



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
March 4, 2024
Regular Town Council Meeting
Council Chambers

APPROVED 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 Pelkey led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Pelkey led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS - None

5) PUBLIC COMMUNICATIONS AND PETITIONS

Susan Miller, 130 Palisado Avenue, who is the Chair of Windsor Climate Action. She thanked the Town Council for their service to the town. The heating system for Milo Peck is back up for discussion. She is concerned about the use of fossil fuels for the project and that is up once again for approval. We should be working towards a net zero energy for our schools and all our municipal buildings.

Paul Broxterman, 13 Cleary Lane, President of the 095 Junior Warriors cheerleading and football asked the Council's assistance with a couple of issues that have not been addressed in a clear and timely manner. The 095 Junior Warriors football teams are going into their fourth season this year. For the past two years the 095 Junior Warriors have been the only midget football and cheer program in Windsor. They have requested that the Park and Recreation department list their program on the town's website for registration and scheduling as they have done in the past for the previous program. They have been denied the use of the restrooms at the Sage Park field house because the Windsor Giants have sole use of the facility as stated in the Memorandum of Understanding (MOU). They were told the only way to change that is to change the MOU but they were informed that they cannot find the MOU. He'd like to Town Council's intervention to expedite this matter and determine when they can use that facility – at least the restrooms. He noticed that there are many appropriations that are listed

regarding recreational fields at different schools. He stated that this was done for Sage Park side a couple years ago and people were pretty pleased.

Caleb Kissoon, 23 Longview Drive, stated he is a fifth grade student at Clover Street Elementary. He is taking this opportunity to share his thoughts on the potential budget cut. Before discussing the impact of the budget cut, it is crucial to address the current state of his school. The student population is increasing leading to larger classroom sizes. Our school building needs maintenance, such as the need for larger bathroom stalls. Currently, he benefits from the Challenge program three times per week and him and his school mates have received tremendous support from their SEL instructor. It's alarming that there is a possibility of the school budget being reduced. Our schools require increased support, not a decrease. He explained why this is so and asked the Council to take action on not decreasing the budget.

Sarah Barnett, 586 Stone Road, said she's a life-long Windsor resident. She is here to voice her support for the Board of Education's proposed budget. She listed items that need to be addressed at Clover Street School. A budget cut would lead to layoffs which would then lead to larger class sizes. She urged the Council to be the voice for Windsor's youth and give them the opportunity to have the best education that Windsor has to offer.

Eric Weiner, 130 Palisado Avenue, said he'd like to extend Susan Miller's remarks a bit. There seems to be a common theme amongst our speakers tonight and that there seems to be a lack of proper investment from Councils past in our town's infrastructure. The bill is coming due now. Your job as a Council is to look at for our present and the future and look out for our youth. How can you turn to the youth that might come back to you and tell them what they have done for our climate when you had an opportunity to do the right thing? He urged the Council to stop investment in the fossil fuel infrastructure in Windsor.

Lorelei Adams, 47 Loomis Avenue, wanted to add to what Paul Broxterman had said. She is the Cheer Director for the 095. They have to go the High School field house to use the bathrooms when there are bathrooms right there that we have no use of and it belongs to the town. She is advocating that the cheer and football be added to the website for those seeking that kind of activity for their children.

Shelly-Ann Fearon, 8 Winthrop Road, is here on behalf of the 095 cheer and football team. Being a somewhat new resident of Windsor, she signed her daughter up for the cheer team at the Shad Derby. Her daughter is now 11 and joined the program when she was 9. She has found sisterhood with her other teammates. She's had inquiries from parents on how they can sign their children up for cheer/football but she couldn't give them a website to go to as there is not one for the 095.

Max Coretto, 119 Park Avenue, is from the Windsor Climate Action group and wants to talk about the Milo Peck upgrade items. He's a firm believer that upgrades and new construction should be performed using the current and most (inaudible) proof technology as well as the greenest technology available. The opportunity to remove

reliance on oil at Windsor schools and to skip over the false middle step of methane gas infrastructure and move to future air heat pumps or other full electric options is amazing. He gave efficiency facts about heat pumps. He believes that there's a future for efficient heating and cost competitive heating and cooling initiatives.

Felisha Relph, 356 Rood Avenue, is also here to speak of the 095ers. We carry the name of Windsor on our backs but we don't get that support when it comes to our program for the league. She outlined all the events they've had and where they've gone to date. This is something the town should look at as 'backing' another youth sport in the Town of Windsor.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Naeem thanked everyone that came out tonight to share your concerns with us. She encouraged everyone to keep doing that.

Councilor Walker attended the Black History program at the Connecticut Valley Tobacco Museum. It was interesting. There's a new mural done by an artist, Ellis Echevarria which portrays young farm workers in Windsor. It will be traveling to the room that's under renovation at the West Indian Social Club called the Founder's Room. It's part of the process to help educate Windsor and everyone in the greater Hartford area about the significance of West Indians doing farm work while everyone else was at war and their contributions. Most West Indians living in the greater Hartford area are relatives or descendants of these people. It was a good program. To the cheer and football individuals, he's sure that through the Town Manager and Mr. Paul Norris will figure out the bathroom issues. He gave Caleb a thumbs up and said he would vote for him. He attended the Executive session and the Planning session for the Taste of the Caribbean which is coming up on August 3rd. It's an all-day event. They are looking for volunteers to help. On Friday the Kiwanis Club put on a dinner to help fund scholarships which was very well attended.

