



Council Agenda

Council Chambers
Windsor Town Hall
August 5, 2024



Zoom Instructions

Dialing in by Phone Only:

Please call: **309 205 3325 or 312 626 6799**

1. When prompted for participant or meeting ID enter: **857 7523 9678** and then press #
2. You will then enter the meeting muted. During 'Public Comment' if you wish to speak press *9 to raise your hand. Please give your name and address prior to voicing your comments.

Joining in by Computer:

Please go to the following link: <https://us02web.zoom.us/j/85775239678>

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

7:20 PM Public Hearing

To hear public comment on the proposal to add the Windsor Center design district map to the Plan of Conservation and Development and to amend the map to include 114 Upper Broad Street in the district boundary.

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER OR REFLECTION – Councilor Naeem
3. PLEDGE OF ALLEGIANCE – Councilor Naeem
4. PROCLAMATIONS/AWARDS
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. COMMUNICATIONS FROM COUNCIL MEMBERS
7. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Board of Education
 - b) Public Building Commission
 - c) Inland Wetlands & Watercourses Commission
8. TOWN MANAGER'S REPORT



9. REPORTS OF STANDING COMMITTEES

10. ORDINANCES

11. UNFINISHED BUSINESS

- a) *Consider proposed amendment to the Plan of Conservation and Development which includes adding the Windsor Center Design Development Area Map and updating the map to incorporate 114 Upper Broad Street into the Center Design Development area (Town Manager)
- b) *Approve Fiscal Year 2025 – 2030 Capital Improvements Program (Town Manager)

12. NEW BUSINESS

- a) *Introduce and approve a resolution entitled, "Authorize the acceptance and expenditure of a \$2,000,000 State CT Brownfield Grant related to the environmental remediation of 90 Deerfield Road." (Town Manager)
- b) *Set a Special Town Meeting for September 3, 2024 at 7:00 PM to act on a resolution entitled, "Authorize the acceptance and expenditure of a \$2,000,000 State CT Brownfield Grant related to the environmental remediation of 90 Deerfield Road." (Town Manager)
- c) *Approve a Resolution adopting the Capital Region Natural Hazard Mitigation Plan Update (Town Manager)
- d) *Set a public hearing for September 3, 2024 at 7:20 p.m. concerning potential leasing of Stony Hill School, 1195 Windsor Avenue (Town Manager)

13. *RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the July 1, 2024 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

- a) Strategy and Negotiations in respect to pending claims and litigation (184 Windsor Avenue LLC vs Town of Windsor)
- b) Strategy and Negotiations in respect to collective bargaining (Windsor Police Employee Association)

17. ADJOURNMENT


★Back-up included

Agenda Item Summary

Date: August 5, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Todd Sealy, Town Planner

Reviewed by: Peter Souza, Town Manager 

Subject: Proposed map amendment to add 114 Upper Broad Street to Center Design Development District

Background

The Plan of Conservation and Development (POCD) provides the town with a long-range planning tool to help guide community decisions in a range of areas related to land use, natural and historic resources, transportation, and community facilities. Amendments to the POCD can be initiated by residents, property owners, town staff or the Town Planning and Zoning Commission (TPZC). The Planning and Zoning Commission is the final decision-making body and they are required to conduct a public hearing before acting.

The president of Grava Properties, Greg Vaca, has requested the Planning and Zoning Commission amend the POCD by adding the Windsor Center Design Development Area Map to chapter 9 of the POCD. This proposal would also add 114 Upper Broad Street into the Design Development District and make it eligible to be incorporated into Founder's Square (see attached map). To accomplish this, the Town Planning and Zoning Commission has scheduled a required public hearing in September to amend the POCD. If the POCD is amended as proposed, a subsequent public hearing to consider amending the Founder's Square concept plan to include the new acreage and residential units, and a third public hearing to consider the fully engineered detailed plan would be required.

Before the Town Planning and Zoning Commission (TPZC) can hold a formal public hearing and consider a POCD change, *Connecticut General Statutes* (CGS) calls for any change to a POCD be referred to the Town Council for review and potential comment. The Town Council elected to set a public hearing on the proposed amendment for August 5th.

The Town Council is respectfully asked to recommend/endorse or reject the proposed amendments this evening to allow the Town Planning and Zoning Commission to complete their action in September.

Discussion/Analysis

Grava Properties applied for the mixed-use Founder's Square development at 144 Broad Street under the Windsor Center Design Development District. The intent of the Windsor Center Design Development District is to promote residential densities that maximize potential for transit oriented development. This POCD proposal places 114 Upper Broad Street, which is .21 acres, within the Windsor Center Design District boundary, allowing the existing raised-ranch to be demolished and the acreage potentially to be used to increase the number of bedrooms in Founder's Square. The Town Planning and Zoning Commission (TPZC) will hold a formal public hearing process to amend the POCD. Furthermore, if the POCD is amended as proposed, a subsequent public hearing

to consider any proposed amendments to the Founder's Square concept plan to include the new acreage and residential units, as well as a public hearing to consider the fully engineered detailed plan would be required.

Financial Impact

None related directly to the proposed POCD amendment.

Other Board Action

The Town Planning & Zoning Commission received the application at their June 11th meeting. A hearing has been scheduled for the September 10th meeting.

Recommendations

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

“MOVE to recommend the Town Planning and Zoning Commission amend the Plan of Conservation and Development by adding the Windsor Center Design District map to the Plan of Conservation and Development and amending the map to include 114 Upper Broad Street in the district boundary.”

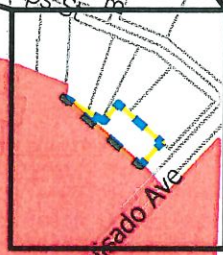
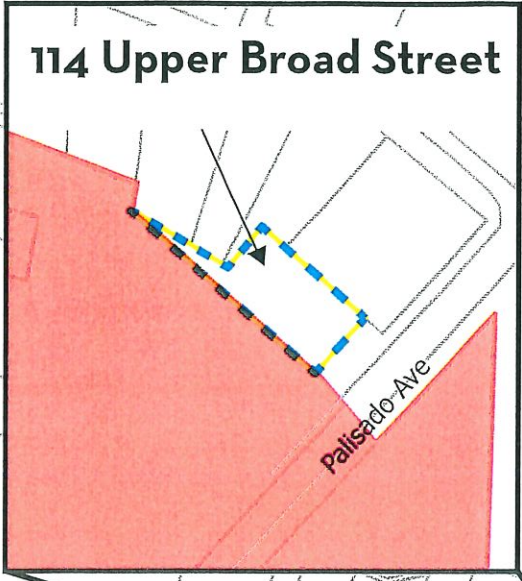
Attachments

Windsor Center Design Development Area with the amended boundary

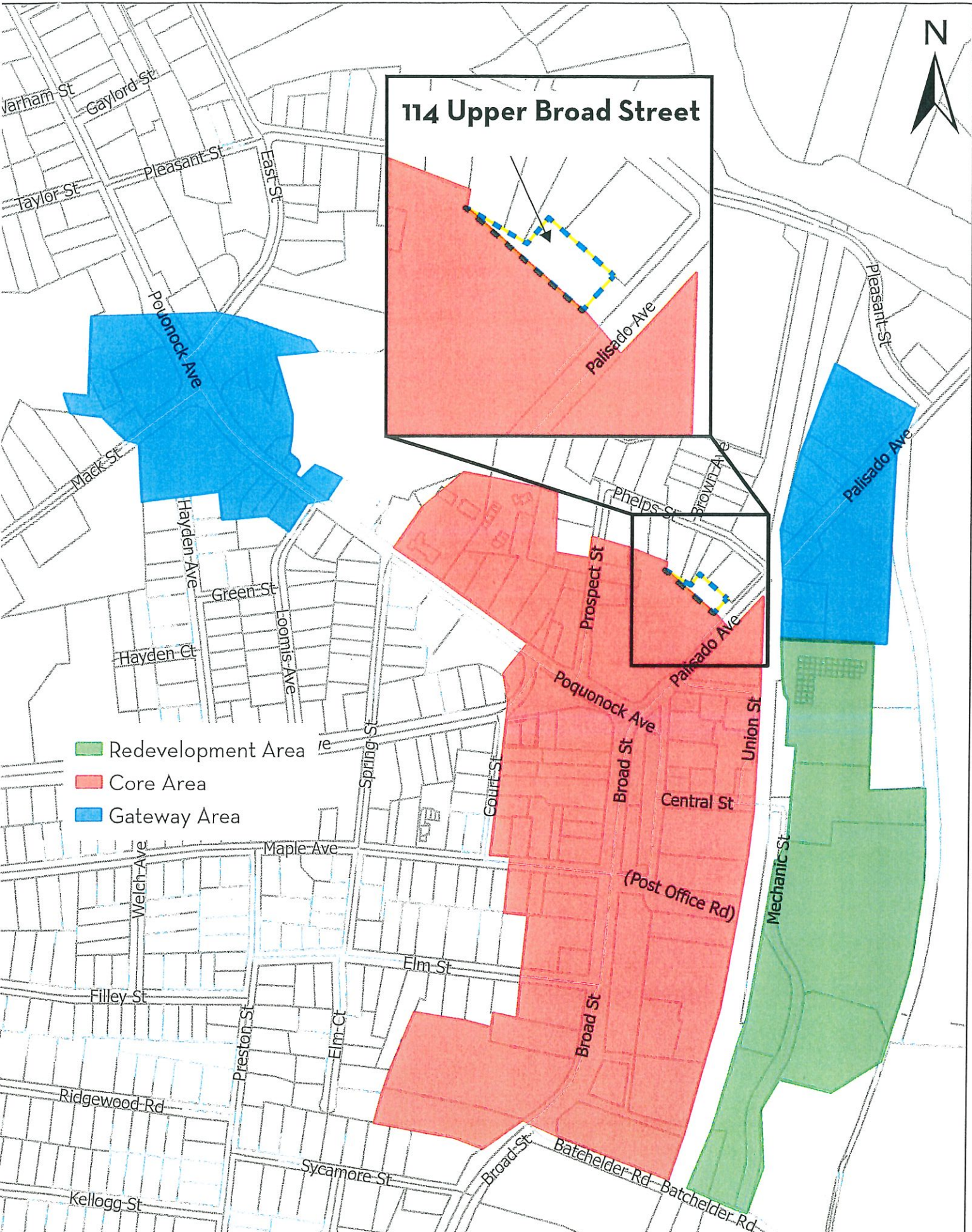
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114 Upper Broad Street



- Redevelopment Area
- Core Area
- Gateway Area




Agenda Item Summary

Date: August 5, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Scott Colby, Assistant Town Manager

Reviewed By: Peter Souza, Town Manager 

Subject: Capital Improvements Program for FY 2025 – FY 2030

Background

The town's six year Capital Improvements Program (CIP) provides a means for coordinating and prioritizing the capital project requests of various departments and agencies. FY 2025 - FY 2030 includes project descriptions and projected costs by fiscal year. The Town Improvements Committee reviewed the proposed CIP at their July 24th meeting and recommended to the Town Council approval of the proposed FY 2025-FY 2030 Capital Improvements program as presented.

Discussion/Analysis

The information that the six year CIP provides regarding the short-term and long-term financial impacts of undertaking projects enables policy makers to balance town priorities with the town's financial capability to pay for identified projects.

The development of the draft CIP has been a challenge this cycle as the macro global economics continue to put significant upward pressures on material, commodity and labor costs as well as availability.

Below are a few highlights of the proposed six-year CIP which totals approximately \$122 million in projects:

- The CIP includes approximately \$9.4 million for street resurfacing, pavement reclamation, milling, curb replacement, minor drainage improvements and other pavement repair work. In addition, the 6 year period includes major street reconstruction or rehabilitation projects at an estimated cost of \$28.1 million. Of the total \$37.5 million included for the asset management of town roadways, \$11.2 million is planned to come from state and/or federal funding sources.
- Projected debt service ratios based on a five-year financial forecast, inclusive of all projects requiring voter referendum, are not projected to exceed the 8% policy goal in any year of the proposed CIP.
- The proposed CIP identifies \$23.3 million in cash-funded projects. The sources for cash funding projects are primarily appropriations from the annual General Fund as well as requests for monies from the Capital Projects Fund Assigned Fund balance and the General Fund Unassigned Fund Balance. The Capital Projects Fund source fluctuates from year to year as that fund is comprised of closed out balances from completed projects.
- The remaining Outdoor Pool Facilities project (Veterans Pool) is scheduled for design in FY 2026 and construction in FY 2028. This project may require voter referendum depending on the scope of work and phasing approach.
- The proposed CIP forecasts \$80.9 million in new bonding authorization. The 6-year CIP cycle includes seven projects that would require voter approval due to current estimated costs. Those projects are:
 - Windsor High School HVAC Systems Replacement

- Windsor High School Roof Replacement
 - Poquonock School Ventilation Upgrade
 - Veteran's Pool Improvements
 - Windsor High School Fieldhouse Renovation
 - Broad Street Road Diet
 - Milo Pack HVAC, Electrical, and Energy Improvements
- School related projects total \$41.5 million over the 6-year period. Projects range from a fieldhouse renovation, roof replacements, window replacements, envelope improvements, and HVAC updates to boiler renovation/replacement and ventilation updates.

There have been public comments made in recent months concerning long-range planning for school facilities. While there are currently no planning funds included in the draft CIP, this topic is an item to be further explored with the Board of Education.

Also attached is a breakdown of CIP projects by each Town and Board of Education facility showing scheduled and unscheduled projects by location. This breakdown does not show any of the recurring asset management costs such as fleet, stormwater management, and pavement management.

Financial Impact

If funding were to be authorized for all projects listed in the CIP as proposed including those requiring a referendum, annual debt service payments would be expected to increase from roughly \$8.7 million in FY 2025 to a peak of \$12.9 million in FY 2030. The pay-as-you-go portion of the CIP (which is included in the annual operating budget) ranges from \$2.6 million to \$3.1 million per year during the 6 year period. The debt service ratios are projected to not exceed the 8% policy goal in any year of the CIP.

Other Board Action

The Capital Improvements Committee (CIC) completed their review of the proposed CIP on June 20th. The Committee voted to recommend the approval of the proposed FY 2025-FY 2030 CIP. There were several areas the CIC suggested could be explored by staff in planning for next year's update process including items such as facility /storage needs at Northwest Park, Deerfield Park's multi-use hard surface space, sidewalk(s) along a portion of Palisado Avenue, and refinement of scope and timing of the unscheduled Street Light Replacement project.

The Town Planning & Zoning Commission reviewed and approved the proposed CIP on July 9th as required by Connecticut General Statutes Section 8-24.

The Town Improvements Committee reviewed the proposed CIP at their July 24th meeting and recommended to the Town Council its approval of the proposed FY 2025-FY 2030 Capital Improvements program.

Recommendations

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

“MOVE to approve the proposed FY 2025 – FY 2030 Capital Improvements Program as presented.”

