



TOWN COUNCIL
HYBRID MEETING – VIRTUAL AND IN-PERSON
MAY 19, 2025
Regular Town Council Meeting
Council Chambers

APPROVED 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 Anthony King, Councilor Ojala Naeem, Councilor William Pelkey and Councilor Lenworth Walker

2) PRAYER REFLECTION

Deputy Mayor Klase led the group in prayer/reflection

3) PLEDGE OF ALLEGIANCE

Deputy Mayor Klase led the group in the Pledge of Allegiance.

4) PROCLAMATIONS AND AWARDS

- a) Proclamation designating May 18, 2025 – May 24, 2025 as Public Works Week in Windsor

Mayor Black Burke and Councilor Gluck Hoffman read aloud the proclamation designating May 18, 2025 – May 24, 2025 as Public Works Week in Windsor.

- b) Proclamation designating May 2025 as Historic Preservation Month

Councilor Armstrong read aloud the proclamation designating May as Historic Preservation Month.

- c) Proclamation proclaiming May 2025 as Asian American and Pacific Islander Heritage Month

Councilor Naeem and Deputy Mayor Klase read aloud the proclamation proclaiming May 2025 as Asian American and Pacific Islander Heritage Month.

5) PUBLIC COMMUNICATIONS AND PETITIONS

Susan Miller, 130 Palisado Avenue, stated on behalf of the Windsor Climate Action team she'd like to invite everyone to their upcoming event on Wednesday, May 28, 2025 at 6:30 PM in the Council Chambers at town hall. They are presenting Vanessa Brown from Anthro Clinic Consulting. She will be speaking about the health impacts of climate change, extreme heat and air pollution for residents of Windsor and our particular vulnerabilities and our risks and what we can do about it. There will be refreshments.

6) COMMUNICATIONS FROM COUNCIL MEMBERS

Councilor King said thank you to everyone for voting on the budget referendum recently. He wanted to give a shout out to the Jaycees and the other organizations for the Shad Derby event. It was a really good time. It was great to see the whole town come out. He hopes everyone has a great Memorial Day.

Councilor Eleveld stated Shad Derby was a great day except for the short amount of rain. They had a good turnout and the parade was wonderful. Some of them had the pleasure of walking in the parade. Coming up next Monday is the Memorial Day parade and Mr. Nicholas Dally is going to be a great Marshal. It's a great opportunity to thank those who have served this country and have given us the freedom and ability to speak our minds (freedom of speech), which is something that many other countries don't have. He thinks it's important that we recognize those who have passed to provide us this privilege.

Councilor Naeem said to piggy back off the comments of Shad Derby, she had a really great time. She gave a shout out to her favorite float of the evening which was the town's float. It was cool to see all the different pieces coming together for the Plan of Conservation and Development. It's a great idea to put a big QR code to get people to go fill out the survey as well. It was really well done. This is a great opportunity to get involved. We have different focus groups going on. We have one coming up this Thursday evening, 5/22/25, around transportation. We want to hear from our citizens what they think is important as we think about the next coming decade. Another event coming up is at Windsor Worx on Wednesday, 5/21/25, around design thinking strategies at 6:00 PM.

Councilor Pelkey stated that the Shad Derby helps to pull our community together and he feels that is important. Many different civic organizations were there. He wanted to thank the families of our volunteer firefighters. Firefighters were there volunteering at the Shad Derby event and that takes away time from their families. Thank you for giving us your firefighter and for allowing them to serve. He appreciates that. If you or someone you know might be interested in volunteering at the fire department, please go to windsorfire.org for more information.

Councilor Armstrong said it's always a joy to see those that come out, especially our town workers who work so hard and those who are virtual. There's always something to do in Windsor. We're a very active town. She encourages people to support the town's small

businesses. She does want to express that although the Council does not comment at the dais, they do listen and they discuss those concerns. We are upon the flu and allergy season, so self-care is the best care. We need to take care of ourselves. Also look out for our seniors and those that you don't hear from in a while. It's good to just check in on them as you never know. She appreciates the public's comments as that is how they know what is going on and if there are any issues that need to be looked at. She thanked the Town Manager and staff who are always supportive in that initiative.

Councilor Gluck Hoffman gave a big thank you to the Windsor Police Department and Public Works department. They do so much to prepare prior to and after the Shad Deby event and she wanted to thank them for all they do.