Councilor Pelkey thanked everyone that came out tonight. We benefit from hearing from you. He told the young man that came before them to continue to do so and make it a life time habit. There are still roles available within the Windsor Volunteer Fire Department. You can contact any of us, call town hall, or go to windsorfire.org. He reminded everyone that we still have a parking ban in effect until April 15th.

Councilor Gluck Hoffman gave the young man that came up a 'well done'. To the folks of the 095, her daughter was in the Windsor Giants. It was an incredible experience for them as a family and being a member of the community as well. She'd be happy to do whatever she can to get the word out because she thinks it's a very important program and it molded her daughter to what she is today. She thanked them for what they do. We had the Shad Derby Queen Gala candidates on Friday. She thanked the councilors that came out to the program. She recognized the young women that did participate and got up there. Most of them don't like speaking in public and they did an extraordinary job. She listed the candidates. She also recognized all the local businesses that have

supported the Shad Derby for multiple years and thanked them. Support these organizations and businesses in town.

Councilor Eleveld stated that they had the Windsor Shad Fest Queen's contestants gala. He was there along with other councilors. There are nine young ladies that did well in public speaking. That's the kick off for the whole Shad Derby events this year.

Councilor Armstrong said it's rewarding to see so many people out this evening making comments and participating in the meeting. We appreciate that very much. She was impressed by the young man that spoke, who someday may possibly be President. We need to encourage our young so they know what is going on especially with government. There was a lot going on in February with all the programs. There's always something to do in Windsor. She encouraged everyone to look at the website and that all get involved, the young and the old. We should take care of ourselves as well. She was not aware of the 095 before tonight and she thanked those that came out to speak about it. She would encourage the youth to come out and participate in the program as well.

Deputy Mayor Klase stated as we face revaluation and the budget issues that we're going to be looking at, it's really important to hear from the residents about what is important. She thanked them for coming out to advise us about the football and cheer program, the school budget and our commitments to increasing our investments to green energy. She did a special shout out to the town staff, to the Board of Education staff, and to our board/commissions volunteers who do a lot of work to put these events together.

Councilor Smith said in February he attended a Black History month celebration hosted by the Connecticut Valley Tobacco Museum. It was a wonderful event. A lot about back in the day with tobacco farms. He took some pictures of the displays and one he took he can't forget it. It's a saying by Dr. Martin Luther King, Jr. that says, "All lives begin to end the day we become silent about things that matter." He likes the saying and wants to implement it into his life.

Mayor Black-Burke said the wrong way alert saved lives in Windsor. Having that on our highways is very important. She thanked the first responders here in the town for always being ready and willing to serve and keeping us safe here in town. It's read across America day season. John F. Kennedy school held their read across America day on Friday, March 1st. She had the opportunity to visit the CREC head start center on Friday. She was invited there. This Friday, Clover Street School will be having their read across America day. She urged the councilors to show their support by attending these events. Being one of the descendants of someone who came here on a farm work program to Windsor, it was a special place for her so she had to be at the event this past Thursday at the Connecticut Valley Tobacco Museum as they continue to commemorate and lift up that work. A lot was going on during the last couple of weeks here in Windsor. Lastly, she said thank you for the engagement. That is why we are elected officials is because we want to hear from residents and represent them. She thanked the audience for coming out and sharing their concerns with the Council. We will do our best to work with town staff to understand and figure out what can be done. She thanked Caleb for his advocacy.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Board of Education

Dave Furie, Board of Education, gave the following report:

- The Windsor Board of Education recently passed their 2023-2024 budget with a 6.40% increase over the current year's budget.
- Windsor Public Schools is now accepting Pre-K applications (from March 1 to March 30 ONLY). In addition, the Welcome Center is now accepting new student registrations for Grades K-12 for the 2024-2025 school year. Please visit the district's website, www.windsorct.org, for the Pre-K application and online registration for new students entering Grades K-12. All current Windsor Public School students will need to complete the re-enrollment process beginning on May 1, 2024.
- WHS Indoor Track and Field – The Girls won their 9th Class L Indoor State Championship in a row on February 12. The Boys won their first CIAC State Open on February 17. Both the Boys and Girls teams will be recognized at the March 19, 2024 at the Board of Education Regular Meeting beginning at 7:00 PM.
- The WHS Teens of Praise Gospel Choir will participate in Hartford's Got Talent Season 2 Finale on Friday, May 31 at 7:00 PM at the Bushnell. Tickets are not yet available so please check the district website later in the spring.
- Dr. Hill's next Coffee Talk will be on Tuesday, March 19, 2024 at 10:00 AM in the LP Board Room.
- 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.

