

Town of South Windsor 2021-2022 Annual Report



General Information

Website:	http://www.southwindsor-ct.gov	
Telephone:	Main	(860) 644-2511
	Town Manager	(860) 644-2511 ext. 2200
	Mayor	(860) 644-2511 ext. 2206
	Town Clerk	(860) 644-2511 ext. 2325
	Fax	(860) 644-3781
County:	Hartford	
Area:	28.5 sq. mi.	
Population:	26,918 as of 2020 Census	
Government:	Council/Manager	
Election Date:	Biennially, odd years, Tuesday after 1st Monday in November	
Date Officials Take Office:	1st Monday after Election	
Mayor:	Elizabeth Pendleton (D)	
Town Council:	Elizabeth Pendleton (Mayor), Steven King Jr. (Deputy Mayor), Erica Evans, Jamie Gamble, Philip Koboski, Marek Kozikowski, Cesar Lopez, Karen Lydecker, Andrew Paterna	
Town Manager:	Michael Maniscalco	

Cover Photo

Courtesy of Molly Keays, Parks and Recreation Director

This photo was taken during sunset at Major Michael Donnelly Land Preserve located at 1165 Sullivan Avenue

Contributors: Town Departments, Boards & Commissions
Editor: Katherine Senerth, Executive Assistant
Designer: Katherine Senerth, Executive Assistant
Cover Designer: Katherine Senerth, Executive Assistant
Printer: Minuteman Press, Hartford, CT

Table of Contents

Town Manager's Report	4	Registrar of Voters	38
		Town Clerk	38
Town Elected Boards		Boards and Commissions	
Town Council	5	Agricultural Land Preservation Advisory Commission	40
Board of Education	6	Demolition Delay Committee	40
Planning and Zoning Commission	8	Housing Authority	40
		Human Relations Commission	40
Departments and Services		Inland Wetlands Agency/Conservation Commission	41
Building Department	10	Park and Recreation Commission	41
Emergency Management	10	Patriotic Commission	41
Finance Department	10	Public Building Commission	42
Assessor	10	Water Pollution Control Authority	43
Collector of Revenue	11	Zoning Board of Appeals	44
Fire Marshal	11		
Health Department	11	Town Finances	
Human Resources	12	Five Year Summary	46
Human Services	13	Auditor's Report	47
Information Technology	18		
Parks and Recreation	19	Town Elected and Appointed Officials	
Planning Department	26	Elected and Appointed Officials Listing	50
Police Department	27		
Public Library	32	Our Town	
Public Works	32	Services	52
Engineering	32	Hours of Operation	55
Public Buildings	33	Meeting Schedules	56
Refuse and Recycling	35	Organizational Chart	57
Streets	36	Town Map	58
Water Pollution Control	37		

Town Manager



Michael Maniscalco
Town Manager

Town Manager's Report

It is my pleasure to submit to you the Town Manager's Report for Fiscal Year 2021-2022. This report highlights economics, revenue, and expenditure sources that the Town has been using in order to provide a high level of service to the community. As the economy continues to rebound, the Town has maintained its financial strategies and budgetary goals to meet the needs of the community while controlling costs.

The Town continues to look for expansion of existing businesses as well as for new businesses to move into Town to provide much-needed jobs and tax relief so we can continue to provide the same level of services to Town residents. Best practices are reviewed in order to reduce costs, increase revenues, and not only provide the same level of service, but prepare for new services that the community may need in the near future.

Our municipal employees work with the philosophy of looking for better ways to serve the community while researching new revenue sources that can help bring down expenditures. Due to staff efforts, we are under budget and maintained a positive fund balance, and our ratings agencies have maintained the Town's status as AA2 and AA+ rating. We continue to work toward positioning the community for future rating upgrades in an effort to lower borrowing costs and maintain the fiscal health of our community.

The Town also received the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award as well as the GFOA Award for Financial Reporting.

I want to thank the staff as they continue to work with less while still maintaining an excellent level of service. It is because of their expertise and technological aptitude



that we have been able to manage the budget for Fiscal Year 2021-2022 in the most cost-effective manner. Our staff and volunteers are constantly looking for ways to improve the delivery of services.

I want to thank the Board of Education and all staff members for their diligence in monitoring their spending plan and providing an excellent education to our youth. They have been excellent partners, helping to ensure the overall health and smart growth of our community.

We continue to lobby the State and Federal governments on important issues that affect the Town of South Windsor. We have been successful with the help of our State Senator Saud Anwar and our State Representatives Jeff Currey and Tom Delnicki. With their continued support and knowledge, the Town avoided negative impacts and was able to successfully work with many of the State Departments.

My sincere thanks to the Town Council, Boards and Commissions, volunteers, and staff for providing strong leadership that helps to serve the residents of South Windsor by providing a quality environment to live, work, and play. I would, of course, like to thank our residents for the support they have given to the Town government. This allows us to keep services at levels Town residents are accustomed to and at the lowest and most effective cost.

Mayor's Report

On behalf of the South Windsor Town Council, Town Manager, Town Staff, Town Boards and Commission, Committees and Agencies, it is my honor as the Mayor of the Town of South Windsor to present the South Windsor Mayor's Annual Report for the Fiscal Year 2021-2022. This report provides residents with a comprehensive overview of the activities, programs,

Town Council



Elizabeth E. Pendleton
Mayor

accomplishments and achievements that have taken place between July 2021 through June 2022.

As you all know, 2021-2022 presented some challenging and changing times for South Windsor as with the rest of the world. We had to readjust the way we provided town business and services while remaining open, the education of our children with virtual classrooms or the differences some of us had to make in our daily lives...

With that said I would like to say...First and Foremost, Thank-you to our Elected Officials, Town Manager Mr. Maniscalco, Town Staff, Superintendent of Schools Dr. Kate Carter, Board of Education Staff, and all the volunteers on various Boards, Commissions, Committees, Agencies and Civic groups for all the hard work and effort you put into keeping South Windsor a great place to live, work, play and educate. We may have faced challenges and changes along the way, but we persevered and improved the quality of life for many within our community. Thank you for your time, energy, effort and ideas.

Despite the challenges we faced and the changes that occurred, the following are some of the very exciting highlights and accomplishments South Windsor can be proud of.

The Town Council along with the Energy Committee and the town staff have continued to expand on sustainable energy for the whole Town of South Windsor. We were able to increase our participation in the Virtual Net Metering Program to 100% renewable sources ahead of the scheduled year of 2025 which in turn saved South Windsor 3 years of savings for our energy/electrical needs. This program has been beneficial to our community by using natural resources to supply sustainable energy for all town buildings including the

Town Council Members

Top Row:

Councilor Erica Evans
Councilor Jamie Gamble
Councilor Steven King, Jr.
Councilor Philip Koboski



Bottom Row:

Councilor Marek Kozikowski
Councilor Karen Lydecker
Councilor Cesar Lopez
Councilor Andrew Paterna



sewer treatment plant, all schools and all town owned streetlights, creating a savings of approximately 1 million dollars per year for our energy/electrical needs.

Thank you to the developers, our town staff and Planning and Zoning for their participation in the incredible economic growth South Windsor experienced during the Fiscal Year of 2021-2022. We not only completed large economic development projects, but we also broke ground for new businesses as well. The economic growth in our community is a major contributor to the growth of our grand list which in turn is easing the tax burden for our residential taxpayers. Following is a list of some of the businesses completed or started during the Fiscal Year 2021-2022:

Aldi's Grocery, Costco Wholesale Distribution Center, Wholefoods, Home Depot, Amazon Distribution Center, Coca-Cola, Evergreen Walk 2.0, Windsor Savings Bank, Chase Bank, The Learning Center/Child Care Facility, Educational Playcare/Child Care Facility, Cambria Suites Hotel, Hanoush Jewelers...with more to come next year!

We are also very excited to announce the completion of the Board of Education's 10-year Master Plan with the groundbreaking ceremony of our fourth and final elementary school, Pleasant Valley! We are the only town in the State of Connecticut that has constructed four brand new elementary schools over the last 10 years. The new schools will not only address the needs of our extraordinary student enrollment growth but also the needs of those individual students and the state-of-the-art facilities promote moving our schools forward! Look forward to the Grand Opening of Pleasant Valley Elementary School in August of 2023!!!

I would also like to compliment the staff that had contact with the residents of our community either through programs or

directly, both positively impacting the lives of many of our residents. The Park and Recreation Department for the innovative ways to continue offering programs for our youth and families. Also, Human Services with the personal touch offered to each and every resident who may have faced challenges throughout the year.

Having my roots starting in South Windsor through my completion of education at South Windsor High School and now as Mayor, I take great pride in our amazing community. I can confidently say South Windsor has spirit and heart! It is truly my honor to advocate for our residents and businesses in our town and address their needs. I will continue to work alongside with the Town Council members by prioritizing the needs of our community. We will continue to work towards creating a town that is a great place to live, work, play and educate. Looking forward to a very successful 2022-2023 Fiscal Year!

Dutifully yours,

Mayor Elizabeth E. Pendleton

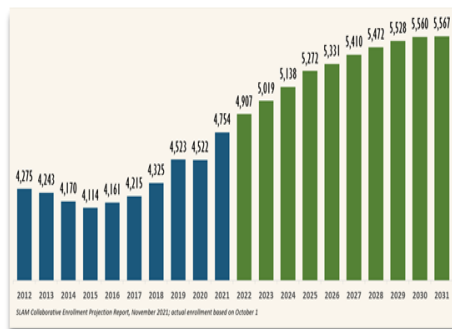
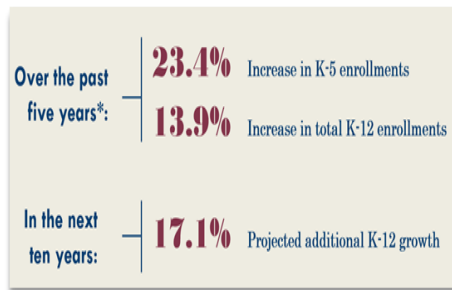
Board of Education

Dr. Kate Carter
Superintendent of Schools

There are nine members of the South Windsor Board of Education, each of whom is elected for a two-year term by the citizens of South Windsor. Board of Education members for the 2021-2022 school year included Craig Zimmerman, Chairman; Jessica Waterhouse, Vice Chair; Beth Esstman, Secretary; Arthur Adduci, Anitha Elango, Madison Gonzalez, Dipali Kalia, Lisa Maneley, and Michael Paré.

South Windsor Public Schools

South Windsor Public Schools is comprised of four elementary schools (grades K-5), one middle school (grades 6-8), and one high school (grades 9-12), as well as a pre-school program and Young Adult Transition Academy, with a total PK-12 district enrollment of more than 4,800 students.



South Windsor: One of the Fastest Growing K-12 Districts in the State of Connecticut

As we have reported for the past several years, the South Windsor school district has experienced a significant increase in its student enrollment. As of October 1, 2021, South Windsor was one of the fastest growing K-12 districts in the state of Connecticut. We have become a beacon for families seeking high quality schools, with outstanding teachers and school leaders, within a community that champions public education. Over the past five years, we have seen a 13.9% increase in total K-12 enrollments, and a 23.4% increase in elementary

enrollments. In its December 2021 enrollment report to the Board of Education, demographers indicated that the upward enrollment trend is expected to continue for the foreseeable future, with projected additional growth of 17.1% in our K-12 student population, over the next ten years.

Ten-Year Elementary Facilities Plan Update

Phase Three. In March of 2014, our community came together to enthusiastically support the first of three referenda called for in the South Windsor Public Schools Ten-Year Elementary Facilities Plan. Eight years later, we have since passed two additional referenda and built three schools on time and under budget! This is worthy of celebration. On February 5, 2022, the South Windsor community celebrated the groundbreaking of our fourth and final new elementary school: Pleasant Valley. Despite frigid temperatures, students, families, residents, the Board of Education, town staff, and elected officials at the state and local level, all gathered to celebrate this important milestone.

Since then, the Board of Education, Public Building Commission and School District Administration have been working together to move the Pleasant Valley school construction project forward. Final plans and construction estimates were approved by the State of CT Office of School Construction, and the construction of the new Pleasant Valley began. Students enrolled at Pleasant Valley will remain in their existing building, until construction of the new Pleasant Valley school building is complete. We are now in the final stages of fully executing the ten-year, four-school plan, on the very timeline we announced back in 2013, when the plan was adopted.

2021-2022 Student Recognitions at a Glance

Each year we highlight a sampling of the amazing achievements of students during the school year. We are proud to highlight

the following student accomplishments and recognitions:

- We are pleased to recognize the Superintendent's Student Awardees for the 2021-2022 school year as follows: Joanna Halle (Eli Terry); William Baron (Orchard Hill); Hasini Kasam (Pleasant Valley); Lilah Gartman (Philip R. Smith); Andrew Butryman (Timothy Edwards Middle School) and Mikaylee Winn (South Windsor High School).
- Eli Terry first grader, Alexander Maltz, came in third place in the American Legion Patriotic Commission poster contest.
- Orchard Hill students Nikhil Vemuri and Josie Tomkunas won Connecticut Science Center Awards and had their invention display boards displayed for a full month at the Connecticut Science Center.
- Orchard Hill student Graham Serow won the SIFMA Foundation's Investwrite competition, as part of the Stock Market Game. Graham's essay was chosen as first place in the state of Connecticut!
- 36 PRS Students were nominated to participate in the Stars of Honor Program. These students were recognized for demonstrating character, strong work ethic, kindness to others, and/or academic growth at school.
- Pleasant Valley student Gargi Singh received the 2022 Lieutenant Governor's Computing Challenge Award.
- Pleasant Valley student Aiden Auten received the 3M "Science Applied to Life" Innovation Award.
- Pleasant Valley student Henry Adade received the Chris Murphy Congressional Award, for his essay on Martin Luther King.
- Timothy Edwards won Bronze level recognition in the Program of Excellence 2021, recognizing excellence in yearbook creation and school engagement.



SOUTH WINDSOR PUBLIC SCHOOLS VISION STATEMENT

The South Windsor Public Schools promotes an engaging and dynamic culture of learning that prepares students to achieve their own individual excellence. Within an emotionally safe environment, educators will foster students' academic, social and personal growth. Our students will demonstrate critical and creative thinking, self-direction, collaboration, adaptability, compassion, and civic responsibility in an ever-changing global society.

- Timothy Edwards student Rachel Mathew was named the winner of the Elizabeth Ridgway Discovery or Exploration in History Award, sponsored by the Library of Congress.
- Timothy Edwards students Daniel Guimond and Olivia Stoner were presented with the CAS Scholar Leader Awards, at the Aqua Turf Banquet Club.
- Mihika Joshi, Grade 8 student at Timothy Edwards, received the 2022 Billy Michal Student Leadership Award, presented by the National World War II Museum.
- Two teams of Timothy Edwards students participated in the June 2022 Civics First's Middle School Great Debate. The TE team of 6th graders, Suhani Kapil and Rachel Mathew, finished 2nd place in the tournament. In addition, the team of 7th graders, Maham Husain and Anoushka Das, placed 3rd in the tournament. Individual awards were presented to Rachel, for her second-place ranking, and Anoushka, for her third-place ranking.
- The TEMS Jazz Combo won the National Jazz Festival in May 2022, via a virtual submission, and the TEMS large jazz ensemble claimed honorable mention. One student was noted as an outstanding middle school soloist, Alyssa Nguyen.
- Timothy Edwards Large Jazz Ensemble won the Best Overall Jazz Band at Fantastic Festivals in 2022, topping 26 other bands with an impressive score of 99 out of 100.
- The 2021 Centurion SWHS Yearbook was evaluated by Columbia Scholastic Press Association. The Yearbook Staff received a "Gold Medalist" evaluation, with a combined score of 913 out of 1,000 - the highest rating ever received by SWHS.
- South Windsor High School student Sivani Arvapalli won the youth honoree for the Women in Science Leadership Award.
- In athletics, 20 SWHS athletes were recognized as All-Conference, and three student-athletes were recognized as All-State.
- SWHS students Madison Oberly, Barbara Huarcaya, Liliana Ross, Jessica Lanteri, Xander Lecours and Nikki Chung, were recognized for their award-winning *Voice4Change* proposal.
- Renovation of the Outdoor Hangout/ Lunch Space! The project will receive \$20,000 in funding from the state of CT.

South Windsor Public Schools 2022 Excellence Awards



*Mrs. Amanda Howard
2022 South Windsor
Teacher of the Year*

Amanda Howard was named South Windsor Public Schools 2022 Teacher of the Year. Mrs. Howard is a Literacy Intervention Teacher at South Windsor High School and was honored at the district's virtual Convocation in August 2021. Mrs. Howard is genuine and passionate in her efforts to help struggling students grow in reading independence and developing their love of literature. Her professionalism and positivity create welcoming classrooms, known as a place of rapport and respect. In addition to her teaching duties, Mrs. Howard is a member of the district's MTSS committee, as well as an advisor for the Interact Club at SWHS. We are proud that Amanda represented excellence in teaching, for the state of Connecticut.



*Ms. Gretchen Anderson
2022 South Windsor Sup-
port Staff
Employee of the Year*

Gretchen Anderson was named the 2022 Support Staff Employee of the Year. Ms. Anderson is a special education paraprofessional at Pleasant Valley Elementary School. She is a significant part of the classroom community, actively participating with all students and staff. She is the definition of a team player and an invaluable member of the classroom. Her thoughtfulness and kindness have been seen throughout the building.

The Math Interventionist Team was named the 2022 Team of the Year. This award recognizes the contributions of a group who exemplify collaboration and have a significant impact on those around them. The Math Interventionists consist of Mark DiCicco, Julie Ratajczak, Nancy Bassilakis and Dawn Campbell. This team was recognized for their tireless efforts during the 2020-2021 school year, in implementing a new elementary math program, during a pandemic. The team created professional development to assist their colleagues, as well as lesson plans to be used by all grades, for the new program. In addition to their hard work, this team was known for their cheerful and kind approach.

Congratulations to all of these dedicated and hardworking education professionals!



*Math Interventionists
2022 South Windsor Teamwork
Award Recipients*

Planning and Zoning Commission

Bart Pacekonis

Chairman

Planning & Zoning Commission members for Fiscal Year 2021–2022 included Bart Pacekonis, Chairman; Kevin Foley, Vice Chairman; Stephanie Dexter; Alan Cavagnaro, Michael LeBlanc, Robert Vetere and Stephen Wagner. Alternates were Paul Bernstein, Carolyn Carey, and Atif Quarishi. (As of 6/28/2022)

The Planning and Zoning Commission is committed to facilitating the growth of our grand list and quality of life for our residents while preserving South Windsor's historical and agricultural roots. The Commission is scheduled to meet on the second and fourth Tuesdays of the month and once a month in August and December. Given the large amount of public participation for certain applications, the Commission met 28 times during Fiscal Year 2021-2022.

As the rate for Covid-19 began to lessen, the Town Hall opened back up to the public and moved back to in person meetings for the majority of the Fiscal Year. However, during the winter increase in Covid-19 transmission, Commission meetings returned to online only during the months of January and February 2022 and then returned back to in person meetings. These online town meetings were held by way of Webex online video conference calls. During this time, the public was able to watch Planning & Zoning Commission meetings live on the Town website and Cox Cable Channel 16, as well as to call in to the meetings. Written comments received by letter or email were read at the meetings.

Town Projects

During the year the Planning and Zoning Commission continued to hear and discuss the proposed application for development of a new Pleasant Valley Elementary. This site would create a 102,150 square foot elementary school, which would include an outdoor classroom and playfields. The Commission approved the new elementary school and construction began at the end of 2021.

The Commission also approved the construction of a solar photovoltaic carport at the South Windsor Police Department. Due to rising costs of construction, this project has not yet begun.

A two-year temporary and conditional permit was continued for the 500 square foot business office located within the Community Building on Ellington Road.

Commercial Projects

Evergreen Walk saw a large push for development over the past year. The Commission approved the site plan for

Whole Foods, the development for a Shack Shake and a site plan modification for a private preschool known as The Goddard School. Also approved in the Gateway Development zone was a site plan for a Peoples Bank on the corner of Buckland Road and Cedar Avenue. All of the applications are welcomed additions to the revitalization of Evergreen Walk.

Hartford Truck Equipment saw approvals for temporary outdoor vehicle storage and for a landscape berm on the King Street frontage to help with screening for the surrounding neighbors.

Zoning Text Amendments

The Planning and Zoning Commission sponsored multiple text amendments over the past year including a one-year moratorium on housing and hybrid cannabis facilities. The Commission voted to approve these text amendments to allow time to review state laws in regard to cannabis and update the Zoning Regulations. Another one-year moratorium was issued for warehouses/distribution centers in South Windsor. This text amendment was proposed by resident Kathy Kerrigan and received a large amount of residential support. Given the moratoriums, the Commission decided to meet in three different subcommittees to re-work the Zoning Regulations, specifically the multifamily, subdivision and warehouse components.

There were also two additional Planning and Zoning Sponsored text amendments that were approved. The first was text to establish criteria for resubmission of applications within one year of Commission action. The second was text to include accessory apartments in the definitions in Zoning Regulations with added criteria in the single-family zones.

Local commercial company, Hartford Truck Equipment, requested a zone change for recently purchased abutting property located at 542 King Street. The applicant wished to change this 7.3 acre parcel from Rural Residential zone to General Commercial zone. The applicant explained this change would ultimately lead to a larger change for the Hartford Truck Equipment site.

Evergreen Walk LLC requested a text amendment to increase the number of allowed multifamily units from 165 to 365 in the Buckland Gateway Development zone. The text amendment also reflected an update to the residential to commercial ratio in this area to show 2 to 1. This application was initially denied but was resubmitted. During preliminary public hearing for the second application a large amount of public support was submitted.

Lastly, the Commission unanimously adopted an Affordable Housing Plan in accordance with CGS Section 8-30j.

Industrial Projects

An application for a large 360,000 square foot warehouse and distribution center on the corner of Talbot Lane and Governor's Highway was submitted, heard and denied twice this year. This application drew a large amount of public comment with residents frequenting the public hearings. This application was the catalyst for the previously mentioned one-year moratorium on warehouses/distribution centers in South Windsor.

An additional warehouse site plan was submitted to the Commission. Scannell Properties submitted a site plan for a 241,000 square foot distribution center on the corner of Sullivan Avenue and Kennedy Road. The applicant also simultaneously submitted a resubdivision application to show the re-design of a cul-de-sac on Kennedy Road. These applications were brought to public hearing in June of 2022.

The Commission approved a site plan for an indoor recreational facility known as Dreams Sports Academy located at 185 Commerce Way. Additionally, a similar approval was given at 85 Nutmeg Road for an expansion of recreational facility known as Lightning Fitness.

Lastly, South Windsor Stone and Landscaping, located on Strong Road, requested and received approval for a site plan modification to the site that would include top soil screening and additional storage.

Planning and Zoning Commission

Residential

The Commission reviewed and heard multiple residential applications.

An application for the redevelopment of 1060 Main Street, an existing 31,495 square foot facility, was approved to become redeveloped into 37 elderly apartments units.

The Commission also approved two small subdivisions, the first was the Davis Resubdivision, which would create three homes on 591 Pleasant Valley Road. The second was Miller Heights Subdivision, this application requested the demolition and rebuilding of an existing home and an interior lot on Miller Road.

The Commission reheard and reapproved the open space subdivision known as Kilkenny Heights II. Mannarino Builders is proposing building 12 homes lots as part of an extension of Maskel Road.

Lastly, the Commission heard two applications for Evergreen Walk LLC regarding 165 apartments units near the already established Tempo I in Evergreen Walk. Initially, this application was denied in January of 2022 but was resubmitted in the spring of 2022 and was brought to public hearing again.

The Planning & Zoning Commission would like to thank the public for their input received at the Public Hearings and Regular Meetings held throughout the year, and understanding the necessity of online meetings during the pandemic. Public participation at the meetings and all correspondence received are highly valued and aid the Commission in its work on behalf of the citizens of South Windsor.

Bart Pacekonis, Chairman
PLANNING & ZONING COMMISSION

Departments & Services

Building Department

The responsibility of the Building Department is to ensure that all structures in the Town of South Windsor meet the requirements of the Connecticut State Building codes and are safe for the occupants. We help guide the residents and contractors, who are doing work in the town, through the permitting process and by interpreting the Connecticut State Building Codes for them. Another responsibility the Building Department has is enforcing South Windsor's blight ordinance. Pamela Oliva is responsible for blight control and she does an outstanding job. We strive to make it as easy as possible by educating the public and giving guidance from a friendly and knowledgeable staff.

The Building Department works closely with the Fire Marshals office, Planning and Zoning, Engineering, Public Works and the Health Department to enforce state codes and town ordinances. Without the assistance of all of the departments, the Building Department could not function successfully and we are grateful for all of the continuing support.

The Building Department's 2021-2022 Fiscal Year includes 2,441 permits issued, 3,561 inspections conducted, a total revenue of \$1,401,598.25, and a total construction value of \$117,725,483.80. The construction value includes the cost of 11 crumbling foundation homes that have been waived of Town permit fees along with the construction of other municipal jobs such as the new Pleasant Valley Elementary School. The development of South Windsor

continues to grow and motivates our department to put our best foot forward to provide the utmost service to its residents and businesses.

Marc Melanson, Chief Building Official as of July 2022

Morgan Middleton, Building Department Administrator

Pamela Oliva, Blight Enforcement Officer

Emergency Management

The South Windsor Office of Emergency Management is designated as the Town's Civil Preparedness Agency and was established under the authority of Chapter 26 of the Town Charter by Town Ordinance 26-2. In accordance with the Town Charter, this Civil Preparedness Agency shall ensure the complete and efficient utilization of all the Town's facilities to combat disaster resulting from enemy actions or other disasters and will be responsible for coordinating all activity in connection with civil preparedness.

Finance Department

The Finance Department provides quality service through a commitment to excellence, integrity, and teamwork. The Finance, Assessor's, and Collector of Revenue's Offices, which make up the Finance Department, are essential for the provision of services to the Town's residents. The operation of all Town departments is reliant on the Finance Department's collection of revenues, management of available cash balances, and payment of expenditures.

The Finance Office is responsible for handling the daily treasury operations, in accordance with Town policies and State statutes; administering the Town's payroll; processing accounts payable; and accounting for the financial activity of all Town funds. Information on the Town's financial position is reflected in the Town's Comprehensive Annual Financial Report, which is on file in the Town Clerk's Office and excerpts are included in this report.

*Patricia Perry
Director of Finance*

Assessor's Office

The Assessor's Office has the primary responsibility of valuing, for tax purposes, all taxable and tax-exempt property located within the Town of South Windsor. Real estate property was revalued in 2017, as required by law. The next revaluation is scheduled for the 2022 Grand List. The 2021 Grand List assessments reflect 70% of the 2021 values, as required by Connecticut State Statutes. Listed below are totals for the October 1, 2021 Grand List:

This List reflects the application of the Town wide revaluation of all real estate account values. Overall, the total Grand List increased by 2.91% compared to the 2020 Grand List. Real Estate Personal Property and Motor Vehicles experienced increases of 1.08%, .76% and 23.60% respectively.

