



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
June 3, 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 Eleveld led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Eleveld led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

5) PUBLIC COMMUNICATIONS AND PETITIONS

Richard Rutkowski, 295 Kings Landing, stated Windsor is only one of six towns and cities that pay their property tax once a year. As a matter of information, the City of Hartford pays their taxes quarterly. By paying taxes once a year, that is a burden on most of the senior citizens. He thinks it's time to make a change. Seniors paid school taxes when their kids were in school. There should be a reduction in property assessment of say \$1,000, but he understands this would be something that the state legislature would have to enact. What the seniors are telling us is 'enough is enough'. He hopes the reduction in the budget will reflect a yes vote on the next referendum. He shared a comment about the Board of Education. He noticed that a house can have a senior in high school while the other one goes to middle school. There are two buses that go to this house to pick up the kids. Why can't we have one bus pick them up?

Linda Rickard, 62 Sycamore Street, stated she and her husband have lived in town for 50 years. When they first moved to Windsor, the town center was a thriving business center. As the years have gone by, more and more buildings stand vacant. It is her understanding that many of these buildings are owned by the Sachdev Real Estate Development Group. She discussed her concerns with Patrick McMahon, Economic Development Director for the town. He suggested that she contact Dr. Sachdev directly. She sent him an email and phoned him but never heard

back. She was also told by Patrick McMahon that there is nothing the town can do to require Dr. Sachdev to rent the properties. These vacant buildings have a negative impact on other real estate development. She respectfully suggested that the Town Council consult with the Town Attorney to investigate the feasibility of a vacant property ordinance or any other legal means to require commercial property owners to put their properties to use.

George Slate, 74 Ethan Drive stated he understands reducing expenditures by \$355,000 but at the same time, the Council took \$144,000 out of that and had a tax increase. For those that don't get a senior tax relief, that is not much of a change between the two referendums. Until you set a mill rate, you can still change that. He gave his suggestions as to why the town should go that route. He explained his next chore is to come up with an explanation and a letter to the editor for the *Windsor Journal* for the seniors to come out to raise the maximum income level qualifying for a senior tax credit from \$60,000 to \$67,000. The Council should focus on the most needy which is this group. He gave his view on the advisory questions that are being asked to be placed on the ballot.

Kazik Skoczylas, 2 Strawberry Hill, has been a Windsor resident for 50 years and he has two questions. How many illegal immigrant children are attending Windsor Public Schools? How many illegal immigrants are currently living in Windsor who are causing taxpayer funds to be used from the FY 2025 budget?

Coralee Jones, 1171 Mantianuck Avenue reminded everyone that Thursday, June 6th is "D" day. Our young men had to try to get onto dry land at Omaha and Utah. She feels that young people do not have a clue about the sacrifices that have been made and it's a shame. What is going on with the hatefulness against our country? She attended the ceremony today for the building of the apartments on Poqunock Avenue. She spoke to Mr. Sachdev today and he told her that what is going on with the building. It is evident the theater will not be a profit making entity on its own. It has to be opened under the right circumstances.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Eleveld said driving home on Saturday from the center of town he saw a woman who had spun around in her driveway and ended up crashing down to the ground. She ended up with a busted lip. He saw what happened and immediately pulled over, but there was another person that also saw what happened and stopped to aid the woman along with himself. We have a lot of great Windsor citizens that if someone needs help they will stop and offer aid. There was a ground breaking today for the former Chevrolet property at the corner of Mack Street and Poqunock Avenue. Dr. Sachdev had a spiritual event earlier at sunrise and did a blessing on the ground. Some of the Councilors attended the event. He was able to participate in the Memorial Day parade. Josh Amaro, our honoree, did a wonderful job. He asked everyone to watch out for the kids. School will be out in a week or so.

Councilor Smith congratulated the Windsor High School class of 2024 on their upcoming graduation on June 11th. He congratulated the parents and the school for supporting the youth to that point and affording them the ability to go on in their careers.

Councilor Pelkey said that some people in town are having difficulty using the zoom links for the meetings. He helped in directing them to use the correct links for the correct meetings. He thanked the Police and Fire departments for their efforts and said we need more heroes in town so for those interested in joining the Volunteer Fire department in town, please call the town hall, touch base with a councilor or a fire fighter. He couldn't attend the ceremony this morning, but he is glad to see that the private sector is able to develop on its own and hopefully profit and do well for the town.