Councilor Walker reminded everyone of the Memorial Day parade that is coming up which Lieutenant Dally will be a part of. He asked that everyone please support our small businesses in the center of town. It's small businesses that help us thrive as a community.

Deputy Mayor Klase stated she wanted to thank the Conservation Commission. She went to a presentation on light pollution here at the town hall. She learned about dark skies ordinances and Windsor has quite a robust set of them to help reduce light pollution. She thanked all our commissions and boards. On Thursday, 5/22/25 at 6:30 p.m., at the town hall in Council Chambers there will be a focus group looking to inform the Plan of Conservation and Development. They will be looking at housing and accessibility and public and pedestrian infrastructure.

Mayor Black-Burke stated the focus groups are a great time to share your input. She attended the last one that involved historic places. She encouraged all to attend the next one on Thursday evening. She wanted to lift up the Shad Derby event. She can't stress enough how important it is to continue celebrating that Windsor tradition. Another plug in is for the documentary that was called Windsor's Homecoming. It's available on Youtube. Anyone can watch it. It's a great history lesson. She wanted to remind citizens, our neighbors, that if you need to talk to someone we have a Suicide and Crisis Lifeline at 988. You can call or text and chat to someone with no judgment at all. How we use our minds, matters.

7) REPORT OF APPOINTED BOARDS AND COMMISSIONS

a) Public Building Commission

Mr. Richard Hazelton, Public Building Commission, gave the following report:

Wilson Fire Station – Roof Replacement - 9585

Project is 100% complete and close out documents have been received.

Wilson Fire Station – Interior Renovations – 9585

Project is in progress with 80% of the work completed. Project expected to be completed by the end of July 2025.

Oliver Ellsworth School Humidity Mitigation Design - 9574

Project is completed and all systems are working properly. We are waiting on final inspection by the engineer and then the project can be closed out. Project expected to be closed by the end of June 2025.

Sage Park Middle School Roof Phase-2 Project – 9541

Roof related work is 100% complete and all safety railings have been installed. The only items left are the pads for the condensing units on the roof. Project expected to be completed by the end of July 2025.

LP Wilson HVAC Renovations Phase 1 Project - 9551

Final adjustments to the RTUs continue to be performed. Project expected to be completed by the end of July 2025.

LP Wilson HVAC Renovations Phase 2 Project – 9551

Building controls continue to be programmed and adjusted for proper operation. Removal of existing AC window units is completed and openings are to be repaired during summer break. Project expected to be completed by the end of July 2025.

LP Wilson HVAC Renovations Phase 2B Project – 9551

Bids have been received and approved by the PBC. Contractors have received notification and a kickoff meeting will be scheduled for next week. Project is on schedule with construction to begin in June of 2025 and expected to be completed by mid-August 2025.

Welch Park Pool House Renovations Project - 1938

Project is completed and all punch list items have been repaired. Final inspection by the Architect is scheduled for this week. If approved, the project will be completed. Project expected to be closed by the end of May 2025.

Clover Street School Restroom ADA Code Compliances Phase-2 - 9552

Kickoff meeting was held last week. Project is on schedule with construction to begin in June of 2025 and be completed over the summer break.

Councilor Eleveld asked if Mr. Hazelton will be here for the next several months. Mr. Hazelton stated he will be in Greece in June and will be back in July.

b) Fair Rent Commission

Charles Jackson, Chair of Fair Rent Commission, gave the following report:

The Fair Rent Commission was established for the purpose of regulating and eliminating excessive rental charges for residential property within the Town of Windsor in accordance with state law.

Renters can submit a complaint through the Community Development Office related to excessive rent increases and/or the condition of their units. Town staff notifies the landlord and provides a copy of the tenant's complaint. If the complaint includes issues with the condition of the unit or complex, then the Health Department will inspect the property and provide a report which is shared with both parties. Town staff will assist the tenant and landlord to try and arrive at a solution that is satisfactory to both parties. If the tenant and landlord are unable to agree on terms, the matter is referred to the Fair Rent Commission to hold a hearing and render a decision that will be binding on all parties.

The Commission will hold a special meeting whenever a hearing is necessary. Under state law, a Commission will determine if a rental charge is "so excessive, with due regard to all the circumstances, as to be harsh and unconscionable," and the commission is authorized to reset an excessive rental charge to an amount that is "fair and equitable."

