

TOWN OF WINDSOR, CONNECTICUT

Special Meeting Notice



AGENCY: Town Improvements Committee

DATE: August 20, 2019

TIME: 6:00 PM

PLACE: Town Hall – Ludlow Room

AGENDA

1. Call to Order
2. Public Comment
3. *Discussion of Electric Vehicle Charging station
4. *Discussion of Wilson Redevelopment Opportunities
5. Public Comment
6. Staff Reports
7. Approval of Minutes
 - a) *May 22, 2019
8. Adjournment

*Backup materials


Public Act 75-312 requires notice of Special Meetings to be posted in the Town Clerk's Office not less than 24 hours prior to the time of such meeting. No other business shall be considered at this meeting than that listed on this Agenda.

Agenda Item Summary

Date: August 20, 2019

To: Members of the Town Improvements Committee

Prepared By: Adam Kessler, Assistant Town Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Update on Electric Vehicle (EV) Charging Stations

Background

Councilmember McAuliffe requested an update on the FY 2020 Capital Improvement Program project to install an electric vehicle charging station in town center.

Discussion/Analysis

The Engineering division is in the process of researching various technical requirements through several vendors as well as other communities that have installed charging stations. The preliminary project cost estimate of \$28,100 (including contingency) is based on projects undertaken and completed several years ago by Southington and Bloomfield.

There currently is a state bid in place for EV Charge Station equipment and a remote payment module. The hardware cost is estimated to be approximately \$11,000 for a dual-head station and a remote payment module. Installation costs are additional. Installation of an electric service, meter and panel will be required. Site improvements such as ADA accommodations will also likely need to be completed.

Within the next 30 days, staff plans to seek proposals for the design/build of the new electric service. This will help to refine the project scope and cost estimates.

During recent research, it was noted that the state Department of Energy and Environmental Protection (DEEP) is considering offering a new grant for the installation of charging stations in 2020. Also there is the possibility that Eversource will be bringing a “make-ready” program to Connecticut that they previously launched in Massachusetts. This program assists municipalities to run electricity to sites specifically designated for EV charging stations at no cost. These opportunities may be able to help reduce the town’s cost for station installation. Staff will continue to monitor these possibilities.

Financial Impact

\$28,100 is allocated in the FY 2020 CIP.

Other Board Action

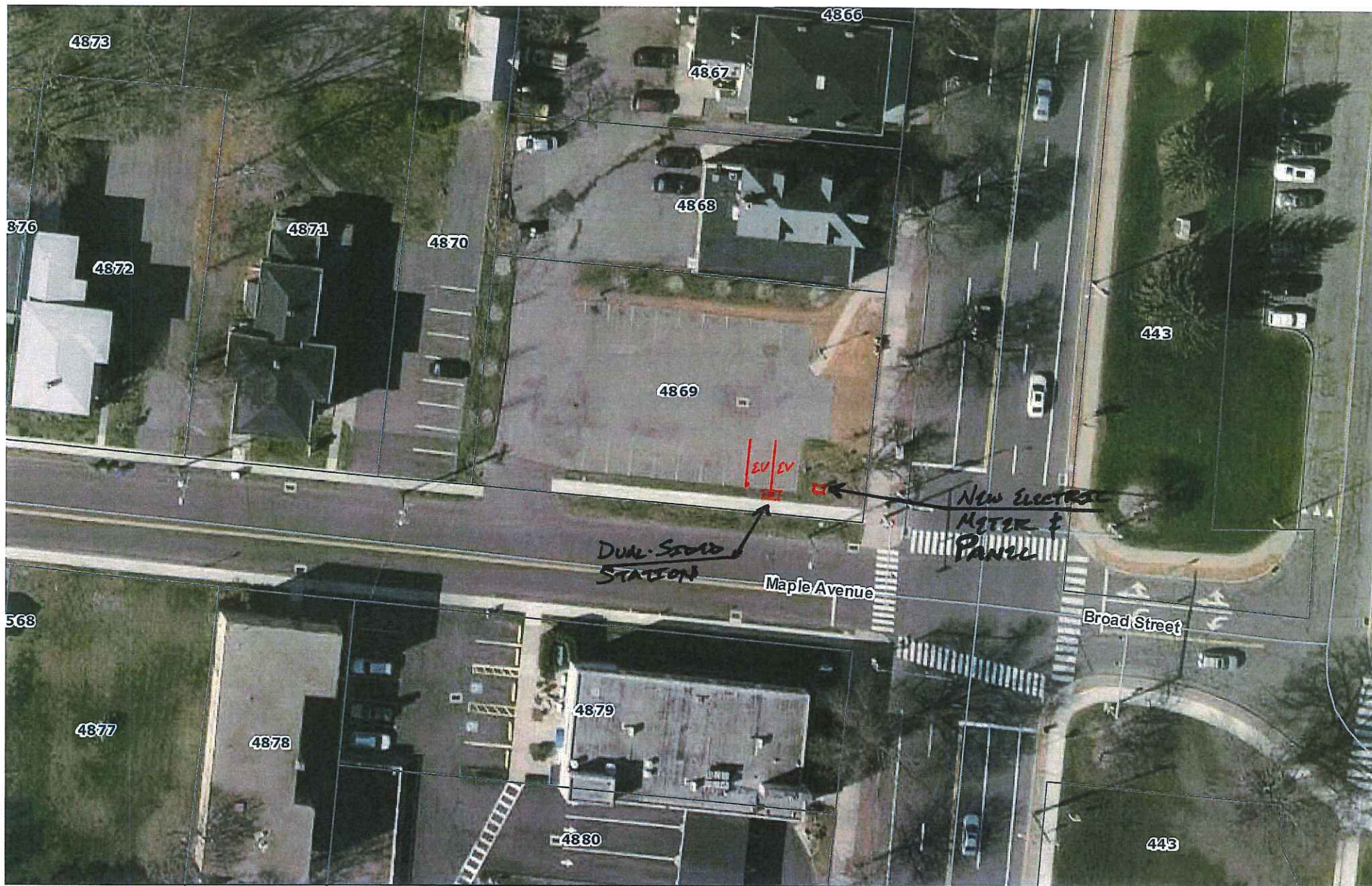
None.

Recommendations

No formal action is requested at this time.

Attachments

Map of #240 Broad Street with suggested charging station location



Hartford County, Connecticut

Parking Lot at #240 Broad Street

Property Boundaries not legally binding
for title or zoning purpose.

Horizontal Datum is Connecticut State
Plane Feet, NAD83

The Town of Windsor makes no warranty
as to the accuracy, reliability, or completeness
of the information and is not responsible
for any error or omissions for results
obtained from the use of the information.

1 inch = 65 feet



0 25 50 100 Feet




Agenda Item Summary

Date: August 5, 2019

To: Honorable Mayor and Members of the Town Council

Prepared By: Joshua Kelly, Management Analyst

Reviewed By: Peter Souza, Town Manager 

Subject: Wilson Opportunity Sites Summary Report

Background

As a first step in the possible redevelopment of the former Roger Wolcott School site and the vacant town-owned parcel at 458 Windsor Avenue, staff and an ad-hoc task team have been gathering and reviewing information from the community as to preferred land uses. The ad-hoc team was comprised of members of the Wilson/Deerfield Advisory Committee, Economic Development Commission, Redevelopment Agency and a representative from the Town Planning and Zoning Commission. A community drop-in meeting was held and an on-line survey was deployed as means of receiving input from the public on possible land uses and feedback on a handful of conceptual ideas.

The goal of this community-based process has been to help town staff provide the Town Council with one or more recommendations for each parcel as part of the Council's consideration relative to future use and potential disposition of these neighborhood and community assets.

Discussion/Analysis

Staff retained consulting services to assist in facilitating the process as well as to prepare a summary report entitled "Summary Report – Wilson Opportunity Sites". Outlined below are key elements from the report for each parcel.

Redevelopment Parcel (458 Windsor Avenue)

The preferred use for the Redevelopment Parcel is "mixed-use," a design that would allow for ground-level retail or office space while providing for housing in the space above. Other supported uses included residential townhouse development and preserving the land as open space/park for various community events and uses.

Key observations obtained from the committee's discussion on this parcel included the following:

- Building placement to frame the streetscape along Windsor Avenue was considered important.
- The buildings could be mixed use within one or more buildings (retail/office/etc. at street level with residential units above) and/or mixed use on the site (one or more buildings devoted to specific uses) but the mixed use element was considered important.
- Building design was a key consideration and the buildings should be smaller scale buildings presented to the street. Ideally, the buildings would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other, but identical design is not desired.
- Energy conservation and green building practices were supported.
- Open space / greenway along Deckers Brook should be retained.

Wolcott School Site (451 Windsor Avenue)

The recommended or preferred use for the Wolcott School Site was single-family housing or mixed-use. Renovating the existing building was also supported by survey respondents, but the Ad Hoc Committee did not favor this option due to projected costs to repair the building.

Key observations on the committee's discussion included the following:

- Building placement to frame the streetscape along Windsor Avenue was considered important. There was some mention of residential homes generously set back from (but facing) Windsor Avenue with a small park or landscaped area in front.
- The building on Windsor Avenue could be one large building or several smaller buildings provided all buildings improved the streetscape and enhanced the corner at East Wolcott Avenue.
- The buildings on Windsor Avenue could be mixed use within one or more buildings (retail/office/etc. at street level with residential units above.)
- Building design was considered to be a key consideration and the building(s) on Windsor Avenue should be a smaller scale and presented to the street. Ideally, the building(s) would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other, but identical design is not desired.
- Energy conservation and green building practices were supported.

The report outlined suggested next steps:

- Present the report to the Town Council and request guidance to staff regarding a possible developer solicitation process for these properties.
- Share the information from this exercise with potential developers and investment funds to help promote the appropriate development of these parcels. This may dovetail with the federal Opportunity Zone tax incentive program.
- Review the zoning of the properties and the Center Design Development District provisions to ensure they are up to date and supportive of the desired development options.
- Consider pre-development steps for the properties including:
 - For the school site - completion of an A-2 survey and pre-demo hazardous materials survey, and
 - For the Redevelopment Parcel - hold discussions with utilities and Connecticut DOT regarding easements impacting potential redevelopment.

Financial Impact

Initial costs would be incurred for completion of an A-2 Survey and pre-demo hazardous materials testing at the Wolcott School.

Other Board Action

None.

Recommendations

While the findings of the public input process are most helpful in understanding what residents would like to see on the town's properties, they are only one component in determining the best use. Other factors including physical feasibility, market support and financial feasibility also play a role. In addition, the town's fiscal goals and constraints must be considered.

At this time, staff is seeking guidance from the Council regarding the Wilson properties. First, with regard to the Redevelopment Parcel, a decision needs to be made if the site should be offered for redevelopment or retained and improved as public open space as suggested during the public outreach process. If the decision is for open space, then the town should establish a process for pursuing this option. If redevelopment is preferred, then staff should be directed to prepare a draft request for development proposals. Staff would also pursue discussions with utilities and the DOT regarding existing easements which impact potential development.

With regard to the Wolcott School site, staff recommends that the following pre-development steps be taken: 1) completion of an A-2 survey of the site and 2) completion of a pre-demo hazardous materials survey of the building. These actions will be useful for any development scenario for this site.

