

# Revitalizing Windham

A Community Revitalization Strategy

for

Windham, Connecticut

Economic Development • Housing • Social Services



Prepared for the

**Town of Windham, CT**

by the

**Windham Region Council of Governments**

**2009**

# TOWN OF WINDHAM



**JEAN de SMET**  
**FIRST SELECTMAN**

**979 MAIN STREET**  
**WILLIMANTIC, CT 06226-2200**

May 19th, 2009

Ms. Joan McDonald  
Commissioner  
Connecticut Department of Economic and Community Development  
505 Hudson Street  
Hartford CT 06106

Re: Community Revitalization Strategy (CRS) Area Designation for Windham, CT

Dear Ms. McDonald,

Please consider our request to designate a "Community Revitalization Strategy (CRS) Area" in Willimantic, the urbanized portion of the Town of Windham. This designation will help us implement our CDBG program to meet the needs of our most distressed neighborhoods.

We are applying for CRS Area designation as authorized under 24 CFR 91.315(e)(2) and as outlined in the State Community Development Block Grant Program Guide Appendix E.

Windham needs many different revitalization tools to meet its housing and economic development needs. The CRS Area designation would create exciting possibilities, especially related to the increased flexibility of doing community-based economic development and housing.

Windham is committed to a path that will improve our quality of life well into the future. Windham is the regional city center, and the appropriate place for infrastructure improvements which adhere to Responsible Growth principles such as transit, density, a high walkability index, and affordable housing. The city of Willimantic is surrounded by the historic Windham Villages and suburban housing and shopping centers. Windham, in turn, is surrounded by the farms, rivers, and forests of rural Eastern Connecticut. We are blessed with beautiful Victorian and Colonial architecture, a well-educated work force, (two universities, a community college and a Vo-Tech School), and locally-owned businesses.

The Community Revitalization Strategy Plan prioritizes investments in critical infrastructure such as streetscape, historic buildings, energy efficiency, housing, and job creation to create stable economic growth.

The Community Revitalization Strategy will work in conjunction with our Capital Improvement Plan, utilization of LOCIP funds, applications for Appropriations, Urban Act and historic grant funding, Windham's "Roadmap to a Sustainable Future" ARRA requests and future bonding by the Town. Windham excels in cooperative ventures between business, schools, residents and municipal government. The CRS is based on the plans and visions of our community as expressed in documents over the past 20+ years.

Help Windham to improve our basic infrastructure and grow a new city from the strong roots of the old; one that is sustainable for another 100 years. We can become the beautiful, historic, yet energy independent, high tech, green city in which you and I would love to live.

The following Community Revitalization Strategy was approved by the Windham Board of Selectmen on May 19, 2009. We would appreciate consideration of the CRS Area designation for Windham, CT.

Please feel free to call Jana Butts at (860) 456-2221 or me if you have any questions about this request for CRS designation. We look forward to hearing from you.

Sincerely,



Jean de Smet  
First Selectwoman

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## **Introduction**

The Town of Windham proposes to promote comprehensive community revitalization by preparing a Community Revitalization Strategy. A Community Revitalization Strategy seeks to create partnerships among federal and local governments, the private sector, community organizations, and residents in order to foster collaboration, marshal resources and coordinate activities. By embarking on this project, the Town of Windham hopes to maximize the programmatic benefits made available through the Community Development Block Grant Program.

In preparing the Community Revitalization Strategy, the Town of Windham looked particularly at projects that had broad community support and multiple partners, projects that had other sources of funding that could be leveraged and, most importantly, projects that will empower economically disadvantaged neighborhoods.

The Town of Windham is a town in need. As the regional center, it contains the highest population densities in Windham County. The western part of town is especially impoverished and shares more similarities with large urban centers than with the small rural towns that surround it. This is the area that is targeted for community revitalization. It contains the highest concentration of low- and moderate-income persons LMI persons at 70.5%. Town-wide the percentage of low- and moderate-income persons is 61.1%.

The target area also contains the greatest density of multi-family buildings. Approximately 85% of all multifamily dwellings in the Town of Windham are within the target area and approximately 58% of all housing units in the target area are rentals.

Approximately 64% of all elderly Windham residents (65+) live within the target area. The target area also contains the highest percentage of Hispanic population at around 30%. In comparison, the Hispanic population in surrounding towns averages about 2%. Additionally, 33% of the population in the target area is non-white, compared to 24% for the entire Town of Windham.

Educational attainment in the target area is among the lowest in the state with only 70% of the population having finished High School as compared to 84% statewide. The high school truancy rate is approximately 5.6% and the teen birth rate is approximately 18%.

It is clear that the target area is the part of Windham most in need of community revitalization. It is identified in local and regional plans as the place of highest need and the highest priority for public investment. The Town of Windham has focused community revitalization efforts in this area and this plan represents a coordinated program to continue those efforts.

This plan is a summary of the goals and priorities outlined in other plans and by the public through the consultation process. It reflects the community's needs as well as a systematic approach to addressing those needs through partnerships and collaboration, marshalling of scarce resources, and building a firm foundation on which to base community development and economic empowerment in the years to come.

## **1. Boundaries:**

The proposed Windham Community Revitalization Area is located in the urbanized part of Windham known as Willimantic. This small urban center has the highest population density and the highest poverty rate in the greater Windham region. The CRS boundary includes Census Tracts 8003, 8006, 8007, and contiguous portions of Tract 8004 Block Group 1. It also includes the Town's Enterprise Zone, Weed and Seed Area Boundary, Neighborhood Revitalization Zone, Arts and Entertainment District, and federally-designated HUB Zone.

Please see map on following page.

## **2. Demographic Criteria:**

The Windham Community Revitalization Area is primarily residential in character. It contains the highest population density and the highest percentage (70.5%) of low- and moderate-income non-transient persons in the Town of Windham.

<b>COUSUBNAME</b>	<b>TRACT</b>	<b>BG</b>	<b>LOWMOD</b>	<b>LOWMODUNIV</b>	<b>LOWMODPCT</b>	
Windham town	800300	1	<b>1000</b>	<b>1490</b>	<b>67.1</b>	
Windham town	800300	2	<b>830</b>	<b>985</b>	<b>84.3</b>	
Windham town	800300	3	<b>607</b>	<b>1070</b>	<b>56.7</b>	
Windham town	800400	1	<b>283</b>	<b>410</b>	<b>69.0</b>	urban area
Windham town	800600	1	<b>1162</b>	<b>1392</b>	<b>83.5</b>	
Windham town	800600	2	<b>886</b>	<b>955</b>	<b>92.8</b>	
Windham town	800600	3	<b>1070</b>	<b>1326</b>	<b>80.7</b>	
Windham town	800700	1	<b>1063</b>	<b>1597</b>	<b>66.6</b>	
Windham town	800700	2	<b>555</b>	<b>868</b>	<b>63.9</b>	
Windham town	800700	3	<b>355</b>	<b>884</b>	<b>40.2</b>	
Average					<b>70.5</b>	

There are no federally-designated Empowerment Zones in Windham nor is it designated as an Enterprise Community.

Please see map on following page.

