



**TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
September 3, 2024
Regular Town Council Meeting
Council Chambers**

APPROVED MINUTES

1) CALL TO ORDER

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

Present: Mayor Nuchette Black-Burke, Deputy Mayor Darleen Klase, Councilor Mary Armstrong, Councilor Kristin Gluck Hoffman, Councilor William Pelkey, Councilor Leroy Smith (virtual), and Councilor Walker

Absent: Councilor Ronald Eleveld, Councilor Ojala Naeem

2) PRAYER OR REFLECTION

Councilor Pelkey led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Pelkey led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

- a) Proclamation designating September as Hunger Action month

Mayor Black-Burke and Deputy Mayor Klase read the proclamation out loud.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Ron Suggs, 33 Canterbury Lane, provided a history of the non-profit organization that he works for, the Windsor Giants. In addition to offering the football and cheer program for Windsor residents, the Windsor Giants have provided numerous \$500 college scholarships to Windsor High graduating seniors to those who have participated in the program for a number of years. In 2000, the Windsor Giants requested approval from the Superintendent of Schools to move their practice facilities from Clover Street to Sage Park and construct their new field house with the assistance from the town. This was approved. He stated that due to low registration numbers, they had to cancel the last few seasons. Unfortunately, they had to cancel the 2024 season as the numbers were not met. They have decided to offer registration again in 2025. He explained the agreement the organization has with the Town of Windsor. The Town of Windsor has asked them to move their equipment and they would like the town to reconsider that request.

Neill Sachdev, 960 Kennedy Road, expressed his thanks to the Council for their support of the first CT River and Roots Festival event. It could not have been completed without their support and the key work of a lot of their partners and some terrific sponsors. He thanked Sarah McKay for all her work as well. We look forward to any and all feedback to make the second CT River and Roots Festival even better. He asked the Town Council for their support regarding creating a Poet Laureate role here in Windsor.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Eleveld – absent

Councilor Smith thanked everyone in town for a wonderful summer and all the volunteers that helped to make this an enjoyable one.

Councilor Pelkey said if anyone is interested in joining the Windsor Volunteer Fire Department, we can certainly use you. The Windsor Fire Department participated in the Battle of the Badges, a softball team here in town. Unfortunately, the Fire Department lost by two points. Windsor resident, Matthew Glad was inducted last week as the Police Department's first ever Special Olympics of Connecticut Ambassador. He congratulated him. He stated a few events that he had attended. He asked everyone to slow down while driving.

Councilor Naeem – absent

Councilor Armstrong commented that school is back in session and we should be careful with all the kids walking, etc. We should support our students in school. Look out for the seniors and yourselves. This Friday there will be a beer garden opening up at Bart's. A special thanks to the support system staff and all those that are behind the scenes that keep our town in the forefront. We are in a town that supports health and care.

Councilor Gluck Hoffman stated the Public Works people are doing a good job on the center of town with all the flowers and such. They also were great after the CT River and Roots Festival. She hopes there will be many CT River and Roots Festivals in the future.

Councilor Walker stated he attended the CT River and Roots Festival. He followed up on the comments that were made by the Windsor Giants. This is an ongoing issue and we need to resolve it.

Deputy Mayor Klase stated that the Windsor Eco Monarch Festival with the Windsor Climate Action Committee and First Town Downtown is on September 21st which can be viewed on their home page and Facebook page.

Mayor Black-Burke stated so much has happened in town over the last few weeks. It was a very busy summer. She highlighted that we have a home town hero that is representing us over in Paris in the Paralympics on the sitting volleyball team. Sydney Satchell grew up in Windsor and was involved in many programs/activities. We will be celebrating her. The CT Roots Festival was great. This past Wednesday she was able to attend the dine-in at Bart's

and the Chamber of Commerce in collaboration with Windsor Worx were able to have a conversation with women entrepreneurs. There's always something happening in town. She reminded everyone that school is in session.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Board of Education

