



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
September 16, 2024
Regular Town Council Meeting
Council Chambers

APPROVED MINUTES

1) CALL TO ORDER

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

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

2) PRAYER OR REFLECTION

Councilor Smith led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Smith led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

- a) Proclamation declaring September 15 – September 21 as Adult Day Services week

Deputy Mayor Klase read the proclamation out loud.

- b) Proclamation honoring Sydney Satchell – Gold Medalist Team USA Paralympics

Mayor Black-Burke read the proclamation out loud.

5) PUBLIC COMMUNICATIONS AND PETITIONS - None

Susan Miller, 130 Palisado Avenue, congratulated Sydney Satchell on winning the gold medal at the Paralympics. She announced that the Windsor Climate group and First Town Downtown have joined forces this year to present the Eco Monarch Festival this coming Saturday. It will be from 11:00 AM – 3:00 PM on the town green. They have over 40 vendors and information booths, there will be food and beverages for sale, kids crafts, etc. It will be a fun event.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor Eleveld – nothing to report.



Councilor Smith stated he does not have any communications he'd like to report at this time.

Councilor Pelkey said www.windsorfire.org is a great website. It's for the Windsor Volunteer fire department. If you or someone you know might be interested in helping out or joining the fire department, go to www.windsorfire.org or reach out to any of the councilors. He wanted to thank the large contingent of fire fighters who came for the public hearing on the proposed ordinance this evening. He enjoyed the Tavern Trot. The town came out in strong numbers to support Alex's Lemonade stand.

Councilor Naeem stated the Eco Monarch Festival will be this Saturday from 11:00 AM – 3:00 PM. It should be a fun event. Congratulations to Sydney. She hopes that she knows how proud Windsor is of her. She can't wait to tell her daughter, when she's older, that gold medalists come from Windsor. The Windsor Education Foundation is having their purse bingo night on September 20th at L.P. Wilson at 6:30 PM. She encouraged all to attend the function.

Councilor Armstrong said she was happy to see those that attended tonight. She attended the grand opening of the beer garden at Bart's. There's lots going on in Windsor. If you want to know what is going on, you can check the website at www.townofwindsorct.com. Also, the farmer's market is on Thursdays from 3:00 PM – 6:00 PM. Don't forget our seniors.

Councilor Gluck Hoffman mentioned the Police Department and emergency services that helped out yesterday and thanked them for their support. She had the joy of being with the Police officers all afternoon.

Councilor Walker was at the grand opening of Bart's. Inside renovations are great. Saturday, the 7th Windsor Fife and Drum had their regular muster on the town green and several towns in the area participated as well. Membership starts for band members from age 7 years to 21 years. Rehearsals are at L.P. Wilson community center, Room 2 from 6:00 PM – 8:30 PM on Thursdays. No previous music experience is necessary to join. For the colored guard, there are no age limits. Their website is <http://windsorfifeanddrumcorps.com/>. Saturday, he attended the open house for Team Paragon. It was well attended. The kids are doing a good job. He had a tour of their new space at the EMS headquarters and it was pretty impressive. This Thursday, he visited Hopewell Baptist Church and visited with the Reverend David Massey as it was his pastoral anniversary. He went there with members of the First Cathedral church.

Mayor Black-Burke was at Bart's as well and it was a great experience. Last Tuesday, she attended a CCM event and gave kudos to Town Manager Souza for attending and doing the work involved. On Saturday she sat with the Daughters of the Revolution group as they are starting the celebration of Constitution Week and the signing of the constitution. She went to St. Justin/St. Michael Parish in Hartford as they were having their high tea. The mayor of the month was there. We have many citizens that go to various churches here in the community. While she was there, she learned that the Miss Jamaica Teen is a student at Sage Park School. This shows that Windsor's young people are making strides across our state and community. She gave a shout out to what is happening in our schools.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Public Building Commission

Milo (Rusty) Peck, Public Building Commission, gave the following report:

Oliver Ellsworth School Humidity Mitigation Design - 9574

Construction is substantially complete and all units are operational. We are now focusing on punch list items and minor items that need to be completed such as duct insulation and program adjustments. We don't anticipate any problems and completion is expected by the end of November 2024.

Sage Park Middle School Slab Moisture Mitigation Project – 9567

After performing multiple tests in an effort to determine the source of the moisture problem, we have confirmed the lack of leaks in any of the piping and drainage. Also, we did not see any indication of high-water levels around the footing of the building. Additionally, we have not seen or received any further complaints of moisture in the school by the staff or students. Based on this, we have decided that the best course of action, at this time, is to close this project out and re-address this, as needed, in the future.

