

AGENDA

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Monday, November 20, 2023
TIME: 7:00 P.M.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

Councilor Balboni
5. Adoption of Agenda

6. Communications and Reports from the Town Manager

7. Public Input for Items on the Agenda

Public Input shall not exceed thirty (30) minutes. When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item on the agenda. The speaker(s) shall limit their speaking time to five (5) minutes.

Councilor Buganski
8. Adoption of Minutes of Previous Meeting

Approval of October 16, 2023 Town Council Meeting Minutes

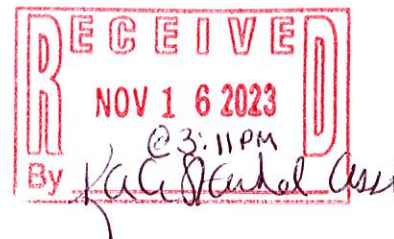
BE IT RESOLVED, that the South Windsor Town Council hereby approves the minutes of the Regular Town Council meeting of October 16, 2023.

Approval of November 13, 2023 Town Council Organizational Meeting Minutes

BE IT RESOLVED, that the South Windsor Town Council hereby approves the minutes of the Town Council Organizational meeting of November 13, 2023.

9. Communication from Liaisons, Officers, and Boards Directly Responsible to Council

10. Reports from Committees



Public Meetings are the time and place at which the Town Council conducts official business of the Town. The Council reserves the time and invites the public to be heard during **Public Input** of each Public Meeting, as follows:

Item #7: Public Input on Agenda Items Only

In-Person Meetings:

Public Input shall not exceed thirty (30) minutes unless extended by the Mayor with the consent of the majority of the Council present. When recognized by the Mayor, the speaker(s) shall approach the lectern, and give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item on the agenda. The speaker(s) shall limit their speaking time to five (5) minutes. This limit may not be exceeded, except when invoked by any member of the Council with the consent of a majority of the Council present. Town Council members will not respond to any public comments/questions. Emails will only be read into the record if brought forth by a Council member or if the person submitting the email has requested that the email is read into the record. A Council member who brings an email forward will read the email into the record. No email shall be read if the substance of such email, at the discretion of the Mayor or any Council member violates these rules, or if, upon the advice of the Town Attorney, would otherwise be improper. A Council member or the Mayor shall advise the rest of the Council in writing through the Clerk of the Council their objection to the email being read prior to the call of the meeting.

Virtual Meetings:

Public Input shall not exceed thirty (30) minutes unless extended by the Mayor with the consent of the majority of the Council present. When recognized by the Mayor, the speaker(s) shall approach the lectern, and give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item on the agenda. The speaker(s) shall limit their speaking time to five (5) minutes. This limit may not be exceeded, except when invoked by any member of the Council with the consent of a majority of the Council present. Town Council members will not respond to any public comments/questions. Emails sent to TownCouncilComments@southwindsor-ct.gov will only be read into the record. A Council member who brings an email forward will read the email into the record. No email shall be read if the substance of such email, at the discretion of the Mayor or any Council member, violates these rules, or if, upon the advice of the Town Attorney, would otherwise be improper. A Council member or the Mayor shall advise the rest of the Council in writing through the Clerk of the Council their objection to the email being read prior to the call of the meeting.

Item #15: Second Public Input - on any matter over which the Council has Jurisdiction

In-Person Meetings:

Public Input shall not exceed thirty (30) minutes unless extended by the Mayor with the consent of the majority of the Council present. When recognized by the Mayor, the speaker(s) shall approach the lectern, and give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any matter over which the Council has jurisdiction. The speaker(s) shall limit their speaking time to five (5) minutes. This limit may not be exceeded, except when invoked by any member of the Council with the consent of a majority of the Council present. Town Council members will not respond to any public comments/questions. Emails will only be read into the record if brought forth by a Council member or if the person submitting the email has requested that the email is read into the record. A Council member who brings an email forward will read the email into the record. No email shall be read if the substance of such email, at the discretion of the Mayor or any Council member violates these rules, or if, upon the advice of the Town Attorney, would otherwise be improper. A Council member or the Mayor shall advise the rest of the Council in writing through the Clerk of the Council their objection to the email being read prior to the call of the meeting.

