



One Town, One Future



Town of South Windsor
2014-2015 Annual Report

General Information

Website:	http://www.southwindsor.org	
Telephone:	Main	(860) 644-2511
	Town Manager	(860) 644-2511 ext. 200
	Mayor	(860) 644-2511 ext. 206
	Town Clerk	(860) 644-2511 ext. 226
	Fax	(860) 644-3781
County:	Hartford	
Area:	28.5 sq. mi.	
Population:	25,709 as of 2010 Census	
Government:	Council/Manager	
Election Date:	Biennially, odd years, Tuesday after 1st Monday in November	
Date Officials Take Office:	1st Monday after Election	
Mayor:	Thomas Delnicki (R)	
Town Council:	Thomas Delnicki (Mayor), Carolyn Mirek (Deputy Mayor), M. Saud Anwar, William Carroll, Jr., Edward Havens, Lisa Maneeley, Elizabeth Pendleton, Matthew Riley, Janice Snyder	
Town Manager:	Matthew B. Galligan	

Cover Design Nevers Park

137 acres located on the corner of Sand Hill and Nevers Road. Facilities include the Community Center with parking for 152 cars; Rotary Pavilion complete with kitchen and restrooms (available for rent); 2.2 miles of hiking trails; softball area; 2 baseball fields (1, Rotary Field, with lights and a press box/concession/restroom facility); 1 Indoor Batting Facility with 2 tunnels; 2 horseshoe pits; sand volleyball court; 3 regulation soccer/lacrosse fields and 1 junior soccer field; Team Building & Leadership Center outdoor ropes course, the 20,000 square foot “My Friend’s Place” Boundless Playground,, and the “Chief Gary K. Tyler Memorial Bark Park” – fully enclosed 1.1 acre off-leash exercise area for canines – complete with a 30,000 square foot area for large dogs and a separate area for small dogs with another 18,000 square feet, water fountains, benches, obstacles and lights allowing evening use up until 9pm.

Contributors: Town Departments, Boards & Commissions
Editor: Vanessa Perry, Director of Human Resources
Designer: Ashley Summers, Executive Secretary to the Town Manager
Cover Designer: Drew Guild, I.T. Technician
Printer: Tonsha Marketing Agency, South Windsor, CT

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Town Manager



Matthew B. Galligan
Town Manager

Town Manager's Report

I am submitting to you the Town Manager's Report for Fiscal Year 2014-2015. We were able to maintain our stability in the financial community. 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. In the past, the economy was in a poor condition, and I feel the Town weathered that hardship and maintained its stature in the financial community.

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. Through our strategic planning process, we are constantly monitoring our municipal operations to determine the best possible price or reduce costs to provide the same level of services.

Our municipal employees have been trained in the philosophy to look 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 the fund balance. This puts the Town in a better financial position for bonding purposes, and hopefully this will continue to make South Windsor an enticing community for residents and businesses.

I want to thank my entire staff as they continued to work with less over the past few years but still have maintained 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 2014-2015 in the most cost-effective manner. As always, 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. In monitoring the budget, they have provided surpluses which have improved upon their pension plan and their health management programs.

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 Timothy Larson and our State Representatives Bill Aman and Jeffrey Currey. With their continued support and knowledge, we managed to avoid negative impacts to the Town. I also want to thank the entire Town Council as they have continued to support my efforts at the Capitol.

Staff and I continue to focus our efforts in the community on our strategic planning process. We continue those initiatives which affect residential, business, open space, and recreational needs to maintain a balanced community.

My sincere thanks to the Town Council, Boards and Commissions, volunteers, and staff for providing a strong management team that helps to serve the residents of South Windsor by providing a quality environment to live, work, and play. I would, of course, like 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.

Matthew B. Galligan
Town Manager

Town Council



Thomas Delnicki
Mayor

Town Council's Report

On behalf of the Town Council, the Town Manager and his staff, Town Boards, Commissions and Agencies, I take great pleasure in presenting the South Windsor Annual Report for Fiscal Year 2014/2015. It is designed to provide the reader with a comprehensive review of the activities that have taken place during July 2014 through June 2015.

The following are some of the highlights of the past fiscal year:

Planning for the future will not only preserve our quality of life but improve the community. You can't get to where you want to be if you don't have a plan to get there. With that in mind the Town Council held a public hearing for citizens input on amendments to the Town's Plan of Conservation and Development. As a result of the hearing, the Town Council endorsed the proposed changes and looks forward to the creation of a vibrant Town Center bringing future economic development. Main Street was another area of focus as the Town Council voted to enter into an agreement with the Connecticut Trust for a Vibrant Community Grant for the Main Street Planning Study. The Town also entered into an agreement with the State of Connecticut State Historic Preservation Office for a grant for the Priest Property project.

South Windsor continues to be a leader in regional cooperation in the sharing of services. This has resulted not only in the saving of taxpayer dollars but also improving the delivery of these services. The Technology Service Agreement with the Town of Coventry and the Town of Tolland for Informational Technology Services continues to bring in additional revenue,

Town Council Members

Top Row:

Councilor M. Saud Anwar
Councilor William Carroll, Jr.
Councilor Edward Havens
Councilor Lisa Maneeley



Bottom Row:

Deputy Mayor Carolyn Mirek
Councilor Elizabeth Pendleton
Councilor Matthew Riley
Councilor Janice Snyder



provides a high level of service to another community and has forged a lasting relationship with the Town of Coventry and the Town of Tolland, and continues to be a success. Additionally, we continue to work with the Town of Coventry and the Town of Tolland in the Inter-Town Capitol Equipment Purchase Incentive Program for the purchase of computer equipment saving all three communities significant tax dollars. The Town Council also endorsed the Regional Performance Incentive Program.

The maintenance of our infrastructure continues to be an important focus of the Town. The Council reaffirmed the need and support of the design of improvements along Avery Street from Kelly Road north to Woodland Drive. A referendum appropriating \$12 million in bonding for the planning, design, acquisition and construction of various road paving and drainage improvements was sent to the voters and approved. In the area of bridge repair the Town Council authorized the Town Manager to sign the Local Bridge Program Supplemental Application with the State of Connecticut for the Main Street Bridge over the Podunk River.

Energy savings and improvements in energy efficiencies continue to be an area of focus. In an effort to take advantage of the various tax credits and programs offered to make solar cost effective, the Town Council formed a sub-committee on Solar Installation. The Town has also authorized the Town Manager to enter into a lease purchase agreement for the acquisition of street and outdoor lighting equipment within the Town from Eversource Energy. This acquisition will allow the Town to upgrade the street and outdoor lighting from conventional lighting to LED lighting. This upgrade should yield a cost savings to

the taxpayer.

Advancements were made in Public Safety during this period. The progress toward the conversion of the Old Post Office on Sullivan Avenue to the Town of South Windsor Emergency Operations Center, originally begun in 2012, continued. LoCIP funding for improvements were appropriated and the planning process continued. In September a Resolution was passed by the Council renewing the Resolution authorizing the Town Manager to apply for a \$500,000 STEAP Grant for improvements to the Town Hall Annex for an Emergency Operations Center. Body cameras for the sworn officers of the South Windsor Police Department were approved. This initiative protects both the Police and the public by providing a complete and unedited record of all Police interactions with the public.

The Town Council, acting on behalf of the taxpayers, unanimously passed a resolution in opposition to Senate Bill SB-1. This bill would shift the property tax burden away from motor vehicles and toward home owners, businesses and personal property.

The Town Council moved several Recreation Projects forward. These include approval for the proposed South Windsor High School Athletic Field project, complete with referral to the Planning and Zoning Commission for an 8-24 approval and the creation of a multipurpose site at Barton Property that would guarantee the Wapping Fair a permanent home.

Thomas Delnicki
Mayor

Board of Education

Dr. Kate Carter

Superintendent of Schools



Back Row (L/R): Jamie Gamble, Richard Stahr, Michael Gonzalez and Diane Behler

Front Row (L/R): Craig Zimmerman, David Joy, Lisa Maneeley, Phil Koboski and Joe Durette

2015-2018 Strategic Plan

On February 3, 2015 the Board of Education unanimously adopted the 2015-2018 Strategic Plan. This plan identifies a variety of goals, including, but not limited to:

- Increase student access to career pathway opportunities
- Increase STEM Initiatives districtwide
- Research expansion of world language program
- Develop plan to incorporate certified library media specialists at each elementary school
- Achieve 2015-2018 goals outlined in the Elementary Facilities Master Plan
- Improve quality of athletic fields
- Provide resources and training to support social and emotional needs of students

Budget

The 2015-2016 Board of Education budget was approved by the Board of Education on February 24, 2015. The proposed budget represented an increase of 4.58%. On May 11, 2015 the Town Council imposed \$1,338,584 in reductions, resulting in a final budget increase of 2.63%. Thus, the Board of Education Budget adopted in May of 2015 was \$70,355,567.

The reductions to the Board of Education's budget precluded progress with the 2015-2018 Strategic Plan. Specifically, the reductions eliminated the staffing needed for an eight-period schedule to support career pathway courses at the high school, eliminated the STEM teacher pilot at the elementary level, eliminated the deployment of 1:1 computing devices for grade nine students, and eliminated an additional school psychologist to support mental health needs of students. Despite

these setbacks to the Board's Strategic Plan, the Board was able to secure an additional English Learner teacher for our growing population of students whose first language is not English; an additional special education teacher and nursing staff for the medically fragile program, a growing program with significant needs; and an additional half-time Board Certified Behavioral Analyst (BCBA) to address our growing population of students with Autism.

Elementary Facilities Ten-Year Master Plan

A great deal of work associated with Phase One of the Ten Year Elementary Facilities Plan has been completed.

The following are the milestones accomplished in the 2014-2015 School Year:

- 6/14** ED049 Grant Application filed
- 7/14** Architect selected by PBC
- 8/14** Owner's Representative selected by PBC
- 9/14** Education programming meetings held
- 10/14** Geotechnical site exploration conducted
- 12/14** Community public information session held
- 12/14** Construction Manager selected by PBC
- 1/15** Surveying work conducted
- 2/15** Schematic Design documents approved by PBC
- 3/15** Project reviewed by Planning and Zoning
- 4/15** Commissioning Agent selected by PBC
- 5/15** Community public information session held
- 6/15** ED049 Grant Application approved by the State



South Windsor's 2015 Teacher of the Year

Jesse Wilkinson, Technology Education Teacher at Timothy Edwards Middle School, was named South Windsor Public Schools 2015 Teacher of the Year. Jesse's principal, Mrs. Nancy Larson, describes

him as "an outstanding educator who has a genuine love for teaching and his students. He understands that students learn best when they are engaged and works tirelessly to create lessons and activities to connect all students to the lesson. Jesse sets high standards for his students and fosters a respectful and collegial working environment with his colleagues." Mr. Wilkinson has earned the respect of all stakeholders within our school community. We are particularly proud that Jesse is a graduate of the South Windsor Public School system.

South Windsor's 2015 Support Staff Employee of the Year

Jane Lovett was named South Windsor's 2015 Support Staff Employee of the Year. Jane was recognized for her contributions as a special education para-professional at Ellsworth School, where she worked closely with students in the Parallel Education Program (PEP). Ms. Lovett's colleagues commended her for "giving 110% to assist the students in her classroom and for being a role model for her students." Jane is known for her incredibly positive attitude and for being cooperative and positive throughout her day. Like our Teacher of the Year, we are particularly



proud that Jane is a graduate of the South Windsor Public School system.

Spotlight On Our Schools **South Windsor High School** *Principal, Daniel Sullivan*

- Ranked in the Top 500 schools nationally in Newsweek magazine's Annual Top 1,000 Best High Schools in America
- 37 AP Scholars with Distinction (earned 3 or higher on five or more AP exams) and 4 National AP Scholars



AP Government - We The People Competition

- 50 All Conference Athletes; 12 All State Athletes
- Choral Spectrum competed in the Central Massachusetts Show Choir Festival and was awarded a Gold Medal and placed third overall. Judges Awards were awarded to three students.
- Science Olympiad took home 2nd place overall in the State Finals. Every member of the varsity team placed in the Top 4 of at least one of their events.
- Two students won recognitions at the Congressional Art Show for their outstanding paintings. Their paintings were displayed at the Wadsworth Atheneum. The first place painting was displayed with works from each of the other Congressional districts in Washington D.C. in June.
- One musical student played as a member in the National Honor Band in Nashville, TN and another as a member in the National Symphony Orchestra in Nashville.
- Boys' basketball team advanced to the quarter-finals of the CIAC tournament and finished the season with 15 wins.
- Girls' basketball team won the CCC North championship and ended the regular season undefeated. In addition, the girls made their second consecutive

appearance in the State Championship game at Mohegan Sun on Saturday, March 21.

- One student was a State Champion in the 55m, and finished 6th at the State Open.
- Girls' co-op ice hockey team crowned as co-state champions for the 2015 season.
- One student was an All State Vocal Performer in two consecutive years.

Timothy Edwards Middle School *Principal, Nancy Larson*



Timothy Edwards Middle School News Team

- The entire school emphasized community building through an implementation of "Strive for Five" core values of respect, caring, responsibility, honesty and kindness.
- "Out of the Blue" Literary Magazine earned distinction from the National Council of Teachers of English.
- Forty students participated in the American Mathematical Competition exam. As a result, TEMS earned a "School of Distinction" award. In addition, four TEMS students place in the top 5% of approximately 155,000 middle school students who took the exam.
- Seventy students participated in the Math Counts program and placed fifth in the Hartford Regional competition. Math Counts participants also participated in the New England Math League competition, vying against teams from Hartford, Middlesex and Windham counties. TEMS 6th grade team placed first in their division as did the TEMS 8th grade team.

Our Elementary Schools

Eli Terry - Marilyn Seveck, Principal
Orchard Hill - Michael Tortora, Principal
Philip R. Smith - Michelle Dixon, Principal
Pleasant Valley - Tiffany Caouette, Principal
Wapping - Laura Hickson, Principal

The learning opportunities for South Windsor's elementary school students are founded on the belief that children learn best through interactive, personally relevant and rigorous learning experiences. We believe that children learn best in a caring, inclusive and respectful environment. All of our schools have adopted the Tribes Learning Communities process as a way to ensure the healthy development of every child so that each has the knowledge, skills and resiliency to be successful in a rapidly changing world. School climate and diversity is supported and celebrated through cultural fairs, arts-integrated programs such as "HOT Schools," and school-wide community service projects.



Orchard Hill Students

The South Windsor elementary curriculum covers the subjects of English/language arts, mathematics, science, social studies, health and physical education, music and the visual arts. The curricula for English/language arts and mathematics are now aligned with the Common Core State Standards adopted by the Connecticut State Department of Education in July 2010. Regardless of the subject, the goal of each learning experience focuses on engaging rigorous and meaningful work matched to the abilities and developmental stage of each learner. Families are encouraged to learn more about the student learning experiences by participating in curriculum nights, student assemblies and other academic-based activities throughout the school year. More information regarding our K-5 curriculum can be found at www.southwindsorschools.org/curriculum

Board of Education



Unity Day Friends

English language arts and mathematics. Results are reported among four performance levels 1 through 4 (from “Does Not Meet the Achievement Level” to “Exceeds the Achievement Level”).

Overall, student performance in Connecticut surpassed expectations for baseline performance in English language arts and met the state’s estimates for mathematics. South Windsor students exceed state average performance in all areas tested.

Student Performance Data

The 2014-2015 school year brought about a new era in state assessments in the State of Connecticut. Although we continue to administer the Connecticut Mastery Test (CMT) and the Connecticut Academic Performance Assessment (CAPT) to measure student achievement in science, the new Smarter Balanced assessments were administered for the first time to measure student achievement in science, the new Smarter Balanced assessments were administered for the first time to measure student progress toward achieving the new Connecticut Core Standards in English language arts and mathematics.

Connecticut Mastery Test (CMT) and Connecticut Academic Performance Assessment (CAPT)

The Connecticut Mastery Test assesses students on their application of skills and knowledge in the academic content area of Science in Grades 5 and 8. The Connecticut Academic Performance Assessment does the same for students in Grade 10. Both of these assessments were administered in March 2015.

Smarter Balanced Assessment. New Test. New Results.

In July 2010, the Connecticut State Board of Education adopted The Common Core State Standards as new standards to raise the bar for Connecticut students. This led to our new instructional roadmap, known as the “Connecticut Core Standards,” which sets learning expectations for what students should know and be able to do at each grade level so that by the time they graduate from high school, they are ready to succeed in college and the workplace. These new standards require a new state test to measure progress toward these new learning goals. Thus in spring 2015, the Smarter Balanced assessments replaced the legacy state tests, (CMT & CAPT) for students in grades 3-9 and grade 11 in

South Windsor 2015 Smarter Balanced Results		
Grade	Levels 3 and 4 % Meets or Exceeds Achievement Level	
	English/Language Arts	Mathematics
3	70%	69%
4	73%	71%
5	76%	60%
6	77%	59%
7	80%	65%
8	65%	57%
SW avg*	74%	64%
State avg*	56%	40%
11	42%	33%

*As grade 11 data was unreliable due to low participation rate, averages are based on grades 3-8

CMT Science - 2015	% of Students at or above Goal	% of Students at or above Proficient
South Windsor Grade 5	73.3%	92.5%
State Average	55.4%	79.1%
South Windsor Grade 8	81.0%	94.1%
State Average	61.1%	76.7%
CAPT Science - 2015	% of Students at or above Goal	% of Students at or above Proficient
South Windsor Grade 10	70.4%	94.9%
State Average	44.5%	77.8%

The Planning and Zoning Commission is committed to facilitating both growth and preservation to honor and preserve South Windsor's historic and agricultural roots while increasing our Grand List. Highlights of actions taken by the Commission are summarized here from the twenty-six meetings held during Fiscal Year 2014-2015.

Industrial Development

Expansive industrial development began on Sullivan Avenue with the approval of the Sullivan Avenue Industrial Park Subdivision at the corner of Route 5 and Sullivan Avenue creating three lots for industrial use. Six parcels of land were combined by way of lengthy public hearings where residents voiced their support and concern for the project. Two of the three lots are in the process of development to create regional distribution centers for automotive parts and for the food industry. The historic Increase Clapp House at the corner of Sullivan Avenue and John Fitch Boulevard will be preserved.

Other industrial development of note included a site plan modification approval for Satellite Tool & Machine Co., Inc. which added 4,000 square feet to their facility at 185 Commerce Way and a site plan modification approval for Carla's Pasta at 50 Talbot Lane to significantly expand their manufacturing facility by 177,000 square feet.

Commercial Development

From the approval of a Town of South Windsor three lot subdivision on Sullivan Avenue came site plan approval for Connecticut Valley Brewing Company at 765 Sullivan Avenue. The first approved microbrewery for South Windsor is enthusiastically anticipated.

A special exception site plan approval added a children's day care facility, "Grammy's Garden Learning Center", to Sullivan Place Centers at 925 Sullivan Avenue.

The world of real estate in South Windsor expanded with two approvals to change existing houses into professional offices. A special exception site plan approval using the Office Conversion Overlay zone allowed RE/MAX Edge to change the use of the building at 736 Deming Street to a professional office for their real estate agency. Shea & Company Real Estate, LLC

also received site plan of development approval for the conversion of an existing house into a real estate office at 49 Oakland Road.

Residential Development

Residential development in Fiscal Year 2014-2015 started with the approval of the special exception/site plan of development for Clark Estates located at Clark Street and Pleasant Valley Road. The 18 single family homes are to be built within a newly created Designed Residence Zone.

The residential component of Evergreen Walk which was approved in 2011 for 200 apartments received approval for site plan modification. This modification did not change the number of apartments approved but the site layout and architecture. Nine apartment buildings and a clubhouse will be built instead of the two buildings originally proposed to house the 200 apartments.

A private 17 acre open space recreation park created access to the Scantic River in South Windsor associated with West River Farms Subdivision in East Windsor. The open space area was approved by special exception site plan of development approval and will be deeded to the East Windsor Boy Scout Building Committee to be operated for non-profit use.

Main Street Preservation Planning Study

A Subcommittee of the Planning and Zoning Commission, the PZC Main Street Subcommittee, procured a Vibrant Communities Initiative Grant from the CT Trust for Historic Preservation in the amount of \$50,000 to develop a preservation plan for South Windsor's historic Main Street area. The Cecil Group from Boston, MA was chosen from a large group of consultant teams responding to the Request for Proposals for the grant. Two public workshop presentations took place in May and June to identify possible ways to preserve Main Street's historic assets while allowing for appropriate economic opportunity for residents to offset some of the costs of maintaining the historic properties into the future. A Steering Committee of residents, Town staff, and volunteers of various boards and committees held three meetings in April, May, and June to exchange feedback and direction with The Cecil Group. A community survey created by The Cecil Group was taken by interested residents for the purpose of receiving feedback on the

potential of creating a new Village District Zone for Main Street. Final meetings will run into Fiscal Year 2016 to find consensus among the residents of the Main Street community relative to a long term vision for the community.

Text Amendments

Early in the Fiscal Year the Planning and Zoning Commission approved two amendments to the Plan of Conservation and Development. Chapter 9 "South Windsor Center" provides guidelines for commercial and residential development in the Center Core and North Core areas and the potential of village district designations for both areas. A second Plan of Conservation and Development amendment to Section C of Chapter 10 "Route 5" adds a new overlay zone for the most northern section of Route 5 which serves as one of South Windsor's gateways. This transition zone will carefully manage building placement, design, and landscaping while allowing limited types of commercial uses to meld with the underlying rural residential zone.

As a result of the adoption of the aforementioned POCD amendments, three zone changes were approved. Route 5 North Overlay Zone (R5NOZ) was approved by way of a text amendment to the zoning regulations adding Section 5.8 to allow properties northerly of the Scantic River the opportunity to establish certain commercial uses compatible with the residential uses and remaining rural character of the most northern section of John Fitch Boulevard.

Two Village District Overlay Zones were approved adding Section 5.6 for the South Windsor Center Core (CCOZ) and Section 5.7 for the South Windsor Center North (CNOZ). These village district designations will allow the Planning and Zoning Commission the ability to carefully monitor and ensure that proposed buildings or modifications to existing buildings are part of the vision South Windsor has for its Town center to create a vibrant pedestrian and bicycle friendly streetscape on internal streets while maintaining traffic flow on Buckland Road, Sullivan Avenue, and Ellington Road.

The Temkin Multi-Family text amendment was approved changing the maximum stories allowed in the Multifamily Residential Zone, MFA/AA, from 2 to 2 1/2 stories.

Planning and Zoning Commission

A Planning and Zoning Commission sponsored amendment was approved to add Section 7.20, Solar Energy Systems, on which the Commission worked in tandem with Town staff and Town Council liaison Stephen Wagner to create regulations for both large and small solar installations.

Town Projects

A special exception site plan of development was granted for the new 75,600 sq ft Orchard Hill Elementary School. On a smaller scale, Ayers Softball Field at 138 Ayers Road was realigned by way of a site plan modification approval. Directed by Town Council, the Town of South Windsor applied for an application concerning the South Windsor Little League Complex at 138 Ayers Road to restore conditions of the use of the ballfield lights to the original approval granted in 1999 which had been modified in 2013. The Commission denied the application on the determination that the proposed request would place unfair restrictions upon the lights at the Little League complex that do not exist on any other athletic field in Town.

Site plan modification was granted to develop the Town's Emergency Operations Center at the former post office site at 1530 Sullivan Avenue.

The Commission hosted a well attended workshop at one of their Special Meetings presented by UCONN CLEAR on the subject of Low Impact Development (LID) Techniques.

The Commission is appreciative of all the public input received at the Special Meetings, Public Hearings, and Regular Meetings held throughout the year. Public participation at the meetings and all correspondence are highly valued and aid the Commission in its work on behalf of the citizens of South Windsor.

Bart Pacekonis
Chairperson

Building Department

Our Department ensures compliance with current Building and Mechanical Codes, State Statutes and Town Ordinances. The Building Department's personnel are dedicated to the health, safety and general welfare of our community of residents and business people, through thoughtful communication and excellent service. We provide plan review, consultation and strive to make the permit process friendly, educational and provide the best inspection services possible. We inspect all new construction, renovations and properties to ensure compliance with the State Demolition Code, State Building Codes and the Town of South Windsor Blight Ordinance.

Our permit activity and inspections increased along with revenues. Fiscal year 2014-2015 shows commercial and residential activity produced 1,968 permits, 1,669 inspections, \$667,055.78 in revenue and \$37,098,549.00 in total construction value.

We look forward to continuing growth in the commercial sector, as businesses continue to seek South Windsor as a consumer friendly environment. Our Department works with Planning and Zoning, Engineering, Public Works, Office of the Fire Marshal and the Facilities Division of the Board of Education, for a community that deserves a safe and secure quality of life.

Christopher J. Dougan
Chief Building Official

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, the 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.

The Office of Emergency Management operates based on the principals set forth within the FEMA document entitled "A Whole Community Approach to Emergency Management." This approach enables our

first responders, emergency management team members, and other governmental organizations, the public and private sectors, civic groups, and other local stakeholders within our community to formulate a comprehensive emergency management program. This enables South Windsor to simultaneously plan for all phases of emergency management: prevention, preparedness, mitigation, response, and recovery. The goal is to develop a comprehensive and efficient overall program. From this, South Windsor will become more resilient.