Attachments

6-Year CIP Schedule and Unscheduled Projects List

CIP Projects by Facility

Draft FY 2025- FY 2030 Capital Improvement Program online at:

<https://townofwindsorct.com/finance/documents/fy-25-fy-30-draft-cip>

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY24 Adopted CIP
FY 2025							
1 pa Pavement Management Program	1,025,000	845,000		180,000			Decreased as part of FY 25 Budget
2 pa Sidewalk and Curb Replacement Program	150,000	150,000					Decreased as part of FY 25 Budget
3 pa Pavement Resurfacing at Town Facilities & Schools	285,000		285,000				Changed Source to Bonding
4 sw River Street - Repair Culvert and Stream Bed (Design)	92,400					92,400	¹
5 c Fleet and Public Works Equipment Replacement	814,000	814,000					
6 c Town Hall Roof Replacement Project (Design)	41,000					41,000	¹
7 c Town Facility Improvements - LP Wilson HVAC Improvements - North Phase 2B (Construction)	965,000		965,000				New sub-phase
8 c Town Facility Improvements - Chaffee House Improvements	140,000					140,000	² New.
9 c Town Facility Improvements - Milo Peck HVAC, Electrical, and Energy Improvements (Design)	120,000					120,000	² New. Funding Source Gen. Fund Un. Fund Bal.
10 r Pigeon Hill Road Rehabilitation (Lamberton to Marshal Phelps Rd, Construction)	916,000		916,000				Added to scope
11 r Day Hill Road Pedestrian Circulation Enhancements (Day Hill from Marshall Phelps to Helmsford Way, Construction)	263,000					263,000	¹ Moved from FY 24
12 r Prospect Hill Road Rehabilitation (Day Hill Road to Lang Road)	860,000			860,000			Moved from FY 26, Design in FY 24
13 r Marshall Phelps Rehabilitation (Bloomfield Avenue to Day Hill Road)	1,200,000			1,200,000			Moved from FY 26, Design in FY 24
14 rec Pedestrian Bridge Design Assessment	75,000					75,000	¹ New. Funding Source Capital Outlay
15 rec Athletic Field Improvement - O'Brien Field Turf Replacement (Construction)	981,000		981,000				Cost decreased
16 rec Replace Tennis/Pickleball Courts at Welch Park (Design/Build)	832,000		832,000				Cost decreased
17 ps Public Safety Equipment Fund - Wilson Firehouse Interior Renovations and Roof Replacement	316,000	316,000					
18 ps Public Safety Equipment Fund - Replace Engine 8	1,196,000	284,000	612,000			300,000	³ Cost decreased
19 boe BOE - Windsor High School Fieldhouse Renovation (Design)	66,000					66,000	¹ Moved from FY 24
20 boe BOE - LPW Roof Replacement Project - (North End - Design)	100,000					100,000	¹
21 boe BOE - Poquonock Elementary School Roof Replacement	2,330,000		1,281,500	1,048,500			Split Funding Source
22 boe BOE - Sage Park Middle School Slab Moisture Control Project	800,000		800,000				Construction New
23 boe BOE - Oliver Ellsworth School Building Envelope Project	1,873,000		1,873,000				New
24 boe BOE - Clover Street School Code & Restroom Renovations - Phase 2 (Construction)	1,860,000		1,860,000				New Phase
25 boe BOE - Windsor High School Roof Replacement Project (Design)	270,000	270,000					
26 boe BOE - Windsor High School - HVAC Systems Replacement (Design)	350,000					350,000	² Moved from FY 24, Cost increased from \$266k
Subtotal FY 2025	17,920,400	2,679,000	10,405,500	3,288,500	-	1,547,400	
FY 2025 Projects Anticipated to Require Voter Approval							
27 r Broad Street Road Diet (Construction)	4,500,000		500,000	4,000,000			
Subtotal FY 2025	4,500,000	-	500,000	4,000,000	-	-	
GRAND TOTAL FY 2025	22,420,400	2,679,000	10,905,500	7,288,500	-	1,547,400	

¹ Capital Projects Fund Assigned Fund Balance (Total = \$637,400)

² General Fund Unassigned (Total = \$610,000)

³ Public Safety Equipment Fund (Total = \$300,000)

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY24 Adopted CIP
FY 2026							
1 pa Pavement Management Program	1,055,000	875,000		180,000			Cost decreased
2 pa Sidewalk and Curb Replacement Program	175,000	175,000					Cost decreased
3 sw Stormwater Management Improvements	400,000		400,000				Cost increased
4 c Fleet and Public Works Equipment Replacement	850,000	850,000					
5 c Tree Replacement Program	40,000					40,000 ¹	
6 c Historic Monument and Ancient Cemetery Preservation	130,000	130,000					Moved from FY 24
7 c Train Station Boiler Replacement	225,000					225,000 ²	
8 c Town Facility Improvements - Core Server Replacements	150,000	150,000					
9 c Town Hall Roof Replacement (Construction)	567,000		567,000				
10 c Town Facility Improvements - LP Wilson HVAC Improvements - South Phase 3 (Construction)	2,555,000		2,555,000				Moved from FY 25
11 c Town Facility Improvements - Windsor Library Roof Top Unit Replacements (Design)	30,000	30,000					
12 c Town Facility Improvements - Windsor Library Roof Top Unit Replacements (Design)	30,000	30,000					
13 c Veterans Memorial Cemetery Expansion & Enhancements	210,000					210,000 ²	
14 r Construct Sidewalks - Arterial Roads (Design)	76,000					76,000 ¹	Moved from FY 25
15 r Day Hill Road Pavement Management (Marshall Phelps Road to Baker Hollow Road, Design & Construction)	2,116,400		2,116,400				New
16 rec Athletic Field Master Plan - Sharshon Park Improvements (Construction)	637,000		637,000				Moved from FY 25
17 rec Outdoor Pool Facilities Improvements - Veterans Pool (Design)	350,000					350,000 ²	
18 ps Public Safety Equipment Fund - Pogoconck Fire Station - Ladder Truck 2 Replacement	1,981,000	600,000	781,000			600,000 ³	
19 boe BOE - Oliver Ellsworth Gym Floor Replacement	289,000		289,000				New.
20 boe BOE - L.P. Wilson - Main Hall Restroom Renovation (Construction)	880,000		880,000				Moved from FY 25
21 boe BOE - L.P. Wilson Roof Replacement Project - North End (Construction)	2,400,000		2,400,000				
22 boe BOE - Clover Street School Roof Replacement (Construction)	2,422,000		1,332,100	1,089,900			Split Funding Source
Subtotal FY 2026	17,568,400	2,840,000	11,957,500	1,269,900	-	1,501,000	
FY 2026 Projects Anticipated to Require Voter Approval							
23 c Town Facility Improvements - Milo Peck HVAC, Electrical, and Energy Improvements (Construction)	3,995,000		3,995,000				Moved from FY 25
24 boe BOE - Windsor High School HVAC Systems Replacement (Construction)	3,555,000		3,555,000				Moved from FY 25
Subtotal FY 2026	7,550,000	-	7,550,000	-	-	-	
GRAND TOTAL FY 2026	25,118,400	2,840,000	19,507,500	1,269,900	-	1,501,000	
¹ Capital Projects Fund Assigned Fund Balance (Total = \$116,000)							
² General Fund Unassigned (Total = \$785,000)							
³ Public Safety Equipment Fund (Total = \$600,000)							

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY24 Adopted CIP
FY 2027							
1 pa Pavement Management Program	1,085,000	905,000		180,000			
2 pa Sidewalk and Curb Replacement Program	200,000	200,000					
3 pa Pavement Resurfacing at Town Facilities & Schools	299,000		299,000				
4 sw River Street - Repair Culvert and Stream Bed (Construction)	673,000		673,000				
5 sw Millbrook Enhancement Project - Stream Stabilization (Construction)	562,000		562,000				New, Changed Funding Source from GF to Bonding
6 sw Pheasant Run Drainage Improvements (Design & Construction)	196,000		196,000				New, Changed Funding Source from GF to Bonding
7 c Fleet and Public Works Equipment Replacement	850,000	850,000					
8 c Town Facility Improvements - Windsor Library Roof Top Unit Replacements (Construction)	466,000		466,000				
9 c Town Facility Improvements - Wilson Library Roof Top Unit Replacements (Construction)	240,000	240,000					
10 c Poquonock Firehouse HVAC Replacement - Design	48,000					48,000	¹
11 c Town Facilities Improvements - LP Wilson HVAC Improvements - South Phase 4 (Construction)	2,370,000		2,370,000				Moved from FY 26
12 r Day Hill Road Ped. Circulation Enhancements (Old Day Hill Road, Design)	26,000					26,000	¹
13 r Day Hill Road Ped. Circulation Enhancements (Marshall Phelps from Day Hill to Orange Way, Construction)	282,500					282,500	² Moved from FY 25
14 r Street Reconstruction - Basswood Road (Design)	214,000		214,000				Additional Design
15 r River Street Road Rehabilitation - Design (Kennedy Rd - Old River St)	106,000	106,000					
16 r Palisado Avenue Corridor Improvements and Wall Repairs (Construction)	897,000		897,000				
17 r Riverfront Trail Project - Phase 1 Construction (East Barber Street to Loomis Property)	1,242,000			993,600		248,400	² Split Funding Source
18 rec Replace Tennis/Pickleball Courts at Sage Park Middle School (Design/Build)	1,168,000		1,168,000				Cost decreased
19 rec Athletic Field Master Plan - Welch Field Improvements	341,000		300,000			41,000	¹
20 ps Public Safety Equipment Fund	287,000	287,000					
21 ps Public Safety Equipment Fund - Hayden Station Utility/Mobile Cascade Vehicle Replacement	313,000	313,000					Cost Increased
22 ps Additional Fire Hydrants	275,000		275,000				Cost increased, Changed Funding Source from GF to Bonding
23 boe BOE - Poquonock School Ventilation Upgrade	144,000	144,000					New.
24 boe BOE - School Window Replacement (Design)	102,000	102,000					
25 boe BOE - LP Wilson Window Replacement (Design)	60,000					60,000	¹
Subtotal FY 2027	12,446,500	3,147,000	7,420,000	1,173,600	-	705,900	
FY 2027 Projects Anticipated to Require Voter Approval							
26 boe BOE - Windsor High School Roof Replacement Project (Construction)	9,902,000	-	5,446,100	4,455,900	-	-	
Subtotal FY 2027	9,902,000	-	5,446,100	4,455,900	-	-	
GRAND TOTAL FY 2027	22,348,500	3,147,000	12,866,100	5,629,500	-	705,900	

¹ Capital Projects Fund Assigned Fund Balance (Total = \$175,000)

² General Fund Unassigned (Total = \$530,900)

³ Public Safety Equipment Fund (Total = \$0)

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY24 Adopted CIP
<u>FY 2028</u>							
1 pa Pavement Management Program	1,180,000	1,000,000		180,000			Cost increase
2 pa Sidewalk and Curb Replacement Program	245,000	245,000					
3 sw Stormwater Management Improvements	400,000		400,000				
4 c Fleet and Public Works Equipment Replacement	850,000	850,000					
5 c Tree Replacement Program	45,000					45,000 ¹	
6 c Painting Town Facilities - Interiors and Exteriors	380,000					380,000 ²	
7 c Poquonock Firehouse HVAC Replacement	740,000	240,000				500,000 ³	
8 c HVAC Roof Top Replacement at Addison Road DPW	335,000		335,000				Changed funding source from Capital to Bonding
9 c HVAC Roof Top Replacement at 330 Windsor Ave	255,000	255,000					
10 c Emergency Power Generators Replacement	509,000		509,000				
11 r Day Hill Road Reconstruction (Blue Hills Avenue to Great Pond Drive, Design & Construction)	2,101,000		2,101,000				New
12 r Street Reconstruction - Basswood Road (Construction)	2,143,000		2,143,000				Moved from FY 27
13 r Kennedy Road Rehabilitation (River Street to I-91)	2,082,000		2,082,000				New
14 r River Street Roadway Rehabilitation (Poquonock Ave to Old River St, Construction)	649,000		649,000				Moved from FY 25
15 r River Street Road Rehabilitation (Kennedy Rd - Old River St)	1,112,000		1,112,000				
16 r Riverfront Trail Project - Phase 2 Design (Loomis Property to Town Center)	226,000	226,000					Phased into two projects, Construction in FY 30.
17 ps Public Safety Equipment Fund	360,000	360,000					
18 boe BOE - Windsor High School Fieldhouse Renovation (Design)	300,000					300,000 ²	Construction in FY 29
19 boe BOE - School Window Replacement (Construction)	1,073,000		1,073,000				
20 boe BOE - School Emergency Generators (Design)	310,000					310,000 ¹	
Subtotal FY 2028	15,295,000	3,176,000	10,404,000	180,000	-	1,535,000	
<u>FY 2028 Projects Anticipated to Require Voter Approval</u>							
21 c Town Facility Improvements - Veteran's Pool Improvements	3,750,000	-	3,750,000	-	-	-	
Subtotal FY 2028	3,750,000	-	3,750,000	-	-	-	
GRAND TOTAL FY 2028	19,045,000	3,176,000	14,154,000	180,000	-	1,535,000	

¹ Capital Projects Fund Assigned Fund Balance (Total = \$355,000)

² General Fund Unassigned (Total = \$680,000)

³ Public Safety Equipment Fund (Total = \$500,000)

Capital Improvement Program

<u>Project Name</u>	<u>Estimated Project Cost</u>	<u>General Fund</u>	<u>New Bonding Authorization</u>	<u>State & Federal Aid</u>	<u>Enterprise Funds</u>	<u>Other Sources</u>	<u>Changes from FY24 Adopted CIP</u>
FY 2029							
1 pa Pavement Management Program	1,200,000	1,020,000		180,000			
2 pa Sidewalk and Curb Replacement Program	250,000	250,000					
3 pa Sidewalk Installation - Poquonock Avenue (Marshall St. to Tiffany Dr., Design & Construction)	394,000		394,000				Cost increased by \$127,000
4 pa Pavement Resurfacing at Town Facilities & Schools	317,000		317,000				New.
5 c Fleet and Public Works Equipment Replacement	875,000	875,000					
6 c Historic Monument and Ancient Cemetery Preservation	150,000					150,000 ¹	New
7 c Mill Brook Clubhouse Improvements	1,585,000		1,585,000				
8 r Route 305 Corridor Improvements (Design)	645,000		645,000				
9 r Day Hill Road Pavement Management (Addison Road to Northfield Drive, Design & Construction)	1,685,000		1,685,000				New
10 rec Washington Park Improvements (Design)	100,000	100,000					New
11 ps Public Safety Equipment Fund	600,000	600,000					
12 boe BOE - Poquonock Abandoned Boiler Demolition	383,000		383,000				New.
13 boe BOE - Poquonock Boiler Replacement	1,525,000		1,525,000				
14 boe BOE - Oliver Ellsworth School - Code Compliance Upgrades	357,000		357,000				
Subtotal FY 2029	10,066,000	2,845,000	6,891,000	180,000	-	150,000	
FY 2029 Projects Anticipated to Require Voter Approval							
15 boe BOE - Windsor High School Fieldhouse Renovation (Construction)	10,000,000		10,000,000				
Subtotal FY 2029	10,000,000	-	10,000,000	-	-	-	
GRAND TOTAL FY 2029	20,066,000	2,845,000	16,891,000	180,000	-	150,000	
¹ Capital Projects Fund Assigned Fund Balance (Total = \$150,000)							
² General Fund Unassigned (Total = \$0)							
³ Public Safety Equipment Fund (Total = \$0)							