*Mary Huda
Assessor*

Top Ten Taxpayers 2021 Grand List (Net Assessment Dollars)

Rank	Name	Real Estate	Per. Prop	Motor Vehicle	Grand Total List
1	Eversource (CL&P)	1,713,100	121,316,840		123,029,940
2	Evergreen Walk Lifestyle Ctr	\$31,928,600			\$31,928,600
3	Aldi Inc	\$23,271,700	4,945,144	1,147,320	29,364,164
4	Evergreen Crossing Retirement	27,487,700	1,561,830	23,240	29,072,770
5	456 Sullivan Ave LLC	14,780,530	9,352,450		24,132,980
6	Yankee Gas Services Co		18,551,600		18,551,600
7	CD-HRA (Windsor) LLC	17,285,000			17,285,000
8	South Windsor Developers	13,157,900	337,490		13,495,390
9	Town Center of South Windsor LLC	13,023,700			13,023,700
10	ArgSwinct001 LLC	12,798,400			12,798,40

Departments & Services

Collector of Revenue's Office

The Collector of Revenue's Office is responsible for billing and collecting all taxes and residential and commercial sewer user fees. For the 2020 Grand List, the collection rate was 99.50%.

Total collections equaled \$119,806,299. These collections consisted of \$111,377,063 for current year taxes; \$1,432,910 for prior year taxes; \$1,571,732, for interest, warrant and lien fees; and \$5,424,594 for sewer user fees, assessments, interest charges, and liens.

*Jennifer Hilinski-Shirley, CCMC
Collector of Revenue*

Fire Marshal's Office

Mission Statement:

"It is the mission of the Fire Marshal's Office to prevent and/or reduce the incidence of fire by increasing the awareness and knowledge of the residents and businesses respecting fire safety, and by ensuring compliance with the Connecticut Fire Safety Code and applicable regulations of the State of Connecticut."

The staff of the South Windsor Fire Marshal's Office consists of a full-time Fire Marshal, a full-time Fire Inspector/Emergency Management Coordinator, one part-time Deputy Fire Marshals, and three part-time Fire Inspector. Our staff is charged to perform various duties, many of which are mandated by the Connecticut General Statutes. These duties include inspection of all properties, with the exception of one and two-family homes. The Fire Marshal is required to perform investigations as they pertain to the cause and origin of fires that are in the Town of South Windsor. Our staff is also mandated to approve building permit applications, issue permits for blasting operations, fireworks displays and large temporary tents.

This past year our time was dedicated to inspecting new projects for compliance

during construction including Costco, Sakura Garden, Pleasant Valley School, Cambria Suites, and Educational Playcare. We continue to work with developers to understand Fire Code requirements and assist in completing their projects on time.

The Fire Marshal's Office continued to concentrate on apartment inspections and smoke alarm compliance within these occupancies. These occupancies are where South Windsor has the largest concentration of residents. As you know, smoke alarms save lives and we want to make sure that all apartments have working smoke alarms. With Covid-19 restrictions, we have been trying different ways to get residents to check their smoke alarms. One way is a self-inspection form that they are required submit to the Fire Marshal. In Fiscal Year 2020-2021, inspections totaled 2055 with 24 fire investigations. We continue to work closely with the South Windsor Police services to investigate and prosecute all arson cases.



The members of the Fire Marshal's Office continue to keep up with current Code and fire investigation techniques by attending virtual advanced classes at the National Fire Academy and Connecticut Fire Academy.

In Fiscal Year 2021-2022 Covid-19 still has continued to change the operation of the Office. Fire Marshal Summers has been working with our Emergency Management Team on ordering supplies, FEMA grant applications, State of CT meetings, and other functions.

Fire Marshal Summers is currently the Legislative Representative for CT Fire Marshals Association.

For service, please call 860-282-0669 extension 1.

Fire Marshal Walter Summers
Deputy Fire Marshal Wayne Opdenbrouw
Fire Inspector Seth Vinick
Fire Inspector Alan Laliberte
Fire Inspector Daniel Flynn
Police Cpl./Fire Investigator Michael Thompson
Police Cpl./Fire Investigator Kyle LaPorte
Police Cpl./Fire Investigator Kevin Geraci

*Walter Summers
Fire Marshal*

Health Department

The South Windsor Health Department is responsible for protecting the community from potential health hazards by creating and maintaining conditions that keep people healthy. The public health mission is to *Prevent Illness, Promote Wellness, and to Protect Health*. In South Windsor, we strive to fulfill this mission by preventing the onset and transmission of disease, promoting awareness through education, and protecting the public through environmental health investigations and inspections. We work with other local, state, and governmental agencies to protect the public and the environment so that people within our community can enjoy safe and healthy living conditions.

OCTOBER 1, 2021 GRAND LIST TOTALS				GRAND LIST TOTAL NET ASSESSMENTS		
	GROSS ASSESSMENTS	EXEMPTIONS	NET ASSESSMENTS		2020 GRAND LIST	2021 GRAND LIST
Real Estate	2,460,721,585	64,290,290	2,396,431,295	Real Estate	80.15%	78.73%
Personal Property	464,101,840	120,263,926	343,837,914	Personal Property	11.54%	11.29%
Motor Vehicles	313,141,887	9,382,042	303,759,845	Motor Vehicles	8.31%	9.98%
TOTALS:	3,237,965,312	193,936,258	3,044,029,054			

Departments & Services

The principal services provided by the department are:

- Inspections of various establishments to ensure safety and sanitation, including: restaurants, food stores, mobile food vendors, temporary events where food is served, farmer's markets, assisted living facilities, long term care facilities, day cares, schools, public pools, cosmetology and barber shops, and tattoo shops.
- Environmental health plan reviews, permitting, and inspections of food service establishments, subsurface sewage systems, and water supply wells.
- B100a reviews for building additions, building conversions, changes in use, or accessory structures.
- Investigation of a wide range of environmental complaints that affect the health and safety of residents in the community.
- Dissemination of health information and brochures.
- Helping ensure clean drinking water.
- Tracking, investigating and stopping diseases and other public health threats (e.g. foodborne illness, HIV/AIDS, etc.).
- Responding to public health emergencies and natural disasters when they strike.
- Informing the public about health problems in the community and how to stay safe.
- Noise Control Ordinance enforcement

In addition, the health department serves to:

- Enforce public health and safety regulations per Connecticut Public Health Code.
- Advocate for changes in public policy relating to health.
- Prepare for and develop response strategies for natural disasters and other public health emergencies.
- Protect the public against the spread of communicable diseases.
- Promote healthy living and disease prevention strategies.

The Health Department continued with the fee structure for the permits being issued by the department and inspections being

performed as conditions allowed. The total revenue generated was \$31,550. The Health Department continued to expand the use of View Point Cloud to expand electronic inspections in addition to online permitting. This has considerably streamlined the permitting process for both the Health Department staff and the public.

On top of the routine activities the Health Department is responsible for during a normal year, the Health Department continued to respond to the COVID-19 pandemic. The pandemic continued to alter the Health Department's activities with testing events, vaccination clinics, sector rules enforcement, and contact tracing. Some of the additional tasks the Health Department continued this year during the pandemic were to conduct daily contact tracing of positive town residents and their close contacts; work with the local long term care and senior residential facilities to advise on case management and new procedures; distribute personal protective equipment (PPE) to local medical offices, group home facilities, home-care agencies, and town staff as needed; and participate in CT Department of Public Health, Emergency Support Function 8, Mass Dispensing Area 31, and Long-term Recovery planning meetings; set up and facilitate vaccination clinics. In partnership with the Windsor the Health Department, the South Windsor Health Department participated in 13 vaccination clinics and the distribution of over 400 vaccine doses, mostly boosters. The Health Department also worked closely with the South Windsor Board of Education to provide education for staff on the procedures for contact tracing, serve as a resource for families, and advised on positive cases as necessary within the school system.

The Health Department was able to continue health promotion activities with the use of the ELC Enhancing Detection Grant for the Enhanced Detection, Response, Surveillance and Prevention of COVID-19 funded staff. These staff members conducted a comprehensive Community Health Needs Assessment. This assessment has since been published on our website and shared on social media. These staff members will continue to expand upon the initial findings with the use of a second ELC Enhancing Detection Grant for the Enhanced Detection, Response, Surveillance and Prevention of COVID-19 grant in the next Fiscal Year. This will be

carried out by conducting focus groups and will lead to subsequent programming recommendations to the town.

Additional routine activities conducted by the Health Department staff included inspections of food service establishments, temporary food events, mobile food vendors, pools, daycare facilities, motels, on-site subsurface sewage disposal systems, wells, and environmental complaint investigations. The Health Department reviewed and followed up on non-COVID communicable disease reports and provided information to individuals regarding screening, treatment, and vaccinations. We educated the public on health topics and disease prevention by distributing educational materials and health and wellness information to residents.

Both staff in the Health Department attended several trainings online to maintain required certifications and keep abreast of the most current inspection methods, procedures, and policies. These trainings included Lead Inspector/Risk Assessor Recertification, Food Inspector Recertification, CT Association of Housing Code Enforcement Officials trainings, CT Environmental Health Association trainings, and several other webinars covering many topics.

Heather Oatis
Director of Health

Human Resources

The Human Resources Department manages the recruitment, selection and new employee orientation for full and part-time positions. The Town remains committed to the principles of Affirmative Action and Equal Employment Opportunity, as outlined in the Town's policies.

During Fiscal Year 2021-2022, Human Resources filled 21 full-time positions and 7 part-time positions. During this Fiscal Year, the Town also had 5 long-term and extremely valued full-time employees retire. We wish Alec Arnold, Maintainer II; Elsie Diaz Duchesne, Police Sergeant; Cheryl Gerber, Recreation Supervisor; Richard Watrous, Lieutenant; and Sandra Westbrook, Librarian 2, all a very "Happy Retirement".

The Department is also responsible for all employee benefits plans. This includes health and dental coverage, pensions,

Departments & Services

compensation, disability and life insurance, and leaves. Other functions include the administration of the Employee Assistance Program, union contract management and negotiation, Workers' Compensation Program, OSHA Reporting, and overseeing the Federal Transit Administration's mandated Drug and Alcohol Program. The Department continues to concentrate on ACA Compliance for the present and future years.

This Fiscal Year, the Department concentrated on continuing to assist employees with staying positive, healthy, and engaged during such uncertain times. Illnesses continued to be tracked, contact tracing was conducted, quarantines were enforced, and vaccinations were encouraged. An enormous amount of time was spent keeping up on the ever-changing guidance and transforming that information into Town policy. Usually the majority of employee trainings occur in person. With COVID still a major concern, the focus of trainings remained in an online format. With the assistance of the CIRMA E-Learning system for Town employees, the Town continued to encourage online training opportunities.

The Assistant Town Manager/Director of Human Resources serves as the Advisor for the Health & Safety Committee, which also has a Wellness Subcommittee that she leads. They held Wellness Seminars that included topics such as Stress Management, Investing Basics, Medicine from your Kitchen Cabinet. Employees also had the opportunity to participate in multiple Walking Challenges, Biggest Loser Challenge and various other wellness initiatives.

Encouraging employees to take an active interest in their health by promoting wellness is not only beneficial to employees, but also the Town. Employees gain techniques to attain and maintain a healthy lifestyle so that they can improve their quality of life and have more energy and be happier at home with their family and friends. At the same time, it is also proven to increase productivity at work and reduce health care costs. "When 'I' is replaced with 'we', even illness becomes wellness!"

Providing comprehensive services and support to all Town departments and employees continued to be the main focus

of the Human Resources Department for Fiscal Year 2021-2022.

*Vanessa Perry, MPA
Assistant Town Manager/Human
Resources Director*



Human Services Department

The Department of Human Services is a multi-generational service agency whose mission is to enable South Windsor youth, families, adults and seniors to achieve and maintain personal and social well being by providing a variety of services, programs and resources that are both proactive and responsive to the community's needs.

The department is comprised of Adult and Senior Services and Youth and Family Services:

Director of Human Services, Andrea Cofrancesco

Director of Youth and Family Services, Liz Langevin

Assistant Director of Adult and Senior Services, Lindsey Ravalese

During Fiscal Year 2021-2022, staff in the Human Services Department transitioned from all virtual and drive thru/outdoor programming to a hybrid model, eventually offering most programs in person only, with some exceptions based on feedback and concerns from residents wanting virtual options. Social distancing, mask wearing and enforcing and hand sanitizer was provided throughout the buildings. Masks on our buses continued to be mandated due to the proximity of our riders.

As a result of American Rescue Plan Act Funds (ARPA), Human Services increased behavioral health services by hiring

additional staff, contracting with Intercommunity Health Care to offer groups and counseling at the community center, and adding hours to existing part time youth counselors. In addition, financial assistance was provided to residents who are struggling as a result of Covid-19. Services will continue through December 2024. Additionally, plans are underway to create an outdoor space behind the community center for our Teen Center.

Adult & Senior Services Division

The Adult and Senior Services Division of Human Services consists of two integrated components; Social Services and The Senior Center. This report reflects the activities and accomplishments of both components of this division for Fiscal Year 2021-2022.

Social Services Overview

Social Services encompasses case management, advocacy and referral services for South Windsor adults and older adults in response to their economic, recreational, social and emotional needs. This service allows for comprehensive assessment, service provision, the avoidance of service duplication, and premature institutionalization. Staff works with a variety of homecare agencies, the police, local hospitals, state agencies, civic, religious and school groups.

The Division administers several programs that benefit South Windsor residents. These include the private Food & Fuel Bank and Special Needs Fund, the processing of Fuel Applications for the State Energy Assistance Program, United Way Shelter Grant, Salvation Army Funds, and Holiday Basket Programs which includes food baskets for Thanksgiving and toys and clothing items for children and senior citizens in December.

Other services provided by the Division include family meetings, service coordination, Outreach home visits, information and referral services, Meals on Wheels, Friendly Shopper Program, Community Restitution Program, Recreation Subsidies, CHOICES Medicare Counseling and more.

The Human Services Director serves as South Windsor's state mandated Municipal Agent for the Elderly.

Departments & Services

Social Services

Case workers are available to assist residents in applying and advocating for local, state and federal programs. Social Services programs include but are not limited to the following:

Advocacy
AARP Income Tax Assistance
Case Management Services
Driver Improvement Classes
Special Needs Fund
Food & Fuel Bank
CEAP Fuel Program
Renter's Rebate
Property Tax Relief
Caregivers Support
Husky Medical
CRT Meals-On-Wheels
Flu Clinic/Health and Safety Fair
At-Risk List
Operation Fuel (Warm Thy Neighbor)
Friendly Shopper Program
CHOICES Counseling (Medicare Options)
Social Day Program (CARES)
Holiday Food/Gift Baskets Program
Homemaker Program

A brief overview of numbers of South Windsor residents served is as follows:

- 363 CEAP Energy Assistance Applications Processed
- 121 contacts for assistance with Medicare Part C & D
- 157 Homeowners Tax Relief and 194 Renter's Rebate Applications
- 76 applications totaling 161 persons used the private Fuel Bank
- 148 families used the Food Bank serving over 311 people
- 109 Thanksgiving baskets were distributed benefiting 327 people
- 61 families with 130 children received Holiday gifts
- AARP Tax Preparer's did 152 returns for residents and for a 10 year total, provided service to 2,305 people
- Thousands of N-95 masks and over 800 Covid-19 test kits were distributed to the general public through our department
- 17 referrals for adults for Behavioral Health Services, 11 followed through

- 54 people attended our newly formed Bereavement Support and the Effects of a Pandemic and War on Our Mental Health Groups



Educational program with K9 Mason and Officer Cosenza

Outreach

Social Services, with multigenerational older adult family caregivers, extended support to professional and family caregivers. Affordable housing are of primary concern to those seeking help from Social Services. Cases are managed with an intergenerational approach. Advocacy and/or a coordination of services for these clients coupled with applications for entitlement programs, short-term crisis intervention & social contact in the continuum of care is the primary focus of the outreach component of Human Services. During this Fiscal Year, a total of over 199 home visits were made by social services staff.

An At-Risk List, which consists of names of residents with chronic health issues, are homebound, or have little to no family in the area is maintained so that residents can be alerted when a shelter is open in town. Almost 80 names are included on this list.

Recreation Therapy is offered to a special population of older and frail elderly through the 'CARES' (Center Activity, Recreation, Education and Socialization) Program. This program meets five days per week, 3 hours per day and offers older residents with physical or cognitive losses social stimulation and supervision. A primary community support service that prolongs one's ability to remain in the community, it also provides respite for family caregivers. This program serves up to 15 people but with Covid-19 concerns, we are serving about 8 people daily.

Senior Center

The North Central Area Agency on Aging has designated the multi-purpose Senior Center as a Focal Point for Older Adults, as it is a multi-purpose center, providing a program of health, recreational and educational activities for residents aged 55 and over. The Senior Center offers programming during the day, evenings and weekends each month.

My Senior Center, a web-based program for management of program sign-ups, allows staff to maintain computerized lists for ease in registering seniors for activities and tracking statistics.

Statistics for Fiscal Year 2021-2022:

- 17,727 sign-ins for all programs
- 1,500 regular users, 5,306 registered in "My Senior Center" computer program; an additional 150 NEW registrants this Fiscal Year
- 1,000 attendees in educational and social programs
- 128 people One on one technology assistance with close to 100 people being served
- 4852 lunches were served through the congregate meal program which included a drive thru option for part of the Covid-19 pandemic; in person meals were re-started in October
- 175 volunteers served in a wide range of programs, and 70 volunteers attended an "open house" recognition
- 100 people on average attend bingo events weekly/biweekly
- 120 attended cards and games weekly, resulting in over 6,000 visits annually
- 251 people attended art programs
- 121 attended 5 Safe Driving Classes
- 28 Gazebo events with 449 attendees
- 129 attended our annual senior picnic
- Special Events at the Senior Center
- 43 Trips to museums, theaters, restaurants, 707 participants
- 13 attended an overnight trip to Lancaster, PA
- 338 attended 38 Adventure Club activities including hiking and kayaking

The Senior Center "Senior Connections" is a monthly publication mailed to 2,200 households and to over 900 people via email. In addition, the newsletter is on the

Departments & Services



Volunteers collating newsletters



Ukulele players after performing at the center.



Valentine's party center

town's website. Bi-monthly emails were sent out to over 900 people to serve as a reminder of a variety of programs, information on local resources, updates on vaccines and more.

Health and Wellness

A major health emphasis continues to be made to provide wellness clinics and informational talks. The Town of South Windsor contracts the Visiting Nurses & Health Services of Connecticut, Inc. to check blood pressure and blood sugar and talk about general health. In addition, guest speakers are brought in on a variety of topics of interest.

- Weekly wellness clinics were restarted on a limited basis due to nursing shortages, with a total of 73 appointments
- 262 were served at a monthly Foot Clinic
- 29 were served in Hearing Clinics
- 74 people received flu shots by appointment at our Flu Shot Clinic
- Therapeutic massage services were offered for a total of over 305 appointments
- A cooperative effort with the American Legion Post 133 resulted in a monthly veterans coffee hour with 47 attending throughout the year

Physical Fitness and Exercise Programs:

- 356 participants in physical fitness activities in person and on Zoom, with a total of over 6,000 participants (duplicated) which included twice weekly light aerobics, chair yoga and once weekly tai ji quan and strength training and chair volleyball. Classes were offered either free or at a reduced cost of \$2 per class.
- Fit for Life Fitness Center with state-of-the-art equipment including cardio and

resistance training equipment tracked a total of 1,660 visits.

- 37 people joined our Fitness Center under the Renew Active program, which is a free service through insurance, while our center gets paid per visit.
- Pickleball has an email distribution of 300 and celebrated 10 years; approximately 50 people play daily; 75 people received lessons



Pickleball players celebrated the 10th anniversary of the program

Safety

The South Windsor TRIAD, which consists of local law enforcement, the business community, and the senior center, continues with the focus on senior safety, and celebrated 15 years. Programs offered through this initiative include:

- Hosted coffee with a cop, fire safety talk, scams, self defense class, 15th anniversary bingo with a total of 102 people participating
- Shredding event with 144 cars driving through
- Drug Take Back days (2) yielded 400 pounds of medications with 192 contacts
- Distributed over 200 Files of Life and registered 10 people for the Yellow Dot Program

Transportation

During Covid-19, our transportation service never stopped. Instead, one by one we transported people to where they needed to go, including medical appointments and grocery stores. Transportation is provided for the Senior and Disabled population via four lift equipped buses. The Center, through its transportation system, offers two local shopping opportunities per week, three mornings per week for errands, and twice weekly mall/Vernon trips. Rides to medical appointments, including dialysis, five times a week is offered to various towns and was expanded during this Fiscal Year to meet the demand for transportation to Glastonbury.

- 50,733 passenger miles for the year were provided for Seniors & Disabled residents which also included daily trips to Manchester Sheltered Workshop.
- 1073 rides to medical appointments were provided
- 10,424 trips were made
463 unduplicated people used the service

Volunteers

Programs within the Adult and Senior Services Division would not exist without the commitment of dedicated and tireless volunteers:

- 175 total volunteers in a variety of programs; friendly shoppers and visitors, flu clinic volunteers and more.
- 45 volunteers collated 2,200 newsletters each month
- 28 volunteers in the meals on wheels program, delivering a total of 9,226 meals to homebound residents; providing not just meals but much needed socialization and a check in to be sure people are safe.
- 25 volunteers in The Community

Departments & Services

Service Group, in its 10th year, continued meeting via Zoom and in person resulting in a variety of monetary donations to causes benefiting residents and those in surrounding towns.

- \$53,403 annual cost if 175 volunteers volunteered just one hour per month, at the national rate of \$25.43 an hour



One of our trips. Learning how ice cream is made at a local farm!



One of our last drive thru events as Covid-19 numbers decreased

Andrea Cofrancesco
Director of Human Services

Youth and Family Services Division

“Creating and fostering opportunities for South Windsor youth and their families to learn and grow in positive ways.”

The Youth and Family Services Division of Human Services provides support services and programs for youth and families of South Windsor. These services include positive youth development programs, substance use prevention and wellness initiatives, short-term counseling and referral services, therapeutic and support groups, juvenile justice programs, parent education and support.

South Windsor Youth & Family Services is one of 103 Youth Service Bureaus that serve 145 across the state of Connecticut. We receive funding through the Department

of Children and Families as well as federal and state grants.



Adventure Club

Teen Center

The South Windsor Teen Center is a safe, supervised, and substance-free environment where youth can socialize while engaging in healthy activities. The Teen Center serves South Windsor youth in sixth to twelfth grade, ages 11-18.

The Teen Center is led by the Coordinator, and five staff members who help with planning events and activities. Staff are in charge of supervising and engaging with the students over games or crafts. We are open for South Windsor high school students on Monday, Wednesday, and Thursdays from 2-4:30pm. We offer Tuesday drop-in hours from 3-5:30pm and Friday nights from 6-9pm for the middle school students.

Over the last year we have been working hard to build participation since the pandemic hit, in both our middle school and high school drop-in hours. With much success, we now have anywhere between 5-20 students attending during the school nights and 20-70 students attending on Friday nights.

We have offered programs in conjunction with the Senior Center, which has been a huge hit! Our students have participated in Yoga, BINGO, and numerous Chair Volleyball games with them.

The Teen Center has had Therapy Dogs attend the Teen Center for the students to relax and de-stress with animal therapy.

The Teen Center offered a “Strides for Positive Vibes” walking group for middle school students in the spring and fall. On the first and third Tuesday of the month, participants were encouraged to ditch the technology and enjoy spending time

outdoors for an hour, taking time to be present in the moment and one with nature. We held an Open House for incoming 6th grade students to meet Teen Center staff and get comfortable with the space. Since doing this event, we’ve had an increase in attendance.

Our Halloween Dance and Holiday party were both successful for our middle school students and look forward to offering more programs like this in the future since we received so much interest and positive feedback. We had over 50 participants attend each event! The Halloween Dance had a DJ, Photo Booth, and a Costume Contest. The Holiday Party was spent doing winter crafts and eating many desserts!

A new group we began offering for middle school students, called “Skills for Success” was meant to help increase knowledge on topics such as communication skills, friendship building, healthy relationships, bullying, self-confidence, and more. Students were able to register for an 8-week session that met once a week for an hour to discuss these topics and do engaging activities related to them.

The Teen Center Youth Council, our High School volunteer group, continued to stay busy, with close to 40 active students. Youth Council members have a passion for volunteering and participating in community service, and will regularly lend a helping hand at events in the community.

The Youth Council is pleased to continue its connections with the SW Senior Center and Food Bank, and the Parks & Recreation Department as well as community members and other outside organizations.

A few of our high school students joined our School Outreach Specialist and the Teen Center Coordinator at the 2022 Future Prevention Leaders Conference held by the Governor’s Prevention Partnership. We spent the day in trainings and workshops to learn about leadership, prevention efforts, and professional and personal development.

The Teen Center Coordinator, along with the Clinical Coordinator from Y&FS, implemented a 6-week long anxiety management group at TEMS to help students manage their anxiety and stress. We used techniques from Cognitive Behavioral Therapy that help the students

Departments & Services

understand how their thoughts and feelings affect their behavior. Students left with tools to use when feeling stressed or anxious, so we have seen a positive impact. The Teen Center does a year round fundraiser by collecting empty cans and bottles. The money collected from the 5-cent deposits goes back to the Teen Center and towards a charity selected by the Youth Council. The group is responsible for sorting the cans and bringing them to the redemption center. Residents can drop off their empty cans and bottle to the Teen Center anytime throughout the year.



Therapy dogs visit the high school drop in hours at the teen center

Summer 2022 at the Teen Center was spent doing the Rising Stars Community Service Program! South Windsor middle school and high school youth were busy with 8 weeks of teambuilding and community service projects around the community. We hold four, two-week sessions for both age groups from 9-2pm Monday through Thursday. We are so appreciative of Town staff for supporting the program- this year we had the opportunity to collaborate with the SW Senior Center, the SW Police Department, and the SW Parks & Recreation Department. Other projects included assisting at Ticket Network to learn the process of planting and harvesting, cleaning and playing with the animals at Mazolu Animal Sanctuary, and learning about Health & Wellness at Synergy in town. Our favorite thing was holding car washes and raising money for the Teen Center or towards a charity or donate it towards prevention efforts. We always ended sessions with a fun field trip on the last day at Lake Compounce or Kayaking.

School Outreach

Youth and Family Services shares long-standing, collaborative relationships with S.W. Public Schools and the S.W. Police Department. Collectively, we work to ensure that both youth and families get the help that they need to live healthy lives.

The 2021-2022 school year proved to be just as challenging as the year before. The pandemic continued to influence the schools and our outreach opportunities on all levels. However, Youth and Family Services did remain dedicated to working collaboratively with the school staff, and with families, to deliver important prevention and outreach programs.

We continued with our summer “Lucky Stars” camp program, which gave middle school and high school students the chance to be together for a few hours a day. We played games, improved social skills, built confidence and had fun! We enjoyed getting to know the kids and making important connections.

The School Outreach Specialist co-created, along with a TEMS Counselor, a new group for 6th grade students. We focused on leadership, community and caring. They achieved a lot throughout the year, including giving treat bags to school bus drivers, organizing kindness day initiatives and creating a school wide Thanksgiving food drive. The group made wonderful connections with both the preschool, which is located in TEMS, along with the students in the medically fragile classroom. This group grew as leaders and as positive change makers.

