



Council Agenda

Council Chambers
Windsor Town Hall
March 4, 2024



Zoom Instructions

Dialing in by Phone Only:

Please call: **646 931 3860 or 301 715 8592**

1. When prompted for participant or meeting ID enter: **897 7844 9905** 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.

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Please go to the following link: <https://us02web.zoom.us/j/89778449905>

When prompted for participant or meeting ID enter: **897 7844 9905**

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 Pelkey
3. PLEDGE OF ALLEGIANCE – Councilor Pelkey
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) Board of Education
 - b) Board of Ethics
8. TOWN MANAGER'S REPORT
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES



11. UNFINISHED BUSINESS

- a) *Authorize the submittal of a grant application to the CT Recreational Trails Program for a segment of multi-use trail north of the Wilson Boat Launch (Town Manager)

12. NEW BUSINESS

- a) *Authorize the early voting location for the April 2024 Presidential Preference Primary, the August 2024 Primary, and the November 2024 Election (Town Manager)
- b) *Approve collective bargaining agreement with Windsor UPSEU - Dispatchers (Town Manager)
- c) *Introduce and approve an appropriation in the amount of \$1,695,000 to fund the Clover Street School Field Improvements Project; and authorize the use of \$1,000,000 from American Rescue Funds and \$695,000 from the General Fund Unassigned Fund Balance." (Town Manager)
- d) *Set a Special Town Meeting for March 18, 2024 at 6:30 p.m. to act on an appropriation in the amount of \$1,695,000 to fund the Clover Street School Field Improvements Project; and authorize the use of \$1,000,000 from American Rescue Funds and \$695,000 from the General Fund Unassigned Fund Balance." (Town Manager)
- e) *Introduce and approve an appropriation in the amount of \$1,390,000 to fund the Clover Street School Restroom and ADA Improvements Project; and authorize the use of \$1,390,000 from the General Fund Unassigned Fund Balance." (Town Manager)
- f) *Set a Special Town Meeting for March 18, 2024 at 6:30 p.m. to act on an appropriation in the amount of \$1,390,000 to fund the Clover Street School Restroom and ADA Improvements Project; and authorize the use of \$1,390,000 from the General Fund Unassigned Fund Balance." (Town Manager)
- g) *Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$3,000,000 FOR COSTS IN CONNECTION WITH OLIVER ELLSWORTH SCHOOL HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$3,000,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
- h) *Set a Special Town Meeting for March 18, 2024 at 6:30 p.m. on bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$3,000,000 FOR COSTS IN CONNECTION WITH OLIVER ELLSWORTH SCHOOL HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$3,000,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
- i) *Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$3,155,000 FOR COSTS IN CONNECTION WITH L.P. WILSON COMMUNITY CENTER PHASE 2 HVAC UPGRADES; AND AUTHORIZING THE ISSUE OF \$2,500,000 BONDS AND NOTES AND \$655,000 FROM GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION." (Town Manager)



- j) *Set a Special Town Meeting for March 18, 2024 at 6:30 p.m. on bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$3,155,000 FOR COSTS IN CONNECTION WITH L.P. WILSON COMMUNITY CENTER PHASE 2 HVAC UPGRADES; AND AUTHORIZING THE ISSUE OF \$2,500,000 BONDS AND NOTES AND \$655,000 FROM GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION." (Town Manager)

13. *RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the February 5, 2024 Regular Town Council Meeting
- b) *Minutes of the February 20, 2024 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

17. ADJOURNMENT


★Back-up included

Agenda Item Summary

Date: March 4, 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.

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. DEEP is anticipated to make grant award announcements in May.

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.

The proposed section is separated from the Deerfield neighborhood by the railroad which is at a higher elevation than the trail. Also, a substantial vegetative buffer exists on both sides of the railroad that would make accessing the neighborhood difficult. According to the Police Department, the town has not experienced any safety issues to neighboring properties related to sections of the river trail that currently exist including the portion from the Wilson Boat Launch to Meadow Road and Windsor Center River Trail. This proposed phase includes ten feet of pavement and will end in a cul-de-sac which will allow for safety vehicle and public works maintenance access. Trails have consistently been shown to increase (or

have no effect on) property values, to have no measurable effect on public safety, and to have an overwhelming positive influence on the quality of life for trail neighbors as well as the larger community.

Trail maintenance will entail in season mowing every two weeks, eliminating deadwood as needed and cleaning up debris after flooding as is done with the existing sections.

A Public Information Meeting was held on February 28, 2024 that was attended by approximately 20 people in person and on-line. An overview of the planning and design efforts to date was presented, and town staff and a representative of the consulting design firm answered questions. Overall feedback was very positive and there were no significant concerns raised by attendees. A Riverfront Recapture representative expressed support for the application.

Financial Impact

Our design firm, East-West Engineering, has provided an estimate with 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 FY28.

Other Board Action

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

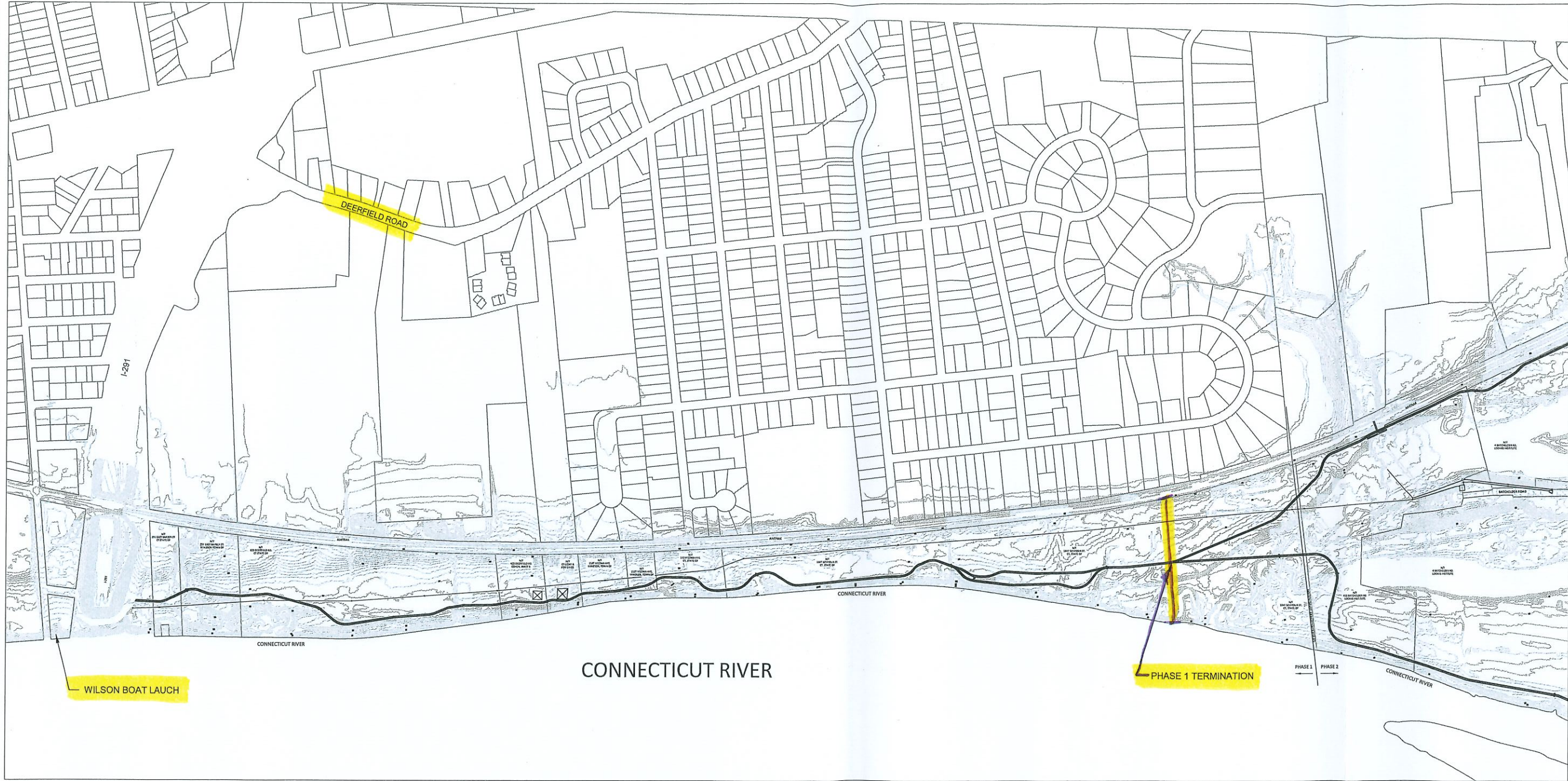
Recommendations

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

“MOVE to authorize the submission of a Recreational Trails Grant application to the Department of Energy and Environmental Protection in the amount of \$720,000 which represents eighty percent of the \$900,000 total project cost.”

Attachments

Preliminary plans for Phase I



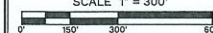
**EAST-WEST
ENGINEERING**
91 South Main Street
West Hartford, CT 06107
860-729-9326
EAST-WESTENGINEERING.COM

TOWN OF WINDSOR
275 BROAD STREET
WINDSOR, CT 06095

NORTH



SCALE 1" = 300'



REVISIONS		DESCRIPTION
NO.	DATE	DESCRIPTION

DATE	08.18.2023
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:
 - WINDSOR GIS FOR TOPOGRAPHIC, HYDRAULIC AND PROPERTY LINES.
 - 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.
 - MDC SEWER PLANS FOR LOCATION OF SANITARY SEWER AND OLD PATHS

Agenda Item Summary

Date: March 4, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Scott Colby, Jr., Assistant Town Manager
Enita Mips, Registrar of Voters
Victoria Virgo-Christie, Registrar of Voters
Anna Posniak, Town Clerk

Reviewed By: Peter Souza, Town Manager 

Subject: Early Voting Poll Location

Background

In 2024, per Connecticut state law, early voting will be implemented for the first time. Voters will have the ability to vote an early ballot beginning with the 2024 Presidential Preference Primary in April.

Discussion/Analysis

State law requires that towns have at least one early voting polling location. State statute provides the legislative body of any municipality with the population of 20,000 or greater the option to have a second early voting polling location. The Registrar of Voters are recommending to have early voting for the April 2nd Presidential Preference Primary at one polling location utilizing Windsor Town Hall. The Registrars are confident the one polling location at town hall will provide ample opportunity for Windsor voters to access early ballots. Staff also recommends the approval of the one location at town hall for the August primary as well as the November election.

By having one location for early voting, it provides less confusion to voters as the days allowed for early voting changes depending upon the election. It is simpler being in a centralized location that also has access to the Registrar's Office and the Town Clerk's Office. Operating multiple early voting locations requires additional resources, including staffing, equipment, and logistics. Consolidating these resources into a single location within the town can lead to cost savings and efficient use of personnel and equipment.

Overview of Early Voting Requirements

Overview of Early Voting Requirements	General Election	Primary	Presidential Preference Primary	Special Election
Duration of Early Voting	14 days	7 days	4 days	4 days

Financial Impact

Early voting with the Presidential Preference Primary in April has an estimated cost of \$9,300. This will be covered with the allocation for early voting in the FY 24 budget along with a portion of the early voting grant from the State of Connecticut

The FY 25 Proposed Budget will include an increase in funding to cover costs of early voting for the required elections. Below are the estimated FY 25 costs.

Primary (August) <i>7-days of early voting</i>	\$11,030
General Election (November) <i>14-days of early voting</i>	<u>\$22,050</u>
Total	\$33,080

Other Board Action

None

Recommendations

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

“MOVE to approve having one early voting location at Windsor Town Hall for the Presidential Preference Primary scheduled for April 2, 2024; the State Primary scheduled for August 13, 2024; and the Election scheduled for November 5, 2024.”

Attachments


None

Agenda Item Summary

Date: March 4, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Amelia Bliss, Director of Human Resources
Don Melanson, Chief of Police

Reviewed By: Peter Souza, Town Manager 

Subject: United Public Service Employees Union (UPSEU) Public Safety Dispatchers
Collective Bargaining Agreement

Background

The collective bargaining contract with the United Public Service Employees Union (UPSEU) Public Safety Dispatchers expired on June 30, 2023. Negotiations largely centered on wages, disability and health benefits, and contract language related to a variety of issues, including overtime “order in” language and sick leave benefits for newly hired dispatchers. Management and the bargaining unit have reached an agreement for a contract that runs from July 1, 2023 through June 30, 2026. Members of the employee association have ratified the proposed agreement and the Town Council is now being asked to approve the contract.

Discussion/Analysis

Below is an overview of key items town management and the bargaining unit have agreed to:

- Extend the waiting period for short term disability due to an off-the-job injury from the 4th day of absence to the 6th day of absence. This matches the disability plan for the Public Works and Clerical bargaining unit and the Unaffiliated employees.
- Reducing the length of short term disability from 52 weeks to 26 weeks and adding the Long Term Disability benefit if the employee is not able to return to work after 26 weeks. The LTD benefit pays 2/3's of the employee's salary for up to 24 months if they are unable to perform their own occupation and up to Social Security eligibility, as long as they are unable to perform any occupation. This allows the town to separate the employee before 52 weeks if their prognosis indicates the employee will not be able to return to work and gives the employee an income when they are no longer able to work.
- The sick leave benefit for new hires was increased from 40 hours per year for the first two years to 80 hours per year and pro-rated upon hire. This allows new hires to receive the same benefit as other bargaining unit members regardless of seniority. This is in line with what other towns offer.
- In an effort to provide more balance for the least senior employees who typically get ordered to fill overtime shifts, language was added to implement an Order-In Rotation List to fill overtime. The list is based on seniority and will reset every two weeks. This additional language limits the number of times an employee can be forced to work an overtime shift to once every two weeks.
- The maximum number of overtime hours earned per week was reduced from 40 to 32, not including “ordered overtime”.

- The probationary period was increased from six months to twelve months.
- The military leave language was updated to reflect the town's military leave policy.

Employee Health Insurance

- Increasing the employee share of the health insurance premium contribution for the PPO plan from 23% to 23.75% effective after ratification of the contract, to 24.50% on July 1, 2024 and to 25.25% effective July 1, 2025. The employee premium share for the High Deductible Health Plan remains at 17% for the duration of the contract.
- PPO plan design changes including a \$5 increase in the office visit copay to \$40, a \$50 increase to the outpatient surgery copay to \$250, and a \$25 increase to the inpatient hospitalization copay to \$200 per day/\$600 per stay. Newly hired dispatchers after 2017 have the HDHP as their only health insurance option. These plan changes and the increases to the PPO cost share apply to three bargaining unit employees.
- The employee share of the dental premium contribution is increasing from 11% to 12% on July 1, 2024 and to 13% on July 1, 2025.

Wages and Salary Schedule

A review of pay ranges from comparable towns in our geographic area was conducted and Windsor's ranges were below the market. To address this a one-time market adjustment of \$3,200 was made to the pay ranges plus a 2.75% wage increase effective retroactive to July 1, 2023. The FY 25 and FY 26 wage increases are 2.25% each year.

Financial Impact

The cost of the wage increases on a year over year basis is shown below.

Wages:

Year	% Increase	Cost
FY 24	\$3,200 market adjustment to steps, then 2.75% COLA	(\$59,315) including Pension, FICA & Medicare
FY 25	2.25%	\$19,600 over FY 24 budget, including Pension, FICA & Medicare
FY 26	2.25%	\$37,420 over FY 25, including Pension, FICA & Medicare

The FY 24 cost is projected to be under budget due to vacancy savings and the retirement / resignation of employees at the top step of the pay range. These vacancies were filled by employees at the entry level step of the pay plan.

Other Board Action

None

Recommendations

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

“MOVE to approve the collective bargaining agreement between the Town of Windsor and UPSEU Local 424, Unit 10 for the period of July 1, 2023 through June 30, 2026.”

Attachments

UPSEU Local 424, Unit 10 Collective Bargaining Agreement 7/1/23 to 6/30/26 – Redlined

COLLECTIVE BARGAINING AGREEMENT

By and Between

Town of Windsor

and



UNITED PUBLIC SERVICE EMPLOYEES UNION

WINDSOR DISPATCHERS

Local 424 - Unit 10

July 1, ~~2021~~2023 through June 30, ~~2023~~2026

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ARTICLE I. MANAGEMENT RIGHTS

SECTION 1.1. Management Rights. Except as specifically abridged or modified by this Agreement, the Town, through its Chief Executive or his or her designee, solely, has and will continue to retain, whether exercised or not, all of the rights, powers, and authority heretofore existing, and responsibilities to direct the affairs of the Town in all of its various aspects and to manage and direct its employees, including but not limited to the following: Determine the standards of services to be offered by the Town; determine the standard of selection for employment; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; issue and enforce rules and regulations; maintain the efficiency of governmental operations; determine the methods, means and personnel by which the Town's operations are to be conducted; determine the content of job classifications; exercise complete control and discretion over its organization and the technology of performing its work; plan, direct, control and determine all the operations and services of the Town, to assign overtime; discipline, suspend, demote and discharge employees for just cause; change or eliminate existing methods, equipment or facilities; and fulfill all of its legal responsibilities. The above rights, responsibility, and prerogatives are inherent in the Town Manager by virtue of statutory and charter provisions and cannot be subject to any grievance or arbitration proceeding except as specifically provided for in this Agreement.

ARTICLE II. RECOGNITION

SECTION 2.0. The Employer hereby recognizes the Union as the exclusive collective bargaining representative for the purpose of collective bargaining with respect to wages, hours, and other conditions of employment for all of the employees included in the collective bargaining unit certified by the State of Connecticut Labor Department in Case No. 2005-MBA-293, Decision #4026.

SECTION 2.1. SECTION 2.1. Any employee on the effective date of this Agreement has the right to choose whether or not to become a member of the Union. Employees who are not members of the Union on the effective date of this Agreement and any employees hired after said date may enroll or not enroll in the Union as a personal choice. The parties recognize that the authorization of the Union to receive payroll deductions is an agreement solely between the Union and its members which the member may revoke consistent with the Union's membership rules.

The Union, its officers and members shall not intimidate or coerce employees into joining or remaining members of the Union; and the Town shall not intimidate or coerce employees for purposes of not joining the Union.

SECTION 2.2. Definitions. The terms hereinafter set forth shall have the following meanings:

1. "Union" shall mean the United Public Service Employees Union Local 424-Unit 10.
2. "Employer" shall mean the Town of Windsor.

3. "Employee" shall mean a member of the bargaining unit represented by the Union.
4. "Regular Full-time Employee" shall mean an employee normally scheduled to work at least a five (5) day week totaling at least forty (40) hours.
5. "Part-time Employee" shall mean an employee normally scheduled to work less than a five (5) day week totaling less than forty (40) hours per week and is employed at least 120 days per year.

~~SECTION 2.3. Union Security All present employees and all employees hired after August 5, 2019, shall be entitled to become and remain members of the Union.~~

SECTION 2.43. - Check-Off. The Town agrees to deduct union membership dues and/or fees as may be allowed by the law from the pay of those employees who individually and in writing authorize such deductions. The Town may rely on certification from the Union of those employees who have authorized dues deductions. Such written authorization shall continue in effect until written notice from the Union revoking such authorization is received by the Town.

SECTION 2.54. - Deduction Period. Within thirty (30) days of employment, all members of the bargaining unit shall have the opportunity to join the Union. Nothing shall preclude any employee from joining the Union following thirty (30) days after employment. All employees who are members of the Union shall pay to the Union dues in the amount uniformly required of its members. The Union shall provide the Town with a copy of authorization permitting such deduction. The Town will remit once each month on or before the last day of the month in which such deductions are made, together with the list of employees from whose wages these sums have been deducted, a copy of said deductions to the Union. Such dues deductions shall continue for the duration of this Agreement and any extension thereof unless revoked by the employee. If for any reason a deduction was not made from the pay of an employee who has authorized such deduction(s), a sufficient amount will be deducted in the first pay period in which the employee has sufficient funds due him/her to bring his/her deductions up to date.

SECTION 2.65. - Indemnification. The Union agrees to indemnify the Town for any loss or damages arising from the operation of this Article. It is also agreed that neither any employee nor the Union shall have any claim against the Town for any deductions made or not made, as the case may be, unless a claim of error is made, in writing, to the Town within thirty (30) calendar days after the date such deductions were or should have been made.

SECTION 2.76. - Union Financial Officer. The Union will inform the Town of the name and title of the Union official responsible for all matters relating to dues.

SECTION 2.8.7 ~~Within ten (10) working days of an employee's hire date, the~~ The Town shall provide the Unit President and the UPSEU Labor Relations Representative with the following information about newly hired bargaining unit members: first and last name; work location; pay

rate; and work phone number and email address; and any other information required in accordance with Public Act 21-25 as it may be amended from time to time.

SECTION 2.98. The Town shall permit the Union or Unit Officer to meet with new employees hired into the bargaining unit during the first thirty (30) calendar days of employment with the Town; or in accordance with Public Act 21-25 (as it may be amended from time to time).

SECTION 2.9 At the beginning of each fiscal year by July 1st, the Union shall provide to the Town payroll office a digital list of all employees who have authorized dues deductions. An updated list shall be sent to the Town payroll office within ten (10) business days of each change due to employees joining the Union or ending their Union membership. The changes shall be highlighted to indicate new members and revocations of membership and the effective date. By providing such list, the Union certifies that each employee has knowingly and willfully consented to the payroll deduction.

ARTICLE III. SENIORITY

SECTION 3.0. Seniority shall be determined by the length of full-time service of a regular employee from his/her full time date of hire. The Town will maintain a seniority list which shall be revised as of January 1st each year and a copy furnished to the Union no later than February 1st. Any errors in said seniority list shall be brought to the Town's attention within thirty (30) calendar days, the list shall be deemed accurate except for those errors of which the Town has been timely notified.

SECTION 3.1. All new full-time employees covered by this Agreement shall serve a minimum probationary period of ~~six (6) months~~ twelve (12) months from the date of hire, except that in any individual situation the Employer may, at its sole discretion, extend the probationary period to twelve (12) months. If the probationary period is extended beyond six (6) months, the Employer shall provide the employee with the reason(s) for the extension. The probationary period shall be deemed successfully completed upon notification by the Town. During the probationary period, the full-time employee shall have no seniority rights or rights granted by ARTICLE XII of this Agreement. Upon successful completion of the probationary period, the employee's seniority shall date back to the employee's date of hire for the regular full-time position.

All non-full-time employees who are members of the bargaining unit shall serve a probationary period until such time as the employee is approved to work the dispatch position "solo". Prior to approval to "solo" by the Chief of Police, the Chief of Police may terminate the employment of any such non-full-time dispatcher and said dispatcher shall have no right to the grievance procedure.

SECTION 3.2. An employee's seniority will be broken and cease when he/she:

- a. Quits;
- b. Retires;
- c. Is discharged for just cause;

- d. Obtains a leave of absence by false or misleading statements;
- e. Exceeds a leave of absence without a satisfactory explanation to the Employer;
- f. Fails to report to work within ten (10) working days after notice of recall;
- g. Accepts employment elsewhere while on a leave of absence;
- h. Is laid off for a consecutive period equal to his/her seniority or a period of eighteen (18) months, whichever is less.

SECTION 3.3. Promotions and Vacancies. Should the Town determine to fill a vacant or new position in the bargaining unit, such position shall be posted for a period of five (5) working days on bulletin boards to be provided for such purpose. The Town shall make reasonable effort to fill such positions as soon as possible.

ARTICLE IV. HOURS OF WORK

SECTION 4.0. The regular work week for all full-time employees covered by this Agreement shall normally consist of five (5) consecutive days on, followed by two (2) consecutive days off, eight (8) hours each day.

SECTION 4.1. Work shifts are as follows:

C Shift 2300-0700

A Shift 0700-1500

B Shift 1500-2300

The Employer shall retain the right to adjust this schedule in the interest of the Town.

