

**Windsor Town Council
Council Chambers – Town Hall
March 15, 2010
Approved Minutes**

Regular Council Meeting

Mayor Trinks called the meeting to order at 7:35 p.m.

1. Roll Call – Present: Mayor Trinks, Deputy Mayor Simon, Councilor Eleveld, Councilor Herzfeld, Councilor Jepsen, Councilor Jubrey, Councilor Marci, and Councilor McDonald

Absent – Councilor McKenney

2. Prayer – Councilor Herzfeld
3. Pledge of Allegiance – Councilor Herzfeld
4. Proclamations/Awards

None

5. Public Communications and Petitions

Mr. Bradshaw Smith, 23 Ludlow Road, noted that the Farmington River Watershed Association produces a quarterly newsletter. He indicated that it would be nice if copies of that publication could be on file in our town libraries. He noted that it is available on the internet, but sometimes seeing it in print has a greater impact on individuals, particularly at budget time when citizens are asked to contribute upwards of \$1,500 to an organization. Mr. Smith noted the audit for FY09-10 has been sequestered in the Town Manager's office and not made available to the public via the town libraries or any similar source. He also noted the state has begun patching potholes on its roads and other communities are out sweeping their streets, however, he noted that Windsor has not.

Mr. David Raney, 273 Palisado Avenue, commented about the decision not to have our graduation at the First Cathedral Church. He feels the decision is short-sighted. He feels there has never been a church/state issue. This decision has cost our town a lot of money, in a time when many people don't have jobs. This is poor timing. There is another town north of us where the people are willing to stand up for their beliefs and save their taxpayers money. There will be veiled threats by a number of people on a number of items. We need to save our taxpayers money in these trying times.

6. Report of Appointed Boards and Commissions

A. Public Building Commission

Mr. Joseph Novak, Chair, reported the following to the Council.

- The Public Works roof replacement project punch list is complete. We are awaiting approval of paperwork from the State of CT Labor Department. A cell tower placed in the cupola caused a leak in the gym floor.
- Poquonock School steam conversion plans and specs have been received. An expansion to geothermal can be done in the future, if costs become lower.
- The contractor that has been hired for the design work for the Hayden Station Firehouse is expected to begin next week.
- The Northwest Park geothermal project has received three bids.

Councilor Herzfeld asked if the Public Building Commission was involved in the Wilson Library project. Mr. Novak stated that they were not involved in the project.

B. Commission on Aging & Persons with Disabilities

Ms. Stephany Wall, Chair, reported the following to the Council.

- The commission changed its name (per an approved ordinance) and that went into effect last August.
- Last year (2009), they worked on the acquisition of the “loop”, an assisted hearing device that assists anyone with hearing aids to hear speakers more clearly.
- At the beginning of this year (2010), it was suggested that there was a need for a support group for children with hearing disabilities. It was quickly determined to expand that need to children with any disability. The group is currently working with school social workers on this endeavor.
- The Commission continues to support the installation of a handicap accessible door at the Senior Center and hopes the Council will approve it.
- Ms. Wall gave a quick background on commission members.
- Ms. Wall discussed the lack of process for renewal and termination of handicap parking placards.

Ms. Wall added that the Commission has taken on the task of making drivers aware that the handicap parking placard should be removed before driving. There is a public service announcement being aired on two college radio stations and they are working with Channel 8 and other radio stations to relay this message as well.

7. Town Manager's Report

Library "Snapshot" Day

Windsor's main and Wilson branch library recently participated in a statewide "Snapshot Day" in an effort to collect information that would capture the impact Connecticut libraries have on their communities on a typical day.

On February 18, 2010, 763 people visited the main library, checked out 926 items and asked 105 reference questions. Public computers were used 250 times. Eight volunteers were stationed in the front lobby throughout the day with a simple survey that 407 people completed. Survey comments reflected an increased dependence on the library for services such as internet access and magazine subscriptions that citizens are currently unable to afford at home. A number of senior citizens noted their reliance on the library for help in raising grandchildren by attending programs, checking out materials and spending time in the children's room.

Street Sweeping Begins

Sweeping of all town streets and town parking lots is scheduled to begin the week of March 15, 2010. Delays may occur due to weather conditions, but sweeping will continue until the entire town is swept.

The street sweeping schedule is alternated each year so that no one neighborhood is always first or last in order. This year sweeping will begin in Windsor center and the Plymouth Street neighborhoods, followed by the Hayden Station, Rainbow, Poquonock areas and wrapping up with neighborhoods along Bloomfield Avenue, Matianuck Avenue and finally the Wilson and Deerfield neighborhoods. A detailed schedule will be posted on the town's website and updated as the work progresses.