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

Construction is substantially complete and punch list items continue to be addressed. The Auditorium unit return air ductwork has been redesigned to reduce the noise levels and we are still waiting on pricing from the contractor. Auditorium ductwork to be completed by the end of November 2024.

Milo Peck School HVAC Construction – 9538

Nothing new to report.

Clover Street School Roof Replacement Project – 9549

Nothing new to report.

LP Wilson Community Center HVAC Renovations Project - 9551

Phase - 1

Major construction is completed. Minor punch list items are being addressed and expected to be completed by the end of October 2024

Phase - 2

Construction is underway with demolition at 100% complete. Piping and Electrical for new HVAC equipment is at 90%. Classrooms units are substantially complete and administration areas to be completed by the end of September 2024.

330 Windsor Ave. Community Center Gym HVAC Renovations - 9550

Final HVAC punch-list items are being completed and controls are being finalized. Project is expected to be completed by the end of December 2024.

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

Construction is substantially completed and punch list items are being addressed. Punch list items are expected to be completed by the end of October 2024.

LP Wilson BOE Restroom Renovations - 9553

Design is substantially complete with minor refinements being addressed. Bid will be scheduled over the winter with construction anticipated over the 2025 summer break.

Sage Park Middle School Roof Design Project – 9541

Construction is substantially completed and punch list items are being addressed. The last major items are the windows which are currently being installed, with no disruption to the students. Project expected to be completed by the end of October 2024.

Poquonock Elementary School Roof Project - 9558

Nothing new to report.

JFK Elementary School HVAC System Upgrades Phase III Project - 1932

Punch list items are completed and final inspection needs to be scheduled. Project is expected to be completed by the end of September 2024.

Welch Park Pool House Renovations Project - 1938

Construction is substantially completed and punch list items are being addressed. Punch list items are expected to be completed by the end of November 2024.

Councilor Armstrong asked about the noise in the ducts at Sage Park. What is that about? Mr. Peck answered that there were some vibrations happening there and some adjustments needed to be made so it wouldn't be a nuisance. Councilor Armstrong asked if that means there could be some replacements? Mr. Peck said no there aren't any.

Councilor Armstrong asked about the design at Sage Park. Mr. Peck said the contractors are looking at the design to see if we have to do something in that regard.

Councilor Armstrong asked what is going on with Milo Peck? Town Manager Souza responded that at the Milo Peck school, staff is looking at putting together a potential scope of work for the replacement of the boiler which will be repaired later in November. For the overall heating and ventilation and air conditioning project, that was designed several years ago and did not pass that Special Town meeting. We are revising the scope of work. We'll need to go out for potential redesign. That would be the next step which would require funding authorization from the Town Council.

b) Insurance Commission

Alan Relyea, Insurance Commission, gave the following report:

As you know, the primary responsibility of the commission is to recommend an insurance package for the town that meets our needs and contains cost. The primary incumbent carrier –

Travelers – did a very good job holding against cost increases, and respected both the commitment to risk management by the Town, as well as the productive relationship Travelers has with the Town of Windsor and its Insurance Commission.

As can be the case each year with any town, there were exposure increases driving pricing outside of pure rate change, that in our case included the following:

- o Our auto exposure count has increased by ~6.5% from 217 power units to 231 power units, which has an impact on the renewal pricing.
- o The law enforcement employee counts have increased which also impacted the renewal exposures.

Substantiating desired rate increases, the insurance industry points to increased costs caused by law enforcement liability, natural catastrophes, abuse/molestation claims, social inflation with jury awards, the cost of auto repairs because of supply chain issues and auto technology, and cybersecurity. Our approach, with our insurance broker USI Insurance Services, remains to highlight the positive risk management attributes of the town, to negotiate with our carriers for the best possible renewal terms each year.

According to USI, the Traveler's underwriter tried her best to get the pricing to mid-single digits during the renewal process. Travelers quoted a 2.4% rate increase overall with a 5.9% exposure increase across the lines.

Again, according to our broker, the rate they quoted on the Town of Windsor was significantly less than what the broker was seeing in the aggregate for their CT book of business.

Impacting us also is the fact that Umbrella/Excess Liability carriers have been impacted by much larger jury verdicts recently than in the past and continue to seek rate increases to reflect the increasingly adverse legal environment facing municipalities. The rate increases are large, but expected, given what we're seeing in claim trends.

