



# Council Agenda

Council Chambers  
Windsor Town Hall  
November 18, 2024



## Zoom Instructions

### Dialing in by Phone Only:

Please call: **312 626 6799** or **646 558 8656**

1. When prompted for participant or meeting ID enter: **879 1095 7671** 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.

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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.

## **7:30 PM Regular Council Meeting**

1. ROLL CALL
2. PRAYER OR REFLECTION – Councilor Eleveld
3. PLEDGE OF ALLEGIANCE – Councilor Eleveld
4. PROCLAMATIONS/AWARDS
  - a) Proclamation honoring Lauri Volkert, Windsor Fire Marshal
5. PUBLIC COMMUNICATIONS AND PETITIONS  
(Three minute limit per speaker)
6. COMMUNICATIONS FROM COUNCIL MEMBERS
7. REPORT OF APPOINTED BOARDS AND COMMISSIONS
  - a) Public Building Commission
8. TOWN MANAGER'S REPORT
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES



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11. UNFINISHED BUSINESS

12. NEW BUSINESS

- a) \*Approve Priority Redevelopment List (Town Manager)
- b) \*Approve an appropriation of \$40,000 from the General Fund Unassigned Fund Balance to fund the continuation of the elderly lunch program at the Senior Center (Town Manager)
- c) \*Approve an appropriation of \$75,000 from the Capital Projects Fund to complete an assessment of various town owned pedestrian bridges (Town Manager)

13. \*RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) \*Minutes of the November 4, 2024 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

17. ADJOURNMENT

★Back-up included



# PROCLAMATION

## *Honoring Windsor Fire Marshal Lauri Volkert*

**WHEREAS,** Lauri Volkert joined the Town of Windsor as a Fire Inspector in 2009, and through her exceptional dedication and expertise, was promoted to Windsor Fire Marshal in 2023; and,

**WHEREAS,** Lauri has demonstrated an unwavering commitment to public safety through her work alongside mentors, former Fire Marshals Ray Walker and Bob Bolasevich, diligently pursuing education, training, and staying current with local, state, and federal fire and building codes to ensure the safety of the Windsor community; and,

**WHEREAS,** Lauri's passion for public education and her innovative use of technology have kept the Fire Marshal's Office at the forefront of modern fire prevention, including a robust presence on social media, creating *The Bugle* seasonal safety newsletter, and the implementation of the OpenGov online permitting system; and,

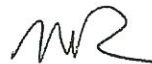
**WHEREAS,** during the COVID-19 pandemic, Lauri played a crucial role in promoting safety precautions to the community, including hosting a live Facebook event and providing play-by-play color commentary during the *Windsor Together Tour* - a four-hour parade of emergency and town vehicles across Windsor that provided uplifting support to residents who had been confined to their homes during the pandemic; and,

**WHEREAS,** Beyond the home front, Lauri has also earned recognition on the national stage for her contributions to fire safety, successfully securing numerous grants, presenting and speaking at national NFPA conferences, and being named "Fire & Life Safety Educator of the Year" by the NFPA in 2021; and,

**WHEREAS,** It should come as no surprise that Lauri has now been selected as the State of Connecticut Fire Marshal, a role that will allow her to share her expertise, passion, and forward-thinking approach to fire prevention with a wider audience.

**NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF WINDSOR THAT:**

*Windsor Fire Marshal Lauri Volkert is hereby honored for her dedicated service to the Town of Windsor and recognized as a national leader in fire prevention. We offer our heartfelt congratulations to Lauri for her remarkable accomplishments and extend our best wishes as she embarks on this new chapter.*



Nuchette Black-Burke  
Mayor of Windsor  
November 18, 2024






## Agenda Item Summary

Date: November 18, 2024

To: Honorable Mayor and Town Council Members

Prepared By: Patrick McMahon, Economic Development Director

Reviewed By: Peter Souza, Town Manager 

Subject: Priority Redevelopment Properties List

### Background

In December of 2002, the Town Council adopted a Tax Increment Financing Policy as one tool to encourage the redevelopment of key vacant or underutilized properties. As part of that policy, the Council approved a Priority Redevelopment Properties List to provide specific guidance regarding which sites should be eligible for Tax Increment Finance assistance.

In recommending the initial list, the Economic Development Commission included a statement of its purpose and procedures and criteria for updating properties. One of these provisions states that the Commission should review the list annually and report its recommendations for additions or deletions to the Town Council.

### Discussion

The Economic Development Commission reviewed the Priority Redevelopment Properties List during its September meeting. A status report on each property was presented by staff and discussed by the Commission. A copy of the status report is attached (updated to the present date).

The Commission voted to recommend the removal of the following properties from the list:

- 1) Plaza Building (280 Broad Street)
- 2) Redevelopment Parcel (458 Windsor Ave)
- 3) Former Scranton Chevrolet Site (Mack St.and Poquonock Ave)
- 4) Windsor Center Plaza (144 Broad Street)

While the EDC feels strongly the Plaza Building is a key to growing the vibrancy of town center, they recommended its removal from the list as building renovations are substantially complete and the use of tax incrementing financing as a redevelopment tool for this property is limited at this juncture. Construction of the new public park is underway on the Redevelopment Parcel at 458 Windsor Ave. Mixed-use apartment projects are under construction at both the Former Scranton Chevrolet site and Windsor Center Plaza.

There are developments proposed at the former Tobacco Valley Inn and Flamingo Inn sites but construction activities have not started on either site so the Commission recommends they remain on the list.



The Commission also voted to recommend the addition of the Mechanic Street Transit Orientated Development (TOD) site and 1 & 10 Targeting Centre properties to the list.

The Mechanic Street TOD site represents a compilation of the town-owned parking lot, former dog pound and potentially a portion of Loomis Chaffee property along the rail line. This area has been identified as a potential future TOD project due to its proximity to the train station and bus service. This site was recently included in a study of potential TOD sites conducted by the Capitol Region Council of Governments.

1 & 10 Targeting Centre (former ADVO complex) consists of two vacant office buildings at Exit 37 Bloomfield Avenue. 1 Targeting Centre is a four-story 97,256 SF office building built in 1980 sitting on 6.17 acres. The building is currently under foreclosure and an online auction is slated for November 18-20. 10 Targeting Centre is a three-story 49,815 SF office building built in 1980 sitting on 5 acres. Both buildings have been vacant for several years. The properties have been marketed for office use, educational use, or conversion to self-storage. There has also been some interest expressed in redeveloping the properties for multifamily development.

#### Recommendation

The Economic Development Commission recommends removing the Plaza Building, the Redevelopment Parcel, Former Scranton Chevrolet and Windsor Center Plaza from the Priority Redevelopment Properties List and adding the Mechanic Street TOD site and 1 & 10 Targeting Center to the list at this time. A revised list with these changes has been drafted and is attached.