We were also able to offer educational programming for parents and caregivers as well. In collaboration with the S.W. Police Department and the S.W. Public Schools, Y&FS provided, and paid for, a professional guest speaker, Dr. Alecia Farrell. We held a virtual evening program for parents on Tuesday, January 25, 2022. Dr. Farrell presented “Parenting around Technology and Unhealthy Substances in this Mixed-Up World” We had 46 parents/caregivers take part in this very important discussion.

Additionally, we provided a modified “Healthy Living” program this year. All students were encouraged to submit a poster, which focused on alcohol, smoking, drug or vaping prevention. Winners were given gift cards and their posters were showcased at school.

The School Outreach Specialist is also the co-advisor for the Sexuality And Gender Alliance (SAGA) Club at TEMS and she is currently a member of the SWPS Equity Council.

The School Outreach Specialist lead advisor for the Students Against Destructive Decisions (SADD) Club at S.W. High School. The club, consisting of about 70 students, created many positive activities throughout the year. Some highlights included SADD Makes You Happy Day, which is held in December to honor the Sandy Hook tragedy. We use it as a day to show gratitude and make connections with other students and staff to encourage a positive school climate. Also, the club organized their first in person “Be The Light” 5K Fun Run/Walk in May, and it was a huge success. They organized the event to support the Purple Light Project at Hartford Hospital. This project helps patients after they are discharged from receiving mental health services. In addition to donating \$400 to the Purple Light Project, they made, and donated hand tied pillows and beautiful get-well cards.

The SADD Club sponsored Graduation Lawn Signs and, once again, raised funds for scholarships for seniors who had an active role in the club throughout their high school career. We were very proud to award 10 students a total of \$2,600 in scholarships this year. The SADD Club is always willing to create new events and activities to encourage making good, safe choices.

We offered a “Thrive” college prep program for South Windsor High School seniors in May of 2022 and it was a success! Students had the opportunity to learn from a panel of former SADD Club members, who are currently in college. They shared valuable advice about adjusting to college and balancing all that comes with it. A SWPD officer talked to the students about situational awareness and safety in dorms and on campus. Another SWPD officer spoke about protecting oneself and showed them some self-defense moves. Our Director spoke with the students about mental health and how to ask for help for themselves or a friend.

These are just a few of the highlights of the exciting programs that were made possible by having positive relationships with school staff, community leaders, police officers and co-workers. We are proud to offer a variety of activities that benefit the families of South Windsor.

Departments & Services



Intergenerational Chair Volleyball with the Senior Center



Teen Center Youth Council volunteers helping out with coat drive



Rising Stars Summer Program held a car wash in memory of SWPD Officer Ben Lovett.

Youth Counseling & Mental Health Supports

Our Youth Counselors are available to meet with individual youth and/or families confidentially for supportive counseling. Our counselors provided 1:1 counseling services to 114 South Windsor youth during the 21–22 year. This is a 60% increase over last year. Due to this substantial increase in demand, we added another part time counselor. We also have increased the hours of current part time counselor. The Clinical Coordinator continues to field ALL referrals and conducts assessments with the family before the referral is placed with one of our counselors or referred out to the community. This ensures that our residents are getting the support that they need. Our youth clients have therapy sessions with our Youth Counselors either at their school or at the community center.



Two High School Rising Stars Participants beautifying our parks.

Our Clinical Coordinator remains an active member of regional group of other Youth Service Bureaus to address the issue of Chronic Absenteeism. The role of this group is to share ideas of how to support this very current issue now that schools have re-implemented their attendance policies.

The Clinical Coordinator facilitates an ongoing Teen Talk group for High School Girls. The group meets weekly and discussed a variety of topics, from healthy relationships to body positivity.



Be The Light 5K organized by the Students Against Destructive Decisions Club.

Our contract with Peace At Home Parenting Solutions, LLC continues to be well utilized by parents in the community. With these funds, we have covered the cost for all South Windsor residents to attend live and recorded webinars/classes on a variety of topics relating to parenting and raising children. The webinars have covered topics from LGBTQ+, What to say to your child and how to communicate it with love and acceptance and Positive Discipline for Peace at Home. It is Parent Education on demand, which is helpful for the many working parents that were not able to attend programs or come in to meet with our parent educator in person.

Liz Langevin, LCSW
Director of Youth & Family Services



College Students talking to High School Seniors at the THRIVE program

Information Technology

The Information Technology Department continues to support all of the Town Departments while also working on other IT-based initiatives throughout South Windsor. The shared services agreements between Coventry, Tolland, Andover, and South Windsor were renewed for another 3 years. These agreements continue to be successful, working models for regional cooperation. All four towns have really embraced this concept and we are currently exploring an agreement with the Town of Newington to provide GIS services while they transition to a new IT director.

The largest project that the Information Technology Department completed during Fiscal Year 2021-2022 was migrating our on-premises email system to cloud-based O365. This involved closely coordinating with technical resources from Dell, Microsoft, and our Multifactor Authentication Provider, Okta, to ensure that all our users were successfully moved to the cloud. This process was done in stages, starting with a pilot program of a few users, and then moving into larger groups. We completed this project in a timely fashion, migrating every user into the new system with no unplanned downtime and minimal end-user issues. As a result, our email is now accessible from anywhere there is reliable internet connectivity, enabling us to remain in touch anywhere in the world.

The IT Department, with the assistance of a working committee and our website vendor, completed a South Windsor Economic Development website. This site breaks off from the original ED Commission page and stands on its own with information about past, current, and future development in South Windsor. The site discusses the

storied history of South Windsor while providing details of what makes it the ideal place for businesses and people to grow and prosper.

The Information Technology Department, in conjunction with CGI Digital, completed the South Windsor, CT Community Video Tour. A series of informational videos about different aspects of South Windsor. Including, Economic Development, Healthy Living and Quality of Life, Voices in the Community, and Community Organizations. Links to these videos can be found on the Town's main website as well as the economic development website.

Another major accomplishment was the migration of all users to a new multifactor authentication (MFA) application. The previous application was cumbersome to use and we were trying to phase-in the purchase of all necessary licensing due to the cost. The new application is easier to manage and we were able to purchase licensing to cover all of our users.

The IT department worked closely with AT&T to upgrade our phone systems in the EOC, Town Hall, Fire Marshal's office and Town Garage to our new Voice over IP phone system. This enables us to have 4-digit-dialing between disparate locations, bringing the system in to line with our PD and Community Center, creating a single system rather than the multiple unconnected ones we had previously. This also allows us to use a modern phone system with features like voicemail to email and dial by name that our old system didn't support.

The IT department continues to utilize the Emergency Operations Center for drills, training, and demonstrations. IT played a large role supporting Emergency Management in the planning, preparation, and execution of the EM tabletop exercise. Representatives from Town Departments came together to address a fictional scenario that was developed and implemented by Texas A&M Engineering Extension Service. Numerous surprises and difficulties were worked into the scenario to really test participants. The exercise was extremely valuable and a big success.

We continue to research and implement new technology that will positively affect

Town staff as well as the residents of South Windsor.

Scott Roberts, CGCIO, GISP, MPA
Assistant Town Manager/Chief Information Officer



**SOUTH WINDSOR
Parks & Recreation**

PHONE NUMBER: 860-648-6355
HOTLINE: 860-648-6349
FAX: 860-648-5048
recreation.southwindsor.org

Parks and Recreation

The Fiscal Year 2021-2022 was a time for development and growth for the Parks and Recreation department. Our department altered how we functioned at the start of the pandemic as the community weathered changes in the way we lived, worked, and played. As the world started to open back up, our department worked diligently to bring back traditional offerings while evaluating the communities needs and delivering some new programs and events. The Fiscal Year 2021-2022 brought back events such as our Concert Series and Easter Egg hunt and introduced new additions; hybrid wellness programs, drop-in pickleball, a Mud Run, and the farmers market! Through all the adaptations we made, our ultimate goal and mission across both divisions remained the same - providing enhanced customer service and exceptional experiences through quality programs and facilities. Our department ran over 300+ recreational programs, brought back over 15 events and continued the regular care of all public parks, athletic fields, school grounds, open spaces, and Public properties (such as the grounds of Town Hall, Library, Police Department, etc.) for our community. We hope we have continued to display pride in our people, parks, and programs throughout this year. The following is a recap of the Fiscal Year 2021-2022 operations. Some highlights of our accomplishments that exemplify our mission; are outlined below. Once again, we hope you have experienced and

appreciated at least one of the programs or parks over the last year.

Special Events: Summer Concerts

The 2021 Summer Concert series was successful as we transitioned back to our in-person performances at Evergreen Walk. We had an average of 900 community members in attendance. The following bands played during the 2021 season: Billy Pilgrim, Kick, Southern Voice, Nightshift, Loveland, Pop Rocks, Mass-Conn-Fusion, Soul Sound Revue and the Savage Brothers. For our last concert of the season, we debuted our Show Mobile! This portable stage allows us to offer a higher quality concert experience for our community. We kicked off our 2022 concert series on June 23 with the Savage Brothers and then the following week featured a new band to our lineup; the Billy Pilgrim Band.



Our new showmobile arrived August 2021! We were able to use it at our final concert of the summer. Thank you to South Windsor Rotary Club for sponsoring part of our showmobile.

Free Friday Flicks

With an average movie attendance around 70, SWPRD and Evergreen Walk provided a fun and safe Friday evening event once a month in June, July and August. The 2021 movie lineup consisted of Ferdinand, The Call of the Wild and The Greatest Showman. In June of 2022, we decided to move the Free Friday Flicks to the center green at Evergreen Walk and our first movie of the season was Encanto!

Mud Run

We held the first annual "Your First Mud Run" event on Sunday, September 19, 2021 which had about 410 participants from all over Connecticut and Massachusetts. This event was a family friendly run which consisted of about ten obstacles and a mud pit which was about 1.5 miles long. This event couldn't have been possible without the help of our Parks crew, our volunteers from the Teen Center

Departments & Services

and The Power of Peace group along with our wonderful Sponsors: The Max Challenge and The Wapping Fair.

Turkey Trot

Our youth running event was held at the SWHS track on November 14 with 68 pre-registered participants. Participants brought canned goods to this event for the food pantry. Thank you, Shop Rite of Manchester, and Bex and Bails Bakery, for your prize donations!

Resolution Run

On Saturday, January 9, 2022 we held our third annual 5K in collaboration with the Hartford Marathon Foundation. We had a total of 482 participants, both in-person and hybrid! The event was held at CT Valley Brewing Company, where the participants celebrated their race with a cold beer and a cup of chili! Two out of the three race winners are SW Residents! Tom Geer, finished in first place with a pace of 5:35 per mile, and Robert Amatruda finished in 3rd with a pace of 6:05 per mile. Great job to our South Windsor runners!! Thank you to the South Windsor Fire and Police department with their support for this event.

Pumpkin Roll

Our second annual Porters on Porter's Pumpkin Roll was blast! On Friday, October 15, 2021 over 350 residents came to Porter's Hill to prove they could roll with us! Heats took place every 15 minutes, and a prize was awarded to the furthest roll in each heat. The winning pumpkins rolled anywhere from 240 feet all the way to 304 feet! Dude's Donuts had tasty treats for sale, and Broad Brook Brewing Company donated a variety of beer options for adults to enjoy, including their aptly named "Porter's Porter!" This event was generously sponsored by Imperial Oil and Plumbing.

Halloween Hullabaloo

On Saturday, October 23, we hosted our annual Trick or-Treating Extravaganza:



Halloween Hullabaloo! Over 400 kids and their parents trick-or-treated through the Wapping Parks and Recreation Facility, stopping at 25 festively decorated doors to receive candy and treats! Doors were decorated by the 4th "R" Staff, SWPRD Preschool Staff, SWPRD Camp Staff, and a variety of community groups including the South Windsor Community Women's Club, South Windsor Youth Hockey, and South Windsor High School's FCCLA Club!

Dec the Rec

For the second year in a row, our Parks Crew provided us with a half dozen trees on the island in front of the Parks and Recreation facility. Community members came decorate the trees with their own ornaments and festive trappings. If community members did not have an ornament, they came by our office and received a free SWPRD ornament to hang on the trees.

Holiday Hello

On Sunday, December 12, nearly two hundred and fifty residents stopped by the parks and recreation facility to say hello to some festive characters! The Grinch, Cindy Lou Who, SWPRD mascots Ben E. and Betty, and the South Windsor Fire department Elves were on hand to share holiday cheer and wishes! Every participant also received a special treat from our full-time staff. Thanks to our sponsor, Dzen Tree Farm, for sponsoring the treats for the event and donating their sleigh for Santa. We also would like to thank the South Windsor Fire department for their help and support for the event.

Merry and Bright

Eighteen festively decorated houses entered this year's competition! SWPRD staff submitted votes, and three winners were crowned for the following categories: "Buddy the Elf" (for the house with the most holiday spirit), "Rudolph's Shiny Nose" (for the brightest house), and "Clark Griswold" (for the over the top festive

display!). SWPRD also created a map of all entered homes and shared that map with our public via our Facebook page and website so that all of the 06074 could participate in a self-guided tour of the homes for a festive, fun holiday outing.

Letters to Santa

Our program responded to five hundred and eleven youth this year. This is the second highest year since the program began in 2015.

Fishing Derby

Our 37th annual Fishing Derby was held on Saturday, April 9, and was a huge success! Despite the unpredictable weather, we had over 200 residents of all ages enjoy their time fishing for trout in the freshly stocked pond. The Parks Department's newly added bridge at the Fishing Derby Pond allowed access to the back side and was a perfect addition to the event.

SWPRD's 49th Annual Egg Hunt

Our popular Egg Hunt event was back this year on April 15 after a two-year hiatus! 30,000 eggs were distributed amongst seven different groups (split up based on age/grade, all the way from under two years old through second grade). Over 2,500 people came out to hunt for eggs with us! We also hosted a sensory-friendly egg hunt at the beginning of the day for those friends that may find the egg hunt experience overwhelming. Approximately ten children and their families attended this hunt! Thank you to Imperial Oil for your continued support of this signature event. Thank you to our partners, The SW Community Women's Club, for running the Kids Fair, and to the SWHS National Honor Society, SW Teen Center, and the Interact Club for volunteering.

Farmer's Market

We ended our first outdoor market season on Saturday, September 11 were happy to report that we had 800-1,00 attendees shop locally each week! Due to the popularity and our commitment to supporting local businesses, we hosted a winter pop-up market at the Wapping Parks and Recreation Facility on Saturdays from November 13-December 11. We featured over 25 vendors each week that offered a variety of local food and gifts for the holiday season.

We kicked off our second season of the South Windsor Parks and Recreation Farmers Market on Saturday, June 4, 2022.

Departments & Services

VMP, such as 4th R family night, end-of-the-year preschool party, and 5th-grade field trips for Eli Terry, Orchard Hill, and Phillip R Smith schools. Swim lesson evaluation night was our first water safety event, and it was a success! We swim-tested 25 participants and appropriately placed them in the correct swim levels this summer. Our group and private lessons were filled for the upcoming season, and lessons began on Monday, June 27, 2022.

4th R

Throughout the 2021-2022 school year, nearly 200 children across the four elementary schools participated in the 4th "R" Before and After School Program. As a natural extension to the school day, participants could attend the Before and/or After School Program right at their own elementary school. Each day SWPRD staff lead the participants in fun gym games, group activities, art projects, science experiments, theme days, and overall FUN! The 4th "R" Program is offered on a monthly basis, Monday – Friday throughout the school year. The morning program runs from 7:00 am until the start of school, and the afternoon program runs from school dismissal until 6:00 pm. The program also provides coverage on Early Releases from School (including to support the Board of Education's Early Release Wednesday professional development program) and on delayed start to the school days.

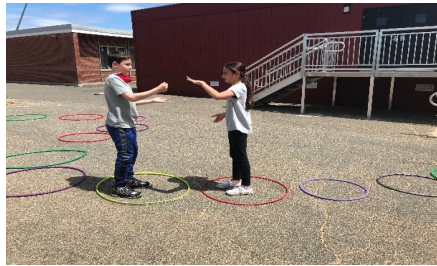
Vacation Day Program

After being on hiatus due to the pandemic, in the spring of 2022, we were able to bring back our popular vacation day program! During April break, we hosted two full-day programs at the Wapping Parks and Recreation facility where participants could enjoy games, special activities, and fun! Across the two days, we had over 50 children attend the program! The program ran from 7:00 AM – 6:00 PM. Activity highlights from the program included; creating masterpieces out of cardboard boxes, jumping in SWPRD's Moon Bounce, playing World Cup Soccer, competing in Minute to Win-It challenges, walking to Nevers Park Playground, an egg hunt, an egg toss, playing a variety of giant yard games and making our ice cream.

Preschool

Through the 2021-2022 school year, SWPRD welcomed over 700 of our littlest residents to our preschool classes throughout four 8-week preschool sessions!

Classes were offered a la carte, and families had the ability to customize a schedule that worked best for their child and their needs. We offered independent drop-off classes and parent/child classes. Preschool participants learned through play, developing fundamental skills in crucial developmental areas such as gross motor, fine motor, and social/emotional. Each day was full of smiles, songs, stories, art projects, games, learning, and of course FUN!



Adult Wellness Programs

We offered a variety of wellness programs for adults to stay active in the Fiscal Year 2021-2022. A few of our most popular adult wellness classes were Creative Cardio, Jukido, Self Defense, and Yoga. Our Creative Cardio program offered in-person classes at the Park and Recreation facility on Tuesday and Thursday nights. Creative Cardio served about an average of 23 participants a month in person as well as virtually throughout the Fiscal Year. The Yoga program offered hybrid and in-person classes serving an average of 45 participants a month. Our Jukido program averaged 10 participants a month, and our self-defense had eight participants a month.

Youth Fitness Programs

In the Fiscal Year 2021-2022, we offered several youth fitness classes, such as a track club, Jukido, and TE Fitness Club. Our track club is a seasonal program that had 69 participants last spring. The program focused on running, sprinting, hurdling, and field events. During the Fiscal year 2021-2022, our Jukido program doubled to about 35 active participants, which allowed us to offer the program several times a week. In both the Fall of 2021 and the Spring of 2022, SWPRD ran a Fitness Club at Timothy Edwards Middle School! This fitness club is an indoor program aimed at helping middle school students enhance their physical fitness. Instructors helped students expand upon their exercise and strength training knowledge, and they practiced safe methods geared towards improving flexibility, muscular strength, cardio-

respiratory fitness, and musical endurance. The instructor also worked with each student to create realistic fitness goals and an individualized workout plan. In total, 50 students participated in Fitness Club!

Learn to Skate

Learn to skate is a program that teaches ages three and up the fundamentals of skating while teaching them the necessary skills for further advancement on the ice. The program runs on Friday nights throughout the year at the South Windsor Hockey arena. The Learn to skate program throughout Fiscal Year 2021-2022 averaged about 55 participants per month in person.



Ski and Snowboard Club

Our high school and middle school ski and snowboard clubs were a hit during Fiscal Year 2021-2022. Ski Club ran from January 6, 2022, to February 10, 2022, this winter. We had over 140 students enrolled in the ski club, which consisted of all levels and abilities. Participants went to Mount Southington every Thursday night to enjoy the slopes.

Youth Enrichment Programs

In Fiscal Year 2021-2022, Food Explorers, Abakadoodle, Lego, Dance, and Children's Theater programs offered youth a space to explore new interests! Our Food Explorer class has been a favorite among youth for several years provides the opportunity to learn new cooking skills while making yummy creations. For each session, we can only allow up to ten youth to participate, so we had 100 youth gain new cooking skills through this program. Our other youth enrichment programs served over 200 youth.

Monday Night Social Club

In Fiscal Year 2021-2022, we served an average of 20 participants weekly and offered neat experiences like a paint night, cornhole tournament, holiday-themed dances and an annual picnic.

Departments & Services



Monday Night Social Club participants enjoying their annual picnic hosted by the Rotary Club

Youth Basketball

The Fiscal Year 2021-2022 brought a successful return to the Youth Basketball program after a league stoppage in 2020-2021. With the return of the league, we had over 550 total participants. We are looking forward to that number growing as we continue to see many more athletes return or begin learning this sport! We are hopeful for more gym space, so we can accommodate the growing number in this program. The players and coaches really gave it their all during the 2021-2022 season, and everyone took notice. One comment made by the families included: *"Watching the immense progress in each player's skills from week 1 to week 6, especially after not having a season last year due to COVID. The players developed so much from week to week, and it was wonderful watching their confidence grow"* A huge thank you to all of our volunteer coaches, referees, and parents for a great season, and we look forward to serving the youth again for years to come!



Challenger Basketball

In January 2022, we were excited to bring back the Challenger basketball programs for our athletes. This season we had seven families and twenty volunteers participating every Saturday.

Community Gardens

We had 133 gardeners participate in our community gardens at Avery and Deming this year! We added a few new amenities to the gardens this summer including information kiosks, compost, and gardening classes.

Adult Softball League

We were happy to offer our Adult Softball League again this year. There were five teams registered in our "A" Division and 6 in our "B" Division. The season was extended due to rain dates, but overall it was a positive program. The winner of the "A" Division was the Brew Jays, and the winner of the "B" Division was the Dingers

Men's Basketball League

We had eight teams participate in the Men's league. We were fortunate to offer this



program after a hiatus. The Champions were Square Peg Pizzeria. Thank you to all that participated!

Adult Volleyball League

Our volleyball league was a fun opportunity for adults in the community! During the 2021/2022 season, we had over 200 adults participate! We had 18 teams in the Women's League this year with 10 teams in the "A" Division and 8 in the "B" division. There were 18 teams in the Men's League with 8 teams in the "A" Division and 10 in the "B" Division. The Men's A division winners were P.T.A and the B division winners with the Chennai Spartans. The Women's A division winners were P.T.A , and B division winners were the Quack Attacks.

Adult Open Gym

With the rapid growth of the sport, the department was pleased to be able to offer Open Adult Pickleball at Wapping Parks & Recreation Facility. During the winter months of 2021-2022, we had over 250 adults participate in our drop-in program! This gave individuals a chance to try out the sport and participate in some friendly matches. Our Open Adult Volleyball hosted at Wapping Parks & Recreation Facility hosted over 350 adults in this resident-only, co-ed volleyball program. Another chance for our adult residents to stay in town and stay active during the winter.

Parks Division Projects

Our parks crew had another busy year as they proudly took on several projects in-house on top of the routine maintenance of our parks, fields, trails, and town-owned facilities and preparation for many special events and tournaments. Below are some of our accomplishments within the park's division during Fiscal Year 2021-2022.

July 6, 2021 Storm

The damage from Tropical Storm Elsa caused over 150 trees to fall in our Parks and Open spaces, along with significant flooding in our parks and VMP. The crew stepped up along with Public Works to clean up the damage and repair our spaces so that residents had safe access to our parks and facilities.

Collaboration with Public Works

The month of November, we joined forces with Public Works for the annual leaf harvest. During the winter, we continued to

Departments & Services

work alongside them to plow and care for all the parking lots and 7.5 miles of Town owned sidewalks and 142 miles of roads.

Winter Highlights

In conjunction with the fire department, every December, we assemble the 35-foot-tall Christmas tree at Nevers Park next to a town favorite, letter to Santa. January and February months allowed us to catch up on a lot of tree, trail, detention basin, and open space work. Our crew also worked on restoring and repairing picnic tables, and signs, installing new mountain bike bridges, and other park projects.

Gym Repair

We came across an issue with the lines at Wapping gym that caused the space to not be useable for basketball unless lines were repaired prior to the season. This project was not funded, but we took on the project in-house to save money and keep the basketball program running.



Re-painting all of the lines in the Wapping gym before basketball season

Spring Highlights

April comes along and weather permitting, we began spring cleanups at all of our Town-owned properties. We also continued regular maintenance of our three Damns and prepared our athletic fields and trails for community use. To maintain our Playgrounds quality, we added 8000 lbs. of new infill were added to the Boundless playground fall surface as a part of our safety and maintenance program.

Community Gardens

We prepared the gardens to reopen at Avery and Deming Street. We had to get the 133 garden plots ready for the community. We added to compost for the sites, tiled the garden plots, and installed garden kiosks made by Maintainer II, Michael Samsel.

Flag Pole Project

The triple flag pole project on the four corners near the town center is now complete with beautiful cobblestone.

Buckland Islands

In Fiscal Year 2021-2022, we revamped the Buckland Islands by installing 30 feet of cobblestones and added self-watering planters. The islands now have over 300 perennials and 100 annuals along with new mulch on the Buckland islands and an updated irrigation system.

Little League Renovation

In Fiscal Year 2021-2022, the crew conducted a complete renovation of the Craig Pepin Little League baseball field. This project included all new fencing and drainage throughout the outfields.

Cricket Pitch

Due to popular demand, we built a second cricket pitch to ensure more athletes had access to play the sport at the John J Mitchell fairgrounds.

Town Park Signs

This year, we have installed new signs in around town thanks to our talented crew and Sign shop. The locations of the new signs are; Porters Hill, Avery Gardens, Deming Gardens, Farmers Market and John J Mitchell Fair Grounds at Rye street.



Maintainer II, Mike Hanrahan, working on a new sign for the John J Mitchell fairgrounds

Railing Work

Over 800 feet of new wood rails were installed at various locations around town and in our parks to delineate areas and make spaces more aesthetically pleasing.

Earth Day

A large storm had taken down most of the Cotton wood trees on the Priest Property behind the homes on Heritage Drive. We had to clear out most of the trees, but the High School Environmental club worked with our Parks Manager, Dave Turkington, to plant 12 new trees.

Wapping Park Project

Since we completed the demolition of the structures on 1355 Ellington Road in-house, we had additional funds to create a paved parking lot, a sign, and shade structure donated by Howard Slater at the new entrance to Wapping Park.

Events Highlights

Throughout the year, our Parks crew works alongside recreation and other community organizations to prepare for several community events. We prepped athletic fields for five sports tournaments, assisted with preparation and set up for four community organization events, our weekly market and several recreation events.

Operations

During Fiscal Year of 2021-2022, we have welcomed several new staff members within the parks and recreation divisions to join our team. Below is a list of our current list of staff that proudly serve the South Windsor Community. We are truly thankful for their hard work and dedication to

July through August 2021

Membership	Total
Resident Family	625
Resident Family Add'l	49
Resident Adult	87
Resident Child	100
Resident Senior	58
Resident Veteran Adult	75
Resident Veteran Child	47
Non-Resident Family	202
Non-Resident Family Add'l	20
Non-Resident Adult	55
Non-Resident Child	31
Non-Resident Senior	23
Non-Resident Veteran Adult	35
Non-Resident Veteran Child	16
Grand Total:	1423

Departments & Services

Prior to the start of our second season, our talented parks crew prepped the market space by adding a brand-new sign at the entrance and defining a parking area to separate cars from patrons and vendors. Our market manager Jennie Tetreault nearly doubled the market vendors and added additional themes, food trucks, and breweries to the line-up!

Parks and Recreation Programs



Summer Camps

In the summer of 2021, we offered our amended programs; Camp Evolution and Little Evolution, for campers aged 3-15 from June 28 through August 20. We were able to offer one week of our teen trip camp, Junior Evolution, in August. Throughout the summer, we had several fun activities! We had trips to VMP once a week, hosted a camp carnival, and we were able to welcome the South Windsor Fire Department to camp to educate the youth on fire safety. We served a total of 1,535 campers in 2021. For the summer of 2022, we welcomed back more youth as we offered three of our traditional camps along with pre and post-camp. In June, we served 269 campers.