Virtual Meetings:

Public Input shall not exceed thirty (30) minutes unless extended by the Mayor with the consent of the majority of the Council present. When recognized by the Mayor, the speaker(s) shall approach the lectern, and give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any matter over which the Council has jurisdiction. The speaker(s) shall limit their speaking time to five (5) minutes. This limit may not be exceeded, except when invoked by any member of the Council with the consent of a majority of the Council present. Town Council members will not respond to any public comments/questions. Emails sent to TownCouncilComments@southwindsor-ct.gov will only be read into the record if brought forth by a Council member or if the person submitting the email has requested that the email is read into the record. A Council member who brings an email forward will read the email into the record. No email shall be read if the substance of such email, at the discretion of the Mayor or any Council member, violates these rules, or if, upon the advice of the Town Attorney, would otherwise be improper. A Council member or the Mayor shall advise the rest of the Council in writing through the Clerk of the Council their objection to the email being read prior to the call of the meeting.

11. **Consent Agenda**

[All items listed under this section are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the Consent Agenda and be considered in its normal sequence on the Agenda.]

Councilor King motion to approve 11 A 1 – 11 A 2 as a first reading on the consent agenda

Councilor Carey motion to approve 11 A 3 – 11 A 15 as a first reading on the consent agenda.

A. First Reading

1. Resolution appointing Tara McCausland-Pollard (D) as a member of the Housing and Fair Rent Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Tara McCausland-Pollard (D) as a member of the Housing and Fair Rent Commission, for a term ending November 30, 2026. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

2. Resolution appointing James Bailey (D) as a member of the Housing and Fair Rent Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints James Bailey (D) as an member of the Housing and Fair Rent Commission, for a term ending November 30, 2026. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

3. Resolution appointing Daniel Kane (R) as a member of the Housing and Fair Rent Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Daniel Kane (R) as a member of the Housing and Fair Rent Commission, for a term ending November 30, 2026. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

4. Resolution reappointing Susan Burnham (R) as a member of the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Susan Burnham (R) as a member of the Economic Development Commission, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

5. Resolution reappointing William Jodice (R) as a member of the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints William Jodice (R) as a member of the Economic Development Commission, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

6. Resolution reappointing Daniel Kane (R) as a member of the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Daniel Kane (R) as a member of the Economic Development Commission, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

7. Resolution reappointing Scott Kelley (R) as a member of the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Scott Kelley (R) as a member of the Economic Development Commission, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

8. Resolution reappointing Richard Muller (R) as a member of the Inland Wetlands Agency/ Conservation Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Richard Muller (R) as a member of the Inland Wetlands Agency/ Conservation Commission, for a term ending December 1, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

9. Resolution reappointing Elizabeth Asplund (R) as a member of the Library Board

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Elizabeth Asplund (R) as a member of the Library Board, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

10. Resolution reappointing Carole Stroud (R) as a member of the Library Board

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Carole Stroud (R) as a member of the Library Board, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

11. Resolution reappointing Michael Ouellette as a member of the Social Justice & Racial Equity Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Michael Ouellette (R) as a member of the Social Justice & Racial Equity Commission, for a term ending November 30, 2025. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

12. Resolution reappointing Michael Lyon (R) as a member of the Water Pollution Control Authority

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Michael Lyon (R) as a member of the Water Pollution Control Authority, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

13. Resolution reappointing Daniel Kane (R) as a member of the Zoning Board of Appeals

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Daniel Kane (R) as a member of the Zoning Board of Appeals, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

14. Resolution reappointing Wayne Kilburn (R) as a member of the Zoning Board of Appeals

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints William Kilburn (R) as a member of the Zoning Board of Appeals, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

15. Resolution reappointing Teri Parrot (R) as an alternate on the Zoning Board of Appeals

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Terri Parrot (R) as a member of the Zoning Board of Appeals, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

Councilor Lewis motion to approve 11 B 1 – 11 B 2 as a second reading on the consent agenda.

B. Second Reading

1. Resolution appointing Steven Cordeiro (R) as an alternate on the Inland Wetlands Agency/ Conservation Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Steven Cordeiro (R) as an alternate on the Inland Wetlands Agency/ Conservation Commission, to the unexpired term of Dan Katzbek (R) for a term end date of December 1, 2023.

2. Resolution appointing Steven Cordeiro (R) as an alternate on the Water Pollution Control Authority

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Steven Cordeiro (R) as an alternate on the Water Pollution Control Authority to fill the expired term of Vicki Paliulis (R), for a term end date of November 30, 2023.

C. Miscellaneous

None.