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

**“MOVED that the attached Priority Redevelopment Properties List as amended to remove the Plaza Building, the Redevelopment Parcel, Former Scranton Chevrolet and Windsor Center Plaza and adding the Mechanic Street TOD Site and 1 & 10 Targeting Centre be adopted.”**

#### Attachments

Exhibit ‘A’ Priority Redevelopment Properties

Status report on redevelopment sites

Priority Redevelopment Properties Policy

Map of Mechanic Street TOD Site

Map of 1 & 10 Targeting Centre

**Exhibit 'A'**  
**Priority**  
**Redevelopment**  
**Properties**



**TOWN OF WINDSOR  
PRIORITY REDEVELOPMENT PROPERTIES**

**The following are the priority redevelopment properties in the Town of Windsor as determined by the Town Council:**

<u>Tobacco Valley Inn</u>	Dunfey Lane and Bloomfield Avenue
<u>Udolf Property</u>	156 Windsor Avenue
<u>Flamingo Inn</u>	19, 27, 29, and 35 Windsor Avenue
<u>Parcel north of 457 Windsor Ave</u>	459-465 Windsor Avenue
<u>Spillane property next to CITGO</u>	581 Windsor Avenue
<u>Larsens Hardware Property</u>	144 Poquonock Avenue
<u>Former Printing Express Site</u>	20-26 Poquonock Avenue
<u>Mechanic Street TOD Site</u>	80 Mechanic Street, Portion of 4 Batchelder Road
<u>1 &amp; 10 Targeting Centre</u>	1 & 10 Targeting Centre

History

1. Initially adopted, December, 2002.
2. Revised, December, 2007 to delete 33 Mechanic Street and 853 Palisado Avenue.
3. Revised, August, 2010 to add 125 Poquonock Avenue, 147 Poquonock Avenue, and 144 Poquonock Avenue.
4. Revised, April 4, 2011 to add 2000 Day Hill Road.
5. Revised, February 4, 2013 to add 20-26 Poquonock Avenue
6. Revised, December 21, 2015 to delete 69 Mechanic Street, 147 Poquonock Avenue and 240 Broad Street.
7. Revised, January 21, 2020 to delete 2000 Day Hill Road
8. Revised January 4, 2021 to add 451 Windsor Avenue (former Roger Wolcott School)
9. Revised June 6, 2022 to delete 451 Windsor Avenue and add 144-152 Broad Street (Windsor Center Plaza)
10. Revised November 4, 2024 to delete Plaza Building, Redevelopment Parcel, Former Scranton Chevrolet Site and Windsor Center Plaza and to add Mechanic Street TOD Site and 1 & 10 Targeting Centre

# Status Report on Redevelopment Sites



**TOWN OF WINDSOR  
PRIORITY REDEVELOPMENT PROPERTIES (per list revised 06/06/2022)  
STATUS REPORT – September 18, 2024, (updated to 11/4/24)**

**(Recent activity indicated by bold italicized font)**

1. Plaza Building (280-294 Broad Street)

Property purchased by Mohan Sachdev (12/2011); significant building repairs have been initiated; 2<sup>nd</sup> floor apartments rehabbed; TPZ reapproved proposed restaurant use and site plan for theater addition and added parking; 17 Elm St building demolished, 3,000 SF addition constructed, new electrical service installed; first floor retail space floor and ceilings gutted and replaced; storefronts reconstructed; new floors poured in theater and basement; street front sidewalk and brick surface replaced; marquee restoration completed. **Owner is looking to have first floor of the building (not including theater) ready for occupancy by end of first quarter 2025. EDC recommended removal from list.**

2. Tobacco Valley Inn (Dunfey Lane and Bloomfield Avenue)

Building demolition and site clearance completed with financial assistance from town; owners began repaying demolition loan but there is an outstanding balance; **TPZ approved a 201-unit apartment complex to be developed by AR Building; property closing awaiting state traffic review.**

3. Redevelopment Parcel (458 Windsor Avenue)

**Wilson Park under construction. EDC recommended removal from list.**

4. Udolf Property (156 Windsor Avenue)

Demolition of building and soil remediation complete; included in Federal Opportunity Zone designation

5. Flamingo Inn (29 Windsor Avenue)

Several properties have been assembled into single ownership. **TPZ has approved a gas station, convenience store, and car wash contingent upon state approval of a new traffic signal. Signal plan requires a relocation of a portion of Violet Street.** There is a potential for a second phase to the development.

6. Parcel north of 457 Windsor Ave (459-465 Windsor Avenue)

465 Windsor Avenue with barn sold in 2020 to Anthony Smith – **property currently listed for ground lease**

**459 Windsor Avenue sold in 2023 to owners of Giovanni's Restaurant.**

12 East Wolcott sold in 2011 to 12 E Wolcott Avenue LLC

Property included in Federal Opportunity Zone designation

7. Spillane property next to CITGO (581 Windsor Avenue)

Property owner has received some inquiries, limited uses in B-1 Zone and depth of the parcel may be an issue.

8. Former Scranton Chevrolet Site (125 Poquonock Avenue)

Town with owner's cooperation obtained environmental assessment grant of site; Phase I and II assessments completed; Phase III assessment completed; Remedial Action Plan prepared. Building demolished by owner and contamination remediated. **TPZ approved Bowfield Green, a 77-unit mixed-use development which is currently under construction. EDC recommended removal from list.**

9. Larsens Hardware Property (144 Poquonock Avenue)

Property sold to Mahmood Razib in 2023. Building is in rough shape on the interior and owner was required to secure the property. Property owner not communicative.

10. Former Printing Express Site (20-26 Poquonock Avenue)

Property purchased by Mohan Sachdev (06/2013); owner contemplating redevelopment for new residential units; town with new owner's cooperation obtained environmental assessment grant for the site; Phase I and II assessments completed; Buildings demolished; Phase III assessment completed; Remedial Action Plan prepared.

11. Windsor Center Plaza (144-152 Broad Street)

Grava Properties secured ground lease on property; TPZ approved Founders Square with 106 apartments and over 6,000 SF of commercial space; the State of Connecticut awarded a \$3.2M Communities Challenge Grant to support redevelopment; town approved a credit enhancement agreement. **Phase I is currently under construction. Phase II may be amended to add apartment units and parking. EDC recommended removal from list.**

**EDC recommended the additions of:**

Mechanic Street TOD Site (80 Mechanic Street and portion of 4 Batchelder Road) The Mechanic Street TOD Site represents a compilation of the town-owned parking lot, former dog pound and potentially a portion of Loomis Chaffee property along the rail line. This area has been identified as a potential future Transit Oriented Development project due to its proximity to the train station and bus service. **This site was recently**



***included in a study of potential TOD sites conducted by the Capitol Region Council of Governments.***

1 & 10 Targeting Centre

The former ADVOCOM complex consists of two vacant office buildings at Exit 37 Bloomfield Avenue. 1 Targeting Centre is a four-story 97,256 SF office building built in 1980 sitting on 6.17 acres. ***The building is currently under foreclosure and an online auction is slated for November 18-20.*** 10

Targeting Centre is a three-story 49,815 SF office building built in 1980 sitting on 5 acres. Both buildings have been largely vacant for several years. The properties have been marketed for office use, educational use, or conversion to self-storage. There has also been some interest expressed in redeveloping the properties for multifamily development.

