



Council Agenda

Council Chambers
Windsor Town Hall
January 2, 2007



7:30 PM Regular Council Meeting

1. ROLL CALL
2. PRAYER – Councilor Simon
3. PLEDGE OF ALLEGIANCE – Councilor Simon
4. PROCLAMATIONS/AWARDS
 - a) Proclamation honoring Safety Personnel for Boat Rescue
5. PUBLIC COMMUNICATIONS AND PETITIONS
(Three minute limit per speaker)
6. REPORT OF APPOINTED BOARDS AND COMMISSIONS
 - a) Board of Education
7. TOWN MANAGER'S REPORT
8. COMMUNICATIONS FROM COUNCIL MEMBERS
9. REPORTS OF STANDING COMMITTEES
10. ORDINANCES
11. UNFINISHED BUSINESS
12. NEW BUSINESS
 - a) *Approve FY 2008 Budget Calendar (Town Manager)
13. *RESIGNATIONS AND APPOINTMENTS
14. MINUTES OF PRECEDING MEETINGS
 - a) *Minutes of the December 18, 2006 Regular Town Council Meeting
15. PUBLIC COMMUNICATIONS AND PETITIONS

Town Council Agenda
Windsor Town Hall
January 2, 2007



(Three minute limit per speaker)

16. EXECUTIVE SESSION

17. ADJOURNMENT

★Back-up included

Proclamation

Honoring Windsor Volunteer Fire Department's Lt. Justin Cusson, Lt. John Pouliot, Firefighter Mike Sweeney, Firefighter Colin Newcomb and Windsor Police Officers Russell Wininger, Raymond McLaughlin, John Simon, Kari Tkacz, and Jamie Thomson for their successful rescue effort.

WHEREAS, On Thanksgiving evening, November 23, 2006 the Windsor Volunteer Fire Department responded to an emergency call at the Bissell Bridge. The Wilson and Windsor Fire Companies were dispatched; and,

WHEREAS, A young man was attempting to jump from the bridge. While driving to the scene, the firefighters were informed by dispatch that the individual had indeed jumped and had been thrown a life jacket by Windsor Police Officer Russell Wininger; and,

WHEREAS, Members of the Wilson and Windsor Fire Companies, Lt. Justin Cusson, Lt. John Pouliot, Firefighter Mike Sweeney and Firefighter Colin Newcomb launched the department's Boston Whaler and proceeded downriver in the darkness and severe rain to locate the victim. They drove the rescue boat along the west bank following the screams of the victim – located him and successfully rescued him from the cold water; and,

WHEREAS, The swift and coordinated actions of the Windsor Volunteer Fire Department and Windsor Police Officers resulted in a successful conclusion to the incident.

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


Windsor Volunteer Firefighters Lt. Justin Cusson, Lt. John Pouliot, Firefighter Mike Sweeney, Firefighter Colin Newcomb and Windsor Police Officers Russell Wininger, Raymond McLaughlin, John Simon, Kari Tkacz, and Jamie Thomson are commended for their heroic efforts in saving the life of another human being. Their swift actions and answering the call to serve fellow citizens exemplifies a spirit of community that makes the entire Windsor community proud.



Donald S. Trinks

Donald S. Trinks
Mayor of Windsor
January 2, 2007

Agenda Item Summary

Date: January 2, 2007
To: Honorable Mayor and Members of the Town Council
From: Peter Souza, Town Manager 
Subject: FY 2008 Budget Calendar

Background

The Budget Calendar outlines the process for submittal, review and adoption of the annual operating budget. It is customary for the Town Council to approve the budget calendar each January.

Discussion/Analysis

Although the attached proposed budget calendar is generally consistent with the calendars adopted for previous budgets, the proposed schedule calls for the Town Manager's proposed budget to be submitted to the Town Council on March 27 which is slightly earlier than in years past in order to provide additional time for public review prior to the formal public hearing on April 2. Also, the calendar includes a public information meeting on March 28. This meeting is planned to be hosted by the Town Manager and staff and will provide an informal setting for the public to hear more about the proposed budget prior to the April 2 public hearing.