12. Unfinished Business

A. Discussion Item: Tax fixing agreement with Longleaf Developers LLC
Reference **exhibit A**.

B. Discussion Item: Sidewalk installation on Birch Hill Drive and Felt Road

13. New Business

A. Discussion Item: Public Building Commission and Parks & Recreation Commission updates on Parks & Rec. Department Facilities

B. Discussion Item: 2024 Budget Policy Statement
Reference **exhibit B**.

Councilor Pendleton

C. Resolution approving the 2024 Town Council Regular meeting schedule

BE IT RESOLVED, that the South Windsor Town Council hereby approves the meeting dates for the 2024 regular Town Council meetings, as fully described on **exhibit C**.

Councilor Evans

D. Resolution approving forty-seven (47) refunds totaling \$31,754.83

BE IT RESOLVED, that the South Windsor Town Council hereby approves forty-seven (47) refunds, the total of said refunds being \$31, 754.83 and as more fully described on attached exhibit D.

14. Passage of Ordinance

None.

15. Public Input for Any Matter

Public Input for any other matter shall not exceed thirty (30) minutes. When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item. The speaker(s) shall limit their speaking time to five (5) minutes.

16. Communications from the Council

17. Executive Session

(Please invite Town Manager, Michael Maniscalco and Assistant Town Manager, Mr. Roberts and any other appropriate personnel deemed necessary).

- a) **Potential purchase of parcel located at 561 Strong Road**
- b) **Safety and security – plate reader cameras**
- c) **Attorney/ client privilege communications**

18. Adjournment

Exhibit A

Memo

To: Michael Mansicalco, Town Manager
From: Michele M. Lipe, Director of Planning
Date: 11/14/2023
Re: Affordable Housing Information

As a follow up to the question regarding the current status of affordable housing, I have put together some information including the latest State Affordable Housing Appeals List. I have attached the list as well.

The current list (dated 2022; however, issued February of 2023) shows South Windsor has 6.47% of affordable units in town. This data is based on the 2010 Census housing unit count. In May of this year, the Census released the 2020 housing unit counts – and South Windsor’s unit count went from 10,243 up to 10,804. Assuming all factors stay the same (related to Tenant Rental Assistance and CHFA mortgages), we can assume the February 2024 Housing Appeal list to drop our percentage of affordable units to approximately 6.1%.

The number of affordable units needed, based on the 2020 Census Housing count numbers, would be as follows:

Total Housing Units: 10,804 (2020 census)

10%: 1,080

Existing Units 663

Needed Units 417

Related to the number of points needed for a moratorium, with the 2020 Census Housing counts, the town would need 217 points to obtain another Affordable Housing moratorium.

Below is a summary of potential points based on projects currently going through the approval process:

Sullivan Ave Plaza – 13 affordable units (needs site plan approval)

2 studios – 1.5 per unit = 3

4 two bedrooms – 1.5 per unit = 6

7 one bedroom – 1.5 per unit = 10.5 points

19.5 points

Residence at Evergreen Walk – 21 affordable units (site plan approved)

13 two bedrooms – 1.5 per unit = 19.5

8 one bedroom – 1.5 per unit = 12 points

31.5 points

240 Deming Street – 55 units (site plan proposed)

Points to be determined based on approved affordability levels and unit types.

If all projects above received Certificates of Occupancies, the total number of affordable units would increase by 89 units to 752 (328 units would still be needed to meet the 10% threshold).

Once the PZC action is taken on the 240 Deming Street project, a determination can be made on the number of points that would be needed to obtain another four-year Affordable Housing moratorium.

If you have any questions on any of this information, please feel free to contact me.