Lastly, the town has a number of ancillary carriers that provide specific types of coverage. A good example is VFIS that provides specialized coverages for our fire and EMS operations. The ancillary carriers and renewal policies reflect more stability than we've seen in the past and remain quality program options when comparing scope of coverage, carrier financial condition, claim handling quality, and overall value.

You have the cost comparison for our coverages before you. Our insurance expense for the next policy year increased overall, by 7% which was driven not only by market conditions, but also by the exposure increases mentioned and an increase in property values of 6.5%.

Our broker, USI, did a diligent market analysis for us and compared alternate coverage options. It is the belief of the board that the package as negotiated represents a more than fair renewal premium for the town's coverages. As I did last year, I would ask you to recognize that because of our loss history, the town continues to represent a highly desirable risk to insurers. Should loss frequency or costs rise, however, that could be in jeopardy in the future.

We continue to work with and support the efforts of the town's risk Manager, Marty Maynard, and applaud his diligence and passion in his task. Last year, I met with the Town Manager to discuss ways the Insurance Commission might improve the manner in which we address the second aspect of our enabling ordinance being to "recommend a risk management program" to you. Subsequently, we've been working with our carriers and TPA to construct a better dashboard of data on claims performance. We seek to contribute even more to town risk management and look to the Town Manager and the Council for input.

Councilor Armstrong asked what a 'sub limit' means. Mr. Relyea responded a sub limit is a limit that is applied to insurance programs that is different than the overriding limit of the policy itself. For example, your homeowner's policy might have a limit of \$2 million, but the coverage for your shed in the back might be lower. That is a sub limit.

Councilor Eleveld said there is a 33% increase and we saw a decrease; however, the increases are not as much as he would anticipate. Are we seeing some weakening price wise in the insurance area? Mr. Relyea said that is not what the commission is hearing. Instead they are hearing that it still is a hard insurance market out there and it is being driven by court judgements and the cost of everything. Consequently loss costs are higher even given the same size of the losses we've seen historically.

Councilor Eleveld said we are not seeing any loosening in the market? Mr. Relyea said it's not predicted for the next policy or anywhere. This town has a unique relationship with Travelers. They are a very large group in our town. We have a great relationship with the underwriters there. The commission toured their facilities this year and they came and did a comprehensive presentation for the commission. The broker they have engaged, USI, is going out and looking at alternate coverage sources and is recommending to us the best choices and whether we need to adjust the limits to some coverages. A good example is cyber coverage for the town.

8) TOWN MANAGER'S REPORT

Town Manager Souza stated the following:

Windsor Eco Monarch Festival

The Windsor Eco Monarch Festival will take place on September 21, 2024 from 11:00 AM – 3:00 PM. This is an eco-friendly fair sponsored by the Windsor Action Climate Committee and First Town Downtown. The focus will be on green initiatives like gardening, recycling, environmentalism, and protection of the endangered monarch butterfly.

The festival includes over 30 vendors with amazing eco-friendly artisan goods for sale. There will be activities for the whole family including making a fluttering butterfly, rock painting, kids costume pollinator parade, face painting, and planting marigolds to take home. An acclaimed chalk artist will be there to create a beautiful chalk mural with lots of chalk for you to create with too! There will be an electric vehicle display with cars and bikes for you to enjoy and learn about.



Windsor Lion's Club Tag Sale

The Windsor Lion's Club will be holding their annual Community Tag Sale on the Town Green on September 28, 2024 from 8:00 AM – 2:00 PM. Vendors pay a small fee for their site and keep the proceeds from all their sales. This event is held rain or shine. For more information email cldressage959@gmail.com.

Seeking Poet Laureate

Are you a poet that is looking to give to the community? If so, the Town of Windsor is seeking a volunteer Poet Laureate! Some of the Poet Laureate duties will include:

- Organize / participate in poetry readings open to the public
- Attend and/or read poetry at a minimum of three town events
- Visit schools, libraries, and community centers to lead poetry workshops and connect with students and community members
- Collaborate with other local artists
- Serve as a responsible creative lead

Applications are due by the end of the day at 5:00 PM on Friday, October 4, 2024. For more information and to submit your application, please go to: <https://forms.windsorct.com/poet-laureate-application/>.

Northwest Park Country Fair

Come join in the fun at Northwest Park's Country Fair on Saturday, October 5, 2024 (rain date October 6th) from 10:00 AM – 5:00 PM. This year's fair will feature activities for all ages, including games, music, competition, exhibitions, food and more!