Priority  
Redevelopment  
Properties  
Policy

**Town of Windsor, Connecticut**  
**Priority Redevelopment Properties List and Policy**  
December, 2002

I. INTRODUCTION

The Town of Windsor has determined that there are certain vacant or underutilized sites in Windsor that need focused-attention from the Town government. A number of these sites are in Windsor Center and the Wilson neighborhood and are therefore crucial to the future of our community. Many of these sites play into the public's perception about the community.

There is a window of opportunity to attract investment to these sites. In addition, when opportunities arise, it is important to have programs in place so the Town can act quickly.

It is in the public interest to encourage the timely and appropriate redevelopment of these properties.

II. LIST ADOPTED

The Priority Redevelopment Properties List attached hereto as Attachment A is hereby adopted.

Inclusion of a property on this list does not confer any right to any incentive program. It does establish which properties are eligible to apply for certain programs including the Tax Increment Financing Policy. After a property is listed, each development proposal must be reviewed and approved according to the particular program requirements.

III. PROCEDURE FOR ANNUAL REVIEW, ADDITIONS AND DELETIONS

The following procedure will be followed to add to or delete from the Priority Redevelopment Properties List.

1. Annual Review. The Economic Development Commission shall review the adopted list annually and report to the Town Council its recommendations for additions or deletions from the list at the Council's first meeting in December.
2. Specific Requests. The Town Council, Economic Development Commission, Town Manager, any citizen or property owner may initiate a request to add or delete a property or properties at any time. Each such request shall be reviewed by the Economic Development Commission according to the criteria as set forth below. The Commission shall then forward its recommendation to the Town Council.
3. Town Council Final Determination. The Town Council shall make the final determination regarding all additions or deletions to the list.



#### IV. CRITERIA

The Town of Windsor will consider a property for inclusion on the Priority Redevelopment Properties List only if at least four (4) of the following criteria are met:

- 1) Visibility (location on a heavily traveled roadway and public's awareness of site)
- 2) Pending opportunities related to the site
- 3) Present blighting condition – nuisance, environmental issues, poor access, problems of ownership
- 4) Potential multiplier effects
- 5) Level of difficulty to redevelop without assistance
- 6) Potential costs to the Town of not acting
- 7) Length of time on the market (more than 24 months)

Map of  
Mechanic  
Street TOD site







# Map of 1 & 10 Targeting Centre



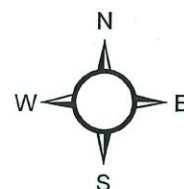


-  Parcels
-  Upland Review Area
-  Hydrography Line
-  Wetlands
-  Parcels



## Town of Windsor, CT

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: November 18, 2024

To: Honorable Mayor and Members of the Town Council

Prepared By: Paul Norris, Director of Recreation & Leisure Services

Reviewed By: Peter Souza, Town Manager 

Subject: Connecticut Renewal Team (CRT) Elderly Nutrition Program Adjustments

### Background

For many years, the Connecticut Renewal Team (CRT) has successfully provided lunch services five days a week at the Windsor Senior Center. CRT has provided a part-time program coordinator and funding for hot meals. CRT serves an average of 28 to 30 hot meals daily to Windsor seniors.

Changes will occur starting this month due to the expiration of CRT's American Rescue Plan Act (ARPA) funds. Consequently, lunch services via CRT will be reduced to two days a week, with a cap of approximately 54 meals over the two days. Additionally, CRT has notified town staff that the full cost of the part-time program coordinator will now be the Town's responsibility.

In order to maintain current service levels through the end of Fiscal Year 2025, town staff is respectively requesting the Town Council to approve an appropriation of \$40,000 from the General Fund Unassigned Fund Balance.

### Discussion/Analysis

Town staff have developed a continuity plan to ensure that lunch services continue five days a week for approximately 30 seniors each day. Under this plan, CRT will provide meals on Thursdays and Fridays, while a different vendor will supply meals on Mondays, Tuesdays, and Wednesdays. This arrangement guarantees uninterrupted service for our seniors. Furthermore, CRT has agreed to provide a part-time program coordinator five days a week, with the Town covering the funding for this position. These measures will maintain program levels through June 2025.

Notably, approximately 75% of the 30 seniors participating in the lunch program attend all five days of the week, and 90% of regular meal participants utilize the town Dial-a-Ride programs.

Historically CRT has encouraged participants to donate up to \$3.00 per meal, generating approximately \$235 weekly. This practice will continue and any donations for meals on Mondays, Tuesdays, and Wednesdays will be placed in a segregated Special Revenue account to help off-set future operational costs in FY 26. In FY 26, CRT will retain any participant donations received on Thursday and Fridays.



Financial Impact

The projected meal expenses for the remainder of the fiscal year are estimated at \$28,740. The anticipated cost for the part-time CRT Café Coordinator is \$11,620. This position is responsible for managing for meal service operations and guarantees continuity of service. Overall, the estimated additional cost to sustain congregate meal services for Windsor's senior residents through June 30, 2025, amounts to \$39,956. Any donations collected for meals served from Monday to Wednesday will be placed in a segregated Special Revenue account to help off-set future operational costs in FY 26.

Other Board Action

None

Recommendations

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

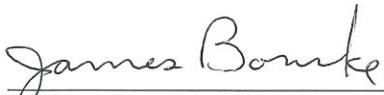
**“MOVE to approve an appropriation of \$40,000 from the General Fund Unassigned Fund balance to support the continuation of the senior lunch program at the Windsor Senior Center through June 30, 2025.”**

Attachments

None

Certification

I hereby certify that \$40,000 is available in the General Fund Unassigned Fund Balance to fund the above appropriation.




James Bourke, Finance Director

## Agenda Item Summary

Date: November 18, 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: Pedestrian Bridge Inspection Services

### Background

The town owns and maintains eighteen pedestrian bridges of various sizes, styles and age that are located in town parks as well as on multi-use trails. Many of these bridge structures are approaching or are over 25 years of age. The adopted FY 25 Capital Improvement Program includes a project to complete inspections and design reports which will provide the basis of a multi-year asset management plan for the bridges.

At this time, the Town Council is respectively requested to appropriate \$75,000 from the Capital Projects Fund for assessment and design services.

### Discussion/Analysis

The project includes assessment of the condition of town owned pedestrian bridges to make recommendations for necessary repairs and/or replacements. Tasks for each bridge include field inspection, preparation of condition assessment report, outline recommended scope of work, and preparation of cost estimate. Town staff will coordinate with our consulting structural engineer to complete the assessments.

At this time, staff is seeking funding to initiate the assessment of 18 pedestrian bridges. Town staff estimates that \$75,000 is needed to complete the project. The assessments by the consultant are expected to begin over the winter months of 2024-2025 and be completed in spring 2025.

### Financial Impact

Design funds in the amount of \$75,000 are being requested from the Capital Projects Fund. The adopted FY 25 Capital Improvement Program allocates \$75,000 in funding for the assessment and design services.

### Other Board Action

None

Recommendations

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

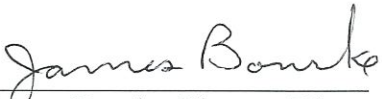
**“MOVE that \$75,000 be appropriated from the Capital Projects Fund Assigned Fund Balance to fund assessment and design services of town owned pedestrian bridges.”**

Attachments

None

Certification

I hereby certify that \$75,000 is available in the Capital Projects Funds Assigned Fund Balance to fund the above appropriation.

