



Council Agenda

Council Chambers
Windsor Town Hall
February 18, 2003



7:15 Public Hearing

Public Hearing on proposed Demolition Delay Ordinance.

7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER – Councilor Pacino
3. PLEDGE OF ALLEGIANCE – Councilor Pacino
4. PROCLAMATIONS/AWARDS
 - a) Honoring Woman’s Club on receiving the CT Treasure Organization Award
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Board of Assessment Appeals
 - b) Public Building Commission
7. TOWN MANAGER'S REPORT
8. COMMUNICATIONS FROM COUNCIL MEMBERS
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES
 - a) Adopt an ordinance entitled “Demolition Delay” ordinance.
11. UNFINISHED BUSINESS
12. NEW BUSINESS
 - a) *Presentation on Red Cross Campaign to Prepare Connecticut for Disasters (Councilor Mulligan)
 - b) Presentation on Small Pox Vaccination Plan (Town Manager)



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- c) *Resolution authorizing Town Manager to enter into an intergovernmental agreement to implement Workforce Investment Act activities in accordance with federal and state laws. (Town Manager)
 - d) *Accept grants from the State of CT Small Town Economic Assistance Program (Town Manager)

13. * RESIGNATIONS AND APPOINTMENTS

14. MINUTES OF PRECEDING MEETINGS

- a) *Minutes of the January 21, 2003 Special Town Council Meeting (Refuse Workshop)
- b) *Minutes of the February 3, 2003 Special Meeting (public's input on budget)
- c) *Minutes of the February 3, 2003 Regular Town Council Meeting

15. PUBLIC COMMUNICATIONS AND PETITIONS

(Three minute limit per speaker)

16. EXECUTIVE SESSION

17. ADJOURNMENT

★Back-up included

Proclamation

Honoring

The Windsor Woman's Club

- WHEREAS,** The Windsor Woman's Club has been an accepted member of the General Federation of Women's Clubs of Connecticut since June 24, 1963; and
- WHEREAS,** The Windsor Woman's Club was the February 2003 recipient of the Connecticut Treasure Organization Award from Lt. Governor M. Joli Rell; and
- WHEREAS,** The members of the Windsor Woman's Club dedicate much of their time to helping young people and senior citizens; and
- WHEREAS,** Continuing projects of the Windsor Woman's Club include scholarships to high school seniors and annual programs for senior; and
- WHEREAS,** The Windsor Woman's Club also provides Connecticut Children's Place in East Windsor with a special birthday cake for each child on his birthday and gives generous support to the American Cancer Society's Daffodil Days and the Windsor Food Bank; and
- WHEREAS,** The Windsor Woman's Club has given monetary donation support to the Freddie Chartier School, the tutoring program at the Wilson Library, Project Graduation at the local high school, educational programs at several local elementary schools and the Hugh O'Brien leadership program and has given picnic baskets for the Northwest Park Country Fair; and
- WHEREAS,** The Windsor Woman's Club raised this money by organizing myriad projects including fashion shows, an annual December goods and services auction, participation in the bi-annual Revolutionary War Encampment, and an annual tag sale;

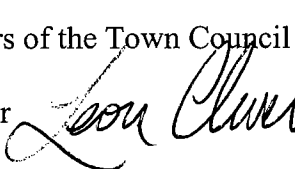
NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE TOWN OF WINDSOR THAT:

The Windsor Woman's Club be honored for forty years of outstanding dedication and community service to the people of the Town of Windsor.



Donald Trinks
Mayor
February 18, 2003

Agenda Item Summary

Date: February 18, 2003
To: Honorable Mayor and Members of the Town Council
Prepared By: Leon Churchill, Town Manager 
Subject: Demolition Delay Ordinance

Background

A demolition delay ordinance has been introduced and debated by previous Windsor Town Councils, the last in September 1999. Much of the prior work was in response to an imminent demolition along with a strong desire to induce a cooling off period or to seek alternatives. No imminent demolition exists today, but a demolition delay ordinance is a practical tool as part of a community that stresses reinvestment and preservation of architectural quality.

Discussion/Analysis

A demolition delay ordinance requires a waiting period (90 days is proposed) before an identified historic structure can be demolished. It does not prevent demolition, but allows time for discussions and negotiations as ways to preserve a structure.

A demolition delay ordinance re-emerged after recent community discussions associated with the Plan of Conservation & Development. The update focused on historic preservation. While historic resources were not identified as one of the highest priority issues in the meeting held at the beginning of the planning process, Windsor residents indicated that protection of historic resources is important in terms of community character and community spirit.¹ The application of a demolition delay ordinance would be relatively limited if adopted. The draft ordinance would apply to buildings listed on either or both the *National Register of Historic Places* and the Town of Windsor Historic Survey (1981). The Survey has 429 sites and includes all National and State Register sites. The list of properties on the National Register of Historic Places is enclosed. It contains 9 individual sites and sites in two districts for a total of 83 properties.

Financial Impact

There is no direct financial impact projected for the Town of Windsor. However, the proposed ordinance could be perceived as an obstacle to redevelopment that could lead to grand list enhancement.

Other Board Action

The Town Council's Health & Safety Committee reviewed and discussed the proposed ordinance on January 14, 2003. The committee recommends that the Town Council approve the attached ordinance.

Recommendations

If the Town Council is in agreement:

“AN ORDINANCE ENTITLED, “DEMOLITION DELAY ORDINANCE” having appeared on the October 21, 2002 agenda as item 12 (b) be hereby adopted following a public hearing on the aforesaid ordinance.”

CHAPTER 3
ARTICLE VI

BE IT ORDAINED BY THE TOWN OF WINDSOR THAT CHAPTER 3 ARTICLE VI OF THE WINDSOR CODE IS ADOPTED TO READ AS FOLLOWS:

Section 1. Demolition of Structures. Permit required. Requirements.

No person, firm, corporation or other entity shall demolish any building, structure or part thereof without first obtaining a permit from the Building Department. No permit shall be issued until the applicant:

- (a) Complies with the provisions of:
- (1) Connecticut State Demolition Code;
 - (2) §29-401 *et seq.* of the Connecticut General Statutes;
 - (3) § 105.0 of the Connecticut Basic Building Code; and
 - (4) files an application for demolition permit with the Building Official upon a form provided by the town
- and

- (b) Complies with the provisions of Section 2 below, if the building, structure or part thereof to be demolished is listed on either or both the National Register of Historic Places and the "Town of Windsor Historic Survey" (1981).

Section 2. Requirements for certain historic buildings.

With respect to any application to demolish a building, structure or part thereof that is listed on either or both the National Register of Historic Places and the "Town of Windsor Historic Survey" (1981), in addition to the applicant's complying with the provisions of Section 1 above, prior to the issuance of a demolition permit the applicant shall:

(a) Within ten (10) days following the filing of the demolition permit application, provide by registered or certified mail, notice to each adjoining property owner as required by §29-407 of the *Connecticut General Statutes*, and provide proof of such notice to the Building Official. The identity of the owners entitled to such notification under this provision shall be those adjoining property owners as shown on the then current Windsor Assessor's records.

(b) Give notice as prescribed above to any registered organization or other entity concerned with the historic preservation of structures within the municipality registered pursuant to Section 3 and provide proof of such notice to the Building Official.

Section 3. Filing of comments or objections.

To be entitled to notification under this ordinance, any organization or other entity concerned with the historic preservation of structures, shall register with the Building Official and indicate a desire to be notified of demolition permit applications. Such registration must be renewed annually each January 1, following the initial registration.

(a) If a written comment or objection is presented to the Building Official within fifteen (15) days following notice as described under Section 2 above, the Building Official shall postpone issuance of the permit for a period of ninety (90) days from receipt of application, provided that the person presenting the comment or objection demonstrates to the Building Official that some reasonable alternative to demolition is being pursued.

(b) If the application is not withdrawn during the ninety (90) day period, and if the application is otherwise approved, the demolition permit shall be issued at the end of that period and the demolition may occur.

(c) If no comment or objection to the demolition of the subject building, structure or part thereof is filed within fifteen (15) days of said notice, the Building Official may issue the permit forthwith.

Section 4. Fees.

(a) The fee is based on the cost of demolition work. The applicant for a demolition permit shall pay a permit fee set forth in the Building Department's fee schedule.

(b) No permit shall be issued until all required fees have been paid.

Section 5. Duration of permit.

Any permit issued shall become invalid if the authorized work is not commenced within six months after issuance of the permit, or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

Section 6. Penalties.

The Town Manager or his/her designee shall be responsible for the enforcement of this article. The Town Manager or his/her designee shall have the power to issue an order requiring any person, firm, corporation or entity in violation of this article to cease and desist from such violation. The Town Manager or his/her designee may seek enforcement of the provisions of this article through injunctive relief in any court of competent jurisdiction. In addition, any person, firm, corporation or entity violating the provisions of this article shall be fined in the amount of one hundred (100) dollars for each day of violation and each day of a continuing violation shall constitute a separate violation.

Section 7. Savings Clause. The enactment of this Ordinance shall not operate as an abatement of any action or proceeding now pending under or by the authority of any existing law or ordinance. All of said actions and proceedings are hereby ratified to be continued.

Section 8. Severability. All provisions of the Windsor Town Code in conflict herewith are hereby repealed. If for any reason any word, clause, paragraph or section of this Ordinance shall be held to make the same unconstitutional, this Ordinance shall not hereby be invalidated and the remainder of the Ordinance shall continue in effect. Any provision herein that is in conflict with the *Connecticut General Statutes* is hereby repealed, it being understood that said *Statutes* shall take precedence over this Ordinance.

Section 9. Effective Date. This Ordinance shall become effective ten (10) days after publication in a newspaper having a circulation in Windsor.