Councilor Naeem gave her thanks for those that came out to speak this evening. Congratulations to the graduating class of 2024. Juneteenth celebration week is coming up. She highlighted some of the events.

Councilor Gluck Hoffman stated she had to talk to one of the dispatchers this weekend. The collaboration that the Windsor Police have with every town is absolutely amazing as she saw this first hand when she was dealing with her emergency situation over the weekend. They also patched her over from one town to the other, they stayed on the phone with her the whole time. She's very grateful and gave her thanks to them and the staff.

Councilor Armstrong thanked everyone that came in with their comments. She is proud to be a citizen of Windsor. There is not enough to be said for those who service us in the public and those behind the scenes. She's so grateful and Windsor is the best town to live in. She asked that everyone watch out for the kids and even the older adults that are walking. Let's keep our community clean and don't litter. She reminded everyone to vote.

Councilor Walker said he attended the Memorial Day celebrations and saw the Windsor Fife & Drum Corps at it. It is because of our fallen that all of us can have our freedoms and we can have debate and still maintain differences and opinions in our country. Speeding is a big issue on the roads. Slow down. There are signs from the town that can be put out on lawns regarding speeding and there are speed gauges as well to help deter speeding.

Deputy Mayor Klase encouraged the Council to have the Finance Committee look at issuing tax bills twice a year or four times a year. Perhaps the Town Improvements Committee can look at what we can do to partner further with the downtown business owners and our economic development folks or if there are other avenues to encourage the growth and development of those business areas. Bike safety is important and we should all be clear about that before riding a bicycle.

Mayor Black-Burke stated she is proud to live in Windsor. She is proud of the individuals that live here. She thanked the Police Department and the Fire Department as they had a really rough weekend. When we say that we have stellar Safety and Emergency services, we aren't joking. They help to keep us safe. On Saturday she experienced something she doesn't ever want to experience again. People stopped to help out and make sure that folks would be okay until the safety team could get there. She commended Richard (she didn't have the last name) for what he did during this weekend as well. She asked Chief Melanson to spread the word of thanks to the team. Thank you for keeping us safe each and every day. The bikers are out. Please insure that your children and an adult have a helmet if you are bicycling. This Saturday,

the Art in Bloom event is happening. Tickets have been extended to today. You still have a chance to go. She gave a shout out to the Assistant Fire Chief and the Windsor EMS services. She congratulated the class of 2024 graduates.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Board of Education

David Furie, Board of Education, said that there were over 100 scholarships or \$100,000 in scholarships awarded to graduates. He stated that he also was at the Memorial Day event and commended Josh Amaro on his offerings during the day. Windsor is one of the few schools that has a fire fighter course. Chief Bianchi is a participating instructor in that class. It is an important course that we are very committed to on both sides of the aisle even if it's an expensive class. The Windsor school system does have school on Veteran's day and are looking at having age appropriate programs throughout the day and inviting our veteran's to come into the school and be honored. He gave the following report:

- The Windsor High School Class of 2024 Commencement will take place on Tuesday, June 11, 2024 at the Bushnell Performing Arts Center at 6:30 PM. The last day of school for students Pre-K to Grade 11 will be Friday, June 7, 2024.
- After more than many nominations across the district, building level interviews and 12 district finalists, the WPS District Selection Committees announced two amazing staff members who will go on to represent the district at the state level. Last week, the Paraeducator of the Year and Teacher of the Year were surprised at their respective schools by the requisite selection committees. The Paraeducator of the Year is Ms. Susan Lyons at John F. Kennedy School. The Teacher of the Year is Mrs. Christina McCann at Poquonock School. Both will move on to the state process.
- Congratulations to the following students who have signed to play athletics at a college/university next fall - these students are in addition to the students announced at the May Town Council meeting:
 - Maxim Copeland- Outdoor Track & Field- Morgan State University
 - Jordan Crain- Outdoor Track- Livingstone College
 - Eli Fangiullo- Baseball- Wentworth Institute of Technology
 - Noah Fedo- Boys Swimming & Diving- Widener University
 - Hunter Howard- Outdoor Track- Livingstone College
 - Kaiden James- Boys Basketball- Westfield State University
 - Destiny Ross-Bates- Track & Field- Livingstone College
 - Mikaela Williams- Girls Basketball- University of Hartford
- On May 22, 2024, Windsor High School held their annual Art and Fashion Show. The following students' art work were selected as the purchase prizes:
 - BOE Purchase Prize selected by BOE Vice President Ayana Taylor
 - *Treehouse* by **Aron Kiehne**
 - Superintendent's Purchase Prizes selected by Superintendent Dr. Terrell Hill

