



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
June 17, 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 Gluck Hoffman led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Gluck Hoffman led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

5) PUBLIC COMMUNICATIONS AND PETITIONS

Tim Tomcho, 101 Winthrop Road, stated he has been a resident of Windsor for 20 years. He'd like the Council to revise the town ordinances regarding open burning or outdoor fires. The harmful effects of wood smoke to both the environment and human health are well known. Mr. Tomcho stated he read an article that said wood smoke is a pollutant which is toxic. He recited where the ordinance is located in Connecticut General Statutes. Windsor prohibits brush burning but allows for two exceptions for open burning which are for recreational fires and for bon fires. It prohibits them to do it if they do not abide by the ordinance. The fire department can stop those fires if they are a hazardous condition. He has continually been subjected to his neighbor's outdoor fires. The wind blows the smoke straight into his house. He has called the Police and worked with town staff on the situation and it is better however, the state statute provides for a public hazard as well which the police should know about. The town's fire marshal is the one that is responsible for outdoor burning and enforcing that. The Connecticut General Statutes stated there should be an open burning official for each town but Windsor does not have one. If you call the fire marshal, she will tell you to call the police. He stated he had ordinances from other towns as well.

Ryan Tomcho, 101 Winthrop Road, stated he is coming before the Council this evening to see if they can change the ordinance relative to the open burning or outdoor fires. Open burning in

Windsor is a source of air pollution that often causes a public nuisance and hazardous health conditions. Over the past three years he and his family have been repeatedly subject to his neighbors outdoor fires. Since they moved in they have been building fires that blow directly into his house. They like to keep their windows open but the smoke is very annoying and effects the quality of his life. His father tried talking to the neighbor to no avail. His father worked with town officials and that worked for a while but the fires and the smoke started again. His father called the police last week and they responded and the neighbor has stopped building fires for now. His father has mentioned moving because of this condition. The smoke causes his father to have health issues. Having to move because a neighbor is not abiding by the law does not seem right. Mr. Tomcho continued to state his discontent with his neighbor and his building fires. He asked the Council to review the ordinances to see if something can be done about the fires.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Eleveld said it is always great seeing young people testifying before the Council. He said it is summertime and we should watch out for our kids.

Councilor Smith stated it was great to attend the Windsor graduation and to see all the support they received. This past Sunday we had a Juneteenth event on the town green and the speeches were good and enlightening. The support from the audience was good. He's looking forward to everyone going out to vote tomorrow.

Councilor Pelkey gave special thanks to Jillian Brimecombe and Denise Panos as they have been holding down the fort even with two registrars not at their optimal levels. He went to the pools and he wanted to give a thanks to the young people that had the awareness to take care of a particular situation that happened at the pool. If anyone knows of anybody that might be interested in joining the volunteer fire department in town, please get in touch with any fire fighter, any councilor or call town hall. He encouraged everyone to go to their polling places and to vote on the budget tomorrow from 6:00 AM – 8:00 PM.

Councilor Naeem wished everyone that celebrates Eid al Adha a good holiday. There was a prayer held at the Day Hill Dome. She thanked the police for being there to make sure that everyone that came out for the prayer felt safe. She gave a shout out to the Windsor Arts Center and their Art in Bloom event. It was a great event. She gave another shout out to Mayor Black-Burke and Vice President of the Board of Education, Ayana Taylor, who graduated last week from the Yale Campaign school. They learned much public policy that she is looking forward to discussing with them at the dais and seeing how we can improve our town through those. Please make sure you go out and vote.

Councilor Gluck Hoffman reminded folks that a lot of kids are out playing in the streets and to be aware and slow down if you are driving. She has noticed lots of speeding going on through the center of town in the evenings.

Councilor Armstrong stated the website for the police dashboard is up and running which is a program that monitors police activities. She commended those that are opening or re-opening businesses in town. There is going to be a grand opening of a dentist office on June 24th here in

Windsor. She is looking forward to that. There is a heat advisory that is coming up and she stated those that are outside to try and limit their outside activities, stay hydrated and wear light clothing. Check on our loved ones as well.

Councilor Walker said to stay cool and check on your elderly members. Please go and vote tomorrow for the budget.

Deputy Mayor Klase encouraged everyone to vote. She added about the heat advisory that if you know of anyone that needs a cooling station to dial 2-1-1 and they can direct them to the closest cooling center in their area.