Broad Street Green

Windsor, CT

Street Numbers:

Broad Street: 153, 159-165, 175, 181, 186, 187, 190-192, 195, 208, 216, 219, 226, 245, 250, 261, 270, 275, 276, 280, 289, 296, 301, 311, 323





Central Street: 15, 25, 35, 40 (also listed as 40 Mechanic Street)

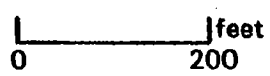
Mechanic Street: 33, 40 (also listed as 40 Central Street), 41, 55, 69

Union Street: 10, 20

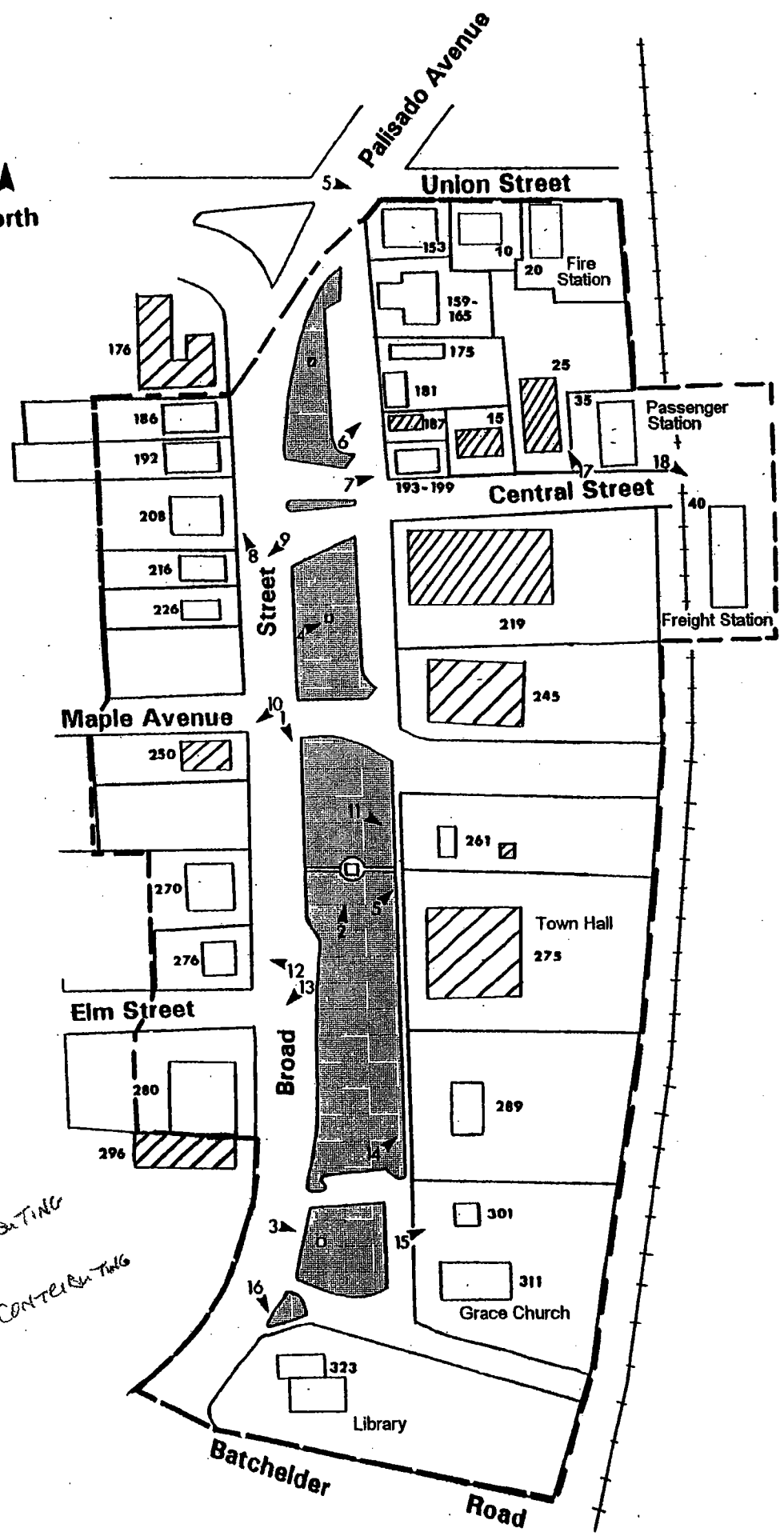


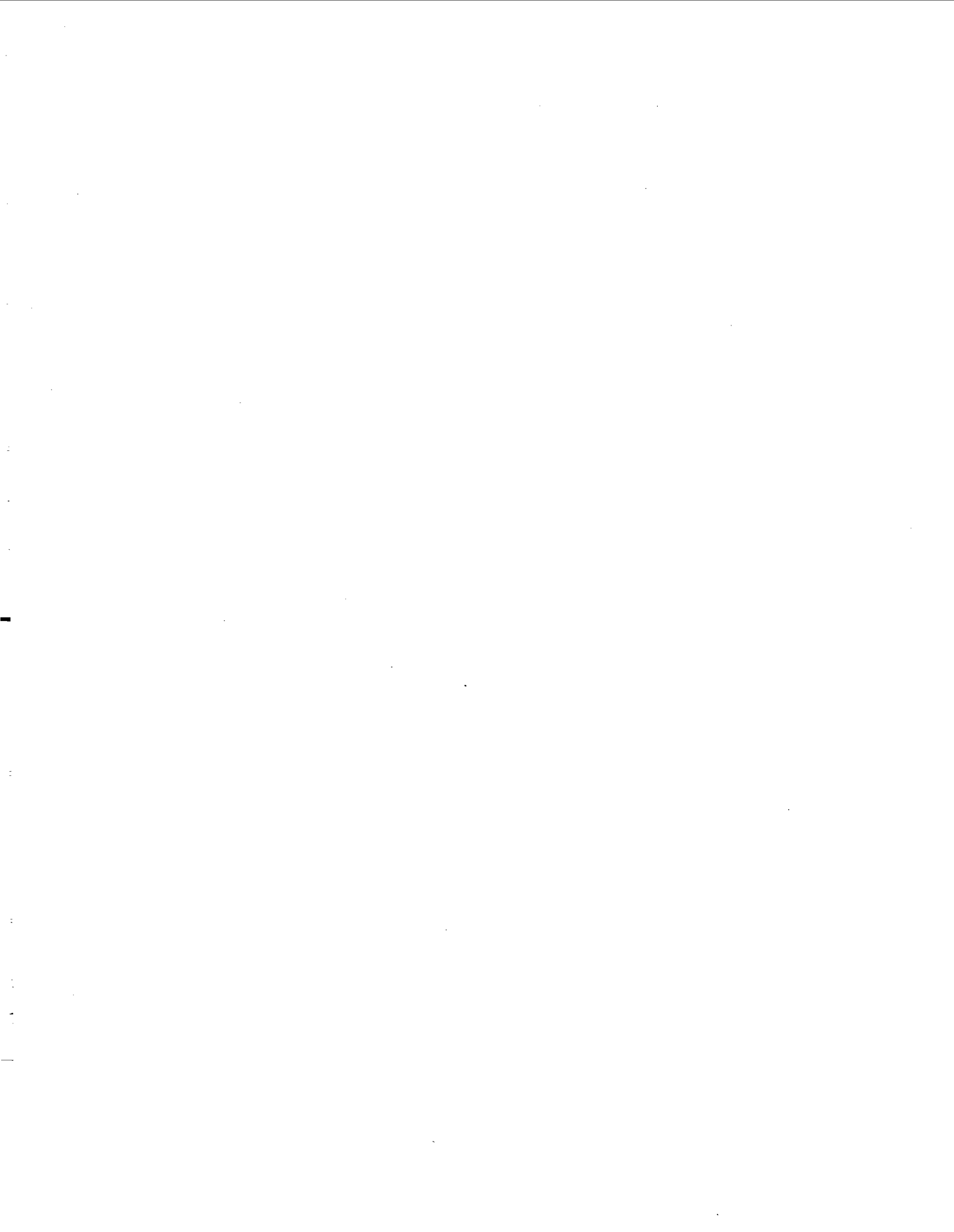
Broad Street Green Historic District
Windsor, Hartford County, CT

-  District Boundary
-  Photo Position
-  Contributing
-  Noncontributing



32
- CONTRIBUTING
8
- Non-Contributing





United States Department of the Interior
National Park Service

**NATIONAL REGISTER OF HISTORIC PLACES
CONTINUATION SHEET**

Description **Broad Street Green Historic District
Windsor, Hartford County, CT**

7-7

INVENTORY OF RESOURCES

ADDRESS	STORIES	DATE	DESCRIPTION	MATERIAL	C	NC
SITE						
- Broad Street BROAD STREET GREEN - Photograph 1		c.1770	Park		1	0
OBJECTS						
- Broad Street LOOMIS FOUNTAIN - Photograph 2		c.1880	Fountain	granite	1	0
- Broad Street "TO THE PATRIOTS OF WINDSOR" - Photograph 3 Evelyn Longman Batchelder, sculptor		1920	Monument	fieldstone, bronze	1	0
- Broad Street WORLD WAR I MEMORIAL - Photograph 4		1920	War Memorial	granite, bronze	1	0
- Broad Street WORLD WAR II GOLD STAR CASUALTIES MEMORIAL		c.1950	War Memorial	granite, bronze	0	1
BUILDINGS						
153 Broad Street FORMER CONGREGATIONAL PARISH HOUSE (Masonic Building) - Photograph 5	1 1/2	1902	Queen Anne	siding, stone	1	0
159-165 Broad Street	2	c.1850	Greek Revival	siding	1	0
175 Broad Street Photograph 6	2	c.1840	Greek Revival	clapboard	1	0
181 Broad Street Photograph 6	2	c.1925	Commercial building	brick	1	0
186 Broad Street Photograph 8	2	1930	Classical Revival	brick	1	0
187 Broad Street Photograph 6	1	c.1890, remodeled c.1945	Colonial Revival	brick	1	0
190-92 Broad Street Photograph 8	3	c.1865	Italianate	siding	1	0

United States Department of the Interior
National Park Service

**NATIONAL REGISTER OF HISTORIC PLACES
CONTINUATION SHEET**

Description **Broad Street Green Historic District
Windsor, Hartford County, CT**

7-8

INVENTORY OF RESOURCES

ADDRESS	STORIES	DATE	DESCRIPTION	MATERIAL	C	NC
195 Broad Street Photograph 7	3	c.1908	Classical Revival	brick	1	0
208 Broad Street COLONEL JAMES LOOMIS HOUSE - Photograph 8	2 1/2	1822	Federal	brick	1	0
216 Broad Street	3	c.1870	Italianate	brick	1	0
219 Broad Street	2	1998	Commercial building	brick	0	1
226 Broad Street Photograph 9	2 1/2	1900	Gothic details	brick	1	0
245 Broad Street Windsor Center Post Office	1	1963	Colonial Revival	brick	0	1
250 Broad Street WINDSOR FEDERAL SAVINGS BANK - Photograph 10, David C. Barber, architect	2	1956	International	brick	1	0
261 Broad Street LUDDY HOUSE - Photograph 11 Garage	2 1/2 1 1/2	c.1925 c.1925	Colonial Revival Colonial Revival	clapboard clapboard	1 1	0 0
270 Broad Street THE WINDSOR TRUST COMPANY	1	1929	Colonial Revival	brick	1	0
275 Broad Street WINDSOR TOWN HALL - Photograph 1, Louis J. Drakos & Associates, architect	3	1965	Colonial Revival	brick	0	1
276 Broad Street OLD WINDSOR POST OFFICE - Photograph 12, Louis A. Simon, architect	1	1940	Colonial Revival	brick	1	0
280 Broad Street PLAZA BUILDING - Photograph 13	2	c.1929	Late Gothic Revival	brick	1	0
289 Broad Street HENRY & MARY HUNTINGTON HOUSE - Photograph 14 Garage	2 1	1901 c.1920	Colonial Revival No style	clapboard	1 1	0 0
296 Broad Street	1	c.1940	Commercial building	brick, cast-stone details	1	0
301 Broad Street GRACE CHURCH RECTORY - Photograph 15	1 1/2	1870	Gothic Revival	brick	1	0
311 Broad Street GRACE EPISCOPAL CHURCH - Photograph 3, George Keller, architect	1	1865	Gothic Revival	stone	1	0