South Windsor CERT

In early 2015, the South Windsor Office of Emergency Management held another Community Emergency Response Team (CERT) core class, which increased the membership to 40 certified CERT members. In addition, South Windsor Emergency Management will be sending 8 new members to regional CERT core class in East Hartford. These volunteers function as a secondary responder organization, consisting of community members who, after completing appropriate training and receiving the appropriate equipment, are available to provide effective volunteer service for the community in the event of the disaster.

Additional training CERT members have had and are being implemented, include:

- Shelter Management
- National Incident Management Systems 100, 200, 700, 800
- Basic First Aid & CPR
- Traffic Control
- Eversource Basic Training
- Light Search & Rescue
- Emergency Communications (EMCOMMS) procedures
- EOC support: Communication, scribe, message tracking, WebEOC
- MDA-31 support staff
- Region 3 Medical Reserve Corps (MRC) partnership (logistics & radios)
- Regional RESF-11 (Animal Protection) Animal shelter
- Conducted drills & exercises: functional and full scale
 - ◇ State EPPI exercise
 - ◇ Communications
 - ◇ Shelter Management
 - ◇ Light Search & Rescue

Outreach & Preparedness programs:

- Farmers Market
- Wapping Fair
- Chamber of Commerce EXPO
- American Red Cross, South Windsor FMO & FD - Smoke Detector campaign
- Student Tools for Emergency Planning (STEP) Program for 5th graders, which is taught by South Windsor Police Department personnel in cooperation with South Windsor Public Schools.
- Working collaboratively with Law Enforcement, Fire Department, Health, and the Fire Marshal's Office: with outreach programs, training, upcoming Town events.
- Bio-hazard kits designed and compiled for law enforcement and fire personnel. This was completed in collaboration with the Health Department and other Town agencies.
- Outreach programs for the Chamber of Commerce, faith based organizations, farmers, seniors, medically and physically dependent persons.
- Neighborhood Emergency Teams (NETs)
- Short & Long Term Recovery Workshop with FEMA, DEMHS, Region 3, Local municipalities, and South Windsor local agencies, and stakeholders.

The Office of Emergency Management worked diligently throughout the year with the Town Manager, Town Council, Town agencies, and with other emergency response organizations to bring to fruition the approval of the Emergency Operations Center (EOC). Additionally, training, policies, and procedures are being reviewed and updated as necessary. This includes formal operational plans for the EOC and Town staff. South Windsor has received Emergency Management Performance Grants (EMPG) from the State's DEMHS, along with Homeland Security Performance Grants (HSPG) for the Capital Regional Emergency Planning Council, which provides regional assets, support, and training to South Windsor.

Jubenal Gonzalez
Deputy Director

Finance Department

The Finance Department provides quality service through a commitment to excellence, integrity, and teamwork. The

Departments & Services

Top Ten Taxpayers 2014 Grant List (Net Assessment Dollars)					
Rank	Name	Real Estate	Per. Prop	Motor Vehicle	Grand Total List
1	CT Light & Power	\$ 1,992,200	\$ 57,897,590	0	\$ 59,889,790
2	Evergreen Walk Lifestyle Ctr. (Shoppes at Evergreen Walk)	30,792,400	0	0	30,792,400
3	FedEx Ground Package	4,334,540	11,361,590	0	15,706,130
4	Federated Retail Holdings (Macy's Warehouse)	11,407,900	3,224,000	44,380	14,676,280
5	DST Realty	11,825,750	2,704,990	0	14,530,740
6	Town Center of S.W.	12,348,800	0,	0	12,348,800
7	Connecticut Water Co.	2,127,300	9,563,850	0	11,691,150
8	Ticket Network	6,276,560	4,028,000	0	10,304,560
9	Yankee Gas Services Co.	0	10,214,070	0	10,214,070
10	Target Corp.	8,860,600	1,138,570	0	9,999,170

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.

Finance Office

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.

Staff from the Finance Office participated in the Town's mentoring program, Health & Safety Committee, Employee Assistance Program committee, and the annual United Way campaign.

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 2012, as required by law. The next revaluation is scheduled for the 2017 Grand List. The 2014 Grand List assessments reflect 70% of the 2014 values, as required by Connecticut State Statutes. Listed at the bottom of the page are totals for the October 1, 2014 Grand List.

This List reflects the application of the Town wide revaluation of all real estate account values. Overall, the total Grand List decreased by .17% compared to the 2013 Grand List. Real Estate and Motor Vehicles experienced slight increases of .75% and .10% respectively while the category of Personal Property experienced a 10.2% decrease.

Charles Danna
Assessor

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 2013 Grand List, the collection rate was 98.4%.

Total collections equaled \$93,627,919. These collections consisted of \$88,031,536 for current year taxes; \$695,978 for prior year taxes; \$497,279 for interest charges; \$6,420 for warrant and lien fees; and \$4,396,706 for sewer user fees, interest charges, and liens.

Bonnie Rabin
Collector of Revenue

Fire Department

Your South Windsor Fire Department continues to serve our great community in a very professional means with over 125 dedicated members. Our members are all residents of South Windsor and truly enjoy serving you! Our members dedicate hours and hours each week - Officers even more - saving the Town millions in salaries.

Through the year we provide numerous services.

On the morning of July 19th at 05:55 hours the Fire Department responded to a fire in a condominium complex in the 1000 block of Misty Meadow Lane. The Police Department arrived at 06:00 hours and reported to the

October 1, 2014 Grand List Totals			
	GROSS ASMTS.	EXEMPTIONS	NET ASMTS.
Real Estate	\$ 2,135,729,111	\$ 40,108,810	\$ 2,095,620,301
Per. Prop.	261,120,500	65,933,730	195,186,696
Motor Veh.	217,444,060	6,684,080	210,759,980
TOTALS:	\$ 2,614,293,671	\$ 112,726,620	\$ 2,501,567,051

Total Net Grand List Assessments		
	2013 Grand List	2014 Grand List
Real Estate	83.0%	83.8%
Personal Property	8.6%	7.8%
Motor Vehicles	8.4%	8.4%



rear of a unit fully involved. The first Fire Engine arrived at 06:04, just under 10 minutes from the first 911 call. At least one to two units were well involved upon arrival. The initial crews made an aggressive interior attack and were forced out prior to the roof collapsing. All occupants had been evacuated and no injuries were reported.

All Fire Department apparatus responded with 40-45 members. Initial mutual aid was called to cover the stations. Eight units were involved affecting 12 families, 17 adults and 1 child. South Windsor Emergency Management and the Red Cross are assisting those families in need. The fire was investigated by the South Windsor Fire Marshal's Office assisted by State of Connecticut's Fire Marshal and the South Windsor Police Department. Outstanding effort by all involved: 911 Dispatchers, Police Department, all the dedicated members of the Fire Department and our mutual aid Brothers/Sisters.



The Fire Department was honored to be chosen as a recipient of an Eagle Scout Service Project. The project was run by Mr. Andrew Hofmann from Boy Scout Troop 880 and involved a re-build of the South Windsor Fire Department Memorial Garden at Fire Headquarters. The project was supported with contributions from over 50 Scout and adult volunteers, including Fire Department members, Jay Samsel, Jay Murtha, William Mitchell, totaling over 250 hours of service,

planning and executing, the removal of old bushes and the replanting of new bushes, trimming of trees, new stone work, memorial plaques polished, the front of Fire Headquarters pressure washed and the tree plaques polished. Outstanding job by Andrew and crew! Please stop by and see all their efforts - it's well worth it!

We have a new front concrete ramp at Fire Headquarters! Thanks to members of the Chief's Office and Company One (A/C Peck and Captain Samsel) that have stayed with this project and special thanks to the Town of South Windsor and local business ESI for making this happen.

We congratulate Ms. Jennifer Samsel on being awarded the Eugene Policelli Student Service Award. Jen has followed her family's tradition of serving our community in the South Windsor Fire Department. Jen's grandfather served many years and retired at the rank of Lieutenant and then served as a Life Member for many more years. Jen's dad has been a member for over 30 years and is currently a Captain. Jen's two brothers are also members. Jennifer joined Explorer Post 838/Company 5 at 14 and has served as both a social and line Officer within the Company and is currently the Captain. Her leadership and community spirit is a quality that makes her stand out. Congrats to Company 5 Captain Jennifer Samsel!



Throughout much of the year, members attended Firefighter II certification training. The classes were held in-house by our Staff and Training Division. Over a dozen

members obtained Connecticut State certification at the Firefighter II Level. Members attended "live fire" training at the Connecticut Fire Academy as part of this training program.

The new fire truck - a pumper - Engine 4 was completed. As part of the process, the truck and the Apparatus Committee members attended a National Fire Service event - the Firehouse EXPO in Baltimore, MD. Shortly after arriving in South Windsor, the new engine was in display at the Farmers Market!



Committee Members: Paul Soderburg (Chair), Tom Bengston, Michael Kowalczyk, Michael Giroux and Chief Cooney. (Not pictured: Carlo Piacentini, Debra Burch, Jay Knipple)

We are extremely proud of the South Windsor Fire Department Honor Guard lead by Commander Don Marchesseault with over a dozen active members of all ranks, including a few Explorers! They represent the Fire Department at numerous events throughout the year - locally, statewide, and nationwide!



National Fallen Firefighters Memorial Weekend in Emmitsburg, MD (Matt Falletti forefront/Commander Marchesseault behind Matt)

All in all, the South Windsor Fire Department responded to over 750 incidents and logged nearly 100 community events that they attended. Our membership is made up of approximately 75 Firefighters, 10 Chief Officers, 15 Company Officers, Support Members, Photographers and our

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Explorer Post (Young Adults) and many Life Members. Totalling over 125 dedicated, talented and professional members from all walks of life. But even more amazing than our members are their families that support them in all they do to serve you!

We are always looking for new members - we have a job for anyone! Stop by any fire station any Tuesday evening or contact us at by phone at 860-644-8547 or our website at www.southwindsorfire.org.

Kevin Cooney
Fire Chief

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 part-time Deputy Fire Marshal, and 3 part-time Fire Inspectors. 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 mandated to issue permits for hazardous operations, which include but are not limited to the installation of permanent propane tanks and piping, heating fuel storage tanks, gasoline and diesel fuel storage tanks, blasting permits, and commercial fireworks displays.



This past year our time was dedicated to getting new projects opened for use

including the Residence at South Windsor, FedEx expansion, Mobis Warehouse, Evergreen Walk development. 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. We continue to conduct apartment inspections, required licensing inspections, blasting permits, fireworks demonstrations, and hazardous material truck inspections. In Fiscal Year 2014-2015 inspections totaled 2565 with a total of 23 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 advanced classes at the National Fire Academy and Connecticut Fire Academy. The total training hours for Fiscal Year 2014-2015 was 256 hours.

With support of the Town Council, the Fire Marshal's Office and Fire Department moved into Fire Station #3 at 232 West Road in the space vacated by South Windsor Ambulance. The move has provided much needed space for the Office and the Fire Department.



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

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.

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, assisted living facilities, long term care facilities, day cares, schools, and public pools.
- 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.

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.
- Educate residents about the benefits of nutrition and exercise.
- Gather and analyze data on the community's health to determine risks and problems.

In the Fiscal Year 2014-2015, the Health Department was involved in many environmental health activities. We worked towards closing out Water Pollution Control orders issued by DEEP several years ago. This involved the participation by several home owners to allow for water quality testing in their homes. In addition, we participated in the Radon Action Month Campaign, a Connecticut DPH initiative to educate homeowners about the dangers of radon. We distributed educational materials and free radon test kits to individuals interested in testing their homes for radon. The Health Department was also involved in emergency preparedness planning through participation in Mass Dispensing Area (MDA) #31 meetings and events. MDA #31 evaluates and prepares for public health threats such as pandemic flu, as well as preparation for emergency events related to bioterrorism, natural disasters and other events. Finally, we were the recipients of a grant from the Connecticut DPH Lead Poisoning Prevention Grant for outreach efforts to prevent childhood lead poisoning.

Additional 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 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.

Environmental Health Activities FY2014 - 2015

Food Protection:	
Food Est. Inspections	107
Food Est. Re-inspections	6
Temporary Events	25
Vendors	60
Plan Reviews	11
Consult/Construction Insp.	5
Foodborne Investigations	1
Flood Inspections	3

Health Inspections:

Daycare Facilities	3
Motel/Hotel	1
Public Pools	15

Public Pool Re-inspections	5
Lead Poisoning Investigations	0
DCF Residential/Day Facility	1

Subsurface Sewage Disposal

Site inspections	12
Deep Test Holes	13
Percolation Tests	9
Permits – New Construction	4
Permits – Repair	5
Septic Plan Reviews	9
B100 Applications	10

Private Wells

Well Site Inspections	1
Well Permits	3

Laboratory Activities

Potable Water	3
Ticks	2
Rabies	1

Complaints:

Food Protection	9
Housing	5
Refuse/Garbage	1
Rodents/Insects	2
Water Quality	3
Mold	3
Other	6

Heather Oatis
Environmental Health Officer

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 2014-2015 Human Resources filled ten full-time positions and six part-time positions. During this Fiscal Year, the Town also had two long-term and extremely valued full-time employees retire. We wish Mickey Kozikowski and Jo-Ann Ciccaglione, both Human Services Specialists a very "Happy Retirement".

The Department is also responsible for all employee benefits plans. This includes health and dental coverage, pensions, 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 Director has concentrated on ACA Compliance for the present and future years. The Director also coordinated and assisted in the successful implementation of a new payroll and human resources software.

This Fiscal Year the Department coordinated a number of employee training sessions that included topics of Workplace Violence, Diversity, FOIA & Ethics, CPR & AED, First Aid, Bloodborne Pathogens, training for the Globally Harmonized System, and Defensive Driving. The Defensive Driving training was mandatory for any employee that is authorized to drive a Town vehicle.

The Director of Human Resources serves as the Advisor for the Health & Safety Committee. She added the component of wellness to the Committee. The Committee organized and hosted a Health Fair for Town Employees and Fire Department Personnel. They also held a Lunch & Learn Series where employees brought their lunch and listened to presenters discuss topics such as Understanding Arthritis: A Holistic Approach to Chronic Pain and Fatigue, Time Management Techniques, Five Secrets to Increased Energy, Vitality and Abundant Health, Depression Solutions, How to Avoid the Flu, Natural Solutions to Headache and Neck Pain, Natural Solutions to Digestive Problems, and Ginny Molleur from our Youth and Family Services division presented on parenting issues. Promoting wellness is not only beneficial to employees who 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, it is also proven to increase productivity 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 2014-2015.

Vanessa Perry
Director of Human Resources

Human Services Department

The Department of Human Services is a

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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 Adult and Senior Services

Andrea Cofrancesco

Director of Youth and Family Services

Liz Langevin

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 2014-2015.

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, Operation Fuel Program, United Way Shelter Grant, Social Services Block Grant, (funded by the State Department of Social Services), 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 Adult and Senior Services Director serves as South Windsor's state mandated Municipal Agent for the Elderly.

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 Assistance
- 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
- Title XIX
- CRT Meals-On-Wheels
- Flu Clinic/Health and Safety Fair
- Friendly Shopper Program
- Operation Fuel (Warm Thy Neighbor)
- At-Risk List
- CHOICES Counseling (Medicare Options)
- Social Day Program (CARES)
- Holiday Food/Gift Baskets Program
- Social Service Block Grant (homemakers services, funded by the State Department of Social Services)

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

- 421 CEAP Energy Assistance Applications Processed (225 elderly; 69 disabled)
- 85 contacts for assistance with Medicare Part C&D
- Intake 165 Homeowners Tax Relief and 207 Renter's Rebate Applications
- 110 applications totaling 282 persons used the private Fuel Bank
- 31 applications totaling 95 persons were assisted through Operation Fuel
- 201 families used the Food Bank serving over 489 people
- 158 Thanksgiving baskets were distributed benefiting 372 people
- 92 families with 214 children received Holiday gifts along with 40 Seniors

- 53 families with 104 children received backpacks and shoes from a cooperative program with Salvation Army and local businesses
- AARP Tax Preparers did 225 returns and helped an additional 37 with questions, totaling 262



Outreach

Social Services, with multigenerational older adult family caregivers, extended support and professional caregivers and 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, and social contact in the continuum of care is the primary focus of the outreach component of Human Services. During Fiscal Year 2014-2015, a total of over 150 home visits were made by social services staff. An increased effort was made to hold presentations at senior housing complexes to provide information on services; 60 people were in attendance. In addition, caseworkers assist with applications for energy assistance at housing locations to make it easier for those with physical limitations. 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. During Fiscal Year 2014-2015, this program was increased from three to four days per week, for 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 caregivers. The program accommodates 15 participants.

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 2014-2015:

- 30,000 swipes
- 1,300 regular users
- Over 300 participants in physical fitness activities swiping over 4,000 times
- 7,562 hot meals were served to seniors 60 years of age and older every day
- 2,556 (over 500 unduplicated people) trips to museums, theaters and restaurants
- 107 people attended 4 overnight trips to New Hampshire, Maine, New Jersey, and Hawaii
- 180 participants in Art classes
- 300 participants weekly in on-going games including dominoes, cribbage, setback, bridge, hand and foot, mahjong, poker, LCR dice and rummykub
- 21 Gazebo events consisting of 797 participants
- 893 unduplicated people attended trips and on site events combined
- 5 Safe Driving classes were offered with 140 attending, which saves money on insurance for older drivers
- 88 people were served in Smart Phone classes

The Senior Center "Senior Connections" is a monthly publication mailed to 2,000 households and to over 300 people via email, using the Town's Everbridge system.

In addition, the newsletter is on the Town's website.

Special Activities at the Senior Center

- 75-125 participants attend special events that are held to correspond with holidays such as Memorial Day, Veterans Day, Mother's and Father's Day, Halloween, Christmas, etc.
- Over 150 people attended the annual senior picnic, one of our biggest events of the year.
- Intergenerational activities were offered including an intergenerational crafts event (60 grandparents and grandchildren) and bingo events
- 1,700 children were read to in all five elementary schools utilizing 35 volunteers, with over 100 books being donated by DST Output to the classrooms and school libraries.



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.

- 781 served at weekly Elder Wellness Clinics at Senior Center and monthly at Low Income Housing sites
- Over 250 attendees, 201 flu shots and 22 vendors at the 4th Annual Flu Clinic/Health and Safety Fair
- 288 were served at a monthly Foot Clinic
- 350 hours of therapeutic massage provided at lower cost than a spa
- 105 served in monthly Ear Wax Clinics and quarterly Hearing Clinics
- 150 attended a variety of seminars on health related topics including hypertension, vertigo, choosing a doctor, memory enhancing programs, mindfulness and more

- 180 combined people attended educational topics such as Pre Planning a Funeral, Advanced Directives and Probate

Physical Fitness and Exercise Programs

- 4,000 swipes with 300 participants in weekly exercise programs provide older adults with a safe, nonjudgmental location to stay healthy includes yoga, tai chi, zumba, strength training, line dancing and pilates
- 40 regular participants with an email distribution of over 100 in the Pickleball Program, a cross between badminton and tennis is held at Timothy Edwards Middle School and the Board of Education building
- 15 walkers meet twice weekly at Nevers Road Park

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, including:

- 217 cars came through to drop off 826 pounds of unwanted medication during two Medication Disposal Days
- 100 registered in the Yellow Dot Program, which is designed to provide emergency responders with information on a senior driver in the event of an accident
- Over 150 people dropping off items for the annual Shredding Day
- 60 attended an Internet Safety program and a conference on Consumer Scams



Transportation

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

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appointments, including dialysis, five times a week is offered to various towns and was expanded during Fiscal Year 2014-2015 to meet the demand for transportation to Hartford.

- 66,009 passenger miles for the year were provided for Seniors & Disabled residents which also included daily trips to Manchester Sheltered Workshop.
- 912 rides to medical appointments were provided
- 17,612 trips were made
- 591 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:

- 200 volunteers in variety of programs: reading in the schools, meals on wheels, friendly shoppers, flu clinic volunteer staffers, newsletter collators, activity coordinators and trip captains, food bank volunteers, telephone reassurance and more.
- 60 participants in the Red Hatters and Super 60's Sportsmen undertaking service projects in the community and at the Senior Center.
- 35 volunteers in The Community Service Group, in its third year: services and projects for South Windsor and the surrounding towns including making sandwiches for the homeless, baking for homebound seniors, hosting a blood drive, adopting a family and more.
- \$55,368 annual cost if 200 volunteers donated just one hour per month, at the national rate of \$22.55 an hour

Andrea Cofrancesco
Director of Adult and Senior Services

Youth & 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, prevention and wellness initiatives, short term counseling and referral services, therapeutic and support groups, juvenile justice programs, parent education and support.

South Windsor Youth and Family Services is one 103 Youth Service Bureaus that serve 142 across the state of Connecticut.

2014-2015 Statistics

- 1,900 youth participated in our positive youth development programs
- 275 youth attended the Teen Center
- 1,513 visits to the Teen Center
- 85 individuals received counseling services
- 485 individuals received parent education/parent support services

In addition to Town funds, we also receive funds through the State Department of Education, the East of the River Substance Abuse Elimination (ERASE) and community grants and donations.

SWAN - South Windsor and Neighbors Parent Education and Support

The South Windsor and Neighbors Program (SWAN) provides parenting information and support programs to families in South Windsor and surrounding communities. The goal of the program is to promote positive parenting and awareness of issues facing today's families and children.

SWAN programs follow the National Extension Parent Education Model which emphasizes care for self, understanding, guiding, nurturing, motivating and advocacy.

485 individuals received parent education/parent support services through SWAN in Fiscal Year 2014/2015.

SWAN Programs and Groups

- Grandparents Raising Grandchildren Support Group
- Kids with Incredible Potential - support and education for parents of children with ADHD

- ADHD Support Group
- Mind Patterns at Play - asset focused approach to understanding differences in the way we think, learn and communicate
- Co-Parenting Support Group
- ADD Tips for an Organized Life
- Lively Learning - strategies for infusing homework and fun
- Future Planning for Special Needs Children
- 1,2,3, Magic - discipline program for young children
- Women At Work - empowerment group for working mothers
- Mother-Daughter Circle - exploring, encouraging and inspiring the bond between mothers and daughters
- Smart \$\$ for Kids - program for 7th and 8th graders
- Brain Balance - holistic program for parents of children struggling with ADHD, Asperger's, Dyslexia and other neurobiological disorders
- Parental Alienation
- Living with Teens and Tweens
- Stepfamily/Blended Family Living



The South Windsor Teen Center

The South Windsor Teen Center is a safe, supervised and substance-free environment where youth can socialize and engage in healthy activities. The Teen Center serves youth from Timothy Edwards Middle School and South Windsor High School.

The Teen Center is open Monday,

Wednesday, and Thursday from 2:00 p.m. to 4:30 p.m. for high school students and Tuesday afternoons and Friday from 6:00 p.m. to 9:30 p.m. for middle school students.

Activities include billiards, foosball, air hockey, arcade games, guitar hero, rock band, dance machine, themed activities, snacks and lounge area.

Additionally, youth have an opportunity to become involved in the *Teen Center Youth Council* which provided opportunities for youth leadership and community service. This group of young adults puts in an average of 1,000 hours of community service per year. Some of the many on-going projects are: Peter's Retreat in Hartford, which is an AIDS Residential Facility, the Cornerstone soup Kitchen in Rockville, Enfield Loaves and Fishes, and many, many intergenerational activities with our senior citizens in Town. They also volunteer for civic groups in Town when they are called upon.

Rising S.T.A.R.S (South Windsor Teens Assisting, Respecting, Sharing) is a summer program offered at no cost for youth ages 13 - 18 who are in need of positive youth development and/or socialization.

This is an eight week program with two sessions each for middle school and high school students. Within the two week sessions, the youth dedicate their time volunteering in Town. The youth work at TRACS (Tyler Regional Animal Care Shelter), cleaning and organizing for the officers. They work with the Parks Department on cleaning and sprucing up Town parks and vehicles. They weed and harvest at Varney Farm, where all food grown is for Foodshare. They clean, weed and paint at the Historical Society. 61 youth were involved in this program Summer of 2014.

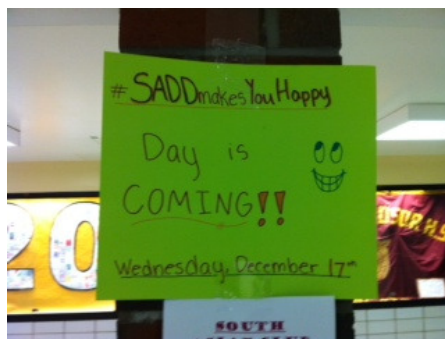
School Outreach

Youth and Family Services shares a long-standing, collaborative relationship with South Windsor High School and Timothy Edwards Middle School. In addition to the programs described here we also provide positive youth development programs, support groups and counseling services.

