states, "...in written form to the Town Manager...." So the Town Manager received the resolution via an email. Is it that the email is not

considered a written form? Councilor Walker said the email is considered a written form. Deputy Mayor Klase asked so what is the challenge then?

Councilor Pelkey stated that he believes what Councilor Walker is trying to say is that he is concerned about the 12 noon on Wednesday rule. Councilor Walker said that the written resolution would be ready by 12 noon on Wednesday which would be the day after the agenda setting. The Council Rules of Order say by 12 noon on Wednesday in writing. Since none of the Councilors saw it, he is not sure that it was sent. Councilor Naeem stated that the email was sent to the Town Manager.

Mayor Black-Burke explained that the resolution was brought forth during the agenda review meeting which Councilor Walker was a part of. During that meeting, it was stated when the resolution was coming forward. From her recollection and Deputy Mayor Klase's recollection, you were there, we went through this, and we shared that it would be coming in written form. She believes that they did share that it would be done by the close of business that day.

Councilor Walker again asked if the written resolution was given to the Town Manager by 12 noon on Wednesday. Mayor Black-Burke stated she doesn't believe that was part of the discussion but Councilor Walker believes it was. Mayor Black-Burke said that was not in the agreement and that Councilor Walker agreed, you were there as a delegation, and you sat there and we shared with you that we all made an agreement that it would be done by the close of business on Wednesday. Councilor Walker said that the written resolution was not given to the Town Manager by 12 noon on Wednesday. The promise was that we would get the information on the resolution. We did not see the resolution or the wording until it was made public on Thursday.

Councilor Naeem added the discussion was at 4:00 p.m. on Tuesday that we would draft a resolution, bring it forward and share it with the Town Manager. The Town Manager, as a part of the agenda packet, would then disburse that information to the full Town Council. We also agreed, recognizing that we had this discussion at 4:00 p.m. on Tuesday, that we would get it out to the Town Manager by the end of business on Wednesday. That was the agreement that was made there. We asked Councilor Walker if that was okay and he said yes but he needed to see it before he could comment on it. Councilor Walker was here and he was able to comment on it. Councilor Walker again stated but he didn't see it by 12 noon on Wednesday. Councilor Naeem stated that the Town Manager needs to see it by 12 noon on Wednesday, not the Town Council.

Councilor Armstrong asked Councilor Walker if it is his bottom line to object to this motion? Councilor Walker said he is objecting to the resolution coming for a vote tonight because it did not meet the specified time frame. Most importantly, he personally requested that he and others needed to see the wording in the resolution. That was never sent to any of us. They only saw the resolution when the public saw it.

Deputy Mayor Klase stated that she believes the language ".....filed with the Town Manager in written form by 12 noon of the Wednesday preceding the day of the Council

meeting unless emergency conditions shall make other arrangements necessary is pertinent here. She believes 'other arrangements' were made at the agenda review meeting. She read more of Section 13 which outlines when the Town Manager needs to give the Town Council agenda to the Town Councilors. Since it is outlined in Section 13 when the Town Manager would get information and when the Town Council gets information, she believes they are two separate actions. She feels this clarifies when the Town Council should get the information.

Councilor Gluck Hoffman wanted to clarify the dates that we are talking about are Tuesday and Wednesday.

Mayor Black-Burke said she is very concerned in this moment that the supposition would be made about a conversation that took place with the Town Manager, the Assistant Town Manager, the Deputy Mayor Klase and Councilor Walker in a room. She explained what happened during the agenda review meeting on January 30th and the agreement that was made by all in the room which was they wanted to make sure that the resolution would be given to the Town Manager by the close of business on Wednesday.

Councilor Pelkey asked the Town Manager when he received the email. Councilor Naeem interjected and asked if we can bring this item forward for discussion?