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**NATIONAL REGISTER OF HISTORIC PLACES
CONTINUATION SHEET**

Description **Broad Street Green Historic District
Windsor, Hartford County, CT**

7-9

INVENTORY OF RESOURCES

ADDRESS	STORIES	DATE	DESCRIPTION	MATERIAL	C	NC
323 Broad Street COLONEL OLIVER MATHER HOUSE (Windsor Public Library) - Photograph 16	2 1/2	1777,1975	Colonial	clapboard, brick	1	0
15 Central Street	2	c.1900, remodeled c.1995	No style	brick	0	1
25 Central Street Former movie theater - Photograph 17	2	c.1925	No style	brick	1	0
35 Central Street WINDSOR PASSENGER STATION - Photograph 7, background	1 1/2	c.1870	Second Empire	brick	1	0
40 Central Street (Numbered 40 Mechanic Street in assessor records) WINDSOR PASSENGER STATION - Photograph 18	1	c.1865	No style	brick	1	0
33 Mechanic Street EDDY ELECTRIC MANUFACTURING COMPANY - Photograph 20	2	1882	Factory	brick	1	0
Storage building	1	c.1960	No style	wood frame	0	1
41 Mechanic Street WINDSOR COMPANY FACTORY - Photograph 21	2	c.1930	Factory	brick	1	0
55 Mechanic Street	1	1976	Warehouse	concrete block	0	1
69 Mechanic Street WINDSOR HIGHWAY DEPARTMENT GARAGE - Photograph 22	1	c.1940	Garage	brick	1	0
10 Union Street Photograph 5, left background	2 1/2	c.1870	No style	siding	1	0
20 Union Street WINDSOR FIRE DEPARTMENT BUILDING - Photograph 19	2	1927	No style	brick	1	0

16, 17, 18 (W)

MZ WORK LIST

WINDSOR SITES & BUILDINGS LISTED ON
NATIONAL REGISTER OF HISTORIC PLACES

Individual (I)

Palisado District (D)

Brick Thematic Resource (T)

BROAD ST. GREEN DISTR. (9)

<u>Address</u>	<u>Name of Property/Owner</u>	<u>Designation</u>
1. 1022 Palisado Avenue	Bissell Tavern	(I)
2. 119 Deerfield Road	Capt. Thomas Allyn House	(I)
3. 148 Deerfield Road	Oliver W. Mills House	(I)
4. 37 Elm Street	Deacon John Moore House	(I)
5. 156 Bloomfield Avenue	John Fitch School	(I)
6. 45 Deerfield Road	Elijah Mills House	(I)
7. 108 Palisado Avenue	Hazekiah Chaffee House	(I, D, T)
8. 778 Palisado Avenue	Oliver Ellsworth House	(I)
9. Span - Farmington River and Pleasant St., West of Palisado Avenue	Farmington River Railroad Bridge	(I)
10. 5 North Meadow Road	Thomas Hayden House	(D)
11. 8 North Meadow Road	East Lake	(D)
12. 9 North Meadow Road	William A. Lovell House	(D)
13. 10 North Meadow Road	Elisha Strong House	(D)
14. 14 North Meadow Road	Return Strong House	(D)
15. 36 North Meadow Road	Jonathan Alvord House	(D)
16. 44 North Meadow Road	Samuel Cross House	(D)
17. 75 Palisado Avenue	First Church in Windsor	(D)
18. 76-78 Palisado Avenue	Fenton Store	(D)
19. 96 Palisado Avenue	Walter Fyler House	(D)
20. 101 Palisado Avenue	Rev. William Russell House	(D)
21. 115 Palisado Avenue	Dr. William Seward Pierson House	(D)
22. 118 Palisado Avenue	James Hooker House	(D)
23. 126-124 Palisado Avenue	Colonial Revival	(D)
24. 130 Palisado Avenue	Colonial Revival	(D)
25. 136 Palisado Avenue	Colonial Revival	(D)
26. 143 Palisado Avenue	First Church Parsonage	(D)
27. 144 Palisado Avenue	Colonial Revival	(D)
28. 151 Palisado Avenue	Colonial Revival	(D)
29. 160 Palisado Avenue	First Church Parsonage	(D, T)
30. 161 Palisado Avenue	Jonathan Ellsworth House	(D)
31. 166 Palisado Avenue	Colonial Revival	(D)
32. 169 Palisado Avenue	Colonial Revival	(D)
33. 180 Palisado Avenue	Tudor Revival	(D)
34. 194 Palisado Avenue	Late Greek Revival	(D)
35. 204 Palisado Avenue	Horace Hooker House	(D)
36. 209 Palisado Avenue	Dr. Elisha N. Sill House	(D)
37. 225 Palisado Avenue	Dorson Drake House	(D)
38. 235 Palisado Avenue	Fifth District School (Bell)	(D)
39. 248 Palisado Avenue	Elijah Mather, Jr. House	(D)

WINDSOR SITES & BUILDINGS LISTED ON
NATIONAL REGISTER OF HISTORIC PLACES

PAGE 2

Individual (I)
Palisado District (D)
Brick Thematic Resource (T)

	<u>Address</u>	<u>Name of Property/Owner</u>	<u>Designation</u>
40.	256 Palisado Avenue	Elijah Mather, Sr. House	(D)
41.	257 Palisado Avenue	Bungalow	(D)
42.	273 Palisado Avenue	Alexander Ellsworth House	(D)
43.	276 Palisado Avenue	Colonial Revival	(D)
44.	289 Palisado Avenue	Victorian Vernacular	(D)
45.	290 Palisado Avenue	Colonial Revival	(D)
46.	299 Palisado Avenue	Joel Thrall House	(D)
47.	316 Palisado Avenue	Horace H. Ellsworth House	(D,T)
48.	335 Palisado Avenue	Ephraim Barker House	(D)
49.	336 Palisado Avenue	Jonathan Ellsworth House	(D)
50.	339 Palisado Avenue	Victorian Vernacular	(D)
51.	345 Palisado Avenue	Patrick Murphy House	(D,T)
52.	363 Palisado Avenue	Colonial Revival	(D)
53.	368 Palisado Avenue	Eliakrin Olcott House	(D)
54.	375 Palisado Avenue	Moses Mitchell House	(D)
55.	390 Palisado Avenue	Henry Magill House	(D,T)
56.	407 Palisado Avenue	Taylor Chapman House	(D,T)
57.	412 Palisado Avenue	Foursquare	(D)
58.	25 Pierson Lane	Daniel Porter House	(D)
59.	208-210 Broad Street	Col. James Loomis House	(T)
G 60.	301 Broad Street	Grace Church Rectory	(T)
61.	464 Broad Street	Edward Moore House	(T)
G 62.	35 Central Street	former Hartford & New Haven Railroad Depot	(T)
G 63.	40 Central Street	former Hartford & New Haven Railroad Depot	(T)
64.	44 Court Street	Sidney Hayden House	(T)
65.	184 Deerfield Road	Timothy Dwight Mills House	(T)
66.	32 East Street	Hathaway Store	(T)
67.	128 Hayden Station Road	Capt. Nathaniel Hayden House	(T)
68.	130 Hayden Station Road	House	(T)
69.	14 Maple Avenue	former Fire Station	(T)
70.	111 Maple Avenue	John Bruce House	(T)
71.	18 Marshall Phelps Road	Eli Phelps House	(T)
72.	458 Palisado Avenue	Isaac Sweetland House	(T)
73.	736 Palisado Avenue	House	(T)
74.	27 Park Avenue	Daniel Payne House	(T)
75.	40 Pleasant Street	William Shelton House	(T)
76.	436 Rainbow Road	Benomi Case House	(T)
77.	411-413 Windsor Avenue	Giles Barber House	(T)
78.	881 Windsor Avenue	Capt. James Loomis House	(T)
79.	1003 Windsor Avenue	George G. Loomis House	(T)

WINDSOR SITES & BUILDINGS LISTED ON
NATIONAL REGISTER OF HISTORIC PLACES

PAGE 3

Individual (I)
Palisado District (D)
Brick Thematic Resource (T)

	<u>Address</u>	<u>Name of Property/Owner</u>	<u>Designation</u>
80.	1021 Windsor Avenue	Gordon Loomis House	(T)
81.	1053 Windsor Avenue	Ira Loomis, Jr. House	(T)
82.	1173 Windsor Avenue	William H. Harvey House	(T)
83.	1195 Windsor Avenue	former Stony Hill School	(T)

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)
1	19-21 Allen Street	
2	16 Arammet Street	
3	10 Attawanot Street	
4	59 Barber Street	
5	62-64 Bina Avenue	
6	40 Bloomfield Avenue	Susan Tryon House
7	51-53 Bloomfield Avenue	
8	61 Bloomfield Avenue	
9	62 Bloomfield Avenue	
10	77 Bloomfield Avenue	Roger Ludlow School
11	80 Bloomfield Avenue	Euphemia Loomis House
12	96 Bloomfield Avenue	
13	99 Bloomfield Avenue	Fannie W. Roberts House
14	106 Bloomfield Avenue	Charles Beardsley House
15	121 Bloomfield Avenue	
16	156 Bloomfield Avenue	John Fitch High School
17	266 Bloomfield Avenue	
18	153 Broad Street	former First Church Parish House
19	160 Broad Street	
20	159-165 Broad Street	
21	175 Broad Street	Henry Allyn House
22	194 Broad Street	
23	193-199 Broad Street	
24	208-210 Broad Street	Col. James Loomis House
25	219 Broad Street	Windsor House
26	220-222 Broad Street	

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)
27	226 Broad Street	
28	245 Broad Street	
29	252 Broad Street	
30	270 Broad Street	
31	275 Broad Street	
32	275 ^{1/2} Broad Street	Loomis Fountain
33	276 Broad Street	
34	288-294 Broad Street	
35	289 Broad Street	Huntington Estate
36	301 Broad Street	Grace Church Rectory
37	311 Broad Street	Grace Episcopal Church
38	323 Broad Street	Col. Oliver Mather House
39	311 ^{1/2} Broad Street	
40	379 Broad Street	
41	390 Broad Street	John Moore House
42	464 Broad Street	Edward and Ann Moore House
43	449-451 Broad Street	Lorenzo Montgomery Buckland House
44	470 Broad Street	
45	9 Brown Avenue	
46	16 Brown Avenue	Robert and Emily Turner House
47	47 Capon Street	
48	60 Capon Street	Jerome Davis House
49	11 Center Street	
50	64 Center Street	Denrmi Denslow House
51	Central Street	Hartford and New Haven Railroad Depot
52	Central Street	Freight Depot