For elderly or disabled, the Commission must only find that the proposed increase is not "fair and equitable" rather than excessive. State law provides thirteen criteria that the Commission must consider in the course of their decision-making. The most important are size of the rent increase, the condition of the premises, the landlord's operating costs, the services included in the rent (e.g. heat and utilities), the income of the tenant, and the rents for comparable housing in the town.

Over the last year five complaints were received by the Community Development Office and all issues have been satisfactorily resolved between the parties without the need for a hearing before the Commission:

- Williamsburg – rent increase, landlord and tenant arrived at mutually agreeable rent increase.
- Rivers Bend – rent increase, landlord and tenant arrived at mutually agreeable rent increase.
- Deerfield Apartments – rent increase and repairs/condition, landlord completed repairs required by Health Department and landlord and tenant arrived at mutually agreeable rent increase.
- Rivers Bend – electric utility charge dispute, landlord determined that the billing was in error and reversed the charges to the tenant.

The Commission has held two meetings this year for organizational purposes. There are a number of new members to the Commission so an orientation meeting was held and town staff outlined the process when complaints are received. The Commission requested a training session and a mock hearing so as to be prepared should a complaint not be resolved satisfactorily between the parties. As a result, Rafie Podolsky from Connecticut Legal Services and Sarah White from the Connecticut Fair Housing Center

were invited to give an overview of a hearing process, answer questions from Commissioners, and observe a mock hearing.

Deputy Mayor Klase thanked the Fair Rent Commission for having all those organizational meetings. She knows that quite a few new members were appointed to the commission recently as well.

Mayor Black-Burke said she really appreciates that Mr. Jackson included that they were having training sessions for new members. She knows that in the future she's sure there will be other things that come up, but she's just really grateful that they are taking the time to reset the table. She feels that is important. She asked from the three apartment complexes that are listed here, historically do you see complaints from this particular grouping or is it spread out across? Mr. McMahon stated primarily it is from those three locations. On occasion we have received complaints from a four unit rental like on Bloomfield Avenue or other locations in town.

Mayor Black-Burke stated she just wanted to ensure that everyone is aware that the Fair Rent Commission is available. You don't have to live in an apartment complex type setting to access it. She hopes there will be further education to the masses here in town that they know this is an available resource to them.

Councilor Walker thanked Mr. Jackson for the report. As long as he's been on the Town Council, tonight outlined the most meetings and most involvement he's heard from the Fair Rent Commission. To him, honestly, he thought it was defunct before they gave this presentation tonight.

8) TOWN MANAGER'S REPORT

Town of Windsor Memorial Day Observances

Memorial Day observances will be held on Monday, May 26, 2025.

An observance will be held at the Elm Grove Cemetery located in Poquonock beginning at 8:00 AM followed by a ceremony at Veteran's Cemetery at 9:00 AM. Following the ceremony at Veteran's Cemetery, the Memorial Day Parade will proceed to Windsor Town Hall via Poquonock Avenue. The parade usually arrives in the center of town between 9:45 AM and 10:00 AM. The 10:00 AM ceremony at town hall will include a special flag ceremony performed by Windsor Scouts.

This year's Parade Marshal is Windsor Police Lieutenant Nicholas Dally. He joined the United States Marine Corps at the age of 17, and served for eight years as a Motor Transport Operator in a reserve unit based in New Haven, CT.

Lieutenant Dally became a police officer with the Windsor Police Department in 2016. He currently serves as the Patrol Lieutenant and holds various leadership roles, including, Commander of the Honor Guard Unit, Co-Commander of the North Central Municipal

Emergency Services Team, and Coordinator of the police department's Peer Support Program.

In case of rain, one single ceremony will be held at 10:00 AM in the Town Hall Council Chambers. Contact Enita Jubrey at 860-285-1835 with any other questions.

Suicide and Crisis Prevention Line and Awareness Program

Did you know the national suicide and crisis prevention line is 988? In an effort to spread the word of 988 and its importance, the town has distributed magnets, cup coasters, cheat sheets and flyers to town businesses and community facilities to help raise awareness.