Dial A Ride Services

As I reported to you earlier, several of our Dial A Ride buses had their catalytic convertors stolen overnight Sunday. Staff is working with our vendor to arrange for repair parts and installation. We will have one Dial Ride bus, a reassigned bus from the Youth Services and 2 smaller mini vans in service tomorrow. Staff have reached out to neighboring towns and Greater Hartford Transit District to see if we can borrow a Dial A Ride vehicle until ours can get repaired.

The majority of our individual rides will be able to be provided. We will be rescheduling a few planned group trips this week.

Supporting Teens in Reducing Their Stress program

Bring your teens to the "Supporting Teens in Reducing Their Stress (and ours)" presentation on Wednesday, September 25, 2024 from 7:00 PM – 9:00 PM at the L.P. Wilson Community Center Auditorium. Matt Bellace, Ph.D. will be the speaker. The program will focus on how parents can help foster skills in a supportive environment without arguing, present techniques such as mindfulness meditation, effective communication and using natural highs as a healthy coping mechanism and will help to improve the quality of life for both parents and their teens. This is a free program. For more information, call the Health Department at 860-285-1823.



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](https://www.windsorfreedomtrail2024.com). 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](https://www.windsorfreedomtrail2024.com). Email windsorfreedomtrailct@gmail.com with questions.

Mayor Black-Burke said stealing convertors is a common issue across the town and the state. Is there something we can do to try and prevent this from happening? Town Manager Souza stated that they had put on a somewhat preventative measure. They had guards that were put on the convertor to help with theft. Obviously, they were not enough of a deterrent. For a number of years, we've had these vans parked at the Police and Public Works facilities. We made some adjustments that were a bit of a challenge regarding daily efficiencies and operations. We will reexamine that opportunity. He said that Mr. Headly, the head of transportation for Dial-A-Ride has been advocating for some type of garage structure not just for protection for the vehicles from any vandalism or theft, but also for during the winter months. We are getting snow and ice on the top of the vehicles and you need to clean the snow off the vehicles in order to meet all the State of CT vehicle laws.

Councilor Gluck Hoffman asked if there is a potential building that could be used or a structure for the garage that we have existing? Town Manager Souza said he'd have to examine that. A number of years ago when they were looking at that, we did not have anything that would fit the 6 or 7 vehicles. Councilor Gluck Hoffman asked if there are cameras on the outside of the building? Town Manager Souza said we do.

Councilor Pelkey asked if there is any public marking that there are cameras on the premises? Town Manager Souza said he'd have to inquire about that.

Councilor Eleveld asked what is the estimated cost of replacing one of the catalytic convertors on the vehicle? Town Manager Souza said he'd have to get back to Councilor Eleveld on that as he does not have that information at hand.

Councilor Eleveld asked if this has happened before? Town Manager Souza said yes about six years ago.

Town Manager Souza added that the State of CT did make some changes to some regulations regarding the resale of the catalytic convertor. That has on a broad scope reduced the issue which had been much more prevalent a number of years ago.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith – nothing to report.

Finance Committee – Councilor Naeem – nothing to report.

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

Health and Safety Committee – Councilor Armstrong stated the police dashboard is up on the website. Hopefully, something will be posted soon about the mobile clinics.

Personnel Committee – Deputy Mayor Klase – nothing to report.

10) ORDINANCES

- a) Approve 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 Gluck Hoffman, 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 9-0-0

MAIN MOTION

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

Town Manager Souza stated the State of Connecticut recently adopted a new law which now 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.

This ordinance proposal outlines that the Town Manager would make the determination after consulting with either the Police Chief, Fire Chief, or EMS Chief depending on the employee's department along with other professional resources such as the Risk Manager and Human Resources Director.

We heard earlier in Public Comments come suggestions and concerns relative to making it very clear within the ordinance that it involves consulting medical experts and professionals. The Town Council can take action to amend the ordinance tonight.

Councilor Eleveld asked if we do nothing, it stays as it is where the department heads solely make that determination, correct? Town Manager Souza said that was right.

Councilor Eleveld asked if we can revisit this ordinance in a month? Town Manager Souza said unfortunately, you would not be able to because the state statute is very specific that if we are going to alter what the state law currently says from one of the chiefs making that decision, it has to be done by October 1st. The next Town Council meeting will be on October 7th.

Councilor Armstrong asked if this included all of the individuals including the volunteers? Town Manager Souza stated that it does.