SECTION 4.2. Thirty (30) minutes shall be allowed for mealtime, and when a dispatcher is on his/her mealtime, the on-duty supervisor shall see that the dispatching function is performed either by a member of this unit or otherwise. The thirty (30) minute mealtime may be extended to forty five (45) minutes provided the dispatcher uses the mealtime to engage in a physical fitness workout in the Department gym and there is sufficient desk coverage to be determined by the shift supervisor.

SECTION 4.3. The bid will be posted every four months and must be completed no less than three (3) weeks prior to the start of the bid. Employees shall be entitled to bid their shift preference for each month within the four-month bid cycle based on seniority. The four-month bid period will start on the first Sunday of January, May, and September.

SECTION 4.4. Employees shall be entitled to swap their shift(s) on single day, multiple day or weekly basis. Employees are responsible for finding shift swap replacements. Such shift swap requests must be reduced to an approved form and submitted to the Supervisor twenty-four (24) hours prior to the swap for approval by the Chief of Police or his/her designee.

Such swap(s) shall not incur any additional cost to the Town. No employee shall be eligible, except in a dire emergency, to work an overtime shift if it results in his/her working more than sixteen (16) consecutive hours.

No employee shall be ordered in to work an overtime shift if it results in the employee working more than sixteen (16) hours in a twenty-four (24) hour period or thirty-two (32) hours in a forty eight (48) hour period. No employee shall work more than ~~forty (40)~~thirty-two (32) hours of overtime in a week (not including any hours that a dispatcher is ordered in or held over), except in a dire emergency.

ARTICLE V. OVERTIME

SECTION 5.0. Employees shall be compensated at a rate of time and one-half for all time actually worked in excess of eight (8) hours in a single shift or a total of forty (40) hours in a week. Effective with the signing of this Agreement, all leave except sick leave and compensatory time shall be counted as time worked in the computation of overtime.

SECTION 5.1. Employees shall be required to work overtime unless excused by the shift supervisor. If it becomes necessary to schedule overtime (which shall not include regular shifts filled by non-bargaining unit personnel), the shift that becomes vacant will be offered as follows:

- 1st To full time dispatchers who are on a scheduled day off on the day of the vacant shift by order of seniority;
- 2nd To full time dispatchers who are coming off working their regularly scheduled shift just prior to the beginning of the vacant shift by order of seniority;
- 3rd To all other full-time dispatchers by seniority;
- 4th To part time dispatchers in order of seniority;
- 5th To desk qualified Police Officers.

~~In the event that the open shift cannot be filled using this procedure, the least senior dispatcher coming off shift will be ordered to work the first 4 hours of the empty shift and the least senior dispatcher coming on shift will be ordered to work the second 4 hours of the open shift. In the event that an on-coming dispatcher cannot be reached, the least senior dispatcher coming off will be ordered to work the entire open shift. If ordering the least senior dispatcher will result in that dispatcher working more than 16 consecutive hours, the more senior dispatcher will be ordered to work the open shift.~~

An Order-In Rotation List shall be established listing all Dispatchers from least to most senior. This list will reset every two weeks. If the town is unable to fill its overtime requirements utilizing the procedure above, overtime will be filled as follows:

1. The next eligible employee on the Order-In Rotation List coming off shift will be ordered to work the first four (4) hours of the open shift and the next eligible employee on the Order-In Rotation List coming on shift will be ordered to work the second four (4) hours of the open shift. In the event that the on-coming employee cannot be reached, the next eligible employee on the Order-In Rotation List coming off shift will be ordered to work the entire open shift. If any of the foregoing will result in the employee working more than sixteen (16) consecutive hours, the next eligible employee on the Order-In Rotation List will be ordered to work the open shift.

- a. Dispatchers with prior department commitments (Training, planned leave, etc.) will be considered not eligible to work.

- b. A Dispatcher will not be forced to work twice within the two week period (when the list resets) if other Dispatchers who have not been forced are available to work.
- c. If a Dispatcher is scheduled to be forced, a more senior Dispatcher may take a "Voluntary Force" in that Dispatcher's place. This "Voluntary Force" will be marked on the Order-In Rotation List and will count as a force for this Dispatcher.
- d. If, due to overworked rules, the department is unable to force a Dispatcher from the shift before or the shift after to fill a vacancy, the Department will force the least senior Dispatcher from the list that is on a regular day off.
- e. Any Dispatcher working on a scheduled day off will be ordered second regardless of the list.
- f. If a dispatcher is ordered for 8 hours it will count as two orders.

When a vacancy occurs which is less than two hours in duration, the Town is not required to offer the time as an open shift and has the right to fill that vacancy with reassigned non-bargaining unit personnel.

Dispatchers given preference by this procedure for a vacant overtime shift will be entitled to the shift over dispatchers with a lesser preference and will be entitled to take the shift from the dispatcher with lesser preference (bumping). Bumping will be allowed provided that at least eight (8) hours notice has been given to the dispatcher being bumped. The dispatcher taking the shift must immediately inform a supervisor of the change. Bumping will not be allowed if the vacant shift is less than eight (8) hours from the time that the vacancy occurs.

Any full-time employee ordered to work outside his/her regular shift hours shall be compensated at the rate of time and one-half for all such hours worked.

Notwithstanding the foregoing, regular full-time shifts vacant due to a full-time dispatcher taking vacation of five (5) consecutive work days or more may be filled by part-time dispatchers by the Chief of Police or his/her designee using part-time dispatchers first. If full time dispatchers are needed, the procedure set forth above will be used.

SECTION 5.2. When a regular full-time employee, after departing from his/her regularly scheduled shift, is officially ordered to report back to work, he/she shall be compensated at the applicable rate from the time he/she is notified to report to work, provided he/she reported no later than one-half hour after such notification, and that the reason for the call-back was not due to the error or omission of the employee. If an employee is officially ordered to report back to work for mandatory training and/or meetings, he/she shall receive a minimum of four (4) hours compensation at the straight time rate or one and one-half times his/her regular rate of pay for all hours actually worked, whichever is greater.

SECTION 5.3. Full-time Bargaining unit members hired on or before July 1, 2011 may earn up to a maximum of eighty (80) hours of compensatory time, which may not be replenished, in each calendar year. Full-time Bargaining unit members hired after July 1, 2011 may earn a maximum of forty (40) hours of compensatory time, which may not be replenished, in each calendar year. The Town shall have the right to use non-bargaining unit employees to provide dispatching coverage whenever a bargaining unit member uses these compensatory hours. If a bargaining unit member is ordered to work an overtime shift, the employee will be able to earn up to a maximum of sixteen (16) additional hours of compensatory time above the eighty (80) or forty (40) hour limit set forth in this section.

SECTION 5.4. Bargaining unit members assigned as training officers shall earn ~~fifteen (15)~~thirty (30) minutes of ~~compensatory time, or~~ straight time pay, per shift while training. ~~Should the compensatory time earned while training cause the employee to exceed the allowable compensatory time limit specified in Section 5.3, the member will be allowed to accrue compensatory time above the limit for compensatory time earned, for these training shifts only.~~

SECTION 5.5. Full-time Bargaining unit members hired prior to July 1, 2011 shall be credited with the following leave time each year:

At the beginning of the 10th year -8 hours

At the beginning of the 15th year-16 hours

The foregoing leave time will be credited to the member's Dispatcher Leave Time account on each July 1st prior to the member's hiring anniversary date. If upon the crediting of the above amounts, those amounts plus the member's compensatory time exceeds the 80-hour limit set forth above, the member shall have 90 days to bring the number of compensatory hours below the limit. or shall be paid a sufficient number of hours of the leave time (at straight time pay) to bring the member below the limit.

SECTION 5.6. Bargaining unit members hired after July 1, 2011 shall not be eligible for Dispatcher Leave as described in SECTION 5.5.

ARTICLE VI. HOLIDAYS

SECTION 6.0. Each full-time member of the bargaining unit may take twelve (12) of the following days as holidays:

New Year's Day	Labor Day
Martin L. King Day	Yom Kippur
Presidents Day	Veterans Day
Good Friday	Thanksgiving Day
Easter Sunday	Friday following Thanksgiving Day
Memorial Day	Day before Christmas
Independence Day	Christmas Day

SECTION 6.1. Each full-time Bargaining unit member may choose nine (9) holidays from Section 6.0 each year. For these holidays, each full-time employee will be compensated in accordance with one and only one of the following, as applicable:

- a. Employees who are not scheduled to work on a holiday, and who do not work on that holiday, shall receive his/her regular weekly pay plus eight (8) hours of straight time pay, or upon approval by the Chief, eight (8) hours of compensatory time.
- b. Employees who are not scheduled to work on a holiday, but who do work on that holiday by choice, shall receive his/her regular weekly pay plus eight (8) hours of straight time pay (or eight (8) hours of compensatory time upon the Chiefs approval, in lieu thereof), plus pay at the rate of one and one-half times their regular rate for all hours actually worked on that holiday.
- c. ~~Employees who are not scheduled to work on a holiday, but~~ Any employee who ~~are~~is ordered to work on that holiday shall receive their regular weekly pay plus eight (8) hours of straight time pay (or eight (8) hours of compensatory time upon approval of the Chief, in lieu thereof), plus pay at a rate of two times their regular pay for all hours actually worked on that holiday.
- d. Employees who are scheduled to work on a holiday and who do work on that holiday shall receive their regular weekly pay and shall receive an additional twelve (12) hours of straight time pay, or upon approval of the Chief, twelve (12) hours of compensatory time in lieu thereof.
- e. Employees scheduled to work on a holiday, but who do not work that holiday, shall treat that day as a holiday and receive no additional compensation for that day.

SECTION 6.2. Each full-time Bargaining unit member must choose three (3) holidays from Section 6.1. For these holidays, each full-time bargaining unit member will be compensated in accordance with one and only one of the following, as applicable:

- a. Employees who are scheduled off on the holiday may elect to receive eight (8) hours of pay at straight time or take another day off at a later time, but before the end of the fiscal year in which the holiday occurs.
- b. Employees who are scheduled off on the holiday and who work that day will be paid overtime in accordance with Article V., Overtime.
- c. Employees who are scheduled to work a selected holiday and who work that day will be paid their regular pay for the day and receive eight (8) hours of pay at straight time or take a day off at a later time, but before the end of the fiscal year in which the holiday occurs.

or his/her designee with due consideration of the wishes of the employee and the needs of the Department. The Town retains the right to limit the number of employees taking vacation leave at the same time. Whenever there is a conflict in requested vacation dates, preference shall be given to employees according to seniority, except that once an employee has received written approval of requested vacation dates, those dates may not be pre-empted by another employee.

Short notice leave requests (other than sick leave or personal leave) are requests that are submitted less than forty eight (48) hours prior to the start of the shift in which the employee is requesting to use leave. Such requests, when the 48-hour notice period occurs outside the immediate supervisor's normal work schedule, may be submitted to the on-duty patrol supervisor. If necessary, the on-duty patrol supervisor will attempt to fill the overtime in order to grant the leave request. The patrol supervisor will follow the overtime rules listed in section 5.1 through step 4 (Dispatchers only). Police officers will not be utilized for short notice leave requests. No dispatcher will be ordered to fill a short notice leave request. Nothing in this section shall be interpreted to require the town to grant leave requests that are deemed to conflict with the needs of the department as determined by the police chief or his designee.

SECTION 7.4. A full-time employee who becomes ill while on vacation leave may not charge such illness to sick leave except upon written authorization of the Chief or his/her designee.

SECTION 7.5. When a full-time employee is out for more than three (3) weeks on disability leave (as described in Section 8.5), the employee's vacation leave accrual will cease until the employee returns to work.

SECTION 7.6. Any accrued vacation pay due an employee at the time of separation from Town service, regardless of reason, shall be paid in a lump sum up to the maximum allowed under section 7.1 of this agreement. In the event of the death of the employee, the employee's estate shall receive any accrued vacation pay.

ARTICLE VIII. LEAVE PROVISIONS

SECTION 8.0 - SICK LEAVE

Each regular full-time and regular part-time employee whose normal work week is twenty (20) hours or more shall be eligible for sick leave with full pay during and after his/her probationary period according to the following:

<u>Status</u>	<u>Work Hours at Full Pay per Fiscal Year</u>
<u>Full Time</u>	<u>80 hours</u>
<u>Part-Time</u>	<u>40 hours</u>

<u>Years of Continuous Service</u>	<u>Work Days at Full Pay Per Year</u>
<u>Up to 2 years</u>	<u>5</u>
<u>2 years and over</u>	<u>10</u>

New employees shall be eligible for sick leave at a rate of five (5) days per year from date of hire

to the following July 1 on a pro-rated basis. Sick leave eligibility will be computed on a fiscal year basis and renewed each July 1. ~~Once the employee has reached his/her second anniversary, he/she will be eligible for sick leave at a rate of ten (10) days per year from the second anniversary date to the following July 1 on a pro-rated basis. Sick leave will be renewed annually on July 1.~~ Sick leave shall not accrue from year to year except to the extent of fifty percent (50%) of unused sick leave to a maximum of five (5) days carried into the next Fiscal year. ~~Therefore, there shall be a maximum of ten (10) or fifteen (15) days of sick leave available in any fiscal year depending on the employee's number of years of service.~~ Sick leave may be taken in half-day increments.

SECTION 8.1. Sick leave may be allowed by the department head for the following purposes:

- a. Personal illness, physical incapacity or bodily injury or disease not covered by workers' compensation.
- b. Enforced quarantine in accordance with public health regulations.
- c. To meet medical and dental appointments in excess of two hours duration when an employee has made reasonable efforts to secure appointments outside his/her normal working hours, provided, except in the case of an emergency, the department head is notified and approves at least one day in advance of the day on which the absence occurs. If the employee is away from the work site for more than two hours, the employee will be charged a minimum of 1/2 day sick leave.
- d. Illness or physical incapacity in the employee's immediate family, requiring his/her personal attention and resulting from causes beyond his/her control, up to a maximum of three days per year. Additional days off may be granted in the discretion of the Chief of Police or his/her designee.

SECTION 8.2. In the event of any indication of abuse of sick leave privileges, the Town may investigate any absence for which such sick leave is requested.

The Town may require proof of illness for authorized sick leave. In the judgment of the department head, proof of sick leave may include a doctor's certificate or other proof of illness from the employee's physician indicating the nature and duration of the illness. Proof of illness will not normally be needed for absences of less than three (3) days unless required by the department head. For absences of three (3) days or more, proof of illness will normally be required.

In cases where the Union and the Town agree that a problem exists, the Union leadership agrees to work with the Town in counseling employees who are found to be abusing the sick leave benefit.

SECTION 8.3. On the first day of absence from work due to illness, the employee shall report his/her illness to his/her supervisor no later than the beginning of his/her scheduled work

assignment, except that where a relief employee is required, such report must be made at least one hour prior to the beginning of his/her scheduled work assignment. If an employee is absent for more than one day, he/she must notify his/her supervisor on each day of the absence, or must initially notify the supervisor of the intended date of return. Nothing in this Section shall preclude the payment of sick leave to an employee who cannot comply with provisions of this Section due to extenuating circumstances. The Town shall have the right to use part-time dispatchers or other qualified personnel to perform dispatching duties when an employee is out on sick leave, notwithstanding any other provision of this Agreement.

SECTION 8.4.- DISABILITY LEAVE

Sick leave benefits shall be supplemented by the Town disability income plan and shall be paid in accordance with the disability insurance policy in effect on the date of this Agreement. Each regular full-time employee ~~and regular part-time employee whose normal work week is twenty (20) hours or more~~ shall be eligible for disability income benefits after six months of service in accordance with the following schedule:

Up to 130 work days at 2/3rds Regular Pay.

<u>Years of Continuous Service</u>	<u>Work Days at 90% of Reg. Pay</u>	<u>Work Days at 2/3 of Reg. Pay</u>
6 months up to but not including 2 years	0	255
2 years up to but not including 5 years	5	245
5 years up to but not including 10 years	20	230
10 years up to but not including 15 years	50	200
15 years and over	120	130

SECTION 8.5. Disability income payments begin the sixth scheduled work day and eight calendar day fourth day of absence due to an off-the-job accident ~~and on the sixth day due to or~~ illness. An employee is eligible to receive payments under the disability income pay provided he/she has completed six months employment with the Town and is in work status at the completion of his/her six months employment. While it is not necessary to be confined in a hospital, the employee must be under a doctor's care in order to be eligible.

SECTION 8.6. The length of disability payments is limited to 52-26 weeks. When a holiday occurs during the absence of an employee who is on disability leave and receiving disability benefits from the Town, the Town shall supplement the payment, so the employee receives 100% of their regular pay for that holiday. There will be no banking of holidays that occur during disability leave.

While on disability leave for 8 weeks or more an employee's rights to bidding will cease. If the employee returns to full-time duty following disability leave and more than two months remain on the bid schedule, the schedule will be re-bid. Otherwise, when the employee returns to work they will be reinstated to their position of seniority only after the next bidding period occurs. During the meantime they will resume their position within the shifts that have been scheduled for them by department administration.

If an employee is on disability during their probationary period their probationary period will be extended to reflect the length of their disability period.

If the employee is still disabled after 26 weeks of short-term disability, the employee may be eligible for long-term disability benefits even if separated from employment. If the insurance carrier approves the long-term disability claim, the employee will receive 66 2/3% of his/her weekly salary up to a maximum benefit of \$4,000 per month for the first 24 months of disability as long as the employee is unable to perform the duties of his/her occupation. If after 24 months of disability, if the employee is unable to perform the duties of any occupation for which he/she is reasonably qualified the employee will continue to receive 66 2/3% of his/her weekly salary up to a maximum of \$4,000 per month in accordance with the benefit contract.

SECTION 8.7. These provisions are subject to normal rules and regulations prescribed by the insurance company.

Section 8.8 - WORKER'S COMPENSATION

Injury leave, as distinguished from sick leave, shall mean paid leave given to an employee due to absence from duty caused by an accident, injury, or occupational disease that occurred while the employee was engaged in the performance of his/her duties. Employees of the Town are covered by worker's compensation insurance. The Town, in case of injury leave, shall supplement the payments of the insurance company so that the employee will receive his/her net regular pay during his/her absence, for a period not to exceed six months. In the case of injuries causing temporary disability and for absences of three days or less, the Town shall pay the employee's regular salary for such period since payments are not made under worker's compensation insurance for such accidents.

SECTION 8.9. All payments on worker's compensation leave shall be made subject to the same rules and regulations as worker's compensation insurance. If workers' compensation coverage is denied, the Town shall not be required to pay worker's compensation leave pay. Lost time under worker's compensation leave shall not be charged to vacation or sick leave accruals. The Town reserves the right to change workers' compensation insurance carrier or to self-insure.

SECTION 8.10 - BEREAVEMENT LEAVE Each regular employee who works twenty (20) or more hours per week shall be granted bereavement leave up to three days by the Chief when death occurs in the employee's or spouse's immediate family. For the purpose of this rule, "immediate family" shall include only: father, mother, sister, brother, wife, husband, children, grandparents, grandchildren, aunts or uncles by blood, marriage or adoption, and anyone who is domiciled in the employee's household. Two additional days of leave may be granted in the discretion of the Chief or his/her designee.

SECTION 8.11 - JURY DUTY Regular full-time employees shall be granted leave of absence with pay for required jury duty. In such cases, the employee shall receive that portion of his/her regular net salary which will, together with the jury pay, equal his/her regular net pay for the same period. The employee shall notify his/her department head of the scheduled jury duty in advance.

SECTION 8.12 - MILITARY LEAVE ~~A regular full-time employee participating in field training required by the Military Reserves or National Guard shall be entitled to absent himself/herself from his/her own duties while engaged in such required field training. No such employee shall be subjected to any loss or reduction of vacation privileges. The period of absence in any calendar year shall not exceed thirty (30) calendar days. During this period, the compensation paid to the employee for such leave of absence shall be the difference between his/her compensation for military service as evidenced by an official military statement listing his/her rank, pay, and allowances and the amount of salary or wages due as an employee of the Town. If the compensation for military service is equal to or greater than the salary or wages due as a Town employee for the period covered by such military leave, then no payment shall be made, except that normal payroll deductions for insurance purposes shall be paid by the Town during such leave. The Town Manager may allow an employee to be absent for more than 30 calendar days on military leave, by allowing the employee to use vacation time, or authorized leave without pay. An employee participating in such military training shall give his/her department head sufficient advance notice. The Town will comply with USERRA requirements regarding military leave.~~

Regular full-time employees who are members of the U.S. Armed Forces reserve components, including the National Guard shall be granted military leave while engaged in required annual active duty training, inactive duty training drills, and voluntary and involuntary active duty service. An employee participating in the reserves or National Guard shall request military leave and give his/her Department Director as much advance notice as possible.

A. Annual Active Duty Training and Inactive Duty Drills.

1. During military leave employees shall not be subjected to any loss or reduction of vacation or sick leave accrual.
2. The period of absence in any calendar year shall not exceed thirty (30) calendar days. For this period, the compensation paid to the employee for such leave of absence shall be the difference between his/her compensation for military service as evidenced by an official military pay statement listing his/her rank, pay, allowances and all other military pay; and the amount of base salary or wages due as an employee of the town. If the compensation for military service is equal to or greater than the salary or wages due as a town employee for the period covered by such military leave, then no payment shall be made, except that normal payroll deductions for insurance purposes shall be paid by the town during such leave with the employee reimbursing the town upon the employee's return.
3. The Town Manager may allow an employee to be absent for more than 30 calendar days on annual active duty military training leave by allowing the employee to use vacation time, or authorized leave without pay.

B. Other Active Military Duty

Full-time employees who perform active duty service in the military reserves or National Guard will in addition to the protections afforded under state and federal law be provided the following:

1. In accordance with state and federal law, a returning reservist or National Guard member will be offered his/her former job or a job with the same pay, rank, and seniority that the employee could have expected if his/her work had not been interrupted by military duty.

2. During involuntary active duty, the town will pay the difference between the reservist's or guard member's military pay as evidenced by an official military statement listing his/her rank, pay, allowances and all other military pay; and the amount of base salary or wages due as an employee of the town. During active duty, reservists and National Guard members are automatically covered under the military's health care coverage. Therefore, while on involuntary active duty, the military's insurance shall be primary for the employee. An employee's spouse and dependents are also eligible for coverage under the military's health care plan or they may select to continue to be covered by the town's health and dental plan. If the spouse and/or dependents remain under the town's plan the cost of insurance premiums shall be shared between the employee and the town on the same percentage basis as if the employee were not on military leave.

3. During voluntary active duty there will be no pay differential made by the town. The employee will be placed on leave of absence without pay. The employee, spouse and dependents shall be covered under the military health insurance for the duration of the voluntary active duty and be re-enrolled in the town's health and dental coverage upon return from leave.

4. The employee shall retain any unused sick, holiday, vacation, and compensatory time earned prior to voluntary and involuntary active duty, to be credited to the employee upon his/her return, in accordance with the town's leave policies. No additional sick, vacation, holiday or other earned or unearned time will accrue while the employee is away from the employment with the town.

SECTION 8.13 - PERSONAL LEAVE Each full-time bargaining unit member shall receive two (2) personal leave days which must be used during the fiscal year and not carried over. Requests for Personal Leave shall be submitted in accordance with Section 7.3.

In addition, employees may earn additional personal leave days by maintaining an exemplary attendance record throughout the fiscal year. If an employee uses either no or very little sick leave, disability leave, or injury leave during the fiscal year, he will earn additional personal leave days according to the following schedule:

<u>Days Absent</u>	<u>Additional Personal Days Earned</u>
0 days	3 days
8-16 hours	2 days
17-32 hours	1 day

SECTION 8.14 - EMPLOYEE BIRTHDAY Employees hired prior to July 1, 2011 shall be granted their birthday off with pay, or may choose to receive eight (8) hours of compensatory time in lieu of taking the day off. Employees whose birthday falls on their regularly scheduled day-off will receive eight (8) hours of compensatory time in lieu of their birthday off. Employees

will notify their supervisor of their intention to take a birthday off or earn compensatory time under this section in the same time frames as for taking vacation leave.