TOWN OF MANSOR HISTORIC RESOURCES INVENTORY

TOWN OF MANSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)	Inventory Item #	Street	Building Name (Historic)
53	70 Colton Street		79	27 Hayden Avenue	
54	94 Corey Street		80	52-54 Hayden Avenue	
55	44 Court Street		81	59-61 Hayden Avenue	
56	55 Day Hill Road		82	72 Hayden Avenue	
57	20 Deerfield Road	Samuel Drake House	83	83 Hayden Station Road	William A. Allen House
58	45 Deerfield Road	Samuel W. Mills House	84	84 Hayden Station Road	Mary and Joseph Cowan House
59	119 Deerfield Road	Capt. Thomas Allyn House	85	90 Hayden Station Road	Henrietta Rowlier House
60	140 Deerfield Road	Oliver W. Mills House	86	93 Hayden Station Road	
61	245 Deerfield Road	Flisha Moore House	87	98 Hayden Station Road	Martha and Elias Jewell House
62	360 Deerfield Road		88	109 Hayden Station Road	Ferdinand Loppers House
63	24-26 East Street	John Palmer House	89	128 Hayden Station Road	Capt. Nathaniel Hayden House
64	32 East Street	Hathaway Store	90	130 Hayden Station Road	
65	30 East Street		91	162 Hayden Station Road	John Hayden House
66	54 East Street		92	266 Hayden Station Road	Simon Blanchard House
67	122 East Street	William Phelps House	93	278 Hayden Station Road	James Murray House
68	140 East Street	John Miller House	94	322 Hayden Station Road	
69	131 East Harbor Street	Horace Barber House	95	26 Highland Avenue	
70	57 East Wolcott Avenue		96	9 Millicrest Road	
71	80 East Wolcott Avenue	John Sterner House	97	27 Millicrest Road	
72	85 East Wolcott Avenue	Bridgett Dwyer House	98	36 Millicrest Road	
73	31 Elm Street	William Loomis House	99	75 Millicrest Road	
74	37 Elm Street	Deacon John Moore House	100	16 Irving Street	
75	43 Elm Street		101	34 Irving Street	
76	47 Elm Street		102	26 Island Road	Nancy Beckworth House
77	50 Elm Street		103	50 Island Road	
78	68 Giddings Avenue		104	Kearney Street	Franklin Hall

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)
105	4 Kellogg Street	
106	100 Lamberton Road	
107	350 Lamberton Road	
108	16 Laurel Avenue	
109	21 Laurel Avenue	
110	24 Loomis Avenue	Harriet O. Carter House
111	30 Loomis Avenue	Nason and Mabel Green House
112	41 Loomis Avenue	
113	47-49 Loomis Avenue	
114	Loomis-Chaffee School Campus:	Deacon John Loomis House
115	Loomis-Chaffee School Campus:	Founders Hall
116	Loomis-Chaffee School Campus:	Chaffee Hall
117	Loomis-Chaffee School Campus:	Greek Revival House
118	46 Lovell Avenue	
119	33 Ludlow Road	
120	22 Mack Street	
121	70 Mack Street	
122	84 Mack Street	
123	14 Maple Avenue	Former Fire Station
124	20-22 Maple Avenue	Eunice and Martin Palmer House
125	23-25 Maple Avenue	Dr. N. L. and Mary Bell House
126	30-34 Maple Avenue	
127	44 Maple Avenue	
128	50 Maple Avenue	
129	56-58 Maple Avenue	Thomas Moore Jr. House
130	57 Maple Avenue	

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)
131	65 Maple Avenue	
132	83 Maple Avenue	
133	88 Maple Avenue	
134	95 Maple Avenue	
135	111 Maple Avenue	
136	115 Maple Avenue	
137	18 Marshall Phelps Road	Eli Phelps House
138	25 Marshall Phelps Road	Elijah Marshall House
139	25 ¹ / ₂ Marshall Phelps Road	Ye Olde Poquonock Rural Ground
140	236 Matianuck Avenue	
141	761 Matianuck Avenue	
142	33 Meadow Road	Elisha Barber House
143	Mechanics Street	Eddy Electric Manufacturing Cmp
144	63 Midian Avenue	
145	2 Moorelands	Elisha Cook House
146	5 Moorelands	Dr. Alexander Wolcott House
147	2-4 Niles Road	John Chase House
148	28-30 Niles Road	
149	90-92 Niles Road	Michael Kelly House
150	98-100 Niles Road	Kerran O'Connell Monument
151	5 North Meadow Road	Thomas Hayden House
152	8 North Meadow Road	
153	9 North Meadow Road	William A. Lovell House
154	10 North Meadow Road	Return Strong House
155	14 North Meadow Road	Denlow Place
156	36 North Meadow Road	Jonathan Alvord House

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)	Inventory Item #	Street	Building Name (Historic)
157	44 North Meadow Road	Capt. Samuel Cross House	183	316 Palisado Avenue	Horace H. Ellsworth House
158	32 Olga Avenue		184	335 Palisado Avenue	Ephriam Barker House
159	17 Orchard Road		185	336 Palisado Avenue	Jonathan Ellsworth House
160	Palisado Avenue at the Farmington River	Palisado Avenue Bridge	186	345 Palisado Avenue	Patrick Murphy House
161	75 Palisado Avenue	First Church	187	368 Palisado Avenue	Ellakrin M. Olcott House
162	751 Palisado Avenue	Palisado Cemetery	188	375 Palisado Avenue	Moses Mitchell House
163	76-78 Palisado Avenue	A. Fenton Store	189	390 Palisado Avenue	Henry Hagill House
164	96 Palisado Avenue	Lieutenant Walter Fyler House	190	407 Palisado Avenue	Taylor Chapman House
165	101 Palisado Avenue	Rev. William Russell House	191	458 Palisado Avenue	Sophia Sweetland House
166	108 Palisado Avenue	Hezekiah Chaffee House	192	495 Palisado Avenue	William Thrall House
167	114 Palisado Avenue		193	506 Palisado Avenue	Martin Palmer House
168	115 Palisado Avenue	Dr. Samuel Pierson House	194	526 Palisado Avenue	Cicero Roberts House
169	118 Palisado Avenue	Capt. James Hooker House	195	546 Palisado Avenue	Capt. Samuel Stoughton House
170	Palisado Green	Monument	196	560 Palisado Avenue	John Hoskins House
171	141 Palisado Avenue		197	597 Palisado Avenue	John Gaylord House
172	160 Palisado Avenue	First Church Parsonage (former)	198	602 Palisado Avenue	Roswell Miller House
173	161 Palisado Avenue	Jonathan Ellsworth House	199	736 Palisado Avenue	
174	180 Palisado Avenue		200	758 Palisado Avenue	
175	204 Palisado Avenue	Horace Hooker House	201	773 Palisado Avenue	David Ellsworth House
176	209 Palisado Avenue	Dr. Elisha N. Sill House	202	788 Palisado Avenue	Oliver Ellsworth Homestead
177	225 Palisado Avenue	Benson Drake House	203	893 Palisado Avenue	6th District School/Wayden School
178	235 Palisado Avenue	5th District The Bell School	204	860 Palisado Avenue	
179	248 Palisado Avenue	Elijah Mather House	205	912 Palisado Avenue	Josiah Bissell House
180	256 Palisado Avenue	Elijah Mather House	206	942 Palisado Avenue	
181	273 Palisado Avenue		207	957 Palisado Avenue	Isaac Hayden House
182	299 Palisado Avenue	Joel Thrall Homestead	208	1022 Palisado Avenue	Capt. Ebenezer Fitch Bissell House

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

<u>Inventory Item #</u>	<u>Street</u>	<u>Building Name (Historic)</u>
209	1042 Pallisado Avenue	
210	Pallisado Avenue at Haydon Station Road	Dr. Horace Hayden Monument
211	1332 Pallisado Avenue	
212	1392 Pallisado Avenue	
213	27 Park Avenue	Daniel Payne House
214	15 Phelps Street	
215	18 Phelps Street	
216	52 Phelps Street	
217	25 Pierson Lane	Daniel Roberts House
218	105 Pigeon Hill Road	Martin Palmer (Jr.) House
219	221 Pigeon Hill Road	Eliakim Marshall House
220	240 Pigeon Hill Road	
221	264 Pigeon Hill Road	John and Brigitte Craven House
222	280 Pigeon Hill Road	Joel Palmer House
223	712 Pigeon Hill Road	
224	27 Pleasant Street	
225	31 Pleasant Street	
226	40 Pleasant Street	William Shelton House
227	55 Pleasant Street	
228	61 Pleasant Street	
229	71-75 Pleasant Street	
230	85 Pleasant Street	
231	88-90 Pleasant Street	
232	93 Pleasant Street	Alfred Gouge House
233	98 Pleasant Street	
234	103 Pleasant Street	

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

<u>Inventory Item #</u>	<u>Street</u>	<u>Building Name (Historic)</u>
235	121 Pleasant Street	
236	131 Pleasant Street	
237	160+Pleasant Street	Farmington River Railroad Bridge
238	16 Pond Road	
239	6 Poquonock Avenue	Daniel Mack House
240	30-32 Poquonock Avenue	
241	38 Poquonock Avenue	
242	53-55 Poquonock Avenue	
243	54 Poquonock Avenue	Quartus Bedortha House
244	56 Poquonock Avenue	Quartus Bedortha House
245	70 Poquonock Avenue	Joseph Huntley House
246	73 Poquonock Avenue	Charles W. Day House
247	116-118 Poquonock Avenue	
248	140-142 Poquonock Avenue	Nathan Mill
249	193-195 Poquonock Avenue	
250	211-213 Poquonock Avenue	
251	204 Poquonock Avenue	Strong H. Barber Homestead
252	361 Poquonock Avenue	Walter Smith Homestead
253	468 Poquonock Avenue	Julius Ranson House
254	475 Poquonock Avenue	Cicero Roberts House
255	793 Poquonock Avenue	
256	815 Poquonock Avenue	Job Phelps House
257	826 Poquonock Avenue	Thrall School (7th District School)
258	916 Poquonock Avenue	Benjamin Moore House
259	1043 Poquonock Avenue	Isaac Pinney House
260	1101 Poquonock Avenue	Randolph Griswold House