The Jump Start Tutoring Program continues to be a tremendously successful program. SW High School students come to TEMS after school every Wednesday for two hours

to help the younger kids with homework and studying. This year 99 South Windsor High School and Middle School students participated in the program! A New Alliance Bank Foundation Grant helped fund this program.

The South Windsor Mentoring Program is a partnership between Youth and Family Services, the South Windsor Board of Education, and the Chamber of Commerce. The South Windsor Mentoring Program matches adults from local businesses and the community with students at Timothy Edwards Middle School. There were 19 TEMS students that were paired up with adult mentors this year.



SADD - Students Against Destructive Decisions. SADD is co-advised by Dr. Mike Bombara of South Windsor High School and Kathy Reed, Youth and Family Services' School Outreach Specialist. 60 High School students committed to this group for the school year. The group was very busy this year with several great projects that included SADD Makes You Happy, Safety Seat Belt Check, Prom Promise and Relieve the Stress Fest.

Smoking/Drug Prevention Week at Timothy Edwards Middle School.

Cops, Coffee & Conversation has proven to be a successful program, that is a collaboration between Youth and Family Services, South Windsor Public Schools and South Windsor Police Department. We had 123 parents attend multiple events to learn strategies on how to keep their children safe during the 2014-2015 year.

Youth Counseling & Positive Youth Development Programming

Our Youth Counselor is available to meet with individual youth and/or families confidentially.

- Bereavement Support for Teens

- Moving On Up - a transitional group for girls entering 6th grade
- Fantastic Fridays, Building Bonds & Friendship Circle - social skill development groups for ages 8-12
- Changing Families - support for teens in transitional living/family situations
- N-O-T Smoking Cessation Group
- Teen to Teen - a group for high schoolers addressing self-esteem, communication, time management skills and relationship concerns
- PALS Care - community service program for 4th and 5th graders
- April Vacation Program - activity group for 5th through 7th graders
- Resiliency Group - group for high schoolers to help students develop skills to manage obstacles they face in life
- Girl Circle - evidence based group for girls ages 11 to 14 to give girls an opportunity to discuss issues of self-esteem, peer relationships and school challenges.

The South Windsor Juvenile Review Board is a Juvenile Court diversion program. The JRB has representation from Youth and Family Services, South Windsor Police Services, South Windsor Fire Marshal's Office, Timothy Edwards Middle School, South Windsor High School and Rockville Juvenile Court Office of Probation. This year the JRB reviewed 15 juvenile cases which otherwise would have been referred to juvenile court. Youth who come through the JRB can be required to complete community service hours, write an essay on their choices and consequences, write a letter of apology or attend counseling sessions. Parent education and support are also made available to parents.

South Windsor Alliance for Families

"Healthy Families=Healthy Community"

Our mission is to encourage positive development of South Windsor's youth and families through assessing needs, developing solutions to those needs and coordinating programs and activities that promote a healthy, substance-free lifestyle.

For details about SWAFF as well as substance abuse prevention information for parents, please log on to www.southwindsor.org/SWAFF

SWAFF members include: youth and family

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staff, parents, youth, school staff, police, and other community members.



Every two years, the Eastern Chapter of Connecticut Youth Service's Association hosts a "Friends of Youth Award" Dinner to honor those in the community who are working to make a difference in the lives of youth. This year, South Windsor Youth and Family Services awarded School Counselor, Dr Michael Bombara, for his dedication to Students Against Destructive Decisions, Sergeant Tina Ferrante for her commitment to youth safety, and Community Officer Robin Bond for her collaboration with our Rising Stars Summer Program.

Liz Langevin, MSW
Director of Youth and Family Services

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 agreement between Coventry, Tolland, and South Windsor was renewed again and for the third consecutive year, we applied for and were awarded the Intertown Capital Equipment Purchasing Incentive Program (ICE) Grant. This allowed all three towns to purchase much needed equipment at a substantial savings.

In addition to Coventry and Tolland, our department now works with the technical support staff at the South Windsor Public Library to assist in fulfilling their technology needs. Our main goal is to help the staff so that they are able to focus on providing service to the patrons. One of the larger projects we have completed is the design and installation of a new and improved wireless network. Previously, it had been made up of a few wireless access points meant for home use. These were replaced

with professional-grade wireless access points that we systematically installed to ensure complete coverage in the entire Library. In addition to better coverage, these units also provide better security, which helps protect patrons' personal information. Furthering our effort to protect patron privacy, we have also installed an application on each computer that erases any files that may have been saved as well as the internet history whenever a reboot occurs. We have also installed a new system so that staff can manage the patron computers from a single console at the reference desk without having to visit every workstation.

One of the Information Technology Department's largest accomplishments this Fiscal Year was the design and implementation of a brand new South Windsor Town Website. With the assistance of the Town Manager's Office, we worked for several months to develop a new site. Starting with a blank canvas, we spoke with Town staff and reviewed numerous websites for various towns throughout the state of Connecticut. We created the graphics, took the photos, and determined the layout and organizational structure. We are extremely pleased with the final product. It has a fresh new look and is much more user-friendly. We would like to thank Mayor Anwar and Councilor Paterna

for their assistance during the process.

We continue to maintain and support the Regional Mobile Command Post for the Capital Region Emergency Services Team (CREST). We have expanded the wireless capability, improved internet access as well as communications between the command post and the Capital Region Council of Government's Captain Network.

Last year, we replaced all of the computers with the Windows XP operating system because Microsoft ended their support for it, creating security concerns. This year, Microsoft ended their support for Windows Server 2003. Several of the servers that housed critical programs for Town departments were running this operating system. Once again, this created security vulnerabilities for our network. The resolution was updating those servers to Windows Server 2012. Again, this was a large undertaking, but we were able to successfully upgrade the necessary servers, eliminating the security concerns.

The IT Department also worked with the Police Department to upgrade the camera system in the cruisers. We installed a storage server and a wireless access point in the Police Department. When the cruisers pull back into the station, any video that was recorded by the camera in the cruiser is



automatically and wirelessly transferred to the storage server inside the building.

This year, the Information Technology Department responded to 4,706 work ticket requests.

Scott Roberts
Director of Information Technology

Parks & Recreation Department

Fiscal Year 2014-2015 marked our fifth year as the re-structured Parks & Recreation Department, and as such we continued our efforts to better connect the programming component and the care and control of the park maintenance operation. Our ultimate goal across both divisions remains providing enhanced customer service and quality programs and facilities. In addition to the 300+ recreation programs delivered by the Recreation Division annually, we were responsible for the regular care of all public parks, athletic fields, school grounds, open spaces and public properties (like the grounds of Town Hall, Library, Police Department, etc) through the Parks Division. We hope we have successfully displayed pride in people, parks and programs!

The following is a recap of our highly successful fourth fiscal year of joint operations. Some highlights of our accomplishments that exemplify our renewed commitment to parks and recreation to benefit our residents are outlined below. Once again, we hope you have experienced and appreciate at least one of a number of changes or improvements to your parks & recreation operation over the past year.

- Prepared Rye Street Park for: (1) the Boys Regional year-end lacrosse tournament on June 13th & 14th accommodating 72 teams from 27 towns drawing thousands of visitors to South Windsor's athletic fields and local businesses; (2) the South Windsor Panther Football Annual Jamboree on August 23rd & 24th accommodating 40 teams from 16 different towns ; (3) a 60+ team soccer tournament for the SW Soccer Club the weekend of Oct. 25 & 26. 6 intermediate size fields were set up, extra goals were brought in from other locations in town, tents erected, and leaves cleared in all public areas of the park ; (4) and another 48 teams on

6 fields at Rye Street Park for the boys lacrosse tournament on April 25 & 26.



Clearing the wood line along soccer fields at Rye Street Park

- Our first year running the TEMS Ski and Snow Board Club program after decades of successful administration through the school system we are proud to say 83 Middle school students participated in weekly trips to Mt. Southington and weekend trips to the likes of Okemo, Mt. Snow and Sunday River. The program is operated as part of our Afternoons at Timothy Edwards program.
- Prepared for the Girls' lacrosse tournament the weekend of April 25 & 26 accommodating 20 teams on 5 fields at Nevers Park. This included mowing, line painting, erecting tents, deploying picnic tables and sprucing up the park.
- Our Facebook page launched on March 7, 2014 reached 805 "likes" this year becoming an extremely valuable marketing tool.
- The South Windsor FOOD Alliance (SWFA) conducted a series of 5 workshops to celebrate "Community Health & Locally Grown Happiness" on March 12 & 26, April 9, 23 & 30 at the community center banquet hall. Done in conjunction with Human Services and Parks & Recreation, topics included healthy eating, beekeeping, invasive plants, and a vegetarian buffet.
- Added two zones to the athletic field irrigation systems at Rye Street Park.
- Fall Fest on Saturday, October 18th Nevers Park was the place to be for a full day of fun and activities starting at 9:30am and continuing on to 9:30pm – yup 12 hours of Fall fun for the entire

family! Jacob's Jog was enjoyed by 71 runners of all ages, the Kids Fun Run had 47 runners, and 104 runners tore up the stone dust trails in the Witch Way 5k run with all proceeds benefiting the Golf Fore Kids Foundation and Special Needs programming at the Parks & Recreation Dept. Our first annual Corn Toss Championship Tournament accommodated 15 teams, with the winning duo Utey Parekh & Paul Apostalon from Glastonbury taking home the gold! Forty craft vendors displayed and sold their wares at the base of the hill of the Rotary Pavilion from 10am to 4pm and doled out \$900 worth of candy (donated by Bozzuto's Foods) as visiting costumed children went trick or treating from vendor tent to vendor tent. 167 youngsters took a ride around the park in the mini-train. Two bands performed throughout the day, tethered balloon rides were offered by local licensed pilot John Bond, and for those who spent much of the day at the festival reasonably priced food was available too! The grand finale of the day was the popular evening "Haunted Torch Walk" sponsored by the South Windsor Police Dept. Over 1,400 people took the hayride from the high school parking lot to Nevers Park and then proceeded on an escorted walk through the wooded trails where over a dozen frightening



The incredible "Haunted Bus" display at the Fall Fest Haunted Torch Walk created by members of the Parks Division of Parks & Recreation and Street Service Division of Public Works.

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displays surprised them around every corner! An amazing \$10,000 was raised for Special Olympics! In addition to Parks & Recreation administrative staff, 20 volunteers assisted with day time activities in the park from 6:30am to 5:30pm. Another 100+ volunteers assisted the Police Department and Parks & Recreation Department staff from 5:30pm to well past 10pm to deliver the highly successful Haunted Torch Walk. Kudos to the dynamic duo of Agent, Ron Littell from South Windsor Police Dept. and Ryan Kane, Asst. Director of Parks & Recreation for spearheading Fall Fest 2014 and a great inter-department effort!!

- Completed construction of the new roof at our infield clay storage facility at the Town Garage complex. Enclosing this with a permanent roof versus a tarp will allow us to store a larger volume of material and keep it dry and ready for use immediately as needed.
- The lifeguard staff at VMP finished second in the annual state CRPA Lifeguard Olympics and both the Junior and Senior Seals swim teams once again won their respective divisional championships.
- Winter 2015 presented a substantial challenge for the crew. Along-side Street Services, we responded to month after month riddled with winter storm events. With the volume of precipitation delivered by Mother Nature we dealt with snow on a near daily basis. This cold, hard, record breaking winter has kept both divisions monopolized with little time for much else, except equipment maintenance to continue handling snow. The unusually harsh winter placed us 3+ weeks behind schedule on preparation of athletic fields for the spring sports season requiring the cancellation of many high school scrimmages and games. None-the-less, I couldn't be more proud of the parks crew for their Herculean efforts to get all spring sport venues (baseball fields, softball fields, lacrosse fields, soccer fields, outdoor batting cages and tennis courts) ready for play following one of the most exhausting winters in recent history.
- Skate with Santa accommodated one hundred and thirty folks in the holiday spirit on Saturday, December 13th, from 6:30pm-7:30pm at the South Windsor Arena spending time skating and visiting

with Santa on ice. Nearly 100 unwrapped toys were collected and delivered to Toys for Tots!



The Tatasciore-Lewie family enjoys their skate and visit with Santa on Dec. 13th!!

- Set up our first-ever Parks & Recreation "Giving Tree" at the gazebo at Nevers Park to benefit the SW Food Bank.



Parks & Recreation "Giving Tree" at Nevers Park to collect nonperishable food items for donation to the SW Food Bank

- Repairs to uneven pool gutters due to site settling at VMP were addressed by contractor, Tom O'Sullivan Welding.
- Construction of the first phase of the skate park was completed with a highly successful grand opening on Sat., August 23, 2014. In-house cost-saving efforts included drainage installation, finish grading and seeding.
- During the Fall season we applied approximately 3,600 pounds of grass seed to athletic fields and some of our building properties, like VMP, Fire House

1 & 3, the Town Hall, Police Dept and Philip R. Smith School.

- Completely removed approximately 250 yards of original wood chips that were grossly deteriorating from the Bark Park and replaced them with nearly 350 yards of fresh wood chips.
- We continued with our "Employee + Equipment = Efficiency" initiative focusing on combining staff skills and strengths with the right equipment to get the job done better and faster. A new Kuhn Rototiller, a 72" Snow Blower attachment for Bobcat, a Honda walk-behind snow blower and a walk behind over-seeder were added to our inventory and success rate on the job!
- Group swim lesson enrollments at VMP were up at 645 as were private swim lessons at 166.
- Capital project replacement of the old shack with a new concession/restroom/storage building at the Little League complex was completed and dedicated at Little League Opening day on May 2, 2015.
- Parks crew began harvesting the "bamboo jungle" at the Priest Property. Stalks were sold at the Summer Farmer's Market as plant stakes, fishing poles, etc. to support the S.W. Food Alliance initiatives.
- On August 18th we began construction to transform the Orchard Hill School softball field into a regulation baseball field to accommodate the new Timothy Edwards Middle School interscholastic baseball team in the spring of 2015.
- Of the 36 summer camp programs offered, 34 had sufficient enrollment to run for a total of 2,795 registration received as follows: Adventure Unit -



Parks crew transforms the Orchard Hill softball field into a regulation baseball field to support the new TEMS baseball program next spring.

297; Camp Discovery – 1,384 ; Trail Blazers – 334 ; Little Explorers – 190 ; Specialty Camps – 590.

- The crew did a terrific job designing, building and installing enclosures for the three propane tanks that service the Rotary Pavilion and Rye Street Park concession. The attractive wood structures provide secure protection of the tanks and aesthetically “hide” them from public view.



Example of new propane tank enclosures constructed in-house: two at Rotary Pavilion, and one at Rye St. Park.

- Assisted the S.W. Food Alliance with their Summer Farmer’s Market every Saturday from June 20 to October 17 at the Community Center grounds.
- Began site preparations at the Avery Street Orchard for “high tunnels” to be erected for year-round produce harvesting as part of a S.W. Food Alliance initiative supported by a \$18,000 grant from USDA, Natural Resources Conservation Services. Many thanks to Jeff Folger, Senior Environmental Planner for his active and knowledgeable involvement in this project!!
- Back by popular demand, we ran our fifth Pooch Plunge allowing over 150 canine companions an opportunity to enjoy the refreshing waters at VMP the day after closing to the general public.
- Transported the park and trail adoption trailer to the Donnelley Preserve for Boy Scout effort the week of October 20-25.
- Reception to our 9 minute budget video which was posted on our web site front page and on Facebook has been

incredible, motivating and encouraging. We posted it the very next morning on April 9th and within a week Facebook had 2,500 views and had reached 5,922 people!

- Our entire administrative staff continued to prepare for the eventual relocation to the re-purposed Wapping School as our “new home”. Visits to surrounding communities that have transformed a school into a community center have begun and will continue to gather useful information and guidance from others who have already lived through this type of transition.
- Along-side our tree contractor, both Rye Street and Nevers Parks received substantial tree work and woody growth clearing to “open up” areas of the parks to allow sunlight and space to promote healthier trees as well as additional public access.
- Completed in-house restoration of the Priest Farm, Community Center and Wapping Community House (Town Gym) signs.
- 962 youth across 13 divisions participated in our winter basketball program, down 44 participants from last year.
- Assisted the South Windsor Walk & Wheel Ways sub-committee of the Park & Recreation Commission in their quest to improve our “Bicycle Friendly Community” status, implementing their bike rack deployment program throughout town, partnered with them to clean up trails at Nevers Park in time for celebration of CT Trails Day in June, and



Memorialized sign at Bark Park

transported the new bicycle fleet trailer from elementary school to elementary school in support of the 4th grade bicycle safety education program in conjunction with the Board of Education.

- Completed in-house design, fabrication and installation of modifications to the Bark Park sign to properly identify it as the Gary K. Tyler Memorial Bark Park thanks again to the handi-work of Mike Hanrahan.
- Our 44th Annual Egg Hunt was another successful event with 25,000 prize-filled plastic eggs (300 of contained one dollar bills) collected by over 2,000 kids in 6 age groups, (ages 2 through grade 2) in 75 minutes! Thanks go out to Imperial Oil & Plumbing for the generous sponsorship of this popular, fun event!



Cartoon Character Hot Dog Roast at TEMS during school break on February 12th!

- The 4th R Before & After School program enrollment rose only 3% with a monthly average of 279 pupils per month. Previous years’ monthly averages were: 272 in 2013-2014; 211 in 2012-2013 ; 178 in 2011-2012 ; 184 in 2010-2011 ; 179 in 2009-2010 ; 138 in 2008-2009 ; and 120 in 2007-2008.
- Successfully experimented with clearing the snow off the stone dust trails at Nevers Park to make them accessible. It has been met with positive results as shared by resident Todd Collins in a recent email: “It is so nice that this year you cleared the paths at Nevers Park. I now have a place to walk my dog with out tons of road salt that burns his paws.”
- Also offered the following new recreational programs: “Community Health & Locally Grown Happiness” workshops ; TEMS Ski and Snow Board Club ; “bring your parents to 4th”R” night” ; “Color Me Grad 5k Run” ; 10 new

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preschool classes; Yoga, Art & More for Kids; SW Panther Weight & Fitness Training; Basketball Training for TEMS; added 5th grade Travel Basketball teams for both girls and boys; Adult Paint Night in the Park ; and Morning "Joga".



"Bring Your Parents to 4th R Night" was a huge hit!

- Orchestrated the demolition and removal of the decrepit barn by Environmental Services, Inc. at the new open space property formerly the Jones Farm at 559 Avery Street.
- Presented ten deserving seasonal staff, part time staff & volunteers our annual "Above and Beyond the Call of Duty" awards.
- Adult Indoor Sports Leagues reached record breaking numbers with 21 women's and 18 men's volleyball teams, and 8 women's and 14 men's basketball teams hitting the hardwood floors for the fall/winter season.
- We experienced considerable staffing changes this year. Due to one retirement and one resignation we replaced two administrative staff hiring Cheryl Gerber and Lauren Bent as Recreation Supervisors, and added Brian Sullivan as a Maintainer I with the Parks Division.

We fully intend to maintain this momentum and as such we will focus on the following major initiatives and goals on for the 2014-2015 Fiscal Year:

- Maintain affordable recreational opportunities for all ages during tough economic times.
- Continue to find creative ways to reach our goal of 1,000 "likes" on our Facebook page within the first year.

- Continue site preparations at the Avery Street Orchard for "high tunnels" to be erected for year-round produce harvest as part of a S.W. Food Alliance initiative.
- Investigate in-house video production equipment as a substitute for out-sourcing for marketing pieces.
- Continue investigating and implementing enhancements to Veterans Memorial Park to add value to annual pass holders and to attract new visitors.
- Continue to develop a more aggressive athletic field renovation, maintenance & development schedule.
- Plan to take two athletic fields "out-of-commission" for major over-haul and repairs.
- Continue our "Employee + Equipment = Efficiency" initiative.
- Continue to whittle away at the Lawrence Road Park development and fence line clearing.
- Begin creating an Open Space Management Plan
- Facilitate the start of a major revision of the Park & Recreation Commission Master Plan of Development.

Our ultimate on-going purpose is to attract more participants, keep public recreation affordable, increase enrollment, provide better customer service, maintain revenue to support our Special Revenue Recreation Fund, and provide safe, attractive and inviting public parks & grounds.

Frequently 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: Fishing Derby and Rising Stars Summer Teen Community Service Program (with Human Services and Super Sixties); 4th Grade Bicycle Education Program, Safe Routes to School initiative, 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 the Friends of Bark Park); administration of the South Windsor Walk & Wheel Ways, South Windsor Food Alliance & Youth Sports Initiative (with the Parks and Recreation Commission); Benefits for Businesses (with the Chamber of Commerce); the Memorial Day & Veterans Day Ceremonies at Veteran's Memorial Park

and Armed Forces Day at Rye Street Park (with the Patriotic Commission & VFW); Fall Fest (with South Windsor Police Dept.) and Wreaths Across America (with American Legion Post 133).

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 its 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 continue progress with the Town Council adopted master plan of development for parks and recreation facilities. The commission continued its work through the special sub-committee, "South Windsor Walk & Wheel Ways" (established in November, 2007) to pursue plans to connect critical areas in town (like neighborhoods to schools, subdivision to subdivision, neighborhoods to parks, etc) via bike routes and walking trails, and their second special sub-committee called the "South Windsor Food Alliance". This committee focuses on supporting locally grown healthy foods and conservation efforts in town, and opened their very first Summer Farmer's Market at the front lawn of the Community Center from June through October, and an indoor Winter Market at St. Margaret Mary Church Hall for 8 weeks in November and December. The Commission began a multi-year process of revising their over all short and long term master plan of development for parks & recreation. They hope to present a final recommendation to Council in the 2016-2017 Fiscal Year.

The administrative staff at the Parks & Recreation Department extends a sincere thank you to all the volunteers, young and old, who have contributed their time over the past twelve months. These volunteers are the very foundation of the department and crucial to the successful operation of its programming. Residents who are interested in assisting with a program, have suggestions for programs or services, or wish to become a Parks & Recreation Sponsor are encouraged to call 860-648-6355. Those local individuals wishing to

take a more active role are encouraged to submit for consideration to serve on our Parks & Recreation Oversight & Advisory Community Team (P.R.O.A.C.T). This small group began meeting in February, 2008 and convenes 2 or 3 times per year to assist the department in evaluating our programs and services for quality, safety, content and effectiveness.

We invite you to “discover the benefits” with “your” Parks & Recreation Department in Fiscal Year 2015-2016!

Parks and Recreation Areas

- **Lawrence Road Park:** Located on Lawrence Road in the northeast corner of town, this 42.84 acre property is a work-in-progress and features passive opportunities for walking & hiking on a 1+ mile trail system, bird-watching, and fishing with ample parking. Future plans include a playground, fishing dock, small open spaces and picnic groves.
- **Linear Park:** located at the end of Vibert Road on the banks of the CT River this 1,500 foot long section of shoreline was created by the granting of easements by local landowners and adjoins town-owned property with a public boat launch for small craft. Visitors may be lucky enough to observe foxes, great blue herons, kingfishers, rabbits, raccoons or ospreys. Limited public parking available. Please, no littering, hunting, or collecting allowed and remember to take only pictures and leave only footprints!
- **Little League Complex:** 14 acre athletic complex at the corner of Ayers and Nevers Roads hosts 1 youth/women softball field; 3 little league baseball fields (one with lights); 1 regulation baseball field; 2 outdoor batting cages; one enclosed batting cage; concession/restroom/storage building; and paved parking for 70 vehicles.
- **Michael Donnelly Preserve:** 115.5 acres located on Sullivan Avenue, this conservation area established in 2002 includes two small parking lots, 2.1 miles of trails connecting the main entrance to the east on Sullivan Ave. to a secondary access point to the west side of the property on West Road, an observation/picnic gazebo, fishing pond stocked with blue gill and large mouth bass and lots of wildlife to observe and enjoy from blinds provided on site. Please respect the resident wildlife and

habitat and remember to take only pictures, leave only footprints!

- **Nevers Park:** 137 acres located on the corner of Sand Hill and Nevers Road. Facilities include the Community Center with parking for 152 cars; Rotary Pavilion complete with kitchen and restrooms (available for rent); 2.2 miles of hiking trails; softball area; 2 baseball fields (1, Rotary Field, with lights and a press box/concession/restroom facility); 1 Indoor Batting Facility with 2 tunnels; 2 horseshoe pits; sand volleyball court; 3 regulation soccer/lacrosse fields and 1 junior soccer field ; Team Building & Leadership Center outdoor ropes course, the 20,000 square foot “My Friend’s Place” Boundless Playground,, and the “Chief Gary K. Tyler Memorial Bark Park” – fully enclosed 1.1 acre off-leash exercise area for canines – complete with a 30,000 square foot area for large dogs and a separate area for small dogs with another 18,000 square feet, water fountains, benches, obstacles and lights allowing evening use up until 9pm.
- **Oak Street Neighborhood Park:** 4.9 acres located on Oak Street, this neighborhood park features a full-size basketball court which seconds as an ice skating rink in the winter months. There are no provisions for public parking.
- **Frank Niederwerfer Wildlife Sanctuary** (formerly Pudim Property): 117 town-owned acres adjoined by 42 acres of state land with access from Barber Hill and Niederwerfer Roads. Facilities include a hill for sledding, cross country skiing and a wildlife sanctuary with 2.5 miles of marked trails. Please respect the resident wildlife and habitat and remember to take only pictures, leave only footprints! Limited parking on Niederwerfer Road.
- **Rye Street Park:** 161.5 acres located on Rye Street. Facilities include: 2 softball fields (1with lights), playground; picnic areas; 4 tennis courts (one with practice wall); basketball court; 3 intermediate soccer fields; 1 regulation soccer field; 2 combination lacrosse/football field (1 with lights), a concession/storage/restroom facility and parking for 126 vehicles.
- **Veterans Memorial Park:** 16.3 acres located on Pleasant Valley Road, west of the intersection with Ellington Road. This seasonal facility includes: a large recreational pool with zero depth and

stair entries, and a diving well; an 8 lane, 25 yard competitive pool with handicap lift; a toddler pool with zero depth entry and a maximum 2.5 foot depth; picnic tables; grills; concession stand providing a variety of beverages and snacks; ample restrooms; drinking fountains; showers; basketball court and open play field. Ample public parking.

