



Our Town, Our Future

Town of South Windsor
2016–2017 Annual Report

General Information

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	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:	Carolyn Mirek (R)	
Town Council:	Carolyn Mirek (Mayor), Janice Snyder (Deputy Mayor), M. Saud Anwar, Cynthia Beaulieu, William Carroll, Jr., Edward Havens, Lisa Maneeley, Elizabeth Pendleton, Matthew Riley	
Town Manager:	Matthew B. Galligan	

Cover Photo

Credit—Terence Jordan

The cover photo was submitted as an entry in the Human Relations Commission’s annual photo contest.

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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 2016-2017. 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. As the economy continues to rebound, the Town has maintained its financial strategies and budgetary goals to meet the needs of the 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. During the prior year, the Town Council updated the strategic plan. Best practices continue to be reviewed in order to reduce costs, increase revenues, and not only provide the same level of service but look for new services that the community may need in the near future.

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 a positive fund balance, and our ratings agencies have maintained the Town's status as AA2 and AA+.

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

I want to thank 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 2016-2017 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 and their health management plans.

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 Jeff Currey and Tom Delnicki. With their continued support and knowledge, the Town avoided negative impacts. 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 to thank our residents for the support they have given to the Town government. This allows us to keep services at levels Town residents are accustomed to and at the lowest and most effective cost.

Town Council's Report

On behalf of the Town Council, the Town Manager and his staff, Town Boards, Commissions and Agencies, I take immense pleasure in presenting the South Windsor Annual Report for 2016-2017. It is designed to provide the reader with a comprehensive review of the activities that have taken place during July 2016 through June 2017.

I am proud to report some of the highlights of the Fiscal Year 2016-2017.

"Our Town Our Future" is the new motto of South Windsor. In September 2016, the Town Council moved forward with the unanimous approval of the Town of South Windsor's Strategic Plan. This plan will aid the Town Council in all future planning by setting out dozens of financial and development goals designed by the Council during four strategic planning sessions with KJR Consulting of Bloomfield. This living document will help guide future decisions. The plan called for all departments to create their 5-year strategic plans and goals, create a five-year capital improvement plan, and other plans such as protecting open space, preserving farmland, protecting the Town's historic character, and identifying areas of expansion for recreation.

Town Council



Carolyn Mirek
Mayor

We celebrated the end of an era as Wapping School closed and experienced the thrill of cutting the ribbon at the new Orchard Hill School. The Wapping Fair celebrated its 125th anniversary at its permanent home; open space and preserving farmland remains a priority to keep South Windsor's historic character. We continue our pledge to be energy-efficient and maintain our infrastructure and Public Safety. Our first-class Recreation Department moved into their own facility in the former Wapping School in June 2017 while providing our seniors and residents more usable space at the Community Center.

The failure of home foundations is a grave concern in our community. The South Windsor Town Council had approved a resolution on June 6, 2016, which waived permit fees for defective foundations. This resolution did not specifically address the issue of refunds for prior repairs of defective foundations which was taken care of during this Fiscal Year. The South Windsor Crumbling Foundations Committee continues to provide education to homeowners and victims.

The Town Council approved a Complete Streets Policy. This will help pedestrians, bicyclists, transit riders and drivers to share the road safely, comfortably and conveniently for all users. Also approved during this Fiscal Year was a Development Rights Policy. This policy will preserve farmland and support the vitality and inherent cultural, commercial, and historic value of active family farming in South Windsor.

The Town purchased a new fire engine pumper truck for the South Windsor Volunteer Fire Department to replace an aging 1993 model. This fire truck is being custom made by Sutphen in Columbus, Ohio in collaboration with our Fire Department crew and may be ready in late May 2018.

Energy savings and improvements in energy efficiencies continue to be an area of focus. To take advantage of the various tax credits and programs offered to make solar cost effective, the Town Council authorized the Town Manager to enter into a contract with Lodestar Energy in April 2017 for the creation of a virtual net metering project. A solar power facility on a former gravel pit

Town Council Members

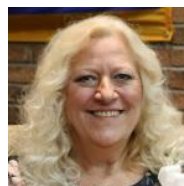
Top Row:

Councilor M. Saud Anwar
Councilor Cynthia Beaulieu
Councilor William Carroll, Jr.
Councilor Edward Havens



Bottom Row:

Councilor Lisa Maneeley
Councilor Elizabeth Pendleton
Councilor Matthew Riley
Deputy Mayor Janice Snyder



in East Windsor, The NorCap South Project, will create a cost savings for the taxpayers of South Windsor of as much as \$1 million over two decades on its electric bill. The Town Council endorsed the recommendation of the Energy Committee to convert cobra head streetlights to LED technology. This upgrade will yield an annual cost savings of approximately \$55,000 to the South Windsor taxpayers. However, the Town didn't need to finance the project since Eversource was going to make the switch to LED technology anyway. Win-win! The Town has also participated in Solarize South Windsor and Energize South Windsor in an effort for residents to receive direct savings through solar and energy efficiencies.

In the summer of 2017, construction of Rotary Pavilion II was completed at Veteran's Memorial Park with a \$150,000 generous donation from the South Windsor Rotary Club's bi-annual auction and an additional \$50,000 in-kind donations of contractor services. This facility is similar to the Rotary Pavilion facility built in 1987 at Nevers Road Park. The South Windsor Rotarians collaborated with the Town Parks & Recreation team to provide residents a beautiful addition to the Veterans Memorial Park and pool grounds we all are so proud of. The new pavilion is 2,558 square feet and includes bathrooms, a kitchen, and space for up to 30 picnic tables and is available to rent to South Windsor residents.

Kevin's Kourt, an inclusive basketball court for players of all abilities, opened in South Windsor on June 16, 2017 at the Boundless Playground at Nevers Road Park. Former UCONN Basketball Coach Kevin Ollie partnered with the South Windsor Community Foundation to provide opportunity for people of all abilities to play basketball on an even playing field. The Boundless Playground, "My Friend's Place", and picnic area called "Jacob's View" in memory of Jacob Osit celebrated the 10th anniversary celebration of the park. At this celebration, a beautiful new playscape structure was unveiled—a fantastic new fire truck feature play area for children 2-5 years old dedicated to firefighter Derek Denfeld's honor, who died in 2015.

The Town Council would like to maintain its infrastructure, thereby approving to take \$20,000

from contingency for improvements to certain sidewalks throughout Town. Though it has been noted that there are sidewalks in need of repair, there had been no funding designated.

The Town of South Windsor proudly celebrated its first Festival of Lights - a celebration of our unity in diversity. The Town hosted this event in partnership with various local and national corporations, cultural organizations and individuals, who care deeply about our unity and diversity, to celebrate our rich cultural diversity. This successful event was very well attended and included music, dancing, food and fun for all ages. South Windsor has a proud tradition of being a Town that welcomes the contributions of people from all heritages and backgrounds. We are proud of our multi-cultural and multi-ethnic diverse population. The theme for the celebration was - Different roots, all American. This event would not have been possible without the tireless efforts of Town Manager Matt Galligan, his dedicated team, and the generous sponsors.

During Fiscal Year 2016-2017, the Town Council voted to put a referendum question to the voters regarding the planning, design, acquisition, construction, equipping, and furnishing of the new Philip R. Smith and Eli Terry Elementary Schools. This referendum passed in March 2017, and the Council designated the Public Building Commission as the Building Committee to develop the structural plan including design, square footage, and approximate cost for the construction of both new schools.

Timothy Edwards Middle School and Wapping School were approved to have their underground oil tanks removed and remediated and then the schools were connected to natural gas to improve energy efficiency.

The Town Council worked with the Water Pollution Control Authority to collect many years' worth of back sewer fees. A collection agency has been contracted to assist constables to keep current.

The Town of South Windsor partnered with Bay State Textiles to improve textile recycling among residents. Recyclable textiles include clothing in any condition, footwear, linens, pillows and stuffed animals. The textiles are collected in containers

with the Town seal on them located at the South Windsor Community Center on Nevers Road and at the new Parks and Recreation office (formerly Wapping School) on Ayers Road and at each elementary school. For each ton of textile collected; Bay State will pay the Town \$100. Each box can bring in about \$2,000 a year. Also, by diverting these recyclable materials from the waste stream there will be a reduction in refuse tipping fees. Another benefit is that the removal of textiles from the refuse collection will help align South Windsor with Connecticut's Comprehensive Material Management Strategy goal of a 60% diversion from disposal by 2024. Recycling is good for the environment, there is no cost to the Town, and the Town makes money.

The purchase of the beautiful 18-acre parcel of land known as Porter's Hill on the corner of Sand Hill Road and Nevers road was approved in June 2017. Generations of families have made memories sledding here since at least the 1920's. The hill is named after Porter Collins, a family member of one of the Town's original settlers. The hill was part of a land grant from the King of England to the Grant family during the 1600s that stretched from the Connecticut River into Rockville. The Open Space Task Force had recommended the purchase of this highly visible and accessible property. Pat Botteron, chairwoman of the Open Space Task Force, said the committee unanimously recommended saving the property for its "agriculture use as a hay field, historic values, passive recreation, scenic vista and buffering scenery." Preserving open space has continued to be a priority for South Windsor residents.

The Town Council has worked collaboratively with the Town Manager and Board of Education during a very difficult State budget climate to keep taxes as low as possible while maintaining South Windsor's excellent services. There are plenty of irons in the fire for economic development and our education system is moving forward with new initiatives such as STEM and culinary arts. As Mayor, I implemented changes in our Town meetings to improve efficiency and increase the opportunity for public participation. Thank you for the privilege and opportunity to serve you.

Board of Education

Dr. Kate Carter

Superintendent of Schools



Front Row (L/R): Craig Zimmerman, David S. Joy, Beth Esstman, Mary Justine Hockenberry

Back Row (L/R): Michael Gonzalez, Phil Koboski, Joe Durette, Rick Stahr, Jamie Gamble

Budget

On February 14, 2017 the Board of Education approved a proposed budget of \$72,752,917, an increase of 1.39%. On May 15, 2017, in response to anticipated reduction in state aid, the Town Council reduced the Board of Education budget by \$1.5M, resulting in an overall budget decrease of -0.76%. The reductions resulted in the elimination of 26.1 staff FTEs in addition to the 13.8 FTEs that were already eliminated as a result of the closing of Wapping. The significant reduction in funding and the subsequent loss of positions is unprecedented. Despite this unprecedented budget scenario, the board and administration were still able to preserve two key initiatives from the Strategic Plan: the implementation of K-5 Science, Technology, Engineering and Math (STEM) programming at all elementary schools, and the creation of an Alternative Education Program at South Windsor High School.

Elementary Facilities Ten-Year Master Plan

Significant progress has been made regarding the district's Ten-Year Elementary Facilities Master Plan. Phase One milestones included the completion of construction for the new Orchard Hill Elementary School, as well as Town-wide redistricting and the closing of Wapping Elementary School. In March, 77% of those who went to the polls voted in favor of the referendum for Phase Two which will include the construction of new schools for Eli Terry and Philip R. Smith. This serves as a powerful reminder that our community wisely invests in the future of our children, enthusiastically champions public education, and is willing to work together to serve the greater good.

South Windsor's 2017 Teacher of the Year



Janet Harver Belval was named as South Windsor Public Schools 2017 Teacher of the Year. Mrs. Belval teaches Biology, Botany, Science Olympiad and AP Biology at South Windsor High School. She is also actively engaged in student activities such as Science Olympiad, Girls' Tennis and Red Cross Blood Drives. As a former nurse, Janet brings a practical, career perspective to the teachings of science. Her teaching style emphasizes rigor in all her classes, but is tempered with care for her students' well-being. She is a leader among her peers and serves as a mentor for new teachers. South Windsor celebrates Mrs. Belval and her outstanding work on behalf of South Windsor students and staff.

South Windsor's 2017 Support Staff Employee of the Year



Gina Valles, a Food Services Cashier at Pleasant Valley Elementary School, was named as South Windsor Public Schools 2017 Support Staff Employee of the Year. Mrs. Valles was recognized for her consistently positive attitude and infectious spirit; her love for and commitment to students; and her knack for solving problems and getting the job done – no matter what! For making a difference in the everyday lives of students, South Windsor is proud to recognize Mrs. Valles for her accomplishments.

South Windsor's TEAM of the Year



This year, South Windsor Public Schools presented its annual Teamwork Award to the district's Human Resources Department. Honored were Susan Forcellina, Rose Guimond, Diane Griffin, Lisa Nagle, and Carol Salcius. The Teamwork Award was created to recognize an outstanding team that works collaboratively while inspiring others. The Human Resources team was specifically recognized for its hard work and dedication during a time of extreme change as the district transitioned to a new benefits program. South Windsor Public Schools is proud to honor this hard working group of employees.

Spotlight On Our Schools South Windsor High School

Daniel P. Sullivan III, Principal



South Windsor High School offers a strong academic program for students in grades 9-12, which includes Advanced Placement and Early College courses, as well as Career Pathways options that allow a student to customize a program to meet his or her individual needs and interests. The recent deployment of 1:1 Chromebooks to students and staff further exemplifies the school's commitment to innovative learning and differentiated instruction. With a population of more than 1,300 students and 200 faculty and staff, the high school boasts an award-winning music program

that includes elite vocal and instrumental ensembles, as well as strong athletic programs that have produced multiple conference champions and all-state athletes. The staff of South Windsor High School is proud to produce graduates with the 21st century skills needed to make them college or career ready. Noteworthy accomplishments for high school students and staff during the 2016-2017 school year included the following:

- South Windsor High School was ranked #10 in Connecticut and #348 nationally in Newsweek magazine's Annual Top 1,000 Best High Schools in America.
- Thirty-four students were identified as AP Scholars with Distinction (students who earned a score of 3 or higher on five or more AP exams), and six were National AP Scholars. Two students were recognized as National Merit Scholarship Competition finalists, and six students were named National Merit Scholarship Commended Scholars.
- Broadcast news students were honored by FOX 61 Student News with the "Most Compelling Student News Story" award. Their story, Josie the Therapy Dog, was broadcast on air as the first FOX 61 Student News story and included a live interview with the broadcast news teacher and a student. One student also won first place for journalism at the CT Future Business Leaders of America SLC Competition.
- In Athletics, there were 93 All Conference athletes, 13 All State athletes, and four All-American athletes. In addition, Boys' Lacrosse had an undefeated regular season; one student was a Wrestling Class L State Champion; a boys' basketball player was named Class LL All-State 2nd team; ten high school sports teams were named Conference Champions; and four students were named All-American Gymnasts.
- Performing music ensembles received recognition at several festivals and competitions. At the Music in the Parks Festival, Symphonic Band placed 1st in the high school concert band division and won Best Overall Band; Concert Choir placed 1st in the high school mixed choir division; and String Orchestra placed 2nd in the high school orchestra division. Concert Choir also received an award of Superior and 1st place in the concert choir division at Six Flags New England Festival of Music. Choral Spectrum was 1st Runner Up at both the Nutmeg and

Central Massachusetts show choir festivals, and Spectrum Band was awarded Best Band at the Central Mass festival.

- Science Olympiad took second place in the State Competition held at the University of Connecticut, and first round victories placed the Mock Trial team in the state quarter finals for the first time in many years.
- One student won the President's Volunteer Service Award for exemplary volunteer service.

Timothy Edwards Middle School *Nancy Larson, Principal*



Timothy Edwards Middle School is a grade 6-8 school with approximately 960 students and more than 140 faculty and staff. The school emphasizes community-building through the "Strive for Five" core values of respect, caring, responsibility, honesty and kindness. School administration and staff recognize and appreciate the uniqueness of adolescents and are committed to their academic and personal growth. The school seeks to offer intellectual challenges that provide all students opportunities to read, write, use technology, work collaboratively and apply learning to real-life problems and situations. The goal is to address the needs of each individual student in order to maximize their potential as a learner, and to foster in each child a sense of belonging and an appreciation for self and others by creating small communities for learning through teaming.

Timothy Edwards celebrated some of the following key accomplishments during the year:

- "Out of the Blue" literary magazine earned recognition of outstanding excellence from the National Council of Teachers of English. TEMS was one of the two middle schools in the state to receive that ranking.
- In Music, the 8th grade Chorus and 8th Grade Orchestra each received the highest ranking of Platinum in the Great East Music Competition and Fantastic Festivals, respectively. The 7th grade Orchestra ranked #2 overall out of 30 middle school orchestras.
- In the American Mathematical Competition (AMC 8), two TEMS students were awarded the National Honor Roll of Distinction, scoring in the top 1% nationally. Five additional TEMS students

were awarded the National Honor Roll Certificate, scoring in the top 5% nationally.

- Eighty students from TEMS participated in the MATHCOUNTS program. A team of eight students placed 3rd in the Hartford Chapter MATHCOUNTS Competition, moving on to place in the top third at the Connecticut State MATHCOUNTS Competition.
- In the New England Mathematics League competition, participating sixth, seventh and eighth grade students placed 1st in the Hartford region; the seventh grade team placed 4th in all of New England schools.
- At the state conference for the Future Problem Solving Program of Connecticut, TEMS won both 1st and 2nd place in the middle division "Presentation of Action Plan - Middle School Zippy Team Competition."
- During Connecticut History Day, TEMS received 1st Place in the Junior Group Performance, and 3rd Place in the Junior Individual Performance.
- In the EXPO Fest (Connecticut Student Film Festival), three film submissions from TEMS were nominated as "Finalist" in the categories of Middle School 90 Second Challenge, Action Sequence Challenge, and Open Challenge.

Our Elementary Schools

Eli Terry—Vincent Federici, Principal
Orchard Hill—Michael Tortora, Principal
Philip R. Smith—Michelle Dixon, Principal
Pleasant Valley—Tiffany Caouette, Principal
Wapping—Laura Hickson, Principal



During the 2016-2017 school year, South Windsor's five elementary schools served the needs of approximately 1,780 students in grades PreK - 5. It was a year of unprecedented change within all of our elementary schools as we closed a school, built a new school, completed redistricting, conducted district-wide staffing changes, and passed a referendum to construct two more schools. South Windsor Public Schools is fortunate to partner with committed parents and a supportive community dedicated to its students, and is excited to embark on Phase Two which will deliver two new elementary schools for Eli Terry and Philip R. Smith by 2020.

Board of Education



Beam signing for new Orchard Hill featuring student ambassadors and principals from all elementary schools.

The South Windsor elementary curriculum covers the subjects of English language arts (ELA), mathematics, science, social studies, health and physical education, music and the visual arts. 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. This year, a new pilot program for Science Technology Engineering and Math (STEM) was launched at Philip R. Smith Elementary. Faculty continued to work on the development of revised curricula to align with new standards in science and social studies. 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 detailed information regarding our K-5 curriculum can be found at www.southwindsorschools.org/curriculum.

Student Performance Data

Over the past few years, the State of Connecticut has introduced changes to annual standardized assessments administered to students, as required by law. Smarter Balanced (SBAC) tests aligned with the Common Core are administered to students in grades 3-8 in the areas of English language arts (ELA) and

mathematics. High school students in Connecticut are tested in the areas of English language arts/literacy and mathematics using the same assessment for all students. The Connecticut SAT was adopted as the annual state assessment for students in grade 11, and assesses the critical thinking skills students need for academic success. This assessment gives 11th grade students an opportunity to take the SAT free of charge during the school day, and students are able to use their SAT scores for both the state school accountability system as well as college admission. The Connecticut Mastery Test (CMT) and the Connecticut Academic Performance Test (CAPT) were administered to students in grades 5, 8 and 10 in the area of science. (Beginning in spring 2018, the CMT and CAPT tests will no longer be administered as the state transitions to new science standards.)

Smarter Balanced Assessment (SBAC)

The SBAC assessments were administered in the spring 2017 to students in Grades 3 through 8. Results are reported among performance levels 1 through 4 (from 1, "Does Not Meet the Achievement Level" to 4, "Exceeds the Achievement Level"). The below left table illustrates South Windsor data for English language arts and mathematics, respectively.

Connecticut SAT

The Connecticut SAT was administered in March 2017 to eleventh grade students. South Windsor's participation rate was 98%. The table below provides the South Windsor data for ELA and mathematics, respectively. The above table also provides comparative data for state results.

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

The Science CMT and CAPT report student achievement within five student performance levels: Advanced, Goal, Proficient, Basic, and Below Basic. The "Goal" level is the state target for all students. The following table illustrates the percentage of students in grades 5, 8 and 10 performing "At or Above Goal"; the below right table also provides comparative data for state results.

Overall, South Windsor student performance on state assessments remained fairly flat, with slight dips or increases this year. It is important to note that South Windsor students exceeded state average performance in all areas tested. As noted in the past, South Windsor educators have worked tirelessly over the past several years to transition to the new Connecticut Core Standards, and the transition to the new Next Generation

Science Standards (NGSS) has also begun. This has required extensive curriculum development, revision, and professional learning for all.