Bargaining unit members hired after July 1, 2011 shall not be eligible for the birthday holiday.

ARTICLE IX. WAGES AND BENEFITS

SECTION 9.0.

- a. Effective and retroactive to July 1, 2021-2023, all bargaining unit members shall receive a ~~two and one-half (2.50%) percent~~ salary increase on regular and overtime wages, in accordance with Appendix A.
- b. Effective July 1, 2022-2024, all bargaining unit member shall receive a two and ~~one-half one-quarter~~ percent (2.25%) salary increase, in accordance with Appendix A.
- c. Effective July 1, 2025, all bargaining unit members shall receive a two and one-quarter percent (2.25%) salary increase in accordance with Appendix A.
- d. The Town has the right to implement payment of wages on a bi-weekly basis.

SECTION 9.1. Full-time employees who have not reached the maximum step on the salary schedule shall be eligible to receive a step increase each year on the ~~annual~~ anniversary of the completion of their probationary period. The Chief or his/her designee may deny a step increase for employees who are not performing satisfactorily. The denial shall be in writing to the employee and a copy sent to the Union setting forth the reasons for the denial.

SECTION 9.2. No full-time employee shall lose any seniority rights because of any military service including service in the National Guard or Organized Reserves. On return from military service, a full-time employee shall be reinstated to his/her former job, provided that he/she reports for duty within ninety (90) days of his/her discharge from military service.

SECTION 9.3. LONGEVITY Employees hired prior to July 1, 2011 shall earn longevity pay on the employee's full-time anniversary hiring date. Longevity is to be determined on the basis of total years of continuous full-time service in Town employment in any position based on the following schedule:

SECTION 9.4. Longevity pay for the term of this agreement shall be paid as follows:

<u>CONTINUOUS YEARS OF FULL-TIME SERVICE</u>	<u>TOTAL ANNUAL LONGEVITY PAY</u>
6 YEARS BUT LESS THAN 10 YEARS	\$325
10 YEARS BUT LESS THAN 15 YEARS	\$375
15 YEARS BUT LESS THAN 20 YEARS	\$450
20 YEARS OR MORE	\$550

Employees hired after July 1, 2011 are not eligible for longevity payments.

ARTICLE X. INSURANCE

Effective the first day of the month following ratification of this Agreement, the following insurance benefits shall apply:

SECTION 10.0. HOSPITALIZATION AND MEDICAL PLAN. Regular full-time employees in the bargaining unit are eligible to subscribe to the Town's hospitalization and medical insurance plan upon appointment. Enrollment in the Town's hospital and medical insurance plan shall be open to all eligible full-time employees and their dependents. The hospitalization plan for eligible bargaining unit members hired prior to February 6, 2017, shall be Anthem Blue Cross Preferred Provider Plan (PPO), ~~the Anthem Blue Care Health Maintenance Organization (HMO)~~ and the Anthem ~~Lumenos~~ High Deductible Health Care Plan (HDHP). Benefits provided under these plans shall be those prescribed by the contracts in force. ~~Effective July 1, 2022, the HMO insurance Plan shall be eliminated and unavailable to any bargaining unit members. Any members currently insured under the HMO Plan will need to select an alternate insurance offering during the 2022 open enrollment period. The Town will remind any members impacted by this change.~~

The medical and hospitalization plan for bargaining unit members hired after February 6, 2017, shall be the ~~Lumenos~~ High Deductible Health Care Plan as set forth in Appendix B-2 & B-3,

The Town reserves the right to implement cost-containment procedures including but not limited to: second surgical opinions, out-patient testing, limited weekend hospital admissions, discharge planning, and admission planning services. The Town will provide sufficient notice to employees before such procedures are implemented, and the employee will bear no greater cost for medical services if the cost containment policies are followed. If not followed, the employee shall incur a cost of up to \$200 for hospital charges plus 25% of physician charges up to \$200.

SECTION 10.1. COST SHARING.

Effective ~~the latter of September 20, 2021 or~~ the date of ratification and approval of the contract ending June 30, ~~2023~~2026, for all full-time bargaining unit employees, the Town shall pay seventy ~~eight-six and one-quarter~~ percent (~~78~~76.25%) of the full premium cost for the PPO insurance plan with prescription coverage, ~~or the HMO insurance plan with prescription coverage,~~ for the subscribing employee and his/her eligible dependents and the employee will pay ~~twenty-two percent~~twenty three and three-quarters (23.75%) of the premium cost share.

Effective July 1, 202~~4~~2, the Town shall pay seventy~~-seven percent (77~~five and one half (75.50%)) and the employee shall pay twenty~~-three~~four and one-half percent (~~23~~24.50%) of the premium cost share.

Effective July 1, 2025, the Town shall pay seventy four and three-quarters (74.75%) and the employee shall pay twenty five and one-quarter (25.25%) of the premium cost share.

~~Effective July 1, 2022, f~~For members insured under the Lumenos High Deductible Health Care Plan, the Town contribution shall ~~decrease from~~be eighty-four percent (84%) to eighty-three

percent (83%) of the full health insurance premium cost for the coverage and the employee contribution shall ~~increase from sixteen percent (16%) to be~~ seventeen percent (17%).

The Lumenos High Deductible Health Care Plan shall have a \$2,000 (single)/4,000 (double and family) annual deductible. For each employee selecting the Lumenos High Deductible Health Care Plan, the Town shall deposit fifty percent (50%) of the annual deductible (\$1,000/2,000) into the employee's HSA account. For employees enrolling in the plan during the middle of a plan year, the town's annual contribution to the deductible will be prorated and deposited upon the employee's enrollment in the plan.

SECTION 10.2 DENTAL PLAN. Regular full-time employees are eligible to subscribe to the Town's dental plan upon appointment. Enrollment in the Town's dental plan shall be open to all eligible full-time employees and their dependents. The dental plan for eligible full-time employees shall be the Connecticut Blue Cross Full Service Plan for Dental Care. Benefits provided under the plan shall be those prescribed by the Connecticut Blue Cross contract in force. The Town shall pay eighty nine percent (89%) of the full premium for each regular full-time subscribing employee. The employee shall ~~bear~~pay the remaining eleven percent (11 %) of the premium cost.

Effective July 1, 2024, the Town shall pay eighty eight percent (88%) of the full premium amount for each regular full time subscribing employee. The employee shall pay the remaining twelve percent (12%) of the premium cost.

Effective July 1, 2025, the Town shall pay eighty seven percent (87%) of the full premium amount for each regular full time subscribing employee. The employee shall pay the remaining thirteen percent (13%).

Employees electing to cover dependents shall pay the full cost of such dependent coverage.

SECTION 10.3 The Town has the option of providing hospitalization, medical and dental coverage through Blue Cross/Blue Shield for those electing Blue Cross/Blue Shield, or through another plan that provides equivalent benefits and substantially similar services. If the Town chooses to implement this option during the term of the Agreement, the Town will notify the Union prior to its implementation.

It is agreed that the purpose of such negotiation is to assure that the proposed change provides for equivalent benefits and substantially similar services, and the Union agrees not to seek improvements in its benefits or services during such negotiations. Nothing herein shall prevent the Town and Union from agreeing to improve such benefits and services by mutual agreement. During the term of this contract, the Town shall have the right to offer additional health insurance plans with such conditions as the Town determines. Nothing in said Planes) shall affect coverages or premium-sharing under the Blue Cross/Blue Shield Plans presently in effect.

Coordination of Benefits. The Town may require each employee who is covered by a double or family medical plan to submit written information on the spouse's employer-provided medical insurance coverages. The purpose of such information is to reduce duplication of coverage and

thus reduce premium increases.

SECTION 10.4. Health insurance benefits may be reopened by the Town upon thirty (30) days advance notice to the Union to discuss and negotiate changes to health insurance made or proposed on a Town-wide basis with the Town's other bargaining units.

SECTION 10.5 - NONCONTRIBUTORY GROUP LIFE TERM LIFE INSURANCE. Regular full-time employees who have completed six (6) months employment shall be eligible to subscribe to the Town's noncontributory group life insurance plan. The life insurance is payable to the employee's designated beneficiary in the event of the employee's death from any cause. The insurance benefit is based upon one and one-half times employee's annual base earnings rounded up to the next \$1,000 amount to a maximum of \$50,000.00. The Town shall pay the full premium for each eligible employee.

Benefits shall be paid in accordance with the life insurance contract in force. Eligible fulltime employees who are separated from the Town service shall have the privilege to convert the noncontributory group term life insurance to an individual policy in accordance with the life insurance contract in force.

SECTION 10.6 - CONTRIBUTORY GROUP TERM LIFE INSURANCE. Regular full-time employees who have completed six (6) months employment shall be eligible to subscribe to the Town's contributory group term life insurance plan. The contributory group term life insurance is payable to the employee's designated beneficiary in the event of the employee's death from any cause. The schedule of insurance benefits is based upon the employee's annual base earnings rounded up to the next higher \$1,000 amount. Benefits shall be paid in accordance with the life insurance contract in force.

The subscribing full-time employee shall pay the full contributory group term life insurance premium. The employee's premium shall be waived if total disability occurs before his/her 60th birthday. Subscribing full-time employees who are separated from the Town service shall have the privilege to convert the contributory group term life insurance to an individual policy in accordance with the life insurance contract in force.

SECTION 10.7 ACCIDENTAL DEATH AND DISMEMBERMENT COVERAGE. Regular full time employees who have completed six (6) months employment shall be covered by the Town's accidental loss of life, limb or sight insurance plan. Coverage is for the employee only in case of an off-duty accident. Benefits rendered under this plan shall be in accordance with the contract in force. The Town shall pay for the full accidental life insurance premium of each eligible employee.

SECTION 10.8 Regular full-time employees working less than forty (40) hours per week but more than twenty (20) hours per week will receive Town-funded medical, dental, in accordance with the number of hours worked. For example, an employee working thirty (30) hours per week will have 75% of the amount otherwise payable by the Town. Such employees may purchase the balance of their insurance premiums through a payroll deduction.

SECTION 10.9. The Town shall make available to full-time employees who wish to elect a Section 125 IRC Plan.

SECTION 10.10 - RETIREMENT COVERAGE. The Town's health insurance plan shall continue in effect following the retirement of the subscribing employee, in accordance with Article X, provided that the employee is at least 55 years of age, has completed at least ten years of Town service, and was hired prior to July 1, 2016. Employees hired after July 1, 2016, must be at least 55 years of age and have completed at least fifteen years of Town service to be eligible to continue the Town's health insurance plan in accordance with the provisions of Article X.

- 1) Spousal Coverage - The Town will also pay the cost of providing health coverage for the retiree's spouse in accordance with section 10.12 below, as follows .
 - a. Employees who were hired prior to July 1, 2016 must be members of the Town of Windsor Retirement Plan, and:
 - 1) be at least 55 years of age and retire with 30 years of Town service as defined in the Town's retirement plan; or
 - 2) be at least 65 years of age with at least 10 years of Town service as defined by the Town's retirement plan.
 - b. Employees who were hired on or after July 1, 2016 must be members of the Town of Windsor Retirement Plan, and:
 - 1) be at least 55 years of age with 30 years of Town service as defined in the Town's retirement plan; or
 - 2) be at least 65 years of age with at least 15 years of Town service as defined by the Town's retirement plan.

This provision only applies to the employee's spouse at the time of retirement. The Town will not continue to pay the cost of providing health insurance for the employee's spouse if the employee and spouse get divorced or if the spouse becomes eligible for coverage under his/her employer's benefit plan.

- 2) Dental Coverage - The Town will provide dental insurance for subscribing employees who take normal retirement from Town service as defined above in Section 10.14 and in accordance with Sections 10.11 below. Retired employees may purchase dependent dental coverage, the full cost of which will be charged to the employee.

SECTION 10.11. Insurance Details - The hospital and medical insurance plan shall be the (planes) available to current employees at any given time, as it may change from time to time.

For employees hired prior to January 1, 2007, for health and dental insurance the Town and retiree premium sharing shall be that which is in effect for current employees (for the plan selected by the retiree) at any given time, as it may change from time to time, to a maximum retiree share of twenty five (25%) percent of the premium. For dental coverage, the retired employee may elect to continue spousal coverage and the retired employee shall pay the full premium for spousal coverage.

For retirees who were hired after January 1, 2007, and before July 1, 2011, for health and dental insurance the Town and retiree premium sharing shall be that which is in effect for current employees (for the plan selected by the retiree) at any given time, as it may change from time to time, to a maximum retiree share of twenty five (25%) percent of the premium for the retiree coverage only and forty percent (40%) of the premium for the retiree's spouse at the time of retirement. For dental coverage, the retired employee may elect to continue spousal coverage and the retired employee shall pay the full premium for spousal coverage.

For retirees who were hired on or after July 1, 2011, for health and dental insurance the Town and retiree premium sharing shall be that which is in effect for current employees (for the plan selected by the retiree) at any given time, as it may change from time to time for the retired employee only. Their spouse at the time of retirement may elect to continue the health and dental coverage at their own expense at the Town's group premium rate. The retiree and/or spouse shall remit to the Town the costs of this coverage on a monthly basis.

No such contribution shall be made if other insurance coverage is available or becomes available to the retiree through another employer or through his/her spouse's employer. To be eligible for benefits hereunder, each retiree shall declare annually in writing under penalties of perjury that he/she does not have coverage available by completing the form required by the town. If no such written declaration is received, the Town shall be permitted to drop the coverage of retiree and spouse after due notice of such elimination of coverage is sent to the retiree and spouse's last known address by certified mail, return receipt requested. When coverage is no longer available to the retiree or his/her spouse, the retiree and spouse may re-enroll in coverage provided by the town as indicated above.

When the retiree and/or spouse become Medicare eligible, Medicare will become the primary insurance and the retiree and spouse will be eligible to enroll in the Medicare supplement plan/s offered to retirees at that time.

Section 10.12. Wellness Program. The Town may, during the term of this agreement, institute a wellness program, which program may include monetary and other incentives. The Town may terminate or modify said wellness program and/or incentives at its discretion.

ARTICLE XI. UNIFORMS

SECTION 11.0. The Town shall provide at its cost all civilian dispatchers who are required to work in uniforms the required uniform. The Town shall pay for the dry cleaning of issued clothing, except shirts, provided such service is performed by a Town-approved cleaner.

ARTICLE XII. SEPARATIONS AND DISCIPLINARY ACTIONS

SECTION 12.0. Employees who separate from Town service in good standing shall receive payment for all earned salary and vacation leave, subject to deduction for any indebtedness due the Town.

SECTION 12.1. Order of Layoffs. In the event it becomes necessary to layoff full-time employees, it shall be done in inverse order of seniority with the Town. Full-time employees subject to layoff shall be notified in writing two (2) calendar weeks prior to the effective date, but in an emergency advance notice may not be required.

SECTION 12.2. At any time during the probationary period, the Town Manager or his/her designee may remove an employee whose performance does not meet the required standards.

SECTION 12.3. An employee may be separated for disability when he/she cannot adequately perform the full duties of his/her position because of physical or mental impairment. Action may be initiated by the employee, his/her legal representative, or the Town, but in all cases must be supported by adequate medical evidence. The Town may require an examination at its expense and performed by a physician of its choice.

SECTION 12.4. The Town may discipline or terminate an employee for just cause. In the case of a termination, within 48 hours, exclusive of Saturday, Sunday, or holidays, the Town Manager and the employee shall be furnished with a written statement of such action specifically setting forth the reasons for the action and the appeals procedure. Any regular employee dismissed or disciplined shall have the right to file a grievance as provided in this Agreement. If the employee fails to file a grievance, the action of the department head or appointing authority shall be effective on the date specified.

SECTION 12.5 Records. All records of verbal reprimands shall be removed from the personnel file after six (6) months. Records of written reprimands shall be removed from the personnel file after two (2) years. Records of suspension of ten (10) days or less shall be removed from the personnel file after three (3) years. Should an officer be subject to subsequent disciplinary action, any records removed may be used to show progressive discipline. If no discipline other than oral reprimands for a period of 5 years, prior discipline cannot be used to show progressive discipline. This shall not apply to discipline resulting in a served suspension of 5 days or more.

SECTION 12.6. Handling of Citizen Complaints.

Any formal complaint by a person against a bargaining unit member shall be duly sworn to and signed by the complainant. If the person refuses to sign the complaint, the complaint shall be received and the refusal to sign shall be noted.

The above does not preclude the Chief of Police from initiating a departmental investigation upon the receipt of any type of complaint if he/she determines it to be in the best interest of the Police Department and/or the bargaining unit member involved. The investigation of a complaint must be handled in an expeditious manner by the Chief of Police and be concluded within thirty (30) days of the filing of the complaint. The thirty (30) day time period may be extended for unusual circumstances (i.e. witness may be out of town or incapacitated in a hospital, etc.). When the investigation has been concluded, the member involved shall be notified of the outcome.

ARTICLE XIII. GRIEVANCE PROCEDURE

SECTION 13.0. The purpose of the grievance procedure shall be to settle employee grievances on as low an administrative level as possible in order to expedite the settlement of the grievances.

SECTION 13.1. A grievance, for purposes of this procedure, shall be considered to be an employee or Union complaint concerned with matters contained in this Agreement dealing specifically with:

- a. Discharge, suspension or other disciplinary action; or
- b. Matters relative to interpretation and application of the articles and sections of this Agreement.

SECTION 13.2. Procedure. The Union shall have available the following grievance procedure on behalf of any employee who feels aggrieved concerning wages, hours, or conditions of employment or on any matter under this Agreement excepting the wage scale itself set forth herein. Time limits specified below may be extended by mutual agreement if by the nature of the grievance such is required.

Step 1. Any grievance shall be submitted in writing to the Chief of Police within ten (10) working days of the occurrence which gives rise to the grievance. In the text of the grievance, the grieving party will document that he did discuss the issue at hand with his/her supervisor, or the supervisor giving rise to the grievance, prior to the written submission. The Chief of Police or his/her designee shall render a decision within ten (10) working days of receipt of the grievance.

Step 2. If the grievant is not satisfied with the disposition of the grievance at Step 1, it shall be presented in writing to the Town Manager or his/her designee within ten (10) working days of receipt of the decision at Step 1. The Town Manager or his/her designee shall render a decision on the grievance within ten (10) working days of receipt of the grievance. Either party shall be granted a ten (10) working day extension provided written notification of such extension is received within the time frame of this Step.

Step 3. In the event the grievance is not resolved by Step 2, the Union may, within thirty (30) working days of the Town Manager's decision, submit the grievance to mediation and arbitration by the State Board of Mediation and Arbitration in accordance with its usual rules and procedures, at the same time notifying the Town's Human Resources Office of the submission.

SECTION 13.3. Time limits provided herein may be extended by written agreement of the parties.

SECTION 13.4. Any individual employee may present a grievance to his/her Employer and have the grievance adjusted, without intervention of the Union, provided the Employee first gives notification in writing to the Union with a copy to the Director of ~~Personnel~~ Human Resources and the adjustment shall not be inconsistent with the terms of the collective bargaining agreement. The Union shall be given prompt notice of the adjustment from the Employer.

ARTICLE XIV. ARBITRATION PROCEDURE

SECTION 14.1. The jurisdiction and authority of the arbitrator and his/her award shall be confined to the interpretation of the provision or provisions of this Agreement in dispute between the Union and the Employer. The arbitrator shall have no authority to modify, amend, revise, add to or subtract from any of the terms of this Agreement.

SECTION 14.2. The award of the arbitrator shall be final and binding upon all parties to this Agreement.

SECTION 14.3. Expenses, including the fees and expenses of the arbitrator shall be borne equally by the Town and the Union.

ARTICLE XV. CONTINUITY OF WORK

SECTION 15.0. The Town agrees that there will be no lockout of any employee or employees during the life of this Agreement. The Union agrees that during the term of this Agreement, it will not authorize, sanction or condone any strike, slowdown, or interruption of work.

ARTICLE XVI. NON-DISCRIMINATION

SECTION 16.0. Neither the Employer nor the Union shall discriminate against any employee due to any Federal or State of Connecticut protected class including race, religion, sex, age, color, national origin, political affiliation or physical disability other than a bona-fide condition of employment.

ARTICLE XVII. BULLETIN BOARDS

SECTION 17.0. The Employer will permit the use of a Bulletin Board for the posting of notices relating to Union business.

ARTICLE XVIII. TRAINING

SECTION 18.0. The Town shall provide stress management classes and/or instruction as it is provided to other employees of the Town.

SECTION 18.1. All authorized time spent by dispatch personnel in in-service training shall be counted as time worked in the computation of overtime. There shall be a minimum training callout of four (4) hours and a maximum training time of eight (8) hours per session. Any authorized expenses incurred by employees in connection with assigned training will be reimbursed by the Town. "Call out" is work off-duty, non-contiguous to the employee's regular work schedule.

SECTION 18.2. The Town shall provide certified First Aid and CPR training, which will be

mandatory, to all civilian dispatchers as well as re-certification as needed. The Town will develop an emergency medical dispatch system and provide appropriate training to all dispatchers under Section 18.1, above.

ARTICLE XIX. MISCELLANEOUS

SECTION 19.0 - Notices -Eligibility. All notices of Dispatcher Training to which the Department intends to send someone shall be posted, when possible, at least two (2) weeks prior to said training dates. All Dispatchers have the right to request that they attend when enrollment permits.

SECTION 19.1. - Position Classifications. Copies of all present, new or amended position classifications for positions covered by this Agreement shall be forwarded to the Union.

SECTION 19.2. - Insurance Contracts. The Union has the right to receive copies of the insurance contracts covering dispatcher personnel.

SECTION 19.3. - Town Council Agendas. The secretary of the Union shall receive the agenda of all Town Council meetings.

SECTION 19.4. - Information Meetings. The Town and the Union Executive Board will, at the request of either party, schedule an information meeting to be held once each month. Members of the Union Executive Board shall attend such meeting without loss of pay if such meetings are scheduled during the regular working hours of the employees involved. At such meeting the Union's opinions will be welcome in all matters affecting the dispatching function.

SECTION 19.5. During the term of this Agreement, the Town shall furnish the Union with an up-to- date list of members of the bargaining unit. When a new employee is hired in the bargaining unit, the Town shall notify the Union and furnish the Union with the name, date of employment, classification and rate of pay of the new employee. When the employment of an employee in the bargaining unit terminates, the Town shall notify the Union and furnish the name and date of termination of the employee.

SECTION 19.6. The Town shall provide a copy of this Agreement to each employee presently employed and to each new employee upon employment.

SECTION 19.7. There shall be no alteration, variation, no amendment of the terms and conditions of this Agreement, unless made and agreed to in writing by both parties. Any agreement must be ratified by the Union membership.

SECTION 19.8. The Union's Business Representative shall be permitted to visit specific job sites where bargaining unit members are employed provided such visits are at normal business hours and do not interfere with the operation of the department. It is agreed that the Union Business Representative will report to the Shift Supervisor before talking to bargaining unit members.

SECTION 19.9. The Town of Windsor agrees to continue in full force for the duration of this

Agreement, those benefits and practices which are mandatory subjects of bargaining, previously granted to and enjoyed by the members of the bargaining unit but which may not be specifically mentioned herein.

SECTION 19.10. For part-time members of the bargaining unit, the Town of Windsor shall continue all present working conditions and benefits, except as specifically modified by the terms of this Agreement.

SECTION 19.11. Retirement Plans. The Town of Windsor Employee Retirement Plans as enacted and modified herein is incorporated herein by reference as part of this Agreement.

A. The Town of Windsor Employees' Defined Benefit Pension Plan shall be modified as follows:

1. Effective July 1, 2018, the employee contribution shall be 5.00%.
2. Employees hired on or after November 1, 2012, shall not be eligible to participate in the defined benefit pension plan.

B. Employees hired on or after November 1, 2012, shall participate in the Town of Windsor Defined Contribution Plan, which shall require the Town and the Employee to each contribute. Effective February 6, 2017, the town and employee shall contribute five and one-half (5.50%) of the employee's earnings.