- **Wapping Park:** 180 acres located on Clark Street. A 2.5 mile trail system with bridges, boardwalks and bird blinds takes hikers through open meadows, pine and hardwood forests, shallow marshes, vernal pools and the Podunk River. Public parking available off Clark Street. Please respect the resident wildlife and habitat and remember to take only pictures, leave only footprints!

*Ray Favreau, CPRP
Director of Parks and Recreation*

Planning Department

Levels of building and economic development activity in South Windsor have started to rise over the past year as we have seen an increase in commercial, industrial, and residential development proposals. In the past year the Planning Department facilitated ongoing commercial development and industrial growth along Sullivan Avenue. Two of the three lots in the industrial park have begun construction of regional distribution centers for automobile parts and the food industry.

Residential development which has gone into construction has been in the form of condominium and common interest community developments. Construction continues on the 155 residential units in South Windsor Woods, the condominium complex with an entrance from Pleasant Valley Road. Clark Estates is completing 18 single family homes in the design residence zone located off Clark Street. Four of these single family homes are to be deed restricted as “affordable units”. The residential component of Evergreen Walk for 200 apartments has been re-designed to create a Town Square environment with nine buildings and a clubhouse anticipated to break ground in the coming fiscal year.

Although much of the remaining residential land in South Windsor has environmental constraints and is less conducive for the planning of larger subdivisions, we continue to see interest in subdivision and

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development of higher density housing.

Zoning compliance is actively followed by the Town's Zoning Enforcement Officer for signage (both temporary and permanent), home occupations, animal agriculture, and in-law apartments. The Zoning Enforcement Officer also works in tandem with the Building Department in response to written complaints received concerning blighted properties in the community.

The Planning Department facilitated the acquisition of a \$50,000 Vibrant Community Grant from the CT Trust for Historic Preservation for a Main Street Preservation Planning Study. The genesis of the study came from the Planning and Zoning Commission's work on the Plan of Conservation and Development update which confirmed strong consensus from residents for the preservation of Main Street's historic landscape and homes. A Main Street Steering Committee was formed from Main Street residents, Town Staff, and qualified local professionals who vetted numerous planning and design firms which had responded to the Request for Proposals. The Cecil Group from Boston, MA was chosen to lead the public outreach effort to identify the community's vision to help shape preservation and planning strategies. Two public workshops and three Steering Committee meetings have taken place this fiscal year which will result in a report to guide the potential formation of zoning regulations to support the resident's vision for this historic neighborhood.

Throughout this fiscal year the Director of Planning and the Environmental Planner have served on a Town Council committee known as SWAAN, the South Windsor Agricultural, Arts, and Nature Center, exploring future uses for the 70+ acre Priest Farm on Sullivan Avenue. This committee has received a \$24,000 grant from the State Department of Economic Development to evaluate the integrity of the existing farm house as well as develop a conceptual plan. The Planning Staff has spearheaded the process to find the best consultants to develop a strategic plan for future uses for the site.

Open space preservation continues to be a high priority in South Windsor. The Planning Department assists the Open Space Task Force by providing staff support for monthly meetings and coordination with public events. Planning Department Staff

developed a clearing plan for the Barton Open Space to facilitate a debris storage area, a multi purpose sports field, and new location for the Wapping Fair. A site plan was also developed for new community gardens on the Deming Street Open Space in cooperation with the Parks and Recreation Department and the Town Council.

The Environmental Planner worked with four Eagle Scout candidates who installed various components of the Town's trail system including installing picnic tables and trailside benches at the Niederwerfer Wildlife Sanctuary and at Lawrence Road Park. An 'Open House' was held at the Nevers Road Park this past June on 'CT Trails Day' and the public was invited to enjoy the new loop that was built in the trail system. Over 100 attendees from the public came to enjoy the day. We encourage citizens to contact us for volunteer opportunities.

The Planning Department continues to be involved in internal and external projects of community-wide interest. Our Department is integrally involved with the Town's Geographic Information System (GIS) planning efforts linking Town records from many departments into one easy-to-use database and map system and exploring options for expanded use of the Town's Dashboard Program.

In addition, this department continues to represent the Town on Capitol Region Council of Governments committees including the Transportation and Pedestrian/Bikeway committees. Staff is serving on the advisory committee for the CT Transit Study which is underway with completion expected in Spring of 2016. Other involvement in the Safe Routes to School program yielded grant money awarded by the Federal Government for two elementary schools, Orchard Hill and Eli Terry. Final design work for improvements at Eli Terry Elementary School is being completed with the goal of construction during the summer of 2016.

*Michele R. 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 all 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 our citizens. We use social media to communicate issues that may be of interest or public concern. The Police Department has a large following on both Facebook and Twitter. Every press release sent to the media is also posted on Facebook on an open page that can be viewed by everyone.

Regional Initiatives

The South Windsor Police Department participates in numerous regional initiatives that reduce the costs to the Town for training and equipment, while providing access to highly trained officers and resources from other towns that we would not otherwise have available. Those regional groups include the Capital Region Emergency Services Team (CREST), which is comprised of a tactical response unit crisis negotiators, and rescue divers available to respond in emergencies, Metro Traffic Unit Services (MTS) which assists our accident reconstruction personnel with serious accident investigations, in addition to periodic, proactive enforcement programs, and the East Central Narcotics Task Force (ECN) which provides a team of investigators trained in the conduct of vice and narcotics investigations.

Summer Advanced Youth Academy

In July of 2014, the South Windsor Police Department hosted the Advanced Youth Police Academy, a weeklong session for local middle school and high school students. The students spent time learning about criminal investigation techniques, the criminal justice system and participated in a tabletop Critical Incident Management exercise.

Annual Statistical Comparison	2010	2011	2012	2013	2014
Total Calls for Service	35073	35186	44701	34562	33329
Traffic Accidents	582	459	410	586	584
Citations	2719	1912	2330	1400	1849
Medical Assist	1923	2290	2198	2176	2241
Animal	676	769	642	640	647
Alarms	1163	1208	1237	1221	1264
Criminal Arrests	861	690	645	569	643
Penal Code Offenses Reported (Title 53a)	1015	1018	938	831	800
Penal Code Offenses Reported (Title 21a)	165	113	78	111	200
Burglary (includes entry into vehicles)	122	131	49	62	122
Larceny	374	280	340	358	229
Domestic	241	243	218	153	195
Assault	21	19	4	6	6
Sexual Assault	12	11	7	12	12



Back to School Traffic Safety Initiative

In August 2014, the South Windsor Police Traffic Unit initiated a new program to focus on traffic safety at the start of the school year. With the increased number of children on or near South Windsor roadways, the Traffic Unit increased enforcement efforts in the Town's eight school zones. Our mobile, digital speed display signs were posted in school zones to remind people of their speed. Message board signs were displayed in the area of police headquarters. The officers used marked and unmarked police cars and motorcycles to monitor traffic.

During the first few days, officers focused on visibility and awareness and issued verbal warnings. Once schools opened, officers focused on violations and issued infractions. Officers were deployed to the school zones during the high traffic volume hours of school opening and closing times. The results of the enforcement efforts were that officers made 115 traffic stops and issued 79 citations. The top speed found in the 25 mph zones was 57 mph.

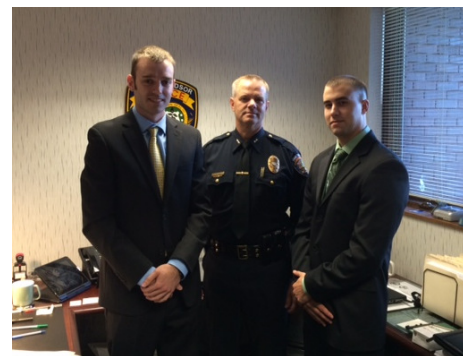
The South Windsor Police Department is a member of the Metro Traffic Services regional partnership for traffic safety. It is the mission of the Traffic Unit to increase safety and reduce motor vehicle crashes on South Windsor roadways through engineering, education, and enforcement.



New Officers Hired

In September 2014, Chief Reed swore in two new officers, Officer Jared Richards and Officer Jacob Truebig. Both men completed

the Connecticut Police Academy and our 16-week Field Training Program. Officer Truebig graduated the Academy with the highest scholastic average in his class and has been recognized by the Connecticut Police Chiefs Association for his accomplishment.



Medication Takeback Drug Disposal Event

In September 2014, the South Windsor Police Department hosted a Drug Disposal Day at South Windsor Police headquarters. Volunteers from the South Windsor Triad (Police, Human Services, and Senior Services) received unwanted medication from citizens. During this drive-up event, volunteers collected over 400 pounds of unwanted medications. These events are held to reduce the risk of prescription drug diversion and abuse, and accidental ingestion by children. Additionally, the proper disposal of unwanted and outdated medication lessens the chance of negative environmental impact such as groundwater contamination and watercourse pollution.

Fall Fest & Haunted Torch Walk to Benefit Special Olympics

In October 2014, Agent Ron Littell organized the Fall Fest and Haunted Torch Walk to benefit Connecticut Special Olympics. The event was held in Nevers Road Park and featured a kids Fun Run, a 5k run, craft fair, Trick or Treating, and Children's Games and Activities. The Torch Walk, later in the day, featured a series of Halloween themed displays along the trails in the park and took place after dark. The event raised \$10,000.00 in proceeds for the Special Olympics of Connecticut.

Click It or Ticket Traffic Safety Initiative

In November 2014, the South Windsor Police Department and the Metro Traffic Services Regional Partnership participated in a "Click It Or Ticket" high visibility safety belt campaign. The focus of the program was to promote safe driving and increase protection for all motorists during the 2014

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holiday travel period. Funding for this effort was provided through the Department of Transportation.

Metro Traffic Services is a regional partnership for traffic safety which includes traffic officers from South Windsor, Manchester, Coventry, Windsor, Enfield, East Windsor, Vernon, Glastonbury, Windsor Locks, and Bloomfield.

Stuff a Truck Food & Toy Drive

In December 2014, the South Windsor Police Department joined with members of the Ambulance Service of Manchester at Stop & Shop and Geissler's Supermarket for a "Stuff a Truck" Food and Toy Drive. Emergency services personnel received toys, clothing and food donations. All the donations went to benefit local families in need.

Promotion and Awards

The South Windsor Police Department hosted a promotion and awards ceremony in December 2014. Promoted to their new ranks were: Sergeant Michael Prescher, Agent Matthew Mainieri, Agent Mark Cleverdon, and Agent Brian Eckblom.

Lifesaving Award: Presented to Officer Tina Roy for her quick recognition that a student was choking at lunch and in respiratory distress. Officer Roy administered the Heimlich maneuver and on the second attempt, the obstruction was dislodged and the student began to breathe again, making a full recovery. (Note: This is Officer Roy's third Lifesaving Award, she has also been recognized for performing CPR off duty at a youth sports event, saving a man's life by doing so).

Distinguished Service Medal: Presented to (then) Lieutenant Scott Custer, Sergeant Michael Prescher, and Officer Christopher Poehnert in recognition of perseverance and dedication when the officers responded to a report of a missing 79 year old female. She had been missing for an undetermined amount of time but had last been seen about six hours earlier. The woman was described as being physically limited, suffering from Alzheimer's disease and not able to speak English. The search for the woman lasted two hours and the woman was located lying down along a stream in a deep, wooded ravine. The victim was evacuated from the location and brought to a local hospital where she was treated and made a full recovery.

Distinguished Service Medal: Presented to Officer Peter Korchari, Officer Joseph Futtner and Officer Benjamin White in recognition of their courage and dedication when the officers were called to respond to a structure fire at a local condominium complex at 6:00 a.m. The officers began to force entry into each of the apartments and found residents asleep or otherwise unaware of the fire raging in the building around them. The fire quickly spread throughout the structure. Their actions resulted in the building being safely evacuated and all residents being accounted for.

Exceptional Community Service Award: (Special Olympics of Connecticut): Agent Ron Littell was recognized for his tireless and extraordinary efforts in support or Special Olympics Connecticut and in particular the Law Enforcement Torch Run. Since 2000, he has dedicated himself to fundraising efforts to benefit the athletes of Special Olympics Connecticut. In further support of the Torch run, he has coordinated numerous fundraising events to include, the Penguin Plunge, Tip-A-Cop and Cop on Top and created an event known as the Haunted Torch Walk. Through the years, these events have raised more than \$200,000 to benefit Special Olympics Connecticut. For three years in a row, South Windsor has been recognized as the top fundraiser in the State for the Law Enforcement Torch Run.



Community Event - Public Forum: Police and Community Relationships

In March 2015 the South Windsor Police Department and Human Relations Commission hosted a public forum on

Police and Community Relationships that featured a panel discussion and a question and answer session. Residents, police officers, guests and government officials met to discuss police and race relations. The event was well attended and well received; and it featured distinguished guest speakers, including Ms. Tonya Hughes, Executive Director of the Commission on Human Right and Opportunities, and speakers from the African American Affairs Commission and American Civil Liberties Union.



SWPD Employees Receive Youth Service Awards:

Every two years, the Eastern Chapter of the Connecticut Youth Service's Association hosts a "Friends of Youth Award" dinner to honor those in the community who are working to make a difference in the lives of youth.



In April 2015, the group recognized Dr. Michael Bombara for his dedication to Students Against Destructive Decisions, SWPD Sergeant Tina Ferrante for her commitment to youth safety, and SWPD Community Service Officer Robin Bond for her collaboration with the Rising Stars Summer Program.

Summer Traffic Enforcement - Click It Or Ticket:

The South Windsor Police Department and the Metro Traffic Services Regional Partnership participated in the May 2015 "Click It Or Ticket" high visibility safety belt

campaign. With the 2015 Memorial Day holiday travel period approaching, Connecticut's law enforcement agencies worked to promote safe driving and increase protection for all motorists. Officers conducted safety checkpoints between May 18th and 31st. Funding for this effort was provided through the Connecticut Department of Transportation.

SWPD Basic Summer Youth Academy

Members of the Police Department coordinated a summer Youth Academy for local students interested in law enforcement and criminal justice. The program ran daily for a week and consisted of classroom time as well as hands-on outdoor activities. The program is open to youth ages 12-16 that reside in South Windsor or attend a South Windsor school. The objectives of the program are to teach youth about the law; provide physical activities to keep youth active, including usage of South Windsor ropes course; and introduce youth to different positions and assignments within the Police Department. They met speakers and attended demonstrations designed to provide the opportunity to engage youths in discussions of various topics that affect them or their peers. There is no charge for this program and students who complete this course can come back the following summer for the Advanced Summer Youth Academy.

Officer Completes Police Unity Tour

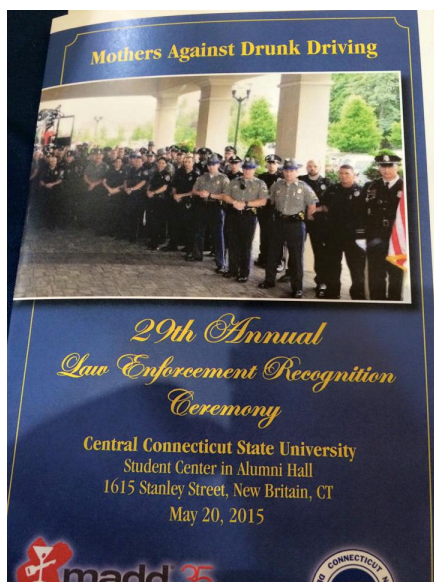
In May 2015, SWPD Officer Tina Mazzoccoli represented South Windsor in the Police Unity Tour. The primary purpose of the Police Unity Tour is to raise awareness of law enforcement officers who have died in the line of duty. The secondary purpose is to raise funds for the National Law Enforcement Officer's Memorial and Museum. The bicycle tour starts in Florham Park, New Jersey, and riders travel to the Law Enforcement Memorial in Washington, D.C. over the course of three days. The ride



culminates in a service of remembrance at the National Law Enforcement Officer's Memorial Museum.

Police Honor Guard

Throughout the year, the South Windsor Police Department has provided support to the South Windsor Patriotic Commission during their memorial celebrations. The Memorial Day parade on Pleasant Valley Road and the accompanying memorial service at Veterans Memorial Park are always well attended. The Police Department's Honor Guard marches in the parade and participates in the memorial salute during the ceremony. The Honor Guard also marches along with veterans and other dignitaries in the annual Veterans Day parade in Hartford. In addition to these parades, the Police Department provides support to the May Armed Forces Day celebration and fireworks at Nevers Road Park.



M.A.D.D. Awards Given to Two Officers

Officer Kyle LaPorte and Officer Joseph Futtner received awards from the Mothers Against Drunk Driving May 20th for their efforts in removing impaired drivers from roadways.

South Windsor Police Receive Donation of Body Worn Cameras

The South Windsor Police Department had been investigating the purchase of body worn cameras for over a year. The cost of the technology has been a prohibitive hurdle with our limited equipment budget. The purchase of these cameras was made possible in May 2015 due to the generosity

of a local fraternal organization, the South Windsor based Hartford-Evergreen Lodge of Freemasons. The Masons approached the Police Department about making a donation for programs and equipment. The Masonic Lodge does philanthropic work in the community and previously donated a pool table to the South Windsor Teen Center. The Police Department proposed that the Masonic Lodge make the initial purchase of the Taser Axon cameras, and the Department would budget for the ongoing maintenance and data storage costs.



Thanks to their generosity, the Police Department was able to obtain an initial supply of 12 body worn cameras and a docking station that both recharges and downloads the data to "cloud" storage. The body worn cameras record officers' interactions with the public and document those police encounters, capturing both audio and video evidence. We believe that the cameras will be a great tool to document interactions, protect the public and officers from false claims, and capture the professional service that our agency provides on a daily basis.

Metro Traffic Services Commercial Motor Vehicle Inspections



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On May 26th, South Windsor Police Traffic officers worked with Metro Traffic Services (MTS) Commercial Motor Vehicle inspectors doing truck enforcement on John Fitch Boulevard. Officers issued 11 infractions, completed 11 truck inspections, and took 2 trucks out of service for being unsafe to drive.

Retirement of Chief Matthew D. Reed

On June 24th, members of the community and Police Department celebrated the career of retiring Chief Matthew Reed after his 27 years of service to South Windsor. Chief Reed accepted a position at a Hartford law firm and continues to work with local governments on legal matters in his new role. Deputy Chief Timothy Edwards was named Acting Chief for the summer and was later named permanent Chief of Police by Town Manager Matthew Galligan.



South Windsor Still Has Wildlife

In late June, we had two bears visit Town, walking down from East Windsor along the railroad tracks. They were spotted crossing Sullivan Avenue, along Hilton Drive and eventually on Main Street and down towards the Connecticut River. Officers and Animal Control Officers monitored their activity, but the animals did not appear sick, aggressive, or injured.



The South Windsor Police Department is a customer-driven, service-oriented organization. The Department devotes significant resources and efforts to recruit, test, select and train highly qualified men and women. Our personnel are among the

best in the State. Our Department will continue to strive for excellence. We pride ourselves in our community involvement and never-ending pursuit of customer satisfaction.

Law enforcement is everybody's business.

Timothy Edwards
Chief of Police

Public Library

Fiscal Year 2014-2015 was one of great challenge for libraries in the Capitol Region. In June of 2014, Library Connection, Inc., the network serving South Windsor and 29 other libraries in our area, "migrated" to the software of a different vendor. Innovative Interfaces. A combination of factors, including inadequate internet connections in South Windsor, made this transition extremely rough, with persistent frustrations for library patrons and staff alike. After a year of hard work by the Town's I.T. Department and upgrades of our computers, security, and Wi-Fi systems, we ended the year eagerly anticipating the transition of fiber optic connections that will allow our Town to benefit from the State's CEN/Nutmeg network. We very much appreciate the patience of our patrons during this time.

Weather and circumstance took a toll as well. Our extremely snowy winter forced rescheduling or cancellation of many programs and activities, and a truck accident destroyed our popular outside book return bin. By year's end, an insurance settlement covered the bin's replacement.

Nevertheless, the Library was busy! We logged over 217,000 visitors, including more than 12,000 people who attended 562 programs for all ages. Our collections of digital materials (e-books, digital magazines, and downloadable audio and video) topped 14,000 items, and electronic loans accounted for nearly 9,000 of the 260,830 items circulated. Our staff answered nearly 13,000 reference questions and assisted with nearly twice as any interlibrary loan transactions as the previous year. Largely through State and consortial partnerships, we provided access to 57 databases to supplement the nearly 146,000 print and non-print items on site. We were open to the public a total of 3,167 hours, including 7-day service during the school year.

Children's programming supported the emphasis on non-fiction reading found in today's school curricula, beginning with the science-themed summer program "Fizz! Boom! Read!" Adult programming included book clubs, film programs, and visits from authors Susan Campbell, James Benn, Susannah Hardy, Matthew Dumon, and Ray Bendici. The Friends of the Library supported our programs, as well as trips to Yale, The Irish Potato Famine Museum at Quinnipiac University, and the Goodspeed Opera House. *WinterPops!* concerts included music of the Caribbean, Mark Twain's era, and ragtime, and a special concern featuring "The Survivors" swing band served as a memorial honoring longtime Friend Dan Martin.

Our partnerships with the South Windsor Human Relations Commission, Poet Laureate, Down to Earth Garden Club, and South Windsor Public Schools continued. We were delighted to once again host a visit by the High School's Choral Spectrum select choir. In addition, we participated in the Statewide "Passport to CT Libraries" program and served as a recording site for the "Words to Give By" project of the Hartford Foundation for Public Giving and WNPR.

Ashworth College ~ Florida Institute of Technology ~ Michigan State University ~ New England Institute of Technology ~ Purdue University ~ University of Cincinnati ~ UCONN ~ For periods of time, the South Windsor Public Library served as a "satellite campus" for each of these schools during Fiscal Year 2014-2015, responding to the needs of the growing number of people taking advantage of distance learning as a way of completing degrees while continuing to live and work in Connecticut. In addition to providing books, databases, and both quiet and group study areas, the Library proctors students ready for exams during their virtual "terms," and the opportunity to meet and assist such motivated students is a unique experience. We just wish we had started collecting banners from each school when the proctoring service started nearly 40 years ago. That would be an impressive display by now!

Mary Etter
Library Director

Public Works Department

Hats off to the men and women of Public Works for again taking on the challenge of another big snow winter and keeping the citizens of South Windsor safe! The hours they all spent away from their own families to ensure the Town got back to normalcy is a testament to the spirit and dedication of our First Responders known as Public Works. There were numerous road, drainage, and building projects underway throughout Town this year. You will read about the new generators installed at the High School, the Police Department, the Town Garage, the Community Center, and Fire House #2 as part of the Emergency Preparedness effort. We also installed new energy efficient gas boilers at the Town Hall and Library. In May we began the emergency replacement of an over 100-year-old collapsed culvert on Main Street. I was asked to serve as the only Municipal representative on a Winter Maintenance Study undertaken by the Connecticut Academy of Science and Engineering (CASE) and the Connecticut Transportation Institute for the CT DOT that was required by the State Legislature. Additionally, as a member of the Town's Energy Committee I was involved in the Town's Solarize Program and initiated the Town's evaluation of purchasing the street lights from Eversource with the goal of saving dollars to be applied to other energy saving/building programs/projects. We also became one of the first towns in the State to form and begin a Local Roads Safety Committee (members include the Director of Public Works, the Town Engineer, Street Services supervisors, the Police Department Traffic Sergeant, the Director of Planning, the Board of Education's Facilities Manager, and the Fire Chief) whose goal is to review the smaller everyday things that may impact or improve road safety.

National Public Works Week was celebrated May 18 through May 22, 2015. It was a celebration of tens of thousands of men and women in North America who provide and maintain the infrastructure and services and are First Responders collectively known as Public Works. This year also was the 61st Anniversary of the New England Chapter of the American Public Works Association! The South Windsor Public Works Department celebrated Public Works Week by holding the 19th Annual Equipment and Job Demonstration for Grades K - 2 at the

Wapping Elementary School on May 21, 2015.

On Monday, May 18, 2015 at 7:00 p.m. there were award presentations made before the Town Council Meeting recognizing: the 2015 Public Works Community Service Award; the 2015 Public Works Business Partnership Awards; and the 2015 Richard Boudreault Employee Award.