Capital Improvement Program

Project Name		Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Aid	Enterprise Funds	Other Sources	Changes from FY24 Adopted CIP
FY 2030								
1	pa	Pavement Management Program	1,240,000	1,060,000		180,000		
2	pa	Sidewalk and Curb Replacement Program	250,000	250,000				
3	sw	Stormwater Management Improvements	450,000		450,000			
4	c	Fleet and Public Works Equipment Replacement	875,000	875,000				
5	r	Intersection Improvements - Capen Street & Sage Park Road (Design)	150,000	150,000				Construction in unscheduled
6	r	Pleasant Street Boat Launch Reconstruction	710,000		710,000			Moved from Unscheduled
7	r	Riverfront Trail Project - Phase 2 Construction (Loomis Property to Town Center)	3,052,000			3,052,000		Phased into two projects. Design in FY 28.
8	r	Rainbow Neighborhood - Road Reconstruction (Design)	550,000		550,000			Moved from FY 28
9	r	Day Hill Road Ped. Circulation Enhancements (Old Day Hill Road, Construction)	378,500		378,500			Moved from FY 27
10	rec	Washington Park Improvements (Construction)	500,000		500,000			New.
11	rec	Athletic Field Improvements - Northwest Park	360,500		360,500			Moved from Unscheduled
12	ps	Public Safety Equipment Fund	600,000	600,000				
13	ps	Additional Fire Hydrants	284,500				284,500	Cost increase
Subtotal FY 2030		9,400,500	2,935,000	2,949,000	3,232,000	-	284,500	
FY 2030 Projects Anticipated to Require Voter Approval								
14	boe	BOE - Poquonock School Ventilation Upgrade (Construction)	3,670,000		3,670,000			New
Subtotal FY 2030		3,670,000	-	3,670,000	-	-	-	
GRAND TOTAL FY 2030		13,070,500	2,935,000	6,619,000	3,232,000	-	284,500	
¹ Capital Projects Fund Assigned Fund Balance (Total = \$284,500) ² General Fund Unassigned (Total = \$0) ³ Public Safety Equipment Fund (Total = \$0)								
Total CIP Program FY 25 - FY 30		122,068,800	17,622,000	80,943,100	17,779,900	-	5,723,800	

List of Unscheduled Projects FY25 - FY30 CIP

	<u>Estimated Cost*</u>		<u>Estimated Cost*</u>
Road Reconstruction/Transportation System Projects		Pavement Management	
Audible Pedestrian Crosswalk Signals	43,400	Ongoing	-
Day Hill Road Capacity Improvements - Right Turn Lanes (Design)	101,000		
Day Hill Road Capacity - Right Turn Lanes (Construction)	321,400		Subtotal -
	Design FY28		
Traffic Signal at Windsor Avenue and Corey Street	613,600	Public Safety	
Intersection Improvements - Capen Street at Sage Park Road (Design)	723,320	Utility Vehicles	377,000 New
Archer Road Safety Improvements	794,500	Rainbow Firehouse - Engine Tanker Replacement	980,000
Hayden Station Road Rehabilitation (Kennedy Road to Archer Road)	1,191,000 New	Additional Fire Hydrants	1,337,000
East Granby Road Relocation	2,103,000	Poquonock Fire Station - Rescue Pumper 8 Replacement	1,073,000
International Drive (West End) Rehabilitation (Seymour Road to Rainbow Road)	2,442,000 New	Public Safety Complex - Engine 1 Replacement	1,196,000
Pond Road/Indian Hill Road - Street Reconstruction	2,564,490		Subtotal 4,963,000
Plymouth Street Culvert	3,411,000 New		
Pedestrian Bridge Over Railroad Tracks - Windsor Center	3,575,000	Park Improvements	
Day Hill Road/Blue Hills Ave. Extension Roundabout Construction	4,626,000 Grants	Skate Park Improvements	262,300
Rainbow Road - Street Reconstruction	4,860,443	Northwest Park Activity Pavilion	318,500
Construct Sidewalks Along Arterial Roads	4,940,000 Design FY28	Athletic Field Improvements - Fitch Park	580,000
Construct Sidewalks Along Collector Roads	5,201,000 Design FY25		Subtotal 1,160,800
Day Hill Road Capacity Improvements - Lane Widening from Addison Rd to I-91 (Const.)	5,223,529		
Route 305 Corridor Improvements	9,139,000	Stormwater Management Improvements	
Construct Sidewalks Within 1 Mile of Schools	32,588,680	None	-
	Subtotal 84,462,362		Subtotal -
		I-91 Ramp Improvements	
Community Facilities and Assets		Ramp Modification at I-91 & Route 75/Day Hill Road	65,268,000
Town Facility Improvements - Luddy House Fire Protection Installation	102,000		Subtotal 65,268,000
Silver Birch Pond Improvements	169,000		
Wilson Branch Library Roof Replacement	260,000	Board of Education	
Milo Peck Roof Replacement	300,000	Sage Park Middle School Parking Lot Improvements	695,500 State/Fed Funds
Windsor Library Roof Replacement	330,000		Subtotal 695,500
Pleasant Street Boat Launch Reconstruction	537,000		
Milo Peck Discovery Center Restroom Renovation	539,000		
Streetlight Replacement, Energy, and Maint. Cost Reduction Program	3,308,000		
Town Center Parking Garage	15,123,000 State/Federal Funds		
	Subtotal 20,668,000		

* Estimate in current dollars: Includes 20% contingency and 1.5% bonding costs

CIP Projects By Town & Board of Education Facilities

(not including storwater, pavement amangement, & roaway)

Town Facilities		
330 WINDSOR AVENUE COMMUNITY CENTER		
FY 28	HVAC Roof Top Replacement	\$ 255,000
		330 Windsor Avenue Community Center Sub-Total \$ 255,000
ADDISON ROAD DEPARTMENT OF PUBLIC WORKS		
FY 28	HVAC Roof Top Replacement	\$ 335,000
		Addison Road DPW Sub-Total \$ 335,000
CHAFFEE HOUSE		
FY 25	Chaffee House Improvements	\$ 140,000
		Chaffee House Sub-Total \$ 140,000
FIRE DEPARTMENT APPARATUS		
FY 25	Public Safety Equipment Fund - Replace Engine 8	\$ 1,196,000
FY 26	Public Safety Equipment Fund - Ladder Truck 2 Replacement	\$ 1,981,000
FY 27	Public Safety Equipment Fund - Mobile Cascade Vehicle Replacement	\$ 313,000
UNSCHEDULED	Engine Tanker Replacement	\$ 980,000
UNSCHEDULED	Rescue Pumper 8 Replacement	\$ 1,073,000
UNSCHEDULED	Engine 1 Replacement	\$ 1,196,000
		Fire Department Apparatus Sub-Total \$ 6,739,000
FITCH PARK		
UNSCHEDULED	Athletic Field Improvements	\$ 580,000
		Fitch Park Sub-Total \$ 580,000
L.P. WILSON COMMUNITY CENTER		
FY 25	HVAC Improvements - North Phase 2B (Construction)	\$ 965,000
FY 25	Roof Replacement Project - North End (Design)	\$ 100,000
FY 26	Main Hall Restroom Renovation (Construction)	\$ 880,000
FY 26	Roof Replacement Project - North End (Construction)	\$ 2,400,000
FY 26	South Phase 3 (Construction)	\$ 2,555,000
FY 27	Window Replacement (Design)	\$ 60,000
FY 27	HVAC Improvements - South Phase 4 (Construction)	\$ 2,370,000
		L.P. Wilson Sub-Total \$ 9,330,000
LUDDY HOUSE		
UNSCHEDULED	Fire Protection Installation	\$ 102,000
		Luddy House Sub-Total \$ 102,000
MILLBROOK OPEN SPACE		
FY 27	Stream Stabilization (Planning & Design)	\$ 562,000
FY 29	Clubhouse Improvements	\$ 1,585,000
		Millbrook Open Space Sub-Total \$ 2,147,000
MILO PECK COMMUNITY CENTER		
FY 25	Milo Peck HVAC, Electrical, and Energy Improvements (Design)	\$ 120,000
FY 26	HVAC, Electrical, and Energy Improvements (Construction)	\$ 3,995,000
UNSCHEDULED	Roof Replacement	\$ 300,000
UNSCHEDULED	Discovery Center Restroom Renovation	\$ 539,000
		Milo Peck Sub-Total \$ 4,954,000
NORTHWEST PARK		
FY 30	Athletic Field Improvements	\$ 360,500
UNSCHEDULED	Activity Pavilion	\$ 318,500
		Northwest Park Sub-Total \$ 679,000
POQUONOCK FIREHOUSE		
FY 27	HVAC Replacement (Design)	\$ 48,000
FY 28	HVAC Replacement	\$ 740,000
		Poquonock Firehouse Sub-Total \$ 788,000

SAGE PARK MIDDLE SCHOOL ATHLETIC FACILITIES		
	FY 27 Replace Tennis/Pickleball Courts (Design/Build)	\$ 1,168,000
	UNSCHEDULED Skate Park Improvements	\$ 262,300
		Sage Park Sub-Total \$ 1,430,300

SHARSHON PARK		
	FY 26 Athletic Field Improvements (Construction)	\$ 637,000
		Sharshon Park Sub-Total \$ 637,000

TOWN HALL		
	FY 25 Roof Replacement Project (Design)	\$ 41,000
	FY 26 Roof Replacement (Construction)	\$ 567,000
		Town Hall Sub-Total \$ 608,000

TRAIN STATION		
	FY 26 Boiler Replacement	\$ 225,000
		Train Station Sub-Total \$ 225,000

VETERANS MEMORIAL CEMETARY		
	FY 26 Expansion & Enhancements	\$ 210,000
		Veterans Memorial Cemetery Sub-Total \$ 210,000

VETERANS POOL		
	FY 26 Veterans Pool (Design)	\$ 350,000
	FY 28 Veterans Pool Improvements	\$ 3,750,000
		Veterans Pool Sub-Total \$ 4,100,000

WASHINGTON PARK		
	FY 29 Improvements (Design)	\$ 100,000
	FY 30 Improvements (Construction)	\$ 500,000
		Washington Park Sub-Total \$ 600,000

WELCH PARK		
	FY 25 Replace Tennis/Pickleball Courts (Design/Build)	\$ 832,000
	FY 27 Welch Field Improvements	\$ 341,000
		Welch Park Sub-Total \$ 1,173,000

WILSON FIREHOUSE		
	FY 25 Public Safety Equipment Fund - Interior Renovations and Roof Replacement	\$ 316,000
		Wilson Firehouse Sub-Total \$ 316,000

WILSON LIBRARY		
	FY 26 Roof Top Unit Replacement (Design)	\$ 30,000
	FY 27 Roof Top Unit Replacement (Construction)	\$ 240,000
	UNSCHEDULED Roof Replacement	\$ 260,000
		Wilson Library Sub-Total \$ 530,000

WINDSOR LIBRARY		
	FY 26 Roof Top Unit Replacement (Design)	\$ 30,000
	FY 27 Roof Top Unit Replacement (Construction)	\$ 466,000
	UNSCHEDULED Roof Replacement	\$ 330,000
		Windsor Library Sub-Total \$ 826,000

OTHER ASSORTED TOWN FACILITY PROJECTS		
	FY 26 Core Server Replacement	\$ 150,000
	FY 28 Painting Town Facilities - Interiors and Exteriors	\$ 380,000
	FY 28 Emergency Power Generators Replacement	\$ 509,000
		Other Assorted Town Facility Projects Sub-Total \$ 1,039,000

		Non-BOE Town Facilities Sub-Total \$ 37,743,300
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Board of Education Facilities

CLOVER STREET SCHOOL

FY 25	ADA Code & Restroom Renovations - Phase 2 (Construction)	\$	1,860,000
FY 26	Roof Replacement (Construction)	\$	2,422,000
			Clover Street School Sub-Total
			\$ 4,282,000

OLIVER ELLSWORTH SCHOOL

FY 25	Building Envelope	\$	1,873,000
FY 26	Gym Floor Replacement	\$	289,000
FY 29	Code Compliance Upgrades	\$	357,000
			Oliver Ellsworth School Sub-Total
			\$ 2,519,000

POQUONOCK ELEMENTARY SCHOOL

FY 25	Roof Replacement	\$	2,330,000
FY 27	Ventilation Upgrade (Design)	\$	144,000
FY 29	Poquonock Abandoned Boiler Demolition	\$	383,000
FY 29	Poquonock Boiler Replacement	\$	1,525,000
FY 30	Ventilation Upgrade (Construction)	\$	3,670,000
			Poquonock Elementary School Sub-Total
			\$ 8,052,000

SAGE PARK MIDDLE SCHOOL

FY 25	Slab Moisture Control Project	\$	800,000
FY 25	O'Brien Field Turf Replacement (Construction)	\$	981,000
UNSCHEДУLED	Parking Lot Improvements	\$	695,500
			Sage Park Sub-Total
			\$ 2,476,500

WINDSOR HIGH SCHOOL

FY 25	HVAC Systems Replacement (Design)	\$	350,000
FY 25	Fieldhouse Renovation (Design)	\$	66,000
FY 25	Roof Replacement Project (Design)	\$	270,000
FY 26	HVAC Systems Replacement (Construction)	\$	3,555,000
FY 27	Roof Replacement Project (Construction)	\$	9,902,000
FY 28	Fieldhouse Renovation (Design)	\$	300,000
FY 29	Fieldhouse Renovation (Construction)	\$	10,000,000
			Windsor High School Sub-Total
			\$ 24,443,000

OTHER ASSORTED SCHOOL PROJECTS

FY 27	Window Replacement (Design)	\$	102,000
FY 28	Window Replacement (Construction)	\$	1,073,000
FY 28	Emergency Generators (Design)	\$	310,000
			Other Assorted School Projects Sub-Total
			\$ 1,485,000

BOE Facilities Sub-Total \$ 43,257,500


Total Town & Board of Education \$ 81,000,800

Agenda Item Summary

Date: August 5, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Patrick McMahon, Economic Development Director

Reviewed By: Peter Souza, Town Manager 

Subject: Municipal Brownfield Grant Program Award
90 Deerfield Road

Background

The Department of Economic and Community Development (DECD) has awarded the Town of Windsor a \$2,000,000 Municipal Brownfield Grant for environmental remediation at 92 Deerfield Road (former Stanadyne property) to assist the developer, Industrial Realty Group (IRG), in the redevelopment of this campus into the Connecticut River Business Park, a multi-tenanted industrial facility. Per the *Town Charter*, a special town meeting is required to authorize the expenditure of said grant.

Discussion/Analysis

Stanadyne, a designer and manufacturer of fuel injection equipment for gasoline and diesel engines, had a long-time presence on Deerfield Road and was a major employer in the community. In 2013, the property was split into two separate parcels – 90 Deerfield Road containing an approximately 400,000 SF production facility on 32.95 acres and 92 Deerfield Road containing two separate buildings of approximately 160,000 SF and 90,000 SF on 19.76 acres. In 2023, Stanadyne declared bankruptcy and Industrial Realty Group, LLC (IRG) was able to acquire both 90 and 92 Deerfield Road under separate limited liability companies (LLCs).

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

The work associated with 90 Deerfield Road would include soil and groundwater remediation, groundwater monitoring and hazardous building materials abatement.

Financial Impact

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

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

Other Board Action

The Economic Development Commission (EDC) has been kept informed of the brownfield grant application and awards and overall development objectives.

A Special Town Meeting is required to consider the project authorization per Sec. 9-3 of *Town Charter* as the value of the project exceeds 2% of the current tax levy.

Recommendations

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

ITEM 12 a)

1) Introduce and approve an Appropriation

“MOVE to introduce and approve a resolution entitled, “Authorize the acceptance and expenditure of a \$2,000,000 State of Connecticut Brownfield Grant related to the environmental remediation of 90 Deerfield Road.”