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

- On Tuesday, August 20, we welcomed back teachers and staff for Convocation 2024. They received greetings from Mayor Nuchette Black-Burke, Mr. Furie and WEF President Daniell Hines, Nathan Wolliston and Taisha Serrano, who spoke on behalf of WEF. The energy was high and teachers were excited to be back at school. Thank you to Mr. Lockhart, Ms. Taylor and Mr. Panos who also attended. After Convocation, staff returned to their buildings for lunch and professional development.
- On Thursday, August 22, the Office of Family and Community Partnerships held their third annual Back-to-School Block Party, *Rock the Block Party 2024*. The festivities kicked off at 4 PM and there were free school supplies and backpacks for all students (while they lasted). We also had free ice cream, bounce houses, local vendors and much more. The weather was beautiful and we had an excellent turnout. Thank you to our families and community members who came out to support our district continuing Dr. Hill's vision and goal to activate a collaborative district culture that enhances the experience of students and educators alike.
- Windsor Public Schools opened its doors for the 2024-2025 school year on Monday, August 26. There was much excitement for the students and staff as they returned to the school buildings and there were very few transportation issues. That morning, the Calling All Windsor Men event took place at each school building to help welcome the students on their first day. Central office administration toured the schools and found staff and students were very engaged in activities throughout the day.
- We are pleased to announce that effective immediately, Ms. Kristin Blume will serve as Acting Assistant Principal of John F. Kennedy School for the 2024/2025 school year. Ms. Blume has been an educator for WPS for the past 23 years and started her teaching career in Bedford, MA as a Grade 5 teacher in 1995. Ms. Blume has held a variety of positions within WPS. Ms. Blume started her Windsor career as a Kindergarten and Grade 1 teacher at Poquonock Elementary School. Ms. Blume has also served as a reading teacher as well as a math interventionist. Ms. Blume has also taken on multiple leadership positions such as Head Teacher for Poquonock Elementary School for 6 years, PLC leader, Induction Support Teacher, and a Student Teaching Supervisor from 2014 – 2021 through our partnership with University of Hartford. Ms. Blume has already proven to be a leader to the WPS students, staff, and families of Windsor. Her knowledge and experience will make her a great addition to the leadership team.

- Dr. Hill will continue his Coffee Talk series on Tuesday, September 24 at 10:00 AM at The Bean on Broad Street. Please RSVP for the event on the district website.

The first regular Board of Education meeting for the 2024-2025 school year will be on Tuesday, September 17, 2024 at 7:00 PM in the Board Room at the L.P. Wilson Community Center.

Councilor Gluck Hoffman asked how Mr. Lockhart's injury is. Mr. Lockhart stated his quad is fully healed and he was back on the line that Thursday; however, it took his quad about two weeks to get the soreness out.

Mr. Lockhart congratulated the Windsor Police Department on their victory.

Mayor Black-Burke asked if there were any concerns with the transportation to school. Mr. Lockhart stated he is not aware of all the issues that involve the Board of Education, but there were some issues with some of the special education buses. It was aggressively addressed immediately on the first day. Also, on some routes, the buses were either over populated or under populated. The buses can only hold a certain amount of students, depending on the address of those kids in the area. We can prepare for the maximum amount on a school bus but if the student doesn't take the bus, we prepare to engage them. He has not heard of any other significant issue they've had.

Councilor Armstrong said that at some point there were some issues with the free food, free lunch program for the schools. Is that still an issue? Mr. Lockhart replied that he is not aware of any issue, but there is a new system in place for the kids to punch in for their lunches. We would never let kids go hungry. We allow the process to work its way through on the back end.

Mr. Lockhart thanked the Town Council and the Town Manager and said Oliver Ellsworth is 100% better than it was this time last year. There has been a lot of effort and work through the collaboration of many people to make it that way. He said it was a labor of love. There was lots of heartache taken on by the Public Building Commission, Town Council, Board of Education, Town Manager and Superintendent. There was a lot of work going on behind the scenes to get the Oliver Ellsworth School going. There's nothing but fresh air blowing through the vents now so it is doing quite well.

b) Human Relations Commission

Lisette LaTorre, Human Relations Commission, stated the following:

Donations, Sponsorships, and Grants

1. A grant the WHRC received is named the LYNNE FARLEY GILLETTE GRANT FOR SOCIAL JUSTICE. The commission continues to work with Hartford Foundation for Public Giving to place funds towards educating the community in Social Justice and Human Rights.