The members of the Patriotic Commission, this year's Community Service Award recipients, truly represent what makes South Windsor great. Over the years the Public Works Department has had the privilege to work with the members on a variety of project and events including the "Eagle" and Memorial projects at Veterans' Memorial Park, the annual Memorial Day Parade, and the Picnic in the Park events. It is both through their previous commitment and service to their country and the current volunteerism to the Town of South Windsor that has set an example for all to emulate. They truly inspired us to be the best we can be and to be thankful for the opportunity to enjoy our freedom.

This year's Business Partnership Award recognized two companies; the first company was All American Waste, LLC and the award was presented to Frank Antonacci (President), George Roberts, Jim Donnelly, Glenn Willard, Cliff Drayton, Diane "Dee" Paole, and all the Drivers for All American Waste for their outstanding efforts in providing refuse and recycling service to all the residents in South Windsor. With over 15,000 pickups a week, All American Waste touches the lives of everyone in South Windsor. They have provided responsive service and have worked hand-in-hand with the Town during times of blizzards, hurricanes, and road closures to ensure that services remained uninterrupted.

The Second Business Award Recipient was Ray Lafarier and Cintas. Ray exemplifies the qualities that have helped us deliver quality services to the citizens of South Windsor. He and the Cintas Team have gone about their business without fanfare relative to the great work they do. Every Tuesday without fail Ray shows up with a smile on his face delivering high quality products that put the crews in a positive light so citizens see them as a professional group. Ray has brought forth solutions to issues the crews have had

with uniforms always doing so in a positive and professional manner.

The Richard Boudreault Public Works Award is given to an employee or group of employees who have best exemplified the qualities of the late Richard Boudreault, Facilities Manager/Assistant to the Director of Public Works - dedication and enthusiasm for their work. This year's recipients were three Public Works employees: Elizabeth Hilton, Administrative Secretary II - Town Garage, Cathy Molloy, Administrative Secretary II - Engineering Division, and Ether Diaz, Administrative Secretary/ Contract Compliance Administrator - Pollution Control/Refuse and Recycling. All three ladies are usually the first employee from Public Works that our customers, the citizens of South Windsor, make contact with. All three always present a positive, helpful, and respectful response in helping solve the resident's request for service or information. Elizabeth, Cathy, and Ether all make the job easier for the rest of Public Works by their efforts.

We congratulate all of this year's Award recipients on their positive contributions to making South Windsor special.

As always, feel free to contact me should you have a question or a concern as we remain committed to being attentive to the service needs of the community.

*Michael J. Gantick, P.E., P.W.L.F.
Director of Public Works*

Engineering

The Engineering Division is responsible for the design and construction management of public infrastructure projects, including roads, storm water drainage, sanitary sewers, and sidewalks. We also provide technical services, engineering reviews, and infrastructure records to residents, developers, consultants, Town Boards and Commissions and all Town Departments.

This year Engineering personnel managed the construction of road and drainage improvements to Dart Hill Road (from Ellington Road to Niederwerfer Road) and Foster Street (from Ellington Road to Beelzebub Road). Final design plans were prepared the reconstruction of Avery Street (from Beelzebub Road to Gray Road), and improvements to a section of Nevers Road (from Lake Street to the Community Center

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driveway) including replacement of the old culverts by Ayers Road. Survey and preliminary design work began on improvements to Abbe Road by Robert Drive, reconstruction of Avery Street between Gray Road and Orchard Hill Drive, new sidewalks along Buckland Road between the Town Hall/Library and Deming Street, and improvements to local roads in the Benedict Drive neighborhood and other areas of Town. The Rehabilitation of the Main Street Bridge over the Podunk River, and the Eli Terry Safe Routes to School project have been delayed due to environmental permit issues. These projects were paid for with funds from the successful Town bond referendums, Town Capital Projects budget, and State and Federal grants. Engineering staff are planning for the next round of milling and paving local roads and construction of



Grading new road base on Dart Hill Road at the sharp bend at the bottom of the hill

projects mentioned above.

South Windsor Engineering continues to use and improve our Town-wide Geographical Information System (GIS). The GIS is used by all Town departments and many citizens and businesses. GIS maps are routinely used by the Planning Department for the Planning and Zoning Commission and Inland Wetlands Agency. GIS data is used by the Recreation Department, Police Department, and Fire Department as well as the Engineering Division. Public Works crews have GIS maps for Town-wide leaf collection and snow plow routes that show actual locations where the Town crews have recently picked up leaves and cleared snow. Town staff continue to lead the GIS community by providing leadership roles on state and regional GIS committees and presentations at state and regional GIS conferences. Visit our Town website (www.southwindsor.org) to access the Town GIS, Citizen Service Request Dashboard and

for information on Engineering capital projects.

The Division provides comprehensive technical reviews of proposed subdivisions and commercial/industrial site plans for the Planning and Zoning Commission, the Inland Wetlands 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 laterals, storm water drainage, and other inquiries. This year the Engineering Division has issued and inspected 66 Drain Layers Permits for sanitary sewer connections and 350 Street Excavation Permits. We also handled over 1,610 Call Before You Dig requests. We reviewed 63 plans for new developments that were submitted to PZC and IWA/CC. In addition, we reviewed 31 building permit requests and performed site inspections for 26 requests for Certificates of Occupancy to ensure that they met Town regulations and the requirements of the Planning and Zoning approved plans.

Jeffrey Doolittle
Town Engineer

Pollution Control

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 and inspection, and pump station maintenance. This Division is also responsible for the operation of the Veteran's Memorial Park swimming pool pump and filtration system and for the test/adjustment of water chemistry for the maintenance of pool water quality.

During the past year, the Division treated 857 million gallons of wastewater at a treatment efficiency of 99%. The Town is required to maintain a treatment efficiency of 85% under the current discharge permit issued by the Connecticut Department of Energy and Environmental Protection. In treating the wastewater, 1,527,764 pounds of wastewater 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 more than 8,159 residential homes and to more than 345 industrial and commercial

businesses in South Windsor, East Windsor, Vernon, and Manchester. Service is provided to out of town properties in accordance with the provisions of intertown sewer agreements; through such agreements communities are benefited by limiting the number of expensive pump stations which would otherwise have to be constructed and operated.

This year plans for improvements to the Treatment Plant's Secondary Classifiers were completed and the construction phase initiated with an anticipated completion date of November 2015; by means of these improvements, maintenance costs will be reduced.

Pollution Control completed a utility easement vegetation management plan. This Plan will serve to guide the public, federal, state, municipal officials, and vegetative management contractors in all vegetation maintenance activities within the sanitary sewer easement right-of-ways (ROW).

The Town has seventy three (73) cross country sewer lines extending for twenty miles off the paved roadway surface through woodlands, fields, and private residential and commercial properties. These sewer pipes are located within easements. Town Pollution Control employees must be able to gain access to these pipes to protect the pipes from damage and to protect residents from emergencies and service disruptions. It is for this purpose that the Vegetation Management Plan (VMP) was prepared.

This VMP is based on an Integrated Vegetation Management (IVM) approach developed, utilized and continuously evolved over the past fifty years. These well established arboricultural practices take into consideration the natural resources along the rights-of-way and the cultural use of the landscape by Town residents.

The primary objective of this VMP is to document the most appropriate practices and procedures to control incompatible vegetation in a program that, overtime, minimizes the need for and impact of vegetation maintenance activities. Within the Plan there are guidelines for how the ROW vegetation will be maintained to protect the pipe. In addition to obscuring the ROW, woody vegetation with strong root systems can potentially enter pipe joints

resulting in blockages and sewage bypasses.

To achieve this goal, the primary ecological communities the Department of Public Works (DPW) will be establishing, and encouraging on theses ROWs, will primarily consist of grasses and herbaceous vegetation. In the end, these low growing landscapes will help reduce the need for more extensive maintenance activities and will be easier to re-establish in areas when DPW needs to access the pipe.

During the past year, an Arc Flash Hazard Assessment was completed for the Water Pollution Control Facility, eleven pumping stations, and other municipal buildings. The primary purpose of this study is to keep employees and contractors safe from injury while working on or near exposed electrical conductors or circuit parts that could become energized; and to meet all current requirements and standards if the National Fire Protection Association, the Institute of Electrical and Electronics Engineers and the Occupation Safety and Health Administration.

At the end of this fiscal year, Pollution Control employees were involved in the 24 hours per day continuous by pass of the sanitary sewer on Main Street over a period of seven weeks to permit construction work for the repair of a 100 year old storm drain pipe located 15 feet below the sewer main.

In the past year, the Water Pollution Control Division of Public Works participated in a coordinated effort with the Town's fire Department to plan and execute a confined space rescue training exercise at the Town's Route 5 Pump Station. The exercise involved a mock recreation of a response to a 911 call for assistance for an injured worker at the bottom of an underground pump chamber. The members of the Fire Department rescue team performed well, and the exercise provided an opportunity for the Department to train its members and to assess their performance for the purpose of improving their standard operating procedures. Annual field exercises of this type will be an ongoing event for the two departments.

In planning to meet these future system needs, the Water Pollution Control Authority has adopted a Reserve Fund Policy the purpose of which is to mitigate the economic consequences of current and

future risks, to ensure sound fiscal management and stabilization of annual sewer user rates, and to allow for greater flexibility with long term planning. Planning for these future needs requires a consideration of the system's complex and widespread components and a degree of unavoidable uncertainty, including, among other things, exposure to unforeseen natural events, accidents, revenue fluctuations, and unplanned facility repair, maintenance and improvement needs.

C.F. Shaw
Superintendent of Pollution Control

Public Buildings

The Public Buildings Division is responsible for long and short term maintenance, safety and reliability for a combination of assets including Recreational Facilities, Storage Facilities, Municipal Buildings and Out Buildings totaling approximately 200,000 sq/ft. The major facilities include: Town Hall, Veterans Memorial Park, Charles N. Enes Community Center, Police Department, Little League Concession Stand, Rotary Pavilion, Rotary Press Box Concession Stand, Public Library, Wapping Community House, Rye Street Concession Stand, Tyler Regional Animal Care Shelter and the Public Works Maintenance Garage.

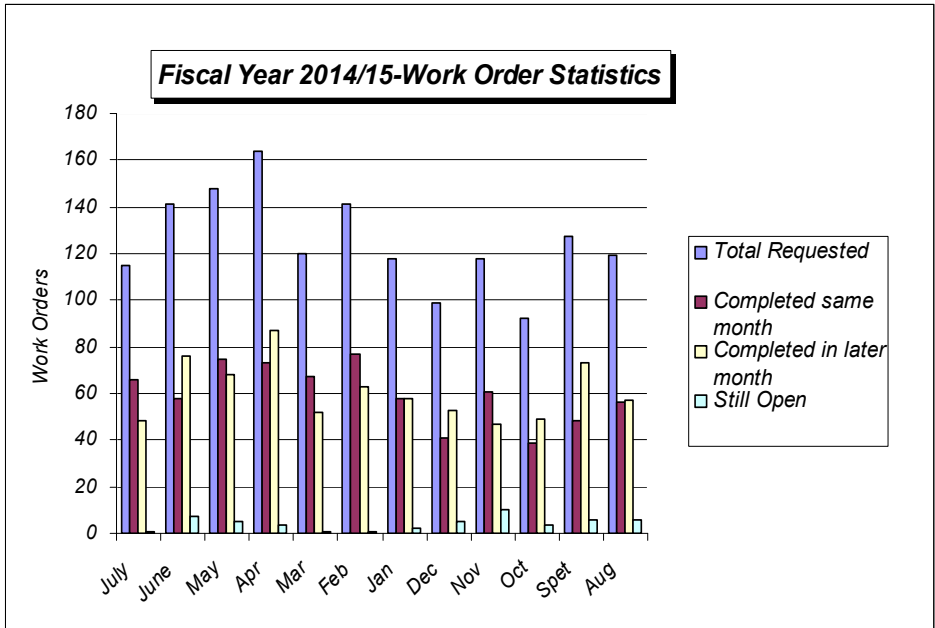
The Public Buildings Division's primary focus is to support each sites critical safety and emergency systems such as HVAC, fire, water, electrical, and emergency backup

systems. The Facilities Department also recognizes the importance and criticality of each division's goals and objectives and works closely with them to help meet those goals. The Public Buildings staff provides timely, courteous and professional support services on three shifts that cover sixteen hours of the day. Planning and organizing work schedules and activities are accomplished at the Town Hall. The Building Maintainer's Offices are located on the ground level.

Work Order Statistics

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 Preventative Maintenance tasks that our Department undertakes to maintain the expected useful life of the equipment and those activities that we've deemed necessary to eliminate repetitive emergency calls. These activities take up approximately thirty percent of our total time.

- Preventative Maintenance on all doors and associated hardware throughout Public Buildings
- Annual Gutter Cleanings
- Annual OSHA Safety and Electrical Inspections
- Annual Kitchen Hood Extinguishing Systems Inspections



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- Annual Overhead Door Maintenance on over fifty doors
- Annual Fire Alarm Systems Inspections at all Public Buildings
- Monthly and Annual Fire Extinguisher Inspections
- Annual Above and Below Ground Tank and Tank Monitoring System Inspections
- Annual Oven Hood Cleanings and Inspections
- Seasonal Sites Openings and Closings for Little League, Rye Street, Ralph Giansanti Concession Stands, Rotary Pavilion and Veterans Memorial Park Sites.
- Monthly and Annual Emergency Light and Exit Sign Inspections at all Public Buildings
- Quarterly Roof Inspections at all Public Buildings

Construction/Renovation Projects

- New Roof on Main Shower Building at Veterans Memorial Park



- New Clapboard Siding and Trim at Veterans Memorial Park



- New Above Ground Tank at the Police Department

- ◊ The old tank had reached its useful expected life and was slated for removal. The old tank was a 6,000 gallon underground tank which was removed for the installation of a new above ground 4,000 gallon tank which tucked in nicely behind the building.



- New Emergency Generator at the Police Department

- ◊ The old generator was original to the building and was located in the basement of the building. A new generator was installed outside within a fenced in area to conceal it from street view. A new 6,000 gallon dual fuel (heating oil and diesel fuel) storage tank was also installed. A 6,000 gallon heating oil storage tank was also removed from the front of the building.



- Boiler Replacements at the Town Hall and Town Library

- ◊ With a great offer from Eversource to bring natural gas to the Library and Town Hall at no cost to the Town, installing new condensing gas boilers provided efficient, clean and low cost operating systems to both buildings for years to come.

- Painting and Carpet Replacement

- ◊ As well as many other painting projects we repainted walls and

installed new carpet in rooms 205 and 207 at the Community Center. A spiffy paint job by the staff and new carpet made this room look like new again.



- New Emergency Generator at the Community Center

- ◊ An old generator was replaced with a new one that now handles 100% of the building's load. The entire building is now capable of being heated and cooled during emergency shelter operations as well as emergency heating and cooling center uses.

- New Emergency Generator Installation at the Public Works Facility

- ◊ Here too a new Emergency Back Up Generator was installed. This unit now carries the entire building's electrical load. The previous generator relied on propane which needed to be delivered every other day to keep it running. The new generator has the capacity to operate 96 hours at full load before needing to be refilled.

- New Natural Gas Emergency Generator at Fire House #2

- ◊ All of the new generators including this one have a 5 year parts and labor warranty.

- New LED parking lot lights at the Public Works Facility



- ◇ The existing lot didn't have any lighting whatsoever. Four new LED lights provide a safe well lit area to park. The new lights automatically dim to 50% until they sense motion which means they're super efficient as well.

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.

Leaseholds

The Public Buildings Division administers and manages nine Agricultural, Farmland, and Tobacco farming leases. The lease terms vary with each lease although like the service contracts above, most are long term contracts. This is done due to the nature of the lease. Most farmers need a longer term lease agreements to recoup their upfront costs for fertilizing, sowing and maintaining the land for their specific use.

Staff Profiles

The Building Maintenance Department staff consists of three well equipped and experienced Building Maintainers that maintain contracted services such as HVAC, Janitorial Services, Fire Protection Services, Elevator, and Electrical Services. 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 three shifts: 7-3:30pm, 10-6pm, and 3-11pm 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 has been with the Town for ten years and works first shift from 7-3:30pm. 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's last employer was Pratt & Whitney where he worked for over twenty years.



Mike Costa has been with the Town since October 2007 and works from 10am-6pm. Mike is one of the kindest people you'll ever meet, and

like Chris, he also specializes in a construction trade. Mike is a skilled Carpenter who owned his own business for over thirty years. Mike handles most of our requests relating to structural repairs including custom woodworking and repairs to doors and wall systems. Mike is also involved in our inventory management system and orders most of the parts we use throughout the year.

Rich Swain has been with the Town since 2008 and currently works the evening shift from 3pm-11pm. Rich is a multifaceted person who responds to plumbing, carpentry, and light electrical requests for



repairs. His workload mostly consists of projects that can only be completed after hours when rooms and buildings are vacated. Rich has an infectious smile and is always willing to give a helping hand to anyone who needs it. Rich worked for the State of Connecticut as a building maintainer prior to working for the Town. He is an experienced plumber and has many plumbing projects including bathroom remodeling projects under his belt.

Maintenance Department Mission Statement

To provide a healthy, clean, and safe environment for all stakeholders through the use of LEAN practices, Continuous Improvements, and Customer Service that's second to none.

Clay Major
Facilities Manager

Refuse and Recycling

The Town has been a member of the Mid - Connecticut Project since 1984 which is a regional cooperative organization of Hartford area communities established for the purposes of refuse disposal and recycling. Refuse from member communities is processed at a Hartford energy recovery facility operated by the Connecticut Resources Recovery Authority (CRRRA) where it is converted to electricity for use in the Hartford area.

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, storage and rechargeable batteries, scrap metal, magazines, and junk mail, clothes, aseptic packaging, leaves, and Christmas trees. The Town also collects and recycles antifreeze, and used oil filters at the Public Works Garage on Burgess Road. More information concerning the recycling and refuse programs may be on the Town's website (www.southwindsor.org).

During Fiscal Year 2014-2015, the Town, in cooperation with the Central Connecticut Solid Waste Authority, was able to request proposals for alternative solid waste disposal services. These efforts resulted in a new contract which will decrease waste disposal costs for the Town.

Contract Service	Description	Procurement Avenue
HVAC	Public Bldgs Full 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	CCM 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	TOWS Contract
Janitorial Services	Full Service-All Public Buildings	TOSW Contract

Departments & Services

RECYCLED ITEMS	2012-2013	2013-2014	2014-2015
Commingled recyclables Newspaper/cardboard, food and beverage containers (tons)	2,673.40	2,649.86	2,630.59
Batteries (tons)	1.10	0.27	1.38
Leaves (tons)	5,125	4,522	5,427
Scrap Metal (tons)	34.27	29.0	25.83
Christmas Trees (cubic yards)	200	235	185
Antifreeze (gallons)	300	160	145
Waste Oil (gallons)	4,048	3,911	3,831
Electronics (tons)	70.51	32.03	51.49
Disaster Debris	0	35,972	0
Bulky Waste (tons)	414.2	427.57	540.9

The Town was also able to negotiate a three year extension of the current contract for refuse and recyclables curbside collection services under favorable terms.

The Town will continue to work with other Central Connecticut Solid Waste Authority member municipalities in a regional effort during the critical planning process to modernize the Connecticut Solid Waste System.

Future goals include monitoring the progress of the State's Request for Proposals (RFP) to solicit technical assistance in the modernization of the Connecticut Solid Waste System, and to ensure opportunities for the continued participation in the public input process.

Solid Waste Management

Connecticut is updating its waste management and recycling policy in response to changes in technology and market conditions. The new materials management plan is due by state statute in 2016; a complete draft should be available in the fall of 2015.

The scope of the Materials Management Strategy will include:

- Complete an analysis of the composition of the waste stream and a review of trends affecting the state solid waste and recycling markets.
- Provide practical strategies to meet the state's statutory goal of 60% diversion by 2024.
- Provide an action plan for the development of the state's material management industry.
- Maintain and develop strategies that remain relevant to the current market.

Through the recycling program, the Town has been able during the past year, to divert solid waste that otherwise would have had to have been disposed of at a landfill: this cost avoidance represented cost savings to the Town of \$523,743.

The above table compares Town residential recycling efforts of this past year with prior years.

C. F. Shaw
Superintendent of Pollution Control

Street Services

The Street Services Division of the Public Works Department maintains the Town's road and drainage infrastructure. There are approximately 140 miles of roadway in Town. Some of the Division's maintenance responsibilities include street sweeping, pothole repairing, snow removal, leaf pick up, line painting, sign repair and roadside vegetation mowing. There are over 4,400 catch basin drainage structures to inspect for condition, clean and maintain. In addition to those responsibilities the Division also preps roads for resurfacing maintenance projects and improvements which consume much of the spring, summer, and fall months. There are 20 full time employees in the Street Services Division and we strive to find more efficient ways to complete these tasks and deliver quality, cost effective services to the Residents of South Windsor.

The Dashboard Request System was implemented into our operations two years ago and has helped us manage all requests for service. Our service delivery has been greatly improved and it is truly a team effort. The system is capturing information for many things that we do. Many times a call for service comes in and a work order does not get issued and those requests never get

tracked or accounted for. The time is lost in the day to day operations. Reported potholes are now logged in and tracked. They have the potential to cause liability claims against the Town. Potholes receive and get a priority response from us. Information about the hole is captured and the follow up and repair action is well documented. Damaged regulatory signs as well as street signs are managed by the system, drainage problems or failures, damage to mail boxes from snow removal operations; lawn damage, dead animal pick up and disposal are some of the things we now manage through the Dashboard system. The number of requests entered into the system throughout Fiscal Year 2014-2015 was 958. The system has dramatically improved our operations and has had a positive impact with our overall service delivery.

The winter season was a long cold one with numerous snow and ice events. We along with the entire north east part of the country again saw salt shortages due to delivery problems for a second winter season in a row. There were 24 recorded winter storm events. Some of them required Town wide salting treatments and some were full blown snow storms. Residents for a second year in a row had their roof snow rakes out and many of the roof tops at our Town Buildings were cleared off.

Four out of the last five winter seasons were to say the least, tough and challenging. We have gained some valuable experience and knowledge over the last few years. We endured some major storms and severe weather events that presented us with some real operational challenges. We have made it a priority to plan for the unplanned and develop up to date standard operating procedures, as well as a written procedure for special or unique weather related events.

We did all of the drainage prep work in advance for the paving of Virginia Circle and Oxford Drive as part of the pavement rehabilitation and resurfacing project made possible by the 2012 Bond Referendum voted on and approved by the Citizens of South Windsor. We also assisted the Engineering Division with the pre-inspection of the drainage work and some of the project management. We installed new catch basin tops on the above listed roads and rebuilt or repaired all existing structures

prior to the arrival of the paving contractor who was awarded the project.

We also performed a record amount of cut and patch work on road sections all over Town. In addition to the cut and patch work the crew did several drainage improvements on Main St. The largest project was in the 1600 block, where 3 new drains were tied into an existing system. The project solved a long standing problem with severe icing and puddles. The crew has done a great job repairing and engineering small drainage systems in the field. These systems were meant to be short term improvements but will last for many years to come.

We went out to bid on a 17.48 mile road crack sealing project based on three different bid areas, versus the traditional process of basing the estimated costs on single unit pricing by the linear foot or by the pound. This was the fifth year we bid the project out by area and it has proved to be cost effective. Over the last five years we have crack sealed 95.25 miles of road accounting for 68% of our total road inventory. Our crack sealing efforts have proved to be beneficial and our pavements serviceable life expectancy has out performed the typical New England pavement model.

The Annual Leaf Harvest Program was accomplished by the Street and Fleet Division's of Public Works and the Park and Recreation Department. It took 26 full crew

collection days to collect 21,707 cubic yards of leaves which were vacuumed up from the curb side and hauled to the compost site. The arrival of snow and poor weather conditions plagued the program which in ideal conditions has been completed in as little as 19 days. We also have noticed an increase in the amount of leaves that is brought in to the resident drop site. The pile accounts for at least one sixth of the leaves at the composting site and is not figured into our curb side collection data.

The Division is managing street tree concerns for trimming and for hazardous tree assessment, to include removals and trimming for all trees growing within the Town's Street Right of Way for the third year in a row. All street tree concerns and complaints are being logged into the Citizen Dashboard Request System where the concern is assigned, investigated or assessed. The request is assessed by the Tree Warden and information regarding the action taken is added in the comments. When the final work is done or a decision is made the request is updated and then closed out. Trees that have been posted for removal are posted for ten days as required by State Law and stay open in the system until the time limits have been met and the tree has been removed. One thing we can see from mapping the concerns over the last year two years is that tree concerns or problems are pretty evenly spread out over the Town. The program is tied to our GIS Mapping System. Documentation of a tree

concerns is a critical aspect of managing the Town's urban forest. Hazardous trees complaints or concerns and tree removals within the limits of the Town's Street Right of Way have to be managed.