  
James Bourke, Finance Director





**Town Council**  
**Resignations/Appointments/Reappointments**  
**November 18, 2024**

**Resignations**

None

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

None

**Names submitted for consideration of appointment**

None



**TOWN COUNCIL**  
**HYBRID MEETING – VIRTUAL AND IN-PERSON**  
**November 4, 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 (virtual), and Councilor Walker

**2) PRAYER OR REFLECTION**

Mayor Black-Burke led the group in prayer/reflection.

**3) PLEDGE OF ALLEGIANCE**

Mayor Black-Burke led the group in the Pledge of Allegiance.

**4) PROCLAMATIONS AND AWARDS - None**

**5) PUBLIC COMMUNICATIONS AND PETITIONS - None**

**6) COMMUNICATIONS FROM COUNCIL MEMBERS**

Councilor Eleveld said it was a pleasure meeting with the Ambassador of Jamaica on Friday. She's a very charming woman. There was some good discussion and possible opportunities to work together in the future. He reminded everyone that tomorrow is election day so go out to vote. Over 30% of voters have voted early during this election cycle. Next Monday is Veteran's Day and he wanted to thank all veterans for their services.

Councilor Smith stated as we approach this holiday season coming up this month and in December, he encouraged everyone to remember those that are less fortunate than ourselves. Please help someone that is in need by volunteering or donating your services.

Councilor Pelkey said to those who might have an interest in being a volunteer firefighter for our town, check out windsorfire.org, or call town hall or get in touch with any of the councilors. It is election day tomorrow and polls are open from 6 AM – 8 PM. If you are in line you are allowed to vote until 8 PM. You can check online to see where your polling place is. Please go out and vote regardless of who you may support.



Councilor Naeem gave a shout out for Nightmare on Broad Street and all the organizations that come together and helped put that on. As always, it was a wonderful event. Please exercise your right and go and vote tomorrow.

Councilor Armstrong said that the Nightmare on Broad Street was a great success. Many attended the event and it was enjoyable. This is the time of year where we need to do self-care of ourselves. Vaccinations are one way of doing that. The town's website has the vaccination clinics listed on it and where they will be. She received her flu and pneumonia vaccination about a month ago. Don't forget your elderly and seniors during this time. Sometimes they are lonely. She commended the Registrar of Voters for the long hours and commitment they have committed to in order to make sure that the voters have the opportunity to vote. You do have the choice to vote.

Councilor Gluck Hoffman said the Food and Fuels banks all need some help including those towns surrounding Windsor. If you could go on their website to see what they need for food, etc. that would be helpful as they are in dire need of support. It's getting darker earlier so there are kids walking around so please watch your car speed. She gave a shout out to Public Works who does a great job in town to make our town look beautiful.

Councilor Walker said remember to vote – it is your right and privilege. He thanked the Mayor for her warm reception to the Jamaican Ambassador. The Ambassador had lots of good things to say about the warm reception she received when she visited Windsor. He introduced her to Jamaicans in particular who are involved in politics and in government. You don't have to be born in Jamaica, but if your parents are Jamaican or if you're related to a Jamaican that counts as well.

Deputy Mayor Klase said a special shout out to the Registrars and their staff have done an amazing job. They've remained happy while they are doing it and she's heard nothing but great reports on them. Before the Nightmare on Broad Street, Public Works was working hard to make the green presentable for everyone. She wants to thank Public Works for that. Citizen's Academy is in mid-point right now, but all the different areas that participate in helping citizens understand what goes on in the town is just great and she thanked them for that. Be careful about fires as we are in very dry weather.

Mayor Black-Burke said she wanted to report that over the last week, we've had some great times here in Windsor. John Karas, who continues to be a vital part of our community, was honored by the Daughters of the American Revolution for his contributions and all that he does for our town. She was able to attend the event and celebrate with him and his family for his great contributions to our town. We all read the *Windsor Journal* and John tries to be balanced in all his reporting. She stated that on Friday, the Town of Windsor had the opportunity to welcome the Honorable Ambassador, Audrey Marks, of Jamaica. She took time to visit Windsor and they were talking about bridging our borders for a brighter future and doing that together. She thanked all the councilors that could attend the event and to the town staff who got it organized in a short time frame. She thanked the Ambassador's office in Washington DC that arranged the visit as well. It's that time of year where we are



asking everyone to receive their flu shot. She will be getting her flu shot tonight at the meeting. She asked that others do the same and get a flu shot.

Ms. Jennifer Waldo, Public Nurse, stated that she encourages everyone to get a flu vaccine along with any other respiratory vaccines. She added that the town is holding a clinic at the Windsor Main Library next Wednesday, November 13<sup>th</sup>, from 4:00 PM – 7:00 PM with Beacon Pharmacy.

Mayor Black-Burke received her flu shot.

## 7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

### a) Board of Education

Leonard Lockhart, Board of Education, stated the following:

- On Tuesday, October 8, Windsor Public Schools hosted the Town of Windsor's program, Citizen's Academy, at Windsor High School. Participants heard from each principal and Dr. Abdel-Hady regarding programming at Windsor Public Schools. The evening ended with a tour of the high school.
- The Windsor Board of Education is excited to announce that they have again been recognized by the CT Association of Boards of Education (CABE) as a Board of Distinction Level II. Most of the board members will attend the CABE Convention on November 15 and 16. The board also received the Bonnie B. Carney Award of Excellence for Educational Communications for the Windsor Public Schools Staff Wellness Newsletter.
- The New York Giants and Gatorade have selected Coach Rob Fleeting of Windsor High School as the Lou Rettino High School Coach of the Week for Week 6 of the 2024 season. The Lou Rettino High School Football Coach of the Week Award is part of the Giants' continuing effort to support local high school football programs. Each week during the high school football season, the Giants selected one area high school head coach as the Coach of the Week winner. The selection is based on the coach's continuing commitment towards promoting youth football, developing motivated student-athletes and contributing overall to their community.

In recognition of Coach Fleeting's selection as Coach of the Week, a \$2,000 check will be granted to the school's football program from The Giants Foundation and Gatorade. He will also receive a certificate of recognition signed by the Giants head coach Brian Daboll, and will be honored at a dinner following the season, as well as a 2025 pre-season home game.

Coach Fleeting took over as head coach of the Windsor Warriors in 2009, after serving as head coach at Weaver High School for a decade, and an assistant for six years prior to that. He reached the illustrious milestone of 200th career coaching victories as head



coach in 2022, and he led the Warriors in 2014 to their first state title in school history. Also had the distinction of coaching current Giant's safety, Jason Pinnock from 2014-2017. In addition to his coaching duties, Fleeting also serves as Dean of Students at Windsor High School, and has served as a special education teacher at the school.