The Windsor Health Department will be holding a free QPR (Question, Persuade and Refer) training class for residents tomorrow, **May 20, 2025, at 6 PM** at 599 Matianuck Avenue. This will be a 90 minute program designed to teach people to identify warning signs of suicide, persuade the person to get help, and refer the person to appropriate resources. To register, visit the link below. For any questions, please reach out to the Windsor Health Department at 860-285-1824.

<https://url.us.m.mimecastprotect.com/s/ITAPCEREWDSRvjotNf1f72JxY?domain=usrtf59ab.cc.rs6.net>

For more suicide prevention information, visit 211ct.org or go to: www.preventsuicidect.org.

Public Works Open House

You're invited to celebrate National Public Works week and meet the amazing crews who take care of our community at the Open House on Thursday, May 22, from 3:00 PM – 6:00 PM at the Public Works facility located at 99 Day Hill Road.

Step into large equipment, go for a ride in a plow truck, take a tour of the facility and learn more about what goes on behind the scenes at the Public Works facility. Staff will be grilling and serving hot dogs and beverages for all in attendance. For more information, contact Public Works at 860-285-1855.

Plan of Conservation and Development Focus Group meeting

Come join us at the Plan of Conservation and Development (POCD) Focus Group on Transportation and Housing, on Thursday, May 22, at 6:30 PM at the town hall. Do you care about Windsor's transportation and housing? Join the conversation and give your thoughts and ideas to help shape the future of transportation and housing resources in our community. The POCD is a strategic guide for managing growth and preserving valuable resources within the Town of Windsor. The plan is updated every 10 years. For questions, please contact Todd Sealy at 860-285-1981 or go to <https://plan.windsorct.com/>

WinWag Photo Contest

Don't forget to cast your vote in the Wag Photo Contest! The public voting period ends May 30th at noon. This year's contest has eight categories: Top Dog, #1 Puppy, Best Smile, Best Athlete, Community Ambassador, Town Employee Mascot, Most Spoiled and

Judges Choice. The winning entries determined by online public voting through our website, will be announced on June 3rd. Please call 860-285-1902 if you have any questions. For more information regarding the contest, go to: <https://forms.windsorct.com/winwag-contest/>

Repaving Schedule

Phase One of the town's annual milling and repaving program will begin on June 24th with milling followed by paving beginning on July 6th. Roadways in Phase One include: Filley Street, Lennox Avenue, Crest Drive, Preston, Remington Road, Capen Street, Olin Street, Prospect Street, Phelps Street, Brown Avenue, Upper Broad Street, and Kellogg Street. A portion of the work in Phase One is being performed by the Town in coordination with the MDC as part of their required restoration for which we will be reimbursed fully by MDC.

Partnership with East Windsor on Police Radio Project

Town staff has continued conversations with the Town of East Windsor regarding a cooperative effort on a public safety radio communication system. East Windsor would like to utilize three of the privately owned communications towers that are located at Town of Windsor facilities. This effort coincides with our need to upgrade our radio system software and some of the town owned equipment at each of the tower facilities. The State of CT has approved funds toward this project. Staff is currently discussing possible terms for an inter-local agreement with East Windsor. There is a potential a proposed agreement will be presented to the Council in June for consideration. We will provide further information later this month as discussions and planning proceed.

Councilor Eleveld stated he appreciated the town working on sharing our emergency service towers with East Windsor. As he's stated for years, we should be looking at things like this. It would help defray some of the costs for the Town of Windsor.

Councilor Walker asked the Town Manager to repeat the website to vote for Dom's. Town Manager Souza stated it is wfsb.com. He believes there is a QR code on Dom's Facebook page as well.

9) REPORTS OF STANDING COMMITTEES

Town Improvements Committee – Deputy Mayor Klase – nothing to report.

Finance Committee – Councilor Naeem – nothing to report.

Health and Safety Committee – Councilor Armstrong – nothing to report.

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

Personnel Committee – Councilor King – nothing to report.

10) ORDINANCES

- a) Approve an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XVII, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS."

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey, that the reading into the minutes of the text of the ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XVII, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS" 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 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 Naeem to approve an ordinance entitled, "AN ORDINANCE AMENDING CHAPTER 5, ARTICLE XVII, PROPERTY TAX RELIEF FOR ELDERLY AND/OR DISABLED HOMEOWNERS."