# Town of Windham, CT Community Revitalization Strategy Area Boundary

Enterprise Zone

Neighborhood Revitalization Zone

Weed & Seed Area

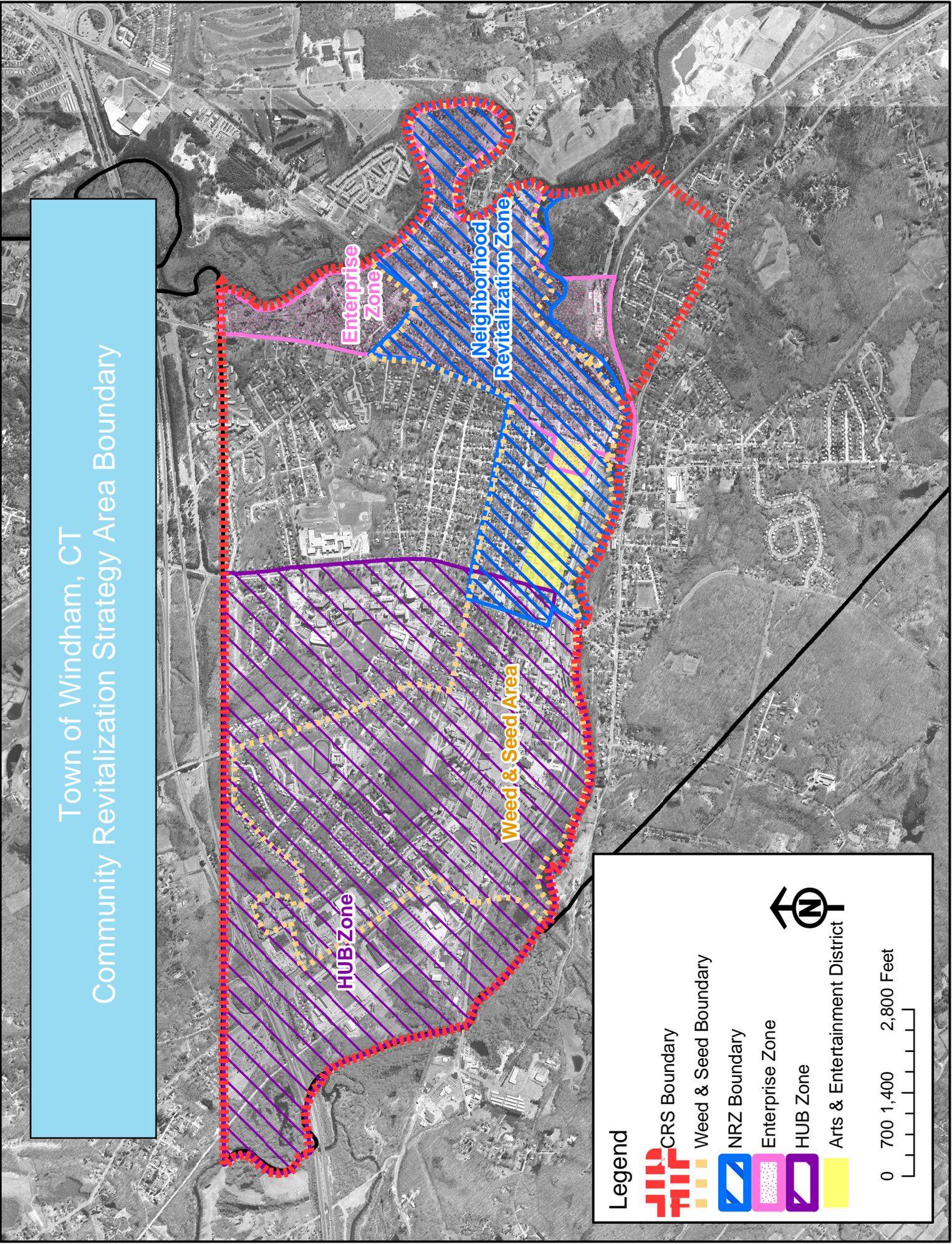
HUB Zone

**Legend**

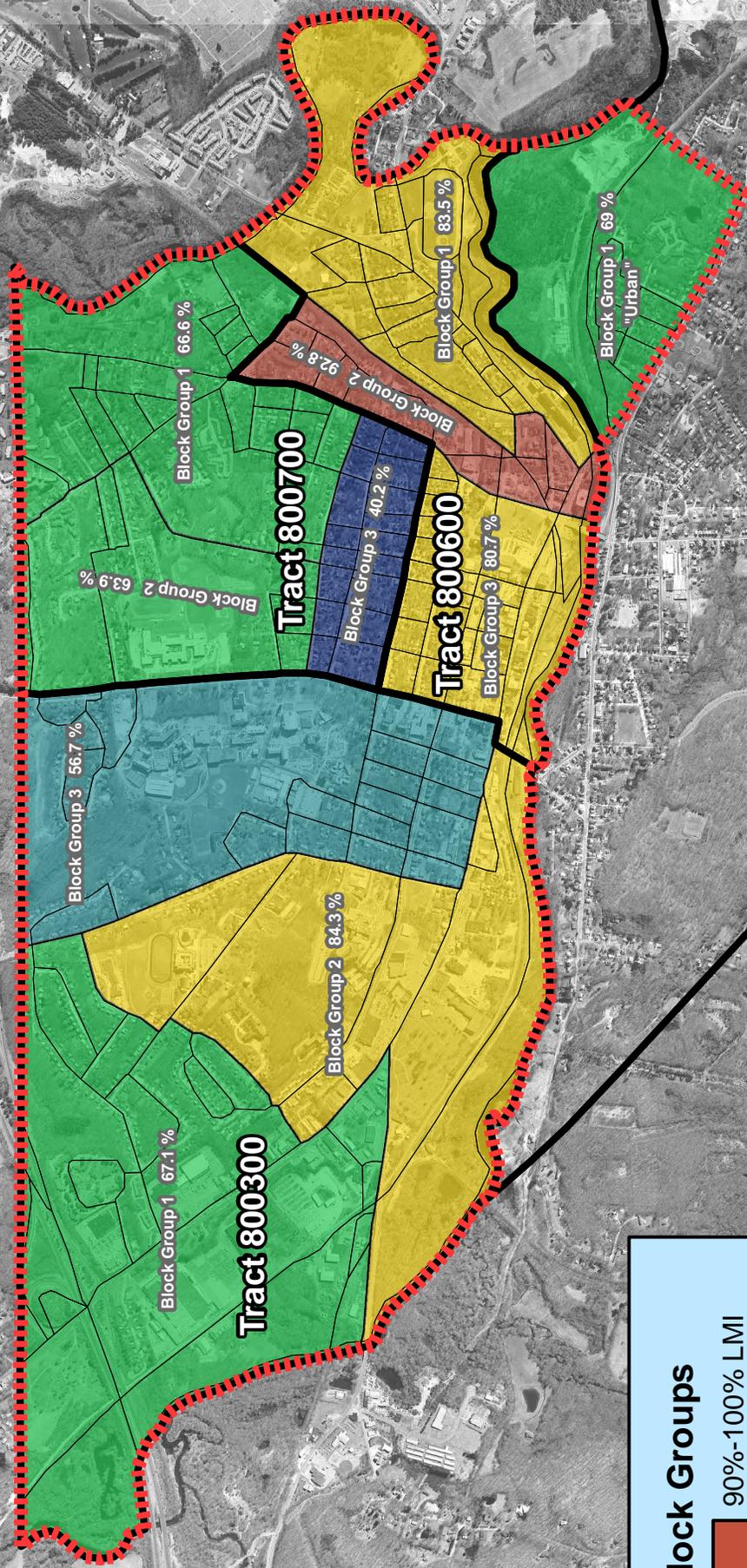
-  CRS Boundary
-  Weed & Seed Boundary
-  NRZ Boundary
-  Enterprise Zone
-  HUB Zone
-  Arts & Entertainment District



0 700 1,400 2,800 Feet

Town of Windham, CT  
Community Revitalization Strategy Area Boundary



**Block Groups**

- 90%-100% LMI
- 80%-90% LMI
- 70%-80% LMI
- 60%-70% LMI
- 50%-60% LMI
- 40%-50% LMI

Percentages (%) indicate percent of low- and moderate-income persons.  
Source: U.S. Census 2000.

0 750 1,500 3,000 Feet

### **3. Consultation:**

Windham is a community with a long history of grassroots organizing, and community driven empowerment activities. Over the years, many planning documents have been developed. These plans represent thousands of hours of visioning, analysis, and consensus-building activities by Windham residents, community groups, business people, government organizations, and other stakeholders. In an effort to make the best use of existing planning efforts and as a preliminary part of the CRS consultation process, the community goals and strategies from all of these plans were compiled and inventoried into a community goal and strategy “master list”. This master list contains several hundred community needs and strategic actions identified in the preparation of previous plans. Please see Appendix A.

In order to focus the consultation process and to seek feedback from the public on a more manageable list of activities, the community goal master list was reviewed and categorized by the HUD national objectives. Then, the list was further categorized by eligible activities relating to housing, economic development, and public services. Lastly, the list was reviewed to identify the most qualified projects under the CDBG eligibility structure. In particular, activities were selected that: 1) had broad community support as evidenced by their existence in multiple plans, 2) were integrated with other funding sources and initiatives whether public or private, and 3) emphasized ongoing support and delivery by utilizing existing collaborative partnerships. Most importantly, projects that would lead to the economic empowerment of disadvantaged neighborhoods were considered to be the highest priority projects. Using these criteria, a manageable short list of eligible projects was distributed for the solicitation of public input.

Public input was solicited in the form of personal interviews, committee meetings, television and radio presentations, public notice flyers, and websites. Please see the attached consultation record for a complete list of contacts. Please see Appendix B.

A Public Information Session was held on April 30, 2009 to get feedback on a preliminary list of activities. Additionally, a Public Hearing was held on May 7, 2009 in accordance with the official requirements. Please see attached published hearing notices, affidavits of publication, and public hearing minutes. Please see Appendix C.

During the consultation process, different stakeholder groups often identified the same community needs and several categories of eligible activities emerged. These categories became themes for each strategy year in the CRS. The CRS themes are:

- Streetscape Improvements in Downtown Areas,
- Façade and Commercial Property Rehabilitation,
- Business Incubator Space Development & Job Creation,
- Housing Rehabilitation, and
- Supportive Housing Development.