2022 Affordable Housing Appeals List - Exempt Municipalities

Town	2010 Census	2022 Gov Assisted	2022 Tenant Rental Assistance	2022 Single Family CHFA/USDA Mortgages	2022 Deed Restricted Units	2022 Total Assisted Units	2022 Percent Affordable
Ansonia	8,148	230	816	132	0	1,178	14.46%
Bloomfield	9,019	612	115	277	0	1,004	11.13%
Bridgeport	57,012	7,020	4,321	744	15	12,100	21.22%
Bristol	27,011	2,006	965	963	0	3,934	14.56%
Danbury	31,154	1,652	1,292	390	210	3,544	11.38%
Derby	5,849	275	316	89	0	680	11.63%
East Hartford	21,328	1,593	826	919	0	3,338	15.65%
East Windsor	5,045	559	43	102	0	704	13.95%
Enfield	17,558	1,360	231	544	7	2,142	12.20%
Groton	17,978	3,727	100	312	10	4,149	23.08%
Hartford	51,822	10,620	9,132	1370	0	21,122	40.76%
Killingly	7,592	467	160	141	0	768	10.12%
Manchester	25,996	1,864	1,011	821	32	3,728	14.34%
Meriden	25,892	2,057	1,426	905	11	4,399	16.99%
Middletown	21,223	3,118	1,167	443	25	4,753	22.40%
New Britain	31,226	3,017	1,692	1048	91	5,848	18.73%
New Haven	54,967	9,621	7,498	833	391	18,343	33.37%
New London	11,840	1,620	501	448	131	2,700	22.80%
Norwalk	35,415	2,423	1,619	345	698	5,085	14.36%
Norwich	18,659	2,350	767	499	0	3,616	19.38%
Plainfield	6,229	429	192	169	4	794	12.75%
Putnam	4,299	413	69	61	0	543	12.63%
Stamford	50,573	4,217	2,033	345	1268	7,863	15.55%
Torrington	16,761	912	322	482	17	1,733	10.34%
Vernon	13,896	1,509	464	322	12	2,307	16.60%
Waterbury	47,991	5,385	3,205	1,478	39	10,107	21.06%
West Haven	22,446	1,024	2,112	350	0	3,486	15.53%
Windham	9,570	1,776	586	310	0	2,672	27.92%
Windsor Locks	5,429	297	166	206	0	669	12.32%

2022 Affordable Housing Appeals List - Non-Exempt Municipalities

Town	2010 Census	2022 Gov Assisted	2022 Tenant Rental Assistance	2022 Single Family CHFA/USDA Mortgages	2022 Deed Restricted Units	2022 Total Assisted Units	2022 Percent Affordable
Andover	1,317	24	1	27	0	52	3.95%
Ashford	1,903	32	0	30	0	62	3.26%
Avon	7,389	244	24	29	2	299	4.05%
Barkhamsted	1,589	0	5	21	0	26	1.64%
Beacon Falls	2,509	0	6	33	0	39	1.55%
Berlin	8,140	556	48	108	4	716	8.80%

Bethany	2,044	0	2	8	0	10	0.49%
Bethel	7,310	192	34	119	84	429	5.87%
Bethlehem	1,575	24	0	4	0	28	1.78%
Bolton	2,015	0	0	28	0	28	1.39%
Bozrah	1,059	0	3	24	0	27	2.55%
Branford	13,972	243	65	129	9	446	3.19%
Bridgewater	881	0	0	1	0	1	0.11%
Brookfield	6,562	155	23	83	112	373	5.68%
Brooklyn	3,235	205	13	59	0	277	8.56%
Burlington	3,389	27	0	44	0	71	2.10%
Canaan	779	1	2	4	3	10	1.28%
Canterbury	2,043	76	0	51	0	127	6.22%
Canton	4,339	251	32	45	32	360	8.30%
Chaplin	988	0	3	30	0	33	3.34%
Cheshire	10,424	258	21	73	17	369	3.54%
Chester	1,923	23	4	12	0	39	2.03%
Clinton	6,065	105	8	57	0	170	2.80%
Colchester	6,182	364	38	116	4	522	8.44%
Colebrook	722	0	0	7	1	8	1.11%
Columbia	2,308	24	2	42	0	68	2.95%
Cornwall	1,007	28	2	6	0	36	3.57%
Coventry	5,099	103	3	113	20	239	4.69%
Cromwell	6,001	212	9	151	0	372	6.20%
Darien	7,074	161	17	1	117	296	4.18%
Deep River	2,096	44	7	28	0	79	3.77%
Durham	2,694	36	1	22	0	59	2.19%
East Granby	2,152	72	2	35	0	109	5.07%
East Haddam	4,508	73	1	47	0	121	2.68%
East Hampton	5,485	70	8	76	25	179	3.26%
East Haven	12,533	612	166	259	0	1,037	8.27%
East Lyme	8,458	452	24	75	19	570	6.74%
Eastford	793	0	0	9	0	9	1.13%
Easton	2,715	0	0	3	14	17	0.63%
Ellington	6,665	260	6	89	0	355	5.33%
Essex	3,261	75	1	15	16	107	3.28%
Fairfield	21,648	231	138	57	199	625	2.89%
Farmington	11,106	538	122	108	155	923	8.31%
Franklin	771	27	1	18	0	46	5.97%
Glastonbury	13,656	604	55	97	2	758	5.55%
Goshen	1,664	1	1	3	0	5	0.30%
Granby	4,360	85	3	39	5	132	3.03%
Greenwich	25,631	921	473	11	47	1,452	5.67%
Griswold	5,118	222	61	119	0	402	7.85%
Guilford	9,596	177	11	30	1	219	2.28%
Haddam	3,504	22	1	24	0	47	1.34%
Hamden	25,114	1,048	826	429	4	2,307	9.19%
Hampton	793	0	1	9	0	10	1.26%
Hartland	856	2	0	3	0	5	0.58%
Harwinton	2,282	22	6	31	5	64	2.80%
Hebron	3,567	58	2	42	0	102	2.86%
Kent	1,665	58	3	3	0	64	3.84%
Killingworth	2,598	0	1	16	2	19	0.73%