School parking lots will be swept during school vacation. It is estimated that this schedule will be completed in late April, weather permitting.

Public Hearing on the Budget

A reminder that members of the public are invited to participate in a public hearing on Tuesday, April 6, 2010, at 7:15 p.m. to provide input on the FY 11 budget.

Beginning on Wednesday, April 7th and continuing on Mondays and Wednesdays through April, budget hearings with all town departments will be held here in the Town Hall Council Chambers from 7:00 p.m. to 9:00 p.m. For a detailed schedule of the budget hearings, visit the town's website at townofwindsorct.com.

Budget Informational Meeting

An informational meeting on the proposed Fiscal Year 2011 Town of Windsor budget will be held on Wednesday, March 31, 2010, from 7:00 p.m. to 9:00 p.m. in the Town Hall Council Chambers located at 275 Broad Street.

The meeting is informal and provides an opportunity for residents to learn more about Windsor's budget process, the basics of formulating the budget as well as the challenges faced when prioritizing budget allocations. Participants will have the opportunity to ask questions and contribute their thoughts and ideas regarding the FY 2011 proposed budget. For more information, call 860-285-1800.

Dial-a-Ride Grant Sought

Our Senior Services Division will be submitting their annual Dial-a-Ride operation assistance grant in the next two weeks. The town is eligible for a formula based award of \$37,361, which is the same amount as has been awarded for several years. This grant is a critical component of our ability to provide our current level of transportation services. The Department of Transportation plans to announce grant awards by June 23, 2010.

Councilor Herzfeld asked about the drilling at the Wilson library. Town Manager Souza replied that as part of the renovation, they are installing a geothermal system. It is not a Public Building Commission project because the building belongs to the Friends of the Public Library.

8. Communication from Council Members

Councilor Eleveld – None

Councilor McKenney – Absent

Councilor McDonald – None

Councilor Marci – None

Councilor Jubrey – is a volunteer for Nutmeg Big Brothers and Big Sisters and they are raising money at www.nutmegkids.com for their bowling fundraiser.

Councilor Herzfeld – None

Councilor Jepsen – None

Deputy Mayor Simon – None

Mayor Trinks – None

9. Reports of Standing Committees

Finance – met last week to recommend the approval of the Fire Department Length of Service program for the volunteer Fire Department.

Special Projects – None

Town Improvements – None

Health and Safety – None

10. Ordinances

None

11. Unfinished Business

None

12. New Business

A. Approve establishing Length of Service Program for the volunteer Fire Department

Moved by Deputy Mayor Simon, seconded by Councilor Jepsen, that the Town Council authorize the Town Manager to enter into and execute an agreement with the Wilcox and Reynolds Insurance Company to manage a Length of Service Program for the Windsor Volunteer Fire Department with the understanding that the initial four years would be funded with federal funds and the out-years of the program would be subject to the town's annual budget appropriation process.

Fire Chief, Bill Lewis and Mr. Mike Gergler, representative from Wilcox and Reynolds, provided an overview to the Council about the Length of Service Program (LOSAP). Chief Lewis described the requirements for the program.

As the demand on an individual's time has grown, the fire department has seen a diminished amount of new applicants, as well as difficulty retaining firefighters. The volunteer fire department has several membership retention programs in place. They include a tax incentive of up to \$1,000, an hourly stipend for reimbursement of expenses, purchases of uniforms and clothing, outside training and recognition events. To attempt to keep the existing firefighters as long as possible, the department applied for and received a federal grant named SAFER (Staffing for Adequate Fire and Emergency Response) of \$291,115 to create a length of service awards program (LOSAP). The intent of this program is to offer a financial reward for maintaining an active membership with the fire department.

The federal grant will cover the first four years of expenses. The first year's costs are estimated to be \$116,722 with the second through fourth year at \$58,131. The fifth year of the program would have a town contribution cost of \$101,600 and then decreasing through the out-years of the program. The Health & Safety Committee as well as the Finance Committee have met and made a favorable recommendation that the Town Council authorize the Town Manager to enter into and execute an agreement with the Wilcox and Reynolds Insurance Company to manage a length of service program for

the Windsor Volunteer Fire Department with the understanding that the initial four years would be funded with federal funds and the out-years of the program would be subject to the town's annual budget appropriation process.

Councilor Eleveld asked why there is such a difference in cost between vendors. He asked if there is a Cost of Living Adjustment (COLA). Mr. Gergler said that the other vendor uses a larger front load on their product and they use a universal whole life policy with a group term, which comes out to a lower annual cost. The plan is based on a no increase of cost of living, but it can be built into the plan.