#### **4. Assessment:**

The Willimantic section of Windham has struggled to grow socio-economically in large part because of a poor public image associated with blight and poverty. Much of the housing stock and downtown buildings were built around the turn of the last century. In many cases, bringing these buildings up to modern building and safety codes is cost prohibitive for private homeowners or developers, and the buildings have fallen into disrepair. Additionally, over 50% of the housing stock is rental property, and absentee landlords have failed to provide proper maintenance for many of the buildings. Many plans have identified Willimantic's poor public image and deteriorated buildings as one of the biggest impediments to community development.

Significant public funds have been targeted in the CRS Area, most notably the renovation of Windham Mills; the creation of Heritage Park and Veterans Memorial Greenway; the construction of Thread City Crossing, known to most people as the "Frog Bridge", conversion of the Old Capitol Theater into the ACT Arts Magnet School, and the Garden on the Bridge, which turned a stone arch bridge over the Willimantic River into a community space. Most recently, the Town has utilized CDBG funding to renovate sidewalks and SAFETEA-LU funding to build a trail along the waterfront as part of the East Coast Greenway.

These improvements have led to additional private investments such as ArtSpace Windham, a 48 unit housing development, the renovation of many buildings in the CRS area, ECSU's renewed interest in creating student housing in the city center, and the last of the mill structures is in the process of being converted to housing units. Previously derelict properties including commercial, residential, and mixed-use buildings have been purchased and renovated by community members who defy the image the Willimantic. Many downtown businesses are locally-owned and cooperatively operated, and investments by the Community Economic Development Fund and the Spanish American Merchants Association have been focused on helping grow more small neighborhood businesses and training entrepreneurs.

Windham's best success stories can perhaps be attributed to local grassroots initiatives; people who care about their community and want to see a change for the better. The Garden on the Bridge and other municipal gardens are maintained by volunteers, as is the Visitor's Center at the Mill Museum, the Railroad Museum and the Jillson House. A building on Main Street was converted to a community theater. A local non-profit group, the Willimantic Whitewater Partnership, is active in restoring the Willimantic waterfront and hopes to create a whitewater kayaking tourist destination. The 3<sup>rd</sup> Thursday Street Fests, Victorian Days, Romantic Willimantic Chocolate Festival, Frog Leap, and other activities are produced by residents.

Many community members choose to live in Windham because it is an affordable community. With an excellent public transportation system and high walk-ability index, Willimantic is a community where you do not need to own a car.

The Town of Windham has several existing programs to address the needs of the community. These include: The Urban Jobs Tax Incentive Program, the Housing Rehab Revolving Loan Fund, the "Jump Start" New Business Assistance Center, the Enterprise Zone, the Weed and Seed Area Program, the Natchaug-Willimantic Neighborhood Revitalization Zone, the

Drug Free Community, and the Downtown Entertainment District. Additionally, the Town coordinates with the economic development efforts of Windham Mills Development Corporation in the development of Windham Mills Technology Center and Heritage State Park and with the regional economic development efforts of the Northeast Connecticut Economic Alliance.

In FY 2010, the Town of Windham will be implementing a new Council-Manager form of government. Windham will have a Town Manager whose position will greatly increase the Town's capacity to administering and implement CDBG programs. Nonetheless, the need for strong partnerships is greater than ever. The Town is pleased to have partnerships with a variety of social service and economic development agencies, many of which are located within the CRS area.

## **5. Strategy and Implementation Plan:**

The Town understands that it may not be possible for DECD to fund all of the activities that are scheduled in the Community Revitalization Strategy for the 2010, 2011, and 2012 program years. The schedule for completing those activities will need to be extended if DECD cannot, or will not, fund all of them as currently scheduled. The Town also understands that DECD's approval of the Community Revitalization Strategy does not commit it to fund any of the activities in the Strategy and that all CDBG funds must be awarded in accordance with the rating and ranking criteria that are contained in DECD's Action Plan for each program year.

Projects have been arranged in order of their priority to the Town of Windham.

### **2010 CDBG Grant CRS Area Downtown Revitalization Improvements**

#### **Downtown Streetscape \$500,000**

*National Objective:* Benefit to low and moderate income persons through safety and aesthetic improvements to the downtown streetscape.

*Community Objective:* In 2010, the Town of Windham will improve its community wellness and public image by upgrading the public streetscape in downtown areas. Many people, including the elderly, walk to work and to shopping areas. Portions of Main Street and its connecting side streets are especially difficult to navigate. The Town of Windham will address these issues by adding more light fixtures, including solar lighting and l.e.d.'s, plugs for electric vehicles, repairing sidewalks, repainting crosswalks, planting and replacing trees and other landscaping, improving curb cuts, establishing bike lanes, and adding trash and recycling receptacles.

The long term goal is to improve the safety and perception of downtown areas to make them more attractive areas for residents and businesses, especially locally-owned and operated businesses meeting the needs of community residents.

*Benefit:* The low and moderate income persons who live in the CRS area will benefit from the safety and aesthetic improvements to the downtown streetscape. Overall, the perception of Willimantic will be enhanced.

*Partners:*

- Connecticut Light and Power – lighting engineering
- Thread City Development, Inc.
- Neighborhood Revitalization Zone Committee

- University of Connecticut Landscape Architecture and Civil Engineering Programs (design assistance)
- Windham Region Chamber of Commerce and Downtown Merchants Association
- ARRA Economic Stimulus- Connecticut Department of Transportation—potential \$630,000 in leveraged funds
- Connecticut Department of Transportation- potential SAFETEA-LU \$1 million in leveraged funds
- Department of Energy- Energy Efficiency Community Block Grants potential leveraged funds
- Connecticut Office of Policy and Management – LOCIP Grants potential leveraged funds

*Priority:* VERY HIGH

*Goal:* Within two years, install enhancements to 1,250’ of public streetscape in the downtown area. Focus areas include Main Street and centrally-located side streets including: High Street, Walnut Street, Bank Street, North Street, Church Street, Meadow Street, Valley Street, Spring Street, Railroad Street and Riverside Drive. See attached map.

\*\*\*\*\*

**“First Impressions” Façade Improvement Program  
\$ 250,000**

*National Objective:* Benefit to low and moderate income people through improvements to the downtown mixed use buildings that house and serve them.

*Community Objective:* In 2010, the Town of Windham will create a Façade Improvement Program. Façade improvements, especially in City Center locations, have been identified as a high priority in numerous plans and during the public input process.

The long term goal is to improve the appearance and vitality of existing buildings, especially locally-owned and operated businesses serving the needs of community residents. Façade improvements may include window glazing or replacement, which will lower energy bills and improve quality of life for residents and businesses.

*Benefit:* The low and moderate income persons who live in the buildings and/or are served by the businesses that occupy the commercial/industrial/mixed-use buildings in the CRS area will benefit from the improvements that are made to the facades of the buildings.

*Partners:*

- Northeastern CT Economic Alliance
- Connecticut Economic Development Fund
- Spanish-American Merchants Association
- Thread City Development, Inc.

Town of Windham, CT  
Community Revitalization Strategy Area Boundary

Tract 800700

Tract 800600

Tract 800300

Valley St.

Main St.

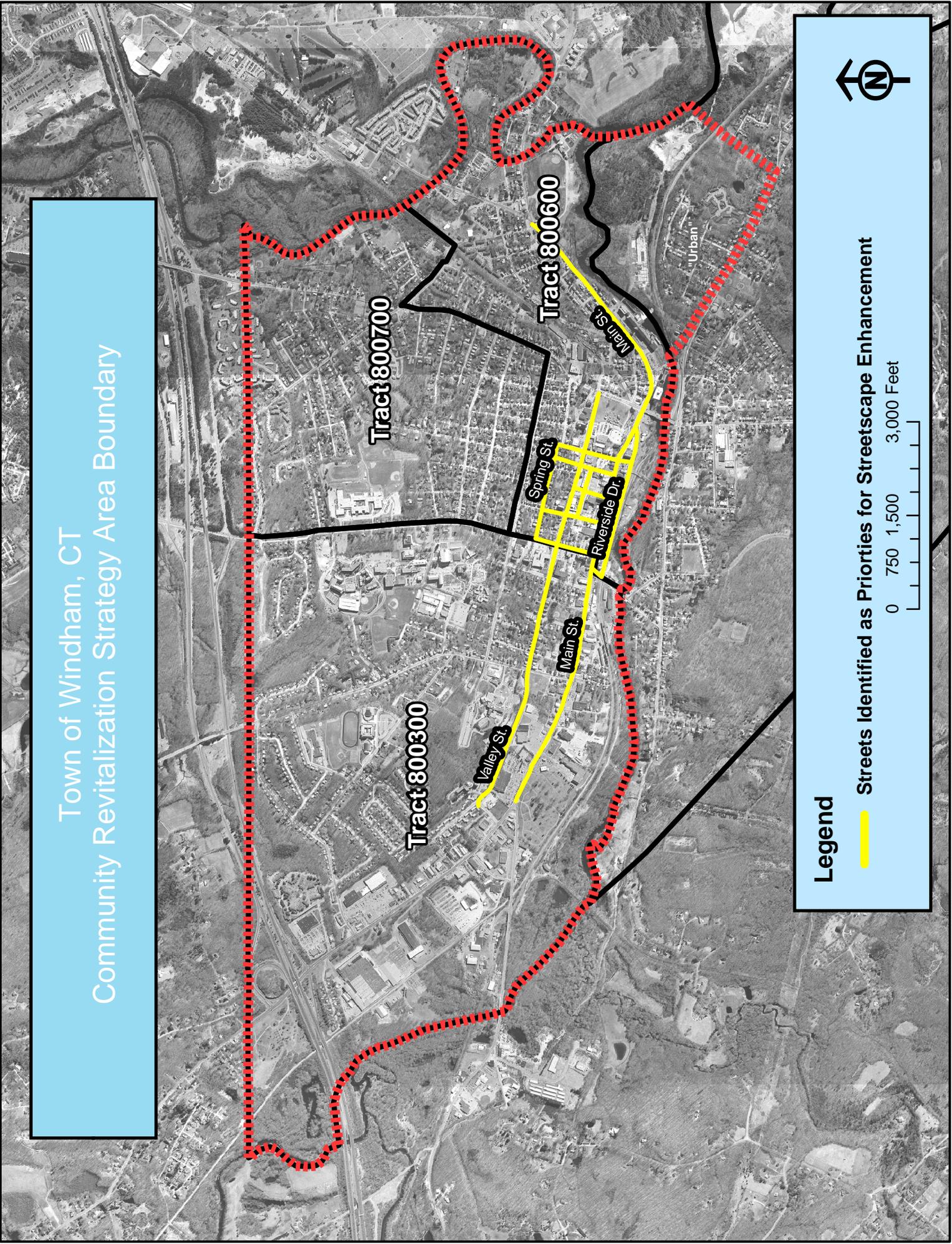
Riverside Dr.