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)	Inventory Item #	Street	Building Name (Historic)
261	1123 Poquonock Avenue		287	1763 Poquonock Avenue	Daniel and Sarah Laverty House
262	1152 Poquonock Avenue	Marhum Aralzie Griswold House	288	1791 Poquonock Avenue	Hones Carey House
263	1178 Poquonock Avenue	Abel Barnes Mill	289	1817 Poquonock Avenue	Poquonock Community Church
264	1183 Poquonock Avenue	Abel Barnes House	290	1834 Poquonock Avenue	Capt. Sylvanus Griswold House
265	1207 Poquonock Avenue	Abel and Thezia Barnes House	291	1847 Poquonock Avenue	George Inthlaway House
266	1227 Poquonock Avenue	Truman Griswold House	292	1852 Poquonock Avenue	David and Mary Roberts House
267	1248 Poquonock Avenue	Eliphalet Ladd House	293	1875 Poquonock Avenue	Edgar and Anna Mosler House
268	1257 Poquonock Avenue	John M. Niles House	294	22 Portman Street	
269	1290 Poquonock Avenue	Rezekiah Griswold House	295	211 Portman Street	
270	1312 Poquonock Avenue	Phineas Griswold House	296	39 Preston Street	
271	1324 Poquonock Avenue		297	81 Preston Street	
272	1340 Poquonock Avenue	Elm Grove Cemetery	298	82 Preston Street	
273	1340 Poquonock Avenue	Elm Grove Mortuary Chapel	299	85 Preston Street	
274	1355 Poquonock Avenue	William Phelps House	300	25 Prospect Street	Down Homestead
275	1363 Poquonock Avenue	Elihu Phelps House	301	40 Prospect Street	
276	1368 Poquonock Avenue	Cyrus Phelps House	302	2 Prospect Hill Road	Roderick Holcomb House
277	1397 Poquonock Avenue	Abiel Griswold House	303	34 Prospect Hill Road	Norman Clark House
278	1414 Poquonock Avenue	Elihu and Annie Winchell House	304	89 Prospect Hill Road	Naomi Griswold Marshall House
279	1531 Poquonock Avenue	Friend Griswold House	305	135 Prospect Hill Road	Martin Holcomb House
280	1500 Poquonock Avenue	William and Elipha Sawyer House	306	221 Prospect Hill Road	John Phelps House
281	1591 Poquonock Avenue	Joseph Barnard House	307	245 Prospect Hill Road	Daniel Duck House
282	1601 Poquonock Avenue		308	308 Prospect Hill Road	Frank Feinton House
283	1726 Poquonock Avenue		309	311 Prospect Hill Road	Dennis Sullivan House
284	1734 Poquonock Avenue		310	118 Rainbow Road	William and Della Ridwell House
285	1749 Poquonock Avenue	St. Joseph's Church	311	183 Rainbow Road	former Rainbow Baptist Church
286	1750 Poquonock Avenue	Poquonock Elementary School	312	200 Rainbow Road	Reactory

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)	Inventory Item #	Street	Building Name (Historic)
313	214-220 Rainbow Road	John W. Leonard House	339	21 Road Avenue	
314	225 Rainbow Road	Michael and Mary Nugent House	340	23 Sage Park Road	
315	234 Rainbow Road	George W. Hodge House	341	41 Seymour Street	
316	271 Rainbow Road		342	11 Sinclair Street	
317	291 Rainbow Road	"Butler Place"	343	28 Skitchewaug Street	
318	302 Rainbow Road		344	36 Skitchewaug Street	
319	305 Rainbow Road		345	6 Spring Street	Florence Day House
320	312 Rainbow Road	Francis L. Phelps House	346	17 Spring Street	
321	315-317 Rainbow Road		347	18 Spring Street	Fred and Emma Welch House
322	334 Rainbow Road	Dana J. Paine Hotel	348	21 Spring Street	
323	347 Rainbow Road	Hodge & Co. Paper Mill	349	25-27 Spring Street	George Kuhnay House
324	347 Rainbow Road	Farmington River Power Co. Control Building	350	32 Spring Street	
325	354 Rainbow Road	Fredus Case House	351	33 Spring Street	
326	355 Rainbow Road	Benjamin Vernon House	352	96-98 Spring Street	Mary Collins House
327	362 Rainbow Road	Harlow Moore House	353	108 Spring Street	Horace Holden House
328	371 Rainbow Road	George L. Hodge Homestead	354	247 Stevens Hill Road	
329	436 Rainbow Road	Benoni Case House	355	115 Stone Road	
330	951 Rainbow Road		356	44 Sycamore Street	
331	6 Remington Road		357	59 Sycamore Street	
332	14 Remington Road		358	145 Thrall Road	Thrall Homestead
333	41-43 River Street		359	77 Tobey Avenue	
334	85 River Street		360	13 Tunxis Street	
335	385 River Street	Lemuel Lord Farm	361	23 Tunxis Street	
336	445 River Street	Francis and Dora Strickland Farm	362	33 Tunxis Street	
337	559-617 River Street		363	45 Tunxis Street	
338	River Street at Kennedy Road Tobacco Barn Intersection		364	64-66 Tunxis Street	

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

Inventory Item #	Street	Building Name (Historic)	Inventory Item #	Street	Building Name (Historic)
365	80-82 Tunxis Street		391	280 Windsor Avenue	
366	87-89 Tunxis Street		392	365 Windsor Avenue	
367	105-107 Tunxis Street		393	691 Windsor Avenue	
368	20 Union Street	former Fire Station	394	860 Windsor Avenue	Warren N. Barber House
369	11 Upton Street		395	881 Windsor Avenue	Capt. James Loomis House
370	30 Warten Street		396	901 Windsor Avenue	Lucien R. Loomis House
371	37 Welch Avenue		397	909 Windsor Avenue	Annie J. Hubbard House
372	28 West Street	Liberal Hall Spiritualists Society Building	398	916-918 Windsor Avenue	Moses Loomis House
373	54 West Street	James J. and Jane Holcomb House	399	949 Windsor Avenue	Serajiah Loomis House
374	74 West Street	Fidelia Hoskins House	400	958 Windsor Avenue	Mary Anne Allen House
375	140 West Street	Niles M. Griswold Homestead	401	969 Windsor Avenue	Spencer Loomis House
376	174 West Street	Charles A. Huntington Estate	402	992 Windsor Avenue	Martin Barber House
377	202 West Street	Sidney Strickland Homestead	403	1003 Windsor Avenue	George G. Loomis House
378	36-38 Wilson Avenue		404	1006 Windsor Avenue	George Warner House
379	41 Wilson Avenue	Osmyn P. Clark House	405	1021 Windsor Avenue	Gordon Loomis House
380	47 Wilson Avenue	Samuel H. Wilson House	406	1037 Windsor Avenue	Ira Loomis House
381	91 Wilson Avenue		407	1053 Windsor Avenue	Ira Loomis Jr. House
382	111 Wilson Avenue	Otto B. Olin House	408	1065 Windsor Avenue	Benjamin Loomis House
383	66 Milton Road		409	1066 Windsor Avenue	
384	71 Milton Road		410	1095 Windsor Avenue	Abel Strong House
385	103 Windsor Avenue	Samuel Mather House	411	1123 Windsor Avenue	
386	195 Windsor Avenue	Lory Drake House	412	1124 Windsor Avenue	
387	200 Windsor Avenue		413	1173 Windsor Avenue	William H. Hervey House
388	227 Windsor Avenue	Elijah Barber House	414	1174 Windsor Avenue	Capt. Nathaniel Loomis House
389	253 Windsor Avenue	Henry Wilson Jr. House	415	1194 Windsor Avenue	Erastus Case House
390	275 Windsor Avenue		416	1195 Windsor Avenue	Stony Hill School

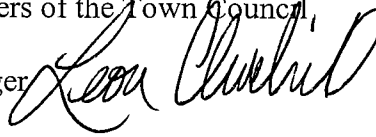
TOWN OF WINDSOR HISTORIC RESOURCES INVENTORY

<u>Inventory Item #</u>	<u>Street</u>	<u>Building Name (Historic)</u>
417	1203 Windsor Avenue	
418	1220 Windsor Avenue	
419	1245 Windsor Avenue	
420	166 Woodland Street	
421	Broad Street Green	
422	184 Duerfield Road	
423	1 Kellogg Street	
424	Loomis-Chaffee School Campus	First Settlement Marker
425	Palisado Green	
426	37 Prospect Street	Amy Archer House
427	Windsor Avenue	Keney Park Entrance Gateway
428	411-413 Windsor Avenue	Giles Barber House
429	1046 Windsor Avenue	James and Jane Hutchinson House

Agenda Item Summary

Date: February 18, 2003

To: Honorable Mayor and Members of the Town Council

Prepared By: Leon Churchill, Town Manager 

Subject: Presentation on Red Cross Initiative

Background

Connecticut's disaster management experts from the Office of Emergency Management (OEM), Federal Emergency Management Agency (FEMA), and many other public safety organizations, have joined the American Red Cross to announce a statewide initiative targeted toward making Connecticut the most prepared state in the union. This campaign, entitled ***Prepare Connecticut***, urges individuals and families to do four simple, but critical steps to prepare for imminent disasters: ***Build a Kit; Make a Plan; Get Trained; Give Blood.***

Discussion/Analysis

Connecticut's residents can survive and recover more quickly by following these four steps:

Build a Kit: Assemble a disaster supplies kit including water, warm clothing, non-perishable food, a radio and other necessities needed to survive and recover from a major disaster for at least three days. *Prepare Connecticut* shows exactly how to do this.

Make a Plan: Construct a family emergency plan that designates a reunion point for the group and an out-of-state telephone contact. *Prepare Connecticut* provides the key points for a good plan.

Get Trained: Be trained in First Aid and CPR. This training will be invaluable to treating survivable injuries or even aid in supporting life while awaiting the arrival of professional emergency services.

Give Blood: Schedule regular blood donations to ensure Connecticut has a safe and adequate blood supply to enable local hospitals to respond to all emergencies in the wake of a disaster.

Financial Impact

There is no financial impact beyond the Town's emergency planning and eventual implementation.

Other Board Action

None.

Recommendations

None.

Attachments

Campaign Press Release



**American
Red Cross**

NEWS RELEASE FOR IMMEDIATE RELEASE

CONTACT: Beth Herzman
PHONE: 860.678.2798
PAGER: 860.504.1125

STATE EMERGENCY OFFICIALS AND RED CROSS ANNOUNCE MAJOR CAMPAIGN TO PREPARE CONNECTICUT FOR DISASTERS.

(Farmington, CT) January 21, 2003 — Connecticut's disaster management experts from the Office of Emergency Management (OEM), Federal Emergency Management Agency (FEMA), and many other public safety organizations, have joined the American Red Cross to announce a statewide initiative targeted toward making Connecticut the most prepared state in the union. This campaign, entitled ***Prepare Connecticut***, urges individuals and families to do four simple, but critical steps to prepare for imminent disasters: ***Build a Kit; Make a Plan; Get Trained; Give Blood.***

"As a state, the lives and well-being of our families, co-workers and friends depend on how prepared we are," said John Wiltse, Director of the Connecticut Office of Emergency Management. "This campaign is a logical component of the state's homeland security plans to safeguard its residents and it offers lifesaving help that everyone should hear."

Through *Prepare Connecticut*, families and businesses can go to one place – The American Red Cross - to receive concrete information that is critical in preparation for a disaster. Be it traditional disasters like house fires and winter storms or new disaster types such as acts of terrorism or use of weapons of mass destruction, Connecticut's residents can survive and recover more quickly by following these four steps:

Build a Kit: Assemble a disaster supplies kit including water, warm clothing, non-perishable food, a radio and other necessities needed to survive and recover from a major disaster for at least three days. *Prepare Connecticut* shows exactly how to do this.

Make a Plan: Construct a family emergency plan that designates a reunion point for the group and an out-of-state telephone contact. *Prepare Connecticut* provides the key points for a good plan.

Get Trained: Be trained in First Aid and CPR. This training will be invaluable to treating survivable injuries or even aid in supporting life while awaiting the arrival of professional emergency services.

Give Blood: Schedule regular blood donations to ensure Connecticut has a safe and adequate blood supply to enable local hospitals to respond to all emergencies in the wake of a disaster.