It is recommended that this item be referred to a council committee for further review and discussion concerning potential disposition and future uses of these neighborhood and community assets.

Attachments

“Summary Report – Wilson Opportunity Sites”

To: Jim Burke, Economic Development Director

From: Glenn Chalder, AICP
Peter Flinker

Date: July 26, 2019

Subject: **SUMMARY REPORT - Wilson Opportunity Sites**

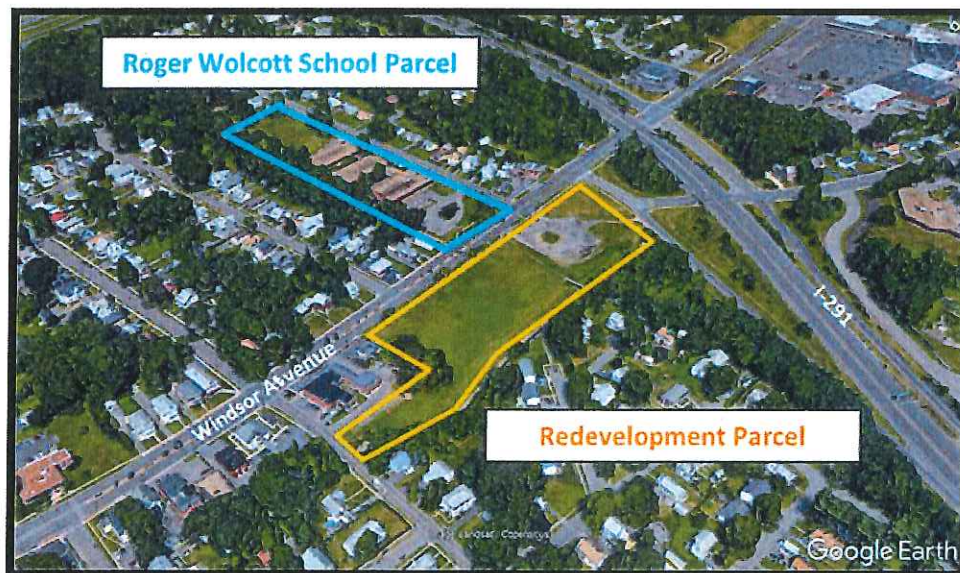
Overview

In May, you requested that Planimetrics / Dodson & Flinker help the Town of Windsor evaluate possible future uses for two Town-owned parcels located in the Wilson section of Windsor:

- 5.68 acres referred to as the “redevelopment parcel” located at 458 Windsor Avenue, and
- 4.71 acres containing the former Roger Wolcott School located at 451 Windsor Avenue.

The work involved interacting with an ad hoc committee comprised of representatives of several local boards and commissions and the Wilson neighborhood. In addition, a community “drop-in” meeting was conducted to provide an opportunity for additional community input.

This report summarizes the results of this work.



Overview Of Process

Hyperlinks to relevant documents in the appendix are contained below.

June 20 Kick-Off Meeting (Roger Wolcott School)

At the kick-off meeting of the Ad Hoc Committee, [participants](#) were introduced to each other, toured the building, and then discussed the [kick-off meeting materials](#) prepared for the meeting by Planimetrics / Dodson & Flinker.

After briefly reviewing the building's condition, operating cost and the \$4.5 million estimated repair cost, the meeting progressed to a discussion of possible uses for each of the sites.

Planimetrics / Dodson & Flinker agreed to prepare illustrations of these possible uses for a neighborhood meeting (and an on-line survey).

Preparation of Scenarios

Following the June 20 meeting, Dodson & Flinker prepared [five \(5\) possible scenarios for the redevelopment parcel site](#) and [five \(5\) possible scenarios for the Roger Wolcott School site](#) (10 scenarios total) to illustrate different development approaches and concepts. While these drawings presented concepts that do not comply with current zoning, the Ad Hoc Committee considered them to be reasonably feasible and appropriate for their setting.

Notification of Drop-In Meeting

Awareness of the neighborhood drop-in meeting was promoted by:

- Signs in the neighborhood
- Facebook posts
- Twitter posts
- Email notices
- Posters in the neighborhood
- Community television



July 10 Drop In Meeting (Caring Connection)

Attendees to the drop-in meeting at the Caring Connection were given a general overview of the purpose of the meeting and the layout of the room. Tables were set up on each side of the room presenting the five (5) scenarios for each of the sites. Facilitators were available at each table to explain concepts to people and answer any questions. A voting cup was provided next to each scenario for people to identify which scenarios they favored and did not favor. Each participant also received a feedback form to provide more comments.

Approximately 31 people attended the drop-in meeting. [Windsor Community Television \(Win-TV\)](#) prepared a program summarizing the exercises.



On-Line Survey Tabulation / Drop-In Meeting Tabulation

Following the meeting, Planimetrics prepared a [written report](#) summarizing the input received at the meeting from the voting cups, the feedback forms, and from facilitators.

In addition, Josh Kelly (Town of Windsor) prepared and administered an [on-line survey](#) requesting input on the same scenarios. Awareness of the survey was promoted through Facebook posts, Twitter posts, email notifications, and other methods. Over the course of six days, 195 people participated in the on-line survey.

July 17 Ad Hoc Committee Meeting (Caring Connection)

The Ad Hoc Committee convened again on July 17 to discuss the various scenarios for each site and review the feedback received from the community (both at the meeting and on-line).

The findings and recommendations of the Ad Hoc Committee are presented on the following pages.

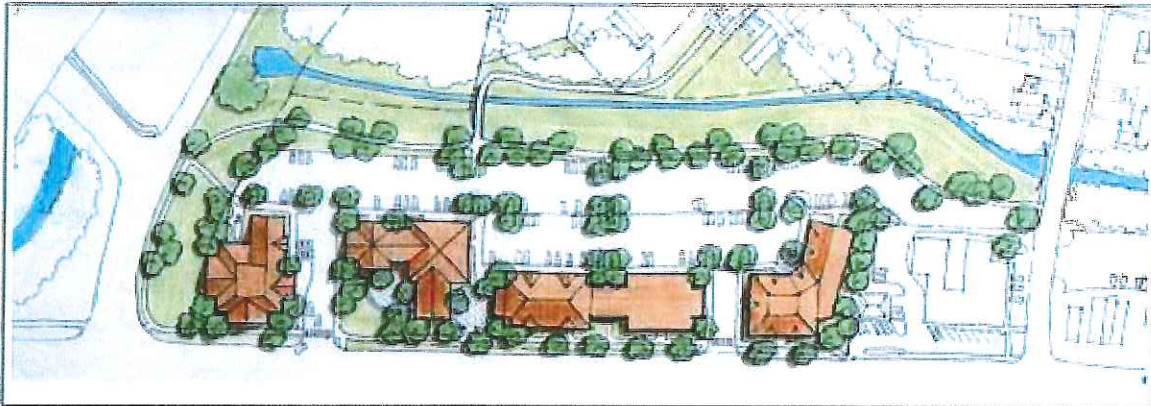
Findings - Redevelopment Parcel

Mixed Use Development Most Preferred

Based on the results of the various exercises, a mixed use development scenario appears to be the preferred option for the redevelopment parcel. This option received the most support in the community and the Wilson neighborhood among people participating in the on-line survey.

R-4 Mixed Use

Overhead View



Key Observations

At the July 17 meeting of the Ad Hoc Committee, the following were considered to be key observations / considerations relative to this scenario:

1. Building placement to frame the streetscape along Windsor Avenue was considered important.
2. The buildings could be mixed use within one or more buildings (retail/office/etc. at street level with residential units above) and/or mixed use on the site (one or more buildings devoted to specific uses) but the mixed use element was considered important.
3. Building design is a key consideration and the buildings should be smaller scale buildings presented to the street. Ideally, the buildings would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other but identical design is not desired.
4. Energy conservation and green building practices were supported.
5. Open space / greenway along Decker Brook should be retained.

Residential Townhouse Development Also Supported

Residential townhouse development also received support. The Ad Hoc Committee felt that the “sweet spot” might be an option somewhere between the R-1 option (30 units at 2,500 SF each) and the R-2 option (50 units at 1,500 SF each). A floor area of about 1,800 to 2,000 SF would generally allow for 1-bedroom and 2-bedroom units. A preference was expressed for units with attached garages (or located under the unit) rather than an outdoor parking area.

The units on Windsor Avenue would have a front door facing the street (perhaps like a New York City brownstone / townhouse) and a garage entry and a deck on the rear. The units to the rear would have a front door and a garage entry facing the accessway and a deck to the rear overlooking Decker Brook.

It was felt that this housing could meet a variety of housing needs in the neighborhood, the community, and the region. There was little support expressed for an affordable housing requirement since affordable housing is already available in the Wilson neighborhood. The Ad Hoc Committee did not express a strong preference for ownership versus rental.

An open space corridor should be provided along Decker Brook.

Overhead View



Open Space Also Supported

Given the long history of the parcel as undeveloped land and its use as a site for the Wilson Fire Company Carnival, there was some interest in the Ad Hoc Committee for keeping the parcel as open space / park land. This was felt to be an amenity for the neighborhood and for the community as a whole.

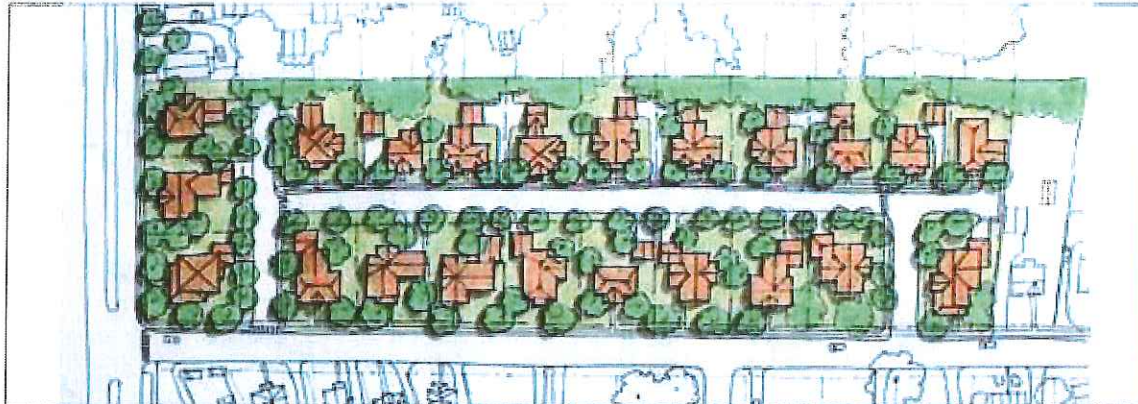
Findings – Roger Wolcott School Parcel

Residential Development / Mixed Use Development Preferred

Based on the results of the various exercises, the mixed use development and single family scenarios each ranked highly. However, a consensus of the Ad Hoc Committee preferred the single family option for the Roger Wolcott School parcel. While some interest was expressed at the drop-in meeting for a larger footprint building and for retaining the existing building, the Committee felt that the input from the on-line survey was more compelling. In the on-line survey, the mixed use option (S-3) was preferred more by town residents whereas the single-family development option (S-2) was preferred more by Wilson participants.