Spring St.

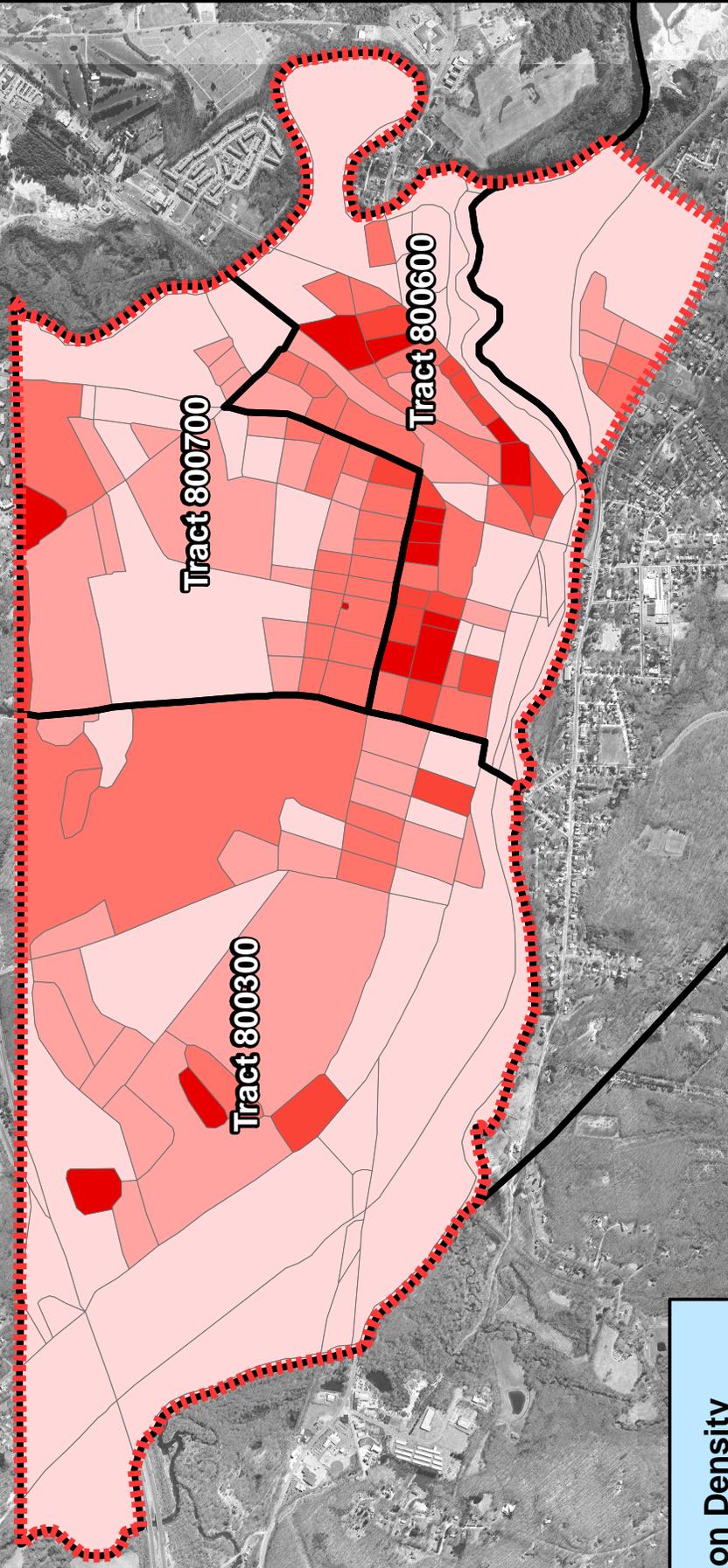
Main St.

Legend

Streets Identified as Priorities for Streetscape Enhancement



Town of Windham, CT  
Community Revitalization Strategy Area Boundary

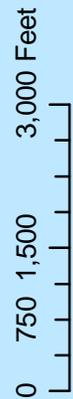


**Population Density**

- 0-5 people per acre
- 5-10 people per acre
- 10-20 people per acre
- 20-30 people per acre
- 30+ people per acre

Colors indicate density of population within the Windham CRS Area.

Source: U.S. Census 2000.



- design volunteers (façade program)
- Urban Act Grant with potential \$650,000 in leveraged funds

*Priority:* VERY HIGH

*Goal:* Within two years, renovate 1 major building façade restoration (\$100,000) and up to 6 downtown small business facades (\$25,000 each).

## **2011 CDBG GRANT Economic Development for Economic Empowerment**

### **Economic Development Revolving Loan Fund \$ 400,000**

*National Objective:* Benefit to low and moderate income persons through job creation/retention.

*Community Objective:* In 2011, the Town of Windham will create an economic development revolving loan fund to provide business loans and microloans according to a set of policies created by the community. Funds will be used to help existing businesses expand, improve their operations, buildings, and facilities or to help new businesses get established.

The long term goal is to improve the appearance and vitality of existing businesses and to empower individuals in the community to create economic growth.

*Benefit:* Job creation/retention for low and moderate income persons. At least (1) job, on a full time equivalent basis, will be created for every \$50,000 of CDBG funds that are used for this activity.

*Partners:*

- Northeastern CT Economic Alliance
- Connecticut Economic Development Fund
- Spanish-American Merchants Association
- Windham Region Chamber of Commerce
- Downtown Merchants Association

*Priority:* HIGH

*Goal:* Within two years, assist at least 2-4 businesses with loans to expand or improve their operations that results in the creation of at least 8 jobs, on a full time equivalent basis.

\*\*\*\*\*

**Business Incubator Program**  
**\$ 350,000**

*National Objective:* Benefit to low and moderate income persons through job creation.

*Community Objective:* In 2011, the Town of Windham will create a Business Incubator program to finance the development of commercial facilities that will house start-up business tenants. Ideas from the community include the development of “green businesses” such as industries to use recycled products, electric vehicles and alternative energy technologies, and a commercial cooperative kitchen for the production of local food products.

The long term goal is to create opportunities for new businesses to get off the ground and to empower individuals in the community to create economic growth.

*Benefit:* Job creation/retention for low and moderate income persons. At least (1) job, on a full time equivalent basis, will be created for every \$50,000 of CDBG funds that are used for this activity.

*Partners:*

- Northeastern CT Economic Alliance
- Connecticut Economic Development Fund
- Spanish-American Merchants Association
- Windham Region Chamber of Commerce
- Downtown Merchants Association

*Priority:* HIGH

*Goal:* Within two years, assist in the creation of one business incubator (\$350,000) that results in the creation of at least 7 jobs, on a full time equivalent basis.

**2012 CDBG Grant  
CRS Area Housing Improvements**

**Housing Rehabilitation Revolving Loan Fund  
\$ 300,000**

*National Objective:* Benefit to low and moderate income people through housing rehabilitation.

*Community Objective:* In 2012, the Town of Windham will reinvest in its existing Housing Rehabilitation Revolving Loan Fund.