Summer 2021 Specialty Camps

During the summer of the Fiscal Year 2021-2022, we offered several different specialty camps for our youth to participate in! The camps we offered included themes such as Science Camps, STEAM Camps with LEGO, Art Camps, and Theater Camps. Each camp lasted a week-long, and provided participants with a week of specialized and thematic fun! In total, we offered 13 different specialty camps, and nearly 200 participants attended them!

Summer 2021 Sport Camps

Throughout the summer of 2021, our Youth Sports Camps were very active. Participants



We love spreading holiday cheer through several special events in December!

developed skills and memories in various athletics including baseball, basketball, flag football, golf, soccer, swimming, and volleyball hosted by different groups and locations. The summer camps engaged over 285 participants between the ages of 2 and 18. We would like to thank all our instructors who helped provide opportunities for our participants to learn and grow their skills.

Veteran's Memorial Park Pool

VMP had a successful year during the Fiscal Year 2021-2022. We ran a packed schedule for programming, which included swim lessons, swim team, swim camp, water safety instructor classes, and lifeguarding classes. Overall during the

Fiscal year 2021-2022, we were able to certify 25 new lifeguards and four new swim instructors. We were excited to bring back our special events at VMP this summer! Some of the events included a Father's Day celebration, our annual Veterans Day event, free ice cream day, and ended the season with our senior Sunday event. There were 70 swimmers on our swim team this summer! Our swimmers practiced six days a week for six weeks straight and competed every Monday and Wednesday in July. Their hard work and dedication were shown at the league championships, which our senior group participated in on July 28, 2021, and our Juniors competed on July 31, 2021. Our senior group brought home third place, and our juniors placed second!

During the Fiscal year 2021-2022, we ran four sessions of group and private lessons this summer. We ran lessons for youth starting at the Parent-Child through level 5. We served roughly 400 participants in group lessons and 140 participants in private lessons. At the end of every session, our swim instructors were evaluated by our participant's parents/guardians. Out of 1440 possible points, we received 1415, which is about a 98% satisfactory rate. The pool facility unfortunately had to close down eleven days early due to a storm on August 19, 2021, that caused significant flooding to VMP that could not be cleaned up in time to resume pool operations or run our annual Dog Dip event. Veterans Memorial Pool passes were a hit during the Fiscal Year 2021-2022. We offered a variety of passes such as resident, non-resident, resident, and non-resident veteran's pool passes, as well as senior aged pool passes. Below are our 2021 pool pass statistics.



Summer 2022 at Veteran's Memorial Park Pool

The pool reopened on Saturday, May 28, 2022, and operated under our preseason hours until June 20, 2022. During the preseason hours, we ran several events at

Departments & Services

making all of the recreation programs, events and parks exceptional.

Department and Division Heads

Molly Keays, Parks and Recreation Director
Jennifer Filer, Assistant Parks and Recreation Director
John E Caldwell, Superintendent of Parks
Dave Turkington, Parks Manager

Parks Division

Rob Hunt, Maintainer III
Jake Burnham, Maintainer III
Steve Linton, Maintainer II
Mike Driscoll, Maintainer II
Mike Hanrahan, Maintainer II
Brian Sullivan, Maintainer II
Mike Samsel, Maintainer II
Mark Hilton, Maintainer II
Bryan McTeague, Maintainer I
Matt Gwozdz, Maintainer I
Rich Palmer, Maintainer I
Janmastami Hayton PT, Grounds Keeper

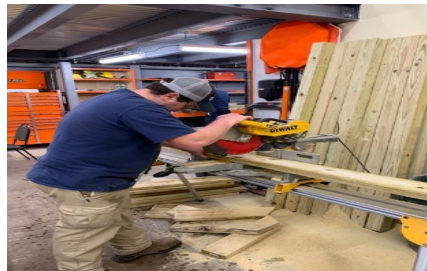
Recreation Division

Shelby Kosa, Recreation Supervisor
Shauna Damon, Recreation Supervisor
Michael Wielizcka, Recreation Supervisor
Stephanie Tostarelli-Parker, Administrative Operations Manager
Leah Margelony, Administrative Secretary

Community Partnerships

Throughout the year, the Parks & Recreation Department joins forces with other town agencies and civic organizations to provide community activities and projects. Successful collaborative efforts included: 4th Grade Bicycle Education Program, Day Camp inclusion and Operation Graduation (with the Board of Education); Parks & Recreation facility maintenance (with the Rising Stars Volunteer program through Youth Services and Down to Earth Garden Club), Girl Scout Overnights (SW Scout Troops), administration of the South Windsor Walk & Wheel Ways & Youth Sports Initiative (with the Parks and Recreation Commission); Max Challenge Day of Giving (Max Challenge), The Power of Produce program at the Farmers Market (Mom's

Club), The continued support of projects by the Rotary Club; the Memorial Day & Veterans Day Ceremonies at Veteran's Memorial Park and Armed Forces Day at Nevers Park and Wreaths Across America (with the Patriotic Commission). Our department would not be successful without the support of our volunteers and part-time staff as they are a crucial piece to our successful operation.



New Picnic Benches and Kiosks made by Maintainer II, Mike Samsel and other crew members.

ABCD Awards

On August 19, we hosted our annual Parks and Recreation ABCD awards. The ABCD award, also known as the above and beyond the call of duty award, was an initiative created within our department back in 2009. We realized we are very fortunate in South Windsor to have many individuals who exemplify our mission and strive for excellence to make a positive impact on our department and community. Each year, we give these awards to part-time staff, volunteers, community groups, and local businesses that truly go beyond their duties and display passion and dedication to parks and recreation. During the 2021 awards, we recognized five ABCD winners and one hall of fame inductee. Our hall of fame recipient is Billy Mitchell and Environmental Services Inc. Our ABCD award recipients are; Alana Ceppetelli, Linda Ciarcia, Julia Martocchio, Teresa Twomey, and South Windsor Walk and Wheel Ways..



Our ABDC Award Winners!

Commissions

The Parks & Recreation Department is assisted by the Parks and Recreation Commission, an advisory group appointed by the Town Council. This ten-member commission meets the second Wednesday of every month except August. The commission, either on their own initiative or in response to specific requests from the Town Council or the Director of Parks & Recreation, makes recommendations concerning the development, maintenance, and/or administration of parks & recreation programs and facilities for the community. The Commission's focus over the past year was to support the movement of projects on the Master Plan and start the discussion of the future home of the department. Our department's special sub-committee, "South Windsor Walk & Wheel Ways" successfully conducted several events and programs to educate youth and adults on how to ride bikes safely. This committee has also been actively working on the crosstown trail design, looking into further grants for the project, and conducting several community service events.



Maintainer III, Jake Burnham, working on the Little League renovations

The administrative staff at the Parks Recreation Department extends a sincere thank you to all of our participants, community partners, and volunteers, who have spent time with us over the last Fiscal Year! The South Windsor community support is crucial to the successful operation of our department. We are excited to continue to serve our community and offer more transformational opportunities for all individuals in South Windsor to engage in Recreation! Residents who are interested in assisting with a program, have suggestions for programs or services, or wish to become a sponsor for Parks & Recreation are encouraged to call 860-648-6355.

*Molly Keays, M. Ed
Parks & Recreation Director*



Departments & Services

Planning Department

The Planning Department continues to keep busy processing applications for new construction, redevelopment of existing structures and reviewing proposals for residential projects in town as well as monitoring ongoing construction activities. As the commercial activities continue to rebound from a slowdown during Covid, we continue to see interest in smaller subdivisions and development of higher density housing in commercial areas. We also continue to have discussions with current potential business owners interested in redeveloping existing commercial sites within our industrial/commercial corridors.

Recent development approvals over the past year have included: a large push for development within Evergreen Walk. This development included a site plan for a new 40,000 square foot Whole Foods, which replaced Old Navy and Sakura Garden. Both of these businesses remained in Evergreen Walk and relocated to other vacant buildings. Shake Shack and Peoples Bank were also approved for site plans. Additionally, there was an approved site modification for a private preschool known as the Goddard School.

Hartford Truck Equipment submitted numerous applications over this past year including a temporary and conditional permit for truck storage, a zone text amendment to change a portion of their land from Rural Residential zone to General Commercial zone and an approved site plan for a landscaped berm. The owners of Hartford Truck explained that they had a larger plan to expand their facility and these applications were steps to help them accomplish their long-term goals.

Some of the industrial projects approved over this past year include a site plan for a 241,000 square foot distribution warehouse center for Scannell Properties on the corner of Sullivan Avenue and Kennedy Road. This approved application also created a re-design of the cul-de-sac on Kennedy Road. Other approvals included an 8,700 square foot indoor recreational facility known as Dreams Sports Academy on Commerce Way and another similar facility, Lighting Fitness, was approved for a 4,000 square foot expansion on Nutmeg Road South. Additionally, South Windsor Stone and Landscaping received approval to allow for top soil screening and additional storage on the site.

There were also multiple residential applications approved during this year. The vacant nursing home at 1060 Main Street was approved for redevelopment to create 37 elderly apartments in the existing 31,495 square foot facility. That project is currently under construction. There was also approval for two smaller subdivisions, the first was for a three-home subdivision known as Davis Resubdivision at 591 Pleasant Valley Road. The second, was for a two-home subdivision on Miller Road, this project included the demolition of an existing uninhabitable home. Lastly, the Planning Department saw the reapproval of Kilkenny Heights II, a 12-lot open space subdivision on Maskel Road.

Other zoning applications/actions that have greatly impacted the work load in the Planning Department are the three yearlong moratoriums that the Planning and Zoning Commission adopted. These moratoriums affected zoning regulations related to: Cannabis sales and production, single family and multi-family residential housing proposals of all types and distribution and warehouse facilities. Over the summer the Commission adopted new regulations related to Cannabis sales and production. Planning staff have been working with three subcommittee's that were created on drafting new regulations to address the concerns that led to the moratoriums regarding housing and warehousing.

Additionally, with many of these larger economic development projects, the Planning Department works to assist with compliance of Connecticut DEEP requirements. Issues such as endangered species, stormwater management, and archeological significant resources can cause significant delays in starting a project. Town mapping, land specific information, and staff knowledge can provide information and aid in providing materials necessary to satisfy permitting requirements.

Open space and farmland preservation continue to be a high priority in South Windsor. The Planning Department assists the Open Space Task Force by providing staff support at monthly meetings, facilitating the review of potential purchases of land for open space, coordination with public events, and the update of the Open Space Master Plan originally adopted in 2010. In Fiscal Year 2020-2021, the task force reviewed three properties for potential purchase. Additionally, the Planning

Department continues to assist in the review of properties submitted under the Town Council 'Purchase of Development Rights' program which targets the preservation of farmland as its primary goal. The Director of Planning, with the assistance of the Consulting firm Planimetrics and the Affordable Housing subcommittee, drafted the town first affordable housing Plan. This plan was endorsed by the Town Council and adopted by the Planning and Zoning Commission. The town continues to benefit from having received a four-year Moratorium the State Department of Housing, from automatic approval of developments filed under CGS 8-30G. During this time, the Planner is working with the Planning and Zoning Commission on new regulations to support affordable housing in South Windsor for 2023.

The Senior Environmental Planner continues to assist the Park and Recreation Department in prioritizing and implementing the maintenance of our many walking trails and lends guidance on vegetation management on open space properties. The Department assisted the Wood Memorial Library in providing a display of invasive plant species in South Windsor for the Nowashi Village Environmental Day. The Department provides natural resource educational materials to educators, scout troops, and the public.

Zoning compliance is actively pursued by the Town's Zoning Enforcement Officer (ZEO) for signage (both temporary and permanent), home occupations (both major and minor), animal agriculture, in-law apartments, temporary and conditional permits and structure location. The ZEO works with the Building Department enforcing the blight ordinance in town.

Our Department is integrally involved in creating and disseminating data and educational materials through printed and digital materials, and on the Town website. Webpages for the Planning Department and associated Commissions, Boards and Committees are updated regularly to be current, informative and easy to navigate. We continue to develop the Town's website enhancing the public's ability to find items of interest on our webpages.

The Planning Department has completely embraced the VIEWPOINT permitting system and use the system for all our permitting work on line. We continue to work on record

scanning in to the Laserfiche document management software. Both of these new software programs will integrate with the Town's Geographic Information System (GIS) and further our efforts of linking Town records from many departments into one easy-to-use database and map system.

*Michele M. Lipe, AICP
Director of Planning*

Police Department

The South Windsor Police Department was established in 1968 under the authority of Chapter 6, Section 601, of the Town Charter by Town Ordinance 62-31. In accordance with the Town Charter, the Police Department shall be responsible for the preservation of the public peace, prevention of crime, apprehension of criminals, regulation of traffic, protection of rights of persons and property, and enforcement of the laws of the state and the ordinances of the Town and all rules and regulations made in accordance therewith.

All members of the Police Department shall have the same powers and duties with respect to the service of criminal process and enforcement of criminal laws as are vested in police officers by the general statutes.

The South Windsor Police Department strives to be an open, transparent law enforcement agency that responds to the needs of all of its citizens. Social media continues to be a valuable medium to communicate issues that may be of interest or public concern. Every press release sent to the media is also posted on Facebook on an open page that can be viewed by everyone. The Police Department has a large following on both Facebook and Twitter. For the most part the community uses this resource in a positive productive way. Unfortunately, some use our own social media posts to vilify and condemn our efforts, but this is more the exception and not the rule. We regularly monitor our social media pages to ensure that the message is one that is valuable to the community and not destructive or divisive. Fiscal Year 2021-2022 was a year marked with change and this theme is reflected throughout the Police Department. From

the public health arena to police reform, the South Windsor Police Department was in a constant state of change and flux. As the nation transitioned towards the tail end of the Covid-19 pandemic it began to view this virus in an endemic capacity. The social and political unrest that was observed the year before seemed to simmer and transition to a focused effort on police reform. These trends were present nationally, and South Windsor fell in step with the rest of the state and nation. In times of rapid and significant change an anchor often brings stability. Perhaps never before was this anchor more needed than it was during Fiscal Year 2021-2022 and it was found in the form of our longstanding Mission Statement. Often times leaders struggle to succeed by trying to predict what the next change will be, when in fact, and somewhat counterintuitively, success can more easily be pursued by identifying what is not going to change and building from there. Police work in Connecticut has been immersed in and surrounded by change, but one thing that has not changed is the desire for people of all ages and walks of life to feel safe and respected. This will not vary and is the underlying constant in this year of unprecedented change. Our department personnel are well aware of the agency's Mission Statement and in times of uncertainty and question, it can be relied upon to be a beacon that provides consistent direction.

As is always the case, the Police Department is engaged in an ongoing effort to maximize the quality of life of those who live, work, and play in South Windsor while at the same time minimizing risk, liability, and cost. All the while, the Police Department stands ready to respond 24/7 to any and all calls for service that come before it. The agency's personnel remain committed to conducting themselves with professionalism and bringing a compassionate and empathetic service to the Community that is steadfast, fair, and impartial.

Our Greatest Resource is Our People: Retirements, New Hires, and Promotions

The Police Department would be nothing without its people. The men and women of the Police Department are very literally the lifelines of the Town. They comprise the only department within the Town's structure that works twenty-four hours a day seven days a week. As has been stated in years past, the profession of Law Enforcement is

somewhat unique in the period of time it takes to replace personnel. The speed of attrition far exceeds the speed of testing, vetting, hiring, and training a new police officer. When staff members resign or retire, it takes many months to replace that individual. The testing and selection process takes anywhere from 3-6 months as the agency puts forward great effort to find and select the best possible personnel who will go forward and serve the community with honor and distinction. After the appropriate tests are administered and selections are made, new officers must attend an approved police academy that lasts approximately 6 months. After completing the academy, new officers then must successfully complete a field training program that lasts approximately 3½ months. Only then, does the officer become an independent police officer who can fill the void created by the retirement that occurred several months earlier.



Consistent with this year's dominant theme of change, the department's personnel changed also as the group ebbed and flowed like the tides of the ocean. Fiscal Year 2021-2022 began on a somber note as the Department rallied around Officer Benjamin Lovett #201 who, while off duty, was struck by a drunk driver just days before the Fiscal Year began. Tragically, Ofc. Lovett succumbed to the injuries sustained in this crash and he died on July 13, 2021 at just 25 years of age. The death of Ofc. Lovett rattled the Police Department to its core as personnel dealt with the second death of an active duty member in three years. Ofc. Lovett, during his short career, became a valued friend and a great police officer. With the support and assistance of our SWPD Peer Support Team, Employee Assistance Program, and Police Chaplain, department personnel were well equipped to begin processing this loss and exhibited great resolve and dedication to duty as they continue to answer each and every call while also grieving the loss of their friend.

In August 2021, Lt. Richard Watrous retired after twenty-eight years of service to the Town. A few short months later, Sgt. Elsie Diaz-Duchesne retired after twenty-six years of service to the Town of South Windsor. When these two decorated individuals left

Departments & Services

the Police Department's ranks, they took with them over fifty years of institutional



knowledge and experience in almost every unit and division that the department has to offer. Their presence, leadership, and friendship are certainly missed.

The tides of personnel continue to shift though and as if on cue, when Lt. Watrous left the ranks, the hiring and testing processes for officers Spain and Myska were completed and they began their careers here at SWPD. Anytime a member of the Department retires, the stage becomes set for a ripple effect of promotions and the effect of these retirements was no different. In November, Sgt. Mark Halibozek was promoted to the rank of Lieutenant. Lt. Halibozek was hired in 2007 and has had a decorated career to date. He has worked in patrol, traffic, and as an undercover narcotics investigator. He also served with the Capitol Region Emergency Services Team. This promotion was the first of several that were triggered to back fill the ranks.

As Fiscal Year 2021-2022 continued to roll by, the faces at the Police Department continued to change as new officers were hired and began their basic training and their law enforcement careers. In addition to Officers Spain and Myska, Fiscal Year 2021-2022 welcomed Officers Jared Grabowski, Officer Victoria Weiss, and Officer Nicholas Sarfo.

In addition to these new hires, the police family grew as we welcomed several new babies and spouses as the times of change continued. Many of these additions bring with them periods of maternity or family leave that impact our staffing.

On August 27, 2020, department Command Staff members hung a Blue Star Banner at police headquarters. This banner served to signify that the Department had a member who was deployed overseas with the armed

services. After almost eighteen months, Officer Edmund Klein returned from his deployment in Djibouti Africa and happily took down the Blue Star Banner that was hung the day he left. The South Windsor Police Department is grateful for his safe return and thanks him for his service to our great nation. The personnel changes that were so



prominent during Fiscal Year 2021-2022 were rounded out by the retirement of twenty-five veteran Public Safety Dispatcher Christine Meyerhans. Christine's career was spent as the conduit that connected the citizen in need with an officer's response. Her experience in the Communications Center will certainly leave a void that will be difficult to fill.

Through the departures and new arrivals of employees, the South Windsor Police Department remains committed to identifying, testing, and selecting the best possible personnel to serve the Town. Effective recruiting remains one of the Chief's top priorities.

Community Outreach: "Policing is Everybody's Business" -Chief Gary K. Tyler (Ret.)

The Covid-19 Pandemic dominated headlines and conversations since early 2020, and everyone was concerned about the physical health of the friends and loved ones. Like the rest of the nation, the Town of South Windsor retreated into quarantine, masked up, and socially distanced in an effort to mitigate the physical effects of the



virus. As the potency of the virus waned, Chief Lindstrom urged the Department to restore much of the community contact and outreach that it enjoyed before the Pandemic. The Department modified where it could, and again, the agency encountered themes of change as it slowly removed its masks and dusted off its foundational Community Policing objectives by engaging the public.

Fiscal Year 2021-2022 began with masked outreach events that were held outdoors whenever possible. By the end of the fiscal cycle, Community Outreach events were able to be held with Covid-19 cautiously in the rearview mirror. Despite the initial hurdles created by the Pandemic, police department personnel were able to engage a group of seniors at the Community Center for a Coffee with a Cop event. Officers decorated a cruiser and gave out treats at a "Trunk-or-Treat" event at a local church.



Throughout the Fiscal Year, department personnel coordinated several different events to benefit the needy and underprivileged. Coat drives, back to school supply drives, food drives, and toy drives are all examples of successful events that took place where police department personnel partnered with various civic groups and tried to affect positive change.

In addition to the various fundraising drives, police personnel worked diligently to attend a wide variety of career days, college prep days, and college fairs. These events all



serve two purposes as both recruiting events and outreach events that allow for positive contacts with various groups in the community.



During Fiscal Year 2021-2022 multiple drug take back events were held at the police department. Throughout the year, these events resulted in approximately 1000lbs of unwanted narcotics and prescriptions being collected and destroyed in a safe manner by a qualified vendor. These events are particularly beneficial to South Windsor and the surrounding communities as everyone continues to deal with the abuse of prescription drugs and opioids in particular.



In addition to the above events, police personnel participated in various fundraisers. In October 2021, officers were able to make a small donation in exchange for wearing a pink department patch

on their uniform. These patches were intended to increase awareness of, and promote discussion about, breast cancer during National Breast Cancer Awareness Month. At the end of the month, the proceeds from this event were donated to the Connecticut Breast Health Initiative.

After a successful fundraising effort in October, department personnel rolled right into another initiative in November with its “Fuzzy for Fall” campaign. Again, for a small donation, personnel were allowed to grow facial hair which, to that point in time, was prohibited by policy. At the end of the month, the proceeds from this event were donated to the Smilow Cancer Center where the late Lt. Richard Bond was treated during his battle with cancer several years ago. These two cancer awareness initiatives garnered donations of almost \$1000 to their respective charities.

The Police Department Facility: An Officer's Home Away from Home

Fiscal Year 2021-2022 brought with it changes in personnel, changes in public health, and changes in police initiatives, so it only seems fitting that significant changes to the Police Department occurred as well.

An approved referendum from the previous Fiscal Year came to fruition during Fiscal Year 2021-2022 when a major renovation to the police department’s lower level

began. The impetus of this renovation is the need to expand and renovate the women’s locker room. Because this project is taking place without expanding the footprint of the building, the expansion brings with it a ripple effect that with relocate and repurpose several different areas on the police department’s lower level. This project also required a significant amount of preparation as temporary locker rooms and storage areas had to be created and configured. The work is well underway and will be completed next Fiscal Year.



Fiscal Year 2021-2022 saw another significant improvement to the police department facility and grounds. This year a perimeter fence and gate access was installed as one of the Town’s capital improvement projects. This long overdue project provided needed access control to the department’s rear parking lot. The fence and access gates serve to protect hundreds of thousands of dollars in critical town owned infrastructure.

Annual Statistical Comparison	2017	2018	2019	2020	2021
Total Calls for Service	29,400	25,274	28,651	28,565	29,219
Traffic Accidents	461	435	480	341	427
Collision Reports	225	237	230	189	200
Medical Assist	2404	2488	2201	1386	2391
Animal Calls	573	547	466	363	430
Alarms	1176	1172	1210	1051	1007
Criminal Arrests	206	193	302	275	349
Burglary (including entry into vehicles)	232	186	105	197	115
Larceny	251	227	266	302	430
Domestic	148	155	165	158	175
Assault	17	10	12	7	16
Sexual Assault	14	12	13	6	6

Departments & Services

The facility, the assets, and the infrastructure are great, but they are useless if they cannot be protected. To that end, during Fiscal Year 2021-2022, several police department officials participated in a very involved table top training exercise that was conducted by staff from Texas A&M. This training event brought together representatives from all town departments and allowed everyone to exercise components of the Town's Emergency Operations Plan. This plan aims to secure the Town's critical infrastructure and ensure the continuity of operations during significant events ranging from weather emergencies to large scale disasters and criminal acts.



In any emergency, communication always plays a pivotal role. This year the police department acquired two towable message boards that can serve to increase the efficiency with which town officials communicate with the public. These trailers can be used for large events such as the Hartford Marathon, Wapping Fair, and the various festivals and events in Town. Their messages can be programmed remotely which adds to their versatility. When not in use for special events and emergencies, they can be deployed anywhere in town as another traffic calming tool.

Traffic Safety Initiatives

Police personnel, and Traffic Unit personnel in particular, continue to make efforts to reduce problem driving and ultimately reduce accidents through proactive motor



vehicle enforcement. In addition, the police department's Traffic Unit continues to work collaboratively with other departments in town as part of the Local Road Safety Committee to maximize the safe use of the town's roads.

Fiscal Year 2021-2022 saw a return to pre-pandemic traffic volume and accidents. Traffic complaints continue to be among the most frequent calls to the Police Department. Sadly, this Fiscal Year opened with a motor vehicle crash in July that claimed the lives of two people. This was the first fatal accident the Town had seen in several years and was a stark reminder of the potential danger that exists on our roadways. The reduction in traffic volume that was realized during the height of the pandemic appears to allowed for more physical space on the roadways which may have tolerated complacency, aggressive, and/or reckless driving. As traffic volume grew again at the end of the pandemic, these driving behaviors did not go away, but physical space on the roadways did. These driving behaviors coupled with returned congestion on the roads have resulted in an increase in traffic accidents as the Department responded to 427 accidents in 2021. In addition to this trend, the police department saw an alarming increase in the number of drunk driving arrests during the first half of Fiscal Year 2021-2022. This trend is troubling given the abundant resources available to people that afford them a safe way to get from one place to another without getting behind the wheel. Police personnel will continue to enforce motor vehicle law and detect and arrest individuals who are driving under the influence of alcohol and/or drugs.

This year's theme of change continues as the Town continued to develop both commercially and residentially. In response to this growth, the police department Command Staff and Traffic Unit members worked extensively with other town departments to ensure that the Town's roadways can safely accommodate the traffic.

The entire department remains focused on the importance of road use safety. This includes the obvious use of roadways by motor vehicles, but extends to pedestrian and bicycle use as well. As the Community continues to grow and develop, the Police Department remains actively involved in the planning and engineering of the Town's

roadways, sidewalks, parking lots, and traffic patterns.

The Police Accountability Act: An Era of Police Reform

Once again, "change" is a dominant theme. Not only has the Town's landscape changed over the year with projects such as the Costco grand opening in November 2021, but the way police do business also continues to change. Although Connecticut's Police Accountability Act was not new this Fiscal Year, many of its implications are still coming to fruition based on its prescribed schedule of changes and reforms. The South Windsor Police Department is in a good position because of the foresight of some of its former leaders so the Act is not bringing with it as dramatic a paradigm shift as is being experienced by other agencies around the state. That being said, the Accountability Act did bring with it a variety of changes to policy, procedure, and practice that are being integrated into the Police Department's operations this Fiscal Year. After several years of preparation, in September 2021 the Police Department officially applied for CALEA Accreditation. The CALEA accreditation is the higher and more comprehensive of the accreditation options required by the Act. In addition, this Fiscal Year the Police Department acquired new body cameras and now every sworn member of the agency is issued a new and modern body camera. The Police Department has also adopted the State's new Use of Force curriculum and has already incorporated it into department in-service training.

Tangential to accreditation and the Accountability Act is an annual Use of Force review. The most recent review indicated that of approximately 29,000 calls for service during the reporting period, South Windsor police personnel used force on only 20 occasions. We proudly reported that the majority of these uses of force involved "hands on" tactics. The most significant injury that resulted from a South Windsor officer using force was "minor scrapes/abrasions." During the reporting period, officers deployed a Taser on only three occasions. There were no uses of pepper spray, police baton, or firearm. All uses of force were reviewed and found to be within policy. These metrics are important as they serve to credit the ability of South Windsor Police Department personnel to communicate and de-escalate effectively

and lend context and empirical evidence to common misconceptions about police activity.