2. Donations were given in honor of Judge Kevin Washington and the legacy that he has left behind. We will continue to collect donations in honor of Judge Kevin Washington which will be deposited into WHRC's already established scholarship funds.
3. Sponsorships from First Church in Windsor and individual community members were also given in Spring 2024 to support the Human Relations Commission's current initiatives.
4. We received a grant from the Community and Neighborhood Enhancement Program from the Town of Windsor in June 2023 to help with the costs associated with the Juneteenth celebration on the Windsor Town Green.

We are continuing to build relationships with our Community Partners both new and seasoned partnerships.

We have hosted or collaborated with other organizations during the 2023– 2024 fiscal year. Some of which are as follows:

- *Town Library on Halloween Candy Give Away*
- *MLK Day Event: Collaboration with the Windsor Art Center: Poetry and Performances*
- *Annual One Book One Windsor Event*
- *Black History Month Events: Movie night, Black History Jeopardy*
- *Annual Phenomenal Women Award Ceremony*
- *Annual Bridge Builder Award Ceremony*
- *Information Booth at Shad Derby*
- *Conversation Series*
- *Celebrating Hip Hop (Co-hosted with Windsor Art Center)*
- *Juneteenth: 4th Annual celebration*
- *Collaboration with the Windsor Arts Center: Performing Arts and Poetry Slam*
- *Collaboration with Windsor Public Schools*
- *Donation from First Church*

The Human Relations Commission received the following grants during the year:

- \$600 from the Gillete Fund
- \$1,000 from First Church
- This past March, received \$4,500 from the Hartford Foundation of Public Giving which is earmarked to help with the Juneteenth event
- Many donations were received for Judge Washington scholarship which will be given as scholarships for Windsor High students

For this upcoming fiscal year, we will focus on our four major annual events: Bridge Builders, Phenomenal Woman, One Book One Windsor, and Juneteenth . We are collaborating and working closely with the Windsor Public Library for One Book One Windsor. We are also planning on creating an Instagram page for the Windsor Human Relations Commission, as well as working with the town to update our page on the Town of Windsor website.

We will start to post cultural celebrations and important days both locally and internationally. Our Conversation participation has decreased and the current commission has decided that we will pivot our time and energy toward our four annual events ensuring they will be successful and well attended.

Annual Windsor Events

We will continue four annual major events that the WHRC is known for:

- One Book One Windsor - We are co-hosting with the Windsor Public Library and the book selected for this year is “The Heaven and Earth Grocery Store” by James McBride. This event will be held at the Windsor Public Library - Main Branch in January.
- Bridge Builder Award Ceremony - our first annual event of this year will be the Bridge Builders Award. It will be held at Northwest Park again this year.
- Phenomenal Women award ceremony – Date of the event will continue to be international Women’s Day.
- Juneteenth Celebration – We will continue to hold this event on the Windsor Town Green. The goal is to have one event held on Juneteenth June 19, 2025. We have been awarded a grant through the Hartford Foundation that will help to offset the high cost of holding this event and allow us to incorporate new vendors. We will continue to have a CVS window display. Our goal is to continue the collaboration with Windsor Public Schools

Mayor Black-Burke thanked the commission for all they do.