Mayor Black-Burke stated on June 8th she had the opportunity to be a part of the Hugh O'Brian Youth Leadership Corps. What she loves about those that work at the Town of Windsor is that they have so many connections. She gave a shout out to Andrew Goldberg. It was an amazing time with the young people. Congratulations to the class of 2024. She stated that if you have young people, we have great pools in town where you can go for swim lessons which is a life skill that is needed. There may be a few spots left. Exercise your right to vote. Tomorrow is the budget referendum.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Public Building Commission

Jim Bennett, Public Building Commission, gave the following report:

Oliver Ellsworth School Humidity Mitigation Design - 9574

Construction is continuing with demolition 75% complete. Ductwork sections are on site, ready to be assembled. All pre-purchased equipment has been received and should be installed within the next two weeks. Project is expected to be completed by the end of August 2024.

Sage Park Middle School Slab Moisture Mitigation Project – 9567

Nothing new to report with Construction anticipated over the 2025 summer break.

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

Auditorium unit return air ductwork is being redesigned to reduce the noise levels. The Engineer asked for some additional testing to help in the redesign and that is currently underway. Design should be completed in the next two weeks and work shall be scheduled shortly thereafter. Project is expected to be completed by the end of August 2024.

Milo Peck School HVAC Construction – 9538

Nothing new to report

Clover Street School Roof Replacement Project – 9549

Nothing new to report

LP Wilson Community Center HVAC Renovations Project - 9551

Phase - 1

Major construction is completed. Sequence of operation programming for DOAS units and controls continues to progress with project expected to be completed by the end of July 2024

Phase - 2

Construction is underway with demolition at 30% complete. Piping for new HVAC equipment has started with electrical to follow. Classrooms are expected to be completed by the end of August 2024 and administration areas to be completed by the end of September 2024.

330 Windsor Ave. Community Center Gym HVAC Renovations - 9550

Work continues to progress. Punch list review has been performed and contractor is working on identified corrections. Some system deficiencies have been uncovered during the punch list review and quotes to repair have been requested. Project is expected to be completed by the end of September 2024.

Clover Street School Restroom ADA Code Compliances Phase-1 - 9552

Construction is underway. HazMat abatement has been coordinated with general contractor and demolition is currently being performed. Equipment and fixtures have been released and are on schedule for installation. Project is expected to be completed by the end of August 2024.

LP Wilson BOE Restroom Renovations - 9553

Nothing new to report

Sage Park Middle School Roof Design Project – 9541

Kickoff meeting was held with Roofing contractor, Architect, BOE staff, and Town officials. Demolition of existing roof on Auditorium section and two smaller sections of the building are completed or underway. Demolition will follow on remaining sections and new roof installation will follow thereafter. Project expected to be completed by the end of August 2024.

Pogonock Elementary School Roof Project - 9558

Nothing new to report

JFK Elementary School HVAC System Upgrades Phase III Project - 1932

Punchlist items are being addressed and project completion is expected to be completed by the end of July 2024.

Welch Park Pool House Renovations Project - 1938

Work continues to progress at a fever pace. Roof replacement and building envelop (Doors, Windows, Blocks & Siding) work have been completed. Power and water have been upgraded and restored to the building. Phone service to be completed this week. HVAC, Plumbing, and Electrical are 90% complete. Liner for Lap Pool is installed and the pool is being filled. Wade

pool fixtures to be installed this week. Site work and fencing is 95% complete. Project is expected to be completed by the end of June 2024.

Councilor Smith said regarding the Milo Peck School holding pattern. Can you describe the holding pattern and do you anticipate a hold to be even more? Town Manager Souza said the main focus has been to get the cast iron boiler repaired. Those items have been ordered. Those sections need to be manufactured. While that's being done this summer and into the fall, hopefully, there's a long lead time there, so hopefully they should be ready for late fall prior to the heating season. The next discussion will be around the design and he expects that could be a discussion at an upcoming Town Improvements Committee meeting and how that gets worked into the CIP as we update the CIP for this next cycle.