S-2 All Single-Family

Overhead View



S-3 Mixed Use

Overhead View



An option may be a blend of these two concepts with:

- Mixed use buildings on the Windsor Avenue frontage, and
- Single-family residential development on the East Wolcott Avenue frontage.

A possible hybrid arrangement might look something like this:

Overhead View



Renovate Building Also Supported

The building renovation scenario was highly ranked among the various options for Roger Wolcott School by survey respondents, both town-wide and from Wilson. The Ad Hoc Committee, however, did not favor this option due primarily to the projected cost to repair the building.

Key Observations

At the July 17 meeting of the Ad Hoc Committee, the following were considered to be key observations / considerations relative to the Roger Wolcott School parcel:

1. Building placement to frame the streetscape along Windsor Avenue was considered important. There was some mention of residential homes generously set back from (but facing) Windsor Avenue with a small park or landscaped area in front.
2. The building on Windsor Avenue could be one large building or several smaller buildings provided all buildings improved the streetscape and enhanced the corner at East Wolcott Avenue.
3. The buildings on Windsor Avenue should be mixed use within one or more buildings (retail/office/etc. at street level with residential units above).
4. Building design was considered to be a key consideration and the building(s) on Windsor Avenue should be smaller scale and presented to the street. Ideally, the building(s) would have articulated facades (rather than flat or monolithic facades) and interesting rooflines. The buildings should relate well to each other but identical design is not desired.
5. Energy conservation and green building practices were supported.

Possible Next Steps

Below are several initial steps for the Town to consider in facilitating redevelopment of the Wilson properties.

1. Present report to the Town Council and request guidance to staff regarding a possible developer solicitation process for these properties.
2. Share the information from this exercise with potential developers and investment funds to help promote the appropriate development of these parcels. This may dovetail with the federal Opportunity Zone tax incentive program.
3. Review the zoning of the properties and the Center Design Development District provisions to ensure they are up to date and supportive of the desired development options.
4. Consider pre-development steps for the properties including:
 - a. For the school site - completion of an A-2 survey and pre-demo hazardous materials survey, and
 - b. For the Redevelopment Parcel - discussions with utilities and Connecticut DOT regarding easements impacting potential redevelopment. .

Participants List

Ad-Hoc Committee (alphabetical by last name)

Alvin Bingham – Wilson Deerfield Advisory Committee (WDAC) Chair and neighborhood resident
Randy Graff – EDC Chair and WDAC member
Adam Gutcheon – EDC ex-officio and Executive Director of the Windsor Chamber of Commerce
Lee Hoffman – Windsor Redevelopment Agency
Charles Jackson – WDAC member and neighborhood resident
Eric Judge – Windsor Redevelopment Agency
Nathan Karnes - EDC member and Project Manager for CT Department of Housing
Joel Kent – WDAC member and neighborhood business owner
Anita Mips – Chair of Town Planning & Zoning Commission
Sharran Selig-Bennett – EDC member and president of First Town Downtown

Town Staff

Peter Souza - Town Manager
Jim Burke - Economic Development Director
Eric Barz - Town Planner
Todd Sealy - Assistant Town Planner
Josh Kelly - Analyst with Town Manager's Office
Kyle Page - ED Intern

Consultants

Glenn Chalder, AICP – Planimetrics
Peter Flinker – Dodson & Flinker
Dan Shaw – Dodson & Flinker
Allison Gramolini – Dodson & Flinker

Kick-Off Meeting Materials

Introduction

1. Introductions of Participants
 2. Overview of Project / Parcels / Purposes – Jim Burke
 3. Overall Calendar / Schedule
 - a. Kickoff Meeting – June 20
 - b. Community Meeting – July 10
 - c. Strategy Meeting – July 17
-

Exploration

4. Past Reflections
 - a. Redevelopment parcel
 - b. Roger Wolcott School
 - c. Wilson area overall
 5. Current Impressions
 - a. Strengths / Weaknesses
 - b. Opportunities / Challenges
 6. Relevant Information
 - a. Market Conditions
 - b. Zoning / Town Plan
 7. Discussion of Sites – Future Possibilities
 - a. Palette Of Uses
-

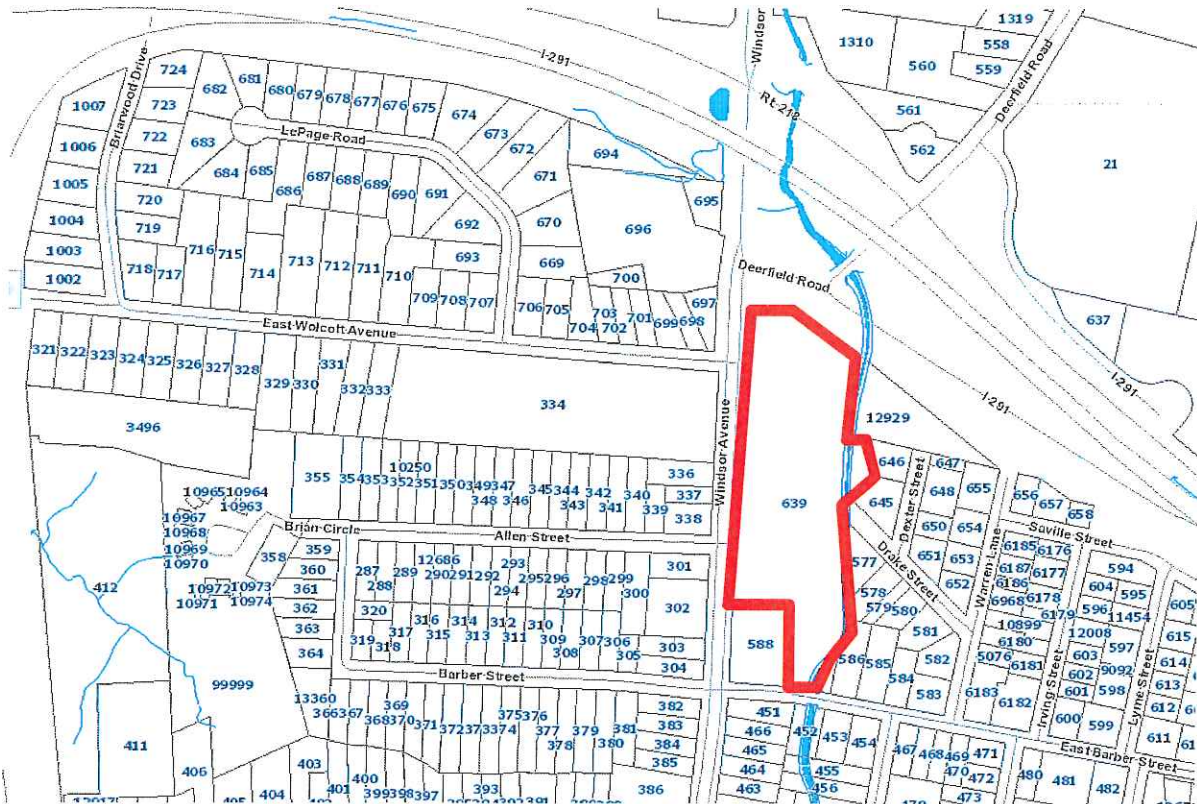
Conclusion

8. Next Steps
9. Questions / Comments
10. Adjournment

FACT SHEET – Redevelopment Parcel

458 Windsor Avenue

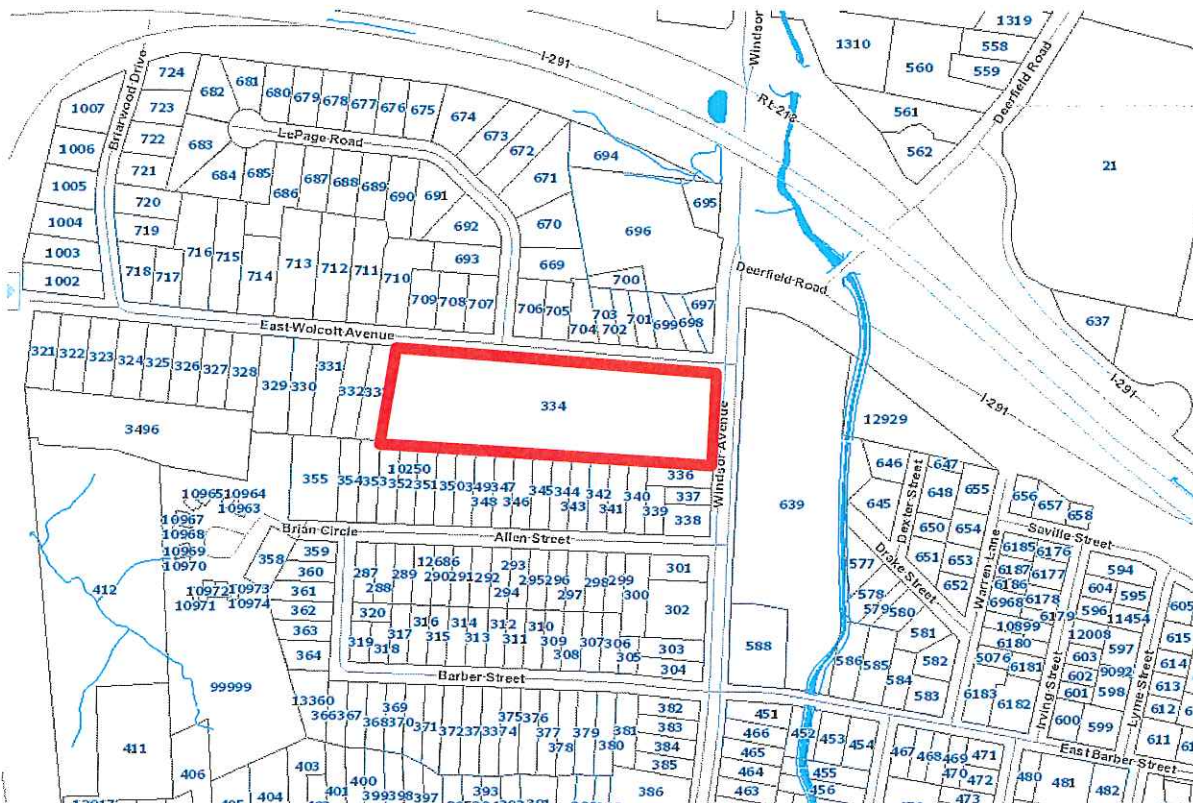
Land	<ul style="list-style-type: none"> • 5.68 Acres • Generally flat with realigned Decker Brook to rear • Assessed Value of \$73,710
Building	<ul style="list-style-type: none"> • None • Assessed Value of \$0
Notes	<ul style="list-style-type: none"> •