The South Windsor Police Department will continue to embrace the changes called for by the Police Accountability Act and reform our profession where needed in an effort to better serve the community.

Significant Police Activity: Making South Windsor a Great Place to Live, Work and Play

As much as the Police Department enjoys the outreach and community policing functions within the town, traditional law enforcement remains the backbone of the agency's operations and is the foundation of keeping the residents and visitors of South Windsor safe. When it comes to traditional policing practices and events, Fiscal Year 2021-2022 did not disappoint. The Department's involvement in traditional law enforcement ranges from dealing with routine quality of life issues such as noise pollution, traffic complaints, and neighbor problems, to more serious criminal matters such as domestic violence, narcotics interdiction, and assaults.

Fiscal Year 2021-2022 called for a police response to the highest number of domestic violence incidents in the last seven years. The department participates in the State's Lethality Assessment Program which is widely used as part of our protocol for domestic investigations and provides the victims of these unfortunate incidents with additional resources and immediate connection to a domestic violence counselor.

As South Windsor's retail areas continue to develop, police personnel respond proportionally to larcenies and other property crimes. Fiscal Year 2021-2022 saw an eight year high in larceny complaints as the Police Department responded to 430 of these cases. The economic frailty created by the Pandemic coupled with the retail growth in the area are likely contributing factors to this increase. This year, South Windsor Police personnel made 349 criminal arrests which is the highest number of arrests in the last five years, but is still significantly lower than the arrests that took place six to eight years ago. The Department continues to be 1st Responders to all medical emergencies in town. Department personnel performed CPR, delivered babies, and assisted in treating a

variety of illnesses and traumas. Police personnel in South Windsor also respond to hundreds of calls per year for emotionally disturbed persons. In response to the ongoing need for mental health resources in the Community, this year the Department partnered with Community Health Resources and entered into an agreement to share an embedded social worker with other adjacent communities.



In Fiscal Year 2021-2022, Command Staff members hosted an awards ceremony. During the event, many of the agency's personnel were recognized for excellence and dedication to duty. This program highlighted 11 lives that were saved in the year prior. These 11 lives represent fathers, mothers, spouses, children, siblings, neighbors, co-workers, and friends who are all alive today as a direct result of the actions of a South Windsor Police Officer. In addition to these lives saved, police officers reversed the potentially deadly overdoses of opioid abusers by administering the Narcan medication that is carried in every patrol car. In South Windsor to date, dozens of fatal overdoses have been reversed in this manner as a result of the Narcan program.

During Fiscal Year 2021-2022 there were several weather events that impacted the Town and tested the Police Department's personnel and capabilities. August 19, 2021 brought an unexpected torrential rain that flooded several local streets and



buildings. Less than a week later, Tropical Storm Henri came through the area and again caused significant damage, power outages, and flooding. Even when the seasons changed, Mother Nature continued to flex her muscle and on January 5, 2022 there was an unexpected "flash freeze." This resulted in dozens of motor vehicle accidents occurring in a very short period of time. These accidents were all responded to by police personnel and documented appropriately. Two days later on January 7th, a Blizzard came through the region and again seriously impacted traffic and travel in the area.

After each of these weather events, The Police Department debriefs on its operations and capabilities and identifies and rectifies any shortcomings to ensure that it will be able to continue to respond to every call for service to ensure that the Community is safe. These weather systems often wreak havoc on the Town, but every once in a while, in their wake, they leave a reminder that things could always be worse.



Throughout Fiscal Year 2021-2022 as the landscape of law enforcement continued to change and evolve, the police department changed to respond to the Community's needs. In February 2022, Ofc. Cosenza and K-9 Mason completed Narcotics Detection school and Mason is now certified to search for, and alert to, Cocaine, Crack Cocaine, Heroin, Methamphetamine, and Ecstasy. He has already put his skills to the test and is doing his part to combat the ongoing drug issues that lurk in town. Police personnel continue to evolve with new training, modern equipment, and updated technology as they increase the depth of the resources available to them that keep them safe while they continue to provide a superior public safety product to the Town of South Windsor.

The South Windsor Police Department stands strong as a modern law enforcement

Departments & Services

agency rooted in community policing and civic involvement. When the public calls, either literally or figuratively, that call is answered. It is answered with professional,



dedicated, and compassionate service that aims to help those in need and to keep South Windsor a great place to live, work, and play. As the sun sets on a Fiscal Year dominated by change, the Police Department's willingness and readiness to respond to the Community's needs remains constant. That is one thing that will not change.

Kristian R. Lindstrom
Chief of Police

Public Library

July 2021, already shadowed by COVID protocols, would have brought a sense of "new beginnings" had it not been immediately darkened by the news that Joe Pava, our Reference and Collection Development Librarian, had died of a heart attack unexpectedly while vacationing in Maine. Joe had provided excellent service to our community for 32 years, and a "Memory Book" provided for staff and patrons to share their thoughts continued to draw heartfelt comments throughout the Fiscal Year. It was clear that his calm, intelligent, and knowledgeable response to anyone who asked a question at our reference desk created bonds that continue to be important to hundreds and hundreds of people. The number for whom Joe was "their" librarian continues to grow as people learn of his passing. A tree in Joe's memory was planted at the Library's upper entrance and other memorials will be added over time.

At the beginning of the Fiscal Year, the Library was moving closer to the hours and services we had previously maintained before COVID. July saw a return to four-night service (although shortened to an 8 p.m. closing), and seven-day schedules returned by mid-October. Audrey Breen became our Emerging Technology Librarian.

Our weekend staff welcomed Lindsay Guarnieri and Renee Walsh, and we were happy to have Lori Ellen Smith return to her Sunday schedule. COVID protocols eased, with the elimination of quarantines for returned items, more relaxed requirements for masks, gloves, and surface disinfection. As part of the Town's Capital Projects effort, the upper level of the Library was re-carpeted after 25 years of heavy traffic. Programs crept back towards "normal," with both virtual and in-person summer reading programs for all ages and with a resumption of many of our traditional partnerships: programs on CT history through "dirt" (a program with former State Archaeologist Nick Bellantoni) and on CT's edible mushrooms with the Down to Earth Garden Club; "Tellabration!" (storytelling for adults) with the CT Storytelling Center; and a series of three poetry readings with the Poets Laureate of South Windsor, Manchester, and Vernon. The Library continued to participate in the creation of a book by local authors, this time documenting the COVID pandemic experience. Our partnerships with the South Windsor Public Schools brought "Choral Spectrum" to the Friends Room in December and a slightly smaller series of art exhibits to the Friends Room in the spring. Annual tours by kindergarten student and the "Dictionary Project" for third graders resumed, with some classes participating virtually and others returning to in-person experiences. One "not so Wintery" Pops! concert brought the "Survivors Swing Band" to our Saturday music lovers in April. We were able to participate in the Town's delayed 175th Anniversary.

Our book clubs continued to mix virtual and in-person experiences, as did the always-supportive Friends of the Library. Through the efforts of the Friends, a second South Windsor Greater Together grant will add a portable stage to our performance options in the future. Outreach programs based in our Children's Department added off-site circulation to the services provided to nursery and day care centers (our own "portable library!"), and programs were supplied at the Senior Center and assisted living facilities. The VITA tax preparation assistance program returned, as did proctoring of exams for distance-learners. We sponsored a series of virtual programs on climate change from Yale and an in-person Salad Luncheon/Friends Annual Meeting with NBC 30 Sportscaster Gabrielle Lucivero.

ARPA funding for libraries, administered by the national Institute for Museum and Library Services and the CT State Library, provided equipment intended to improve service delivery now and in the future: specifically, if we were challenged to deal with a massive public health emergency again. Funding for our library included a better "door count" system (gauging building occupancy), circulation self-checking equipment, air purifiers for use in smaller meeting rooms, and outdoor solar chargers for electronic devices that can be used by the public even when the Library is closed.

The Library posted 48,942 in-person visitors and responded to over 15,000 reference questions. 195,443 physical items were borrowed, of which 19,133 were requested from other libraries for our patrons. Patrons borrowed 35,041 electronic items provided through our access to Hoopla, Overdrive, and other downloading services. The collection grew to 177,102 physical items.

Fiscal year 2021/2022 ended with additional transitions that will challenge us in the future. Sandy Westbrook, whose career at South Windsor Public Library stretched from shelving as a high school student through work in our Circulation, Reference, and Children's Services areas as a professional librarian, retired at the end of the year. Her departure coincided with moves to other CT libraries by Children's Librarian Michele Kaminski and Reference Librarian Kate Noonan. While coming years will include new staff members on "our side of the desk," our commitment to providing excellent library service to the people of South Windsor will continue.

Mary J. Etter
Library Director

Public Works Department **Engineering Division**

Engineering is responsible for the design and construction management of public infrastructure projects, including roads, storm water drainage, sidewalks and sanitary sewers. We also provide engineering reviews of plans for new developments, permits, and infrastructure records to residents, developers, and consultants, Town Boards and Commissions and Departments. The year started with 3 staff and a college intern and we hired two new engineers but lost our intern and

ended the year with 5 staff. We continue to work to keep Engineering reviews and projects on track.



Ident Road was reconstructed with new drainage, base and pavement.

The Main Street Bridge over the Podunk River was replaced and new sidewalks were installed along Pleasant Valley Road and Clark Street. Plans for the reconstruction of Beelzebub Road were finalized and we worked with Eversource Gas on a new gas main and Frontier, Eversource Electric and Cox Communications on necessary relocation of utility poles and overhead wires. Plans were prepared to mill and pave most of Buckland Road. We worked with the Connecticut Water Company and their contractors to complete new water mains on Deming Street and in Farnham Estates neighborhood. Other contractors have been working in Town to repair and replace damaged concrete sidewalk slabs. These projects were paid from Capital Project and bond referendum funds.



Main Street Bridge – New Beams Being Set



New Main Street Bridge Completed

Over the past Fiscal Year, GIS Services has continued to provide vital mapping and supportive data for a multitude of projects in cooperation with the Planning, Public Safety, Public Works department, Registrar of Voters and others. These include:

- Providing a digital 3D virtual representation of a proposed zoning regulation for Industrial Zone building heights for the Planning department;
- Providing GIS support to Public Works Streets division for snow plow route mapping updates and road maintenance planning maps;
- Continued to provide GIS technical support to Public Works Treatment Plant staff; Providing mapping support for the Registrar of Voters Town wide redistricting;
- Coordinated and provided project management for Storm Sewer GIS Phase 2 data development project;
- Coordinated and provided project management for Easement GIS data development project;
- Assisted with department on-boarding for new engineers and other staff regarding use of GIS and Town GIS orientation

Thad Dymkowski GIS Analysts continues to represent the Town at the local, state, and regional level. He represented the Town and all State municipalities as a member of the Connecticut GIS Advisory Council and he served as coordinator/lead for Connecticut Statewide Parcel Data Creation Standards Working Group under the auspices of the State Geographic Information Officer. Thad is also a member of the Connecticut State GIS Network and is Treasurer of the New England URISA regional chapter Board of Directors.

Engineering provides comprehensive technical reviews of proposed subdivisions and commercial/industrial site plans for the Planning and Zoning Commission, the Inland Wetland Agency/Conservation Commission, and the Water Pollution Control Authority. We interface daily with residents providing a wide variety of services such as locations of utilities, assistance with sanitary sewer laterals, storm water drainage, and other inquiries. This year the Engineering Division has issued and inspected 54 Drain Layers Permits for sanitary sewer connections and

294 Street Excavation Permits. We also handled about 2,598 Call Before You Dig requests. We reviewed 43 plans for new developments that were submitted to PZC and IWA/CC. In addition, we reviewed 10 permits for new inground pools, 12 building permit requests and performed site inspections for 23 requests for Certificates of Occupancy to ensure that they met Town regulations and the requirements of the Planning and Zoning approved plans.

Visit our Town Website (www.southwindsor-ct.gov) to access information on Engineering permits, specifications and projects and Town GIS.

Jeffrey Doolittle, P.E.
Town Engineer/Assistant Director of Public Works

Public Buildings Division

The Public Buildings Division is responsible for short and long-term maintenance, safety and reliability of numerous capitol assets throughout the Town. These assets include Recreational Facilities, Storage Facilities, Municipal Buildings and Out Buildings totaling approximately 200,000 square feet. In addition to numerous seasonal sites maintained by this Division, the majority of our work relates to Public Buildings that see the heaviest use throughout the year.

The combination of sites include the Town Hall, Veterans Memorial Park, Charles N. Enes Community Center, Police Department, Little League Concession Stand, Nevers Road Bathroom Facility, Rotary Pavilion, Rotary Press Box Concession Stand, Public Library, Wapping Community House, Rye St Concession Stand, Tyler Regional Animal Care Facility, Edward F. Havens Sr., South Windsor Annex and the Public Works Maintenance Garage.

The Public Buildings Divisions primary focus is to support each sites critical safety and emergency systems such as HVAC, Fire, Water, Electrical and Emergency back up systems. The Facilities Department also recognizes the importance of the supporting role it plays providing quality and timely assistance 24 hours a day so that residents, user groups and stakeholders have clean, environmentally friendly and climate controlled facilities 365 days a year. The Public Buildings Division Staff provides timely, courteous and professional support services on two shifts that cover eleven hours of the day. Planning, and organizing

Departments & Services

work schedules and activities are accomplished out of the Building Maintenance Headquarters on Ayers Rd.

Preventive Maintenance Activities

At different times throughout the year, the Building Maintainers complete a wide variety of Preventative Maintenance activities. The list below consists of both activities related to code compliance and Preventive Maintenance tasks that our department undertakes to maintain the expected useful life of these assets.

- Preventive Maintenance on all interior and exterior door systems and associated hardware throughout all Public Buildings
- Annual Gutter Cleanings
- Monthly Housekeeping, OSHA Safety, Electrical, above and below ground storage tank and monitoring system inspections
- Monthly security system inspections and testing
- Annual kitchen hood extinguishing systems inspections
- Annual overhead door maintenance
- Annual fire alarm systems inspections
- Monthly and annual fire extinguisher inspections
- Annual oven hood cleanings and inspections
- Semi-annual seasonal site openings and closings for Little League, Rye St, Ralph Giansanti Concession Stands, Rotary Pavilion and Veterans Memorial Park Sites.
- Monthly and annual emergency light and exit sign inspections
- Quarterly roof and roof drain cleaning and inspections

Construction Projects and Renovations Completed in Fiscal Year 2021/2022

- Replaced roof on main building and unheated bays at the Town Garage
- Rekeyed all outside doors at the Town Garage
- Replaced carpeting on the upper level of the Library
- Removed and replaced boiler used for the Wash Bay at the Garage
- Replaced exterior double doors in the Heated Bay at the Town Garage
- Repaired Retaining wall behind the

Annex and replaced chain link fence

- Installed whole building surge protection
- Replaced the elevator at Town Hall and added an accessible concrete ramp
- Rekeyed outside doors at Town Hall
- Installed new surveillance camera for Tax Office
- Rekeyed outside doors at the Library
- Repaired four major support beams in the unheated bays at the Town Garage
- Completed phase three of three carpet replacement on the second floor of the Town Hall
- Installed new wireless panic buttons and control panel at Wapping Community House
- Upgraded all parking lot lights to LED at the Community Center
- Rekeyed Outside doors at the Community Center
- Rekeyed outside doors at the Police Department
- Installed new wireless access points for surveillance cameras, replaced on camera.
- Refinished floors in men's and women's bathroom floor in the Filter Building at VMP

Service Contracts

The Public Buildings Division administers and manages the services related to the contracts listed below. Most contract terms whether they are in-house or state contracts have multi-year terms. This enables us to evaluate the current and future cost of each contract and to make decisions based on a number of criteria including cost and quality of service.

The Public Buildings Division administers and manages nine Agricultural, Farmland, and Tobacco Farming Leases. The lease terms vary slightly with each lease although most are long-term leases primarily because most farmers need long-term agreements to recoup their upfront costs for fertilizing, sowing and maintaining the land for their specific use.

Staff Profiles

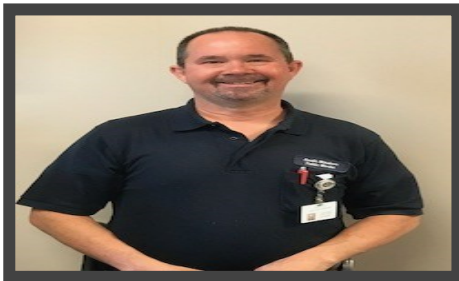
The Maintenance Department Staff consists of three well-equipped and experienced Building Maintainers and one Maintenance Supervisor. Together they maintain contracted services such as HVAC, Janitorial Services, Fire Protection Services, Elevator

and Electrical Services in the Public Buildings. The Building Maintainers also complete a host of daily routine, emergency, and project requests from various staff members including department heads, division managers and the general workforce. The staff works two shifts, 7-3pm, and 10-6 five days a week. Each employee is qualified to complete work on various trade levels but each also specializes in a construction trade of their own. The hours and skills of the staff enable them to take on work that might normally have to be outsourced.

Chris Gargano, (pictured below) has been with the town for 18 years and works 7a.m. to 3:30p.m.) Chris is a dedicated employee who takes pride in his work. Chris specializes in electrical repairs and installations; he handles most of the electrical requests that come our way. Chris' last employer was Pratt & Whitney where he worked for over twenty years.



Mike Costa, (pictured above) has been with the Town since October 2007 and works 10a.m. to 6p.m. Mike is one of the kindest people you will ever meet, and like Chris, he also specializes in a construction trade. Mike is a skilled Carpenter who owned his own business for many years. Mike handles most of the requests relating to carpentry and painting including custom woodworking and repairs to doors and wall systems.



Gary Palmberg, (pictured above) has been with the Town since July 2016 and works the day shift 7a.m. to 3:30p.m. Gary is a multifaceted person who responds to plumbing, carpentry and light electrical requests for repairs. Gary is also involved in our inventory management system and orders most of the parts we use throughout the year. Gary always portrays a positive attitude and is very well liked by everyone he meets.

Maintenance Department Mission Statement:

To provide a healthy, clean and safe environment for all stakeholders utilizing continuous improvements, and customer service that is second to none.

Clay Major,
Director of Facilities

Refuse/Recycling Collection and Disposal Division

The Pollution Control Department manages the contracted services for the collection and disposal of refuse and recyclables.

The Town adopted a recycling ordinance in September 1990 and implemented a residential curbside recycling program the following month. The program has subsequently been expanded to include recycling of the following items: newspaper, corrugated cardboard, cereal boxes, glass and metal food containers, plastics, scrap metal, magazines, junk mail, textiles, electronics, household hazardous waste, aseptic packaging, leaves, and Christmas trees. The Town hosts 6 electronic recycling events at Town Hall and participates in the 6 annual Capital Region East Operating Council (CREOC) household hazardous waste collections. More information concerning the recycling and refuse programs may be found on the Town's website (www.southwindsor-ct.gov).

In accordance with Section 22a-241a of the Connecticut General Statutes (CGS), the State has set as a solid waste management

Contract Service	Description	Procurement Avenue
HVAC	Public Buildings PM Service	TOSW Contract
HVAC-Automation	Public Buildings-PM Service	TOSW Contract
Sprinkler/Backflow/Fire Alarm	Public Bldgs-Code Compliance	State Contract
Heating Oil	Public Bldgs-Heating Delivery	State Contract
Chemical Treatment	Cooling Tower/Heating Loops	TOSW Contract
Refuse Collection	Seasonal/Non Seasonal P/U	TOSW Contract
Energy	Electricity Generation	Omnia Purchasing Co-Op
Ductwork Inspections/Cleaning	All Public Bldgs Rotating 5 yrs	State Contract
Cell/GPS/Air Cards	Fees and Equipment Purchase	WSCA Purchasing Co-Op
Telephony/Internet	Phone/ Bulk Internet Service	State Contract
Kitchen Hood Inspections/Cleanings	Annual Cleaning/Inspection, Code Compliance	TOSW Contract
Fire Extinguisher/Emergency Light Inspections	Monthly and Annual Emergency light and Exit Sign Inspections	State Contract
Janitorial Services	Full Service-All Public Buildings	TOSW Contract

plan goal of diverting at least 60% of the solid waste generated after January 1, 2024 through source reduction, reuse and recycling. This waste management plan will also be consistent with the State's climate action priorities - greenhouse gas mitigation, and clean energy. Through State legislation Section 22a-228(b) Connecticut has formally adopted an integrated waste management hierarchy as a guiding framework for solid waste management efforts. Connecticut's system adheres to this hierarchy by emphasizing source reduction, recycling, composting, and energy recovery from solid waste, while relying on landfill disposal and incineration as a last resort.

To help meet these goals the Pollution Control Department offers a variety of programs for the proper disposal of electronic equipment, household hazardous

waste, textiles, and food waste composting.

In 2020 the Town executed a 10 year contract agreement for the collection and disposal of residential refuse and recycling with All American Waste. The long-term contract helped stabilize rising tipping fees in a turbulent market.



Departments & Services

The Town's residential refuse disposal tonnage decreased 2% or 159 tons from last year but still remains above the annual average of 7,575 tons. Tipping fees remained at \$80 per ton for a second year in a row. This is a comparably advantageous rate when MIRA's \$105 per ton is considered. Bulk waste disposal has been on the rise for the last four years. Disposal tonnage notably increased in the mist of the Covid-19 pandemic and continues to increase annually. In Fiscal Year 2021-2022 bulk waste was 13% above the Town's three year average.

The recycling commodities market began to rebound from prior year downturns allowing the Town to generate revenue from the single stream recyclables. Collected tonnage has remained consisted over the last 5 years despite population growth within the town.

Six household hazardous waste events were held at the Manchester Landfill as part of South Windsor's affiliation with the Capital Region East Operating Committee (CREOC). There were also six electronic recycling events sponsored by the Public Works Pollution Control Division. The events were held at the South Windsor Town Hall throughout the year. Textile recycling containers are available at each of the schools, Recreation Department on Ayers Road and the Community Center. This year we were able to divert 46.8 tons from the Town's waste stream saving \$3,744 in disposal fees. In addition to the savings \$1,718 in revenue was generated from the collected textiles.

Anthony E. Manfre
Superintendent of Pollution Control

Streets Division

The Streets Services Division utilizes the Connect South Windsor platform to keep our focus on our residents. With 1,312 entries for Fiscal Year 2021-2022, we diligently work at achieving our goal to address all concerns in a timely and efficient manner. The Division makes it a priority to reduce expenses for the taxpayers by utilizing our talented manpower on projects, avoiding additional contractor expenses. We support and work with all other town agencies cultivating the "Our Town Our Future" mantra. As stewards of the environment, we make it a priority to keep our storm water infrastructure maintained and clean, look for ways to

control or eliminate invasive plant species, use only necessary quantities of road salt as required via calibrated equipment, recycle/repurpose leaves and woodchips, and generally work in an environmentally conscious manner.



Street Services completed over 55,000 square feet of cut and patch repairs on several roads with substantial localized pavement degradation, including Griffin Road, Graham Road, Avery Street, Windsorville Road, Main Street, Strong Road, Pleasant Valley Road and Sullivan Ave. Deploying this method of road improvement treatment requires proper investigation and planning to appropriately determine viable locations.

Leaf Site #1 was regraded ensuring leaf trucks and equipment are not impacted by poor drainage during the harvesting and composting of the many thousands of cubic yards of leaves picked up roadside every season. A proper construction survey was performed, gravel material was hauled in, graded, and compacted, to create a more suitable surface for efficient composting of the leaves hauled in.

Streets Services assisted the Board of Education with additional expansion and line painting to the parking lot at Pleasant Valley School. COVID has increased parent drop off making it necessary to continue to mitigate any hazards during drop off with additional modifications. We were able to quickly respond to the needs of the Board of Education.

Funded by grants the Division installed a new variable message board at the South Windsor Emergency Operations Center Town Hall Annex. Completing this build in house will allow us to utilize remaining grant funding for additional message boards, increasing our communication abilities throughout Town.



Streets Services assisted the Board of Education with additional expansion and line painting to the parking lot at Pleasant Valley School. COVID has increased parent drop off making it necessary to continue to mitigate any hazards during drop off with additional modifications. We were able to quickly respond to the needs of the Board of Education.

Funded by grants the Division installed a new variable message board at the South Windsor Emergency Operations Center Town Hall Annex. Completing this build in house will allow us to utilize remaining grant funding for additional message boards, increasing our communication abilities throughout Town.



Crews responded to Tropical Depression Fred and Tropical Storm Henri. Both storms caused flash flooding within town with rainfall amounts exceeding 100-year flood quantities. During the events, crews mitigated flooding hazards by dispensing sandbags and barricades throughout Town. Following the storms many curb, erosion, and pipe repairs were made to remedy and limit potential for similar issues in the future.

The Streets Services Division maintains 141 miles of Town roads and associated infrastructure. This requires us to annually perform street sweeping and catch basin cleaning, both required for compliance with

our municipal storm water permit. Additional undertakings include, road and drainage repairs, Street tree maintenance, roadside mowing, right-of-way spraying, line striping, crosswalk painting, dead animal pick up and disposal, curbside leaf harvest, maintenance and replacement of regulatory signs, and snow plowing.

Streets Services continues to support town-wide activities such as fairs, festivals, and voting by providing site protection, traffic control, lighting, and temporary no parking signs to help facilitate the events.

Our sign shop, continues to make it a priority to provide cost savings to tax payers while maintaining nearly 5,000 signs and creating hundreds of signs annually for all town departments. This is made possible by our creative and dedicated sign maintainer who strives to accommodate as many requests as possible.

Scott Yeomans
Associate Manager

Water Pollution Control Division

The Division of Water Pollution Control is responsible for the collection, treatment, and discharge of wastewater. Activities include: wastewater treatment, sludge disposal, laboratory analysis, sewer line cleaning, inspection and repair, as well as treatment plant and pump station maintenance. This Division also assists the Parks & Recreation Department for the mechanical maintenance of the Veteran's Memorial Park swimming pool pump and filtration system.

During the past year, the Division treated 1.142 billion gallons of wastewater at a treatment efficiency of 99% Biochemical Oxygen Demand, 99% Total Suspended Solids and discharging an average of 100 pounds of nitrogen per day. The Town is required to maintain a treatment efficiency of 85% and discharge no more than 106 pounds of nitrogen per day under the current discharge permit issued by the Connecticut Department of Energy and Environmental Protection (DEEP). In treating the wastewater, 854 dry tons of solids were removed and transported to the Hartford Metropolitan District Facility (MDC) for final processing in accordance with the Town's participation in a cooperative regional sludge management program. Wastewater service is provided to 8,587

STREET SERVICES ACTIVITY	2018-2019	2019-2020	2020-2021	2021-2022
Total Road Resurfacing Miles not including Bond Work Projects	0.0	0.0	2.5	2.54
Crack Sealing Road Miles Maintained	12.62	15.38	15.72	17.62
Street Sweeping Days with 1 Sweeper Unit	35 Days	35 Days	35 Days	35 Days
Cut and Patch Road Repairs not including Street Cut Permit	15,000 + est. square feet	15,000 + est. square feet	60,000 + Est square feet	55,000 + Est square feet
Drainage Facilities Repaired or Rebuilt	144	93	98	92
Leaf Collection Cubic Yards / Vacuum Days	26,555 /35 collection days	29,050 /35 collection days	30,000/35 collection days	26,100/35 collection days
Roadside Mowing Passes	3	3	3	3
Miles of Road Plowed	141.0	141.0	141.0	141.0
Number of Snow & Ice Events / Annual Snow Fall	14 / 39" inches of snow	10 / 15.75" inches of snow	14 / 36" inches of snow	18 / 26.5" inches of snow
Total Tons of Salt Used for Winter Operations	3,322	1,444	3,258	2,570
Total Catch Basins Cleaned	1,900	2,405	1,809	1,445
Total Street Tree Issues tracked with the Dashboard System and Connect SW	72	72	212	246
Dead Animal Carcasses Disposed of	92	98	79	113
Pothole Patching Material	100 tons	105 tons	98 tons	107 tons

residences and 367 industrial and commercial businesses in South Windsor and Manchester. Service is provided to out of town properties in accordance with the provisions of inter-town sewer agreements. Through such agreement's communities are benefited by limiting the number of expensive pump stations which would otherwise have to be constructed and operated.