The long term goal is to promote home retention and maintain property values by providing a means for low- and moderate-income individuals to improve their homes.

*Benefit:* The low and moderate income persons in the CRS area will benefit from the improvements that are made to their homes.

*Partners:*

- This project would be conducted “in house”, possibly with technical assistance from an outside consultant.

*Priority:* MEDIUM

*Goal:* Within two years, renovate at least 12 residential structures (\$25,000 each) and likely more.

\*\*\*\*\*

**First Time Homeowner Down Payment Assistance Program  
\$ 250,000**

*National Objective:* Benefit to low and moderate income people through down payment assistance for first-time homebuyers.

*Community Objective:* In 2012, the Town of Windham will strive to encourage homeownership especially in neighborhoods with a low rate of homeownership.

The long term goal is to promote home ownership and economic empowerment in the CRS Area.

*Benefit:* The low and moderate income persons in the CRS area will benefit from increase opportunities for home ownership.

*Partners:*

- This project would be conducted “in house”, possibly with technical assistance from an outside consultant.

*Priority:* MEDIUM

*Goal:* Within two years, assist about 25 first-time homeowners in the purchase of their first home (\$10,000 each).

\*\*\*\*\*

**Supportive Housing Assistance  
\$ 200,000**

*National Objective:* Benefit to low and moderate income people through the creation of supportive housing units.

*Community Objective:* In 2012, the Town of Windham will work with community partners to assist in the creation of supportive housing units within the CRS Area.

The long term goal is to promote supportive housing as one solution to the problem of homelessness.

*Benefit:* The low and moderate income persons in the CRS area will benefit from the availability of supportive housing units.

*Partners:*

- Common Ground Inc.
- Northeast CT Community Development Corporation
- Windham Region Community Council
- Access Agency
- other non-profits

*Priority:* MEDIUM

*Goal:* Within two years, assist in the creation of supportive housing units.

Town of Windham, CT

Community Revitalization Strategy Area Boundary

Tract 800500

Tract 800600

Tract 800700

Tract 800300

Tract 800400

Tract 800500

Legend



CRS Boundary



0 750 1,500 3,000 Feet



## **6. Performance Measures:**

The Town will use the objectives, outcomes, and indicators that are contained in HUD’s “Performance Measures Guidebook” to report on the following activities:

Infrastructure: The Town would create more opportunities for economic empowerment and support small, locally-owned businesses serving the needs of the community by installing enhancements to at least 1,250’ of public streetscape in high-density downtown areas over two years.

Economic Development: The Town would provide funding for businesses to renovate, upgrade, and expand to make viable space for businesses to operate and thrive. This would create meaningful jobs and economic opportunities for Windham residents. The Town would assist in the creation of at least 15 jobs over two years and upgrade 6 minor and 1 major façade over two years.

Housing Assistance: The Town could create many more opportunities for participants in the housing rehabilitation program by allowing for the Aggregation of Housing Units. By utilizing the Aggregation of Housing Units benefit, multiple unit structures could access housing rehabilitation funds. The Town could renovate 12 more housing units over two years through the *Aggregation of Units* approach.

The Town anticipated assisting 25 first-time home buyers over two years.

The Town cannot currently quantify the number of supportive housing units that will be created, but the Town intends to assist supportive housing development organizations such as Common Ground, Inc. and the Northeast CT Community Development Corporation in the creation of supportive housing units.

The following page contains a list of these activities and a schedule for implementing them.

Program	PY 2010	PY 2011	PY 2012	PY 2013	PY 2014
Downtown Streetscape	Begin design phase	Installation of 1,250' of public streetscape			
VERY HIGH					
Façade Improvement	3 minor facades, Initiate major facade	3 minor facades, complete major facade			
VERY HIGH					
Economic Development Revolving Loan Fund		Assist 1-2 businesses to create at least 4 FTE jobs	Assist 1-2 businesses to create at least 4 FTE jobs		
HIGH					
Business Incubator Program		Start construction of a business incubator that will result in the creation at least 7 FTE jobs	Finish construction of a business incubator that will result in the creation at least 7 FTE jobs		
HIGH					
Housing Rehab Revolving Loan Fund			Disbursement Based on highest need (10 units)	Additional disbursement (at least 2 units)	Additional disbursement
MEDIUM					
Down Payment Assistance Program			Initial implementation (12 units)	Ongoing implementation (13 units)	
MEDIUM					
Supportive Housing Assistance			Work with partners to assist in the creation of supportive housing units		
MEDIUM					

XXX

## **Appendix A**

### **Existing Plans Consulted in the Preparation of the Windham Community Revitalization Strategy**

- 2009 Economic Stimulus Needs List
- 2008 “Moving Forward” Priority Areas
- 2008 Weed & Seed Application
- 2007 A New Season on Spring Street: A Revitalization Strategy for the Spring Street Neighborhood in Willimantic, CT
- 2007 The Greater Windham Region Ten year Plan to End Homelessness
- 2007 Windham Plan of Conservation & Development
- 2006 The Rebirth of Main Street: Strategic Plan for Downtown Willimantic
- 2004 Town of Windham Downtown Advisory Committee Final Report: "A Sense of Direction for the Development of the Downtown Area"
- 2004 Weed & Seed Application
- 2001 Plan of Revitalization for Downtown Willimantic: Natchaug/Willimantic NRZ Town of Windham, CT
- 1998 Natchaug/Willimantic Neighborhood Revitalization Zone Strategic Plan

	Primary Affiliation	Title	Affiliations									Date	Correspondence	Comments
			Resident	Resident - Temporary	Land-owner	Land Manager	Business Owner	Business Operator	Community Organization	Development Group	Government Agency/Commission			
Ted Montgomery	Town of Windham	Ec. Dev't. Director	*								*		multiple meetings	
Sharon Vernon	Town of Windham	Ec. Dev't. Assistant	*								*			
<b>Neighborhood Revitalization Zone Committee</b> (Donna Charron, Roger Morin, Brenda Sullivan, Rosemarie Lee, Nancy Rivera)	Town of Windham		*				*				*	11/20/2008	public meeting	See attached minutes.
Jean de Smet	Town of Windham	First Selectperson									*	3/24/2009	meeting	
Ray Ortiz	Town of Windham	Weed and Seed Coordinator									*	12/4/08, 5/5/09	meeting	
Dale Kroop	CDBG Consultant											4/9/2009	meeting	
Larry Wagner	CDBG Consultant	DCDBG Coordinator										4/14/2009	meeting	
Don Muirhead	Windham Human Services	Director (former)									*	4/14/2009	interview	
<b>Public Hearing on FY2009 CDBG application</b>	Town of Windham		*				*	*	*	*	*	4/16/2009	public meeting	See attached minutes.
Kay Haskell	Thread City Development Inc.		*									4/17/2009	phone interview	
Nancy MacMillan	Common Ground, Inc.	Director of Real Estate Development									*	4/20/2009	phone interview	

Windham Community Revitalization Strategy Area  
**Appendix B**  
 Consultation Record

	Primary Affiliation	Title	Affiliations									Date	Correspondence	Comments
			Resident	Resident - Temporary	Land-owner	Land Manager	Business Owner	Business Operator	Community Organization	Development Group	Government Agency/Commission			
<b>Thread City Development Inc. Board of Directors Meeting</b> (Nancy Tinker, Bob Horrocks, George Buch, Peter Polomski, Kay Haskell, Teri Santucci, Jean deSmet, Roger Adams, Jim Silva, Victor Funderburk, Joe Underwood, Maureen Crowley, Andy Gutt)	Community Organization		*	*	*	*	*	*	*	*	4/20/2009	public meeting	See attached minutes.	
Tara Risley	Town of Windham	Recreation Director								*	4/20/2009	meeting		
Roberta Dwyer	NE CT Economic Alliance	Executive Director								*	4/24/2009	meeting		
Joe Gardiner	Town of Windham	Town Engineer								*	4/20/2009	meeting		
<b>On the Home Front with John Murphy</b> (#393) with First Selectperson Jean de Smet	CHARTER Community Access TV										4/22/2009	TV show & radio rebroadcast	Air dates 5/12 @ 2:30 p.m., 5/14 @ 8:00 pm, 5/16 @ 2:00 p.m. on Channel 13 Charter Public Access TV and audio re-broadcast on WECS 90.1 (local college radio) times unknown.	