Councilor Walker said he's going to have a point of order on this one as well. Councilor Pelkey is asking the Town Manager a question which is germane to the conversation here. Councilor Naeem said we've already shared that an email was sent to the Town Manager before close of business. Councilor Walker interjected to say he is asking the Town Manager a question. Councilor Naeem and the Mayor have said that the resolution was given to the Town Manager in a timely fashion. When did you put the resolution into writing to give it to the Town Manager? Councilor Naeem said it was Wednesday, January 31st at 2:27 p.m.

Councilor Pelkey stated there is a rule that needs to be adhered to which was not. There is integrity of process. Regardless of any agreement you may have had in a side room, that is a violation of our process. His frustration here is that we have gone outside of our rules on this. These are the rules in which we should abide by.

Mayor Black-Burke said her prior preamble is in regards to the fact that a supposition was made and that we sat in a room knowingly doing something out of the process. Councilor Walker did not raise this during the agenda review meeting. If we are going to put this down tonight, based on what's being shared here about a Council Rule of Order that was not presented during the meeting, nor was it discussed, even if we walked out of the room with an agreement, then Councilor Pelkey, I will have to say that's how we would have to move forward.

Deputy Mayor Klase asked for a 5 minute recess to discuss the matter.

Councilor Pelkey said he is in favor of waiving the rule but he would have to insist that we follow the rules at all times.

Mayor Black-Burke feels the conversation they are having really brings to head what needs to be said. At the end of the day, she thinks they all operate from a place where we want to ensure that, while we might represent separate parties, collegiality and discourse is a must. She is challenging the supposition as it calls into question everyone's integrity. Her response is not what is in the Council Rules of Order but it's about the supposition that was made about her publicly to the viewing audience about the integrity of people that sit in a room to make conversation and have discussions on what's coming on an agenda. We could have had this conversation last week, even last night.

Councilor Pelkey said he's just trying to stick to the straight facts. He's interested in following the rules, following the law, and the integrity of the process and he's not calling anybody individually but this is just a simple ask to him to make sure that everything is dotted and crossed that's supposed to be.

MOVED by Councilor Pelkey, seconded by Councilor Walker to waive the Council Rules of Order for this particular motion of Council Rules of Order so we may continue to vote on this item tonight.

Motion Passed 8-0-1 (Mayor Black-Burke abstained)

Councilor Smith appreciates everyone coming out tonight. He is an advocate for any and all ceasefire that prevents the loss of innocent life, especially those of babies, children and women. Urgent action is needed to alleviate their suffering. Let us stand together in support of this ceasefire. Let's step towards peace, compassion and a brighter future for all.

Councilor Eleveld said for those who think it's appropriate to attack him personally, it's unfortunate because in America we don't attack people individually or personally because we don't like their ideas. If you don't like their idea, you make a comment about the idea. That's decorum. He added the deaths of innocents in Israel on the 7th was horrific and cruel and the deaths of those in Gaza is also horrific. We should pray for all their souls as he has. We should contact our federal officials to provide them our opinions. You can make your voice heard on the federal level. He represents the Windsor taxpayers and voters. He's heard from many people that we should not be considering this resolution. The issues of Israel, Hamas, Gaza and Ukraine, China etc. are all issues we should be concerned with. However, they should be brought up to our federal representatives. This year, in November, you as a citizen of America can choose to re-elect Joe Biden or you can choose to re-elect Senator Murphy or Representative Larson or someone else. That's one of your rights to vote for your officials. His upmost concern is for Windsor first. He was elected to the Town Council. We will be asking voters next month to approve the Wilson Park expenditure and shortly thereafter will be budget referendums and budget issues. Those will affect your mortgage, rent and pocketbook.

Those issues are in our domain. We should not be entertaining this resolution in his opinion.