The Clark Street, Benedict Drive, and Pleasant Valley Pump Stations are in the design phase of a comprehensive rehabilitation. Each pump station is reaching its designed life expectancy. The smallest of the three pump stations to be upgraded is Pleasant Valley which accepts residential flow from the western portions of the Pleasant Valley Road area. The Benedict Drive Pump Station is the Town's second largest pump station and serves the eastern portion of town made up of mainly residential neighborhoods. Clark Street is

the Towns largest pump station which accepts flow from the Benedict Drive Pump Station, portions of Manchester, and the south easterly section of South Windsor. This amounts to the conveyance of almost 50% of the Town's wastewater to the treatment plant located on Vibert Road. Construction is expected to begin in 2023.

In August the Water Pollution Control Authority accepted the Town's allocation of \$2,500,000 in American Rescue Plan Act (ARPA) funds which are funding three critical projects to improve the Town's sewer infrastructure and treatment of wastewater. "Phase IV Sewer and Manhole Rehabilitation" consisted of lining 40 pipe segments of 8"-30" sewer pipe and rehabilitating 28 manholes at a cost of \$1,100,000. Another \$1,000,000 was approved to fund upgrading the treatment plant's 20 year old Ultraviolet disinfection system. The design of the new system is underway and construction is expected to

Departments & Services

begin in 2023. The third project being supported by ARPA is the installation of a 16" underground valve on the Clark Street Pump Station's force main. The valve is a necessary appurtenance to isolate the pump station from the force main to replace failing valves inside the station and to prepare for the station upgrade.

LodeStar Energy announced that they successfully energized the Platt Hill Road Solar Project in Winchester in December. The project will deliver 33% of its net metering credits to the South Windsor WPCF. This is expected to save over \$500,000 over the next 20 years.

Anthony E. Manfre
Superintendent of Pollution Control

Registrar of Voters

The Office of the Registrar of Voters (ROV) is governed by the Connecticut State General Statutes.

The responsibilities include registering eligible US Citizens to vote and to administer and conduct all elections, primaries and referenda in an accurate and impartial manner. The ROV Office maintains voter registration cards and records secured in fireproof cabinets, compiles monthly reports of all activities concerning the voters in South Windsor and is responsible for the hiring and training all official election poll workers.

The use of the Tabulator Voting Machines locked in a secure location continues to expedite the entire voting process and provide accuracy as proven by state audits the Secretary of the State conducts following each Election and Primary.

During the Fiscal Year 2021-2022, the ROV Office received and implemented 4,306 changes to the voter records. These changes include new registrations and removals, as well as name, address and party affiliation changes.

The ROV Office held special voter making sessions required by the Connecticut State General Statutes to properly accommodate the number of new electors prior to the Municipal Election that was held on November 2, 2021 with a voter turnout of 41%.

Election results following each election are posted on the Town website www.southwindsor.org.

South Windsor continues to use Electronic Poll Books with official election checkers using laptops in each of our five polling locations electronically checking in the voters. This provides immediate access as to whom has voted throughout the election and after. The paper list continues to be used at all polling locations as it is mandated by the State.

The ROV Office conducted their Annual State required Canvass of all Voters in South Windsor from January 15, 2022 through April 30, 2022.

Both Registrars have remained active in the Registrar of Voters Association of CT (ROVAC).

Sue Burnham continues to serve as a member of the ROVAC Board and Chair of the ROVAC Ways & Means Committee and Treasurer of the Hartford County Registrar of Voters. Sue W. Larsen serves on the ROVAC Board and on the Education and Legislative Committees and Secretary of Hartford County.

Sue Burnham
Republican Registrar of Voters

Sue Larsen
Democratic Registrar of Voters

Town Clerk's Office

The Town Clerk's Office is the records management and information center for the Town. The Connecticut General Statutes and Town Charter charge the staff with hundreds of functions. Responsibilities include recording, reporting and maintaining land records, and vital statistics and maintaining all Town Council, Boards and Commissions agendas, minutes and records; recording and maintaining election results, issuing absentee ballots as well as various licenses and permits; and maintaining financial records for the collection of various fees and taxes for the Town and State.

We provide information on all property transfers and sales to the Assessor and Tax Collector. The staff issues and/or maintains records for marriage, dog and liquor licenses. Photocopies of agendas, minutes, land records and surveys are available for a fee, as are certified copies of birth, marriage, death and veteran discharge records. Duties also include the processing of all town notary appointments and appointment of unaffiliated Justices of the Peace, accepting lawsuits and claims for filing, recording cemetery deeds, maintaining burial records, and processing and publishing Town ordinances.

Our land records are utilized daily by title searchers, attorneys, bankers, appraisers, civil engineers, surveyors, real estate agents

South Windsor Refuse and Recycling Report

Description	2019/2020	2020/2021	2021/2022
Refuse - Municipal Solid Waste (tons)	7,544	7,866	7,707
Bulky Waste	663	754	776
Single Stream Recycling Newspaper/ cardboard, food and beverage containers (tons)	2280	2353	2243
Household Hazardous Waste (Billing Units)	398	931	481
Batteries (units)	71	51	86
Leaves (cubic yards)	28,750	30,000	38,350
Scrap Metal (tons)	43.53	44.04	19.67
Waste Oil (gallons)	698	986	810
Electronics (tons)	38.83	49.07	44.26
Textiles (Tons)	57.60	33.40	46.81

Departments & Services

and the general public.

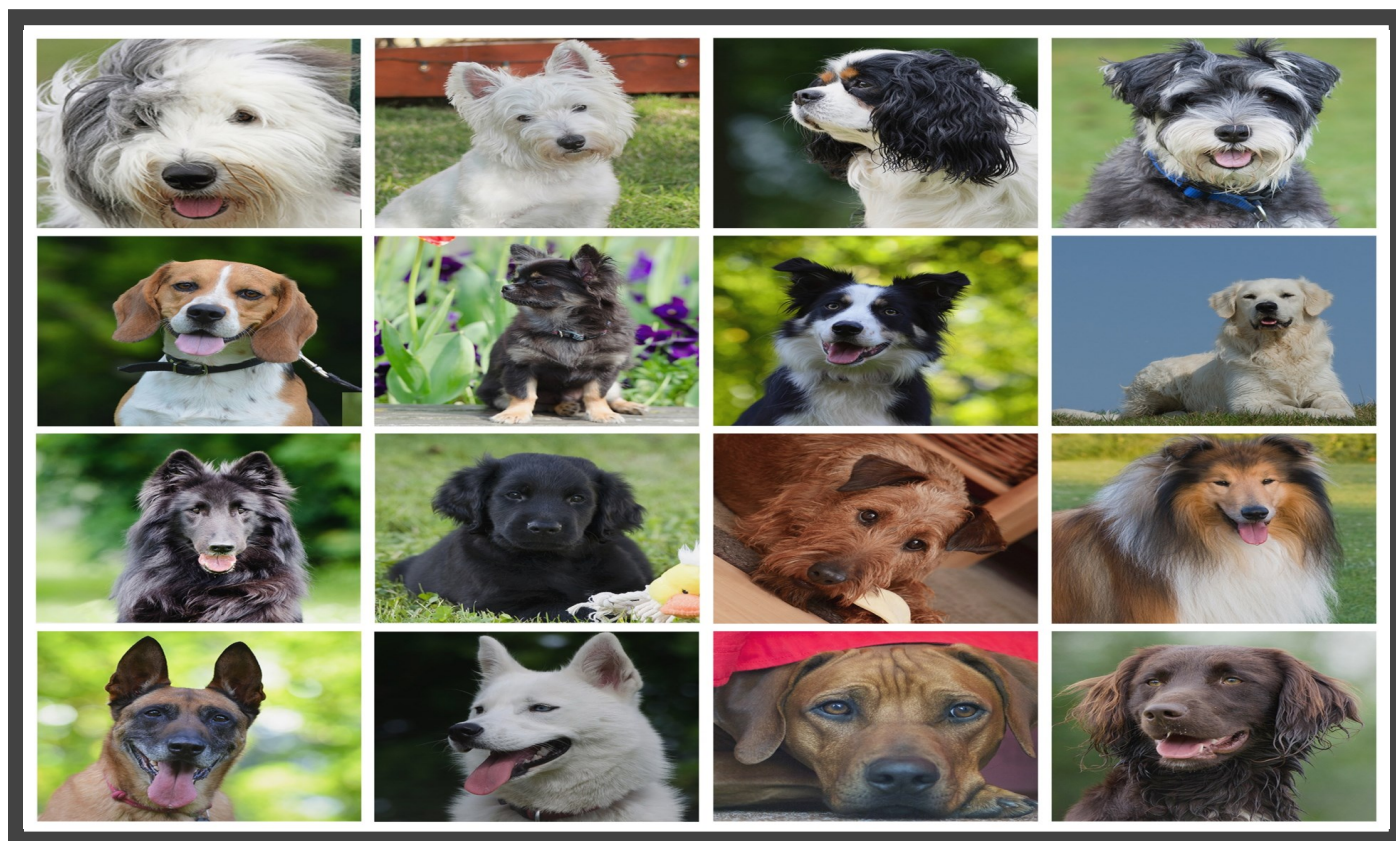
The Town Clerk's Office collected \$2,323,345 in revenues for the State for various licenses, fees and conveyance tax and \$894,186 in revenues for the Town's General Fund and LOCIP Funds for a total collection for Fiscal Year 2021-2022 of \$3,217,531.

Bonnie L. Armstrong
Town Clerk

Town Clerk's Office Activity Summary Fiscal Year 2021-2022	
Land Records	7055
Dog Licenses	2079
Marriage Licenses Issued	148
Maps Filed	87

Voter Registration Figures as of June 30, 2022					
District	Republican	Democratic	Unaffiliated	Other	Total
I	294	583	772	20	1,669
II	654	1,128	1,397	47	3,226
III	999	1,815	2,040	75	4,929
IV	609	858	1,200	42	2,709
V	835	1,471	1,607	57	3,970

June is Dog Licensing Month!



Boards and Commissions

Agricultural Commission

The Commission was appointed by the Town Council in 1987 to aid in the preservation of farmland and open space and to offer support to the agricultural community. The Advisory Commission is comprised of representatives from a broad spectrum of the professional community, including farmers, local business people, realtors, Town staff, and land use commissioners.

The Agricultural Commission helped formulate and bring to referendum the Open Space Funding in 1987 and 1996. Several properties have been purchased with those funds: the Sluzkanis Property (Nevers Road Park), the Barton Property (Rye Street Park), the Priest Farm (Sullivan Avenue), the Willard-Waldron-Kelley Property (Wapping Park), the Mitchell Property (Sullivan Avenue and West Road), the Jones Property (Avery Street), a portion of the Foster Farm Property, and the purchase of development rights of 49.7 acres of Shepard Farm (Main Street and Pleasant Valley Road).

The Commission provides comment on activities associated with agriculture on Town-owned lands. The Commission continues to evaluate and comment on open space properties for possible purchase by the Town. SWALPAC meets bi-monthly.

Joseph Kennedy
Chairperson

Demolition Delay Committee

The Demolition Delay Committee met once during Fiscal Year 2021-2022 to consider an application for demolition. Demolition was approved, as the structure in question had no architectural, cultural, or historical significance as defined by the Town's Demolition Delay Ordinance.

Arthur Utay
Chairperson

Housing Authority

The Housing Authority of the Town of South Windsor (HASW) administers 70 single-bedroom apartments for the Elderly or Disabled. Person's eligible of Elderly Housing are individuals who have reached the age of sixty-two years or older. Also, Disabled Persons, 18+ years of age or older, may apply by furnishing the required documentation verifying their Social

Security Disability status. There are no "uninhabitable" apartments with the HASW.

The HASW is "a public body corporate and politic" reporting to the Connecticut Housing Finance Authority (CHFA). The HASW does not expend any South Windsor tax dollars to operate and maintain its facilities. All maintenance is performed by Authority staff or contracted out to local companies. The Authority remits an annual payment to the Town of South Windsor. The Payment in Lieu of Taxes (PILOT) for 2021 in the amount of \$31,835 was delivered to the town by the Authority.

The "modernization" work at our Wapping Mews apartments located at the end of Elm Street has been completed. The refurbishment of the interior of all apartments, community room & laundry facilities was possible with the funds provided by the Community Development Block Grant (\$910,000). The exterior modifications of all buildings were funded by the State Sponsored Housing Portfolio Grant (\$2,000,000). The update of these apartments built in 1972 included completely removing the interior contents of the apartments and installing all new flooring, cabinets, lighting, appliances and walk-in showers to replace the bathtubs. The exterior remodeling included new double pane windows/screens, front and back doors, storm doors, siding and new lighting. Community room and laundry room have been updated with the laundry area being enlarged. The Housing Authority of South Windsor has provided approximately \$128,000 of our reserves to share in the costs of making this remodeling everything we feel to be necessary to make our residents as safe and comfortable as possible. No South Windsor tax funds were used!

The Housing Authority continues to seek funds to construct a 40-unit apartment building for the elderly (62 years and older) on the land abutting our Flax Hill apartments. The plan would be to make the site, at some point in the future, a congregate facility supplying at least one hot meal a day in a dining room setting, offering light housekeeping to the residents, and having HASW staff in the building 24/7 in the event of an emergency. This will allow our present tenants, and other elderly, to live in South Windsor should they no longer be capable of independent living.

During this terrible Covid Pandemic the staff of the HASW has always worked on-site to maintain the property and respond to the needs of our residents. Should you have any questions regarding the Housing Authority, you may contact our office at (860) 644-3082.

George Daniels, Jr. - PHM
Executive Director

Human Relations Commission

The Human Relations Commission (HRC) has participated in many town events in an effort to bring people together for the Fiscal year 2021-2022. We have joined hands with members of the community to celebrate LGBTQ+ Awareness, Race Amity, collections for the South Windsor Food Bank and anti-bullying events. In honor of Martin Luther King Jr. Day, we collected Backpacks, Hats and Gloves to be donated to Hartford Bags of Love. We look forward to finding new ways to continue to bring the community together.

Ritu Goel
Chairperson



Boards and Commissions

Inland Wetlands/Conservation Commission

During the Fiscal Year 2021-2022 the Commission received fifteen applications, which were approved with various conditions. Six applications were administered by Town Staff as minimal impact activities. One violation notice was issued for unapproved activities within wetlands.

The Commission carried out its task with the assistance of Jeff Folger, Environmental Planner/Conservation Officer. The Commission was further assisted by staff in the Planning and Engineering Departments.

The IWA/CC sent representatives to the Open Space Task Force, and SWALPAC to aid these committees in addressing any wetland, conservation or land use planning issues.

In addition, the Commission oversees the management of the Wildlife Sanctuary. We are aided in this effort by a number of dedicated volunteers. The Commission gratefully acknowledges the support of the Parks and Recreation Department for their annual contribution of time spent in mowing the sledding hill, and interior meadows to control invasive, exotic plant species and maintain the hill as grassland habitat.

The Conservation Commission produces and updates a series of educational brochures on the Frank Neiderwerfer Wildlife Sanctuary, The Maj. Michael Donnelly Preserve and Wapping Park which are available in the Planning department, the Town Clerks Office and at the Sanctuary.

In 2013, the South Windsor Town Council earmarked the proceeds from agricultural leases on Town owned land to be used to enhance and maintain its open space properties. The Council authorized the South Windsor Conservation Commission to administer the disbursement of those funds. The Conservation Commission is working with the Parks and Recreation Department to provide upgrades to equipment to aid in the maintenance of open space properties and provides resources to purchase tree seedlings for habitat improvements on open space, and aids Boy and Girl Scout projects with funding.

The Commission assists the South Windsor Invasive Plant Working Group in initiating an invasive plant removal project on the Town Hall property, where a group of citizen volunteers meet on the site once a month to physically remove invasive plants such as, Asiatic Bittersweet, Wing Euonymus, and Japanese Knotweed from the forested areas adjacent to Plum Gully Brook.

The Commission partnered with the Invasive Plant Group to construct an educational trail on the Town Hall property which includes a walking bridge over Plum Gully Brook, and educational signage placed along the loop trail. Several Eagle Scout projects were used to construct various component of the trail.

The Commission acknowledges the valuable assistance of the Open Space Task Force and the Walk and Wheelways Committee for their tireless contributions to open space projects and advocating open space protection and recreation.

Jeffrey Folger
Environmental Planner/Conservation Officer

Park and Recreation Commission

The Parks and Recreation Commission (PARC) is working on projects, programs, and recreational facilities that will benefit our community and promote participation in healthy recreational activities for all residents. Coming out on the other end of COVID-19, the commission remained steadfast in creating new projects, maintaining existing projects, and offering support to the incredible staff in the Parks and Recreation Department. We do this with these five goals in mind:

- Enriching the quality of life for town residents
- Contributing to individual personal development
- Making the community a more attractive place to live
- Strengthening neighborhood and community ties
- Increasing awareness of personal health and wellness through recreational activities

As we work to achieve these goals we have accomplished the following in the Fiscal Year 2021-2022.

- Purchased Disc Golf baskets to install

at Lawrence Road Park for summer 2023.

- In conjunction with ARPA Funding and MAX Challenge's Donation the Parks and Recreation Department was able to purchase and begin the installation process of a fully inclusive outdoor fitness space at Nevers Park.
- Through funding received from Capitol Projects the design and beginning stages of construction for eight pickleball courts at Rye Street were underway.
- The Parks and Recreation Department saved money by demolishing the structure at 1355 Ellington Road, in-house. This gave additional funds for a paved lot, new signage, and a new entrance to the park. A shade structure was also donated for this space by Howard Slater.

Commission projects on the horizon include continued expansion of Walking/Biking Trails/Connector paths in town parks and neighborhoods, improved lighting at Rye Street Park Athletic Fields, construction and completion of a Splash Pad forecasted for Summer 2023, and development of utilities for the John J. Mitchell Fairground.

The Park and Recreation Commission is an appointed body of ten regular members and two alternates. The Commission advises the Town Council on the active and passive needs of the town. Regular meetings are held at the South Windsor Town Hall, Council chambers at 7:30 pm on the second Wednesday of every month. We welcome your participation.

Toby Lewis
Chairperson

Patriotic Commission

"The purpose of the Patriotic Commission is to recognize, accommodate and foster pride and patriotism among the citizens of South Windsor in our nation, our state and our town, and demonstrate evidence thereof through the development and conduct of programs and activities as hereinafter described."
(Ordinance #192, Section 3, Dated January 17, 2012.

The Commission has 10 members and two alternates appointed by the Town Council to staggered three-year terms. The first meeting of the Patriotic Commission year is

in September when planning for the upcoming year takes place. The Commission meets monthly at the South Windsor Town Hall on a regular basis, which is posted at the Town Hall and on the town's website.

On November 11, we held a Veterans Day ceremony at Veterans Memorial Park. Our guest speaker this year was Kenneth Jambor of the Combat Veterans Motorcycle Association. Wreaths were placed on the five monuments: WWI, WWII, Korea, Vietnam, and the town monument to honor all veterans who gave their lives in defense of our freedom. The South Windsor Community Chorus provided patriotic music, and a ceremonial volley was provided by the South Windsor Police Honor Guard. Taps were played to end the program.

"Veterans in the Classroom" program was held also in November. A video production of the ceremony was made at South Windsor High School for a Veterans Day ceremony and wreath laying held at the memorial for South Windsor resident L/CPL Donald Ouellette who was killed in the Vietnam War. On November 11, veterans visited all Social Studies classrooms at SWHS and prior to November 11th, veterans visited 8th grade classes at TEMS. TE also shared previously recorded videos of *Veteran Interviews* for 6th and 7th grades. Elementary schools throughout the school district also observed Veterans Day in a variety of ways

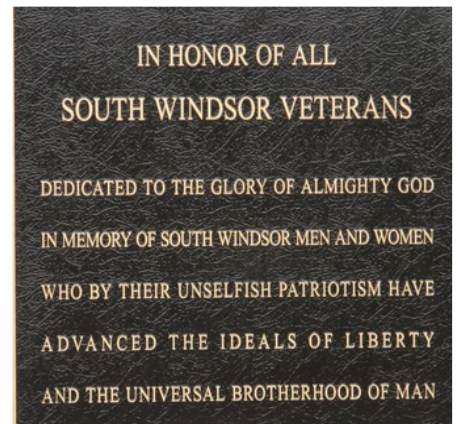
In December, the Commission supported the annual "Wreaths Across America" program that places Remembrance Wreaths on veterans' graves in South Windsor. The program is organized by South Windsor's American Legion Post 133. A formal ceremony is held annually at

Veterans Memorial Park, followed by the placing the wreaths by volunteers on the graves of deceased veterans in all South Windsor cemeteries.

In January our Patriotic Essay and Poster Contest opens. The Commission decides on topics for the yearly contest with input from the school system. The contest is available to all South Windsor students, in public and private schools, as well as home schooled students. The contest runs generally runs throughout January to the beginning of March. Winners receive a Barnes & Noble gift card, are invited to ride in cars at the Memorial Day Parade, are introduced at the Memorial Day Ceremony, and also are presented certificates by the South Windsor Town Council.

2022 marked the fourth year of the South Windsor Banner Program. We continue to work with Mihika Joshi to honor veterans living in South Windsor with banners. Our goal is to honor as many veterans from WWII and Korea, followed by Vietnam and other conflicts, as we can. In 2022, we honored 25 veterans with banners in their honor installed on light poles at Nevers Road Park at the Community Center and the South Windsor Town Hall and Library complex. Mihika Joshi conceived the idea as a 6th grader, and the Commission works in partnership with Mihika and her father, Anarug Joshi, obtaining sponsors and preparing the banners for print, location placement, and installation. At the conclusion of 2022, 47 veterans have been honored.

Ed Gawlinkski
Chairperson



Public Buildings Commission

Members: Matthew Montana (*Chairman*), Edward O'Connell (*Vice Chairman*), Corrine Bordua, Anitha Elango, Miguel Proano and Craig Zimmerman.

Phase III Pleasant Valley Elementary School

On February 5, 2022, the school district held a groundbreaking for the Pleasant Valley Elementary School. Since that time, the design team of Drummey Rosane Anderson (DRA); Owner's Representative Services from Colliers Project Leaders, and Construction Management services from Gilbane Building Company, have been working towards the completion of the new school building. Throughout the year, the commission continued to work closely with the Superintendent of Schools, school employees, and project professionals, to review the design of the building, and propose interior and exterior finishes. The commission continued to follow details in preparation for closing out the Phase II Eli Terry and Philip R. Smith Elementary schools with the state of Connecticut.

Below are several milestones, related to the Pleasant Valley school project:

July 2021:	Selection of Third-Party Code Review Consultant Selection of Third-Party Structural Consultant
September 2021:	Approval of Construction Documents, Plans, Specifications and Cost Estimate, by Public Building Commission and Board of Education
November 2021:	Approval of Storm Water Monitoring & Materials Testing Consultants
December 2021:	Award of Early Bid Packages; Including, Steel, Concrete, Electrical, and Demolition and Abatement
February 2022:	Official Groundbreaking Ceremony Held on February 5, 2022
May 2022:	Approval of Final Plans, Specification and Cost Estimate, for the FF&E and Technology Procurement by Public Building Commission and Board of Education

Boards and Commissions

The Pleasant Valley Elementary School progressed throughout the school year from the approval of the final plans, specifications, and cost estimates, to site development, and groundbreaking for the building. The project professionals worked in consultation with the town's Demolition Delay Committee, to obtain approvals for the demolition of the structures on the Burnham property, which had been acquired by the town, in order to provide additional available square footage on the site. In addition, the team coordinated with town staff in the Planning & Zoning Commission, Architectural & Design-Review Committee, and Inland Wetlands Committee, among others.

Following the completion of the site work, steel erection, underground plumbing, electrical, concrete and roofing work commenced. Throughout the year, the commission was provided with updates at its monthly meetings, on all aspects of progress related to the construction of the building, project costs, as well as any issues that arose. The design team met with staff to determine specific requirements related to furniture, technology and playgrounds, culminating in the approval of those plans and specifications by the commission in May of 2022. The Pleasant Valley school is scheduled to open in August of 2023.

Members of the commission appreciate the expertise and support, from the many town and school officials, who are integral to the success of these projects. We look forward to continued collaboration on the Pleasant Valley project.

Matthew Montana
Chairperson

Water Pollution Control Authority

The Water Pollution Control Authority (WPCA) is a statutorily independent entity having complete jurisdiction over all elements of the sanitary sewer system within the Town. It is responsible for the proper functioning and continuous operation of South Windsor's sanitary sewage system which is essential for public health and safety, economic development, environmental protection, and the quality of

life for those living and working in our Town. The Authority consists of seven (7) members and two (2) alternates appointed by the Town Council for staggered terms of four (4) years. Its members are citizens of the Town who volunteer their time to oversee and implement policies created by the Authority to protect the operation of the sewerage system, the environment, and ultimately, public health. By contract, it is administered through the municipal staff of the Town as the most cost-efficient means of executing legal mandates and daily operations. The Authority authorizes the annual budget, levies benefit assessments, establishes fair and reasonable sewer user charges, approves connections and expansions to the system, and applies for state and federal funds as authorized by Chapter 103 of the Connecticut General Statutes and Town of South Windsor Ordinances.

The thirteen staff, including eleven licensed operators, are responsible for the treatment plant, eleven pump stations, and one hundred thirty miles of sewer pipe, including twenty miles of cross-country lines. Together the Authority and Operations staff work as stewards of the treatment system and seek to provide the best value for the ratepayers. Planning for future needs of this complex and widespread system entails a degree of unavoidable uncertainty, including, exposure to unforeseen natural events, accidents, revenue fluctuations, and unplanned maintenance, facility repair, and improvements as the infrastructure ages. As the operation and maintenance of the wastewater treatment plant and collection system is funded almost entirely through sewer user fees, Authority members establish fair and prudent fiscal policies to ensure adequate funding for proper maintenance, upgrade, repair and replacement of the system's components.

Electric utility costs comprise one of the largest budgetary line items consuming over eight percent of the Operation and Maintenance budget. The Town has contracted with Lodestar Energy to utilize an offsite solar field helping to defray these costs through electrical credits. The solar field became operational in December and the project will deliver 33% of its net metering credits to the South Windsor WPCF.