8) TOWN MANAGER’S REPORT

Town Manager Souza said there has been a lapse in the last several seasons with the Windsor Giants in being able to field both a football and cheer team. The other group in town, 095, has been having fielding teams in both of those areas in town for the last several years. The 095 came to the Town Council over the course of the winter asking for access to the Sage Park concession building. Over the last several months, Paul Norris, Recreation and Leisure Services Director, has been working with both organizations to try and find a balance for the use of that facility or other facilities. Today, 095 has access to the restrooms at the concession building as well as the concession area within that building. They’ve had that since the late spring. The Giants do have their equipment stored in the concession part of the building and they’ve had that there for over two decades. We have made arrangements for the Giants equipment to be relocated to a secure storage unit at Sage Park. We have also offered to move that equipment on behalf of the Windsor Giants. We’ve asked the Giants to evaluate and assess the equipment as some of it may be a little older and there are standards that helmets, etc. need to meet. This gives them an opportunity within that secure storage unit to do that assessment and evaluation. If the Giants are able to field the team for the 2025 summer season, then we will continue to work with them to provide a shared facility with 095. We are not at that point



right now. The immediate issue is that the equipment will be relocated to a secure unit on site. We have given a time line to the Giants but have also offered that we could provide part time hours in order to help them with moving that equipment.

Town Manager Souza gave the following report:

Windsor Freedom Trail Run

The Annual Windsor Freedom Trail Run will be held September 21st from 5:30 AM to 8:30 AM starting at Archer Memorial A.M.E. Zion Church, 320 Hayden Station Road. Learn about the rich history of the Windsor Freedom Trail by visiting sites that are associated with the Underground Railroad and African American heritage and movement towards freedom. (A bus will follow the runners). A Freedom Trail T-Shirt and continental breakfast will be provided for all event participants. Register at WindsorFreedomTrail2024. Email questions to windsorfreedomtrailct@gmail.com.

Annual Windsor Freedom Trail Tour Walk

The Annual Windsor Freedom Trail Tour/Walk will be held September 28th from 7:00 AM to 10:30 AM starting at Archer Memorial A.M.E. Zion Church, 320 Hayden Station Road. Walk along this 3.9 mile route with your friends and family as you learn about the rich history of the Windsor Freedom Trail by visiting sites that are associated with the Underground Railroad and African American heritage and movement towards freedom (A bus will follow the walkers). A Freedom Trail T-Shirt and continental breakfast will be provided for all event participants. Register at WindsorFreedomTrail2024. Email windsorfreedomtrailct@gmail.com with questions.

Annual Union Street Tavern Trot

The 18th Annual Union Street Tavern Trot, a 3.5 mile road and trail race through parts of Windsor center will be held September 15th. Event kicks off at 12:30 p.m. Registration is at 11:00 AM. All proceeds will benefit Alex's Lemonade Stand Foundation, a national charitable foundation for childhood cancer research. Walkers welcome! Learn more at: <https://unionstreettaverntrout.org/>

Community and Neighborhood Enhancement grant program

Applications are now being accepted for the town's second round of the Community and Neighborhood Enhancement grant program (CNEP) utilizing federal American Rescue Funds.

This grant program aims to help support community organizations, civic groups, town boards and commissions as well as not-for-profit entities to develop or enhance community programs or events, along with small scale facility improvement projects as a way to bring residents together as neighbors and community members.

Grant funding amounts can be up to \$10,000 with a 50% match (cash, donations, in-kind resources). Applications will be accepted until September 26th. For more information, call the



Community Development Office at 860 285-1985. <https://townofwindsorct.com/community-development/cnep-grant/>

Bart's Grand Opening & Ribbon Cutting

This Friday, September 6, 2024 at 10:00 a.m. there will be a Grand Opening & Ribbon Cutting Celebration for the newly renovated BART'S at 55 Palisado Avenue, Windsor, CT. All are welcome to attend.

Health Department Vaccination Clinics

The town's Health Department has scheduled a number clinics for the fall which are open to the public. Please go to <https://townofwindsorct.com/health/2024-clinics/> for times and locations.

In addition, the Health Department will be partnering with Beacon Pharmacy to hold a Neuro-divergent Friendly Flu Vaccine clinic on Monday, October 14th and a COVID-19 Vaccine clinic at the Windsor Library on Wednesday, November 13th. Persons 3 years or older are eligible to be vaccinated at the Beacon Pharmacy vaccine clinics. For more information on vaccination and clinics, please call 860-285-1823.