FACT SHEET – Roger Wolcott School

451 Windsor Avenue

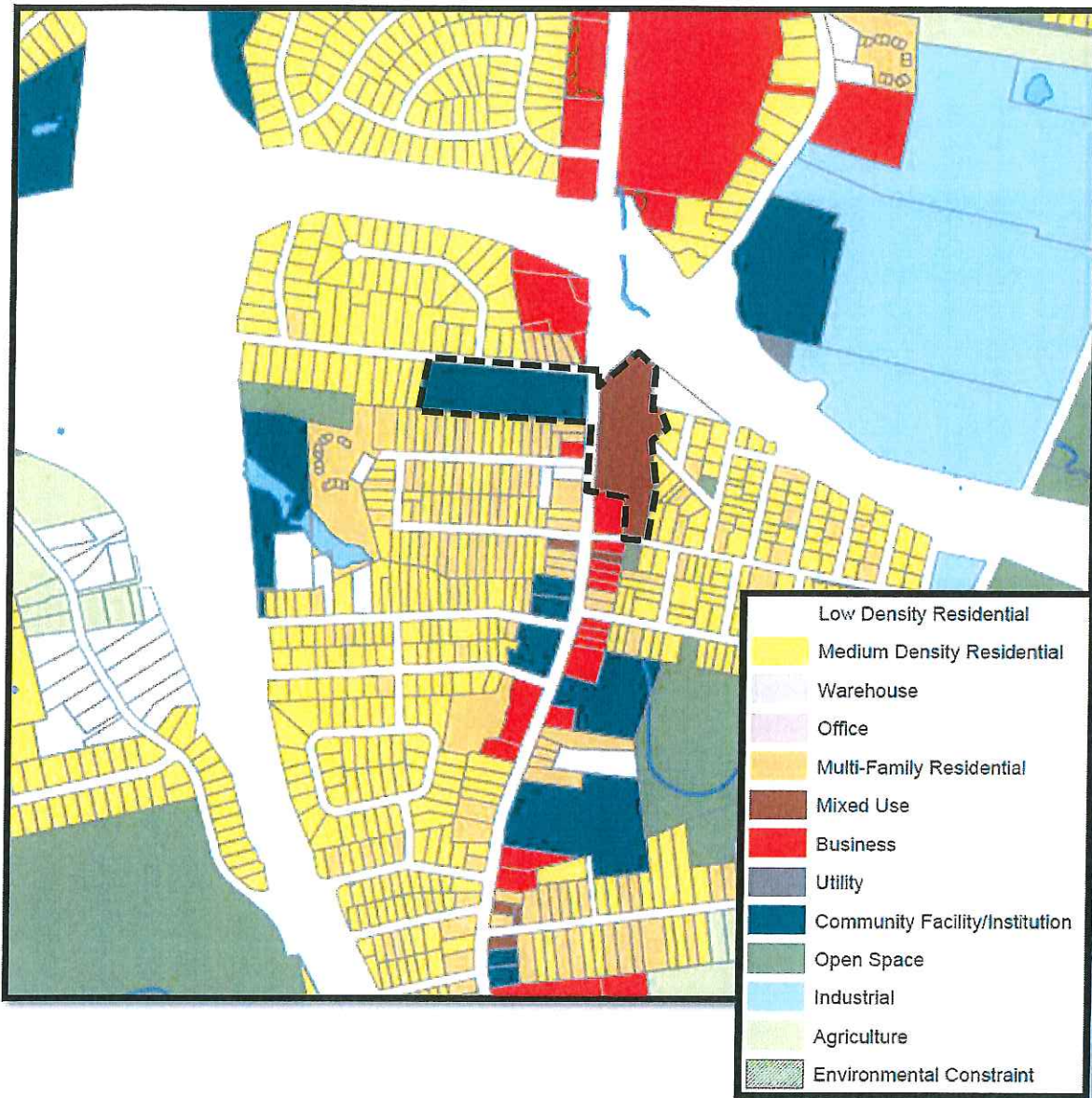
Land Area	<ul style="list-style-type: none"> • 4.71 Acres • Slopes up from Windsor Avenue • Assessed Value of \$317,520
Building	<ul style="list-style-type: none"> • Former Public School (37,885 SF) • School with additions through 1967 • Assessed Value of \$2,107,700
Notes	<ul style="list-style-type: none"> • School vacated in 2012 with some subsequent use for early childhood, robotics, etc. • Estimate \$4.2 million+ to bring building to code • Building costs \$70,000 +/- annually to heat / maintain • Some environmental issues (possible asbestos, PCB, underground oil tank, interior mold, etc.) • Roof / decking in poor condition



FACT SHEET – Future Land Use Plan

The Plan of Conservation and Development (POCD) is an *advisory* document which suggests the most appropriate future use of land. Windsor's 2015 POCD suggests the following possibilities:

- "Community Facility / Institution" for the Roger Wolcott School site
- "Mixed Use" for the Redevelopment Parcel

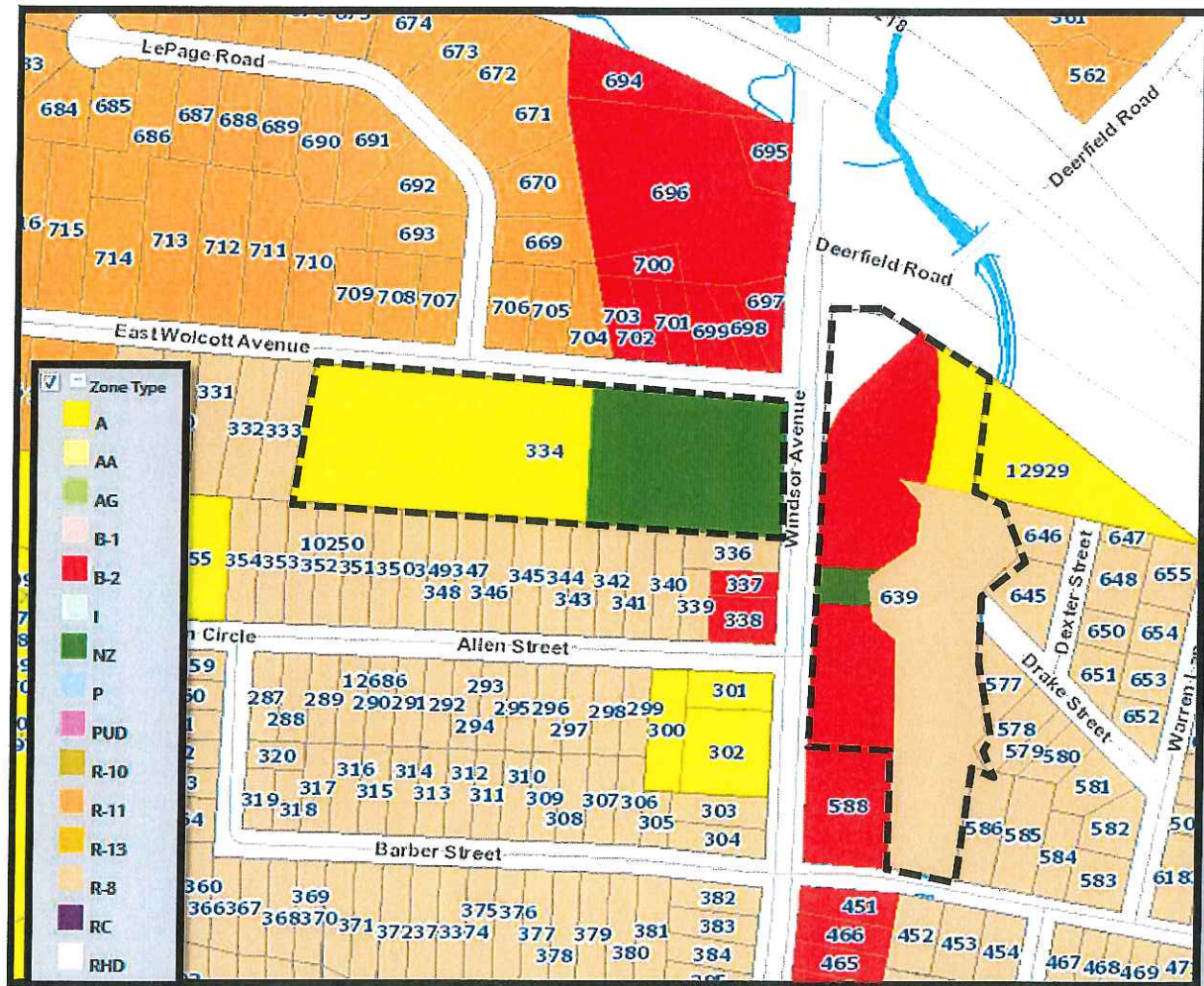


FACT SHEET – Zoning

The Zoning Map specifies the following:

Roger Wolcott School site		Single-Family A (Residential) Minimum Lot Size = 20,000 SF	Surrounding parcels zoned R-8 and R-11 with lot size requirements of 7,500 to 11,250 SF
		Public and Quasi-Public Zone (NZ)	Frontage on Windsor Avenue

Redevelopment parcel		Business 2	Most frontage on Windsor Avenue
		Public and Quasi-Public Zone (NZ)	Portion of frontage on Windsor Avenue
		Single-Family A (Residential)	Frontage on I-291 ramp
		Single-Family R-8 (Residential)	Property to rear along Decker Brook
		RHD = Road / Highway District	



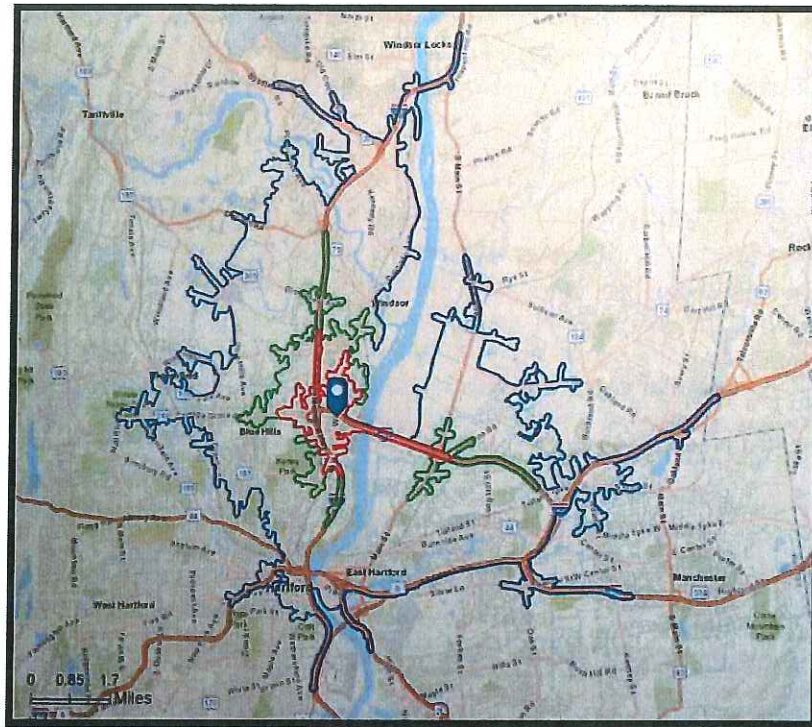
CATEGORIES OF LAND USES

Vacant Land	<ul style="list-style-type: none"> Land that is undeveloped and/or uncommitted and is not encumbered by conservation restrictions
Agriculture	
Open Space / Recreation	<ul style="list-style-type: none"> Preserved Open Space Park (Passive) Recreation Fields / Facility (Active)
Residential	<ul style="list-style-type: none"> Single-Family / Duplex / Triplex Multi-Family – Attached / Detached / Townhouse Low Rise / Mid-Rise / High Rise
Retail / Service	<ul style="list-style-type: none"> Convenience Retail / Specialty Retail / General Retail Restaurant / Lodging / Theater / Entertainment Neighborhood scale / Community scale / Regional scale
Office	<ul style="list-style-type: none"> Office / Professional Office / Financial Institution
Mixed Use	<ul style="list-style-type: none"> Residential / retail in same building and/or on same site
Industry / Warehouse	<ul style="list-style-type: none"> Manufacturing / Assembly /
Institutional	<ul style="list-style-type: none"> Hospitals / Churches Private School
Community Facility	<ul style="list-style-type: none"> Public School / Police / Fire / Public Works / Town Hall
Transportation / Utility	<ul style="list-style-type: none"> Road / Rail / Highway Water / Sewer / Electric
Special Facility	<ul style="list-style-type: none"> Stadium / Airport / Landfill / Resource Extraction / Correctional Facility
Water / Wetlands	