The Authority has been able to prioritize

capital expenditures to prevent significant interruptions in service through a ten-year capital improvement program. When American Recovery Plan Act (ARPA) funds became available the Authority was prepared to allocate the \$2,500,000 that was received to begin three significant projects without impacting the sewer user fee. Phase IV Sewer & Manhole Rehabilitation is the final phase of recommended sewer system improvements from a 2015 sewer evaluation study. The project scope includes lining 40 pipe segments with diameters ranging from 8" to 30" along with rehabilitating 28 manhole structures that are in a deteriorated condition. The Authority approved upgrading the wastewater treatment plant's 20 year old Ultraviolet disinfection system. UV light is used to sterilize remaining organisms that have not been removed through the treatment process. The upgrade is under design and expected to be completed in 2023. The third project funded through ARPA is the installation of a 16" underground force main valve at the Clark Street Pump Station. The valve is vital to bypassing the station for maintenance and for the upgrade which is currently in the design stages.

In addition, the Authority and Operations Staff are in the design phase for improvements in odor control, beginning in Fiscal Year 2022-2023.

The Water Pollution Control Authority set the Fiscal Year 2021-2022 budget of \$5,281,334 of which \$4,129,123 is the operating budget. The remaining funds are allocated to debt service and capital projects. In recent years the Authority has taken proactive measures to rehabilitate the collection system infrastructure and meet reserve funding goals to ensure the stabilization of sewer user fees which has remained at \$415 for the last three years. To ensure that the revenue needs of the facilities are met, the Authority approved a \$10 increase in next years sewer user fees and revised the fee structure for apartment buildings to reflect a more equitable share of their sewer use.

The WPCA approved 3 residential connections and 7 commercial/industrial connections resulting in a total revenue of \$200,360. This included: Connection Charges of \$144,877, Capacity Charges of \$14,080, and Benefit Assessments of \$41,403.

Boards and Commissions

During the Fiscal Year 2021-2022, there were 23 new residential connections and 4 Commercial/Industrial connections made to the public sewer system bringing the total connections to 8,616 residential and 367 commercial/industrial.

In 2015 the WPCA approved the implementation of the sewer user charge discount program for qualified residents. A qualified resident is a residential sewer user who is eligible for property tax relief under the State of Connecticut Qualifying Income for the Elderly and Totally Disabled Tax Relief Program. The application period is from February 1st through May 15th, the same period as the Town's Property Tax Relief Program. Application is made through the Human Services Department. During Fiscal Year 2021-2022 196 residents participated in the program resulting in \$20,107 in discounted residential fees.

Stephen Wagner
Chairperson

Zoning Board of Appeals

Established in 1938, the Zoning Board of Appeals determines and varies the application of the zoning regulations on specific parcels of land where a literal enforcement of regulations would result in exceptional difficulty or unusual hardship.

This year the Board granted seven variances for residential properties to allow three accessory structures (one shed, one carport and one barn), one pool, two additions, one garage and one house closer to property lines than allowed.

The Board granted a variance to a commercial applicant for an additional free-standing sign.

The Board also granted one variance to a commercial applicant to allow an addition closer to the property line than allowed, and denied a variance for the existing non-conforming building.

The Zoning Board of Appeals has jurisdiction in hearing applications for Department of Motor Vehicle Used Car Dealers licensing. The Board approved two applications for licensing for general repairs of motor vehicles.

The Zoning Board of Appeals hearings are held at the South Windsor Town Hall generally on the first Thursday of the month

beginning at 7:30 p.m. The public is always welcome to attend. Applications are available in the Planning Department at the Town Hall.

Steven Carty
Chairperson

Our Town, Our Future



Five Year Summary

FIVE YEAR SUMMARY OF GENERAL FUND REVENUE COLLECTED (BUDGETARY BASIS)

	2021-2022	2020-2021	2019-2020	2018-2019	2017-2018
Property Taxes	\$ 114,381,705	\$ 106,526,462	\$ 108,607,387	\$ 105,582,085	\$ 99,981,359
Intergovernmental	13,665,427	13,500,910	24,349,387	18,114,215	26,542,659
Services	2,635,227	3,377,856	2,881,389	2,484,022	2,710,888
Investment Earnings	207,416	64,580	867,349	1,019,772	441,324
Total Revenues	<u>\$ 130,943,030</u>	<u>\$ 127,855,048</u>	<u>\$ 136,705,512</u>	<u>\$ 127,200,094</u>	<u>\$ 129,676,230</u>

FIVE YEAR SUMMARY OF GENERAL FUND EXPENDITURES

	2021-2022	2020-2021	2019-2020	2018-2019	2017-2018
General Government	\$ 4,433,912	\$ 4,267,770	\$ 4,402,074	\$ 3,920,342	\$ 3,658,337
Public Safety	9,707,737	9,715,739	9,063,302	8,838,487	9,065,292
Public Works	8,375,226	8,393,221	8,183,026	8,370,277	7,832,799
Human Services	1,168,574	1,062,106	1,056,860	1,104,145	1,006,150
Recreation & Library	3,548,133	3,548,133	3,249,366	3,111,541	2,699,404
Debt Service	10,635,188	9,630,075	8,693,319	8,264,684	8,363,179
Miscellaneous	8,366,576	8,412,833	7,592,362	7,459,924	6,708,737
Board of Education	77,958,844	75,167,043	83,553,012	76,914,581	85,735,350
Total Expenditures	<u>124,152,482</u>	<u>\$ 120,196,920</u>	<u>\$ 125,793,321</u>	<u>\$ 117,983,981</u>	<u>\$ 125,069,248</u>

FIVE YEAR COMPARATIVE ASSESSOR GRAND LIST REPORT

	Oct 1, 2021	Oct. 1, 2020	Oct. 1, 2019	Oct. 1, 2018	Oct. 1, 2017
Real Estate	2,460,721,585	\$ 2,421,103,048	\$ 2,363,726,615	\$ 2,488,914,361	\$ 2,548,057,060
Personal Property	464,101,840	458,265,560	421,117,070	394,178,512	381,763,430
Motor Vehicle	<u>313,141,887</u>	<u>256,659,108</u>	<u>245,327,963</u>	<u>234,363,918</u>	<u>230,786,948</u>
Grand Total	3,237,965,312	3,136,027,716	3,030,171,648	3,117,456,791	3,070,607,438
Less Exemptions	<u>193,936,258</u>	<u>178,176,658</u>	<u>176,178,614</u>	<u>348,373,852</u>	<u>321,762,146</u>
Net Grand List	3,044,029,054	\$ 2,957,851,058	\$ 2,853,993,034	\$ 2,769,082,939	\$ 2,748,845,292

**TOWN OF SOUTH WINDSOR, CONNECTICUT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2022**

	General	Capital Projects Fund	Sewer Operating Fund	Rescue Plan Act Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS						
Cash and cash equivalents	\$73,869,366	\$	\$28,936	\$	\$2,110,794	\$76,009,096
Investments					162,999	162,999
Receivables, net	1,552,469		142,735		629,688	2,234,892
Due from other funds	44,390	16,084,330	1,756,550	3,582,075	3,664,081	25,131,426
Other assets	41,819				43,762	85,581
Total Assets	\$75,508,044	\$16,084,330	\$2,192,221	\$3,871,330	\$ 5,403,049	\$ 72,916,171
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts and other payables	\$5,820,353	\$4,438,284	\$ 204,760	\$285,902	\$ 522,519	\$ 11,271,818
Due to other funds	25,087,036				44,390	25,131,426
Notes payable		14,000,000				14,000,000
Unearned revenue		762,544		3,296,173	416,711	4,475,428
Total liabilities	30,907,389	19,200,828	204,760	3,582,075	983,620	54,878,672
Deferred inflows of resources						
Unavailable revenue—property taxes	1,129,993					1,129,993
Unavailable revenue—sewer use			142,735			142,735
Advance property tax collections	4,275,598					4,275,598
Total deferred inflows of resources	5,405,591	-	142,735	-	-	5,548,326
Fund balances:						
Nonspendable	41,819				43,762	85,581
Restricted	1,643,469				3,920,738	5,564,207
Committed	3,200,000		1,580,726		1,663,204	6,443,930
Assigned	1,122,761					1,122,761
Unassigned	33,187,015	(3,116,498)				30,070,517
Total fund balances	39,195,064	(3,116,498)	1,580,726	-	5,627,704	43,286,996
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$75,508,044	\$16,084,330	\$1,928,221	\$3,582,075	\$ 6,611,324	\$ 103,713,994

Auditor's Report

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE YEAR ENDED JUNE 30, 2022

	General	Capital Projects Fund	Sewer Operating Fund	American Rescue Plan Act Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:						
Property taxes	\$114,381,705	\$	\$	\$	\$	\$114,381,705
Intergovernmental	24,799,837	1,505,602		575,157	7,580,540	34,461,136
Charges for services	2,776,070	17,415	5,414,664		4,203,892	12,412,041
Investment earnings	208,877		24		(29,806)	179,095
Miscellaneous		217,840	7,944		489,874	715,658
Total revenues	<u>142,166,489</u>	<u>1,740,857</u>	<u>5,422,632</u>	<u>575,157</u>	<u>12,244,500</u>	<u>162,149,635</u>
Expenditures:						
Current:						
General government	4,454,373				203,832	4,658,205
Public safety	9,789,162			575,157	114,156	10,478,475
Public works	8,301,138		4,466,873		208,216	12,976,227
Human services	1,175,620				265,700	1,441,320
Culture and recreation	3,516,564				1,958,637	5,475,201
Insurance and sundry	8,368,690					8,368,690
Education	89,951,287				8,104,998	98,056,285
Debt service	10,635,188	90,740				10,725,928
Capital outlay		26,451,317				26,451,317
Total expenditures	<u>136,192,022</u>	<u>26,542,057</u>	<u>4,466,873</u>	<u>575,157</u>	<u>10,855,539</u>	<u>178,631,648</u>
Excess (Deficiency) of Revenues over Expenditures	<u>5,974,467</u>	<u>(24,801,200)</u>	<u>955,759</u>	<u>-</u>	<u>1,388,961</u>	<u>(16,482,013)</u>
Other Financing Sources (Uses):						
Issuance of general obligation bonds		20,000,000				20,000,000
Issuance of refunding bonds		3,100,000				3,100,000
Payments to refunded bond escrow agent		(3,220,583)				(3,220,583)
Issuance of capital lease		1,973,493				1,973,493
Premium on refunding bonds		1,211,323				1,211,323
Premium on general obligation bonds	573,500					573,500
Transfers in	53,255	3,798,420	17,923			3,869,598
Transfers out	(2,379,472)		(1,463,948)		(26,178)	(3,869,598)
Total other financing sources (uses)	<u>(1,752,717)</u>	<u>26,862,653</u>	<u>(1,446,025)</u>	<u>-</u>	<u>(26,178)</u>	<u>23,637,733</u>
Net Change in Fund Balances	4,221,750	2,061,453	(490,266)	-	1,362,783	7,155,720
Fund Balances at Beginning of Year	<u>34,973,314</u>	<u>(5,177,951)</u>	<u>2,070,992</u>		<u>4,264,921</u>	<u>36,131,276</u>
Fund Balances at End of Year	<u>\$ 39,195,064</u>	<u>\$ (3,116,498)</u>	<u>\$ 1,580,726</u>	<u>-</u>	<u>\$5,627,704</u>	<u>\$ 43,286,996</u>

Auditor's Report

SCHEDULE OF DEBT LIMITATION FOR THE YEAR ENDED JUNE 30, 2022

Total tax collections (including interest and lien fees) received by Treasurer for the year ended June 30, 2021 \$ 111,115,955

	<u>General Purposes</u>	<u>Schools</u>	<u>Sewers</u>	<u>Urban Renewal</u>	<u>Pension Deficit</u>
Debt Limitation:					
2-1/4 times base	\$ 250,010,899	\$	\$	\$	\$
4-1/2 times base		500,021,798			
3-3/4 times base			416,684,831		
3-1/4 times base				361,126,854	
3 times base					333,347,865
Total debt limitation	<u>250,010,899</u>	<u>500,021,798</u>	<u>416,684,831</u>	<u>361,126,854</u>	<u>333,347,865</u>
Indebtedness:					
Bonds payable	28,102,000	67,155,000	15,243,000		
Bond anticipation notes	4,000,000	10,000,000			
CWF notes payable			438,040		
Authorized, unissued bonds	<u>24,665,995</u>	<u>48,853,012</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total indebtedness	<u>56,767,995</u>	<u>126,008,012</u>	<u>15,681,040</u>	<u>-</u>	<u>-</u>
Debt Limitation in Excess of Outstanding and Authorized Debt	<u>\$ 193,242,904</u>	<u>\$ 374,013,786</u>	<u>\$ 401,003,791</u>	<u>\$ 361,126,854</u>	<u>\$ 333,347,865</u>

Note 1: In no case shall total indebtedness exceed seven times annual receipts from taxation (\$777,811,685).

Town Officials (as of December 2022)

ELECTED OFFICIALS

Town Council

Elizabeth Pendleton, *Mayor*
Steven King, Jr., *Deputy Mayor*
Erica Evans
Jamie Gamble
Philip Koboski
Marek Kozikowski
Cesar Lopez
Karen Lydecker
Andrew Paterna

Town Clerk

Bonnie Armstrong

Board of Education

Craig Zimmerman, *Chairperson*
Jessica Waterhouse, *Vice-Chairperson*
Arthur Adduci
Anitha Elango
Beth Esstmann
Dipali Kalia
Madison Gonzalez
Lisa Maneeley
Michael Paré
Dr. Kate Carter, *Superintendent*

Board of Selectmen

Robin Pendleton
Damian Humphrey
Matthew Mitchell

Constables

Kathleen Soucy-Daugherty
Sandra C. Jeski
Jay G. Murtha
James Neary
Joan Walsh

Planning and Zoning Commission

Bart Pacekonis, *Chairperson*
Kevin Foley, *Vice-Chairperson*
Alan Cavnagaro
Stephanie Dexter
Michael LeBlanc
Robert Vetere
Stephen Wagner
Paul Bernstein, *Alternate*
Carolyn Carey, *Alternate*
Atif Quarishi, *Alternate*

Registrars of Voters

Susan Burnham
Sue W. Larsen

Town Treasurer

John Pelkey

APPOINTED OFFICIALS

Justices of the Peace

Mark J. Abrahamson
Arthur Adduci
Philip P. Apter
Richard Balboni, Jr.
Diane Behler
Barbara Brezel
Susan Burnham
Carolyn Carey
Sirkka S.D.L. Christensen
Kathleen Soucy Daugherty

Stephanie Dexter
Anthony Duarte
Debbie Duarte
Carolyn Egan
Janice Elaine Favreau
Elizabeth Higgins
Linda Jeski
Sandra C. Jeski
David Joy
Wayne Kilburn
Philip E. Koboski
Elizabeth M. Kuehnel
Tobias Lewis
Lloxi A. Lopez
Sinath Louis
Bobbi Jo Maltz
Lisa M. Maneeley
Elizabeth R. McGuire
Patricia Micari
Louise Neary
John J. Otto
John Pelkey
Miguel Proano
Matthew D. Reed
Christine Shaher
Kathleen Mary-Sharos
Whitney Leanne Thurrott
Scott Jason Turco
Joan F. Walsh

Town Attorney

Updike, Kelly & Spellacy

Town Auditors

CLA CliftonLarsonAllen, LLP

Town Manager

Michael Maniscalco

CRCOG Representative to Policy Board

Mayor Elizabeth Pendleton
Town Manager Michael Maniscalco

Regional Planning Commission

Bart Pacekonis
Stephen Wagner, *Alternate*

APPOINTED BOARDS & COMMISSIONS

Agricultural Commission

Joseph Kennedy, *Chairperson*
Justin Bordua
Cile Decker
James Futtner
Sandy Jeski
Nick Jones
Edward Kasheta, Jr.
Barbara Kelly
James Kupchunos
Frank Niederwerfer
Tim Shepard
Stephanie Weintraub

Board of Assessment Appeals

Linda Jeski, *Chairperson*
Debby Duarte
Kevin Greer
Tim Appleton, *Alternate*
Carolyn Carey, *Alternate*

Blighted Property Appeals Board

Daniel Edwards
Garvin Boudle
Stephanie Dexter
Damian Humphrey
James Kupchunos

Building Code Board of Appeals

Arthur Jennings
William Jodice
David Patria
Daniel Seyapura
VACANCY

Central Region Tourism District

Peter DeMallie

Economic Development Commission

Paul Burnham, *Chairperson*
David Marsh, *Vice-Chairperson*
Linda Jeski, *Secretary*
Susan Burnham
William Jodice
Daniel Kane
Scott Kelley
Joseph Kennedy, Jr.
James Murray
Louise Neary
Michael Buganski, *Alternate*
Victor Dorobantu, *Alternate*
Mindy Lewis, *Alternate*
James Mitchell *Alternate*

Greater Hartford Transit District

Gary Pitcock
Janice Snyder

Historic District Commission

Elizabeth Burgess, *Chairperson*
Katherine Foley
Virginia Macro
Gary Pitcock
Janet Wade-Utay
Deborah Cohen, *Alternate*
Louise Neary, *Alternate*
Tad Bistor, *Alternate*

Housing Authority

Dwight Johnson, *Chairperson*
Mary Bey
Marion Burke
Veronica Nowak
Jan Tarr
George Daniels, *Executive Director*

Human Relations Commission

Ritu Goel, *Chairperson*
Beena Pandit, *Vice-Chairperson*
Anitha Elango, *Secretary*
Carolyn Carey
Linda Jeski
Mitchel Marks
Karrell Rose
Christine Shaher
Stephanie Weintraub

Inland Wetlands Agency/CC

Barbara Kelly, *Chairperson*
John Phillips, *Vice-Chairperson*
Adam Reed, *Secretary*

John Blondin
Paul Coté
Arthur Jennings
Daniel Katzbek
James MacDonald
Richard Muller
Joe Durette, *Alternate*
VACANCY, *Alternate*

Insurance Control Commission

Michael Maniscalco, *Chairperson*
Philip Koboski
Karen Lydecker
Michael Paré
Town Attorney

Juvenile Firesetter Intervention & Prevention Commission

Walter Summers, *Chairperson*
Kevin Cooney
Brian Eckblom
Liz Langevin

Library Board

Carole Stroud, *Chairperson*
Katherine Chiappetta, *Vice-Chairperson*
Cathy Gallagher, *Secretary*
Elizabeth Asplund, *Treasurer*
Marcia Andrus
Kathleen-Mary Sharos

Mass Transit and Highway Advisory Commission

Karen Wagner, *Chairperson*
Herb Asplund
David Basile
Terry Hart
Damian Humphrey
Sue Larsen
James MacPherson
Renee Powell
VACANCY

Park and Recreation Commission

Toby Lewis, *Chairperson*
Michael Kelly, *Vice-Chairperson*
George Caye
Genevieve Coursey
James Hennessey
William Nowak
Renee Powell
Miguel Proano
Daniel Rezende
Srinivasa Chalikonda, *Alternate*
Kristen Kozikowski, *Alternate*
VACANCY

Patriotic Commission

Edward Gawlinski, *Chairperson*
Roger Anderson
Peter Anthony, Sr.
Diane Behler
Gene Botteron
William Coursey
Leigh Lovering
Bobbi Jo Maltz
Daria Plummer
Arthur Sladyk
Herbert Asplund, *Alternate*
Margaret Glover, *Alternate*

Town Officials (as of December 2022)

Personnel Board of Appeals

Kathleen Daugherty
Elizabeth Kuehnle
Elizabeth McGuire

Public Building Commission

Matthew Montana, *Chairperson*
Edward O'Connell, *Vice-Chairperson*
Corrine Bordua
Kathy Daugherty
Anitha Elango
Miquel Proano
Craig Zimmerman

Social Justice & Racial Equity Commission

Ashlie Alleyne
Renu Krishnan-Cabot
Shelley Solomon
Suresh Jayaprasad
Nancy Walsh
VACANCY
VACANCY

South Windsor Alliance for Families

Claudia Bernstein
Ritu Goel
Nancy Walsh
VACANCY
VACANCY

Also reps of the following agencies:
Georgia Dombrowski, *Student, SWHS*
Peggy Sue Clouser, *Police Department*
Brian Eckblom, *Police Department*
Danielle Gagain, *Student, SWHS*
Cheryl Gerber, *Parks & Recreation*
Tammy Hewitt, *St. Margaret Mary*
Ali Jennings, *TEMS*
Elizabeth Langevin, *Human Services*
Melisa Luginbuhl, *ERASE*
Cindy Malone, *Human Services*
Kathy Reed, *Human Services*
Haley Shoop, *ERASE*
Jenna Stoker, *Student, SWHS*

South Windsor Arts Commission

Cile Decker
Christine Greenier
Carolyn Emerson
Natalie O'Brien
VACANCY
VACANCY
VACANCY
VACANCY

Water Pollution Control Authority

Thomas Ruby, *Chairperson*
Stephen Wagner, *Vice-Chairperson*
Joseph Botti
Carol Fletterick
Toby Lewis
Michael Lyon
Bala Ramasamy
Shawn Jacobaccio, *Alternate*
Vicki Paliulis, *Alternate*

Zoning Board of Appeals

Steven Carty, *Chairperson*
James Kupchunas, *Vice-Chairperson*

Timothy Appleton
Daniel Kane
Wayne Kilburn
David Basile, *Alternate*
Teri Parrott, *Alternate*
Jonathan Stengel, *Alternate*

MAYORAL APPOINTMENTS

Cable Advisory Board
David O'Neil
Matthew Streeter
Craig Zimmerman
VACANCY

Connecticut Water Customer Advisory Council

Jamie Gamble

Greater Hartford Transit District

Gary Pitcock
Janice Snyder

Poet Laureate

Charlie Margolis

Town Historian

Sandra Jeski

COUNCIL STANDING COMMITTEES

Audit Committee

Steven King, Jr.
Philip Koboski
Cesar Lopez

Energy Committee

Stephen Wagner, *Chairperson*
Larry Brown
Darrell Crowley
Hank Cullinane
Jeff Doolittle
Anitha Elango
Madison Gonzalez
Marek Kozikowski
Cesar Lopez
James MacPherson
Andrew Paterna
Sherman Tarr

Ethics Committee

Philip Koboski
Karen Lydecker
Andrew Paterna

Naming of Public Lands and Buildings

Erica Evans
Jamie Gamble
Liz Pendleton

Pension Committee

Chris Chemerka
Philip Koboski
Kristian Lindstrom
Karen Lydecker
Jessica Malone
Michael Maniscalco
James O'Brien
Andrew Paterna
Patty Perry
VACANCY

OTHER COMMITTEES

Architectural Design Review

Dave Goslin
Sue W. Larsen
Michele Lipe
Marshall Montana
Charles Regulbuto
John Scheib, Jr.
VACANCY
Teri Parrott, *Alternate*

Capital Projects Committee

Arthur Adduci
Chris Chemerka
Darrell Crowley
Marek Kozikowski
Clay Major
Andrew Paterna
Liz Pendleton
Scott Roberts
Craig Zimmerman

Demolition Delay Committee

Arthur Uday, *Chairperson*
Elizabeth Burgess
Stephanie Dexter
Sandy Jeski
Tim Shepard

Open Space Task Force

Pat Botteron, *Chairperson*
Herbert Asplund
John Caldwell
George Caye
William Flagg
Jeff Folger
Joseph Kennedy
Sue W. Larsen
Roy C. J. Normen
VACANCY
VACANCY

Redevelopment Agency

Barbara Barbour, *Chairperson*
Scott Andrusis
Cile Decker
William E. Keohane
VACANCY

Senior Advisory Board

Daria Plummer, *Chairperson*
Toni Baer
Dave Bakulski
Tom Baromeli
Barbara Betteker
Robert Betteker
Andrea Cofrancesco
Elsie Diaz
Tom Field
Estelle Fournier
Nedra Gallo
Gloria Goslin
Hansa Khant
Liz O'Brien
Andrew Paterna
Joanna Roe
Louise Sheehan
Kathie Stroh
Sally Terry

Democratic Town Committee

Anthony Duarte, *Chairperson*
Ross Gionfriddo, *Vice Chairperson*
Elizabeth McGuire, *Vice Chairperson*
Sandra Jeski, *Nominating Chair*

Republican Town Committee

Stephanie Weintraub, *Chair*
Nick Jones, *Vice-Chairperson*
Miguel Proano, *Vice-Chairperson*
Renee Powell, *Recording Secretary*
Richard Balboni, *Treasurer*
Nick Jones, *Nominating Co-Chair*
Stephanie Dexter, *Nom. Co-Chair*

TEMPORARY COMMITTEES

Accessibility Advisory Committee

Janice Favreau
Phyllis Liebman
Michael Maniscalco
Andrew Paterna
Joan Paterna

Crumbling Foundations Committee

Tom Alouise
Garvin Boudle
Don Childree
Gary Efronson
Jamie Gamble
Steven King, Jr.
Michael Maniscalco
Sara Reba
Stephen Rosenberger

South Windsor Agricultural, Arts, & Nature Subcommittee

Pat Botteron
John Caldwell
Stephanie Dexter
Mary Etter
Erica Evans
Jamie Gamble
Jeffrey Folger
Joseph Kennedy
Molly Keays
Philip Koboski
Michele Lipe
Virginia Macro
Andrew Paterna
Tim Shepard
VACANCY (IWA/CC)
VACANCY (PARC)
VACANCY (Rotary Club)

Town Staff (as of December 2022)

STAFF

Commission Staff Liaisons or Secretaries

Economic Development Commission, Tersee Flores
Inland Wetlands Agency/Conservation Commission, Tersee Flores
Library Board, Sandra Reault
Park and Recreation Commission, Leah Margelony
Planning and Zoning Commission, Caitlin O'Neil
Public Building Commission, Ann Walsh
Water Pollution Control Authority, Ether Diaz
Zoning Board of Appeals, Tersee Flores

Library

Mary J. Etter, Director

Probate Court

Mary C. Deneen, Judge of Probate
Paula Pacekonis, Clerk of Probate
Sean Grady, Clerk of Probate
Cathy Plopper, Clerk of Probate
Annette Tarascio, Chief Clerk of Probate

Visiting Nurse Community Care

8 Keynote Drive, Vernon, CT 06066

Volunteer Fire Department

Kevin Cooney, Chief

Department Heads and Assistants

Bonnie Armstrong, Town Clerk
John Caldwell, Superintendent of Parks
Andrea Cofrancesco, Director of Human Services
Adam Chrostowski, Assistant Building Official
Jeffrey Doolittle, Assistant Director of Public Works/Town Engineer
Jennifer Filer, Assistant Director of Parks and Recreation
Jeffrey Folger, Senior Environmental Planner
Jennifer Hilinski-Shirley, Collector of Revenue
Mary Huda, Assessor
Molly Keays, Director of Parks & Recreation
Elizabeth Langevin, Director of Youth & Family Services
Kristian Lindstrom, Chief of Police
Michele Lipe, Director of Planning
Kevin Lonergan, Assistant Assessor
Clay Major, Director of Facilities
Jessica Malone, Assistant Director of Finance
Charles Marshall, Fleet Services Manager
Karen McQuaid, Human Resources Coordinator
Marc Melanson, Chief Building Official
Valerie Muszynski, Assistant Building Official
Pam Oliva, Zoning Enforcement Officer
Patricia Perry, Director of Finance
Vanessa Perry, Assistant Town Manager/Human Resources Director
Melissa Pierce, Acting Director of Health
Amanda Poma, Clerk of the Council
Lindsey Ravalese, Assistant Director of Adult & Senior Services
Deborah Reid, Assistant Town Clerk
Scott Roberts, Assistant Town Manager/CIO/Emergency Management
Katherine Sennerth, Executive Assistant to the Town Manager
Karen Starkel, Assistant Town Clerk
Vincent Stetson, Director of Public Works
Walter Summers, Fire Marshal