- On October 9, Windsor High School commemorated Elijah-Jay Mariano Rivera with a heartfelt memorial and a new initiative called "EKGs for Elijah". As you may remember, Elijah tragically passed away one year ago during practice from a sudden cardiac arrest. The memorial marked the first anniversary of his passing and brought together his friends, family, teammates and community members to remember the vibrant life of a young man who left an indelible mark on all who knew him. In Elijah's memory, Christopher Fulton, Windsor Public Schools Athletic Director, announced a new initiative called "EKGs for Elijah"—a free heart-screening event for student-athletes aged 8-18. The event, held in partnership with In a Heartbeat, will take place on Tuesday, November 19, 2024, at Windsor High School. These free screenings, organized with the support of Elijah's family, aim to prevent future tragedies by identifying pre-existing heart conditions that may go unnoticed.

"An EKG is a simple test that can identify potential risks, including irregular heart rhythms and other abnormalities, that might otherwise go undiagnosed," said Fulton. "By offering these screenings, we aim to raise awareness and give families peace of mind, while ensuring the safety and well-being of our student-athletes."

- On October 10, Dr. Abdel-Hady, Ms. Bonnie Fineman and Ms. Michelle Williams presented at the Performance Matter Forum, highlighting the district's Instructional Core Wheel, affectionately known as "the North Star" of Windsor Public Schools (WPS). Windsor Public Schools reinforced its position as a leader in CT's education landscape, presenting its innovative work in central office leadership in the CT Performance Matters State Department of Education Conference. The presentation, titled *Reorienting and Refining Central Office through Systems Thinking*, highlighted how WPS transformed its leadership approach by applying systems thinking (ST) principles.
- Thank you to John Kougias from the facilities and administration department of Quest Global on Addison Road for their contribution of office supplies which were distributed among the schools for staff and student use.
- Also, thank you to Joanne Stafford, Analyst, Procurement Electronics and Control, from the Triumph Group on Addison Road for their generous donation of office supplies to the district.
- On Wednesday, November 13, 2024, we will be holding our annual service awards celebration-recognizing employees with 10 years' experience and every 5-year increment beyond 10 years at The Lodge at Maneeley's in South Windsor. Over 65 district employees will be honored that evening.
- Election Day, Tuesday, November 5, 2024, is a professional day for district staff. There will be no school for students that day. District staff will have professional development



in the morning through lunch and then a Wellness Fair will take place sponsored by the WPS Wellness Committee.

- Dr. Hill's next Coffee Talk is scheduled for Tuesday, November 12, 2024 from 6:00 - 7:00 PM in the LPW Board Room. Please RSVP on the district website.
- The next regular Board of Education meeting will be held on Tuesday, November 19, 2024 at 7:00 PM in the Board Room at the L.P. Wilson Community Center.

Deputy Mayor Klase said that as she recalled we do have school on Veteran's Day but the schools do special celebrations in honor of our veterans. Is that still the case? Mr. Lockhart stated that is correct. Each school will do something respective toward the parents, aunts, uncles, etc. that have served and will celebrate throughout the day. He believes the events are staggered so administrators can attend as many programs as possible.

#### b) Windsor Housing Authority

Carol Engelmann, Chair of Windsor Housing Authority, Darlene West from Windsor Housing Authority, Maria DeMarco, Windsor Housing Authority, and Harry Freeman, Vice Chair on the Windsor Housing Authority gave the following report:

Ms. West stated that the Windsor Housing Authority was created to provide safe, decent, and affordable housing to the elderly and disabled citizens of Windsor. Currently, they are serving 355 families in the Town of Windsor. They have 152 units that they personally manage. They have 203 vouchers which are for the elderly and disabled.

They put aside 10 units for homeless veterans or those that are in jeopardy of being homeless and they are currently at 100% capacity.

The Windsor Housing Authority (WHA) currently provides property management services to three (3) apartment complexes in Windsor, Fitch Court (at 86% occupancy until the roof is done), Millbrook Village Apartments (97% occupied) and Shad Run Terrace (is 80% or so occupied).

In 2024, no WHA property was sold, leased, or transferred. All property continues to be utilized for low- or moderate-income rental housing. In 2024 Fitch Court was awarded a grant that allowed WHA to undertake a much-needed roof replacement project. This project is scheduled for completion within the next 30 days.

The Town of Windsor applied for and received a Small Cities CDBG grant. This project will create energy-saving improvements including the replacement of windows and doors and other exterior areas enhancements. We continue to work diligently with Town and State officials to apply for and obtain additional grant dollars for continued improvements for a property that is aging and has many systems that need upgrades and/or replacement. WHA will continue to apply for grants to address the aging systems and for much needed upgrades. Grants have been requested for both Fitch Court and Shad Run. The following grants have been approved.





Fitch Court (HTCC)	\$500,000
CDBG (Shad Run)	<u>\$2,500,000</u>
Total Grant Dollars Awarded	\$3,000,000
Applying for SSHP Grant dollars	TBD

Other Services Provided include:

- Resident Services Coordination and tenant social engagement activities
- Referral Services to Community Organizations/services
- Food—share and other food distribution programs as well as other on-site interactive educational and support programs.

Property Conditions

*Fitch Court Apartments*

Property conditions are above industry average. This property is currently undergoing a roof replacement which is scheduled to be completed by November 2024. The grant was awarded and 90% of the costs were covered by the grant.

*Shad Run Terrace/Shad Run Extension Apartments*

Currently, units are being updated at the time of vacancy. All units were built in the 1960's and 1970's and need interior upgrades/modernization. Exterior work including roofing, sidewalks, and driveways are being proposed. CDBG grant dollars will be used for doors and windows (work scheduled to begin in Spring of 2025). Phase II renovation dollars will be through a secondary SSHP grant application in process.

Ms. DeMarco thanked the Windsor Housing Authority board members for their support.

Councilor Armstrong said there are 4 units (particularly the handicapped) with 0% occupancy. What is the reason for that? Ms. West stated that the handicapped units are 100% occupied.

Councilor Armstrong asked if these units are subsidized such as Section 8? Ms. West said there are 40 voucher based units at the Windsor Housing Authority. That is 40 units that are specified by the state and will get vouchers.

Councilor Armstrong asked if these are annual leases? Ms. West said it is an annual lease.

Councilor Walker was wondering if the Town Council gave any funds to the Windsor Housing Authority (WHA) to help with the upkeep or maintenance? Ms. DeMarco stated that no they don't get any money for upkeep or maintenance. Although, they did provide the WHA some support of about \$15,000 to get them architects and engineers for example to design the roof because you have to have the design before you can apply for the grant.



## 8) TOWN MANAGER'S REPORT

Town Manager Souza gave the following report:

### **Important Information for Election Day, November 5<sup>th</sup>**

Yesterday concluded Early Voting here in the State of Connecticut. Early voting took place over the last fourteen days. Here in town 7,619 individuals came out to vote during this period. This equates to roughly 33.5% of registered voters.

Polling Locations: All 7 of Windsor's polling locations will be open tomorrow, November 5<sup>th</sup> from 6:00 AM – 8:00 PM. Please bring your photo ID.

Same Day Voter Registration is available tomorrow, November 5<sup>th</sup> at Windsor Town Hall only from 6:00 AM to 8:00 PM. Please bring a photo ID and a piece of mail addressed to your Windsor address. You will then be able to vote here at Town Hall.

