



*Town of South Windsor
2017-2018 Annual Report*

General Information

Website:	http://www.southwindsor.org	
Telephone:	Main	(860) 644-2511
	Town Manager	(860) 644-2511 ext. 200
	Mayor	(860) 644-2511 ext. 206
	Town Clerk	(860) 644-2511 ext. 226
	Fax	(860) 644-3781
County:	Hartford	
Area:	28.5 sq. mi.	
Population:	25,709 as of 2010 Census	
Government:	Council/Manager	
Election Date:	Biennially, odd years, Tuesday after 1st Monday in November	
Date Officials Take Office:	1st Monday after Election	
Mayor:	M. Saud Anwar (D)	
Town Council:	M. Saud Anwar (Mayor) , Andrew Paterna (Deputy Mayor), Audrey Delnicki, Mary Justine Hockenberry, Karen Lydecker, Lisa Maneeley, Elizabeth Pendleton, Matthew Riley, Janice Snyder	
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 2017-2018. 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 2017-2018 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 am honored to present the South Windsor Annual Report for Fiscal Year 2017-2018. I am hoping this report will provide the readers a brief overview of the activities and actions that have taken place during the last year. Following are some of the highlights of the past year.

During this Fiscal Year there were many challenges handed down from the State of Connecticut, concerning reduction in revenues to the Town in ECS funding. The Town Council worked very hard with the Board of Education, the Superintendent of Schools, and the Town Manager to provide a budget that would keep the expected level of service moving forward. During this period of time we also created a tax stabilization fund, which will be used in the future to make sure that we do not have wide fluctuations in taxes. I would like to thank all those who worked very hard to lobby our State representatives and our Governor to keep our funding intact.

On the economic development front, this year the Town Council made an agreement with Southern

Town Council



Dr. M. Saud Anwar
Mayor

Energy for the establishment of a fuel cell project at 515 John Fitch Boulevard. This will provide needed revenues to the Town of South Windsor to further the economic development of the I-291 Corridor. This was a very successful program that not only helps us to further our economic development, but also supports a local company, Doosan Fuel Cells, that became a vital part of making this project work.

There has been a lot of building going on, with more projects to come, which will help to reduce the tax burden and keep us moving in the right direction to become a "Work, Live, Recreate" community.

During this year there was an issue with people soliciting funds for veterans at various businesses. In order to ensure that these funds are actually going to our veterans, the Town created an ordinance to allow for such collection of funds to be monitored by the Police Department and our veterans organizations. This will ensure that these organizations are legitimate, and that the money is being funneled correctly to our veterans, who have protected our society and our freedoms in this country.

During this Fiscal Year there were many open spaces that we were able to secure. We worked with the State of Connecticut to secure the development rights to the Shepard Farm property, which has saved 50 acres of farmland. There was also our famous sledding hill, now known as Porter's Hill, on Sand Hill Road and Nevers Road. It was purchased by the Town to further our recreational programs. It has been an icon for many years, a place where our young children have been able to sled safely and enjoy the winter season.

Pleasant Valley School had a huge influx of new children, which required us to obtain four portable classrooms. The Town Council and the Board of Education worked together to make this happen, and I would like to thank the Superintendent, the Town Manager, and our Board of Education for working together to make sure that our children are in appropriate classroom space.

Town Council Members

Top Row:

Councilor Audrey Delnicki
Councilor Mary Justine Hockenberry
Councilor Karen Lydecker
Councilor Lisa Maneeley



Bottom Row:

Deputy Mayor Andrew Paterna
Councilor Elizabeth Pendleton
Councilor Matthew Riley
Councilor Janice Snyder



During this Fiscal Year it came to our attention that the Wapping Mews of the Housing Authority needed to have some renovations so that our seniors can live in a more up-to-date and up-to-code environment. We made an application to the Small Cities Community Development Block Grant program, in which we were successful, to receive \$850,000 towards the renovation of Wapping Mews. This project will be moving forward in the next Fiscal Year, and so I would like to thank the Town Council and all others involved in acquiring these funds. I would also like to thank Mr. George Daniels and the Housing Authority for their stewardship of these buildings and their protection of our seniors and their quality of life.

A Transparency Task Force was created with unanimous bipartisan support and the Town Council approved the recommendations of the Task Force. The Task Force recommendations appreciated our Town volunteers, employees and elected officials who do an excellent job with outreach, communication and transparency. Digital audio recording of the Boards and Commission meetings has now been made available for community members to listen to the conversations and meetings. The agendas and minutes of the various Boards and Commissions are placed on the Town website in a much timelier fashion, and an app called Connect South Windsor is available for easy accessibility and updates that the community members may require. There is a recommendation and anticipated plans to have a Town owned and controlled billboard with updates on the meetings of the day and important issues with updates.

Our Town has also been continuing to make sure that the environment for citizens is protected and an ordinance was created to prohibit natural gas waste and all waste from natural gas extraction activities within the Town. This protects our community citizens from the dangers associated with fracking waste and carcinogen exposures.

Crumbling Foundation issues have entered a new era where the Connecticut Foundation solutions and Indemnity Company (CFSIC) has been chartered and licensed as a capital insurance to assist the state of Connecticut with fair adjustment of home owner claims resulting from

the pyrrhotite affected home foundation natural disaster. Community members in South Windsor have already applied and some of them have been accepted and are seeing funds as well.

A tax break was provided to our seniors during the last year as well and new sidewalks are being created and repair has been provided.

I want to thank each and every individual in our beautiful Town of South Windsor who have entrusted me to serve this amazing community and I remain indebted to you for this opportunity.

Respectfully,

Saud Anwar

Board of Education


Dr. Kate Carter

Superintendent of Schools

The South Windsor Board of Education is comprised of nine members who are elected for a two-year term by the citizens of South Windsor.

Current Board of Education members include Craig Zimmerman, Chairman; Jessica Waterhouse, Vice Chair; David Joy, Secretary; Arthur Adduci; Beth Esstman; Erica Evans; Michael Gonzalez; Michael Paré; and Rick Stahr.





SOUTH WINDSOR PUBLIC SCHOOLS VISION STATEMENT

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

The South Windsor Public Schools district is comprised of four elementary schools (grades K-5), one middle school (grades 6-8), and one high school (grades 9-12), as well as a pre-school program and Young Adult Transition Academy, with a total district enrollment of approximately 4,300 students.

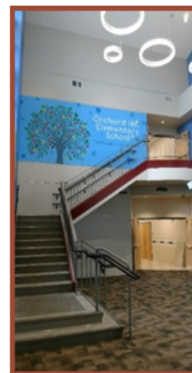
Year At A Glance

- Orchard Hill Elementary School opened the doors to its brand new facility on August 28, 2017. Phase One of the Ten-Year Elementary Facilities Plan was completed on time and under budget.
- South Windsor High School was ranked #24 in Connecticut in the US News magazine's Best High Schools.
- Nine high school students were recognized as National AP Scholars, and forty-one students were identified as AP Scholars with Distinction (students who earned a score of 3 or higher on five or more AP exams).

- SWHS Football team won the first play-off game in school history and reached the CIAC State Semi-Finals.
- High school athletics honors included 87 All Conference athletes, 19 All State athletes, and one All American athlete. In addition, nine sports teams were named Conference Champions.
- Over 90 students from Timothy Edwards Middle School participated in the MathCounts program, and a team of four students placed first in both the Hartford Chapter and the Connecticut State MathCounts Competitions. In the New England Math League competition, 6th, 7th and 8th grade teams placed first in the Hartford region, and the 8th grade team placed 3rd among all of the participating New England schools.
- An elementary STEM (Science, Technology, Engineering and Math) program was launched at all four elementary schools for students in grades 1-5.

- Twenty-three fifth grade elementary school students participated in the Connecticut Invention Convention, and four students advanced to the Nationals.
- One-to-one devices were rolled out to all high school students in grades 9-12.
- The electronic distribution of report cards was successfully implemented for all students K-12.
- The district's performing music ensembles received high level recognition at several festivals and competitions. Among these groups were SWHS's Choral Spectrum and Spectrum Band; and Timothy Edwards Middle School's Orchestra, Spotlight Show Choir, 8th Grade Chorus, Band and Jazz Ensemble.
- Nancy Simison was named South Windsor's 2018 Teacher of the Year.
- A commemorative Ellsworth Open House featuring alumni from as long ago as 1941 was held on April 28, 2018

Spotlight on Our Schools



Elementary Facilities Ten-Year Master Plan

South Windsor Public Schools is fortunate to partner with committed parents, a dedicated board of education, and a supportive community. As part of a comprehensive Ten-Year Elementary Facilities Master Plan, the 2017-2018 school year marked the end of



Phase One of the Plan with the opening of a new Orchard Hill Elementary School. A ribbon cutting ceremony held on August 26, 2017, was attended by local and state dignitaries as well as students, families and staff members. On August 28, 2017, the new Orchard Hill Elementary School officially opened its doors to students and staff. Orchard Hill is a brand new, state of the art facility that houses approximately 600 students in grades K-5. It is equipped with the latest in educational technology, enhanced school security features, and a dedicated STEM classroom. The new Orchard Hill school boasts an environmentally conscious design with age-appropriate, innovative classrooms uniquely crafted for 21st century instructional experiences.



The South Windsor community continues to demonstrate its support of public education. In March 2017, the Town of South Windsor voted to approve Phase Two of the Ten-Year Plan, which includes the construction of new school buildings for both Philip R. Smith and Eli Terry schools. Of those residents who went to the polls, 75% voted in favor of Phase One, and 77% voted in favor of Phase Two. South Windsor Superintendent of Schools Dr. Kate Carter reminds us that, "While school construction projects are about brick and mortar, the support of the community shown during both Phase One and Phase Two referenda is about so much more. It is 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." Construction for both new schools is expected to begin in April 2019, and both

buildings are expected to open for students and staff in August 2020.

If approved by the community, Phase Three will include the construction of a new building for Pleasant Valley Elementary School. The Plan calls for this new school to open in August 2023.

Elementary S.T.E.M. Program Launched Districtwide

The district launched a new STEM program at all four of its elementary schools. STEM educates students by integrating the four disciplines of Science, Technology, Engineering and Mathematics. Classes were developed using the Project Lead the Way (PLTW) Launch program, a curriculum designed especially for the elementary learner. In addition to teaching the engineering design process and introducing the idea of STEM to students early in their education, the STEM program also reinforces skills learned in other areas. Through the PLTW model, students are engaged in solving real life problems by designing and testing different solutions, and then applying their new knowledge to different situations throughout the school year.

In conjunction with the launch of the STEM program, South Windsor participated in the Connecticut Invention Convention. Under the leadership of teachers Amy Graney, Pam Brennan, Jennet DaSilva and Mary Clark, fifth grade STEM students designed and created their own inventions to solve a problem of their choosing. Prototypes were then engineered at home. All 5th graders showcased and presented their inventions at a districtwide Invention Convention, and top scorers were selected to participate in the Central Regional Invention Convention. South Windsor had 23 students selected to attend the State Finals, and four students advanced to the 2018 National Invention Convention and Entrepreneurship Expo held in Dearborn, Michigan from May 31-June 2, 2018.



Students at Connecticut Invention Convention

Career Pathways Introduced at South Windsor High School

In August 2017, South Windsor High School launched a new culinary program as part of its career pathways opportunities for students. Over 100 students enrolled in the program's two courses, Principles of Food Preparation and Principles of Baking. The classes are offered in a newly renovated commercial kitchen at the site of the former Wapping School. The courses promote restaurant and food management careers, and provide hands-on experience preparing foods for monthly dining events. SWHS last offered culinary classes in 1996.



SWHS culinary students Alexandria Fielding, Sarah Cloutier, and Trevor Anthony showcase their crème brûlée



South Windsor's 2018 Teacher of the Year

Nancy Simison was named as South Windsor Public Schools 2018 Teacher of the Year. Now retired, Mrs. Simison was a teacher of the deaf, and served South Windsor students, families and staff for more than 20 years. At the 2017 District Convocation, she shared her appreciation for being a part of a school community that values the needs of all its students, and for creating learning environments that allow all students to succeed. Following a powerful series of video clips from several of Mrs. Simison's former students, she remarked that, "It takes a special school district to allow a teacher to fulfill his or her own passion while helping children realize passions of their own."

Chet Abel, head custodian at Timothy Edwards Middle School, was also recognized as South Windsor Public Schools 2018 Support Staff Employee of the Year; and the Teamwork Award was presented to the district's technology support team: Scott Matchett, Scot Ruimerman, Richard Callahan, Shawn Durand, Chris Guay, Corey Leveille, and Jerry Nazario.

Board of Education

Ellsworth Open House

South Windsor Public Schools proudly partnered with The Wood Memorial Library and the South Windsor Historical Society to celebrate Ellsworth School, a beloved and iconic building located on scenic Main Street. The event was held on Saturday, April 28, 2018, in conjunction with the year-long 250th Anniversary celebration of the founding of the town of East Windsor, and highlighted the shared history of East Windsor and South Windsor. An estimated 350 people attended the day's festivities which celebrated Ellsworth's history as an educational landmark since 1936. For nearly 30 years, Ellsworth Memorial High School gained its place among the best of Connecticut's high schools. After the high school moved to its new location in 1962, it functioned as an elementary school from 1962 – 1970, and as a middle school for 7th and 8th grade students from 1970 – 1981. The South Windsor Board of Education offices relocated to Ellsworth from Union School (adjacent to The Wood), where administration and staff have proudly been serving South Windsor Public Schools since 1982.



*Alumni gathered for an historic photo on the front steps of Ellsworth.
The oldest alumnus was from the Class of 1941.*



*Current and former Ellsworth faculty and staff
also gathered for a special photo.*

Planning and Zoning Commission



From left to right: PZC Commissioners Stephanie Dexter, Mike LeBlanc, Bill Flagg, Kevin Greer, Kevin Foley, Kenny Young, Steve Wagner, Paul Bernstein, Bart Pacekonis and Frank Bonzani

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.

Zoning Text Amendments

A number of PZC sponsored zoning text amendments were approved and became effective in Fiscal Year 2017-2018.

Section 5.9 Agri-Tourism Overlay Zone was approved to allow by special exception agricultural related activities to facilitate the preservation of farms by allowing them to diversify the use of structures and conduct on-site activities such as wineries, weddings and corn mazes.

Section 6.7 Pedestrian and Bicycle Accommodations was approved to promote and support access by bicycle and walking throughout South Windsor with pedestrian design and bicycle parking design standards.

Section 7.20 Solar Energy Systems was approved to promote the use of solar collectors and the regulation of solar energy systems subject to conditions meant to protect the environment, public health, safety and welfare.

The Kochanski Duplex Dwelling Units Zoning Text Amendment addressing property on Troy Road was approved to transition the area from industrial to residential.

The Temkin Zoning Text Amendment was approved to modify Section 3.4.6 to allow four bedroom units in single family and duplex units in Multifamily Residential Zones. The amendment allowed the residential development on Pleasant Valley Road known as South Windsor Woods to offer more design options.

Residential Development

A special exception site plan of development was granted for Schoolhouse Drive, a 14-unit DRZ development at Ellington Road and Long Hill Drive. In the prior Fiscal Year, the 5.8 acre parcel received a zone change from Rural Residential to Design Residence Zone (DRZ) before the Commission citing concerns about density voted to eliminate the zone from the regulations and add it to the Appendix.

Subdivisions approved included the Asticou Resubdivision creating one new residential lot on Deming Street and Lady Marion Woods creating three new residential building lots on Foster Street Extension.

Two applications for Assisted Living/Independent Living Facilities came before the Planning & Zoning Commission to be built within Evergreen Walk. A special exception and site plan approval was granted for a 130 unit Senior Independent Living Facility to be known as Evergreen Crossing to be built on Hemlock Avenue and the public hearing for the special exception site plan application for HarborChase began on June 26, 2018 for an Assisted Living Facility with 111 units on Evergreen Way.

The Commission acted as a result of a State Act concerning Temporary Health Care Structures, effective October 1, 2017, to allow and regulate Temporary Health Care Structures in South Windsor.

Commercial Development

Supported by the PZC sponsored text amendment for Agri-Tourism, Blue Heron Vineyards at Foster Farm LLC was granted a special exception site plan approval for a production/storage area and public tasting room for the sale of wine at 90 Foster Street.

Julie's Barks & Bubbles at 1678 Ellington Road received a special exception site plan of development for their dog grooming facility which had previously been approved by temporary and conditional permits for the past ten years.

Vito's Restaurant "Weddings on the Farm" was granted a temporary and conditional permit to hold up to four weddings or corporate events annually on their farm at Rye Street and Saxton Drive.

A site plan modification was granted for 85

Nutmeg Road for loading dock improvements expanding opportunities for their commercial tenants.

A 5-year major home occupation approval was granted to Miles Joseph Studio for a home based hair salon at 1325 Sullivan Avenue and a 5-year renewal was granted for Studio 549, the Pelletier major home occupation hair salon, at 549 Ellington Road.

Industrial Development

Monroe Tractor was granted a special exception site plan of development for the sale and servicing of new and used agricultural and construction equipment at the former Daniel's Electric building at 6 Sandra Drive along with two adjacent vacant lots. After a lengthy public hearing berming with trees was required to be put in place along the neighboring residential properties.

Musante Enterprises was granted a special exception site plan approval to move Musante Motorsports from 1275 John Fitch Boulevard to 41 Commerce Way for a used car dealership with a maximum of 4 cars to be added to their existing general repair's license.

SRL Irish Dance Academy was granted a special exception to expand their dance studio from Unit 1A to Unit SH at 400 Chapel Road in the Industrial Zone.

Bikes and Boards LLC was granted a special exception to move The Bike Shop from Town Center to 199 Strong Road for their bicycle service and sales facility.

Town Projects

The Planning & Zoning Commission worked with the South Windsor Housing Authority for the Wapping Mews site plan modification to upgrade sidewalks, handicap accessibility and to expand the parking lot.