- *Holders of Life* by **Chay Williams**
- *Breaking Free* by **Aiden McGraw**
- Windsor High School Purchase Prize selected by Principal Breon Parker
 - *Overthinking* by **Briana Martinez**
- The district is pleased to announce the appointment of the JFK Principal:
 - **Mr. Dana Gagne** has been appointed by the Board of Education as the permanent principal of John F. Kennedy School. He has served as acting principal since last July. Mr. Gagne has been an educator for WPS for the past 24 years. His remarkable ascent through the ranks stands as a testament to his passion for education, tireless work ethic, and unwavering commitment to the success of our students.
- The BOE's next regular meeting will be on Tuesday, June 18, 2024 at 7:00 PM in the Board Room at LP Wilson Community Center.
- Dr. Hill's Coffee Talks have concluded for this school year. Please watch for his Coffee Talks for the 2024-2025 school year which will be posted on the district website.

Deputy Mayor Klase asked Mr. Furie to describe how the Windsor public schools celebrates Veteran's day and what the curriculum looks like for each of those schools. Mr. Furie responded that it is different at each school and it is age appropriate. The schools are open to parents and to veterans to come in and at most times the students have some type of presentation, whether it's musical or acting out something. There was a concern a year ago at the high school that not every class was able to attend the program. What they did at Oliver Ellsworth and Poquonock schools is the kids might have little flags to wave. This is usually led with the teacher and/or music instructor at the school. As you start moving up in grade, you get more sophisticated in what is being done.

8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

Groundbreaking for new park in Wilson

This past week, we hosted a groundbreaking ceremony for the new park in Wilson. Governor Lamont and State Senator McCrory, State Representative Kahn and State Representative Garibay attended the ceremony. This park is being funded through a State of Connecticut Community Challenge Grant in the amount of \$4 million as well as federal American Rescue Funds approved by the Town Council. The park will be substantially completed in the Spring of 2025.

Later this summer and fall a naming contest will be held in which we will solicit possible names for the new park.



Windsor Health Department - Vaccine Grant

As you will recall, the Health Department received an Immunization Activities Grant through the Connecticut Department of Public Health. The initial award totaled \$95,375. A portion of that total is required to be spent on media and public information initiatives. In addition, another requirement is to conduct a Rapid Community Assessment (RCA). The RCA has been completed and results are being compiled for review. Work on the creation of Public Service Announcements (PSAs) has begun.

The Health Department was recently notified that an additional \$38,552 will be awarded. The Health Department is currently exploring options to spend those funds. Those options include:

1. Create additional public service announcements
2. Create and send mailed marketing materials and/or
3. Hold a vaccine clinic for individuals who are neuro-diverse (individuals whose brain processed information in a way that is not typical of most individuals) or have special needs.

The grant ends June 30, 2025.

Bike helmets are available at the town hall at a reasonable cost.

Pool Passes Free for Windsor Youth and Seniors this summer

Pool passes for youth (up to 17 years old) and seniors (55 years and older) are free until June 30th. Please register for your season pass by going online at www.townofwindsorct.com/recreation or visiting the Recreation office at LP Wilson Community Center, 599 Matianuck Avenue.

Daily admission for youth and seniors is also free until June 30th. Family and adult season passes are also available for purchase in the Recreation office or online.

Goslee and Veterans pool will be opened on June 15th. Please see the hours at this link www.townofwindsorct.com/recreation.

Renovations at Welch Pool continue with the goal of opening the pool the first portion of July.

Juneteenth events

It's Juneteenth week! Please help us in celebrating Juneteenth by attending one of the many events planned throughout the week:

- **June 13 - 6:00 PM – 9:00 PM** – Watch the Movie “TILL” (based on a true story) at town hall in Council Chambers
- **June 14 - 5:00 PM – 7:00 PM** – Versatile PoetiQ and Rapoet (featured guest) – Windsor Art Center, 40 Mechanic Street – Take the mike and say what Juneteenth means to you.
- **June 15 - 2:00 PM – 5:00 PM** – Juneteenth event on Windsor Town Green – music, dancing, poems, speakers, etc. Matthew Rivera Keynote speaker

- **June 19 – 5:00 PM – 7:00 PM** – Zoom Webinar – “Conversation: Juneteenth then and now. How history impacts our future. Register online at www.townofwindsorct.com