For more information, call the Registrar's office at 860-285-1955 or the Town Clerk's office at 860-285-1902.

### **Annual Bridge Builder's Award Event**

The annual Bridge Builder's Award event is scheduled for December 8, 2024 from 2:00 PM – 4:00 PM and will be held at Northwest Park at the Nature Center. During this event, the Human Relations Commission will recognize residents/organizations who have contributed to equity, inclusion and community relations. The event is free. For more information call 860-285-1984.

### **Town Offices Closed Monday**

Town offices will be closed on Monday, November 11<sup>th</sup> in observance of the Veteran's Day holiday.

### **Veteran's Day Observance**

The Windsor Veteran's Day Observance will be held in the Council Chambers at town hall on Monday, November 11<sup>th</sup> from 7:00 PM to 8:00 PM. Everyone is welcome to join us in honoring those who serve our country. In addition to a speaker, the Windsor High School Band will perform and the JROTC will present the flags.

### **Town Clerk's office hours**

The Town Clerk's office will be closing early each day at 3:30 PM beginning November 12<sup>th</sup> through the month of November. This is due to limited staffing and training.

### **Windsor Health Department Flu Vaccine Clinics**

All clinics are walk-in. Standard dose and high dose flu vaccines will be available. Please bring all your insurance cards which may include Medicare Advantage, Medicare or Private insurance. Cash prices are \$30 for the standard dose of flu vaccine and \$45 for the high dose



of flu vaccine at the Windsor health Department Flu Vaccine Clinics. The next date to get a flu vaccine is on:

- 11/5/24 – 1:00 – 3:00 PM – Windsor Public Library
- 11/12/24 – 1:00 – 3:00 PM – Wilson Branch Library
- \*\*11/13/24 – 4:00 – 7:00 – PM – Windsor Public Library
- 11/19/24 – 1:00 – 3:00 PM – Windsor Public Library

\*\* The Health Department will be hosting a Flu Vaccine Clinic for individuals who are neuro-divergent and a COVID-19 Vaccine Clinic for those in need of a COVID-19 vaccine. Person 3 yo+ are eligible to be vaccinated at these clinics. Please schedule your appointment with Beacon Pharmacy at [www.townofwindsorct.com/health/2024-clinics](http://www.townofwindsorct.com/health/2024-clinics).

Town Manager Souza thanked the Public Works staff for all their work during Nightmare on Broad Street.

Councilor Pelkey said we've had several water breaks here in town. He asked the Town Manager if he could direct the public on what to do if folks feel like they still have some aftereffects such as low pressure, unclear water, etc. Town Manager Souza said MDC had a challenge the last 10-14 days with regulating the pressure in the water system. They have identified that issue last week but there were well over a dozen breaks in various locations in town. Residents should call MDC with any lingering issues such as a loss of service or diminished service. Their number is on their website. They will talk directly to customer service there and MDC will be able to follow up with any individual service needed.

Councilor Pelkey asked when leaf collection is. Town Manager Souza stated the bagged leaf collection on the curbside is ongoing now and runs through the middle of December.

Councilor Pelkey asked about the Overnight Parking Ban. When does that begin? Town Manager Souza said it begins on November 15<sup>th</sup>.

## 9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith – nothing to report.

Finance Committee – Councilor Naeem said they had a Finance Committee last week. they went through their quarterly reviews. There is nothing to report there. They dived into future forecasting and looking at different scenarios and thinking about making sure that the decisions they make today are preparing the town for a strong, bright future. There are a couple more meetings coming up. One is in November and at least one more in December. She invited the public to attend the meetings.

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

Health and Safety Committee – Councilor Armstrong said the police dashboard is up on the web.



Personnel Committee – Deputy Mayor Klase stated the Council will be going into Executive Session tonight to begin the process of the Town Manager’s evaluation.

**10) ORDINANCES** – None

**11) UNFINISHED BUSINESS** - None

**12) NEW BUSINESS**

a) Presentation on Riverfront Recapture proposed Great River Park

Since the early 1980’s Riverfront Recapture, Inc. has had a bold vision and master plan to help reconnect the Hartford region to the Connecticut River. Part of the long-range vision has been to develop a multi-use trail from Hartford northward to Windsor Center. Windsor has two segments of the multi-use trail in place already and plans for the remaining portion are included in the town’s Plan of Conservation and Development and the Capital Improvements Plan with conceptual design work underway utilizing a state grant.

Staff from Riverfront Recapture is providing a presentation on their continuing efforts to pursue the northward expansion of the existing multi-use trail in Hartford’s Riverside Park, as well as the progress on developing a long-range master plan for the new riverfront park at the end of Meadow Road at the town line with Hartford.

Riverfront Recapture has completed the acquisition of 60 acres of riverfront property on the Hartford / Windsor town line. Approximately 58 acres are in Hartford with the balance in Windsor. Riverfront has continued master planning efforts related to the development of the park area. They are also in discussion with the State of Connecticut regarding potentially managing a 16-acre portion of state-owned land which abuts Riverfront’s 60-acre parcel.

Also, the city of Hartford has secured grant funds to extend the multi-use trail north from the Greater Hartford Jaycees Community Boathouse to the southern portion of the new park parcel. Design and permitting work are underway. In 2020 the Town of Windsor secured \$500,000 in State grant funds to help fund the trail segment through the northern portion of the former farm and over state-owned land to connect with the existing multi-use path or trail that extends south of East Barber Street. The Town Council previously approved the use of \$50,000 in American Rescue Fund resources towards the trail extension project.

Michael Zaleski, President and CEO of Riverfront Recapture, gave a presentation and overview of the project to the Town Council. He thanked the Town Manager and Patrick McMahan, Director of Economic Development, for all their efforts in helping to move these projects forward and for their great support of their organization.

Mr. Zaleski stated they have two projects going on with one of them being the park. They are excited about the project and are just about ready to finish the master plan for it. An important



part of that process was the community engagement piece. They felt it was important to reach out to the community for this project. They spent a specific amount of time and interacted with about 2,000 people over the last 8 months regarding this endeavor. He knows that the Mayor and a couple of councilors have attended some of their community input sessions which helped them to understand what people would want in this space. This space to date is off of Meadow Road and is 60 acres that has been inaccessible for many decades. When they purchased the space in 2019, their goal was to continue their mission of connecting people to the Connecticut River. This will be an opportunity of the people in the Wilson/Deerfield area to directly connect with the Connecticut River.

Mr. Zaleski stated this is a significant new park which will be the fifth park in the Riverfront Recapture Park system. Garmany Cove, which can be seen on the map, is about a 19–20-acre cove. You can see the inlet from the Connecticut River which runs into it, creating a cove. The Connecticut River is a natural river and is not necessarily safe for a novice kayaker or canoer. They want to get people out on the water but make sure that it's safe and secure. The cove is designed to get people onto the water, not necessarily into the water.