POSSIBLE EVALUATION CRITERIA

Physically Feasible?	Is a potential use <u>physically possible</u> given the size, shape, topography, and other characteristics of the site?
Reasonably Probable?	Is a potential use <u>reasonably probable</u> given the location of the site and the interests of the target user?
Market Supported?	Is a potential use <u>supported by the market</u> in terms of supply, demand, customers, sales, etc.? Is the market expanding or declining? Is the location clearly superior to others and is the location defensible economically?
Financially Feasible?	Is a use <u>financially feasible</u> in that it will generate adequate revenue to justify the costs of construction plus a profit for the developer? In the case of an improved property, does the existing building have economic value or will the revenue offset the reversion/demolition costs?
Community Supported?	Is a use supported by the neighborhood / community in terms of community benefits (meeting needs, providing amenities, enhancing character, providing jobs, supplying goods and services, increasing tax base, providing other benefits)?
Legally Permissible?	Is a use legally permitted or is there a reasonable likelihood it would be legally permitted through zone change, government regulations, or other action? Is a use prohibited by deed restrictions or covenants? Does a use predate existing zoning or other property regulations? Is it legally nonconforming?
Highest And Best Use	Is the use taking full advantage of the opportunities presented or are there other uses which would make better use of the site or produce a higher economic return or community return?

MARKET DATA



Population / Demographics

- Wilson has a population of about 2,000 people
- Windsor has a population of about 29,000 people
- Over 93,000 people live within a 10 minute drive

Income / Purchasing Power

- Median household income in Wilson is about \$54,000
- Median household income in Windsor is about \$82,000
- Median household income within a 10 minute drive is about \$55,000

Accessibility

- Wilson is located about 4 miles north of downtown Hartford
- Wilson has direct access to Interstate 91 and to I-291 connecting to Interstate 84 in Manchester
- Windsor Avenue is served by two bus routes (#32 and #34) providing 45 weekday trips inbound to downtown Hartford and 45 weekday trips outbound to Windsor Center and beyond

OPPORTUNITY ZONE PROGRAM

The Wilson section of Windsor has been designated as an “opportunity zone” by the state and federal government. The Town Council is interested in enabling the use of this tool to spur economic development and job creation in the Wilson area.

What is an Opportunity Zone?

An Opportunity Zone is a location designated by the state and federal government where new investments, under certain conditions, may be eligible for preferential tax treatment. Opportunity Zones are an economic development tool—that is, they are designed to spur economic development and job creation in specific areas.

Opportunity Zones are fairly new tools for promoting community investment (since 2018).

How do Opportunity Zones spur economic development?

Opportunity Zones are designed to spur economic development by providing tax benefits to investors.

The tax benefits to the investor may be obtained by investing in a Qualified Opportunity Fund (QOF) which is an investment vehicle set up (as either a partnership or corporation) for investing in eligible property that is located in a Qualified Opportunity Zone.

Where can I get additional information?

Additional information from the Internal Revenue Service can be found at:

<https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions>

Redevelopment Parcel Scenarios

Wilson Opportunity Sites - Redevelopment Parcel

R-1 Larger Townhouses

Overhead View



Oblique View



Residential Use

30 Larger Townhouse Units @ 2,500 SF each

Front units oriented to Windsor Avenue with **garages under units** accessed from rear (2 spaces / unit)

Rear units oriented to internal driveway with **garages under units** accessed from internal driveway

Two-story buildings with sloped roof

Guest parking in outdoor parking area

Three driveways (two to Windsor Avenue, one to East Barber Street)

Wilson Opportunity Sites - Redevelopment Parcel

R-2 Smaller Townhouses

Overhead View



Oblique View



Residential Use

50 Smaller Townhouse Units @ 1,500 SF each

Front units oriented to Windsor Avenue / Rear units oriented to internal driveway

All parking in surface parking lots

Two-story buildings with sloped roof

Three driveways (two to Windsor Avenue, one to East Barber Street)



Planimetrics

DODSON & FLINKER
Landscape Architecture and Planning

Wilson Opportunity Sites - Redevelopment Parcel

R-3 Apartments

Overhead View



Oblique View



Residential Use

120 Apartment Units @ 1,000 SF each

Buildings oriented to Windsor Avenue

All parking in surface parking lots

Three-story buildings with sloped roofs

Two driveways (one to Windsor Avenue, one to East Barber Street)



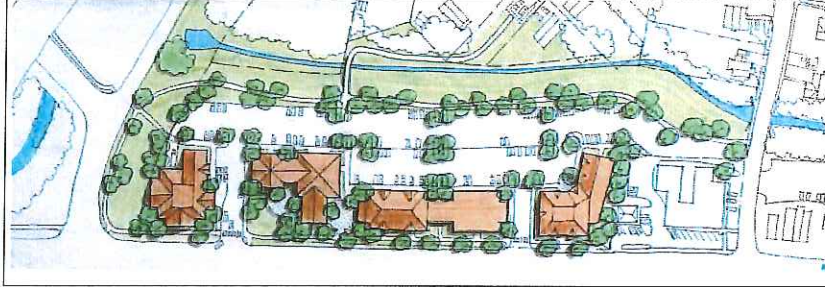
Planimetrics

DODSON & FLINKER
Landscape Architecture and Planning

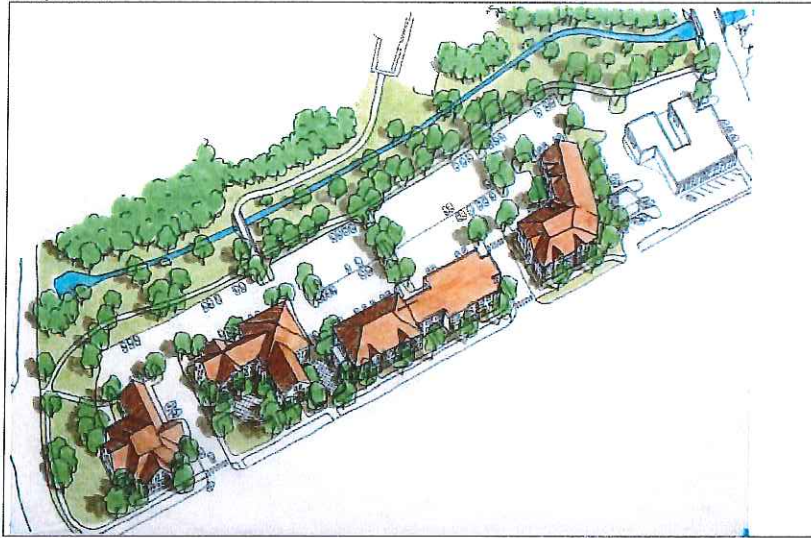
Wilson Opportunity Sites - Redevelopment Parcel

R-4 Mixed Use

Overhead View



Oblique View



Retail / Office / Residential Use

42,500 Square Feet Retail / Office at street level

40 Apartment Units @ 900 SF each

Buildings oriented to Windsor Avenue

All parking in surface parking lots (About 200 parking spaces = 140 for retail office and 60 for apartments)

Two-and-a-half-story buildings with sloped roofs

Three driveways (Two to Windsor Avenue, one to East Barber Street)



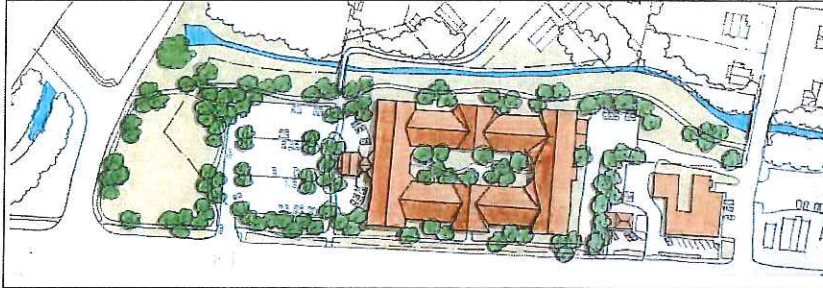
Planimetrics

DODSON & FLINKER
Landscape Architecture and Planning

Wilson Opportunity Sites - Redevelopment Parcel

R-5 Larger Building / Use

Overhead View



Oblique View



Residential / Institutional / Office Use

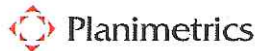
Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger footprint building (50,000 SF if one floor to 100,000 SF if two floors)

All parking in surface parking lots

Two-and-a-half-to three story building with sloped roofs

Two driveways (main entry at light on Windsor Avenue, rear / service entry to East Barber Street)



Roger Wolcott School Parcel Scenarios

Wilson Opportunity Sites – Wolcott School Parcel

S-1 Residential Mix

Overhead View



Oblique View



Mix Of Residential Uses

8 Detached Units on Upper Terrace

10 Detached Units on Middle Terrace

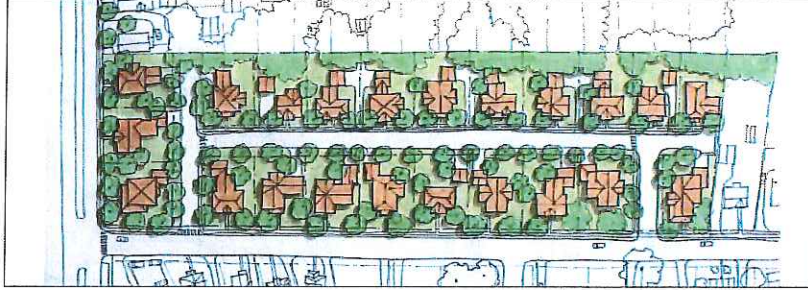
30 Apartment Units on Windsor Avenue

Two-story buildings with sloped roof

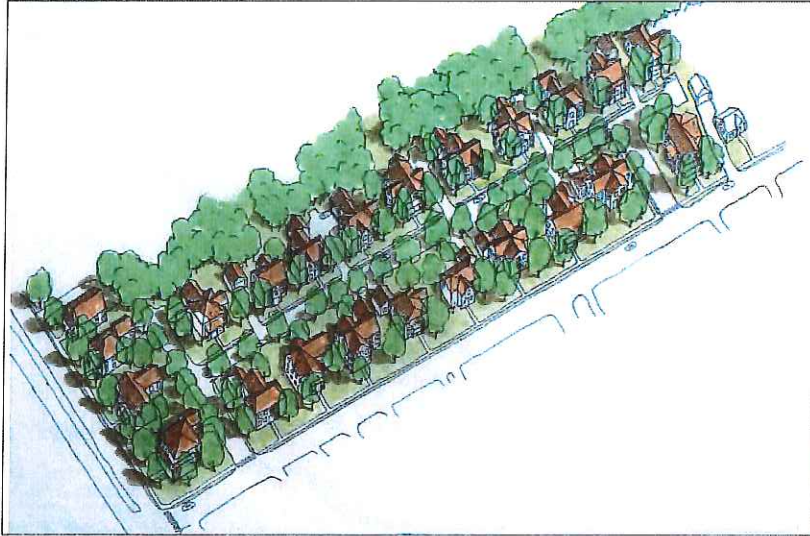
Four driveways on East Wolcott Avenue

S-2 All Single-Family

Overhead View



Oblique View



Single-Family Residential Use

23 Homes

Front units oriented to East Wolcott Avenue / Rear units oriented to internal driveway
Garages accessed from internal driveway