Town Manager Souza stated currently there are 339 participants under the state program and the local match benefit. There are an additional 93 participants in the flat benefit program. Charts are attached showing the current benefit levels by income as well as the proposed tax credit level based on the Town Council allocating an additional \$130,000 during adoption of the FY 2026 budget on April 30th.

The State of Connecticut no longer reimburses municipalities for the state program. The program as a whole has a current cost of \$434,475.

Based on the same number of participants as FY 25, the estimated cost of the additional benefit is approximately \$130,000 in FY 26 for a total program cost of approximately \$564,295 if the local match was increased to 150% but maintained the current income limit of \$62,200 as adjusted by the State income guidelines.

Town Manager Souza stated there has been a request to increase the income limits. That is not part of this proposal here tonight. The Town Council can do that during the course of the year, ideally before the January time frame because this application window lasts between February and March 15th of each year.

Councilor Eleveld said they received a communication from a member of the public which he believes everyone has seen. The person is making the suggestion to increase the lower amount from 100% to 150% plus \$125.

AMENDED MOTION

MOVED by Councilor Eleveld, seconded by Councilor Pelkey that the Town Council amend the table for those earning \$0 - \$22,7000, married and single, from 100% to \$150% plus \$125.

Deputy Mayor Klase asked where we would get that money for the amendment from and if Councilor Eleveld knew the cost of that amendment? Councilor Eleveld asked Town Manager Souza if he has a guess for the cost. Town Manager Souza said the Town Assessor has the categories broken down but the Town Assessor noted that it would probably be around \$9,200. Councilor Eleveld stated that perhaps we can get that money from the 'rainy day' fund.

Councilor Eleveld said based on some average numbers, as received from the person from the public, this would take those at the lowest level of income and potentially cover the majority of the tax increase that was just approved by the tax voters.

Mayor Black-Burke asked that Councilor Eleveld repeat what he said. He repeated that the calculation the person from the public came up with would cover the majority of the tax increase on an average house for those in this income range, the lowest income range.

Councilor Naeem stated she wanted to clarify that she believes the information that was shared was based on a random house, not an average house. To that point, she believes there were many great additional ideas brought forward after the Town Council's conversation on this during budget deliberations. She would like to bring those back to the Finance Committee for further review. We need to double check and verify those numbers to better understand what the impact is. She will be voting 'no' on the amendment, but would like to take the senior tax credit back to the Finance Committee for further review going into next year.

Mayor Black-Burke stated that she knows it's \$9,000 from the 'rainy day' fund. Is that something that could potentially be done? Yes, she believes it's possible, but she does think we need to take the time to actually process through what the actual impact is because each house is different therefore, the amount would be different. That was her concern when she was asking about is it truly the majority or is it too broad of a statement for right now and if it's something that we should send back to the Finance Committee as we've done earlier this year for further conversation.

Deputy Mayor Klase said she is in agreement with Mayor Black-Burke. She would love to support this motion, but she feels we have to be very careful and really make sure we evaluate this carefully. The Finance Committee has a meeting coming up so it can get together pretty quickly.

Councilor Naeem stated the Finance Committee would probably not discuss this until closer to the fall, along with some of the income limit questions that have come up. As

the Town Manager stated, that would go into later on. Any changes we do bring forward out of Finance, we would need to go through the ordinance changing process all over again. There's a lot more than just that bottom bracket piece that they'd have to think through. She doesn't want to promise that they'll cover everything at their next meeting.

Mayor Black-Burke stated she knows that it's a conversation that we do need to pull apart. If we are going to make a shift, she'd like to ensure that they are doing it in a way that is going to have a benefit.

Councilor Pelkey said it's \$125 for those who need it most. It's still \$9,000 and some change. He has to support this. He can't tell his neighbors who can't afford to have their driveways plowed or lawns taken care of especially because they are seniors to say that I'm not going to give you another \$125 and help do that. He understands the argument that we need to look at this holistically, but based on conditions that weren't of their own fault, it's \$125. To not help them out, how can anybody say 'no'.

Councilor Naeem reiterated that the Council is increasing the overall match through this ordinance vote tonight that was proposed by an additional 50%. So that would be from a 100% match to 150% match. She does not disagree with Councilor Pelkey. We are trying our best to make sure we're helping those that need it. Then the question becomes what about those folks that were off by \$1,000 or \$2,000? That is why she really thinks they should look at it holistically. But just to clarify, we will be increasing the local match if the original motion passes tonight.