Councilor Pelkey stated regarding the report, he doesn't feel like he's getting to know what is going on in the school system or at the board. He'd like to hear more about that. He heard more from the public tonight such as the Clover Street School vestibule floods. Those are things we have control over. This way, we can maintain some of these issues. So when Mr. Furie or Mr. Lockhart come to the Town Council meetings, he'd love to hear a report about that along with some of the policies that are being discussed or have been discussed at the school board that relates to some things that the Council has control over. He is fine with celebrating the successes of our students, but he'd also like to know a little bit more about what is going on with the buildings. Mr. Furie responded that as you

know, we try to have one board member attend Capital Improvement Program (CIP) meetings. Many of the buildings will be discussed tonight during this meeting. We realize it's important for the Board to get that same information that Dr. Hill or Town Manager Souza would get. Some of the Board attends Public Building Commission meetings. Clover Street school is on the agenda tonight. We just had a project at Clover Street School to have a playscape installed. Mr. Lockhart had been the representative for Clover and has some expertise with buildings. He got together with the PTO and parents, the SEL staff and custodians to look at the grounds and make sure that what was being put into Clover made sense. What might be appropriate in a K-5 school is different compared to Poquonock and Oliver Ellsworth with K-2 schools. You want to have something that is appropriate, yet also usable by all townspeople on the weekend. He added if that's the thought of the Council to add that type of information, he would love to be able to do that.

Deputy Mayor Klase said she knows that the Council will get a much larger comprehensive look at the budget. She appreciates all the work the Board has done to complete it. She also thanked the Board for getting the notice out as there was a parent and student that spoke about the budget tonight.

Councilor Armstrong said she sees that the Board has done their homework in getting the parents and the students out to speak tonight. She appreciates when that happens.

Councilor Eleveld asked if the Board has approved the budget? Mr. Furie said yes they have. Councilor Eleveld asked if there were any significant changes in the Superintendent's proposed budget? Mr. Furie said there was not.

Councilor Eleveld said if we want to look at the budget, we can view the one that is online since there were no changes made. Mr. Furie said that is correct.

b) Board of Ethics

Sonia Worrell-Asare gave a report as follows:

The board meets at the call of the chairperson, with regular meetings scheduled quarterly. During the past year, the following meetings were held:

DATE	TYPE	ATTENDANCE
January 10, 2023	Regular Meeting	3
April 11, 2023	Regular Meeting	4
July 11, 2023	Regular Meeting	4
October 10, 2023	Regular Meeting	4

The Board of Ethics did not have any advisory opinions during the year of 2023. The board reviewed the Code of Ethics and found that it is sufficient. No recommendations for changes were made.

Deputy Mayor Klase thanked the Board for all they do.

8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

Phenomenal Women of Windsor

Windsor's Human Relations Commission will be sponsoring an award ceremony for the "Phenomenal Women of Windsor" on March 8, 2024 at 6:30 PM at the L.P. Wilson Community Center. This event will celebrate the many women within the community who have positively contributed towards making a change in Windsor. All are welcome to attend. To register go to the Town of Windsor website at www.townofwindsorct.com.

Legislative Dialogue

Please join the Windsor League of Women Voters on Wednesday, March 6th at 6:00 PM for a Legislative Dialogue. Senator John Kissel, Senator Doug McCrory, State Representative Jane Garibay and State Representative Maryam Khan will be discussing the 2024 Legislative Priorities and Actions. The meeting will take place at the Windsor Town Hall in the Town Council Chambers. This event is free and open to the public. This program will also be aired live. For questions, please contact Kathy Carroll at kmcarroll1971@gmail.com

Eversource Work

Due to anticipated load growth and aging distribution infrastructure servicing Windsor and surrounding areas, Eversource is in the process of completing power pole replacements and upgrades to the distribution lines. Work is currently ongoing in the area extending from Abbey Lane to the Rood Avenue substation. Eversource is preparing to start the next phase of work which begins at the Rood Avenue substation heading north into the Sunnyfield Drive area. Many of the poles being replaced in this phase are in easements that run through a portion of residential properties. The third phase of work will run from Sunnyfield all the way to Pigeon Hill Road and then continue across Poquonock Avenue to the River Street / Kennedy Road area. Eversource will keep residents and property owners notified of the work being done in the area and any temporary outages that may be necessary to complete the work. Work on the second phase is expected to begin the end of March or early April. The overall is estimated to last approximately six months.

Matianuck State Park Habitat Management

The Connecticut Department of Energy and Environmental Protection (DEEP) is once again planning to conduct a prescribed burn at a portion of the sand dune within the Matianuck Natural Area Preserve in coming 30 to 60 days weather permitting. The dunes represent some of the last remaining sand plain habitat in Connecticut. Managing these areas by prescribed burning is an effective way to sustain and enhance their value to wildlife.

DEEP Wildlife Division last conducted a prescribed burn here in spring 2022 that was safe and successful. Their plan is to conduct a prescribed fire on a 2.5 acre section of the grassy sand dune located at the center of preserve. The Fire Department and Fire Marshal's Office have been contacted by CT DEEP.

Tree Removal at Veterans Cemetery

The Department of Public Works will be removing the large pine trees along the northern side of Veterans Cemetery. Some are becoming too large and top heavy posing a hazard to pedestrians as well as the grave monuments. They will also be pruning some of the maple trees along the center drive into the cemetery. In addition town staff is also starting to plan and prepare for future expansion of the cemetery to the north.

Fiscal Year 2025 Budget Development

The development of the proposed Fiscal Year 2025 budget is underway by town staff. This budget will be implementing the State mandated property revaluation which is required at least once every five years.