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

Our permit and inspection activity along with revenues for Fiscal Year 2017-2018 commercial and residential, produced 2071 permits, 4,225 inspections, \$1,369,385.42 in revenue and \$64,560,645.00 in total construction value.

We look forward to continuing growth in the commercial sector, as business 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.

Christopher J. Dougan
Chief Building Official

Maria Acevedo, Administrative Secretary
Michael Rose, Assistant Building Official
Pamela Oliva, Blight Enforcement

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 fosters a more effective and efficient means for enhancing all phases within emergency management; prevention, preparedness, mitigation, response, and recovery. In turn, these initiatives will reinforce a more comprehensive and efficient emergency management program, which correspondingly will enhance South Windsor's resiliency.

The South Windsor OEM has continued to build upon the philosophies set forth through FEMA's whole community approach. Over the past year, the SW-OEM has developed and implemented new local comprehensive Emergency Operations Plans (EOP) through a collaborative partnership with other town agencies, and other stakeholders. The new EOP encompasses an all-hazard and all threat assessment, which promotes a common understanding of the fundamental risks. Additionally, through this process, all stakeholders informed planning and decision-making help planners examine a hazard for rat and produce integrated for native and synchronized plans. Planning provides a methodical way to engage in thinking through the lifecycle of the potential crisis determining the required capabilities in establishing a framework for the roles and responsibilities.

Comprehensive Emergency Operations Center (EOC) – Incident Command System (ICS) training for all department agencies was implemented, along with laying the foundation for future training and exercises for all stakeholders.

Initiated a comprehensive Stop the Bleed campaign in partnership with Law Enforcement for all Town employees and CERT members. This project is still ongoing

and future training sessions will be offered as needed.

Developing the foundation for an All-Hazards Exercise and Evaluation program that includes members from other departments, elected and appointed officials, as well other stakeholders within South Windsor. Through these efforts, South Windsor will have the opportunity to shape planning, assess and validate capabilities, and address areas for improvement. Furthermore, these efforts provide a grounded methodology for corrective actions that adhere to National Preparedness goals and systems as outlined by State and Federal agencies.

Enhanced our Drone Program in partnership with Law Enforcement. This program is available for all first responders and other town agencies, upon request. In addition, a precepting program will be offered when indicated for other Town staff.

SW-OEM has selected to be on the planning team for the state and regional natural hazard mitigation plan review and updates. This is currently ongoing.

Building upon partnerships with South Windsor Health Department, and the Mass Dispensing Area -31 (MDA-31). These efforts included designing and developing tabletop and functional exercises. Likewise, all CERT members will be cross trained. This training aligns South Windsor with the Centers for Disease Control and Prevention (CDC) the Connecticut Department of Public Health, and South Windsor Health Department. Plans have been developed for responding to and immunizing our entire populations against smallpox, pandemic flu, and anthrax.



South Windsor Community Emergency Response Team (CERT)

In Fiscal Year 2017-2018, the South Windsor CERT members continued to expand several initiatives that included community awareness and preparedness through outreach programs. Some of these programs they participated in were the South Windsor Farmers Market, the Wapping Fair, and the Community Center's Health Fair. During this period, the South Windsor Office of Emergency Management, the Capital Regional Emergency Planning

Departments & Services

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 throughout 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 by 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 tabletop exercises to 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.



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, the Fire Department, and the Fire Marshal's Office: with outreach

programs, training, upcoming Town events.

- Bio-hazard kits designed and compiled for law enforcement and fire personnel. This was completed in collaboration with the Health Department and other Town agencies.
- Outreach programs for the Chamber of Commerce, faith based organizations, farmers, seniors, and 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 the 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.

Top Ten Taxpayers 2017 Grand List (Net Assessment Dollars)

Rank	Name	Real Estate	Per. Prop	Motor Vehicle	Grand Total List
1	Eversource (CL&P)	\$1,713,100	\$100,055,350	0	\$101,768,450
2	Evergreen Walk Lifestyle Center (Shoppes at Evergreen Walk)	31,928,600	0	0	31,928,600
3	Aldi, Inc. Connecticut	21,155,100	3,457,825	715,820	25,328,745
4	DST Output East, LLC	0	20,410,470	0	20,410,470
5	Dell Equipment Funding	0	18,673,570	0	18,673,570
6	South Windsor Dev LLC	17,096,100	121,130	0	17,217,230
7	Macy's Retail Holdings	11,659,200	5,379,340	0	17,038,540
8	WIM Core Portfolio	12,798,400	0	0	12,798,400
9	432 Buckland Court	12,037,500	723,560	0	12,761,060
10	Town Center of South Windsor	12,505,300	0	0	12,505,300

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.

Patricia Perry
Director of Finance

Assessor's Office

The Assessor's Office has the primary responsibility of valuing, for tax purposes, all taxable and tax exempt property located within the Town of South Windsor. Real estate property was revalued in 2017, as required by law. The next revaluation is scheduled for the 2022 Grand List. The 2017 Grand List assessments reflect 70% of the 2017 values, as required by Connecticut State Statutes. Listed in the table below are totals for the October 1, 2017 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 5.61% compared to the 2016 Grand List. Real Estate and Motor Vehicles experienced increases of 3.91% and 1.80% respectively while the category of Personal Property experienced a 2.42% 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 user fees. For the 2016 Grand List, the collection rate was 98.95%.

Total collections equaled \$104,866,216. These collections consisted of \$99,184,806 for current year taxes; \$179,243 for prior year taxes; \$537,396 for interest charges; \$7,928 for warrant and lien fees; and \$4,956,843 for sewer user fees, interest charges, and liens.

Jennifer Hilinski-Shirley, CCMC
Collector of Revenue



Fire Department

As we reflect on the year, it is amazing to truly understand the time and dedication that each and every member put in. Some, more unimaginable hours of dedication. Whether a line Firefighter, Company Officer, Chief Officer, Explorer, Support Member or Staff...your time away



from family, jobs, and other responsibilities is very much appreciated. As the saying goes - 'it takes a village' is proven day in and day out between our members, their families, the Town Council, Town Staff, Business Community and many of our residents all supporting our mission.

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.

October 1, 2017 Grand List Totals

	GROSS ASMTS.	EXEMPTIONS	NET ASMTS.
Real Estate	\$2,458,057,060	\$229,669,313	\$2,228,387,747
Per. Prop.	381,763,430	82,280,205	299,483,225
Motor Veh.	230,786,948	9,724,728	221,062,220
TOTALS:	\$3,070,607,438	\$321,762,146	\$2,748,845,292

Total Net Grand List Assessments

	2016 Grand List	2017 Grand List
Real Estate	82.39%	81.06%
Personal Property	9.26%	10.89%
Motor Vehicles	8.34%	8.04%

Departments & Services



Training, Training, and more Training...the back bone of service. Fire, EMS, and Technical Rescue!



Thankfully, the dollar loss from commercial and residential fires was very much limited thanks to the great efforts by our member's dedication, training and equipment. Each of the major incidents on Rt.5, Greenfield Drive, Cliffwood Drive, Diane Drive and a few others could have been much worse.

Much of our efforts are done by our Support members doing amazing things throughout the year at nearly every public event...from the Wapping Fair, Apple Fest, Strawberry Fest, Elementary Schools, Marathon, Open House, Food drives, Blood Drives, Stair Climbs, Haunted Torch Walk, and many others. Some of these events are not even Fire Service related, but shows our members actively engaged in Community events.



The HONOR GUARD represents the SWFD in numerous events throughout the year and represent very well!! From SW 9-11 Ceremony, Fenway Park in Boston, National Fallen Firefighters Memorial Service in MD, Hartford County Memorial Service, Wreaths Across America, Hartford's Blue Mass, Wolf Pack Game, SWHS Graduation, CSP Trooper Miller LODD Services, Relay for Life and many in-house Department events.



Chief Cooney served his second term as President of the CT Fire Chief's Association involving representing South Windsor's and CT Fire Service needs locally, Statewide and Nationally.

Thanks to the support of the Town Council and Town Manager - a replacement pumper was ordered and due in late 2018. Apparatus Committee members spent numerous hours working with the vendor on specifications, both here and at the facility.



As volunteerism struggles not only here in South Windsor, but nationally, we continue to put great efforts into our RECRUITMENT AND RETENTION of our volunteers. We are always looking for local residents to join! If you think you have what it takes please visit our web site and fill out an application. www.southwindsorfire.org.

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. But even more amazing than our members are their families that support them in all they do to serve YOU!

Respectfully,
Kevin E. Cooney
Honored to serve as 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 three 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 also mandated to approve building permit applications, issue permits for blasting operations, firework displays, and large temporary tents.



This past year our time was dedicated to getting new projects opened for use including the Evergreen Walk Apartments, Aldi Warehouse, Oakland Road Apartments, Evergreen Walk new business, and Stop & Shop, to name a few. We continue to work with developers to understand Fire Code requirements and assist in completing their projects on time.



The Fire Marshal's Office continued to concentrate on apartment inspections and smoke alarm compliance within these occupancies. These occupancies are where South Windsor has the largest concentration of residents. As you know, smoke alarms save lives and we want to make sure that all apartments have working smoke alarms. In Fiscal Year 2017-2018, inspections totaled 1,875 with 31 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 2017-2018 was 339 hours.

Fire Marshal Summers is the Past President of the Connecticut Fire Marshal Association, Legislative Representative for CFMA, President of the Capital Region 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

Police Corporal/Fire Inspector 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 the Fiscal Year 2017-2018, the Health Department implemented a fee structure for the permits being issued by the department and inspections being performed. The total revenue generated was \$20,387.50. This was a large undertaking with such a small staff. 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 Lead Inspector/Risk Assessor Recertification, Food Inspector Recertification, FDA Risk

Departments & Services

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 2017–2018

Food Protection:

Food Est. Inspections	141
Food Est. Re-inspections	9
Temporary Events	46
Vendors	170
Itinerant Vendors	20
Plan Reviews	6
Consult/Construction Insp.	32
Food Protection Investigations	5
Food Service Permits	81

Health Inspections:

Daycare Facilities	12
Motel/Hotel	1
Public Pools	17
Public Pool Re-inspections	1

Subsurface Sewage Disposal

Site inspections	20
Deep Test Holes	15
Percolation Tests	10
Permits – New Construction	2
Permits – Repair	6
Septic Plan Reviews	5
B100 Applications	9

Private Wells

Well Site Inspections	2
Well Permits	4

Laboratory Activities

Potable Water	1
Ticks	5

Complaints:

Food Protection	5
Housing	7
Refuse/Garbage	2
Water Quality	1
Mold	2

Hair/Nail Salons	1
Other	7

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 2017-2018 Human Resources filled twelve full-time positions and four part-time positions. During this Fiscal Year, the Town also had six long-term and extremely valued full-time employees retire. We wish Peter Alix, Police Sergeant; David Davis, Groundskeeper; Merlyn Guild, Executive Secretary to the Chief of Police; Krista Jeski, Emergency Telecommunicator; Walter Parker III, Mechanic; and Theresa Samsel, Assistant Town Clerk 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 Department continues to concentrate on ACA Compliance for the present and future years.

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

The Assistant Town Manager/Director of Human Resources serves as the Advisor for the Health & Safety Committee, which also has a Wellness Subcommittee that she leads. The Wellness Committee organized and hosted another successful Health Fair for Town Employees and Fire Department Personnel. They also held Wellness Seminars that included topics such as 123

Magic, Staying Healthy During Flu Season, Stress Management, Overcoming Sugar Cravings, Medicare and Benefits, Tick Awareness, Aging Parents, and Weight Loss. Employees also had the opportunity to participate in 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, but also the Town. Employees gain techniques to attain and maintain a healthy lifestyle so that they can improve their quality of life and have more energy and be happier at home with their family and friends, 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 2017-2018.

Vanessa Perry, MPA
Assistant Town Manager
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 Human Services/Director of Adult and Senior Services
Andrea Cofrancesco
Director of Youth and Family Services
Liz Langevin
Assistant Director of Adult and Senior Services
Lindsey Ravalese

During Fiscal Year 2017-2018 the Human Services Department acquired space in the Community Center, 150 Nevers Road, when Recreation moved to the old Wapping School. During this year, many

enhancements were made benefiting people of all ages including: new carpeting to replace the original 27 year old carpeting in the hallways and teen center lounge; painting of the hallway walls; converting recreation office space into a counseling room for youth; changing old counseling room to a library; created a fitness center for residents 55+ with state of the art equipment; enhanced the “gym” to include sound panels, windows and painting of walls. Lobby chairs from the 1960’s were replaced with refurbished existing chairs to create a more welcoming environment when people enter the main entrance; padded chairs with arms, which are better suited for older adults, were purchased for the all-purpose rooms. Funding was provided by grants from the Hartford Foundation for Public Giving, The South Windsor Community Foundation and Max Challenge, donations from senior citizens as well as limited tax dollars. Additionally, a garden was created in the former playground area by an Eagle Scout; funding provided by a Food Share grant and the Max Challenge. All produce will benefit people who utilize the South Windsor Food Bank.



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 2017-2018.

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, 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:

- 378 CEAP Energy Assistance Applications Processed (226 elderly; 61 disabled)
- 126 contacts for assistance with Medicare Part C & D
- Intake 159 Homeowners Tax Relief and 214 Renter’s Rebate Applications
- 124 applications totaling 300 persons used the private Fuel Bank
- 47 applications totaling 101 persons were assisted through Operation Fuel
- 180 families used the Food Bank serving over 389 people
- 184 Thanksgiving baskets were distributed benefiting 405 people
- 89 families with 197 children received Holiday gifts along with 40 Seniors
- 41 families with 76 children received backpacks and shoes from a cooperative program with Salvation Army and local businesses
- AARP Tax Preparer’s did 304 returns and helped an additional 35 with questions

Departments & Services

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 213 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; 61 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. This program meets five days per week, 3 hours per day and offers older residents with physical or cognitive losses social stimulation and supervision. A primary community support service that prolongs one's ability to remain in the community, it also provides respite for 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 2017-2018:

- 30,000 swipes

- 1,500 regular users
- Over 400 participants in physical fitness activities swiping over 6,000 times which includes 50 people participating in twice a week light aerobics and 70 people attending Silver Sneakers twice a week.
- 7,598 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.
- 1,548 (over 400 unduplicated people) trips to museums, theaters and restaurants
- 77 people attended overnight trips to Canadian Rockies, Niagara Falls, and Lancaster, PA and Ireland!
- 175 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.
- 32 Gazebo events consisting of over 400 participants
- Over 1,000 unduplicated people attended trips and on site events combined
- 6 Safe Driving classes were offered with 125 attending, which saves money on insurance for older drivers

The Senior Center "Senior Connections" is a monthly publication mailed to 2,200 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 volunteers, with over 100 books being donated by local businesses to the classrooms and school libraries.
- An Adventure Club was created in July 2017 to offer more active programming for younger seniors. Ziplining, white water rafting, hiking, rail explorers, horseback riding and kayaking are just a few examples of trips offered.



Annual Senior Picnic



Adventure Club Activities

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.

- 776 served at weekly Elder Wellness Clinics at Senior Center and monthly at Low Income Housing sites
- Over 200 attendees, 111 flu shots and 22 vendors at the 7th annual Flu Clinic/Health and Safety Fair
- 302 were served at a monthly Foot Clinic
- 205 served in monthly Ear Wax Clinics and quarterly Hearing Clinics

- 275 attended a variety of seminars on health related topics including nutritional talks, oral health, mindfulness, stress management, diabetes, pain management, and more.
- 450 combined people attended educational topics such as advanced directives, aging gracefully, computer safety, stress and memory enhancement.

Physical Fitness and Exercise Programs

- 6,000 swipes with 350 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 Silver Sneakers classes (new for 2017-2018)
- 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.
- 10 walkers meet twice weekly at Nevers Road Park
- Silver Sneakers, an insurance based exercise program was offered during this Fiscal Year which is offered at no cost if senior's insurance participated in Silver Sneakers or at a low cost of \$2 per class. This brought in new people but also regular users of the senior center who never participated in exercise classes before.
- Fit for Life Fitness Center with state of the art equipment including cardio and resistance training equipment opened in June 2017 at a minimal cost for South Windsor residents 55 and over. \$22,000 provided by South Windsor Community Foundation and Max Challenge



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:

- 230 cars came through to drop off 1,209 pounds of unwanted medication and 3 five-gallon tubs of needles (new service!) during two Medication Disposal Days
- 91 attended programs on scams, emergency preparedness, elder abuse, fire prevention, and senior safety day .



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.

- 60,547 passenger miles for the year were provided for Seniors & Disabled residents which also included daily trips to Manchester Sheltered Workshop.
- 895 rides to medical appointments were provided
- 18,001 trips were made
- Over 500 unduplicated people used the service
- \$49,600 grant for the purchase of a new 20 passenger wheelchair lift bus received (Town's portion: \$20,000)

Volunteers

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

- 250 total volunteers in variety of programs: reading in the schools, friendly shoppers, flu clinic volunteer staffers, newsletter collators, activity coordinators and trip captains, food bank volunteers, telephone reassurance and more.



Community Service Group made blankets for Bridgeport Burn Unit

- 60 volunteers in the meals on wheels program, providing not just meals but much needed socialization and a check in to be sure people are safe.
- 35 volunteers in The Community Service Group, in its sixth 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.
- \$74,070 annual cost if 250 volunteers donated just one hour per month, at the national rate of \$24.69 an hour

Andrea Cofrancesco
Director of Human Services

Youth and Family Services Division

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

The Youth and Family Services Division of Human Services provides support services and programs for youth and families of South Windsor. These services include positive youth development programs, 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

Departments & Services



Dads Playgroup



Weekly Parent and Child Playgroup



Mother/Daughter Circle

support programs to families in South Windsor and surrounding communities. The goal of the program is to promote positive parenting and awareness of issues facing today's families and children.