‘AAA’ Credit Rating Affirmed

I’m pleased to let you know that Standard and Poor’s (S & P) has reaffirmed the Town’s AAA credit rating. Town staff led by Jim Bourke, Finance Director, in conjunction with the town’s financial advisor Mark Chapman from Munistat, conducted a conference call with representatives from Standard and Poor’s (S & P) on May 29th to discuss in detail a range of topics such as the local and regional economy, recent economic development activity, management practices, fiscal and debt management practices, budgetary performance and retirement plan stewardship. The Credit Profile report was issued last week and documents a number of positive assertions put forth by S & P, such as our “strong economy, strong financial management practices and consistent financial performance” to name a few. The town will be selling or issuing \$8.8 million in general obligation bonds and a one-year bond anticipation note for \$1.4M on June 11th.

Councilor Eleveld stated that the Town Manager had said there are helmets in the Health Department. Is that for adults too? Town Manager Souza said yes. Councilor Eleveld asked how much they are. Town Manager Souza said he will look that up and pass that information along to him.

Councilor Pelkey asked about construction on Lennox Street. Do we have any plan going forward to make that a nice, smooth road? Do we have a time table on that? Town Manager Souza stated the MDC has been replacing water lines and a year or two ago the gas company was there replacing some of their work. The plan is there will be temporary patches over the course of this calendar year. We’ll let things get settled and then next spring/summer, the plan is for the town to repave Lennox and three or four other streets in that neighborhood in the spring/summer of 2025.

Councilor Pelkey said there’s been a lot of solicitors in town recently. He believes there is an ordinance regarding that so people can ask for a badge. He experienced it on his street and Officer Amaro was able to send somebody out and asked them for their credentials and they all dispersed after that. Can we get anything online showing what the badge might look like? This is the solicitor badge they are supposed to be able to present to people. Town Manager Souza said he is correct there is a requirement for those individuals that are soliciting to register with the Police Department. He believes we can put up a copy of the permit online. Chief Melanson gave him the thumbs up. He also wanted to let them know that bike helmets are \$15.

Councilor Pelkey asked if we can have the electronic sign put somewhere to help people know about our referendum on the 18th. How is that going? Town Manager Souza stated we are taking that under advisement and seeing how many times we can move it. We will be able to do this as long as it’s not needed for construction activities.

Mayor Black-Burke asked about the Welch Park Pool house. Where are we with that? Town Manager Souza stated at this time they are targeting the first part of July. It is progressing nicely at this point. There were some delays regarding the delivery of the new pool liner but the subcontractor does have that in Connecticut now. We are planning on opening Veteran's pool similar to last year's schedule. There may be some adjustments depending on the Board of Education schedule because we need to have custodians there. We are hoping it will be the first week of July for Welch Pool.

9) **REPORTS OF STANDING COMMITTEES**

Town Improvements Committee – Councilor Smith said the committee is planning on having a meeting soon. Deputy Mayor Klase will be discussing one of his favorite topics on revitalization of the town and the efforts being taken. The committee will report to the Council with any recommendations they may have.

Finance Committee – Councilor Naeem – the next meeting will be next Monday.

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

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

Personnel Committee – Deputy Mayor Klase – there will be the review of appointments later on in the agenda.

10) **ORDINANCES** - None

11) **UNFINISHED BUSINESS**

- a) Consider proposed amendments to the Plan of Conservation and Development relative to 5T and 105 Birchwood Road

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to recommend the Town Planning and Zoning Commission amend the Plan of Conservation and Development's Future Land Use Plan by reflecting 5T and 105 Birchwood Road as agricultural.

Town Manager Souza stated the owners of 5T and 105 Birchwood Road, would like to preserve these parcels for agricultural use through the potential future sale of development rights. These parcels are currently a Christmas tree farm. The owners would like the Plan of Conservation and Development's Future Land Use Plan to reflect these properties as agricultural. The intent of the Future Land Use Plan is to depict the most desirable future use of each parcel of land, which is typically the current land use but can vary for vacant land, depending on its zoning and other characteristics such as abutting properties and features.



5T Birchwood is 7 acres and currently zoned agriculture and 105 Birchwood is 9 acres and zoned residential. The Future Land Use Plan shows 5T Birchwood as Open Space and 105 Birchwood as low density residential. As noted above, the property owner would like these properties to be reflected as agricultural on the POCD’s Future Land Use Plan. This Future Land Use Plan designation has the potential to improve the competitiveness for preservation grants if the property owner wishes to sell the property development rights to the state or other conservation related entity.