2017 CT SAT Assessment Results – 11 th Grade				
	Levels 3 and 4 % Meets or Exceeds Achievement Level		Average Score	
	English/ Language Arts	Mathematics	English/ Language Arts	Mathematics
South Windsor	81.1%	58.8%	567	557
State Average	65.0%	41.3%	524	507

2017 CAPT and CMT Science Assessment Results Percent At or Above Goal			
	CMT		CAPT
	Grade 5	Grade 8	Grade 10
South Windsor	77.4%	76.0%	56.7%
State Average	54.7%	60.0%	38.4%

2017 Smarter Balanced Assessment Results		
Grade	Levels 3 and 4 % Meets or Exceeds Achievement Level	
	English/Language Arts	Mathematics
3	75%	77%
4	81%	78%
5	76%	66%
6	71%	66%
7	78%	65%
8	71%	65%
SW avg	75%	70%
State avg	54%	46%

Planning and Zoning Commission

The Planning and Zoning Commission is committed to facilitating the growth of our Grand List and quality of life for our residents while preserving South Windsor's historic and agricultural roots. Highlights of actions taken by the Commission are summarized from the twenty one meetings held during Fiscal Year 2016-2017.

Residential Development

Three residential projects of note came before the Planning & Zoning Commission and received approval to move ahead in Fiscal Year 2016-2017.

A special exception site plan of development was granted for the third phase of development for the Metro Realty Group, adjacent to the Berry Patch Development. The apartments, which will be constructed and accessed from Oakland Road, will consist of 78 apartments within seven buildings on 5.75 acres at 175 Oakland Road. The rental apartments will have no age restrictions for occupants unlike the previous two Berry Patch developments for residents 62 years and older.

This development will fulfill a portion of the affordability requirements for South Windsor offering 80% of the apartments at market rate and 20% affordable. South Windsor has 7% of its total housing as either 'deed restricted' in conformance with CGS 8-30g or 'assisted' receiving government housing assistance. This development will boost the Town to 8%. Ten percent (10%) provides a Town permanent exception from CGS 8-30g housing. There is a provision for a four year moratorium from CGS 8-30g applications which South Windsor will be in a position to apply for after Certificates of Occupancy are issued for this development.

A resubdivision to be known as Sunset Hill Estates of 10.8 acres on Deming Street was approved for Jacques Construction LLC to create seven new single family building lots leaving one undeveloped 4 acre parcel. Two roadway extensions within the development will continue Loomis Lane from the south and Gilbert Lane from the east.

Toll Land XVIII Limited Partnership, an affiliate of Toll Brothers, Inc., received special exception and site plan of development approval to build a 45 lot open space subdivision to be known as The Estates at South Windsor. The single family

residential housing will be built on property once owned by St. Margaret Mary Roman Catholic Church and the Catholic Cemeteries Association located east of Graham Road and west of Nevers Road. Sidewalks on the easterly side of Nevers Road will be constructed to connect existing sidewalks to the north and south.

Text Amendments

A zoning text amendment which increased the allowable building height in the Industrial zone was approved in support of Carla's Pasta facility expansion at 50 Talbot Lane. Design Professionals Inc. wrote the amendment to Section 4.5.6 of the zoning regulations which increased the maximum building height to 50 feet/4 stories for any building in an Industrial zone that is at least 350 feet from a public street right-of way and from any residential zone boundary (excluding dedicated public open space).

Evergreen Walk LLC was granted approval of a zoning text amendment to Article 7.3 Assisted Living Facilities to include Independent Living Facilities defined as a managed residential community for adults 55 years or older (and to persons with disabilities without regard to age) within a multi-family rental property. There are no licensed skilled nursing beds or assistance with daily living however central dining facilities, housekeeping, transportation, and recreational activities are provided.

A variety of Planning & Zoning Commission sponsored text amendments were approved and became effective in Fiscal Year 2016-2017 regarding new and used car sales requirements, impervious and pervious coverage, ancillary structure screening of roof top units, site plan minor revision approvals, and land use application fees.

Commercial Development

A zone change from Industrial to General Commercial was granted to 150 Sullivan LLC for a 4.8 acre property located at the corner of Sullivan Avenue and Rye Street. A retail/office service center is planned for nearby industrial users, residents of Main Street, John Fitch Boulevard, Rye Street, and travelers. A second approval for a site clearing plan was granted for limited clearing of the parcel so that the property can be marketed for future commercial development.

A site plan of development was granted to the Hartford Truck Equipment Corporate

Headquarters at 67 McGuire Road to relocate its business operation as truck outfitter and equipment distributor to an adjacent property at 95 John Fitch Boulevard where they will occupy a new 16,500 sf one-story building.

Industrial Development

A number of site plan modification approvals were granted. AM King Construction Co., LLC received approval for a site plan modification to expand the existing Aldi's distribution facility at 295 Rye Street to add an additional 170,000 sf in two phases of construction. G & R Valley Inc. was granted a site plan modification for a 2,500 sf accessory warehouse building at 350 Chapel Road. Able Tool & Equipment received a site plan modification approval to add a 2,400 sf addition onto their existing building at 410 Burnham Street.

Town Projects

The Wapping Fair was held in its new home at the fairgrounds that were developed on the open space property, referred to as the Barton Property, on Brookfield Street. South Windsor Jaycees Foundation received a special permit for the event which took place successfully with ample space for vendors and parking. The Town looks forward to meeting with the Jaycees for next year's Wapping Fair at the fairgrounds.

A special exception and site plan of development was granted to the Town of South Windsor to create the Deming Community Gardens at 504 Deming Street (northerly of Deming and westerly of Slater Street). The effort was strongly supported by residents who signed a petition which was received at the public hearing from IWA/CC Chair and SWALPAC Vice Chair Betty Warren. The use and plan of the community garden is consistent with the goals and objective of the Plan of Conservation and Development and fills the need for more community garden beds for South Windsor residents on the Avery Gardens waiting list.

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

Bart Pacekonis
Chairman

Building Department

Our Department ensures compliance with current Building and Municipal 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 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 and inspection activity along with revenues for Fiscal Year 2016-2017 commercial and residential, produced 1,935 permits, 2008 inspections, \$739,019.36 in revenue and \$46,195,476.00 in total construction value.

We look forward to continuing growth in the commercial sector, as businesses considers South Windsor 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.

Dayshell Foreshaw, Administrative Secretary
Michael Rose, Assistant Building Official
Pamela Oliva, Blight Enforcement

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, this Civil Preparedness Agency shall ensure the complete and efficient utilization of all the Town's facilities to combat disaster resulting from enemy actions or other disasters and will be responsible for coordinating all activity in connection with civil preparedness.



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 agencies the ability to collaborate with and work alongside non-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.

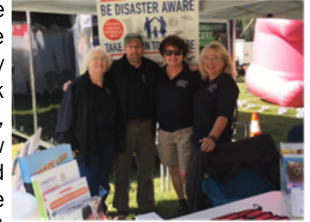


South Windsor Community Emergency Response Team (CERT)



In Fiscal Year 2016-2017, the South Windsor CERT members embarked upon expanding several initiatives that included community awareness and preparedness through outreach programs. Some of these programs they participated in were South Windsor Farmers Market, Wapping Fair, and the Community Center's Health Fair. During this period, the South Windsor Office of Emergency Management, the Capital Regional Emergency Planning Council (CREPC), and the Connecticut Department of Emergency Management and Homeland Security's Citizen Corp Council hosted its second annual regional CERT core class. Through this class, new CERT members

through the region have the opportunity to work collaboratively, learning new skills, and gaining a more robust insight on community awareness and preparedness.



With the new Emergency Operations Center (EOC) fully operational, CERT members were incorporated into supporting roles. In

order to be selected to serve in these roles, each CERT member was required to take advanced Federal Emergency Management Agency (FEMA) National Incident Management (NIMS) classes, as well as additional training. Some of these roles include WebEOC, Runners, Check in/out, scribe, and other supporting roles. In addition, our CERT Emergency Communications (EmComms) members further expanded their abilities with ongoing training, and participating in several formal exercises. Some of these exercises include weekly and monthly drills, the regional and state Amateur Radio Emergency Service (ARES) exercises, as well as the Military Auxiliary Radio System (MARS) exercise.



Our EOC has participated in several exercises ranging from tabletops, functional and full-scale exercises. One in particular, we were selected from several EOC within the state to be the primary EOC for an Ebola exercise. With the



support of our Health Department, and Information Technology, South Windsor's EOC was able to coordinate approximately 75 local, regional, state and federal agencies, hospitals, and health departments.

Departments & Services

In addition to the advancements of our CERT members, emergency management and other municipalities within South Windsor have received new and ongoing training, which include:

- Shelter Management
- National Incident Management Systems 100, 200, 700, 800, 300 & 400
- Basic First Aid & CPR
- Traffic Control
- Eversource Basic Training
- Light Search & Rescue
- Emergency Communications (EmComms) advanced programs
- 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
- 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, and Health the Fire Marshall'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 is continually working with members of our community, Town agencies, the Region and State to build a more robust community through a whole community approach. In addition, we are striving to bring a comprehensive EOC training, and Incident/Unified Command to EOC training to South Windsor. Furthermore, our local Emergency Operations Plan (EOP) is being reviewed and updated. To support some of these ongoing goals, South Windsor has received and continues to receive an Emergency Management Performance Grant (EMPG) from the State's DEMHS, along with Homeland Security Performance Grants (HSPG) for the Capitol Region 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 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, Wellness Committee, and the annual United Way campaign, and organized Dress Down for Charity.

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 2016 Grand List assessments reflect 70% of the 2016 values, as required by Connecticut State Statutes. Listed below are totals for the October 1, 2016 Grand List:

This List reflects the application of the Town wide revaluation of all real estate account values. Overall, the total Grand List increased by 2.21% compared to the 2015 Grand List. Real Estate and Motor Vehicles experienced increases of .55% and 3.07% respectively while the category of Personal Property experienced a 18.7% increase.

Mary Huda
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

October 1, 2016 Grand List Totals			
	GROSS ASMTS.	EXEMPTIONS	NET ASMTS.
Real Estate	\$2,354,986,979	\$210,509,430	\$2,144,477,549
Per. Prop.	340,605,990	99,527,840	241,078,150
Motor Veh.	225,387,225	8,234,774	217,152,451
TOTALS:	\$2,920,980,194	\$318,272,044	\$2,602,708,150

Total Net Grand List Assessments		
	2015 Grand List	2016 Grand List
Real Estate	83.8%	82.3%
Personal Property	8.0%	9.2%
Motor Vehicles	8.2%	8.3%

Top Ten Taxpayers 2016 Grant List (Net Assessment Dollars)

Rank	Name	Real Estate	Per. Prop	Motor Vehicle	Grand Total List
1	Eversource (CL&P)	\$1,992,200	\$90,932,690	0	\$92,924,890
2	Evergreen Walk Lifestyle Center (Shoppes at Evergreen Walk)	31,322,700	0	0	31,322,700
3	Aldi, Inc. Connecticut	20,825,000	1,983,960	0	24,066,830
4	FedEx Ground Package	5,409,108	12,046,070	0	17,455,250
5	Federated Retail Holdings	11,914,200	0	0	11,914,200
6	DST Realty	11,825,750	2,219,130	0	14,044,880
7	Connecticut Water Co.	2,127,300	10,256,480	0	12,383,780
8	Town Center of S.W.	12,348,800	0	0	12,348,800
9	Computer Services Corps	0	10,970,120	0	10,970,120
10	South Windsor Dev LLC	10,748,800	0	0	10,748,800

user fees. For the 2015 Grand List, the collection rate was 98.6%.

Total collections equaled \$100,283,277. These collections consisted of \$93,215,251 for current year taxes; \$660,852 for prior year taxes; \$530,192 for interest charges; \$6,016 for warrant and lien fees; and \$4,752,435 for sewer user fees, interest charges, and liens.

Jennifer Hilinski-Shirley, CCMC
Collector of Revenue

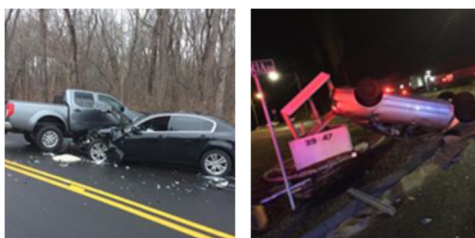
Fire Department

Your South Windsor Fire Department continues to serve our great community in a very professional means with over 120 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.

As we reflect on Fiscal Year 2016-2017, it was very clear that we had another very busy year. Busy with a few fires: 949 Pleasant Valley Road, Griffin Road, Miller Road as well as a few smaller fire incidents.



Even with the busy fire year, most of the incidents we respond to are mainly motor vehicle crashes and fire alarms.



In July, Deputy Chief Jay Knipple retired from the SWFD with over 45 years of dedicated service. He and his wife are enjoying their retirement in Florida.



We are so proud of our members in all they do to better themselves to better serve the community. Starting with our Young Adults, we had a few more attend and graduate from the CT Fire Academy's Intro to the Fire Service, a weeklong camp program. Members attended the National Honor Guard Academy, another weeklong program. A few Officers took additional training and are now "certified" as Fire Officers. Chief Cooney was elected to serve as President of the CT Fire Chief's Association and reappointed for another five (5) year term.



After the efforts of Eric Hofmann as part of his BSA Eagle Scout Project, we dedicated a 9/11 Artifact at Fire Headquarters. This is a memorial the community can share and enjoy.



We were pleased to be part of and see the new Emergency Operations Center open and enjoy the great relationships we share with the Office of Emergency Management and other Town departments.



We appreciated the support and authorization from the Town Council and Town Manager in the purchase of the new Fire Engine (pumper) to replace a 25 year old truck. It takes just under a year to construct with an anticipated delivery in early 2018.

We were proud to have been asked and participate in the fundraiser and building of the Derek Denfield Memorial Playscape.



Departments & Services

None of what we do for you could be done without professional and dedicated training. Our Training Division and staff provide all members with the absolute best training available.

In closing, the SWFD responded to over 800 incidents and logged nearly 100 community events attended.

Our membership is made up of approximately 75 Firefighters, 10 Chief Officers, 15 Company Officers, Support Members, Photographers, and our Explorer Post (Young Adults) and many Life Members totaling 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 on Tuesday evening or contact us via phone at 860-644-8547.

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 Evergreen Walk Apartments, Orchard Hill School, Panera Bread, Hartford Truck, Buckland Road. 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 2016-2017, inspections totaled 1,536 with 36 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 2016-2017 was 232 hours.

Fire Marshal Summers is the current President of the Connecticut Fire Marshal Association, President of the Capital Region Fire Marshal Association, Vice-President of the New England Fire Marshal Association and a member of the Board of Directors of

the CT Chapter of International Association Arson Investigators.

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

Fire Marshal Walter Summers
Deputy Fire Marshal David Mauldin
Fire Inspector Dan Wasilewski
Fire Inspector Erik Maziarz
Fire Inspector Dan Volovski
Police Agent/Fire Investigator Michael Thompson
Police Officer/Fire Investigator Kyle LaPorte

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, farmer's markets, 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.
- Helping ensure clean drinking water.

- Tracking, investigating and stopping diseases and other public health threats (e.g. foodborne illness, HIV/AIDS, etc.).
- Responding to public health emergencies and natural disasters when they strike.
- Informing the public about health problems in the community and how to stay safe.

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.

In Fiscal Year 2016-2017, the Health Department moved to a new office in the Town Hall Annex. This move has been very beneficial and helped to facilitate the development of the South Windsor Emergency Response Coalition. In partnership with other Town departments, the Health Department and Emergency Management Office are working to update the Town Emergency Operations Plan and build up the internal resiliency needed during disasters. This move was also beneficial for the Health Department's participation in the 2017 Ebola Exercise in partnership with the CT Department of Public Health through Emergency Support Function (ESF) #8 Public Health. The Health Department was also involved in emergency preparedness planning through participation in Mass Dispensing Area (MDA) #31 Logistics Drill in partnership with the Town of Windsor. The Health Department was the recipient of a grant from the Connecticut DPH Lead Poisoning Prevention Grant for outreach efforts to prevent childhood lead poisoning.

The Health Department implemented annual permitting of food service establishments. This was a large undertaking with such a small staff. Every food service establishment received an application and submitted a completed application, menu, and other required documentation. Upon review of all

documents, permits were mailed. The Health Department implemented electronic inspection software. This has allowed for more efficient use of inspection time, expanded report generation capabilities, easy record retrieval and less bulky file storage in years to come as all inspections will be kept electronically. Both staff in the Health Department attended several trainings to maintain required certifications and keep abreast of the most current inspection methods, procedures, and policies. These trainings included Agritourism, Lead Inspector/Risk Assessor Recertification, Food Inspector Recertification, FDA Risk Based Inspection Methods, CT Association of Housing Code Enforcement Officials trainings, CT Environmental Health Association trainings, and several webinars covering many topics,

Additional routine activities conducted by the Health Department staff included inspections of food service establishments, temporary food events, mobile food vendors, farmer's market, 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 **Fiscal Year 2016 -2017**

Food Protection:	
Food Est. Inspections	85
Food Est. Re-inspections	25
Temporary Events	
Vendors	76
Itinerant Vendors	6
Plan Reviews	8
Consult/Construction Insp.	16
Food Protection Investigations	10
Health Inspections:	
Daycare Facilities	3
Motel/Hotel	1
Public Pools	18
Public Pool Re-inspections	3
Subsurface Sewage Disposal	
Site inspections	42
Deep Test Holes	10
Percolation Tests	9
Permits – New Construction	2
Permits – Repair	6

Septic Plan Reviews	10
B100 Applications	8
Private Wells	
Well Site Inspections	3
Well Permits	16
Laboratory Activities	
Potable Water	15
Ticks	10
Complaints:	
Food Protection	10
Housing	12
Refuse/Garbage	6
Rodents/Insects	4
Water Quality	1
Mold	2

Heather Oatis
Environmental Health Officer

Human Resources Department

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 2016-2017, Human Resources filled fifteen full-time positions and five part-time positions. During this Fiscal Year, the Town also had eight long-term and extremely valued full-time employees retire. We wish Jane Harrington, Assistant Assessor; Virginia Molleur, Human Services Specialist; Suzanne Oefinger, Deputy Collector; Mark Owens, Street Services Manager; Christina Patria, Police Sergeant; Bonnie Rabin, Collector of Revenue; Joan Romano, Library Assistant; and C. Fred Shaw Jr., Pollution Control Superintendent all 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.

Departments & Services

This Fiscal Year the Department coordinated a number of employee training sessions that included topics such as Workplace Violence, Sexual Harassment Prevention, FOIA & Ethics, Diversity, Active Shooter, CPR & AED, and Customer Service.

The Director of Human Resources serves as the Advisor for the Health & Safety Committee, which also has a Wellness Subcommittee that she leads. The Wellness Committee organized and hosted a Health Fair for Town Employees and Fire Department Personnel. They also held ten Wellness Seminars that included topics such as the Reducing Stress, Fatigue, Medicare, Time Management, Retirement & Investment Planning, Mindfulness, Homeopathic Remedies, Self Defense, Wellness at Your Desk, and Anxiety. Employees also had the opportunity to participate in two Walking Challenges and a Biggest Loser Contest.

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

Providing comprehensive services and support to all Town departments and employees continued to be the main focus of the Human Resources Department for Fiscal Year 2016-2017.

Vanessa Perry, MPA
Director of Human Resources

Human Services Department

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

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

Director of Adult and Senior Services
Andrea Cofrancesco
Director of Youth and Family Services
Liz Langevin

Adult and 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 2016-2017.