Two-story buildings with sloped roof
Two driveways on East Wolcott Avenue

S-3 Mixed Use

Overhead View



Oblique View



Mixed Use

11,000 SF Retail on Windsor Avenue with 12 apartments above
15,000 SF office on East Wolcott Avenue)

32 Townhouses - 12 Larger (upper) and 20 Smaller (middle)

Two-story buildings with sloped roof

Three driveways on East Wolcott Avenue



Planimetrics

DODSON & FLINKER
Landscape Architecture and Planning

S-4 Renovate Existing Building

Overhead View



Oblique View



Live-Work / Office / Institutional Use

40,000 Square Feet Office / Institutional in Renovated Building

7 Live-Work Units on Windsor Avenue Apartment Units @ 900 SF each

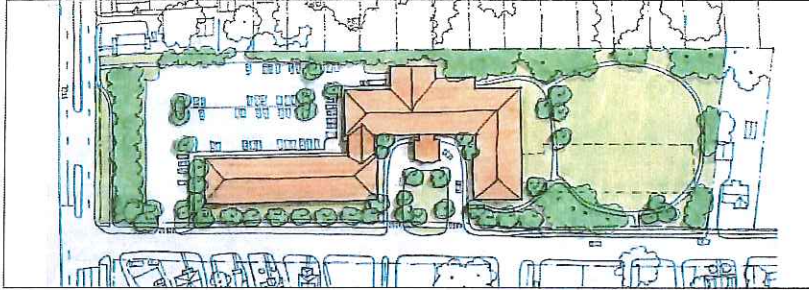
Parking area expanded to accommodate use of renovated building

Three driveways on East Wolcott Avenue

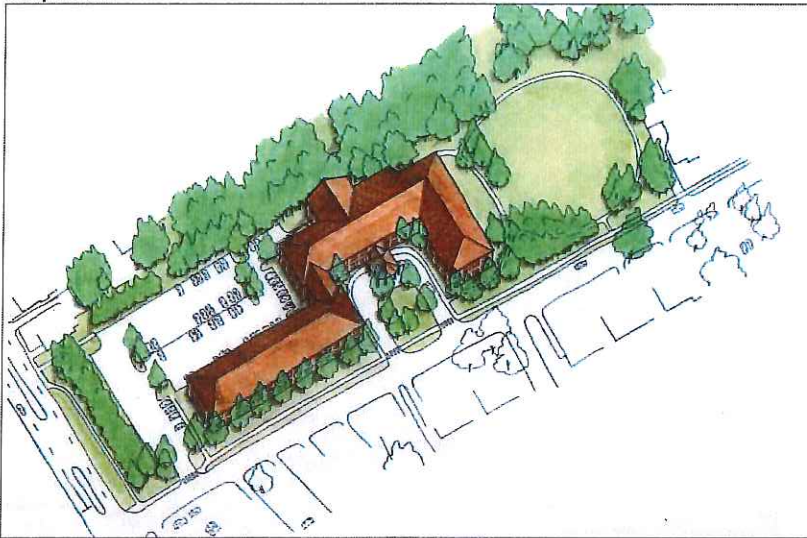
Wilson Opportunity Sites – Wolcott School Parcel

S-5 Larger Building / Use

Overhead View



Oblique View



Residential / Institutional / Office Use

Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger footprint building – Could be one-story or two-story

All parking in surface parking lots

Upper terrace could be additional parking or green area depending on use

Three or more driveways on East Wolcott Avenue



Planimetrics

DODSON & FLINKER
Landscape Architecture and Planning

Drop-In Meeting Summary

To: Wilson Opportunity Sites Committee

From: Glenn Chalder, AICP

Date: July 15, 2019

Subject: **Drop-In Meeting Summary**
Wilson Opportunity Sites

As part of the evaluation of future development possibilities for the Wilson “opportunity sites” (Redevelopment parcel and Roger Wolcott School parcel), a drop in meeting was held on Wednesday July 10 at the Caring Connection / Community Center at 330 Windsor Avenue in Wilson.

This package summarizes the results of the exercises conducted as part of the drop-in meeting.



Station 1 – Greeting

Attendees were greeted upon entering and informed that the purpose of the meeting was to evaluate possible future uses of the two sites.

Along with a general overview of the room arrangement, attendees were given a feedback form and a pen. Town Staff and consultants were stationed around the room to provide assistance as needed.

Wilson Opportunity Sites – Feedback Form		Drop-In Meeting July 10, 2019	
Redevelopment Parcel			
Scenario	Rank	Things I Like	Things I Don't Like
R-1 Larger Townhouses			
R-2 Smaller Townhouses			
R-3 Apartments			
R-4 Mixed Use			
R-5 Larger Building / Use			
Other Comments			

WHY REDEVELOP?

Redevelopment Parcel

Windsor has owned the redevelopment site for many years. The property was originally acquired to address flooding issues on Decker Brook and then, once this was done, the intent was to encourage redevelopment of the site. There is still a model from 1976 at Town Hall showing how the property might have been redeveloped. Redevelopment efforts have continued over the years but were never completed for a variety of reasons.

Redevelopment of the site would produce revenue from the sale/lease of the property and tax revenue from development of the property. It would also help revitalize this part of Windsor Avenue.



Roger Wolcott School

The property has been redeveloped before when the original school building (from 1913) was replaced with a new school building in the 1960s. Windsor's school needs are changing (lower enrollment, changing curriculum, district balancing, etc.) and Roger Wolcott School has not been needed for a school since 2012.

It costs about \$70,000 each year to operate the building and there are issues with the roof and the heating and air conditioning. Given the condition of the building, it is not anticipated it will ever return to use as a school.

Redevelopment of the site would produce revenue from the sale/lease of the property and tax revenue from development of the property. It would also avoid costs from repair / replacement of building systems.

WHY NOW?

These properties represent an opportunity for the Town to return two strategically-located parcels to the tax rolls and to generate revenue to support local services. It would also result in a cost savings to the Town to not have to maintain them.

There are neighborhood benefits as well from the new development in terms of new residents and other economic activity.

In addition, the Wilson neighborhood has recently been designated as a federal "Opportunity Zone." The Opportunity Zones program incentivizes capital investment in designated zones and provides the largest benefits for investments which are made by the end of 2019. This is a significant advantage for Windsor to capitalize on these two key properties at a time when people are looking for this kind of investment. Doing something now will put Wilson near the top of the list of areas that investors will consider.

This planning process, then, is intended to help the Town to create a clearer vision of what kinds of development are desired and supported by the community. That vision can be communicated to potential developers and can be used to evaluate development proposals.

Station 2 – Redevelopment Parcel

Five (5) alternate development scenarios for the “redevelopment parcel” were presented at Station 2. These development scenarios were suggested by the Wilson Opportunity Sites Committee at their June 20 kickoff meeting. The development scenarios sketches are presented in this package (Redevelopment site scenarios are labelled as “R-#” with the “R” prefix indicating the redevelopment site).

Attendees were able to view each of the options at their own pace. A person was available to answer any questions.

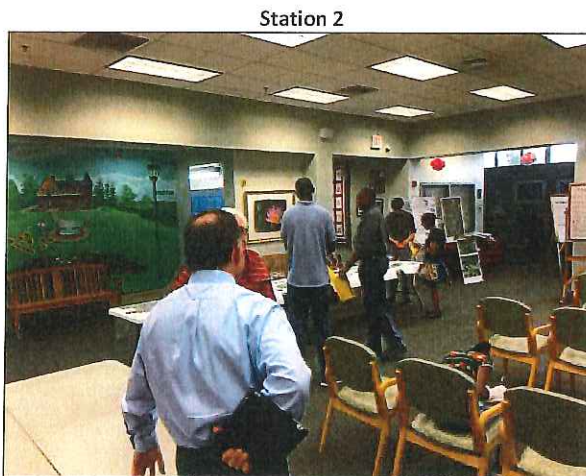
Input Option A - Each attendee was given three slips of paper which they could place in labelled containers next to each drawing indicating the following:

- First choice (green paper)
- Second choice (blue paper)
- Do not prefer (apricot paper)

Input Option B - In addition, participants could rank the scenarios on their feedback form and also provide comments for each scenario on:

- Things they liked, and
- Things they did not like.

Input Option C – An aerial photograph of each site was available with styrofoam building modules which people could place on the drawing to reflect an alternative development scenario.



Station 3 – Roger Wolcott School Parcel

Station 3 was laid out similarly to Station 2 with five (5) alternate development scenarios for the “Roger Wolcott School parcel”. These development scenarios were also suggested by the Wilson Opportunity Sites Committee at their June 20 kickoff meeting. The development scenarios sketches are presented in this package (School site scenarios are labelled as “S-#” with the “S” prefix indicating the school site).

The input options were the same as at Station 2. Attendees were able to view each of the options at their own pace. A person was available to answer any questions.

Station 3



Station 3



Station 4 – Submit Feedback

At Station 4, attendees were asked to put their feedback forms into a sealed box.

In addition, there were “post-it notes” available for people to write comments to post on a comment board.

Redevelopment Parcel Options

Note – Full page graphics were presented in the report to the Ad Hoc Committee and full size graphics were available at the meeting.