Mayor Black-Burke asked if this moves forward, does it impact any of the other components as it relates to the ordinance, tax bills that would be coming down the line, anything like that? Town Manager Souza said he'd take that in two parts. He doesn't believe there's anything in the ordinance before you other than the table for married and single to be adjusted as Councilor Eleveld has made as part of his motion. In terms of impacting the issuance of tax bills, this would have to be acted on this evening as tax bills are being prepared in the next 2-4 weeks for distribution.

Deputy Mayor Klase said she just needs to understand the reality of the number. Her understanding is that the calculation that we received was based on a random house, not an average house so it could be \$10,000 or it could be \$20,000 and the next group is \$2,000 in income assistance difference or \$1,000. That's the next category of people that are eligible. Is that correct? Councilor Naeem replied the category that the amendment, she believes is addressing is \$22,700 - \$30,400. Then the next group starts at \$30,400 - \$37,900. We have it broken down into six different tiers. This is based off of what the State Elderly Tax Credit law is as well. Matching it to how they have it set up, it allows us to also maintain the increases year after year. If the income limits are increasing at the State level, the way our ordinance is written, they will also increase automatically at our local town level.

Councilor Pelkey stated again he was given the low dollar amount, but the huge benefit it has to those folks making under the income level is under \$22,700. Under that amount, \$125 is a fairly significant amount to those individuals and it helps out with those very small by very important quality of life issues for them. He stated this is for 74 people that are probably the most in need and we could help them out immediately. He's not saying that we can't revise something going forward, or that we shouldn't take a look at something going forward, but waiting until the fall after they've already received their tax bills, it's \$125. It's a low amount. This is helping somebody live and feel comfortable and afford to stay in our wonderful town. He is going to support the amended motion.

Mayor Black-Burke reiterated that broadly, it's an additional \$9,000 or so the contributor shared that they've spoken with our town assessor, and also the contributor shared that with Town Manager Souza. Will this impact the mill rate? That is another question that has come up that the contributor who sent in the correspondence asked. So, that's another question that she has. Town Manager Souza stated without having the calculation in front of him, his sense is that \$9,000 probably would not alter the mill rate due to a rounding perspective.

Councilor Eleveld asked if we were to approve this, then we would need to do a second motion next month for the \$9,000 to come from the fund balance. Is that correct? Town Manager Souza said that could be an action the Council could make and it will ensure that the budget was balanced starting as of July 1st versus running the year and having less expenditures or more revenues, you would start the year with a full balanced budget.

Mayor Black-Burke said last year we had such an issue with tax bills. Town Manager Souza stated there should not be an issue if this was to be adjusted as long as it is done this evening.

Councilor Gluck Hoffman hears what everybody is saying and is not disagreeing with that. She'd like to see this increase happen. Playing devil's advocate, when we get a communication like that from someone in the community, we always want to listen and do our best to hopefully fulfill whatever comes our way. However, if we do that every time, where does that leave us? What's the precedence? She's not against what the person is saying and she agrees with it. But if we do that every time without doing our due diligence, and going through everything, having the proper meetings and things like that, it would not be thorough. She would like to see that happen. As Councilor Naeem stated, we are going to be doing an increase, we're not decreasing anything.

Councilor Naeem said she does think that we want to do more. We just want to make sure we're doing it in a way that makes the most impact, because it might need to be more than \$125.

Councilor Walker stated his sense is that the Council wants to do more. It would have been nice to have a little bit more time before we got to this stage, so whatever we can do to help those people who have tax bills and who are struggling literally, the income

limits are beyond ridiculously low. So if we can do this this evening and not have it impact the town's operations, fine. But either way, he's fine with the direction the Town Council wants to go. The bottom line is it's not a lot of money. If we can help, I think we can always go back. We have a competent Finance Committee. We can adjust and improve. He is going to support whatever we can do this evening fully understanding that he doesn't get a sense that anybody up here is saying no literally.

Mayor Black-Burke stated that a few pieces have come out of this one. She thinks precedent is always going to be important as it should be something that we should be mindful of when we're making any decision, correct? She feels the Finance Committee should take up this conversation further. If we want to add the \$9,000 overall, we've heard from the Town Assessor and also the Town Manager Souza that there would be no real impact to the mill rate.