Council's budget work sessions are proposed for Mondays and Wednesdays throughout April. Council discussion and deliberations are set for April 18 and April 23 with final budget adoption proposed for Monday, April 23. The suggested date for the Adjourned Town Meeting (referendum) is Tuesday, May 8.

Financial Impact

None.

Other Board Action

None.

Recommendations

If the Town Council is in agreement, that the following motions be adopted:

“MOVE that the attached Budget Calendar for FY 2008 be adopted.”

“MOVE that a Public Hearing for input from the public regarding the FY 2007 budget be scheduled for February 5, 2007 at 7:15 PM.”

“MOVE that a Public Hearing for input from the public regarding the FY 2007 budget submitted by the Town Manager be scheduled for April 2, 2007 at 7:15 PM.”

“MOVE that the Adjourned Town Meeting be tentatively scheduled for May 8, 2007.”

Attachments

Proposed FY 2008 Budget Calendar

**TOWN OF WINDSOR, CONNECTICUT
FY 2007-2008
BUDGET CALENDAR BY DEPARTMENT
PROPOSED**

Date	Day	Step
Feb. 5, 2007 7:15 PM	Monday	Public Hearing by Town Council to hear budget requests from citizens.
Week of March 19, 2007	Monday	Finance Committee Meeting
March 27, 2007	Tuesday	Estimated receipts and expenditures submitted to Town Council by Town Manager (proposed budget)
March 28, 2007	Wednesday	Informational meeting on Proposed Budget
April 2, 2007 7:15 PM	Monday	Regular Town Council meeting; Public Hearing re: public opinion regarding budget as proposed by Town Manager
April 4, 2007 6:30- 9 PM	Wednesday	Board of Education, Public Works, Landfill, Development Services, and Community Development
April 9, 2007 6:30 - 9 PM	Monday	Safety Services, Health Services, Information Services, Human Services, Child Care, and Adult Day Care
April 11, 2007 6:30 - 9 PM	Wednesday	Board of Education, Library Services, Recreation & Leisure Services, Administrative Services and Price Guide
April 16, 2007 6:30 - 9 PM	Monday	General Government, Town Support for Education, General Services, Insurance Internal Service Fund, and Revenues
April 18, 2007 6:30 - 9 PM	Wednesday	Capital Spending, Town Council discussion and preliminary deliberations
April 23, 2007 6:30 - 9 PM	Monday	Town Council final deliberations and vote
May 8, 2007	Tuesday	Recommended date for Adjourned Town Meeting (referendum)
May 21, 2007	Monday	Regular Town Council Meeting; Council sets tax rate
June 22, 2007	Friday	Tax bill mailing completed
June 30, 2007	Saturday	End of current fiscal year
July 1, 2007	Sunday	FY 2007 budget becomes effective

XIII. Resignations and Appointments

January 2, 2007



- A. One *Republican* Member
Capital Improvements Committee
Three Year Term to expire May 15, 2009 or until a successor is appointed
(Robert Gustafson – reappointment)

- B. One *Republican* Member
Commission on Aging & Handicapped
Three Year Unexpired Term to expire January 31, 2008 or until a successor is appointed
(Gale Deming – resigned – VACANT)

- C. One *Republican* Member
Commission on Aging & Handicapped
Three Year Unexpired Term to expire January 31, 2008 or until a successor is appointed
(Shirley Hallett – resigned – VACANT)

- D. One *Democratic Alternate* Member
Conservation Commission
Five Year Unexpired Term to expire November 30, 2010 or until a successor is appointed
(Sheila Smith – moved from alternate to regular position – VACANT)

- E. One *Democratic Alternate* Member
Conservation Commission
Five Year Unexpired Term to expire November 30, 2010 or until a successor is appointed
(Winsome Barnaby – resigned – VACANT)