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

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

- 374 CEAP Energy Assistance Applications Processed (221 elderly; 60 disabled)
- 96 contacts for assistance with Medicare Part C & D
- Intake 168 Homeowners Tax Relief and 218 Renter's Rebate Applications
- 123 applications totaling 298 persons used the private Fuel Bank
- 27 applications totaling 69 persons were assisted through Operation Fuel
- 185 families used the Food Bank serving over 401 people
- 186 Thanksgiving baskets were distributed benefiting 405 people
- 91 families with 194 children received Holiday gifts along with 40 Seniors
- 27 families with 59 children received backpacks and shoes from a cooperative



program with Salvation Army and local businesses

- AARP Tax Preparer's did 241 returns and helped an additional 35 with questions

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 & social contact in the continuum of care is the primary focus of the outreach component of Human Services. During this Fiscal Year, a total of over 212 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; 55 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 2016-2017 this program met an additional day, bringing the total to five days per week, 3 hours per day and offers older residents with physical or cognitive losses social stimulation and supervision. A primary community support service that prolongs one's ability to remain in the community, it also provides respite for caregivers. The program accommodates 16 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 2016-2017:

- 30,000 swipes
- 1,300 regular users
- Over 400 participants in physical fitness activities swiping over 5,000 times which includes 50 people participating in twice a week light aerobics

- 8,110 hot meals were served to seniors 60 years of age and older every day except holidays and weekends. A hot lunch provides much needed socialization as well as nutritional value.
- 1,721 (over 400 unduplicated people) trips to museums, theaters and restaurants
- 115 people attended overnight trips to Virginia Beach, Mohegan Sun, Boston and our first international trip, a Mediterranean Cruise
- 62 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.
- 34 Gazebo events consisting of 550 participants
- 980 unduplicated people attended trips and on site events combined (an increase of 188 people)
- 6 Safe Driving classes were offered with 166 attending, which saves money on insurance for older drivers (an increase of 140 people!)
- 60 people took advantage of Computer classes held at Timothy Edwards Middle School one on one smart phone classes

The Senior Center "Senior Connections" is a monthly publication mailed to 2,100 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, Veteran's Day, Mother's and Father's Day, Halloween, Christmas, etc.
- Over 190 people attended the annual senior picnic, one of our biggest events of the year.
- 1,700 children were read to in all five elementary schools utilizing 35



Departments & Services

volunteers, with over 100 books being donated by local businesses 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.

- 686 served at weekly Elder Wellness Clinics at Senior Center and monthly at Low Income Housing sites
- Over 250 attendees, 170 flu shots and 22 vendors at the 6th annual Flu Clinic/ Health and Safety Fair
- 288 were served at a monthly Foot Clinic
- 180 served in monthly Ear Wax Clinics and quarterly Hearing Clinics
- Over 200 attended a variety of seminars on health related topics including osteoarthritis, antibiotic usage, dementia and driving and more
- 433 combined people attended educational topics such as advanced directives, aging gracefully, computer safety, stress and memory enhancement

Physical Fitness and Exercise Programs

- 4,000 swipes with 300 participants in weekly exercise programs provide older adults with a safe, non judgmental 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:

- 243 cars came through to drop off 1,087 pounds of unwanted medication during two Medication Disposal Days
- 25 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.
- 47 attended programs on scams, emergency preparedness, dementia and driving, elder abuse, fire prevention and a tour of safety services
- 23 people were served in the CarFIT and HomeFIT programs
- 10th year anniversary luncheon was hosted with 75 in attendance



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

- 62,846 passenger miles for the year were provided for Seniors & Disabled residents which also included daily trips to Manchester Sheltered Workshop.
- 1,143 rides to medical appointments were provided (an increase of 305 rides from Fiscal Year 2014-2015)
- 17,670 trips were made
- 551 unduplicated people used the service
- \$52,000 grant for the purchase of a new 20 passenger wheelchair lift bus received (Town's portion: \$14,000)



Volunteers

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

- 250 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.
- 30 participants in the Super 60's Sportsmen undertaking service projects in the community and at the Senior Center.
- 35 volunteers in The Community Service Group, in its fifth 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.
- \$73,507 annual cost if 250 volunteers donated just one hour per month, at the national rate of \$24.14 an hour

Fundraising

A new 501c3 fund was created using the South Windsor Community Foundation as sponsoring agency, to raise money for building enhancements specific to seniors

when Recreation relocates to Wapping School. In just over one year, a total of \$35,000 was raised by such projects as: mini golf tournament, discount cards, senior calendar of photos, clothing drives, casino trips, early bird dinners and omelet breakfasts, and an unfundraiser (donations to the cause from over 100 people).

Andrea Cofrancesco
Adult and Senior Services Director

Youth and Family Services Division

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

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

South Windsor Youth & Family Services is one of 103 Youth Service Bureaus that serve 142 across the state of Connecticut. We receive funding through the Department of Education as well as federal and state grants.

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.



Chef in Training for elementary age youth and their parents. (SWAN Parenting Program)

SWAN programs follow the National Extension Parent Education Model which emphasizes care for self, understanding, guiding, nurturing, motivating and advocacy. The past year has been an exciting one for SWAN. With the hiring of a new Parent Educator/SWAN Coordinator, Kelly McKenney, we saw a variety of programs offered. A new parent and child playgroup was started, which has grown from about 3 families to almost 40 families! An innovative program is the Chef in Training Program which focuses on nutrition and eating meals together as a family. The program helps children learn to play in the kitchen, exploring various textures and temperatures as they measure and mix ingredients. Cooking with children teaches valuable skills such as, simple math skills, nutrition, following directions, measuring, sensory awareness, language skills, and cultural awareness.



Playgroup for parents/caregiver and children 0-4 years. (SWAN Parenting Programs)

SWAN Programs and Groups in 2016-2017:

- Relatives Raising Children Support Group
- 1,2,3 Magic—discipline program for young children
- Mother-Daughter Circle
- Understanding differences in the way we think, learn and communicate
- Temper Tantrums in Toddlers
- Baby Steps—A new parent support group
- Fathers Talk—support group for dads
- Early Origins of Mean Behavior Seminar
- Parenting Apart group

- Eating Disorder Workshop
- Newborn Care Workshop
- Ethnicity and Cultural Parenting Practices
- Chef in Training Program for parents and children



Mother/Daughter Circle. An eight week course that focuses on building the bonds between girls and their moms. Facilitated by Youth Counselor as well as SWAN Parent Programs Coordinator.

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 any South Windsor youth in sixth to twelfth grade.

4,162 visits to the Teen Center during Fiscal Year 2016-2017.

Our Teen Center Program Coordinator is Liane Lussier Smith. The Teen Center is open Monday, Wednesday and Thursday from 2:00 p.m. to 4:30 p.m. for high school students and Tuesdays (through TEMS Matinee program) and Friday from 6:00 p.m. to 9:30 p.m. for middle school students. In addition to recreational activities, we also provide opportunities for substance abuse prevention/education and wellness activities.

In Fiscal Year 2016-2017, the Teen Center Youth Council High School Volunteer Group has increased its number of participants and expanded volunteer experiences which has created a year round opportunity for youth volunteer involvement. High school students have participated in various community activities and events such as Fall Fest, Annual Holiday Fundraisers, and most notably, in collaboration with the SW Food Alliance, the Teen Center has become a regular, weekly volunteer group for the SW Farmers Market during their summer and

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South Windsor Teen Center Youth Council is a group of teens that dedicate their time to improving the community. Here is a part of that group volunteering at the SW Farmers Market.

fall season. In addition, the Youth Council have also helped to start up an indoor farming effort by learning from local residents and businesses, such as Agrivolution LLC, on the benefits to year round, indoor farming. The Youth Council continues to plan and sponsor events right at the Teen Center, aimed at education and prevention, such as hosting Red Ribbon Week activities to promote drug free social activities for high school students. The youth group is also pleased to continue its connections with the SW Senior Center and Food Bank, willing to assist and be a part of various events throughout the year.



Rising Stars Summer Community Service Program. 8 week summer program for middle school and high school youth. An opportunity to give back to the community while gaining skills.

The Rising STARS Summer Community Service Program has also increased in its number of participants – a total of 42 youth participants this summer (a combination of middle school and high school youth served), with varying needs and abilities. The program has expanded the community service projects during the summer to include a local farm, indoor farming and hydroponics as well as school and community gardens. The program has also expanded on its delivery of social skill education and prosocial activities by incorporating both daily and weekly teambuilding components, group work, and presentations on healthy living skills known as “mini talks”. To further enhance the program’s own sense of community, healthy living skills and inclusion, youth also have the opportunity to be involved in assisting the staff to prepare lunch for the group, as eating a meal together has become another important aspect of the program.



Teen Center drop in hours for middle school and high school students. Safe, supervised and substance free environment. In addition to drop in, there are often events that promote healthy living skills and positive youth involvement.

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 to South Windsor Schools.

55 incoming 6th graders participated in the "Moving On Up" program at Timothy Edwards Middle School. SW Youth and Family Services provides the program so that students can come to TE during the summer to take an additional tour, practice lockers, have last minute questions

answered and get excited for their journey into middle school.



Students against Destructive Decisions (SADD) is high school group that plans campaigns and events to educate their peers on how to live a healthy lifestyle.

SADD is coordinated by our School Outreach Specialist, who works directly with youth at the middle school and high school level to involve them in positive activities that promote prevention, education and healthy peer support.

Our School Outreach Coordinator, Kathy Reed, is a co-adviser for the Students Against Destructive Decisions Club at SWHS. The group of about 90 students participated in prevention activities all year long. Some highlights included the seat belt/phone check, Unity Day, Drug and Alcohol Prevention programs, Distracted Driving awareness and the Prom Promise. We were also able to give a record number 7 scholarships to deserving seniors who had played critical roles in the club throughout their high school careers.



SADD's annual Car Seat check at SWHS. Making sure students and teachers are wearing their seatbelts to keep themselves and community safe.

The Jump Start Tutoring Program had more than 50 TEMS students and more than 70 SWHS students involved in the program throughout the year. SWHS students volunteered their time to come to the middle school once a week to help students

complete homework, study for tests and work on projects. The partner teams gained so much from being involved in the program.



Mentoring program. Adult Mentors are trained and monitored by School Outreach Specialist. Meet with a middle school student once a week for the entire school year.

Highlights of other collaborative programs offered at TEMS this year were the Pinwheels For Peace Initiative, Business Lunch program, Healthy Living Week, Get Fit Girls and the Cops, Coffee and Conversation parent programs.



Relieve the Stress Fest. Community Event to teach youth how to effectively cope with the stresses of everyday life.

Youth Counseling & Positive Youth Development Programming

Our Youth Counselors are available to meet with individual youth and/or families confidentially for supportive counseling. 74

individuals were referred to us for our support services during the 2016-2017 year. Our part time counselors offered the following therapeutic and psychoeducational groups and programs in 2016-2017:

- Art of Friendship
- Mother/Daughter Circle
- Summer Arts
- Moving On Up
- Family Yoga
- Kidding Around Yoga
- Girls Circle group
- Bereavement group at SWHS
- Social Skills group
- Mindfulness in the Classroom

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. SWAFF members include: youth & family staff, parents, youth, school staff, police, and other community members.



Teambuilding activities

This year, in addition to hosting some fun family events, we held an Opioid & Heroin Addiction Presentation for the South Windsor Community. It was an evening filled with stories of loss, hope and education.

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

We are currently looking for community members to join SWAFF!

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 Marshall's Office, Timothy Edwards Middle School, South Windsor High School and Rockville Juvenile Court Office of Probation. This year the JRB reviewed 19 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.

Liz Langevin, LMSW

Director of Youth & 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 for another year. Unfortunately, the State eliminated the Intertown Capital Equipment Purchasing Incentive Program (ICE) Grant. This was the first year since the agreement was executed that we have not received the grant. This agreement continues to be a successful, working model for regional cooperation. We received an international CIO 100 award from IDG for this agreement. The Information Technology Department was extremely proud to receive this award. It is impressive to see the Town of South Windsor listed as an award winner among such notable companies as Adobe, FedEx, Sprint, IBM, Intel, Toyota, Verizon and VMware.

The IT Department continues to support the Public Library as well. This year, we worked with Library staff to replace all of the staff computers. It was a much needed change and the project went very well.

In addition, we continue to support the South Windsor Volunteer Fire Department. This year, we upgraded their Firehouse software and worked to prepare for the anticipated installation of the new computer aided dispatch system.

We continue to work on expanding the Town's fiber optic network. We designed and began construction of a fiber optic connection from the Community Center to Wapping School, continuing on and

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terminating at the Fire Station on West Road. It is anticipated that this link will be live by the end of 2017.

In order to reduce costs and centralize operations, much of our infrastructure has been virtualized. A large project taken on this year was to update our entire virtual infrastructure. This was a slow, methodical process that was completed over several months. The updates provide increased performance as well as improved security for our entire network.

Cybersecurity has become a major priority for our organization. Hardening the network in addition to contingency planning in the event that there is some type of breach is extremely important.

Our Director, in his capacity as president of the CT chapter of the Government Management Information Sciences (CT GMIS) organization, planned the event and South Windsor IT staff assisted in the 2017 CT GMIS Technology and Cyber Security Symposium, held on Wednesday, June 21, 2017 in Berlin, CT. The event was a huge success, with over 140 people in attendance. The event covered topics such as, "Investigating and Prosecuting Data Breaches and PII Trafficking", "Cybersecurity: The Threats and a Connecticut Strategy", "CIRMA - Cyber Security Coverage & How you can protect yourself", "CJIS Audit - Revealed for Public Safety Officials" and "Critical Cybersecurity and Data Privacy Issues Facing Municipalities". Speakers including, Joseph Delong, CCM Executive Director, Arthur House, Chief Cybersecurity Risk Officer for CT as well as representatives from MS-ISAC, CTIC, CIRMA and Blum Shapiro.



The IT Department has implemented new measures to help mitigate the possibility of a breach as well as tools to quickly identify a breach should one occur. In addition, we have improved our backup routines. We

previously had backups that would restore information from 2 weeks ago. We now have the ability to restore information from as far back as 4 months.

We had the opportunity to use the Emergency Operations Center this year. The command center has been utilized by South Windsor staff, other municipalities and regional and State agencies. It has been used for training/drills like Capital Region Emergency Response Team, National Incident Management System, Department of Emergency Management Homeland Security, Community Emergency Response Team, Microsoft Office, website content management systems and computer aided dispatch training. In addition, it was used as the central evaluation center for the state-wide Ebola drill.



We continue to research and implement new technology that will positively affect Town staff as well as the residents of South Windsor.

*Scott Roberts, CGCIO, GISP, MPA
Chief Information Officer*

Parks & Recreation Department

Fiscal Year 2016-2017 marked our seventh year as the re-structured Parks & Recreation Department, and as such we continued our on-going efforts to better connect the programming component and the care and control of the park maintenance operation. Our ultimate goal, and mission across both divisions remains the same - providing enhanced customer service and exceptional experiences through quality programs and facilities. In addition to the 400+ recreation programs (accommodating well over 80,000 participants) 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 our people, parks and programs!

The following is a recap of our highly successful seventh fiscal year of joint operations. Some highlights of our accomplishments that exemplify our continued 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 10th & 11th accommodating 70+ teams from 30 towns drawing thousands of visitors to South Windsor's athletic fields and local businesses; (2) a 80+ team soccer tournament for the SW Soccer Club the weekend of Oct. 28 & 29. Eight 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; (3) and another 40 teams on 6 fields at Rye Street Park for the boys lacrosse tournament on April 22 & 23.
- Our second year running the TEMS Ski and Snow Board Club program after decades of successful administration through the school system we are proud to say 70 Middle school students participated in weekly trips to Mt. Southington. The program is operated as part of our Afternoons at Timothy Edwards program.
- Prepared for the Girls lacrosse tournament on April 29th 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 1,756 "likes" this year (an increase of 426 since last year at this time) becoming an extremely valuable marketing tool.
- The South Windsor FOOD Alliance (SWFA), a sub-committee of the Park & Recreation Commission, conducted their most successful Outdoor Farmer's Market to date from mid-June to mid-October on the front lawn of the Community Center drawing nearly 1,500 visitors weekly (33% greater attendance than last year)!

- Our “Fab Five” Summer Day Camp programs were once again successfully re-accredited by the American Camp Association – this time as a single entity instead of 5 separate operations!
- Completed the sound & visual reduction barrier fence project by the stadium at the high school. Our crew hung 86 acoustic panels with over 5,000 stainless steel zip ties to create the 504 foot long privacy buffer for the abutting neighbors.



Sound & visual barrier fence installation to buffer abutting neighbors from High School stadium

- Summer Day Camp – We are very ecstatic and proud that the third annual Run4Camp fund raiser voluntarily put on by our entire summer camp staff raised \$2,783.94 to go towards a handicap lift van for our local Bullock family to safely transport Danny. We are blessed with an incredibly caring and dedicated young summer staff !!
- The Kevin’s Kourt Project valued at nearly \$80,000 was completed on time and on budget for the dedication ceremony held on Friday, June 16th due to a herculean by our talented parks crew and a strong partnership with Coach Kevin Ollie from UConn.
- For the second year in a row we celebrated “July is Parks & Recreation Month” and we had something fun for folks to do on each of the 31 days! Moonlight walks in the park on Mondays, Kids parties at My Friend’s Place on Tuesdays, Work Out Wednesdays, Thursday night concerts, and Friday Flicks movie series to name a few made the month of July truly a parks & recreation month!
- Completed renovations to the tennis courts at Timothy Edwards Middle School and re-stripped for dual purposes of tennis and pickle ball.
- FALL FEST – On Saturday, Oct. 15 thousands of eager participants

converged on Nevers Park for Fall Fest 2016!! Just under 75 youngsters started the morning off with Jacob’s Jog – a .85 mile trail run at 10am, immediately followed by our Witch Way 5K trail run for all ages at 10:30am drawing another 60 runners. The afternoon activities between 11am and 4pm included: live music by the Coyote River band; a Craft Fair at the base of the hill at Rotary Pavilion with dozens of vendors, five food vendors serving options like hotdogs, burgers, chili, soup, homemade ice cream, kettle popcorn and coffee; pumpkin painting with the folks from Human Services, carnival games and moon bounce on the back lawn of the Pavilion; and Trick or Treating with the craft vendors. The evening was topped off with a hay ride and trek through the Haunted Torch Walk winding through the pitch black back trail loop!

- Began a new practice of dormant seeding, spreading over 3,000 pounds on our athletic fields. We also instituted the use of winter turf blankets for heavily worn areas, like areas in front of soccer goals to keep the ground temperature up. Both strategies promote earlier spring growth. We intend to continue this approach moving forward.



Parks crew gets recognized for their efforts in building Kevin’s Kourt at the dedication on June 16th, and Kevin Ollie re-visits South Windsor for an interview with SportsNet New York on June 26th.

- To further improve our standard of care for our day campers we added full time register nurses to our ACA summer camp staff who are present for every hour of operation from 7am to 6pm five days a week.
- Tackled the full restoration of our heavy duty equipment trailer and Holder snow removal tractor in-house in lieu of purchasing new to save thousands of dollars.
- Letters to Santa – This new opportunity was well received with 105 letters collected and forwarded to Santa for response. Last year Santa received 67 letters from local youngsters. The dedicated mail box was positioned beside our Department sponsored “Giving Tree” (to benefit the SW Food Bank) at the gazebo at Nevers Park. St. Nick wrote personal messages back to all the children and he in turn received a number of “thank you” notes from some of the “young believers”!! The “super-sized elf” has asked us to repeat this helpful service to him next year!!



Happy tykes sending letters to Santa at our special mail box at the gazebo at Nevers Park!

- Skate with Santa nearly doubled in size from the crowd of 130 last year accommodating 250 folks in the holiday spirit on Saturday, December 10th, from 6:00pm-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!
- 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. Purchased this year: one gently used Jacobsen AR522, diesel powered 5 deck mower with 100” cut ; one Scag 31 HP Zero turn landscape

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mower with bagger; one auger attachment for our Bobcat; one Toro snow thrower; and one aluminum replacement bed for truck #71.



Jacobsen AR522 for faster cleaner cut mowing of premiere athletic fields

- As a result of productive discussion at our annual review last year crew members completed acting on their idea of planning for, marking out and clearing a trail for mountain biking and walking through the wooded area between the railroad tracks and the athletic fields at Rye Street Park. Designed by crew member Mike Hanrahan, who is an avid veteran mountain biker, four trails incorporating a variety of elements that appeal to beginners and challenges more experienced bikers and hikers are opened for use. As needed, various bridges were constructed and installed in-house to cross the Dry Brook and gullies. Now 3.83 miles of trails are available: Red Trail = 1.08 mile, Difficult ; Blue Trail = .19 mile, Intermediate ; Yellow Trail = .91 mile, Intermediate; and the Violet Trail for Beginners at 1.7 miles. We are excited that these are the first mountain biking trails within our park system.
- “Walk 4 Good, Our Trails, Your Cause” – Our second annual Trails for Charities Day on Sun., May 21 on the trails of Nevers Park attracted four groups with over 500 total walkers. Logistics, staff, signage and entertainment was provided by Parks & Recreation.
- Our parks crew completed construction of the “high tunnels” at the Avery Street Orchard providing 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!!