There has been a significant increase in residential property values since the last revaluation in October 2018. The rate of appreciation for residential properties far outpaced the rate for commercial and industrial properties. In addition, the value of office properties dropped notably because of high vacancy rates attributable to many large businesses employing remote and work from home models.

These dynamics create a number of difficult choices and decisions for the upcoming budget process as the tax impact to residential properties is projected to be significant due to revaluation. The choices and decisions will need to balance maintaining services levels, meeting increase service demands, and taxpayers' ability and willingness to pay.

On March 28th town staff will be hosting a public information meeting at 6:30 p.m. here at Town hall to provide an overview of the Town Manager's proposed FY 25 budget. The budget will be formally presented to the Town Council on April 1st. The Town Council will review the budget during the month of April. The annual budget referendum will be held in May.

Councilor Eleveld said we heard a concern of the 095ers about using the restroom. Is that something we can look into? Town Manager Souza said he will have a conversation with the Recreation Department this week and will be back in touch with the Board president of the organization.

Councilor Eleveld said there was a comment made about the website for the 095ers. Do we have anything on the town's website for the 095ers? Town Manager Souza said he would have to check into that.

Councilor Eleveld said there was a comment made about drainage. Is that drainage referencing the Sage Park field or is that referencing Clover Street? Town Manager Souza said he believes it was Sage Park fields. Councilor Eleveld said that he thought we had redone that field and solved the drainage issue or at least mitigated the drainage issues there. Town Manager Souza said that was part of the plan but he'll have to get more details on that.

Councilor Pelkey said the Town Manager had mentioned the legislators coming for folks. Do we have commitments from various legislators? Do you know who has committed to coming? Town Manager Souza stated he does not know specifically as this is an event that is sponsored by the League of Woman Voters.

Councilor Pelkey gave another example of issues with Windsor Sanitation.

Councilor Pelkey said that if he recalls, we have a referendum for the Wilson Park coming up shortly. Is that correct? Town Manager Souza said yes, it will be on Tuesday, March 12th at regular voting hours for all seven locations. Councilor Pelkey said this effort will be funded by no Windsor tax dollars for that park correct? Town Manager Souza that is correct. We are receiving substantial State of Connecticut grant money and the Town Council has appropriated the use of the some of the federal American Rescue fund money to make up the balance of that project. There are no local dollars going towards that design or construction of the project.

Mayor Black-Burke iterated it would be important that students and parents have access to the 095er information.

Mayor Black-Burke asked about the wi-fi infrastructure in the school system. Is that the Board of Education or the town that takes care of that? Town Manager Souza said it's the Board of Education predominantly. They are connected to the Connecticut Education Network which is managed by the Board of Education staff.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith stated the TIC held a meeting on February 28th. The purpose of the meeting was to get an update of funding of the CIP plan for fiscal year 2024 capital projects originally proposed to be financed through long-term bonds. There are about 34 capital projects in the plan for 2024 that were adopted by the Town Council in September 2023 of the six year capital improvements plan for 2024-2029. These are projects with broad community support and reflects the recommendations of the citizens of Windsor, boards and commissions and town staff in various departments. The projects are all in various stages. Some of these projects are now requiring an authorization which we will be doing for some of the projects tonight. He explained what happened during the meeting and which projects they focused on and their outcome.

Finance Committee – Councilor Naeem stated she has nothing to report.

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

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

Personnel Committee – Deputy Mayor Klase has nothing to report.

Deputy Mayor Klase stated the CIP booklet is on the Town of Windsor's website. She asked if Councilor Smith can say what was discussed with the Milo Peck project. Councilor Smith said the proposed bond ordinance for the original design and construction was approved at the February 22, 2022 Special Town Meeting. Concerns were raised relative to the use of fossil fuel for the heating system portion of the HVAC system. Comments from Town Council members, Clean Energy Task Force members and others included suggestions of conducting a comprehensive analysis on the fossil fuel option with the original design. In May of 2022, the Town Council approved an appropriation of \$35,000 for some professional service, which was to look at various options of not replacing that boiler with a fossil fueled operating system but with one that is energy efficient—an alternative design. The evaluation came back with two options. One option was the original design consistent of natural gas and electrical components which came to an estimated \$2.8 million. The other option was an all electric design which was estimated to cost \$3.06 million. A difference of \$260,000 between the fossil and all electric option. The Public Building Commission met with the town's Clean Energy Committee to discuss the options. The PBC then met on December 3rd and recommended option one (fossil fuel) as the preferred design. He explained that this is where the project is now at and stated town staff is evaluating the information to see where we go from here.

Deputy Mayor Klase asked if option two is still being looked into. It hasn't been decided to go to option one or two at this time correct? Councilor Smith said that is right.

10) ORDINANCES - None

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

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong 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.

Patrick McMahon, Economic Development Director, stated 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.

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.

Deputy Mayor Klase said she had the opportunity to attend the information meeting and comments were very positive and people were overly supportive of the project. It was nice to see Riverfront Recapture publicly state it. She thanked Mr. McMahon for all his work on the project.