Councilor Walker said ever since he's been on this Council, there have been HVAC issues, things that the town has to do for the maintenance of the buildings. In the *Connecticut Insider* it showed the State of Connecticut providing funding for replacement HVAC units for school buildings in different areas. He was thinking to himself that we are spending a lot of money on air handling units. What is Windsor not doing correctly? Town Manager Souza said that he doesn't think they are doing anything wrong. He would suggest that on a state-wide basis the funding that the State of CT has put into place is unfortunately oversubscribed by at least two or three times if not more. He had a conversation last week with the business manager at the school district, Danielle Batchelder. She is awaiting on the next round of grant applications to open up this fall. We anticipate the opportunity to apply for example for Oliver Ellsworth School. It's only been two rounds that the State of CT has offered heating and ventilation projects. The plan is when that solicitation is issued, that we would look at applying for funding for the Oliver Ellsworth project, assuming those same parameters are in place as they were the last round.

Councilor Armstrong said she is happy to hear that there is something going on with Milo Peck. She said she heard Mr. Bennett say that for Sage Park you can't do anything with it because there is no water leaking? Mr. Bennett responded that the water mitigation problem is water coming up through the floor slab in the gym and some classroom areas. We hired an architect to overlook the situation and even had town personnel dig trenches along the foundation of the building. Right now, there is no water. We've put the project on hold until we hear that there is another problem.

Councilor Armstrong asked if there was any leaking in the front of the building at Sage Park? Mr. Bennett stated not that the Public Building Commission is aware of. There has been some work done but MDC has said no leak is in their piping.

b) Historic District Commission

Todd Sealy, Assistant Town Planner, liaison to the Historic District Commission, gave the following report:

SP June 7, 2023

- 209 Palisado Ave., Air conditioning condenser, Hinckley



October 18, 2023

- 257 Palisado Ave., Solar panels, Watts
- 118 Palisado Ave., Gutters, Town of Windsor

March 20, 2024

- 107 Palisado Ave., Replace 2nd floor windows, First Church Windsor

SP April 24, 2024

- 130 Palisado Ave., Install pergola, Miller
- 118 Palisado Ave., Replace playground structure, Windsor Montessori School
- 107 Palisado Ave., Replace four windows, First Church Windsor

Councilor Eleveld asked if there were any rejections. Mr. Sealy said there were not. Councilor Eleveld asked if there were any modifications. Mr. Sealy said there were not.

Councilor Armstrong asked how many historic sites there are in Windsor. Mr. Sealy asked if she was asking for homes registered on the national register or state listed historic sites? He said he does not know the full number to that. There are a lot of properties on the national registry that are not within the historic district. He'd have to research it and get her the number of state registered historic places.

Councilor Gluck Hoffman stated there are 41 properties in districts located in the Town of Windsor, included on the national historic landmark list. Town Manager Souza added that it depends on how you define that. We'll provide the information that we have. There is state registered directory. We also have a directory here in the Town of Windsor of an inventory we did a number of years ago, which those properties may not be officially on the register, but we've identified those. We'll provide a recap.

8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

Budget Referendum

The second budget referendum, will be taking place Tuesday, June 18th from 6:00 AM – 8:00 PM. All seven polling locations will be open.

To find your polling location go to:

<https://townofwindsorct.com/townclerk/elections/>.

For more information on the budget go to www.townofwindsorct.com.

Farmer's Market & Concerts on the Green

The Farmer's Market begins this Thursday, June 20th and will continue until October 17th. The market will be open from 3:00 PM – 6:00 PM each Thursday except for July 4th. For more



information or questions, please call First Town Downtown at 860-247-8982 or visit firsttowndowntown.org.

Concerts on the Green kick off on Thursday July 11th at 6:30 p.m. Concerts will be on Thursday evenings through August 22nd.

Pierson Lane Sewer Line Work

The MDC plans to begin construction in the first part of July on extending the sanitary sewer line along a portion of Pierson Lane. The existing sewer line in Pierson Lane ends just west of the Palisado Cemetery. This project will extend the sewer line west under the railroad tracks to the area in front of the Windsor Tennis and Racquet Club. Work will require alternating one way travel and the road way will have to be closed for up to a 2 week period while the sewer line is installed under the railroad. The road closure is expected to happen in mid to late July. Work is expected to take approximately 8 weeks. MDC has sent letters to area property owners. The town will be providing additional public notices of the altered traffic patterns later this month through various means.