New High Tunnels behind the Avery Orchards

- Built park benches with concrete legs and wood planks for an elementary school art project.
- Fishing Derby – More than 200 participants enjoyed the 33rd annual Fishing Derby on Saturday, April 22nd. The pond on Barber Hill Road was stocked with 185 trout, with roughly one-third hooked by young anglers! Thank you Super Sixties Sportsman Club and Cheryl Gerber for another successful fish story!
- Back by popular demand, we ran our sixth annual Pooch Plunge providing nearly 200 canine companions an opportunity to enjoy the refreshing waters at VMP the day after closing to the general public.
- Our entire administrative staff continued to prepare for the eventual relocation to the re-purposed Wapping School as our “new home”.
- Veterans Memorial Park – Individual pool pass sales increased 6.6% to 2,508 from 2,353 the year before.
- 855 youth across 15 divisions participated in our winter basketball program, down 83 participants from last year, the third year in a row to see a decline in numbers.
- Rotary Pavilion II Project at VMP – was near completion by the end of the Fiscal



Brand new Rotary Pavilion II at Veterans Memorial Park

Year thanks to our partnership with the South Windsor Rotary Club and efforts down the wire from our parks crew, D&E Electric and Mitchell Trucking.

- Barton Property - Phase II of this project was completed, which included finish grading and seeding of 18 acres and was accomplished with an amazing combined in-house effort utilizing staff talents from both Public Works and Parks & Recreation in conjunction with budgeted funds to rent the necessary equipment (heavy duty CAT D6T bulldozers, windrower, root grapple, brillion seeder) and purchase of necessary materials (lime, fertilizer, sturdy grass seed mix heavy with drought tolerant Tall Fescue and some transitional Rye). Over 500 man-hours from our parks crew alone were committed to finishing this worthwhile project.



Finishing touches to the Barton Property project.



Finally – established turf at the Barton property! Wapping Fair here we come!

- 46th Annual Egg Hunt – We estimated 2,000 kids collected 28,000 plastic eggs in two hours! Counting all the family members that accompanied the “hunters” we figure well over 4,000 people visited with us that morning. The event was once again proudly sponsored by Imperial Oil & Plumbing. The South Windsor Community Women’s Club continued its’ generous practice of

running their “Kids Fair” from 10am to 1pm inside the high school.

- Improvements to My Friend’s Place playground were completed on time for the 10th anniversary celebration on June 24th! Our parks crew removed and then re-installed a completely refurbished entrance sign, re-painted the worn out sunflower graphic at the sensory garden, refreshed the sand play area, installed a paved pathway for more convenient access from the upper to lower levels, re-routed irrigation for the installation of new play equipment, made assorted repairs and trimmed all the hedges and trees



Parks crew puts their signature on the renovated My Friend’s Place playground for the 10th Anniversary Celebration June 24th. (above) Mike Hanrahan, Brian Sullivan & Dave Turkington removed the entrance sign & re-install once refurbished. (below) Mike Hanrahan hand-painted the sunflower in the sensory garden in two days.



- The 4th R Before & After School program celebrated its tenth year of operation during the 2016-17 academic year! Enrollment held steady hovering around 340 students for the entire school year.
- Designed, fabricated and installed a new sign at the entrance to the Rotary Pavilion

at Nevers Park to more clearly identify the location of our most popular rental facility.

- Also offered the following new recreational programs: Become a Published Author Camp (and Adult version too!), Bike Education Classes, Bike Nights, Charter Oak Greenway Bike Ride, CAST Children’s Theater Skit Class, Eureka! Invention Mad Science Camp, Golf Camp, IncrediFlix/Mad Science Combo Camp, Jumping Clay Jungle Camp, Jumping June Preschool, Jumping Clay Craft Workshops, Kayaking with L.L. Bean, Preschool Swim Lessons for ages 2.5 to 4.5, Scavenger Hunts in the Parks, Space & Beyond Mad Science Camp, That’s Where I Rec Sports & Creative Camps, Veterans Appreciation Day at VMP, and Yappy Hour at the Bark Park. Wow!!!
- Presented eleven deserving seasonal staff, part time staff & volunteers our annual “Above and Beyond the Call of Duty” awards and inducted two into our Hall of Fame.
- 2016-2017 Adult Volleyball League regular season ran with 22 Men’s Teams and 22 Women’s Teams. We have reached our maximum capacity for a reasonable season at Timothy Edwards Middle School.



Runners in the Witch Way 5K hit the trails at Nevers Park

We fully intend to maintain this momentum and as such we will focus on the following major initiatives and goals for Fiscal Year 2017-2018:

- Plan for a successful relocation to Wapping School.
- Maintain affordable recreational opportunities for all ages during tough economic times.

- Continue to find creative ways to reach our residents through social media and use of video.
- Continue purchasing of 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 completion 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, Day Camp inclusion and Operation Graduation (with the Board of Education); Parks & Recreation facility maintenance (with the Rising Stars Volunteer program through Youth Services, Down to earth Garden Club & “Pride in OUR Parks” program); 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 Nevers Park (with the Patriotic Commission & VFW); Fall Fest

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(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 sub-division, 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 third annual outdoor 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.



4th R Family Night at the Hartford Wolf Pack on Friday, Feb. 3rd

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 2017-2018!

Ray Favreau, CPRP
Your Parks & Recreation Director

Planning Department



New construction of homes and commercial activity in South Windsor remained steady over the past year as we have seen many of our approved projects continued in some phase of construction. In the past year the Planning Department facilitated ongoing commercial development and industrial growth along Sullivan Avenue, Route 5, Governor's Highway, Buckland Road, and Oakland Road. Economic development activity continues to produce new projects as well the expansion of existing business such as Aldi's Distribution Facility while other approved projects continue to be constructed such as One Buckland Center which is creating an impressive entrance on the southern gateway to South Windsor.

Ongoing residential construction includes several types of housing with the development of new residential single family lots, single family housing in common interest community developments, two

hundred apartment units in Evergreen Walk, and the 155 residential units in South Windsor Woods, the condominium complex with an entrance from Pleasant Valley Road. 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 development of higher density housing, particularly on the fringe areas of our Town.

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

The Planning Department was involved in the development of the Town Council 'Purchase of Development Rights' program which has the preservation of farmland as its primary goal. The Department houses the application forms for this program and assists applicants for prospective properties with the application process. The Planning Staff continues to be ready to work with Town Council, the Planning and Zoning Commission, and other agencies and groups on implementing any program or initiative that supports our historic neighborhoods and landscapes.

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. The Senior Environmental Planner continues to assist the Park and Recreation Department in prioritizing and implementing the maintenance of our many walking trails on open space land. The Department provides natural resource educational materials to educators, scout troops, and the general public on these properties. We also provide guidance on vegetation management on open space properties.

Open space projects that have been completed over the past year include the development of the open multi-purpose field and new location for the Wapping Fair on what is referred to as the Barton Property on Brookfield Street. This project was accomplished through the collaboration of Public Works, the Parks Department and

Planning Department and funded through the PZC Fee in Lieu of Open Space fund. The Environmental Planner administered the disbursement of funds to the local contractors involved in the project. Planning reviewed and approved expenses involved in the preparation of the soil, grading, and turf seed application of the cleared area and assisted other Town departments in the selection of grass, tree, and shrub species applied to the site. Staff coordinated with the planners of the Wapping Fair and coordinated traffic, parking, and other factors in order to insure protection of the patrons of the fair as well as abutting neighbors.

The Priest Farm on Sullivan Avenue is another property that Planning Staff participated as members of the committee involved with its development. The South Windsor Agricultural, Arts, and Nature Center (SWANN) presented the Feasibility Study, prepared by Edward Nelson Company Architects LLC, to the Town Council and the neighborhood over the past year identifying short and long range plans for future uses on the Priest Farm. The Planning Staff continues to provide technical support for this project as we work to complete a strategic plan for future uses for the site and will continue to assist in grant writing and site development as warranted. The SWANN Committee will continue its planning and community outreach as well as focus on funding raising efforts.

The Environmental Planner assisted the Recreation Department and Garden Club in acquiring two high tunnels via a USDA grant. They were constructed at the Community Garden site on Avery Street and will enable gardeners to start plants in the late winter or early spring under controlled conditions. They will also be used as an educational tool for school children to learn about growing vegetables. Staff administered the expense disbursement and tracked grant money through the North Central Conservation District to the Town Finance Department. Staff also finalized the site plan developed for the new community gardens on the Deming Street Open Space in cooperation with the Parks and Recreation Department and Town Council, which will be submitted to the Planning and Zoning Commission for review in the fall.

The Planning Department continues to be involved in internal and external projects of

community-wide interest. The Environmental Planner assisted the Superintendent of Pollution Control in implementing a vegetation control plan for the Town's sewer ROW. The Department also assisted the Health Department in its mosquito control program by selecting areas and applying larvacide treatments to those areas. The program seeks to provide population controls to those areas where citizens are likely to congregate during dusk such as athletic fields.

Our Department continues to be integrally involved in creating and disseminating data and educational materials. With the Town's Geographic Information System (GIS) planning efforts and DOCStar record scanning, our goal is linking Town records from many departments into one easy-to-use database and map system. Our maps are continuously being updated as our community continues to grow and updates have been made to our Department webpage to keep it current, informative and easy to navigate. Additionally, the Senior Environmental Planner maintains and updates environmental education materials for distribution to citizens via the website and in various Town offices. He assisted the South Windsor High School in preparing for the Connecticut Envirothon by helping to train the participating team on the various curriculum materials provided.

As part of our regional focus, this Department continues to represent the Town on Capitol Region Council of Governments committees including the Transportation and Pedestrian/Bikeway committees. Other involvement includes the sitting on a committee for the Sustainable CT program to be launched in November.

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 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.

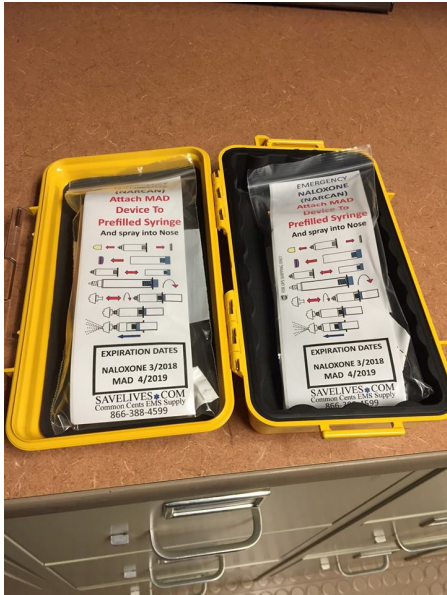
Regional Initiatives:

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 Capitol Region Emergency Services Team (CREST), which is comprised of a tactical response team, crisis negotiators, and rescue divers available to respond to emergencies; Metro Traffic 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. Our regional SWAT Team, C.R.E.S.T., is consistently among the best in the field at the Connecticut SWAT Challenge. The team had been the top team of entrants for three consecutive years. The 2016 competitor field included 38 SWAT teams from across the country including a U.S. Army 75th Ranger Regiment and the Indiana State Police (one of 3 full time teams).

Officers Equipped with the Opioid Antagonist Narcan:

In early July 2016 we began training and equipping our officers with Narcan, an opioid antagonist. The drug reverses the effects of opioids which can slow or stop a victims' breathing. Just a few days after the training began South Windsor Police officers were dispatched to a medical call where a 40 year old man was not breathing. Officers were told the victim had a history of heroin

Departments & Services



use and they then administered 2 ml. of Narcan nasal spray to the unconscious patient and began rescue breathing for him. Ambulance personnel arrived and assumed patient care. The victim regained consciousness a short time later and spoke with rescuers. We have equipped all of our patrol vehicles with the drug and have trained our officers in its use. We began the process to obtain Narcan in early 2016 when other Connecticut communities experienced days of multiple overdoses in a short period of time, putting strain on Emergency Medical Services. We felt carrying Narcan would allow us to provide this lifesaving medicine if ASM was working on multiple overdoses in their response areas. This program costs several thousand dollars to administer but we are pleased that we were able to intervene in this instance with such a positive outcome.

Back-to-School Traffic Safety Initiative:

In August 2016 the South Windsor Police Traffic Unit conducted the third annual program that focused 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 8 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 over 75 traffic stops and issued dozens of warnings and citations. One motorist was cited for 72mph in 25mph school zone.

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. We were pleased to have no fatal motor vehicle accidents in calendar year 2015 or 2016.

South Windsor Police were Top Fundraiser for Special Olympics:



In February 2017 the South Windsor Police Department was recognized as being the top fundraiser for the Connecticut Special Olympics for the fifth consecutive year. The Department raised over \$50,000.00 to benefit Special Olympics due to the hard work of Corporal Ron Littell. He has organized the annual Fall Fest & Haunted Torch Walk, Ellington Penguin Plunge, "Cop on Top", Tip-A-Cop events, and has worked tirelessly to support Connecticut Special Olympics. Our thanks go to Corporal Ron Littell and all the volunteers that assist in these events, and everyone who gives so generously.

Read Across America 2017:

In March it was our great honor to be invited to the International Magnet School for Global Citizenship on Chapel Road for Read

Across America Day 2017. The theme was the writings and teachings of Dr. Seuss. Lt. Kristian Lindstrom read "Green Eggs and Ham" and Deputy Chief Custer read "The Sneetches" to the classes. Reading and interacting with some of our youngest citizens was a great way to spend our day and is an important part of our community outreach efforts.



South Windsor Police Honor Guard:

The South Windsor Police Honor Guard is comprised of officers who volunteer to represent the agency at various events including parades, Veterans' Day ceremonies, and funerals for officers killed in the line of duty. The Honor Guard braved the cold in March to carry the flags in the Hartford St. Patrick's Day parade. Our very own Officer Tim Hankard was honored as the South Windsor Marshal. (From left: Corporal Mike Thompson, Officer Kevin Geraci, Officer Ben White, Officer Tina Mazzoccoli with flag, Officer Peggy France)



Drug Takeback and Drug Drop Box:

We host Drug Takeback Day events twice a year to help residents get unwanted medications out of their homes. At the May 2017 event we collected 542 pounds of unwanted medication. Over 120 cars attended this drive-up event. By getting

unwanted medication out of your homes, we are reducing the risk of accidental ingestion or abuse. Disposing of the medication properly also keeps the medicine out of our waterways. We remind people that Police Headquarters has a Drug Drop Box in the lobby which is open 24/7.



Officers Honored by Mothers Against Drunk Driving:



Officer Kevin Geraci and Officer Joe Futtner were among the honorees at the May 2017 MADD Recognition Ceremony. Both of these officers are committed to highway safety. Officer Geraci is a Drug Recognition Expert and teaches other officers how to recognize operators that are impaired by drug use. Those operators are much harder to detect and arrest. We are proud of their commitment to get drunk and drugged drivers off the road.

Three South Windsor Police Supervisors Promoted:



Sgt. Matt Mainieri Corporal Bowes Corporal LaPorte



Chief Timothy M. Edwards promoted three supervisors on May 28, 2017. Corporal Matt Mainieri was promoted to the rank of Sergeant. Officer Charlie Bowes and Officer Kyle Laporte were both promoted to the rank of Corporal.

Sergeant Mainieri is an 18-year member of the Department and has served as a Traffic Investigator/Reconstructionist and Criminal Investigator. He is a Use of Force instructor, Motorcycle Instructor and was a longtime member of both the regional Emergency Services Team (C.R.E.S.T.) and regional traffic unit, Metro Traffic Services (M.T.S.). He has received numerous letters of appreciation and awards including the South Windsor Police Chiefs' Award and the Medal of Valor.

Corporal Bowes is a 13-year member of the Department. He has served as a School Resource Officer at the high school and is currently working as our Accreditation Manager as we seek national accreditation through CALEA; the Commission on Accreditation for Law Enforcement. Corporal Bowes is a Field Training Officer and has taught at our Summer Youth Academy. He has received numerous letters of appreciation and the SWPD Chief's Award.

Corporal LaPorte is a 6-year member of the Department. He has served as a Traffic Investigator/Reconstructionist and is certified as a Fire Inspector. Cpl. LaPorte is also a Field Training Officer and has

received awards for Lifesaving and two Distinguished Unit Awards. He serves on the regional Traffic Unit, Metro Traffic Services and has received numerous letters of appreciation for his work.

Each of these officers earned their rank through competitive examinations and oral boards. They were selected due to their excellent work ethic and dedication to duty.

New Officers Hired:



Departments & Services



In June, Chief Edwards swore in three new officers, Officer Bill Eastwood, Officer Alexis Deslauries and Officer Lawren Owens. Officer Eastwood was a certified officer from Florida, Officer Owens was certified in South Carolina and both men completed an abbreviated field training program. Officer Deslauries began the 6-month Connecticut Police Academy and will complete 4 months of local field training upon her graduation.

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 M. Edwards
Chief of Police

Public Library

On May 4, 1997, over a thousand people gathered for a celebration of the grand opening of the newly-expanded South Windsor Public Library. The crowd heard from members of the Town Council, the Town Manager, the Public Building Commission, the Library Board, Friends of the Library, the PAC that had supported the project, the Board of Education, and local citizens who had been part of the Library's world for many years. Jay Willerup, our principal Architect from Schoenhardt Architects, Inc. and Richard Bowen, Project Manager from Gilbane Building Company, were able to see how their work was received by its new owners. A bagpiper and the school system's Recorder Ensemble played, and everyone had a chance to visit the 19th South Windsor Scholastic Art Exhibition. The project completed a journey of nearly thirty years from the first presentations about the Library's future

needs, and the community had a chance to enjoy a wonderfully designed modern building, ready for the future...or at least the next twenty years, which is the goal anticipated by library planning documents.

Amazingly, we celebrated the expanded Library's twentieth anniversary in 2017! We haven't been the Town's "new building" for quite some time, but it still comes as a shock that we can count our experience in the "new" building in "decades."

How are we doing with that 20-year plan? I've taken a look at the project proposal to examine our progress. These were the key features:

*A greatly enlarged Children's Department, with a special area for Young Adults and a dedicated program room. Increased space for adult and children's book and media collections; increased display space on both levels.

**Over 46,000 books and periodicals are held in the Children's and Young Adults' Library, in addition to nearly a thousand audio-visual items. Access to databases from home adds to the 24/7 offerings of the Department. A second Young Adult area has been carved out in the Adult Department, representing the "upper level" of this transitional age group. Adult materials bring the collection total above 140,000, with electronic access to over 500,000 more items. Circulation of all items topped 222,000 during 2016-17, with circulation of e-books and other "virtual" items topping 1,000 per month. Officially, the building was designed to hold a collection of 120,000. Developments in all types of publishing since 1997 have worked in our favor: the transition from vhs videos to dvds alone saves an enormous amount of shelf space!

Displays in our major display areas are typically scheduled up to a year in advance, and this spring will mark the 39th Annual Scholastic Art Exhibition.

*A larger community room (in addition to the Children's Program Room) and six small study/conference rooms; increased library seating. Over 9,000 people attended 469 Library programs during the past year, and there were 1,893 other bookings of these rooms for use by the public. Our "increased seating" allows groups and individuals to spread through the building selecting

reading, research, and recreational activities in areas that suit their preference: one thing we learned after the expansion was how many people consider rearranging the furniture to be part of their study routines. We almost never end a day with all study chairs where they started!

*Staff areas redesigned for greater efficiency; additional storage space. Space for Friends of the Library book sale materials.

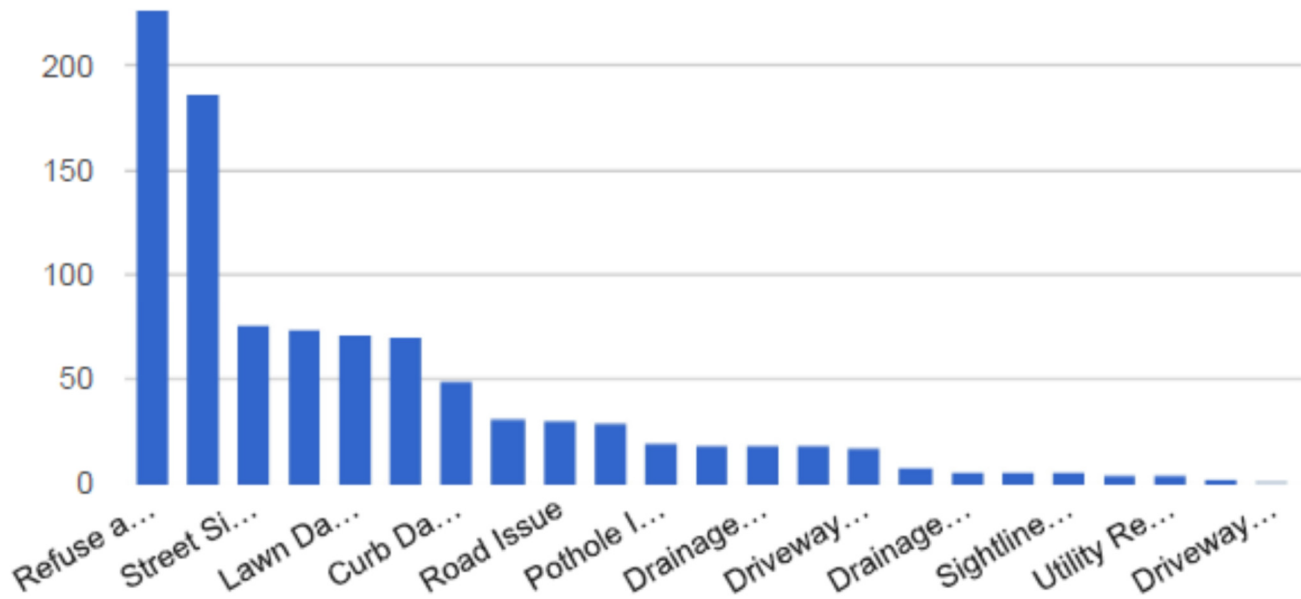
**Flexible staff areas have allowed us to realign our staff several times in the past twenty years, now including an office for Emerging Technology and storage for "Makerspace" supplies. Ours was one of a small percentage of public libraries in the State that was able to rearrange areas to deal with the ongoing struggle for new library delivery patterns; we now must store many more tubs of materials awaiting delivery than in the past, and we weathered a period during which we needed space for more than triple the number of bins we have now. "Additional storage space" is a permanent wish list item, however. We'd be happy to efficiently arrange much more!

