



Council Agenda

**Council Chambers
Windsor Town Hall
February 18, 2025**



Zoom Instructions

Dialing in by Phone Only:

Please call: **301 715 8592 or 305 224 1968**

1. When prompted for participant or meeting ID enter: **815 0616 4320** 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.

Joining in by Computer:

Please go to the following link: <https://us02web.zoom.us/j/81506164320>

When prompted for participant or meeting ID enter: **815 0616 4320**

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 Armstrong
3. PLEDGE OF ALLEGIANCE – Councilor Armstrong
4. PROCLAMATIONS/AWARDS
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
11. UNFINISHED BUSINESS



12. NEW BUSINESS

- a) *Introduce an ordinance entitled, "AN ORDINANCE APPROPRIATING \$1,880,000 FOR COSTS IN CONNECTION WITH THE CLOVER STREET SCHOOL RESTROOM ADA UPGRADES, PHASE II; AND AUTHORIZING THE ISSUE OF \$1,145,000 BONDS AND NOTES AND THE USE OF \$735,000 FROM EXISTING PROJECT FUNDS TO FINANCE THE APPROPRIATION." (Town Manager)
- b) *Set a Public Hearing for March 3, 2025 at 7:20 p.m. for an ordinance entitled, "AN ORDINANCE APPROPRIATING \$1,880,000 FOR COSTS IN CONNECTION WITH THE CLOVER STREET SCHOOL RESTROOM ADA UPGRADES, PHASE II; AND AUTHORIZING THE ISSUE OF \$1,145,000 BONDS AND NOTES AND THE USE OF \$735,000 FROM EXISTING PROJECT FUNDS TO FINANCE THE APPROPRIATION." (Town Manager)
- c) *Introduce a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$285,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$285,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
- d) *Set a Public Hearing for March 3, 2025 at 7:20 p.m. on bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$285,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$285,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION." (Town Manager)
- e) *Approve an appropriation of \$25,000 from the General Fund Unassigned Fund Balance to fund the Firefighting Foam Removal Project and authorizing submittal of reimbursement grant to the State of Connecticut (Town Manager)
- f) Consider settlement in Great Pond Village LLC vs. Town of Windsor (Town Manager)

13. *RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the February 3, 2025 Public Hearing
- b) *Minutes of the February 3, 2025 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

- a) Strategy and Negotiations in respect to pending claims and litigation (Great Pond Village LLC vs Town of Windsor)



-
- b) Strategy and Negotiations in respect to pending claims and litigation (RB Condo's LLC vs Town of Windsor)

17. ADJOURNMENT

★Back-up included

Agenda Item Summary

Date: February 18, 2025

To: Honorable Mayor and Members of the Town Council

Prepared By: Marco Aglieco, Facilities Manager

Reviewed By: Peter Souza, Town Manager 

Subject: Clover Street Elementary School Restroom & ADA Improvements – Phase II

Background

Clover Street Elementary School consists of six classroom buildings (with four classrooms in each building), an administrative building containing offices, as well as buildings containing the library, cafeteria, gymnasium and additional classrooms. The school was originally constructed in 1957, with an addition added in 1988.

As such, the school's restrooms do not comply with current ADA requirements. The project is being completed in two phases. Phase I was funded through an appropriation from the General Fund Unassigned Fund Balance and completed in calendar year 2024. The second phase has been bid and the Public Building Commission has reviewed and approved the award of the contract pending funding approval. At this time, the Town Council is respectfully requested to consider authorizing funding for the second phase.

Discussion/Analysis

Phase I construction consisted of renovating restrooms in the library, cafeteria, and gymnasium areas. Phase II construction services will be for the remaining 18 restrooms in all the classroom pods. Work will include the installation of new partitions, lighting, doors, walls, tile, fixtures, and exhaust fans. Upgrades to plumbing, sprinklers, ductwork, and electrical are also required. The project has been designed to meet ADA standards.

If authorized, construction for Phase II would start in June 2025 and is anticipated to be substantially complete by the end of August 2025.

Financial Impact

Total estimated project costs for Phase II are \$1,880,000 including contingency. It is recommended this phase of work be funded through issuance of bonds totaling \$1,145,000 and use of \$735,000 in existing project funds from Phase 1. A public hearing is required due to the proposed use of bond funds.

The project costs are as follows.

Construction	1,526,000
Clerk of the Works	40,000
Construction Inspection & Administration	46,000
Bonding	26,000
Contingency	242,000
Total	<u>\$1,880,000</u>

The estimated average annual debt service on \$1,145,000, based on a 15-year term and a 5% interest rate is \$107,000.

Recommendations

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

Waiving of the Reading

"RESOLVED, that the reading into the minutes of the text of the ordinance entitled "AN ORDINANCE APPROPRIATING \$1,880,000 FOR COSTS IN CONNECTION WITH THE CLOVER STREET SCHOOL RESTROOM ADA UPGRADES, PHASE II; AND AUTHORIZING THE ISSUE OF \$1,145,000 BONDS AND NOTES AND THE USE OF \$735,000 FROM EXISTING PROJECT FUNDS TO FINANCE THE APPROPRIATION." is hereby waived, the full text of the ordinance having been distributed to each member of the council and copies made available to those persons attending this meeting; and the full text of the ordinance be recorded with the minutes of this meeting.

Item 12 a) Introduce Bond Ordinance

"MOVE to introduce a bond ordinance entitled "AN ORDINANCE APPROPRIATING \$1,880,000 FOR COSTS IN CONNECTION WITH THE CLOVER STREET SCHOOL RESTROOM ADA UPGRADES, PHASE II; AND AUTHORIZING THE ISSUE OF \$1,145,000 BONDS AND NOTES AND THE USE OF \$735,000 FROM EXISTING PROJECT FUNDS TO FINANCE THE APPROPRIATION."

Item 12 b) Set a Public Hearing

"RESOLVED that a Public Hearing be set for March 3, 2025 at 7:20 p.m. (prevailing local time) to act on a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$1,880,000 FOR COSTS IN CONNECTION WITH THE CLOVER STREET SCHOOL RESTROOM ADA UPGRADES, PHASE II; AND AUTHORIZING THE ISSUE OF \$1,145,000 BONDS AND NOTES AND THE USE OF \$735,000 FROM EXISTING PROJECT FUNDS TO FINANCE THE APPROPRIATION."

And

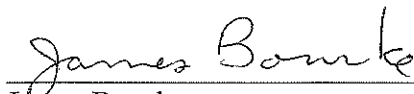
"BE IT FURTHER RESOLVED, that the town clerk is authorized and directed to post and publish notice of said Public Hearing."