The Town has the option of providing the Defined Contribution Plan through ICMA-RC or through another plan that provides substantially similar benefits and services. If the Town chooses to implement this option during the term of this Agreement, the Town will notify the Union prior to implementation.

SECTION 19.12 Mileage Allowance. If employee is required to use his or her personal vehicle for town business, there shall be a mileage allowance equal to the business travel IRS mileage allowance per mile.

ARTICLE XX. SAVING CLAUSE

SECTION 20.0. If any section, sentence, clause or phrase of this Agreement shall be held for any reason to be inoperative, void, or invalid, the validity of the remaining portions of this Agreement shall not be affected thereby, it being the intention of the parties in adopting this Agreement that no portion thereof, or provisions herein, shall become inoperative or fail by reason of the validity of any other portion or provision and the parties do hereby declare that they would have severally approved of the adopted provisions contained herein, separately and apart from the other. The parties agree to immediately negotiate a substitute for the invalidated article, section, sentence, clause or phrase.

ARTICLE XXI. ENTIRE AGREEMENT

SECTION 21.0. This Agreement constitutes the complete and entire Agreement between the

parties for its term. The parties acknowledge that during the negotiations which resulted in this Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, it is understood and agreed that this Agreement may not be reopened for change in its items or addition of new subject matters except by mutual agreement or as required by law. In the event that any portion of this Agreement is declared invalid by a court, such invalidity shall not affect the remainder of this Agreement.

ARTICLE XXII. DURATION

SECTION 22.0. This Agreement shall be effective July 1, 202~~4~~³, unless specifically mentioned otherwise herein, and shall remain in full force and effect until June 30, 202~~3~~⁶, and thereafter shall continue in effect from year to year, except it may be amended at any time by mutual agreement or upon the termination date of said Agreement by giving the other party not less than one hundred fifty (150) days, nor more than one hundred eighty (180) days written notice of intention to propose amendments.

During any future periods of negotiations where there is no collective bargaining contract in force, the expired contract shall continue in full force and effect. In addition, eligible step increases shall be continued only for those regular employees employed as of the date of the contract signing.

IN WITNESS WHEREOF, the parties hereto have set their hands this 20th day of ~~September~~^{October}, 202~~4~~³.

FOR THE UNITED PUBLIC
SERVICE EMPLOYEES UNION,
LOCAL 424, UNIT 10

FOR THE TOWN OF WINDSOR

Kevin E. Boyle, UPSEU President

Peter Souza, Town Manager

APPENDIX A – PAY PLANS

Wage Charts

Full time Civilian Dispatcher			
	Salary Effective/ Retroactive to June 30 1, 2020 3	Effective/ Retroactive to July 1, 2021 4	Effective July 1, 2022 5
		2.50 25 % GWI	2.50 25 % GWI
Entry / Step 1	\$55,546.70 63,251.87	\$56,935.37 64,675.04	\$58,358.75 66,130.23
Step 2	\$59,090.97 67,077.26	\$60,568.24 68,586.49	\$62,082.45 70,129.69
Step 3	\$62,310.08 70,553.29	\$63,867.83 72,140.74	\$65,464.53 73,763.90
Step 4	\$65,529.20 74,028.29	\$67,167.43 75,693.93	\$68,846.62 77,397.04
Step 5	\$68,746.22 77,501.24	\$70,464.88 79,245.02	\$72,226.50 81,028.03

Part time Civilian Dispatcher			
	Hourly Rate Effective/ Retroactive to June 30 1, 2020 3	Effective/ Retroactive to July 1, 2021 4	Effective July 1, 2022 5
		2.25% GWI	2.25% GWI
Entry / Starting	\$20.94 24.19	\$21.46 24.73	\$22.00 25.29
Step 1: Solo Status	\$26.15 29.81	\$26.80 30.48	\$27.47 31.16
Step 2: Solo +500 hours	\$28.78 32.65	\$29.50 33.39	\$30.24 34.14
Step 3: Step 2 + 500 hours	\$31.37 35.45	\$32.15 36.24	\$32.96 37.06

APPENDIX B
HEALTH INSURANCE

B-1 – Health and Rx Plan Prior Authorizations and Coverage ~~Changes~~Information

B-2 – Health Insurance Plan Summary effective 7/1/202~~1~~2
(PPO, ~~HMO~~ and HDHP/HSA)

B- 3 – Health Insurance Plan Summaries effective ~~7/1/2022~~7/1/2023
(PPO, ~~HMO~~ and HDHP/HSA)

- ~~Effective 7/1/2022 the HMO insurance plan described in Appendix B-2 shall be eliminated and no longer available to any bargaining unit members~~

APPENDIX B-1

Effective 2/1/2015, the Town shall implement the following medical insurance plan changes:

1. High Cost Diagnostics Quality Management Program – Prior authorization will be required for the following non-emergency outpatient imaging services; CT, CAT, MRI, MRA, PET, SPECT. No other radiology services furnished by a participating provider (such as x-rays, mammograms, or ultrasounds) will require prior authorization. The radiology services rendered in an emergency room or rendered in an inpatient setting will not be subject to the prior authorization requirements.
2. Physical and Occupational Therapy Services – After the initial outpatient therapy visit and evaluation, future visits will require prior authorization.
3. Prescription Plan Utilization Management -
 - a. Prior authorization – will be required for specific medications, the doctor will be required to answer a few questions to determine if the patient meets the clinical criteria for the medication. If yes, the Rx is authorized; if no, other questions are asked including, will another Rx work (generic or preferred).
 - b. Step therapy – before an Rx is authorized for specialty medication, questions are asked to ensure other medications in the same drug classification have been found to be ineffective (generic, preferred brand). This ensures clinically appropriate use of specialty medications. If other medications in the same drug classification have not been used and found to be ineffective, this may be required prior to receiving authorization for non-preferred or specialty medications.
 - c. Duration Quantity Management – Ensures prescribing is being done according to manufacturer's recommendations and clinical criteria.

Effective as soon as possible following August 5, 2019, the Town shall implement the following medical insurance plan changes:

1. Remove initial, adjustment, or revision gastric bypass procedures from covered benefits. This includes, but is not limited to, and is subject to medical guidelines updates from the medical administrator, full or partial gastroenterostomy, gastroplasty, gastroenterostomy and/or placement/adjustment/removal of gastric bands. Current employees who, as of July 1, 2019, who have already undergone gastric surgery shall remain eligible for this benefit.
2. Domestic partners are no longer eligible for insurance benefits under the Town of Windsor's benefit plans.
3. The health and prescription benefit plans will limit infertility treatment to the state mandated benefit.

TOWN OF WINDSOR

HEALTH PLAN COMPARISON

APPENDIX B-2

DISPATCHERS

Effective ~~7/1/22~~ 7/1/2024

	CENTURY PREFERRED (PPO) 008053-045	LUMENOS HIGH DEDUCTIBLE HEALTH PLAN (HSA) 008053-244
Costshares	<p>In-Network services- subject to copays Out-of-Network services subject to deductible and coinsurance</p> <p>Copay - \$3540 Office Visit, \$40 Specialist Office Visit \$125 Emergency Room (waived if admitted), \$75 Urgent Care Centers \$200250 Outpatient Surgery \$100 Ambulatory Surgical Copayment Inpatient \$175200 per day/\$25600 per stay/\$1,5751,800 maximum per calendar year</p> <p>Out of Network Deductible - \$600/\$1,000/\$1,400 & 80/20% Coinsurance Out-of-Network Out-of-Pocket Maximum \$1,600/\$2,800/\$4,000 Lifetime Maximum In-Network - Unlimited</p>	<p>In-Network services- subject to deductible and coinsurance Out-of-Network services- subject to deductible and coinsurance</p> <p>In-Network & Out-of-Network Deductible - \$2,000/\$4,000 In-Network Coinsurance - 100% Out-of-Network Coinsurance - 80/20% In-Network Out-of-Pocket Maximum - \$5,000/\$6,850 Out-of-Network Out-of-Pocket Maximum - \$5,000/\$10,000</p> <p>100% Preventive Care Coverage Prescription Copays after deductible - \$10/25/40 for a 30 day supply and \$10/50/80 for a 90 day supply via the mail order program</p> <p>Lifetime Maximum In-Network - Unlimited</p>
Preventive Care		
Pediatric	<p>No Copay Covered according to age based schedule Out of Network - subject to deductible and coinsurance</p>	<p>100% Covered Out of Network - subject to deductible and coinsurance</p>
Adult	<p>No Copay Covered according to age based schedule Out of Network - subject to deductible and coinsurance</p>	<p>100% Covered Out of Network - subject to deductible and coinsurance</p>
Vision	<p>\$40 Copay Covered once every two years Out of Network - subject to deductible and coinsurance</p>	<p>100% Covered Out of Network - subject to deductible and coinsurance</p>
Hearing	<p>No Copay Covered once every two years as part of routine exam</p>	<p>100% Covered Out-of-Network - subject to deductible and coinsurance</p>
Gynecological	<p>No Copay Covered once per year Out of Network - subject to deductible and coinsurance</p>	<p>100% Covered Out of Network - subject to deductible and coinsurance</p>
Medical Services		
Medical Office Visit	<p>\$3540 Copay - PCP; \$40 Copay - Specialist Out of Network - subject to deductible and coinsurance</p>	<p>Deductible and Coinsurance Out of Network - subject to deductible and coinsurance</p>
Outpatient PT/OT/ST/Chiro	<p>No Charge 50 Combined visits per member per calendar year (for PT/OT/ST/Chiro) PT subject to prior authorization Out-of-Network deductible and coinsurance</p>	<p>Deductible and Coinsurance 50 Combined visits per member per calendar year (for PT/OT/ST/Chiro); excess benefits paid as out-of-network Out-of-Network deductible and coinsurance</p>
Allergy Services	<p>\$40 Copay for office visits and testing No copay for injections 80 visits in 3 years Out-of-Network deductible and coinsurance</p>	<p>Deductible and Coinsurance Unlimited Out-of-Network deductible and coinsurance</p>
Diagnostic Lab & X-ray	<p>Covered Out-of-Network deductible and coinsurance</p>	<p>Deductible and Coinsurance Out-of-Network deductible and coinsurance</p>
High Cost Diagnostics ex. CAT scan, PET scan, MRI...	<p>Out patient, non-emergency subject to prior authorization</p>	<p>Deductible and Coinsurance Out-of-Network deductible and coinsurance</p>
Inpatient Medical Services	<p>Covered Out-of-Network deductible and coinsurance</p>	<p>Deductible and Coinsurance Out-of-Network deductible and coinsurance</p>
Surgery Fees	<p>Covered Out-of-Network deductible and coinsurance</p>	<p>Deductible and Coinsurance Out-of-Network deductible and coinsurance</p>
Office Surgery	<p>Covered Out-of-Network deductible and coinsurance</p>	<p>Deductible and Coinsurance Out-of-Network deductible and coinsurance</p>
Outpatient Mental Health/ Substance Abuse	<p>\$40 copay Out-of-Network deductible and coinsurance</p>	<p>Deductible and Coinsurance Out-of-Network deductible and coinsurance</p>

TOWN OF WINDSOR

HEALTH PLAN COMPARISON

APPENDIX B-2

DISPATCHERS

Effective ~~7/1/22~~ 7/1/2024


	CENTURY PREFERRED (PPO) 008053-045	LUMENOS HIGH DEDUCTIBLE HEALTH PLAN (HSA) 008053-244
Emergency Care		
Emergency Room	\$125 Copay (waived if admitted)	Deductible and Coinsurance
Urgent Care	\$75 Copay Urgent Care Network must be utilized for coverage	Deductible and Coinsurance Urgent Care Network must be utilized for coverage
Ambulance	Covered	Deductible and Coinsurance
Inpatient Hospital	Pre-certification required	Pre-certification required
General/Medical/ Surgical/Maternity (Semi-private)	Per Admission Copay Inpatient \$175 200 per day \$525 600 per stay up to \$1,575 1,800 max per year Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Ancillary Services (Medication, Supplies)	Covered Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Psychiatric	Per Admission Copay Inpatient \$175 200 per day \$525 600 per stay up to \$1,575 1,800 max per year Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Substance Abuse/ Detox	Per Admission Copay Inpatient \$175 200 per day \$525 600 per stay up to \$1,575 1,800 max per year Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Rehabilitative	Covered up to 60 days per condition Inpatient \$175 200 per day \$525 600 per stay up to \$1,575 1,800 max per year Out-of-Network deductible and coinsurance	Covered up to 100 days per condition Deductible and Coinsurance Out-of-Network deductible and coinsurance
Skilled Nursing Facility	Covered up to 120 days per calendar year Per Admission Copay Inpatient \$175 200 per day \$525 600 per stay up to \$1,575 1,800 max per year Out-of-Network deductible and coinsurance	Covered up to 120 days per calendar year Deductible and Coinsurance
Hospice	Covered up to 60 days In-network Per Admission Copay (above) Out-of-Network deductible and coinsurance	Unlimited Deductible and Coinsurance Out-of-Network deductible and coinsurance
Outpatient Hospital		
Outpatient Surgery Facility Charges	In-Network \$200 250 Copay Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Ambulatory Surgery at a Ambulatory Surgical Facility	In-network \$100 Copay Out-of-Network deductible and coinsurance	
Diagnostic Lab & X-ray	Covered Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Pre-Admission Testing	Covered Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Other Services		
Durable Medical Equipment	Covered Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Prosthetics	Covered Out-of-Network deductible and coinsurance	Deductible and Coinsurance Out-of-Network deductible and coinsurance
Home Health Care	200 visits per calendar year No Charge Out-of-Network \$50 deductible and 80/20% coinsurance	200 visits per calendar year Deductible and Coinsurance Out-of-Network deductible and coinsurance
Prescription Coverage	with Express Scripts	After deductible:
With Express Scripts (Prior Authorization, StepTherapy, DQM)	Retail 30 day -\$10 generic/\$25 form. brand/\$45 nonform. Brand Mail Order \$20 generic/\$50 form. brand/\$90 nonform. Brand; Mail Order mandatory after 1st 90 days (upon 1st refill)	10 Tier 1/\$25 Tier 2/\$40 Tier 3 for a 30 day supply at a retail pharmacy \$10 Tier 1/\$50 Tier 2/\$80 Tier 3 for a 90 day supply via the mail order program

Agenda Item Summary

Date: March 4, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Suzanne Choate, Town Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Clover Street School Field Improvements

Background

The town-wide Athletic Field Master Plan, completed in 2013, addressed the current athletic field infrastructure, projected recreational needs and capital improvement planning. The plan outlined a set of recommendations and strategies for future investment in the facilities. In the intervening years, the Town Council has incorporated many of the recommendations in the multi-year Capital Improvement Program.

The adopted Capital Improvement Program (CIP) includes a project to make improvements to the lower athletic field area at the Clover Street School. The lower playing area is used primarily as a cricket field.

This agenda item requests the Town Council approve a funding appropriation and set a Special Town Meeting for reconstructing the lower field area and replacing the small restroom and storage building.

Discussion/Analysis

The cricket field is used on a regular basis from May through the fall for practice as well as competitive play. The facility is used in the evening during the week and on weekend days. The condition of the natural turf playing surfaces are less than desirable and at times unplayable as the underlying clay soils do not drain properly. Also, small sink holes form on a regular basis creating hazardous conditions for users. There is an existing wooden outbuilding at the facility which contains two restrooms, a small concession area and a storage / multi-use room. This structure is over 40 years old and is in poor to fair condition and is not ADA accessible.

The proposed project scope has three main elements; field reconstruction, new parking lot area, and replacement of the existing multi-use restroom building. Field reconstruction will include raising the grade of the field by, on average, 1.5 feet to attain proper drainage of the field. Installation of underdrains and stormwater improvements will also be done. A new access drive and parking lot area with approximately 45 spaces would be built. The existing multi-use restroom building would be replaced with a prefabricated concrete building. The building would have two ADA accessible restrooms, a small concession area, and an approximately 12' x 12' multi-space room.

If funding is approved, it is anticipated construction would start this summer and be substantially completed in the spring/summer of 2025. To allow the new grass field to become established, the facility would be out of service for two playing seasons.

Financial Impact

This project is proposed be funded utilizing cash funding through General Fund Unassigned Fund Balance in the amount of \$695,000 and \$1,000,000 American Rescue Funds.

The estimated project costs are as follows.

Field Improvements	910,000
Parking Lot	170,000
Building & Site Prep	315,000
Contingency (includes admin/inspection)	300,000
Total	1,695,000

Alternatively the Town Council could elect to proceed with the project as two phases, with the existing building demolition, site preparation, and installation of a prefabricated building being completed in a subsequent year. Cost of this work, assuming a 10% inflation factor, would be approximately \$425,000 including a contingency and construction administration/inspection services.

Other Board Action

The Town Improvements Committee reviewed this project on February 28th. The Committee made a favorable recommendation for the project scope to include field improvements, parking lot reconstruction and building replacement versus phasing the project funding over several years.

Recommendations

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

- 1) Introduce and approve an Appropriation

“MOVE to introduce and approve an appropriation in the amount of \$1,695,000 to fund the Clover Street School Field Improvements Project; and authorize the use of \$1,000,000 in American Rescue Funds and \$695,000 from the General Fund Unassigned Fund Balance.”

- 2) Set a Special Town Meeting

“MOVE that a Special Town Meeting be held in the Council Chambers at the Windsor Town Hall on March 18, 2024 at 6:30 p.m. (prevailing time) to act on an appropriation in the amount of \$1,695,000 to fund the Clover Street School Field Improvements Project; and authorize the use of \$1,000,000 in American Rescue Funds and \$695,000 from the General Fund Unassigned Fund Balance.”

And

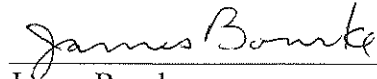
“BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Town Meeting.”

Attachments

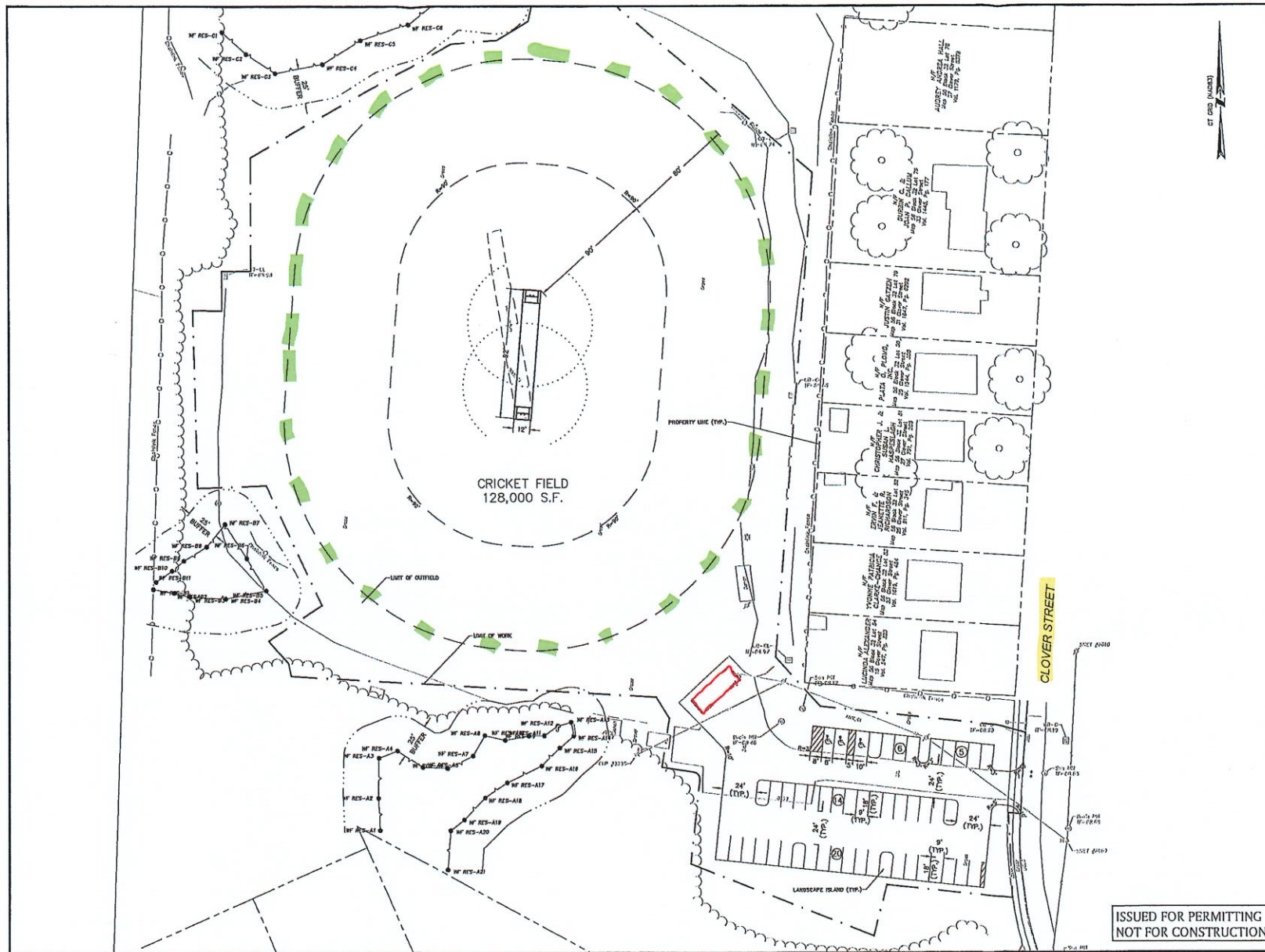
Map

Certification

I hereby certify that \$1,000,000 is available in American Rescue Funds and \$695,000 is available in the General Fund Unassigned Fund to meet the above appropriation.

A handwritten signature in cursive script, reading "James Bourke", is written over a horizontal line.

James Bourke
Finance Director



ROBERT NEWTON
PROFESSIONAL ENGINEER 12/27/23

CLOVER STREET SCHOOL FIELD IMPROVEMENTS

CLOVER STREET
IN
WINDSOR
CONNECTICUT
(HARTFORD COUNTY)

SITE LAYOUT & MATERIALS PLAN

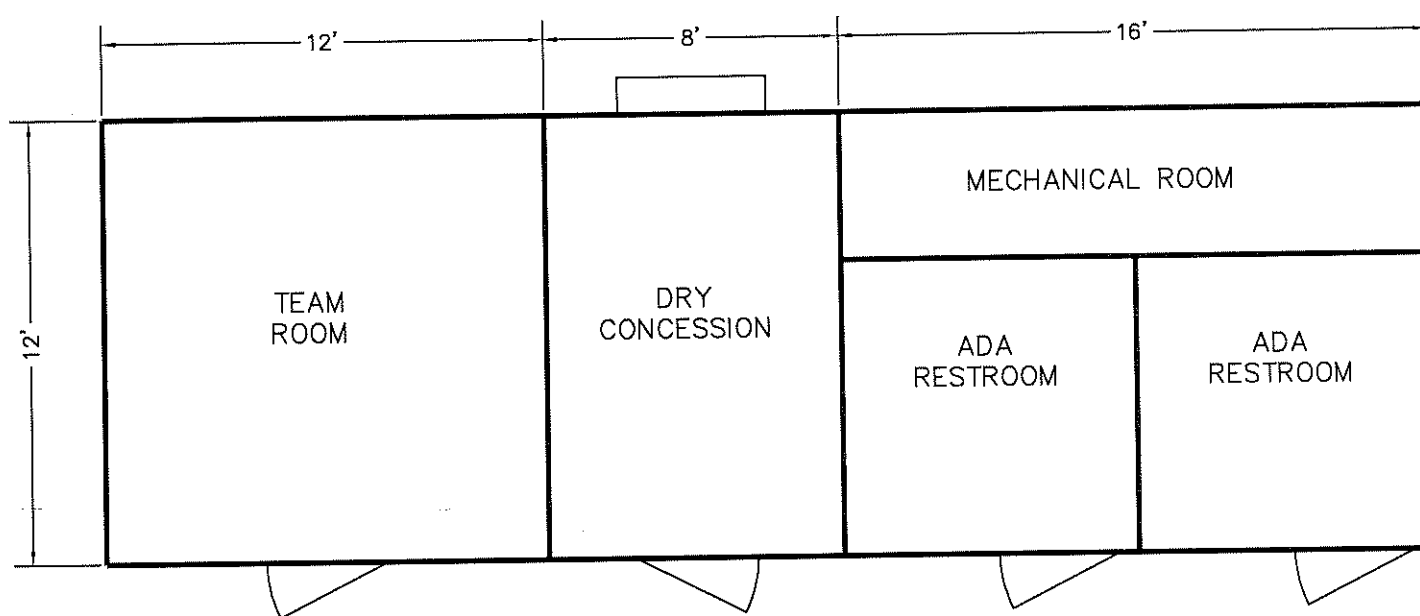
DECEMBER 27, 2023

REVISIONS:		
NO.	DATE	DESC.