Mr. Zaleski said this is an important connector. They are looking at building a river walk, which they are presently in the process of designing and permitting. The walk would connect with Riverside Park in Hartford all the way to this space and continue on into Windsor Meadow State Park through the Bissel Bridge and East Barber boat launch and then the town has continued to move forward on a project that would connect it to the town center. Once the new river walk is developed and you continue south, you can make your way all the way through downtown into Charter Oak Landing and then we are working on a project to connect that to Wethersfield. There are lots of opportunities in this area for community and event space and to take advantage of green space. There is also space to have 10-12 acres of commercial development in the area.

Councilor Naeem stated Garmany Cove does not fully exist right now, correct? Mr. Zaleski said that was correct. They will be taking the silt that they are taking from the cove and then they are going to tap certain areas along the way.

Councilor Naeem asked if there are any ecological impacts to doing that? Mr. Zaleski stated the good and the bad of having to get all these permits is that the State DEEP makes sure that you follow certain requirements. They have a natural diversity database study that has told us there are two endangered plants that they'll have to propagate to other places. Ultimately, by applying for these permits and hopefully receiving them soon enough, they're going to be putting in place a mitigation plan so they are making sure the algae is improved. They think there is an opportunity to enhance the flood plain with Garmany Cove and we want to make sure we are not disturbing what is currently there.

Councilor Naeem stated that Mr. Zaleski said there are many opportunities in the park. As she thinks about where this park is located and the opportunities of access and educational programs around kayaking and canoeing, has Riverfront Recapture thought about a rental



facility on the property that would allow access to those who don't have their own equipment. Mr. Zaleski said he feels there is a great opportunity there to provide all sorts of different programs. He feels the nature center that they are proposing is an opportunity there as they do a variety of educational programs. This also won't be your typical public park. This will be a Riverfront Park, so it will be different than the new Wilson Park, Sharshon Park or Goodwin Park in Hartford. There will be an opportunity to do very specific Riverfront River type things. They are excited to be able to tell people about the Connecticut River.

Councilor Naeem said it's exciting for those who can't afford kayaking or canoeing. It would be great to be able to offer that to people. Mr. Zaleski agreed with her.

Councilor Smith asked is there a chance to establish some kind of overnight camping area where you can pitch your tents? Can that be included in the plan? An overnight camping area? Mr. Zaleski said perhaps although it would have to be on the Windsor side since the City of Hartford has an ordinance that does not allow overnight camping. This is something that they are continuing to talk to the State DEEP about using Windsor Meadow State Park, or using that section of it for camping. There is a campsite that is proposed on the map just off of Decker's Brook for paddlers that are trekking along the river. They've been working with State DEEP and the Connecticut River Conservancy. There is a stretch of about 23 miles where they do not have any overnight campsites so someone making the trek from parts north wouldn't have a place to stay. What they are proposing instead is a camp site off of Decker's Brook.

Councilor Smith asked in terms of the commercial development that will occur there, would you entertain industrial development like a warehouse or would that not be entertained? Mr. Zaleski stated as an organization it's not something that they are entertaining. They've been told by the Economic Development professionals that they could probably turnover that space the moment it is recertified as being out of the flood plain for industrial type use. It just does not help them with their mission to connect people with the Connecticut River. They think this is an opportunity to provide individuals with a space to directly connect and walk down to the river. There are a limited number of spaces out there outside of our park system to be able to walk straight down to the river. Windsor is a bit fortunate with that as they have a little better access to that, but still there is a need for people to get to the river. They believe it would be an attractive space for restaurants, a wedding venue, or other type of conference space. There might be an interest in housing – living by the river especially for the person that likes kayaking as you can be out on the river in 5-10 minutes. Their mission is going to continue to guide that space.

Councilor Eleveld asked if this property is currently a flood plain. Mr. Zaleski said it was.

Councilor Eleveld said they'll probably need the Corps of Engineers in on this process since they are the ones that allow for movement of earth. Mr. Zaleski said that is correct. The brownfield remediation is where they are anticipating a DEEP state permit as well as an Army Corps of Engineers permit. This is ongoing and they've been in the process for a year plus.



The remedial action plan that they have in place is something that they said they will approve. What they are proposing is standard practice. In terms of taking the space out of the flood plain, the 10-12 acres adjacent to the railroad tracks, would be recertified by FEMA. So, they would be taking the fill from the cove, bringing it up to the higher part of the property and recertify that space so it's out of the 100-year flood plain.

Councilor Eleveld said that essentially, you'll be taking what you're taking out of the cove, put it elsewhere to build up the height until you bump the flood plain. How deep will the cove be? Mr. Zaleski said it will be about 8-12 feet in the middle but it will slope down on the sides to that depth. They'd like to take advantage of the remediation that has to happen to make the space more accessible.

Councilor Eleveld asked if any of the cove area is a brownfield? Mr. Zaleski stated no it is not. The cove area is clean silt. It's one of the spaces that hasn't been filled on the 60-acre parcel.

Councilor Eleveld said one of the benefits of the silt is when you replace it, it will turn green very rapidly. Mr. Zaleski said yes, it's very fertile soil.

Councilor Eleveld asked if they are working with federal and state grants to accomplish this goal? Mr. Zaleski stated once they move into the permitting and financing phase, they will be looking for private dollars to start but also seeking public funding. There are a variety of federal grants that fund these types of spaces. Open spaces and park spaces continue to be a priority over the last couple of years because of the importance of public space. They believe there is an opportunity to fund this part but it's going to be a significant fund-raising effort to be able to get this done.

Councilor Eleveld asked if the walkway from the Hartford side, and he knows that we have up to Decker's Brook in Windsor done for us, is the other side from Hartford to the park completed? Mr. Zaleski said it is not completed. They are waiting on a permit for that. However, it is fully funded.

Councilor Armstrong said this is primarily a walkway, correct? Mr. Zaleski said that is correct.

Councilor Armstrong said so this is accessible and people can go around the clock and walk? Mr. Zaleski stated the current parks are sunrise to sunset. This Park will have a unique operating model, especially if we are including a commercial space that could be housing or other entertainment activities. That is something that they'll have to figure out as they move forward. He doesn't necessarily see it being a 24-hour park. It might extend into the evening hours where the other parks close by ordinance at sunset.

Councilor Armstrong can anyone access this walkway from the Connecticut River. Mr. Zaleski said yes, they can.



Councilor Armstrong asked in your design area is there any monitoring areas or lighting? Mr. Zaleski said yes. They'd have to be careful and cautious about having too much lighting. We're trying to design this park so it's available for humans but realize there is an existing habitat, an ecology that is there along the Connecticut River so they don't envision this as a space that is too well lit along the way. There are sections of the River Walk that will be lit while there will be others that won't be. The section from the boat house in Riverside Park to this space will not be lit for a variety of different reasons.

Councilor Armstrong asked if there were any wildlife concerns? Mr. Zaleski stated all the wildlife concerns are being addressed. We're trying to make sure that we are good stewards of the river front. We're aware we're not the only ones that use the space.

Councilor Armstrong asked if there is an estimated time of completion? Mr. Zaleski said two to three years down the road would be an ambitious goal. They think there will be a significant interest in funding a space like this. The permitting alone will take years. The goal is to keep pushing forward. Once we get done with the master plan, they will engage the landscape architect and the consultants will start working on the construction documents regarding permitting so that they are ready to go. Once they are able to raise a significant amount of money, they'll be required to build the space.