Mayor Black-Burke said a few weeks ago they were all there. The topic of the resolution came up and she shared that for her it's about a pursuit of peace. In an appeal of an immediate ceasefire in the ongoing conflict, she shared that she is a Reverend, a wife, a sister, a friend, and an elected official. Our world is marred by the darkness of conflict. It is incumbent upon us to implore for a ceasefire that provides solace to the suffering. She rejects all forms of anti-Semitism, anti-Bigotry, and anti-lifeness. She stands for peace and humanity. The top priority must be civilian protection. She condemns all targeting of civilians in Israel and Palestine. She is focused on a pursuit of peace and shared humanity. As a believer, her prayer continuously is for peace. For her, it has to be accompanied by the actions that safeguard the innocent and sow seeds of peace. That is why she is supporting a ceasefire resolution. She lives in Windsor and what happens here does affect her. If it touches a constituent in town, it affects her. Mayor Black-Burke then calls the question and states that they will be moving to a vote.

Councilor Walker then indicated that other council members have not had an opportunity to finish debate.

Mayor Black-Burke then restates that she is calling the question and that they will be moving to a vote.

MAIN MOTION

Mayor Black-Burke then calls for a roll call vote.

YES

Councilor Smith
Councilor Naeem
Councilor Armstrong
Councilor Armstrong
Deputy Mayor Klase
Mayor Black-Burke

NO

ABSTAIN

PRESENT

Councilor Eleveld
Councilor Gluck-Hoffman
Councilor Pelkey
Councilor Walker

Motion Passed 5-0-0 (Councilors Eleveld, Gluck-Hoffman, Pelkey and Walker voted present)

- b) Approve an appropriation in the amount of \$19,000 from the General Fund Unassigned Fund Balance for costs in association with the Wilson Park referendum

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey, to approve an appropriation of \$19,000 from the General Fund Unassigned Fund Balance for expenses related to the Wilson Park referendum.

Town Manager Souza stated the proposed Wilson Park project per Section 9-3 of the *Town Charter* requires a referendum as it exceeds 3% of this fiscal year's tax levy. The Elections portion of the adopted FY 24 budget does not have enough available funds to meet the anticipated cost to hold a referendum at all seven polling locations. Therefore it is recommended the Town Council consider appropriating funds to meet the estimated expense.

The estimated cost of conducting the referendum is \$19,000. This includes printing of ballots and poll workers at all seven poll locations assuming the voting hours are 6:00 a.m. to 8:00 p.m. It is estimated that 50 to 55 poll workers are needed to cover all polling locations.

The recommended funding source is the General Fund Unassigned Fund Balance.

Motion Passed 9-0-0

c) Presentation of October 2023 Grand List

Josh Gaston, Assistant Town Assessor, and Larry Labarbera, Town Assessor, stated the purpose of a revaluation is to determine the current fair market value of all properties. For property tax purposes, state law requires that municipalities assess all property at 70% of its current fair market value. Notices were mailed to each property owner in late November indicating both the prior and the new value. In December, property owners who believed that their new value did not reflect a fair assessment had the opportunity to schedule an informal hearing with either the revaluation contractor (Vision Government Solutions) for residential properties, or the Town Assessor for commercial properties. Property owners scheduled informal hearings for less than 15% or 75 commercial or industrial properties, and less than 4% or 425 residential properties. 244 properties had their values adjusted after the informal hearing.

If at this point a property owner would still like to formally appeal their valuation, they are required to make an application to the Board of Assessment Appeals by 5:00 p.m. on February 20, 2024. Appeal forms can be found in the Assessor's office at town hall, or under the documents section of the Assessor's page on the town website at <https://townofwindsorct.com/assessor/>. Appeal hearings will be held in March, and in April if necessary.

Overall, the October 1, 2023 Net Taxable Grand List totals \$4,439,061,648 which is an increase of \$884,561,097 or 24.89%.

Changes by property category.

Real Estate – an increase of \$838,203,876 or 31.5 %.

Vehicles - a decrease of \$19,047,758 or 6.2%

Personal Property – an increase of \$65,404,979 or 11.1%

There are a number of noteworthy increases in real estate assessed value. The largest single increase is the Kennedy Road Amazon facility with an assessed value change equally of \$39.9M. This is primarily due to the second year of their three year tax abatement phasing out. The new Target distribution facility at 500 Groton Road added \$32.2M in assessed value and the value of the apartments at Great Pond Village increased by approximately \$20M.