"The American Red Cross responds to more than two disasters a day within the state of Connecticut, so the likelihood of an emergency happening is not a question of 'if', it's a matter of 'when'. Our goal is to get as many people as possible involved in *Prepare Connecticut*. I urge everyone to call the Red Cross, visit www.prepareforlife.org or visit a Red Cross chapter as soon as possible. This is a program that will save lives," said Jane Gilbert, CEO of the American Red Cross Greater Hartford Chapter.

To prepare Connecticut, local Red Cross chapters are offering all citizens free information on how they can prepare for unexpected emergencies through these four steps. For information on disaster preparedness, local first aid and CPR courses and community blood drives, contact your local Red Cross chapter by dialing 1-877-287-3327 (in-state) or visit www.PrepareForLife.org.


The American Red Cross, a humanitarian organization led by volunteers and guided by its Congressional Charter and the Fundamental Principles of the International Red Cross Movement, will provide relief to victims of disasters and help people prevent, prepare for, and respond to emergencies.

Agenda Item Summary

Date: February 18, 2003

To: Honorable Mayor and Members of the Town Council

Prepared By: Charles Petrillo, Director of Health & Social Services

Reviewed By: Leon Churchill, Town Manager 

Subject: Update: Smallpox Clinic Planning

Background

At the December 16, 2002 Town Council meeting, a presentation was made regarding the development of a Smallpox Mass Vaccination Clinic Plan for Windsor residents. In the intervening two months, a great deal has taken place. This report is intended to update the Council and the public as to the status of smallpox planning on the national, state and local levels.

Discussion/Analysis

The nation as a whole, and Connecticut and the 169 municipalities in the state in particular, have been moving ahead with the development of plans for the voluntary mass vaccination of the entire population for smallpox should the need arise. On January 24, 2003, Connecticut became the first state to begin the federal government's Stage I pre-vaccination program. This first Stage is intended to inoculate key health care workers who work in hospitals and who will likely be the first medical persons to investigate and treat potential smallpox cases. In addition to hospital workers, Stage I vaccinations will be offered to key persons in each of the 41 clinic planning regions throughout the state.

As was stated at the December presentation, the State Department of Public Health has grouped municipalities throughout the state into forty-one (41) regions for the purpose of developing plans for the voluntary mass vaccination of their entire population should the President determine that the need exists. Toward this end, Windsor has been grouped with South Windsor into region #31. Over the last two months, we have accomplished the following. First, a primary clinic site has been selected, that site being the South Windsor High School. The Windsor High School has been selected as the backup location. Second, a clinic plan has been drafted and is presently being reviewed and revised by a planning committee composed of representatives from both communities. It is anticipated that this plan will be completed by March 15. The delay in completing the plan from that originally anticipated is due to waiting for pertinent information from the CDC and State Health Department (e.g. liability, compensation, permission forms, clinic attendance, etc.) which should be included in the plan. Third, both communities have selected a list of clinic coordinators who will be responsible for various phases of the clinic operation and those names have been sent to the State Health Department. We are still looking to fill a few critical positions. Fourth, letters have been sent to approximately 1,200 medical providers (physicians, nurses, physician assistants, etc.) in both communities requesting their assistance at any vaccination clinic. Responses have been received from over 150 people volunteering to assist. A meeting is being planned to relay pertinent information to these medical volunteers. Fifth, 13 persons from our region (six coordinators, six vaccinators, and the regional clinic coordinator) will be attending an information session on February 13 to convey information these persons need before deciding whether they wish to be pre-vaccinated as part of the Stage I pre-

vaccinations. Sixth, a web site relaying the latest smallpox clinic information has been linked to the town's web site. That site is www.townofwindsorct.com/health/smallpox.htm. Seventh, in Windsor, a list of first responders who might want to receive pre-vaccinations during Stage II has been received from police, fire, and ambulance. Educational material is being assembled and will be circulated to them so they can decide whether they want to be pre-vaccinated during Stage II, if and when that time comes. Finally, recruitment of non-medical volunteers will begin by the end of the month. Once recruited, orientation and training sessions will be conducted.

Financial Impact

To date, the only expenses incurred have been in staff time and in the mailings that have taken place. South Windsor handled the mailings and they, like our staff, have been directed to keep track of all costs incurred. It is hoped that some portion of the costs incurred in developing this plan can be reimbursed from Bioterrorism grant funds that we have received.

Other Board Action

No other board action is required at this time. Both Town Councils will be asked to approve the clinic plans once they are completed.

Recommendations

None

Attachments

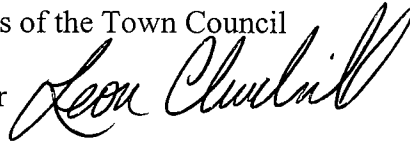
None

Agenda Item Summary

Date: February 18, 2003

To: Honorable Mayor and Members of the Town Council

Prepared By: Leon Churchill, Town Manager



Subject: Workforce Investment Act

Background

The Workforce Investment Act (WIA) was passed by Congress and then signed into law by the President in August of 1998. It is the first major reform of the federal job training system in over 15 years. It provides improvements in the workforce development system such as consolidation of numerous training programs, universal access to placement and training services for all individuals, enhanced accountability and performance monitoring, and the use of vouchers to promote increased flexibility for individuals. The Act gives local elected officials and their municipalities important new opportunities and responsibilities and assigns new responsibility to local chief elected officials for oversight of workforce activities which is important to the economic vitality of the nation's towns and regions.

CRCOG has taken steps to make it easy for its 29 member towns to comply with the federal and state requirements under the Workforce Investment Act. The Steering Committee has worked to help municipalities to acknowledge fiscal responsibility and at the same time protect municipalities for exposure in this and other workforce activities.

Discussion/Analysis

During the past few months, chief elected officials from the Capital Region Workforce Area and the Mid-Connecticut Workforce Area have been engaged in negotiating and drafting a new agreement to encompass the governor's initiative to consolidate the regional workforce development activities in their perspective towns. Seven municipalities previously associated with the Mid-Connecticut Workforce Area will join the thirty municipalities comprising the capitol region area to act together in overseeing workforce development activities. The seven communities are New Britain, Bristol, Berlin, Southington, Burlington, Plymouth and Plainville. The vehicle through which the various capital region towns have previously acted is known as the Consortium of Chief Elected Officials and was managed through the towns' participation with CRCOG.

As of July 2000, each of the 30 towns passed a resolution to enter in an Intergovernmental Consortium Agreement which was required by the federal Workforce Investment Act. The agreement set down a framework for overseeing these activities and those of the Capitol Region Workforce Development board, which carries out the administration of workforce development and training. Because the Consortium is now being supplemented with seven additional municipalities, a revised Intergovernmental Consortium Agreement was necessary. action by the town is requested to approve the new attached agreement within 45 days.

Financial Impact

None.

Other Board Action

None.

Recommendations

If the Town Council is in agreement, be it resolved that:

R. Leon Churchill, Town Manager is authorized to enter into and execute on behalf of the Town of Windsor an intergovernmental agreement to implement Workforce Investment Act activities in accordance to federal and state laws as outlined in the attached agreement and that the attached resolution be adopted.

Attachments

Workforce Investment Act agreement
Resolution

Resolution

AUTHORIZING THE TOWN MANAGER TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT ON BEHALF OF THE TOWN OF WINDSOR TO IMPLEMENT WOKFORCE INVESTMENT ACT ACTIVITIES IN ACCORDANCE WITH FEDERAL AND STATE LAWS.

WHEREAS, the Federal Workforce Investment Act of 1998 provides for a number of improvements to the job training system including: consolidation of numerous training programs; universal access to placement and training services for all individual; enhanced accountability; an the use of vouchers to promote increased flexibility; and

WHEREAS, the Workforce Investment Act continues to give chief elected officials and their municipalities roles including: joining together as the grant recipient; designating a sub grant recipient; providing oversight in the activities of the Regional Workforce Board; approving the annual budget and work plan of the Regional Board; appointing members of the Regional Workforce Board; assuming ultimate responsibility for the fiscal integrity of programs funded by the Workforce Investment Act and other activities; and

WHEREAS, the Workforce Investment Act requires an intergovernmental agreement among the municipalities and their chief elected officials in each workforce investment are specifying: the process for selection of regional workforce board members; the designation of a grant recipient and a sub grant recipient or administrative entity; the powers and authority of the consortium created by the participating municipalities; a statement with respect to accountability for funds allocated to other matters; and

WHEREAS, the Governor has recently reconstituted and designated a new Workforce Investment Area, thus requiring a new Intergovernmental agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE WINDSOR TOWN COUNCIL THAT: the Town of Windsor acknowledges its authority and responsibility under the Workforce Investment Act and authorized R. Leon Churchill, Town Manager, to enter into the intergovernmental agreement on behalf of the Town of Windsor.

BE IT FURTHER RESOLVED THAT: the Town of Windsor authorizes R. Leon Churchill, Town Manager, to serve as a member of the Consortium created by the intergovernmental agreement ad to act for the municipality on all Consortium matters.

Donald Trinks
Mayor
February 18, 2003

INTERGOVERNMENTAL CONSORTIUM AGREEMENT
BETWEEN THE MUNICIPALITIES OF

ANDOVER, AVON, BERLIN, BLOOMFIELD, BOLTON, BRISTOL, BURLINGTON, CANTON,
EAST GRANBY, EAST HARTFORD, EAST WINDSOR, ELLINGTON,
ENFIELD, FARMINGTON, GLASTONBURY, GRANBY, HARTFORD, HEBRON,
MANCHESTER, MARLBOROUGH, NEW BRITAIN, NEWINGTON, PLAINVILLE,
PLYMOUTH, ROCKY HILL, SIMSBURY, SOMERS, SOUTH WINDSOR,
SOUTHINGTON, STAFFORD, SUFFIELD, TOLLAND, VERNON,
WEST HARTFORD, WETHERSFIELD, WINDSOR AND WINDSOR LOCKS.

THIS AGREEMENT, entered into by and amongst the above-referenced municipalities ("Parties"), which together comprise the membership of the newly formed Capitol Region Workforce Investment Area;

WHEREAS, in accordance with the Workforce Investment Act and the Connecticut General Statutes, an agreement may be entered into amongst municipalities for the purpose of providing resources for policy development, planning, programming of services and other related activities; and

WHEREAS, the thirty-seven municipalities listed above are desirous of entering into an agreement in order to authorize the Chief Elected Officials to act on behalf of their municipalities to appoint local workforce investment board members, strategically plan for the delivery of workforce services in the region, implement workforce investment activities and to assign responsibilities among the Chief Elected Officials of each of the municipalities which are a party to this Agreement, all in accordance with the Workforce Investment Act of 1998, Section 117 et seq.; and

WHEREAS, the municipalities listed above comprise the membership of the Capitol Region Workforce Investment Area, which area was recently reconstituted and designated by the Governor;

NOW, THEREFORE, in consideration of the premises and mutual covenants and obligations herein contained and subject to the terms and conditions hereinafter stated, the Parties hereto agree and understand as follows:

ARTICLE I: AGREEMENT PURPOSE

- a. It is the purpose of this intergovernmental consortium agreement ("Agreement") to affirm, state, and establish the duties, powers, and obligations of the Consortium of Chief Elected Officials created under this Agreement by the representatives of each of the Parties to this agreement (the "Consortium"). The terms and conditions which follow reflect the joint understanding among the Parties to this Agreement and shall be construed as the essential elements of the mutual considerations upon which this Agreement is based.
- b. It is the intent of the Parties to this Agreement to incorporate into this Agreement the duties and obligations governing the Parties to this Agreement, the Consortium, their grant and sub-grant

recipients, the administrative agent and regional workforce board, which they shall appoint, and the service providers they select to operate State and federal workforce investment programs.