1ST FRIENDLY AMENDMENT TO MOTION

Councilor Naeem suggested a friendly amendment to the motion to approve an ordinance with the changes in section 1 paragraph 2 to read, "In those circumstances where the determination, under Public Act 24-16 must be made, the Town Manager shall make the determination after consulting with either the Police Chief, Fire Chief, or EMS Chief, depending upon the employee's department, along with medical experts and other professional resources such as the Risk Manager and Human Resources Director." Seconded by Councilor Eleveld

Councilor Naeem stated as the Town Manager shared, we heard tonight the importance of having medical experts that could speak to the cause of death and tie it to the actions on duty. It felt to her that was a big missing piece and that is what she's adding into the ordinance via the friendly amendment.

Councilor Eleveld stated with this amendment, assuming it passes, who would you look to speak to regarding the medical piece? Town Manager Souza said he would look at the medical examiner's report and that would be one piece and look at any other health records. We do have a medical advisor that we would use for many health aspects including the health department. He would look to see what expertise that individual has. He would look for someone who had expertise in cardiac or stroke experience in that area.

Councilor Eleveld said it is related to cardio-vascular or stroke type death. Have we had issues in the last decade or two where an officer or EMS personnel has passed and his death has been

brought up as a potential issue? Town Manager Souza stated the one incident that he can recall was a per diem employee of our EMS Windsor Volunteer Ambulance which did result in that individual's passing. That is his recollection. That was in the last 6 years or so. We did have a volunteer firefighter who over 10 years ago now that had a heart attack after a call.

Councilor Pelkey asked why we are seeking to make this change? Why not stay status quo? Town Manager Souza replied as it has been discussed, the aim here is to provide the consistency and objective decision making and that we are ensuring there is additional consultation that is occurring. None of that is stated within the Public Act. In our minds it would be consistency, making sure we are being objective, and taking the agency head out of a very emotionally charged situation. He appreciated the comments this evening to make sure that it was clarified that we'll be also be getting some medical expertise. The Public Act does not require that as written.

Deputy Mayor Klase asked why the Human Resources and Risk Manager are listed as professional resources? The Risk Manager she is assuming is because they have to access our benefits package for the person and the Human Resources Director because there is a certain protocol in process with the family and other benefits. Some people may think that using these resources is to protect the town, but it really is to make sure that the employee gets the full package that they are supposed to get as quickly as possible. Is that correct? Town Manager Souza stated that is our goal. The goal is to make sure the family has access to the range of benefits that are available and that it's done in a professional manner. Those individuals have the knowledge of the benefit packages. They also have the knowledge of a variety of different laws that relate to medical and health records. By adding the medical expert, it provides that clarity to what consulting resources would be available.

Councilor Naeem needed a bit of clarification. The law gives authority to the Police Chief, Fire Chief and EMS Chief to determine if the death was caused by an embolism, etc. The second piece of it is that we can assign an alternative. Is this ordinance about an alternative, an addition, or is it primarily making the Town Manager the authority? Town Manager Souza said when that Public Act talks about an alternative, designating someone to be an alternative, it could also be a committee. Other communities that have chosen to avail themselves to this option have decided to do it in a committee form.

Councilor Naeem asked if the alternative means that in the event that the designated chief is not around and is not able to make the decision, then the alternative steps in? Town Manager Souza said not as this ordinance is written.

Councilor Naeem asked if by state law we have to distinguish an alternative? Town Manager Souza said if the Council chooses not to act by October 1st, then it would stand as the head of the particular public safety agency.

Councilor Armstrong inquired if this ordinance is basically for cardiac and stroke conditions and no other conditions? Town Manager Souza said it's very specific in the state act that it relates to stroke/heart attack associated incidents. Councilor Armstrong then said that this would be the only cause for this ordinance. Town Manager Souza said that was correct.

2ND FRIENDLY AMENDMENT TO MOTION

Councilor Armstrong made an amendment to the first friendly amendment stating, “.....EMS chief depending upon the employees department, along with outside medical experts and other professional resources such as the Risk Manager and Human Resources Director.” Motion seconded by Councilor Eleveld.

Councilor Pelkey said if he was to support the first or second friendly amendment, it would have to be explicit language where it would list the required medical professional. That’s because that could be wide spread. He’d rather have the language be a ‘vascular’ or ‘cardio-vascular’, something that is germane to what we are actually looking at as opposed to a school nurse or such. He’d like to have someone who is a specialist or expert in that particular area. That’s the language that could get him to support the amendment.

Mayor Black-Burke stated she did share this with the Town Manager but she knows that there is some sort of state component that is going to weigh in just because if something like that happens, she believes at the state level there has to be some medical review. She understands what Councilor Pelkey is saying. There has to be some specificity, but she wanted to put that on the table as well that in this type of situation what role does the state play in this as far as having determination and the medical determination? She understands the requirement Councilor Pelkey is looking for but also knowing this piece is with the state. In regards to the overall ordinance, she is wondering if the Council is saying they need more time. If so, then they would have to determine that we want to come back together within the next 4-5 days and have some sort of conversation with the Town Manager as well as the chiefs and others. She feels that the Council is not ready to make a vote right now.