The TPZC held a Public Hearing on May 21, 2024 and continued the Public Hearing until after the Town Council meeting of June 3. Residents spoke in favor of the proposed amendments. There were no dissenting views from the public at the TPZC hearing.

Motion Passed 9-0-0

12) NEW BUSINESS

- a) Approve resolution for Neighborhood Assistance Act

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem that the attached resolution approving applications for participation in the 2024 Neighborhood Assistance Act Tax Credit program administered by the Connecticut Department of Revenue Services be approved.

Flavia Rey de Castro stated the Office of Community Development issued media releases, utilized the town’s website and sent email notices to non-profit organizations in an effort to ensure that eligible organizations are aware of the NAA program. Organizations submit the state application form indicating the expected or desired corporate donation amounts. Town staff confirms non-profit status and the application is fully completed. The applications received this year include the following:

<u>Applicant</u>	<u>Request</u>	<u>Activity</u>
Windsor Police Cadets, Inc.	\$ 7,500	Program Sponsorship
Madina Academy	\$150,000	Replacement windows & doors
Oliver Benoit Foundation	\$ 30,000	Distribution of personal care packages for Homeless and Shelter Residents

WINDSOR TOWN COUNCIL

NEIGHBORHOOD ASSISTANCE ACT (NAA) TAX CREDIT PROGRAM

RESOLUTION



WHEREAS, the State of Connecticut, acting through its Department of Revenue Services, administers a program authorized by the state legislature entitled the Neighborhood Assistance Act (NAA) Tax Credit Program which provides corporations with tax liability in the State of Connecticut an opportunity to receive tax credits for donations made to participating municipal and tax-exempt organizations; and

WHEREAS, in order to utilize the NAA Program eligible municipal and non-profit organizations must first secure the approval of the local governing body in a town served by the applicant; and

WHEREAS, the organizations listed below have submitted applications for assistance in the NAA Program and the Town Council believes that the proposed activities are in the best interests of Windsor’s residents;

NOW THEREFORE BE IT RESOLVED BY THE WINDSOR TOWN COUNCIL that the following applications for participation in the 2024 Neighborhood Assistance Act Tax Credit Program are hereby approved:

<u>Applicant</u>	<u>Request</u>	<u>Activity</u>
Windsor Police Cadets, Inc.	\$ 7,500	Program Sponsorship
Madina Academy	\$ 150,000	Energy Efficiency
Oliver Benoit Foundation	\$ 30,000	Homeless and Shelter Resident support

Councilor Naeem asked if the Town Council approves this, the funds that are being requested, basically those organizations need to find the corporate partners that will provide that funding and know that they can get ‘X’ percent of a credit. Ms. Rey de Castro said that is correct. After the applications get approved, they go to the State of Connecticut. The corporations on their end have to also apply. We won’t hear the results until November or December.

Motion Passed 9-0-0

b) Approve acceptance of donation of 400 Deerfield Road open space grant parcel

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem, to accept the donation from Ms. Janet Cohen, of property known as 400 Deerfield Road in the Town Assessor’s records, as shown on map entitled “Property of Marguerite E. Mills and The Hartford Electric Light Co.”, dated March 1967, by W.M. Alford, which is on file in the Town Clerk’s Office in the Town of Windsor, Connecticut as Map Volume 11, Map Number 1066 and authorize the Town Manager to execute associated forms related to the property transfer.

Suzanne Choate, Town Engineer, stated as part of the design for Windsor River Trail from East Barber Street to Windsor Town Center, the town’s design consultant for the project, East-West

Engineering, identified properties that are not owned by the Town of Windsor, which would require an easement from the property owner in order to build the trail. 400 Deerfield Road is one of three privately owned parcels that would require an easement. The owner of 400 Deerfield Road, Ms. Janet Cohen, has expressed interest in donating the parcel to the town. The Town Council is respectfully requested to accept the parcel to support future construction of the multi-use trail along the Connecticut River.

400 Deerfield Road is approximately 1.5 acres in size. There are no structures or other improvements on the parcel. The parcel is in the floodplain and is unbuildable per current regulations. The owner has indicated a desire to donate the property to the Town of Windsor at no cost, in support of the future construction of a multi-use trail.