Attachments

Bond Ordinance

Certification

I hereby certify that there is \$735,000 in existing project funds from Phase I to fund the above appropriation.



James Bourke
Finance Director

AN ORDINANCE APPROPRIATING \$1,880,000 FOR COSTS IN CONNECTION WITH THE CLOVER STREET SCHOOL RESTROOM ADA UPGRADES, PHASE II; AND AUTHORIZING THE ISSUE OF \$1,145,000 BONDS AND NOTES AND THE USE OF \$735,000 FROM EXISTING PROJECT FUNDS TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate ONE MILLION EIGHT HUNDRED EIGHTY THOUSAND DOLLARS (\$1,880,000) for costs in connection with Phase II renovations and improvements to restrooms at the Clover Street School, including the remaining classroom pods, in order to bring them up to Americans with Disabilities Act ("ADA") requirements, including testing and removal of any existing hazardous materials, demolition of flooring, walls, plumbing and electrical, installation of new partitions, lighting, doors, walls, tile, fixtures and exhaust fans, as well as upgrades to plumbing, sprinklers, ductwork and electrical (the "Project"). The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the Project and its financing. The Public Building Commission is authorized to determine the scope and particulars of the Project and may reduce or modify the Project scope, and the entire appropriation may be expended on the Project as so reduced or modified. The appropriation shall be funded with the bonds and notes authorized pursuant to this ordinance and \$735,000 from existing project funds.

Section 2. That the Town issue bonds or notes in an amount not to exceed ONE MILLION ONE HUNDRED FORTY FIVE THOUSAND DOLLARS (\$1,145,000) to finance the appropriation for the Project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the Project and not separately appropriated to pay additional Project costs. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the Project. The amount of the notes outstanding at any time shall not exceed ONE MILLION EIGHT HUNDRED EIGHTY THOUSAND DOLLARS (\$1,880,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and either the Treasurer or the Director of Finance of the Town shall sign any bonds or notes by their manual or facsimile signatures. The Director of Finance shall keep a record of the bonds and notes. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and either the Treasurer or the Director of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be the certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or

notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that Project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the Project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and either the Treasurer or the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or note to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

Section 7. That the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Public Building Commission, and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the Project, including the application and acceptance of grants from the State of Connecticut, the federal government and others, and to issue bonds or notes to finance the aforesaid appropriation.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

Distributed to Town Council

Public Hearing Advertised

Public Hearing

Adopted

Advertised

Effective Date

Agenda Item Summary

Date: February 18, 2025

To: Honorable Mayor and Members of the Town Council

Prepared By: Suzanne Choate, P.E., Town Engineer

Reviewed By: Peter Souza, Town Manager 

Subject: Pavement Resurfacing at Town Facilities and Schools

Background

The town's 6-year Capital Improvement Program (CIP) includes a recurring multi-year asset management project to address pavement conditions within the paved parking and driveway areas at town-owned facilities and schools. The pavement at several town facilities is in fair to poor condition. It continues to deteriorate and become a liability to the town.

Under this multi-year program, improvements have previously been made to parking areas, drives and walks at Oliver Ellsworth, JFK Elementary, Sage Park Middle School, and Clover Street Elementary Schools, as well as the Wilson Library, LP Wilson, Stroh Park, Sharshon Park, Town Hall, and the Milo Peck Center.

Discussion

The proposed pavement rehabilitation work will be similar to the primary rehabilitation method utilized as part of the annual pavement management program for the town's roadways. It is proposed to mill and repave 2" of existing bituminous concrete pavement. Proposed paving activities will occur within the existing curb lines and limits of pavement.

Prior to paving operations, we will make any necessary drainage improvements. The project may also include the replacement of deteriorated curb and sidewalks at the facilities.

Improvements for the 2025 construction season are proposed for portions of the Windsor High School parking lot and a portion of Sage Park Middle School lot. The planned improvements at Windsor High School will focus on the parking lot adjacent to the tennis courts off of Capen Street. The planned improvements at Sage Park Middle School will be primarily to the areas on the small parking lot and loop drive at the front of the building. Facilities tentatively planned for repaving in the next few years include portions of LP Wilson Community Center, Pleasant Street boat ramp, 330 Windsor Avenue Community Center, Mechanic Street commuter lot, and Mill Brook open space parking areas.

Financial Impact

Bonding in the amount of \$285,000 is being requested at this time. The average annual debt service, based on a 15-year term and a 5% interest rate is \$26,600.

Other Board Action

None

Recommendations

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

Waiving of the Reading

“RESOLVED, that the reading into the minutes of the text of the bond ordinance entitled, ‘AN ORDINANCE APPROPRIATING \$285,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$285,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.”

Item 12 c) Introduce Bond Ordinance

“MOVE to introduce a bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$285,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$285,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

Item 12 d) Set a Public Hearing

“RESOLVED, that a Public Hearing be held on March 3, 2025 at 7:20 PM (prevailing time) on the following bond ordinance entitled, “AN ORDINANCE APPROPRIATING \$285,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$285,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION.”

And

“BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said Public Hearing.”

Attachments

Bond Ordinance

Project Area Maps

AN ORDINANCE APPROPRIATING \$285,000 FOR COSTS IN CONNECTION WITH PAVEMENT RESURFACING AT TOWN FACILITIES AND SCHOOLS; AND AUTHORIZING THE ISSUE OF \$285,000 BONDS AND NOTES TO FINANCE THE APPROPRIATION

BE IT HEREBY ORDAINED,

Section 1. That the Town of Windsor appropriate TWO HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$285,000) for costs in connection with pavement resurfacing at various Town facilities and schools, including milling and resurfacing, as well as other related pavement management activities such as line striping, curb repair, sidewalk facilities repair, reconstruction and installation, and related improvements (the "Project"). The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, printing, legal fees, net interest on borrowings and other financing costs, and other expenses related to the Project and its financing. The Town Engineer is authorized to determine the scope and particulars of the Project and may reduce or modify the Project scope, and the entire appropriation may be expended on the Project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed TWO HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$285,000) to finance the appropriation for the Project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the Project and not separately appropriated to pay additional Project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the Project. The amount of the notes outstanding at any time shall not exceed TWO HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$285,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and either the Treasurer or the Director of Finance of the Town shall sign any bonds or notes by their manual or facsimile signatures. The Director of Finance shall keep a record of the bonds and notes. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and either the Treasurer or the Director of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be the certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that Project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the Project. The Town Manager and either the Treasurer or the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and either the Treasurer or the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or note to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

Section 7. That the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer, and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the Project, including the application and acceptance of grants from the State of Connecticut, the federal government and others, and to issue bonds or notes to finance the aforesaid appropriation.