ITEM 12 b)

2) Set a Special Town Meeting

“Move that a Special Town Meeting be held in the Council Chambers at the Windsor Town Hall on September 3, 2024 at 7:00 p.m. (prevailing time) to act on the acceptance and expenditure of a \$2,000,000 State of Connecticut Brownfield Grant related to the environmental remediation of 90 Deerfield Road.”

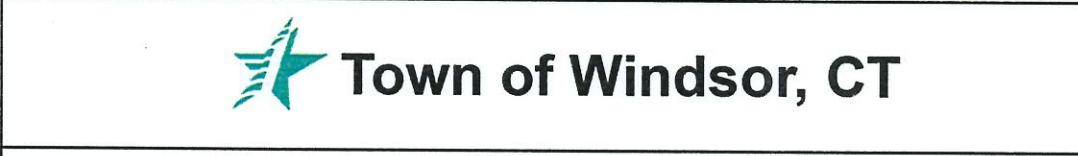
Attachments

Property Map

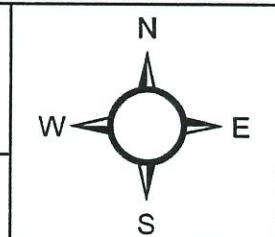
SITE MAP – 90 & 92 Deerfield Road



 Parcels



Town of Windsor makes no warranties, expressed or implied concerning the accuracy, completeness, reliability or suitability of this data. The Town of Windsor does not assume any liability associated with the use or misuse of this information.

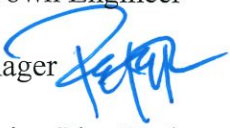


Agenda Item Summary

Date: August 5, 2024

To: Honorable Mayor and Members of the Town Council

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

Reviewed By: Peter Souza, Town Manager 

Subject: CRCOG Natural Mitigation Plan Update

Background

The Capitol Region Council of Governments (CRCOG) is active in planning for natural hazards mitigation in order to reduce our vulnerabilities to natural disasters and enables our communities to minimize losses and recover more effectively when disasters do occur. The initial *Capitol Region Disaster Natural Hazard Mitigation Plan Update* was developed in September 2008. The plan has been periodically updated since that time. The 2019 to 2024 plan has been recently updated and has received FEMA approval pending final adoption at the local/regional level. This plan identifies the natural hazards that may harm the safety and health of the residents of the 38 towns in the CRCOG region, assesses vulnerabilities to these hazards, and identifies mitigation strategies to reduce the loss of life and property, economic disruptions, and the costs of post-disaster recovery.

Formal adoption of the plan by participating municipalities enables each municipality to be eligible to apply for FEMA hazard mitigation project grants. Continued eligibility for FEMA hazard mitigation grants will require adoption of the *2024-2029 Capitol Region Natural Hazards Mitigation and Climate Adaptation Plan Update* by the communities of the region.

Discussion/Analysis

Town staff have participated in the planning process with CRCOG to accomplish the update of the Natural Mitigation Plan for the region. During this planning process, staff attended meetings that covered and/or reviewed the following;

1. Organize the Planning Process and Resources
2. Assess Risks and Capabilities
3. Develop a Mitigation Plan
4. Adopt and Implement the Plan

Risks assessed include dam failure, drought, earthquakes, flooding, hurricanes and tropical storms, severe winter storms, severe thunderstorms, tornadoes, extreme heat and wildfires. CRCOG retained a consulting firm to assist each town to review data, suggest changes and then integrate information into the updated master plan for the region.

Windsor's section of the plan begins by providing context for the community and identifying "critical facilities" in town that would or could be used as part of an emergency response if the need arose. Preparedness-related upgrades completed since the 2019 – 2024 plan was adopted, include those made at 330 Windsor Avenue (back-up generator), upgrades to our police and fire/EMS headquarters, and ensuring development compliance with storm water management

requirements within the permit process and requiring stormwater “Inspection and Maintenance Agreements” be in place prior to construction,

The plan identifies areas of focus for the 2024 – 2029 period. Focus areas include, but are not limited to, potentially increasing shelter capacity by identifying new facilities to utilize as a shelter and or cooling center, formalizing a secondary emergency operations center at either the police or fire/EMS headquarters, formalizing transportation and transit options for transporting residents to shelter/cooling centers, continuing to perform flood risk assessments and monitor for repetitive loss properties, continuing the implementation of maintenance plans for all identified stormwater facilities and continuing to update / maintain town website with hazard mitigations.

The regional plan has been reviewed by FEMA and has been accepted pending approval of towns in the region. Each municipality is asked to formally adopt the Capitol Region Natural Hazards Mitigation Plan Update by resolution of their local governing body.

Financial Impact

There are no specific funding requests at this point. Projects such as stormwater and roadway improvement are or will be incorporated in future capital improvement plans.

Other Board Action

None

Recommendations

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

“MOVE that the attached resolution for the 2024-2029 Capitol Region Disaster Natural Hazard Mitigation Plan update be approved.”

Attachments

Resolution

Windsor’s Section of Regional Natural Hazard Mitigation Plan

CERTIFICATE OF ADOPTION
TOWN OF WINDSOR TOWN COUNCIL

A RESOLUTION ADOPTING THE CAPITOL REGION NATURAL HAZARD MITIGATION PLAN UPDATE, 2024-2029

WHEREAS, the Town of Windsor has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. flooding, extreme heat, droughts, severe storms such as thunderstorms and winter storms, dam failures, wildfires, and earthquakes) resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Windsor Town Council approved the previous version of the Plan in 2014 and 2019; and

WHEREAS, the Capitol Region Council of Governments, of whom the Town of Windsor is a member, has determined that climate change is affecting the frequency and severity of some hazards and therefore elected to expand the Hazard Mitigation Plan Update to become a Hazard Mitigation and Climate Adaptation Plan Update; and

WHEREAS, committee meetings were held and public input was sought in 2023 regarding the development and review of the Hazard Mitigation and Climate Adaptation Plan Update; and

WHEREAS, the Plan specifically addresses hazard mitigation and climate adaptation strategies and Plan maintenance procedures for the Town of Windsor; and

WHEREAS, the Plan recommends several hazard mitigation actions that will provide mitigation for specific natural hazards that impact the Town of Windsor, with the effect of protecting people and property from loss associated with those hazards while adapting to the effects of climate change; and

WHEREAS, the Capitol Region Council of Governments has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation and Climate Adaptation Plan Update under the requirements of 44 CFR 201.6; and

WHEREAS, adoption of this Plan will make the Town of Windsor eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by the town council:

1. The Plan is hereby adopted as an official plan of the Town of Windsor;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Town Council.

Adopted this _____ day of _____, 2024 by the Town Council of Windsor, Connecticut

Town Manager

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the Town of Windsor this _____ day of _____, 2024.

Town Clerk



37 Windsor

Community Overview

Windsor is a suburban community with a land area of 30 square miles and an estimated population of about 29,492 (2020 Census). Elevation ranges from about 32 feet on the eastern side to about 200 feet in the western edge. Windsor primarily lies within the Connecticut River Mainstem Watershed, with its southeast area falling within the Farmington River Watershed. The Town also encompasses several sub-regional drainage basins. The Connecticut River flows the length of the eastern Town boundary. The Farmington River runs from west to east and joins the Connecticut River in Windsor. Other watercourses in Town include Deckers, Meadow, Mill, Phelps, and Rainbow Brooks.

Interstates 91 and 291 run through and intersect in Windsor. In addition, the highway connector between Interstate 91 and Bradley International Airport (Route 20) runs along the northern boundary of Windsor. An active railroad parallels Route 91, running north-south through Windsor. An Amtrak commuter rail line and the Hartford Line commuter rail each stop in the Town. Other major transportation routes through town include state routes 75, 159, 178, 187, 218 and 305.

Windsor is a growing center of employment within the region, and as such, experiences an increase in daytime population. According to the Connecticut Department of Labor, the average annual employment for 2020 was 26,244 jobs. Power generation, aerospace, insurance, computer aided design and manufacturing software development, medical technology, financial services, manufacturing of computer components, electronics, machine tools, adhesives, measuring devices, automotive parts, air movement equipment, and shade-grown tobacco are the principal industries. The largest employers include the new Amazon logistics center, Dollar Tree, Hartford Life, VOYA, GE/Alstom Power, CIGNA, the Town of Windsor, Walgreens, Eversource, Waste Management, and Konica Minolta.

Windsor is experiencing development, with a particular focus on the Western part of town. Warehouses have been a notable part of this growth, with numerous warehouse developments near the airport, along Route 91, and in the western region. Additionally, a new warehouse was recently constructed on Baker Hollow Rd. The town is also witnessing apartment developments in two distinct areas. Windsor has received applications for redevelopment, such as the transformation of the old strip mall at 144 Broad St into apartments near the train station. Transit-Oriented Development (TOD) is gaining traction, supported by town incentives. Town officials also note that East Windsor has regulations about what can be built within terrace escarpment along the Scantic River. This approach could be employed in Windsor. It's important to note that the town ordinance restricts any new structures within 100-year floodplains and therefore, development/redevelopment is not increasing risk to natural hazards.

Critical Facilities

In Windsor critical facilities include the Town Hall, Ambulance Facility, four Fire Stations, one police station, one fire/EM station the DPW facility, a Wastewater Treatment Plant and three pump stations, the train station, the LP Wilson Community Center and Senior Center, one high school, one middle school, four elementary schools, the CREC Academy of Aerospace and Engineering, Loomis Chaffee boarding school, River Street School, Windsor Animal Shelter, and two privately owned Senior Housing facilities.

The Town Hall houses the Emergency Operations Center (EOC) and has an emergency generator. The Public Safety Complex houses both a fire station and the police station. The LP Wilson Community Center and Senior Center (the Center) is the designated emergency shelter. Sheltering equipment is stored onsite at the Center. The Windsor Animal Shelter can be used to shelter animals during an emergency.

Table 37-1: Critical Facilities, Windsor

Facility	Shelter	Cooling Center	Generator
Town Hall (EOC)			X
Ambulance Facility			X
4 Fire Stations			X
Police Station			
Fire/EMS Station			
DPW Facility			X
Wastewater Treatment Plant			X
3 Pump Stations			X
Train Station			
LP Wilson Community Center	X		X
High School			Partial
Middle School			
4 Elementary Schools			
Academy of Aerospace & Engineering			X
Loomis Chaffee (boarding school)			X
CREC River Street School			Partial
Windsor Animal Shelter	Animals		X
2 Senior Housing Facilities			X
1 Eversource Substation			
1 Eversource Area Work Center			

Capabilities

Hazard mitigation is incorporated into Windsor's Plan of Conservation and Development (POCD). POCD actions specifically address natural hazards. Since 2008, there have been no changes in land use or housing development in the special flood hazard area or that would affect the Town's vulnerability to natural hazards.

Windsor uses the Everbridge Reverse 9-1-1 system to alert residents of hazardous conditions.

Improvements were made in both 2007 and 2011 to address the area adjacent to Meadow Brook in the southern end of town. In 2007, the town replaced the culvert beneath the roadway, which improved the hydraulic capacity of the brook in the area. In 2011, slope stabilization work on the upstream banks of the channel was completed to reduce the potential for erosion that could impact the hydraulic capacity of the channel, and help maintain long term functionality of the improvements completed in 2007. Improvements to Batchelder Road, Pleasant Street, and River Street have decreased the risk of isolation during a flood.

Ordinances in place that relate to hazard mitigation include Stormwater Management, Erosion and Sediment Control, and Zoning Regulations that require stormwater management and erosion and sediment control. Regulations also require power lines be buried at new developments.

The Fire Department is completely volunteer, and has a good system in place to recruit and train volunteers. The DPW is responsible for, and fully capable of completing, tree removal. GIS work relevant to hazard mitigation is performed in-house.

The restrooms and showers at the emergency shelter were upgraded to better meet sheltering needs.

Windsor was updating the Town website at the time of plan development to include information on emergency preparedness; the website will include instructions on preparing an "emergency kit."

Since the 2019 HMP, no new actions have been incorporated as capabilities thus, capabilities to address natural hazards and the losses that they have caused, have not increased since the last plan has been adopted.

Challenges

Challenges Overview

Challenges the community faces regarding responding to natural disasters include areas within town that may become inaccessible due to flooding, the need for emergency generators at locations that provide life safety services to parts of the community, and the difficulty of retrieving real time data regarding the status of upstream dams to anticipate flooding impacts.

Areas at risk of flooding include Batchelder Road, Pleasant Street, and River Street.

There are no dry hydrants in Town.

The Town has noticed areas of erodible soils along the Farmington River which are more susceptible to more intense storms. These areas have housing.

Hazard Losses

The economic losses faced by the community from natural hazards can be estimated by reviewing historic loss figures. Loss estimates are summarized below.

Average Annualized Losses

Average Annualized Loss (AAL) estimates are summarized below. Average Annualized Loss (AAL) figures are useful tools for comparison of the risks faced from different hazards with different likelihoods of occurring in a given time period. AAL estimates were prepared for each natural hazard which may impact Windsor. National Centers for Environmental Information (NCEI) data, from the last 20 years, was categorized by hazard and averaged based on the proportion of population within each town in the

CRCOG Region. National Flood Insurance Program (NFIP) losses were calculated based on the 50 year span of the program. FEMA Public Assistance (PA) data from the past 11 years was categorized based on hazard and used to compute AAL. United States Department of Agriculture (USDA) from the past 10 years was calculated to get AAL. Expected Annual Loss data from the National Risk Index (NRI) was downloaded and categorized to get AAL for the below hazards. Dam failure data was taken from the 2019-2024 CROCG Hazard Mitigation Plan (HMP) plan since no new dam failures have occurred in the past five years. The 2019 HMP Dam failures were sourced from the 2014 Connecticut Natural Hazard Mitigation Plan Update, with dam failure data supplemented by the National Performance of Dams Program and the Connecticut Department of Energy & Environmental Protection.

Table 37-2: Average Annualized Losses, Windsor

Hazard	Source	Average Annualized Losses (AAL)
Hurricanes/Tropical storms	NCEI	\$75,789.38
	NRI	\$1,006,177.12
	FEMA PA	\$0.00
Tornados/High Winds	NCEI	\$28,374.16
	NRI	\$277,416.22
Winter Storms	NCEI	\$22,477.41
	NRI	\$16,382.23
	FEMA PA	\$14,147.25
Flood	NCEI	\$22,972.84
	NRI	\$63,470.47
	NFIP	\$2,244.73
Drought	NRI	\$193,250.98
	USDA	\$39,339.83
Extreme Heat	NRI	\$33,829.46
Wildfire	NRI	\$1,326.67
Earthquakes	NRI	\$71,814.31
Dam Failure	HMP	\$52.00

Losses Summary

A review of the above loss estimates demonstrates that the Town of Windsor has experienced significant expenses as a result of natural hazards and is at risk for additional losses if some of the less-frequent events were to occur. These actual and potential losses justify hazard mitigation actions to reduce losses in the future.

Mitigation Strategies and Actions

This HMCAP includes new goal statements that are aligned with *Resilient Connecticut* and the efforts of the GC3. The five new goals developed for this HMCAP were developed with cooperation from CIRCA in the *Resilient Connecticut* planning process, and are:

- Ensure that critical facilities are resilient, with special attention to shelters and cooling centers.
- Address risks associated with extreme heat events, especially as they interact with other hazards.

- Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.
- Reduce losses from other hazards.
- Invest in resilient corridors to ensure that people and services are accessible during floods and that development along corridors is resilient over the long term.