Motion Passed 9-0-0

- c) Approve an appropriation of \$70,000 from the Capital Projects fund for design of the Prospect Hill Road Pavement Rehabilitation Project

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey, to approve \$70,000 from the Capital Projects Fund for design services related to the Prospect Hill Road Pavement Rehabilitation Project.

Suzanne Choate, Town Engineer, said Prospect Hill Road is a major collector roadway with an Average Daily Traffic (ADT) of approximately 3,200 vehicles per day. The town's most recent pavement evaluations indicates the pavement condition spanning from Day Hill Road to Lang Road is within the fair to poor range with a pavement condition index (PCI) as low as 56 on the roadway. This section of the roadway exhibits significant distressing, with block cracking, transverse and long cracking, potholes and non-utility patches.

The project limits begin at the intersection of Day Hill Road and end at the rotary at the intersection of Lang Road. The project length is approximately 5,200'.

The proposed rehabilitation project includes milling several inches of existing pavement and repaving. We also intend to replace bituminous curbing, catch basin tops, and sidewalk ramps along the roadway. The proposed rehabilitation also includes restriping of the roadway with 11' lanes for consistency with other similar roads and to maximize the shoulder width. The current cost estimate for the construction phase is \$825,000.

Motion Passed 9-0-0

- d) Approve an appropriation of \$80,000 from the Capital Projects fund for design of Marshall Phelps Road

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve \$80,000 from the Capital Projects Fund for design services related to the Marshall Phelps Road Pavement Rehabilitation Project.

Suzanne Choate, Town Engineer, stated Marshall Phelps Road is an arterial roadway with an Average Daily Traffic (ADT) of approximately 5,500 vehicles per day. The town's most recent pavement evaluations indicates the pavement condition spanning from Day Hill Road to Bloomfield Avenue is within the fair range with a pavement condition index (PCI) as low as 70 on the roadway. The pavement exhibits significant linear and block cracking as well as areas of alligator cracking and potholes.

The project limits begin at the intersection of Day Hill Road and end at the intersection of Bloomfield Avenue. The project length is approximately 5,900'.

The proposed rehabilitation project includes milling several inches of existing pavement and repaving. We also intend to replace bituminous curbing, catch basin tops, and sidewalk ramps along the roadway. The proposed project scope includes restriping of the roadway to accommodate 5' wide designated bike lanes on both sides of the roadway. The current cost estimate for the construction phase is \$1,175,000.

Motion Passed 9-0-0

- e) Introduce an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XV11, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS."

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XVII, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS" 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 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 Pelkey to introduce an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XVII, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS."

Scott Colby, Assistant Town Manager, stated property tax credits under the state program can be up to \$1,250 for married couples and \$1,000 for single individuals. Credits are based on a graduated income scale. The town provides an additional benefit with a current match of 50% of this credit for those households eligible under the state program. The town's ordinance also

provides for a flat benefit of either \$308 or \$425, dependent on marital status for eligible households with incomes between \$43,800 and \$60,300.

Currently there are 337 participants under the state program and the local match benefit. There are 86 participants in the flat benefit program.

There was discussion at the May 20th Town Council meeting to explore the cost of the program if the additional local benefit were to double for participants.

The State of Connecticut no longer reimburses municipalities for the state program. The program as a whole has a current cost of \$305,000.

Based on the same number of participants as in FY 24, the estimated cost of the additional benefits related to this proposed amendment is \$129,475 in FY 25. Total program benefits would then be approximately \$434,475.

Councilor Eleveld said when we were having this discussion a few weeks ago, he thought that we were going to double the amount from \$305,000 to \$610,000. Assistant Town Manager Colby said looking at the program cost, we are doubling the benefit for the individual. We are currently doubling the amount they receive on the local end. An individual that would receive \$1,875 if they are under that \$22,000 as an example would now be receiving \$2,500. We cannot adjust the amount that the state provides. We can only do the local match. Councilor Eleveld asked if there was a cap to that respective to the local match. Assistant Town Manager Colby said we could continue to increase those benefits there percentage wise. That can always be explored in the future.

Motion Passed 9-0-0

- f) Set a Public Hearing for June 17, 2024 at 7:20 p.m. for an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XV11, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS."

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem that a Public Hearing be set for Monday, June 17, 2024 at 7:20 p.m. (prevailing time) in the Council Chambers of the Windsor Town Hall, to hear an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XV11, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS" and FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.

Motion Passed 9-0-0

- g) Introduce an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XIV, VETERANS' EXEMPTION."

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XIV, VETERANS' EXEMPTION" 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 introduce an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XIV, VETERANS' EXEMPTION."