APPROVED AS TO FORM:

Bond Counsel

ATTEST:

Town Clerk

Distributed to Town Council

Public Hearing Advertised

Public Hearing

Adopted

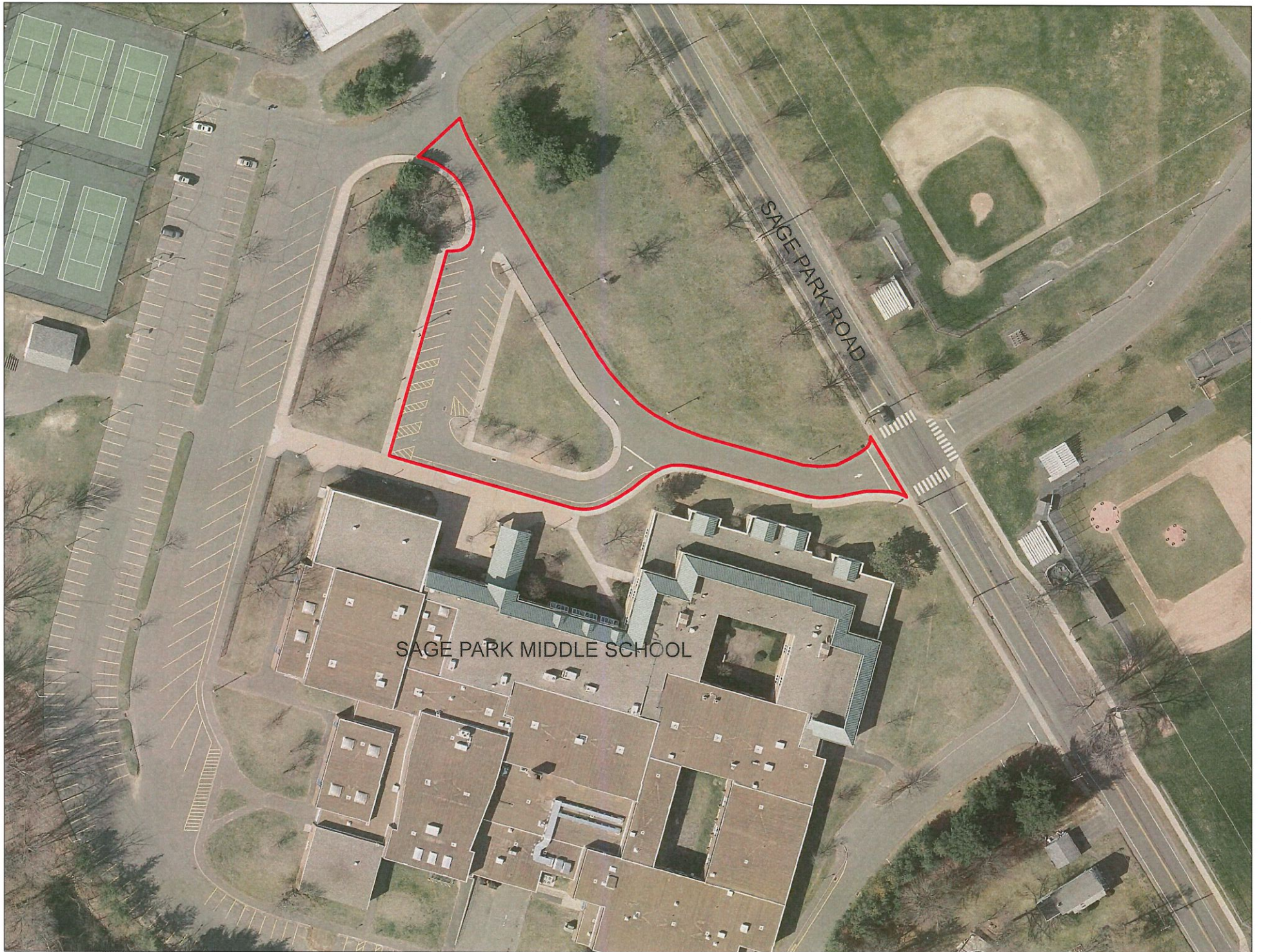
Advertised

Effective Date



CAPEN STREET

WINDSOR HIGH SCHOOL



SAGE PARK MIDDLE SCHOOL

Agenda Item Summary

Date: February 18, 2025

To: Honorable Mayor and Members of the Town Council

Prepared By: Paul Goldberg, Fire Department Administrator

Reviewed By: Peter Souza, Town Manager 

Subject: Authorize Funding for PFAS Removal from Fire Vehicles

Background

The State of Connecticut's Department of Emergency Services & Public Protection (DESPP) and Department of Energy & Environmental Protection (DEEP) have determined that Class B firefighting foam contains PFAS (perfluoroalkyl and polyfluoroalkyl substances) which is harmful to both personnel and the environment. Four of the fire department's vehicles have tanks with this foam which needs to be removed, disposed of and apparatus cleaned of the foam remnants.

At this time, the Town Council is respectfully requested to approve a funding appropriation to complete the work and authorize the submission of a reimbursement grant to the State of Connecticut.

Discussion/Analysis

The State of Connecticut has created a reimbursement program to allow fire departments to remove this foam via a licensed vendor. The State has allocated \$3M in FY 24/25 for this program. As this is a reimbursement program and not currently budgeted for in the town's adopted FY 2025 budget, we are asking the Town Council to appropriate \$25,000 from the General Fund Unassigned Fund Balance and to authorize submission of a reimbursement grant in the same amount.

This work is anticipated to take place in April or May as it is weather depending. The vendor will clean two trucks at a time over the course of two days. These trucks will be unavailable during this period. There is no expected disruption to service while these vehicles are offline for cleaning. The licensed vendor will be removing any remaining foam, rinsing and cleaning the tanks. All of this material is collected and disposed of at a licensed disposal facility by the vendor.

Financial Impact

The cost of the foam removal, disposal and cleaning of the apparatus by a licensed vendor is \$25,000. The Town would be responsible for paying the vendor for the completed work and then requesting reimbursement from the State of Connecticut.

Other Board Action

None

Recommendations

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

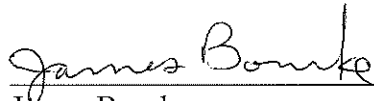
“MOVE to approve \$25,000 from the General Fund Unassigned Fund Balance to fund PFAS foam removal from fire apparatus and authorize submitting a reimbursement grant to the State of Connecticut.”