Councilor Eleveld stated that this trail is presently a trail to nowhere and he wishes we could continue it into the Windsor Center area. The majority of the land is traversing state land and we still need to come up with \$180,000 to cover their land. He will be voting for this however, since if we don't grab that money now we might not have it later.

Councilor Pelkey asked who assumes liability should something happen to someone on that trail? Is that the town or is that the state? Mr. McMahon said he believes there is a broad immunity through the State Statutes for recreational trails. Town Manager Souza said he believes that is the case.

Councilor Pelkey stated he won't be voting yes on this project. He hasn't heard anything to that would change his mind. He likes the overall concept but it's a trail to nowhere. He feels that at this time we could use that \$180,000 in other areas that might need it instead of appropriating it for this project. If the DEEP and the state is encouraging us to do this, he thinks the state can come up with \$180,000.

Councilor Smith asked what the total amount of funding would be. Mr. McMahon said the state has allocated \$10 million for this year.

Councilor Smith asked how competitive Mr. McMahon felt that Windsor's application is and does he feel confident that this will receive a positive allocation. Mr. McMahon stated it will be a very competitive grant round, just like it always is. He thinks the fact that this is a designated greenway by the State of Connecticut and that it's another section that will ultimately provide connectivity from Windsor center down to downtown Hartford is good. He feels that is quite a bit of value. They do generally like to provide funds for construction based on grants that were provided for planning.

Councilor Armstrong asked if this is just to apply for the grant, correct? Mr. McMahon stated that is correct.

Motion Passed 8-1-0 (Councilor Pelkey opposed)

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

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

Scott Colby, Assistant Town Manager, stated 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.

Deputy Mayor Klase said she is going to vote for this and appreciates having the one early voting location because of the short turn around time. However, she would like to see us plan elections, post this time period, using two early voting locations.

Councilor Pelkey asked the difference between an absentee ballot and an early vote ballot and if you can withdraw one versus the other and vote in person on election day. Ms. Anita Mips, Registrar of Voters, said early voting is like actually being at the polling location on election day. So when you cast that early voting ballot, you are done. You cannot come back. If you did an absentee ballot prior to an election, you have until 10:00 AM on the day of election to change your vote. You have to go to the Town Clerk's office in person to do that. They will then pull that ballot and allow you to vote another ballot. That will not happen with early voting.

Councilor Eleveld said that early voting will be similar to absentee ballot voting where you'll place your vote into an envelope correct? Ms. Mips said yes. Councilor Eleveld then said it would have to be sealed and the person receiving the early voting ballot would sign off on it, correct? Ms. Mips said that is correct and it would then be placed in the ballot box where it will remain under lock and key. It will get counted the same as absentee ballots would get counted on the night of the election.

Councilor Eleveld said election day registration is still an option correct? Ms. Mips stated they are now calling those same day registration. Even with the early voting, if someone comes in and they are not registered to vote for either party, they have the option to register to vote but they can't vote on that day. They have to come back the next day to vote. That's if they register before 12 noon. If they register after 12 noon, they will need to wait two days before they can vote.

Councilor Eleveld asked if there is no early voting the day before the election. Ms. Mips said that is correct as it doesn't give them enough time to prepare.

Councilor Eleveld said if someone registers on Saturday, they would be voting on election day. Ms. Mips said that is correct.

Councilor Eleveld asked if we still have the same day registration where you can vote on election day. Ms. Mips said that yes they still have the same day registration but it's different because if they are new voters to the town, the staff would have to call the town from which the person is coming from or registered in. It's a check and balance so the person won't be voting in two towns.

Councilor Eleveld said that if our town has 20,000 or more voters, that gives the town the prerogative to have a second voting location. Is that right? Ms. Mips said that was correct.

Councilor Eleveld said we also have a financial impact at \$9,300 for the upcoming election. Ms. Mips said that is why one voting location makes sense. Ms. Virgo Christie, Registrar, said because it's also going to entail equipment that is not easily available in a second location. That would be a big factor of having a second location. It's just not feasible. Councilor Eleveld said it's doubling the equipment plus that equipment is probably not able to be used for the regular election right? Ms. Mips said it was the equipment from the State that the town uses for keeping track of the voters. We have

inquiries for local voters and we can go online to check and see if they are registered in another town within the State of Connecticut.

Ms. Mips explained why there is early voting in the State of Connecticut.

Councilor Naeem asked if there are additional state funds coming down to support some of the costs for early voting? Ms. Mips stated the State gave every town \$10,500 to help with the expenses. Ms. Virgo-Christie added that the State is pushing for additional funding.

Councilor Naeem asked in terms of the training and having support to man the early voting, are we feeling confident that that will be able to achieve the requirements in terms of having people to staff it? Ms. Mips said as of right now, they are good with that.

Councilor Armstrong thanked both Ms. Mips and Ms. Virgo-Christie for all they do.

Deputy Mayor Klase said that she understands how difficult these sites are to set up but she is saying for future reference it might be worth looking into talking to our legislators to see if we can get some funding. Part of the reason for the early voting act is to provide access to voting for people who work, etc. She's not saying this should be done today or tomorrow but down the road a couple of years from now we can look into a second site.

Motion Passed 9-0-0

b) Approve collective bargaining agreement with Windsor UPSEU - Dispatchers

MOVED by Deputy Mayor Klase, seconded by Councilor Smith 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.