- F. One *Democratic* Member
Conservation Commission
Five Year Unexpired Term to expire November 30, 2009 or until a successor is appointed
(Daniel Stepanek – resigned – VACANT)

- G. One *Republican Alternate* Member
Human Relations Commission
Three Year Term to expire May 31, 2007 or until a successor is appointed
(F. Evelyn Smith – moved from alternate to regular member - VACANT)

- H. One *Republican* Member
Human Relations Commission
Three Year Term to expire May 31, 2009 or until a successor is appointed
(Paul Giampolo – deceased – VACANT)

- I. One *Democratic Alternate* Member
Human Relations Commission
Three Year Term to expire May 31, 2009 or until a successor is appointed
(Colin Edwards – resigned – VACANT)

- J. One *Republican Alternate* Member
Youth Commission
Two Year Unexpired Term to expire September 30, 2008 or until a successor is appointed
(Sharon Gauthier – moved from alternate to regular member – VACANT)

- K. One *Democratic* Member
Youth Commission
Three Year Term to expire January 30, 2010 or until a successor is appointed
(Patricia Hymes – reappointment)

XIII. Resignations and Appointments

January 2, 2007



- L. One *Democratic* Member
Youth Commission
Three Year Term to expire September 30, 2009 or until a successor is appointed
(Joseph Novak – reappointment)

**Windsor Town Council
Council Chambers – Town Hall
December 18, 2006
Unapproved Minutes**

Mayor Trinks called the regular meeting to order at 7:30 p.m.

1. Roll Call – Present: Mayor Trinks, Deputy Mayor Curtis (arrived at 8:00 p.m.), Councilor Gegetskas, Councilor Herzfeld, Councilor Jepsen, Councilor McDonald, Councilor Moreton, Councilor Mulligan and Councilor Simon
2. Prayer – Councilor Mulligan
3. Pledge of Allegiance – Councilor Mulligan
4. Proclamations/Awards

None.

5. Public Communications and Petitions

Ms. Coralee Jones, 1171 Matianuck Avenue, commented on the Hartford Courant article regarding the validity of the town survey. She is concerned about the comment that too many “old white people” responded. Please don’t be displeased with the people who took the time to respond. One of the things that concerns her is bringing meetings to different areas of town. This will not bring people to meetings. The Board of Education changes meeting locations and it causes confusion. She doesn’t think that the town is giving younger people and minorities in town credit for getting involved. They get involved where they can and where they feel it is important. The town’s responsibility is to make opportunities for citizens to get involved and the town is doing a good job with this. She doesn’t feel that the results of the survey would be different regardless of who filled out the survey. If we are not happy with the results, then let’s not spend the money creating another survey.

Mr. Bradshaw Smith, 23 Ludlow Road, noted that there is nothing of the negative aspects in the Town Manager’s report on Emhart. He commented on property revaluation and the Town Manager’s stating that residential property has risen 15-60% when an article from the Associated Press states otherwise. He is not sure if the projects in the surface transportation program are good.

6. Report of Appointed Boards and Commissions
 - A. Public Building Commission

Mr. Joe Novak, Chair, Public Building Commission gave a report to the Council. The library project is almost nearing its end. The punch list items for the contractor should be completed in the next week or two. There is some town staff work that is waiting to be cleared on the project. The louvers on the south side of the building need to be covered with stucco. The final installation of security cameras and heating equipment still needs to be done. There is a surplus of \$30,000.

The interior and new fencing of Welch Pool will be installed soon. Phase I of the Milo Peck Center project is complete.

Councilor Herzfeld asked if \$30,000 is a solid figure or is it subject to change? Mr. Novak said that from an expense side, it is a solid figure. From a revenue side, there is more than that. There is the \$90,000 that the town lent for the staff to move and there are the grants.

Town Manager Souza added that we received a portion of the library reimbursement grant which will be reflected in the project accounting after the first of the year.