The previous goals of the 2019 HMP have been replaced and incorporated into these five new goals in accordance with the explanation in the Multijurisdictional document.

Status of Previous Mitigation Strategies and Actions

The Town of Windsor reviewed the mitigation actions proposed in the 2019 Capitol Region Natural Hazards Mitigation Plan Update and determined the status of each. That information is included in the table below.

Table 37-3: Status of Previous Mitigation Strategies and Actions, Windsor

No.	Action	Notes	Status
17	Perform a flood risk assessment of the Mill, Meadow, and Deckers Brooks watersheds. Consider flood extents from the 1984, 2003, and 2005 events.	The Town Engineer said they are unaware if anything has been done on this. CIRCA suggested that this action was developed by someone who had been around.	Carry Forward
18	Develop and implement maintenance plan for River Street retaining wall.	The Town Engineer said that there were some roadway projects suggested on River St which did not go forward. She believes this was not done. There was no major project, but town is unsure if maintenance has been added. Suzanne will check in with PW.	Carry Forward
4	Identify, prioritize and implement local road improvements on an annual basis.	The Town Engineer said there is continuing maintenance on some watercourse that silt up from erodible soils. She is not aware of any road improvement.	Carry Forward
11	Develop and implement maintenance plan for all identified stormwater facilities.	The Town Engineer said to her knowledge this has not been completed. Maintenance in problem areas is done but she are unsure if maintenance is ensured in all facilities. Town has an unwritten plan but CIRCA will check back and see if it's still needed.	Carry Forward
10	Work with MDC to identify potential hazard mitigation actions for MDC facilities, and list those actions in the next HMP Update.	The Town Engineer said that they recently got GIS information on stormwater facilities. Upgrades are in works on a main along the river. There is some work planned by MDC but staff were not sure about what this was exactly.	Complete/Retire
9	Review and revise, as necessary, zoning regulations to ensure developers maintain stormwater retention capacity in compliance with MS4 zoning requirements.	The Town Engineer said they have done this and regulations ensure development is in line with MS4.	Complete/Retire
6	Coordinate with NEMO and CRCOG to share resources and gain technical support for hazard mitigation actions involving stormwater management and public outreach, which have parallel benefits related to MS4 stormwater permit compliance.	The Town Engineer said they are compliant with MS4.	Complete/Retire

No.	Action	Notes	Status
14	Contact the owners of Repetitive Loss Properties and nearby properties at risk to inquire about mitigation undertaken and suggest options for mitigating flooding in those areas. This should be accomplished with a letter directly mailed to each property owner.	The Town Engineer said this has not been done. CIRCA explained that this action is required if there are RLP.	Carry Forward
16	Work with CT DEEP to complete a formal validation of the Repetitive Loss Property list and update the mitigation status of each listed property.	This will be carried forward since Windsor has RLP.	Carry Forward
1	Require "Inspection & Maintenance Agreement" recorded on land records for private developments.	The Town Engineer said they have done this, and town does require this. One of the requirements before development, is an ENS, and INN included in stormwater permit.	Complete/Retire
7	Increase sheltering capacity by identifying additional shelter facilities. Consider looking at new shelter at 330 Windsor Ave.	The Town Engineer said this is a community building but she does not know what it is used for.	Carry Forward
8	Increase training for hazard response, e.g. National Incident Management System (NIMS). Include fire, police, EOC and schools.	This question is better answered by the EMD	Carry Forward
12	Identify and develop a secondary emergency operations center.	This question is better answered by the EMD	Carry Forward
2	Conduct outreach on ongoing maintenance with respect to flooding, wind, freezing and other hazards. Use town web page for information in addition to social media.	The Town Engineer is unsure of what has been done. Town does have a web and social media presence but would like to check in on.	Replace in favor of new action covering all hazards
3	Replace the Town's emergency services communications system.	This question is better answered by the EMD	Complete
15	Complete an analysis of costs and benefits of joining the FEMA Community Rating System.	CIRCA told Windsor about the CRS program. There is only one town in the region that is in FEMA CRS program. CIRCA advised that this might not be a good fit for Windsor. The Town Engineer is okay removing this action.	No Longer Needed/Retire
5	Conduct outreach to local small businesses with the aim of preventing the accidental release and pollution from chemicals stored and used at their facilities during or following natural hazard events.	The Town Engineer said that they don't think Windsor has a lot of businesses in the flood plains, and there might be one business	No Longer Needed/Retire
13	Participate in EMI courses or the seminars and annual conference held by the Connecticut Association of Flood Managers.	The Town Engineer is new to town so she has not had the ability to attend courses but is interested in doing so.	Carry Forward/Check with EMD about this

Active Mitigation Strategies and Actions

The Town proposed to initiate several new mitigation actions for the upcoming five years. Additionally, a number of actions from the previous planning period are being carried forward or replaced with revised actions. These are listed below.

Each of the following actions has been prioritized based on FEMA guidelines, listed from highest to lowest priority, and numbered.

Table 37-3: Status of Previous Mitigation Strategies and Actions, Windsor

Number	Hazard Mitigation and Climate Adaptation Actions	Hazard Mitigation and Climate Adaptation Goal	Type of Action	Responsible Department	Approx. Cost Range	Potential Funding Sources	Timeframe	Priority	Hazard(s)	EJ?	PERISTS Score	STAPLEE Score	PERSISTS x STAPLEE =
WD1	Increase sheltering capacity by identifying additional shelter facilities. Consider looking at new shelter at 330 Windsor Ave.	Ensure that critical facilities are resilient, with special attention to shelters and cooling centers.	Preparedness & emergency response	Emergency Management	>\$1M	STEAP; FEMA HMA; Municipal CIP Budget	6/2026	High	All Hazards	No	19	3	57
WD2	Identify and develop a secondary emergency operations center.	Ensure that critical facilities are resilient, with special attention to shelters and cooling centers.	Preparedness & emergency response	Emergency Management	>\$1M	STEAP; FEMA HMA; Municipal CIP Budget	6/2026	Low	All Hazards	No	18	2	36
WD3	Ensure that transportation and transit options are available to bring people to cooling centers.	Address risks associated with extreme heat events, especially as they interact with other hazards.	Preparedness & emergency response	Emergency Management	\$10,000 - \$50,000	Transit; IJJA BBFP	07/2024 - 06/2026	High	Extreme Heat	No	19	3	57
WD4	Perform a flood risk assessment of the Mill, Meadow, and Deckers Brooks watersheds. Consider flood extents from the 1984, 2003, and 2005 events.	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Water & Wastewater Utility Projects	Public Works	\$50,000 - \$100,000	DCRF; FEMA HMA	07/2026 - 06/2028	Medium	Riverine and Pluvial Floods	No	18	6	108
WD5	Develop and implement maintenance plan for River Street retaining wall.	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Structural Project	Public Works	\$50,000 - \$100,000	Municipal Operating Budget; Municipal CIP Budget	07/2025 - 06/2027	Medium	Riverine and Pluvial Floods	No	18	6	108

Number	Hazard Mitigation and Climate Adaptation Actions	Hazard Mitigation and Climate Adaptation Goal	Type of Action	Responsible Department	Approx. Cost Range	Potential Funding Sources	Timeframe	Priority	Hazard(s)	ER?	PERISTS Score	STAPLEE Score	PERISTS x STAPLEE =
WD6	Identify, prioritize and implement local road improvements on an annual basis.	Invest in resilient corridors to ensure that people and services are accessible during floods and that development along corridors is resilient over the long term.	Structural Project	Public Works	\$500,000 - \$1M	LOTCP; STEAP; Municipal CIP Budget	01/2025 and annually during this month	Low	All Hazards	No	18	3	54
WD7	Develop and implement maintenance plan for all identified stormwater facilities.	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Structural Project	Public Works	\$50,000 - \$100,000	Municipal Operating Budget	07/2025 - 06/2027	Medium	All Hazards	No	18	6	108
WD8	Conduct a town wide assessment of stream crossings to identify vulnerabilities and develop a priority list for maintenance and upsizing.	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Structural Project	Public Works	\$10,000 - \$50,000	DCRF; Municipal CIP Budget	07/2025 - 06/2027	Medium	Riverine and Pluvial Floods	No	18	6	108
WD9	Work with the Connecticut Institute for Resilience and Climate Adaptation (CIRCA) to develop an appropriate scope of work to address flooding and extreme heat concerns in Resilient Opportunity Areas (ROARs).	More than one goal.	More than one type	Public Works	\$0-\$10,000	CIRCA	07/2024 - 06/2027	Medium	Riverine and Pluvial Floods/E xtreme Heat	No	18	7	126
WD10	Contact the owners of Repetitive Loss Properties and nearby properties at risk to inquire about mitigation undertaken and suggest options for mitigating flooding	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Property Protection	Community Development	\$0-\$10,000	Municipal Operating Budget	01/2026 - 12/2026	High	Riverine and Pluvial Floods	No	19	7	133

Number	Hazard Mitigation and Climate Adaptation Actions	Hazard Mitigation and Climate Adaptation Goal	Type of Action	Responsible Department	Approx. Cost Range	Potential Funding Sources	Timeframe	Priority	Hazard(s)	EJ?	PERISTS Score	STAPLEE Score	PERISTS x STAPLEE =
	In those areas. This should be accomplished with a letter directly mailed to each property owner.												
WD11	Work with CT DEEP to complete a formal validation of the Repetitive Loss Property list and update the mitigation status of each listed property.	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Property Protection	Planning	\$0-\$10,000	Municipal Operating Budget	01/2025 - 12/2025	High	Riverine and Pluvial Floods	No	19	7	133
WD12	Increase training for hazard response, e.g. National Incident Management System (NIMS), include fire, police, EOC and schools.	More than one goal.	Education and Awareness	Emergency Management	\$0-\$10,000	Municipal Operating Budget	07/2024 - 06/2025	Medium	All Hazards	No	17	7	119
WD13	Participate in EMI and DEMHS courses or the seminars and annual conference held by CIRCA and the Connecticut Association of Flood Managers.	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Education and Awareness	Floodplain Manager	\$0-\$10,000	Municipal Operating Budget	01/2025 and annually during this month	High	All Hazards	No	18	6	108
WD14	Update town website to include hazard mitigation and emergency preparedness tips for town residents, including sections corresponding to each hazard considered in this Plan Update.	More than one goal.	Education and Awareness	Community Development	\$0-\$10,000	Municipal Operating Budget	01/2025 - 12/2025	Medium	All Hazards	No	17	7	119