**Friends of the Library volunteers have created spaces for receiving and sorting donated books and now operate the book sale 17 hours per week. The "Book Sale Room" expands to into the nearby hallway during the sales, and into the Board Room during special events. See "additional storage space" comment above!

*Wiring and cabling for computers, including a local area network for sharing cd-rom products.

**Our computers have evolved and cd-rom products are things of the past. Over 92,000 sessions on our public use computers were logged last year, but use of electronic devices in the building via our high-speed wifi network (personal laptops, tablets, etc.) would magnify that count exponentially. As our STEAM programming increases, we are equipping the computer lab in the Children's Library to accommodate more learners. In addition, adult classes teaching use of our electronic resources have expanded to include outreach visits to senior living facilities and special groups such as Scouts and after-school clubs.

Public Stuff Requests 2016-2017



*Completely redesigned heating and cooling systems; sprinklers throughout the building; improved parking; maintenance of entrances on two levels.

**The Town's Public Buildings Division has maintained these systems with continuous upgrades (including the transition from oil to gas heat), but age has brought new challenges with the continued fragility of our elevator, which dates from the original building in 1979. The connection of the Library parking lot with the Wapping Community Church lot has greatly eased congestion, but when the elevator is not working, spaces in the area in front of Town Hall and the upper level entrance provide needed flexibility.

*Greater use of natural light; flexible spaces.

**We continually receive compliments on the building's design, allowing natural light in public areas in ways that were not possible when an "all-print" world required libraries to claim every available inch for shelves. We have rearranged collections several times in the past twenty years and will continue to do so.

Our plans for the new building have been realized and embraced by the community, for which the Library Board and staff remain grateful. As we progress, we face new challenges: greatly reduced funding for libraries on the State and national levels will

curb our ability to absorb some of the changes we must make (technology shifts among them), and as our furnishings age, funding must be found for major upgrades or repairs. A chair replacement project has begun, and a plan for replacing carpeting must be started. The "new kid on the block" is facing "middle age," with all that that implies!

Mary J. Etter
Library Director

Public Works Department

Administration

I again want to thank all the men and women of Public Works for the hours they all spent away from their own families to insure the Town got back to normalcy during numerous emergency events this past year. It is a testament to the spirit and dedication of our First Responders known as Public Works. The number and scope of projects accomplished this past year is indicative of the effort of all the men and women of Public Works.

National Public Works Week was May 21 through May 27, 2017 and was a celebration of the tens of thousands of men and women in North America who provide and maintain the infrastructure and services and are First Responders and are collectively known as Public Works. The 2017 National Public Works Week theme was "Public Works Connects Us". This year

National Public Works Week celebrated the vital role public works plays in connecting us all together. As the cornerstone of civilization, Public Works provides, maintains, and improves the structures and services that assure a higher quality of life for our communities. Its streets, roads, bridges, and public transportation keep us linked together from coast to coast, and its clean water and sanitation services keep us healthy and allow our communities to grow and prosper. This Year also was the 63rd 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 22nd Annual Equipment and Job Demonstration for students from Orchard Hill Elementary School on May 26, 2017 with a tour of the Town Garage facility and the Water Pollution Control Facility.

On Monday, May 15, 2017 at 7:00 p.m., there was an award presentation made before the Town Council Meeting recognizing the 2017 Public Works Business Partnership Award and the 2017 Richard Boudreault Employee Award.

This year's Business Partnership Award recognized a Business Partner who has met one or more of the following criteria:

1. Met or exceeded the delivery of service under the terms of their contract with the Town.

Departments & Services

2. Have helped forge a positive and creative work environment for the employees of Public Works/Town.
3. Have helped improve the quality of life and/or the service delivery level for the citizens of South Windsor.
4. Have demonstrated professionalism, enthusiasm and improved the image of South Windsor through the delivery of their service.

This year we recognized Wright-Pierce and in particular Dennis A. Dievert and Lisa M. Muscanell-DePaola for their outstanding efforts and commitment to the Town of South Windsor. They have always been there to help us through many of our Water Pollution Control projects and have always represented Wright-Pierce and themselves in the most professional and caring way. We thank and congratulate John W. Braccio, P.E., President and CEO of Wright-Pierce and his staff for their continued efforts, helping improve our infrastructure here in South Windsor.

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 recipient were Charles "Chuck" Marshall, Master Mechanic, Fleet Division of Public Works and Dave Turkington, Maintainer II in the Parks and Recreation Department.

Chuck Marshall comes to work every day excited and enthusiastic; he leads by example and is both creative and insightful in his approach to repairing and maintaining the Town's equipment and vehicles. Through his efforts the Town has saved tens of thousands of dollars on repairs. Chuck truly embodies what Rich Boudreault stood for.

Dave Turkington is another example of an employee who is truly dedicated to his job and the Town, giving his best every day. He takes the time to mentor the new members of his team and brings a positive and courteous approach to the workplace. He works each day to make things around him better. Rich would again be proud of what Dave contributes to the Town.

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

2017 also saw the retirement of two long standing employees- Mark Owens, Street Manager and C. Fred Shaw, Superintendent of Pollution Control.

Mark began his career with the Town on August 7, 1989 as a Maintainer I in the Streets Division and eventually rising to the position of Street Manager in December 2006. Mark also served as the Town's Tree warden since 2012. Mark was involved in countless snow and weather driven emergencies during his career working to restore normalcy to the community. Mark left an invaluable impact on the Town's Pavement Management Program and was instrumental in developing a coordinated tree safety trimming program after the October 2011 snow storm.



Fred began his career on June 9, 1976 as the Laboratory Technician at the Water Pollution Control Facilities. In October 1977 Fred was appointed Superintendent of Pollution Control. In the early 1980's Fred also took over management of the Refuse and Recycling Division of Public Works. Under Fred's leadership, the Water Pollution Control operations are considered one of the best-run and most cost-effective in the State of Connecticut. The same can be said about the Refuse and Recycling operations, whereby South Windsor has consistently



had the best recycling rate in the Capital Region and residents enjoy great refuse and recycling collection services. Fred set the bar extremely high on the professionalism and dedication in serving the residents of South Windsor.

Collectively both gentlemen provided almost 70 years of service to the Town! Their institutional knowledge will be missed and very difficult to replace.

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

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

Engineering Division

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 Staff managed the reconstruction of Abbe Road by Robert Drive to improve sight line and eliminate an abrupt hump in this road, making it safer for all. Phase 2 of Avery Street was reconstructed from Gray Road to Orchard Hill Drive, (2,700 feet), and Phase 2 and 3 of road and drainage improvements in the Avery Heights neighborhood were completed with reconstruction of Benedict Drive, Pine Tree Lane, Highview Road, Peach Tree Lane, Spruce Lane, Manor Lane and Raymond Road (10,200 feet). The following local roads were milled and overlaid in the summer of 2017; Pine Knob Drive, Pine Knob Circle, Pam Lane, Roy Road, Spinners Run and Northview Drive: (7,950 feet/1.5 miles). These projects were paid for with funds from Town bond referendums, Town Capital Projects budget, State and Federal grants.

Plans were developed for the reconstruction of Avery Street, Phase 3, from Orchard Hill Drive south to the Manchester Town Line. Final plans were completed for new sidewalks along Buckland Road between Deming Street and the Town Hall/Library, including extending the Plum Gulley Brook culverts and upgrading three traffic signals

for pedestrian crosswalks, push buttons and signals. These two projects are scheduled for construction to begin in the summer of 2018.



Abbe Road looking north at Robert Drive, before improvements



Abbe Road at Robert Drive looking north after improvements



Reconstruction of Benedict Drive

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.

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, Fire Department, Historic District Commission as well as the Engineering Division.

Public Works crews use GIS maps for the Town sign inventory, crack seal program, Town wide leaf collection (shows where the crews have picked up leaves) and snow plow routes. Town Staff continue to participate in state and regional GIS conferences. Visit our Town Website (www.southwindsor.org) to access the Town GIS, Connect South Windsor (under the Citizen Service Request Dashboard), and for information on Engineering permits, specifications and projects.

The Division provides comprehensive technical reviews of proposed subdivisions and commercial/industrial site plans for the Planning and Zoning Commission, the Inland Wetland Agency/Conservation Commission, and the Water Pollution Control Authority. We interface daily with residents providing a wide variety of services such as locations of utilities, assistance with sanitary laterals, storm water drainage, and other inquiries. This year the Engineering Division has issued and inspected 96 Drain Layers Permits for sanitary sewer connections and 255 Street Excavation Permits. We also handled over 2,306 Call Before You Dig requests. We reviewed 45 plans for new developments that were submitted to PZC and IWA/CC. In addition, we reviewed 25 building permit requests and performed site inspections for 37 requests for Certificates of Occupancy to ensure that they met Town regulations and the requirements of the Planning and Zoning approved plans.

*Jeffrey Doolittle, P.E.
Town Engineer*

Public Buildings Division

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

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

The Public Buildings Divisions primary focus is to support each site's critical safety and emergency systems such as HVAC, Fire, Water, Electrical and Emergency back up 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 two shifts that cover eleven hours of the day. Planning and organizing work schedules and activities are accomplished out of the Town Hall. The Building Maintenance office is located on the ground level.

Preventative Maintenance Activities

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

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

Departments & Services

Pavilion and Veterans Memorial Park Sites.

- Monthly and annual emergency light and exit sign inspections
- Quarterly roof inspections

Construction Projects and Renovations Completed in Fiscal Year 2016-2017

- Replaced original rotted wooden entry doors from 1968 at Town Hall with a set of aluminum storefront doors. The project also called for replacing a large section of deteriorated stamped concrete on the patio and replacing a structural support beam under the entryway.
- Completed a \$300,000 HVAC system upgrade at the Police Department, which consisted of replacing twelve heat pumps, one cooling tower and installing a new Direct Digital Control (DDC) System for all of the new equipment.
- Removed and replaced deteriorating fascia brick on the columns supporting the overhang at the Community Center; the bricks were replaced with low maintenance PVC planks and trim.
- Retrofitted twenty-three architectural pendent globe lights with high efficient LED lamps on the second floor of the Library.
- Installed security glass in the Tax Collectors Office
- Closed out the renovation of the South Windsor Annex



Community Center column replacements Before and After



New Entry Doors at Town Hall

- Installed interior and exterior surveillance cameras at the Town Hall and Town Garage
- Retrofitted fluorescent area lighting between the Town Hall and Library with high efficient LED lighting technology



New LED Fixtures Between Town Hall and Library



*Left: Old Fluorescent Fixtures
Right: New LED Fixtures*

Service Contracts

The Public Buildings Division administers and manages the services related to the contracts listed below. Most contract terms whether they are in-house or State Contracts have multi-year terms. This enables us to evaluate the current and

future cost of each contract and to make decisions based on a number of criteria including cost and quality of service.

Leaseholds

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

Staff Profiles

The Maintenance Department Staff consists of three well-equipped and experienced Building Maintainers that maintain contracted services such as HVAC, Janitorial Services, Fire Protection Services, Elevator and Electrical Services in the Public Buildings. The Building Maintainers also complete a host of daily routine, emergency, and project requests from various staff members including department heads, division managers and the general workforce. The staff works three shifts, 7-3pm, 10-6 pm and 3-11 pm five days a week. Each employee is qualified to complete work on various trade levels but each also specializes in a construction trade of their own. The hours and skills of the staff enable them to take on work that might normally have to be outsourced.

Chris Gargano, (pictured on the next page) has been with the Town for 13 years and works 7a.m. to 3:30p.m. Chris is a dedicated employee who takes pride in his work. Chris specializes in electrical repairs and installations; he handles most of the

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



electrical requests that come our way. Chris' last employer was Pratt & Whitney where he worked for over twenty years.

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



Gary Palmberg has been with the Town since July 2016 and also works the day shift 7a.m. to 3:30p.m. Gary is a multifaceted person who responds to plumbing, carpentry and light electrical requests for repairs. Gary is also involved in our inventory

management system and orders most of the parts we use throughout the year. Gary always portrays a positive attitude and is very well liked by everyone he comes in contact with.

Maintenance Department Mission Statement

To provide a healthy, clean and safe environment for all stakeholders with LEAN practices, Continuous Improvements, and Customer Service that is second to none.

Clay Major
Facilities Manager

Refuse and Recycling

The Town has a contract with the All American Waste Company for the collection and disposal of refuse and recyclables.

The Town adopted a recycling ordinance in September 1990 and implemented a residential curbside recycling program the following month. The program has subsequently been expanded to include recycling of the following items: newspaper, corrugated cardboard, cereal boxes, glass

and metal food containers, plastics, storage and rechargeable batteries, scrap metal, magazines, and junk mail, clothing, 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).

In this era of diminishing resources, the long term well being of the community will require investing in economically sound, socially desirable, and environmentally healthy projects. It will require that we communicate ideas and maximize synergies while understanding life cycle impacts of programs. We must collaborate with other stakeholders and plan for resiliency.

In waste management, we will be challenged to improve municipal recycling programs, and reduce waste. In accordance with Section 22a-241a of the Connecticut General Statutes (CGS), the State has set as a solid waste management plan the goal of diverting through source reduction, reuse and recycling at least 60% of the solid waste generated after January 1, 2024. This waste management plan will also be consistent with the State's climate action priorities – greenhouse gas mitigation, and clean energy.

The Town must achieve full compliance with existing statutory requirements. The CGS requires the following with respect to recycling:

- All residents, institutions and businesses have access to public or private collection programs on or before 12/31/2017.

- Every municipality has a designed municipal or regional agent on or before 12/31/2017.
- Every municipality reports on their recycling programs on or before 12/31/2017.
- All private collectors are registered with each municipality and report annually using prescribed DEEP form on or before 12/31/2017.
- All municipalities provide for the collection of trash and recyclables in all public spaces on or before 12/31/2017.
- All municipalities develop a plan or program for residential and commercial outreach and enforcement of local ordinances on or before 12/31/2017.
- Every municipality must show progress in the implementation of waste reduction initiatives to reduce to waste disposal by 10% from 2014 baseline. This may involve the implementation of unit-based pricing systems; on or before 12/31/2018
- Municipalities must provide curbside collection programs for residents that provide recycling carts that are of equal or greater size as those provided for trash (assuming biweekly collection); on or before 12/31/2018.
- Enhanced reporting by collectors useful to municipalities in estimating or verifying total tonnages of disposed and recycled materials, on or before 12/31/2017.
- Municipalities will be required to cooperate with State actions to focus on effective implementation of the State's law mandating source separation and recycling of food scraps by large generators, Target Date- Ongoing.

RECYCLED ITEMS	2014-2015	2015-2016	2016-2017
Commingled recyclables Newspaper/cardboard, food and beverage containers (tons)	2,630.59	2,619.43	2,542.94
Batteries (tons)	1.38	1.24	56 units
Leaves (tons)	5,427	6,772	6,250
Scrap Metal (tons)	25.83	15.81	38.15
Christmas Trees (cubic yards)	185	168	150
Antifreeze (gallons)	145	250	215
Waste Oil (gallons)	4,048	3,179	1,105
Electronics (tons)	70.51	79.47	42.73
Disaster Debris	0	0	0
Bulky Waste (tons)	414.2	611.84	483.05

Departments & Services

- Municipalities will be required to cooperate with the State in the implementation of programs to deconstruct and reuse C&D materials, Target Date- Ongoing.
- Improve collection for “single stream” recyclables, Target Date- Ongoing.
- Municipalities will work with the State in achieving sustainable goals to articulate greenhouse emissions metrics attributable to solid waste diversion, Target Date – Ongoing.
- Municipalities will engage with the State to work cooperatively to encourage the development of new waste conversion technologies; to integrate the management of infrastructure with business programs, Target Date – Ongoing.

Solid Waste Management

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 \$674,670.

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

Anthony E. Manfre
Superintendent of Pollution Control

Street and Fleet Services Divisions

Our Public Works Street Services Division continues to champion the Town of South Windsor's modus operandi of “One Town, One Future” by continuing to not only support the Town's residents with outstanding customer service and quality workmanship; but by also making a concerted effort to support and collaborate with other divisions in Town realizing all the more value in tax payers dollar. This is evident by the following collaborative efforts made in the past year thus far. Public Works, Engineering, Buildings and Street Services installed the new drive from the Town Hall to the Town Annex with the Parks and Recreation Division handling the new plantings along the way. Taking care of this portion of the project “in-house” proved to be a wise investment where the Town did not have to hire a private contractor. Public Works Street Services and Parks and Recreation installed new high tunnel style greenhouses at Avery Gardens to allow year-round use. These greenhouses are now

called the High Tunnels at Avery Gardens. Parks and Recreation along with Public Works Street Services also installed new drives at the Barton Property along with gates, decorative/protective boulders, drainage and a new grass surface. Street Services also painted all new markings at the Town Hall, Parks and Recreation (at the old Wapping School), and the Nevers Road Community Center.

The Public Works Engineering Department experienced several settlement issues in the contracted Hilton Drive repaving project. Streets Services tackled a failing storm sewer utilizing our recently purchased wheeled excavator. These settlement issues proved to be challenging to repair with overlaying/intersecting utilities and deep sandy soil conditions requiring the use of a trench box. Beyond this, the Street Services Division also completed a long standing water over the road issue on King Street. The crew was commended for their design build suggestions, solving utility conflicts in this area and installing two catch basins that tie into a dry well as there is no drainage infrastructure located in the area of Town.

Krawski Pond (the unofficial name of this body of water) is once again revitalized and a shining gem of what open space in Town can become. The pond had been lost to nature with its outflow being clogged handsomely by beavers, the slope inundated with hard wood growth and invasive species, and the overflow drainage swale all but lost to sediment and understory growth. (Krawski Pond is actually a functioning storm water retention basin built in the 1950s after a major flooding event; it is a man-made pond with a dam face, two stage discharge system and an emergency overflow out fall system). The Street Services Division invested time and energy into having the system design reviewed by an engineer which will allow the pond to stay at full capacity for the abutting resident's enjoyment. They also assisted in the cleanup and revetment of the slope and spillway, conceptualized and fabricated the 1st tier slide gate, conceptualized and fabricated the 2nd tier trash grate, refurbished the inside of the outfall chamber to stop the surrounding infiltration of water and removed all the undergrowth in the area. All of this was done with safety in mind with an emphasis on this being a value service investment. Additionally, the Street Services Division collaborated with

the local Fire Department to have a controlled burn of all the undergrowth/ invasive species removed from the site. This controlled burn was a triple payoff for the Town. We avoided the costs to truck and dispose of the materials, we prevented those invasive plants from leaving the site to potentially thrive in a new home, and the fire explorers took the opportunity to get some hands-on experience controlling and extinguishing the fire.

Tyler Regional Animal Care Shelter (T.R.A.C.S.), located on Sullivan Avenue had a complicated outfall failure issue that was slowly eroding away at the land behind the premises. Although there was no real potential for impact to the building, the land was certainly being water picked away due to the unique soil conditions found in this part of Town. The Streets Services Division did an exceptional job at removing all of the dead standing or fallen trees as well as debris from the outfall. They excavated until they found existing galvanized pipe and reconnected new HDPE pipe to it. They then installed in the slope rip rap revetment and reestablished the turf. Once complete, new fencing was installed to protect the visiting public from getting too near the steep slope. On their way out of the project the crews noticed a failing catch basin and the surrounding asphaltic parking lot failing as well. Unfortunately funding did not allow for a complete resurfacing, but the crews managed to replace the catch basin top and patch a significant area around the catch basin.