We also completed the left over section of Strong Road and all of West Road's tree assessment, trimming and removal project. We identified weaken, bent, cracked and damaged trees as a result of Storm Alfred, in 2011. The crew also performed many tree removals, site line visibility issues and tree clearance trimming throughout the Town as well as the project. The Town's tree Contractor, Distinctive Gardens and Tree Care also worked on the project and pruned over a mile of dense, damaged tree canopy and removed several trees that required their expertise. Eversource Energy also assisted with the project and removed at no cost to the Town many trees that were damaged and had a high potential to fail over their wires and our road. This project was another success and we will continue. I am very pleased with the job the Town Crew did and we will continue to take a pro-active approach in managing the Town's Roadside Urban Forest.

Roadside mowing efforts have increased in the rural areas that are not maintained by property owners and also along some Town owned property. We have been mowing and clearing back brush to the street R.O.W. limits. The Roadside Mowing Program has been improved over the last several years and our goal is to reclaim the Street Right

STREET SERVICES ACTIVITY	11-12	12-13	13-14	14-15
Total Road Resurfacing Miles	1.04	multi year projects – work not completed	7.32	0.0
Crack Sealing Road Miles Maintained	21.97	19.74	15.99	17.48
Street Sweeping Days with 1 Sweeper Unit	27 days with Town's one unit	28 days with Town's one unit	29 days with Town's one unit	30 days with Town's one unit
Cut and Patch Road Repairs not including Street Cut Permit	4,365 square feet	14,000 square feet	Not Measured	15,000 + est. square feet
Drainage Facilities Repaired or Rebuilt	93	90	57	118
Leaf Collection Cubic Yards / Vacuum Days	15,386 / 24 collection days	15,497 / 18 collection days	18,087 / 18 collection days	21,707 / 26 collection days
Roadside Mowing Passes	4	4	4.5	4
Miles of Road Plowed	139.5	140.0	140.0	140.0
Number of Snow & Ice Events / Annual Snow Fall	9 / 18.25 " Inches of snow	16 / 65.25 " Inches of snow	25 / 43.5" Inches of snow	24 / 69.75" Inches of snow
Total Tons of Salt Used for Winter Operations	815	2427	3500	3882
Total Catch Basins Cleaned	2896	1677	2048	49
Total Street Tree Issues tracked with the Dashboard System	Not tracked for entire year / 57	95	85	123
Dead Animal Carcasses Picked Up and Disposed of	Not Tracked	Not Tracked	55	59
Pothole Patching Material	FY 98-99 37 tons	FY 05-06 56.89 tons	FY 09-10 124.18 tons	FY 14 -15 346.24 tons

Departments & Services

Of Way and keep it maintained. Trees with low hanging branches are also being pruned to provide 14' of ground clearance. Motor vehicle site line issues and complaints have decreased and our efforts have improved roadside aesthetics. We are investing our time, improving and expanding our vegetation management control plan which will ultimately avoid costly succession tree and brush growth in the future. This program is a core function of the Division.

Mark Owens
Street Services Manager

Registrar of Voters

The Office of the Registrar of Voters (ROV) is governed by Connecticut State General Statutes. The responsibilities are to register eligible U.S. 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, compiles monthly reports of all activities concerning the voters in South Windsor and is responsible for the hiring and training of all official election poll workers.

The use of Tabulator Voting Machines has continued to accurately expedite the entire voting process and provide accuracy as proven by the state audits the Secretary of the State conducts following each State and Federal Election.

During Fiscal Year 2014-2015, the ROV Office received and implemented 3,269 changes to the voter records. The total number of changes includes 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 Gubernatorial Republican Primary and the Gubernatorial Election.

The voter turnout for these elections is as follows: 21% for the Republican Gubernatorial Primary held on August 12, 2014 and 65% for the Gubernatorial Election on November 4, 2014.

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

Online Voter Registration initiated in January 2014 allows people to register to vote, change their address, name or political affiliation at www.sots.ct.gov

South Windsor continues to use Electronic Poll Books with the checkers using laptops in all of our five polling locations. Voters are checked in as having voted electronically on a laptop. This provides immediate access as to who has voted throughout the election and after. The paper list continues to be used as State mandated.

The ROV Office conducted their Annual State required Canvass of all Voters in South Windsor from January 15, 2015 through May 1, 2015.

A Special Voter Enrollment Session was held at South Windsor High School on June 4, 2015.

Both Registrars have remained active in the Registrars of Voters Association of CT (ROVAC). Sue Burnham serves on the ROVAC Ways & Means Committee and as Treasurer of the Hartford County Registrar of Voters. Sue W. Larsen finished her five year term as ROVAC Treasurer and serves as Chairperson of the Legislative Committee.

Sue Burnham
Republican Registrar of Voters

Sue W. Larsen
Democratic Registrar of Voters

REGISTRATION FIGURES AS OF JUNE 30, 2015

DISTRICT	REPUBLICAN	DEMOCRATIC	UNAFFILIATED	OTHER	TOTAL
I	188	317	353	6	864
II	588	983	1,111	23	2,705
III	968	1,606	1,686	35	4,295
IV	647	753	1,004	19	2,423
V	931	1,589	1,708	41	4,269
TOTAL	3,322	5,248	5,862	124	14,556

Activity Summary	
Land Records	5,000
Fish & Game Licenses	27
Dog Licenses	2,481
Kennel Tags	12
Births (2014)	199
Marriages (2014)	497
Deaths (2014)	228

Town Clerk

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, vital statistics and maintaining all Town Council, Boards and Commissions agendas, minutes and records; recording and maintaining election results, issuing absentee and presidential ballots, 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, fish & game, 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. Copies of the Town Charter and Ordinances are also available for a fee. Duties also include processing all town notary appointments, appointment of unaffiliated Justices of the Peace, accept for filing lawsuits and claims, record cemetery deeds, maintain burial records, process and publish town ordinances and the annual audit report.

The office and land records vault are used daily by title searchers, attorneys, bankers, appraisers, civil engineers, surveyors, real estate agents and the general public.

Fiscal Year totals include \$1,436,708.00 collected for various State of Connecticut licenses and fees, and \$500,000.00 in Revenues for the Town's General Fund and LOCIP funds for a total collection of \$1,936,920.00

Lori Trahan
Town Clerk

Agricultural Land Preservation Advisory 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.

SWALPAC 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), 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), and a portion of the Foster Farm Property.

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, Jr.
Chairperson

Historic District Commission

The Historic District Commission, established with a majority vote of residents in 1970, is charged with the oversight of alterations to any exterior architectural feature or structure within the District's boundaries, visible from a public street, way or place. Working in cooperation with property owners, the Commission strives to maintain the precious historical character of the individual properties and of the District as a whole. The Commission reviews proposed work at a public hearing and, if approved, issues a Certificate of Appropriateness. In 2014-2015, in addition to our nine regular meetings, the Commission consulted with three homeowners, held hearings and issued three Certificates to allow work to proceed.

Preparation of the final phase of South Windsor's Historic Resource Inventory has been hampered by technical difficulties and was not completed during Fiscal Year 2014-2015. Finance by a grant from the Historic

Preservation Division of the Department of Economic and Community Development, the Historic Resources Inventory of South Windsor documents buildings based on the same criteria used for inclusion in the National Register of Historic Places: i.e., structures should be at least 50 years old, retain their original integrity, have historical associations or represent important historical themes in the community, or be good representations of architectural styles. The three phases of the Inventory will complete the review of South Windsor's historic structures and will be helpful in planning future development. The identified properties will be located on the GIS system and will allow the planning process to take the preservation of historic buildings into consideration. When completed, copies of the three phases will be available for purchase from the Commission.

In April 2014, the Town Council approved our submission of an application to the U.S. Department of Interior for designation as a Certified Local Government, confirming the Town's commitment to support and promote historic preservation. CLG status will make the Town eligible for grants to further education and preservation goals through funds administered by the Connecticut Commission on Culture and Tourism. In August 2015, South Windsor became one of 50 communities in Connecticut to attain CLG status.

The Commission met with the representative of the East Hartford Historic District Commission and Mary Dunne from the State Historic Preservation Office to discuss the establishment of a joint Historic District on Long Hill Road in South Windsor and Long Hill Street in East Hartford. It would be the first such District in the State with properties being administered by their respective Historic District Commissions. Interest in such a district will be sought from residents of the area.

The Commission continues to weigh in with the Demolition Delay Commission, when applications are submitted for the demolition of buildings 75 years or older.

Virginia Macro
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 attained the age of sixty-two or over. Also, Disabled Persons who have not attained the age of sixty-two years or older may apply by furnishing the required documentation verifying their Social Security Disability status. Income limits at this time are \$45,100/single and \$51,500/couple.

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 actually remits a payment to the Town of South Windsor. For Fiscal Year 2014-2015, a Payment in Lieu of Taxes (PILOT), in the amount of \$26,796, was sent to the Town by the Authority.

In the continuing effort to ensure the safety and well-being of our residents, the Authority continues the voluntary "I'm OK" program wherein residents have a doorknob hanger on the outside of their front door. Every morning the resident turns the card so that the "I'm OK" is displayed. Staff or a volunteer checks the cards daily to make sure that the participating residents are OK. When checked, the card is turned over to the "blank" side and so the process continues each day.

The Housing Authority continues to move forward in preparation to seek funds to construct an additional 40-unit apartment building for the elderly (62 years and older) on the land next to our Flax Hill apartments. The plan is to convert the facility, at some point in the future, to a congregate facility providing 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 area elderly, to continue to live in South Windsor should they no longer be capable of independent living. Should you have any questions regarding the Housing Authority, you may contact our office at (860) 644-3082.

Joan Murphy
Chairperson

Boards and Commissions

Human Relations Commission

The purpose of the Human Relations Commission is to promote a community environment of fairness and respect, to encourage positive interactions among residents from diverse backgrounds, and to offer programs that educate and inform our residents about the value of diversity in our community.

During the Fiscal Year 2014-2015, the Commission rewrote its mission statement. The full text can be found through the Commission's link on the Town's webpage.

In January, the Commission launched its Facebook page. It provides extensive information on programs, contests and issues relative to the Commission and the community. The link is <https://www.facebook.com/SWHRC>.

The Commission also sponsored the following activities:

Opening Door to Understanding Cultures and Customs - The Commission and the South Windsor Public Library continued presentations about various religions, ethic and culture groups in our community. In October, they co-sponsored a program on the Baha'i community.

Winter Film Festival - The theme for the winter film festival was "Forms of Expression". Two films were shown, "Beautiful Losers," which explores graffiti art, and "Music From the Inside Out," which followed the Philadelphia Symphony Orchestra on a tour of Europe. A third film was canceled due to inclement weather.



Mayor Saud Anwar poses with Terence Jordan, who won the Major's Purchase Prize at the annual photo contest.

Photo Contest - The theme of the annual photo contest was "South Windsor Architecture." Winners were: Marti Aman, first place, Terence Jordan, second place,

Sue Shepard, third place, and Terence Jordan for the Mayor's Purchase Prize. The Mayor's Purchase Prize was hung in the Town Hall. A reception was held in their honor in March. All entries were displayed in the library for the month of March. The theme for the 2016 contest is "South Windsor At Play." Entries are due January 1, 2016.

Community Policing in the Post Ferguson Era - In March, the Human Relations Commission, Mayor Saud Anwar, and the South Windsor Police Department sponsored a forum on community relations between our local Police Department and people of color. The African American Commission helped facilitate the meeting.



Performance Poet Ryan Parker listens to one of the other poets reading during Poetry Day. Library Director Mary Etter follows along in a poetry book.

Poetry Day - For the Town's second annual Poetry Day, the commission invited poet laureates to an April gathering at the South Windsor Public Library. Performance poet Ryan Parker also read several of his poems.

Art On A Bench - The Commission is seeking artists' submissions for a park bench design that would reflect some aspect of South Windsor. The bench will be installed at the East Windsor Hill Post Office on Main Street. The bench will become the property of the Town.

Charles Margolis
Chairperson

Inland Wetlands Agency/Conservation Commission

During the Fiscal Year 2014-2015 the Commission received twenty-one applications, which were approved with various conditions. 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 Niederwerfer Wildlife Sanctuary, the Major Michael Donnelly Preserve and Wapping Park which are available in the Planning Department, the Town Clerk's Office and at the Sanctuary. Eagle Scout applicants assisted the Commission by continuing to upgrade trail structures at Wapping Park, Major Michael Donnelly Preserve, and Nevers Road Park. Five Eagle Scout candidates completed projects to enhance access to our open space properties, and provide accessories to the trail, such as benches or informational kiosks.

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 utilize a USDA grant to provide to High tunnels (hoop houses) for the Community Gardens on Avery Street.

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.

Elizabeth Warren
Chairperson

Mass Transit and Highway Advisory Commission

The purpose of the Mass Transit and Highway Advisory Commission is to monitor local traffic changes and traffic safety concerns, study the needs for mass transit within South Windsor, seek out programs to increase and improve mass transit, and advise the Town Council on those issues. Additionally, the Commission may make recommendations regarding traffic and report them to the Town Council, the Traffic Authority, and the Planning and Zoning Commission.

During Fiscal Year 2014-2015, the Commission worked to raise awareness about transportation options within and beyond our community. We established two priorities: 1) To increase ridership on the existing CT Transit routes by publicizing that option and 2) To do preliminary work towards establishing a circulator bus with neighborhoods routes that would connect to existing public transportation.

Increasing transit ridership - A new link on the Town website now gives residents information about existing CT Transit routes, such as bus stop locations, route connections, fares, and times. Four new bus shelters are being planned to encourage bus use in high traffic areas and highlight the existence of these bus stops. The shelters will be erected at: Commerce Way, Evergreen Run, Governor's Highway, and the corner of Deming Street and Buckland Road.

Circulator bus - The Commission is in the early planning stage for this project. Commission members have researched the operation and funding for similar services, discuss the goals of the project, and evaluated potential routes. The ultimate goal is creating a hub that connects to the CTFastrak route planned for East of the River.

The Commission meets on the fourth Tuesday of the month at 7 p.m. in the Sprenkel Room at Town Hall.

*Karen Wagner
Chairperson*

Park & Recreation Commission

The Park and Recreation Commission (PARC) is working on projects, programs, and recreational facilities that will benefit

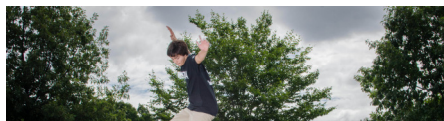
our community and promote participation in healthy recreational activity for all residents.

The Commission works to develop new projects as we keep five important 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
- Increase awareness of personal health and wellness through recreational activities

As we work to achieve these goals we have accomplished the following in the 2014-2015 Fiscal Year:

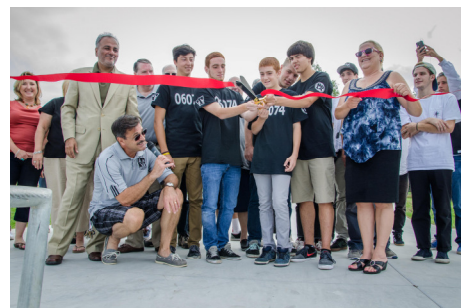
1. Completed the task of gathering public input through surveys, workshops, and focus groups. Now the daunting task of revising the Council adopted Park & Recreation Master Plan will consume most of our efforts for the 2015-2016 Fiscal Year.
2. The PARC sponsored South Windsor Food Alliance continues to "grow" with many successful initiatives such as summer and winter farmers markets, community gardens, and the beginning phase of planning for two high tunnels to be installed at the Avery Gardens in Fiscal Year 2015-2016
3. The "South Windsor Walk & Wheel Ways" sub-committee had another successful year continuing a learn-to-ride program for fourth graders in partnership with the B.O.E. physical education department, participating in



Local skaters finally get to try their skills at the new Skate Park at Nevers Park!

and sponsoring several community bike rides & trail hikes, and had a presence at Planning & Zoning Commission meetings to advocate for "walkability" & "bikeability" in all upcoming road projects in town.

4. Construction of the first phase of the skate park was completed with a highly successful grand opening on Sat., August 23, 2014.



Skate Park Grand Opening, Sat., August 23, 2014

5. Construction of a new replacement building for the deteriorating Little League shack was 85% complete and officially dedicated at the annual Little League Opening Day celebration on Sat., May 2, 2015. The new structure includes accessible restrooms, concession, storage and a press box and was two-thirds funded by S.W. Little League.



New Concession/Restroom/Storage facility at the Little League Complex opened May 2, 2015.

6. The only major Commission project for the coming year is currently in the planning stages and will call for a complete re-construction and re-alignment of the Ayers Road softball field at the Little League Complex. This

Boards and Commissions

project will be cost-shared through a partnership with the Board of Education to improve field conditions for the Varsity Girls' Softball team.

Commission projects on the horizon include: continued expansion of Walking/Biking Trails in town parks and neighborhoods, disc golf, and renovations to the basketball and tennis courts at Rye Street Park. With the absence of any new funding allocations for master plan development through the Capital Projects budget these projects are unfortunately not likely to be accomplished. We always welcome any ideas for new programs, services or facilities.

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 recreational needs for the town. Regular meetings are held in the Sprengel Room in Town Hall at 7:30pm on the second Wednesday of every month. We welcome your participation.

Alan Larson
Chairperson

Patriotic Commission

The South Windsor Patriotic Commission had a very busy year.

In November, we participated in the Hartford Veterans Day Parade, the largest in New England. We were led by the South Windsor Police Department Honor Guard, followed by the Timothy Edwards Middle School Band. Veterans and Town officials marched with a bus to carry Veterans unable to march.

For Veterans Day we have a program called "Veterans in the Classroom". Prior to Veterans Day several Veterans speak in Social Studies classes at Timothy Edwards Middle School. On Veterans Day we attend a service in front of the high school, and then veterans are brought into classrooms to speak and answer questions. This program is very well received by students. All of the elementary schools have a Veterans Day program designed by the schools and Veterans are encouraged to attend.

At 11AM (the 11th hour of the 11th day of the 11th month) on Veterans Day we hold a ceremony at Veterans Memorial Park.

Wreaths are placed on the five monuments there. The high school music department provided us with music and trumpeters for "Taps". The South Windsor Police Department Honor Guard provides a rifle salute just before "Taps". The event is well attended by Town officials, veterans, and citizens.

In December, we support "Wreaths Across America," a program that places Christmas wreaths on Veterans' graves in South Windsor. The program is organized by South Windsor's American Legion Post 133. A formal ceremony is held at Veterans Memorial Park, followed by the placing the wreaths on the graves in Town cemeteries by Boy and Girl Scouts. This year all Veterans' graves in South Windsor received a wreath.

In February, we start receiving our Patriotic Commission Essay Contest entries. The contest is available to all South Windsor students, in public and private schools, as well as by the Town Council in June. All entrants received a certificate from the Patriotic Commission, and winning essays were published in the South Windsor Reminder.

On May 16th, we held our Armed Forces day "Evening in the Park." It is a large picnic type event for the entire family, with participation by civic groups, amusements for children, refreshments, a patriotic concert by the South Windsor Community Band and ending with a fantastic fireworks display. 2015 saw the largest participation ever for this event.

On May 20th, members of the Patriotic Commission attended a golf tournament fund raiser at Topstone Golf Course. The event was sponsored by the South Windsor Rotary Club and was held to benefit the memorial wall at Veterans Memorial Park. The event raised \$30,000 for the memorial wall, enabling us to start the planning. The wall will be erected and dedicated for Memorial Day 2016.

On Memorial Day we celebrated with a parade and service. We invite all community groups, as well as military and veterans' organizations, to march. At the service in Veterans Memorial Park, wreaths are placed on the monuments. The service includes guest speakers, music, the Police Department Honor Guard firing three volleys, and taps.

Old and worn flags are collected throughout the year at the Town Library, and in June we have a formal retirement ceremony at the South Windsor Fire Department Headquarters on Ellington Road.

Twice a year the Patriotic Commission places memorial bricks in the walkway at Veterans Memorial Park. The bricks are purchased by individuals to honor a service member. Forms to order the bricks are available at the Patriotic Commission website.

There are photos and information about South Windsor residents currently serving in our Armed Forces hanging in the Town Hall, updated regularly by the Patriotic Commission. These photographs are provided voluntarily by the families.

The Commission has a link on the Town's website. Residents can find information regarding flag etiquette, Patriotic events, and other pertinent information on our site.

Kent Carlson
Chairperson

Public Building Commission

The Public Building Commission (PBC) met regularly during the Fiscal Year 2014-2015 in order to progress the construction of the new Orchard Hill Elementary School, as approved by the voters of the Town of South Windsor in March 2014. In addition to the commission's action to hire the architect, Drummey Rosane Anderson, Inc. (DRA) in June of 2014, they hired the following professionals to round out an experienced and dedicated design team: Owner's Representative, Colliers International (formerly Strategic Building Solutions, hired in August 2014) and Construction Manager, Gilbane Building Company (hired in December 2014).



Architect's Early Rendering of New School

In September the design team, including representatives of the PBC, held a kick-off

meeting with representatives from the Town, South Windsor Public Schools, and Fire and Police Departments, to discuss the important tasks at hand and obtain input on design development. Educational programming meetings were held with district and school administration and staff in order to fully understand the district's needs. The PBC authorized DRA to engage the services of the land surveyor, wetland surveyor, geotechnical engineer and environmental site assessment. Meetings were convened with the design professionals and Town staff, including the Town Engineer, Town Planner, Planning & Zoning Commission, Inland Wetlands Commission, Architectural Design Review Committee and WPCA to provide guidance on the development of the site and plans, and to obtain the necessary approvals. Two informational meetings for abutting neighbors were convened in 2014-2015 to inform them of the progress of the project.

As plans progressed, the Commission was presented with building site options for its consideration and worked collaboratively with the Board of Education (BOE). A joint meeting of the PBC and BOE was held on October 22 to discuss the site placement and the buildable zone. At this meeting the Commission unanimously approved the building site based on recommendations by DRA. The PBC approved the schematic design and estimate for the new Orchard Hill School at its February 18, 2015 meeting, representing the culmination of many months of work on behalf of the design team, PBC, and school administration. Throughout the spring the Commission was provided with opportunities to review the design development and cost estimates at various stages of the project, allowing them to provide feedback on the design and materials being proposed, as well as opportunities for value engineering.

In March 2015, the Commission voted unanimously to hire Sustainable Engineering, a commissioning agent responsible for ensuring that all of the building systems perform interactively according to the design intent and owner's operational needs.

Members of the Commission appreciate the cooperation and support of the many Town and School Officials who are integral to the success of this project and are excited to proceed into 2016 when the official

groundbreaking will take place. As the construction continues, the Commission looks forward to its continued collaboration and to delivering this new school project on time and within budget.

Howard (Hap) E. Fitts
Chairperson

Water Pollution Control Authority

The Water Pollution Control Authority (W.P.C.A.) established in 1966 was originally known as the Sewer Commission. The Authority is made up of seven (7) members and two (2) alternates appointed by the Town Council for a term of four (4) years. Its members are citizens of the Town who volunteer their time to take on the responsibility and obligation of approving sanitary sewer construction plans and the operation of the sewerage system. The Authority levies benefit assessments, establishes fair and reasonable sewer user charges, awards contracts, selects engineers and applies for state and federal funds as authorized in the Connecticut General Statutes, Chapter 103 and the Town of South Windsor Ordinances 103 and 150.

The Water Pollution Control Authority 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. Authority members take seriously their responsibility for this system, and as such, must establish fair and prudent fiscal policies to ensure adequate funding for proper maintenance, repair and replacement of the system's many components. Planning for future needs of this complex and widespread system entails a degree of unavoidable uncertainty, including, among other things, exposure to unforeseen natural events, accidents, revenue fluctuations, and unplanned facility repair, maintenance and improvement needs.

The Authority proposed new regulations that provide a percentile discount on sewer user charges to all residents eligible for the Town's Property Tax Relief Program for the Elderly and Totally Disabled. The amount of the discount will vary, based upon income levels used for the property tax credit.

Residents will be able to apply for the sewer charge discount program at the same time when they apply for the Town's Property Tax Relief Program through the Human Services Department.

During the Fiscal Year 2014-2015, the Water Pollution Control Authority approved a number of commercial and residential projects. Included among these were two regional distribution centers on Sullivan Avenue, a 180,000 square foot expansion of the Carla's Pasta facility on Talbot Lane, a nine building residential development and two commercial buildings at Evergreen Walk. Also approved during this year was the Connecticut Valley Brewing Company on Sullivan Avenue, and an 18 lot residential development on Clark Street.

The Authority implemented the recommendations of an earlier Sewer System Evaluation Survey to rehabilitate 30 sewer manholes in the elimination of about 63,000 gallons per day of under ground water seeping into the collection system; and further, to initiate a project to repair and restore the capacity of 3,100 linear feet of old sewer truss pipe.

Other projects approved by the Authority during this past year include rehabilitation of three sludge storage tanks and improvements to four secondary clarifiers at the Treatment Plant.

Early in this fiscal year, the W.P.C.A. met with Town officials to review the adoption of an Enterprise Fund so as to provide a means of clearly showing the financial state of the W.P.C.A. operation.

An enterprise fund establishes a separate accounting and financial reporting mechanism. Under enterprise accounting, revenues and expenditures are separated into separate funds with its own financial statements and are not commingled with the revenues and expenditures of other government activities.