Services

SERVICE	DEPARTMENT	PHONE 860-644-2511
A		
Abandoned Cars (on the street)	Police	860-644-2551
Absentee Ballots	Town Clerk	Ext. 2325
Accident Claims (on Town roads)	Town Clerk	Ext. 2325
Accounts Payable	Finance	Ext. 2364
Adult Community Restitution (18+)	Human Services	860-648-6361
Alarm System Information	Police	860-648-6221
AMBULANCE (EMERGENCY)		911
AMBULANCE (ROUTINE)		860-647-9798
Animal Control Officer	Police	860-648-6239, 860-644-2551
Apartment Inspection	Fire Marshal	860-282-0669 Ext. 1
Assessor's Office		Ext. 2312
B		
Bazaar Permit	Police	860-648-6202
Bid Packages	Town Manager	Ext. 2303
Bingo Permit	Police	860-648-6202
Birth Certificates	Town Clerk	Ext. 2325
Blasting Permit	Fire Marshal	860-282-0669 Ext. 1
Blight Ordinance	Building Dept.	Ext. 2330
Blind Exemptions	Assessors	Ext. 2312
Board of Assessment Appeals	Assessors	Ext. 2312
Board of Education		860-291-1200
Boat Launching	Parks & Recreation	860-648-6355
Building Permit	Building Dept.	Ext. 2330
C		
Cemeteries:		
South Windsor Cemetery Assoc.		860-289-2631
Wapping Cemetery		860-644-2528
Chamber of Commerce		860-644-9442
Community Center Room Reservations	Parks & Recreation	860-648-6355
Community Service (Probation)	Human Services	860-648-6361
CT Transit Company	Public Transport	860-525-9181
Conservation Commission	Wetlands Officer	Ext. 2229
Conservatorship	Probate Court	Ext. 2371
CRIME HOT LINE	Anonymous	860-648-6226
Criminal Police Report	Police	860-648-6223
Crisis Counseling (Adult/Family/Youth/Seniors)	Human Services	860-648-6361
D		
Day Care/Nursery School Inspections	Health Dept.	860-337-6161 Ext. 4006
Death Certificates	Town Clerk	Ext. 2325
Deed Information	Town Clerk	Ext. 2325
Demographic Information	Planning/Zoning	Ext. 2329
Demolition Permits	Building Dept.	Ext. 2330
Development Bonds	Planning/Zoning	Ext. 2329
Disabled Transportation	Human Services	860-648-6361
Drain Layer Permits	Engineering	Ext. 2344
E		
Economic Development		Ext. 2303
Elderly Property Relief (homeowners)	Human Services	860-648-6361
Elderly Rent Subsidy	Human Services	860-648-6361
Elections	Registrar of Voters	Ext. 2375 (D), Ext. 2376 (R)
Emergency Food	Human Services	860-648-6361
Emergency Fuel (Home Heating)	Human Services	860-648-6361
Emergency Housing Information	Human Services	860-648-6361
Emergency Food/Fuel/Housing (After Hrs)	Police	860-644-2551
Employment Application	Human Resources	Ext. 2208
Energy Assistance (State & Local)	Human Services	860-648-6361
Environmental Issues	Health Dept.	860-337-6161 Ext. 4006
Explosives Permit	Fire Marshal	860-282-0669 Ext. 1

Services

SERVICE	DEPARTMENT	PHONE 860-644-2511	SERVICE	DEPARTMENT	PHONE 860-644-2511
F			N (Continued)		
Fence Permit	Building Dept.	Ext. 2330	Notary Public	Human Services	860-648-6361
Finance Department		Ext. 2364	Nuisance Complaint	Health Dept.	860-337-6161 Ext. 4006
FIRE (EMERGENCY)		911	O		
Fire Investigation/Reports	Fire Marshal	860-282-0669 Ext. 1	Odor Complaints	Health Dept.	860-337-6161 Ext. 4006
Fire Safety/Education	Fire Marshal	860-282-0669 Ext. 1	P		
Firearm Permit	Police	860-648-6202	Parade Permit	Police	860-648-6202
Fireworks Permit	Fire Marshal	860-282-0669 Ext. 1	Parking Ticket Information	Police	860-644-2551
F.I.S.H. (Friends In Service Here)	Transportation Volunteers	860-647-3609	Parks Information	Parks & Recreation	860-648-6366
Fishing License	Town Clerk	Ext. 2325	Passports	Town Clerk	Ext. 2325
Flood Insurance Maps	Engineering	Ext. 2344	Personnel	Human Resources	Ext. 2280
Foundation Permit	Building Dept.	Ext. 2330	Plan of Development	Planning/Zoning	Ext. 2329
G			Planning & Zoning Minutes	Planning/Zoning	Ext. 2329
Garbage Collection	Public Works	Ext. 2343	Police Report (Criminal)	Police	860-648-6222
Garbage Questions/Complaints	Public Works	Ext. 2343	Police Report (Motor Vehicle)	Police	860-648-6223
Grand List Information	Assessor	Ext. 2312	Pool INFO (Veteran's Memorial Pool)	Seasonal	860-648-6355, 860-289-1333
Greater Hartford Tourism District		860-520-4480	Pool Pass (Veteran's Memorial Pool)	Parks & Recreation	860-648-6355
Ground Water Contamination	Health Dept.	860-337-6161 Ext. 4006	Pool Permit (for installation)	Building Dept.	Ext. 2330
H			Pothole Complaints	Street Services	860-648-6366
Hazardous Waste Collection	Public Works	Ext. 2343	Probate Court		Ext. 2371
Health Department (So. Windsor)		860-337-6161 Ext. 4006	Probation (Community Service)	Human Services	860-648-6361
Historic District Map	Town Clerk	Ext. 2325	Property Assessment	Assessors	Ext. 2312
Historic District Minutes	Town Clerk	Ext. 2325	Property Tax Bills	Tax Collector	Ext. 2320
House Liens	Town Clerk	Ext. 2325	Public Transportation	CT Transit	860-525-9181
Housing Authority		860-644-3144, 860-644-3082	Public Works Department		
Human Resources		Ext. 2280	Administration		Ext. 2343
Human Services		860-648-6361	Building Maintenance		860-337-6161 Ext. 4000
Hunting License	Town Clerk	Ext. 2325	Engineering		Ext. 2344
I			Street Services		860-648-6366
Identification Cards (Senior)	Human Services	860-648-6361	Motor Equipment		860-648-6366
Information		Ext. 2303	Waste Water Treatment Plant		860-289-0185
Information Technology		860-337-6161	After Hours Emergency		860-644-2551
Inland Wetlands Minutes	Town Clerk	Ext. 2325	Purchasing	Finance	Ext. 2364
Insect Complaints	Health Dept.	860-337-6161 Ext. 4006	R		
J			Raffle Permit	Police	860-648-6202
Junk Cars (on private property)	Zoning Enforcement	Ext. 2251	Recreation HOTLINE	Parks & Recreation	860-648-6349
Juvenile Work Restitution	Youth Services	860-648-6361	Recycling Information	Public Works	Ext. 2343
Juvenile Review Board	Youth Services	860-648-6361	Register to Vote	Registrar of Voters	Ext. 2377
L			Rental Assistance	Human Services	860-648-6361
Land Records	Town Clerk	Ext. 2325	Restaurant/Cafeteria Inspections/Complaints	Health Dept.	860-337-6161 Ext. 4006
Land Use Information	Planning/Zoning	Ext. 2329	River Use Permits	Police	860-648-6202
Leaf Collection Information	Town Garage	860-648-6371 (24-hr)	Roadkill	Town Garage	860-648-6366
Library	Main Library	860-644-1541	Roadside Brush	Town Garage	860-648-6366
Library	Wood Memorial	860-289-1783	Rodent Complaints	Health Dept.	860-337-6161 Ext. 4006
M			Rotary Pavilion Reservations	Parks & Recreation	860-648-6355
Marriage License	Town Clerk	Ext. 2325	S		
Mayor	Town Council Office	Ext. 2206	Schools:		
Meals-On-Wheels (Daily & Weekends)	Human Services	860-648-6361	South Windsor High School	161 Nevers Road	860-648-5000
Medical Assistance Information	Human Services	860-648-6361	Timothy Edwards Middle School	100 Arnold Way	860-648-5030
Medicare Claim Appeal	Medicare Advocacy	1-800-262-4414	Eli Terry Elementary School	569 Griffin Road	860-648-5020
Metal Pick-Up/Recycling	Public Works	Ext. 2343	Orchard Hill Elementary School	350 Foster Street	860-648-5015
Motor Vehicle Release Form	Tax Collector	Ext. 2320	Philip R. Smith Elementary School	949 Avery Street	860-648-5025
Municipal Agent	Human Services	860-648-6361	Pleasant Valley Elementary School	591 Ellington Road	860-291-1280
N			School Bus Company	Dattco	860-357-5706
Noise Complaint	Police	860-644-2551	Senior Citizens Center	150 Nevers Road	860-648-6361
Notary Public	Town Clerk	Ext. 2325	Senior Handyman Program	Human Services	860-648-6361
			Senior Health Screening	Human Services	860-648-6361
			Senior Home Delivered Meals	Human Services	860-648-6361

Services

SERVICE	DEPARTMENT	PHONE 860-644-2511	SERVICE	DEPARTMENT	PHONE 860-644-2511
S (Continued)			W		
Senior Legal Clinic	Human Services	860-648-6361	Water Company	MDC	860-278-7850
Senior Outreach	Human Services	860-648-6361	Water Company	CT Water Co.	1-800-286-5700
Senior Social Activities	Human Services	860-648-6361	Water Pollution Control Authority (WPCA)	Supt. of Pol. Control	Ext. 2247
Senior Support Groups	Human Services	860-648-6361	Welfare Information	Human Services	860-648-6361
Senior Tax Assistance	Human Services	860-648-6361	Well Complaints	Health Dept.	860-337-6161 Ext. 4006
Senior Transportation	Human Services	860-648-6361	Wetland Applications	Planning/Zoning	Ext. 2329
Senior Wellness Program	Human Services	860-648-6361	Working Papers	High School	860-648-5000
Septic System Permit	Health Dept.	860-337-6161 Ext. 4006			
Sewage Complaints	Supt. of Pol. Control	Ext. 2247	Y		
Sewer Treatment Plant	1 Vibert Road	860-289-0185	Youth Services	Human Services	860-648-6361
Sewer Assessment	Tax Collector	Ext. 2320			
Sewer Emergency (Day)	Treatment Plant	860-289-0185	Z		
Sewer Emergency (Night/Weekend)	Police	860-644-2551	Zone Change Application	Planning/Zoning	Ext. 2329
Sewer Inspection/Testing	Engineering	Ext. 2344	Zoning Board of Appeals Minutes	Town Clerk	Ext. 2325
Sewer Permits	Engineering	Ext. 2344	Zoning Complaints	Planning/Zoning	Ext. 2329
Sewer Use Charge	Tax Collector	Ext. 2320	Zoning Maps	Planning/Zoning	Ext. 2329
Sheds (residential or commercial)	Zoning/Bldg.	Ext. 2329/2330	Zoning Permits	Planning/Zoning	Ext. 2329
Sidewalk Assessment	Tax Collector	Ext. 2320	Zoning Regulations	Planning/Zoning	Ext. 2329
Sidewalk Repairs (Town property)	Parks & Recreation	860-648-6355			
Sidewalk Repairs (residential)	Engineering	Ext. 2344			
Site Plan Application	Planning/Zoning	Ext. 2329	OTHER IMPORTANT NUMBERS:		
Snow Removal	Town Garage	860-648-6366	American Red Cross		1-800-287-3327
Social Security Disability Programs	Social Service Admin.	1-800-772-1213	Better Business Bureau		860-740-4500
Social Security Disability Exemptions	Assessor	Ext. 2312	Chamber of Commerce		860-644-9442
Social Services	Human Services	860-648-6361	Connecticut Natural Gas		860-727-3000
Solicitor Permits	Police	860-648-6202	Connecticut Humane Society		860-452-0114
Special Permit Application	Planning/Zoning	Ext. 2329	Consumer Protection		860-713-6100
Storm Drain Locations	Engineering	Ext. 2344	Day Care Providers (Info Line)		211
Street Excavation Permits	Engineering	Ext. 2344	Dept. of Environmental Protection		860-424-3000
Street Light Out	Police	860-644-2551	Fire Emergency		911
Street Maps, Town	Engineering	Ext. 2344	F.I.S.H. (Friends In Service Here (Volunteer Trans.))		860-647-3609
Street Sign	Town Garage	860-648-6366	Info Line		211
Street Sweeping	Town Garage	860-648-6366	Medicare Claim Appeal (Medicare Advocacy)		860-456-7790
Student Work Permits	High School	860-648-5000	Poison Control		911 or 1-800-222-1222
Subdivision Application	Planning/Zoning	Ext. 2329	Police (Emergency)		911
Subdivision Regulations	Planning/Zoning	Ext. 2329	Police (Routine)		860-644-2551
Subsidized Housing	Housing Authority	860-644-3144	Post Office, 850 Clark Street		860-648-2451
SWAN (So. Windsor Aid to Neighbors)	Human Services	860-648-6361	Post Office, (Bissell Station) 831 Main Street		860-528-0832
			Post Office, (E. Windsor Hill) 1865 Main Street		860-289-0044
			Public Transportation (CT Transit)		860-525-9181
			Small Claims Court		860-647-1091
			Social Security Disability Program		1-800-772-1213
			State of Connecticut Information		860-566-4840
			Visiting Nurse & Community Care (Rockville/Vernon)		860-872-9163
			Unemployment Office, 893 Main Street., Manchester		860-643-0006
T					
Tax Information	Tax Collector	Ext. 2320			
Town Attorney		Ext. 2202			
Town Clerk		Ext. 2325			
Town Council Office		Ext. 2206			
Town Garage		860-648-6366			
Town Manager		Ext. 2200			
Trade Name Certificates	Town Clerk	Ext. 2325			
Traffic Signs	Town Garage	860-648-6366			
Traffic Survey	Police	860-648-6211			
Trash/Rubbish/Garbage Complaints	Public Works	Ext. 2343			
Tree Removal	Tree Warden	860-648-6366			
Tree Trimming	Tree Warden	860-648-6366			
Tree Warden		860-648-6366			
V					
Variance Application	Planning/Zoning	Ext. 2329			
Vendor Permit	Police	860-648-6202			
Vendor Inspections	Health Dept.	860-337-6161 Ext. 4006			
Veterans Memorial Park	Seasonal	860-289-1333			
Veterans Exemption	Assessor	Ext. 2312			
Voter Information	Registrar of Voters	Ext. 2377			

Hours of Operation

TOWN HALL - 1540 Sullivan Avenue
Monday 8 a.m. to 7 p.m.
Tues-Fri 8 a.m. to 4:30 p.m.

TOWN HALL ANNEX - 1530 Sullivan Avenue
Monday 8 a.m. to 7 p.m.
Tues-Fri 8 a.m. to 4:30 p.m.

COMMUNITY CENTER - 150 Nevers Road
Human Services
Mon-Fri 8 a.m. to 4:30 p.m.

Teen Center Drop-In Hours
Mon, Wed, Thurs 2 p.m. to 4:30 p.m. - High School
1/2 Day Hours 11:30 a.m. to 1:30 p.m. - High School
Tues 3 p.m. to 5:30 p.m.— Middle School
1/2 Day Hours 12:30 p.m. to 2:30 p.m.—Middle School
Fri 5:45 p.m. to 9 p.m. - Middle School
(Closed during the summer except for special events)

FIRE DEPARTMENT HEADQUARTERS -
1175 Ellington Road
Mon-Fri 8 a.m. to 4:30 p.m.
Fire Station #2 - 2379 Ellington Road
Fire Station #3 - 232 West Road

PARKS AND RECREATION - 350 Foster Street
Office Hours: Mon, Tues & Thurs 8 a.m. to 4:30 p.m.
Wednesday 8am-7pm
Friday 8am-1pm

POLICE DEPARTMENT - 151 Sand Hill Road
Administration - Mon-Fri 8 a.m. to 4:30 p.m.
Patrol - daily 24 hours/day

PUBLIC LIBRARY - 1550 Sullivan Avenue
Mon-Thurs 9 a.m. to 8 p.m.
Friday 9 a.m. to 4:30 p.m.
Saturday 9 a.m. to 4:30 p.m. (9am to 1 p.m. during the summer)
Sunday 1 p.m. to 4:30 p.m. (closed during the summer)

HOUSING AUTHORITY
Wapping Mews - 50 Elm Street
Mon-Fri 9 a.m. to 11 a.m.
Flax Hill - 30 Foster Street
Mon-Fri 11:15 a.m. to 12:30 p.m.

PROBATE COURT - 1540 Sullivan Avenue
Mon-Fri 8 a.m. to 4:00 p.m.

BOARD OF EDUCATION - 1737 Main Street
Mon-Fri 8 a.m. to 4 p.m.
(Summer & Days of No School - 8 a.m. to 3:30 p.m.)
Eli Terry Elementary School
569 Griffin Road
Orchard Hill Elementary School
380 Foster Street
Philip R. Smith Elementary School
949 Avery Street
Pleasant Valley Elementary School
591 Ellington Road
Timothy Edwards Middle School
100 Arnold Way
South Windsor High School
161 Nevers Road

Meeting Schedules

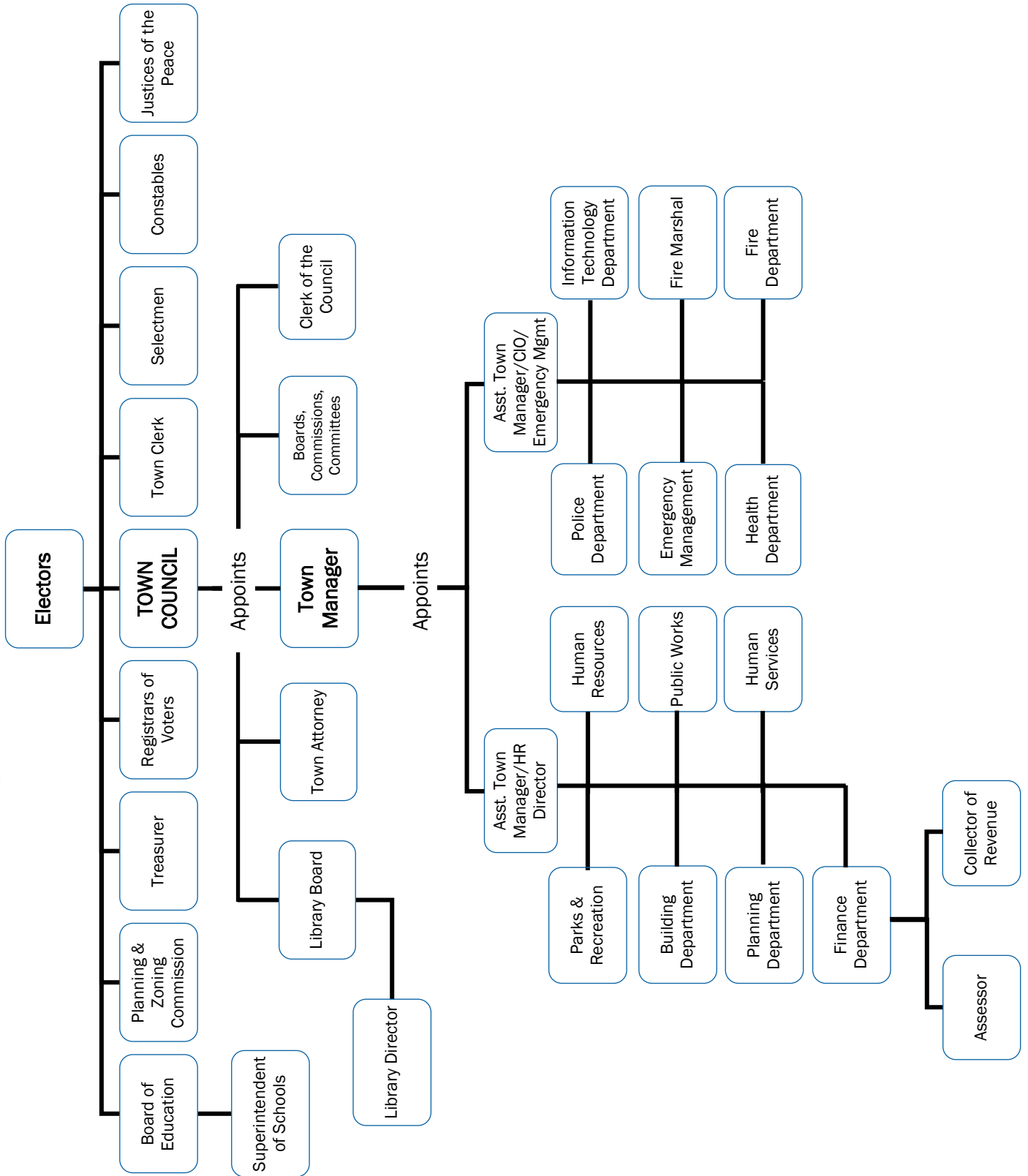
Boards and Commissions Meeting Schedule *

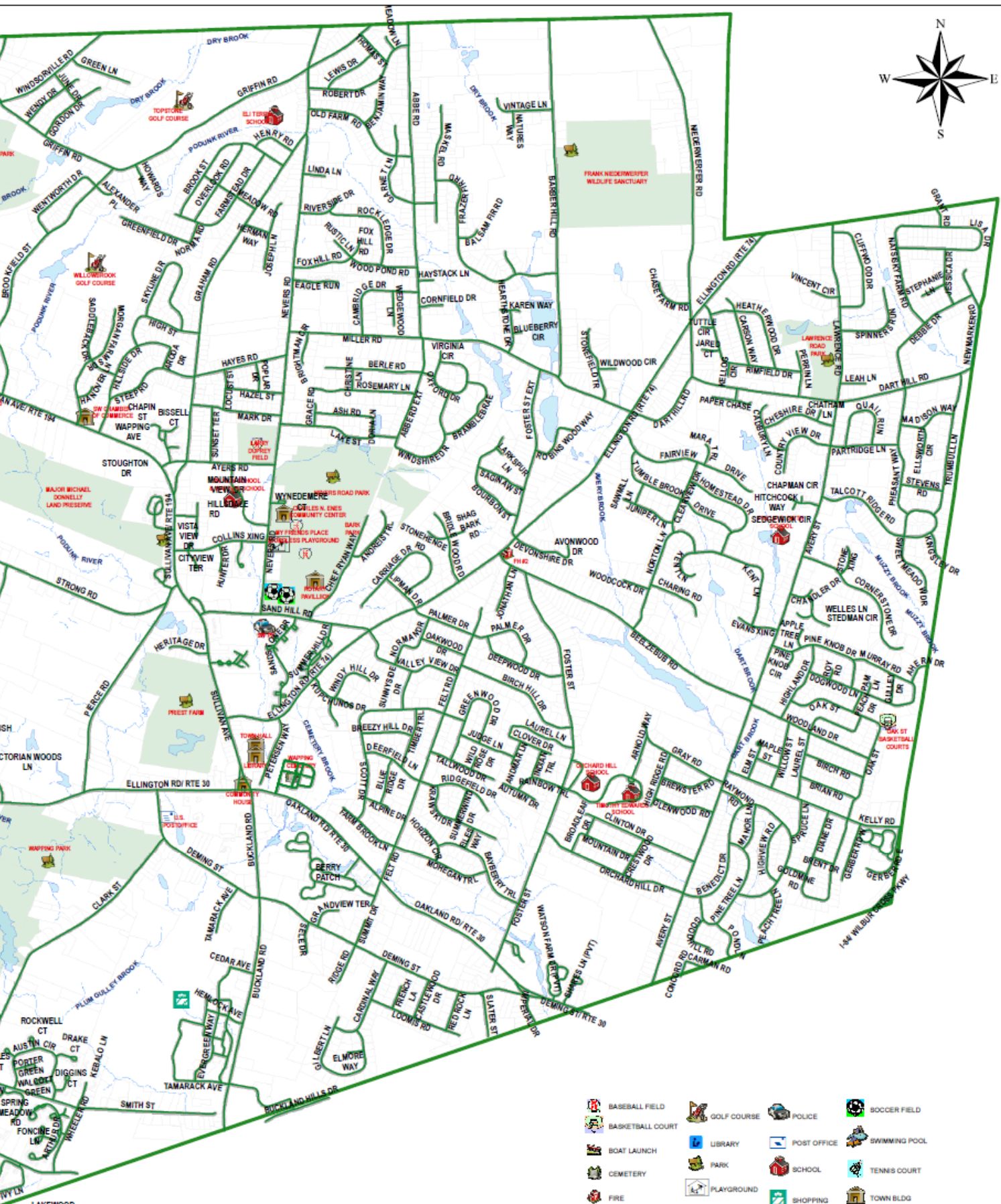
Agricultural Land Preservation	3rd Tues of every other month	Town Hall	7:00 p.m.
Alliance for Families	Contact Town Clerk's Office	Community Center	6:00 p.m.
Board of Education	2nd & 4th Tues	Middle School	7:00 p.m.
Economic Development Commission	4th Wed	Town Hall	7:00 p.m.
Historic District Commission	1st Tues	Town Hall	7:00 p.m.
Housing Authority	3rd Thurs	50 Elm Street	7:30 p.m.
Human Relations	1st Thurs	Town Hall	7:00 p.m.
Inland Wetlands	1st & 3rd Wed	Town Hall	7:00 p.m.
Library Board	4th Tues	Public Library	7:00 p.m.
Park & Recreation Commission	2nd Wed	Town Hall	7:30 p.m.
Patriotic Commission	4th Mon	Town Hall	7:00 p.m.
Planning & Zoning Commission	2nd & 4th Tues	Town Hall	7:00 p.m.
Public Building Commission	2nd Wed	Ellsworth	6:30 p.m.
Town Council	1st & 3rd Mon	Town Hall	7:00 p.m.
Water Pollution Control Authority	1st Tues	Town Hall	7:00 p.m.
Zoning Board of Appeals	1st Thurs	Town Hall	7:30 p.m.

NOTE: Please contact the Town Clerk's Office at 644-2511 ext. 2325 to confirm dates, times and locations, as some schedules may change.

* *Most Boards/Commissions do not meet in the month of August.*

Organizational Chart 2022





- BASEBALL FIELD
- BASKETBALL COURT
- BOAT LAUNCH
- CEMETERY
- FIRE
- GOLF COURSE
- LIBRARY
- PARK
- PLAYGROUND
- POLICE
- POST OFFICE
- SCHOOL
- SHOPPING
- SOCCER FIELD
- SWIMMING POOL
- TENNIS COURT
- TOWN BLDG

- LAKEWOOD
- 5 HERON NEST
 - 6 DUCK CV
 - 7 LOON PL
 - 8 OSPREY CIR
 - 9 SWAN NEST
 - 10 SANDPIPER PL