Figure 37-1: CIRCA Environmental Justice Rank and Critical Facilities, Windsor

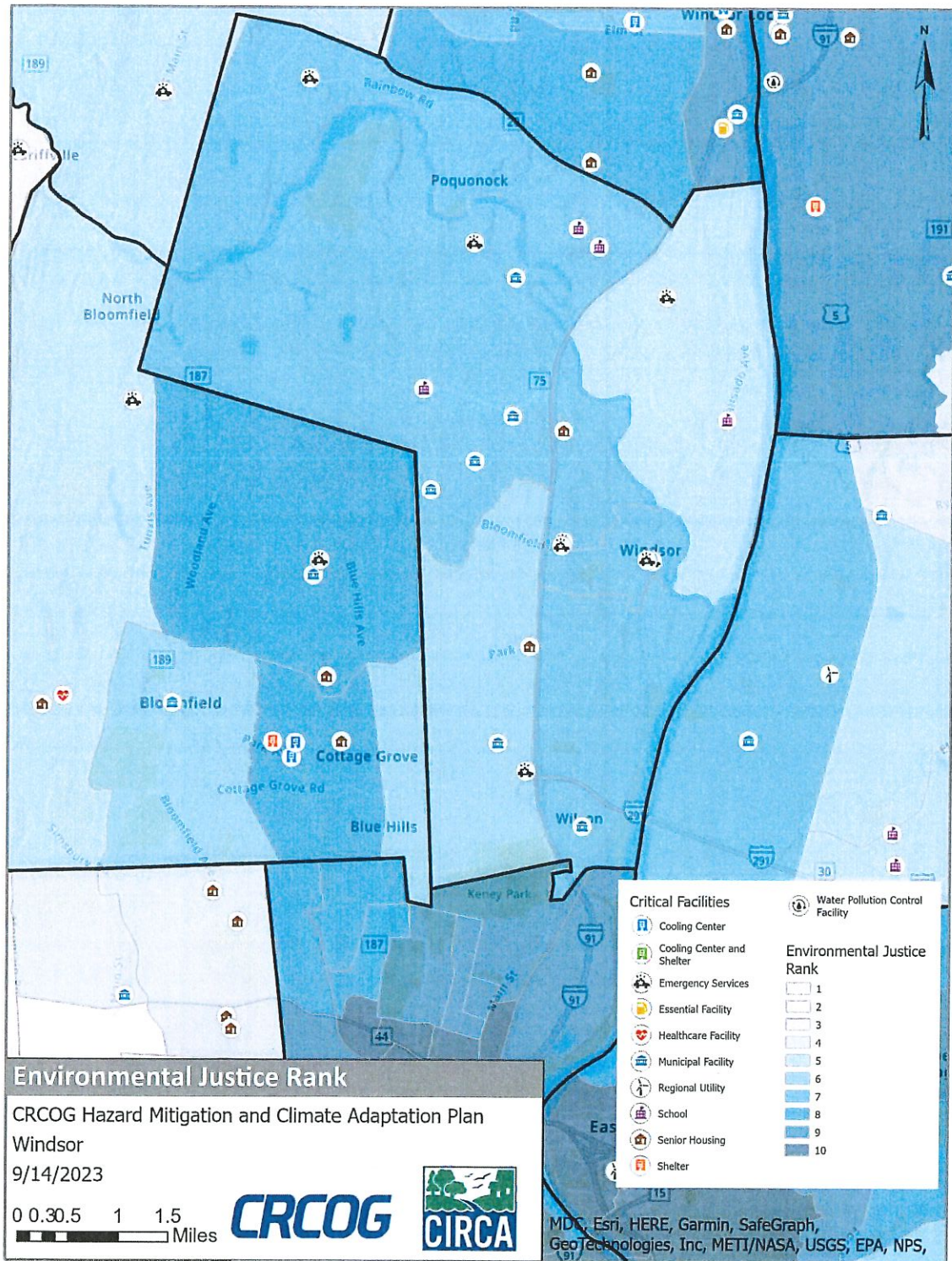


Figure 37-2: FEMA Flood Zones and Critical Facilities, Windsor

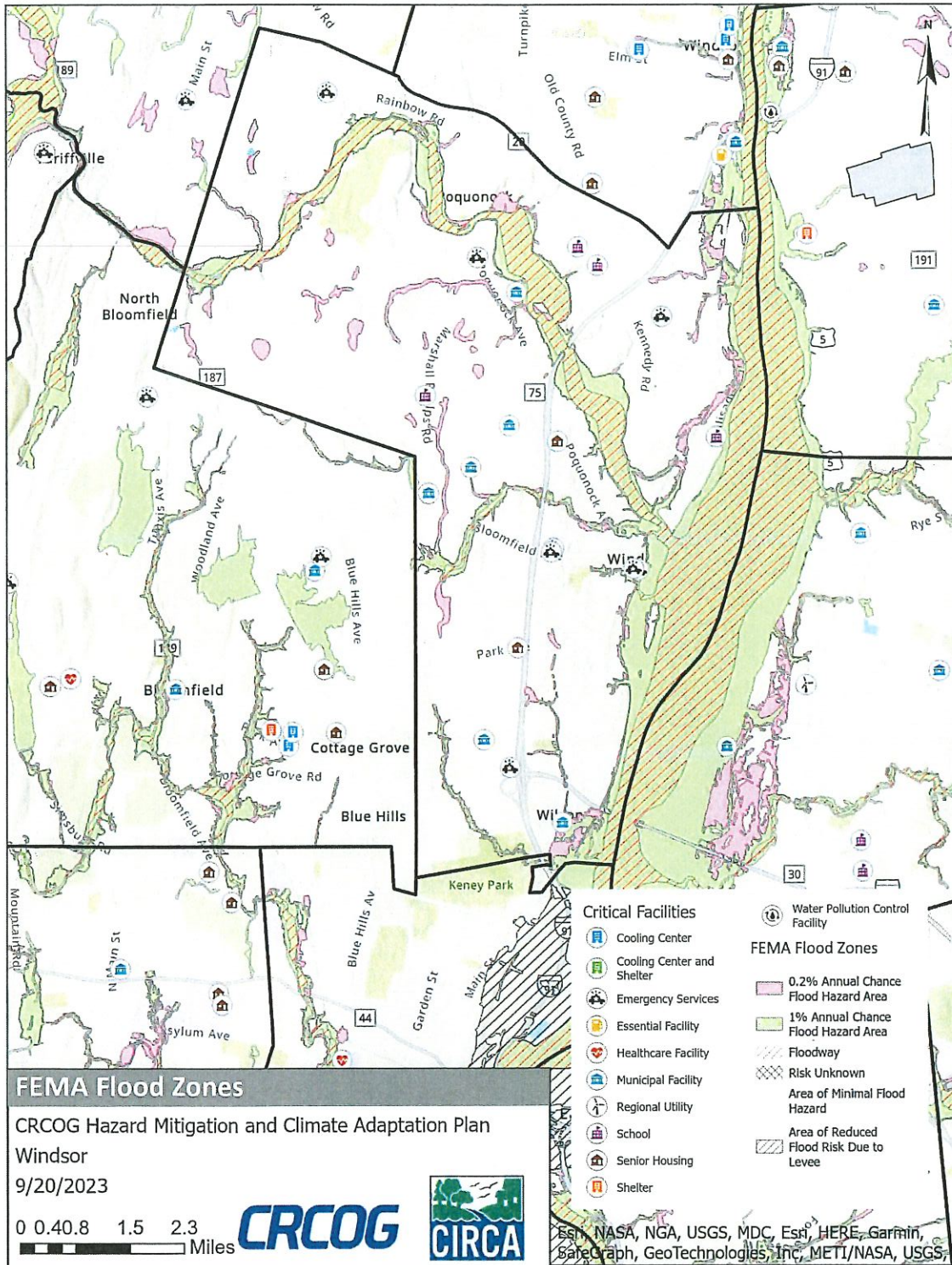


Figure 37-3: CIRCA Flood CCVI and Critical Facilities, Windsor

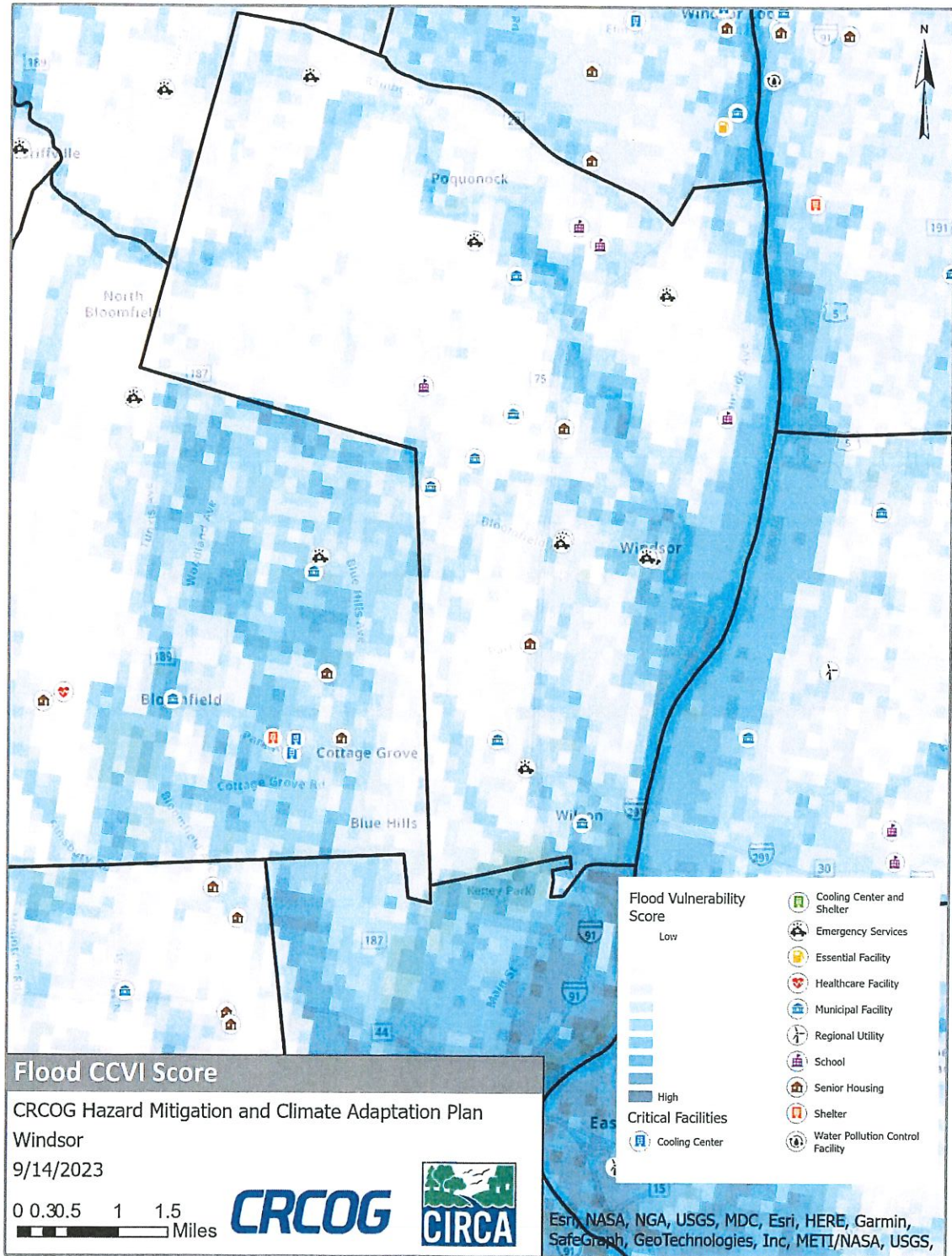


Figure 37-4: Dam Inundation Area and Critical Facilities, Windsor

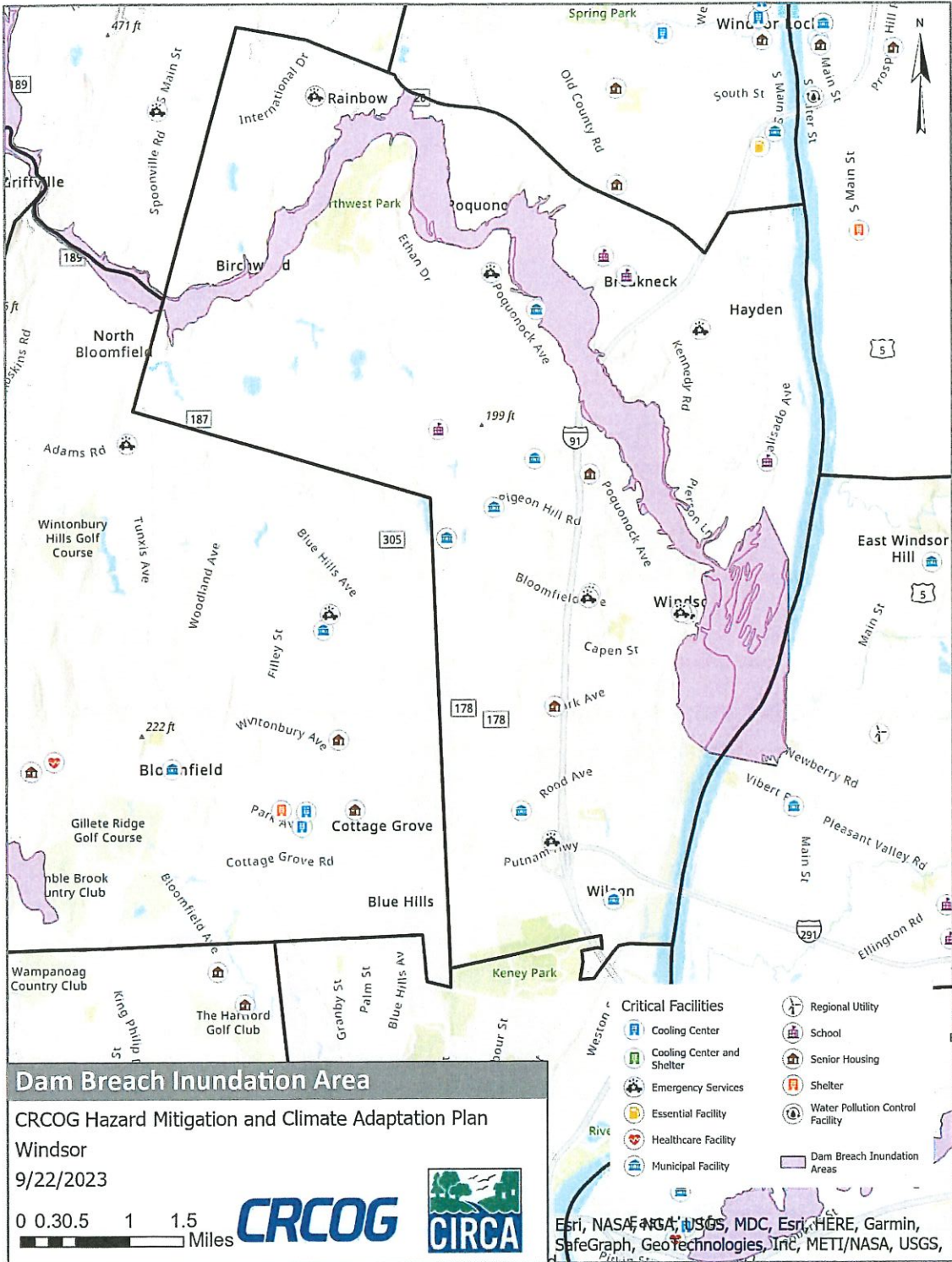
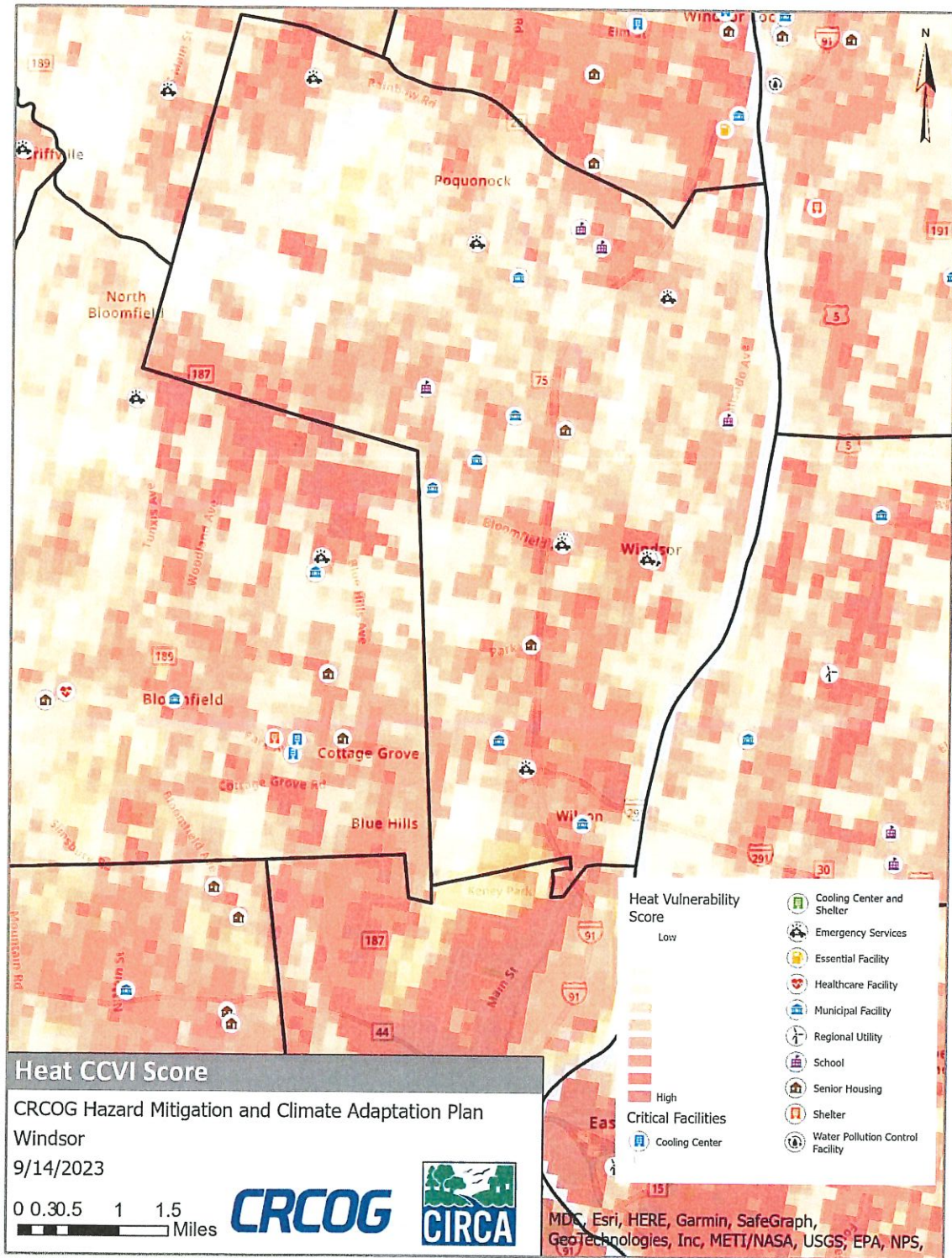


Figure 37-5: CIRCA Heat CCVI and Critical Facilities, Windsor




Agenda Item Summary

Date: August 5, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Patrick McMahon, Economic Development Director

Reviewed By: Peter Souza, Town Manager 

Subject: Setting a Public Hearing for Lease of Stony Hill School at 1195 Windsor Avenue

Background

In 2021, the town leased the historic Stony Hill School to Andrew and Jermika Cost to operate a holistic fitness training program. The lease expired on July 31, 2024 and the Costs chose not to renew the lease. Lucinda's House, a local nonprofit led by Lucinda Canty which provides pre-natal and post-natal education and support is interested in leasing the Stony Hill School.

Discussion

Lucinda's House provides health education and wellness classes on an individual and small group basis. Individual sessions would be by appointment only and small group sessions would have no more than 8 people. We expect to negotiate a proposed lease over the next several weeks.

As the Stony Hill School property was donated to the town, it is subject to some restrictions on its use. According to the most recent determination by the attorney general, Stony Hill School is limited to educational, instructional, arts and cultural purposes and historical exhibitions.

Section 7-163e of the *Connecticut General Statutes* requires that a public hearing be held for the sale, lease or transfer of real property owned by a municipality. In addition, Section 8-24 requires that any sale or lease of public property must be reviewed by the Town Planning and Zoning Commission.