Windham Community Revitalization Strategy Area  
**Appendix B**  
 Consultation Record

	Primary Affiliation	Title	Affiliations									Date	Correspondence	Comments
			Resident	Resident - Temporary	Land-owner	Land Manager	Business Owner	Business Operator	Community Organization	Development Group	Government Agency/Commission			
Posted Flyers for upcoming Public Info Session and Public Hearing												4/24/2009	Flyers in English and Spanish (Appendix C)	Locations within CRS Area: Windham Library, IGA, Stop & Shop, Shaws, Lots and More, Check Stop, Quickmart, HairPLACE, Swift Waters Cooperative, Rajans, Don Taco, Windham Region Community Council, Beacon Pharmacy, El Caribe, Covenant Soup Kitchen, Willards Hardware, Lily Pad Art Supply, Willimantic Food Coop, Wrench in the Works Community Free Space.
George Hernandez	Spanish-American Merchants Association	Willimantic Branch	*					*				4/27/2009	meeting	
Board of Selectmen Economic Development Subcommittee	Town of Windham											4/28/2009	public meeting	See attached minutes.
Public Information Session on CRS												4/30/2009	public meeting	See Appendix C.

Windham Community Revitalization Strategy Area  
**Appendix B**  
 Consultation Record

	Primary Affiliation	Title	Affiliations									Date	Correspondence	Comments
			Resident	Resident - Temporary	Land-owner	Land Manager	Business Owner	Business Operator	Community Organization	Development Group	Government Agency/Commission			
<b>Public Hearing on draft CRS</b>												5/7/2009	public meeting	See Appendix C.
<b>Planning Commission</b> (Paula Stahl (chair), Claire Lary, and Teresa Santucci)	Town of Windham		*	*	*	*	*	*				5/7/2009	public meeting	See attached minutes.
<b>Board of Selectmen Service District Committee</b> Arvind Shaw	Town of Windham									*		5/12/2009	public meeting	See attached minutes.
	Generations Family Health Care	Executive Director							*			5/7/2009	interview	

Windham Community Revitalization Strategy Area  
**Appendix B**  
 Consultation Record

## **Appendix C**

### **Public Hearing Documents**

# Seeking Public Input

for

## Community Revitalization

What changes do you want to see in Willimantic?

What is most important to you?

Housing? Economic Development? Public Services?



### **Public Info. Session**

Thursday, April 30

5:00 PM

### **Public Hearing**

Thursday, May 7, 2009

5:00 PM

Windham Town Hall Meeting Room

979 Main Street Willimantic, CT

Persons with disabilities requiring special assistance or non-English speaking persons should contact Don Muirhead, ADA Coordinator at 860-456-3007 at least 5 days prior to the hearing.

Further information may be obtained by contacting Jana Butts, Regional Planner at 860-456-2221 between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday.

# Se busca participación del público

Para

## Revitalización de la Comunidad

¿Que cambios desea ver en Willimantic?

¿Que es lo más importante para usted?

¿Vivienda? ¿Desarrollo económico? ¿Servicios públicos?



### **Sesión publica de información**

Jueves, Abril 30 del 2009

5:00 p.m.

### **Audición publica**

Jueves, 7 de Mayo del 2009

5:00 p.m.

La sala de reuniones de Windham Town Hall  
979 Main Street Willimantic, CT

Personas con incapacidades que requieren ayuda especial o que no hablan inglés deben contactar a Don Muirhead, Coordinador de ADA al 860-465-3007 por lo menos 5 días antes de la audición.

Información adicional puede ser obtenida contactando a Jana Butts, Planificadora Regional al 860-456-2221 entre las horas de 8:30 de la mañana y 4:30 de la tarde de Lunes a Viernes.

# AFFIDAVIT OF PUBLICATION

State of Connecticut

County of Windham

} ss. Willimantic

I, Sharon E. Ryscavage do solemnly swear that I am  
Classified Rep. of The Chronicle, printed and published at Willimantic,

in the State of Connecticut and that from my own personal knowledge and reference to the files  
of said publication the advertisement Legal Notice

Community Revitalization Strategy

was inserted in the regular editions on dates as follows:

The Chronicle April 23, 09  
& April 30, 09

Sharon Ryscavage

Subscribed and sworn to before me this 5<sup>th</sup> day of May 20 09

**JODI L. GREEN**  
**NOTARY PUBLIC**  
MY COMMISSION EXPIRES AUG. 31, 2012

Jodi Green

Notary Public

**Legal Notice**

The Town of Windham will hold a public hearing on Thursday May 7, 2009 at the Town Hall Meeting Room, 979 Main Street Willimantic, CT at 5:00 p.m. to review and discuss the Town's Community Revitalization Strategy. A Community Revitalization Strategy seeks to create partnerships among federal and local governments, the private sector, community organizations, and private residents in order to foster collaboration, marshal resources and coordinate activities. By embarking on this project, the Town of Windham intends to maximize the programmatic benefits made available through the Community Development Block Grant Program.

At this hearing, anyone may submit written or verbal testimony.

Disabled persons requiring special assistance or non-English speaking persons should contact Don Muirhead, ADA Coordinator at (860) 456-3007 at least 5 days prior to the hearing.

Further information may be obtained by contacting Jana Butts, Regional Planner at (860) 456-2221 between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday.

### Legal Notices

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Further information may be obtained by contacting Jana Butts, Regional Planner at (860) 456-2221 between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday.

## **Windham Community Revitalization Strategy**

The Town of Windham is seeking public input on a draft Community Revitalization Strategy. The strategy seeks to create partnerships among federal and local governments, the private sector, community organizations, and private residents in order to foster collaboration, marshal resources and coordinate community revitalization activities. By embarking on this project, the Town of Windham intends to maximize the programmatic benefits made available through the Small Cities Community Development Block Grant Program.

A list of potential projects and strategic partnerships has been prepared from an inventory of existing plans such as the Plan of Conservation and Development, the Neighborhood Revitalization Zone Strategic Plan, the Downtown Willimantic Revitalization Plan, the 10 Year Plan to End Homelessness, and others.

The Town is holding two public input sessions to review these projects  
at the Windham Town Hall, 979 Main St.  
at 5PM on Thursday, April 30, 2009 and at 5PM on Thursday May 7, 2009.

**Please come and share your ideas and suggestions!**

**TOWN OF WINDHAM  
COMMUNITY REVITALIZATION STRATEGY**

Town Hall – 979 Main Street  
April 30, 2009 – 5:00 p.m.  
Public Information Session Minutes

Public Present: Bob Horrocks, Lewiston Ave; Harry Carboni, Lewiston Ave; Robert Miller, Windham Street; Pam Viens, Bellevue Street; Jeffrey Viens, Bellevue Street; Paula Stahl, Bellevue Street; Allan Giordano

Staff Present: Jean de Smet, Town of Windham First Selectperson; Planners Jana Butts and Dagmar Noll, WINCOG

**CALL TO ORDER:** J. Butts called the meeting to order at 5:00 p.m.

Ms. de Smet had announced the forum and upcoming public hearing on local radio program, The Republic Forum.

Ms. Butts gave an overview of the grant program and the purpose of the plan, requesting feedback in the areas of Town economic development, housing, and public services.

**PUBLIC DISCUSSION:**

Mr. Carboni asked the question “Why have we regressed?” in Windham, citing a high tax rate, an unsightly Main Street, truck traffic, and poor downtown lighting. He related the desire of businesses to invest in Willimantic to the perception of it, particularly in regards to its physical state. Both Carboni and de Smet put commercial development as a primary focus of the plan. Consensus was that streetscape improvements are a priority, with lighting at the top of the list.

Mr. Horrocks recommended a vibrant downtown advisory committee and the importance of technology integration in businesses. Such a council would reinvigorate businesses by facilitating the retention of existing businesses and bringing new businesses in. Mr. Carboni mentioned a Downtown Business Council.

Consensus is that getting students downtown is a priority. Ms. Viens recommended approaching architects and heads of housing at ECSU to determine what types of businesses kids want to see locally and appeal to a new generation of tastes. She mentioned that the decision to locate her business, Sherwin-Williams, outside of downtown was because of the presence of drugs and traffic conditions, and speculated that it similarly effected students’ perception of Willimantic, and that those elements would need to be addressed before the students would be comfortable in downtown.

Mr. Viens asserted that historic preservation is overemphasized in town plans. De Smet held that historic preservation is important, citing the Hurley’s building and the Mill Museum as potential targets for project funds.

Mr. Carboni and Mr. Giordano pointed to the empty Tin Tsin lot improvement would be a good project to focus on.

Mr. Carboni led a consensus around a coordinator position, instilled with authority by the town, would be key in driving downtown revitalization. Ms. Butts will look into whether this is an allowable use of funds within this grant.

Ms. de Smet is aware of groups visiting and touring our town as a model walkable community.

Mr. Carboni asserts that we are a poor town with a limited amount to offer incoming businesses. He also is concerned that many selectmen will block streetscape developments that involve façade improvements on private buildings.

Mr. Viens suggested no interest loans for businesses.

It was mentioned we need a parking authority.

Respectfully submitted by Dagmar Noll, Windham Region Council of Governments.

**TOWN OF WINDHAM**  
**COMMUNITY REVITALIZATION STRATEGY**

Town Hall – 979 Main Street

May 7, 2009 – 5:00 p.m.

