
**NOTICE OF SPECIAL TOWN MEETING
TOWN OF WINDSOR
July 6, 2020**

A special town meeting where the legislative body will act as the electors or taxpayers under Executive Order No. 7S, which allows for the suspension of in-person voting requirements for critical and time sensitive municipal fiscal deadlines for the Town of Windsor, Connecticut, will be held in the Town Council Chambers at the Windsor Town Hall, 275 Broad Street in the Town of Windsor, Connecticut, during the Town Council Meeting on Monday, July 6, 2020 at 7:30 p.m. (prevailing time) for the following purposes:

To adopt or reject **“THE ACCEPTANCE AND EXPENDITURE OF GRANT FUNDS FROM THE STATE OF CONNECTICUT OF \$1,940,868 FOR THE ARCHER ROAD REHABILITATION PROJECT.”**

Per Executive Order No. 7B, Governor Lamont has ordered and directed that all in-person open meeting requirements have been suspended, therefore this meeting will be available to the public in real time on the Town website, <https://townofwindsorct.com/>, under Virtual Meeting Info or by viewing on WGTW Channel 96. Interested parties may also email comments to towncouncil@townofwindsorct.com prior to the meeting.

Dated at Windsor, Connecticut, this 30th day of June, 2020.
Anna M. Posniak, Town Clerk

RETURN OF NOTICE OF SPECIAL TOWN MEETING

I HEREBY CERTIFY that on June 30, 2020, I left a duplicate of the attached warning and notice of a Special Town Meeting of the Town of Windsor, Connecticut, with Anna M. Posniak, its Town Clerk.

I FURTHER CERTIFY that I caused a copy of said warning and notice to be published in Journal Inquirer, a newspaper having a general and substantial circulation in said Town, on June 30 2020.

I FURTHER CERTIFY that on June 30, 2020, I caused to be set upon the signpost or other exterior place nearest the office of the Town Clerk and at all other places and signposts designated by the Town a written copy of said warning and notice signed by the Town Clerk.

I FURTHER CERTIFY that all of the above acts were done at least five days before the holding of said meeting on July 6, 2020.

Anna M. Posniak, Town Clerk

**MINUTES
SPRECIAL TOWN MEETING
JULY 6, 2020**

A special town meeting where the legislative body will act as the electors or taxpayers under Executive Order No. 7S, which allows for the suspension of in-person voting requirements for critical and time sensitive municipal fiscal deadlines for the Town of Windsor.

On March 10, 2020, Governor Ned Lamont called a public and civil preparedness emergency and a called a state of emergency throughout the State of Connecticut as a result of the coronavirus (COVID-19). Accordingly, Executive Order No. 7S allows for the town's legislative body to act as the electors or taxpayers and suspend in-person voting requirements for critical and time sensitive municipal fiscal deadlines for the Town of Windsor. As a result, the Windsor Town Council utilized their unilateral emergency power to vote on the following:

“Authorize acceptance and expenditure of grant funds for the Archer Road Rehabilitation project with the Town Council acting in lieu of a special town meeting per executive order 7S.”

The following minutes are an excerpt of the Windsor Town Council minutes of July 6, 2020. Full minutes for the Town Council meeting may be found in the Town Council Minute book on file in the Town Clerk's office.

Approve Findings Per Executive Order 7S

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe, that per Executive Order 7S, the Windsor Town Council finds that to prevent possible financial loss and permit the orderly operation

of the municipality the Town Council, as the town's legislative body, is acting in lieu of the Special Town Meeting, with regard to the First Supplemental Project Authorization Letter for the Archer Road Rehabilitation Project, Project No. L164-0005, under Master Agreement No. 02.28-02 (13)."

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

Motion to Approve Acceptance and Expenditure of Grant Funds

RESOLVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe that Peter Souza, Town Manager, be authorized to sign the Project Authorization Letter for the Archer Road Rehabilitation Project, Project No. L164-0006, under Master Agreement No. 02.28-02 (13). and MOVE to accept funds from the State of Connecticut and authorize the expenditure of these funds for the Archer Road Rehabilitation Project.

Bob Jarvis, Director of Public Works/Town Engineer, stated the PAL for the Archer Road Rehabilitation project includes a total estimated construction cost of \$1,940,868, with the construction phase of the project being funded 100% by the state. Upon the receipt of construction bids, the state will transfer money in the amount of the low bid plus an additional 20% to cover incidental construction inspection and administration, material testing, and other miscellaneous costs. When the project is complete, any remaining funds are to be returned to the state. The project will be bid mid-summer and work is expected to be substantially completed by late-fall.

At this time, staff is respectfully requesting that the Council authorize the Town Manager to sign the PAL and authorize the acceptance of state grant funds and expenditure of the funds for the project.

Councilor Jepsen asked if the Section 8-24 review was handled appropriately since it is usually done before we appropriate the money and whether or not there is a holdup and if there were any extra requirements or if it is mainly state funded. Mr. Jarvis confirmed that there is not a holdup of money and it is just the way everything worked out. Mr. Jarvis also replied that there will be a third-party inspector that gets involved and there will be inspection testing. There will also be an audit months or years down the road as with any Department of Transportation project.

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

Respectfully submitted,

Elizabeth Brisebois
Recording Secretary

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Anna M. Posniak, Town Clerk