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

Parent Educator/SWAN Coordinator, Kelly McKenney, continues to strengthen already established programs in addition to creating new ones based on the needs of the community. The weekly parent and child playgroup that she started last year, went from three families to about forty. This year she began a monthly evening playgroup for dads/male caregivers and children that has become popular! It gives dads an opportunity for connection and 1:1 play without the distraction of home responsibilities. Kelly is always present to provide support and answer any questions. An innovative program she began last year continues to expand due to its popularity 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.

A new event that our Parent Educator took the lead on planning this year was the Early Childhood Resource Fair. 150 families ventured out into the cold to learn about what services and supports are available in the South Windsor community and surrounding towns for young children. Over 35 vendors participated in the fair! The event included story times, raffle prizes, entertainment, hands on activities, and free

vision and hearing screenings. The South Windsor Lion's Club Kidsight program screened over 30 children and identified 4 children as needing a referral for follow-up. Because of the event the Kidsight program connected with several childcare centers in town and will begin doing yearly screens in the childcare centers. The South Windsor Fire Department provided fire safety tips and demonstrations to children on how to Stop, Drop and Roll!

With April being "Child Abuse Prevention Awareness" month, South Windsor Youth and Family Services and our community came together to spread awareness and make our community a stronger and better place for our children to live. Various activities were offered throughout the month of April to spread awareness for child abuse prevention.

On April 2nd we hosted an Ice Cream Social and pinwheel planting at the South Windsor Community Center to kick off the month. You may ask, what do the pinwheels stand for? Pinwheels are the national symbol for the great childhoods all children deserve because our children are our future. We celebrate the lives that we all touch by honoring children with a pinwheel.

On April 19th we asked that the community participate in Tie One on Day. Town employees wore a silly tie or the color blue to raise awareness for child abuse prevention.

On April 26th Youth and Family Services, Parent Educator, Kelly McKenney and South Windsor Police Department, Youth Investigator, Peggy Clouser held a community discussion on how to protect our children from hidden dangers in our communities and prevent our children from falling victim to predators.

SWAN Programs and Groups in 2017-2018:

- Relatives Raising Children Support Group
- 1,2,3 Magic – discipline program for young children
- Mother-Daughter Circle – exploring, encouraging and inspiring the bond between mothers and daughters understanding differences in the way we think, learn and communicate
- Hungry for Love- Meaningful mealtime and importance of attachment
- Help Me Grow Healthy Habits class for kids on nutrition
- Family Yoga
- Adoption Assistance
- Potty training program

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. 4,765 visits to the Teen Center during Fiscal Year 2017-2018!

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 2017-2018, the Teen Center Youth Council, our High School volunteer group continues to stay busy with over 15



Teen Center participants

volunteers so far this school year! Students regularly lend helping hands at various events in the community or surrounding towns. Youth Council served at the annual Soup Fest in Rockville this year, which raises funds to directly benefit Cornerstone Foundation. In collaboration with the SW Food Alliance, the Youth Council has become a regular, weekly volunteer group for the SW Farmers Market during their summer and fall season. The Youth Council continues to plan and sponsor events right at the Teen Center, aimed at education and drug and alcohol prevention, such as hosting Red Ribbon Week activities to promote drug free social activities for high school students. This year, they held a bake sale fundraiser at the community center, where all proceeds went to Hurricane relief efforts in Puerto Rico. 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.

The Rising STARS Summer Community Service Program, has expanded the community service projects during the summer to include weekly work with Bordua Farm and additional school and community gardens. The group continues to work on weekly projects with the Parks Department as well as T.R.A.C.S.. We were happy to welcome other Human Services staff to provide weekly teambuilding components, group work, and presentations on healthy living skills known as "mini talks". Rising



Youth Council Volunteers at Farmer's Market



Rising STARS Program

Stars includes four, two week sessions for middle school and high school students.

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.

106 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.

Our School Outreach Coordinator, Kathy Reed, is a co-adviser for the Students Against Destructive Decisions Club at SWHS. The group of about 70 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 several scholarships to deserving seniors who had played critical roles in the club throughout their high school careers.



Make a Difference School Outreach



SADD's Seatbelt Check

The Jump Start Tutoring Program had more than 100 TEMS & 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.

Highlights of other collaborative programs offered at TEMS this year was the first ever Healthy Living Fest for middle schoolers. We had 82 students stay after school and learn about healthy ways we can utilize to work through our stress. Kathy Reed and Director collaborated on several events and groups: Leadership Academy for high school students, THRIVE College Prep program, GIRLS Care April vacation and summer break program as well as the Relieve the Stress Fest for SWHS students.

Youth Counseling & Positive Youth Development Programming

Our Youth Counselors are available to meet with individual youth and/or families confidentially for supportive counseling. 81 individuals/families were referred to us for our support services during the 2017-2018 year. Our two part time counselors, Robin Lagasse and Nikki Lengyel offered the following therapeutic and psychoeducational groups and programs in 2017-2018:

- LGBTQ support group



Healthy Living Fest at TEMS

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- Mother/Daughter Circle
- Moving On Up
- Leadership Group
- Anxiety Management group
- Girls Circle group
- Bereavement group at SWHS



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.

This year, we applied and were awarded the Connecticut's Targeted Response to Opioid Crisis through the Department of Mental Health and Addiction Services (DHMAS). The grant amount was \$5,000. With that, we were able to provide a community wide Narcan training, a parent education night with renowned speaker on substance abuse on developing brains, Dr. Ruth Potee, a substance use/abuse prevention billboard and educating the community on the Change the Script Campaign through DHMAS.

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, Timothy Edwards Middle School, South Windsor High School, community providers and Rockville Juvenile Court Office of Probation. This year the JRB reviewed 23 juvenile cases which otherwise would have been referred to juvenile court. Over the course of several years our JRB has gone from a punitive model to a restorative model. We include the youth in the conversation to identify what harm did they cause? Who did they cause harm? How do they think that they can repair the harm? We try our best to give everyone involved in a case an opportunity to have their voice heard. 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, and the Town of Andover has now joined as well. This agreement continues to be a successful, working model for regional cooperation.

IT worked very closely with the Police Department throughout the year to completely change and upgrade the computer aided dispatch system. It was a very intricate process that took a great deal of time, effort and teamwork between both agencies.

As an extension of that project, we also worked with the South Windsor Volunteer Fire Department to procure iPads that will allow them to better utilize the new software in the trucks as well as supervisor vehicles.

The Town's main financial software was in need of updating and the server it was installed on was in danger of failing. We worked with the vendor to configure a new server and transition over to it while simultaneously updating the software. This also required updating all of the desktop clients used to access the software.

We continue to work on expanding the Town's fiber optic network. We completed the installation of fiber in Wapping School, the West Road firehouse, Town Garage, and Wapping Community House. In addition, we have worked on determining and planning the next possible phases of the project.

In addition to getting Wapping School connected to Fiber, we built an entire network in the building. It consisted of installing and configuring 3 wiring closets with 4 network switches. This allowed us to implement a VoIP phone system, public wireless and allowed us to add that building to our Town network.

Cybersecurity continues to be an ongoing priority. We have implemented a number of solutions to help mitigate the threat of potential breaches. This has included virus scanning solutions as well as employee awareness training.

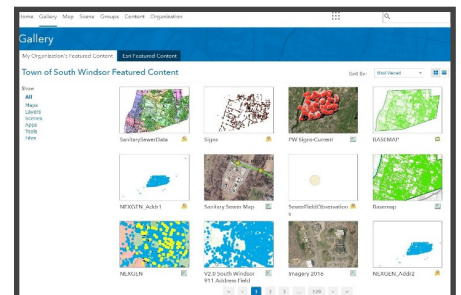


The IT department continues to utilize the Emergency Operations Center for drills, training, and demonstrations. We are very proud to have been one of the 2018 Digital Edge Award winners. The Digital Edge 50 Award is a recognized

honor of digital innovation and was awarded by CIO from IDG. The IT Department submitted an application based on the technology implemented in the EOC Command Center. The Town of South Windsor was listed among other notable winners such as Capital One, ExxonMobil, FedEx, UPS and Verizon.

During Fiscal Year 2017-2018, we upgraded the failing audio system used for recording and broadcasting South Windsor Town Council meetings. Microphones, mixers, speakers, cables and recorders were removed and upgrades were installed in their places. This greatly increased the quality and reliability of our audio.

The Town's Geographic Information Systems (GIS) are an extremely important resource for residents and Town staff alike. In cooperation with the Engineering department, the IT department is responsible for maintaining the data and technology that contains the Town's GIS. A large project for us this year was to completely revamp how the system is administered and managed. By implementing an intranet/web-based portal for data distribution and access, as well as remote data editing capabilities, Town GIS



projects can now utilize a more efficient and secure method for data collection and data integration. It was a very successful project that has improved and expanded our use of the systems.

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

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



Parks & Recreation Department

Fiscal Year 2017-2018 marked our eighth 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 eighth 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.

- Without a doubt, the most monumental highlight of the year was our relocation to the re-purposed Wapping Elementary School!! Our rescheduled bigger & better Open House on Sat., Jan. 20th was an unbelievably huge success with 1,003

residents enjoying the celebration of our new home at Wapping School between 10am and 2pm. Following a brief welcoming ceremony including a proclamation from the State of CT General Assembly presented by State Representative Tom Delnicki and remarks by Mayor Anwar and Councilor Glickman, there truly was a plethora of pleasurable participation for all ages! We had games galore, mechanical life-size animal rides, customized photo booth, magic shows, live animal demos, an escape room, Rube Goldberg contraptions building, bicycle safety sessions, face painting, balloon sculpting, door prizes (including the "swim for life" grand prize of a lifetime individual pool pass to VMP - the lucky winner being Heidi Hiesel), refreshments (provided by Maneelley's and the SWHS Culinary Arts Class), inflatables, entertainment and a special community build LEGO "Mystery Mural" (which when completed transformed into a 5ft x 4ft department logo that is displayed in the lobby! I could not be more proud of our staff that truly put their hearts and souls into one of the department's biggest day in its 49 year history. King-size kudos crew!!!



Moving caravan—to Wapping!



The Parks & Recreation Administrative team poses with State Representative Tom Delnicki, Mayor Anwar and Councilors Glickman, Hockenberry, Paterna & Riley at the "opening of the doors" ceremony for the Open House on Jan 20.

- Prepared Rye Street Park for: (1) the annual Bobcat Blast Boys Lacrosse Tournament the weekend of April 21 & 22, and their regional year-end

tournament in June. This entailed marking out and lining 6 lacrosse fields, pitching one of our large tents, clearing all remnant leaves from the property, mowing and then breaking all of this down to return the park to shared use by the soccer club, adult softball and youth boys lacrosse. (2) the annual 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

- 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 90 Middle school students participated in weekly trips to Mt. Southington. The program is operated as part of our Afternoons at Timothy Edwards program.
- Prepared Nevers Park for the annual Girls Lacrosse Tournament on Sat., April 27. This included marking out and lining 4 lacrosse fields, pitching one of our large tents, clearing all remnant leaves from the property, mowing and then breaking all of this down to return the park to shared use by the soccer club, high school and youth girls lacrosse.
- Like us on Facebook - We reached the 2,000 "likes" milestone on Dec. 14th ! To let our folks know that WE like them too all individuals who like our page were entered into a raffle to win a \$100 SWPRD gift card good towards any parks & recreation program or service! And, Krystle Bellerose was our lucky winner! Help us now shoot for 3,000 - by liking us at South Windsor Parks & Recreation and check out the awesome videos posted? By the end of Fiscal Year our Facebook page launched on March 7, 2014 reached 2,241 "likes" this year (an increase of 445 since last year at this time) and followed by 2,296 becoming an extremely valuable marketing tool.
- Began the daunting task of selective clearing of the property around the Priest Farm House on Sullivan Ave. in support of the Town Council appointed South Windsor Arts, Agriculture and Nature Committee.

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Substantial clearing of the property around the Priest farm house is complete.

- 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 nearly \$3,000 to benefit the Hole in the Wall Camp for children with special needs. We are blessed with an incredibly caring and dedicated young summer staff!!
- Fortified the banks of the pond behind the filter building at VMP with rip-rap and concrete cloth and reinforced the chain link fence
- 5th Annual FALL FEST - On Saturday, Oct. 14 thousands of eager participants converged on Nevers Park for Fall Fest 2017!! The morning started off with Jacob's Jog - a .85 mile trail fun run for kids at 10am, immediately followed by our Witch Way 5K trail run for all ages at 10:30am drawing our lowest and disappointing enrollment to date. 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!
- Despite weather delay of nearly 4 weeks (old man winter just refused to go away!) the crew managed to complete all field renovations for spring season play. I could not be more proud of the crews' herculean efforts to get it done! Kudos guys, kudos!!

- In partnership with the newly formed non-profit organization, "Diverse & Strong" we planned and delivered the Town's first-ever "Festival of Lights", A Celebration of Diversity on Sat., Sept. 16th from 4-10pm at Nevers Park. The event offered a continuous schedule of cultural performances from across the globe, food vendors offering ethnic menus, and ended with a fabulous fireworks display sponsored by Mitchell Fuel. Over 3,000 local & regional visitors thoroughly enjoyed this spectacular day in the park.
- Third Annual Letters to Santa - Between Dec. 4th and 21st children dropped off a record-breaking 282 letters to Santa in a special mailbox under the Nevers Park gazebo at the corner of Nevers & Sand Hill Roads. Ambitious and creative "elves" from Parks & Recreation made sure that each letter received a personalized response from Santa! Respectively, in year one and two 67 and 105 letters were collected and forwarded to Santa for response. The dedicated mail box was positioned beside our department sponsored "Giving Tree" (to benefit the SW Food Bank) at the gazebo at Nevers Park.



Parks and Recreation and Human Services worked together to deliver 24 free Christmas trees to South Windsor families in need.

- Skate with Santa participation held its own accommodating approximately 250 folks in the holiday spirit on Saturday, December 9th, from 6:00pm-7:30pm at the South Windsor Arena spending time skating and visiting with Santa on ice. Slightly over 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 root grapple and one landscape rake accessories for our Bobcat; one Dodge Durango to replace Parks Superintendent's aging Crown Vic; one Lesco Over-seeder; and one John Deere Utility Tractor.

- "Walk 4 Good, Our Trails, Your Cause" - Our third annual Trails for Charities Day on Sun., May 20 attracted 4 good size organizations to utilize the Nevers Park trail system to raise funds for their cause! At 9am the Journey Foundation's 5k run attracted over 150 runners; the American Legion Auxiliary Unit kicked off their walk-a-thon at 10am followed by over 80 participants in the Run4Robin 5k run at 11am; finishing with another walk-a-thon for the Alternating Hemiplegia of Childhood at 12pm. Kudos to Recreation Supervisor, Cheryl Gerber for orchestrating this annual event complete with professional timing system, inflatables for the kids and live music provided by Parks & Recreation.
- Parks crew prepared the Fairgrounds (formerly Barton Property) for Paws in the Park including aerating, mowing, laying out parking and vendor assignments and line painting.
- 34th Annual Fishing Derby was held on Saturday, April 21 from 9am to 1pm at the former Dzen Pond property, and now a new undeveloped town-owned park, on Barber Hill Road. The event was co-sponsored by the S.W. Super Sixties Club with over 200 youth and senior anglers casting their lines attempting to snag 150 trout stocked just days before the event.
- Prepared the Little League Complex for their annual Opening Day Event on Sat., April 27, including manicuring all infields, pitching one of our large tents, clearing all remnant leaves from the property, hanging new sign on the building, mowing and then breaking all of this down to return the complex to shared use by the Little League and high school girls softball program
- Back by popular demand, we ran our seventh annual Pooch Plunge providing nearly 250 canine companions an opportunity to enjoy the refreshing waters at VMP the day after closing to the general public.

- I am beyond proud of our entire full-time staff from both divisions who worked day and night for two straight days to move ourselves out of the community center and into what would become our “new home” at Wapping School. A true definition of teamwork and frugality!!
- Began the arduous task of clearing overgrowth and dead trees along the Plum Gulley Brook on the high school campus and the newly acquired Collins Hill (re-named to Porter’s Hill by Council resolution).
- Veterans Memorial Park – Individual pool pass sales were down 18% at 2,110 from 2,508 the year before. A new diving board was installed replacing an aging unit beyond repair.
- 814 youth across 15 divisions participated in our winter basketball program, down 41 participants from last year, the fourth year in a row to see a decline in numbers.
- Rotary Pavilion II at VMP was completed Sept. 5th just in time for an appreciation reception held for all auction attendees and Rotarians on the evening of Sept. 6th! Many thanks to our partnership with the South Windsor Rotary Club for once again enhancing our park system!
- Installed a clay cricket pitch at the Barton property this Spring in partnership with the new local cricket team New England United Cricket Club (NEUCC).



Satisfied cricket players with their brand new field!

- We challenged the community to get into the holiday spirit and enter a friendly, festive and free competition with the return of the Merry & Bright Holiday Lights Contest! Residents were invited to decorate the exterior of your home, pre-register either on-line or at the parks &

recreation office by Dec. 12th and the Parks & Recreation staff toured the town judging on Thurs., Dec 14th from 7-11pm. Sixteen homes competed for \$100 cash prizes that were awarded to the winners in each of the following categories: Most Original, Most Holiday Spirit, Brightest, Best Overall and the Dazzling Display (in honor of the annual festive display at 130 Felt Road, who will not be entering the contest this year. Complimentary transportation for the judges proudly provided by Lindsey Limousine!

- The 47th Annual Egg Hunt proudly sponsored by Imperial Oil & Plumbing on Friday, March 30th at the SWHS stadium from 9am to 12pm was another massive success with an estimated 5,000 people invading the SWHS stadium between the hours of 9am and 11:30am! Approximately 2,500 kids collected 30,000 plastic eggs in record time!
- Improvements and renovations performed in-house at Wapping included a new road-side permanent sign (thank you Gary Schacht from the sign shop at DPW!); concrete pad, assembly and installation of the “Soofa” solar powered smart device charging station; formed and poured concrete step/landing at emergency exit for cafeteria; removed two truck-loads of unwanted or damaged metal items to recycling; constructed and installed a wall-mounted peg-board for use as a key rack within the main office secured closet; designed and constructed portable easel for the Lego mystery mural for our Open House; installed two counter tops; renovated rooms 12, 14, 33, 36 for multi-purpose uses, and a complete renovation of room 37 into a small group fitness class room. This included gutting the room of all its millwork and cabinetry; building one new wall; repairing walls, ceiling, electrical outlets and window frames and three coats of paint. Only the



New solar-powered smart device charging station at Wapping!

installation of the rubber fitness flooring was contracted to Hales Flooring from South Windsor.