PREPARED FOR:
TOWN OF WINDSOR
275 BROAD STREET
WINDSOR, CT 06095

BSC GROUP
665 Winding Brook Drive
Glastonbury, Connecticut
06033
860 652 8227

© 2023 BSC Group, Inc.
SCALE: 1" = 30'
0 15 30 60 feet
FILE: 6349200/06/6349200-LH
DWG: C-2.0
JOB: NO. 63990.00




CLOVER STREET PREFABRICATED
FIELD BUILDING FOOTPRINT
PRELIMINARY CONCEPT LAYOUT

Agenda Item Summary

Date: March 4, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Marco Aglieco, Facilities Manager

Reviewed By: Peter Souza, Town Manager 

Subject: Clover Street Elementary School Restroom & ADA Improvements

Background

Clover Street Elementary School consists of six classroom buildings (with four classrooms in each building), an administrative building containing offices, as well as buildings containing the library, cafeteria, gymnasium and additional classrooms. The school was originally constructed in 1957, with an addition added in 1988.

As such, the school's restrooms do not comply with current ADA requirements. The project design is complete and has been reviewed and approved by the PBC. The work will consist of the complete renovation of existing restrooms. Staff is recommending that this project be split into two phases in order to make sure the space is ready to be occupied for the new school year.

Discussion/Analysis

The construction services for Phase 1 are for the library, cafeteria, and gymnasium areas. Work will include the installation of new partitions, lighting, doors, walls, tile, fixtures, and exhaust fans. Upgrades to plumbing, sprinklers, ductwork, and electrical are also required. The project has been designed to meet ADA standards.

If authorized, construction for Phase 1 would start in June 2024 and be substantially complete by the end of August 2024. Improvements to the remaining restrooms in the classroom pods will be programmed for funding in the FY 25 capital plan. The preliminary cost for Phase 2 is \$2.0M.

Financial Impact

Total estimated project costs for Phase 1 are \$1,390,000 including contingency. It is recommended this phase of work be cash funded through the General Fund Unassigned Fund Balance.

The project costs are as follows.

Construction	1,100,000
HazMat Remediation	77,000
Bonding	25,000
Contingency	188,000
Total	<u>\$1,390,000</u>

Recommendations

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

1) Introduce and approve an Appropriation

“MOVE to introduce and approve an appropriation in the amount of \$1,390,000 to fund the Clover Street School Restroom and ADA Improvement Project; and authorize the use of \$1,390,000 from the General Fund Unassigned Fund Balance.”

2) Set a Special Town Meeting

“MOVE that a Special Town Meeting be held in the Council Chambers at the Windsor Town Hall on March 18, 2024 at 6:30 p.m. (prevailing time) to act on an appropriation in the amount of \$1,390,000 to fund the Clover Street School Restroom and ADA Improvement Project; and authorize the use of \$1,390,000 from the General Fund Unassigned Fund Balance.”

And

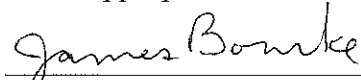
“Be it further RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Special Town meeting.”

Attachments

None

Certification

I hereby certify that \$1,390,000 is available in the General Fund Unassigned Fund Balance to meet the above appropriation.



James Bourke


Finance Director

Agenda Item Summary

Date: March 4, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Marco Aglieco, Facilities Manager

Reviewed By: Peter Souza, Town Manager 

Subject: Oliver Ellsworth Humidity Mitigation & HVAC Improvement Project

Background

Oliver Ellsworth Elementary School consists of 30 classrooms, administrative office, library, cafeteria, gymnasium and locker rooms. The school was originally constructed in 1968 with an HVAC upgrades in 2018.

Due to the low heat load in the building and limited ability to dehumidify the building experienced high levels of humidity. In fall 2023 the town contracted with van Zelm Engineers, Inc. for the design portion of the HVAC upgrade. The design is complete and has been reviewed and approved by the PBC. In December the Town Council approved funding for the Dedicated Outdoor Air Systems (DOAS) as there was a substantial lead time for these items.

At this time, the Town Council is respectfully requested to authorize funding the project and to set a Special Town Meeting for March 18th.

Discussion/Analysis

The recommended project approach is to install Dedicated Outdoor Air Systems also known as DOAS units. The DOAS units will be provided with an energy recovery wheel that will recover energy from the exhaust air stream and a water coil to provide cooling in the summer and heating in the winter. The unit will also provide dehumidification in the summer.

If funding is authorized, construction would start in June 2024 and planned to be substantially complete by September.

A separate project is being developed to address improvements to the building envelope including replacement of windows and doors. At this time it is contemplated funding would be incorporated into to FY 25 capital plan for building envelope improvements.

Financial Impact

The design consultant's estimated remaining project costs are below.

Construction	2,475,000
HazMat Remediation	66,000
Clerk of the Works	31,000
Contingency	385,000
Bonding	43,000
Total	3,000,000

The estimated average annual debt service, based on a 15 year term and a 5% interest rate is \$280,000.

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 \$3,000,000 FOR COSTS IN CONNECTION WITH OLIVER ELLSWORTH SCHOOL HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$3,000,000 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 made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.”

2) Introduce and approve an Ordinance

“MOVE to introduce and approve an ordinance entitled, “AN ORDINANCE APPROPRIATING \$3,000,000 FOR COSTS IN CONNECTION WITH OLIVER ELLSWORTH SCHOOL HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$3,000,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

3) Set a Special Town Meeting

“RESOLVED that a Special Town Meeting be held in the Council Chambers at the Windsor Town Hall on March 18, 2024 at 6:30 p.m. (prevailing time) on the following ordinance entitled, “AN ORDINANCE APPROPRIATING \$3,000,000 FOR COSTS IN CONNECTION WITH OLIVER ELLSWORTH SCHOOL HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$3,000,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

And

“Be it further RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Special Town meeting.”

Attachments

None

AN ORDINANCE APPROPRIATING \$3,000,000 FOR COSTS IN CONNECTION WITH OLIVER ELLSWORTH SCHOOL HVAC IMPROVEMENTS; AND AUTHORIZING THE ISSUE OF \$3,000,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate THREE MILLION DOLLARS (\$3,000,000) for costs in connection with HVAC Improvements at Oliver Ellsworth School, comprised of renovation and improvements to HVAC system to include new dedicated outdoor air units, roof top unit, heat pipe and associated controls, and including testing and removal of any hazardous material, modifications to existing HVAC equipment, installation of new DOAS units, upgrades to electrical systems, installation of controls, and roof work to accommodate new penetrations (the "Project"). The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the Project and its financing. The Public Building Commission is authorized to determine the scope and particulars of the Project and may reduce or modify the scope of the Project, 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 THREE MILLION DOLLARS (\$3,000,000) to finance the remaining portion of 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 costs of the Project. The bonds or notes shall be issued pursuant to Section 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 THREE MILLION DOLLARS (\$3,000,000). 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 costs of the Project 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 Public Building Commission, 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, including the application and acceptance of grants from the State of Connecticut, the federal government and others, and to issue bonds or notes to finance the aforesaid appropriation.

Section 8. That the ordinance shall become effective upon its approval at a Special Town Meeting, in accordance with Section 9-3 of the Windsor Town Charter.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

Distributed to Town Council _____

Town Meeting Advertised _____

Town Meeting _____

Adopted _____

Advertised _____


Effective Date _____

Agenda Item Summary

Date: March 4, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Marco Aglieco, Facilities Manager

Reviewed By: Peter Souza, Town Manager 

Subject: LP Wilson Phase 2 HVAC Improvements Project

Background

The LP Wilson Community Center was built in 1958. The original building was 90,000 sq. ft. In 1972 an addition of 22,000 sq. ft. was added. The boilers, domestic hot water heater, and related pumps were replaced in 2021. The Senior Center section was renovated in 2011. The majority of this building uses the original perimeter radiation and air handlers for heating. Window units and wall units are used for air conditioning in office areas and the auditorium. The existing HVAC systems do not provide ventilation to current energy code standards. Due to the size, scope, and costs of improving the building wide systems, it has been divided into multiple phases. The phases will provide better building safety and accessibility for employees and visitors during construction. Phase 1 construction was initiated last summer and included installation of ventilation equipment in portions of the north end of the building.

At this time, the Town Council is requested to consider authorizing funding for Phase 2 of the overall project and to set a Special Town Meeting for March 18th.

Discussion/Analysis

The construction services for Phase 2 are primarily for the north portion of this building which are areas utilized by the Board of Education. As outlined in the CIP, this phase of work includes the installation of four new Variable Refrigerant Flow (VRF) systems related piping, electrical, and digital controls. These units are designed to condition the space and will provide both heating and cooling. This will also include two new rooftop units for the gym and one new rooftop unit for the BOE meeting room. New HVAC equipment will be connected to the existing building energy management systems to control and conserve energy usage. The original project scope also included replacing suspended ceilings, interior painting, removing and replacing floor tiles and carpeting.

The Public Building Commission approved the project scope and the project was recently bid. Only one HVAC contractor submitted a bid. The total cost of this phase of work is approximately \$1.6M over the preliminary CIP estimated cost and would require voter referendum.

In order for a portion of the contemplated project work to get started this summer, the project needs to be broken into sub phases. The first would be the HVAC construction, and installation of controls, and ceiling replacement. This scope of work will be rebid this month. Work could start in late June and be substantially completed this fall with the possible exception of roof top units due to manufacturing lead times.

The work consisting of the floor abatement, replacement of tiles/carpet, new suspended ceiling and painting of rooms could be planned for summer of 2025 depending on additional funding availability. Preliminary cost estimates for this scope of work is approximately \$965,000 not including escalation.

It is suggested that the HVAC related work be funded through bonding of \$2,500,000 and use of \$655,000 in General Fund Unassigned Fund Balance. A special town meeting is required.

Financial Impact

Below are estimated project costs for the HVAC related improvements.

Phase 2 – Summer/Fall 2024

Construction (HVAC)	2,275,000
Digital Controls	380,000
Clerk of Works	50,000
Bonding	45,000
Contingency	<u>405,000</u>
Sub-Total	3,155,000

The estimated average annual debt service, based on a 15 year term and a 5% interest rate is \$233,000.

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 \$3,155,000 FOR COSTS IN CONNECTION WITH L.P. WILSON COMMUNITY CENTER PHASE 2 HVAC UPGRADES; AND AUTHORIZING THE ISSUE OF \$2,500,000 BONDS AND NOTES AND \$655,000 FROM GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION” is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.”

2) Introduce and approve an Ordinance

“MOVE to introduce and approve an ordinance entitled, “AN ORDINANCE APPROPRIATING \$3,155,000 FOR COSTS IN CONNECTION WITH L.P. WILSON COMMUNITY CENTER PHASE 2 HVAC UPGRADES; AND AUTHORIZING THE ISSUE OF \$2,500,000 BONDS AND NOTES AND \$655,000 FROM GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION.”

3) Set a Special Town Meeting

“RESOLVED that a Special Town Meeting be held in the Council Chambers at the Windsor Town Hall on March 18, 2024 at 6:30 p.m. (prevailing time) on the following ordinance entitled, “AN ORDINANCE APPROPRIATING \$3,155,000 FOR COSTS IN CONNECTION WITH L.P. WILSON COMMUNITY CENTER PHASE 2 HVAC UPGRADES; AND AUTHORIZING THE ISSUE OF \$2,500,000 BONDS AND NOTES AND \$655,000 FROM GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION”

And

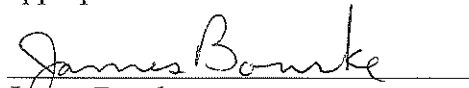
“Be it further RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Special Town meeting.”

Attachments

None

Certification

I hereby certify that \$655,000 is available in the General Fund Unassigned Fund to meet the above appropriation.



James Bourke
Finance Director

AN ORDINANCE APPROPRIATING \$3,155,000 FOR COSTS IN CONNECTION WITH L.P. WILSON COMMUNITY CENTER PHASE 2 HVAC UPGRADES; AND AUTHORIZING THE ISSUE OF \$2,500,000 BONDS AND NOTES AND \$655,000 FROM GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate THREE MILLION ONE HUNDRED FIFTY-FIVE THOUSAND DOLLARS (\$3,155,000) for costs in connection with L.P. Wilson Community Center Phase 2 HVAC Upgrades, comprised of renovations and improvements to the HVAC system on the north side of the building, to include new roof-top units, new VRF systems with associated indoor units, cabinet unit heaters, finned tube radiation and associated controls, and including testing and removal of any existing hazardous material, demolition of existing HVAC equipment, installation of new VRF system, upgrade to electrical systems, installation of controls, and associated interior finishes (the "Project"). The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the Project and its financing. The Public Building Commission is authorized to determine the scope and particulars of the Project and may reduce or modify the scope of the Project, and the entire appropriation may be expended on the Project as so reduced or modified. The appropriation shall be funded with \$655,000 from the General Fund unassigned fund balance and \$2,500,000 from the proceeds of bonds and notes authorized pursuant to this ordinance.

Section 2. That the Town issue bonds or notes in an amount not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) 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 costs of the Project. The bonds or notes shall be issued pursuant to Section 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 TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000). 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 costs of the Project 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 Public Building Commission, 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, including the application and acceptance of grants from the State of Connecticut, the federal government and others, and to issue bonds or notes to finance the aforesaid appropriation.

Section 8. That the ordinance shall become effective upon its approval at a Special Town Meeting, in accordance with Section 9-3 of the Windsor Town Charter.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

Distributed to Town Council

Town Meeting Advertised

Town Meeting

Adopted

Advertised

Effective Date



Town Council
Resignations/Appointments/Reappointments
March 4, 2024

Resignations

None

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

None

Names submitted for consideration of appointment

None



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 thinks that Councilor Ron Eleveld did an excellent job of covering the issues and summing it up when he said, "This topic is beyond the scope of the responsibilities of the Windsor Town Council. We don't deal with foreign affairs in this body. If you have issues with foreign affairs, you need to take those issues to our Senators and congress people. Here at the Town Council we deal with local issues, our budgets, our roads and schools." She is opposed to the resolution and is asking the Town Council to vote 'no'.

Zee Rubin (address not given) 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. Any action by the local government will and does have a global impact. He urged every Council member to vote yes for the ceasefire resolution.

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. As the resolution says, the CT Federal delegation and the federal government hold immense diplomatic power to save human lives. He is deeply disturbed by the government's refusal to take concrete steps to safeguard Palestinian lives in the current conflict. He condemns the October 7th attack by Hamas. The disproportionality of Israel's response is shocking and so isn't the Biden administration's failure to ensure that innocent civilians in Palestine are protected. He is proud that the Town Council is taking steps in speaking up on this issue.

Sarwat Patel (spelled phonetically - address not given) said please be on the right side of history and vote for the ceasefire resolution tonight. She can tell us that the suffering that is ongoing is unprecedented and we will look back at this time and wonder why so many chose to be silent. Please do not fall into that category of people that remains silent. She hopes it will be a unanimous yes vote as that will be a statement of the United States citizens as to where we stand. Hostages need to be freed. We need to work towards a solution that is appropriate for 2024. She hopes that all the councilors vote yes for the resolution.

Joel Kent, 33 Hansom Hill Road, stated that war is never good and innocent people die. In his generation, no other picture was more poignant and earth shattering to him than that of a little Vietnamese girl in flames running. In order to negotiate a ceasefire, Israel has come forward and said release the hostages, cease fire. People lose sight of the fact that Israel withdrew everything, all forces, from Gaza in 2005. The accords drawn up at that time gave the Palestinian authorities 95% of what they asked for. They wanted it all. In negotiating with Hamas, you have to realize that the basic premise of Hamas's existence is the total destruction and annihilation of Israel. A free and democratic society created by the United Nations in 1948 and who has fought for their very existence since then. He does not want the Council to support the ceasefire resolution tonight as we have no business getting involved with international politics.

Kathryn Grimshaw Parker, 166 West Street, said she is in support of the ceasefire resolution for Israel and Palestine which will hopefully aid in communicating to the State government the will of the people. She has spent thousands of hours of her life away from her family, specifically her young child volunteering for this community. As the organizer for the Northwest Park Country fair, an event that services about half the active voters of this town for the 2023 election, as the Vice President of the Windsor Education Foundation, which provides \$10-\$15,000 annually to the educators of the children of this town each year, providing grants that service on average hundreds of students, and as someone who has lived in this community most of her life, she thinks it's clear that she has the right to comment on the elected officials, who have been placed in their positions of power by the people. The roles she holds in this community are privileges. They provide me with a certain level of power. Because of that she has spent thousands of hours of thinking how to serve this community. She continued to express her values and what attributes she as a person has when it comes to serving the community and how

she expects other persons in that position to do the same. She hopes that her elected officials are driven by humanity.

Ryan Parker, 166 West Street, stated there is nothing complicated about this resolution and call for ceasefire unless you complicate it. He verbalized his anger and irritation with some of the words and remarks made by Councilor Eleveld at the last Council meeting. He feels Councilor Eleveld represented Windsor in a careless one-sided, untruthful manner and that he felt that he held the high, mighty position of being the one who could define genocide. He went on to define the words ignorance, weakness, pessimism, favoritism and oppression directing them towards Councilor Eleveld. He stated if there were actually an oppression, the darkness of us would win every time and he refuses to wait for the Israeli government's intent to match its impact, which it surely will if we do not call for a ceasefire now. There is nothing that can come of people coming together locally to have an impact globally. That's what the oppressor wants us to believe right now because then things can stop being uncomfortable. He calls for a ceasefire now.

Basil Anagar (spelled phonetically), 56 Lemon Road (address not clear), West Hartford, stated this is an issue for everybody. We have Hispanics leading this movement. We have African Americans leading with Buddha. We have Caucasians, Asians leading this movement. Why is that? It is because we are not free until we are all free. Palestinians are our family too. They are our blood. We are all Palestinian, and how we stand, because we're not asking you to choose between political stances. We are not asking you to choose between religious views or to choose between Palestinians. We are asking whether you support humanity. We're asking you to choose whether you want to see violence or peace and to choose between good and evil. This is an issue of people. He visited Palestine a couple of years ago and they took him in and loved him. They took care of him not because he was Palestinian but because he was human. He continued to give examples of humanity and how we are all one people. 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. We have Pratt & Whitney down the road from us and other companies that are being used to fund this genocide and kill innocent people and that's not what the Town of Windsor that she lives in is like. She asked that the Council consider that and human lives and approve the ceasefire resolution.

Marci Talpoetic (spelled phonetically - did not state address) said when you're going through something in life, it's the people that come together to heal. We need a lot of healing. It's hard to sit when people are losing their lives. It's the people. People come together. It's sad that people are losing their lives over nonsense. If you know your history, what is the foundation and who was there first? That's the truth. You can't fight the history and the 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 and return of the hostages. It might seem like a stretch for a Town Council from a small town to be involving itself into such

a far off and international conflict that is not taking place in our community, but it is very relevant to Windsor. It is relevant because of the people in this room that live in Windsor who are from the Middle East and who have loved ones still in the Middle East who are affected by this conflict. It is relevant to every person in this town that pays taxes. Their hard working tax dollars being used to fund atrocities that our closest allies have criticized and condemned. The children of Israel and Palestine deserve your attention, support and your voice. Please do not choose silence at this time. She begs the Council to not be silent.

Hoseim (spelled phonetically - did not say last name) from 9 Robin Road, said that as a 16 year old student he shouldn't be here tonight demanding that his representatives vote for a permanent ceasefire and stop sending our tax dollars to a foreign country, when our school and transportation departments are poorly funded. He should be studying for his test and doing his homework, but he's here instead. He's Syrian who has family in Gaza and Syria. He's had 35 family members killed in Gaza, Palestine since October the 7th and he's had his whole country of Syria destroyed by the US Army. That's 35 innocent lives lost, half of which are children. He is a 16 year old doing the job of his representatives demanding a permanent ceasefire. Since October 7, 2023, 1,400 Israelites have been killed compared to 30,000 Palestinians. You cannot tell him this is a war when in fact it is a genocide against the native Palestinians by the Zionist terrorist state of Israel.

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

Josh Houze, 96 Cinnamon Springs, 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 to destroy homes, to destroy hospitals and families and they have no right to do so. We need to support a ceasefire. The United States has the power to demand a ceasefire and it can start at the local level of government by putting pressure on other authorities to do so too. We can stop killing children and people with United States weapons. Please vote yes for a ceasefire.

Bulaong Ramaz-Hall, 26 Chamberlain Street, New Britain, stated she spent her formative years in Windsor as a student at Saint Gabriel's school. She asked if the Town Council should consider foreign affairs or shouldn't be focused on the budget. If she could simply answer the question, it is yes to both, and no individual, organization or political party should be silent right now because in our silence is complicity. We know that the voices of those calling for justice, for life, for peace is necessary. It is necessary for the preservation of our souls and our ability to build a world where we can be in a right relationship with each other. It is why we will not wait for the death toll of the Palestinian people to reach a number to which op-ed authors find suitable in order to refer to it as a genocide. She spoke of Councilor Eleveld and the phrase he used, "if you kick a bear, you need to expect to be bit" and how that made her angry. If the rationale is that the October 7th Hamas attack on Israel, killing 1,200 people justifies the violence

the Palestinian people are facing right now, let's say you then, would be a sufficient response. For the 75 years the Palestinian people have been spent being kicked, humiliated and murdered with the civilian death toll for passing 25,000 in just the last 4 months. She continued to speak about us all being humans. 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, people have not been allowed to comment, to clap. She'd like the Council to think about that. She noticed that when we stood to do the Pledge of Allegiance to the flag, that many people did not stand to say the pledge. They are pledging Allegiance to the Palestinian flag, but they are here. America is providing a safer place. War is horrible and always has been. We want people to come to America. If you succeed, America succeeds.

Belaal Suleiman, 70 White Rock Drive, called for a ceasefire. You can't have a war on occupation as an occupation is occupied. If anyone can't cooperate, cease fire, I think. you just don't like Palestinians, and you may be a racist. There's just no other way. We're not calling for a war, we're calling for a ceasefire. If you can't call for a ceasefire and there is no other way, then you're just a racist. He called for a ceasefire.

Youness Bakr, 92 Pierce Boulevard, addressed the idea that it's not the Town Council's place to vote for this type of resolution. He belongs to several groups that are in contact with our federal representatives. I've been a witness to hundreds and thousands of people across this country that have marched when the fact of the matter is, our politicians simply are not listening. He said our government has been corrupted and infiltrated by a foreign lobbyist organization. Out of 435 congress people, 420 have consistently voted in favor of Israel. If you are racist and don't want to vote for this, fine. But vote for it because you love your country. He asked the Town Council vote yes for this resolution because they value democracy.

Shahana Malik, 246 Kenswick Lane, wanted to correct what the first speaker said in public comment starting with his assertion about Israeli government positions are not backed by facts. Israeli ministers have repeatedly called for eliminating Palestinians. We need to be on the side of humanity and justice for all. We need to raise our voice for peace. We need to have a ceasefire now.