- c. The Consortium created shall assume the responsibility for oversight and policy determination for existing workforce investment programs administered under the Workforce Investment Act of 1998.

ARTICLE II: PARTIES TO THE AGREEMENT

- a. The municipalities of ANDOVER, AVON, BERLIN, BLOOMFIELD, BOLTON, BRISTOL, BURLINGTON, CANTON, EAST GRANBY, EAST HARTFORD, EAST WINDSOR, ELLINGTON, ENFIELD, FARMINGTON, GLASTONBURY, GRANBY, HARTFORD, HEBRON, MANCHESTER, MARLBOROUGH, NEW BRITAIN, NEWINGTON, PLAINVILLE, PLYMOUTH, ROCKY HILL, SIMSBURY, SOMERS, SOUTH WINDSOR, SOUTHWINGTON, STAFFORD, SUFFIELD, TOLLAND, VERNON, WEST HARTFORD, WETHERSFIELD, WINDSOR AND WINDSOR LOCKS shall constitute a Workforce Investment Area in accordance with State and federal laws, and accordingly are the Parties to this Agreement and shall be collectively referred to as the Consortium of Chief Elected Officials.
- b. Each Party represents and warrants that it has complied with any and all municipal and other applicable requirements for entering into this Agreement, becoming members of the Consortium and designating the elected official from the municipality to serve on the Consortium and act on the municipality's behalf. Further, the Parties to this Agreement have the constitutional and/or statutory power pursuant to the Connecticut General Statutes to enter into this Agreement, and after due consideration, have agreed to ratify this Agreement as is evidenced by the signature of the appropriate official for each municipality which is affixed to the execution pages of this Agreement.

ARTICLE III: TERM

- a. This Agreement shall become effective on the date when all of the parties to this Agreement have duly executed their respective signature page attached hereto, and shall be automatically renewed on July 1st of each subsequent year, unless or until:
 - i. the Governor re-designates the Local Workforce Investment Area, or
 - ii. the end of the fortieth year from the date this agreement has been executed by all of the Parties, or
 - iii. as to a party, until this Agreement has been terminated by such party to this Agreement upon the giving of ninety (90) days written notice to the other parties prior to the end of the program year for receipt of federal workforce funds.
- b. If any member withdraws from this Agreement whether or not in accordance with the terms and conditions enumerated herein,

- i. this Agreement shall be accordingly modified to reflect the removal of such member; and
- ii. the withdrawing member municipality shall be liable for its pro rata share of obligations authorized to be entered into or incurred prior to the effective date of its respective withdrawal; and
- iii. this Agreement shall nevertheless remain in full force and effect until such time as the Governor has been notified and has taken such action as is appropriate to address designation and services issues for the Local Workforce Investment Area.

ARTICLE IV: ORGANIZATION

a. Consortium Membership and Lead Elected Official Designation

- i. To carry out the purposes of this Agreement, a Consortium shall be created of the chief elected officials of each municipality which is a party to this Agreement, or of the official designated by the member municipality's legislative body to serve in such capacity.
- ii. The then current Chairperson of the Consortium shall also be the designated Lead Elected Official of the Capital Region Workforce Investment Area for Workforce Investment act purposes during his/her of term of office.

b. Officers of the Consortium

- i. Officers shall include a Chairperson and a Vice Chairperson. They shall be elected from among and by the membership of the Consortium at its biennial election meeting, which shall be held in December of odd numbered years following local municipal elections in November. All officers shall serve until the next biennial election or until they are replaced by their municipal appointing authority.

Notwithstanding the foregoing, the parties hereto explicitly agree that the Honorable Stephen Cassano shall serve as the Chairperson and the Honorable Frank Nicastro shall serve as the Vice-Chairperson until the first biennial election of officers following the date when this agreement becomes effective.

- ii. The officers shall be elected by a 2/3 majority vote of the Consortium. If there are two or more candidates for a position and no one receives two-thirds of the vote, then a second vote shall be held for the two candidates that received the greatest number of votes.-
- iii. In the event that the Chairperson is unable to serve s/he will be succeeded by the Vice Chairperson.

- iv. Removal from Office. Officers of the Consortium may be removed from office by a 2/3 vote of the entire Consortium upon notice to the Consortium by a petition of at least twenty-five percent (25%) of the representatives to the Consortium.
- v. Chairperson. The Chairperson of the Consortium shall be a duly elected official of a member municipality. S/he shall preside at all meetings of the Consortium, and in his/her absence the Vice Chairperson will preside. When so directed by the Consortium, the Chairperson and/or other officer and/or the Chief Executive Officer of the sub-grant recipient (CRWDB) shall sign all contracts, reports, plans, and publications which have been duly authorized and adopted by the Consortium.

The Chairperson may call special meetings of the Consortium as specified in Section (d)(ii) herein. As a member of the Consortium, the Chairperson shall have the right to vote on all matters which may come before the Consortium. The Chairperson shall be a member of all committees, ex-officio without vote, except in the case of tie votes or when required for a quorum.

- vi. Vice Chairperson. At the request of the Chairperson or in the absence of the Chairperson, or during his/her inability to act, the Vice Chairperson shall assume the powers and duties of the Chairperson. The Vice Chairperson shall have such other powers and perform such other duties as may be assigned to him/her by the Consortium.

c. Steering and other Consortium Committees

- i. The Consortium may establish such standing, special and advisory committees as it shall deem appropriate. In establishing any such committee hereunder, the Consortium shall specify the purpose and responsibilities of such committee, and may appoint, reappoint and remove members of any such committee and designate the Chairperson thereof and fill vacancies thereon. Any committee established hereunder by the Consortium may be abolished by the Consortium at any time.
- ii. The Consortium shall establish a committee of the full Consortium to be known as the Local Elected Officials Steering Committee (the "Steering Committee"), which shall be authorized to act on behalf of the Consortium regarding management of the business affairs of the Consortium. The members of the Steering Committee shall be comprised of the chief elected official and/or their designee(s) of the following municipalities and in the following manner, which is particularly prescribed in Exhibit A attached hereto: two representatives from the City of Hartford; one representative from each of the municipalities of Bristol, East Hartford, Enfield, Manchester, New Britain, Southington and West Hartford; three representatives to be selected by the member municipalities with a population between 20,000 and 40,000; and four representatives to be selected by the member municipalities with a population of less than 20,000. This population-based formula shall be based upon the then current federal census data for the member municipalities. The selection of Steering Committee members by municipalities having populations of 40,000 or less shall occur at the biennial election meeting following

November municipal elections in odd-numbered years. Notwithstanding the composition of the Consortium, it is understood and agreed that the municipality of Hartford shall be entitled to two representatives on the Steering Committee.

Meetings of the Steering Committee shall be held quarterly or at the discretion of the Chairperson.

d. Full Consortium Meetings

- i. Regular Meetings. Unless otherwise specified by resolution of the Consortium, Regular Meetings of the Consortium shall be held biannually, with one meeting being held in December of each year. Whenever possible, the Consortium shall conduct its meetings jointly with the board of directors meetings of the local regional workforce development board. As set forth in Section (d)(iii) below, the December meeting shall be the "Biennial Election Meeting" in odd numbered years.
- ii. Special Meetings. Special meetings shall be held by call of the Chairperson or by petition to the Chairperson of the Consortium from those members constituting a minimum of twenty percent (20%) of the members of the Consortium.
- iii. Biennial Election Meeting. Unless otherwise specified by resolution of the Consortium, the biennial election meeting shall be held in December of odd numbered calendar years.
- iv. Annual Business Meeting. The Annual Business Meeting, at which the budget for the subsequent year is adopted, shall be held on a date and place to be selected by the Chairperson, but such meeting shall be held no later than June 1 of each year.
- v. Call of Meeting. Each Consortium member and alternate shall be sent notices of meetings in writing, which may include any manner of electronic means, postmarked at least five (5) days before the meeting date. The notices shall include the place and time of the meeting and an agenda for the meeting. Any matter not included in the agenda shall not be acted upon at such meeting other than routine ministerial and administrative matters, unless such matter is approved by two-thirds of the members present and constituting a quorum.
- vi. Minutes. Minutes of the Consortium meetings and other official actions shall be of public record.
- vii. The Consortium shall from time to time adopt or amend Standing Rules for the conduct of meetings of the organization.
- viii. Meetings shall be noticed and declared public meetings, open to the public, in accordance with Connecticut State Statutes and federal law.

- e. Quorum. For conducting the Consortium's business or that of any committee of the Consortium, a majority of the representatives of the members of the Consortium or members of such committee, respectively, shall constitute a quorum.
- f. Action of the Consortium. Action of the Consortium, except as otherwise provided herein, will require an affirmative vote of at least a majority of those members of the Consortium present and voting and constituting a quorum.
- g. For items determined to be routine, ministerial or administrative, which require action before the next scheduled Consortium meeting, official votes may be taken via facsimile transmission provided that a paper record of facsimile votes is kept documenting the votes of the members. Affirmative votes must meet the same guidelines as outlined in this section. Such votes shall be recorded in the minutes of the next meeting of the Consortium.
- h. The Consortium may only take action without a meeting if two-thirds all members of the Consortium consent to the action in writing. The action shall be evidenced by one or more written consents describing the action taken, signed by each representative, and included in the minutes or filed with the Consortium records reflecting the action taken.

Action taken under this section is effective when all signed consent documents are delivered to the Consortium. A consent signed under this section has the effect of a meeting vote and may be described as such in any document.