Councilor Gegetska asked how long we give contractors to do a punch list. Mr. Novak said that we did take some of the punch list items away for the staff to complete. The contractor has been completing items and we are confident that he will finish them in the next couple of weeks. The contractor is looking for the retainer that we are holding for him. Within a month or two if it is not done, we would close it and deduct it from the retainer. Substantial completion was done during May of this year. We started occupying the library in May and opened in June.

7. Town Manager's Report

Coffee Chat with the Superintendent

Dr. Elizabeth Feser, Superintendent of Schools, will be holding a Coffee Chat at the Windsor Community Center located at 330 Windsor Avenue on Wednesday, January 10th from 7:00 p.m. to 8:30 p.m.

All residents are invited to meet informally with Dr. Feser and talk about issues of importance involving our schools. For more information, call 687.2000 ext. 236.

Zoning Regulations Public Workshop

A public workshop to kick-off the process of comprehensively updating the Town of Windsor Zoning Regulations is scheduled for Tuesday, January 23, 2007 at 7:00 p.m. in the Town Hall Council Chambers. Windsor's Zoning Regulations have served the town and the Commission well, but 168 separate amendments over the last 21 years have left them less than user-friendly in many respects. Town staff has identified an extensive and growing list of issues with the regulations over the last six months that need to be addressed and there are likely other issues yet to be identified.

The workshop will provide a forum for interested parties to discuss the strengths and weaknesses of the current Zoning Regulations and to suggest changes for the Town Planning and Zoning Commission to consider as it moves forward with its comprehensive rewrite of the regulations in their entirety over the next 18 to 24 months.

For additional information, please call the Planning Department at 285-1980.

Police Awards Ceremony

On Thursday December 14, 2006 the Windsor Police Department held its First Annual Awards and Recognition Ceremony at Sage Park Middle School. Friends, family members and co-workers joined in celebrating the work of 31 officers who received awards for various work accomplishments that occurred from 1997 through 2005, including saving a life, working on a notable case, arresting a serious felon, and seizing large quantities of narcotics and illegal firearms.

The ceremony was a success and the Police Department hopes to make the recognition ceremony an annual event.

Budget Workshop Update

Approximately 30 people attended the budget workshop held on December 6th. The workshop was informative and educational and the Superintendent and I were pleased with the comments and participation of those in attendance. We are reviewing that feedback as well as our presentation and schedules with an eye towards potentially hosting a second workshop in mid to late January as well as producing a shorter version for use on WG-TV.

Councilor Mulligan asked what happened with the miscommunication with Representative Fahrbach regarding the last Town Council meeting.

Town Manager Souza replied that it was a lack of communication with confirmation between the secretarial staff and Representative Fahrbach's office.

8. Communication from Council Members

Councilor Gegetska – wished everyone a Merry Christmas and Happy New Year. He thanked the residents who took the time to fill out the survey. He will base some of his decisions on the comments that he reads.

Councilor Herzfeld – wished everyone a happy and safe holiday.

Councilor Jepsen – wished everyone a happy and safe holiday and if you are driving please limit the alcohol beverages.

Councilor McDonald – wished everyone a happy and safe holiday.

Councilor Moreton – noted that the Police Awards banquet last week was a nice event. She thanked the Fire Department for their torch light parade, the largest one yet. Councilor Moreton congratulated town staff for their float. She also wished everyone a happy and safe holiday.

Councilor Mulligan – thanked everyone for their surveys, especially their comments. The comments were very well thought out.

Councilor Simon – wished everyone a happy and safe holiday.

Deputy Mayor Curtis – none.

Mayor Trinks – added that the Police Awards evening was very nice. Mayor Trinks wished everyone a happy and safe holiday and encouraged all to shop in Windsor for their holiday gifts.

9. Reports of Standing Committees

A. Finance Committee - met last Monday and added three items of those items onto tonight's agenda. The fourth item was the survey results. Councilor Simon's comments regarding age was because there was an overrepresentation in the age 55 and older group and an under-representation of African American citizens based on population percentages. It was a good attempt with lots of useful information and comments. He is still searching for a way to broaden decision making in town. If interested, the survey is on the website or you can call the Town Manager's Office.