Free transportation to clinics is available for Windsor residents 60 years or older and/or persons 18 years or older who have a disability. For more information on transportation call 860-285-1996 or go to: <https://townofwindsorct.com/senior-services/rise-shuttle/>.

New Digital Magazine Service at the Windsor Public Library

The Windsor Public Library is pleased to introduce a new service called "Flipster". This is a digital magazine platform for Windsor library card holders. Patrons can read from a selection of two dozen magazines online using one of the library's public computers, from their personal laptop, tablet, ipad through the Flipster app for on-the-go access. Magazines available through Flipster include Allrecipes, Car & Driver, Kiplinger Personal Finance, People, TIME plus more.

To get started, patrons simply click on the "Research" link from "Online Resources" found the library's website www.windsorlibrary.com and access Flipster by entering their library card number. Residents that don't have a library card can stop by either the Main Library or Wilson Branch with proof of Windsor residency and to receive a card.

Electronics Recycle Event on September 14

Feel free to recycle any of those old or unwanted electronics at the E-cycle event on September 14, 2024 from 9:00 AM to 12:00 PM in the back parking lot at the Windsor Town Hall, 275 Broad Street. There is no cost. This event is sponsored by the Windsor Conservation Commission. If you have any questions, please call 203-286-5757 or email info@take2recycle.com.

Electronic equipment is also accepted free of charge at the town's Transfer Station during regular hours which are:

MON & FRI: 8:00 AM – 2:45 PM
TUE & WED: 10:00 AM – 2:45 PM
SATURDAYS: 8:00 AM – 3:45 PM

Visit <https://townofwindsorct.com/public-works/transfer-station/> for more information about the Transfer Station Services.

MDC Sewer Line Extension Project – Pierson Lane

The MDC plans to begin construction later this month on extending the sanitary sewer line along a portion of Pierson Lane. The existing sewer line in Pierson Lane ends just west of the Palisado Cemetery. This project will extend the sewer line west under the railroad tracks to the area in front of the Radio and Communication Museum. Work will require alternating one way travel and at times the road way will have to be closed in the area of the railroad. Work is expected to take 8 to 10 weeks.

Councilor Walker thanked the Town Manager for clarifying the 095 issue versus the Windsor Giants issue. It sounds like most of the issues have been addressed and it's up to the Windsor Giants to get their act together. Town Manager Souza said he believes we are good for the fall/winter of 2024/2025 and we'll see if the Windsor Giants can field a team in the upcoming 2025 season.

Mayor Black-Burke stated that 095 did come up to the Council. Growing up in Windsor the Windsor Giants have been in existence for many years. But what was shared by Town Manager Souza and Mr. Sudds is that the town was not trying to force them into a space but rather that was the agreement they had come to and to make sure both teams get what they needed.

Councilor Pelkey asked why the Windsor Giants are being asked to move their equipment? Town Manager Souza said that 095 has equipment in other storage that they are paying for on a monthly basis. This would allow them to mitigate that cost for the foreseeable future.

Deputy Mayor Klase said the Health Department also set up a Neuro-divergent friendly vaccine clinic for the public.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Armstrong – nothing to report.

Finance Committee – Councilor Naeem – absent

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

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

Personnel Committee – Deputy Mayor Klase – nothing to report.

10) ORDINANCES - None



- 11) **UNFINISHED BUSINESS** - None
- 12) **NEW BUSINESS**

a) Approve a resolution creating a Town of Windsor Poet Laureate volunteer position

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to establish a Town of Windsor Poet Laureate and the attached program and guidelines.

Scott Colby, Assistant Town Manager, explained that the Arts Commission is bringing this forward to the Council for their consideration. He gave an overview of the duties of a Poet Laureate and said that it is a voluntary position. The appointment would be for three years. The person would have to be 18 years of age and be a Windsor resident. He explained the process of appointing a Poet Laureate.

Motion Passed 6-0-0 (Councilor Eleveld, Naeem absent and Councilor Pelkey out of room)

b) Approve the acceptance and expenditure of \$200,000 State of CT Brownfield Grant related to the completing an environmental assessment of 92 Deerfield Road

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey that the Town Council approve the acceptance and expenditure of a \$200,000 State of Connecticut Brownfield Grant related to the environmental assessment of 92 Deerfield Road pursuant to the attached resolution.