Broad Street Road Diet – Complete Street Project

Staff has continued to work on advancing the design of the Broad Street road diet / complete street project. A public information session on the project will be held on June 25th at 6:30 PM. Over the winter and spring, we have updated traffic counts and have been exploring the possibility of incorporating bike lanes and replacing the traffic signals at Palisado and Broad, Poquonock and Prospect Street and Poquonock and Bloomfield with roundabouts. These ideas were raised by attendees at a public information session this past winter. We have been in communication with CT DOT and they are in support of the roundabouts as they can slow down traffic and reduce the severity of accidents.

This meeting will be an opportunity to present the various options and the pros / cons or constraints of each option and to hear input from residents, businesses and property owners.

Radio Communication Project

As mentioned previously, town staff has been in general conversations with the Town of East Windsor about a possible cooperative effort on a public safety radio communication system. East Windsor would like to utilize three of the privately owned communications towers that are located at Town of Windsor facilities. This effort coincides with our need to upgrade our radio system software and some of the town owned equipment at each of the tower facilities. The State of CT has approved state bond funds to assist East Windsor in replacing their outdated system and potentially offset some of our costs related to the planned upgrade. We will provide further information as discussions and planning proceed with East Windsor in the next 45 to 60 days.

Amtrak Bridge

As you may have noticed there is a 'log jam' on the Farmington River at the base of the railroad bridge. Town staff has been in communication with Amtrak to impress upon them the need for Amtrak to make arrangements to remove the large mass of logs that have accumulated. Amtrak notified us at the beginning of the month that they are planning to bring



specialized equipment to town later this month to remove the debris. We will continue to press Amtrak to get this work done as soon as possible.

State Grants

Governor Lamont has announced two state grants to Windsor through the Department of Economic and Community Development's Brownfield Remediation and Development Program. The first is a \$2M Remediation grant for 90 Deerfield Road which contains an approximately 400,000SF production facility on 32.95 acres. The second is a \$200,000 Assessment-Only Grant for 92 Deerfield Road which contains two separate buildings of approximately 160,000SF and 90,000SF on 19.76 acres. The work associated with 90 Deerfield Road would include soil and groundwater remediation, groundwater monitoring and hazardous building materials abatement. For 92 Deerfield Road a Phase II Environmental Site Assessment would be conducted for soil and groundwater testing.

These grants will help IRG, the owner / developer of the former Stanadyne property, to reposition the site as a multi-tenanted business park to be known as the Connecticut River Business Park.

June 20th Concert Moved Indoors

The 3rd annual **Longest Day Concert** scheduled for this Thursday evening, June 20th on the town green will instead be held at the Windsor Senior Center at the L.P. Wilson Community Center due to the predicted high temperatures. The free concert will be held from 6:30 PM to 8:00 PM.

The senior center and Caring Connection Adult Day Health Center are presenting the concert for the third consecutive year in support of the Alzheimer's Association. The concert features Noah Lis from the NBC's television show, *The Voice*.

Join us for cool, sweet treats, ice-cold bottled water, and the fantastic entertainment of Noah Lis. For information call 860-285-1992.

Heat Advisory

The National Weather Service has issued a heat advisory from Tuesday, June 18 – Friday, June 21, 2024. Heat temperatures for the next four days will be in the 90's with high humidity making it feel even warmer. Although the Town of Windsor does not have a cooling center per se, residents can go to the Main Library (open Tuesday-Friday from 10:00 AM – 9:00 PM), the Wilson Library (open Tuesday-Friday from 10:00 AM – 5:30 PM) and the LPW center (open from 8:00 AM – 9:00 PM) to cool off.

Councilor Smith said will the Farmer's Market be held on the Town Green or in the parking lot? Town Manager Souza said the concerts are on the green, the Farmer's Market is on the town owned parking lot at the corner of Maple and Broad Street.

Councilor Smith said he is wondering about the safety of the cell towers and they're causing some health problems. Is the town aware of that? Town Manager Souza said there has been a

whole host of different studies competing and varied results over the years with cell towers, microwaves, and electrical transmission lines.

Councilor Eleveld asked what are we talking about in respect to the software upgrade, cabinets and all that. Town Manager Souza said that based upon our original plan, it was going to be about a \$150,000 increase and there would be a one or two year increase and then it would go back down to the annual license cost of \$120,000 per year that we pay to Motorola for licensing, maintenance costs and servicing.