Attachments

None

Certification

I hereby certify that there is \$25,000 in the General Fund Unassigned Fund Balance to fund the above appropriation.

A handwritten signature in cursive script that reads "James Bourke". The signature is written in dark ink and is positioned above a horizontal line.

James Bourke
Finance Director



Town Council
Resignations/Appointments/Reappointments
February 18, 2025

Resignations

None

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

None

Names submitted for consideration of appointment

None



**TOWN OF WINDSOR
TOWN COUNCIL
COUNCIL CHAMBERS
HYBRID MEETING
February 3, 2025
PUBLIC HEARING**

UNAPPROVED MINUTES

1) CALL TO ORDER

The Public Hearing was called to order at 7:00 p.m. by Mayor Black-Burke.

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

Absent: Councilor Kristin Gluck Hoffman

Mayor Black-Burke read aloud the notice of the public hearing to hear public comment on:

- FY 26 Budget Development
- AN ORDINANCE APPROPRIATING \$6,100,000 FOR COSTS IN CONNECTION WITH BROAD STREET TRAFFIC CALMING AND PEDESTRIAN SAFETY; AND AUTHORIZING THE ISSUE OF \$2,100,000 BONDS AND NOTES, \$1,000,000 FROM STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT URBAN ACT GRANT FUNDS AND \$3,000,000 FROM UNITED STATES DEPARTMENT OF TRANSPORTATION HIGHWAY INFRASTRUCTURE GRANT FUNDS TO FINANCE THE APPROPRIATION

2) PUBLIC COMMENT

Dr. Linda Alexander, 155 Fieldstone Drive, stated that in her opinion this is an outrageous amount to spend. She doesn't think this will achieve the stated objective of slowing down cars. She also stated that she believes putting in traffic cameras would be much easier and successful and she feels this would not increase the business development in the center. She wants to encourage the town to use other resources that they have instead of spending all of this outrageous amount of money.

Eric Weiner, 130 Palisado Avenue, said that he thinks this proposal is fantastic and the cost is very low for the scale of the project. He stated that the town staff and the legislators have done an amazing job of seeking outside funding and he is fully

confident in the work of the engineering consultants. Mr. Weiner also stated that he wants to urge the Town Council to give the people of Windsor a change to be heard.

Bonnie Waterhouse, 49 Early Dawn Circle, stated that she has a nonprofit called Voices Against Lyme Dieses and she is also on the board for First Town Downtown. She has attended a number of the committee meetings that have talked about the road diet, but mainly talked about the pedestrian safety piece of it. She believes it is an excellent idea and hopes it will work. She is very pleased with the committees on how many meetings they had, how they have explained the road diet, and how they took the questions and responded to the questions regarding this matter. She asked the Town Council to please approve the resolution to set the referendum and let the people of Windsor decide.

Janette Coffin, 35 Hobson Avenue (Experienced audio technical difficulties between 7:10 PM – 7:14 PM)

Cora Lee Jones, 71 Matianuck Avenue, said that she wants to set a fee that will set the cost of processing and that will get drivers' attention and increase it the second or third time if they are ticketed. She stated that other things that can be considered such as what she refers to as 'wash boarding' areas of the road. She stated that the state currently using this type of road to prevent people from swaying into oncoming traffic. She also stated that we can use this method to keep cars in the desired lanes and even narrow the road lanes as cars enter the green. She doesn't understand why they would make such dramatic changes in the center of town and why they wouldn't try and moderate change first to calm traffic. Ms. Jones added that whatever they end up doing she would prefer they do not touch an inch of the green.

Armando Gomes, 35 Ridgewood Road, said that he and his wife moved here about three years ago and are in walking distance from everything they need in the downtown area. He stated that it is silly to him that they are talking about walking not being dangerous and having pedestrian safety when most of the things they want to get to is across four lanes of traffic. He said that they moved to this town to eliminate vehicles as much as possible and for them to ride their bikes more so, he strongly supports the traffic calming and the roundabouts. He hopes that they can move forward and put this to a referendum.

Kathy Cunningham, 1235 Windsor Avenue, stated that she agrees with everything that was said before her. She said that Windsor is a quaint town and agrees that they don't need four lanes in the center of town. She stated that she isn't comfortable with doing her nightly walk from the center to her home. She urges the referendum go forward and she thanked the Council for putting it before the taxpayers.

Karen Hatcher, 7 Pheasant Run, said that she understands that people have concerns about this project but she can only offer her experience which is that every day she

goes through two traffic circles on Prospect Hill. She is a huge fan of them ever since they were put in. She stated that it slows down traffic, it is easier to get through, and it is

also easier than stop signs to navigate through. She stated that she understands that this program has been looked at for years and years. She believes that traffic engineers

and other consultants have looked at this and concluded that a traffic circle would help with safety and traffic flow. Ms. Hatcher stated that she does support this goal of the project trying to make downtown a place to go to rather than a place to get through. She urges the Council to put it back to the voters and let them decide.

Patrick Hatcher, 7 Pheasant Run, stated that he observed that the Federal Government has offered to give \$1,000,000 to this project. His concern is that in the interest of not disrupting things he does not think we should pass up this offer that is crucial to what is being done downtown. There is a lot of money that is coming in. He stated that it seems to be short sighted and anyone who gets a bill from MDC can see how much they pay because the MDC did not take the money that was available in the 70's to clean up the river. He believes that this should be put out to the town as a whole.

James Durant, 166 Sunnyfield Drive, stated that he just wanted to remind the Town Council about the children. He stated that the increase of the property taxes in the town becomes unbearable toward the parents. The more money that is being spent on paying property taxes, the less money is being spent to feed the children. He stated that the road diet is very expensive. He believes that there are other alternatives and would like to hear cheaper alternatives that may be available.

Mark Harrington, 1217 Windsor Avenue, said that he has been traveling for 30 years through downtown and has noticed how dangerous the road has gotten and it scares him. He stated that was the reason why he has become involved with this project and has done the research and has listened to the experts. This is why he believes that this will make our center safer. He strongly recommends that the Council brings it to the referendum so the people can decide.

Jeff Lance, 1203 Windsor Avenue, said that he wants to talk about the safety issue here and how important that is. He stated that recently New York's congestion ban came into effect on January 1st where you will have to pay a fee to come into the city. He stated that in the first 3 weeks of the ban they saw a reduction of 51% in accidents. He believes that traffic calming is the issue here and it's the wave of the future. In order to ensure safety, you have to ensure a rational traffic flow. He wants to keep people focused on the pedestrian safety because that is the issue here.