David Baram, (did not state address) Bloomfield, said when we talk about an issue like tonight with the resolution, passions can be raised and it's sometimes difficult to discuss the complexity of these issues. He believes we can all agree that we are here to support humanity and to support the betterment of all people including the Palestinians and Gaza. However, this resolution while it recognizes the fact that we need to support and recognize the sanctity of life, when it calls for an immediate and permanent ceasefire, it doesn't recognize that to have a ceasefire you need both parties coming to an agreement to cease all acts of violence. Hamas has violated every ceasefire and they have put Israelis as well as their own Palestinian residents in danger. They have embedded

themselves in civilian hospitals and schools. They fired missiles from those locations as well. In order to have an immediate ceasefire, Hamas would have to agree to recognize Israel, to live in co-existence with the Israeli people and to treat their own people, the Palestinians with dignity and respect, giving them freedom. But that's not the goal or aim of Hamas.

Lorinda Ahaar (spelled phonetically), 77 Tracy Drive, Manchester, stated that display of white supremacy that we saw two speakers ago, is the exact display of supremacy that Zionism is rooted in. That display of racism, to imply the folks here are not American and that woman, or whiteness, white people, white supremacy is what allowed me to be here. She is an American citizen. It is that exact display of racism that expects display, whether it is anti black racism or anti Palestinian racism, all systems of oppression are linked. 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. If we want to talk about violating, let's talk about Israel violating 75 years of international law. We can have this conversation over and over again, but what we just heard was disrespectful to every single person in this room. She doesn't have to be a resident of Windsor to call out racism, or white supremacy. She added 'ceasefire now.'

Sasha Zoldesi (spelled phonetically), resident of West Hartford, and member of the Hartford Jewish Organizing Collective thanked the Council for the resolution and urged the Council to pass the ceasefire resolution this evening. She feels her safety is connected to Palestinian safety. The actions of the Israeli government are only making the world less safe for Jewish people, not more. That includes the hostages. She added that local government is where changes first occur. Presenting and passing the resolution tonight would signal to our national legislators and the President there is a need to speak up for humanity and demand a cease fire. This is a matter of humanity. She concluded with a saying that came out of the Nazi genocide which is 'never again as now.' She is for the ceasefire.

Maria Chemia (spelled phonetically), 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 and apartheid be ended. And what's happening over there is also a part of the bigger picture that should also be taken into this. Also it is good that you have brought up this ceasefire resolution. And I think, if you think of humanity and passed this, it's going to be good to influence other towns around. This is how we will slowly grow this movement. She feels it's a good ceasefire resolution and the Town Council should support it.

Kelly Shlavock (spelled phonetically), 96 Simmons Springs, (did not state town) said in your prayer, you prayed for the strength to lead with inclusivity. These are the ideals that you all want to hold yourselves accountable to. According to the Cambridge dictionary, inclusivity is the fact of including all types of people things or ideas, and treating them all figuratively and equally. Fairness and equality cannot exist in the context of Israel's

genocide and colonialism. Fairness and equality cannot exist in the context of Israel's denial of aid and imposition of a humanitarian crisis on the people of Palestine. You all have the unique opportunity to contribute to your own answering of your own prayer today by voting for a ceasefire in Palestine.

Kalir Mecmon (spelled phonetically), 11 Donna Lane, said that he just wanted to push back on one of the main sentiments opposing this resolution, which is that this is not relevant on the local level to Windsor residents. Right here in Windsor we have a very diverse community. Windsor is an international community with many nationalities. I and so many other people here are immigrants or children of immigrants growing up in Windsor and going to Windsor public schools. I had classmates who were refugees, fleeing air strikes in Yemen. I had classmates who were immigrants who moved from all over the world to the state of Connecticut to the Town of Windsor, to pursue a better life, so to say, that this is not relevant to us on a local level is absurd. The Town of Windsor and our residents feel the effects of international policy on a very personal level. The failure to pass this resolution will have just as much of an impact on this Council's legacy as calling a ceasefire will. He'd like to see Windsor on the right side of history. He is for the ceasefire.

Thaslima Thamanna, 20 Peddler Drive, said we are all watching a live genocide happening. Two-thirds of the 30,000 people killed so far since October 7th have been women and children. What are you going to tell your children when they open up the history books and they read about this genocide? My partners, everyone I know in my community, were out with families raising funds for children in Ukraine when the war broke out. And here we are today speaking about the children of Gaza and we stand silent. Are we really showing you stand for justice? For all this is beyond a political issue. It is a humanitarian issue. These issues impact our families and your children are watching. Let's embody what that means tonight. She is proud to be part of a town that is diverse, open and who cares about the people. That's what made her move from NYC 5 years ago. Small steps matter. She ended by saying 'ceasefire now.'

Raj Shekaun (spelled phonetically), 25 Colton Street, student at Windsor High School, stated Israel is flooding the earth with salt water which will prevent food from growing as it will pollute the soil of the ground. There are already so many civilians starving there. There are about two million civilians in Reza and half of them are children. These children are starving to death and Israel is preventing more food from growing over there forever. There are those that are younger than herself that are having heart attacks. She read a quote from Malcolm X that still applies today. He said, "The press is so powerful in its image making role, it can make the criminal look like he's a victim and make the victim look like he's a criminal. This is the press, an irresponsible press. It will make the criminal look like he's the victim and the victim look like he's he criminal and if you aren't careful the newspapers will have you hating the people who are being oppressed and loving the people who are doing the oppressing."

Suah (spelled phonetically) 9 Robin Road gave a speech. She is from Reza and her mother is from Damascus, Syria. She would love to go back to her countries of Syria and

Palestine, but unfortunately, she can't due to the American and Israeli army bombing and destroying both of her countries. She was one of the people who didn't stand up for the pledge due to the reason that she feels like this government, local, State and Federal are no longer representing her and her peers. Instead the terrorist colonial state of Israel has violated multiple cease fires, whether it's been to show on the media or not. Jews, Muslims, and Christians have lived in Palestine in the Middle East in harmony for centuries before the West invaded the Middle East for their own interests. Israel has pushed over around 2 million people into the area of a hundred 40 square miles. That's smaller than all counties in Connecticut. She is demanding that this Council acts like human beings and calls for a permanent ceasefire.

Aparnah (spelled phonetically – last name not given), 5 Cherry Brook Road, Kensington, wanted to thank everyone that came out tonight and for taking the time to talk to the Council. You've asked us to be polite, respectful, and listen when other people are speaking. I think it's very disrespectful that a couple of you have been having side conversations while people are speaking and standing up here, and while their voice shakes, trying to get their opinion. If you are talking, you are not listening and that is not fair at all. While you hear the rest of the speakers, while you listen to what previous people have said, please listen with an open mind and heart. You don't lose anything by calling for a ceasefire. You just help everybody.

Mohammed Isabel, (spelled phonetically) Enfield, stated he wanted to speak about the first speakers. In 2005 there was not a withdrawal by Israel as long as there was a blockade for 16 plus years. This means you control the place and control what goes in and out. These people have grown up. He is 22 years old and these people have grown up for 16-17 years of their life in a blockade. You can imagine how that would have felt. He corrected the person that spoke about getting 95% of what the Palestinians asked for from the Oslo accords they got. They didn't. The state of Palestine does not exist and that was probably the biggest thing that they wanted to get out of Oslo. He continued by stating that at the last Town Council meeting there was a member that mentioned that the Town Council doesn't have much of a role with federal or foreign policy, which could be true to some limit. He doesn't fully believe that. If you care about humanity here and you care about the constituents here, you're going to care about humanity abroad. If you choose one over the other, that is hypocrisy. 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 (spelled phonetically), Jewish resident of Hartford, but she used to live in Windsor a few years ago. She is a member of the Hartford Jewish Organizing Collective. As a Jewish person, she wants to emphasize one point. We nor you get to genocide gate keep. The holocaust is not the only genocide that may have coined the term genocide. But it was not the first systematic erasure and mass murder of people, and it certainly has not been the last. Over 30,000 people were murdered over four months – is that not a genocide. This is a genocide. Entire bloodlines have been erased from the census. After the holocaust we said 'never again'. Does 'never again' mean nothing? We each

have a moral obligation to do any and everything 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. I have a few questions for them. He asked what brand of pillows do you use? Because I want to know how you're able to comfortably sleep, knowing that your actions have led to deaths of over 27,000 Palestinians. Also he is really curious, what's the best bank to use to house the millions you've received from Apac and the Israel lobby. Lastly, I'd like to ask what brand of soap do you recommend for washing blood off of your hands.

Aliza Fu (spelled phonetically), resident of West Hartford, is 16 years old and is here tonight instead of focusing on her studies and coming here to speak about this problem. She shouldn't have to speak to adults about this problem and speak up for Palestinians when millions have been speaking up for them already. She wanted to address the notion that 'this is not our problem, it's a Palestinian or Arabian problem'. She's an American citizen. She was born in Hartford Hospital and has lived in West Hartford her entire life. This is not just a Palestinian or Muslim problem. This is our problem. This problem affects communities 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 he loves the Town of Windsor. He is a practicing physician who has been practicing for the last 30 years. What bothers him is that there has been the death of over 25,000 innocent civilians and the deaths of 11,000 children. There has been 600 health care worker deaths in this war. He is worried about the trauma that these children 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. There are also thousands and thousands of hostages in the custody of the Zionist state. 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. Larson 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=VpDcWBNEA9RmfJcaax5n8dwkgqpGBq.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 idea 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? (2:40:52) 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 a woman from the audience stated a derogatory comment towards a councilor on the dais and she wanted them 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. (2:53:16) 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. (2:53:42) 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. This 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
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



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
February 20, 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

Councilor Naeem led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Naeem led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS - None

5) PUBLIC COMMUNICATIONS AND PETITIONS

Joel Kent, 33 Hamson Hill Road, said Monday, February 5th, was a sad day for his town. That was the day a motion surpassed logic and reason. The Town Council had a feel good resolution that demanded an immediate cease fire in the current war where the State of Israel again is responding to the savage ambush and murder of peaceful citizens. They were asleep in their beds or attending a music festival. They were brutally attacked by terrorist thugs. This was the deliberate murder, mutilation, decapitation, of men and women and children including infants. Hamas knew full well what the response would be when they took Israeli and American citizens hostage. They knew their actions would unleash the full fury of the IDF and the relentless determined counter offensive. Unfortunately, for the Palestinian people, the terrorists embedded themselves deep within the civilian populous knowing full well that an attack by the IDF would cost the lives of innocent civilians. Hamas did not care. So Hamas, Palestinians civilians are collateral damage, they are expendable. He continued to give information on attempted peace agreements with Israel and attacks the Israelis have suffered. He added how millions of dollars were given to Gaza and how they were used. In bringing up this resolution, the Council injected this local body into international politics. They have no standing or authority. Hamas is still advocating for the annihilation of all Jews. The Mayor did not have control of the situation at the last Council meeting. Speakers routinely ignored the limit. A Palestinian flag was draped across three chairs in the front row. There were children waving signs. There was no attempt to stop speakers after their three

minutes. When they were told their three minutes were up, they continued to speak. It was a sad day.

Cora Lee Jones, 1171 Matianuck Avenue, stated she attended the last Council meeting to discuss revaluation issues. The chamber was filled with 90% non-Windsor residents. People with Palestinian flags and signs were there to support a ceasefire resolution. When she entered the room, she thought she was in the wrong meeting. Attendees were unruly and disrespectful. She knew her issue was not going to be dealt with that night. This was a very organized group. What impacted her most was their anger. The anger that these folks have toward America and many of its citizens. Today, people can describe in detail battles that were fought centuries ago. Their hate and anger are passed on. She supports Freedom of Speech, however in a public forum we should conduct ourselves in a respectful manner. That is what she was taught. This Council was not prepared for that at all. The Governor took charge immediately when he was interrupted. He stopped it. A door was open for the resolution but sadly also a platform to voice anger and disrespect to America. She is sad about what took place at the meeting and that we allowed it to happen.

James Durant, 166 Sunnyfield Drive commented on the upcoming FY 2025 budget and the excessive tax impact it represents in light of the current state mandated revaluation on his house. Nothing has been finalized yet by the Board of Education or the Town Council, but he fears he will be looking at a substantial increase to his property taxes based on recent property revaluations. All the town voters need to do is to remember when it comes time for the budget referendum not to forget their vote. He asked that the town apply the same test that he has taught his daughters. Is this something we need or something we want? If it's not needed, then don't add it to the budget. The action of adding unnecessary budget items or seeking increased salaries during this difficult economic inflationary times is just being irresponsible and self-serving. He trusts and hopes the Town Council will do better and show more responsibility with the current budget than they did with the recent resolution.

Bob Panos, 48 Brookview Road, said that he had some advice from Roberts Rules of Order regarding the last meeting. He said the Chair cannot unilaterally call the question. Someone else must call the question, another person must second it and it takes a 2/3 vote to call the question. This wasn't done. The motion was out of order. Nonetheless, it cannot be undone because he doesn't believe anyone objected at the time. Onto the issue of the resolution itself, he believes that the Windsor Town Council does not set policy and that it's not its place to comment on it. This resolution is out of place. It's a war in another part of the world and the issues are far too complex for the Town Council members in Windsor to understand and deal with as they have a tough enough time understanding local issues. The job of Windsor's Town Council is to take care of public work which affects the town. These are difficult enough to take care of. There are many more comparable resolutions and some of them far more relevant to us. We should have a resolution on the stop of undocumented workers coming across the border because that will directly affect local issues here. He would still say this type of resolution would not be under their purview. The resolution itself if it stops Israel it will have no lasting

effect on the killing in Gaza and eventually in Israel. What would stop the current killing is if Hamas places his military equipment apart from the civilian population. Even if Israel would stop attacking, Hamas would continue if not now, but just as soon as they replaced it. Hamas does not care about civilians. That is the basic issue here.

Eric Weiner, 130 Palisado Avenue, spoke of the bond resolution that is before them for paving International Drive tonight. He spent a substantial amount of time since the last meeting looking at various budget scenarios that may play out with regards to spending. Once you've had a chance to hear from the residents of Windsor about their desires, spending \$1.8 million now on a totally discretionary project he believes is completely irresponsible. Until you hear a broader perspective on the effect of revaluation on the budget and what he believes will be deep cuts that will have to be made, that will require reexamining our spending priorities. He believes paving a road will fall to the bottom of the list compared to some of the pressing needs in our schools and elsewhere. He is urging the Council to either completely reject this bond proposal tonight or table it until the broader outlines of the budget have been determined.

Victor Bernstein, 42 Orchard Road, said this is his first time addressing this body. He, his wife and two grown sons have lived in Windsor for 45 years. They were shocked and hurt by the petition and the behavior on the 5th of February calling for ceasefire in the Middle East. This is an international situation and has nothing to do with Windsor. Local original issues are our sole concerns. We have an active volunteers and employees of this unique community. We never felt threatened or felt like outsiders until this recent support that this Council passed. Being the son of a Holocaust survivor and a student of history, he can tell you this is how it started in Europe in the 1930's and he's heard plenty of stories from his mother about that. Asking for a ceasefire will never happen. Remember there was a ceasefire agreement on October 6th. You are delusional if you think this resolution can change anything. Change comes when parties are ready to work on solutions. Our focus should be on Windsor issues please.

Jill Dilisky (phonetic spelling), 333 Bloomfield Avenue, West Hartford said she is the board chair of the Jewish Federation of Greater Hartford that serves the Town of Windsor. She has been a bridge builder all of her life. She believes it is the role of local community and government. We should be coming together to solve local problems. Emotions are high on both sides of this war. She mourns the loss of innocent life in Gaza and Israel. The resolution will do nothing for Gaza or Israel. The only impact will be to further divide us. Our local Jewish community is scared. Anti-semitic acts are up 400% in Connecticut since October 7th. While criticizing Israel is not anti-semitic, making genocidal calls like 'from the river to sea, Gaza will be free' is inherently anti-semitic and that's what we've heard at many Town Council meetings. She was just in Israel and what happened on October 7th was a massacre of citizens by terrorists. It was the largest massacre of Jews since the Holocaust and the Jewish population still hasn't recovered to pre-Holocaust numbers. They make up only 0.2% of the world's population. She stated the atrocities that she has seen and what is happening now to Israeli and Palestine residents. While we don't believe passing this resolution was the right thing to do, we do

know that the leadership of this Town Council is committed to building bridges and we stand ready to work with them.

David Warren, 333 Bloomfield Avenue, West Hartford said he is the President and CEO of the Jewish Federation of Greater Hartford. He is here to urge the Council to reconsider their ceasefire resolution related to the conflict in Israel and Gaza. The events of October 7th were a tragedy for Israelis and Palestinians. Hamas, a US designated terrorist organization, sent thousands of terrorists purposefully into Israel with the express purpose of murdering and kidnapping civilians. Over 1,200 were murdered—Jews, Christians and Muslims. The attack was in line with the stated goal of Hamas, the elimination of Israel (the Hamas Charter says this) and all its Jews. In a word, they're motivated by genocide. Hamas leaders have promised to commit more attacks. Listen to the words of Ghazi Ahmed, the senior Hamas leader, "We must teach Israel a lesson. We will do it again and again. This is just the first time and there will be a second, a third and a fourth. Will we have to pay a price? Yes, then we are ready to pay the price. We are called a nation of martyrs and we are proud to sacrifice martyrs." Israel which was targeted by Hamas for genocide is being falsely accused of genocide. Make no mistake, the chance of it becoming all too common in the protests against Israel like 'from the river to the sea, Palestine will be free', are calls for genocide against Jews. From the river to the sea means the Jordan River to the Mediterranean, Israel and Jews should be eliminated. He encouraged the Town Council to reconsider and withdraw this resolution. He knows that they all had the best of intentions, but this resolution has sent the wrong message to our community in a time when we all need to find common ground and redouble our efforts to ensure our region is respectful and inclusive.

Jeremy Halek, 1890 Poquonock Avenue, stated he is calling tonight to speak of the Israeli/Palestine resolution. This resolution is nothing but a dog and pony show put on by the elected officials of the democratic party of the Town of Windsor. It isn't going to stop the war in Gaza or do anything for that matter. He supports everyone's right to protest but this was not the correct forum. Local and state governments have no control over federal policy. Please take it up with your US congressman and US assemblies. He watched the last meeting and he was disgusted to watch a Town Council meeting that turned into a political left-lane rally. To him, it was shameful. Yes, it is terrible people are dying in Gaza, but Israel has a right to defend themselves just as the American people have the same rights after 9/11. He stands with Israel. We must defeat terrorism wherever it exists. If however we are going to pass a resolution on international issues, he has a few of his own. Let's pass one telling the Russians get out of Ukraine and another to secure our Southern border. Illegal immigration is an issue that truly affects people of our community. He is tired of left-lane radicals calling Council members or anyone who disagrees with them a racist as a political weapon to get their agenda passed. It needs to stop immediately. One of the things that separates America from the rest of the world is our right to respectfully disagree with each other before you use the word racist. May God bless the state of Israel and the United States of America.

Linda Alexander, 155 Fieldstone Drive, stated that the minutes of the February 5th Council meeting are not an accurate reflection of what was said at the meeting. Before

you vote to approve those minutes, she hopes the Council will read them carefully. She appreciates how difficult it is to try and transcribe when someone is speaking or even play back a tape but those minutes are not an accurate reflection of the meeting. They were edited. Please review those minutes and update them before approving them. Her next item has to do with revaluation. In January, people were allowed to come forward and ask for a review by an outside company, hired and paid for by the Town of Windsor. According to the speaker at the last meeting, approximately 425 people had their records reviewed and maybe half that number received some kind of reduction. She has not been able to find anyone who has had any significant reduction. People were given a few thousand dollars but nothing that would really impact the taxes. We are all in the same boat. We are all faced with re-evaluated properties and now it's up to the Council and the Board of Education to say let's look at the spending because people are already struggling to pay for their groceries, their electric bill and their utilities. This is another cumbersome burden for all of our residents. She thanked the Board of Education and the Council in advance as they will have to really sharpen their pencil this year to protect the citizens.

Leighann Tyson, 141 Giddings Avenue, said she would like to speak about the bond the Council might be voting on tonight regarding the road repair on International Drive. She wants the Council to think this through carefully, especially since we won't know what our mill rate is going to be. The spending of \$1.8 million should not occur when there are issues with the revaluation, the unknown mill rate and CIP projects that may not be fully funded, mainly those to make repairs to the school systems and their much needed HVAC in the schools. She would like the Council to not pass this bond so we can put that \$1.8 million aside to use it for the town versus fixing roads that the trucks of Amazon, Walgreens, etc. have messed up.

Irshad Ahmed, 120 Pierce Boulevard, stated his thanks to the Council for having the courage to pass the resolution. It takes a lot of courage to bring such issues up. He noted the silence in the room at tonight's meeting. He does not hear any cheering, yelling or screaming. He said what happened at the last Council meeting is not forgivable. Maybe it's covered in the freedom of speech but that's not the American way to interrupt people when they are talking. He is in favor of the resolution, he wants to reiterate that, but he is being treated with respect and that's what should have happened that night as well. That's the American way. Similar resolutions to ask for peace, asking to stop the killing of innocent civilians and asking for a ceasefire to his knowledge have passed in at least two dozen towns and cities. It's not unheard of, it's not unusual and it's not wrong. Does it have an impact on international relations and conflicts? No, it does not, but these are symbolic resolutions which shows that some people among us cares about peace and the silent majority cares about stopping of killing innocent civilians including children. 11,000 children have died. If we think we have the moral high ground as Americans, if we think Israel has the moral high ground, where is it when 11,000 children have died? He again thanked the Council for supporting the resolution to at least show that we care.

Mohammed Simjee, 125 Carriage Way, stated he is a psychiatrist. He appreciates that the resolution passed with the majority. He sees only two people here tonight in the

audience from the previous meeting. The last time the lady in the audience that is here tonight said America will come (inaudible). He said yes, America will come (inaudible). But don't forget that you also came here, you are not a native American. Native Americans welcome us. Israel is killing thousands and thousands of innocent children and innocent people and arresting them for no reason. He would appreciate that the Council continues with the resolution as is.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Naeem thanked everyone for coming out tonight so the Council can hear their voice and opinions on all matters being discussed here. She hopes to see them all continue to come in. She stated February is Black History month. We've had some really great events happening in town. This past weekend, the Windsor Arts Center hosted a wonderful event. The Historical Society has also been hosting events and they have more coming up. She encouraged everyone to check that out. A budget information session was hosted by the town last week. During the session, they spoke a lot about some of the things we've heard from our speakers tonight, the impacts of revaluation. If you were there, the numbers do not look exciting. We have a lot of work to do and lots of things to review. We will have an additional information budget session coming up next month for folks to come out, share their comments, concerns and ask questions as we start to think about what is needed here in Windsor and how we balance the significant change and impact of revaluation with the services that are needed in town. She encouraged everyone to come out so the Council can hear more about what's important to Windsor as it relates to our expenditures.

Councilor Walker thanked the Mayor for stating that the call to question at the last meeting did not follow proper parliamentary procedure. He expects that to be corrected. He wrote an article in the Windsor Journal and stated what he said. He also outlined the federal government dates, votes and statement on this ceasefire resolution in Israel. A couple days after the Windsor vote, the ceasefire group went to the State Capitol to protest. The Capitol police escorted them out of the building. These votes in congress mean the people demanding a ceasefire must take up that issue with their congressional members and the President of the United States, something he has been saying all this time. Today, at the United Nations Security Council the immediate ceasefire and Gaza resolution was presented. The United States vetoed the resolution. He brought up Windsor Sanitation. There was a letter sent to the Town Council which was brought up at the agenda setting session. For years, he's been talking about issues with Windsor Sanitation. For years, residents have been calling in about the lack of or poor business relationship that Windsor Sanitation has with Windsor. Their customer service, he would consider in his personal opinion, needs improvement. He's said many times that Windsor Sanitation is a monopoly and he has been challenged. When we have asked since he's been sitting on the Council to have other trash haulers come in, every single one of them have said no. When it's been pressed, the people who were asked to come in and compete or submit bids have said that they need a certain amount of people in town to make this a good business venture. While we have a portion of Windsor that contracts directly with Windsor Sanitation, there is the Wilson section which through the Wilson

Fire Department they are contracted with Windsor Sanitation. Therefore, a whole segment of Windsor is tied up. What needs to happen at some point is to say to the Fire District, and working with the Town Manager and the governing body which is the Council, that we as a town need to look at our town as a whole and bid on a contract to fit the town. For now, if most of the people don't want to use Windsor Sanitation, we're still stuck. Many people on the dais have had issues with Windsor Sanitation. He has written to them to let them know that every year his bill goes up. You as a company, must tell me why my bill is going up, give me a reason. He received no response. Something needs to be done.