Councilor Eleveld stated we pay them every year for licensing and servicing but we have to pay them for more licensing and servicing? Town Manager Souza said it is for the upgrade. When he says upgrade there is a life to their software.

Councilor Eleveld said East Windsor which is east of Windsor but also north of Windsor how would they be able to use our towers over their town? Town Manager Souza said because of our elevation change and they are able to use micro waves. They've done engineering studies where they need to build or replace one tower in East Windsor and then our three towers in Windsor are able to provide connectivity to provide much better coverage than they currently have.

Councilor Eleveld asked so we are also in conversations with East Granby? Town Manager Souza said no, he did not mention East Granby.

Councilor Pelkey said it's growing season and he wanted to remind folks in towns how the islands in town get maintained as well as pathways. Town Manager Souza said the Department of Public Works (DPW) has about 8-9 mowing routes divided between the northern side of town and the southern part of town. This time of year is always a challenge in May or June due to the rate of growth, but also due to the large community events that Windsor has and in order to keep up with that on a regular ten day cycle. The town has the responsibility of doing medians on International Drive and Day Hill Road. They also cover medians from town center south on Route 159, even if it's a state road, we have assumed that responsibility. The State of Connecticut is responsible for the mowing of Blue Hills Avenue Extension to the north of Day Hill Road out to the town line with Bloomfield. We have all the responsibilities for the large turf areas of our schools and fields.

Councilor Pelkey said he's thinking of other area such as cul-de-sacs and such. Town Manager Souza it is widely divergent depending on the neighborhood and when they were approved by the Planning & Zoning Commission. We have 100+ cul-de-sacs that the town is responsible for. But there are probably another 200 that neighborhoods are responsible for. It is widely varied. If there are questions, people can call the Town Manager's office. We have a list of all the cul-de-sacs that are our responsibility. We start taking care of the cul-de-sacs in the first two weeks of June we start the maintenance of town-owned cul-de-sacs.

Councilor Pelkey asked if we can get the area of the monument (Deerfield globe) on the corner of Rood and Deerfield Avenue if we could get those bushes trimmed back so we could see the

words 'Deerfield' that is in the grass. Right now, it's all overgrown. Town Manager Souza said we will put that on the list.

Councilor Pelkey asked about the pools. He went online and maybe the website just needs a little bit of a clean up because there are links to items for 2019. We're currently at Veteran's pool but he has a schedule that shows Goslee and Welch pool on there. Someone might show up to Welch pool and ask what is going on. Maybe we can look at cleaning that up a bit. Town Manager Souza staff will take a look at that tomorrow morning.

Councilor Armstrong said she lives around a cul-de-sac and the town has been very diligent in keeping it clean and she appreciates that.

Councilor Eleveld said he was coming down Hayden Station yesterday and it looks like they redid the rotary and the Center Street/Lancaster/Hayden Station intersection and replanted the area. He wanted to give kudos to the Department of Public Works people.

Mayor Black-Burke said that the on and off ramps, while we don't control them, the Town Manager can give a call and perhaps have someone go take a look at the area because line of sight is really being obstructed at exit 36, 38, 39, 41, etc. on I-91. Town Manager Souza stated that exit 39 was being mowed as of 3:00 PM this afternoon.

Councilor Smith asked what is the process of the town taking over a cul-de-sac? Who would make that decision? Town Manager Souza stated that he would first ask for more staffing at the Department of Public Works. He says that with all honesty. Our public works crews are stretched. He said unless there is a significant infrastructure issue with that cul-de-sac, he does not see the town assuming any more responsibility for cul-de-sacs. That would have to come to the Town Council for discussion.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith said the committee will be looking at some of the projects in the Capital Improvements Program to see where we are and which projects will be going forward. We should have an update soon for the Town Council.

Finance Committee – Councilor Naeem – said the commission met last week and there will be a couple of motions coming up in tonight's agenda for those items.

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

Health and Safety Committee – Councilor Armstrong said the committee will be meeting on July 8th at 6:00 PM here at town hall. For the youth, if anyone is interested in reaching out to the police explorers, call the police department.

Personnel Committee – Deputy Mayor Klase said the committee is having a meeting on June 27th. We will be having a number of appointments later on this evening.