Financial Impact

Rent payments from leased town buildings are deposited into the Special Revenue Fund account which is used to pay maintenance and utility costs. At this time, the terms of a proposed lease are still to be negotiated so the expected revenue is yet to be determined.

Other Board Action

The Town Planning and Zoning Commission will be requested to review the proposal to lease the property as per Section 8-24 of the *Connecticut General Statutes* at an upcoming meeting. Their report will be available to the Town Council prior to its consideration of the lease. The Town Planning and Zoning Commission will also have a public hearing for a special use application for private use of a municipal facility.

Recommendation

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

“MOVE that a public hearing be set for Tuesday, September 3, 2024 at 7:20 p.m. on a proposed lease of town-controlled real property, the Stony Hill School, located at 1195 Windsor Avenue; and that the Town Manager be authorized and directed to publish and to post notice of said public hearing.”

Attachments

None



Town Council
Resignations/Appointments/Reappointments
August 5, 2024

Resignations

- A. **Accept the resignation of Taariq Jaamal from the Windsor Housing Authority**

- B. **Accept the resignation of Dominic DeCarlo from the Inland Wetlands and Watercourses Commission**

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

None

Names submitted for consideration of appointment

- A. One *Republican* Member
Library Advisory Board
Three Year Term to expire April 30, 2027 or until a successor is appointed
(David Raney – moved out of town)

“MOVE to appoint Coralee Jones 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.”

- B. One *Republican* Member
Zoning Board of Appeals
Four Year Unexpired Term to expire November 10, 2026 or until a successor is appointed
(Loretta Raney – moved out of town)

“MOVE to appoint James Durant as a Republican member to the Zoning Board of Appeals for a four year unexpired term to expire November 10, 2026 or until a successor is appointed.”

C. One *Democratic* Member

Board of Ethics

Five Year Unexpired Term to expire July 31, 2024 or until a successor is appointed

(Robert Mack - deceased)

“MOVE to appoint Robin James as a Democratic member to the Board of Ethics for a three year term to expire July 31, 2029 or until a successor is appointed.”

D. One *Democratic* Member

Library Advisory Board

Three Year Term to expire April 30, 2027 or until a successor is appointed

(Betty Hellerman - reappointment)

“MOVE to reappoint Betty Hellerman as a Democratic member to the Library Advisory Board for a three year term to expire April 30, 2027 or until a successor is appointed.”

E. One *Democratic* Member

Capital Improvements Committee

Three Year Term to expire May 5, 2027 or until a successor is appointed

(James Bennett - reappointment)

“MOVE to reappoint James Bennett as a Democratic member to the Capital Improvements Committee for a three year term to expire May 5, 2027 or until a successor is appointed.”

F. One *Democratic* Member

Library Advisory Board

Three Year Term to expire April 30, 2027 or until a successor is appointed

(Denise Panos - reappointment)

“MOVE to reappoint Denise Panos as a Democratic member to the Library Advisory Board for a three year term to expire April 30, 2027 or until a successor is appointed.”

G. One *Democratic Alternate* Member (Homeowner)

Fair Rent Commission

Three Year Term to expire March 31, 2027 or until a successor is appointed

(Michael Bivans - reappointment)

“MOVE to reappoint Michael Bivans as a Democratic Alternate (Homeowner) member for a three year term to expire March 31, 2027 or until a successor is appointed.”

H. One *Democratic* Member

Youth Commission

Three Year Term to expire April 18, 2026 or until a successor is appointed

(Melissa Richards - reappointment)

“MOVE to reappoint Melissa Richards as a Democratic member to the Youth Commission for a three year term to expire April 18, 2026 or until a successor is appointed.”

I. One *Democratic* Member

Capital Improvements Committee

Three Year Term to expire May 5, 2027 or until a successor is appointed

(Randall Graff - reappointment)

“MOVE to reappoint Randall Graff as a Democratic member to the Capital Improvements Committee for a three year term to expire May 5, 2027 or until a successor is appointed.”

J. One *Democratic* Member

Greater Hartford Transit District

Four Year Term to expire February 28, 2028 or until a successor is appointed

(Ricardo Quintero - reappointment)

“MOVE to reappoint Ricardo Quintero to the Greater Hartford Transit District for a four year term to expire February 28, 2028 or until a successor is appointed.”



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
July 1, 2024
Regular Town Council Meeting
Council Chambers

UNAPPROVED MINUTES

1) CALL TO ORDER

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

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

2) PRAYER OR REFLECTION

Deputy Mayor Klase led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

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

4) PROCLAMATIONS AND AWARDS

- a) Proclamation proclaiming July 2024 as Parks and Recreation month

Mayor Black-Burke read the proclamation out loud.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Sarah McKay, representing the Windsor Arts Center, said she is here in gratitude and in support of the Connecticut River and Roots Festival which will be happening on September 1, 2024. This event is presented by the Windsor Arts Center and the Windsor Historical Society in collaboration with Connecticut Blue Grass Association and others. Its presenting headliner has performed at Carnegie Hall who is himself an Afro futurist which blends folk music with modern, contemporary music. There will be an internationally known musician that will be coming and the point of the festival is to highlight the origins of the shared cultures delving into the deep history of roots music, specifically looking at African roots and indigenous roots and roots music.

Doug Shipman, Director of Windsor Historical Society, stated he is here to speak about the Connecticut River and Roots Festival as well. They not only hope that the 2024 festival will be the first of many annual Connecticut River and Roots Festivals, but they also hope it will instill a tradition of truly inclusive events on the town green that represents the culture of all Windsor residents. With your support tonight in approving the allocation of ARPA funds recommended by



the Town Manager for this purpose, you can help insure this hope becomes a reality. He also thanked the Town Manager and staff which have added an allocation of money to the Capital Improvement Plan for the Chaffee House. It is a historic house on the Palisado Green, a place where you can come and learn about the black experience in the greater Windsor area. They presently have a changing exhibit that's up on the Windsor Afro-American Civic association. They are thankful for all the changes that have been made to the house to date and he looks forward to stabilizing the exterior of the building.

Neill Sachdev, 960 Kennedy Road, President of the Board of Directors for the Windsor Arts Center thanked the Town Council for their continued support of their organization and he wants to voice his support for the Connecticut River and Roots Festival that will be happening on September 1st.

James Madison, 8 Fitzmaurice Circle, stated he loves the police cars that have the thin blue line flag on them. He has one on his truck. He strongly supports the police. He's watched hundreds of hours of body cam video. If you haven't watch them, he invites you to do so. Watch what the police go through. The average fire fight for a police officer lasts three seconds, for a distance of three yards for three shots. You go from an annoying person in a car to the snap of your figures to a life or death situation. It's a hard job and he respects that tremendously. To him, that is what the thin blue line represents. There was an officer that was killed in the line of duty in Wethersfield and the residents of Wethersfield wanted to fly the thin blue flag on his behalf. He stated that there was opposition from a Wethersfield Town Councilor regarding doing that. We live in a very diverse town. It's about the heroism of the police and nothing else.

Joel Herman, 107 Rood Avenue, stated he didn't realize the gentleman before him was going to be talking about the thin blue line. He said it's a desecration of the American flag. The flag is made to be flown one way. As a U.S. Army veteran, he believes it's supposed to be flown just one way.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Eleveld said Happy 4th of July to all and be careful if you're playing with fireworks.

Councilor Smith wished everyone a Happy 4th of July. Please be safe and careful and look out for your neighbors.

Councilor Pelkey wished everyone a Happy July 4th. He had the opportunity to attend the very packed Road Diet informational session last week. There is still a lot to be decided regarding the questions brought forth during that meeting. He looks forward to this going before the Town Improvements Committee. He believes there are still a lot of questions from residents. We have lots of work to do to get that right. He added that if you are interested in being a volunteer fire fighter, the town can use you. Please reach out to town hall or any of the town councilors if you or somebody you know is interested in volunteering.

Councilor Naeem thanked everyone that came to the town's Volunteer Thank You Brunch event. It was great seeing everyone. Have a wonderful July 4th holiday. Please stay cool and be safe.

Councilor Gluck Hoffman thanked those that came out to speak tonight. She's looking forward to the Roots Festival event. She asked that everyone please drive slowly as there are kids playing outside.

Councilor Armstrong stated she attended a Ribbon Cutting ceremony at the Valley Professional Center for a dentist office that opened. Great things are happening in Windsor and they are taking new clients. So much is going on in Windsor in the recreational areas as well. Get out there and enjoy those activities, stay hydrated, be careful and watch your speed while driving.

Councilor Walker wished everyone a Happy 4th of July. He is looking forward to the Roots Festival on the town green.

Deputy Mayor Klase had nothing to report at this time.

Mayor Black-Burke thanked all the councilors that attended the Volunteer Thank You Brunch. It was a great event. On Independence Day, 4th of July, please be safe. Please read the packaging on the fireworks.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Board of Education

Leonard Lockhart, Board of Education, gave the following report:

- On Wednesday, June 11, the Windsor High School Class of 2024 graduated. Aron Keihne is the Valedictorian and Rjelyn Nikka Ersando is the Salutatorian for the Windsor High School Class of 2024. Congratulations to all the scholars as they are moving onto different segments of their lives, whether it be college, military or work force. We believe that Windsor has prepared these scholars for the next chapter in their lives.
- Thank you to all of our community scholarship partners. Our graduating seniors received over \$127,850 in scholarships at their Senior Scholarship and Awards Night on May 30.
- The WPS Summer Food Program will run from June 24 to August 16, Monday through Friday (closed on July 4 and 5) at the following locations: Sharshon Park at 38 Skitchewaug Street, from 11:30 AM to 12:15 PM and at John Fitch Park, 156 Bloomfield Avenue from 12:00 PM to 12:45 PM. Due to changes in federal regulations for the Summer Food Service Program, the child must be present to be eligible for a meal - no parent or guardian pick-up is permitted and the child's meal must be consumed on site. Grab and Go meals are no longer permitted. Each child or teen 18 years and under is eligible for one lunch per day. The menu is posted on the district website.
- The WPS Summer Reading Program, *Adventure Begins at Your Library*, is underway for students in all our schools. Families should visit the district website for more information.

- The district administrators finished out the school year at their annual end-of-year leadership retreat. Again this year, they were able to have their leadership retreat at the new firehouse on Bloomfield Avenue. A special thank you to Mr. Paul Goldberg at the firehouse for all his help and time in making this event possible.
- Dr. Hill has announced the appointment of one new administrator:
 - Effective July 1, 2024, Ms. Kristen Blume will be the acting assistant principal for John F. Kennedy School. Kristen is currently a math interventionist at Poquonock School. A search will be conducted in the spring for a permanent assistant principal for JFK.
- 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.
- The first day of school for students for the 2024-2025 school year is Monday, August 26, 2024.
- Families are reminded to update their returning children(s) information in the PowerSchool Parent Portal - Returning Student Update 24-25. There is a banner on the district website and families may access their forms there. It is important to update phone numbers, emergency contacts, etc. in the Parent Portal prior to the start of the new school year.
- The BOE's next regular meeting will be on Tuesday, September 18, 2024 at 7:00 PM in the Board Room at LPW.
- And finally, please remember to visit our website, www.windsorct.org, for the most current information, athletic schedules, and academic calendar. Families should make sure their child's school has their most up-to-date contact information.

Councilor Pelkey asked how many students completed/passed the fire fighter's education course? Mr. Lockhart stated he doesn't have that information in front of him but he will ask Miss Brown to watch this tape to get the answer the question as Councilor Pelkey has worded it. They will prepare something and send it to him.

Councilor Pelkey asked if Mr. Lockhart knew how many are signed up for next year for this program. Mr. Lockhart said it is his understanding that they are currently at 11, but he is going off of secondary information.

b) Metropolitan District Commission – unable to attend this evening.

8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

July 4th Holiday

All town offices will be closed on Thursday, July 4th in observance of the July 4th holiday and will be open for regular business hours on Friday, July 5th.



Farmer's Market & Concerts on the Green

The Farmer's Market sponsored by First Town Downtown continues on Thursdays 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.

Block Parties

The Windsor Youth Services Bureau and Windsor Police Department invites families to come out and enjoy the Community Block Parties this summer. The block parties run from 4:30 PM – 7:30 PM. Admission is a school snack donation for the Weekend Wheels program. All can enjoy tie dye shirts, bounce houses, face painters, henna artist, music and free food. There will be two parties in July and one in August.

- Friday, July 12, 2024 at Sharson Park located on Skitchewaug Street
- Friday, July 26, 2024 at Lancaster Park, located on Lancaster Drive
- Friday, August 9th, Deerfield Park, located on Seymour Street

Welch Pool Update

Renovation of Welch Pool is substantially complete and is expected to open this Thursday, July 4th. Veterans Pool will be utilized by summer recreational camps but not for general family or lap swim. Goslee Pool is fully open.

Pierson Lane Sewer Line Work

Due to Amtrak approval delays, the project to extend the MDC sewer line on Pierson Lane is now expected to start date September 16th.

Estimated project completion is still 6-8 weeks.

Tax Payments

Real Estate, motor vehicle and commercial personal property tax bills based on the October 1, 2023 Grand List are expected to be mailed on July 26th. Bills will be due on Thursday, August 1st, 2024 and payable by September 3, 2024.

Bills must be paid by Tuesday, September 3, 2024 to avoid interest charges. Any bills not paid in full by September 3rd will incur a monthly interest fee of 1.5% starting from the original due date of August 1st, for a total interest charge on September 4th of 3%.

Please note, failure to receive a tax bill does not invalidate the taxes due or any interest on it should it become delinquent. Taxpayers who have not received their tax bill the last week in July should contact the Tax office at 860-285-1810 to obtain a copy.

More information can be found on the Tax Collector page of the Town of Windsor website.



Broad Street Traffic Calming – Road Diet Project

Last week staff hosted a very well attended public information meeting regarding the proposed traffic calming and pedestrian safety project –often called a ‘road diet’ of ‘complete streets’ project. Our consulting traffic engineer presented a set of options that reduce the thru travel lanes from 2 in both directions to 1 in each direction. One option includes dedicated parking on both sides of Broad Street. A second option incorporates on-street parking and a bike lane on both sides of Broad Street and a third alternative which has on-street parking with a bike lane on the west side of the road and a bike lane on east side. Also, the option of incorporating a roundabout at the Broad Street / Palisado Avenue / Poquonock Avenue intersection and at the Bloomfield Street / Poquonock Avenue intersection was presented.

The thought is to bring the alternatives to the Town Council later this summer for review. Ultimately we are looking for guidance and direction from the Town Council this fall so design can move forward.

Mayor Black-Burke asked about the issue of burning trash in the backyard which was brought up at the last Town Council meeting during Public Comment and asked Town Manager Souza for an update. Town Manager Souza stated it was burning of building materials. Town staff has had a conversation with the resident. The Fire Marshal’s office is reviewing both our ordinance and comparing it to other municipality’s ordinances to see how we compare. We will continue that work over the course of the summer to see if any changes should be brought before the Town Council.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith – there are no reports from the Town Improvements Committee for this meeting. Once the committee goes over the FY 25-FY30 CIP, they will share an update with the Town Council.

Finance Committee – Councilor Naeem – no updates tonight.

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

Health and Safety Committee – Councilor Armstrong said they will be having a meeting on July 8, 2024 at 6:00 PM at the town hall.

Personnel Committee – Deputy Mayor Klase – nothing to report.