AMENDED MOTION

Motion Failed 3-6-0 (Mayor Black-Burke, Deputy Mayor Klase, Councilors Armstrong, King, Naeem and Gluck Hoffman opposed)

MAIN MOTION

Motion Passed 9-0-0

Mayor Black-Burke asked Councilor Naeem that this be the first order of business and to place this item onto the Finance Committee's agenda. She knows they already have items slated for the next meeting, but if they could add it to the meeting after that. It's because we hear our community loud and clear that there is a need for that. So, we need to determine what our next steps are going to be, so we don't have to be here again. She feels if they had this information ahead of time, they would be in a much better place to address it in making sure the conversation covered all the pieces.

11) UNFINISHED BUSINESS - None

12) NEW BUSINESS

a) Set mill rate for Fiscal Year 2026

MOVED by Deputy Mayor Klase, seconded by Councilor Armstrong that the mill rate for the Fiscal Year 2026 beginning July 1, 2025 be set at 28.45 mills for real estate, personal property and motor vehicles, which reflects the October 2023 property revaluation with a two year phase-in and a total estimated net taxable grand list for FY 2026 of \$4,552,339,190.

Town Manager Souza stated the voters adopted the FY 2026 General Fund budget of \$152,012,160 on May 13, 2025. The adopted budget requires a tax rate of 28.45 mills for real estate, personal property and motor vehicles.

Tax increases on real estate are based on individual property assessments as determined by the Town Assessor's office per the October 1, 2023 revaluation and the second year of a two year phase-in of said revaluation.

Tax bills will be mailed the last week of June with a due date of July 1st, and are payable in full no later than August 1, 2025 to avoid interest charges. Any bills not paid in full prior to or on August 1st will incur a monthly interest fee of 1.5%.

Motion Passed 9-0-0

b) Approve Tax Suspense List

MOVED by Deputy Mayor Klase, seconded by Councilor King that \$399,186.41 motor vehicle, supplemental, and personal property taxes be transferred to the Suspense Tax Book from the following respective Grand List years: OCTOBER 1, 2020 - \$72.83 and OCTOBER 1, 2021 - \$399,113.58.

Cathy Elliot, Tax Collector, stated in accordance with *Connecticut State Statutes* §12-165, the Suspense List must be submitted annually to the Town Council. This list consists of motor vehicle, supplemental, and personal property taxes on the 2021 Grand List that are considered not collectable. I have also included one account from the 2020 Grand List, which was added on after that list had been suspended and is still showing as an active account.

Various methods of collection have been pursued and all vehicle registrations have been reported to the Motor Vehicle Department. Transferring these bills to the Suspense Book does not mean we cannot collect if the taxpayer appears or is found through further efforts. However, this transfer presents a more accurate picture of the town's accounts receivable at this time.

Councilor Armstrong noted that the Tax Office is doing a wonderful job on accomplishing tax payments for the Town of Windsor.

Motion Passed 9-0-0

c) Accept a utility and pedestrian easement at 150 Broad Street

MOVED by Deputy Mayor Klase, seconded by Councilor Gluck Hoffman that the Town Council accept an electric utility easement and a pedestrian right of way easement at 150 Broad Street as shown on the attached map entitled 'Easement Map' dated April 4, 2025, prepared by Alford Associates.

Suzanne Choate, Town Engineer, stated a new electric line is being installed from an existing service panel near the intersection of Palisado Avenue across 150 Broad Street

(Founders Square) to service a relocated town-owned street light on Prospect Street. It's a 120 unit mixed use residential development. The town is seeking an electric utility easement as well as a pedestrian right of way easement across the property. The new electric line is being installed from an existing panel near Palisado Avenue across the development to service a relocated street light on Prospect Street.

A sidewalk that previously connected the neighborhood behind the development along Upper Broad Street to the main intersection at Broad Street and Palisado Avenue is being relocated as a result of the redevelopment. As part of the site plan approval process, a pedestrian right-of-way was included to provide a connection between Upper Broad Street and the Palisado Ave and Broad Street intersection. The town is not accepting the sidewalk itself but the easement ensures that pedestrians have the right to walk across the site on the relocated sidewalk. The town will not assume maintenance and repair responsibilities or costs.