Lebanon	3,125	26	3	69	0	98	3.14%
Ledyard	5,987	32	10	191	6	239	3.99%
Lisbon	1,730	2	0	52	0	54	3.12%
Litchfield	3,975	140	3	26	19	188	4.73%
Lyme	1,223	0	0	3	8	11	0.90%
Madison	8,049	90	3	8	29	130	1.62%
Mansfield	6,017	175	130	72	2	379	6.30%
Marlborough	2,389	24	0	18	0	42	1.76%
Middlebury	2,892	77	4	14	20	115	3.98%
Middlefield	1,863	30	5	19	1	55	2.95%
Milford	23,074	728	235	138	74	1,175	5.09%
Monroe	6,918	35	5	36	8	84	1.21%
Montville	7,407	81	54	233	0	368	4.97%
Morris	1,314	20	1	5	0	26	1.98%
Naugatuck	13,061	493	312	312	0	1,117	8.55%
New Canaan	7,551	175	19	6	0	200	2.65%
New Fairfield	5,593	0	4	45	17	66	1.18%
New Hartford	2,923	12	4	40	15	71	2.43%
New Milford	11,731	319	42	139	20	520	4.43%
Newington	13,011	531	122	418	36	1,107	8.51%
Newtown	10,061	134	6	74	59	273	2.71%
Norfolk	967	21	2	5	0	28	2.90%
North Branford	5,629	62	15	45	0	122	2.17%
North Canaan	1,587	111	0	15	0	126	7.94%
North Haven	9,491	393	53	77	23	546	5.75%
North Stonington	2,306	0	1	18	6	25	1.08%
Old Lyme	5,021	64	2	10	3	79	1.57%
Old Saybrook	5,602	52	15	21	73	161	2.87%
Orange	5,345	46	10	10	6	72	1.35%
Oxford	4,746	36	3	24	0	63	1.33%
Plainville	8,063	205	61	262	22	550	6.82%
Plymouth	5,109	178	19	164	0	361	7.07%
Pomfret	1,684	32	2	11	0	45	2.67%
Portland	4,077	185	87	54	0	326	8.00%
Preston	2,019	40	6	36	0	82	4.06%
Prospect	3,474	0	4	40	55	99	2.85%
Redding	3,811	0	3	14	0	17	0.45%
Ridgefield	9,420	175	6	23	79	283	3.00%
Rocky Hill	8,843	235	63	138	0	436	4.93%
Roxbury	1,167	19	0	4	0	23	1.97%
Salem	1,635	0	2	27	0	29	1.77%
Salisbury	2,593	24	1	1	14	40	1.54%
Scotland	680	0	1	25	0	26	3.82%
Seymour	6,968	262	31	94	0	387	5.55%
Sharon	1,775	32	1	2	0	35	1.97%
Shelton	16,146	322	42	104	82	550	3.41%
Sherman	1,831	0	1	5	0	6	0.33%
Simsbury	9,123	289	60	86	28	463	5.08%
Somers	3,479	146	7	31	0	184	5.29%
South Windsor	10,243	443	53	155	12	663	6.47%
Southbury	9,091	90	6	27	0	123	1.35%
Southington	17,447	499	61	299	53	912	5.23%