Patrick McMahon, Economic Development Director, gave a breakdown of the project. Industrial Realty Group (IRG) LLC has purchased the old Stanadyne properties at 90 and 92 Deerfield Road. 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 \$200,000 grant would be used to complete the Phase II and Phase III Environmental Site Assessments (ESA) at 92 Deerfield Road to determine a remediation strategy to allow for future remediation and development of the property as a whole.

MUNICIPAL RESOLUTION

WHEREAS, pursuant to Connecticut General Statutes Section 32-763, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the Town of Windsor accept a state brownfield grant from the Connecticut Department of Economic and Community Development in the amount of \$200,000 in order to undertake the CT River Business Park Assessment at 92 Deerfield Road and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE WINDSOR TOWN COUNCIL

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by 32-763



2. That the State financial assistance in the amount of \$200,000 is hereby accepted and that Town Manager Peter Souza is directed to execute an Assistance Agreement with the State of Connecticut for State financial assistance, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Windsor.

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

- c) Consider approval of Manufacturing Machinery Equipment exemption for Dudleytown Brewing Company

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to grant a manufacturing machinery equipment exemption per CGS Section 12-94e to Dudleytown Brewing Company for the October 2023 Grand List.

Town Manager Souza explained the state law pertinent to this exemption. Dudleytown has reached out to town staff requesting consideration of an exemption. Dudleytown said that since this was their first year in business, they did not fully understand the exemption eligibility and filing requirements.

Councilor Armstrong asked how much the exemption amount would be. Town Manager Souza said the exemption amount is just under \$49,000. They would have a tax liability of \$7,347.

Deputy Mayor Klase thinks it's great all the efforts that the town has taken with Dudleytown and she is in support of this motion.

Motion Passed 6-1-0 (Councilors Eleveld and Naeem absent, Councilor Pelkey opposed)

- d) Consider approval of Manufacturing Machinery Equipment exemption for Howden Roots LLC

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to grant a manufacturing machinery equipment exemption per CGS Section 12-94e to Howden Roots LLC for the October 2023 Grand List with the company remaining liable for the late filing penalty.

Town Manager Souza gave an overview of the request. He gave an explanation of the state law pertinent to this project and explained why the company was late filing for the exemption. Howden Roots, LLC reached out to town staff to discuss requesting an exemption per state law.

Motion Passed 6-1-0 (Councilors Eleveld and Naeem absent, Councilor Pelkey opposed)

- e) Approve amendments to Recreation and Leisure Services job descriptions

MOVED by Deputy Mayor Klase, seconded by Councilor Smith that the job descriptions for the positions of Northwest Park Manager, Assistant Recreation Manager, Recreation Program Specialist, and Environmental Educator be approved as presented.

Sophia Castellanos, Human Resources Manager, and Paul Norris, Recreation and Leisure Services Director, gave a breakdown of the positions that are being considered for amendments to their job descriptions. A job analysis questionnaire and point factor evaluation were completed for each position and the results indicate the Northwest Park Manager and Assistant Recreation Manager remain in pay grade 7, Environmental Educator and Recreation Specialist remain in pay grade 5.

Deputy Mayor Klase said the criminal background check. Is that a town requirement for all its positions? Ms. Castellanos responded yes.

Councilor Pelkey thanked them for the Recreation Service Specialist position in particular.

Mayor Black-Burke asked about the pay grades and if there is any movement with that? Ms. Castellanos replied there is not.

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

- f) Approve an appropriation from the General Fund Unassigned Fund Balance for a tax appeal related to 184 Windsor Avenue

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman to approve an appropriation from the General Fund Unassigned Fund balance in the amount of \$379,579.24 to One Hundred Eighty Four Windsor Ave LLC for a property tax appeal settlement.