Scott Colby, Assistant Town Manager, stated there are 867 individuals who participate in or receive the state benefit. Veterans who qualify for the state benefit receive an exemption on their property assessment ranging from \$3,000 to \$21,000 depending upon varying factors (i.e., level of disability, age, income).

Based upon the income limits, 63 individuals out of the total 867 currently participating receive the additional local benefit. The so called local option benefit is presently an \$11,000 exemption on their assessment if their income is under \$43,800, if they are unmarried or \$53,400 if they are married, regardless of VA qualifying status. The current local exemption amount offers a benefit of approximately \$334 and results in approximately \$23,100 of forgone tax revenue.

If the Town Council increases the local benefit to a \$20,000 exemption level this would provide an individual benefit of approximately \$607. By increasing the exemption, the total program cost would be approximately \$38,270 or an overall increase of \$15,170.

Based on the same number of FY 24 participants, if the local veteran exemption amount were increased to \$20,000 then this would provide an individual tax benefit of approximately \$607. The total program cost for the proposed budget would be approximately \$38,270 or an overall increase of \$15,170.

Councilor Eleveld asked if that is the maximum amount under state law? Assistant Town Manager Colby said the maximum amount is \$20,000 under state law that the municipalities can provide as an additional exemption.

Councilor Eleveld said more people could qualify for it on an income basis and that would increase our potential cost. Is that correct? Assistant Town Manager Colby said yes. If the income guidelines were revised and amended, then that would increase potential participants. Councilor Eleveld said that we can't change that, that's state right? Assistant Town Manager Colby said the municipality does have the option to increase the program guidelines. Councilor Eleveld asked if the state gives us any money. Assistant Town Manager Colby said the state

gives us a partial reimbursement in regards to those that are income qualified. There's not a full reimbursement.

Deputy Mayor Klase said she'd like the Finance Committee to review the possible expansion of both the elderly and disabled tax relief and the Veterans' exemption for another time. She'd like to see if we can expand those. Councilor Naeem asked for clarification. Is it to expand the income levels that we are talking about? Deputy Mayor Klase said yes.

Town Manager Souza noted that for those, from a work load perspective, discussions would probably occur in mid to late fall as we start to approach budget parameters.

Councilor Eleveld asked are the income levels adjusted from inflation? Assistant Town Manager Colby said yes, the state revises their income guidelines each year. Councilor Eleveld asked if it is for both programs. Assistant Town Manager Colby said yes it is for both.

Motion Passed 9-0-0

- h) Set a Public Hearing for June 17, 2024 at 7:20 p.m. for an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XIV, VETERANS' EXEMPTION."

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong that a Public Hearing be set for Monday, June 17, 2024 at 7:20 p.m. (prevailing time) in the Council Chambers of the Windsor Town Hall, to hear an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XIV, VETERANS' EXEMPTION" and FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.

Motion Passed 9-0-0

- i) Consider settlement of Wolak vs Town of Windsor

Town Manager Souza stated this item does not need to be acted on this evening nor does it need to be considered in Executive Session this evening.

13) RESIGNATIONS AND APPOINTMENTS

Deputy Mayor Klase stated that the Personnel Committee met and there are several appointments that they are submitting for the Town Council's consideration tonight.

Deputy Mayor Klase wanted to submit for consideration of appointment the persons designated in the Town Council's resignations/reappointments/appointments report of June 3, 2024 as included in the agenda except for Victoria Virgo-Christie as we are removing that name for consideration.

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the April 23, 2024 Special Town Council meeting (budget)

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the April 23, 2024 Special Town Council meeting as presented.

Motion Passed 9-0-0

- b) Minutes of the April 24, 2024 Special Town Council meeting (budget)

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the April 24, 2024 regular Special Town Council meeting as presented.

Motion Passed 9-0-0

- c) Minutes of the May 6, 2024 Public Hearing (CDBG grant application and CDBG income to town's housing Rehabilitation)

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the May 6, 2024 Public Hearing (CDBG grant application and CDBG income to the town's housing rehabilitation program) as presented.

Motion Passed 9-0-0

- d) Minutes of the May 6, 2024 Regular Town Council meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the May 6, 2024 Regular Town Council meeting as presented.

Motion Passed 9-0-0

- e) Minutes of the May 20, 2024 Regular Town Council meeting

MAIN MOTION

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the May 20, 2024 Regular Town Council meeting as presented.