Parks crew renovating room 37 into a fitness classroom at Wapping.

- Designed, fabricated, delivered and installed new features at the Bark Park in time for the 10th anniversary celebration – dog bone bench, climbing bridge and tire maze.



10th Anniversary of the Bark Park was celebrated on Sun. Nov. 19th highlighted by the addition of new features like this dog bone bench and climbing obstacle designed, built and installed by our talented parks crew!



- 4th R Before & After School Program – Year 11 kicked off August 30th with enrollment across the four elementary schools is at 303, with 31 students participating in the Early Release program to support the BOE professional development program. The enrollment numbers on the surface appear down, but that is due to the higher volume of

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kids in both before and after care, making the number of unique individuals reduced. The children participated in "The Linus Project," which is an organization that collects blankets and donates them to local hospitals, shelters, and other places that may benefit from the blankets. The children worked to create fleece "tie blankets" and together we made 25 blankets to donate!



4th "R" participated in "The Linus Project,"

- Designed, fabricated and installed 2 new gateway "welcome" signs on Rt. 5, and a new sign for the Building at the Little League Complex.



Welcome to S.W. Gateway sign restoration and installation on Rt. 5

- Offered the following new recreational programs:

- Our brand new "Grinchmas" event on Friday, Dec. 1st from 7-9pm at Wapping in celebration of National Grinch Day drew over 250 family members! This free family event offered participants Grinchy crafts and games culminating with a showing of the now-classic made for TV cartoon version of Dr. Seuss's How the Grinch Stole Christmas Grinch cartoon, highlighted with a visit from a special green guest. Kudos to

Recreation Supervisor, Shelby Kosa for creating the idea and delivering a great family night in our new home!

- We were super excited to announce our first-ever "Father-Daughter Dance" held Friday, Feb. 9th from 7-9pm in the Wapping gymnasium turned dance hall drew 200! DJ Ben Ockert from Jamin Productions spun the tunes. Dads and their precious little girls danced their way into lifetime memories. Kudos to Recreation Supervisor, Cheryl Gerber for orchestrating this wonderful new program. Dancing, light snacks and a photo-booth made lifetime memories.



Above: Our First-ever Father/Daughter Dance was a monstrous success with 200 in attendance! They danced their way into lifetime memories in the Wapping gymnasium turned colorful dance hall.

Below: Three generations – brother, father and grandfather were represented in this unique family photo!



- "Kids Night Out" – Our first-ever special event designed to provide 4 hours of blissful supervised fun for the kids and 4 hours of "kid-less" time for parents to enjoy dining out, catching a movie, shopping or simply relaxing attracted 24 kids (and 48 parents)! Activities of choice for the kids included inflatable bounce houses, cupcake baking & decorating, active games, board games, Wii, crafts and watching the movie "Hercules" while munching on



All smiles on Kids Night Out (sans parental units) on Friday January 26th

popcorn. Moms and Dads loved it as much (if not more) than the kids! Looks like a repeater for next year.

- "Moms and Son(s) Dodgeball Night", our first-ever such event, was held on Friday, April 27th from 7 to 9pm at Wapping, and was wildly successful! 45 moms and sons enrolled to participate in the dodge ball "battle" that brought more laughter, high fives, fist bumps and sweat that just had to be seen to be believe and left them all wanting a repeat next year! Kudos to Cheryl Gerber, Recreation Supervisor for delivering her great idea!

- Extended hours Preschool Classes.

- SW High School Ski Club.

- Presented seven deserving seasonal staff, part time staff & volunteers our annual "Above and Beyond the Call of Duty" awards at our final outdoor concert on August 17th.
- 2017-2018 Adult Volleyball League regular season again ran with our maximum capacity 22 Men's Teams and 22 Women's Teams at Timothy Edwards Middle School.

We fully intend to maintain this momentum and as such we will focus on the following major initiatives and goals for the 2018-2019 Fiscal Year:

- Complete a successful re-purposing of Wapping School.
- Continue professional opposition to the anticipated return of legislation for the increase in minimum wage to \$15/hour. Raised Bill No. 5388 "An Act Concerning a Fair Minimum Wage" introduced by the Labor and Public Employee Committee failed to pass the General Assembly vote. The bill proposed a three-year phase-in as follows: \$12/hr. effective Jan. 1, 2019 ;

\$13.50/hr. effective Jan. 1, 2020 ; \$15/hr. effective Jan. 1, 2021. We may have dodged a devastating bullet for now. Complying with a \$15/hr. minimum wage will require an estimated \$300,000-500,000 increase in our annual payroll cost to supply our current programs and services! This enormous upsurge will require us to pass this added cost of doing business on to our customers through substantially increased user fees.

- 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 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 (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.

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 “feel great, recreate” with “your” Parks & Recreation Department in Fiscal Year 2018-2019!

Ray Favreau, CPRP
Your Parks & Recreation Director

Planning Department

The Planning Department remains busy with the steady pace of new construction and development proposals in town. Building permits and certificates of occupancies were reviewed for a variety of residential units. The house styles vary from apartments at Evergreen Walk and on Oakland Road to townhouse style condominiums, cluster housing developments and single family houses in developments and scattered around town. Much of the remaining residential land in South Windsor has environmental constraints and is less conducive for the planning of larger subdivisions, however we continue to see interest in subdivision and development of higher density housing, particularly on the fringe areas of our town.

Over the past year, the Planning Department facilitated ongoing commercial development and industrial growth along Sullivan Avenue, Route 5, Governors Highway, Buckland Road and Oakland Road. Economic development activity continues to expand existing businesses and to produce new projects such as the Evergreen Crossing Independent Living

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Facility in Evergreen Walk. Other construction activities include the completion of Orchard Hill School and continued expansion of existing businesses such as Aldi's Distribution Facility, Carla's Pasta, Electro-Methods and Cambria Suites Hotel.

Open space and farmland preservation continue to be a high priority in South Windsor. The Planning Department assists the Open Space Task Force by providing staff support at monthly meetings, facilitating the review of potential purchases of open space and coordination with public events. Currently staff is assisting in the update to the Open Space Master Plan adopted in 2010.

The Planning Department continues to assist review of properties submitted under the Town Council 'Purchase of Development Rights' program which targets 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. Under this program, the Town Council recently partnered with the State of Connecticut and committed to funding the development purchase of approximately 50 acres on the easterly side of Main Street. Staff continues to work with other agencies and groups on implementing any program or initiative that supports our historic neighborhoods and landscapes.

Planning Staff continues to participate as members of the committee involved with the development of the Priest Farm on Sullivan Avenue. The South Windsor Agricultural, Arts, and Nature Center (SWANN) continued to work 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 and assisted in the administration of a SHPO grant for architectural plans and specifications for the restoration of the farm house on site. The SWANN Committee will continue its planning and community outreach as well as focus on funding raising efforts.

The Senior Environmental Planner continues to assist the Park and Recreation Department in prioritizing and implementing the maintenance of our many walking trails and lends guidance on vegetation management on open space properties. The

Department provides natural resource educational materials to educators, scout troops, and the general public. The Environmental Planner assisted the Recreation Department and South Windsor High School in developing a stabilization plan for Plum Gully Brook in the area of the newly acquired Collings Sledding Hill open space. Invasive plants were removed from the stream corridor and native seedlings were planted by South Windsor High School students within the stream channel to help stabilize the stream bed from eroding during high water events.

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 mosquito 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 through printed material as well as on the Town's website. 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 department's webpages are updated regularly to be current, informative and easy to navigate.

Planning Staff provides educational materials and information to South Windsor High School students by participating as guest speakers to select classes on local government operations and to other outside groups in Town. The Senior Environmental Planner maintains and updates environmental education materials for distribution to citizens via the website and in various Town offices and is a regular guest speaker at Environmental Studies classes at Goodwin College. He annually assists the South Windsor High School in preparing for the Connecticut Envirothon by helping to train their participating team on the various curriculum materials provided.

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.

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. The Director of Planning remains active in the Southern New England American Planning Association serving as Registration Chair for the regional planning conference to be held in October in Hartford. This year the Planning Department facilitated the Town's Sustainable CT team, compiling documentation for the new statewide Sustainable CT program with a goal of certification for South Windsor in the fall of 2018.

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.

South Windsor Police Youth Academy 2017:

We were pleased to be able to host a weeklong Youth Academy again this year. During the weeklong course our students:

- Had drill every morning and learned to stand at attention, parade rest, and how to salute.
- The group toured Manchester Superior Court where they sat in on arraignments, met with a States Attorney and the Clerk of the Court, they toured the Connecticut Police Academy, and the Fire Department.
- The group received a demonstration from our regional SWAT team (known as CREST). They got a briefing from CREST team commander Lt. Buonanducci and an East Hartford Police Officer provided a K-9 demonstration.
- The group did a team-building exercise known as the Ropes Course.
- Our Detective division discussed Crime Scene investigation, DNA, and fingerprinting and how new tools help us identify suspects.



- Our Drug Recognition Expert, Ofc. Kevin Geraci provided a talk on identifying drivers under the influence of drugs.

- SRO Ben White discussed Use of Force and the group learned about Community Outreach.

This summertime enrichment program is only possible thanks to School Resource Officers Tina Roy and Officer Ben White.

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.

Back-to-School Traffic Safety Initiative:

In August 2017 the South Windsor Police Traffic Unit conducted what has become an annual program that focuses 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 7 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 100 traffic stops and issued dozens of citations.

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 2017.



It's a Girl!

Officer Joe Futtner and Officer Bill Eastwood assisted in the delivery of a baby girl in September 2017. It's not often we get to

assist with such a happy event. This is a "once in a career" call that they were happy to be part of. The South Windsor Police Department is designated as the first responders for all medical calls and we provide medical assistance along with the Ambulance Service of Manchester (ASM).



Haunted Torch Walk to Benefit Special Olympics:

In October 2017, Corporal Ron Littell organized the annual Haunted Torch Walk to benefit Connecticut Special Olympics. The event was held in Nevers

Road Park and featured a series of Halloween themed displays along the trails in the park and took place after dark. Over 2,000 guests participated, raising over \$10,000.00 in proceeds for the Special Olympics of Connecticut.

We would like to thank all the volunteers and contributors who helped us earn the top spot for Special Olympics Fundraising in 2017. And a huge Thank You to Corporal Ron Littell for his years and years of hard work raising money for Special Olympics Connecticut. Well done Ron!

Annual Statistical Comparison	2013	2014	2015	2016	2017
Total Calls for Service	34562	33329	33671	33533	29064
Traffic Accidents	427	422	432	451	461
Collision Reports	220	210	200	206	225
Medical Assist	2176	2241	2412	2419	2444
Animal	640	647	618	632	573
Alarms	1221	1264	1175	1254	1177
Criminal Arrests	569	643	550	509	403
Burglary (*includes entry into vehicles)	62	122	72	178	230
Larceny	358	229	232	208	251
Domestic	153	195	181	160	148
Assault	6	6	19	17	17
Sexual Assault	12	12	9	16	14

Departments & Services

School Resource Officer Tina Roy:

Middle School Resource Officer Tina Roy received the 2017 Friends of Youth Award from South Windsor Youth and Family Services and the Connecticut Youth Services Association Eastern Chapter.



Promotions & Awards Ceremony:

The South Windsor Police Department hosted its annual Promotion and Awards October 26, 2017.

Promotions: Sergeant Matthew Mainieri, Corporal Charles Bowes and Corporal Kyle LaPorte.



The department also recognized several other officers who received awards for their efforts.

Distinguished Service Medal: Bank Robbery investigation-Ofc. Benjamin White

Lifesaving Award: Resuscitation - Corporal Charles Bowes

Chiefs Awards:

– Scheduling Program: Lt Glenn Buonanducci & Executive Secretary Merlyn Guild

– Case Investigation: Officer Christopher Poehnert

– Communications Manual Revision-Emergency Telecommunicator Rachel Burnham:

Certificates of Commendation:

– Computer Aided Dispatch Project: Lt. Buonanducci, Lindstrom and Watrous, Sergeant Mainieri, Corporal Bowes, Corporal Hoover, Emergency

Telecommunicators Bowman, Burnham & Cordeiro.

– 9-1-1 System: Emergency Telecommunicator Patrick Kelley

– Emergency Medical Dispatch Call: Emergency Telecommunicator Tracy Bowman

– SWPD Summer Youth Academy:- Officer Tina Roy

– Recruiting Fair Event: - Sgt. Elsie Diaz and Corporal Ron Littell

Chiefs Challenge Coin:

– Lt Glenn Buonanducci- Telecommunicator Training

– Corporal Stephen Hoover-Technology Projects

– Officer David Johnson- Community Policing

Fitness Awards:

– Lt. Glenn Buonanducci-Spartan Beast Race

– Officer Tina Roy- 1st Place age group-Crossfit Open

– Officer Christina Mazzocoli & Officer Joseph Futtner-250 mile Police Unity Bike Tour

South Windsor Food Bank Assistance:

Every year we are happy to help our neighbors in need and work at food drives. We do local food drives and participate in the regional “Emergency of Hunger Food Drive” which takes place just prior to Thanksgiving. The November 2017 event collected 125 turkeys, 259 boxes of food (which totaled 8000 items), and \$5,046 dollars. Thank you to everyone who participates and donates to make the holiday season a little easier for our neighbors.



Honor Guard:

The South Windsor Police Department has an Honor Guard detail that represents the agency at parades, funerals and other ceremonies. Each year we are happy to assist American Legion Post 133

with the Veteran’s Day ceremony and with “Wreaths Across America”.

New Hires in 2017-2018:

The Department hired several new officers between July 1, 2017 and June 30, 2018 to keep pace with retirements. We were fortunate to hire Officer Joseph Fagnoli who came to us after completing a distinguished 20-year career as a detective in Hartford. We also hired two new officers, Officer Edmund Klein and Officer Benjamin Lovett who attended the Police Academy and entered into the Field Training Program.

Polar Plunge for Veteran’s Base Camp:

On March 24, 2018 Corporal Ron Littell organized the Polar Plunge which was presented by both the South Windsor Police Department and the Crystal Lake Fire Department. A similar event had been hosted at Crystal Lake in years past for Special Olympics. We are now turning our attention to local charities and veterans groups. The event raised \$14,000 to support the Veterans Base Camp and other local veterans and first responder organizations.



Veterans Base Camp is a privately-funded, 501c(3) nonprofit, made up of volunteers representing veterans, first responders, caregivers, private citizens, businesses, and local, federal, and state government who are committed to supporting the needs of veterans and first responders.

Safewise.com rates South Windsor #100 Safest City:

In a national survey, the website Safewise.com rated South Windsor Americas’ #100 safest city. We thank our residents for your help locking cars,

reporting suspicious incidents and being observant — It's a Team Effort! <https://www.safewise.com/safest-cities-america>



Drug Takeback Day:

We collected 20 boxes (664 pounds) of unwanted medications on Saturday April 27, 2018. This important disposal program prevents accidental ingestion of unwanted medication by children, medication abuse, and it disposes of the drugs in an environmentally friendly way. There is a "dropbox" in the lobby of police headquarters and medications can be disposed of 24/7. There is no need to remove labels, the boxed up medication goes from our evidence room right to an incinerator. We can't accept needles but all other meds including liquids are fine.

50th Anniversary Open House at Headquarters:

On Saturday, May 19th the Police Department hosted an open house in honor of the department's 50th Anniversary. Several vehicles were on display including current and vintage police cars, a fire truck, ambulance, Mobile Command Post and armored SWAT vehicle. Staff members were on hand to explain the equipment and give tours of our building. The event was very well attended and we enjoyed sharing information with the participants.



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.

Scott P. Custer
Chief of Police

Public Library

2017 – 2018 was a year of bustling activity at the South Windsor Public Library, with our goals of having a positive impact on the community we serve, providing a wide array of resources in the most efficient way, and seeking to put our agency in the best possible position for the inevitable transitions that will occur in the coming years.

We provided 3,177 service hours for the public; our counters logged 189,017 individual visits, including 16,576 people who attended 857 Library programs. There were an additional 4,302 bookings of public study and meeting rooms. Our computers logged 120,280 sessions (this does not count those using our electronic resources on their own computers, phones, or tablets) and we responded to 13,095 reference questions. We requested 12,491 items from other libraries for our patrons and loaned 5,474 items to other libraries. Nearly 250 of those transactions involved libraries in other States. Our collection grew to 147,087 items, with 11,437 e-books and magazines available through Overdrive and other platforms and the resources behind 58 other databases either locally leased or shared through State and regional systems. Access to Hoopla alone added nearly half a million resources to our offerings.

A wide array of programs and outreach efforts provide introductions to our materials and services both inside the Library and in the community and beyond. Our new Outreach Librarian averaged over 30 visits to daycare centers, nursery schools, and elementary schools each month, including support for the Reading at Home programs being introduced in our public schools and promotion of the Nutmeg Awards program and our own Summer Reading Program. Our Teen Librarian recruited, trained, and facilitated opportunities for over 100 "younger teen" volunteers, and our Emerging Technology Librarian provided introduction to technology for all ages in the Library, at local Senior living facilities, and during regular meetings of the "TE Genius Club." She is often aided by our resident Ozobots™ and robots Dot and Dash™.