Behind TRACS

Along with all of the unique projects the Division completed, it also continues to

maintain the Town's road ways and infrastructure to the best of their ability with the funds provided. This maintenance includes but is not limited to: cleaning out clogged drainage systems (had two this year, one on Long Hill Road and the other on Main Street, both which lead to underground repairs). Maintaining the Town's road sides with its street sweeping program and road side mowing program. Managing all of the Town's trees and their inherited liabilities. Collecting all of the residents' leaves and composting them for a return on investment the following year. Supporting every event in Town either through channeling device installation, light tower set ups, pot hole patching, sign installations and so forth (up to 30 of these events in any given year). The Division also maintains all of the catch basin clean outs, culverts, outfalls and inlets. Yearly, roads in Town need to be regraded for public access. Vibert road is a prime example of this exercise. Road side illegal dumping issues are all facilitated through the Division along with road side spraying for invasive species that if left unchecked become unsightly at best and can become a safety concern when causing line of site issues. Street services also maintains all the Town's roads line stripping and crosswalks. Once again, this is not an exhaustive list but just some examples of what Street Services does for

the residents of South Windsor, we also sometimes plow all the roads in Town.

The sign shop replaced, removed and modified nearly 200 signs this past year. This work included adding reflective inserts to regulatory and warning sign posts, replacing damaged or missing signs, and replacing signs that have exceeded their life expectancy. The sign shop has been working closely with the Local Traffic Authority (South Windsor Police Department) to bring all school zones into compliance with the latest MUTCD (Manual on Uniform Traffic Control Devices) requirements. This requires fabrication of new signs, removing existing signs, and adding new signs in new locations. The sign shop has also assisted the LTA by installing new signs in some Town parks prohibiting overnight parking as a result of resident complaints.

The sign shop finished the replacement of nearly 75 signs on Buckland Rd. These signs had tested the sands of time and were faded considerably. As this is a gateway to South Windsor, the shop made it a priority to update the signs to project a crisp image of our Town.

The shop continues to provide support to all Town agencies by fabricating signage that

does not surface in the sign database as these are signs for varying events, internal message signs within buildings, portable work zone signage, and temporary no parking signs to name just a few. In addition, the sign shop has the responsibility to clear the roads of foreign objects, mostly inanimate mammals, on a near daily basis.

Our sign shop personnel also continues to partner with the BOE's very successful "Project Worth-Young Adult Academy" program working with special needs students from the high school.

The Fleet Services Division of Street Services continues to provide unparalleled service and value to the tax payers of South Windsor. The Division manages to maintain a rolling stock with a value of over \$12 million with a budget of \$955,000 which includes the salaries for three mechanics and a Division manager. This Division has been rapidly evolving as a service department that can now handle nearly any challenge in house. Just recently one of the Town's pieces of heavy equipment had an engine failure, the mechanics welcomed the challenge and replaced the engine and refurbished a lot of other parts of this piece of equipment at a huge cost savings. The value is apparent that to replace an engine

STREET SERVICES ACTIVITY	13-14	14-15	15-16	16-17
Total Road Resurfacing Miles not including Bond Work Projects	7.32	0.0	1.39 miles not including bond ref. 2014 work	0.0
Crack Sealing Road Miles Maintained	15.99	17.48	13.71	28.84
Street Sweeping Days with 1 Sweeper Unit	29 days with Town's one unit	30 days with Town's one unit	32 days with Town's one unit	35 Days
Cut and Patch Road Repairs not including Street Cut Permit	Not Measured	15,000 + est. square feet	15,000 + est. square feet	15,000 + est. square feet
Drainage Facilities Repaired or Rebuilt	57	118	Not tracked	63
Leaf Collection Cubic Yards / Vacuum Days	18,087 / 18 collection days	21,707 / 26 collection days	27,087 / 24 collection days	22,333 / 30 collection days
Roadside Mowing Passes	4.5	4	4	3
Miles of Road Plowed	140.0	140.0	140.0	140.0
Number of Snow & Ice Events / Annual Snow Fall	25 / 43.5" Inches of snow	24 / 69.75" Inches of snow	13 / 30.50 Inches of snow	13 / 57.25 Inches of snow
Total Tons of Salt Used for Winter Operations	3500	3882	1890	2660
Total Catch Basins Cleaned	2048	49	1736	1527
Total Street Tree Issues tracked with the Dashboard System and Connect SW	85	123	99	117
Dead Animal Carcasses Picked Up and Disposed of	55	59	46	71
Pothole Patching Material	FY 09-10 124.18 tons	FY 14 -15 346.24 tons	FY 15 -16 187 tons	FY 16-17 184

Departments & Services



Backhoe Engine Replacement

and refurbish a piece of machinery rather than buy a new one, the cost benefit is huge. Fleet Services maintains all of the Town's Police Vehicles, Community Service Buses, Small Fire Personnel Vehicles, Town Hall's Fleet, Engineering's Fleet, Pollution Control's Fleet, Parks and Recreation's Fleet, and our own Street Services' Fleet. The Division continues to have a "Kaizen" thought approach (Kaizen being the Japanese word/methodology of always improving) to work ethic and implementation. This can be proved by the physical visible changes the Division has undergone in the past year. A new material storage and handling system has been implemented that will pay for itself in short order with reduction in physical product waste and man hours. Not only this, but some of the changes are a boon for the environment because they are now generating much less product container waste. The Division is on the cusp of implementing the RTA fleet maintenance software that will incorporate into the Town's GPS system: once this program is fully off the ground, it will provide new metrics to management that will allow more concise planning and budgeting in the future. It will also streamline the mechanics' processes by allowing work orders and material orders to be done paperless, creating more opportunity for efficiencies.

In summation, the past year within the Division of Street Services has been a productive and safe one, with no major injuries or incidents. The Division is committed to an "Our Town, Our Future" mentality and will continue to provide value added services to the residents of South Windsor.

Water 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 844 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, 2,550,620 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 8,265 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 inter-town 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.

In April, we congratulated Fred Shaw on his retirement after 41 years of service to the Town of South Windsor. Fred served as the Superintendent of Pollution Control overseeing the Water Pollution Control Facility and the Refuse and Recycling programs. During his tenure, Fred instituted the curbside pickup of refuse and recycling, implemented the electronic, household hazardous waste and textile recycling programs, and oversaw several upgrades of the water treatment facility and associated pump stations. Fred was also the driving force behind the creation of the reserve funds in the Water Pollution Control operating budget. In honor of his dedication and service to the Town, the Administration Building at the Water Treatment Plant was renamed the C. Fred Shaw Administrative Building.

During the past year, the Town completed the second phase of a multi year plan to provide better access to the 20 miles of cross-country sanitary sewer easements. The utility easement vegetation

management plan will serve to guide the public, municipal officials, and vegetative management contractors in all maintenance activities within the Town utility (both wastewater and storm water) easement right-of-ways (ROW).

This vegetation management plan 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 the vegetation management plan is to document the most appropriate practices and procedures to control incompatible vegetation in a program that, over time, 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 pipes. In addition to its 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 to be established on these 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 where Town workers need to access the pipes.

During 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 field training exercise at the Town's Benedict Drive 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.

REGISTRATION FIGURES AS OF JUNE 30, 2017

DISTRICT	REPUBLICAN	DEMOCRATIC	UNAFFILIATED	OTHER	TOTAL
I	227	338	421	14	1,000
II	672	1,067	1,215	43	2,997
III	1,027	1,723	1,852	58	4,660
IV	664	806	1,014	38	2,522
V	1,020	1,686	1,861	66	4,633
TOTAL	3,610	5,620	6,363	219	15,812

This past May during Public Works week the Treatment Plant staff hosted 80 second grade students from Orchard Hill. The students and chaperones were given a brief overview of the sewer collection system and how the Treatment Plant works. They were able to take a tour of the onsite laboratory and had a chance to look at microorganisms under the microscope. They were also shown the equipment that is used to maintain the collection system such as the jet truck which is used to clear pipe blockages and clean the sewer pipe. The groups were also shown how our staff utilizes our Supervisory Control And Data Acquisition (SCADA) computer program to monitor and make process changes. The tour was well received by both the students and the treatment plant operators.

Registrar of Voters

The Office of the Registrar of Voters (ROV) is governed by Connecticut State General Statutes. The responsibilities are to register eligible US Citizens to vote and to administer and conduct all elections, primaries and referenda in an accurate and impartial manner. The ROV Office maintains voter registration cards and records, compiles monthly reports of all activities concerning the voters in South Windsor, and is responsible for hiring and training all official election poll workers.

The use of the 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. South Windsor was selected to be one of the first Towns to go through a computerized audit after the 2016 Presidential Election. The audit proved the accuracy of the tabulator and the integrity of the election.

During the Fiscal Year 2016-2017, the ROV Office received and implemented 6,293 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 Presidential Election held on November 8, 2016 and the School Referendum held on March 21, 2017. The voter turnout for the Presidential Election was 86.4% and for the School referendum voter turnout was 24%.

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

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

The ROV Office conducted their Annual State required Canvass of all Voters in South Windsor from January 15, 2017 through April 28, 2017.

A Special Voter Enrollment Session was held at South Windsor High School on May 31, 2017.

Both Registrars have remained active in the Registrar of Voters Association of CT (ROVAC). Sue Burnham continues to serve on the ROVAC Ways & Means Committee and has been re-elected as Treasurer of the Hartford County Registrar of Voters. Sue W. Larsen is serving as Executive Vice President of ROVAC and serves as Chairperson of the Legislative Committee.

Sue Burnham
Republican Registrar of Voters

Sue W. Larsen
Democratic Registrar of Voters

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, 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.

Yearly totals include \$1,812,170.61 collected for various State of Connecticut licenses, fees, and conveyance tax, and 619,600.00 in Revenues for the Town's General Fund and LOCIP funds for a total collection of \$2,431,770.61.

Lori Trahan
Town Clerk

Activity Summary	
Land Records(2016)	6,478
Foreclosure Registrations	97
Dog licenses	2668
Kennel tags	6
Births (2016)	232
Marriages (2016)	539
Deaths (2016)	225
Maps	103
Burial Transit Permits	80

Boards and Commissions

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 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), Priest Farm (Sullivan Avenue), the Willard-Waldron-Kelley Property (Wapping Park), the Mitchell Property (Sullivan Avenue and West Road), the Nelson Property, and a portion of the Foster Farm property.

The Commission is active in the organization of the South Windsor Farmer's Market. Through the Commission, the Town was able to qualify with the Connecticut Department of Agriculture to become a partner agency in purchasing development rights for farmland preservation. SWALPAC is the lead agency for the Town's Purchase of Development Rights (PDR) program.

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

SWALPAC meets bi-monthly.

Joseph Kennedy
Chairperson

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 Fiscal Year 2016-2017, our workload was light, due to receiving no applications for a COA during the year. We did spend our meetings working on designs for historic house marker signs. The project will ask homeowners who wish to identify their historic houses, to complete forms detailing pertinent information for the sign. During the Bicentennial of the United States in 1975, markers were placed on historic houses on Main Street. This program will offer similar signs to historic homes in all of South Windsor.

We are pleased that two of the three Historic Resources Inventories (Phase II and III) are now posted on the Town website. Work is progressing on making Phase I available in digital format and making all three documents searchable by address. In the meantime, hard copies of Phase I, II and III are available for purchase through the Town Planning Department. The historic overview sections of the reports, as well as the individual house forms, make interesting reading of the development of the three sections of the Town.

We were saddened by the death of Wayne McKinney and the retirement of Walter FitzPatrick, two members of the Commission whose advice and participation were always highly valued.

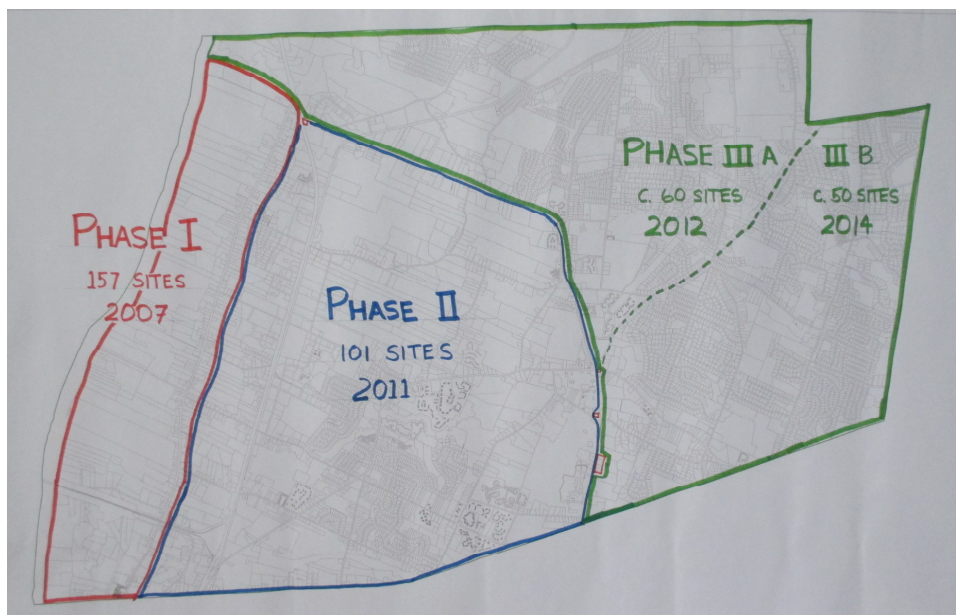
Virginia Macro
Chairperson

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 years 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. In November 2017, a Payment in Lieu of Taxes (PILOT), in the amount of \$27,612, was sent to the Town by the Authority.

The HASW commissioners are still moving forward to obtain funding to provide interior and exterior upgrades to our Wapping Mews apartments located at 50 Elm Street. The project to be funded by the Connecticut Housing Finance Authority (CHFA) in conjunction with the Connecticut Department of Housing (DOH).



The Housing Authority still continues to seek funds to construct an additional 40-unit apartment building for the elderly (62 years and older) on the land abutting our Flax Hill apartments. The plan would be 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 elderly, 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.

Dwight Johnson
Chairperson

Inland Wetlands Agency/Conservation Commission

During Fiscal Year 2016-2017 the Commission received twenty-one applications, which were approved with various conditions. Three applications were administered by Town staff as minimal impact activities. One jurisdictional ruling was acted upon, and 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 Rd Park. Three Eagle Scout candidates completed projects to enhance access to our open space properties, and provide accessories to the trails.

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.

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 and the Planning and Zoning Commission.

During Fiscal Year 2016-2017, the Commission worked to increase awareness of bus routes, to promote understanding of bus use, to create a more effective and efficient commission, and prepare to apply for a grant and develop other plans for a circulator bus to existing public transportation.

Increasing awareness of public transportation - To help people remember that bus routes run through Town, the commission promoted the installation of new bus shelters by holding a dedication

ceremony on October 27 for the most visible new shelter, which is on Buckland Road.

Promote understanding of bus use - To encourage people to use the bus, the Commission worked with CT Transit to present two programs on bus transportation, one at the Community Center and one at the Public Library.

Qualify for transportation grants - To continue improving the Town's qualifications for a grant to run a local bus, the Commission gathered data and interviewed potential users, including business executives, regarding a local bus.

Creating a more effective commission - To eliminate the problem of meetings that did not have a quorum, the Commission redefined a quorum to be 4 Commission members in good standing, rather than 6.

The Chairperson would like to thank Commission members for their hard work this year, which has positioned the community to make better use of public transportation.

The Commission meets on the fourth Tuesday of the month at 6:30 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

Boards and Commissions

As we work to achieve these goals we have accomplished the following in Fiscal Year 2016-2017:

1. Continued the daunting task of revising the Council adopted Park & Recreation Master Plan which consumed most of our efforts for Fiscal Year 2016-2017, especially since this effort is being conducted completely in-house without the advantage of an outside consulting firm as a cost saving measure.
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 completion of the construction of two high tunnels to be installed at the Avery Gardens.
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 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. They submitted a DEEP Trails Grant application for \$140,000 to create a 10 foot wide paved trail from Clark Street to Chapel Road under the Eversource Powerlines, but failed it to be awarded. The group also submitted a second proposal to DEEP for a designated Greenway. The proposal was for a Cross Town Trail which will follow the Eversource power corridor from Chapel Road to Ellington. This proposal was accepted by DEEP with a recognition ceremony on Friday June 2, 2017 in Stamford, CT.
4. Supported the development of an 11 acre open green space at Nevers Park.
5. Long-time member, Dan Rezende received the Eugene Policelli Service Award from the Board of Education for all he has done for South Windsor and especially his work in Special Olympics, and the Monday Night Social Club for Young Adults with Special Needs. Congratulations Dan.
6. The only major Commission related project completed this year was the construction of a second Rotary Pavilion at Veterans Memorial Park. This project will be cost-shared through a partnership with the ever-generous South Windsor Rotary Club! Many thanks to Rotarian Andre Charbonneau for providing dedicated construction management to

get the project completed! And, to John Caldwell, Parks Superintendent, and his crew for all their un-seen efforts.



Mayor Streeter recognizing the efforts of the SW Walk & Wheel Ways committee

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.



Rotary Pavilion II under construction at Veterans Memorial Park

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 Sprenkel 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 spectacular year. We broke ground and completed the beautiful Veterans Wall behind the monuments at Veterans Memorial Park. The wall, 92 feet long and 7 feet high at the center, hosts six brass plaques, one for each of the military services. The project was completed with donations of labor, material, and money from residents of South Windsor. The Veterans Wall truly highlights the memorials.



The Patriotic Commission is active in events all year long.

Each November, we coordinate the participation of South Windsor veterans and our Commission in the Hartford Veterans Parade (when applicable). We coordinate Veterans in the Schools, with veterans speaking both at Timothy Edwards Middle School and South Windsor High School. At SWHS, an assembly is held (weather permitting) before school begins and a wreath is placed at the Donald Ouelette Memorial.



We hold a somber Veterans Day ceremony on November 11th at 11 AM at Veterans Memorial Park. There is tremendous Town participation in this event which continues yearly.

In December, we support American Legion Post 133 in their “Wreaths Across America” program. Part of a international event, the

program places wreaths on the graves of veterans. In South Windsor, all veterans' graves receive a wreath.

In January, we start our Patriotic essay contest. The contest is open to all South Windsor students, no matter where a student attends, and everyone is recognized for participating. Winners receive book store gift cards and are recognized by the SW Town Council. Winners are recognized during the Memorial Day Parade and at the annual ceremony.



In May we celebrate Armed Forces Day with "An Evening in the Park." This Town-wide celebration held at Nevers Road Park, has displays, activities for children, a patriotic concert, offers food for sale, and provides a spectacular fireworks display.



On Memorial Day we celebrate with a parade and a service at Veterans Memorial Park. Following the service, flags are placed on each veteran's grave by Town Boy and Girl Scouts. This year we dedicated the wall. Local and state officials spoke and honored



Mr. Peter Anthony, the person who originally proposed building the wall. Mr. Art Sladyk named and thank the many contractors who donated time and material, without whose assistance and generosity this wall would have taken many years to complete.

In June, we retire worn flags at a service at the Town Fire Headquarters. The flags are collected all year long from a receptacle placed within the Town Library.

Further, the Patriotic Commission maintains a Wall of Honor in the Town Hall lobby, with the names of South Windsor residents serving in the Armed Forces.

Lastly, the Patriotic Commission is responsible also for placing memorial bricks on the walkway at Veterans Memorial Park. Bricks are placed twice yearly, once on Veterans Day and on Memorial Day. Forms are available at the Town Hall and on the Patriotic Commission website.

*Kent Carlson
Chairperson*

Public Building Commission



It was a busy year for the Public Building Commission (PBC) as the Orchard Hill Elementary School construction project came to fruition. The PBC met monthly during the Fiscal Year 2016-2017 with the design team and professionals to provide input into the project, review status reports and financial reports and to approve change orders and project invoices. In addition to regular meetings, special meetings were called on an as-needed basis to address time-sensitive matters. The project was officially completed in May 2017, on time and under budget, thanks to the collaboration of architect Drummey Rosane Anderson, construction manager Gilbane Building Company, and owners' representative Colliers International. The new school opened in August 2017.

In February 2017, long-time member Charles Lyons resigned from the PBC,

leaving a legacy of dedicated service to the Town. The PBC welcomed Kathy Daugherty in May 2017, filling the seat vacated by Mr. Lyons.