Town Manager Souza outlined the request and stated that staff recommend that a refund be issued in full from the General Fund Unassigned Fund Balance in the amount of \$379,579.24 to One Hundred Eighty-Four Windsor Avenue LLC to refund overpayment for grand list years 2018-2022.

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

- g) Introduce an ordinance entitled, "AUTHORITY TO DECLARE THAT A FIREFIGHTER, POLICE OFFICER OR EMERGENCY MEDICAL SERVICE PERSONNEL DIED IN THE LINE OF DUTY."

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong that the reading into the minutes of the text of the ordinance entitled, "AUTHORITY TO DECLARE THAT A

FIREFIGHTER, POLICE OFFICER OR EMERGENCY MEDICAL SERVICE PERSONNEL DIED IN THE LINE OF DUTY” is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

MOVED by Deputy Mayor Klase, seconded by Councilor Walker to introduce an ordinance entitled, “AUTHORITY TO DECLARE THAT A FIREFIGHTER, POLICE OFFICER OR EMERGENCY MEDICAL SERVICE PERSONNEL DIED IN THE LINE OF DUTY.”

Scott Colby, Assistant Town Manager, explained the State of Connecticut’s recently adopted new law which gives a fire chief, police chief or EMS chief the authority to declare/determine whether the death of a firefighter, police officer or EMS personnel was caused by a pulmonary embolism or cerebrovascular incident (e.g., stroke, heart attack) within the line of duty, even if the event occurred 24 hours after their shift or training. A town may by ordinance designate an alternative individual or group of individuals to declare a line of duty death caused by a pulmonary embolism or cerebrovascular incident (e.g., stroke, heart attack). Municipalities have until October 1, 2024, to enact such an ordinance. It is proposed that the Town Manager position be the designated authority after consulting with the appropriate department or agency chief depending on the individual’s department as well as other professional resources such as the Risk Manager and Human Resources Director.

Councilor Armstrong asked if this covers all the employees which includes the volunteers? Assistant Town Manager Colby stated it covers firefighters, police officers, EMS personnel and volunteers.

Councilor Pelkey asked why would we have the Town Manager as opposed to one of the Chiefs as the authority? Town Manager Souza stated there is a uniform approach to this. It does not put an individual ahead or any one of these agencies in a position that may be contested by rank and file. It takes someone removed from the agency head (the Town Manager) with the guidance that the agency head would be consulted along with other professionals that we need, such as Human Resources or the Risk Manager.

Councilor Walker said he had some trepidation about removing the Fire Chief or Police Chief from the process, but he felt since the Town Manager explained it more clearly, it should be okay.

Councilor Gluck Hoffman said she is in favor of this motion.

Councilor Pelkey said he doesn’t feel he can support this.

Mayor Black-Burke asked if this does not move forward, what happens then? Does the State say it has to move forward or is it going to be pushed back to the municipality to move forward with this? Town Manager Souza replied the State law as written would remain in place where it would be the head of that particular agency (Fire/Police/EMS Chief) that would make that call. The State law basically provides that municipalities if they want to have another process, just for these types of line of duty deaths related to stroke or heart attack, it's very limited in nature. If the Council does not adopt this ordinance, then it would remain as State law where a Fire Chief, Police Chief, or EMS Chief would make that determination.

Mayor Black-Burke said it would follow the line of duty death and everything that comes from that. All the pieces, insurances and such would not be impacted, correct? Town Manager Souza said that if the head of that agency would make a decision, either way, that would dictate which benefits those survivors would receive.

Mayor Black-Burke asked following this proposed ordinance, that determination would be used to determine their benefit, correct? Town Manager Souza said yes.

Councilor Armstrong asked if this in any way would prevent an individual with having a discussion with the Town Manager? Does it shut those individuals out? Town Manager Souza said the ordinance states that the Town Manager would make the determination after consulting with either the police chief, fire chief, or EMS chief (depending upon the employee's department) along with other professional resources such as Human Resources or the Risk Manager.

Mayor Black-Burke asked so the chiefs would not be shut out of that type of decision? Town Manager Souza said not as this ordinance is written.