Wilson Opportunity Sites - Redevelopment Parcel

R-1 Larger Townhouses

Residential Use
30 Larger Townhouse Units @ 2,500 SF each

Front entry oriented to Windsor Avenue with **garage entry** accessed from rear (2 spaces / unit)
 Rear entry oriented to internal driveway with **garage entry** units accessed from internal driveway
Two story buildings with sloped roof

Onsite parking in outdoor parking area
 Three driveways (one to Windsor Avenue, one to East Barker Street)

WINSOR Planimetrics DODSON & FLINKER Landscape Architecture and Planning

Wilson Opportunity Sites - Redevelopment Parcel

R-2 Smaller Townhouses

Residential Use
50 Smaller Townhouse Units @ 1,500 SF each

Front entry oriented to Windsor Avenue / Rear entry oriented to internal driveway
all parking in surface parking lot
Two story buildings with sloped roof

Three driveways (one to Windsor Avenue, one to East Barker Street)

WINSOR Planimetrics DODSON & FLINKER Landscape Architecture and Planning

Wilson Opportunity Sites - Redevelopment Parcel

R-3 Apartments

Residential Use
120 Apartment Units @ 1,000 SF each

Buildings oriented to Windsor Avenue
all parking in surface parking lot
Three story buildings with sloped roofs

Two driveways (one to Windsor Avenue, one to East Barker Street)

WINSOR Planimetrics DODSON & FLINKER Landscape Architecture and Planning

Wilson Opportunity Sites - Redevelopment Parcel

R-4 Mixed Use

Retail / Office / Residential Use
42,500 Square Feet Retail / Office at street level
40 Apartment Units @ 900 SF each

Buildings oriented to Windsor Avenue
all parking in surface parking lot (about 300 parking spaces + 140 for retail office and 60 for apartments)
Two and a half story buildings with sloped roofs

Three driveways (one to Windsor Avenue, one to East Barker Street)

WINSOR Planimetrics DODSON & FLINKER Landscape Architecture and Planning

Wilson Opportunity Sites - Redevelopment Parcel

R-5 Larger Building / Use

Residential / Institutional / Office Use
Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger footprint building (25,000 to 40,000 SF or more floor to 200,000 SF if four floors)
all parking in surface parking lot
Two and a half to three story buildings with sloped roofs

Two driveways (each entry to site on Windsor Avenue, rear / service entry to East Barker Street)

WINSOR Planimetrics DODSON & FLINKER Landscape Architecture and Planning

Direct Preference Voting

Each person viewing the scenarios at a given table was given three colored pieces of paper (one of each color) to place in voting containers to represent:

- First choice (green paper)
- Second choice (blue paper)
- Do not prefer (apricot paper)

Scenario	First Choice	Second Choice	Did Not Favor
R-1 Larger Townhouses	3	2	4
R-2 Smaller Townhouses	3	6	1
R-3 Apartments	0	1	6
R-4 Mixed Use	7	3	1
R-5 Larger Building / Use	4	6	1
Total	17	18	13

Feedback Forms - Ranking

Scenario	Ranked #1	Ranked #2	Ranked #3	Ranked #4	Ranked #5
R-1 Larger Townhouses	-	1	1	2	-
R-2 Smaller Townhouses	1	2	1	-	1
R-3 Apartments	-	1	1	-	2
R-4 Mixed Use	2	1	2	1	-
R-5 Larger Building / Use	3	1	-	-	-

Note – Some people did not submit a feedback form. Some submitted forms did not rank the scenarios. Some submitted forms only ranked some of the scenarios.

Feedback Forms – Like / Not Like

Scenario	Things I Like	Things I Don't Like
R-1 Larger Townhouses	<ul style="list-style-type: none"> Less pavement 	
R-2 Smaller Townhouses	<ul style="list-style-type: none"> Can be good for empty nesters, small families, singles, or for starter homes 	
R-3 Apartments	<ul style="list-style-type: none"> Windsor needs more workforce housing 	
R-4 Mixed Use	<ul style="list-style-type: none"> More retail on Windsor Avenue and residential density 	
R-5 Larger Building / Use	<ul style="list-style-type: none"> I would only want to see an office or other good jobs here 	
General		<ul style="list-style-type: none"> Would more residential here be a missed opportunity to grow Wilson's commercial / employment base?

Feedback Forms – General Comments

1. My #1 would be to leave it as open space. I do not see additional retail space businesses being able to be profitable unless a new type of business. Again, whatever, it must have a positive impact on the current residents.
2. [paraphrased] If you want young families then larger townhouses (R-1) would be preferable to smaller townhouses (R-2).
3. I would like to see a park/playground for the community. Tear down current Roger Wolcott building and re-build. Daycare center! No commercial buildings please. We already have Windsor Center which is run down. Please fix that and continue to use as a commercial center. We do not need two of these areas in this neighborhood.
4. Use a part for a park.
5. Wilson/Deerfield area is affordable housing. We don't need any more affordable housing. I would like to keep open space.
6. Assisted living center would be nice. Good to be able to have loved ones close if this type of facility is needed.
7. The only thing about being older is that I have observed, visited, and studied many communities across the USA. The best are like a good restaurant, if you drive by when people are home and you see a new Porsche is at one house and the next-door neighbor has a beat up Chevy then you have found a good community.
8. Green space / park.

Wolcott School Parcel

Note – Full page graphics were presented in the report to the Ad Hoc Committee and full size graphics were available at the meeting.

Wilson Opportunity Sites – Wolcott School Parcel

S-1 Residential Mix

Overhead View



Oblique View



Mix Of Residential Uses
 8 Detached Units on Upper Terrace
 10 Detached Units on Middle Terrace
 30 Apartment Units on Windsor Avenue


Two story buildings with sloped roof
 Four driveways on East Wolcott Avenue

Windsor Planimetrics DODSON, FLINKER

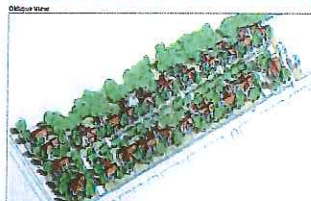
Wilson Opportunity Sites – Wolcott School Parcel

S-2 All Single-Family

Overhead View



Oblique View



Single-Family Residential Use
 23 Homes

Front yards oriented to East Wolcott Avenue / Rear yards oriented to internal driveway
 60 single detached townhomes

Two story buildings with sloped roof
 Two driveways on East Wolcott Avenue

Windsor Planimetrics DODSON, FLINKER


Wilson Opportunity Sites – Wolcott School Parcel

S-3 Mixed Use

Overhead View



Oblique View



Mixed Use
 11,000 SF Retail on Windsor Avenue with 12 apartments above
 15,000 SF office on East Wolcott Avenue
 32 Townhouses – 12 Larger (upper) and 20 Smaller (middle)

Two story buildings with sloped roof
 Three driveways on East Wolcott Avenue

Windsor Planimetrics DODSON, FLINKER

Wilson Opportunity Sites – Wolcott School Parcel

S-4 Renovate Existing Building

Overhead View



Oblique View



Live-Work / Office / Institutional Use
 40,000 Square Feet Office / Institutional in Renovated Building
 7 Live-Work Units on Windsor Avenue Apartment Units @ 900 SF each

Partial area of property to be renovated, one of renovated building
 Sixteen driveways on East Wolcott Avenue

Windsor Planimetrics DODSON, FLINKER

Wilson Opportunity Sites – Wolcott School Parcel

S-5 Larger Building / Use

Overhead View



Oblique View



Residential / Institutional / Office Use
 Could Be Apartments / Assisted Living / Nursing Home / Office HQ

Larger footprint building – Could be one-story or two-story
 All parking to be on-site parking lots
 Upper terrace could be additional parking or green area depending on site
 Three or more driveways on East Wolcott Avenue

Windsor Planimetrics DODSON, FLINKER

Direct Preference Voting

Scenario	First Choice	Second Choice	Did Not Favor
S-1 Residential Mix	6	3	1
S-2 All Single-Family	0	2	8
S-3 Mixed Use	3	5	0
S-4 Renovate / Mixed Use	4	9	8
S-5 Larger Building / Use	9	4	1
Total	22	23	18

Note – Two “redevelopment parcel” slips in S-4 (1 green and 1 red) were not counted

Feedback Forms - Ranking

Scenario	Ranked #1	Ranked #2	Ranked #3	Ranked #4	Ranked #5
S-1 Residential Mix	1	1	2	-	-
S-2 All Single-Family	-	2	2	1	-
S-3 Mixed Use	1	2	-	1	-
S-4 Renovate / Mixed Use	5	-	-	-	3
S-5 Larger Building / Use	2	1	-	1	-

Note – Some people did not submit a feedback form. Some submitted forms did not rank the scenarios. Some submitted forms only ranked some of the scenarios.

Feedback Forms – Like / Not Like

Scenario	Things I Like	Things I Don't Like
S-1 Residential Mix	<ul style="list-style-type: none"> The idea of different size households in the same neighborhood Bring in new families at a convenient location and grow density to support commerce in Wilson 	<ul style="list-style-type: none"> Traffic on East Wolcott?
S-2 All Single-Family	<ul style="list-style-type: none"> The single-family dwellings but I hope people on a fixed income can afford Fits in with existing use on East Wolcott 	<ul style="list-style-type: none"> Instead of three floors, two is better. It is hard to move things even with an elevator Monoculture
S-3 Mixed Use	<ul style="list-style-type: none"> Retail fronting on Windsor Avenue plus employment plus residential density in the neighborhood 	<ul style="list-style-type: none"> Do not want mixed use Too much? Can we rent these buildings to capacity? Will the neighbors be aggravated? Do not want commercial buildings
S-4 Renovate / Mix Use	<ul style="list-style-type: none"> Existing building could be a good place for a homeless shelter (short-term housing) for residents and transient students in the WPS Rebuild as child day care and/or adult day care 	<ul style="list-style-type: none"> No! Too much to repair! Too much to repair, I know
S-5 Larger Building / Use	<ul style="list-style-type: none"> Senior housing Employment 	<ul style="list-style-type: none"> Do not want large buildings Not an organic fit for the neighborhood

Feedback Forms – General Comments

- Green space/park. Concerned about additional traffic on East Wolcott.
- Refers to comment #7 for Redevelopment parcel (Porsche / Chevy).p
- Diversity and options would be good. Neighborhoods with housing options along with public green space and or small restaurant/ retail.
- I would like to see Roger Wolcott put to good use as housing for the elderly. Windsor does not have enough elderly housing. Mack Street, Shad Run and John Fitch are occupied with a waiting list. Affordable housing. The apartments near the post office are very expensive for elderly.
- Use a part for a park.
- I am very disappointed that I only heard about this meeting from a friend today and I live in the area! I certainly do not want to see commercial properties at this location/residential neighborhood. A daycare center is preferred, police substation.
- Keep space for youth-like park.
- Would love to see Roger Wolcott re-open as a pre-K for the town.
- Live-in workspace I would think would fit well in this type of building. Whatever is done, it must be something that would have a positive impact on the area and local residents.

Wilson Redevelopment Parcel

Summary Survey Results

July 17, 2019

Background

From July 11th through July 16th, Windsor residents were invited to participate in an 18-question survey regarding the future use of both the Wolcott School Site (451 Windsor Avenue) and the Redevelopment Parcel (458 Windsor Avenue). For each parcel of land, survey respondents were asked to rate each development option on a scale of 1-5 and were asked to rank all options in order of preference. The tables on the next two pages reflect responses to each of these questions. Any questions you have regarding tabulation and calculations can be sent to the town's Management Analyst, Josh Kelly, at kelly@townofwindsorct.com.

Demographics

Respondents: 195

Margin of Error: 6.99%

Location

Live in Wilson: 10.8% (21)

Live in Windsor, but outside Wilson: 82.1% (160)

Own property in Wilson, but do not live there: 2.1% (4)

Do not own property or live in town: 5.1% (10)

Age

Under 18: 3.6% (7)

18-25: 4.1% (8)

25-35: 14.4% (28)

35-45: 18.5% (36)

45-55: 24.1% (47)

55-65: 23.1% (45)

65+: 12.3% (24)

Duration of Residency

Less than 1 year: 2.1% (4)

1-5 years: 7.7% (15)

5-10 years: 7.2% (14)

10-20 years: 25.6% (50)

20+ years: 53.3% (104)

Not a resident: 4.1% (8)

Wolcott School Site

Rank-Choice Tabulation

Options	Residential Mix	Single-Family Homes	Mixed-Use	Renovate Building	Larger Building
1st Choice	17% (33)	24% (46)	24% (47)	21% (41)	14% (28)
2nd Choice	24% (46)	17% (33)	11% (22)	23% (44)	26% (50)
3rd Choice	12% (24)	16% (32)	40% (77)	17% (33)	15% (29)
4th Choice	15% (30)	27% (53)	19% (37)	27% (53)	11% (22)
Last Choice	32% (62)	16% (31)	6% (12)	12% (24)	34% (66)

Most Preferred Choice Calculations*

	Residential Mix	Single-Family Homes	Mixed-Use	Renovate Building	Larger Building
Rank-Choice Approval Rating**	45% (348)	51% (400)	57% (445)	53% (415)	44% (342)
1-5 Favorability Rating***	2.76	2.87	2.87	2.97	2.70
First-Choice Votes	17% (33)	24% (46)	24% (47)	21% (41)	14% (28)

*Highest score in each category is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (780), which demonstrates relative level of approval.