Public Hearing Minutes

Public Present: Robert Miller, Northeast CT Economic Alliance; Abby Chamberlain, Housing Unlimited Opportunities; Bernard D’Auteuil, Windham resident; Roger Morin, Windham resident; Hammere Gebreyes, Housing Opportunities Unlimited; Kathy Dubay, Windham resident; Peter Polemski, Windham Arts/The Lily Pad; Donna Nicolino, Windham resident

Staff Present: Jean de Smet, Town of Windham First Selectperson; Ted Montgomery, Town of Windham; Sharon Vernon, Town of Windham; James Finger, Town of Windham; Planners Jana Butts and Dagmar Noll, WINCOG

Ms. Butts called the hearing to order at 5:05 P.M.

Ms. Butts introduced the Community Revitalization Strategy and its purpose in helping the Town focus revitalization efforts and make securing future Small Cities funding easier. She outlined the area that is being focused on in the town, and mentioned the three main themes of the funding: Economic Development, Housing, and Social Services.

Public Discussion:

Mr. Miller asserted the NE CT Economic Alliance’s support of this plan, and emphasized the importance of partnerships in moving this project forward. Supports the items that came out of previous forum, especially infrastructure development: lighting, parking, and traffic.

Ms. de Smet is looking forward to getting all of our ducks in a row for when the application process comes up. Her goal is to have specific projects in place to apply for, up to \$750,000, in the next 3 years. Her vision is for a sustainable, walkable community.

Mr. Morin suggested linking the East end of Pleasant Street to Route 66 over the Willimantic River. He suggested a common sense approach, and ground up (grassroots). He also talked about the cost of rehabilitating old houses and buildings. He referenced the work on the NRZ. Ms. Butts affirmed that the NRZ was one of the plans staff pulled from extensively in forming ideas for this new plan. He also advocated a common sense approach to the plan, building and rebuilding from the ground up.

Mr. Montgomery advocated encouraging housing ownership in town. He advised that a parking garage is important to downtown economic development, and mentioned that several businesses in town have communicated this to him.

Ms. Dubay wants the shoes off of the power lines. Recommendation from others was to put calls into the police department.

Ms. Butts noted that some businesses have poor or no signage. Some signs are present where no active business exists.

Mr. Polemski suggested more money for the arts. He sees students from ECSU downtown, but sees more faculty from UCONN, especially for custom picture framing. While he sees the town as safe himself, he thinks students see the town as unsafe. He suggested continuing to fix up downtown, especially buildings like the Nathan Hale, perhaps as a dorm. He would like to see restaurants and activities like 3<sup>rd</sup> Thursday. Some ideas from Mr. Polemski include: hire an “events coordinator”; fill vacant storefronts: put student visual art or performance art; negotiate deals with landlords to offer the first month's rent for free.

Ms. Butts mentioned it is difficult to use this money for paid positions.

Ms. de Smet advocates for the structural rehabilitation of the Hurley building, and the first big building people see as they come up onto Main Street. It is a building worth saving, and it is not possible to do it with private funds. This would use 1 year of funding.

Ms. de Smet recently put in for ARRA funding for lighting and trees, curb bump outs, and plugs on the stretch of road between the Mills and Friendly's.

Ms. Dubai wants to see more lighting in downtown. Ms. de Smet suggested solar lighting might be possible.

Mr. Miller mentioned existing programs that are available though “All America City Designation”, and similar neighborhood, downtown, etc. design....also murals on empty buildings would change perception. Ms. Butts mentioned that murals would be arts and facade improvement.

Ms. de Smet is interested in getting DOT to put up historic and tourist signs on I-84, but has had no response to those efforts yet.

Mr. Polemski suggested changing the Town's name to Windham Falls to help change image.

Mr. Montgomery thanked WINCOG and staff for the time spent on this.

Ms. de Smet said there is an invitation out from CHFA for folks to submit expressions of interest about the property's highest and best use.

Ms. Nicolino said she doesn't think a parking garage in downtown makes sense. She is also concerned that plans for historic preservation are not seen through. She offered Thorne's Market in Northampton as a good example of re-using an historic building.

Respectfully submitted by Dagmar Noll, Windham Region Council of Governments.

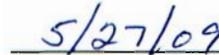
## **Appendix D**

### **Plan Adoption by Windham Board of Selectmen**

## MINUTES CERTIFICATION

I, Patricia Spruance, Town Clerk of the Town of Windham a municipality organized and existing under the laws of the State of Connecticut hereby certify that the following minutes are a true copy of the Board of Selectmen meeting that was held on May 19, 2009.

  
Patricia Spruance, Town Clerk

  
Date

### TOWN OF WINDHAM BOARD OF SELECTMEN

### WINDHAM TOWN HALL MEETING ROOM

MAY 19, 2009- 7:00 P.M.

### MINUTES

**1. Call to Order**

First Selectman Jean de Smet called the meeting to order at 7:02 p.m.

Board of Selectmen members present: N. Joseph Underwood, Ernest S. Eldridge, Arnaldo Rivera, Lorraine M. McDevitt, Thomas E. DeVivo, Jean de Smet, Daniel M. Lein, Charles Krich and Dawn Niles (arrived at 7:40 p.m.)

Board of Selectmen members excused: Lynne C. Ide and Jerry Iazzetta

**2. Citizens and Delegations**

Rosita Vining, resident, read a letter to the Board of Selectmen regarding an incident that occurred on July 17, 2009 with Sgt. Brown and Lt. Curtis of the Willimantic Police Department. Mrs. Vining passed out copies of the letter and of the police complaint forms, which states the procedures that are followed when a police complaint is filled. She questioned the board where does her complaint go to next since no one has followed the procedures. Ms. Vining mentioned that she had a meeting with the First Selectman Jean de Smet and according to the procedures she was supposed to receive a response within ten day and has not yet received any correspondences.

Ms. Vining was informed that the complaint should go to the Willimantic Service District Board of Selectmen not the full board.

Lori Jeffers, Willimantic, stated that last fall people were keeping cats inside due to the ordinance that the town passed and there has been an increase in rats around town. She also informed the board that she walks around town and have noticed several sidewalks that have been deteriorated. Ms. Jeffers mentioned Mansfield Avenue and Main Street, as two locations where the sidewalks are used the most.

**3. Adoption of Minutes (See Consent Agenda Item # 4)**

**4. Consent Agenda**

**Discussion and possible action to adopt the following:**

Lein MOVED, DeVivo seconded to adopt the consent agenda. MOTION PASSED UNANIMOUSLY.

- a. **Minutes for the May 5, 2009 Board of Selectmen meeting**  
This item was passed, please see above motion.
- b. **Appoint Jean Jakoboski to the Willimantic Public Library Board of Directors**  
This item was passed, please see above motion.
- c. **Appoint Mary Ann Daley to the Zoning Board of Appeals as an alternate**  
This item was passed, please see above motion.
- d. **Appoint Maria Capriola and Diane Doyle to the Ad-Hoc Town Manager Review Committee**  
This item was passed, please see above motion.

**5. Resignations**

None.

**6. Appointments (See Consent Agenda Item # 4)**

- a. **Appoint Ronald Lemire (bargaining unit member), Peter Bruscato (bargaining unit member) and Thomas Pesce (town employee) to the Study Committee on Ambulance Service**  
Krich MOVED, Lein seconded, to table the appointment of Ronald Lemire, Peter Bruscato and Thomas Pesce. MOTION PASSED UNANIMOUSLY.

**MOTION:** Underwood MOVED, DeVivo seconded, to amend the agenda and add under item # 7 letter g. Presentation by the Magnet School Committee. MOTION PASSED UNANIMOUSLY.

**7. Presentations & Special Reports**

- a. **Proclamation for Emergency Medical Services Week**  
de Smet read proclamation for Emergency Medical Services Week.
- b. **Presentation by the Willimantic Victorian Neighborhood Association**  
regarding Victorian Days  
Robert Horrocks, President of the Willimantic Victorian Neighborhood Association, reported that they went from a two-day event to a four day thanks to the collaborative effort between them and the Windham Textile and History Museum.

Lynn Duval, Victorian Home Tour Event Manager, thanked the town and the Public Works Department for the beautiful flower baskets on Main Street. She also thanked the Police and Fire Department for all the help during the weekend of the home tour. She mentioned that they have a lot of volunteers and they are bringing back the Windham Mills tour and the architectural slide show by Beverly York. Mrs. Duval stated that have been promoting the Town everywhere.

Pam Horrocks mentioned that besides the recession they have had numerous donations. They contract with a trolley bus that will go to several areas in town. This year they are holding a cultural festival with food and entertainment that represents our town. Mrs. Horrocks mentioned that they have started to receive tour buses and they have scheduled one during the home tour, which will bring about forty people.

c. **Presentation of Certificate of Appreciation to Celia Guillard and Hannah McMerriman for their work on the Storm Sewer Marker Project**

This item is postponed.

d. **Presentation of Certificate of Appreciation to Lorraine M. McDevitt on behalf of the Mariaelana McDevitt Memorial Fund for the gift to the Beautification Fund**

de Smet gave a Certificate of Appreciation to Lorraine M. McDevitt for the gift to the beautification fund. She explained that with the donation the town was able to purchase the beautiful flower baskets that hang along Main Street.