Motion Passed 6-1-0 (Councilor Eleveld and Naeem absent, Councilor Pelkey opposed)

- h) Set a Public Hearing for September 16, 2024 at 7:20 p.m. for an ordinance entitled, "AUTHORITY TO DECLARE THAT A FIREFIGHTER, POLICE OFFICER OR EMERGENCY MEDICAL SERVICE PERSONNEL DIED IN THE LINE OF DUTY."

MOVED by Deputy Mayor Klase, seconded by Councilor Walker that a Public Hearing be scheduled for September 16, 2024 at 7:20 p.m. (prevailing time) on the following ordinance entitled, "AUTHORITY TO DECLARE THAT A FIREFIGHTER, POLICE OFFICER OR EMERGENCY MEDICAL SERVICE PERSONNEL DIED IN THE LINE OF DUTY" and "BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing."

Motion Passed 6-1-0 (Councilor Eleveld and Naeem absent, Councilor Pelkey opposed)

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to move items 12 i and 12 j to after item 16, Executive Session, on the agenda.

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

- i) Consider settlement of Mauldin vs. Town of Windsor

Moved to after Executive Session, Item 16.

- j) Consider settlement of Miller vs. Town of Windsor

Moved to after Executive Session, Item 16.

13) RESIGNATIONS AND APPOINTMENTS

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to appoint or reappoint all nominees to boards and commissions as they appear in the packet.

- Accept the resignation of Catherine Lewis from the Windsor Arts Commission
- 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.
- 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.
- 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.
- 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.
- 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.
- Reappoint Michael Bivans as a Democratic Alternate member (Homeowner) for a three year term to expire March 31, 2027 or until a successor is appointed.
- 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.
- 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.
- Reappoint Ricardo Quintero as a Democratic member to the Greater Hartford Transit District for a four year term to expire February 28, 2028 or until a successor is appointed.



Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

14) MINUTES OF PRECEDING MEETINGS

a) Minutes of the August 5, 2024 Public Hearing

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

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

b) Minutes of the August 5, 2024 Regular Town Council meeting

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

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

15) PUBLIC COMMUNICATIONS AND PETITIONS - None

MOVED by Deputy Mayor Klase, seconded by Councilor Walker, to enter into Executive Session at 9:06 p.m. for the purpose of:

- a) Strategy and Negotiations in respect to pending claims and litigation (Mauldin vs Town of Windsor)
- b) Strategy and Negotiations in respect to pending claims and litigation (Miller vs Town of Windsor)

Motion Passed 7-0-0 (Councilors Eleveld and Naeem absent)

16) EXECUTIVE SESSION

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

Absent: Councilors Ronald Eleveld and Ojala Naeem

Staff: Peter Souza, Town Manager; Scott Colby, Assistant Town Manager; Marty Maynard, Risk Manager; and Amelia Bliss, Director of Human Resources

Guest: David Monastersky from Howd & Ludorf, LLC



MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong, to exit Executive Session and to return to the Regular Town Council meeting at 9:57 p.m.

Motion Passed 6-0-0 (Councilors Eleveld and Naeem absent, Councilor Smith out of room)

17) ADJOURNMENT

Item 12 i: Mauldin vs Town of Windsor

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to approve the settlement as negotiated by our insurance carrier in Mauldin vs. Town of Windsor and authorize the Town Manager to execute the required forms and agreements.

Motion Passed 6-0-0 (Councilors Eleveld and Naeem absent, Councilor Smith out of room)

Item 12 j: Miller vs Town of Windsor

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to approve the settlement as negotiated by our insurance carrier in Miller vs. Town of Windsor and authorize the Town Manager to execute the required forms and agreements.

Motion Passed 6-0-0 (Councilors Eleveld and Naeem absent, Councilor Smith out of room)

MOVED by Councilor Armstrong, seconded by Councilor Gluck Hoffman to adjourn the meeting at 9:58 p.m.

Motion Passed 6-0-0 (Councilors Eleveld and Naeem absent, Councilor Smith out of room)

Respectfully Submitted,

Helene M. Albert
Recording Secretary