Sprague	1,248	20	10	21	1	52	4.17%
Stafford	5,124	257	18	103	0	378	7.38%
Sterling	1,511	0	6	20	0	26	1.72%
Stonington	9,467	484	23	66	2	575	6.07%
Stratford	21,091	524	436	310	33	1,303	6.18%
Suffield	5,469	296	6	45	6	353	6.45%
Thomaston	3,276	104	6	95	0	205	6.26%
Thompson	4,171	151	15	36	0	202	4.84%
Tolland	5,451	127	12	94	3	236	4.33%
Trumbull	13,157	315	17	68	316	716	5.44%
Union	388	0	0	6	0	6	1.55%
Voluntown	1,127	20	1	19	0	40	3.55%
Wallingford	18,945	354	149	264	35	802	4.23%
Warren	811	0	0	0	0	0	0.00%
Washington	2,124	17	2	2	28	49	2.31%
Waterford	8,634	213	37	224	0	474	5.49%
Watertown	9,096	205	33	200	0	438	4.82%
West Hartford	26,396	643	798	276	245	1,962	7.43%
Westbrook	3,937	140	6	25	29	200	5.08%
Weston	3,674	0	1	5	0	6	0.16%
Westport	10,399	265	54	2	72	393	3.78%
Wethersfield	11,677	705	102	243	0	1,050	8.99%
Willington	2,637	160	7	34	0	201	7.62%
Wilton	6,475	158	10	12	51	231	3.57%
Winchester	5,613	269	157	83	0	509	9.07%
Windsor	11,767	154	261	401	26	842	7.16%
Wolcott	6,276	313	11	157	0	481	7.66%
Woodbridge	3,478	30	6	4	0	40	1.15%
Woodbury	4,564	60	6	26	0	92	2.02%
Woodstock	3,582	24	0	24	0	48	1.34%
	1,479,743	94,034	48,387	24,678	5,477	172,576	

EXHIBIT B

TOWN OF SOUTH WINDSOR FISCAL YEAR 2023-2024 Town Council Budget Policy Statement

GENERAL STATEMENT

The Town of South Windsor's annual budget is a document that creates a financial plan for the fiscal year and determines the financial impact on property owners. Per the Town Charter, Section 704, the Town Council will review and approve or amend the proposed Board of Education Budget, General Government Budget, Capital Budget, and Debt. The purpose of this budget policy statement is to provide guidance to the Town Manager concerning the creation and presentation of the proposed annual budget.

OBJECTIVE

The proposed FY 2023-2024 Budget shall:

1. Be presented to the Town Council and residents as early as possible.
2. Be presented utilizing the safest method possible with consideration of public health.
3. Ensure taxpayers have input in the budget process by utilizing public hearings, the Town website, local newspaper notices, the "Citizens Guide to the Budget" (town website), and during public input at Town Council and/or the Board of Education meetings.
4. Maintain transparency through various forms of distribution of the budget documents.
5. Reflect the guidelines and goals presented here as well as projected revenue, anticipated State of CT funding, and current economic conditions.
6. Maintain or increase the current level of services.
7. Leverage Grand List growth to offset budget increases.

2023-2024 BUDGET GOALS

- A. Continue to ensure public safety, health, and welfare for all residents of all ages and to meet the diverse needs of our community (ref - #5 & #6 Strategic Plan).
- B. Create a position of a full time Economic Development Coordinator.
- C. Attempt to avoid using "Fund Balance" to lower the annual mill rate or pay for the Town's operating expenses (ref - #1 Strategic Plan).
- D. Attempt to avoid using the "Tax Stabilization Fund" to lessen the burden of tax increases on residents unless necessary.
- E. Realize efficiencies and cost savings through review and analysis of the current operational practices that may be redundant, no longer necessary, or can be delivered in a cost-efficient manner (ref - #4 Strategic Plan).
- F. Maintain or reduce personnel service costs, where possible, attrition, and/or labor negotiations (ref - #4 Strategic Plan).

EXHIBIT B

- G. Appropriate sufficient funding for the Capital Improvement Plan after the Town Council evaluates and approves the proposed budget and projects for maintenance, service, or repairs (ref - #3, #4, #6 Strategic Plan).
- H. Continue to support in investments, upgrades or improvements to the town's infrastructure.
- I. Conservatively estimate State revenues in preparation for the State's reduction in funding (ref - #1 Strategic Plan).
- J. Seek cost-savings by pursuing regional sharing of services when practical without negatively impacting the level of services delivered to the residents of South Windsor.
- K. Support the continued efforts to grow the tax stabilization fund (ref - #1 Strategic Plan).
- L. Work to realize efficiencies and cost savings for taxpayers.
- M. Continue to evaluate and apply for grant opportunities based on the costs and benefits they provide to the Town.

