

**JOINT BOE/TOWN COUNCIL COMMITTEE  
SPECIAL MEETING  
LUDLOW ROOM – TOWN HALL  
January 14, 2015  
UNAPPROVED MINUTES**

**PRESENT:** Board of Education: Cristina Santos (President), Kenneth Williams (member), Richard O'Reilly (member); Town Council: Jody Terranova (Deputy Mayor), Randy McKenney (councilor)

**ABSENT:** Jim Govoni (councilor)

**STAFF:** Town Manager Peter Souza; Assistant Town Manager, Jonathan Luiz  
Superintendent of Schools, Craig Cooke

**1. CALL TO ORDER**

The meeting was called to order at 6:31 p.m.

**2. PUBLIC COMMENT**

None

**3. REVIEW OF MAJOR PROJECTS IN FY 2015-2020 CAPITAL IMPROVEMENTS PROGRAM (CIP)**

Town Manager Souza stated the adopted six year CIP includes approximately \$59M in projects slated for long-term general obligation borrowing. Nearly half of that amount is related to three projects requiring referendum votes. He presented two graphs outlining the debt management picture from a macro perspective.

- Exhibit 'A' outlines the level of annual debt the town could issue if it chose to increase the annual debt service appropriation by 3% each year. This allows for \$40M in borrowing over six years versus \$59M and would require significant changes to the CIP scope and project timing.
- Exhibit 'B' shows how the annual debt service appropriation would increase each year if the adopted CIP (including referendum projects) was to be implemented by issuing general obligation bonds without utilizing short-term notes or deferral of principal payments. This scenario maintains the CIP scope and project schedule, but requires approximately \$1.5M per year on average (for 6 years) above a 3% annual debt service budget increase.

**4. DISCUSS COMMUNITY SERVICES AND ACADEMIC INTERNSHIPS**

Superintendent of Schools, Craig Cooke, gave an update on community services. The school has meetings every Saturday morning during the school year specifically for these opportunities. There is an average of 7-10 kids that show up on a Saturday. The school also works with the community agencies to support their programs when possible. Some examples include:

- Masons blood drive – cleaning tables, etc.
- Town of Winsor Fire Department – washing, waxing trucks, sweeping bays, etc.

- Town of Windsor highway department – litter and trash clean up through the center of town for Shad Derby
- Windsor High School – tree trimming, mulching, shrub trimming, etc.
- Exchange Club – clean up at NWP country fair – assisted

Mr. Cooke added that they are currently working on expanding opportunities to multiple vendors (local non-profit organizations) in order to get a broader range of opportunities for the kids. Windsor Public School's community service initiative is designed to nurture this important aspect of our future citizens.

This program began with grant funding to support diversion from Juvenile Justice so children will have the option of doing community service in lieu of referral to a court.

Starting in 2017, 20 hours of community service will be needed in order to graduate.

**5. STAFF REPORTS**

None

**6. APPROVAL OF MINUTES**

Moved by Ms. Terranova, seconded by Mr. Williams to approved the November 12, 2014 meeting minutes as presented.

Motion Passed 5-0-0

**6. ADJOURNMENT**

Moved by Ms. Santos, seconded by Mr. Williams to adjourn the meeting at 7:50 p.m.

Motion Passed 5-0-0

Respectfully Submitted,

Peter Souza, Town Manager  
Recording Secretary