Paul Panos, 48 Brookview Road, stated that the road diet is supposed to be for speeding downtown but that it doesn't make any sense because there are red lights on every end of downtown. He said that this a result of failed attempts to enforce speed

limit by the police. He feels that people will feel the need to drive faster and go down the side streets when the traffic gets backed up. Mr. Panos stated that safety was not the original reason for the road diet. He also stated that the road diet only works where there is now low traffic in areas that were once high traffic. Mr. Panos said that if speeding is a problem, then they should add speed bumps instead as well as video cameras to record the speeders. He believes that the road diet is a poor idea and they shouldn't go forward with it.

Greg Vaca, 150 Broad Street, he said that he urges the Council to look at the facts that are outlined by the DOT at a federal level that makes everything pretty clear on how road diets and rotaries impact is on safety. He believes that enforcement traffic lights will never slow people down. The only thing that slows people down is the environment that encourages them to slow down. He feels that this is the only way to enhance the safety here in town. He stated that a lot of people who are not accustomed to the roundabouts feel the concept is unsafe because they are unfamiliar with them. However, studies have shown pedestrians at roundabouts are safer than at traffic lights because of the slow down effect. Mr. Vaca stated that reducing the amount of people coming through the center is a noble idea. He also stated that enhancing the downtown as a way of enhancing our tax base is the most tried and true thing there is and that is why the center of town is here. He stated that he hoped the Councilors puts it to the voters and lets them decide.

Susan Wimsatt, 1255 Windsor Avenue, said that she just wanted to speak out in support of bringing this to a referendum and letting the citizens vote on it. She also stated that she supports the project itself as well.

Adam Gutcheon, 19 Mechanic Street, stated that he has been in politics for almost 29 years. He asked the question if they believed in a future for American and for Windsor. He asked if they believed that they are capable in building a better future for our town. He believes that the road diet is to make our town better than it is today. He knows that we are capable we just have to believe it ourselves.

Tim Keating, 131 Tobey Avenue, said that he moved here about 5 years ago looking for a town that had a lower mill rate than Bloomfield. He stated that his taxes went up 45% last year. He also stated that he sees cars speeding down route 159 and that he never sees any police officers sitting on the Island. He doesn't see anything wrong with the center as it is now. He stated that they need to enforce the laws that we have now and put in a few speed bumps.

Keller Glass, 72 Hayden Avenue, stated that there has been a traffic related death on Connecticut roads every single day this calendar year. He said that Windsor has a traffic accident averaging one a day over the last 10 years. He also stated that Broad Street has a traffic accident once a month. He is concern that if they do not do anything that someone will die. He asked that the Council bring this to a referendum and let the people do the rest.



Mike Zager, 146 Giddings Avenue, said that he has a background in engineering but not in traffic engineering. He has listened to all the traffic engineers that have spoken here at the meetings and he trusts their judgement on the matter.

3) ADJOURNMENT

Mayor Black-Burke declared the Public Hearing closed at 7:30 p.m.

Respectfully Submitted,

Rachel Collins
Recording Secretary



**TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
February 3, 2025
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, and Councilor Walker

2) PRAYER OR REFLECTION

Councilor Walker led the group in prayer/reflection.

3) PLEDGE OF ALLEGIANCE

Councilor Walker 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 thanked all those that came out speak. He spoke of the airplane crash that recently happened and stated his thoughts and prayers are with those families.

Councilor Smith said he'd also like to thank everyone that came out to speak tonight regarding their opinions and concerns.

Councilor Pelkey asked everyone to check out windsorfire.org. He'd love to have more volunteers in the fire department.

Councilor Naeem thanked everyone that came out to speak.

Councilor Gluck Hoffman thanked the Public Works team for all they do. She gave a shout out to the Police Department and EMS. They had to come to her home this morning for a family emergency and she wanted to thank them for all of their help. She appreciates all of their work.



Councilor Armstrong said it's great to see those that came out and voiced their opinions. She also gave her sympathies for those that were involved with the plane crash and added self-care is always important and urged everyone to do that.

Councilor Walker said he as well sends out his sentiments to those involved in the plane crash and their families.

Deputy Mayor Klase reminded everyone that the Plan of Conservation and Development is a survey for citizens to provide their input. The survey can be found on the town's website on the Town Planning department page under the Windsor 2035 banner. She thanked everyone for coming out tonight and reminded everyone in case they haven't seen, that we have a new communications person, Molly, who helps to create informative videos called "Molly on the Move." It's Black History month and there are a variety of programs going on all across Connecticut that you can participate in.

Mayor Black-Burke congratulated Chantal and everyone at the Likkle Patty Shop. They enjoyed themselves at the grand opening. She thanked everyone for making sure that the shop opened. She encouraged everyone to stop by the shop. She congratulated Zaccai Curtis and Luques Curtis, Windsor natives who received the Best Latin Jazz album Grammy award at the 2025 Grammy Awards. She reminded everyone that we are in the winter season, so check in on your elderly neighbors and loved ones. She added the parking ban is still in effect.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Board of Education

- Windsor Public Schools is proud to announce that Mr. Jay Mihalko, Principal of Poquonock Elementary School has been named a finalist for the prestigious 2025 Connecticut Elementary Principal of the Year Award. The Connecticut Association of Schools (CAS) selection committee will visit the school at the end of February to conduct interviews and observe the exceptional climate and culture Mr. Mihalko has cultivated. The final award recipient will be announced later in the year. Please join us in celebrating Mr. Mihalko's achievement. His recognition as a finalist highlights the district's ongoing commitment to excellence in education and its mission to develop the genius in every child.
- A Community Forum on Education was held at Windsor High School on January 14, which brought together parents, educators, students and local representatives for a dynamic and collaborative conversation on shaping the future of education in Connecticut. Participants engaged with the historical timeline of public education in the United States, spanning from the 1600s to the present. Senator Douglas McCrory, whose vision inspired the event, partnered with the State Education Center (SERC) and the Connecticut Commissioner of Education Charlene M. Russell-Tucker to create an opportunity for open dialogue. The forum underscored the importance of collaboration and community engagement in building a brighter future for education.