Deputy Mayor Simon asked if the same number that was quoted for eligible firefighters would be 75 and if we would count past service. Chief Lewis confirmed there would be about 75 firefighters eligible for the program and past service would be counted.

Councilor Jubrey asked if we have looked at property tax rebates or at increasing the stipends because he is worried about bankrupt pension plans. He wondered if offering them more money now rather than an insurance plan down the road would be preferable to them. Chief Lewis replied that last year the town explored increasing stipends and providing 1099s for the firefighters, but the firefighters preferred a length of service program. This plan is not taxable until it is utilized.

Deputy Mayor Simon said that this is not legally a pension but rather, it is an insurance plan and we can stop it at any time.

Councilor McDonald is in favor of this program.

Mayor Trinks asked if the bookkeeping for this would be maintained by staff and at some point will there be so much recordkeeping that another staff person or half time position will be needed. He is in favor of the motion. It appears the biggest problem lies in daytime coverage. Is there any way to raise the incentive for day time calls? Town Manager Souza responded that the criteria here are the same as the property tax exemption portion, so they don't believe that there will be that much of an increased staff effort to quantify eligibility for the LOSAP. Chief Lewis said that right now it hasn't been an issue for day time coverage, but if he lost some volunteers, it could be in the future.

Motion Passed 8-0-0 (Councilor McKenney absent)

B. Presentation on Wild and Scenic River Designation for the lower Farmington River

Lower Farmington & Salmon Brook Study Committee members Ms. Sally Rieger, Chairperson; Ms. Joyce Kennedy Raymes, Study Coordinator; Mr. Jamie Fosburgh, Rivers Program Manager for the National Park Service; and Ms. Eileen Fielding, Executive Director of Farmington River Watershed Association gave a presentation to the Council.

The Lower Farmington River & Salmon Brook Wild & Scenic Rivers Study (the study) is concluding and based on its findings of numerous natural and scenic outstanding resource values (ORV), have determined that the portions of the river are eligible for designation. The study committee is working to finalize their recommendation for a wild and scenic designation and eventually a submittal to Congress for their consideration and action. The Wild & Scenic River program is a federal program intended to keep rivers (or subsections of rivers) with outstanding resource values free-flowing.

If a portion(s) of the Farmington River in Windsor is designated wild and scenic, there would be no federal land-use regulations imposed upon the town or property owners along wild and scenic designated portions of the river. It would not prevent the maintenance and repair of existing river related structures such as bridges and storm drainage facilities. However, designation could require a review of federally funded projects by the National Park Service to determine whether a new project, such as a bridge widening, would significantly impact any outstanding resource values (ORV) identified in the study. Such a review would take place concurrently with other state and federal review processes (e.g., Army Corps, Department of Environmental Protection, etc.) and might result in non-binding recommendations for protecting the ORV. The wild and scenic designation would make Windsor eligible for financial and technical assistance in developing programs to enhance and protect designated portions of the river.

At this time, the Lower Farmington River & Salmon Brook Wild & Scenic Rivers Study Committee and the Farmington River Power Company (FRPC), the owners of the Rainbow Dam, disagree on the length of river in Windsor that should be excluded from the wild and scenic designation. The study committee acknowledges that the Rainbow Reservoir, from the tailrace of the Rainbow Dam to the western end of the reservoir (the impoundment area), is not eligible for designation and should be excluded, as is an area of Canton where the Upper Collinsville Dam and its impoundment is under study by the Town of Canton for reinstating hydropower. Through exclusion, the FRPC would be free to continue operating, maintaining and improving the dam and related facilities. The disagreement is over the FRPC's desire to maintain the potential for a future hydropower facility anchored to its properties located adjacent to Welch Park and Tunxis Street (generally the site of a former dam and millpond). To accommodate this potential, the FRPC wants an additional 3.3 miles of river south of the Rainbow Dam tailrace to be excluded from the wild and scenic designation, which was specifically created by Congress to block any new impoundments of wild and scenic rivers. At this time, the FRPC does not own either the land or flowage rights necessary to impound water adjacent to the approximately 2.8 miles of river between the dam tailrace and their parcels near the Route 75 Bridge.

Essentially there are three alternative boundary designations that have been discussed:

- 1) Designate the length of the river in Windsor as proposed by the study committee, which excludes the Rainbow Reservoir, from the tailrace of the Rainbow Dam to the western end of the reservoir.