- i. Each representative shall be entitled to one vote in the affairs of the Consortium.
- j. Grant Recipient and Sub-Grant Recipient Designation
 - i. The Consortium shall support its programs and any costs incidental to the operation of its programs by grant funds appropriated to it by the federal and state grants and/or appropriations. In addition, the Consortium or its designee is authorized to accept any other grants in aid or assistance, funds from the United States Government or to accept appropriations from any of its members, or any other organization or person, including the acceptance of gifts, grants, or bequests whether it be in the form of tangible or intangible property.
 - ii. The Consortium of Chief Elected Officials shall be the grant recipient of record for purposes of receipt of federal Workforce Investment Act funds.
 - iii. The Consortium designates the Capital Region Workforce Development Board (the "Workforce Board") to be the sub-grant recipient and administrative agent for purposes of receipt of federal Workforce Investment Act funds.
 - iv. The Consortium shall be provided with staff and related support by the same staff as that supporting the local workforce investment board that the Consortium shall appoint. The staff shall carry out the policies of the Consortium, produce required reports for

their review and approval and provide such other services as may be necessary for the Consortium to carry out its business.

k. Appointment of Regional Workforce Investment Board Members

- i. The Consortium shall appoint a majority private sector Local Workforce Investment Board, including public sector members, which meets the requirements of federal and state law, to and including sections 117 (b)(2) and 117 (c)(1)(A) and (B) of the Workforce Investment Act of 1998 and C.G.S. §31-31, as amended by Public Act 99-195, with respect to the receipt of state and federal funding streams over which the Consortium shall exercise policy and oversight for the implementation of workforce investment and related programs, and which meets the criteria established by the Governor and the State Board pursuant to section 117 (b)(1) of the Workforce Investment Act of 1998 for use by the Consortium in appointing such members. This majority private sector Board shall exercise those responsibilities with respect to workforce and related funding streams as shall be determined in any authorizing legislation or as shall be set forth herein.
- ii. The authority to make appointments of private sector members to the local workforce investment board shall be allocated amongst the Consortium members pursuant to a demographic-based methodology including each member's municipal population, as is more particularly prescribed in Exhibit B attached hereto. This demographic-based formula shall be based upon the then current federal census data for the member municipalities. Notwithstanding the above, and in addition to the appointment methodology delineated in Exhibit B attached hereto, the Chairperson of the Consortium shall have the authority to appoint seven (7) additional private sector members at-large. Of these seven at-large members, two shall represent employers from the Bristol/New Britain area and two shall represent employers in the gaming industry.
- iii. Consortium members shall appoint private sector members to the local workforce board who are from local businesses and/or local business organizations, and to the extent possible, they shall be business owners, chief executives or chief operating officers of nongovernmental employers, or other business executives who have substantial management or policy responsibilities. Every effort shall be made to have such members represent major employers which have a regional focus as well as employers which are in industries experiencing significant growth. Accordingly, the Consortium members agree to incorporate, as much as possible, local industry sectorial analyses into their selection process of private sector members in order to achieve these employer representation goals.
- iv. Consortium members shall make such appointments of private sector members within forty-five (45) days of the execution of this Agreement or of any subsequent vacancy of a private sector member, and at least forty-five (45) days before the expiration of any private sector member's term of office, whichever is applicable.

- v. Private sector members shall constitute the majority of the members appointed.
- vi. When possible, private sector members shall represent small businesses, including minority businesses.
- vii. Non-business members shall be nominated in accordance with applicable law and the organizations, agencies, groups and institutions representing those sectors required by governing legislation to be appointed to the non-business representatives on the local workforce board. Said members shall then be appointed by a simple majority vote of the Consortium.
- viii. All appointments to the Regional Workforce Investment Board (CRWDB) made by the Consortium shall be made in accordance with Connecticut Public Act 99-195.
- ix. Local workforce investment board (CRWDB) members shall be appointed for a period of 3 years. Terms shall be staggered as determined by the elected officials.
- x. Members of the local workforce investment board may be re-appointed for consecutive terms at the determination of the Consortium or the Consortium member responsible for such appointment.
- xi. Every effort shall be made when appointing non-business members to the local workforce board that such members or the organizations they represent not be current recipients of Workforce Investment Act or other grant funds administered and/or overseen by the Consortium. This conflict of interest provision shall not be applicable to the appointment of members to the Youth Council.

ARTICLE V: POWERS DELEGATED TO THE CONSORTIUM

- a. The Consortium shall appoint the members of the Capital Region Workforce Development Board in accordance with both state and federal criteria.
- b. The Consortium, pursuant to state and federal legislation regarding workforce investment systems and funding, shall oversee policy decisions and activities of the sub-grant recipient and administrative agent in carrying out the responsibilities of the grant recipient, which shall be vested in powers to include, but not be limited to, the following:
 - i. The power to contract with the Capital Region Workforce Development Board, Inc.
 - ii. The manner in which accountability for fund expenditures shall be provided for including an independent audit to be done in accordance with the Connecticut General Statutes, and applicable federal legislation, as well as oversight and monitoring, which shall include receiving quarterly performance reports from the Capital Region Workforce Development Board.

- iii. The acceptance of grants, gifts, or other types of financial assistance as allowed by law.
- iv. The manner in which any program income, fee for services or surplus funds may be expended.
- v. The composition, membership appointments, and organizational approval of any advisory or partnership bodies to the Consortium.
- vi. The development of polices and procedures and/or administrative rules to effectively carry out the Consortium's policies and decisions so long as they do not conflict with federal and state rules and regulations, or impinge upon powers granted to the local workforce investment board.
- vii. Together with the local workforce investment board (CRWDB), the Consortium shall:
 - A. Approve the budget of the of the local workforce investment board.
 - B. Approve the Local Workforce Investment Plan.
 - C. Designate/certify or competitively select local one-stop operators.
 - D. Provide oversight with respect to local youth activities, employment and training activities, and the one-stop delivery system.
 - E. Appoint the local youth council.
 - F. Negotiate local performance measures and levels with the State.

ARTICLE VI: GENERAL PROVISIONS

- a. The signatories to this Agreement agree that CRWDB shall purchase such insurance as is necessary to fully insure the Consortium and indemnify its member municipalities, their elected officials or designees and the signatories to this Agreement and save them harmless from all suits, actions, damages, liability and expense in connection with any misuse of grant funds allocated to the local area under sections 128 and 133 of the Workforce Investment Act arising wholly or in part by any act or omission of the Consortium, the sub-grant recipient or any of its members, their agents, contractors, employees, servants, invitees, licensees or concessionaires, and from all reasonable attorney's fees and other costs of defending any such suit or action. Insurance policies to be purchased and maintained shall name the Capital Region Workforce Development Board, Inc. and the thirty-seven Consortium members as insureds, and shall include, but not be limited to, coverage for directors and officers liability, crimes committed, professional liability, general liability, sexual abuse, worker's compensation, automobile and fiduciaries liability.

- b. The Capital Region Workforce Development Board, as the sub-grant recipient and administrative agent appointed hereunder, shall save harmless and indemnify the Consortium and its members from and against financial loss and expense arising out of any claim, demand, suit or judgment by reason of alleged negligence or alleged deprivation of any person's civil rights or other act or omission resulting in damage or injury, if the Consortium and/or its members are found to have been acting in the discharge of its duties or within the scope of employment and such act or omission is found not to have been wanton, reckless or malicious.
- c. It is understood and agreed that this document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written.
- d. It is agreed that no modification, amendment, or alteration of the terms or conditions contained herein shall be effective unless approved by an affirmative vote of 80% of the Consortium members.
- e. Whenever any party desires to give notice unto another party, notice must be given in writing sent by registered United States Mail with Return Receipt Requested, addressed to the party for whom it is intended, at the place last specified, and the place for giving such notice in compliance with the provision of this paragraph. The parties designate the seat of the Legislative Body for their municipality as the place for giving notice under this agreement.
- f. The Consortium shall make such reports to the State and the federal governments as may be required and shall require such reports as necessary from the Capital Region Workforce Development Board.
- g. Consortium members may be reimbursed for travel and out of pocket expenses to the extent allowed by the authorizing legislation governing the funding stream from which reimbursement is sought. Reimbursement shall be in accordance with federal, state and local policies.
- h. To the extent a dispute shall arise among the parties in connection with this Agreement, the parties shall first attempt an informal resolution, and if this is unsuccessful, the parties shall attempt to resolve the dispute through mediation.
- i. The chairperson shall act as duly authorized signatory for the Consortium on all agreements, grants, or on any other document requiring a signature and duly approved by the Consortium, in order to be legally binding. In the absence of the chairperson, the Vice Chairperson may sign on behalf of the Consortium.
- j. The President of the Capital Region Workforce Development Board shall be authorized to oversee the procurement of goods and services necessary to carry out the day-to-day activities of the Consortium and the Board and to enter into agreements for these goods and services without obtaining prior Consortium or Workforce Board authority. Those goods and services procured for service providers and customers currently through the Workforce Board's RFP process will continue to require Consortium and/or Workforce Board authority.

- k. This Agreement shall be deemed to be a binding contract and shall be construed in accordance with and governed by the laws of the State of Connecticut.
- l. In the event that any provision of this Agreement or the application of any such provision to any party or circumstances be held invalid or unenforceable or the application of such provision to parties or circumstances be unenforceable, the remainder of this Agreement shall not be affected thereby and shall remain in full force and effect.
- m. Any waiver at any time by any party hereto of its rights with respect to any matter arising in connection with this Agreement shall not be considered a waiver with respect to any subsequent default or matter.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on separate signature pages for each municipality member of the Consortium and on the respective dates which accompany each signature;

SIGNATURE PAGE OF

INTERGOVERNMENTAL AGREEMENT
BETWEEN THE MUNICIPALITIES OF

ANDOVER, AVON, BERLIN, BLOOMFIELD, BOLTON, BRISTOL, BURLINGTON, CANTON,
EAST GRANBY, EAST HARTFORD, EAST WINDSOR, ELLINGTON,
ENFIELD, FARMINGTON, GLASTONBURY, GRANBY, HARTFORD, HEBRON,
MANCHESTER, MARLBOROUGH, NEW BRITAIN, NEWINGTON, PLAINVILLE,
PLYMOUTH, ROCKY HILL, SIMSBURY, SOMERS, SOUTH WINDSOR,
SOUTHINGTON, STAFFORD, SUFFIELD, TOLLAND, VERNON,
WEST HARTFORD, WETHERSFIELD, WINDSOR AND WINDSOR LOCKS.

THE MUNICIPALITY OF _____, through its designated and
authorized representative to the Consortium, _____
(print name of authorized representative)

Date: _____

Signature: _____

Exhibit A
Steering Committee Representation

Population over 100,000	Population	# of Representatives
Hartford	121,578	2
Population between 40,000 and 100,000		
New Britain	71,538	1
West Hartford	63,589	1
Bristol	60,062	1
Manchester	54,740	1
East Hartford	49,575	1
Enfield	45,212	1
Southington	40,001	1
Population between 20,000 and 40,000		
Glastonbury	31,876	Elect 3 members
Newington	29,306	
Windsor	28,237	
Vernon	28,063	
Wethersfield	26,271	
South Windsor	24,412	
Farmington	23,641	
Simsbury	23,234	
Population under 20,000		
Bloomfield	19,587	Elect 4 members
Berlin	18,215	
Rocky Hill	17,966	
Plainville	17,328	
Avon	15,832	
Suffield	13,552	
Tolland	13,146	
Ellington	12,921	
Windsor Locks	12,043	
Plymouth	11,634	
Stafford	11,307	
Somers	10,417	
Granby	10,347	
East Windsor	9,818	
Canton	8,840	
Hebron	8,610	
Burlington	8,190	
Marlborough	5,709	
Bolton	5,017	
East Granby	4,745	
Andover	3,036	