The Friends of the Library continue to quietly provide continuing support to our programs, including four WinterPops! concerts, over two dozen discount passes to

area museums, buses for all South Windsor kindergarten students to visit the Library and receive library cards, dictionaries for all South Windsor third graders, and scholarships for graduating high school students. Other community partners include the Down to Earth Garden Club, US Postal Service (bringing us two Passport Fairs), American Red Cross, and South Windsor Food Alliance. Poetry Day, organized with South Windsor Poet Laureate Charles Margolis, brought a memorable reading by CT poet Norah Pollard, and South Windsor High School's Choral Spectrum brought holiday cheer during their community tour in December. We collaborated with Wood Memorial Library, the Library Association of Warehouse Point, Broad Brook Library, and the Book Club Book Store in celebrating the 250th anniversary of East Windsor, CT. Library staff are also active members of the SWAAN Committee (Priest Farm), MDA #31 (bioterrorism response), Nutmeg Book Awards, South Windsor Chamber of Commerce, NELLs (New England Library Leadership Symposium), and the State Library Board.

Our patrons were challenged by retired MCC Professor/discussion leader Mike DiRaimo during our International Film series, had a chance to meet authors Emily Arsenault, Joanna Schaffhausen, Hallie Ephron, Betsy Lerner, and Madeleine Blais during Booked for Lunch and Murder & Mayhem programs, and enjoyed the storytelling skills of Tarn Granucci and Liz Gruber during our annual Tellabration! in November. They had a chance to sharpen their skills during jigsaw puzzle and chess competitions, shared book suggestions with neighbors Mark Abernethy, Cindy Acanto, Amy Hietala, and Laura LaBelle during Pick of the Crop, and even had a chance to smile with recognition at a very large collection of "stress balls" in our hall display cases during tax season.

Looking toward the future, 2017-18 also saw a major study of job descriptions and salary ranges aiming to maintain our position as a desirable employer and preparation for a strategic planning project during the coming months. We began updating library furnishings and will assist with major upgrades to building systems being led by the Town's Public Buildings Department.

Librarians in public libraries of all sizes often answer the question "why do you like working in a library?" by noting that "every

Departments & Services

day is different!” That is certainly true at our Library, and we look forward to seeing each day’s new challenges. Please join us!

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 ensure that 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.

National Public Works Week was celebrated May 20 through May 26, 2018. This year during National Public Works Week Public Works departments from across New England collected food donations for their local food banks – we called it “Fill A Public Works Truck Food Drive”- an idea that originated here in South Windsor! The South Windsor Public Works Department placed food collection bins at all the Town buildings and schools from May 21- 25 and collected donations on Saturday May 26th from 10 am until 2 pm at Geissler’s Supermarket at 965 Sullivan Avenue, South Windsor. In all Public Works collected over 1500 pounds of food and \$500 in donations which directly benefited the South Windsor Food Bank.

The South Windsor Public Works Department celebrated Public Works Week by holding the 22nd Annual Equipment and Job Demonstration for students from Eli Terry Elementary School on May 22, 2018 with a tour of the Town Garage facility and the Water Pollution Control Facility.

On Monday, May 21, 2018 at 7:00 p.m., there were award presentations made before the Town Council Meeting recognizing the 2018 Public Works Business Partnership Award, the Citizen Recognition Award, and the Richard Boudreault Employee Award.

This year’s Business Partnership Award recognized a Business Partner who 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.

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 were pleased to recognize Distinctive Tree Care and in particular Jason Yerge for their outstanding efforts and commitment to the Town of South Windsor and his staff for their continued efforts, helping us manage our tree resources here in South Windsor. They have been a welcome partner in the Town’s ongoing Vegetative Management Program and our street tree management activities.

This year we recognized Betty Warren as our Citizen Awardee. Betty has served on the Inland Wetlands/Conservation Commission for 37 years, the Open Space Task Force for 23 years, and the South Windsor Agricultural Land Preservation Committee for 30 years! Her leadership and conservation ethic has helped to maintain the rural and ecological integrity of South Windsor in the face of continuous development pressure since the 1980’s. She lead the efforts of the Inland Wetland Commission to balance the economic benefits of development with the ecologic health South Windsor’s natural resources, by embracing innovative land use methods like requiring dedicated open space requirements, and new technologies for storm water management and treatment. She values the Public Works Department as a resource for information and as a partner to make the South Windsor community the best it could be.

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 was Jacob Plona, Technician 2 of the Water Pollution Control Division of Public Works. Jacob comes to work every day excited and enthusiastic; he has led by example and is both creative and insightful in his approach to advance GIS Technology

to the waste water operations and collection system maintenance. Jacob truly embodies what Rich Boudreault stood for.

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

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

The reconstruction of Phase 3 of Avery Street (from Orchard Hill Drive to the Manchester Town Line began. Construction of sidewalks along Buckland Road between Deming Street and the Town Hall/Library also began. Both these projects will be completed in the spring or early summer of 2019. We also managed the extension of about 1000 feet of sanitary sewer on Miller Road and Brightman Circle. Work to revise the designs for the reconstruction of the Main Street Bridge over the Podunk River, and improvements for the Eli Terry Safe Routes to School project have resumed. These projects were paid for with funds from Town bond referendums, Town Capital Projects budget, and State Local Transportation Capital Improvement Program grants.

South Windsor Engineering, in conjunction with the Department of IT, has continued to actively utilize and maintain the Town wide Geographic Information System (GIS). Used by most Town departments as well as citizens and businesses, the GIS provides a vital source of information for making impacting decisions based on location, geographic area, and abutting properties. Data and maps regularly support Planning, Zoning, and Inland Wetlands activities, in addition to the Assessor, Emergency First Responders, Recreation Department,



Avery Street by Orchard Hill Drive, completed



Buckland Road Sidewalks under construction
Historic District Commission, and all Public Works divisions.

The Town GIS offers valuable maps and data analysis to assist with sidewalk and pavement management, Town asset inventories, leaf collection, snow removal, storm sewer maintenance, as well as multiple other applications. GIS provides critical support to Public Safety Dispatchers for routing first responders to calls for service. This directly relies on highly accurate address location data. In an effort to constantly improve data accuracy and level of service, Town Staff has undertaken the task of reviewing and updating the 12,000-plus address records for every structure in Town to ensure that responding officers are routed correctly and efficiently. Furthermore, the addressing process is being reviewed to ensure it is consistent and the address data stays accurate throughout time.

Additionally, Town GIS staff continues to participate in State and regional conferences and educational opportunities as they become available to grow the knowledge base and advance the Town's GIS in a direction that coincides with the Division's comprehensive plans. Future endeavors includes work to update the sanitary sewer mapping for pollution control and updating the storm water system mapping to help meet requirements for the Connecticut State Municipal Separate Storm Sewer System (MS4) Permit.

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 94 Drain Layers Permits for sanitary sewer connections and 190 Street Excavation Permits. We also handled over 2401 Call Before You Dig requests. We reviewed 46 plans for new developments that were submitted to PZC and IWA/CC. In addition, we reviewed 35 building permit requests and performed site inspections for 39 requests for Certificates of Occupancy to ensure that they met Town regulations and the requirements of the Planning and Zoning approved plans.

Visit our Town Website at 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.

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, Edward F. Havens Sr. 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.

<i>Contract Service</i>	<i>Description</i>	<i>Procurement Avenue</i>
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
Fire Extinguisher/Emergency Light Inspections	Monthly and Annual Emergency Light and Exit Sign Inspections	State Contract
Janitorial Services	Full Service-All Public Buildings	TOSW Contract

Departments & Services

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 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 2017-2018

- Renovated Assessor's Office. This work included new carpet, paint, and swing door.



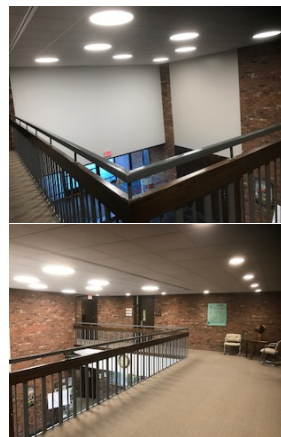
Assessor's Office upgrades

- Installed a new vinyl fence around the dumpsters at the Community Center.



New fence surrounding dumpsters at Community Center

- Completed the Fire code upgrades at Town Hall which included replacing the old ceiling and lighting in the Lobby and Hallways on the second floor. Non-fire rated wooden doors in the Council Chambers and on the second floor were replaced with one-hour fire rated doors.



New LED lighting and ceiling in the Lobby and hallway at Town Hall

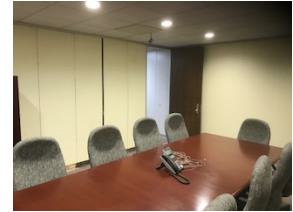
- Repaired various areas of deteriorated sidewalks surrounding the Police Department.



Sidewalk Repairs at the Police Department

- Town Managers Office Renovation. The renovation included painting all offices, installing a customer service window off the lobby, installing a new ceiling and LED lighting in the Caucus Room and new carpet squares throughout all the offices in that area. A card access system was

added to the Managers office hallway door and Caucus Room door.



Caucus Room paint, carpet, and lighting

- Upgraded all interior and exterior lighting at the Police Department with state of the art LED lighting.
- Removed manual HVAC controls in the meeting rooms, IT Office and Lunch Room at Town Hall and converted them to Direct Digital Controls.
- Installed card access readers on several department doors off the Hallway at Town Hall.
- Replaced parking lot lights at the Library with LED lights
- Painted parking lot poles at the Town Hall and Library
- Installed an outdoor drop box for the Tax Collectors Office
- Abated asbestos flooring in the Maintenance Department at Town Hall
- Installed card access reader and new door hardware on upper entrance door at the Library
- Installed several security cameras at the Edward F. Havens Sr., South Windsor Annex

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

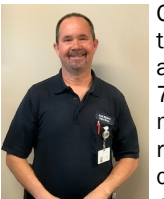
The Maintenance Department Staff consists of three well-equipped and experienced Building Maintainers that maintain contracted services such as HVAC, Janitorial Services, Fire Protection Services, Elevator and Electrical Services in the Public Buildings. The Building Maintainers also complete a host 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 am-3 pm, 10 am-6 pm and 3 pm-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 has been with the Town for 14 years and works 7 a.m. to 3:30 p.m. Chris is a dedicated employee who takes pride in his work. Chris specializes in electrical repairs and installations; he handles most of the electrical requests that come our way. Chris' last employer was Pratt & Whitney where he worked for over twenty years.



Mike Costa has been with the Town since October 2007 and works 10 a.m. to 6 p.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 7 a.m. to 3:30 p.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 found 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 has achieved 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 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

RECYCLED ITEMS	2015-2016	2016-2017	2017-2018
Commingled recyclables Newspaper/cardboard, food and beverage containers (tons)	2,619.43	2,542.94	2,406.03
Batteries	1.24 tons	56 units	51 units
Leaves	6,772 tons	6,250 tons	15,825.76 cy
Scrap Metal (tons)	15.81	38.15	37.64
Christmas Trees and brush (cubic yards)	168	150	199.5
Antifreeze (gallons)	250	215	229
Waste Oil (gallons)	3,179	1,105	986
Electronics (tons)	79.47	42.73	58.53
Disaster Debris	0	0	0
Textiles (tons)	0	0	18.19

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

Departments & Services

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.
- 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.

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 the tax payer's dollar. This is evident by the following collaborative efforts made in the past year thus far:

Parks and Recreation along with Public Works Street Services cleared out several detention ponds and outfalls and started the process of bringing Avery Pond back to its former glory when it was a viable public park with picnic areas and ice skating in the winter. This area has been neglected since the 70's and was overrun with invasive vines and woody growth.

At the request of our local Police Department the Street Services Division installed vehicle control measures at the end of Vibert Road to try and prevent the ongoing illegal dumping and abandoned and torched stolen vehicles and boats which the Town then has to pay to have removed from the woods or river bank.

STREET SERVICES ACTIVITY	14-15	15-16	16-17	17-18
Total Road Resurfacing Miles not including Bond Work Projects	0.0	1.39 miles not including bond ref. 2014 work	5.1	0.0
Crack Sealing Road Miles Maintained	17.48	13.71	28.84	27.79
Street Sweeping Days with 1 Sweeper Unit	30 days	32 days	35 days	35 days
Cut and Patch Road Repairs not including Street Cut Permit	15,000 + est. square feet	15,000 + est. square feet	15,000 + est. square feet	15,000 + est. square feet
Drainage Facilities Repaired or Rebuilt	118	Not tracked	63	96
Leaf Collection Cubic Yards / Vacuum Days	21,707 / 26 collection days	27,087 / 24 collection days	22,333 / 30 collection days	26,555 / 35 collection days
Roadside Mowing Passes	4	4	3	3
Miles of Road Plowed	140	140	140	140
Number of Snow & Ice Events / Annual Snow Fall	24 / 69.75" Inches of snow	13 / 30.50" Inches of snow	13 / 57.25" Inches of snow	21 / 48.75" Inches of snow
Total Tons of Salt Used for Winter Operations	3882	1890	2660	3474
Total Catch Basins Cleaned	49	1736	1527	2001
Total Street Tree Issues tracked with the Dashboard System and Connect SW	123	99	117	139
Dead Animal Carcasses Picked Up and Disposed of	59	46	71	55
Pothole Patching Material	346.24 tons	187 tons	184 tons	196 tons

The Town's Fire Marshal reached out to the Streets Services Division for some assistance with repairing a non-functioning fire hydrant at Town Hall. After quite a bit of effort the problem was defined and solved and ultimately cost very little to the Town.

The Public Works Engineering Department has spear headed a new Town initiative to bring all of the Towns' sidewalks into compliance reached out to the Street Services Division to assist in tree removals that were negatively impacting the sidewalks. While waiting for the contract process to be completed, sidewalks were temporarily patched with asphalt so they could continue to be utilized.

Our Waste Water Pollution Control Division, in the course of their yearly inventory and inspection of cross country sewer mains, identified and brought to our attention a serious erosion issue in the vicinity of McGrath Road. Utilizing a material mover (large conveyor system) your Street Services Division removed the failing drainage system components, designed and built an extension to the system ensuring that we don't experience the same issues again, and re vetted the entire area. This exercise prevented the nearby sewer main from being undermined and failing in a very hard to access and environmentally sensitive area of the Town. Beyond this the Street Services Division also raised the elevation of a couple manholes that historically have been problematic for Pollution Control and attended to some long standing water control issues at their facility.

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 our ability with the funds provided. This maintenance includes but is not limited to:

- Cleaning out clogged drainage systems (had two this year, one on Dart Hill Road and the other on Pleasant Valley Road, both of 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 inherent liabilities.
- Collecting all of the residents' leaves and composting them for a return on

investment the following year. This past year the compost program was refined a bit, with the end result being a much finer product and a greater return at the market.

- 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. Also, combating the ever pervasive beaver population which threatens the inundate bridges and neighborhoods if left unchecked.

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 140 miles of roads in Town.

The sign shop completed updating all of the Town signage along Route 5 and continues to support all of the Towns' Divisions in providing custom signs. Some notable projects this past year have been the historic district signs on Old Main Street, specifically the birthplace of John Edwards sign. Our sign shop also helped market and promote a regional initiative called Fill-A-Public Works Truck. Fill-A-Public Works truck is an annual food drive put on by the public works community (over 80 took part in the North East this year) that helps fill local food pantries in a typically 'low donation activity' time of year. The sign department helped create the logo for this initiative and supported some of our partner communities in setting up their signs as well. Along with this the sign shop added a new plotter to its armory of sign making apparatuses to continue to bring unparalleled efficient levels of service to our fellow divisions.

The Fleet Services Division maintains all of the Town's Police Vehicles, Community Service Buses, Small Fire Personnel Vehicles, and Town Hall's Fleet, Engineering's Fleet, Pollution Control's Fleet, Parks and Recreation's Fleet, and our own Street Services' Fleet. The Division has gone nearly paperless now with its fully implemented R.T.A. program which will add additional data points for decision makers along with increased efficiency by no longer having to write down work orders and then enter that information into a database. Beyond refining our work order and record keeping system, the Fleet Services Division resurrected a tractor which its engine had failed. Keeping this work in house was a huge cost savings for the Town. They also helped the Finance Department negotiate better rates on some of the Town's Lease vehicles realizing meaningful savings to the Town.

Street Services saw the addition of a new member to the management team, Mr. Marco Mucciacciaro. Marco comes to us from one of our sister communities, Windsor Connecticut just on the other side of the river. Marco comes with a wealth of industrial experience and knowledge and has proven to be an integral member to the team in a relatively short amount of time.

In summation, the past year within The Division of Street Services has been a

Departments & Services

productive and safe one, with no major injuries or incidents. The Division is committed to a "One Town, One Future" mentality and will continue to provide value added services to the residents and fellow departments of South Windsor. Please find yearly metrics in the table below.

Vincent Stetson
Superintendent of Street Services

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 905 million gallons of wastewater at a treatment efficiency of 99% Biochemical Oxygen Demand and 99% Total Suspended Solids. 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, 2,608,496 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 8,325 residential homes and to more than 346 industrial and commercial businesses in South Windsor, East Hartford, 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.

During this past year a number of capital improvements were made in the collection system, the largest of which included relining 3,500 feet of sewer pipe that conveys almost half of the Town's flow. The pipe size ranged from 27"-30" and carries over a million gallons of wastewater per day down Chapel Road to the treatment facility.

Cured in place pipe (CIPP) technology was used to rehabilitate the pipe which avoided the need to dig up and replace deteriorated sections. CIPP is a cost efficient, proven way to extend the life of the sewer infrastructure. By utilizing this technology we have prolonged the structural integrity of this truck line for another 50 years.

During the past year, the Town completed the third year of a four-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.

This past May during Public Works week the Treatment Plant staff hosted 80 students from Eli Terry Elementary School. 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.