10) ORDINANCES - None

11) UNFINISHED BUSINESS - None



12) NEW BUSINESS

- a) Authorize submittal of application to the State's Cybersecurity Infrastructure Grant program

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to authorize the submission of a Connecticut State and Local Cybersecurity Grant Program (SLCGP) application to the Connecticut Division of Emergency Management and Homeland Security (DEMHS) for a reimbursement grant in the amount of \$41,260 for three projects.

Frank Angelillo, Director of Information Technology, gave an overview of the grant. He stated the Connecticut division of the Emergency Management and Homeland Security in consultation with the Connecticut Cybersecurity Planning subcommittee announced the first round of funding for Connecticut state and local government cybersecurity grant. This newly established program was created as a result of funding Connecticut received through the Federal Infrastructure Investment and Jobs Act. The town is eligible to apply if the project(s) was not previously budgeted in the past fiscal year and was the result of a third party provided cybersecurity vulnerability assessment. The town has three projects that meet these requirements. The three projects provide additional layers of security to complement our current environment and will aid us in monitoring inconsistent events, will help us automate manual and time-consuming tasks and as a result make us more proactive. The application deadline is Friday, July 19th.

Town Manager Souza added that this is a 90% reimbursement. There are some local dollars being used here. There will be ongoing annual maintenance and licensing costs.

Motion Passed 9-0-0

- b) Consider setting a Public Hearing for August 5, 2024 at 7:20 p.m. to solicit public comment on a proposed amendment to the Plan of Conservation and Development which includes adding the Windsor Center Design Development Area Map and updating the map to incorporate 114 Upper Broad Street into the Center Design Development area

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to set a Public Hearing for Monday, August 5, 2024 at 7:20 p.m. to hear public comment on the proposal to add the Windsor Center Design District map to the Plan of Conservation and Development and to amend the map to include 114 Upper Broad Street in the district boundary.

Town Manager Souza stated Grava Properties applied for the mixed-use Founder's Square development at 144 Broad Street under the Windsor Center Design Development District. The intent of the Windsor Center Design Development District is to promote residential densities that maximize potential for transit oriented development. This POCD proposal places 114 Upper Broad Street, which is .21 acres, within the Windsor Center Design District boundary, allowing the existing raised-ranch to be demolished and the acreage used to increase the number of bedrooms in Founder's Square. Because the process to amend the POCD and incorporate the



property into Founder's Square will require three public hearings, which includes notification requirements, there will be several opportunities to receive public comment. The Planning and Zoning Commission will take the Council's recommendation and any public comment under consideration.

Councilor Eleveld asked if he has acquired the house on the land. Town Manager Souza said yes, he acquired the property at 114 Upper Broad Street. Councilor Eleveld asked if he is looking to add this to his piece of property that he is looking at developing Founders Square on. Town Manager Souza said it is his understanding that is what he is contemplating on doing. Councilor Eleveld said we need to add that property to the development area for what reason? Town Manager Souza stated that would provide, if the Town Planning & Zoning Commission would approve the multi-step process, additional square footage which under the design guidelines would increase density for the Founder's Square project. The property that he wishes to get is going to be used for additional parking for his development.

Councilor Eleveld said it seems he's looking at changing his current plan for that parcel. Town Manager Souza mentioned increased density, which means more units, correct? He's looking at increasing the size of his project in respect to the amount of rental units? Town Manager said that is what he is contemplating.

Councilor Eleveld asked how this effects the Tax Increment Financing district. He asked would it be added to his CEA. So that means that parcel will be taxed separately. Town Manager Souza stated the Town Council has the ability to amend a CEA. Those are questions that at this point have not been explored as it is getting the cart way before the horse. The assessment would obviously increase. There may have to be technical changes to the amendment, not necessarily whole sale changes to a CEA.

Councilor Eleveld said all we are doing is changing the Plan of Conservation and Development (POCD) and adding this parcel to that. Town Manager Souza stated the Town Council does not change the POCD however, they can weigh in on that change.

Councilor Eleveld stated that he noticed in the notes on the memo that there were two choices. One was to do this with a public hearing and the other was to do it without a public hearing. Why are we doing the one with the public hearing? Town Manager Souza responded that is an option the Town Council has to make. That's why we presented it as two options. This is a project that has had significant community input so perhaps the Town Council would like to have a little additional input into the project before they make a recommendation relative to the POCD, but it is not required.

Motion Passed 9-0-0

- c) Introduce Fiscal Year 2025 – 2030 Capital Improvements Program

Town Manager Souza outlined a few highlights of the proposed six-year CIP which totals approximately \$122 million in projects:

- The CIP includes approximately \$9.4 million for street resurfacing, pavement reclamation, milling, curb replacement, minor drainage improvements and other pavement repair work. In addition, the 6 year period includes major street reconstruction or rehabilitation projects at an estimated cost of \$28.1 million. Of the total \$37.5 million included for the asset management of town roadways, \$11.2 million is planned to come from state and/or federal funding sources.
- Projected debt service ratios based on a five-year financial forecast, inclusive of all projects requiring voter referendum, are not projected to exceed the 8% policy goal in any year of the proposed CIP.
- The proposed CIP identifies \$23.3 million in cash-funded projects. The sources for cash funding projects are primarily appropriations from the annual General Fund as well as requests for monies from the Capital Projects Fund Assigned Fund balance and the General Fund Unassigned Fund Balance. The Capital Projects Fund source fluctuates from year to year as that fund is comprised of closed out balances from completed projects.
- The remaining Outdoor Pool Facilities project (Veterans Pool) is scheduled for design in FY 2026 and construction in FY 2028. This project may require voter referendum depending on the scope of work and phasing approach.
- The proposed CIP forecasts \$80.9 million in new bonding authorization. The 6-year CIP cycle includes seven projects that would require voter approval due to current estimated costs. These projects are:
 - Windsor High School HVAC Systems Replacement
 - Windsor High School Roof Replacement
 - Poquonock School Ventilation Upgrade
 - Veteran's Pool Improvements
 - Windsor High School Fieldhouse Renovation
 - Broad Street Road Diet
 - Milo Pack HVAC, Electrical, and Energy Improvements
- School related projects total \$41.5 million over the 6-year period. Projects range from a fieldhouse renovation, roof replacements, window replacements, envelope improvements, and HVAC updates to boiler renovation/replacement and ventilation updates.

The Capital Improvements Committee (CIC) met and recommended the proposed Capital Improvements Program (CIP) for FY25-FY30 for Council consideration. There were several areas that the CIC suggested be explored by staff in planning for next year's update. Those areas include facilities and storage needs at NWP, potential improvements at Deerfield Park, sidewalks leading out to the north on Palisado Avenue, and taking a look at an unscheduled project for the streetlight replacement project to perhaps be able to phase that in instead of having one large project.

Mayor Black-Burke referred the item to the Town Improvements Committee for their review prior to final consideration by the Town Council.



d) Approve proposed use and authorization of American Rescue Plan funds

MOVED by Deputy Mayor Klase, seconded by Councilor Smith that the following authorizations of American Rescue Funds be approved:

- o \$180,000 for the town’s Housing Rehabilitation Program
- o \$145,000 for the town’s Multifamily Housing Rehabilitation
- o \$100,000 for the town’s Community & Neighborhood Enhancement Grant program
- o \$55,748 towards a Dial-A-Ride replacement van and
- o \$15,000 to the Windsor Art Center in support of the September 2024 CT River and Roots Festival.

Town Manager Souza thanked the Town Council and past Councils for their thoughtfulness on how this once in a generation opportunity was allocated to use the federal funds to come out of a challenging time created by the pandemic.

Town Manager Souza stated it is requested that the *italicized* items be formally authorized by the Town Council on July 1st. This will allow staff to begin work on launching these efforts. The remaining items are expected to be brought to the Town Council for consideration in the next 60 days or so as program planning is solidified to a greater degree.

Proposed allocation plan

Competitive & Sustainable Economy	
o School to Work Initiative	20,000
• Safe, Strong, Diverse Neighborhoods & Families	
o <i>Housing Rehabilitation Program</i>	180,000*
o <i>Multifamily Housing Rehabilitation</i>	145,000*
o <i>Community & Neighborhood Enhancement Grants</i>	100,000*
• Community Health & Wellness	
o <i>Dial-A-Ride Van</i>	55,748*
o <i>CT River and Roots Festival</i>	15,000*
o Journey Home	15,000
o Art & Cultural Series	20,000
• Capital & Infrastructure Investment	
o Entry Signs / Landscaping Enhancements	42,000
	TOTAL
	\$592,748

The proposed allocation plan remains cognizant of the reality that the funding is not recurring in nature and funds need to be obligated by December 31, 2024 and fully expended by December 31, 2026.

Councilor Eleveld said Journey Home just received \$2 million which probably has come through very recently. He feels we can take them off the list of receiving money from the town.

Councilor Eleveld asked if the Dial-A-Ride is our program for our residents. Town Manager Souza said yes.

Councilor Eleveld said the only other item he is questioning is the Connecticut River and Roots Festival. His concern is that it will be an annual request, but then again we did support Shad Derby and that was an annual request.

Councilor Smith asked about the Community and Neighborhood Enhancement grant program. Will there be a list of eligible and ineligible activities? Town Manager Souza responded that in the parameters that the previous Town Council had set, it does outline what those are.

Councilor Pelkey said in regards to the Connecticut River and Roots Festival, he'd like to go and have a good time, but he wonders if we couldn't perhaps spend something with the Arts Center that is more infrastructural. Is there something else that we can spend the money on for the Arts Center but something that will last for the next 5, 10, 15, or 20 years rather than a one-time expenditure? Town Manager Souza said we do have the responsibility as a landlord to manage the Freight House and the Train Station which the Arts Center occupies both of those buildings for a variety of different uses. There are projects, just need deferred maintenance in general, for both of those buildings. In example, the train station boiler is identified in the six year CIP. There are other resources the town can plan for those capital type of uses and use our other cash resources. There probably are some immediate needs. The thought here was to be able to again use the American Rescue fund monies in a way that it brings that visibility to arts and culture and is bringing the community together in a different way than what we've done in the past.

Councilor Naeem gave her strong support toward the festival. She knows it's a one-time thing and that we've done other one-time fundings in the past to help bring more vibrancy to organizations or to folks coming into town. Her hopes are that this will not be a one-time festival. She recognizes that getting something like this off the ground is difficult because you don't have numbers from previous years to sell to sponsors. She hopes this will help to fill in some of the gaps and in future years they are able to cover that with the wonderful numbers on turn out and engagement we get from the festival.

Deputy Mayor Klase stated that she understands that Journey Home received the \$2 million but in general if you've done grant applications, you usually have to highlight and identify where you're going to use that funding. So, often times, it's not money that can be reallocated across your organization. In particular, Journey Home helps with our local Windsor homeless population. She would still be in favor of giving Journey Home the money.

Councilor Gluck Hoffman asked the Town Manager if he could get more details about the \$2 million that Journey Home received. That might be helpful in making a more informed decision. She's for helping with the homelessness as we need that assistance. Regarding the Connecticut River and Roots Festival, she understands what Councilor Eleveld is saying but she agrees with

Councilor Naeem. She does not feel this will be a one-time event. She believes it will be something for the future. Town Manager Souza made a good point about being a landlord but we are caretakers too for the community. It's important to keep these traditions alive and going between the Windsor Arts Center, the Historical Society, etc. She thinks the Roots Festival would be a good opportunity for us to showcase who Windsor is and what we are.

Councilor Smith said as far as the organization that helps the homeless goes, he is fully in support of that. Until we have solved the homelessness problem, we can't afford to take our foot off the gas. Nobody is choosing to be homeless. Even among those that are working and because of the rent situation, people are finding themselves in a really difficult situation. It is not a choice to be homeless. Circumstances put you into that place. He doesn't feel that there should be a limit on the amount of money provided for the homeless.

Mayor Black-Burke stated Journey Home is a small non-profit entity that serves the Greater Hartford area. Them receiving \$2 million and being able to compete on a national level is a feather in their cap. This is a growing concern in our town. Just as Town Manager Souza stated, these are dollars that probably won't happen again for another generation, so if we are able to support a non-profit or social services, then we should. We need to be proactive. So our using that \$15,000 to support Journey Home is us being proactive. Regarding the Connecticut River and Roots Festival, we are at an intersection at our town where we have to become intentional on how we are pulling all parts, all genres, and all areas of our town together. With the Connecticut River and Roots Festival, we have another opportunity for something that's not necessarily a parade, but something different. She feels that it won't be a one-time expense but if we have the money to support it now, she's saying why not. Homelessness is a very important topic to her. She asked Town Manager Souza if we can get data of working with our school district, find out what is the intersection with Journey Home and the Vento act. She thinks that it would be a sweet spot for the town as it covers all bases such as citizens, what's happening with our students, and how we work with Journey Home to think about corrective ways to work differently with that population.

Councilor Walker said he agrees with the Mayor that for this Town Council, Journey Home is not the only entity that is out there addressing homelessness. There are other entities and he feels it would help if this Council, looking at the homeless problem, looked at what else is out there. He knows that in the City of Hartford budget there is money allocated towards homelessness and other social services items. Journey Home is just one little piece. Regarding the Connecticut River and Roots Festival, he doesn't have a problem with it and is looking forward to it. He did notice that the listing on the memo says 'Arts and Culture series' and it has \$20,000 in there. Over the years, he has continually contemplated how best to address cultural activities on the town green and in Windsor. We have a large West Indian community in this town. They used to have a West Indian event on the town green that for political reasons got destroyed. They're still here and are not going anywhere. He feels it's past time that Windsor goes back and looks at finding some funding to celebrate our proud West Indian heritage. In addition to that, we have Hispanic people in town. So, if we say we are a diverse melting pot, we shouldn't just talk the talk, but should walk the walk. With that \$20,000 or whatever we can do, he feels it is past time to do something for the Jamaican people.



Mayor Black-Burke said that very often we find in a small town like Windsor that services are not readily available for people that live there such as Bloomfield, Windsor and Suffield for example. She's sure there are other avenues besides Journey Home such as 2-1-1 that people can contact. However, if our Social Services department has established a relationship with Journey Home and they've been doing it for the last couple of years, she's hoping that they can give them an opportunity to continue that while the Town Council explores other avenues.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS

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

- Accept the resignation of Castella Copeland from the Human Relations Commission.
- Accept the resignation of Jody Denno from the Human Relations Commission.

Motion Passed 9-0-0

14) MINUTES OF PRECEDING MEETINGS

a) Minutes of the June 17, 2024 Public Hearing

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to approve the minutes of the June 17, 2024 Public Hearing as presented.

Motion Passed 9-0-0

b) Minutes of the June 17, 2024 Regular Town Council meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to approve the minutes of the June 17, 2024 Regular Town Council meeting as presented.

Motion Passed 9-0-0

c) Minutes of the June 24, 2024 Special Town Council meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to approve the minutes of the June 24, 2024 Special Town Council meeting as presented.

Motion Passed 9-0-0



15) PUBLIC COMMUNICATIONS AND PETITIONS

Neill Sachdev, 960 Kenney Road, said on behalf of the Windsor Arts Center, the Windsor Historical Society and all of our partners, they sincerely appreciate the consideration they've given them for the Connecticut River and Roots Festival for the first time in September this year. They appreciate the continued support they are given and he looks forward to celebrating the event with all of the Town Council.

16) EXECUTIVE SESSION - None

17) ADJOURNMENT

MOVED by Councilor Eleveld, seconded by Councilor Naeem to adjourn the meeting at 8:58 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene Albert
Recording Secretary