- There will be no school for students on Tuesday, February 11 for professional development for teachers. Later in the month, students and teachers will have no school for Presidents' Day break, February 17 and 18. School offices and district offices will be open on Tuesday, February 18.
- The BOE will hold its final Public Forum on the 2025-2026 proposed budget on Tuesday, February 11 at 6:00 PM in the LPW Board Room and the public is invited to comment on the proposed budget at that time. At the conclusion of the public forum, the finance committee will meet to review the proposed budget. The meeting will be aired on the WIN-TV Educational Channel, Comcast Channel 95 or Frontier Channel 6103. Please see the district website for meeting agendas, which include Zoom meeting links as well as other alternative ways to view or listen to BOE meetings.
- WPS would like to publicly thank Mr. Kevin Hannigan, Department Manager of the Windsor Dollar Tree distribution center for facilitating the kind donation of a pallet of copy paper for the schools.
- On Wednesday, February 12, the Office of Family and Community Partnerships will host a workshop, *Clearing the Air: The Truth About Vaping*, at Sage Park Middle School from 6:00 - 7:30 PM. Free dinner and childcare. The workshop will uncover the hidden dangers of vaping, debunk common myths and equip students with tools to make informed healthy choices. Please RSVP on the district website, www.windsorct.org.
- Dr. Hill is hosting a Coffee Talk on Tuesday, February 19 from 5:30 - 6:30 PM in the Board Room at L.P. Wilson Community Center. Please RSVP by visiting the district website at www.windsorct.org.
- The next regular meeting is Wednesday, February 19 at 7:00 PM in the LPW Board Room. It is anticipated that the BOE will vote on the 2025-2026 budget at this meeting. The meeting will be held via Zoom and in person in the LPW Board Room. The agenda will be posted on the district website.
- Registration for the 2025-2026 school year opens on March 1. Please visit the district website for more information.
- WPS Tree House will be open during Spring Break, April 14 - April 18, for all WPS students in Grades K-5 at JFK School. Cost is \$50/day. For more information and to register, please visit the district website.

Please remember to check the website, www.windsorct.org, for the most updated information, athletic schedules and academic calendar. Snow day information will be located on a banner on the website as soon as possible, if inclement weather should affect the school day. In addition, the district will send out a communication about schools being closed, delayed or early dismissal through our notification system. Families should make sure their child's school has their most up-to-date contact information.



Mr. Furie invited everyone to Windsor High School this Saturday from 10:00 AM – 3:00 PM. One of the Team Robotics teams, The Blazing Spirits, will be holding a competition with approximately 20 teams from around the state.

Councilor Eleveld asked what is the increase the Superintendent has asked for? Mr. Furie responded the proposed Superintendent's budget is 7.55%.

Mayor Black-Burke said in regards to the family engagement session, is that going to be recorded so families can watch it in case they cannot attend in person? Mr. Furie said he believes it will be, but he will double check that.

8) TOWN MANAGER'S REPORT

Informational Budget Meeting

An informational meeting on the town's annual budget process will be held on February 13, at 6:30 PM at Town Hall in the Council Chambers. The public is invited to attend to learn about various elements of the budget process, including revenue sources, the wide range of town services and projects funded through the budget, as well as key issues in developing the FY 2026 budget.

Town Clerk's Annual Free Marriage License Tradition Continues

The Windsor Town Clerk's Office is offering free marriage licenses on Friday, February 14, in honor of Valentine's Day for any couple wanting to get married in Windsor within the next 65 days. This annual tradition began in 1962 by Town Clerk George Tudan. To obtain a free marriage license, couples are required to make an appointment with the Town Clerk's Office. Both parties must be present for the appointment and must bring a photo identification.

In addition, each couple will be eligible to win a beautiful gift basket filled with assorted gift items donated by our generous local Windsor merchants.

For those who wish to marry on Valentine's Day, a Justice of the Peace will be available all day; however, prior arrangements must be made with the Justice of the Peace. For details, call the Town Clerk's Office at 860-285-1902 or visit the Town of Windsor's website at www.townofwindsorct.com.

Phenomenal Women of Windsor Awards

There is still time to submit a nomination form for a woman you feel is a Phenomenal Woman of Windsor. The Phenomenal Women of Windsor awards, sponsored by the Human Relations Commission, are presented to Windsor women who work diligently to promote inclusion and diversity within the community. Nomination forms can be found online at the town's website at www.townofwindsorct.com. Completed forms should be sent by February 22 to: CommunityDevelopment@townofwindsorCT.com or by mail to Town of Windsor, Community Development, 275 Broad Street, Windsor, CT 06095. If you have any questions, please call 860-285-1984.

"Brilliance in the Valley" Mural on Display

The Connecticut Valley Tobacco Museum's "Brilliance in the Valley" mural is on display at the Windsor Public Library throughout February in celebration of Black History Month. The 4' x 6' mural highlights war-era Southern students from Historically Black Colleges and Universities (HBCUs) who traveled to Connecticut and Northern farms for summer work as tobacco laborers. A corresponding video featuring the mural's creator and local artist, Ellis Echevarria (who sadly passed away on January 17), can also be viewed at the library.

Status of Federal Grants

Town staff remains in contact with organizations such as the Connecticut Conference of Municipalities and the National League of Cities to better understand the status of various federal grant funds the town receives.

Unfortunately, at this time, no definitive or specific information is available. Both the General Government and Public Schools receive federal funds through a variety of direct federal grant programs, as well as through State of Connecticut programs.

For example:

- The Dial-A-Ride program receives federal funds through the State of Connecticut and the North Central Area Agency on Aging.
- Social Services receives funding to support the Groceries to Go program, which assists elders and disabled individuals.
- The Caring Connection, our adult day program, receives federal funding to help offset meal costs and daily fees for eligible clients.
- The town also uses federal funding to partner with South Windsor on Public Health Emergency Preparedness and Planning.

We will continue to closely monitor this topic and provide updates as more information becomes available.

Town Offices Closed

All town offices will be closed on Monday, February 17 in observance of President's Day.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Councilor Smith had nothing to report.

Finance Committee – Councilor Naeem stated that there is a Finance Committee meeting coming up and that they are coming up with a few more options to bring forward regarding a tax update. This will be brought to the Council within the next month or so.

Health and Safety Committee – Councilor Armstrong reminded everyone to complete the Community Health Needs Assessment survey that is on the Town of Windsor website.

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

Personnel Committee – Deputy Mayor Klase had nothing to report.

10) ORDINANCES-None

11) UNFINISHED BUSINESS

- a) Approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$6,100,000 FOR COSTS IN CONNECTION WITH BROAD STREET TRAFFIC CALMING AND PEDESTRIAN SAFETY; AND AUTHORIZING THE ISSUE OF \$2,100,000 BONDS AND NOTES, \$1,000,000 FROM STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT URBAN ACT GRANT FUNDS AND \$3,000,000 FROM UNITED STATES DEPARTMENT OF TRANSPORTATION HIGHWAY INFRASTRUCTURE GRANT FUNDS TO FINANCE THE APPROPRIATION."