B. Town Improvements Committee – None.

C. Health and Safety – None.

D. Special Projects – None.

E. Joint Board of Education and Town Council Committee – None.

F. Personnel Committee – None.

10. Ordinances

None.

11. Unfinished Business

A. Approve Fixed Assessment Agreement for Emhart Glass

Moved by Councilor Simon, seconded by Councilor Jepsen that the Town Manager is authorized to sign and execute a fixed assessment agreement between the Town of Windsor and Emhart Glass Manufacturing, Inc., as an economic development incentive for the location of its glass research and development center in Windsor as outlined in the attached agreement.

Mr. Jim Burke, Economic Development Director, discussed the agreement. The Finance Committee voted unanimously to recommend the approval of the agreement by the Council.

Councilor Gegetskas commented that these economic development incentives are being used regularly and asked if they have been reviewed. He just doesn't want the public fooled or the Council fooled. There are going to be infrastructure improvements down the road that will come up because of these incentives.

Town Manager Souza said that as always the policy is open to the governing body for review and adjustment. Consistency within the economic development world is paramount so that they understand the policy. One of the goals of the policy was to achieve 30% of the grand list as non-residential value. This agreement is more restrictive than the State. We have had a lot of activity, not only in the type of business that meets our policy, but the size and scope of the businesses.

Councilor Simon said that Windsor was one of the last communities in this area to develop an economic development policy. It looks like we are using this a lot because of the projects, but we need to look at the total package in the future. The flyover to I-91 will probably be needed sooner than later because of development in the Day Hill Road area. The State of Connecticut may help with the infrastructure improvements. We have to grow the commercial sector to hold the line on taxes.

Motion Passed 9-0-0

12. New Business

A. Presentation of preliminary property revaluation analysis

Mr. Steve Kosofsky, Town Assessor, stated that property owners' property is worth more today than one year ago based on sales. The good news is that the residential property values have increased since the last property valuations in 2003. If this revaluation was to be implemented, the tax burden would shift more than it is currently to residential. Currently, we are 69% residential and 31% non-residential. If we instituted revaluation now, that would increase to 74% residential and 26% non-residential. We did an average analysis on a 12-month period which showed that residential sale prices increased 5.85% in one year. Last year the Town Manager's home value increased 17.86%. This year, if revaluation were implemented, his home would have increased 25.68% (going back to 2003, the date of the last revaluation).

Councilor Gegetskas asked if Mr. Kosofsky keeps in contact with his counterparts in other towns. Mr. Kosofsky said that he does, and they are experiencing similar increases. Those towns that are doing revaluation this year by law (West Hartford and Manchester which are comparing 2006 values to 1999 values) will see increases that the media will soon publish.

Mr. Kosofsky added that for non-residential properties that are income producing, income figures are used to determine the values. Windsor is still a very competitive place to do business. There are very good times coming when these commercial properties hit the books. Right now Windsor is a booming community for development.

Town Manager Souza added that one benchmark that we use is that for every \$1 collected in taxes, \$0.36 is from industrial and commercial properties, compared to the surrounding area which collects \$0.26 from industrial and commercial properties for every \$1 collected in taxes.

Deputy Mayor Curtis agrees with not implementing the revaluation this year. He asked if there are other options available or can we start the process then.

Mr. Kosofsky said that this process known as phase-in takes the opportunity to phase in the increases. This was done in 1989 where the town opted to phase-in the revaluation over five years. The first year was fine, but years two and three were painful. By the third year, the community had had it with phase-in. There are other options as well.

Councilor Herzfeld noted that there appears to be an erosion in real estate prices recently. Mr. Kosofsky said that his figures can be as much as three months behind from when a contract is signed and when his office is notified. The asking prices have come down significantly, however the sales prices have increased.