10) ORDINANCES - None

11) UNFINISHED BUSINESS

- a) Approve an ordinance entitled, “AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XVII, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNER

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 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 8-0-0 (Councilor Gluck Hoffman absent)

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve an ordinance entitled, “AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XVII, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS.”

Town Manager Souza stated this was brought before the Town Council a couple of weeks ago in detail. What this is doing is increasing the benefit for eligible households based upon income. We are not changing the income caps for these program. With this proposed ordinance it’s just the dollar benefit that eligible parties or households would receive.

Councilor Naeem added previously our state match cap was at 50% but this will increase it to 100%. We did have some high level discussions at the Finance Committee meeting that we will at a further meeting review other possibilities with this. The application period is February 1, 2024 – May 15, 2024. That has already closed. Therefore, if we were to change the criteria it would go into effect next year.

Motion Passed 8-0-0 (Councilor Gluck Hoffman absent)

- b) Approve an ordinance entitled, “AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XIV, VETERANS’ EXEMPTION.”

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey 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 8-0-0 (Councilor Gluck Hoffman absent)

MOVED by Deputy Mayor Klase, seconded by Councilor Eleveld to approve an ordinance entitled, 'AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XIV, VETERANS' EXEMPTION.'

Town Manager Souza said this was also an item that was presented to the Town Council two weeks ago. This is increasing the exemption amount for eligible veterans relative to their tax assessment. This is increasing that amount up to \$20,000. The exemption had been \$2,000 and this proposal brings it up to \$20,000 which is the State of Connecticut's maximum.

Councilor Eleveld said we don't receive any state funds for these do we? Town Manager Souza said we may get something from the State from the Veterans. Assistant Town Manager Colby said yes we receive partial reimbursement on the veterans' exemption. It's not a full reimbursement. That pertains to the local amount. However, there is not a reimbursement given for the elderly and disabled homeowners tax relief.

Councilor Eleveld asked how do we pay for this. Town Manager Souza said essentially we make an adjustment to the estimated taxable grand list. This lost assessed value or dollars are factored into it on that size. It's not an exact expenditure. It doesn't show up on the expenditure side of the ledger.

Motion Passed 8-0-0 (Councilor Gluck Hoffman out of room)

12) NEW BUSINESS

- a) Approve Fiscal Year 24 year end transfers

MOVED by Councilor Naeem, seconded by Councilor Armstrong that the Finance Director be granted authority to make year-end transfers in the General Fund of not more than \$5,000 per Service Unit and \$24,510 be transferred from Safety Services to General Government to cover the projected year-end deficit.

Councilor Naeem stated this is similar to what we've done in years past where there was any sort of transfers that needed to be made. Again, instead of the Town Manager having to come to the Council every time there is a little bit of movement of \$5,000 or less and the Council having to approve it, this allows them to make those decisions.

Councilor Pelkey asked if the Town Manager found out what makes a \$12,000 camera. Town Manager Souza responded the camera is a complex device that is in very adverse conditions. It goes through drainage lines so it is a heavy duty, fortified device. We can track distances and can do 360 degree assessments with this device. It's a unique piece of equipment.

Councilor Naeem clarified that Councilor Pelkey's question is in regards to the next item on the agenda.

Motion Passed 8-0-0 (Councilor Gluck Hoffman out of room)

b) Approve Fiscal Year 24 Purchase Orders

MOVED by Councilor Naeem, seconded by Councilor Pelkey, that the FY 24 General Fund year-end open purchase orders as presented be extended until October 21, 2024.

Motion Passed 9-0-0

c) Authorize the submittal of a grant application to the Stanton Foundation to support establishing as second police canine unit

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey, to authorize the submittal of a grant application to the Stanton Foundation K-9 Grant program in the amount of \$51,000 and to utilize funds received from the grant to assist in purchasing, training, and equipping a second K-9 unit.

Donald Melanson, Police Chief, stated with staffing levels improving and increased interest among newer officers, the Police Department has been working to re-deploy a second K-9 unit in the Patrol Division. In addition to securing donations to fund purchasing a second canine, the Police Department has identified a potential grant program to assist in funding a second K-9 for the department.