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem, that the reading into the minutes of the text of the bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$6,100,000 FOR COSTS IN CONNECTION WITH BROAD STREET TRAFFIC CALMING AND PEDESTRIAN SAFETY; AND AUTHORIZING THE ISSUE OF \$2,100,000 BONDS AND NOTES, \$1,000,000 FROM STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT URBAN ACT GRANT FUNDS AND \$3,000,000 FROM UNITED STATES DEPARTMENT OF TRANSPORTATION HIGHWAY INFRASTRUCTURE GRANT FUNDS TO FINANCE THE APPROPRIATION" is hereby waived, the full text of the ordinance having been distributed to each member of the Council and copies being made available to those persons attending this meeting; and that the full text of the ordinance be recorded with the minutes of this meeting.

Motion Passed 9-0-0

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong, to approve a bond ordinance entitled, "AN ORDINANCE APPROPRIATING \$6,100,000 FOR COSTS IN CONNECTION WITH BROAD STREET TRAFFIC CALMING AND PEDESTRIAN SAFETY; AND AUTHORIZING THE ISSUE OF \$2,100,000 BONDS AND NOTES, \$1,000,000 FROM STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT URBAN ACT GRANT FUNDS AND \$3,000,000 FROM UNITED STATES DEPARTMENT OF TRANSPORTATION HIGHWAY INFRASTRUCTURE GRANT FUNDS TO FINANCE THE APPROPRIATION."

Councilor Eleveld stated that if we are going to cut Broad Street down to one lane, how about the parades? How would that effect the Shad Derby or Memorial Day parades? Town Manager Souza said the Shad Derby is northbound. By the time they get to the library, they are basically on the town green side of the divided road way. This would not impact the



parade route for them. The procession from Memorial Day comes South on Poquonock Avenue. There may be a little deviation needed for this route.

Councilor Eleveld said he did some investigating and came upon a report called SPR-1725, evaluating the performance, safety and effectiveness of roundabouts. The report is dated January 30, 2023. He quoted a section of the report stating crashes and their statistics along with pedestrian safety statistics. He stated the roundabouts will be hard for large trucks to navigate. He added that it may take more time for emergency response units to get to destinations as well. He will be voting 'no' on the ordinance but yes on going forward with the referendum.

Councilor Pelkey said if we had a change in funding and it's June 1st and the federal government says that they will not be able to fund the \$3 million they had awarded us, what happens then? Town Manager Souza said there are a few options. He outlined the options. There could be a revision to the overall scope to meet the available funds. We could also pursue other state funding resources. If additional state funding above the \$1.1 million was secured, then that State funding most likely would need to be approved by the Town Council or per the *Town Charter*.

Deputy Mayor Klase said that even though the study is just two years old, she believes there has been significant changes in design. Most of all, it's time for the voters to answer this question.

Mayor Black-Burke is in agreement that this item be brought to the voters to see what they all think.

ROLL CALL VOTE

Councilor Naeem – yes
Councilor Smith – yes
Councilor Eleveld – no
Councilor Pelkey – no
Councilor Gluck Hoffamn – yes
Councilor Walker – no
Councilor Armstrong – yes
Deputy Mayor Klase – yes
Mayor Black-Burke - yes

Motion Passed 6-3-0 (Councilors Eleveld, Pelkey and Walker opposed)

- b) Approve a resolution to set a referendum date and approve ballot language for the Broad Street Traffic Calming and Pedestrian Safety project.

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey , to approve the following resolution: "RESOLVED, pursuant to Section 9-3(a) of the Charter, the ordinance entitled 'AN ORDINANCE APPROPRIATING \$6,100,000 FOR COSTS IN CONNECTION WITH BROAD STREET TRAFFIC CALMING AND PEDESTRIAN SAFETY; AND AUTHORIZING



THE ISSUE OF \$2,100,000 BONDS AND NOTES, \$1,000,000 FROM STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT URBAN ACT GRANT FUNDS AND \$3,000,000 FROM UNITED STATES DEPARTMENT OF TRANSPORTATION HIGHWAY INFRASTRUCTURE GRANT FUNDS TO FINANCE THE APPROPRIATION' shall be submitted to the voters of the Town on Tuesday, March 11, 2025 between the hours of 6:00 A.M. and 8:00 P.M. (prevailing time) in the manner provided by the Town Charter and the Connecticut General Statutes, Revision of 1958, as amended, and the procedures set out in subsection (b)(2) of Section 9-369d of the Connecticut General Statutes, Revision of 1958, as amended, which procedures are hereby chosen and approved in accordance with subsection (b)(1) of Section 1 of said statute. Electors shall vote on the question at their respective polling places. Voters who are not electors shall vote on the question at the Windsor Town Hall. Absentee ballots will be available from the Town Clerk's office.

FURTHER RESOLVED that said ordinance shall be placed upon the voting machines or paper ballots under the following heading:

"SHALL THE TOWN OF WINDSOR APPROPRIATE \$6,100,000 FOR COSTS IN CONNECTION WITH BROAD STREET TRAFFIC CALMING AND PEDESTRIAN SAFETY; AND AUTHORIZING THE ISSUE OF \$2,100,000 BONDS AND NOTES, \$1,000,000 FROM STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT URBAN ACT GRANT FUNDS AND \$3,000,000 FROM UNITED STATES DEPARTMENT OF TRANSPORTATION HIGHWAY INFRASTRUCTURE GRANT FUNDS TO FINANCE THE APPROPRIATION?"

Voters approving said ordinance will vote "Yes" and those opposing said ordinance will vote "No." Absentee ballots will be available from the Town Clerk's office.

FURTHER RESOLVED, that the Town Clerk is authorized and directed to post and publish notice of said referendum, to be incorporated into the notice of the aforesaid election.

ROLL CALL VOTE

Councilor Naeem – yes
Councilor Smith – yes
Councilor Eleveld – yes
Councilor Pelkey – yes
Councilor Gluck Hoffman – yes
Councilor Walker – yes
Councilor Armstrong – yes
Deputy Mayor Klase – yes
Mayor Black-Burke - yes

Motion Passed 9-0-0



12) NEW BUSINESS

- a) Approve an appropriation in the amount of \$20,500 from the General Fund Unassigned Fund Balance for costs in association with the Broad Street Traffic Calming and Pedestrian Safety Project referendum

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem, to approve an appropriation of \$20,500 from the General Fund Unassigned Fund Balance for expenses related to the Broad Street Traffic Calming and Pedestrian Safety Project referendum.