Councilor Pelkey stated that on page 28 of the May 20th meeting minutes it indicates that we took two votes but those two votes technically did not happen because they were after the 11:00 p.m. mark. He believes those votes should be stricken from the record.

Mayor Black-Burke asked if Councilor Pelkey was referring to the motion to extend the meeting and the motion to adjourn. Councilor Pelkey said that was correct.

Mayor Black-Burke said her recollection was that the motion to extend the meeting was made prior to 11:00 PM. Councilor Pelkey said it was 11:01 p.m. when it was taken.

Councilor Naeem and Mayor Black-Burke said 11:01 is when they adjourned the meeting.

Mayor Black-Burke said being in session, her understanding is that you need to adjourn a meeting. She knows that the adjournment says 11:01 p.m., but they had to adjourn the meeting.

Councilor Naeem stated she has the video up and believes the motion to extend the meeting was before we hit that 11:01 mark. But she would have to go back to the tape to verify that.

Deputy Mayor Klase asked if they can just hold that vote and have it checked out and bring it back at the next meeting.

MOTION TO TABLE MINUTES

MOVED by Councilor Armstrong, seconded by Councilor Pelkey to table the approval of minutes for the May 20, 2024 Regular Town Council meeting until the next meeting.

Councilor Armstrong said the statement was made that it would be checked as far as the time and the question was raised for that. Councilor Naeem also said she would research it.

Mayor Black-Burke asked Councilor Naeem if she was going to research that. Councilor Naeem said she doesn't have it in front of her.

Mayor Black-Burke stated for her the minutes are about the recording of it. You know that yes we were right around that mark but you do have to conclude a meeting. We can table it as well.

Councilor Black-Burke asked Town Manager Souza what the process was now. Does someone have to go back and watch the tape. Town Manager Souza said he would ask Helene Albert who prepared these minutes to review the tape tomorrow and clarify the timing.

Councilor Naeem said for a point of clarification does a meeting need to be adjourned with a motion even if it's past its deadline. Town Manager Souza said he does not have an answer for that right now so he wouldn't want to guess at it.

Mayor Black-Burke said she does not think it's good use of anyone's time to sit down and watch a tape over a minute difference. We can table it or take the vote to have it removed but she doesn't think it's a good use of anyone's time.

VOTE ON MOTION TO TABLE MINUTES

Motion Passed 5-4-0 (Mayor Black-Burke, Deputy Mayor Klase, Councilor Naeem and Smith opposed)

15) PUBLIC COMMUNICATIONS AND PETITIONS

George Slate, 74 Ethan Drive, stated they should appoint someone at 10:50 p.m., if the meeting is still going, to make the motion to extend the meeting. He hopes in the next day or two they keep Trooper Pelletier in their thoughts and prayers. He was surprised that no one mentioned that the Boys Track Team came in second in the Class L by one half of one point and the girls won. He stated that what the Town Manager said was not incorrect when they were deliberating for the budget earlier in the evening. The situation was what happens if you don't fund the pension. Town Manager Souza said you pay later. He explained what he thought of the process and what will happen if they don't fund the pension appropriately.

Cecilia Carita, (last name hard to determine), 43 Poquonock Avenue, believes there are free classes in the Town of Windsor for English as a second language and studying for the American citizenship test. Is that right? Are those in the town's budget? Is that where they come from? Deputy Mayor Klase explained that during Public Comment the Council cannot respond to her questions. Cecilia added that those classes were one of the first things she noticed when she moved to Windsor in 2018. She is a naturalized citizen herself. To learn English and to pass that test is the first building block to becoming a participating citizen who knows what is going on. When she first moved here and saw those classes, it made her proud of the town that the town had decided if someone had the will to study, money should not be a barrier to them. She would be disappointed if that went away.

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to enter Executive Session at 9:10 p.m. for the purpose of:

- a) Strategy and negotiations in respect to collective bargaining (Windsor Police Employee Association)

Motion Passed 9-0-0

16) EXECUTIVE SESSION - None

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; Amelia Bliss, Director of Human Resources

Outside Counsel: Kevin Deneen, Law Office of O'Malley, Deneen, Leary, Messina and Oswecki



MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to exit Executive Session at 9:27 p.m. and re-enter the Regular Town Council meeting.

Motion Passed 9-0-0

17) ADJOURNMENT

MOVED by Councilor Armstrong seconded by Councilor Pelkey to adjourn the meeting at 9:27 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene Albert
Recording Secretary