The Stanton Foundation, based in Massachusetts, provides grant funding to support K-9 units in cities and towns. Grant funds are intended to cover initial acquisition and training costs plus ongoing costs for a total of 3 years. The Police Department is a grant proposal for \$51,000 to support the Police Department in acquiring and outfitting the second police K-9. Grant applications are due by June 30, 2024.

The Police Department has already begun the process of identifying Windsor's next K-9 handler. After selecting the handler, the department will work with police master K-9 instructors to select a new canine. Training is expected to start in the September / October time frame.

Councilor Pelkey asked what the extra stipend will be for the officer. What is that stipend usually used for? Chief Melanson stated is in addition to their regular salary due to the K-9 living with the officer 24 hours a day/7 days per week. The Fair Labor and Standards Act requires they be compensated. What they do is they compensate the officer for one hour per day at minimum wage. Over the course of the year it comes to about \$5,700 - \$5,800. Councilor Pelkey then said that's to use at the officer's discretion. Chief Melanson responded that's correct.

Councilor Pelkey asked what the average length of service is for the K-9. Chief Melanson stated the dogs they get are usually between 1-1/2 – 2 years old. You want to make sure they are a young adult so they are able to handle the training. Depending on the dog, you can usually get 8-9 years of service or to about 9-10 years old.

Councilor Armstrong said that this would be great if this unit could be more visible in the community so they would know we have a K-9 unit.

Councilor Eleveld said typically we see the K-9s are German Shepherds. Are they pure bred or mixes? Chief Melanson said the K-9 that they presently have is a mix of German Shepherd and Belgian Malinois. They are a functional, all purpose dog. They do many things very well.

Motion Passed 9-0-0

- d) Authorize the submittal of a grant application to the State of Connecticut's Community Investment Fund for improvements to the L.P. Wilson Community Center

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem that the Town Manager is authorized to submit an application to the Department of Economic and Community Development pursuant to the attached resolution for the Community Investment Fund in the amount of \$5,670,000 and that a commitment of \$630,000 be made as a local match.

Patrick McMahon, Economic Development Director, stated the LP Wilson Community Center is home to the senior center, youth services bureau office, recreation services, social services, the Windsor Food & Fuel Bank and our community-access television WIN-TV. It is a major hub of community activities with an auditorium, gym space and a kitchen for events. Thousands of Windsor residents, including our most vulnerable, benefit from programs and services provided at this facility. The proposed improvements will make for a more comfortable building environment and help the town save money on utility costs.

The majority of HVAC equipment is original to the building circa 1957 as are the windows which do not meet current energy standards. Existing air handlers are heating only and they do not provide adequate ventilation per code. Grant funds will be used for construction, labor, and materials for the HVAC systems and window replacements. The project will entail installing two Dedicated Outdoor Air Systems to supply fresh air to the building, two new rooftop units (RTUs) for the Gym and four Heat pump systems to provide heating and cooling throughout the space. Exterior windows are slated for replacement including in the courtyards.

HVAC improvements have been underway on the north side of the building servicing the Board of Education utilizing town funds. The proposed project will entail replacement of HVAC systems on the south side of the community center, as well as windows for the whole complex. Design work is completed for the HVAC improvements and will be required for the window replacements.

Town Manager Souza noted that the HVAC projects are in the Capital Improvements Program (CIP). For windows we have that in the design fund with the construction in unscheduled projects. If we were to be successful, this would reduce the town's long-term bonding liability for this project and frees up borrowing space for other projects to get done.

Councilor Naeem said we had previously had another housing project that was in the CIP. Did we resubmit that? Town Manager Souza said he's not sure which project Councilor Naeem was talking about. Councilor Naeem clarified it is for the one that was denied the last time when the park was approved. Town Manager Souza said that was the planning and assessment grant.

Mr. McMahon said for two rounds they put in for a planning grant to look at the scattered sites in the Wilson neighborhood. We were not successful for neither round.

Councilor Naeem asked when was the second time that we put that in. Mr. McMahon said last October. Councilor Naeem said and that is when we found out about the park. Mr. McMahon said we found out about the park in round three.

Motion Passed 9-0-0

e) Consider settlement of Voya vs Town of Windsor

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to move item 12 E to after item 16 on the agenda.