Deputy Mayor Klase said as you go beyond the vision planning, have you thought about doing net zero building and electric vehicles for your maintenance? Mr. Zaleski stated they are going to look at how they can be environmentally friendly. They haven't taken that on yet. He's proud of the fact in East Hartford in Great River Park they have deployed the first electric Polaris, which is one of those gators. It's working really well. That's something that they would continue to look at. There's an opportunity to look at this entire development and see what we can do that's consistent with green building and friendly for the environment.

Councilor Pelkey asked how much property Windsor has in this? Mr. Zaleski said it's about 2 acres. There's a couple of acres that Riverfront Recapture owns in Windsor. The other 17 acres is owned by the State of Connecticut.

Councilor Eleveld said his daughter goes kayaking on the river right now as it's a low flow. How do you keep the people from going out of the cove into the river? Mr. Zaleski said they aren't going to stop people from doing that. He expects that a person kayaking in a group would be listening to their guide and staying within the cove.

Mayor Black-Burke said there is so much energy about the project. It's powerful when you do it with the community. Mr. Zaleski said community engagement doesn't end when you are done with the master plan. We will continue to have a series of tours throughout 2025. That's a way to invite people onto the property and to see what potential the space has. Especially now that we have some graphics and you can stand at the edge of the cove, you can say, okay so where I'm standing right now, I'll be on the edge of this 19-acre cove. We may be done with the master plan, but there are ways to talk about what you want to see



here in terms of the program or you want to see here in terms of entertainment, etc. He believes that type of conversation has to continue if they are going to be successful.

### 13) RESIGNATIONS AND APPOINTMENTS

MOVED by Deputy Mayor Klase seconded by Councilor Pelkey to accept the resignations of Ann Beaudin and Ayse Adams from the Conservation Commission.

Motion Passed 9-0-0

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

- Appoint Rhonda Meyers as a Democratic member to the Board of Ethics for a five-year unexpired term to expire July 31, 2028 or until a successor is appointed.
- Appoint Rhonda Meyers as a Democratic Alternate member to the Human Relations Commission for a three-year term to expire May 31, 2027 or until a successor is appointed.
- Appoint Julian Bembry as an Unaffiliated Alternate member to the Capital Improvements Committee for a three-year unexpired term to expire May 5, 2027 or until a successor is appointed.
- Appoint Beverly Fitzpatrick as a Democratic Alternate member to the Human Relations Commission for a three-year term to expire May 31, 2027 or until a successor is appointed.
- Appoint Danette Brown as an Unaffiliated Alternate member to the Commission on Aging & Persons with Disabilities for a two-year term to expire January 30, 2026 or until a successor is appointed.
- Reappoint Patricia Bruhn as a Democratic member to the Hartford Area Cable Television Advisory Council for a two-year term to expire June 30, 2026 or until a successor is appointed.
- Reappoint Judy-Ann Cooke as a Democratic member to the Human Relations Commission for a three-year term to expire May 31, 2027 or until a successor is appointed.
- Reappoint Charles Jackson as a Republican member to the Hartford Area Cable Television Advisory Council for a two-year term to expire June 30, 2026 or until a successor is appointed.
- Reappoint Donald Jepsen as a Republican member to the Great Pond Improvement District for a four-year term to expire July 20, 2028 or until a successor is appointed.
- Reappoint Stephen McKay as an Unaffiliated member to the Windsor Housing Authority for a five-year term to expire July 31, 2029 or until a successor is appointed.
- Reappoint Latoya Edmond as an Unaffiliated member to the Central Connecticut Tourism District for a three-year term to expire July 1, 2027 or until a successor is appointed.

Motion Passed 9-0-0

#### 14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the October 21, 2024 Public Hearing

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the October 21, 2024 Public Hearing as presented.

Motion Passed 9-0-0

- b) Minutes of the October 21, 2024 Regular Town Council Meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the October 21, 2024 Regular Town Council Meeting as presented.

Motion Passed 9-0-0

#### 15) PUBLIC COMMUNICATIONS AND PETITIONS

Karen Jackson, 351 Conestoga Street, complimented the Windsor Health Department. She moved here on August 26<sup>th</sup> as her son wanted to go to high school in Windsor. He is doing well in school. When she moved here, she had a complication with her neighbor which was a civil matter that was resolved. On two separate occasions, the police came knocking at her door but she did not open the door for them. She said the Police kept knocking on the door for about 10 minutes and saying, "Karen, open the door." Her son drives a white, noisy car. It was parked outside when the police were there. The Police then stalked her son's car. They gave her son a ticket on private property. She lives in a gated community. She saw the Police drive in and give her son a ticket for tinted windows or unregistered vehicle she believes it was. She's not sure why his license plate was scanned by the Police but she was told it was because of the dark tint that he had on his windows. She now has to deal with a \$298 ticket. He's a minor and there's no way he is going to court, so she is representing him. What prompted her to come tonight has to do with an incident that happened on the town green during the Nightmare on Broad Street. Officer Thomas told her son that he will pepper spray him in his face if he doesn't get out of there. Prior to that, she approached an officer that was on the Windsor School campus because he stalked her son. She was coming back to the school to ask him why he is stalking her son. The officer said because his car is making a loud noise. She told the officer that is no reason to stalk her son. She is from Bronx, New York. She came here in Connecticut in 2003. She lived in Bridgeport and has three sons. She had to sue the Bridgeport Police Dept. for beating up her son. He was 14 and then they beat him up in Shelton the same son, not the youngest son. She had to sue them too. Now the City of Hartford, same son. She stated that her youngest son was scared and didn't want to be there. He's afraid because the police officer was on campus after school watching him on track (he's on the track team). He called her on the phone and said, "Mom, he's sitting right there." He had no idea why. When she called the Sargent, he said he was out there patrolling. She asked how can you patrol by sitting in one place after school? Her son is



scared and he just got here. Her family has gone through a lot of trauma. She is concerned and she just wants it to stop. She stated she had a stroke in 2022 and now has multiple issues because of it. She's tired. All she wants is that her son is not stressed out. That's what she's asking for. She wrote a letter to the Police and she didn't get anything back. She's here to find out why. She just wants it to stop.

MOVED by Deputy Mayor Klase, seconded by Councilor Eleveld to enter into Executive Session for the purpose of:

- a) Discussion concerning the appointment, employment, performance, health or dismissal of a public officer or employee (Town Manager evaluation)

Motion Passed 9-0-0

Mayor Black-Burke reminded all to vote. Stay safe and God Bless.

#### **16) EXECUTIVE SESSION - None**

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

MOVED by Councilor Armstrong, seconded by Councilor Gluck Hoffman to exit Executive Session at 9:52 p.m. and to re-enter the Regular Town Council meeting.

Motion Passed 9-0-0

#### **17) ADJOURNMENT**

MOVED by Councilor Armstrong, seconded by Councilor Eleveld to adjourn the meeting at 9:53 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene M. Albert  
Recording Secretary