Anthony E. Manfre
Superintendent of Pollution Control

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

REGISTRATION FIGURES AS OF JUNE 30, 2018

<u>DISTRICT</u>	<u>REPUBLICAN</u>	<u>DEMOCRATIC</u>	<u>UNAFFILIATED</u>	<u>OTHER</u>	<u>TOTAL</u>
I	229	318	407	17	971
II	659	1,017	1,155	48	2,879
III	1,022	1,714	1,830	63	4,629
IV	656	791	1,015	32	2,494
V	990	1,659	1,826	60	4,535
TOTAL	3,556	5,499	6,233	220	15,508

Election and Primary. South Windsor was again this year selected to be one of the towns to go through a computerized audit after the 2017 Municipal Election. The audit proved the accuracy of the tabulator and the integrity of the election.

During the Fiscal Year 2017-2018, the ROV Office received and implemented 3,441 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 Municipal Election held on November 7, 2017. The voter turnout was 37%.

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

South Windsor continues to use Electronic Poll Books with the official election checkers using laptops in our five polling locations with 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, 2018 through April 30, 2018.

A Special Voter Enrollment Session was held at South Windsor High School on May 23, 2018.

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 is serving as Treasurer of the Hartford County Registrar of Voters. Sue W. Larsen was elected as President of ROVAC and serves on 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 \$1,676,639.00 collected for various State of Connecticut licenses, fees, and conveyance tax, and \$639,000.00 in Revenues for the Town's General Fund and LOCIP funds for a total collection of \$2,315,629.00.

Lori Trahan
Town Clerk

Courtney Cannella
Bonnie L. Armstrong
Assistant Town Clerks

Town Clerk Activity Summary	
Land Records(2017)	6,882
Foreclosure Registrations	114
Dog licenses	2287
Kennel tags	6
Births (2017)	215
Marriages (2017)	543
Deaths (2017)	217
Maps	77
Burial Transit Permits	126

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.

SWALPAC was established to advise the Town Council on farmland preservation priorities in South Windsor and is prepared to assist and advise any landowner who might wish to keep their land in active agriculture or open space.

There are several options available for landowners considering farmland preservation.

1. State of Connecticut Department of Agriculture Purchase Development Rights Program—the State will purchase development rights to the land; ownership remains with the original title holder. It is possible that the Town or the

United States Department of Agriculture (USDA) could cost share with the State (30 acre parcels minimum).

2. Purchase of development rights by the Town. (no minimum)
3. Outright purchase by the Town.
4. Uniting farmers who wish to expand with those willing to sell property.

If you have a need or desire to sell your property or would like to explore the possibility of sale of development rights, or if you wish to expand your agricultural operation, SWALPAC would like to hear from you. We would also like to remind you that there is a tax abatement of farm structures available. It is limited to one structure valued to \$100,000 maximum. If you have any questions, please contact the Assessor's Office at the South Windsor Town Hall.

If you have any suggestions about ways that SWALPAC can assist the agricultural community in South Windsor, we would be happy to hear them.
Thank you.

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.

The Commission held: four Public Hearings; issued six Certificates of Appropriateness, and held eight regular meetings and two special meetings. When not considering COAs, the Commission spent time researching a process for offering Historic House Plaques to homeowners in South Windsor. We worked on choosing a company to fabricate the signs, designing a sign that would be most appropriate and cost effective, deciding what information

should be included in the signs and creating an application form for the project. Any house appearing in one of the Historic Resource Inventories (viewable online at the Historic District section of the Town Website) will be eligible for a sign. We plan to have the signs available for purchase in the next fiscal year!

There are over three hundred historic houses in South Windsor, of which only one half are on Main Street. We hope the signs will build awareness of and pride in the rich history of South Windsor.

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. Persons eligible for 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. Usually in the month of November, a Payment in Lieu of Taxes (PILOT) of approximating \$27,000 is sent to the Town by the Authority.

Associating with the Town's concept of "sustainability" for and within South Windsor, the HASW commissioners have moved forward by applying for opportunities to provide interior and exterior upgrades to our Wapping Mews apartments located at 50 Elm Street. The Mews is the first apartments that the Housing Authority built and maintains. The HASW has been approved for all three of the programs that were applied for. Approvals have been obtained for the Department of Housing (DOH) Predevelopment Funds, the Small Cities (CDBG) Grant applied for through the town of South Windsor, and the State

Sponsored Housing Portfolio (SSHP) Grant. Total approved for the sustainability work to be performed at Wapping Mews apartments is in excess of \$2,800,000.

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 the Fiscal Year 2017-2018 the Commission received twenty-three applications, which were approved with various conditions. Seven applications were administered by Town Staff as minimal impact activities. One jurisdictional ruling was acted upon, and two violation notices were issued for unapproved activities within wetlands.

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

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

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

The Conservation Commission produces and updates a series of educational brochures on the Frank Neiderwerfer Wildlife Sanctuary, The Major Michael Donnelly Preserve and Wapping Park which are available in the Planning department, the Town Clerks Office and at the Sanctuary. Two Eagle Scout candidates completed projects to enhance access to our open space properties, and provide accessories to the trails. Riparian plantings were installed along Plum Gully Brook by students at South Windsor High School.

In 2013, the South Windsor Town Council earmarked the proceeds from agricultural leases on Town owned land to be used to enhance and maintain its open space properties. The Council authorized the South Windsor Conservation Commission to administer the disbursement of those funds. The Conservation Commission is working with the Parks and Recreation Department to provide upgrades to equipment to aid in the maintenance of open space properties.

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

Jeffrey Folger
Environmental Planner/Conservation Officer

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 the Fiscal Year 2017-2018, the Commission worked to promote understanding of public transportation and encourage its use. To that end, our members undertook the following initiatives.

To encourage people to use the bus, the

Commission worked with CT Transit and the State Department of Transportation to educate the public regarding bus transportation. The program that was held at Town Hall, "Where's The Bus?" was videotaped. The video can be viewed on the Town website under the G-Media section. A program at the Community Center, which will include a short ride of a CT Transit bus, is planned for Fall, 2018.

The Commission also took part in South Windsor's Sustainable Communities application, providing evidence of the Town's efforts to encourage public transportation. We continued to distribute bus surveys and solicit participation in that effort. Our members did an analysis of residents' interest in and knowledge of local public transportation based on the surveys. Those efforts included a mapping of the Town based on survey respondents.

The Chairperson would like to thank Commission members for their dedication to public education this year. Our efforts have revealed ways to encourage the community to better use our public transportation system.

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

Boards and Commissions

and wellness through recreational activities

As we work to achieve these goals we have accomplished the following in the 2017-2018 Fiscal Year:

1. Continued the daunting task of revising the Council adopted Park & Recreation Master Plan which consumed most of our efforts for the 2017-2018 Fiscal Year, 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 farmers markets, community gardens, and the completion of the construction of raised planting beds at the senior center.
3. The “South Windsor Walk & Wheel Ways” (SWW&WW) sub-committee had another extremely successful year continuing a learn-to-ride program for fourth graders in partnership with the B.O.E. physical education department and adding two adult learn-to-ride classes, 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. On November 7th they celebrated their 10th anniversary as an official and incredibly active sub-committee of PARC. They were instrumental in obtaining official CT Greenway designation of the Capt. John Bissell Trail on Chapel Road. They participated in the SWPRD Open House at their new home at Wapping School. On Jan. 24th the group successfully hosted a regional seminar through Ride CT on their 4th grade bicycle education program that attracted eight surrounding communities. They were a critical component to South Windsor's selection to the WFSB Channel 3 “20 Towns in 20 Days” broadcast in April. And they were crucial contributors to the Town's Sustainable CT bronze certification efforts.
4. Supported the proposed Parks & Recreation Department budget as

submitted, which included a Parks Manager position

5. Long-time SWW&WW member, Ginny Hole received the BOE Eugene Policelli Award and the People's Choice Award from the Bike Walk CT membership for all she has done for South Windsor's efforts to make our community biker and walker safe and for her state-wide efforts to do the same. Congratulations Ginny!



Members of SW Walk & Wheel Ways accept the official Greenway designation from CT DEEP for the Capt. John Bissell Trail connecting Windsor with Manchester along Chapel Rd.

Commission projects on the horizon include: continued expansion of Walking/Biking Trails in town parks and neighborhoods, disc golf, renovations to the basketball and tennis courts at Rye Street Park and construction of a second Rotary Pavilion at Veterans Memorial Park. With the re-appearance of new funding allocations for master plan development through the Capital Projects budget these projects are likely to be finally accomplished over the next few years. We always welcome any ideas for new programs, services or facilities.

The Park and Recreation Commission is an appointed body of ten regular members and two alternates. The Commission advises the Town Council on the active and passive recreational needs for the town. Regular meetings are held at the new Wapping Parks & Recreation Facility, 91 Ayers Road at 7:30pm on the second Wednesday of every month. We welcome your participation.

PARC Members: George Caye, Katie Graham, Ritu Goel, Michael Kelly, Alan Larson, Michael LeBlanc, Mindy Lewis, Toby Lewis, Bill Nowak, Renee Powell, Dan Rezende, and Jeff Trachtenberg.

*Alan Larson
Chairperson*

Patriotic Commission

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

The first meeting of the Patriotic Commission year is in September. Planning for all our activities and election of officers takes place then. This year we also began planning improvements to Veterans Memorial Park. The improvements include a semi-circle of flag poles with flags for each of the military services. It will include a brick patio and have benches.

In October we decide on topics for our essay contest with input from the school system. The contest is available to all South Windsor students in public, private, and charter schools, as well as home schooled students. The winners are awarded prizes, ride in the Memorial Day Parade and are recognized at the Memorial Day Ceremony, as well as by the Town Council in June. All entrants received a certificate from the Patriotic Commission, and winning essays were published in the South Windsor edition of the Courant Community.



Our first event is Veterans Day. On November 11 we hold a Veterans Day ceremony at Veterans Memorial Park. There is a guest speaker and wreaths are placed on the five monuments there by veterans. Music provided by the South Windsor High School, and a ceremonial volley provided by the South Windsor Police Honor Guard.

We also have a program for Veterans Day called “Veterans in the Classroom”. Veterans attend a service in front of the high school, and then veterans are brought into classrooms to speak and answer questions about their military service. The



middle school has the veterans in on a different day and they address the Eighth-grade social studies classes. All South Windsor elementary schools have a unique Veterans Day program.

In December, we support “Wreaths Across America,” a program that places Remembrance wreaths on veterans’ graves in South Windsor. The program is organized by South Windsor’s American Legion Post 133. A formal ceremony is held at Veterans Memorial Park, followed by the placing of the wreaths on the graves in town cemeteries by Boy and Girl Scouts. This year over 1,000 veterans’ graves received a wreath.



In January, we start receiving our Patriotic Commission Essay Contest entries. Entries are accepted until March 1st. We receive entries from public, private, charter, and home-schooled students.

In May our Armed Forces celebration was cancelled because of excessive rain.

We celebrate Memorial Day with our annual parade and service. We invite all community groups, as well as military and veterans’ organizations, to march. Wreaths are placed on the monuments at Veterans Memorial Park at the Memorial Day service, which includes guest speakers, music, the Police Department Honor Guard firing three volleys, and “Taps”.

In June the Commission wraps up the year with a flag retirement ceremony. Old and worn flags are collected throughout the year at the town library, and in June we have a formal retirement ceremony at Veterans



Memorial Park. Essay Contest winners are recognized by the Town Council this month, also.

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

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

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

*Kent Carlson
Chairperson*

Public Building Commission

Members: Matthew Montana (*Chairman*), Edward O’Connell (*Vice Chairman*), Matthew Beaulieu, Carol Kelley, Phil Koboski, Bernard Thomas and Craig Zimmerman.



On August 26, 2017, the Public Building Commission was honored to join the Superintendent, members of the Town Council and Board of Education in the



ribbon cutting ceremony for the new Orchard Hill Elementary School. This event celebrated a very successful project that was completed on time and under budget with the unwavering support of town officials and community members.

During the 2017-2018 Fiscal Year, the Commission turned its efforts to Phase Two of the South Windsor Public Schools Ten-Year Elementary Facilities Plan, the construction of new school buildings for Eli Terry and Philip R. Smith. The commission awarded the Architectural bid to the firm Moser, Pilon Nelson; the Construction Management bid to Gilbane Building Company; and the Owner’s Representative Services to Colliers International.



Throughout the year the Commission met monthly to finalize the close-out of the Orchard Hill School and to progress the design of the two new schools. The Commission was closely involved in the siting and design decisions of these two new schools and collaborated with school, town and board officials regarding the interior and exterior finishes as well as important security measures. In addition to design elements, the Commission oversaw the project schedules and cost estimates as well as the reconciliation and approval of project invoices. The Commission

Boards and Commissions

collaborated with district administration regarding increased enrollment and addressing the need to increase capacity at both sites. Below is a listing of milestone dates for these new projects.

July 6, 2017 — Award contract for architectural and engineering services to Moser, Pilon Nelson

July 12, 2017 — Award contract for owner's representative services to Colliers International

October 5, 2017 — Award contract for construction manager to Gilbane Building Company

November 8, 2017 — Award contract for commissioning agent to Sustainable Engineering Solutions

January 17, 2018 — Approve Schematic Design for both projects

June 25, 2018 — Approve Design Development for both projects

Members of the Commission appreciate the expertise and support from the many town and school officials who are integral to the success of the Eli Terry and Philip R. Smith schools. As the projects progress, the commission looks forward to their continued collaboration.

Matthew Montana
Chairperson

Water Pollution Control Authority

The Water Pollution Control Authority (W.P.C.A.) established in 1966 was originally known as the Sewer Commission. The Authority is made up of seven (7) members and two (2) alternates appointed

No. Eligible Applicants	Discount (%)	User Charges	Program Cost
48	10	\$16,632	\$1,848
60	20	\$18,480	\$4,620
43	30	\$11,588.5	\$4,966.5
34	40	\$7,854	\$5,236
1	50	\$192.5	\$192.5
Total: 186		\$54,747	\$16,863

**Sewer Use Charge Discount Program
FY 2017-2018**

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 2017-2018, 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, but may request additional time for cause. This program has recovered \$486,652.73 in delinquent sewer user fees.

The Authority adopted new regulations to calculate sewer benefit assessments and capacity charges on newly developed and modified properties. The new regulation will ensure that new connections and modified buildings will pay a fee that is comprehensible and reflective of the impact their property will have on the sewer system.

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.

Six variances were granted for residential properties. Two variances were to allow the placement of garages within the setback area. One variance was to allow the addition to a garage within the setback area. Two variances were to allow the placement of sheds within the setback area. One variance was to allow a covered porch on a non-conforming building.

This year the Board granted eight variances to commercial applicants. One variance was to increase the building height to fifty-four feet where forty feet was the maximum allowed. One variance was for seventeen inches to allow an attached sign to extend above the building's roofline. Three variances to one business were granted to allow three additions to an existing non-conforming building. Three variances to another business were granted to allow no landscaping within ten feet of the front property line, parking nineteen feet from one front yard property line and parking zero feet from the front property line, on a corner lot.

The Board approved three applications for

Department of Motor Vehicle Used Car Dealers licensing. One for general repair of motor vehicles; one for retail sale of equipment trailers; one for retail sale and service 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.

Erik Dabrowski
Chairperson

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

	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014
General Property Taxes	\$ 99,981,359	\$ 95,483,270	\$ 92,999,372	\$ 89,316,302	\$ 86,482,924
Intergovernmental	26,542,659	27,351,197	14,250,046	14,474,837	14,873,153
Services	2,710,888	1,833,177	2,379,396	1,523,569	1,335,659
Miscellaneous		226,526	172,786	188,049	109,691
Total Revenues	<u>\$129,676,230</u>	<u>\$124,894,170</u>	<u>\$109,801,600</u>	<u>\$105,502,757</u>	<u>\$102,801,427</u>

FIVE YEAR SUMMARY OF GENERAL FUND EXPENDITURES

	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014
General Government	\$ 3,658,337	\$ 3,570,625	\$ 3,252,524	\$ 3,297,966	\$ 3,394,582
Public Safety	9,065,292	8,555,095	8,013,707	8,177,034	7,764,321
Public Works	7,832,799	7,879,433	7,313,382	7,461,798	6,650,177
Human Services	1,006,150	993,195	893,128	914,817	931,958
Recreation & Library	2,699,404	2,868,468	2,790,388	2,746,532	2,583,049
Debt Service	8,363,179	7,365,581	6,830,607	6,255,201	5,484,945
Miscellaneous	6,708,737	6,340,930	8,256,262	8,177,152	7,452,476
Board of Education	85,735,350	85,322,089	70,235,567	68,333,931	67,773,113
Total Expenditures	<u>\$125,069,248</u>	<u>\$122,895,416</u>	<u>\$107,585,565</u>	<u>\$105,364,431</u>	<u>\$102,034,621</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	<u>225,387,225</u>	<u>217,673,720</u>	<u>217,444,060</u>	<u>216,945,460</u>	<u>207,156,730</u>
Grand Total	2,920,980,194	2,650,773,881	2,614,293,671	2,625,621,910	2,579,737,796
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	2,602,708,150	2,546,423,871	2,501,567,051	2,506,427,581	2,468,393,038