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

13) RESIGNATIONS AND APPOINTMENTS

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

- Reappoint Carol Elkins as a Republican member to the Inland Wetlands and Watercourses Commission for a four year term to expire March 31, 2028 or until a successor is appointed.
- Appoint Noel Osowiecki as a Democratic member to the Inland Wetlands and Watercourses Commission for a four year unexpired term to expire March 31, 2028 or until a successor is appointed.
- Appoint Sandra Reault as a Republican Alternate member to the Human Relations Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- Reappoint Keegan Elder as a Democratic member to the Inland Wetlands and Watercourses Commission for a four year term to expire March 31, 2028 or until a successor is appointed.
- Appoint Mark Purdue as a Republican member to the Public Building Commission for a three year term to expire November 30, 2026 or until a successor is appointed.
- Appoint Dominic DeCarlo as a Republican member to the Town Planning & Zoning Commission for a five year unexpired term to expire November 14, 2025 or until a successor is appointed.

- Appoint Sophia Tetteh as a Republican Alternate member to the Town Planning & Zoning Commission for a two year term to expire November 11, 2025 or until a successor is appointed.
- Reappoint Charles Jackson as a Republican member to the Wilson/Deerfield Advisory Committee for a three year term to expire April 30, 2026 or until a successor is appointed.
- Reappoint Dawn Zukowski as a Democratic member (landlord) to the Fair Rent Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- Reappoint Castella Copeland as an Unaffiliated member to the Human Relations Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- Reappoint Monika Nugent as a Democratic member to the Human Relations Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- Reappoint Lisette LaTorre-Muszynski as a Republican member to the Human Relations Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- Reappoint Jody Denno as a Democratic Alternate member to the Human Relations Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- Reappoint Carol Sama as an Unaffiliated member to the Library Advisory Board for a three year term to expire April 30, 2027 or until a successor is appointed.
- Reappoint Denise Panos as a Republican member to the Library Advisory Board for a three year term to expire April 30, 2027 or until a successor is appointed.
- Reappoint Alvin Bingham as a Democratic member to the Wilson/Deerfield Advisory Committee for a three year term to expire April 30, 2026 or until a successor is appointed.

Motion Passed 9-0-0

14) MINUTES OF PRECEDING MEETINGS

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

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

Councilor Naeem stated there is a correction on May 20th motion for extending of the meeting. It should state that it failed and not passed. She asked for that correction.

A friendly amendment by Councilor Naeem, seconded by Deputy Mayor Klase to approve all the meeting minutes with the correction to the May 20, 2024 Regular Town Council meeting minutes showing that the vote that was for extending the meeting Failed 4-5-0 and did not Pass 5-4-0.

Motion Passed as amended 9-0-0

b) Minutes of the June 3, 2024 Public Hearing

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to approve the minutes of the June 3, 2024 Public Hearing as presented.

Motion Passed 9-0-0

c) Minutes of the June 3, 2024 Special Town Council meeting (budget)

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to approve the minutes of the June 3, 2024 Special Town Council meeting as presented.

Motion Passed 9-0-0

d) Minutes of the June 3, 2024 Regular Town Council meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to approve the minutes of the June 3, 2024 Regular Town Council meeting as presented.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS

George Slate, 74 Ethan Drive, stated he hopes one day that we come up with an appropriately high level for Senior Tax Relief and for OPEB to be funded appropriately as well. Somewhere in the next month, he will be sending an Excel work sheet for the abatement history on the six major projects. He spoke of what he did last year and what he gave the Council for review. He added it's a shame that this notion with intergenerational equity is so easy to deal with. You just kick it down the line and let someone else in the future pay what we should be paying now. It just isn't right.

MOVED by, Councilor Naeem seconded by Deputy Mayor Klase to enter Executive Session at 9:07 p.m. for the purpose of:



- a) Strategy and negotiations in respect to collective bargaining (Voya vs Town of Windsor)

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

16) EXECUTIVE SESSION - None

Present: Mayor Nuchette Black-Burke, Deputy Mayor Darleen Klase, Councilor Mary Armstrong, 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; Josh Gaston, Town Assessor

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 8-0-0 (Councilor Eleveld absent)

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

Motion Passed 8-0-0 (Councilor Eleveld absent)

17) ADJOURNMENT

MOVED by Councilor Naeem seconded by Councilor Armstrong to adjourn the meeting at 9:28 p.m.

Motion Passed 8-0-0 (Councilor Eleveld absent)

Respectfully Submitted,

Helene Albert
Recording Secretary