Councilor Jepsen asked if we are forced to use the income method on commercial properties that are income producing. Mr. Kosofsky said that the *CT General Statutes* state if the property is income producing, it has to be considered. We do check our income approach against comparable sales and adjust the leases to market rent. There are some properties offering commercial rent below market value to avoid the property becoming vacant. The fair market value for rent has to be considered too.

At this time, it is anticipated that the total cost of completing the October 1, 2006 revaluation would be approximately \$35,000. The Town has been charged \$7,600 to date with an anticipated final cost of \$10,000.

B. Approve FY 08 Budget guidelines and parameters

Moved by Councilor Simon, seconded by Deputy Mayor Curtis that the attached budget assumptions and parameters for FY 2008 be approved.

The Finance Committee met on December 11th and recommended that the Town Council review and approve the outlined budget assumptions and parameters for FY 08.

Town Manager Souza added that these are a set of revenue and expenditure assumptions with three service delivery parameters or guidelines. The revenues may be a little conservative at this time. Another revenue assumption in flux is the State aid category. Until the Governor's budget is approved in January/February, we won't know that figure. The other revenue assumptions are based on best figures available at this point. The Metropolitan District Commission (MDC) sewer assessment is projected to be in the 9-11% range, not including any clean water project costs. A number of items will change as we get closer to the budget process.

Councilor Moreton thanked the staff for putting together this information. She is wondering what the motion is specifically for. These aren't finalized numbers as they are going to change. Town Manager Souza responded that the motion is to approve the page titled "Town Council Budget Assumptions & Parameters Fiscal Year 2008", not the budget projections based on parameters.

Councilor Jepsen commented that going into this year we were going to try to capture more of the "03" special revenue accounts. He asked if they were discussed at the Finance Committee meeting.

Councilor Simon said that they specifically discussed the "03" accounts at the meeting and that all special revenue accounts should be seen in budget documents going forward. There could be other comments and recommendations from Councilors, but it is separate from this.

Councilor Gegetskas said that he isn't sure that this is going to help the Town Manager. If it is presented to us as a guide for him, we are wasting his time. Councilor Gegetskas doesn't think that voters are going to go for a figure so high.

Councilor Simon added that the figures in these documents regarding a tax increase were already reduced from a few months ago with a 6-6.5% tax range. He understands what Councilor Gegetskas is getting at, unless we want to make decisions now on service delivery without more detail from the departments. We aren't at the point where we can make decisions we are comfortable with. Nobody thinks that 5.8% is going to fly, including the Town Manager.

Councilor Jepsen asked about the revenue line going down by three quarters of a percent (0.75%). He also stated that he is having a problem voting for something with a 5.88% increase.

Town Manager Souza replied that there are three factors: reduction in landfill transfers, conveyance fee reductions, and building permit revenue reductions. We can come back to the Finance Committee in January or February after the Governor's budget is approved.

Motion Passed 7-2-0 (Councilors Gegetskas and Jepsen opposed)

- C. Authorize Town Manager to sign and execute an amended agreement for Northwest Park land management grant

Moved by Deputy Mayor Curtis seconded by Councilor Moreton that the Town Manager is authorized to sign and execute a contractual agreement with the United States Department of Agriculture, Natural Resources Conservation Service, for the planting of shrubs for wildlife and the completion of a 20-acre prescribed burn.

Mr. Paul Norris, Director of Recreation and Leisure Services and Mr. Ford Parker, Northwest Park Manager discussed the grant.

In 1998, the United States Department of Agriculture, Natural Resources Conservation Service (NRCS), awarded the Town of Windsor a Wildlife Habitat Improvement Project (WHIP) cost-share grant in the amount of \$13,330. Northwest Park agreed to provide 25% (\$3,332) for in-kind labor costs, while NRCS agreed to pay 75% (9,998) for labor, materials, and consultant fees. There is a remaining balance of \$8,218 that has not been spent. An amended agreement has been developed which allows the remaining \$8,218 to be used to purchase and plant wildlife shrubs and to conduct a 20-acre prescribed burn. The Town of Windsor will provide \$2,045 worth of in-kind labor costs (25%), while NRCS will provide \$6,163 in material costs and support any additional labor costs and consultant fees. This is a reimbursement grant.