Town Manager Souza said in order to fund the cost for the referendum that was just set for March 11th, we're estimating it will cost \$20,500 for costs related to printing the ballots and for the poll workers. The funding source we plan on using for this is the General Fund Unassigned Fund Balance.

Motion Passed 9-0-0

- b) Presentation of October 2024 Grand List

Josh Gaston, Town Assessor, gave an overview of the Grand List and the changes between the October 2023 Grand List and the October 2024 Grand list. He stated the October 1, 2024 Net Taxable Grand List totals \$4,558,216,669 which is an increase of \$ 598,822,501 or 15.12% compared to last year's total. Real Property increased mainly due to the full phase-in of the 2023 Revaluation, but also due to reductions in tax abatements and the completion of the Target facility on Groton Road. Personal Property increased primarily due to the new equipment installed at the Target facility on Groton Road and investments in new equipment by Northeast Utilities. The Motor Vehicle Grand List decreased in value compared to 2023, primarily due to a statutorily mandated change in valuation methodology.

The Real Estate portion of the October 1, 2024 Grand List totals \$3,582,627,910 which is an increase of \$566,085,638 or 18.77% over last year. This increase is primarily due to the full phase-in of the October 2023 revaluation. The ending of the tax agreement on Amazon's Kennedy Road warehouse and the completion of the Target warehouse on Groton Road also contributed to the increase. The two reductions are Board of Assessment Appeals changes.

The Personal Property portion of the October 1, 2024 Grand List totals \$718,246,259 which is an increase of \$61,828,733 or 9.42% above last year. There are 1,224 accounts, down from last year's 1,234. The top 50 accounts comprise 86.9% of the Personal Property Grand List.

The Motor Vehicle portion of the October 1, 2024 Grand List totals \$257,342,500 which is a decrease of \$29,091,870 or -10.16% from last year. This year, according to information provided to us by the Connecticut Department of Motor Vehicles, there are 26,808 registered motor vehicles in Windsor, down from last year's 27,172. The decreased assessment is primarily the result of State mandated changes to the valuation of motor vehicles. Vehicles

are valued using the MSRP and a depreciation table. Beginning this year, snowmobiles, all-terrain vehicles and personal use utility trailers are exempt from taxation.

Councilor Eleveld asked for clarification regarding the change in motor vehicle valuations. It is the MSRP and the reduction on the straight line method correct and that is over how many years? Mr. Gaston responded it starts at 85% of MSRP and goes down to 15% by the 15th year. Councilor Eleveld then stated it runs equally all the way down. Mr. Gaston said that is correct. Councilor Eleveld then added it's no longer based on the fair market price of the vehicle and it's not debatable. Mr. Gaston said you can still appeal the MSRP. Town Manager added in looking at the passenger vehicles, approximately 75% of the passenger vehicles that were on Grand List of 2023 and are on the Grand List of 2024 will see no change or a decrease in valuation. Councilor Eleveld added that the other 25% of those vehicles could see an increase. Town Manager Souza said that was correct.

Mayor Black-Burke stated that this is driven by the State. This has been a conversation of the State legislature. She just wanted to clarify this is not something that the Town Council or Town Manager dreamed up. This is a state driven piece.

Councilor Pelkey asked if this has any impact on the valuation of the vehicle if it is an older vehicle. Mr. Gaston stated that the cap would be \$500.

Town Manager Souza added that for absent property valuation we have significant increases in personal properties at a 9% increase which takes into effect depreciation as well.

13) RESIGNATIONS AND APPOINTMENTS

MOVED by Deputy Mayor Klase, seconded by Councilor Eleveld to appoint James Klase as a Democratic Alternate member to the Arts Commission for a three year unexpired term to expire August 29, 2026 or until a successor is appointed.

Motion Passed 8-0-1 (Deputy Mayor Klase abstained)

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

- REAPPOINT Donald Jepsen as a Republican member to the Town Planning & Zoning Commission for a five year term to expire November 10, 2029 or until a successor is appointed.
- REAPPOINT Gary Johnson as a Democratic member to the Public Building Commission for a three year term to expire November 30, 2027 or until a successor is appointed.
- APPOINT Joe McAuliffe as a Democratic Alternate Member to the Commission on Aging & Persons with Disabilities for a two year term to expire November 30, 2026 or until a successor is appointed.



- APPOINT Don Summers as an Unaffiliated Member (Tenant) to the Housing Authority of the Town of Windsor for a five year unexpired term to expire July 31, 2025 or until a successor is appointed.
- APPOINT Anne Renzi as a Democratic Member to the Youth Commission for a three year term to expire September 30, 2027 or until a successor is appointed.
- REAPPOINT Charles Jackson as a Republican Member (Homeowner) to the Fair Rent Commission for a three year term to expire March 31, 2026 or until a successor is appointed.
- APPOINT Alysse Reynolds as a Democratic Member (Landlord) to the Fair Rent Commission for a three year unexpired term to expire March 31, 2025 or until a successor is appointed.
- APPOINT Rachel Cusanno as an Unaffiliated Alternate Member (Tenant) to the Fair Rent Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- REAPPOINT Tylon Chaney as an Unaffiliated Member (Homeowner) to the Fair Rent Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- REAPPOINT Joseph Zepperi as a Republican Alternate Member to the Conservation Commission for a five year term to expire November 30, 2029 or until a successor is appointed.
- REAPPOINT Tammy Young as a Democratic Member to the Conservation Commission for a five year term to expire November 30, 2029 or until a successor is appointed.
- REAPPOINT Hope Ploszaj as a Republican Alternate Member (Landlord) to the Fair Rent Commission for a three year term to expire March 31, 2027 or until a successor is appointed.
- REAPPOINT Stephen Rubino as an Unaffiliated Member to the Historic District Commission for a five year term to expire October 11, 2029 or until a successor is appointed.
- REAPPOINT Alfred Tanguay as a Democratic Member to the Insurance Commission for a four year term to expire October 31, 2028 or until a successor is appointed.

Motion Passed 9-0-0



14) MINUTES OF PRECEDING MEETINGS

- a) Minutes of the January 21, 2025 Public Hearing

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to approve the Public Hearing minutes of the January 21, 2025 meeting as presented.

Motion Passed 9-0-0

- b) Minutes of the January 21, 2025 Regular Town Council meeting

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong to approve the minutes of the January 21, 2025 Regular Town Council meeting as presented.

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS - None

16) EXECUTIVE SESSION - None

17) ADJOURNMENT

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to adjourn the meeting at 8:48 p.m.

Motion Passed

Respectfully Submitted,

Helene M. Albert
Recording Secretary