



TOWN IMPROVEMENTS COMMITTEE
Windsor Town Hall
Ludlow Room
February 6, 2019
Special Meeting

APPROVED MINUTES

1) CALL TO ORDER

Chairman Joseph McAuliffe called the meeting to order at 6:00 p.m. Present were Councilors McAuliffe, O'Reilly, and Wilkos.

Staff: Peter Souza, Town Manager; Bob Jarvis, Director of Public Works/Town Engineer; Paul Norris, Director of Recreation & Family Leisure Services; Eric Barz, Town Planner

2) PUBLIC COMMENT

Randy McKenney, 66 Victoria Street, new chair for Windsor Housing Authority, expressed the Windsor Housing Authority's interest in using 72 Mack Street for administrative offices. The Windsor Housing Authority could perhaps pay for operating and maintenance costs. They would keep public access to the open space if they were to have their offices in this space.

3) REVIEW OF MILL BROOK OPEN SPACE REPORT AND LAND MANAGEMENT PLAN

Councilor O'Reilly asked about American Disability Act (ADA) considerations. Town Manager Souza stated that the entire open space does not have to be ADA compliant.

The committee discussed options for the club house.

Councilor Wilkos was in favor of recommending a lease for the clubhouse as a food establishment.

Councilor McAuliffe agreed with Councilor Wilkos.

The committee discussed the following suggested motion:

"Move to recommend to the Town Council that the Mill Brook Open Space Report and Land Management plan be accepted and approved. Furthermore, it is recommended that the following steps be a top priority:

- Fund repairs/replacement of HVAC system at clubhouse (estimated at \$15-\$20,000)
- Fund replacement of select doors and windows at clubhouse (estimated at \$16,000)
- Develop RFP process for leasing of clubhouse building and 72 Mack Street
- Fund repairs to bridge decking (preliminary estimate \$16-\$17,000)



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- Replace privacy fencing along clubhouse property line (estimate TBD)
 - Prepare refined cost estimates for trail renovation/development and habitat assessment evaluation.”

The motion passed via consensus.

4) STAFF REPORTS - None

5) APPROVAL OF MINUTES

a) January 22, 2019

MOVED by Councilor Wilkos and Councilor McAuliffe seconded to approve the minutes of the January 22, 2019 meeting as presented.

Motion Passed 3-0-0

6) ADJOURNMENT

MOVED by Councilor McAuliffe and seconded by Councilor Wilkos to adjourn the meeting at 7:01 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Peter Souza, Town Manager