- 2) Designate the length of the river in Windsor from approximately 1/2 of a mile east of the Route 75 bridge to its confluence with the Connecticut River, and exclude the area from the west end of the Rainbow Reservoir to approximately 1/2 of a mile east of the Route 75 bridge.
- 3) Designate approximately 2.8 miles of river in Windsor from the tailrace of the Rainbow Dam to FRPC's land adjacent to Welch park and from approximately 0.5 miles downstream of Welch Park (the end of Tunxis Street) to the Connecticut River, thus excluding the reservoir and reserving the potential for hydropower along approximately 1/2 of a mile of river on either side of the Route 75 bridge.

Councilor Jepsen asked if federally-assisted projects would only be reviewed once the designation was received. Is there a greater level of testing with this designation? Councilor Jepsen also asked about the Stanley Works dam. Ms. Fielding stated that it would not be held to a higher standard of testing than it already is. Mr. Fosburgh stated that the committee hasn't received enough dialogue or consideration at the local level about the Stanley Works dam. They would like the town's recommendation on what process they would like to engage in and get the answers and information the town would need to make a decision.

Councilor Herzfeld was not aware of Stanley Works having other properties that had the potential use for hydroelectricity. It would seem the more river mileage it would encompass the better it would be for Windsor. He is in favor of the Wild and Scenic designation, but feels we need to get some education on the potential plan and how it will affect landowners in that area. Mr. Kurt Link, from the Stanley Works, said a license would have to be obtained to have a renewable energy green generator. It would be a low dam, low reservoir system. If that portion of the river is designated as Wild and Scenic that designation would prevent the river from being used for renewable energy.

- C. Provide direction to staff regarding developing an advertising and sponsorship policy for town facilities and programs

Mr. Paul Norris, Recreation and Leisure Services Director, gave an overview of how we may approach on-site advertising at town facilities and some of the advantages and disadvantages associated with the process.

In the ongoing effort to reduce the reliance on property taxes to fund services and programs, town staff has continued to work to identify alternative funding sources. On-site advertising and program sponsorships are two potential options, with a third being contributions toward capital or facility improvements. Businesses, organizations and individuals could contribute funds to offset costs to facilities, programs and users. These sponsorship and advertising endeavors would provide an opportunity for local and, perhaps, regional businesses to support the efforts of the town along with providing a benefit to the sponsor or advertiser as well. These types of sponsorships and advertising arrangements are becoming increasingly common in the public sector, particularly in communities with large recreational or entertainment facilities.

There are three categories of financial support that could be considered: allocating advertising space within facilities, sponsorship of programs and services and contributions toward capital development. Specific space at 330 Windsor Avenue, or one of the pools, could be designated for advertising. Sponsorship could involve giving money, in-kind services and/or promotional giveaways. Sponsorships would vary in amounts and durations depending upon the program and facility that is being supported.

While this type of program could be implemented organization-wide for a number of the departments, it is anticipated that the town's Recreation and Leisure Services Department would use the program most often. Regionally, municipal recreation departments such as Rocky Hill, New Britain and South Windsor are currently seeing some financial benefits of sponsorships for programs and events and through allowing advertising in program brochures. New Britain has also hosted advertising space at Willowbrook Park.

As with any program of this kind, it is a good practice to have some selection criteria in place prior to accepting contributions or advertisements. In addition to revenue, the selection criteria used to evaluate potential advertisers and sponsors might include items such as:

1. Consistency of the prospective sponsor's prior advertising designs, customers and promotional goals with the town's character, values and service priorities;
2. The ability for the town to retain its identity as owner/operator of the facility or service;
3. The prospective sponsor's historical participation and association with community projects, events and continued willingness to participate;
4. Anticipated public perception of the association with the town and the prospective sponsor.

Other communities have placed parameters on the type of businesses or organizations eligible for on-site advertising or program sponsorships. Research shows that cities and towns have excluded involvement of entities if they relate to any of the following:

1. Companies whose business is substantially derived from the sale of alcohol, tobacco, firearms or pornography;
2. Religious or political organizations;
3. Business regarded as an "adult" business;
4. Any depiction that gives the appearance or impression that a product or business is endorsed or recommended by the town or its officers, agents, or employees.

The general procedures for identifying, soliciting and approving participation in municipal advertising and sponsorship activities could include:

- A department considering a potential municipal sponsorship would prepare a proposal setting forth the scope of the plan, including a description of the community benefit, financial goals, means of recognition and potentially interested

sponsors and submit the proposal to the Town Manager or designee for review and approval.

- Upon the Town Manager's approval, a Request for Proposal (RFP) for sponsorship and/or advertisement opportunities would be posted. The individual department would conduct an open and competitive bidding process for interested sponsors. Final approval of an advertisement or sponsorship agreement would be made by the Town Manager's Office.