TO: Bonnie Armstrong, Town Clerk
FROM: Clerk of the Council, Amanda Poma
DATE: Tuesday, November 14, 2023
RE: Schedule for South Windsor Town Council, regular monthly meetings 2024

The Town Council will meet the first and third Monday of every month, except for the month of August. If there is a Nationally recognized Holiday on a Monday meeting, that meeting will be moved to that Tuesday following the Holiday. The Town Council will hold meetings in the Council Chambers of Town Hall at 7:00pm. The meeting dates are as follows:

Tuesday, January 2, 2024

No regular meetings in August

Tuesday, January 16, 2024

Tuesday, September 3, 2024

Monday, February 5, 2024

Monday, September 16, 2024

Tuesday, February 20, 2024

Monday, October 7, 2024

Monday, March 4, 2024

Monday October 21, 2024

Monday, March 18, 2024

Monday, November 4, 2024

Monday, April 1, 2024

Monday, November 18, 2024

Monday, April 15, 2024

Monday December 2, 2024

Monday, May 6, 2024

Monday May 20, 2024

Monday, June 3, 2024

Monday, June 17, 2024

Monday, July 1, 2024

Monday, July 15, 2024

Exhibit D

06  74

JENNIFER R. HILINSKI SHIRLEY, CCMC, CCMO
COLLECTOR OF REVENUE

SWCT

MEMO

DATE: November 11, 2023
FROM: Carlene Andrulat
TO: Amanda Poma –Clerk of the Council
SUBJECT: Refund Batch #30 for Town Council – November 20, 2023
Agenda
Michael Maniscalco, Town Manager
CC: Patricia Perry, Director of Finance
Jennifer R. Hilinski-Shirley – Collector of Revenue
OF PAGES: 3

Please note that messages to and from the Town of South Windsor may be subject to public release in accordance with applicable laws.

I respectfully request the Town Council's consideration and approval of 47 refunds totaling \$31,754.83. as noted on the attached report. All refund requests received by November 7, 2023 are included.