Councilor Eleveld stated if we go ahead and pass the motion as originally presented, it’s now our ordinance so we can change it at any time we want. Would that be correct? Town Manager Souza said yes as long as it is in alignment with the state law.

Councilor Eleveld said so if we go and pass what is currently written, we could sit here with ourselves in caucus and come up with some better wording and present that in October for a vote by this Council, correct? Town Manager Souza said that would work as well. Town Manager Souza said this ordinance refers to Public Act 24-16. In Public Act 24-16, it specifically talks about the type of event that this determination relates to. One possible suggestion is to say appropriate or specialized outside medical experts.

Councilor Eleveld said that Town Manager Souza is saying to say ‘appropriate’ due to the specificity of the law.

Councilor Walker said he is in agreement with the Mayor about what we’re hearing. He wants to put a little perspective on this. We have a volunteer fire department that we need. We can’t afford to lose any input or enthusiasm from them. We just need to make sure that whatever we do, keeps the men and women in our volunteer fire department comfortable with what we’re doing. So, whatever the Council decides to do, he is fine with it. The important piece of it is that it’s not just a decision for the Town Manager but that other people have input. He’ll go along with

whatever as long as we make sure that we don't do anything to upset our volunteer fire department.

Mayor Black-Burke said she wants to make sure that everyone is concrete and clear on the 'what'. She knows the statute has been put forward and she said it does give some specifics in regards to what is in there but she wanted to be sure that everybody can digest that. We need to determine what to do next.

Councilor Pelkey said while he appreciates Councilor Eleveld's idea, he's not 100% sure how legally accurate that might be. He couldn't vote for that, especially not knowing if it would stick and we are stuck with something that the fire department doesn't want. As much as he doesn't want to come back, for him we have two more weeks to discuss this to get it in before October 1st. While I don't want to have to call us all together again, I think it's in the best interest of this town. Personally, he would like to wait to do this at another time just to make sure that we've had an opportune time to engage with the community. He just wants to make sure we do this right.

Deputy Mayor Klase said the current ordinance as it is written is in alignment with the new law. Is that correct? Town Manager Souza said that was right. Deputy Mayor Klase said so if we did nothing, we wouldn't be out of alignment with the state amendment. Town Manager Souza said we would not. It's setting up a new alternative to what the state law says which it states that the decision is only made by the chief of one of those three agencies. Deputy Mayor Klase said so that is 'as it is' now or not? Town Manager Souza said this is a new law that just went into effect.

Mayor Black-Burke said it might be helpful as well to state what we currently do. So, if something were to happen tonight, what is that process? Town Manager Souza stated going back to the two incidents that we had, and if his memory serves him correctly, it was the same parties as are mentioned in this ordinance were consulted including the Risk Manager and WVA was part of that conversation.

Councilor Eleveld said he is saying let's do a five minute recess and then we can fix it right now. What we have heard is a concern from our EMS in general they want to make sure whatever decision is made is fair. What we heard is that medical expert with the appropriate knowledge would be that element of fairness.

Mayor Black-Burke said what she's heard is that is a portion of the concern. We can take a five minute recess, but she wants to make sure they are all clear that is a portion of the concern. The other side of the concern alluded to the impact to the volunteer firefighters.

Mayor Black-Burke said that we do have other agenda items and she's not sure if we'll be able to shake it out through the sifter in five minutes. She also wants to give notice that in a time like this, she knows that we want to move things as expeditiously as possible, but at the same time the volunteer firefighters, some of them live in town. She doesn't feel that this will be done in five minutes but they can certainly recess for that time if that is the consensus.

Deputy Mayor Klase withdrew her motion for the main motion.

Councilor Naeem withdrew her amended motion (Amendment #1).

Councilor Armstrong withdrew her amended motion (Amendment #2)

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to table the ordinance entitled, "AUTHORITY TO DECLARE THAT A FIREFIGHTER, POLICE OFFICER OR EMERGENCY MEDICAL SERVICE PERSONNEL DIED IN THE LINE OF DUTY" to prior to October 1, 2024.

Motion Passed 9-0-0

11) UNFINISHED BUSINESS – None

12) NEW BUSINESS

- a) Approve acceptance of the State of Connecticut grant to support the cost of early voting

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to accept the Connecticut Secretary of the State's Early Voting grant and authorize the expenditure of grant funds.