Motion Passed 9-0-0

- D. Approve resolution to submit Surface Transportation Program funding request

Moved by Councilor Jepsen, seconded by Councilor Simon that based on a review of proposed STP-Urban projects of:

- Reconstruction of a portion of Day Hill Road
- Pavement rehabilitation of a portion of Day Hill Road
- Reconstruction of a portion of Prospect Hill Road

That grant applications be submitted on behalf of the Town of Windsor for each of the projects identified. Said grant applications are submitted with the understanding that 1: for reconstruction projects, a portion of the costs, including 10% of design costs, 10% of the rights of way costs, 10% of construction costs, non-participating costs, all costs exceeding \$2.5M and all costs exceeding 5% over estimated project costs, of each Federally approved project will be the responsibility of the Town of Windsor, and 2: for pavement rehabilitation projects, a portion of the costs, including 100% of design costs, 20% of construction costs, non-participating costs, all costs exceeding \$750K, and all costs exceeding 5% over estimated project costs, of each federally approved project will be the responsibility of the Town of Windsor.

Mr. Tom Lenehan, Town Engineer, discussed the program and the proposed projects.

Councilor Mulligan asked about the reconstruction of the westbound Day Hill Road project and why 1,900 feet was chosen. Mr. Lenehan responded that it was kept to 1,900 feet to keep it under \$750,000.

Mr. Lenehan added that applications need to be in by January 17th and staff will then need to send recommendations to the Capital Region Council of Government's (CRCOG) Transportation Committee by May.

Motion Passed 9-0-0

E. Approve the acceptance of land at the corner of Macktown Road and Palisado Avenue

Moved by Councilor Mulligan, seconded by Councilor Jepsen to approve the acceptance of 5,123 square feet of land from Alvin E. Shoham, Trustee of the Alvine E. Shoham Trust, for future roadway improvements, at no cost to the Town of Windsor. The area is more specifically defined in the map "PARCEL TO BE DEEDED TO THE TOWN OF WINDSOR", on a map entitled "SUBDIVISION PLAN PREPARED FOR ALVIN E. SHOHAM 825-853 PALISADO AVENUE AND 84 MACKTOWN ROAD WINDSOR, CONN. SCALE: 1 IN. = 40 FT. DATE: JUNE 1, 2003 SHEET 1 OF 2" revised to 01-30-04 by Alford Associates, Inc. which Subdivision Plan Map is on file with the Windsor Town Clerk in Volume 50 at Page 5021."

Mr. Tom Lenehan, Town Engineer, discussed the acquisition.

Motion Passed 9-0-0

13. Resignations and Appointments

Moved by Councilor Jepsen, seconded by Councilor McDonald to:

Item K: Reappoint Katherine Chiodo as an alternate Republican member to the Town Planning & Zoning Commission for a two-year term to expire November 10, 2007 or until a successor is appointed.

Item L: Reappoint Elizabeth Parker as a Republican member to the Town Planning & Zoning commission for a five-year term to expire November 14, 2010 or until a successor is appointed.

Motion Passed 9-0-0

14. Minutes of Preceding Meetings

A. Minutes of the December 4, 2006 Regular Town Council Meeting

Moved by Councilor Jepsen, seconded by Councilor Moreton to accept the minutes of the December 4, 2006 Regular Town Council Meeting. Corrections: None.

Motion Passed 9-0-0

15. Public Communications and Petitions

None.

16. Executive Session

None.

17. Adjournment

Moved by Councilor Moreton, seconded by Councilor McDonald to adjourn the Regular Town Council Meeting at 9:30 p.m.

Motion Passed 9-0-0

Respectfully submitted,

Kristin Countryman
Clerk of the Windsor Town Council

Cc: Town Clerk
Main Library
Wilson Branch