Financial transactions are reported using standards similar to private sector accounting. Revenues are recognized when earned and expenditures are recognized when incurred under a full actual basis of accounting.

Enterprise funds provide management and rate payers with information to:

Boards and Commissions

- Measure performance
- Analyze the impact of financial decisions
- Determine the true cost of providing a service.
- Identify any subsidy from the general fund in providing a service.

The Future

The W.P.C.A. is involved in working together with other Boards and Commissions in cooperative efforts to meet Town Strategic Plan goals and objectives.

Richard Aries
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 two variances to one commercial applicant to allow construction of two retail buildings on a corner lot 25 feet from Buckland Road and 10 feet from Smith Street.

One variance was granted for construction of a garage 8.7 feet from the side property line on a residential property. One residential variance request was denied for construction of an addition due to the lack of a hardship. One residential variance request for 4.2 inches at the front corner of the lot due to an adjustment of the property line was withdrawn.

The Board is working on updating their bylaws, and plan to hold a training session that will inform new members of the workings of the Board, and refresh the memories of the existing members.

The Zoning Board of Appeals hearings are held at the South Windsor Town Hall generally on the first Thursday of the month in the Madden Room. The start time for these meetings can be found on the Town's website. The public is always welcome to attend. Applications are available in the Planning Department at the Town Hall.

James Kupchunos
Chairperson

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

	2014-2015	2013-2014	2012-2013	2011-2012	2010-2011
General Property Taxes		86,482,924	81,674,471	79,552,717	77,616,815
Intergovernmental		14,873,153	14,761,233	14,269,916	15,112,545
Services		1,335,659	1,641,788	1,605,477	1,099,445
Investment Earnings		38,898	-	-	-
Miscellaneous		70,793	83,547	180,364	137,049
Total Revenues		<u>102,801,427</u>	<u>98,161,079</u>	<u>95,608,474</u>	<u>93,965,854</u>

FIVE YEAR SUMMARY OF GENERAL FUND EXPENDITURES

	2014-2015	2013-2014	2012-2013	2011-2012	2010-2011
General Government		3,394,582	3,116,597	3,029,057	3,153,837
Public Safety		7,764,321	7,274,344	7,329,109	6,954,760
Public Works		6,650,177	6,414,204	6,539,487	6,458,094
Human Services		931,958	920,099	945,792	868,297
Recreation & Library		2,583,049	2,560,609	2,639,491	2,341,109
Debt Service		5,484,945	4,418,905	4,858,835	5,031,659
Miscellaneous		7,452,476	6,981,595	5,851,236	5,601,532
Board of Education		67,773,113	65,510,166	64,000,027	62,998,921
Total Expenditures		<u>102,034,621</u>	<u>97,196,519</u>	<u>95,193,034</u>	<u>93,408,209</u>

FIVE YEAR COMPARATIVE ASSESSOR GRAND LIST REPORT

	Oct. 1, 2014	Oct. 1, 2013	Oct. 1 2012	Oct. 1, 2011	Oct 1, 2010
Real Estate	2,135,729,111	2,120,846,950	2,113,752,046	2,437,543,960	2,428,826,870
Personal Property	261,120,500	287,829,500	258,829,020	246,646,610	231,536,430
Motor Vehicle	217,444,060	216,945,460	207,156,730	208,122,550	194,075,430
Grand Total	<u>2,614,293,671</u>	<u>2,625,621,910</u>	<u>2,579,737,796</u>	<u>2,892,313,120</u>	<u>2,854,438,730</u>
Less Exemptions	112,726,620	119,194,329	111,344,758	121,055,339	113,816,134
Net Grand List	<u>2,501,567,051</u>	<u>2,506,427,581</u>	<u>2,468,393,038</u>	<u>2,771,257,781</u>	<u>2,740,622,596</u>

Auditor's Report

**TOWN OF SOUTH WINDSOR, CONNECTICUT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2015**

	General	Capital Projects Fund	Sewer Operating Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 19,023,921	\$	\$ 55,939	\$ 1,471,570	\$ 20,551,430
Investments				84,587	84,587
Receivables, net	5,676,362	3,802,839	613,453	191,376	10,284,030
Due from other funds	843,086	8,226,940	678,922	2,355,160	12,104,108
Other assets	970			56,678	57,648
Total Assets	<u>\$ 25,544,339</u>	<u>\$ 12,029,779</u>	<u>\$ 1,348,314</u>	<u>\$ 4,159,371</u>	<u>\$ 43,081,803</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts and other payables	\$ 2,522,895	\$ 535,586	\$ 97,477	\$ 135,177	\$ 3,291,135
Due to other funds	10,838,131	180,200	242,691	843,086	12,104,108
Notes payable		7,160,000			7,160,000
Deferred revenue		76,042		624,273	700,315
Total liabilities	<u>13,361,026</u>	<u>7,951,828</u>	<u>340,168</u>	<u>1,602,536</u>	<u>23,255,558</u>
Deferred inflows of resources					
Unavailable revenue—property taxes	5,313,792				5,313,792
Unavailable revenue—sewer use			613,453		613,453
Advance property tax collections	11,159				11,159
Total deferred inflows of resources	<u>5,324,951</u>	<u>-</u>	<u>613,453</u>	<u>-</u>	<u>5,938,404</u>
Fund balances:					
Nonspendable	970			56,678	57,648
Restricted				857,917	857,917
Committed		4,077,951	394,693	1,670,722	6,143,366
Assigned	1,527,753				1,527,753
Unassigned	5,329,639			(28,482)	5,301,157
Total fund balances	<u>6,858,362</u>	<u>4,077,951</u>	<u>394,693</u>	<u>2,556,835</u>	<u>13,887,841</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 25,544,339</u>	<u>\$ 12,029,779</u>	<u>\$ 1,348,314</u>	<u>\$ 4,159,371</u>	<u>\$ 43,081,803</u>

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2015

	General	Capital Projects Fund	Sewer Operating Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Property taxes	\$ 89,316,302	\$	\$	\$	\$ 89,316,302
Intergovernmental	20,827,429	385,658		4,706,049	25,919,136
Charges for services	1,523,569	84,265	4,369,843	5,437,553	11,415,230
Investment earnings	52,618		29	8,669	61,316
Miscellaneous			26,834	333,499	360,333
Total revenues	<u>111,719,918</u>	<u>469,923</u>	<u>4,396,706</u>	<u>10,485,770</u>	<u>127,072,317</u>
Expenditures:					
Current:					
General government	3,324,922			119,822	3,444,744
Public safety	8,163,311			171,529	8,334,840
Public works	7,406,192		3,257,559	312,103	10,975,854
Human services	909,718			179,182	1,088,900
Culture and recreation	2,728,344			1,981,752	4,710,096
Insurance and sundry	6,467,843				6,467,843
Education	75,058,105			6,591,962	81,650,067
Debt service	6,255,201				6,255,201
Capital outlay		7,179,399			7,179,399
Total expenditures	<u>110,313,636</u>	<u>7,179,399</u>	<u>3,257,559</u>	<u>9,356,350</u>	<u>130,106,944</u>
Excess (Deficiency) of Revenues over Expenditures	<u>1,406,282</u>	<u>(6,709,476)</u>	<u>1,139,147</u>	<u>1,129,420</u>	<u>(3,034,627)</u>
Other Financing Sources (Uses):					
Issuance of general obligation bonds		5,160,000			5,160,000
Issuance of capital lease		826,352			826,352
Premium on bond issuance	78,540				78,540
Transfers in	55,258	1,727,691	203,200	14,663	2,000,812
Transfers out	(1,711,223)	(180,200)	(764,931)	(41,018)	(2,697,372)
Total other financing sources (uses)	<u>(1,577,425)</u>	<u>7,533,843</u>	<u>(561,731)</u>	<u>(26,355)</u>	<u>5,368,332</u>
Net Change in Fund Balances	(171,143)	824,367	577,416	1,103,065	2,333,705
Fund Balances at Beginning of Year	<u>7,029,505</u>	<u>3,253,584</u>	<u>(182,723)</u>	<u>1,453,770</u>	<u>11,554,136</u>
Fund Balances at End of Year	<u>\$ 6,858,362</u>	<u>\$ 4,077,951</u>	<u>\$ 394,693</u>	<u>\$ 2,556,835</u>	<u>\$ 13,887,841</u>

Auditor's Report

SCHEDULE OF DEBT LIMITATION FOR THE YEAR ENDED JUNE 30, 2015

Total tax collections (including interest and lien fees) received by Treasurer for the year ended June 30, 2015 \$ 89,231,053

Tax Relief for the Elderly 2,000

BASE \$ 89,233,053

	<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	\$ 200,774,369	\$	\$	\$	\$
4-1/2 times base		401,548,739			
3-3/4 times base			334,623,949		
3-1/4 times base				290,007,422	
3 times base					267,699,159
Total debt limitation	<u>200,774,369</u>	<u>401,548,739</u>	<u>334,623,949</u>	<u>290,007,422</u>	<u>267,699,159</u>
Indebtedness:					
Bonds and notes payable	24,852,000	8,473,000	1,750,000		
CWF notes payable			25,821,991		
Authorized, unissued bonds	<u>3,082</u>	<u></u>	<u>11,723,412</u>	<u></u>	<u></u>
Total indebtedness	<u>24,855,082</u>	<u>8,473,000</u>	<u>39,295,403</u>	<u>-</u>	<u>-</u>
Debt Limitation in Excess of Outstanding and Authorized Debt	<u>\$ 175,919,287</u>	<u>\$ 393,075,739</u>	<u>\$ 295,328,546</u>	<u>\$ 290,007,422</u>	<u>\$ 267,699,159</u>

Note 1: In no case shall total indebtedness exceed seven times annual receipts from taxation (\$624,631,371).

Town Officials (as of December 31, 2015)

ELECTED OFFICIALS

Town Council

M. Saud Anwar
William Carroll, Jr.
Thomas Delnicki, *Mayor*
Edward Havens
Lisa Maneeley
Carolyn Mirek, *Deputy Mayor*
Elizabeth Pendleton
Matthew Riley
Janice Snyder

Town Clerk

Lori Trahan

Board of Education

Joseph Durette
Beth Esstman, *Vice Chairman*
Jamie Gamble
Michael Gonzalez
Mary Justine Hockenberry
David S. Joy, *Chairman*
Philip Koboski
Richard Stahr
Craig Zimmerman, *Secretary*
Dr. Kate Carter, *Superintendent*

Board of Selectmen

Roger Anderson
Paul Burnham
Matthew Mitchell

Constables

Joseph Etter
Sandra C. Jeski
Jay G. Murtha
James Neary
Joan Walsh

Planning and Zoning Commission

Gary Bazzano
Frank Bonzani
Stephanie Dexter
Kevin Foley
Elizabeth Kuehnle, *Secretary*
Bart Pacekonis, *Chairperson*
Lavina Wilson
William Flagg, *Alternate*
Mike LeBlanc, *Alternate*
VACANCY, *Alternate*

Registrars of Voters

Susan Burnham
Sue W. Larsen

Town Treasurer

Barbara Pandiscia

APPOINTED OFFICIALS

Justices of the Peace

Mark Abrahamson
William Aman
Philip P. Apter
Herbert F. Asplund
Gary Bazzano
Cynthia Beaulieu
Diane F. Behler
Barbara Brezel
William Butter
Susan Burnham

Sirkka S.D.L. Christensen
Kathleen Soucy Daugherty
Joan M. DeGiacomo
Debbie A. Duarte
Carolyn Egan
Janice Elaine Favreau
Edwina H. Futtner
Thomas F. Griffin
Sandra Jeski
David Joy
Elizabeth M. Kuehnle
Philip E. Koboski
Elizabeth R. McGuire
Lisa M. Maneeley
Joyce P. Mascena
Paul Oates
John J. Otto
Matthew D. Reed
Kathleen-Mary Sharos
Matthew Streeter
Caroline C. Taylor
James Howard Throwe
Whitney Leanne Thurrott
Scott Jason Turco
Daniel F. Van Horn
Karen Ella Wagner
Joan F. Walsh
Lavina Wilson

Town Attorney

Keith Yagaloff & Associates

Town Auditors

Blum, Shapiro & Company, P.C.

Town Manager

Matthew B. Galligan

CRCOG Representatives

Policy Board
Mayor Thomas Delnicki

Regional Planning Commission

VACANCY
Lavina Wilson, *Alternate*

APPOINTED BOARDS & COMMISSIONS

Agricultural Land Preservation Advisory Commission

Cile Decker
Dan Rys
Jonathan D. Foster
James Futtner
Sandy Jeski
Joseph Kennedy, *Chairperson*
Philip Koboski
James Kupchunos
Wayne McKinney
Tim Shepard
Robert Waldron
Elizabeth Warren, *Vice-Chairperson*

Board of Assessment Appeals

Darren DeMartino
Debbie Duarte
Kevin Greer
Carolyn Carey, *Alternate*
Linda Jeski, *Alternate*

Building Code Board of Appeals

Arthur Jennings
William Jodice
David Patria
Mark Peterson
Daniel Seyapura

Central Region Tourism District

Peter DeMallie

Economic Development Commission

Paul Burnham, *Chairman*
Susan Burnham, *Secretary*
Edwina Futtner
Linda Jeski
William Jodice
Dwight Johnson
Joseph Kennedy, Jr.
Wayne Kilburn
James Murray
Louise Neary, *Vice Chairperson*
Cindy Beaulieu, *Alternate*
VACANCY, *Alternate*
John J. Mitchell, *Alternate*
David Marsh, *Alternate*

Greater Hartford Transit District

Gary Pitcock
Bruce Snow

Historic District Commission

Louise Evans
Walter Fitzpatrick, *Vice-Chair*
Katherine Foley
Virginia Macro, *Chairperson*
Gary Pitcock
Nadine Hassan-Caron, *Alternate*
Wayne McKinney, *Alternate*
VACANCY, *Alternate*

Housing Authority

Marion Burke
Dwight Johnson, *Treasurer*
Joan Murphy, *Chairperson*
Elizabeth Osborne, *Vice-Chairperson*
Jan Tarr
George Daniels, *Executive Director*

Human Relations Commission

Carolyn Carey
Nilofer Haider
Linda Jeski
Charles Margolis, *Chairperson*
Karen Patterson
David Peck
Sandy Ramesh
Richard Stahr
Karen Wagner

Inland Wetlands Agency

John Blondin
Audrey Delnicki
Carol A. Heffler, *Secretary*
Arthur Jennings
Barbara Kelly, *Vice Chairperson*
Richard Muller
John Phillips
Adam Reed
Elizabeth Warren, *Chairperson*
Daniel Seyapura, *Alternate*

Stephen Wagner, *Alternate*

Insurance Control Commission

Matthew Galligan, *Chairperson*
Edward Havens
Philip Koboski
VACANCY, *Town Councilor*
Keith Yagaloff, *Town Attorney*

Juvenile Firesetter Intervention & Prevention Commission

Eileen Adler
Kevin Cooney
Christina Ferrante
Walter Summers, *Chairperson*

Library Board

Marcia Andrus
Elizabeth Asplund, *Treasurer*
Katherine Chiappetta, *Vice-Chairperson*
Hal Reed
Kathleen-Mary Sharos, *Chairperson*
Carole Stroud

Mass Transit and Highway Advisory Commission

Herb Asplund
Robert Dickinson
Anthony Duarte
Bryan Jennings
James Neary
Mark Peterson
Bruce Snow
Karen Wagner, *Chairperson*
VACANCY

Park and Recreation Commission

Cindy Beaulieu
George Caye
Katie Graham
Richard Grigorian
Michael Kelly
Alan Larson, *Chairperson*
William Nowak
Robert O'Connor
Daniel Rezende
David Romejko
Michael Saimond, *Alternate*
Daniel Van Horn, *Alternate*

Patriotic Commission

Roger Anderson
Peter Anthony, Sr.
Herbert Asplund
Gene Botteron
Kent Carlson, *Chairperson*
Robert Hornish
Leigh Lovering
Daria Plummer
Linc Streeter
Arthur Sladyk
Teri Dickey-Gagnat, *Alternate*
Jim Throwe, *Alternate*

Personnel Board of Appeals

Kathleen Daugherty
Teri Dickey-Gagnat
Winifred Wilson

Town Officials (as of December 31, 2015)

Public Building Commission

Matthew Beaulieu
Carol Kelley
Philip Koboski
Charles E. Lyons, *Vice Chair*
Matthew Montana
James Neary
Edward O'Connell

South Windsor Alliance for Families

Brian Corn
Georgia Dombrowski
ERASE Representative
Christina Ferrante
Danielle Gagain
Cheryl Gerber
Ali Jennings
Elizabeth Langevin
Cindy Malone
Chris McGrath
Anton Miranda
Kathy Reed
Jenna Stoker

Water Pollution Control Authority

Richard Aries, *Chairperson*
Donald Antaya
Carol Fletterick
Vicki Paliulis
Zaheer Sharaf
Richard Siedman
William Vees
Edward Havens, Jr., *Alternate*
Pat Soucy, *Alternate*

Zoning Board of Appeals

Steven Carty, *Secretary*
Teri Dickey-Gaignat, *Vice-Chairperson*
Joseph Etter
Wayne Kilburn
James Kupchunos, *Chairperson*
Edwina Futter, *Alternate*
Elizabeth McGuire, *Alternate*
Paul Oates, *Alternate*

MAYORAL APPOINTMENTS

Cable Advisory Board

David O'Neil
Matthew Streeter
VACANCY
VACANCY

Poet Laureate

Charles Margolis

Town Historian

Sandra Jeski

TOWN COUNCIL

STANDING COMMITTEES

Audit Committee

Thomas Delnicki, *Mayor*
Edward Havens

Ethics Committee

Thomas Delnicki, *Mayor*
Edward Havens
Janice Snyder

Open Space Task Force

Herbert Asplund
Pat Botteron, *Chairperson*
George Caye
John Caldwell
Louise Evans
Jeffrey Folger
Michael Gantick
Carol Heffler
Sue W. Larsen
Roy C. J. Normen
Bart Pacekonis
David Romejko
Elizabeth Warren
VACANCY

Personnel Committee

M. Saud Anwar
Carolyn Mirek
Janice Snyder

Public Health & Safety Committee

M. Saud Anwar
Thomas Delnicki, *Mayor*
Matthew Riley

OTHER COMMITTEES

Ad Hoc Space Needs Committee

M. Saud Anwar
William Carroll, Jr.
Thomas Delnicki, *Mayor*
Edward Havens
Lisa Maneeley
Carolyn Mirek
Elizabeth Pendleton
Matthew Riley
Janice Snyder

Architectural Design Review Committee

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

Capital Projects Committee

Dr. Kate Carter
Chris Chemerka
Matthew Galligan
Michael Gantick
Michael Gonzalez
Philip Koboski
Carolyn Mirek
Elizabeth Pendleton, *Vice-Chairperson*
Scott Roberts
Janice Snyder, *Chairperson*
Craig Zimmerman

Demolition Delay Committee

Walter Fitzpatrick
Wayne McKinney
Tim Shepard
Arthur Utay
Lavina Wilson

Energy Committee

Larry Brown
Hank Cullinane
Michael Gantick
Richard Grigorian
Patrick Hankard
Edward Havens
Athena Loukellis
Carolyn Mirek
Janice Snyder
Sherman Tarr
Stephen Wagner

Naming of Public Lands & Buildings

William Carroll, Jr.
Thomas Delnicki, *Mayor*
Edward Havens

Pension Committee

M. Saud Anwar
Chris Chemerka
Thomas Delnicki, *Mayor*
Timothy Edwards
Matthew Galligan
Patricia Perry
Matthew Riley
Keith Yagaloff, *Town Attorney*
VACANCY

Redevelopment Agency

Scott Andrusis
Barbara Barbour
Cile Decker
William E. Keohane
VACANCY

Senior Advisory Board

Dave Bakulski
Tom Baromeli
Diane Boxer
Andrea Cofrancesco
Tom Field
Estelle Fournier
Nedra Gallo
Gloria Goslin
Carol Hatch, *Vice-Chairperson*
Edward Havens
Hansa Khant
Walter Moriarty
James Nicoletta
Daria Plummer
Louise Shaheen
Sally Terry
Henry Van Neal

Democratic Town Chair

Anthony Duarte

Republican Town Chair

Kathleen Soucy Daugherty

TEMPORARY COMMITTEES

Economic Development Advisory Committee

M. Saud Anwar
Cile Decker
Thomas Delnicki
Chuck DeLuca
Peter DeMallie
Doug Fisher
Shari Fiveash
Matthew Galligan
Lindy Gold
David Joy
Julie Lapp
Lisa McGuire
Louise Neary
Bart Pacekonis
Thomas Phillips
Michael Quinn
John Shemo
Vacancy

Sidewalk & Bikeway Subcommittee

M. Saud Anwar
Cindy Beaulieu
Ginny Hole
Carolyn Mirek
Robert O'Connor
VACANCY
VACANCY

South Windsor Agricultural, Arts, & Nature Subcommittee

M. Saud Anwar
Pat Botteron
John Caldwell
Thomas Delnicki, *Mayor*
Stephanie Dexter
Mary Etter
Raymond Favreau
Jeffrey Folger
Katie Graham
Sandy Jeski
Michele Lipe
Virginia Macro
John Mitchell
Andrew Paterna
Elizabeth Pendleton
Tim Shepard
Janice Snyder
Elizabeth Warren

Town Officials (as of December 31, 2015)

STAFF

Commission Staff Liaisons or Secretaries

Economic Development Commission, Donna Thompson
Inland Wetlands Agency/Conservation Commission, Donna Thompson
Library Board, Jean Preuss
Park and Recreation Commission, Raymond Favreau
Planning and Zoning Commission, Lauren Zarambo
Public Building Commission, Ann Walsh
Water Pollution Control Authority, Ether Diaz
Zoning Board of Appeals, Donna Thompson

Library

Mary J. Etter, Director

Probate Court

Marianne Lassman Fisher, Judge of Probate
Randy Graff, Clerk of Probate
Cathy Jourdan, Clerk of Probate
Paula Pacekonis, 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

Superintendent of Parks, John Caldwell
Fleet Services Manager, Leon Clough
Director of Adult & Senior Services, Andrea Cofrancesco
Assessor, Charles Danna
Town Engineer, Jeffrey Doolittle
Chief Building Official, Christopher Dougan
Chief of Police, Timothy Edwards
Director of Parks & Recreation, Raymond Favreau
Senior Environmental Planner, Jeffrey Folger
Director of Public Works, Michael Gantick
Assistant Assessor, Jane Harrington
Assistant Director of Parks & Recreation, Ryan Kane
Deputy Town Clerk, James Krupienski
Director of Youth & Family Services, Elizabeth Langevin
Assistant Director of Finance, Patricia Lewis
Director of Planning, Michele Lipe
Facilities Manager, Clay Major
Assistant Director of Information Technology, John Marchesseault
Deputy Collector of Revenue, Suzzanne Oefinger
Zoning Enforcement Officer, Pamela Oliva
Street Services Manager, Mark Owens
Director of Finance, Patricia Perry
Director of Human Resources, Vanessa Perry
Assistant Assessor, Dave Peters
Collector of Revenue, Bonnie Rabin
Clerk of the Council, Deborah Reid
Director of Information Technology, Scott Roberts
Assistant Building Official, Michael Rose
Assistant Town Clerk, Theresa Samsel
Superintendent of Pollution Control, Fred Shaw
Superintendent of Streets, Vincent Stetson
Fire Marshal, Walter Summers
Town Clerk, Lori Trahan