Councilor Pelkey wanted to apologize to all Windsor constituents. As Councilor Eleveld has said, we received over 800 emails regarding the resolution and they are still rolling in. He prides himself in responding back to Windsor residents the best that he can, even if it's a thank you for their thoughts, but with this many emails, he doesn't see how he'll be able to do that quickly. He will go through them all, but it will take some time and he apologizes for that. What we offer in this country is the ability to connect with your local officials. He apologizes that an issue that isn't related to Windsor is dominating their time. Thinking about the last meeting, the thing that pops into his head is the serenity prayer. Just the idea of "grant us the serenity to accept the things we cannot change, courage to change the things that we can and wisdom to know the difference..." In his humble opinion, this Town Council cannot change things half a world away regardless of our sentiments. He wants to stand for peace and wanted to vote for the resolution because who doesn't want peace? As he said in his comments on that night, "look at what happened at Sandy Hook at just the children in those classrooms and multiply that however many fold." He wants to be able to support those issues, but we don't have the ability to change that no matter how much we wish it to be true. He wants to focus on the things that he was elected to do here in Windsor. He hopes that everyone can realize what they can and cannot change and that we have the wisdom to know the difference. He added the Windsor Volunteer Fire Department is always looking for volunteers. If you know of anybody that may be interested, please direct them to windsorfire.org or have them contact any one of the councilors.

Councilor Gluck Hoffman thanked the Police Department and EMS for all they do. She thanked everyone for coming out. In her opinion, on February 5th, the Town of Windsor was used as a political pawn. Not unlike any other municipalities across our nation, they haven't taken the bait but Windsor did. As permitted to allow, the audience (many of whom did not live in Windsor) disrespected and heckled all the members of the Town Council, and there was the lack of control by our leaders who were to maintain a decorum in the chamber that evening. That is her opinion. It was also allowed that members of the audience, who were not from the Windsor community, to disrespect or heckle our constituents while speaking as well. Those constituents that elected the Council to be their voice, an advocate for issues that directly affect them here in Windsor, that too showed disrespect and lack of control and decorum. To discontinue debate, using an incorrectly applied motion and not allow the Town Council to provide their comments before the vote on the resolution. A resolution that caused unnecessary division within Chambers, and kept us from doing our business for our Windsor constituents that

evening. It was not only wrong, but showed a true lack of respect to the Councilors and those who elected us. That same night, there was a meeting in New Haven that protesters interrupted. The Mayor, Justin Elicker, showed leadership in closing the Chambers so the business of the city could be completed. To have put forth a resolution that will have no effect or assist in a ceasefire between Israel and Palestine and it did not put Windsor or its residents first. It showed that we allowed our town leaders, or Town Council, to be used and manipulated by members in higher positions within the State of CT and do their bidding and not what our residents expect from Windsor's local elected leaders. One of her larger concerns that evening was for those from the community that came up to the table to talk about the ceasefire and were in favor of it and vilified members of the Town Council and preceded to let us know what dedication and sacrifice they've given to organizations within the community. By saying these comments before the Town Council, members of the community in the audience tell staff that were present the broadcast was insulting. We the Town Council members have given service to the community for many years. It concerns her that some of these members from the community that spoke vehemently towards council members sit on commissions for the town. She asked, are these individuals there for the right reasons of helping Windsor or are they pushing their own agendas?

Councilor Eleveld said they've received over 800 emails regarding the resolution. He read one aloud. At the last meeting, he was attacked by many people. We all give our time as volunteers. None of us get compensation whatsoever. He spent almost two hours listening to comments and being berated by mostly non-Windsor residents. To be attacked is not appropriate and the Mayor allowed it to happen. The disrespect and flippant comments were insulting to him and all the councilors here. The majority of those that were present or zoomed in were not Windsor residents. As such, their comments were misplaced. They have their own town and cities. But most of those towns and cities are smarter not to get into the wasting of time on an issue we locally do not control and can have no impact on. Residents of Windsor, CT should have the privilege and the right to speak before anyone that has no vested interest in Windsor. When one visitor was screaming in the microphone, like this was a performance venue, he should have been told to speak in a normal voice or leave the room. But since he was yelling at me in the minority party, it was okay I guess. Why did we get berated? Because we stood on the simple principle the resolution is not germane to Windsor and still is not. When he and others of the minority party tried several times the removal of disrespectful members of the audience, we were ignored. That sends a signal to silence the minority and attack anyone that disagrees with the motion. I had to remind the audience that this is America and everyone is allowed to have their say in a respectful and peaceful manner. I will defend your right to say what you want, even if I find it vile. But it requires mutual respect that was not evident at our last Council meeting. The fact is we dealt with an issue that had no business before this body and is not germane to the operation of Windsor town government. What we are responsible for, he said repeatedly. To take a position that is not popular takes greater courage than it is to go with the flow which is often the easy way out. Each person on this body gets time at this point in our meeting to communicate. They can use that time to advocate for foreign affairs if they so choose. They do not. They talk about Windsor oriented items, concerns and activities. Then the majority

should ask themselves why they wasted the Council's time on the ceasefire resolution. We were elected by the residents and voters of Windsor, CT. Those that yearn for national or international issues should run for US Senate, the House or even President. Residents of other towns, cities, states outside of Windsor are not our constituents. We should remember that we are here to work for our Windsor constituents.

Councilor Armstrong said she appreciates everyone that came out tonight. She echoed that we all have received many emails and they are still coming in. We will read them. We thank you for that. We will give them thought and consideration. She commended the Mayor as the speaker of several black programs. We are proud of that. She asked that all continue to support the programs/events in Windsor. She attended the budget information session and a lot was brought out regarding the clarity of revaluations and the budget, which was very informational. She does ask that those that have questions or do want to join in for these virtual and in person meetings to come out and do that. We are here for you.

Deputy Mayor Klase thanked everyone for coming out tonight. She thinks that the last meeting had many lessons learned. The Mayor has introduced some rules for the Council to consider for public comment so we don't find ourselves in that kind of situation again. She thinks they were trying to balance free speech and perhaps could have done better. She apologizes for that. She's committed to doing better going forward. She wanted to clarify in the minutes there were only 16-17 people that spoke that were from Windsor at the meeting with 34 total people speaking. So it wasn't an overwhelming majority of folks that were not from Windsor that were at the meeting. She also stated that they have received 800-1,000 emails by now. She wanted to note that those 800 emails are exactly the same template email. On her random check of the emails, she has not yet found a Windsor resident and some are from out of state. The work of this body is difficult and there is a difference in opinion on whether or not we should be involved in foreign matters. When you see the pain and the fear on all sides of this issue and our local community, she thinks that the Council acted to do something and they all know that their work has just begun. That is why she supported the resolution. She's been largely focused on the Board of Education budget and has been attending those meetings and the revaluation and the town budget. There are some really good videos on the town's website that explain the budget process. She encourages all to go to that site and look at those if you're not clear on how the budget is formulated. Also, attend the budget forums. The Mayor has been talking about having more public forums in more venues so we can talk about what we are all facing. She learned and took away from one of her former positions that passion is a great thing but passion over a purpose should never take the way. She will continue to be passionate with a purpose.

Councilor Smith said that February is Black History Month. It was very spiritually uplifting and emotionally rewarding for him to attend various Black History events this month. He hopes we all take the time out this month to celebrate the history of the contributions of black Americans in the United States.

Mayor Black-Burke said the last Council meeting was a unique meeting. One that we have not seen in Windsor before. She is sure that as we continue to move forward, we may or may not experience something like that again. She also wanted to say that we've had conversations with the Jewish Federation of Greater Hartford. She does like the term that was used in regards to looking for that 'common ground' and taking the time to continue to 'build bridges.' In Windsor, we often lift up our diversity as something that should be applauded. We are a diverse town. We have several cultures and nationalities in our town. So that being said, we do need to find common ground to build bridges so we can start to have a conversation to find understanding. The resolution was brought forward because we do have members of our community that had a concern so they brought it to their Town Council. At our meeting on January 16th and at the last meeting she shared that as a Council she believes they do have the capacity to hear from our citizens their concerns, all of their concerns. Also to hear from citizens their discontent for a resolution. That's allowed. We also have to hear about revaluation and all the other components. She shared the last meeting was difficult. Lessons were learned. She watched the tape a few times. You read the minutes and you determine what can be done differently, so that there is not a feeling of ill. What can be done differently to help with the pain that is being felt by our Jewish, Palestine, and Islamic communities? How do we address that as a community and move forward? At the last meeting, yes, watching the tape and reviewing Roberts Rules of Order, that is very correct. The use of that parliamentary procedure called a question and she didn't wait for a second and she did not even say if all were in favor. The use of that parliamentary procedure in that moment was done in error. She is not above stating when she makes a mistake or when something was done incorrectly. However, the vote on the resolution was germane as we were in that portion of the meeting. It was a difficult meeting and there is a lot we can all reflect on. She feels the meeting was an exhibit of democracy, varied opinions, folks having various thoughts and that can't happen here in a Council Chamber. However, what we have to talk about is how do we build that common ground. How do we build a bridge so we can address the fear and the pain of our Jewish, Islamic and Palestinian community here in Windsor. She called everyone's attention to the March 12th referendum regarding the Wilson Gateway Park. She is inviting everyone to support the Black History celebrations that are happening. The Human Relations Commission is having a few events. There's a lot going on in Windsor.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Public Building Commission

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

Oliver Ellsworth School Humidity Mitigation Design - 9574

van Zelm Engineers have completed the design which has been accepted by the PBC. The Dedicated Outside Air Units are being manufactured and on track to arrive in time for construction. Bidding for construction is anticipated for March 2024 with construction over the 2024 summer break.

Sage Park Middle School Slab Moisture Mitigation Project

The PBC has reviewed the latest proposal provided by Hoffman Architects and Engineers that recommends evaluating the exterior drainage and groundwater conditions. Currently this proposal is tabled until further review. The PBC has asked the Building and Facilities Department to confirm the existence and operation of the footing drains. The Building and Facilities Department determined that footing drains were not called for in the design of the addition and physically verified that footing drains were not installed. The PBC will continue to discuss the matter in order to determine the best course of action. Construction is anticipated over the 2025 summer break.

Sage Park Middle School Energy HVAC Efficiencies Upgrades Project Phase 2 & 3 - 9542

Work continues to progress and all HVAC equipment is installed and running. Punchlist inspection is scheduled and project completion is scheduled by end of March 2024.

Aquatic Facilities Improvements Goslee Pool Houses Renovations - 9564

This project is fully completed and closed.

Milo Peck School HVAC Construction - 9538

Nothing new to report. The PBC is awaiting further directions from Town Council.

Clover Street School Roof Replacement Project - 9549

The project design architect, Hibbard & Rosa, has completed the construction and specification drawings. The PBC reviewed and accepted the completed drawings. Construction is scheduled for FY 2026.

LP Wilson Community Center HVAC Renovations Project - 9551

Work continues to progress on Phase 1. Dedicated Outside Air Systems are up and running. Programming continues on the Building Management System. Phase 1 work is expected to be completed by the end of March 2024. Phase 2 bids will be received by the end of the week and reviewed at the next PBC meeting. Construction of Phase 2 is scheduled for summer of 2024.

330 Windsor Ave. Community Center Gym HVAC Renovations - 9550

The three roof top units are installed and running. Additional work is required on RTU-1 in order to properly integrate into Building Management System. The PBC expects all work to be completed by the end of April 2024.

Clover Street School Restroom ADA Code Compliances - 9552

The PBC reviewed and approved design drawings. Quotes for Hazardous Material testing are being evaluated. Construction is scheduled for summer 2024.

LP Wilson BOE Restroom Renovations - 9553

The PBC reviewed and approved design drawings. Hazardous Material testing will be scheduled for summer of 2024 and construction is scheduled for summer 2025.

Sage Park Middle School Roof Design Project - 9541

The BOE has submitted a grant to the State of Connecticut, Office of School Construction Grant (OSCG), which has been approved. The next step is local review which is currently underway. Once local review is completed, the project will go out to bid. The PBC has reviewed and accepted the design drawings. Construction is scheduled for summer of 2024.

Poquonock Elementary School Roof Project - 9558

The design is substantially complete. The PBC expects to review drawings at one of its spring 2024 meetings. Construction funding is scheduled for FY 2025.

JFK Elementary School HVAC System Upgrades Phase III Project - 1932

Work continues to progress and all HVAC equipment is installed and running. Punchlist inspection is scheduled and project completion is expected to be completed by the end of March 2024.

Welch Park Pool House Renovations Project - 1938

The General Contractor has completed a good portion of the demolition and new construction has started. The old wade pool has been completely removed. Lap pool skimmers and bottom drains have been removed and modifications for new skimmers and drains are under way. Pool house concrete slab has been removed and new utilities have been installed and inspected. The anticipated completion is Spring of 2024.

Councilor Pelkey asked about the project number next to every building on the report. What does that signify? Mr. Hazelton replied that it is the project number for that job.

Deputy Mayor Klase asked about the Sage Park Middle School slab moisture mitigation project. What is the anticipated start date for that project in the summer of 2025? Can you tell us why that project is scheduled so far out? Mr. Hazelton stated they are still trying to figure out what is wrong. He's thinking that is why it has been pushed out in case they can't get to it this summer, they can then get to it by the summer of 2025.

Councilor Smith asked about the Sage Park Middle School project. He is reading the report and it says that the foot drains were not included by the architect or not requested by the town. How detrimental is this to the project? Mr. Hazelton stated that they came with some recommendations that the Public Building Commission feels needs further review. It doesn't serve what they think could be the problem with the water coming in.

Councilor Smith asked is it detrimental to the project to not have the drains included? Mr. Hazelton said this is the main concern we have. Assistant Town Manager Colby added that as of right now they are determining that footing drains were not initially called in for the design of the project initially when that part of the school was built. They are now seeing if this will be beneficial for the project to mitigate that moisture. The PBC along with the other teams are exploring that option.

8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

Proposed Solar Energy Facility

The CT Siting Council conducted the public hearing on the proposed solar energy facility on February 8th. The first portion of the hearing lasted from 2:00 p.m. until approximately 5:30 p.m., then there was the public comment portion at 6:30 p.m. There was a small number of residents that spoke. Residents can still submit written comments to the Siting Council until April 18th. The Siting Council continued the evidentiary portion of the public hearing until March 19th at 2:00 p.m. as not all parties completed their testimony/cross examination. The Siting Council requested the petitioner for additional information related to visual impacts, sound study, options to potentially increase setbacks/buffers from neighbors, as well as archeological and endangered species studies.

VITA Tax Assistance for the Elderly

The IRS's Volunteer Income Tax Assistance (VITA) and Tax Counseling for the Elderly (TCE) programs offer free basic tax return preparation to qualified individuals. VITA offers assistance to people who generally make \$60,000 or less, persons with disabilities, and limited English-speaking taxpayers. A VITA representative will be on site at the main library for appointments on Monday evenings from 5:00 PM – 8:00 PM from February 5 – April 15. Appointments are required. Please sign up at windsorlibrary.com or by calling the Reference Desk at 860-285-1918.

I-291 Bridge Rehabilitation Project – Public Information Meeting

Town staff participated in a meeting earlier this winter with representatives from CT DOT and South Windsor to discuss a future rehabilitation project of the I-291 Bridge. The bridge connecting Windsor and South Windsor over the Connecticut River was originally built in 1958 and reconstructed in 1993. This project will essentially be a full rehabilitation and surfacing project to extend the service life of the structure. Construction is anticipated to begin in the spring of 2026 and be completed in the summer of 2027. This project would be funded through federal and state funds. No town funds would be required.

CT DOT will be holding a virtual public information meeting on February 22, 2024 at 7:00 p.m. Registration is required to participate. Please register for the virtual public information meeting at: [https://us02web.zoom.us/webinar/register/WN - ydNahDpSwefyZFuSdboqQ#/registration](https://us02web.zoom.us/webinar/register/WN-ydNahDpSwefyZFuSdboqQ#/registration).

Once registered, you will receive a confirmation email with a link to access the meeting.

The meeting will also be live on YouTube at: <https://portal.ct.gov/ctdotvpimarchive>.

Members of the public can submit comments and questions during the two-week public comment period following the meeting. Please direct comments and questions by March 7, 2024 to: DOTProject0164-0245@ct.gov and 860-594-2020.

Windsor Housing Authority - Shad Run Modernization Project

Last month, the Connecticut Department of Housing awarded the Town \$2M in Small Cities Community Development Block Grant funds for exterior improvements to the Housing Authority owned 52 unit Shad Run senior housing project. Scope of work includes replacing roofs, windows, doors and siding. Once we receive the grant agreement from the CT Department of Housing, we will be able to determine the next steps and an overall project schedule.

Also, the Housing Authority (WHA) is being invited to apply for grant funding through the Connecticut Housing Finance Authority to make improvements to the interiors of the apartments and the community room at Shad Run. The WHA is currently soliciting for a consultant to prepare the application to CHFA and is expected to have that person onboard by the end of February. WHA previously secured 'A Probable Estimate of Project Costs' totaling nearly \$6.5M including soft costs, site work improvements, kitchen and bathroom upgrades, flooring, painting, electrical upgrades, hot water heater replacement, etc. This grant funding would go directly to the Housing Authority so the town does not have a formal role in the application or management of the project should it be funded. There are also no local match requirements under the SHIP program. The WHA should know in late spring or over the summer as to whether SHIP funding has been awarded.

Fitch Court Roof Update

Bids for the Fitch Court roof replacement project were due to the Windsor Housing Authority (WHA) on Friday, February 16th. Town staff provided the WHA a list of roof contractors that have worked on town projects and the project was also posted to the Department of Administrative Services Bid Portal and advertised in newspapers. The WHA has been awarded grant funds in the amount of \$500,000 for this project. We will keep the Council informed as to the results of the roof bids.

Snow Moon – Full Moon Hike

Come out to Northwest Park for a Full Moon Hike guided by Northwest Park staff. The next hike is the Snow Moon hike which begins at the Northwest Park Warming Shed on February 23rd from 6:00 PM to 7:30 PM. Use your senses to explore the park after dark. Grab the family or some friends and enjoy the beautiful scenery while being active outdoors and learning about the seasonal changes happening in nature. Residents \$12 / Non-Residents \$16. For more information call 285-1886.

Valuation Appeals

Those who submitted an appeal should expect to be notified by the Assessor's Office starting the week of February 26th for appointments with the Board of Assessment Appeals. The BAA will be holding meetings during March and potentially into April. An individual has the ability to appeal the BAA's decision to the Superior Court within 60 days of notice of their decision.

If an individual has not filed an appeal through the BAA they cannot go through the Superior Court.

Milo Peck HVAC Update

The original portion of the Milo Peck Child Development Center and Montessori School was originally constructed in 1947. The existing HVAC systems (boiler, steam heat exchangers, circulating pumps and valves) have been in service for well over fifty years and routinely break down. The existing heating system is a combination of hot water radiation and steam radiators. Classrooms are currently cooled with through the wall air conditioning units. The current HVAC systems do not provide any building ventilation.

The project was not approved at the February 22, 2022 Special Town Meeting, as concerns were raised relative to the use of fossil fuel for the heating portion of the new HVAC system. Suggestions were made to conduct a comparative analysis of a non-fossil fuel option with the original design.

Based on Town Council direction, the PBC oversaw the completion of a study evaluating the original project with natural gas versus an all-electric design. The evaluation compared both options' construction costs, annual operating costs, and lifetime equipment replacement costs.

- Option 1 was the initial design consisting of natural gas and electric components that was estimated at \$2.80M.
- Option 2 was the all-electric design that was estimated at \$3.06M.
(Please note above costs do not include soft costs or contingency.)

The PBC met twice with the town's Clean Energy Committee to discuss project options. The PBC met in December 2022 and recommended Option 1 as the preferred design. Given the need to further evaluate and discuss the options with Town Council and the need to rebid the project, it was recommended this project schedule be deferred. Currently it is in the FY 2024 adopted Capital Improvements Plan.

Staff respectfully asks that the Town Council refer this to the Town Improvements Committee for further discussion on the project and possible alternative approaches.

Councilor Peleky asked about the solar project on River Street. Do we have a ballpark figure on where we are with that so far? Assistant Town Manager Colby stated he does not have a figure at this time, but he can look into it and get back to him.

Councilor Pelkey asked how many appeals have been filed currently. Assistant Town Manager Colby said as of early this afternoon there were over 120.

Councilor Pelkey asked about I-291 bridge. Is there any impact to a potential park, if the voters approve a new park in Wilson? Is there anything on the on ramp and off ramp area that would impact that site? Assistant Town Manager Colby said not to his knowledge at this time. It's solely the decking of the bridge itself and that wouldn't impact the ramp way.

Deputy Mayor Klase asked about the I-291 project. When it was redone the last time, we asked the State to soften the facades of the bridge abutments. Is there anything they can

do like that? Assistant Town Manager Colby stated he will refer her comments over to the Department of Transportation team.

Deputy Mayor Klase inquired about the Housing Authority projects. She just wanted to know if the Windsor Housing Authority will be or has made the residents aware of the upcoming projects? If not, how do they plan to make them aware and how do they plan to minimize the impact of that work to them? Assistant Town Manager Colby said that he can look into how they plan to communicate with the residents about the Windsor Housing Authority projects.

Deputy Mayor Klase inquired about the Board of Assessment Appeals number of 120 appeals. That's a big number and she'd like to know when we get to that point, can they see how many were successful or not successful. Assistant Town Manager said that we can relay that information to the Council once we get it.

Councilor Naeem has a question about the Shad Run proposal of \$6.5 million. Are we looking to help shape the request or are they looking to bring a consultant in if the request is approved to oversee the project? Patrick McMahon, Economic Development Director, stated that the Windsor Housing Authority has put out a request for a consultant to prepare the application for the state-supported housing portfolio application.

Councilor Naeem asked if we in the past have ever done any support work from the town side. Are there any shared agreements between the Windsor Housing Authority and town? Mr. McMahon said the town went forward with the CDBG application which was a cooperative enterprise. We, on the town's side, had selected the consultant to prepare the CDBG application. We are in close contact with the Executive Director and the property manager to be done as soon as possible between those two projects.

Councilor Naeem inquired about the boiler replacement. When it was voted down, we had state funds potentially coming in for that. Is that correct? Assistant Town Manager Colby stated he believes it was more of a blend and it was a Capital Improvements Program (CIP) project at that time.

Councilor Naeem asked if there is an opportunity for us to go back for that type of funding or are we looking at other ways to cover those gaps that we see an increase in? Assistant Town Manager Colby said that is something that they can explore and discuss.

Councilor Naeem then asked as far as the CIP goes, there is no state or federal funds allocated for it? Assistant Town Manager Colby said there is not at this time. Currently, it is in the CIP at \$3.9 million.

Councilor Armstrong asked if there was any projected date for the work to begin at Milo Peck School. Assistant Town Manager Colby stated as of right now that project has been deferred and is on hold until further direction and guidance from the Town Council.

Mayor Black-Burke stated that we will be bringing up Milo Peck and the boilers project and will be referring it to the Town Improvements Committee tonight. It's a conversation that needs to be had in regards to what is needed and when that will happen.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith stated they do have a Town Improvements Committee happening in the next couple of weeks. We will be making a general assessment on the current projects to see where we stand and to see which projects are most ready to go. Hopefully, we'll have a concrete assessment of everything that is in the works and those that are ready and have funding in place.