Councilor Eleveld said this is an underground conduit that's going to be run to the pole he presumes? Ms. Choate replied yes. Councilor Eleveld stated that we can't feed the pole from another direction? Ms. Choate stated there are other electric lines that go through the same area in the middle of the property. So, it was conducive to adding our line to it as well. Councilor Eleveld asked so there are already conduits on the ground for this stuff correct? Ms. Choate responded that's right.

Councilor Eleveld stated regarding the pedestrian walkway. We are not really marking anything on the ground per se for a walkway, correct? Ms. Choate stated there is an easement with meets and bounds along a sidewalk that is being installed through the property. Councilor Eleveld asked so it looks like it will go through some parking spaces? Town Manager Souza stated where you see parking spaces where the blue line is on the map, it's actually a sidewalk.

Councilor Pelkey said this sidewalk goes through the property, correct? Ms. Choate said that is correct. Town Manager Souza added it used to run along the fence line and so it's being shifted in from the fence line at the top of the retaining wall. It's being shifted from that Palisado retaining wall and following the sidewalk that the developer is building interior to his development.

Councilor Eleveld said this is the sidewalk the developer is building for his tenants' use? Ms. Choate stated yes added and for passage from Upper Broad too. Councilor Eleveld stated he is doing a delineated sidewalk which he presumes is just basically a line on the road. Town Manager Souza stated there will be an actual sidewalk except for one or two spots where it crosses the drive lane inbetween islands. Councilor Eleveld said we are basically getting an easement on this sidewalk so that our residents can walk from the south side of the property to effectively the north side of the property and Upper Broad Street. Town Manager Souza said that was correct. Councilor Eleveld said that if he's looking at the sidewalk it's going to run in front of the parking. Town Manager Souza said it will cross through two islands and two drives.

Councilor Gluck Hoffman asked in regards to the sidewalk, she knows the developer is doing this. What is the liability to the town if somebody was injured or hurt? What the liability to the town with the sidewalk? Is it ours? Do we maintain it? What is our piece of it? Town Manager Souza said it is the responsibility of the property owner and developer to maintain that both in terms of snow removal as well as 'conditions.' We do not have those responsibilities, nor do we have the responsibilities of the construction cost.

Councilor Pelkey asked if they are responsible as a developer or future property owner, bound and responsible to fix, repair, etc. or can they let it return to grass in 15-20 years and rip it all out? Town Manager Souza said they are responsible for maintaining that sidewalk.

Councilor Armstrong asked what happens to 144 Broad Street? Ms. Choate said the number has been accepted as changed to 150 Broad Street, so there won't be a 144 Broad Street any longer.

Motion Passed 9-0-0

13) RESIGNATIONS AND APPOINTMENTS

Councilor King stated there is a whole series of names that have been submitted for consideration that we will vote on at the next meeting. If there's any questions, feel free to reach out to him. There is some information in the packet that you can look at as well.

14) MINUTES OF PRECEDING MEETINGS

MOVED by Deputy Mayor Klase, seconded by Councilor Naeem to approve the minutes of the:

- April 30, 2025 Special Town Council meeting
- May 5, 2025 Regular Town Council meeting

Motion Passed 9-0-0

15) PUBLIC COMMUNICATIONS AND PETITIONS - None

MOVED by Deputy Mayor Klase, seconded by Councilor Pelkey to enter into Executive Session at 9:01 p.m. for the purpose of discussion of the selection of a site or purchase of real estate.

Motion Passed 9-0-0

16) EXECUTIVE SESSION

Present: Mayor Nuchette Black-Burke, Deputy Mayor Darleen Klase, Councilor Mary Armstrong, Councilor Ronald Eleveld, Councilor Kristin Gluck Hoffman, Councilor Anthony King, Councilor Ojala Naeem, Councilor William Pelkey and Councilor Lenworth Walker

Staff: Peter Souza, Town Manager; Patrick McMahon; Economic Development Director

The group exited Executive Session and returned to the Regular Town Council meeting at 9:21 p.m.

17) ADJOURNMENT

MOVED by Councilor Armstrong, seconded by Councilor Gluck Hoffman to adjourn the meeting at 9:22 p.m.

Motion Passed 9-0-0

Respectfully Submitted,

Helene M. Albert
Recording Secretary