Auditor's Report

**TOWN OF SOUTH WINDSOR, CONNECTICUT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2018**

	General	Capital Projects Fund	Sewer Operating Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 26,070,127	\$	\$ 33,430	\$ 2,036,507	\$ 28,140,064
Investments				117,632	117,632
Receivables, net	3,883,813	2,976,042	427,408	169,001	7,456,264
Due from other funds	334,529	3,192,437	1,495,107	2,258,428	7,280,501
Other assets	9,307			31,054	40,361
Total Assets	<u>\$30,297,776</u>	<u>\$ 6,168,479</u>	<u>\$ 1,955,945</u>	<u>\$ 4,612,622</u>	<u>\$ 43,034,822</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts and other payables	\$ 3,864,317	\$ 703,758	\$ 270,848	\$ 335,228	\$ 5,174,151
Due to other funds	6,664,964		309,900	334,529	7,309,393
Notes payable		4,850,000			4,850,000
Unearned revenue		348,188		651,603	999,791
Total liabilities	<u>\$ 10,529,281</u>	<u>\$ 5,901,946</u>	<u>\$ 580,748</u>	<u>\$ 1,321,360</u>	<u>\$ 18,333,335</u>
Deferred inflows of resources					
Unavailable revenue—property taxes	3,177,529				3,177,529
Unavailable revenue—sewer use			427,407		427,407
Advance property tax collections	2,541,014				2,541,014
Total deferred inflows of resources	<u>5,718,543</u>	<u>-</u>	<u>427,407</u>	<u>-</u>	<u>6,145,950</u>
Fund balances:					
Nonspendable	9,307			31,054	40,361
Restricted				1,483,623	1,483,623
Committed	1,500,000	266,533	947,790	1,785,745	4,500,068
Assigned	1,293,331				1,293,331
Unassigned	11,247,314			(9,160)	11,238,154
Total fund balances	<u>14,049,952</u>	<u>266,533</u>	<u>947,790</u>	<u>3,291,262</u>	<u>18,555,537</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 30,297,776</u>	<u>\$ 6,168,479</u>	<u>\$ 1,955,945</u>	<u>\$ 4,612,622</u>	<u>\$ 43,034,822</u>

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

	General	Capital Projects Fund	Sewer Operating Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Property taxes	\$ 99,981,359	\$	\$	\$	\$ 99,981,359
Intergovernmental	26,542,659	4,108,275		4,411,403	35,062,337
Charges for services	2,710,888	170,077	5,185,390	5,156,904	13,223,259
Investment earnings	441,324		464	17,518	459,306
Miscellaneous		180	2,035	347,111	349,326
Total revenues	<u>129,676,230</u>	<u>4,278,532</u>	<u>5,187,889</u>	<u>9,932,936</u>	<u>149,075,587</u>
Expenditures:					
Current:					
General government	3,658,337			140,349	3,798,686
Public safety	9,065,292			151,884	9,217,176
Public works	7,832,799		3,729,741	184,791	11,747,331
Human services	1,006,150			409,686	1,415,836
Culture and recreation	2,699,404			2,631,214	5,330,618
Insurance and sundry	6,708,737				6,708,737
Education	85,735,350			6,001,522	91,736,872
Debt service	8,363,179	108,006			8,471,185
Capital outlay		<u>14,141,482</u>			<u>14,141,482</u>
Total expenditures	<u>125,069,248</u>	<u>14,249,488</u>	<u>3,729,741</u>	<u>9,519,446</u>	<u>152,567,923</u>
Excess (Deficiency) of Revenues over Expenditures	<u>4,606,982</u>	<u>(9,970,956)</u>	<u>1,458,148</u>	<u>413,490</u>	<u>(3,492,336)</u>
Other Financing Sources (Uses):					
Issuance of general obligation bonds		11,500,000			11,500,000
Issuance of refunding bonds		4,125,000			4,125,000
Payments to bond escrow		(5,567,886)			(5,567,886)
Issuance of capital lease		881,013			881,013
Premium on bond issuance	394,300	130,083			524,383
Transfers in	54,483	3,555,679	46,591		3,656,753
Transfers out	<u>(2,097,619)</u>		<u>(1,395,765)</u>	<u>(763,834)</u>	<u>(4,257,218)</u>
Total other financing sources (uses)	<u>(1,648,836)</u>	<u>14,623,889</u>	<u>(1,349,174)</u>	<u>(763,834)</u>	<u>10,862,045</u>
Net Change in Fund Balances	2,958,146	4,652,933	108,974	(305,344)	7,369,709
Fund Balances at Beginning 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>
Fund Balances at End of Year	<u>\$ 14,049,952</u>	<u>\$ 266,533</u>	<u>\$ 947,790</u>	<u>\$ 3,291,262</u>	<u>\$ 18,555,537</u>

Auditor's Report

SCHEDULE OF DEBT LIMITATION FOR THE YEAR ENDED JUNE 30, 2018

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	27,547,000	21,777,000	1,656,000		
CWF notes payable			21,697,127		
Authorized, unissued bonds	<u>650,000</u>	<u>13,521,724</u>	<u>19,483,417</u>		
Total indebtedness	<u>28,197,000</u>	<u>35,298,724</u>	<u>42,836,544</u>	<u>-</u>	<u>-</u>
Less amounts to be provided by the state and other	<u>(647,417)</u>	<u>(11,518,946)</u>	<u>(7,760,005)</u>		
	<u>27,549,583</u>	<u>23,779,778</u>	<u>35,076,539</u>		
Debt Limitation in Excess of Outstanding and Authorized Debt	<u>\$ 187,393,039</u>	<u>\$ 406,105,465</u>	<u>\$ 323,161,164</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, 2018)

ELECTED OFFICIALS

Town Council

M. Saud Anwar, *Mayor*
 Audrey Delnicki
 Mary Justine Hockenberry
 Karen Lydecker
 Lisa Maneeley
 Andrew Paterna, *Deputy Mayor*
 Elizabeth Pendleton
 Matthew Riley
 Janice Snyder

Town Clerk

Lori Trahan

Board of Education

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

Board of Selectmen

Roger Anderson
 Paul Burnham
 Michael Sanzo

Constables

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

Planning and Zoning Commission

Frank Bonzani, *Secretary*
 Stephanie Dexter
 William Flagg
 Kevin Foley, *Vice Chairperson*
 Kevin Greer
 Bart Pacekonis, *Chairperson*
 Stephen Wagner
 Paul Bernstein, *Alternate*
 Kenneth J. Young, *Alternate*
 Mike LeBlanc, *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
 William A. Carroll
 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
 Wayne Kilburn
 Philip E. Koboski
 Elizabeth M. Kuehnel
 Elizabeth R. McGuire
 Lisa M. Maneeley
 Joyce P. Mascena
 Carolyn Streeter Mirek
 Louise Neary
 Paul Oates
 John J. Otto
 John Pelkey
 Matthew D. Reed
 Kathleen-Mary Sharos
 Richard Stahr
 Matthew Streeter
 James Howard Throwe
 Whitney Leanne Thurott
 Scott Jason Turco
 Karen Ella Wagner
 Joan F. Walsh

Town Attorney

Halloran & Sage

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

Bart Pacekonis
 Stephen Wagner, *Alternate*

APPOINTED BOARDS & COMMISSIONS

Agricultural Land Preservation Advisory Commission

Neil Caron
 Cile Decker
 Jonathan D. Foster
 James Futtner
 Sandy Jeski
 Edward Kasheta, Jr.
 Barbara Kelly
 Joseph Kennedy, *Chairperson*
 Philip Koboski
 James Kupchunos
 Tim Shepard
 Elizabeth Warren, *Vice-Chairperson*

Board of Assessment Appeals

Linda Jeski
 Debbie Duarte
 Kevin Greer
 Carolyn Carey, *Alternate*
 Cesar Lopez, *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, *Vice Chairperson*
 Susan Burnham
 Edwina Futtner
 Linda Jeski, *Secretary*
 William Jodice
 Joseph Kennedy, Jr.
 David Marsh, *Chairperson*
 James Murray
 Louise Neary
 Shaliesh Verma
 Victor Dorobantu, *Alternate*
 Wayne Kilburn, *Alternate*
 John J. Mitchell, *Alternate*
 Shawn Jacobaccio, *Alternate*

Greater Hartford Transit District

Neil Caron
 Gary Pitcock

Historic District Commission

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

Housing Authority

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

Human Relations Commission

Carolyn Carey, *Co Vice-Chairperson*
 Ritu Goel, *Chairperson*
 Lloxi Lopez
 Arshad Mehmood
 James O'Brien
 Beena Pandit
 Michael Paré
 Karrell Rose, *Co Vice-Chairperson*
 Christine Shaher, *Secretary*

Inland Wetlands Agency/CC

John Blondin
 Arthur Jennings
 Barbara Kelly, *Chairperson*

James Macdonald
 Richard Muller
 John Phillips, *Vice Chairperson*
 Adam Reed, *Secretary*
 Elizabeth Warren, *Chairperson*
 VACANCY
 Paul Coté, *Alternate*
 Marek Kozikowski, *Alternate*

Insurance Control Commission

Audrey Delnicki
 Matthew Galligan, *Chairperson*
 Karen Lydecker
 Michael Paré
 Town Attorney

Juvenile Firesetter Intervention & Prevention Commission

Kevin Cooney
 Walter Summers, *Chairperson*
 VACANCY
 VACANCY

Library Board

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

Mass Transit and Highway Advisory Commission

Herb Asplund
 Robert Dickinson, *Vice-Chairperson*
 Janice Favreau
 Kathy Hale
 Joshua Johnson
 Sue Larsen
 Carolyn Mirek
 Bruce Snow
 Karen Wagner, *Chairperson*

Park and Recreation Commission

George Caye
 Ritu Goel
 Katie Graham
 Michael Kelly
 Alan Larson, *Chairperson*
 Mindy Lewis
 Toby Lewis
 William Nowak
 Renee Powell
 Daniel Rezende
 Michael LeBlanc, *Alternate*
 Jeff Trachtenberg, *Alternate*

Patriotic Commission

Roger Anderson
 Peter Anthony, Sr.
 Herbert Asplund
 Gene Botteron
 Kent Carlson, *Chairperson*
 Edward Gawlinski
 Ken Lewis
 Leigh Lovering
 Daria Plummer
 Arthur Sladyk
 Bobbi Jo Maltz, *Alternate*
 Jim Throwe, *Alternate*

Town Officials (as of December 31, 2018)

Personnel Board of Appeals

Kathleen Daugherty
Elizabeth Kuehnle
Winifred Wilson

Public Building Commission

Matthew Beaulieu
Carol Kelley
Philip Koboski
Matthew Montana, *Chairperson*
Edward O'Connell, *Vice Chairperson*
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

Richard Aries, *Chairperson*
Erik Dabrowski
Carol Fletterick
Toby Lewis
Ashwatha Naryana
Thomas Ruby
Stephen Wagner
Anitha Elango, *Alternate*
Vicki Paliulis, *Alternate*

Zoning Board of Appeals

Steven Carty
Erik Dabrowski, *Chairperson*
Wayne Kilburn, *Vice Chairperson*
James Kupchunos
Teri Parrott
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

Mary Justine Hockenberry
Karen Lydecker
Janice Snyder

Ethics Committee

M. Saud Anwar
Lisa Maneeley
Liz Pendleton

Open Space Task Force

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

Personnel Committee

M. Saud Anwar
Andrew Paterna
Janice Snyder

Public Health & Safety Committee

M. Saud Anwar
Andrew Paterna
Matthew Riley

OTHER COMMITTEES

Ad Hoc Space Needs Committee

M. Saud Anwar
Audrey Delnicki
Mary Justine Hockenberry
Karen Lydecker
Lisa Maneeley
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
Teri Parrott, *Alternate*

Capital Projects Committee

Arthur Adduci
Chris Chemerka
Michael Gantick
Patrick Hankard
Andrew Paterna
Elizabeth Pendleton
Scott Roberts
Janice Snyder
Jessica Waterhouse
Craig Zimmerman

Demolition Delay Committee

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

Energy Committee

Larry Brown
Hank Cullinane
Robert Dickinson
Michael Gantick
VACANCY, *Town Council*
Patrick Hankard
Mary Justine Hockenberry
Athena Loukellis
Anitha Ramasamy
Janice Snyder
VACANCY, *Board of Education*
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
Patricia Lewis
Karen Lydecker
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
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*
Cindy Beaulieu, *Second Vice Chair*
Maria Cullen, *Recording Secretary*
Richard Cullen, *Treasurer*
Stephanie Dexter, *Treasurer*
Jamie Gamble, *Chairperson*
Philip Koboski, *First Vice Chair*

TEMPORARY COMMITTEES

Crumbling Foundations Committee

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

South Windsor Agricultural, Arts, & Nature Subcommittee

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

South Windsor Before & After School Care Assessment Committee

Tiffany Caouette
Audrey Delnicki
Raymond Favreau
Matthew Galligan, *Chairperson*
Shelby Kosa
Anthony Leone
Karen Lydecker
Jason Meade
Vanessa Perry