In March 2017, community members voted in favor of a referendum to build two new elementary schools: Eli Terry (ET) and Philip R. Smith (PRS). These two schools are part of Phase Two of the South Windsor Public Schools Ten-Year Elementary Facilities Master Plan. In preparation for Phase Two, several Phase Two milestones were already reached for the new school projects during Fiscal Year 2016-2017:

- August 2016 Early site services completed for ET and PRS
- October 2016 Educational Specifications for ET and PRS approved by Board of Education
- October 2016 Project budgets for ET and PRS approved by Board of Education
- March 2017 Phase Two referendum passed by South Windsor residents
- March 2017 PBC appointed by Town Council as Building Committee for ET and PRS
- April 2017 Selection process commenced for the Phase Two Architect
- May 2017 Selection process commenced for the Phase Two Owner's Representative
- July 2017 Moser Pilon Nelson was selected as the architect to design the Eli Terry and Philip R. Smith schools

Members of the Commission appreciate the expertise and support from the many Town and school officials who are integral to the success of this project, and are excited to embark on the commencement of the design work for the Eli Terry and Philip R. Smith schools. As the project progresses, the commission looks forward to continued collaboration, and to delivering these two new school projects on time and within budget.

*Phil Koboski
Chairman*

Water Pollution Control Authority

The Water Pollution Control Authority (W.P.C.A.) established in 1966 was originally known as the Sewer Commission.

Boards and Commissions

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 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.

This Fiscal Year was the second year for the implementation of the sewer user charge discount program for qualified residents. A qualified resident is a residential sewer user who is eligible for property tax relief under the State of Connecticut Qualifying Income for the Elderly and Totally Disabled Tax Relief Program.

Residents are 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 2016-2017, the Water Pollution Control Authority approved a number of commercial and residential projects.

The Authority has retained TaxServ Capital Services, LLC as a means to assist in the

Town's efforts to collect more than \$800,000 in delinquent sewer user fees. Town Constables are given 60 days to collect delinquent fees before handing off the accounts to TaxServ. This new program began in May and we have collected \$74,243.89 through October.

The Authority was informed by the Town of Vernon that they are in the process of updating its water pollution control facility. The Town of Vernon is required to upgrade its treatment facility in compliance with a directive from the Connecticut Department of Energy and Environmental Protection. New limits have been established for the removal of phosphorus in the effluent discharge by 2019.

The Town of South Windsor will be responsible for a share of these costs to upgrade the facility pursuant to the inter-municipal sewer agreement between the two towns. Vernon has selected a consulting engineer who have proposed an \$87 million upgrade to their wastewater treatment plant. South Windsor's share is estimated to be \$1.4 million.

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.

Two variances were granted for residential properties. One variance was to allow an addition to an existing home resulting in the expansion of the single family use which is non-conforming in the Industrial Zone. One variance to allow construction of an addition forty-three feet from the front property line was denied.

This year the Board granted three variances to commercial applicants. One variance was to allow a shed thirty-four feet from the front property line. Two variances to the same business were granted; one to allow a

garage four feet from the front property line; one to allow the same garage zero feet from the side property line. One variance for construction of a single story addition 32.3 feet from the rear property line was denied. An application requesting two variances for a business was denied; one variance was to allow 79% impervious coverage; one was to allow a buffer of twenty-five feet.

Effective July 1, 2016, due to a change in the Connecticut State Statutes, the Zoning Board of Appeals once again became the Board with the jurisdiction in hearing applications for Department of Motor Vehicle Used Car Dealers licensing. The Board approved three applications for licensing. One for general repairs and retail sales; one for retail sale of equipment trailers; one for retail sale of motor vehicles.

The Zoning Board of Appeals hearings are held at the South Windsor Town Hall generally on the first Thursday of the month in the Madden Room beginning at 7:30 p.m. The public is always welcome to attend. Applications are available in the Planning Department at the Town Hall.

James Kupchunos
Vice-Chairperson

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

	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013
General Property Taxes	\$ 95,483,270	\$ 92,999,372	\$ 89,316,302	\$ 86,482,924	\$ 81,674,471
Intergovernmental	27,351,197	14,250,046	14,474,837	14,873,153	14,761,233
Services	1,833,177	2,379,396	1,523,569	1,335,659	1,641,788
Miscellaneous	226,526	172,786	188,049	109,691	83,587
Total Revenues	<u>\$124,894,170</u>	<u>\$109,801,600</u>	<u>\$105,502,757</u>	<u>\$102,801,427</u>	<u>\$ 98,161,079</u>

FIVE YEAR SUMMARY OF GENERAL FUND EXPENDITURES

	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013
General Government	\$ 3,570,625	\$ 3,252,524	\$ 3,297,966	\$ 3,394,582	\$ 3,116,597
Public Safety	8,555,095	8,013,707	8,177,034	7,764,321	7,274,344
Public Works	7,879,433	7,313,382	7,461,798	6,650,177	6,414,204
Human Services	993,195	893,128	914,817	931,958	920,099
Recreation & Library	2,868,468	2,790,388	2,746,532	2,583,049	2,560,609
Debt Service	7,365,581	6,830,607	6,255,201	5,484,945	4,418,905
Miscellaneous	6,340,930	8,256,262	8,177,152	7,452,476	6,981,595
Board of Education	85,322,089	70,235,567	68,333,931	67,773,113	65,510,166
Total Expenditures	<u>\$122,895,416</u>	<u>\$107,585,565</u>	<u>\$105,364,431</u>	<u>\$102,034,621</u>	<u>\$ 97,196,519</u>

FIVE YEAR COMPARATIVE ASSESSOR GRAND LIST REPORT

	Oct. 1, 2016	Oct. 1, 2015	Oct. 1, 2014	Oct. 1, 2013	Oct. 1, 2012
Real Estate	2,354,986,979	2,160,395,641	2,135,729,111	2,120,846,950	2,113,752,046
Personal Property	340,605,990	272,704,520	261,120,500	287,829,500	258,829,020
Motor Vehicle	225,387,225	217,673,720	217,444,060	216,945,460	207,156,730
Grand Total	<u>2,920,980,194</u>	<u>2,650,773,881</u>	<u>2,614,293,671</u>	<u>2,625,621,910</u>	<u>2,579,737,796</u>
Less Exemptions	<u>318,272,044</u>	<u>104,350,010</u>	<u>112,726,620</u>	<u>119,194,329</u>	<u>111,344,758</u>
Net Grand List	<u>2,602,708,150</u>	<u>2,546,423,871</u>	<u>2,501,567,051</u>	<u>2,506,427,581</u>	<u>2,468,393,038</u>

Auditor's Report

**TOWN OF SOUTH WINDSOR, CONNECTICUT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2017**

	General	Capital Projects Fund	Sewer Operating Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 30,266,460	\$	\$ 49,881	\$ 1,776,322	\$ 32,092,663
Investments				101,037	101,037
Receivables, net	5,181,868	3,405,188	680,926	68,070	9,336,052
Due from other funds	468,381	11,817,242	945,499	3,069,457	16,300,579
Other assets	2,442			28,426	30,868
Total Assets	<u>\$35,919,151</u>	<u>\$ 15,222,430</u>	<u>\$ 1,676,306</u>	<u>\$ 5,043,312</u>	<u>\$ 57,861,199</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts and other payables	\$ 3,101,447	\$ 1,738,695	\$ 156,565	\$ 416,198	\$ 5,412,905
Due to other funds	15,832,198			468,381	16,300,579
Notes payable		16,000,000			16,000,000
Deferred revenue		1,870,135		517,127	2,387,262
Total liabilities	<u>\$ 18,933,645</u>	<u>\$ 19,608,830</u>	<u>\$ 156,565</u>	<u>\$ 1,401,706</u>	<u>\$ 40,100,746</u>
Deferred inflows of resources					
Unavailable revenue—property taxes	4,860,737				4,860,737
Unavailable revenue—sewer use			680,925		680,925
Advance property tax collections	1,032,963				1,032,963
Total deferred inflows of resources	<u>5,893,700</u>	<u>-</u>	<u>680,925</u>	<u>-</u>	<u>6,574,625</u>
Fund balances:					
Nonspendable	2,442			28,426	30,868
Restricted				1,205,414	1,205,414
Committed			838,816	2,407,766	3,246,582
Assigned	1,621,867				1,621,867
Unassigned	9,467,497	(4,386,400)			5,081,097
Total fund balances	<u>11,091,806</u>	<u>(4,386,400)</u>	<u>838,816</u>	<u>3,641,606</u>	<u>11,185,828</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 35,919,151</u>	<u>\$ 15,222,430</u>	<u>\$ 1,676,306</u>	<u>\$ 5,043,312</u>	<u>\$ 57,861,199</u>

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

	<u>General</u>	<u>Capital Projects Fund</u>	<u>Sewer Operating Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Revenues:					
Property taxes	\$ 95,483,270	\$	\$	\$	\$ 95,483,270
Intergovernmental	27,351,197	13,025,103		4,825,320	45,201,620
Charges for services	1,833,177	787,204	4,751,444	5,259,377	12,631,202
Investment earnings	226,526		110	15,436	242,072
Miscellaneous		30,323	990	358,356	389,669
Total revenues	<u>124,894,170</u>	<u>13,842,630</u>	<u>4,752,544</u>	<u>10,458,489</u>	<u>153,947,833</u>
Expenditures:					
Current:					
General government	3,570,625			217,916	3,788,541
Public safety	8,555,095			208,974	8,764,069
Public works	7,879,433		3,709,659	394,104	11,983,196
Human services	993,195			430,321	1,423,516
Culture and recreation	2,868,468			2,095,879	4,964,347
Insurance and sundry	6,340,930				6,340,930
Education	85,322,089			6,157,523	91,479,612
Debt service	7,365,581				7,365,581
Capital outlay		28,899,903			28,899,903
Total expenditures	<u>122,895,416</u>	<u>28,899,903</u>	<u>3,709,659</u>	<u>9,504,717</u>	<u>165,009,695</u>
Excess (Deficiency) of Revenues over Expenditures	<u>1,998,754</u>	<u>(15,057,273)</u>	<u>1,042,885</u>	<u>953,772</u>	<u>(11,061,862)</u>
Other Financing Sources (Uses):					
Issuance of general obligation bonds		11,860,000			11,860,000
Issuance of capital lease		477,850			477,850
Premium on bond issuance	739,043				739,043
Transfers in	52,455	1,999,213	28,350		2,080,018
Transfers out	(1,830,326)		(772,240)	(43,565)	(2,646,131)
Total other financing sources (uses)	<u>(1,038,828)</u>	<u>14,337,063</u>	<u>(743,890)</u>	<u>(43,565)</u>	<u>12,510,780</u>
Net Change in Fund Balances	959,926	(720,210)	298,995	910,207	1,448,918
Fund Balances at Beginning of Year	<u>10,131,880</u>	<u>(3,666,190)</u>	<u>539,821</u>	<u>2,731,399</u>	<u>9,736,910</u>
Fund Balances at End of Year	<u>\$ 11,091,806</u>	<u>\$ (4,386,400)</u>	<u>\$ 838,816</u>	<u>\$ 3,641,606</u>	<u>\$ 11,185,828</u>

Auditor's Report

SCHEDULE OF DEBT LIMITATION FOR THE YEAR ENDED JUNE 30, 2017

Total tax collections (including interest and lien fees) received by Treasurer for the year ended June 30, 2017	\$ 95,528,054
Tax Relief for the Elderly	<u>2,000</u>

BASE	<u>\$ 95,530,054</u>
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	<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	\$ 214,942,622	\$	\$	\$	\$
4-1/2 times base		429,855,243			
3-3/4 times base			358,237,703		
3-1/4 times base				310,472,676	
3 times base					286,590,162
Total debt limitation	<u>\$ 214,942,622</u>	<u>\$ 429,885,243</u>	<u>\$ 358,237,703</u>	<u>\$ 310,472,676</u>	<u>\$ 286,590,162</u>
Indebtedness:					
Bonds and notes payable	28,159,000	15,001,000	1,680,000		
CWF notes payable			23,085,093		
Authorized, unissued bonds	<u>7,000,000</u>	<u>13,521,724</u>	<u>19,483,417</u>		
Total indebtedness	<u>35,159,000</u>	<u>28,522,724</u>	<u>44,248,510</u>	<u>-</u>	<u>-</u>
Less amounts to be provided by the state and other	<u>(5,996,918)</u>	<u>(10,315,036)</u>	<u>(7,760,005)</u>		
	<u>29,162,082</u>	<u>18,207,688</u>	<u>36,488,505</u>		
Debt Limitation in Excess of Outstanding and Authorized Debt	<u>\$ 185,780,540</u>	<u>\$ 411,677,555</u>	<u>\$ 321,749,198</u>	<u>\$ 310,472,676</u>	<u>\$ 286,590,162</u>

Note 1: In no case shall total indebtedness exceed seven times annual receipts from taxation (\$668,710,378).

Town Officials (as of December 31, 2017)

ELECTED OFFICIALS

Town Council

M. Saud Anwar, *Mayor*
 Jeffrey Glickman
 Mary Justine Hockenberry
 Lisa Maneeley
 Carolyn Mirek
 Andrew Paterna
 Elizabeth Pendleton
 Matthew Riley
 Janice Snyder

Town Clerk

Lori Trahan

Board of Education

Audrey Delnicki
 Beth Esstman
 Erica Evans
 Michael Gonzalez
 David S. Joy, *Secretary*
 Michael Paré
 Richard Stahr
 Jessica Waterhouse, *Vice-Chairperson*
 Craig Zimmerman, *Chairperson*
 Dr. Kate Carter, *Superintendent*

Board of Selectmen

Roger Anderson
 Paul Burnham
 David Starr

Constables

Richard Balboni
 Sandra C. Jeski
 Jay G. Murtha
 James Neary
 Joan Walsh

Planning and Zoning Commission

Gary Bazzano
 Frank Bonzani
 Stephanie Dexter, *Secretary*
 Kevin Foley
 Kevin Greer
 Elizabeth Kuehnle
 Bart Pacekonis, *Vice Chairperson*
 Mike LeBlanc, *Alternate*
 Teri Parrott, *Alternate*
 VACANCY, *Alternate*

Registrars of Voters

Susan Burnham
 Sue W. Larsen

Town Treasurer

Anitha Elango

APPOINTED OFFICIALS

Justices of the Peace

Mark Abrahamson
 William Aman
 Philip P. Apter
 Cynthia Beaulieu
 Diane F. Behler
 Barbara Brezel
 Susan Burnham
 Sirkka S.D.L. Christensen
 Kathleen Soucy Daugherty
 Joan M. DeGiacomo

Stephanie Dexter
 Debbie A. Duarte
 Joseph Etter
 Janice Elaine Favreau
 Thomas F. Griffin
 Sandra C. Jeski
 David Joy
 Philip E. Koboski
 Elizabeth M. Kuehnle
 Lisa M. Maneeley
 Joyce P. Mascena
 Carolyn Streeter Mirek
 Louise Neary
 Paul Oates
 John J. Otto
 Matthew D. Reed
 Kathleen-Mary Sharos
 Richard Stahr
 Matthew Streeter
 Caroline C. Taylor
 James Howard Throwe
 Whitney Leanne Thurrott
 Scott Jason Turco
 Karen Ella Wagner
 Joan F. Walsh

Town Attorney

McGivney & Kluger, P.C.

Town Auditors

Blum, Shapiro & Company, P.C.

Town Manager

Matthew B. Galligan

CRCOG Representatives

Policy Board

Mayor M. Saud Anwar /
 Town Manager Matthew Galligan

Regional Planning Commission

Michael LeBlanc
 VACANCY, *Alternate*

APPOINTED BOARDS & COMMISSIONS

Agricultural Land Preservation

Advisory Commission

Neil Caron
 Cile Decker
 Jonathan D. Foster
 James Futtner
 Sandy Jeski
 Joseph Kennedy, *Chairperson*
 Philip Koboski
 James Kupchunos
 Tim Shepard
 Andy Paterna
 Elizabeth Warren, *Vice-Chairperson*
 VACANCY

Board of Assessment Appeals

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

Blighted Property Appeals Board

James Ainsworth
 Garvin Boudle

Erik Dabrowski
 Jamie Gamble
 James Kupchunos

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, *Chairperson*
 Susan Burnham, *Secretary*
 Edwina Futtner
 Linda Jeski
 William Jodice
 Joseph Kennedy, Jr.
 Wayne Kilburn
 David Marsh
 James Murray
 Louise Neary, *Vice-Chairperson*
 David Marsh, *Alternate*
 John J. Mitchell, *Alternate*
 David Starr, *Alternate*
 Shaliesh Verma, *Alternate*

Greater Hartford Transit District

Neil Caron
 Gary Pitcock

Historic District Commission

Louise Evans
 Nadine Hassan-Caron
 Katherine Foley
 Virginia Macro, *Chairperson*
 Gary Pitcock
 Louise Neary, *Alternate*
 Janet Utay, *Alternate*
 VACANCY, *Alternate*

Housing Authority

Marion Burke
 Dwight Johnson, *Vice Chairperson*
 Veronica Nowak
 Sandy Ramesh
 Jan Tarr
 George Daniels, *Executive Director*

Human Relations Commission

Carolyn Carey
 Ritu Goel
 Nilofer Haider
 Sanjib Kumar
 Beena Pandit
 Richard Stahr
 Karen Wagner
 VACANCY
 VACANCY

Inland Wetlands Agency/CC

John Blondin
 Audrey Delnicki
 Arthur Jennings
 Barbara Kelly, *Vice Chairperson*
 Richard Muller
 John Phillips

Adam Reed
 Elizabeth Warren, *Chairperson*
 VACANCY
 James MacDonald, *Alternate*
 Stephen Wagner, *Alternate*

Insurance Control Commission

Morris Borea, *Town Attorney*
 Matthew Galligan, *Chairperson*
 Jeffrey Glickman
 Carolyn Mirek
 Michael Paré

Juvenile Firesetter Intervention & Prevention Commission

Eileen Adler
 Kevin Cooney
 Walter Summers, *Chairperson*
 VACANCY

Library Board

Marcia Andrus
 Elizabeth Asplund
 Katherine Chiappetta, *Vice-Chairperson*
 Mindy Lewis
 Kathleen-Mary Sharos, *Chairperson*
 Carole Stroud

Mass Transit and Highway Advisory Commission

Herb Asplund
 Robert Dickinson, *Vice-Chairperson*
 Joshua Johnson
 Kathy Hale
 Mark Peterson
 Bruce Snow
 Karen Wagner, *Chairperson*
 VACANCY
 VACANCY

Park and Recreation Commission

George Caye
 Ritu Goel
 Katie Graham
 Michael Kelly
 Alan Larson, *Chairperson*
 William Nowak
 Renee Powell
 Daniel Rezende
 David Romejko
 Craig Zimmerman
 Michael Saimon, *Alternate*
 Daniel Van Horn, *Alternate*

Patriotic Commission

Roger Anderson
 Peter Anthony, Sr.
 Herbert Asplund
 Gene Botteron
 Kent Carlson, *Chairperson*
 Robert Hornish
 Leigh Lovering
 Paul Mozzicato
 Daria Plummer
 Arthur Sladyk
 Edward Gawlinski, *Alternate*
 Jim Throwe, *Alternate*

Personnel Board of Appeals

Kathleen Daugherty

Town Officials (as of December 31, 2017)

Roy Normen
Winifred Wilson

Public Building Commission

Matthew Beaulieu
Carol Kelley, *Vice Chairperson*
Philip Koboski, *Chairperson*
Matthew Montana
Edward O'Connell
Bernard Thomas
Craig Zimmerman

South Windsor Alliance for Families

Anthony Duarte
VACANCY
VACANCY
VACANCY
VACANCY

Also reps from the following agencies

Georgia Dombrowski, Student
Brian Eckblom
Peggy Sue France
Danielle Gagain, Student
Cheryl Gerber
Tammy Hewitt
Ali Jennings
Elizabeth Langevin
Melisa Luginbuhl, ERASE
Cindy Malone
Kathy Reed
Sarah Robinson
Haley Shoop, ERASE
Jenna Stoker, Student

Water Pollution Control Authority

Donald Antaya
Richard Aries, *Chairperson*
Erik Dabrowski
Carol Fletterick
Toby Lewis
Pat Soucy
VACANCY
Edward Havens, Jr., *Alternate*
Vicki Paliulis, *Alternate*

Zoning Board of Appeals

Steven Carty, *Secretary*
Erik Dabrowski
Joseph Etter
Wayne Kilburn
James Kupchunos, *Vice Chairperson*
Edwina Futtner, *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

COUNCIL STANDING COMMITTEES

Audit Committee

Jeffrey Glickman
Mary Justine Hockenberry
Matthew Riley

Ethics Committee

M. Saud Anwar
Lisa Maneeley
Liz Pendleton

Open Space Task Force

Herbert Asplund
Pat Botteron, *Chairperson*
John Caldwell
George Caye
Louise Evans
William Flagg
Jeffrey Folger
Michael Gantick
Sue W. Larsen
Roy C. J. Normen
Andy Paterna
David Romejko
Elizabeth Warren
VACANCY