Amelia Bliss, Human Resources Director, stated 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. She outlined the key items town management and the bargaining unit have agreed to.

Councilor Eleveld asked if we are providing employees with longevity pay. Ms. Bliss said that benefit is grandfathered. At the time we grandfathered it the people that already had it got to keep it and the new hires no longer have that option.

Motion Passed 9-0-0

- 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

MOVED by Deputy Mayor Klase, seconded by Councilor Walker 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.

Town Manager Souza gave a quick overview of the projects that are being introduced tonight for approval.

Suzanne Choate, Town Engineer, stated 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.

Town Manager Souza said the motion before the Council this evening does require a Special Town Meeting and we are asking the Town Council to approve the use of \$695,000 in our General Fund Unassigned Fund Balance. \$1 million would come from the American Rescue Funds. We have at this time approximately \$1.5 million in American Rescue Funds that are not committed to a project. So we're looking at using \$1 million in American Rescue Funds and an additional \$500,000 which will be used for a variety of things over the course of the next nine months.

Councilor Armstrong said she thinks this is very productive as we just had our Town Improvements Committee meeting and she sees some of those items they are concerned about have now been added to the agenda because there was consideration

for piping to be done because of the flooding at that field. This field can be used for other activities besides being a cricket field. There were concerns by Mr. Lockhart that the water was flowing down into the cricket field and that it would be looked into. Also, the storage area, there was a building there and work was going to be done without restoring that and now it has been added because of the feasibility of the cost. Councilor Armstrong asked if it would be ready for use in 2026? Ms. Choate said 2026 is correct.

Councilor Eleveld asked if the 'wicket' is the center area that they use to hit the ball back and forth? Ms. Choate said that is right. Councilor Walker said the wickets are at both ends of the pitch which is the playing area where the ball moves between the people hitting it.

Councilor Eleveld stated we are going to remove the field house which is a storage facility, bathroom, etc. Is that going to be done right away or when the field is usable? Ms. Choate said it's within the same project over the construction period. She's not sure exactly when that would be.

Councilor Eleveld said we'll be using the Unassigned Fund Balance to fund this expenditure. Is that correct? Town Manager Souza said it would be a combination of American Rescue funds. The requirement is that it be under contract by December of 2024 and the money be spent prior to December of 2026. So within this construction time frame, we'd be able to spend both American Rescue funds and use the General Unassigned Fund Balance.

Councilor Eleveld's concern is we are placing a building on a piece of property that will have no use for approximately two years and it will get wear and tear from sitting there. Why can't we hold off with the building? Town Manager Souza said part of it will be the timing of the project and when that part of the project gets done it does need a new foundation and an immediate site preparation done. This project has not yet been fully bid so we don't have a contractor in place to determine scheduling yet, but the anticipation is that we want to get the field and the drainage work done this construction season so it can be hydro-seeded come this fall to get a full growing season in. That will be a substantial amount of work. The anticipation is the site for the building itself would probably occur in the spring of calendar year 2025. That is our expectation. The other factor is placing the order for the building. There will be a cost escalation so the longer we wait there will be a cost escalation. He doesn't believe it will be placed on the site this fall. It will be more than likely the spring or summer of 2025.

Councilor Pelkey said he is all for this project. As we go about this, he is wondering if we could lock in a price at today's price but not have the building put in place for the same reason as Councilor Eleveld stated. He would not like to see a pipe break in a new building and then we have that problem to take care of. He shares Councilor Eleveld's concern.

Councilor Smith asked Ms. Choate if this project from her experience has good vast community support? Town Manager Souza responded that the Cricket Club over the

years has grown in size. The club also provides a youth program in the summer and early fall. We did hold a public information meeting. There wasn't a lot of attendance there but the people that did attend were positive and some of the residents expressed some concerns about parking and drainage. Overall, it's a supported project. The field gets used on a regular basis between the May and October timeframe practicing during week days and having games on the weekends. There is an active group in town that is using it.

Councilor Smith said is it fair to say that cricket is not the only activity that occurs there or is anticipated to be there? Town Manager Souza said in terms of stormwater and drainage, the field will be much more usable and so there's opportunity for recreation to program it for other uses as well, but cricket will still be the prominent user.

Motion Passed 9-0-0

- 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 \$1,000,000 from the American Rescue Funds and \$695,000 from the General Fund Unassigned Fund Balance

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong 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.

Motion Passed 9-0-0

- 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 Fun Unassigned Fund Balance

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey 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.

Town Manager Souza said 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.

Councilor Walker asked if the bathrooms have not been ADA compliant, how did we put it off? Town Manager Souza said it's been a combination of priorities. Each year, we work with the school staff and try to find a balance in terms of their priorities. The focus of the Board of Education for the last 3-4 years has been roofs and HVAC projects.

Councilor Walker said as this will require a significant amount of work, what if the work can't be done over the summer? Do we have backup plans for the kids and where they are going to go school? Town Manager Souza stated that is why the project has been divided into phases. We will not be doing all the restrooms within that school at one time. We will be focused on the common area. We had hoped to do the entire building, but it was clear with only 8 weeks of construction time, we wouldn't be able to do that and complete all the restrooms appropriately. The Board of Education's administration is clearly on board. He has not spoken of a contingency plan with them, but we can do that with Ms. Batchelder and Dr. Hill.