Significant decreases in the value of office buildings in the wake of the COVID-19 pandemic created a significant drag on the overall commercial / industrial real estate category. For example, the large office complexes owned by VOYA and The Hartford and the multi-tenant office building at 175 Addison Road experienced a collective \$90.4M decrease in assessed value. The resulting increase in value was 4.9% in the commercial / industrial segment.

Overall values of motor vehicles decreased by 6.24% and the commercial personal property category increased by 11.07%.

Combining the smaller percentage increase in commercial and industrial values, with a loss in motor vehicle values and the skyrocketing increases in residential home values, the residential property category and condos/planned community category combined now make up approximately 52% of the total 2023 Grand List compared to 43% of the total 2022 Grand List.

Councilor Eleveld asked about Hartford Financial Services which is down \$31M. Wasn't their prior value at about \$60M? Mr. Labarbera, Town Assessor, said yes. Councilor Eleveld said they lost half of their value? Mr. Labarbera said yes. Councilor Eleveld asked if that would be the same for the other office buildings? Mr. Labarbera stated yes. Councilor Eleveld asked if that applies to somewhere like 360 Bloomfield Avenue, the building at the corner of I-91 and Bloomfield Avenue. Mr. Labarbera said that one went down but it didn't go down as much as it's a multi-tenant building as opposed to a single occupancy larger office building that is no longer in demand.

Councilor Pelkey asked for the amount of people (individual property owners) who went through Vision Government Solutions. Mr. Gaston replied the total number was 422 adjustments were made. Councilor Pelkey asked if those adjustments are already factored into the grand list? Mr. Labarbera said yes.

Councilor Smith asked if the decline in automobiles is a normal situation. Mr. Gaston stated that typically we'd see the motor vehicle grand list increase as older vehicles are getting replaced with newer vehicles that are more valuable. They've seen in the past few years a drastic increase in used vehicle prices. So in spite of the fact that it was older, its value may have still gone up. This year we are seeing a reversal of that with a large chunk of vehicles going down around an average of 15% instead of the typical 5%-10% you might see in a single year. Although we have more vehicles on the list, there is still a decrease nonetheless.

Councilor Smith asked about the single tenant large commercial buildings. When you do the assessment is there any way the depreciation is factored into the possible decline of the building? Mr. Labarbera said some of the decline is based on depreciation and the age of the building. However, the most decline is based on the market value as no one wants a single use 400,000 foot building any longer. That is what happened to the two commercial buildings in Windsor.

Councilor Eleveld stated for the sake of the public that might be watching, the shift between non-residential personal property and vehicles versus everything else was almost 10%. He's looking at 46% versus 55% which comes out to 9%. It's a challenge for many of us who have to deal with these sorts of issues.

d) Consider settlement in Great Pond Preserve Ventures vs. Town of Windsor

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to move item 12D to after Executive Session.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS

MOVED by Deputy Mayor Klase, seconded by Councilor Eleveld to accept the resignations of:

- Max Kuziak from the Zoning Board of Appeals
- Dave Raney from the Greater Hartford Transit District, the Library Advisory Board and Hartford Area Cable Television Advisory Board effective April 1, 2024, and
- Loretta Raney from the Historic District Commission and the Zoning Board of Appeals effective April 1, 2024.

Motion Passed 9-0-0

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to:

- Appoint Lois Arsenault as a Democratic member to the Commission on Aging & Persons with Disabilities for a three year term to expire January 31, 2026 or until a successor is appointed.
- Appoint Brian Bosch as a Republican member to the Capital Improvements Committee for a three year term to expire May 5, 2027 or until a successor is appointed.
- Appoint Natalie Greenfield as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2025 or until a successor is appointed.