***Numbers closer to 5 are more favorable, those closer to 1 are less favorable.

Wilson Resident Preference*

	Residential Mix	Single-Family Homes	Mixed-Use	Renovate Building	Larger Building
Wilson Rank-Choice Rating**	38% (32)	60% (50)	44% (37)	55% (46)	54% (45)
All-Town Rank-Choice Rating**	45% (348)	51% (400)	57% (445)	53% (415)	44% (342)
Difference	-7%	9%	-13%	2%	10%

*Highest score in each geographic region is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (84 for Wilson, 780 for Total), which demonstrates relative level of approval.

***Negative values in the "Difference" row mean that Wilson residents like that given option less than the town as a whole likes it.

Redevelopment Parcel

Rank-Choice Vote Tabulation

Options	Larger Townhouses	Smaller Townhouses	Apartments	Mixed-Use	Larger Building
1st Choice	26% (50)	16% (32)	5% (9)	28% (55)	25% (49)
2nd Choice	19% (36)	29% (56)	11% (23)	26% (51)	15% (29)
3rd Choice	18% (35)	23% (44)	34% (67)	15% (29)	10% (20)
4th Choice	17% (34)	31% (60)	17% (34)	23% (45)	11% (22)
Last Choice	21% (40)	2% (3)	32% (62)	8% (15)	39% (75)

Town-Wide Most Preferred Choice Calculations*

	Larger Townhouses	Smaller Townhouses	Apartments	Mixed-Use	Larger Building
Rank-Choice Approval Rating**	53% (412)	57% (444)	35% (273)	61% (476)	44% (345)
1-5 Favorability Rating***	2.82	2.86	2.30	2.97	2.73
First-Choice Votes	26% (50)	16% (32)	5% (9)	28% (55)	25% (49)

*Highest score in each category is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (780), which demonstrates relative level of approval.

***Numbers closer to 5 are more favorable, those closer to 1 are less favorable.

Wilson Resident Preference*

	Large Townhouses	Small Townhouses	Apartments	Mixed-Use	Larger Building
Wilson Rank-Choice Rating**	60% (50)	57% (48)	25% (21)	52% (44)	56% (47)
All-Town Rank-Choice Rating**	53% (412)	57% (444)	35% (273)	61% (476)	44% (345)
Difference***	7%	0%	-10%	-9%	12%

*Highest score in each geographic region is bolded, the lowest score is italicized.

**Calculated by assigning point values to each rank choice (1st = 4, 2nd = 3, 3rd = 2, 4th = 1, Last = 0) and finding the sum. Rating is calculated by dividing point total by the maximum earnable points (84 for Wilson, 780 for Total), which demonstrates relative level of approval.

***Negative values in the "Difference" row mean that Wilson residents like that given option less than the town as a whole likes it.

Comment Summary

In the survey, respondents were asked if they had any other ideas that they would like the Town Council to consider. The lists below are a tally of the number of comments that specified an interest in the given alternative idea for each parcel. Comments that repeated one of the previously-presented options were not shown in this tally, as they have already been effectively counted above. Percents shown for the top three options for each parcel represent the total percentage of the respondents that made note of the given idea (out of 195).

Wolcott School Site

Educational Space/Pre-K: 17 (8.7%)
Open Space/Park: 11 (5.6%)
Other Entertainment/Recreation: 10 (5.1%)
Senior Center: 9
Nursing Home or Senior Housing: 8
Artist/Freelance-Oriented Development: 3
Specific Grocery Stores: 3
Low-Income or Veteran Housing: 3
Anything Energy Efficient/Eco-Friendly: 2
Anything that Minimizes Parking: 1
Residential Farm for Special Needs: 1
Keep as Current Use: 1
Medical Building: 1

Redevelopment Parcel

Open Space/Park: 14 (7.2%)
Other Entertainment/Recreation: 7 (3.6%)
Nursing Home or Senior Housing: 5 (2.6%)
Not Any Kind of Housing: 3
Educational Space/Pre-K: 2
Senior/Rec Center: 2
Welcome to Wilson Sign: 2
Low-Income or Veteran Housing: 2
Anything Energy Efficient/Eco-Friendly: 2
Carnival/Fair Space: 2
Specific Grocery Stores: 1
Not Low-Income Housing: 1
Youth-Oriented Housing: 1
Bigger Parking Lot: 1



TOWN IMPROVEMENTS COMMITTEE
Windsor Town Hall
Ludlow Room
May 22, 2019
Special Meeting

UNAPPROVED 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; Whit Przech, Building Facilities Manager; George Greco, Physical Plant Manager BOE; Paul Goldberg, Fire Administrator; Fire Chief Bill Lewis

2) PUBLIC COMMENT

None

3) DISCUSSION OF POLICY REGARDING NAMING OF TOWN PROPERTY, BUILDINGS AND PARKS

Town Manager Souza stated that Councilor McAuliffe had requested the Town Council consider the possibility of adopting a policy or procedure related to naming public buildings and facilities. Souza stated the draft policy outlined basic principles, a process by which the Town Council would designate by resolution the names of town facilities, naming of particular features of a building or park, along with parameters for renaming facilities and corporate sponsorships or naming rights.

Committee members discussed various aspects of the draft policy. Councilor O'Reilly expressed his desire to have the first sentence of Section VI deleted. Councilor Wilkos suggested the first paragraph of Section I be changed so that the naming of interior spaces and / or amenities of school buildings be the Board of Education responsibility and the naming of the entire school facility and exterior amenities or improvements be the Town Council's responsibility.

In addition, committee members discussed changing Section III which relates to the process of naming or renaming a facility. The draft language states the Town Council may refer a naming request to the Council's Special Projects Committee for review and recommendation. Committee members recommended deleting '*Special Projects Committee*' and inserting '*an approved Town Council Committee*' in its place.



Councilor McAuliffe made a motion, seconded by Councilor Wilkos, to present the draft policy with the above changes to the Town Council for consideration. Motion passed 3-0-0.

4) REVIEW OF DRAFT FY 20 – FY 25 CAPITAL IMPROVEMENTS PROGRAM

The Town Manager provided an overview of the proposed CIP:

- The proposed CIP lists projects that are anticipated to require voter referendum approval separately from the other projects for each year. The proposed 6-year CIP cycle includes two projects that would require voter approval due to their estimated costs. These projects are:
 - Town Facility Improvements – Outdoor Pool Facilities
 - BOE – Sage Park Middle School – Energy Efficiency Upgrades (Construction)
- The 6-year CIP includes approximately \$10.2 million for street resurfacing, pavement reclamation, milling, curb replacement, minor drainage improvements and other pavement repair work. In addition, the 6 year period includes major street reconstruction or rehabilitation projects at an estimated cost of \$6.5 million. Of the total \$16.7 million included for the asset management of town roadways, \$5.4 million is expected to come from state and/or federal funding sources.
- The proposed CIP identifies \$16.6 million in cash-funded projects. The sources for cash funding projects are primarily appropriations from the annual General Fund as well as requests for monies from the Capital Projects Fund Assigned Fund balance. The latter source is somewhat unpredictable as that fund is comprised of closed out balances from completed projects.
- Outdoor Pool Facilities project (Goslee and Welch) has design phase in FY 21 and construction phase in FY 23. Renovation to Veterans Pool is currently unscheduled. These projects may require voter referendum depending on the scope of work and phasing approach.
- An annual General Fund appropriation of \$500,000 is proposed to be dedicated to Public Safety projects to reduce long-term borrowing. Projects include replacement of fire apparatus and fire station HVAC system replacements.
- Several large projects at Sage Park Middle School totaling \$7.3 million are incorporated in the 6 year period and an additional \$2.8 million is in unscheduled. Projects range from roof replacement, heating and mechanical equipment replacements to installation of air-conditioning systems.
- A new BOE project is installing air conditioning in portions of JFK Elementary not included in the FY 18 project. Design funds for renovations to the Field House at Sage Park/O'Brien Field are also included in FY 25.

The overall debt service ratios are projected to not exceed the town's 8% policy goal in any year of the CIP.



The debt service ratios are inclusive of the voter approved Public Safety Complex project and the town-wide radio system, as well as the other potential referendum projects in the CIP. The financing assumptions used to calculate the debt service ratios include a combination of both long-term general obligation bonds and short-term notes.

The committee reviewed the draft plan starting with FY 2020. Councilors asked several questions. Councilor Wilkos asked about the approach to replacing public works fleet and equipment. Bob Jarvis, DPW Director/Town Engineer stated that the department is beginning to standardize vehicle make /model for the larger pieces of equipment. For example, larger dump / plow trucks being purchased are manufactured by Volvo – Mack.

It was noted that staff had included a project to install electric vehicle charging stations in town center. Councilor Wilkos suggested the idea of potentially approaching a private property owner about installing the stations on their property as an ‘amenity’ for patrons.

Councilor Wilkos asked about the project scope and next steps for the Broad Street Road Diet. The town manager outlined the primary goal of reducing the travel lanes from 2 each way to 1 each way with on-street parking is to slow traffic and make the center more pedestrian friendly. Next steps include updating and completing a traffic engineering study, initiating the signal and roadway design process. It is hoped that by initiating design in the next 2 years the town would be in a stronger position to apply for project grants.

Councilor O'Reilly asked about the Sage Park Athletic Field project and current usage. Mr. Jarvis and Mr. Norris stated the fields are used by both high school and middle school teams/programs as well as the Windsor Giants. They are mainly used for practice but the Giants and middle school use them for both practices and games.

Councilor Wilkos noted that Pigeon Hill Road west of Lamberton is in poor condition and hopes it will be able to hold together until FY 22. He stated the crack seal material is ‘peeling up’ and the drainage basin to the west of Amolia Farms is in need of repair / resetting.

Committee members asked clarifying questions on several projects in the out years of the plan including the Fire Department's need to replace brush trucks and other apparatus.

It was the consensus of the committee that the proposed FY 20 – FY 25 Capital Improvements Program be placed on the next Town Council's agenda for review and consideration. It was noted that individual projects are reviewed at time funding authorization is requested.

5) STAFF REPORTS

Town Manager reported that a small air conditioning unit had been installed in the kennel portion of the dog pound.



6) APPROVAL OF MINUTES

a) February 6, 2019

MOVED by Councilor O'Reilly and Councilor Wilkos seconded to approve the minutes of the February 6, 2019 meeting as presented.

Motion Passed 3-0-0

7) ADJOURNMENT

MOVED by Councilor Wilkos and seconded by Councilor O'Reilly to adjourn the meeting at 7:03 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Peter Souza, Town Manager