Councilor Gluck Hoffman asked how many students suffered because we didn't have compliance in place? Town Manager Souza said he cannot answer that question. Over the years he's not sure how many students have had an issue with not accessing those restrooms. He'd have to follow that up with Board of Education administration.

Motion Passed 9-0-0

- 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

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong 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.

Motion Passed 9-0-0

- 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 BOND AND NOTES TO FINANCE THE APPROPRIATION."

MOVED by Deputy Mayor Klase, seconded by Councilor Smith 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.

Motion Passed 8-0-1 (Councilor Pelkey abstained)

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

Councilor Eleveld said there was an HVAC upgrade in 2016, 2017, 2018 correct? Town Manager Souza said yes, there were HVAC improvements done at that time. Councilor Eleveld asked if that was bonded or paid in cash. Town Manager Souza said he believes the majority of it was bonded.

Councilor Eleveld said so we are again looking at bonding more money for this project. He's in favor of the project, but it sounds like we're financing something that is being financed once again. Town Manager Souza said that we did have outstanding payments and debt service payments on that first portion of the work. This portion of the work is adding to that system. It's bringing what the dehumidification and direct outside air system which the original project did not include. We are not undoing work that we're still paying debt service on. We're adding to the project and improving the ventilation.

Mayor Black-Burke said she's glad that we are working on this project.

Motion Passed 9-0-0

- h) Set a Special Town meeting for March 18, 2024 at 6:30 p.m. on 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."

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong 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.

Motion Passed 9-0-0

- 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 THE GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION."

MOVED by Deputy Mayor Klase, seconded by Councilor Smith 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.

Motion Passed 8-0-0 (Councilor Eleveld out of room)

MAIN MOTION

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to introduce and 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."

AMENDMENT TO MOTION

MOVED by Councilor Pelkey, seconded by Councilor Gluck Hoffman that "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 \$3,155,000 FROM THE GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION."

Deputy Mayor Klase asked Town Manager Souza what it would do if we took the \$3,155,000 from the General Unassigned Fund Balance versus bonding it. Town Manager Souza that would bring the projected General Fund Balance at the end of the year it would reduce it to \$33 million and it would make it approximately 23% of the FY 24 budget. It would reduce the required debt service, but he noted that there would be a large drop in debt service between FY 24 and FY 25 because of our existing debt. So we had planned the borrowing amount to basically take advantage of that decrease in existing debt. The debt service we would plan on a 3% increase, which is \$250,000. If this was fully cash financed, we reduce the need for that portion of that 3% increase. You have the fund balance that would be approximately 23% at \$33 million. Looking to FY 25 and beyond it doesn't take away all your flexibility for using the General Fund Unassigned Fund balance for FY 25 and FY 26, but it does take away to a degree some of that flexibility at this point before the Town Council sees the proposed budget. He anticipates the Council will want to use Opening Cash for FY 25. Opening Cash needs to be looked at in at least a 3-4 year perspective because Opening Cash creates a shortfall or a gap in the following budget year. To make any kind of noticeable mitigation on the tax consequences due to revaluation, we'd probably have to use upwards to \$4-\$4.5 million in Opening Cash.

Councilor Smith said he understands it to be using this funding here as bond funds would not have a significant impact on the debt service because there have been some debt payments that have fallen off Fiscal Year 2025. That to him is a huge benefit. He just wants to make sure he is clear on that. Town Manager Souza confirmed that was correct.

Councilor Walker asked what is the negative to it if we don't do the bonding for this project? Town Manager Souza said the only downside would be that you would be reducing to a degree the flexibility on how you use your General Unassigned Fund Balance as you go through your FY 25 budget discussion. We don't know what FY 25 will bring in terms of the operating budget. That would be the only downside. It takes away a little bit of that flexibility at this time compared to when you've gone through the full budget review in April.

Councilor Naeem echoed Town Manager Souza's comments on this as we've been reviewing what options we have to work with for our upcoming budget. The use of Opening Cash is going to be pretty critical. We'll need to phase it out over several years. \$3-\$4 million a year will make a significant impact in terms to the tax burden and what the average residential taxpayer will be paying. For those reasons, and the fact that we do have the flexibility with our debt service end, she will be voting against the amendment as we need to be leveraging the Opening Cash in the most productive way as possible to keep the impact on the taxpayer as low as possible.

Councilor Eleveld said this debt servicing will run us about \$250,000 per year? Town Manager Souza said yes on average it will.

Councilor Eleveld stated with \$2.5 million we've got, if I'm hearing you correctly and looking forward a little, rating agencies like to see at least 18%-21%. Town Manager

Souza said our debt policy that the Council established quite a few years ago was to have 15%-20% of next year's budget. It's generally in that range.

Councilor Eleveld said we're looking at roughly, for the next year or two's budgets, we're looking needing somewhere in the neighborhood of \$29-\$30 million in cash reserves if we assume a \$140,000-\$150,000 overall budget. By using these funds, we'll drop down to \$33 million. By not using these funds, we'll be sitting somewhere in the neighborhood of \$35-\$36 million. The problem is if we take \$2 million of Opening Cash in year one, in year two we would need another \$2 million plus perhaps an additional amount in order to start reducing that Opening Cash. In that sense, it becomes a weight around our neck as we go forward. He does prefer having a little flexibility so he would be inclined to vote no on this amendment.