- Appoint Carolyn Joseph as a Democratic member to the Wilson/Deerfield Advisory Committee for a three year unexpired term to expire April 30, 2026 or until a successor is appointed.
- Appoint Leigh Ann Tyson 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.
- Appoint Ken Rosol as an Unaffiliated member to the Wilson/Deerfield Advisory Committee for a three year term to expire April 30, 2026 or until a successor is appointed.
- Appoint Jennifer Czelazewicz as a Democratic member to the Wilson/Deerfield Advisory Committee for a three year term to expire April 30, 2026 or until a successor is appointed.
- Reappoint Milo Peck as a Democratic member to the Board of Assessment Appeals for a four year term to expire November 11, 2027 or until a successor is appointed.
- Reappoint Marsha Brown as an Unaffiliated member to the Commission on Aging & Persons with Disabilities for a three year term to expire November 8, 2026 or until a successor is appointed.
- Reappoint Bradford Robinson as a Democratic member to the Conservation Commission for a five year term to expire November 30, 2027 or until a successor is appointed.
- Reappoint Liz Dupont-Diehl as a Democratic (residential) member to the Historic District Commission for a five year term to expire October 13, 2028 or until a successor is appointed.
- Reappoint Nicole Grant Yonkman as a Democratic Alternate (non-residential) member to the Historic District Commission for a two year term to expire October 19, 2025 or until a successor is appointed.
- Reappoint George Bolduc as a Democratic member to the Zoning Board of Appeals for a four year term to expire November 14, 2027 or until a successor is appointed.
- Reappoint Joseph Breen as a Republican member to the Zoning Board of Appeals for a four year term to expire November 14, 2027 or until a successor is appointed.
- Reappoint Meg Harvey as a Democratic Alternate member to the Town Planning & Zoning Commission for a two year term to expire November 11, 2025 or until a successor is appointed.
- Reappoint Elaine Levine as a Democratic member to the Town Planning & Zoning Commission for a five year term to expire November 10, 2028 or until a successor is appointed.

- Reappoint Deborah Hallowell as a Democratic Alternate member to the Town Planning & Zoning Commission for a two year term to expire November 11, 2025 or until a successor is appointed.
- Reappoint Leon Alford as a Republican member to the Public Building Commission for a three year term to expire November 30, 2026 or until a successor is appointed.
- Reappoint Gina Pastula as a Republican Alternate member to the Zoning Board of Appeals for a two year term to expire October 10, 2025 or until a successor is appointed.

Motion Passed 9-0-0

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to extend the Regular Town Council meeting until 11:30 p.m.

Motion Passed 9-0-0

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the January 16, 2024 Regular Town Council meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to approve the minutes of the January 16, 2024 Regular Town Council meeting as presented.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS

MOVED by Deputy Mayor Klase, seconded by Councilor Eleveld to enter Executive Session at 10:56 p.m. for the purpose of:

- a) Strategy and negotiations with respect to pending claims and litigation
(Great Pond Preserve Ventures vs Town of Windsor)

Motion Passed 9-0-0

16) EXECUTIVE SESSION

Present: Mayor Nuchette Black-Burke, Deputy Mayor Darleen Klase, Councilor Mary Armstrong, Councilor Ronald Eleveld, Councilor Kristin Gluck Hoffman, Councilor Ojala Naeem, Councilor William Pelkey, Councilor Leroy Smith, and Councilor Walker

Staff: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager; Larry Labarbera, Town Assessor, Josh Gaston, Assistant Town Assessor

MOVED by Deputy Mayor Klase, seconded by Councilor Eleveld to exit Executive Session at 11:05 p.m. and return to the Regular Town Council meeting.

Motion Passed 9-0-0

17) ADJOURNMENT

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to accept the settlement of Great Pond Preserve Ventures vs. Town of Windsor as discussed during Executive Session.

Motion Passed 9-0-0

MOVED by Councilor Eleveld, seconded by Councilor Gluck Hoffman to adjourn the meeting at 11:07 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene Albert
Recording Secretary