Ms. McDevitt thanked de Smet and the board for the certificate and explained why she gave the donation on behalf of the Mariaelana McDevitt Memorial Fund.

Dawn Niles arrived at 7:40 p.m.

e. **Presentation by Jim Hooper, Water Department Superintendent on the Water Department budget for FY 09-10**

Jim Hooper, Water Department Superintendent reported that his budget has a 1% expense increase, which includes \$2,466,127 operational cost and \$375,000 Capitol Projects. He gave an update on the future depth of the reservoir, but informed the board that it will take about three years before they increase the depth. Mr. Hooper informed the board that the amount in the line item for travel, meetings and training is to train for the upkeep of the employee's licenses.

Questions were raised on the increase of payroll, since the board has asked other unions for concessions and also the monies for training individuals who hold a license, which they take with them if they leave the department.

f. **Presentation by David Garand, Sewer Superintendent on the Sewer Department Budget for FY 09-10**

David Garand, Sewer Department Superintendent reported on the revenue for the sewer facility. He mentioned that 58% of the revenue is from the users and 47% is from grease and septic. Mr. Garand explained his budget items that showed an increase. He also informed the board that they have the authority to grant the raises that are in the budget.

Questions were raised on the increase of payroll, professional affiliations cost, and the response letter to a resident who filled a complaint. Several board members were also concerned on the rate increase.

g. **Presentation by the Magnet School Committee**

Susan Collins, Magnet School Committee Co-Chair gave an update on the property that the town is acquiring for the proposed magnet school. She mentioned that once the board gives it the ok then the Board of Education will ok it and they will be going to the Planning Commission.

Patina Kiliany from ARCADIS gave a presentation of the site and explained the process in order to acquire the property.

Lengthy discussion took place between the Board of Selectmen and members of the Magnet School Committee regarding the proposed magnet school.

**MOTION:** DeVivo MOVED, Underwood seconded to amend the agenda and add under item # 13 letter c. Discussion and possible action to refer the Magnet School land to the Planning Commission. **MOTION PASSED UNANIMOUSLY.**

**MOTION:** DeVivo MOVED, Niles seconded, to take up item 13c next on the agenda. **MOTION PASSED** with all in favor except Eldridge who opposed.

**13. New Business**

**c. Discussion and possible action to refer the Magnet School land to the Planning Commission**

DeVivo MOVED, Underwood seconded, to refer the Magnet School plan to the Planning Commission. **MOTION PASSED** with all in favor except Rivera who opposed.

**a. Presentation by Jana Butt's from WINCOG on the Community Revitalization Strategy Plan**

Jane Butts passed out the latest draft copy of the Town of Windham Community Revitalization Strategy Plan and gave a brief on what is in the plan including proposed projects.

Short discussion took place between Board of Selectmen members and Ms. Butts.

**b. Discussion and possible action to adopt the Windham Community Revitalization Strategy Plan**

DeVivo MOVED, Underwood seconded, to adopt the Windham Community Revitalization Strategy Plan. **MOTION PASSED UNANIMOUSLY.**

**MOTION:** DeVivo MOVED, Underwood seconded, to remove from the table item 6a. **MOTION PASSED UNANIMOUSLY.**

**6. Appointments (See Consent Agenda Item # 4)**

**a. Appoint Ronald Lemire (bargaining unit member), Peter Bruscato (bargaining unit member) and Thomas Pesce (town employee) to the Study Committee on Ambulance Service**

DeVivo MOVED, Rivera seconded, to appoint Ronald Lemire, Peter Bruscato and Thomas Pesce to the Study Committee on Ambulance Service. **MOTION PASSED** with all in favor except Niles and McDevitt who opposed.

**8. First Selectman's Report**

de Smet gave a brief report on the status of Kramer building renovation. de Smet referenced her report that is posted on the Town of Windham website home page [www.windhamct.com](http://www.windhamct.com).

**9. Discussion and Review of Communications**

Items a-l was noted. It requested that the letter to DOT regarding Aldi's sign be forwarded to our State Representative Susan Johnson.

**10. Reports of Standing Committees**

**b. Public Safety, Emergency Management and Public Works**

Chairman Niles reported that they reviewed all the departments' budget expenditures and they had all the Fire Chief's give a brief report. She mentioned that McDevitt made a motion to leave the fire departments as they are and it was passed. Chief Lisa Maruzo-Bolduc gave a presentation to the committee and

questions were raised and answered by the Chief. They spoke about single stream recycling, bulky waste pick-up, and Fire Marshal equipment. Joe Marsalisi informed them that the switchboard project contract would be signed this month.

**c. Economic Development**

Chairman DeVivo reported that they are meeting on Wednesday to discuss Economic Development of the town since the department will be closing on July 1st.

**d. Recreation, Culture & Arts**

McDevitt reported that they would be meeting next Wednesday night and the will be judging the children essays.

**a. Administration & Finance, Health and Human Services**

Chairman Lein reported that they are meeting on the regular meeting date and they will be discussing he noise ordinance mentioned that the Ethics board is almost done revising the Town's Ethic ordinance.

**11. Resolutions and Ordinances**

**a. Discussion and possible action to adopt a resolution regarding consultant for the Small Cities application**

DeVivo MOVED, Lein seconded, to adopt resolution # 2430.

BE IT RESOLVED by the Board of Selectmen THAT

**Contract for services with L. Wagner & Associates  
for the Town's proposed Small Cities  
Community Development Activities**

Whereas, the State Department of Economic & Community Development has announced the availability of funds for the Small Cities Community Development Activities; and

Whereas, the Town of Windham has advertised for consulting services for application and implementation of small cities activities; and

Whereas, we received only one response to our advertisement from L. Wagner & Associates; and

Whereas, the Town of Windham was successfully represented by L. Wagner & Associates for the 1997-2006 program years securing approximately \$5 Million for approved activities.

Now therefore be it Resolved that the Board of Selectmen hereby authorize the First Selectman to contract with L. Wagner & Associates for services for the Town's Small Cities Community Development Activities.

Be it Further Resolved that the fees for these services will not exceed the amount set forth in any application approved by the State of Connecticut.

MOTION PASSED UNANIMOUSLY.

b. **Discussion and possible action to adopt a resolution regarding the Town-Wide Housing Rehabilitation Program**

Lein MOVED, Niles seconded, to adopt resolution # 2429.

BE IT RESOLVED by the Board of Selectmen THAT

**WHEREAS**, pursuant to Chapter 127c and Part VI of Chapter 130 of Connecticut General Statutes,

(State Statutory Reference)

the Connecticut Department of Economic and Community Development is authorized to extend financial

assistance for economic development projects; and **WHEREAS**, it is desirable and in the public interest

that the Town of Windham make an application to the State for

(Applicant)

\$ 300,000 in order to undertake the Town-Wide Housing Rehabilitation Program

(Name and Phase of Project)

and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE

Board of Selectmen

(Governing Body)

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by

Chapter 127c and Part VI of Chapter 130 of Connecticut General Statutes

(State Statutory Reference)

2. That the filing of an application for State financial assistance by

Town of Windham

(Applicant)

in an amount not to exceed \$ 300,000 is hereby approved and that

First Selectman, Jean M. de Smet

(Title and Name of Authorized Official)

is directed to execute and file such application including a Program Income Reuse Plan, if applicable, with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of

(Name of Applicant)

3. That it hereby adopts or has adopted as its policy to support the following nondiscrimination agreements and warranties required under subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142 and, and for which purposes the “contractor” is Town of Windham and “contract” is said Assistance Agreement:  
(Name of Applicant)

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

MOTION PASSED with all in favor except Krich, Rivera and McDevitt who opposed.

- 12. Old Business**  
None.

**14. Citizens and Delegations**

Bernard D'Auteuil, spoke regarding Sewer Department David Garand report on the cost to hook up the sewer lines to Recreation Park. Mr. D'Auteuil stated that Mr. Garand keeps giving conflicting numbers of the total cost. He also mentioned that the Board of Education Superintendent didn't answer the question regarding what school was the board going to close once the magnet school is built.

Ernest S. Eldridge took leave of the chair to speak under Citizens and Delegations.

Ernest S. Eldridge stated to Selectman Niles that there is no graffiti ordinance that can be strong enough, especially when you have two trucks and a building painted several times.

**15. Adjournment**

DeVivo MOVED, McDevitt seconded, to adjourn the meeting at 10:41 p.m. MOTION PASSED UNANIMOUSLY.

Submitted By:

*Neida Rosado*

Neida I. Rosado  
Clerk of the Board of Selectmen