Services

SERVICE	DEPARTMENT	PHONE 860-644-2511	SERVICE	DEPARTMENT	PHONE 860-644-2511
A			F		
Abandoned Cars (on the street)	Police	860-644-2551	Fence Permit	Building Dept.	Ext. 330
Absentee Ballots	Town Clerk	Ext. 325	FIRE (EMERGENCY)		911
Accident Claims (on Town roads)	Town Clerk	Ext. 325	Fire Investigation/Reports	Fire Marshal	860-282-0669 Ext. 1
Accounts Payable	Finance	Ext. 364	Fire Safety/Education	Fire Marshal	860-282-0669 Ext. 1
Adult Community Restitution (18+)	Human Services	860-648-6361	Firearm Permit	Police	860-648-6202
Alarm System Information	Police	860-648-6221	Fireworks Permit	Fire Marshal	860-282-0669 Ext. 1
AMBULANCE (EMERGENCY)		911	F.I.S.H. (Friends In Service Here)	Transportation Volunteers	860-647-3609
AMBULANCE (ROUTINE)		860-647-9798	Fishing License	Town Clerk	Ext. 325
Animal Control Officer	Police	860-648-6239, 860-644-2551	Flood Insurance Maps	Engineering	Ext. 344
Apartment Inspection	Fire Marshal	860-282-0669 Ext. 1	Foundation Permit	Building Dept.	Ext. 330
B			G		
Bazaar Permit	Police	860-648-6202	Garbage Collection	Public Works	Ext. 343
Bid Packages	Town Manager	Ext. 303	Garbage Questions/Complaints	Public Works	Ext. 343
Bingo Permit	Police	860-648-6202	Grand List Information	Assessor	Ext. 312
Birth Certificates	Town Clerk	Ext. 325	Greater Hartford Tourism District		860-520-4480
Blasting Permit	Fire Marshal	860-282-0669 Ext. 1	Ground Water Contamination	Health Dept.	Ext. 250
Blight Ordinance	Building Dept.	Ext. 330			
Blind Exemptions	Assessors	Ext. 312	H		
Board of Assessment Appeals	Assessors	Ext. 312	Hazardous Waste Collection	Public Works	Ext. 343
Board of Education		860-291-1200	Health Department (So. Windsor)		Ext. 250
Boat Launching	Parks & Recreation	860-648-6355	Historic District Map	Town Clerk	Ext. 325
Building Permit	Building Dept.	Ext. 330	Historic District Minutes	Town Clerk	Ext. 325
C			House Liens	Town Clerk	Ext. 325
Cemeteries:			Housing Authority		860-644-3144, 860-644-3082
South Windsor Cemetery Assoc.		860-289-2631	Hunting License	Town Clerk	Ext. 325
Wapping Cemetery	Anne Sullivan	860-644-2528	I		
Chamber of Commerce		860-644-9442	Identification Cards (Senior)	Human Services	860-648-6361
Community Center Room Reservations	Parks & Recreation	860-648-6355	Information	Receptionist	Ext. 303
Community Service (Probation)	Human Services	860-648-6361	Inland Wetlands Minutes	Town Clerk	Ext. 325
CT Transit Company	Public Transport	860-525-9181	Insect Complaints	Health Dept.	Ext. 250
Conservation Commission	Wetlands Officer	Ext. 229	J		
Conservatorship	Probate Court	Ext. 371	Junk Cars (on private property)	Zoning Enforcement	Ext. 251
CRIME HOT LINE	Anonymous	860-648-6226	Juvenile Work Restitution	Youth Services	860-648-6361
Criminal Police Report	Police	860-648-6223	Juvenile Review Board	Youth Services	860-648-6361
Crisis Counseling (Adult/Family/Youth/Seniors)	Human Services	860-648-6361	L		
D			Land Records	Town Clerk	Ext. 325
Day Care/Nursery School Inspections	Health Dept.	Ext. 250	Land Use Information	Planning/Zoning	Ext. 329
Death Certificates	Town Clerk	Ext. 325	Leaf Collection Information	Town Garage	860-648-6371 (24-hr)
Deed Information	Town Clerk	Ext. 325	Library	Main Library	860-644-1541
Demographic Information	Planning/Zoning	Ext. 329	Library	Wood Memorial	860-289-1783
Demolition Permits	Building Dept.	Ext. 330	M		
Development Bonds	Planning/Zoning	Ext. 329	Marriage License	Town Clerk	Ext. 325
Disabled Transportation	Human Services	860-648-6361	Mayor	Town Council Office	Ext. 206
Drain Layer Permits	Engineering	Ext. 344	Meals-On-Wheels (Daily & Weekends)	Human Services	860-648-6361
E			Medical Assistance Information	Human Services	860-648-6361
Economic Development		Ext. 303	Medicare Claim Appeal	Medicare Advocacy	1-800-262-4414
Elderly Property Relief (homeowners)	Human Services	860-648-6361	Metal Pick-Up/Recycling	Public Works	Ext. 343
Elderly Rent Subsidy	Human Services	860-648-6361	Motor Vehicle Release Form	Tax Collector	Ext. 320
Elections	Registrar of Voters	Ext. 377	Municipal Agent	Human Services	860-648-6361
Emergency Food	Human Services	860-648-6361	N		
Emergency Fuel (Home Heating)	Human Services	860-648-6361	Noise Complaint	Police	860-644-2551
Emergency Housing Information	Human Services	860-648-6361	Notary Public	Town Clerk	Ext. 325
Emergency Food/Fuel/Housing (After Hrs)	Police	860-644-2551	Notary Public	Human Services	860-648-6361
Employment Application	Human Resources	Ext. 280	Nuisance Complaints	Health Dept.	Ext. 250
Energy Assistance (State & Local)	Human Services	860-648-6361			
Environmental Issues	Health Dept.	Ext. 248			
Explosives Permit	Fire Marshal	860-282-0669 Ext. 1			

SERVICE	DEPARTMENT	PHONE 860-644-2511	SERVICE	DEPARTMENT	PHONE 860-644-2511
O			S (Continued)		
Odor Complaints	Health Dept.	Ext. 250	Senior Outreach	Human Services	860-648-6361
P			Senior Social Activities	Human Services	860-648-6361
Parade Permit	Police	860-648-6202	Senior Support Groups	Human Services	860-648-6361
Parking Ticket Information	Police	860-644-2551	Senior Tax Assistance	Human Services	860-648-6361
Parks Information	Parks & Recreation	860-648-6366	Senior Transportation	Human Services	860-648-6361
Passports	Town Clerk	Ext. 325	Senior Wellness Program	Human Services	860-648-6361
Personnel	Human Resources	Ext. 280	Septic System Permit	Health Dept.	Ext. 250
Plan of Development	Planning/Zoning	Ext. 329	Sewage Complaints	Supt. of Pol. Control	Ext. 247
Planning & Zoning Minutes	Planning/Zoning	Ext. 329	Sewer Treatment Plant	1 Vibert Road	860-289-0185
Police Report (Criminal)	Police	860-648-6222	Sewer Assessment	Tax Collector	Ext. 320
Police Report (Motor Vehicle)	Police	860-648-6223	Sewer Emergency (Day)	Treatment Plant	860-289-0185
Pool INFO (Veteran's Memorial Pool)	Seasonal	860-648-6355, 860-289-1333	Sewer Emergency (Night/Weekend)	Police	860-644-2551
Pool Pass (Veteran's Memorial Pool)	Parks & Recreation	860-648-6355	Sewer Inspection/Testing	Engineering	Ext. 344
Pool Permit (for installation)	Building Dept.	Ext. 330	Sewer Permits	Engineering	Ext. 344
Pothole Complaints	Street Services	860-648-6366	Sewer Use Charge	Tax Collector	Ext. 320
Probate Court		Ext. 371	Sheds (residential or commercial)	Zoning/Bldg.	Ext. 329/330
Probation (Community Service)	Human Services	860-648-6361	Sidewalk Assessment	Tax Collector	Ext. 320
Property Assessment	Assessors	Ext. 312	Sidewalk Repairs (Town property)	Parks & Recreation	860-648-6355
Property Tax Bills	Tax Collector	Ext. 320	Sidewalk Repairs (residential)	Engineering	Ext. 344
Public Transportation	CT Transit	860-525-9181	Site Plan Application	Planning/Zoning	Ext. 329
Public Works Department			Snow Removal	Town Garage	860-648-6366
Administration		Ext. 343	Social Security Disability Programs	Social Service Admin.	1-800-772-1213
Building Maintenance		Ext. 378	Social Security Disability Exemptions	Assessor	Ext. 312
Engineering		Ext. 344	Social Services	Human Services	860-648-6361
Street Services		860-648-6366	Solicitor Permits	Police	860-648-6202
Parks		860-648-6366	Special Permit Application	Planning/Zoning	Ext. 329
Motor Equipment		860-648-6366	Storm Drain Locations	Engineering	Ext. 344
Waste Water Treatment Plant		860-289-0185	Street Excavation Permits	Engineering	Ext. 344
After Hours Emergency		860-644-2551	Street Light Out	Police	860-644-2551
Purchasing	Finance	Ext. 364	Street Maps, Town	Engineering	Ext. 344
R			Street Sign	Town Garage	860-648-6366
Raffle Permit	Police	860-648-6202	Street Sweeping	Town Garage	860-648-6366
Recreation HOTLINE	Parks & Recreation	860-648-6349	Student Work Permits	High School	860-648-5000
Recycling Information	Public Works	Ext. 343	Subdivision Application	Planning/Zoning	Ext. 329
Register to Vote	Registrar of Voters	Ext. 377	Subdivision Regulations	Planning/Zoning	Ext. 329
Rental Assistance	Human Services	860-648-6361	Subsidized Housing	Housing Authority	860-644-3144
Restaurant/Cafeteria Inspections/ Complaints	Health Dept.	Ext. 250	SWAN (So. Windsor Aid to Neighbors)	Human Services	860-648-6361
River Use Permits	Police	860-648-6202	T		
Roadkill	Town Garage	860-648-6366	Tax Information	Tax Collector	Ext. 320
Roadside Brush	Town Garage	860-648-6366	Town Attorney		Ext. 208
Rodent Complaints	Health Dept.	Ext. 250	Town Council Office		Ext. 206
Rotary Pavilion Reservations	Parks & Recreation	860-648-6355	Town Manager		Ext. 200
S			Trade Name Certificates	Town Clerk	Ext. 325
Schools:			Traffic Signs	Town Garage	860-648-6366
South Windsor High School	161 Nevers Road	860-648-5000	Traffic Survey	Police	860-648-6211
Timothy Edwards Middle School	100 Arnold Way	860-648-5030	Trash/Rubbish/Garbage Complaints	Public Works	Ext. 343
Eli Terry Elementary School	569 Griffin Road	860-648-5020	Tree Removal	Tree Warden	860-648-6366
Orchard Hill Elementary School	350 Foster Street	860-648-5015	Tree Trimming	Tree Warden	860-648-6366
Philip R. Smith Elementary School	949 Avery Street	860-648-5025	Tree Warden		860-648-6366
Pleasant Valley Elementary School	591 Ellington Road	860-291-1280	V		
Wapping Elementary School	91 Ayers Road	860-648-5010	Variance Application	Planning/Zoning	Ext. 329
School Bus Company	Double A Transportation	860-290-8100	Vendor Permit	Police	860-648-6202
Senior Citizens Center	150 Nevers Road	860-648-6361	Vendor Inspections	Health Dept.	Ext. 250
Senior Handyman Program	Human Services	860-648-6361	Veterans Memorial Park	Seasonal	860-289-1333
Senior Health Screening	Human Services	860-648-6361	Veterans Exemption	Assessor	Ext. 312
Senior Home Delivered Meals	Human Services	860-648-6361	Voter Information	Registrar of Voters	Ext. 377
Senior Legal Clinic	Human Services	860-648-6361	W		
			Water Company	MDC	860-278-7850

Services

SERVICE DEPARTMENT PHONE 860-644-2511

W (Continued)

Water Company	CT Water Co.	1-800-286-5700
Water Pollution Control Authority (WPCA)	Supt. of Pol. Control	Ext. 247
Welfare Information	Human Services	860-648-6361
Well Complaints	Health Dept.	Ext. 250
Wetland Applications	Planning/Zoning	Ext. 329
Working Papers	High School	860-648-5000

Y

Youth Services	Human Services	860-648-6361
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Z

Zone Change Application	Planning/Zoning	Ext. 329
Zoning Board of Appeals Minutes	Town Clerk	Ext. 325
Zoning Complaints	Planning/Zoning	Ext. 329
Zoning Maps	Planning/Zoning	Ext. 329
Zoning Permits	Planning/Zoning	Ext. 329
Zoning Regulations	Planning/Zoning	Ext. 329

OTHER IMPORTANT NUMBERS:

American Red Cross	860-678-2700
Better Business Bureau	860-247-8700
Chamber of Commerce	860-644-9442
Connecticut Natural Gas	860-727-3000
Connecticut Humane Society	860-666-3337
Consumer Protection	860-566-2294
Day Care Providers (Info Line)	211
Dept. of Environmental Protection	860-674-1588
Fire Emergency	911
F.I.S.H. (Friends In Service Here (Volunteer Trans.))	860-647-3609
Info Line	211
Medicare Claim Appeal (Medicare Advocacy)	1-800-262-4414
Poison Control	911 or 1-800-343-2722
Police (Emergency)	911
Police (Routine)	860-644-2551
Post Office, 850 Clark Street	860-644-2451
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	860-566-2211
Visiting Nurse & Community Care (Rockville/Vernon)	860-872-9163
Unemployment Office, 410 Center St., Manchester	860-649-3534

TOWN HALL - 1540 Sullivan Avenue

Mon-Fri 8 a.m. to 4:30 p.m.

Town Clerk is open until 6 p.m. on Thurs

COMMUNITY CENTER - 150 Nevers Road**Parks & Recreation**

Mon-Fri 8 a.m. to 4:30 p.m.

Human Services

Mon & Fri 8 a.m. to 4:30 p.m.

Tues, Wed, Thurs 8 a.m. to 8 p.m.

Teen Center

Mon-Thurs 2 p.m. to 5 p.m. - High School

Fri-Sat 6 p.m. to 9:30 p.m. - Middle School Youth

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

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 9 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 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

350 Foster Street

Philip R. Smith Elementary School

949 Avery Street

Pleasant Valley Elementary School

591 Ellington Road

Wapping School

91 Ayers Road

Timothy Edwards Middle School

100 Arnold Way

South Windsor High School

161 Nevers Road

Meeting Schedules

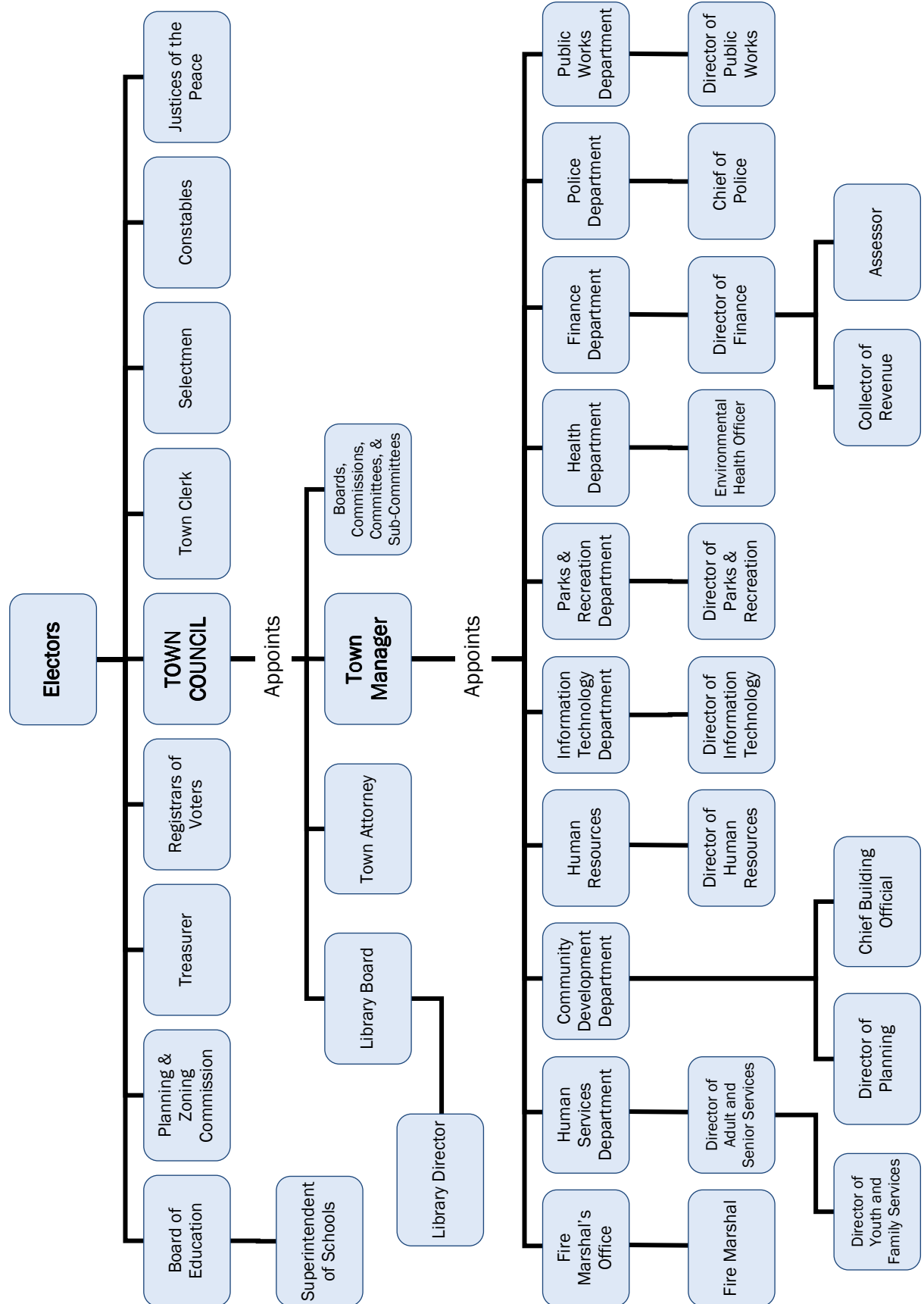
Boards and Commissions Meeting Schedule *

Agricultural Land Preservation	3rd Tues of every other month	Town Hall	7:30 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	7:30 p.m.
Historic District Commission	1st Tues	Town Hall	7:30 p.m.
Housing Authority	3rd Thurs	50 Elm Street	7:30 p.m.
Human Relations	2nd Wed	Public Library	6:30 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	3rd Mon	Town Hall	7:30 p.m.
Planning & Zoning Commission	2nd & 4th Tues	Town Hall	7:30 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	1st Tues	Town Hall	7:00 p.m.
Zoning Board of Appeals	1st Thurs	Town Hall	7:30 p.m.

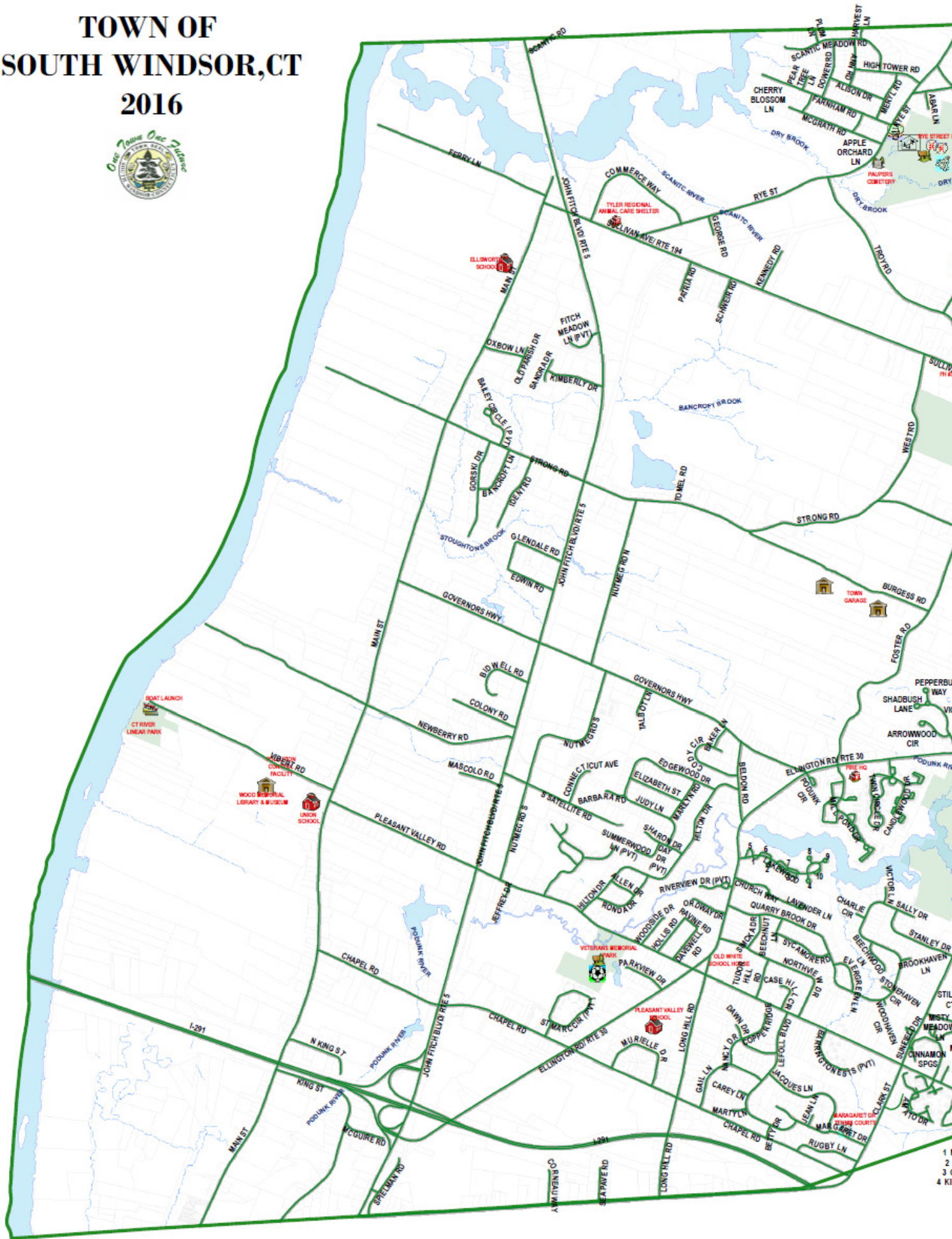
NOTE: Please contact the Town Clerk's Office at 644-2511 ext. 325 to confirm dates, times and locations, as some schedules may change.

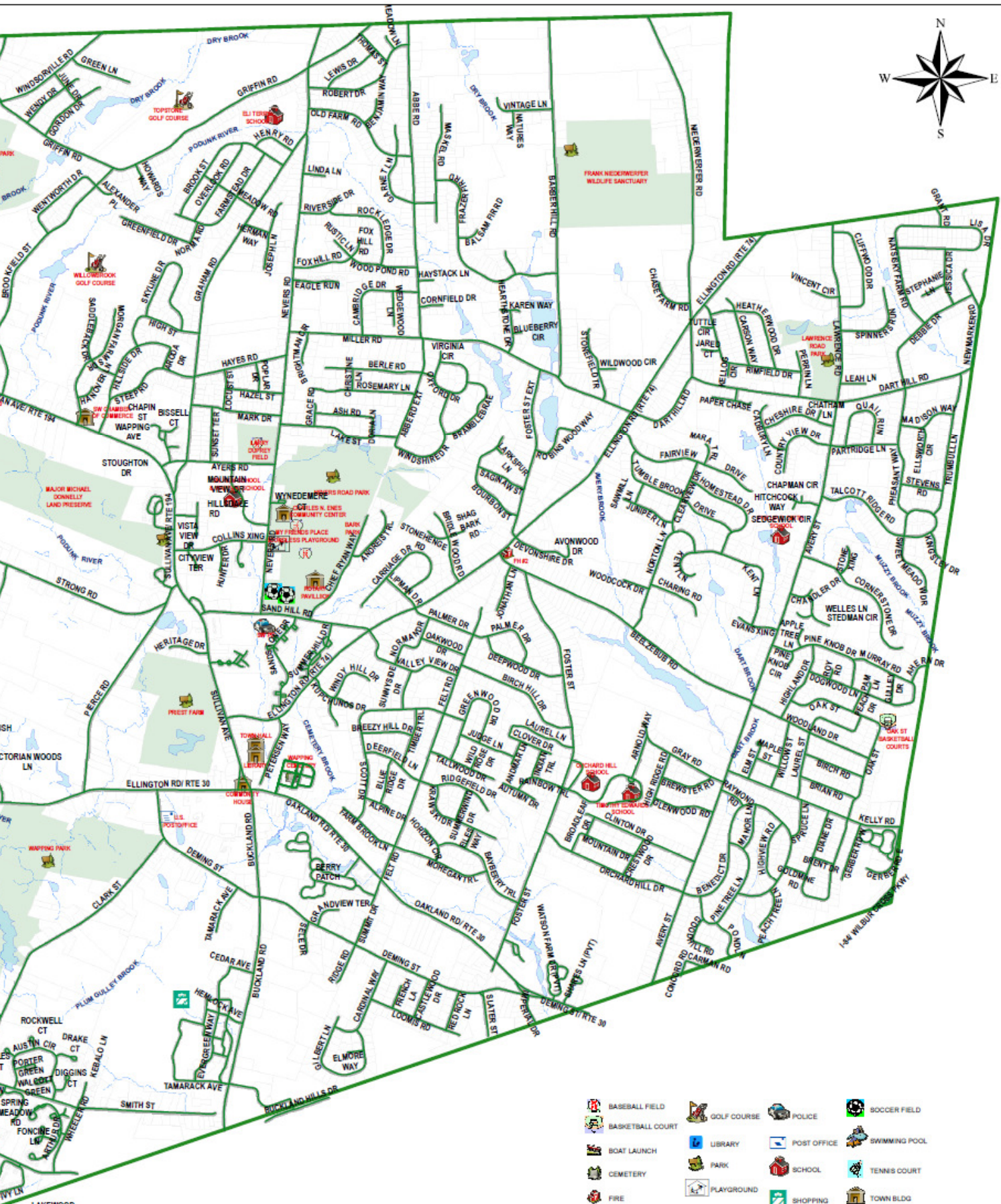
* Most Boards/Commissions do not meet in the month of August

Organizational Chart 2015



TOWN OF SOUTH WINDSOR, CT 2016





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

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



Town of South Windsor
1540 Sullivan Avenue ▪ South Windsor, CT ▪ 06074