Anna Posniak, Town Clerk, stated the Town of Windsor will receive \$8,895.29 in grant funds to help offset the expected cost of approximately \$25,000. Funding is being proportionally allocated based on the number of election day and absentee voters in the 2020 and 2022 elections, the number of registered voters that did not vote in the previously mentioned elections and, lastly, the current number of eligible unregistered voters in Windsor. These monies may be used to offset the costs associated with early voting such as labor, training, printing of ballots, polling location related expenses, voter education or equipment and supplies. All grant funds need to be expended by June 30, 2025. The Town Clerk will oversee the grant application and subsequent reporting requirements.

It is estimated that the cost for implementing early voting for the upcoming Presidential Election will be approximately \$24,900 for labor and ballots. The FY 25 Adopted Budget includes \$35,000 for early voting related to both the August Primary and the Presidential Election. The actual cost for the August State Primary was \$10,650.

Councilor Eleveld stated so the cost we are estimating is \$25,000 or almost \$2,000 per day for early voting. He understands that there is a constitutional question on the ballot as well. Is that correct? Ms. Posniak answered that is correct. The constitutional question would be for the voters to decide on no excuse absentee voting. Councilor Eleveld added that this allows any voter at any time to say "I want to vote absentee." Ms. Posniak answered that is correct without a requirement because the state has requirements for voters to apply for an absentee ballot.

Councilor Eleveld asked if that were to pass, would we continue to do early voting? Ms. Posniak said if it passes, what it basically does is take this out of the constitution and puts it into the state statutes and then that would be up to the legislature to determine that.

Councilor Eleveld stated that he feels voters should be aware that early voting is for two weeks and it is very expensive for the Town of Windsor. He doesn't feel that we need two weeks for this.

Motion Passed 9-0-0

b) Approve lease for Stony Hill School

MOVED by Deputy Mayor Klase, seconded by Councilor Walker that the Town Manager is authorized to sign the proposed lease with Lucinda House for use of the town-owned Stony Hill School property, located at 1195 Windsor Avenue.

Patrick McMahon, Economic Development Director, stated the proposed tenant, Lucinda's House which provides prenatal and postnatal support also provides health education and wellness classes on an individual and small group bases. Individual sessions would be by appointment only and there will be small group sessions. The size of the group sessions would be up to eight people. Staff and Ms. Canty have reached an agreement on the terms of a proposed lease of the property. It is a three year term which is effective October 1, 2024. It can be extended for up to two additional years with the town's approval. Monthly rental payments start at \$530, increasing approximately 3% each year. The tenant would be responsible for housekeeping, rubbish, liability insurance and utilities. The town is responsible for property insurance, grounds maintenance, snow removal and major maintenance. Either party can terminate the least with a 60 day notice.

Councilor Pelkey asked what would a similar facility go for on a monthly basis? Mr. McMahon stated that it is not in our downtown area, it's a separate facility, so it's hard to get something that is comparable. Councilor Pelkey asked for an estimate for the square footage, if a space of this size would be \$2,000 or \$700 per month? Mr. McMahon stated it would be more than the \$530, but because of the size of it and the exceptions that it can only be used for educational programming and nothing else, that reduces the size of the market. Town Manager Souza said the spaces in town center are basically \$10 per square foot and the building is probably less than 500 square feet.

Councilor Walker commented that this particular rental is something that a community needs. Lucinda's a qualified midwife and she is bringing a service that is necessary not just in the Windsor community but in the greater Hartford area in general. He believes she is addressing health disparities. He supports her and he hopes his colleagues support her 100%.

Mayor Black-Burke said she's grateful that Stony Hill school continues to provide a space where you can administer educationally to mind, body and soul. She is in total agreement to go forward with this request.

Councilor Eleveld asked what was the rental rate for the prior tenant? Mr. McMahon said it was the same. Councilor Eleveld is in favor of this request.

Councilor Armstrong is in favor of this as well. She asked when the effective date of the lease is. Mr. McMahon stated it would be October 1, 2024.

Motion Passed 9-0-0

- c) Approve accepting grant funds from the Hartford Foundation of Public Giving to support the Human Relations Commission and the 2025 Juneteenth celebration

MOVED by Deputy Mayor Klase, seconded by Councilor Smith to approve the acceptance and expenditure of a \$4,500 grant from the Hartford Foundation for Public Giving Greater Together Community Fund to support the Juneteenth Celebration organized by the Human Relations Commission and approve the acceptance and expenditure of \$646.58 in grant funds from the Hartford Foundation for Public Giving Lynne Farley Gillette Social Justice Fund to support the programs of the Human Relations Commission.