Finance Committee – Councilor Naeem said there was a Finance Committee meeting a few weeks ago. They started off by getting a review of the audit. This year, we had a new auditing firm. She recognized the town staff in the room that worked diligently with the new firm. The feedback we received from the firm was that the town had prepared all the things that the auditors were looking for. They also discuss second quarter financials. There was nothing major to report. They discussed the Capital Improvement Plan's financing plan. They looked at the list of eight priority projects and walked through what we have to work with from a cash perspective. They broke down where they could use ARPA funding, General Fund cash and bonding. We had our budget informational meeting last week. She was hoping to see more residents there. She encouraged residents to attend the next budget information meeting that will take place in March. We are planning to try a couple of new things out as well in terms of being available to our residents and talking about the budget and the impact of revaluation. In their December Town Council meeting, they discussed budget parameters. A couple of key things that will impact our budget this year is there will be a 18% increase in our employee and retiree insurance benefits, we have our transfer payment to Great Pond which is growing 120% due to Grand List growth, and the town's utilities are increasing by 14%. We are currently starting to work with the Town Manager, Assistant Town Manager and finance team to start understanding beyond the budget we will be presenting, which will be with a zero dollar opening cash. That is what the Council had voted on several years ago. There will be a budget proposed with the use of open cash to it. There will be talk about what the phase in benefit will look like. They will be identifying what potential budget scenarios could be like. She urged residents to come out to the information budget session.

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

Health and Safety Committee – Councilor Armstrong had nothing to report.

Personnel Committee – Deputy Mayor Klase had nothing to report.

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."

MOVED by Councilor Klase, seconded by Councilor Naeem, 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.

Motion Passed 9-0-0

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem 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."

Suzanne Choate, Town Engineer, stated 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.

Assistant Town Manager Colby said the last time that this road was improved upon significantly was back in 1995 with some small improvements being made in the 2005 time frame. It has had two unsuccessful LOTCIP applications due to the scoring criteria and it's been a very competitive grant program. In regards to funding, the CIP had allocated \$2.29 million for the project and based upon the received bids, the request for funding is in the amount of \$1.81 million in bonding. The estimated average annual debt service based upon a 15 year term and a 5% interest rate, is \$169,000. It falls under one of the significant CIP financing plan that was discussed with the Finance Committee. There are four projects that we're looking to be bonded in the amount of \$6.8 million over the course of the fiscal year. The town is also utilizing the General Fund Unassigned Fund Balance as well as ARPA funds to fund about \$7.4 million cash funding in seven projects total. Currently, we are proposing this for borrowing as we're trying to find a balance and not looking to burden the General Fund Unassigned Fund Balance at the same time.

Councilor Eleveld asked if there is a way to use \$169,000 or the \$1.8 million in budget terms relative to the revaluation to reduce the pain? Assistant Town Manager Colby said in order to reduce the revaluation, a significant amount of money would be needed. Councilor Eleveld restated the question in a different manner. Assistant Town Manager Colby responded that we would not look at borrowing money to reduce and mitigate the tax impact.

Councilor Eleveld said if we don't spend the \$1.8 million right now, we'd have to spend more down the road for the project. Is that reasonable? Assistant Town Manager Colby said the project costs could increase over that time as well as the interest rates.

Councilor Eleveld said the effect of borrowing this money is \$169,000 and that would hit the 2025 budget, correct or are you thinking 2026? Assistant Town Manager Colby said it would be in the 2025 budget.

Councilor Eleveld said that our debt service percentage is going to stay approximately even if not go down a little over the next year or two in light of the budget constraints we are approaching with revaluation, correct? Assistant Town Manager Colby said correct.

Councilor Eleveld does not see why we couldn't move forward with this item. It will not be a substantial amount of money at a \$169,000 annual expenditure. It is still going to mean that we are keeping our debt service numbers lower than they were the prior year and the road does need repair.

Councilor Pelkey wanted an explanation of the 'poor to fair' range that International Drive has been classified as. What does that mean? Ms. Choate said there is significant alligator cracking (which looks like a spider web of cracking), so the pavement is

deteriorated. There are also pot holes and patching on the road. The most significant issue is the pot holes. The rating is a significant degradation in the pavement.

Councilor Pelkey stated that if he were driving down this road, why not just fill the pot holes? Ms. Choate stated that is very inadequate. You can fill pot holes but it doesn't last.

Councilor Naeem stated that this makes sense to her as well. Our debt service is going to go down next year. Again we're not using opening cash on this project because it is a large amount as compared to other projects where we are suggesting to use opening cash. In terms of the impact it will have on the budget, it's every \$3-\$4 million it's a 4% change in net taxes.

Mayor Black-Burke said that she believes Councilor Eleveld was asking the questions because they were asked of us from our constituents. Should this be happening now versus at another time given what we are facing for revaluation? She believes that is what he is referring to correct? Councilor Eleveld said yes. Mayor Black-Burke asked that the answer be reiterated as to why we are making this decision right now. Assistant Town Manager Colby said on the financial cost of it, the project did come in under budget from \$2.2 million that we had in the CIP down to \$1.8 million. Based upon a 15 year term and a 5% interest rate, it would be \$169,000 for the annual debt service. When we look at our debt for our remaining large capital improvement projects for FY 24, we are currently allocating \$6.8 million in borrowing and we are using \$7.4 million in cash funding projects for a variety of different projects. We are funding seven projects with the cash funding currently compared to four projects that are going to be borrowed over the course of this fiscal year.

Councilor Gluck-Hoffman asked if there is any way that the \$169,000 can be offset somewhere else within the budget? Assistant Town Manager Colby said that is a discussion that the Town Council can have.

Motion Passed 8-0-1 (Councilor Gluck-Hoffman abstained)

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

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem, 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.

Patrick McMahon, Economic Development Director, and Peter Goffstein from IRG stated 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 400,000 SF 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.

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.

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.

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.

Mr. Peter Goffstein from IRG gave an overview of the company and what they do.

Councilor Pelkey asked what if the town chooses not to act and you don't get the grant. What are your company's contingencies for these funds? Mr. Goffstein stated there are other programs that are available that they would potentially pursue. This program is the best that is suited for this. The other contingency is a lesser investment in the buildings. The closure will take some time to happen. This allows us to front load all of the assessment and remediation in the next 12 months. If we have to spend that \$4.0 million out of our funds without certainty of knowing what it is, it may take them another 2-3 years. This helps them to accelerate redevelopment of the property.

Councilor Pelkey asked what is IRG's obligation should there be leakage discovered from abutting properties? Can IRG handle taking care of that? Mr. Goffstein said he is not sure what the regulations specifically call for. He's more a finance and redevelopment

leasing person. In situations like that, they work with the CT DEEP to resolve those issues to their satisfaction. He is not sure what the protocol is. But they would follow that protocol with CT DEEP for this property and any adjacent properties for which we would be considered to have responsibility.

Mr. Goffstein said that they have redeveloped brownfields for decades now. They have quantified best, medium, worse case scenarios. They think they are comfortable with the level of grant they have here. They can address those worst case scenarios with that investment. From his understanding, the property slopes from Deerfield Road back towards the railroad. The properties up gradient probably haven't received any contamination to the ground water associated with the historic manufacturing that was there.

Councilor Smith asked if there is a matching fund requirement for this grant. If there is, what percentage of the total cost is the matching fund requirement? If not you, who is responsible for matching the grant? The advocate, which would be the town, or the recipient which would be IRG? Mr. McMahon responded there are no matching requirements under the grant. The factors that they judge the different applications that come to the state is how much private sector investment is being done simultaneously with the application. The fact that they've already incurred costs in the purchase and some of the work they've already been doing they will include that in the narrative of the application to demonstrate there is skin in the game on the private sector part. There is no requirement for the town to invest any of its money in this project to move forward with the grant application.

Motion Passed 9-0-0

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to approve the submittal of an 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.

Motion Passed 9-0-0

- 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

Suzanne Choate, Town Engineer, and Patrick McMahon, Economic Development Director, stated 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 State 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 trail systems beyond. The trail will provide access and overlooks the picturesque Connecticut River.

We will be presenting 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.

Ms. Choate stated the portion they are looking at for the grant is from the initial point at I-291 to the southern edge of Loomis Chaffee. They have done a preliminary concept design on the northern trail. They are currently in the data gathering portion of the project, determining wetland soils and doing some surveying. The path will meander along toward the river where possible and will take advantage of grades as best as possible. There are possible archeological sites that we may need to be aware of as well.

Mr. McMahon added we have a consultant here tonight, Galen Sempredon, from East-West Engineering, in case questions arise and he cannot answer them. East-West Engineering has provided an estimate with 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. The grant program does require a 20% local match. This would represent a \$720,000 grant application to the state with a \$180,000 local match. Grant awards are expected in May. If the town were approved, it could be up to 6 months for the grant agreement to be executed. Grants that are awarded would have a typical 3 year time frame to complete the project. We aren't asking for any action this evening. We are planning on having a public information session likely sometime next week or before the March 4th Town Council meeting to inform the public where we stand with the project. That will be an important consideration for the state when they are reviewing the applications. The criteria in which they rate in rank is very favorable for the town. This is part of a greenway as we're a part of the CT River greenway. It's essentially a regional project potentially connecting trails in Hartford and utilizing the Bissell Bridge over to South Windsor, you'll be able to access trails on the east side of the CT river. From that perspective, this would rank very highly.

Mr. McMahon continued by saying that they've had to approach the State of Connecticut parks division as the town would need a letter stating they would be willing to have this enhancement to their property for the grant application. It is state ownership as it is a

state park, but it's really the towns and the communities in this area that are making the request to install this enhancement. The majority of it would be state funds, but a portion of it would be local. He, Ms. Choate and other engineering staff and the consulting engineer have walked the site. We are hoping there will be some great overlooks of the river. There will be great parking at the boat launch for this.

Ms. Choate added that the path is 10 feet wide, it's a multi-use path that is paved. The expectation is the permitting process will happen in May and it will be through that permitting process by the end of the year.

Mr. McMahon added that with construction comes a maintenance requirement. We do maintain the portion of the trail that has already been installed from the boat launch to Meadow Road which entails clearing any obstructions off the trail and such. This will be the same provision for the newer portion of the trail.

Councilor Eleveld said this runs across multiple state properties. There is a large portion that is state land. Why isn't the state helping out with the costs since a large part of it is their land? Mr. McMahon stated that this was a request by our locality to make this enhancement to their state park. This could be a consideration for the state. There is also the Eversource property. We have been in communication with Eversource to have the engineers go out to make an assessment and to ultimately have an easement across their property for recreational purposes.

Councilor Eleveld stated one of his concerns is it appears that the path is about a mile long. His concern is for the residents on Sinclair and Joshua Hill because they are up the hill. His concern is that someone is going to walk to the end of the path and then go through the neighborhood backyards to get to the street. Where are we relative to expanding the path all the way through to the center because you're looking at a mile to go back and maybe going to the center would be a shorter distance? Mr. McMahon stated they have had preliminary discussions with Loomis Chaffee officials and with the engineering consultant that the river route, according to the State DEEP, would likely be more difficult from a permitting stand point. There is a pinch point by the Loomis Chaffee property that they will be worried about on the northern end, near their physical plant. It's a thin area. We would more than likely have to construct a boardwalk type system down by the river to bypass that section. The railroad route might be the preferable one. No decisions have been made as they are only at discussion levels. We do still have some space in this planning grant to move forward with some higher level design work through the Loomis Chaffee property. Within the next 6-9 months, his hope is that he will have better answers for Councilor Eleveld as to the routing through the Loomis Chaffee school. Funding would be approximately \$2 million either way without contingencies. They've had conversations with the State DOT and they have a bike/ped division and are interested in seeing some of these projects of regional significance come to completion. We are hopeful that the DOT would step up to the plate on a future funding request.

Councilor Eleveld asked for the people on Sinclair and Joshua Hill, will a fence be put up? Mr. McMahon responded that it's quite a well treed area on the west side of the railroad tracks through the backyards of all of those properties. There is no obvious pathway to go back to those residential properties. He believes that the railroad track is somewhat elevated in good portions of it. Our hope would be that most people would just turn back around at the end of the path and head back to the parking lot where they may have parked.

Galen Sempredon, Sr. Project Engineer of East-West Engineering, added that he walked extensively along the area. There is a lot of heavy overgrowth. There are just a few spots where you can readily get in there. There is an MDC sewer line through there which does have a clear path through. There are a couple of openings where you can get through the dense prickles to get to the railroad, but then you have to climb over and then you're dealing with the prickles on the other side. He doesn't feel there would be that much of a tendency to try and get through there. Councilor Eleveld then said that there is somewhat of a natural fence (with the prickles) there.

Councilor Naeem wanted to clarify that if the grant went through, the state would be funding 80% of the costs. Is that correct? Mr. McMahon stated that was correct.

Councilor Pelkey said as a Deerfield resident he is concerned about David Circle, Portland, Sinclair, Midian, and Seymour Circle. He is thinking about it from a crime perspective. Until we complete something further on, this seems to him as a great location for crime, as they are a mile up at a dead end. We already know the boat launch has been problematic. At the end of all of those streets, citizens are concerned as to what people may do along that MDC right of way. Without any way to police that area, you might have activity going on in there that does make it across into the Deerfield neighborhood. He doesn't see anything in the details for policing. As much as he likes the idea of a trail, he sees it as a problem. Maybe you can speak about this tonight in making sure that doesn't happen. He's also concerned about the cost of maintenance and who is going to maintain it. His other concern is that we do not have the land yet that we need for the path and funding is being requested by the Town Council for the project. If we don't have the land, why are we pursuing this? He looks at this request and we don't have a finalized plan with it yet. We don't know which route we are going to take. He doesn't have a problem with the trail, but he feels in many ways we have not gone through and finalized the plan. He feels this project is a 'want'. He also feels if this is something that the state wants, which it seems to be, they are going to give us money at some later point. Let's get a plan together and do it all at once. Let's think through this as much as possible so we don't end up with a mess on our hands. As much as he'd like to vote for this, at this point he cannot because he has so many concerns. Mr. McMahon stated that he would like to take his comments under advisement this evening and come back on March 4th with a little more detail as to the cost of the maintenance. They'll have to discuss the safety of the trail and the concerns that the residents have brought up. He said there are just so many times that the state provides the opportunity for funding and we thought this would be a good opportunity to seize on one of those opportunities knowing that likely it will have to be a phased project because of the overall cost of the

project. We received some initial feedback from the DEEP that they were inviting this application for this segment. They feel it is worthy in and of itself for application. We wanted to bring that forth to the Council as an opportunity to discuss it.

Mayor Black-Burke stated this item was brought before the Council for discussion purposes tonight. She is looking forward to what they bring back to the Council during their March 4th meeting.

- c) Authorize the submittal of grant applications to the LOTCIP program for pavement rehabilitation projects on Marshall Phelps Road and Prospect Hill Road

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem 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.

Suzanne Choate, Town Engineer, stated 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) Marshall 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 LOTCIP program is structured such that the town is financially responsible for the design of the work. The state then funds 100% of the construction phase of the project.

Town 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.

Assistant Town Manager Colby added that in respect to the Marshall Phelps project, it includes bike lanes in both directions of travel. There is significant space within the shoulder area, which will allow for a 5 foot bike lane with a 3 foot buffer.

Mayor Black-Burke clarified that the state will be covering all the costs except for the design work which the town will be paying for. Assistant Town Manager Colby said that was correct. The project costs for construction is covered under the LOTCIP program and the town would be requested to cover the costs for the design of the project, which is \$60,000 for Marshall Phelps and \$50,000 for Prospect Hill. If the grant awards are expected to be determined in the spring, we would anticipate that construction would take place in the summer of 2025.

Councilor Naeem said for these two particular roads. What was the process we went through in identifying them versus other roads? Ms. Choate stated the DOT is looking for a road that is a collector or arterial road because they are looking for a wider scope of road that has an impact to the region, not just the town. Local roads are not eligible for LOTCIP grants. So we can only evaluate collector or arterial roads.

Mayor Black-Burke wanted to find out the costs that the town has to pay for design fees. Where would that be coming from? Assistant Town Manager Colby said we would have to have further discussion on where that money would come from as we aren't going to be discussing that this evening. It would be just the town approving to submit the application. If the town is awarded that grant, we would then come back with that information.

Motion Passed 9-0-0

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

Motion Passed 7-2-0 (Councilor Eleveld and Councilor Pelkey against)

d) Approve funding for the replacement of Police Department crime scene vehicle

MOVED by Councilor Armstrong, seconded by Councilor Walker 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.

Donald Melanson, Chief of Police, and Heather LaRock, Captain, stated 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.

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.

Deputy Mayor Klase wanted to understand. When you talked to West Hartford did you talk about the costs of that van and how are you going to include it in the budget going forward? Chief Melanson stated they are getting a gas powered vehicle. It is not a specialized vehicle that requires a lot of maintenance. It's a general maintenance type vehicle. We do have funds in the Police Department budget to pay for maintenance.

Councilor Eleveld asked what are our savings economically on manpower wise? Does a van like this provide our officers and detectives at a crime scene with needed equipment and does it speed the evidence collecting process, etc.? Chief Melanson said having all the equipment stored in one vehicle makes it very efficient. Even though we don't have detectives working 24/7 which is patrol, we do have detectives on call 24/7. Presently, detectives would have to go to the station and pick up the equipment they think they might need at the crime scene. If they don't have the equipment they need, they need to send someone to go back to the station to pick up that equipment. With the van, all the equipment they may need is there. Therefore, you are saving time and manpower.

Councilor Pelkey asked about the Federal Asset Forfeiture Funds. Do we have a specific amount of money in that bucket? Chief Melanson said that fund has not grown in quite a while. There is presently about \$80,000 in the fund and it's been in that fund for 10 years. We've had this fund earmarked for quite a while anticipating one day that we might have to use it for this type of purchase.

Councilor Pelkey asked about the Private Duty Fund as well. What sort of a percentage are we talking about? Chief Melanson responded the Private Duty Fund is used for having officers do private work such as being at construction job sites and special duty events. We charge the contractors for that and there's a built in administrative fee for that and the vehicle usage. Officer salaries to do that work is placed in this fund and they are paid from it. Every two years, we purchase vehicles from that fund. There is usually \$500-\$600,000 in the fund.

Councilor Armstrong said there was some concerns about the financial status of the van at the Finance Committee meeting and it looks like Chief Melanson went to work and

found that to be a positive for us. She thanked him for that as there will be no impact on the budget. Hopefully as we go forward we can do some collaborating. She thanked him for the statistics and hard work that he does and thanked him for the report tonight.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS – None

14) MINUTES OF PRECEDING MEETINGS

MOVED by Councilor Pelkey, seconded by Councilor Eleveld to table the minutes for the Regular Town Council meeting of February 5, 2024 until March 4, 2024.

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

a) Minutes of the February 5, 2024 Public Hearing

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the February 5, 2024 Public Hearing as presented.

Motion Passed 9-0-0

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to approve the minutes of the February 5, 2024 Regular Town Council meeting as presented.

Mayor Black-Burke stated there was a correction to the minutes under item 12A, for the motion to Act on a resolution calling for an immediate de-escalation and permanent ceasefire in Israel and Palestine. Councilor Armstrong's name is listed twice in the 'yes' column.

Councilor Gluck Hoffman stated that there were a few individuals in public comment that did not have addresses and there were some individuals that did not have many of their comments listed. Also, she is wondering if on Page 4, the caller 'Elmo' can be eliminated or stricken from the record.

Mayor Black-Burke stated in regards to the 'Elmo' caller, she believes that is part of the record and it should stay within the minutes. If we remove it that would not be a reflection of what occurred during the meeting.

Assistant Town Manager Colby stated we can review the minutes and make sure for those that have missing addresses that they had provided those or if they were not clear on the record for the recording. We'll try to make sure that we can identify those.

MOVED by Deputy Mayor Klase to rescind the motion to table the approval of the February 5, 2024 Regular Town Council minutes. No second.

Deputy Mayor Klase stated for clarification. She said we made a motion to approve the minutes for the Regular Town Council meeting, we've taken some changes to those minutes and those will be made, so that means that we need to table the motion. Is that right?

Mayor Black-Burke stated until the actual corrections are made she doesn't think they can move to approve the minutes.

Councilor Naeem said we may want to give some direction to the staff on how to take public comment. In past meetings, we usually do see they summarize what was said and she believes that was what was intended to happen. She recognizes there were a lot of things said that folks would like to have reflected here so just moving forward you might want to take note on do we want the transcription, which is not what is usually provided, or do we want a summarization of the minutes which since she's been on the Council is what she's been seeing.

Mayor Black-Burke shared that it's been past practice for someone to stay at the meetings in the Council Chambers and they would take the minutes almost like a transcription.

Councilor Eleveld stated there were many people that spoke at the February 5th meeting. We have the video and he'd like to suggest in respect to this meeting because of the sheer length and complexity of some of the comments that the most efficient approach might be to state if they spoke for or against the resolution and then a time stamp off of the video so someone can actually go look at the video if they want to hear what the person specifically said.

Councilor Armstrong said as her expertise as a transcriptionist and taking minutes it is possible that they could not pick up what was being said because of what was going on. So there is another way that it can be worded in the minutes that it was not audible. She doesn't think we will be getting it verbatim, word by word as things were going on in the Chambers. That is her recommendation.

Councilor Gluck Hoffman does not disagree with Councilor Armstrong and she has taken transcription in court and in meetings. We did summarize some of the folks, but we didn't summarize everybody. That's her point is that the summarization of most of them are not there at all. If we are going to summarize just some of them, we should summarize all of them.

Mayor Black-Burke spoke of conduct on the dais. While they are in debate, at the end of the day we might not agree, but she thinks all of them want the same thing to come out of this—that there's an accurate reflection of what occurred on February 5, 2024.

MOVED by Councilor Naeem, seconded by Councilor Armstrong to table the minutes for the Regular Town Council of February 5, 2024 meeting until March 4, 2024.

Motion Passed 9-0-0

- b) Minutes of the February 5, 2024 Regular Town Council meeting – TABLED
(see above for motion)

15) PUBLIC COMMUNICATIONS AND PETITIONS

Adam Gutcheon, 19 Mechanic Street stated he wanted to speak about the craft of chairmanship. He has chaired many difficult meetings and had to handle many unruly and even abusive crowds. He had to deal with rageaholics who wouldn't stop ranting and sit down. He's had to deal with far-left activists trying to provoke him into trespassing them and calling the police so they can get a photo of their oppression. He has had the benefit in all of those cases of time, room and space to get his 'sea legs' and come online with the rules of those organizations and the tradition and culture of those organizations. He's also been attending Town Council meetings since Fran Brady was the Mayor. In that time, the tone and nature of American politics and political discourse has only gotten courser and it's gotten angrier particularly over the last 15 years. No Mayor in 22 years has had a baptism of fire as overt and profound as the first new face sitting in that center chair has had over the last few months. No Mayor has had a raging maniac charge the dais as happened a couple of months ago. And of course, we've never had anything like the February 5th meeting. No Mayor has borne the kind of rage that has been directed at this dais generally over the last 3-4 months and at her specifically as she has. There may be a number of reasons for this but again, the nature and tone of political discourse in this country has gotten so much angrier. He hopes that you would extend her that grace, that time and that room. He hopes they will make appropriate modifications to their Rules of Order to preserve decorum to keep pace with these changes in political discourse. If in the maintenance of the rights and privileges of the Council and its members she may inadvertently fall into error, he hopes they will raise a timely point of order so it can be remedied.

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to enter Executive Session at 11:07 p.m. for the purpose of:

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

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: Scott Colby, Assistant Town Manager; Amelia Bliss, Human Resources Director; Donald Melanson, Chief of Police

Other: Kevin Deneen, Law Firm of O'Malley, Deneen, Leary, Messina & Oswecki

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to exit Executive Session at 11:26 p.m. and return to the Regular Town Council meeting.

Motion Passed 9-0-0

17) ADJOURNMENT

MOVED by Councilor Pelkey, seconded by Councilor Armstrong to adjourn the meeting at 11:26 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene Albert
Recording Secretary