It is difficult to estimate the amount of revenues that may be realized as a result of advertising or sponsorships. Both Rocky Hill and South Windsor's recreation departments have seen an annual income of approximately \$5,000 in program sponsorships and \$12,000 in special events sponsorships, such as for their summer concerts and "Dinner with Santa" program.

Deputy Mayor Simon suggested that this item go to the Finance Committee for their review. He suggests that traditional values suggest that there are areas where commerce shouldn't exist. He would concern himself with these issues about the cultivation of advertisers and the leverage advertisers might have. He would like to see these items discussed in more detail.

Councilor McDonald is also in favor of this item going to the Finance Committee. We could end up having more trouble than not. It is still going to take staff time to do these things; we really shouldn't be doing for the revenue it might produce.

Councilor Herzfeld disagrees with Deputy Mayor Simon. When we go into a budget period with declining revenues and declining interest rates, we need to look at how to maintain what services we have. You have to be open to other ways of generating revenue. With the checks and balances, we would be remiss if we didn't at least look at what it is. The Senior Center uses it in their newsletter.

Councilor Eleveld agrees with Councilor Herzfeld. He feels we should at least look at it. If it works and makes some money to everybody's benefit, we should consider it or do a year trial. The guidelines are appropriate.

Councilor Marci asked if Welch Park has sponsors for teams with t-shirts with logos. Mr. Norris said the Little League has sponsorship signage on the fence. Town Manager Souza added that it is coordinated and organized by the Little League organization. Mr. Norris said that part of this is so we can coordinate efforts, as for as soliciting contributions. Councilor Marci is in favor of seeing this go to the Finance Committee.

Councilor Jubrey is in favor of this going to the Finance Committee.

Mayor Trinks is concerned over the advertising we have already. He is envisioning a turf war over the rights of groups and the town. The groups use the town property. Some of the selection criteria are subjective. A place that does a lot of events in town

could be a restaurant, but are we going to exclude them because they sell alcohol? He has no problem with events like concerts being sponsored.

Mayor Trinks referred the item to the Finance Committee.

13. Resignations and Appointments

Moved by Councilor Eleveld, seconded by Councilor Herzfeld, to:

Item A: Approve the Town Manager's appointment of Gregory Wentworth as a republican member to the Redevelopment Agency for a five year term to expire April 18, 2015 or until a successor is appointed.

Item P: Appoint Ricardo Quintero as a democratic member to the Greater Hartford Transit District for a four year unexpired term to expire February 28, 2012 or until a successor is appointed.

Item V: Reappoint Linnea Gilbert as a republican member to the Inland Wetland and Watercourses Commission for a four year term to expire March 31, 2014 or until a successor is appointed.

Item W: Reappoint Ruth Jefferis as a republican member to the Inland Wetland and Watercourses Commission for a four year term to expire March 31, 2014 or until a successor is appointed.

Item EE: Reappoint Yvette Owens as a democratic member to the Youth Commission for a three year term to expire January 30, 2013 or until a successor is appointed.

Item FF: Reappoint Jody Terranova as a democratic member to the Youth Commission for a three year term to expire January 30, 2013 or until a successor is appointed.

Motion Passed 8-0-0 (Councilor McKenney absent)

14. Minutes of Preceding Meetings

A. Minutes of the March 1, 2010 Public Hearing (Poquonock School Heating System)

Moved by Councilor Jepsen, seconded by Councilor Marci, to approve the minutes of the March 1, 2010 Public Hearing (Poquonock School Heating System). Corrections: None.

Motion Passed 8-0-0 (Councilor McKenney absent)

A. Minutes of the March 1, 2010 Regular Town Council Meeting

Moved by Councilor Jepsen, seconded by Councilor Marci, to approve the minutes of the March 1, 2010 Regular Town Council Meeting. Corrections: page 1 – Item 6.A. Councilor Jubrey asked President Peck if they were provided with an estimate.

Motion Passed 8-0-0 (Councilor McKenney absent)

15. Public Communications and Petitions

Ms. Linda Rickard, 18 Strawberry Hill, found out two weeks ago that there would be a discussion about the Wild and Scenic River designation this evening at the Council meeting. She is surprised there hasn't been more publicity in town. It is important to all of us, but particularly those who live close to the river. She hopes the committee or Council gets very involved in this.

16. Executive Session

None

17. Adjournment

Moved by Councilor Eleveld, seconded by Councilor McDonald, to adjourn the meeting at 9:29 p.m.

Motion Passed 8-0-0 (Councilor McKenney absent)

Respectfully submitted,

Kristin Countryman
Clerk of the Windsor Town Council

cc: Town Clerk, Main Library, Wilson Branch