Councilor Pelkey said this is part of the longer term planning. He understands there are concerns about Opening Cash. We need to get rid of that for the reasons that Councilor Eleveld just indicated, but ultimately we want to be able to invest in our future. The more that we're paying in debt, the more we can't invest. If we're paying \$8 million in debt service per year, maybe we can find a way to shortly lower that down to say \$6 million a year. There's \$2 million more a year that we can use to fund the various projects for school improvements and other things. This is something that we really need to start tackling because we have a lot of items, we have aging infrastructure for different properties and whether we need new buildings or renovations, or anything else, that is obviously a discussion. However, if we do have that, we have more capacity to borrow, we'd also have more funding to pay cash for those items. That's his consideration on the matter.

AMENDED MOTION - Motion Failed 1-8-0 (Councilor Pelkey for the motion)

Councilor Eleveld asked if there is another phase beyond this one. Town Manager Souza said yes there are. This is the north end of the building in terms of HVAC. Also in the CIP we were also hoping to do the floor finishes and replacement of the suspended ceilings within the Board of Education end of the building. So that is not part of this \$3 million project. We got that component. Then on the southern end of the building, there is additional HVAC work that needs to get done. This building was built in the 1950's. The Council embarked on this project about 2-3 years ago with design and then the first phase of the work was approved last year which did the ventilation component of the north end of the building.

Town Manager Souza acknowledged that the buildings are older and that the Town Council has invested a lot of money. Previous Councils have not neglected the reinvestment in our facilities. Have we been able to do everything we wanted to do? Of course not. Funding for this CIP for this year is approximately \$18 million of investment in our town facilities. The CIP that Councilor Smith has about \$70 million of borrowing project and another \$30 million of projects through various funding sources. The \$18 million the Council is looking to invest this year is 60% goes to the Board of Education related facilities and 40% goes to our general government facilities. The Town Councils

in the past need to be given the credit due for investing in the community and investing in our structures, be them Public Safety facilities or school buildings, our roads or our parks.

Councilor Eleveld agreed with the Town Manager.

MAIN MOTION

Motion Passed 8-1-0 (Councilor Pelkey opposed)

- j) Set a Special Town meeting for March 18, 2024 at 6:30 p.m. on 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 THE GENERAL FUND UNASSIGNED FUND BALANCE TO FINANCE THE APPROPRIATION."

MOVED by Deputy Mayor Klase, seconded by Councilor Smith 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.

Councilor Eleveld stated that there will be multiple Special Town meetings on March 18. He encouraged all to come out and vote on the projects.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS – None

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the February 5, 2024 Regular Town Council meeting

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

Councilor Pelkey asked what general direction is given to Helene Albert that transcribes the minutes. Is it to summarize them or do it verbatim? Town Manager Souza said it's certainly not verbatim. The tradition here at the town has been to summarize the discussion.

Councilor Pelkey said according to Robert's Rules of Order, minutes are to be a record of what happened in the meeting, not done verbatim of what was said. This takes time and he'd rather see her using her time elsewhere. He's not sure if the Council needs to give her direction on that or if it can come from the Town Manager. If it can be possible to say that the speaker was in favor of a motion or spoke about the 095ers. With the video we can review what was said and make a reference to the minute mark. Clearly the public can listen to the information but it limits the amount of time she would have to spend (or anyone else) with doing the minutes while still providing an accurate recording of what happened.

Deputy Mayor Klase suggested that this be discussed in the agenda setting meeting so they work through their leaders.

Mayor Black-Burke stated that Robert's Rules of Order does make mention to how meeting minutes are codified. If there are pieces the Council would like to hear a little more about as Councilor Armstrong alluded to at our last meeting, definitely you can go back and listen to the tape. In the minutes themselves, the overview of what has occurred, motions made and so forth should be on there. It does not need to be verbatim.

Motion Passed 9-0-0

b) Minutes of the February 20, 2024 Regular Town Council meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to approve the minutes of the February 20, 2024 Regular Town Council meeting as amended.

Councilor Armstrong stated that on page 9, it states that Mayor Black-Burke had attended 'black programs'. It should state, 'black history programs.'

Mayor Black-Burke said in Public Comments, Mr. Panos' first name should be Paul and not Bob.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS

Charles Jackson, 26 Wilson Avenue, said he has a simple question. How does he address the Mayor? It used to be Mr. Mayor. One of the councilors stated they have been calling her 'Madame Mayor.' He just wants to make sure that he's addressing her correctly. Mayor Black-Burke said she would talk to him after the meeting about how to address her. Mr. Jackson thanked the Council for doing all that they do. It's not easy being an elected official in this town or any town.

16) EXECUTIVE SESSION



17) ADJOURNMENT

Mayor Black-Burke reminded everyone that next Tuesday on March 12th we do have a referendum for Wilson Park. Please be safe and thank you for your engagement and God speed.

MOVED by Councilor Pelkey, seconded by Councilor Armstrong to adjourn the meeting at 10:27 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene Albert
Recording Secretary