Personnel Committee

M. Saud Anwar
Lisa Maneeley
Andrew Paterna

Public Health & Safety Committee

M. Saud Anwar
Andrew Paterna
Matthew Riley

OTHER COMMITTEES

Ad Hoc Space Needs Committee

M. Saud Anwar
Jeffrey Glickman
Mary Justine Hockenberry
Lisa Maneeley
Carolyn Mirek
Andrew Paterna
Liz Pendleton
Matthew Riley
Jan Snyder

Architectural Design Review Committee

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

Capital Projects Committee

Chris Chemerka
Michael Gantick
Patrick Hankard
Michael Paré
Andrew Paterna
Elizabeth Pendleton
Scott Roberts
Janice Snyder
Craig Zimmerman

Demolition Delay Committee

Walter Fitzpatrick
Kevin Greer
Sandy Jeski
Tim Shepard
Arthur Utay, *Chairperson*

Energy Committee

Larry Brown
Hank Cullinane
Michael Gantick
Jeffrey Glickman
Patrick Hankard
Mary Justine Hockenberry
Athena Loukellis
Janice Snyder
Richard Stahr
Sherman Tarr
Stephen Wagner

Naming of Public Lands & Buildings

M. Saud Anwar
Lisa Maneeley
Andrew Paterna

Pension Committee

M. Saud Anwar
Scott Custer
Chris Chemerka
Matthew Galligan
Jeffrey Glickman
Patricia Lewis
Michael Paré
Patricia Perry
Matthew Riley

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
Jim Nicoletta
Daria Plummer, *Chairperson*
Louise Shaheen, *Vice Chairperson*
Sally Terry
Henry Van Niel

Democratic Town Committee

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

Republican Town Committee

Herbert Asplund, *Nominating Chair*
Maria Cullen, *Recording Secretary*
Richard Cullen, *Treasurer*
Kathleen Soucy Daugherty, *Chair*
Stephanie Dexter, *Treasurer*
Jamie Gamble, *2nd Vice Chairperson*

TEMPORARY COMMITTEES

Crumbling Foundations Committee

Tom Alouise
M. Saud Anwar
Garvin Boudle
Don Childree
Matthew Galligan
Carolyn Mirek
Sara Reba
Steve Rosenberger

South Windsor Agricultural, Arts, & Nature Subcommittee

Pat Botteron
John Caldwell
Stephanie Dexter
Mary Etter
Ray Favreau
Jeffrey Folger
Katie Graham
Sandy Jeski
Michele Lipe
Virginia Macro
John Mitchell
Andrew Paterna
Liz Pendleton
Tim Shepard
Janice Snyder
Elizabeth Warren

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
Paula Pacekonis, Clerk of Probate
Cathy Plopper, Clerk of Probate
Annette Tarascio, Chief Clerk of Probate

Visiting Nurse Community Care

8 Keynote Drive, Vernon, CT 06066

Volunteer Fire Department

Kevin Cooney, Chief

Department Heads and Assistants

Keri Apt, Assistant Director of Parks and Recreation
Bonnie Armstrong, Assistant Town Clerk
John Caldwell, Superintendent of Parks
Leon Clough, Fleet Services Manager
Andrea Cofrancesco, Director of Human Services
Jeffrey Doolittle, Assistant Director of Public Works/ Town Engineer
Christopher Dougan, Chief Building Official
Timothy Edwards, Chief of Police
Raymond Favreau, Director of Parks and Recreation
Jeffrey Folger, Senior Environmental Planner
Michael Gantick, Director of Public Works
Jennifer Hilinski-Shirley, Collector of Revenue
Mary Huda, Assessor
Elizabeth Langevin, Director of Youth and Family Services
Michele Lipe, Director of Planning
Clay Major, Facilities Manager
Anthony Manfre, Superintendent of Pollution Control
Heather Oatis, Environmental Health Officer
Pamela Oliva, Zoning Enforcement Officer
Patricia Perry, Director of Finance
Vanessa Perry, Assistant Town Manager/Human Resources Director
David Peters, Assistant Assessor
Lindsey Ravalese, Assistant Director of Adult and Senior Services
Deborah Reid, Clerk of the Council
Scott Roberts, Assistant Town Manager/CIO/Emergency Management
Michael Rose, Assistant Building Official
Terry Samsel, Assistant Town Clerk
Vincent Stetson, Superintendent of Streets
Walter Summers, Fire Marshal
Lori Trahan, Town Clerk

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.	860-337-6161 Ext. 1006
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		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		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.	860-337-6161 Ext. 1006
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.	860-337-6161 Ext. 1006	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.	860-337-6161 Ext. 1006
Energy Assistance (State & Local)	Human Services	860-648-6361			
Environmental Issues	Health Dept.	860-337-6161 Ext. 1006			
Explosives Permit	Fire Marshal	860-282-0669 Ext. 1			

SERVICE	DEPARTMENT	PHONE 860-644-2511	SERVICE	DEPARTMENT	PHONE 860-644-2511
O					
Odor Complaints	Health Dept.	860-337-6161 Ext. 1006	Senior Social Activities	Human Services	860-648-6361
P					
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.	860-337-6161 Ext. 1006
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
Motor Equipment		860-648-6366	Special Permit Application	Planning/Zoning	Ext. 329
Waste Water Treatment Plant		860-289-0185	Storm Drain Locations	Engineering	Ext. 344
After Hours Emergency		860-644-2551	Street Excavation Permits	Engineering	Ext. 344
Purchasing	Finance	Ext. 364	Street Light Out	Police	860-644-2551
R					
Raffle Permit	Police	860-648-6202	Street Maps, Town	Engineering	Ext. 344
Recreation HOTLINE	Parks & Recreation	860-648-6349	Street Sign	Town Garage	860-648-6366
Recycling Information	Public Works	Ext. 343	Street Sweeping	Town Garage	860-648-6366
Register to Vote	Registrar of Voters	Ext. 377	Student Work Permits	High School	860-648-5000
Rental Assistance	Human Services	860-648-6361	Subdivision Application	Planning/Zoning	Ext. 329
Restaurant/Cafeteria Inspections/	Health Dept.	860-337-6161 Ext. 1006	Subdivision Regulations	Planning/Zoning	Ext. 329
Complaints			Subsidized Housing	Housing Authority	860-644-3144
River Use Permits	Police	860-648-6202	SWAN (So. Windsor Aid to Neighbors)	Human Services	860-648-6361
Roadkill	Town Garage	860-648-6366	T		
Roadside Brush	Town Garage	860-648-6366	Tax Information	Tax Collector	Ext. 320
Rodent Complaints	Health Dept.	860-337-6161 Ext. 1006	Town Attorney		Ext. 208
Rotary Pavilion Reservations	Parks & Recreation	860-648-6355	Town Council Office		Ext. 206
S					
Schools:			Town Manager		Ext. 200
South Windsor High School	161 Nevers Road	860-648-5000	Trade Name Certificates	Town Clerk	Ext. 325
Timothy Edwards Middle School	100 Arnold Way	860-648-5030	Traffic Signs	Town Garage	860-648-6366
Eli Terry Elementary School	569 Griffin Road	860-648-5020	Traffic Survey	Police	860-648-6211
Orchard Hill Elementary School	350 Foster Street	860-648-5015	Trash/Rubbish/Garbage Complaints	Public Works	Ext. 343
Philip R. Smith Elementary School	949 Avery Street	860-648-5025	Tree Removal	Tree Warden	860-648-6366
Pleasant Valley Elementary School	591 Ellington Road	860-291-1280	Tree Trimming	Tree Warden	860-648-6366
School Bus Company	Dattco	860-357-5706	Tree Warden		860-648-6366
Senior Citizens Center	150 Nevers Road	860-648-6361	V		
Senior Handyman Program	Human Services	860-648-6361	Variance Application	Planning/Zoning	Ext. 329
Senior Health Screening	Human Services	860-648-6361	Vendor Permit	Police	860-648-6202
Senior Home Delivered Meals	Human Services	860-648-6361	Vendor Inspections	Health Dept.	860-337-6161 Ext. 1006
Senior Legal Clinic	Human Services	860-648-6361	Veterans Memorial Park	Seasonal	860-289-1333
Senior Outreach	Human Services	860-648-6361	Veterans Exemption	Assessor	Ext. 312
			Voter Information	Registrar of Voters	Ext. 377
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.	860-337-6161 Ext. 1006
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	1-800-287-3327
Better Business Bureau	860-740-4500
Chamber of Commerce	860-644-9442
Connecticut Natural Gas	860-727-3000
Connecticut Humane Society	860-452-0114
Consumer Protection	860-713-6100
Day Care Providers (Info Line)	211
Dept. of Environmental Protection	860-424-3000
Fire Emergency	911
F.I.S.H. (Friends In Service Here (Volunteer Trans.))	860-647-3609
Info Line	211
Medicare Claim Appeal (Medicare Advocacy)	860-456-7790
Poison Control	911 or 1-800-222-1222
Police (Emergency)	911
Police (Routine)	860-644-2551
Post Office, 850 Clark Street	860-648-2451
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	860-566-4840
Visiting Nurse & Community Care (Rockville/Vernon)	860-872-9163
Unemployment Office, 893 Main Street., Manchester	860-643-0006

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

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

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

PARKS AND RECREATION
91 Ayers Road
Mon-Fri 8 a.m. to 4:30 p.m.

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
Timothy Edwards Middle School
100 Arnold Way
South Windsor High School
161 Nevers Road

Meeting Schedules

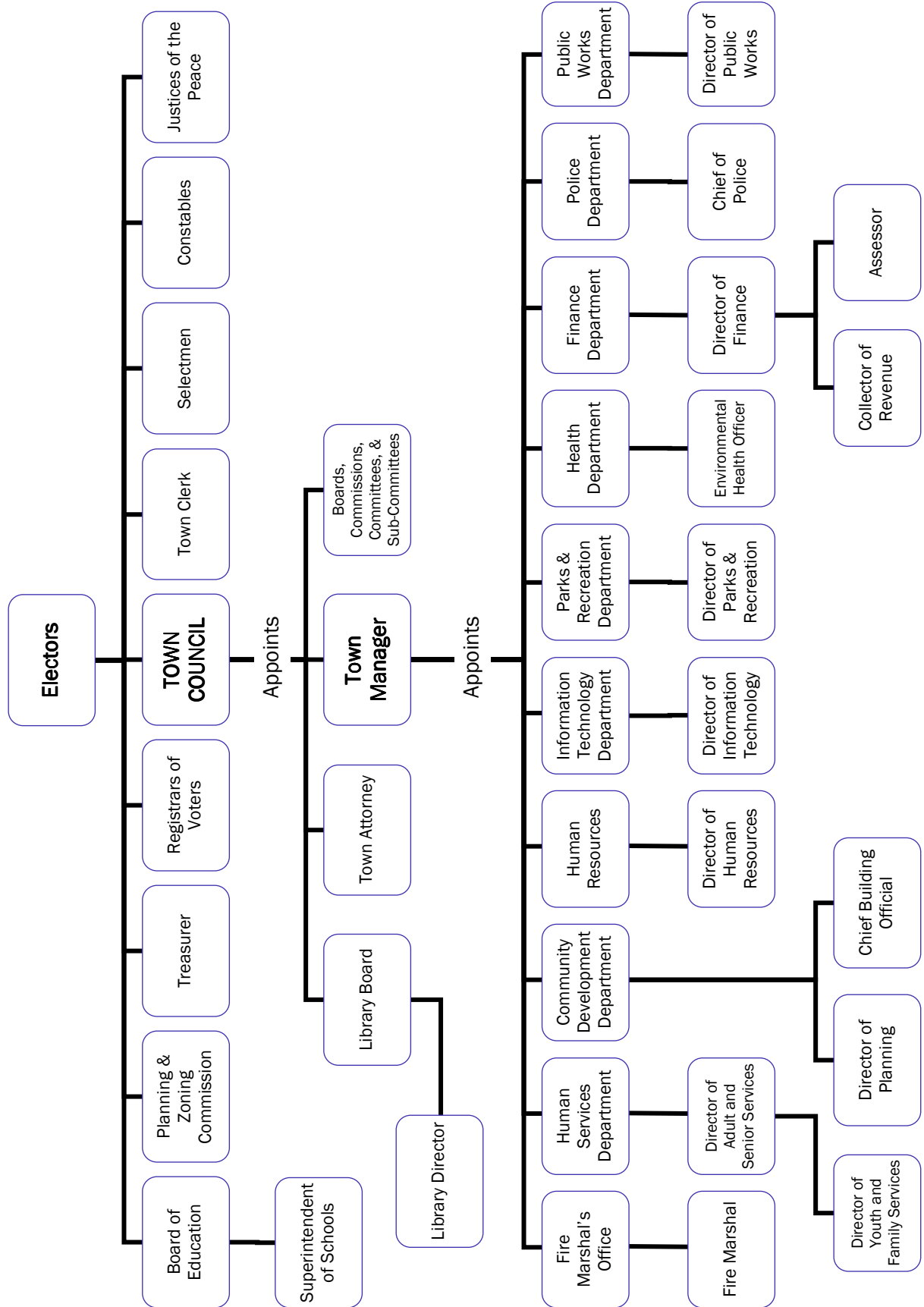
Boards and Commissions Meeting Schedule *

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

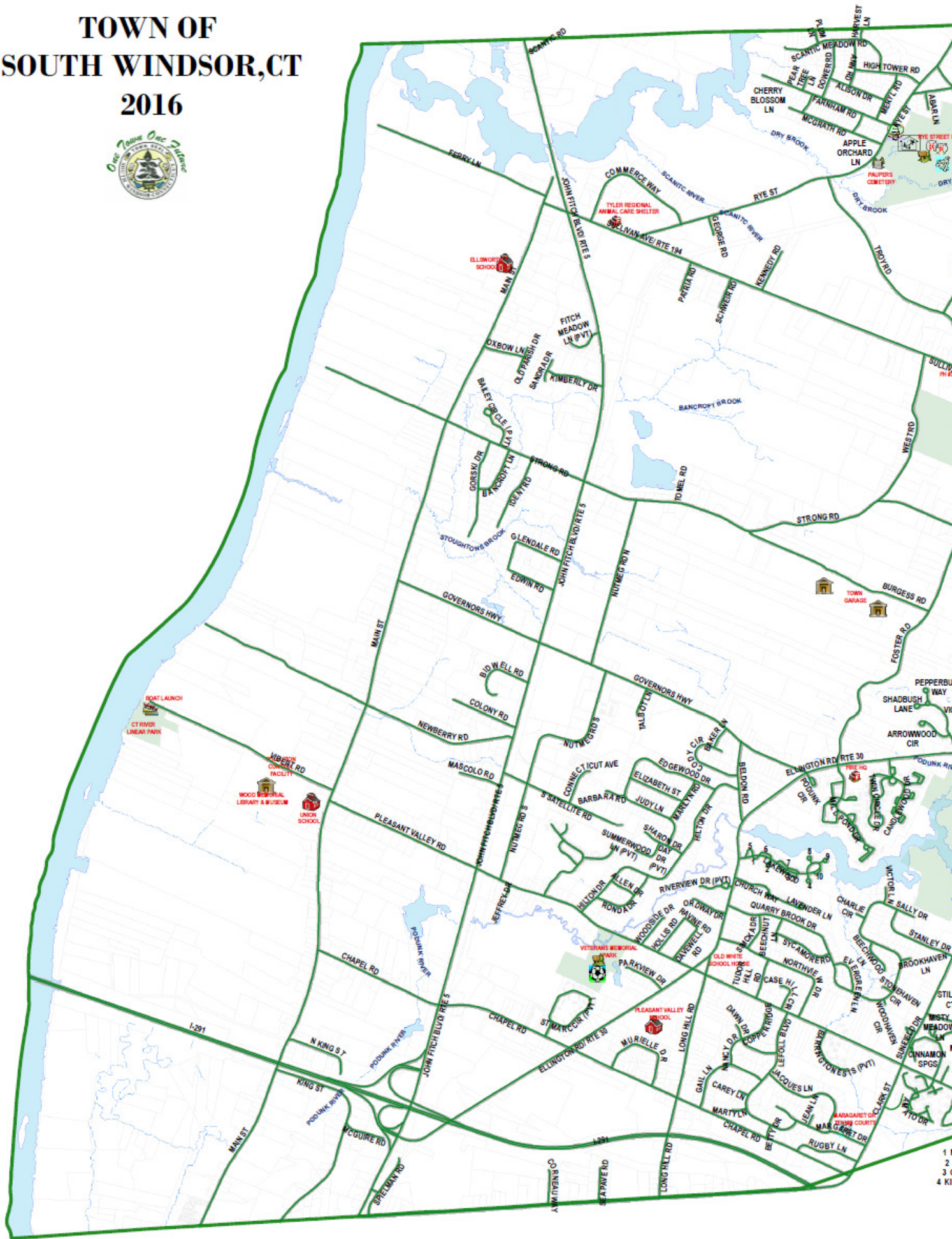
NOTE: Please contact the Town Clerk's Office at 644-2511 ext. 325 to confirm dates, times and locations, as some schedules may change.

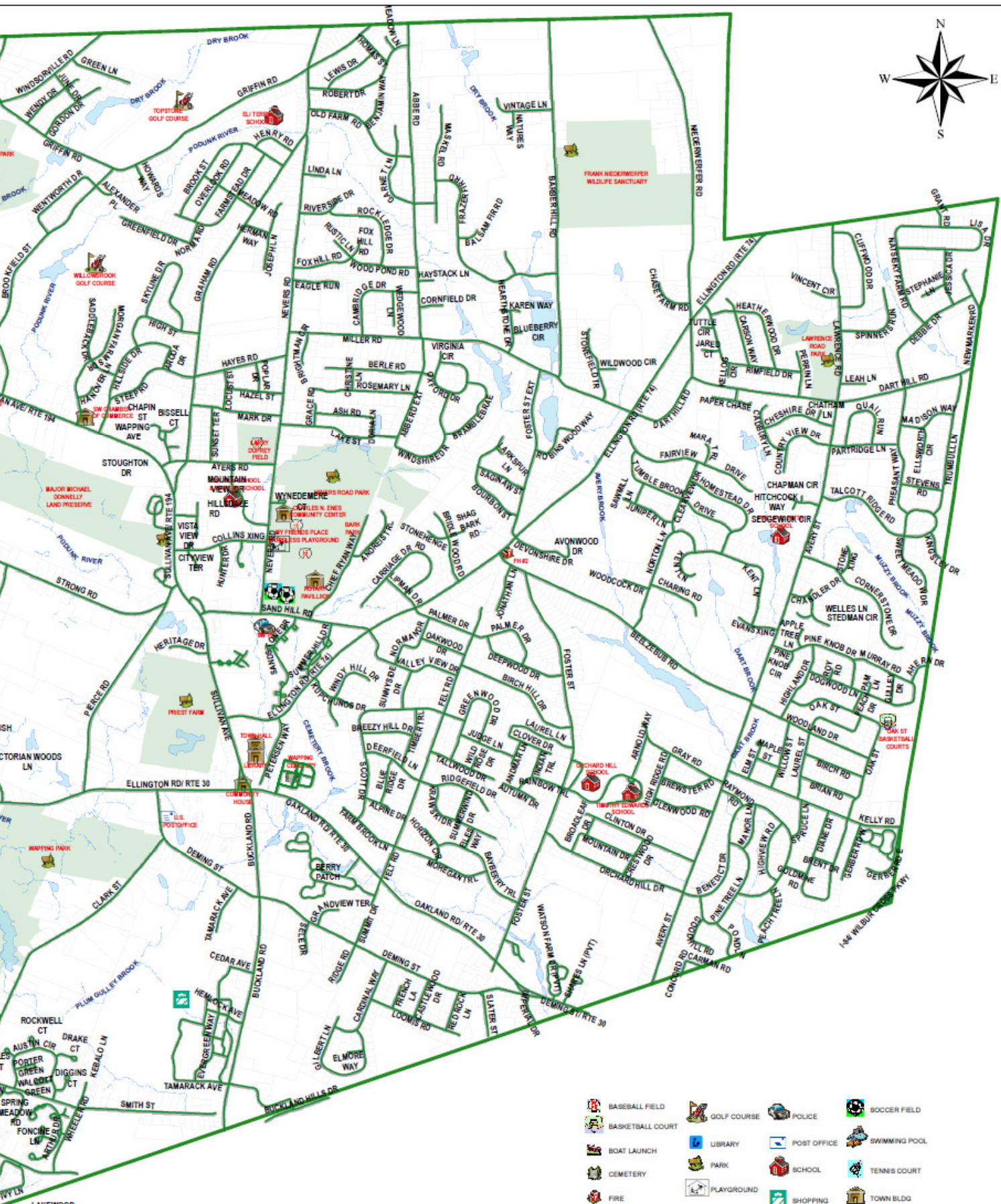
* Most Boards/Commissions do not meet in the month of August

Organizational Chart 2016



TOWN OF SOUTH WINDSOR, CT 2016





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

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



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