Patrick McMahon, Economic Development Director, gave an overview of the company, Hartford Foundation for Public Giving, and its grant program which will be allocating funds to the town in support of the Human Relations Commission and the 2025 Juneteenth celebration. He explained what the funds would be used for and stated the grants will be placed in separate special revenue funds and incorporated in the annual budget.

Mayor Black-Burke had a question about the Hartford Foundation for Public Giving grant. The amount is \$4,500. Is that total amount allocated towards the Juneteenth celebration. Mr. McMahon stated that is correct.

Mayor Black-Burke said with many of their grants you do need to have a final report. She would be interested in seeing, with our upcoming Juneteenth cycle, how the money is allocated. The Juneteenth celebrations have been great. She's sure that at this point we know exactly what we are going to do, how we'll go about it, etc. She'd like to see what the dollars are allocated to. She's not sure if this is something that comes back to the Town Council during the Human Relations annual report before the Council or how we would do that.

Motion Passed 9-0-0

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

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

- o \$20,000 for the School to Business Career Connection
- o \$15,000 for Journey Home
- o \$20,000 for Arts & Culture Series
- o \$42,000 for the town's Entry Signs & Landscape Improvements

Town Manager Souza gave an overview of the request. He stated the Town Council has formally authorized the use of \$8,406,548 leaving a balance of \$97,000 to be allocated. He gave an explanation of how the money would be used. The proposed allocation amounts are as follows:

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 Naeem asked about the school to work initiative. Do we have any idea of how many students would be engaged in that initiative? Town Manager Souza said it is tough to estimate at this point as it's in its initial planning stages. The Chamber of Commerce is directly working with an administrator at the Board of Education to develop that. He does not have an exact number for this first initial year. Councilor Naeem asked if this program is fully funded? Town Manager Souza responded that at this time for this current school year this amount would cover the anticipated costs with the anticipation of getting the business community to carry costs in the future.

Councilor Eleveld said we have to provide our students an alternative to the Education Industrial Complex which says every child has to go to college. When you look at the data, a very high percentage of students start college, never finish and get to carry a 25 pound weight of debt around their neck for decades to get rid of it. The fact that students can go to an alternative to make just as much if not more money than many college graduates is something that is not discussed very often because it's not popular.

Councilor Pelkey said signs and landscape improvements are all well and good but he'd rather see \$42,000 go towards people. He'd like to take that motion and zero it out for the signs and split that money between the Arts and Culture Series and Journey Home and even if we have to give more money to the school, he knows the Town Manager said that they were well funded for this year, but that little bit might help. He doesn't have a problem with the signs, he just thinks we're here for people, not for signs. He'd like to focus on the people. \$42,000 for four signs is not the biggest bang for our buck.

Mayor Black-Burke said when she and Councilor Walker were on the prior councils when they were talking about how to divide up ARFA dollars, then, all the councilors were trying to make sure it was a holistic approach that we were touching people, we were touching structures and things that need to be done. While we are touching people, we also want to make sure that what's out there is touching the spirit of the town. They had a discussion about what they could

do to enhance the town as well. If we have an opportunity to do it, she thinks that part of the rationale that prior councils said if this is something that could come why not do it? For her, \$42,000 divided by four signs is okay and that's her opinion.

Councilor Walker said we did speak on how we would divide all of this. He is in agreement with the Mayor.

Councilor Gluck Hoffman said she understands what Councilor Pelkey is saying about the signs but she has great pride in this community. When you come into town and you see those signs, even if they are old, it does give you a sense of pride for the traditions of who we are as a community. She'd like to see them updated. It's not only about the signs but about the landscaping at that location as well. She thinks it's important to do this because we are the first town in Connecticut. The Council is the continual caretakers of the community and that's part of the caretaking process.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS - None

14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the September 3, 2024 Public Hearing

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

Motion Passed 7-0-2 (Councilor Eleveld and Councilor Naeem abstained)

- b) Minutes of the September 3, 2024 Regular Town Council meeting

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

Motion Passed 7-0-2 (Councilor Eleveld and Councilor Naeem abstained)

15) PUBLIC COMMUNICATIONS AND PETITIONS - None

16) EXECUTIVE SESSION - None

17) ADJOURNMENT

MOVED by Councilor Pelkey, seconded by Councilor Eleveld to adjourn the meeting at 9:45 p.m.



Motion Passed 9-0-0

Respectfully Submitted,

Helene M. Albert
Recording Secretary