Name	Bill	Prop Loc/Vehicle Info.	Reason	Over Paid
ALATISE MUTIS O	2022-03-0050375	2018/AW68228/KNMAT27MT3JP506698	Sec. 12-129 Refund of Excess Payments.	(26.04)
ALDI INC	2022-03-0050421	2017/AJ93335/WAAUAGFF3H1038628	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(43.28)
ALDI INC	2022-03-0050422	2018/AP42050/WAAUJHFFXJ1055566	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(47.83)
ALDI INC	2022-03-0050424	2018/AP42146/WAAUJHFFGJ1055032	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(47.83)
ALDI INC	2022-03-0050425	2018/AP42147/WAAUJHFFGJ1055239	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(47.83)
ALDI INC	2022-03-0050471	2018/C141854/WAAUJHFFGJ1019227	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(109.39)
BABALLEKU ROBERT	2022-03-0051277	2017/AK30853/AS3GKAD6XH3624721	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(30.67)
BERT & COMPANY BEAUTY SALON	2020-02-0040157	1876 MAIN STREET	Sec. 12-129 Refund of Excess Payments.	(70.92)
BROWN DENNIS	2022-03-0052741	2019/BA34295/1C4HJXDG9KW579523	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(489.20)
CCAP AUTO LEASE LTD	2022-03-0053653	2020/AW02948/1C4RJFGB5L190057	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(311.02)
ESKANDARI AMIR H	2020-04-0081235	2021/AZ63722/ZHKRW2H86MH608772	Sec. 12-129 Refund of Excess Payments.	(110.43)
HONDA LEASE TRUST	2022-03-0060408	2019/AW53029/2HKRW2H52KH671483	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(638.60)
HONDA LEASE TRUST	2022-03-0060418	2020/AH62282/JHGCVV1F3XUA059336	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(253.66)
LOMBA JOHN J	2020-03-0063645	2011/AS28193/VV4940BZ1B1115191	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(254.49)
LOMBA JOHN J	2021-03-0063621	2011/AS28193/VV4940BZ1B1115191	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(73.68)
MARTIN SONYA D	2022-03-0064670	2014/1GG/KL8CF6S93EC470144	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(241.60)
NISSAN INFINITI LT LLC	2022-03-0066540	2020/AN46468/JN1B1JCW81W650792	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(64.72)
PHILLIMORE PAUL A	2022-03-0068051	2019/BC22607/1C6RR71TKS641565	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(6,004.60)
PROGRESSIVE SHEET METAL LLC	2020-01-0006292	49 MASCOLO ROAD	Sec. 12-129 Refund of Excess Payments.	(7,825.73)
PROGRESSIVE SHEET METAL LLC	2021-01-0006301	49 MASCOLO ROAD	Sec. 12-129 Refund of Excess Payments.	(161.82)
SAADA AMY J	2022-03-0070095	2014/AB87184/1VWB7A37EC097184	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(5,251.04)
SILVA HUMBERTO J & DANIELA I	2022-01-0009168	65 HEATHERWOOD DRIVE	Sec. 12-129 Refund of Excess Payments.	(157.82)
SLAHTOSKY JAMES M	2022-03-0071393	2013/2652JY/1GNSKJE77DR238418	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(56.31)
SLAHTOSKY JAMES M	2022-03-0071394	2009/G18KLU/1HGCP26329A115925	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(146.29)
TOYOTA LEASE TRUST	2021-04-0084065	2022/BF90257/JM1BPALL1N1510665	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(283.96)
TOYOTA LEASE TRUST	2022-03-0073078	2019/581ZWJ/JTMM1RFV2K0518648	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(102.84)
TOYOTA LEASE TRUST	2022-03-0073081	2020/6ATK84/NMTKHM3LR112603	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(240.40)
TOYOTA LEASE TRUST	2022-03-0073090	2019/940THX/2T3P1RFV2KW063005	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(68.04)
TOYOTA LEASE TRUST	2022-03-0073097	2022/AF14942/JTMG1RFV3ND086522	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(862.27)
TOYOTA LEASE TRUST	2022-03-0073102	2020/AH85677/2T2HZMDA0LC224863	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(343.92)
TOYOTA LEASE TRUST	2022-03-0073105	2020/AJ87379/AT1J1IAK0LU535226	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(792.38)
TOYOTA LEASE TRUST	2022-03-0073108	2020/AK24823/TJJDY7AXX14318412	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(544.09)
TOYOTA LEASE TRUST	2022-03-0073139	2019/AU87846/5TDZRFHKK585679	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(547.60)
TOYOTA LEASE TRUST	2022-03-0073141	2019/AV44648/4T1B11HK9KU277674	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(344.69)
TOYOTA LEASE TRUST	2022-03-0073147	2020/AW11969/2T2HZMDA9LC222867	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(690.46)
TOYOTA LEASE TRUST	2022-03-0073149	2020/AW42591/2T2HZMDA7LC233625	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	

TOYOTA LEASE TRUST	2022-03-0073150	2019/AW48079/5TDJZRFHXKS626957	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(544.09)
TOYOTA LEASE TRUST	2022-03-0073151	2022/AW85013/JTNKHMBOX2N1133245	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(135.68)
TOYOTA LEASE TRUST	2022-03-0073155	2020/AX26712/JTEBU5JRL15763218	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(506.41)
TOYOTA LEASE TRUST	2022-03-0073158	2020/AX65922/2T3A1RFVXLC089229	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(205.64)
TOYOTA LEASE TRUST	2022-03-0073163	2020/AY43744/JM3KFBGM2L0722194	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(162.46)
TOYOTA LEASE TRUST	2022-03-0073164	2020/AY65916/JM3KFBGMXL1798126	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(53.95)
TOYOTA LEASE TRUST	2022-03-0073171	2021/AY93439/JTHG75DC1M5010534	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(1,054.27)
TOYOTA LEASE TRUST	2022-03-0073184	2021/BA25315/2T2HZMDA3MC261164	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(284.90)
TOYOTA LEASE TRUST	2022-03-0073203	2021/BC57912/JTDKAMFP7M3184293	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(543.64)
TOYOTA LEASE TRUST	2022-03-0073216	2021/BD38177/3MYDMM8DL6MM258692	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(116.59)
VALLEE TRICIA A	2022-03-0073612	2017/BD63706/5N1AT2MVSHC806273	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(113.92)

Total of 47 Refunds

(31,754.83)

Drafted by: *Carlene Andrusat*

Carlene Andrusat
Collector of Revenue

Approved by: *J. Hillinski*

Jennifer Hillinski-Shirley, CCMC, CCMO
Collector of Revenue

Date: 11/13/23

Date: 13 Nov 2023