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

Visiting Nurse Community Care

8 Keynote Drive, Vernon, CT 06066

Volunteer Fire Department

Kevin Cooney, Chief

Department Heads and Assistants

Bonnie Armstrong, Assistant Town Clerk
John Caldwell, Superintendent of Parks
Courtney Cannella, Assistant Town Clerk
Leon Clough, Fleet Services Manager
Andrea Cofrancesco, Director of Human Services
Scott Custer, Chief of Police
Jeffrey Doolittle, Assistant Director of Public Works/ Town Engineer
Christopher Dougan, Chief Building Official
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
Patricia Lewis, Assistant Director of Finance
Kristian Lindstrom, Deputy Chief of Police
Michele Lipe, Director of Planning
Kevin Loneragan, Assistant Assessor
Clay Major, Facilities Manager
Anthony Manfre, Superintendent of Pollution Control
Keri Montague, Assistant Director of Parks and Recreation
Heather Oatis, Environmental Health Officer
Pamela Oliva, Zoning Enforcement Officer
Patricia Perry, Director of Finance
Vanessa Perry, Assistant Town Manager/Human Resources Director
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
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	Finance Department		Ext. 364
Accident Claims (on Town roads)	Town Clerk	Ext. 325	FIRE (EMERGENCY)		911
Accounts Payable	Finance	Ext. 364	Fire Investigation/Reports	Fire Marshal	860-282-0669 Ext. 1
Adult Community Restitution (18+)	Human Services	860-648-6361	Fire Safety/Education	Fire Marshal	860-282-0669 Ext. 1
Alarm System Information	Police	860-648-6221	Firearm Permit	Police	860-648-6202
AMBULANCE (EMERGENCY)		911	Fireworks Permit	Fire Marshal	860-282-0669 Ext. 1
AMBULANCE (ROUTINE)		860-647-9798	F.I.S.H. (Friends In Service Here)	Transportation Volunteers	860-647-3609
Animal Control Officer	Police	860-648-6239, 860-644-2551	Fishing License	Town Clerk	Ext. 325
Apartment Inspection	Fire Marshal	860-282-0669 Ext. 1	Flood Insurance Maps	Engineering	Ext. 344
Assessor's Office		Ext. 312	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	H		
Blind Exemptions	Assessors	Ext. 312	Hazardous Waste Collection	Public Works	Ext. 343
Board of Assessment Appeals	Assessors	Ext. 312	Health Department (So. Windsor)		Ext. 250
Board of Education		860-291-1200	Historic District Map	Town Clerk	Ext. 325
Boat Launching	Parks & Recreation	860-648-6355	Historic District Minutes	Town Clerk	Ext. 325
Building Permit	Building Dept.	Ext. 330	House Liens	Town Clerk	Ext. 325
C			Housing Authority		860-644-3144, 860-644-3082
Cemeteries:			Human Resources		Ext. 280
South Windsor Cemetery Assoc.		860-289-2631	Human Services		860-648-6361
Wapping Cemetery		860-644-2528	Hunting License	Town Clerk	Ext. 325
Chamber of Commerce		860-644-9442	I		
Community Center Room Reservations	Parks & Recreation	860-648-6355	Identification Cards (Senior)	Human Services	860-648-6361
Community Service (Probation)	Human Services	860-648-6361	Information		Ext. 303
CT Transit Company	Public Transport	860-525-9181	Information Technology		860-337-6161
Conservation Commission	Wetlands Officer	Ext. 229	Inland Wetlands Minutes	Town Clerk	Ext. 325
Conservatorship	Probate Court	Ext. 371	Insect Complaints	Health Dept.	860-337-6161 Ext. 1006
CRIME HOT LINE	Anonymous	860-648-6226	J		
Criminal Police Report	Police	860-648-6223	Junk Cars (on private property)	Zoning Enforcement	Ext. 251
Crisis Counseling (Adult/Family/Youth/Seniors)	Human Services	860-648-6361	Juvenile Work Restitution	Youth Services	860-648-6361
D			Juvenile Review Board	Youth Services	860-648-6361
Day Care/Nursery School Inspections	Health Dept.	860-337-6161 Ext. 1006	L		
Death Certificates	Town Clerk	Ext. 325	Land Records	Town Clerk	Ext. 325
Deed Information	Town Clerk	Ext. 325	Land Use Information	Planning/Zoning	Ext. 329
Demographic Information	Planning/Zoning	Ext. 329	Leaf Collection Information	Town Garage	860-648-6371 (24-hr)
Demolition Permits	Building Dept.	Ext. 330	Library	Main Library	860-644-1541
Development Bonds	Planning/Zoning	Ext. 329	Library	Wood Memorial	860-289-1783
Disabled Transportation	Human Services	860-648-6361	M		
Drain Layer Permits	Engineering	Ext. 344	Marriage License	Town Clerk	Ext. 325
E			Mayor	Town Council Office	Ext. 206
Economic Development		Ext. 303	Meals-On-Wheels (Daily & Weekends)	Human Services	860-648-6361
Elderly Property Relief (homeowners)	Human Services	860-648-6361	Medical Assistance Information	Human Services	860-648-6361
Elderly Rent Subsidy	Human Services	860-648-6361	Medicare Claim Appeal	Medicare Advocacy	1-800-262-4414
Elections	Registrar of Voters	Ext. 377	Metal Pick-Up/Recycling	Public Works	Ext. 343
Emergency Food	Human Services	860-648-6361	Motor Vehicle Release Form	Tax Collector	Ext. 320
Emergency Fuel (Home Heating)	Human Services	860-648-6361	Municipal Agent	Human Services	860-648-6361
Emergency Housing Information	Human Services	860-648-6361	N		
Emergency Food/Fuel/Housing (After Hrs)	Police	860-644-2551	Noise Complaint	Police	860-644-2551
Employment Application	Human Resources	Ext. 280	Notary Public	Town Clerk	Ext. 325
Energy Assistance (State & Local)	Human Services	860-648-6361	Notary Public	Human Services	860-648-6361
Environmental Issues	Health Dept.	860-337-6161 Ext. 1006	Nuisance Complaints	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			S (Continued)		
Odor Complaints	Health Dept.	860-337-6161 Ext. 1006	Senior Support Groups	Human Services	860-648-6361
P			Senior Tax Assistance	Human Services	860-648-6361
Parade Permit	Police	860-648-6202	Senior Transportation	Human Services	860-648-6361
Parking Ticket Information	Police	860-644-2551	Senior Wellness Program	Human Services	860-648-6361
Parks Information	Parks & Recreation	860-648-6366	Septic System Permit	Health Dept.	860-337-6161 Ext. 1006
Passports	Town Clerk	Ext. 325	Sewage Complaints	Supt. of Pol. Control	Ext. 247
Personnel	Human Resources	Ext. 280	Sewer Treatment Plant	1 Vibert Road	860-289-0185
Plan of Development	Planning/Zoning	Ext. 329	Sewer Assessment	Tax Collector	Ext. 320
Planning & Zoning Minutes	Planning/Zoning	Ext. 329	Sewer Emergency (Day)	Treatment Plant	860-289-0185
Police Report (Criminal)	Police	860-648-6222	Sewer Emergency (Night/Weekend)	Police	860-644-2551
Police Report (Motor Vehicle)	Police	860-648-6223	Sewer Inspection/Testing	Engineering	Ext. 344
Pool INFO (Veteran's Memorial Pool)	Seasonal	860-648-6355, 860-289-1333	Sewer Permits	Engineering	Ext. 344
Pool Pass (Veteran's Memorial Pool)	Parks & Recreation	860-648-6355	Sewer Use Charge	Tax Collector	Ext. 320
Pool Permit (for installation)	Building Dept.	Ext. 330	Sheds (residential or commercial)	Zoning/Bldg.	Ext. 329/330
Pothole Complaints	Street Services	860-648-6366	Sidewalk Assessment	Tax Collector	Ext. 320
Probate Court		Ext. 371	Sidewalk Repairs (Town property)	Parks & Recreation	860-648-6355
Probation (Community Service)	Human Services	860-648-6361	Sidewalk Repairs (residential)	Engineering	Ext. 344
Property Assessment	Assessors	Ext. 312	Site Plan Application	Planning/Zoning	Ext. 329
Property Tax Bills	Tax Collector	Ext. 320	Snow Removal	Town Garage	860-648-6366
Public Transportation	CT Transit	860-525-9181	Social Security Disability Programs	Social Service Admin.	1-800-772-1213
Public Works Department			Social Security Disability Exemptions	Assessor	Ext. 312
Administration		Ext. 343	Social Services	Human Services	860-648-6361
Building Maintenance		Ext. 378	Solicitor Permits	Police	860-648-6202
Engineering		Ext. 344	Special Permit Application	Planning/Zoning	Ext. 329
Street Services		860-648-6366	Storm Drain Locations	Engineering	Ext. 344
Motor Equipment		860-648-6366	Street Excavation Permits	Engineering	Ext. 344
Waste Water Treatment Plant		860-289-0185	Street Light Out	Police	860-644-2551
After Hours Emergency		860-644-2551	Street Maps, Town	Engineering	Ext. 344
Purchasing	Finance	Ext. 364	Street Sign	Town Garage	860-648-6366
R			Street Sweeping	Town Garage	860-648-6366
Raffle Permit	Police	860-648-6202	Student Work Permits	High School	860-648-5000
Recreation HOTLINE	Parks & Recreation	860-648-6349	Subdivision Application	Planning/Zoning	Ext. 329
Recycling Information	Public Works	Ext. 343	Subdivision Regulations	Planning/Zoning	Ext. 329
Register to Vote	Registrar of Voters	Ext. 377	Subsidized Housing	Housing Authority	860-644-3144
Rental Assistance	Human Services	860-648-6361	SWAN (So. Windsor Aid to Neighbors)	Human Services	860-648-6361
Restaurant/Cafeteria Inspections/ Complaints	Health Dept.	860-337-6161 Ext. 1006	T		
River Use Permits	Police	860-648-6202	Tax Information	Tax Collector	Ext. 320
Roadkill	Town Garage	860-648-6366	Town Attorney		Ext. 208
Roadside Brush	Town Garage	860-648-6366	Town Clerk		Ext. 325
Rodent Complaints	Health Dept.	860-337-6161 Ext. 1006	Town Council Office		Ext. 206
Rotary Pavilion Reservations	Parks & Recreation	860-648-6355	Town Garage		860-648-6366
S			Town Manager		Ext. 200
Schools:			Trade Name Certificates	Town Clerk	Ext. 325
South Windsor High School	161 Nevers Road	860-648-5000	Traffic Signs	Town Garage	860-648-6366
Timothy Edwards Middle School	100 Arnold Way	860-648-5030	Traffic Survey	Police	860-648-6211
Eli Terry Elementary School	569 Griffin Road	860-648-5020	Trash/Rubbish/Garbage Complaints	Public Works	Ext. 343
Orchard Hill Elementary School	350 Foster Street	860-648-5015	Tree Removal	Tree Warden	860-648-6366
Philip R. Smith Elementary School	949 Avery Street	860-648-5025	Tree Trimming	Tree Warden	860-648-6366
Pleasant Valley Elementary School	591 Ellington Road	860-291-1280	Tree Warden		860-648-6366
School Bus Company	Datco	860-357-5706	V		
Senior Citizens Center	150 Nevers Road	860-648-6361	Variance Application	Planning/Zoning	Ext. 329
Senior Handyman Program	Human Services	860-648-6361	Vendor Permit	Police	860-648-6202
Senior Health Screening	Human Services	860-648-6361	Vendor Inspections	Health Dept.	860-337-6161 Ext. 1006
Senior Home Delivered Meals	Human Services	860-648-6361	Veterans Memorial Park	Seasonal	860-289-1333
Senior Legal Clinic	Human Services	860-648-6361	Veterans Exemption	Assessor	Ext. 312
Senior Outreach	Human Services	860-648-6361	Voter Information	Registrar of Voters	Ext. 377
Senior Social Activities	Human Services	860-648-6361	W		
			Water Company	MDC	860-278-7850

Services

SERVICE	DEPARTMENT	PHONE 860-644-2511
W (Continued)		
Water Company	CT Water Co.	1-800-286-5700
Water Pollution Control Authority (WPCA)	Supt. of Pol. Control	Ext. 247
Welfare Information	Human Services	860-648-6361
Well Complaints	Health Dept.	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

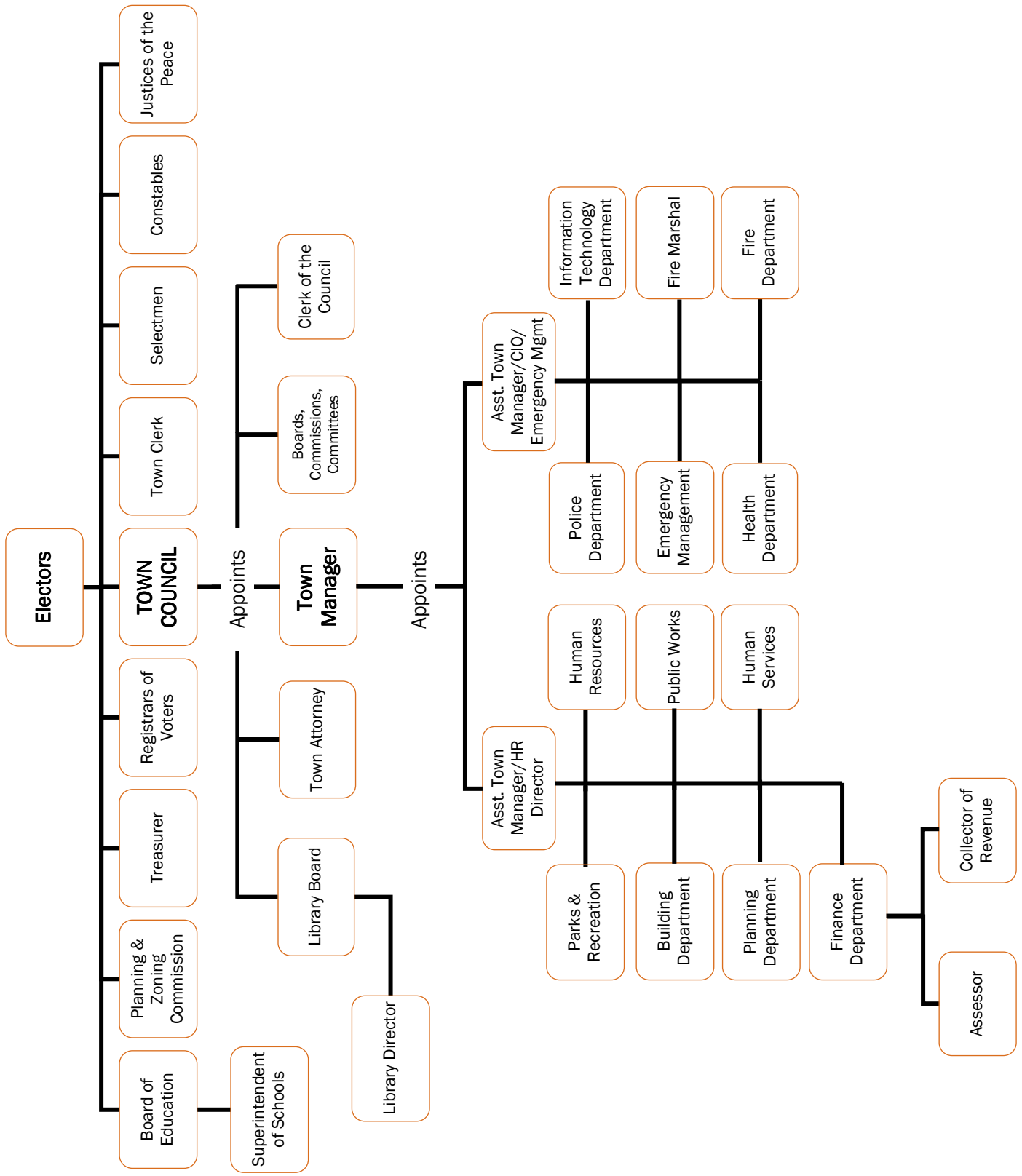
Boards and Commissions Meeting Schedule *

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.

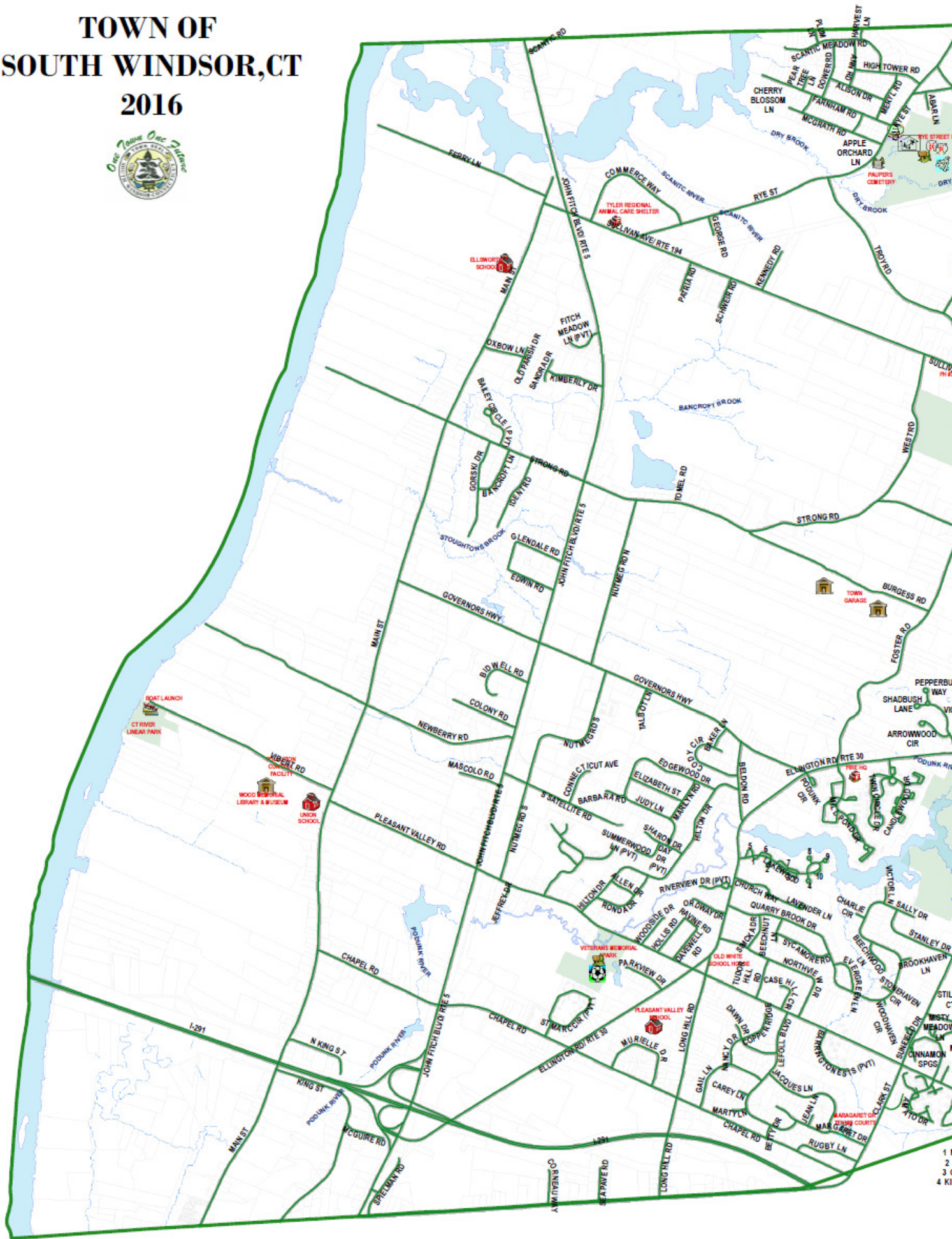
NOTE: Please contact the Town Clerk's Office at 644-2511 ext. 325 to confirm dates, times and locations, as some schedules may change.

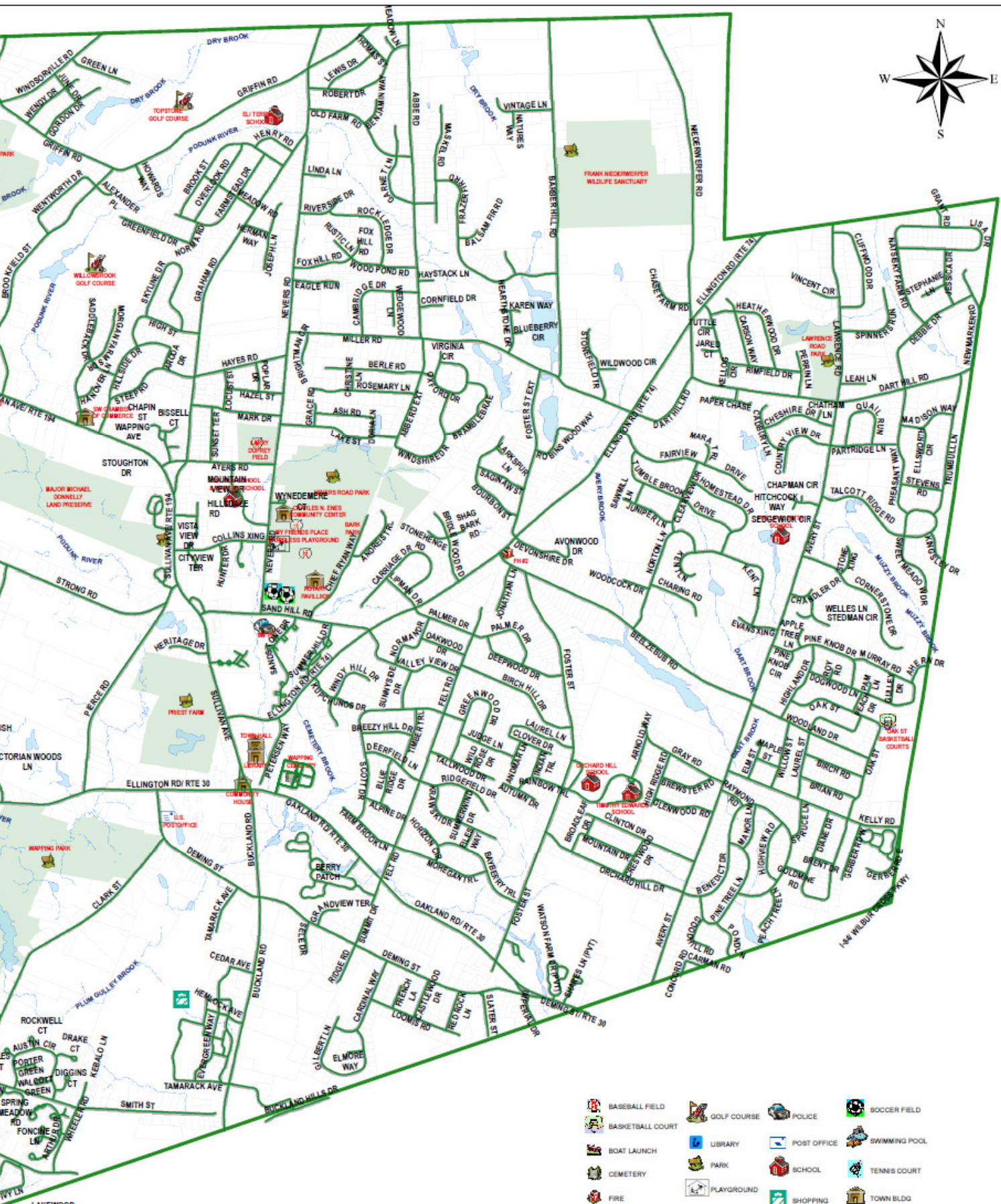
* Most Boards/Commissions do not meet in the month of August

Organizational Chart 2018



TOWN OF SOUTH WINDSOR, CT 2016





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

LAKEWOOD
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