

REVISED AGENDA

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Monday, December 4, 2023
TIME: 7:00 P.M.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

Councilor Evans

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 King

8. Adoption of Minutes of Previous Meeting

Approval of the November 20, 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 November 20, 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 Pendleton motion to approve 11 A 1 – 11 A 14 as a first reading on the consent agenda.

Councilor Carey motion to approve 11 A 15 – 11 A 21 as a first reading on the consent agenda.

A. First Reading

1. Resolution reappointing Mindy Lewis (D) as a member of the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Mindy Lewis (D) 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.

2. Resolution reappointing Dwight Johnson (D) as a member of the Housing Authority

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Dwight Johnson (D) as a member of the Housing Authority, for a term ending November 30, 2028. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

3. Resolution reappointing Madhu Reddy (D) as a member of the Public Building Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Madhu Reddy (D) as a member of the Public Building Commission, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

4. Resolution reappointing Suresh Jeyaprasad (U) as a member of the Social Justice & Racial Equity Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Suresh Jeyaprasad (U) 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.

5. Resolution reappointing Matthew Montana (D) as a member of the Public Building Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Matthew Montana (D) as a member of the Public Building 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 Marcia Andrus (D) as a member of the Library Board

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Marcia Andrus (D) 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.

7. Resolution reappointing James MacPherson (D) as a member of the Mass Transit & Highway Advisory Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints James MacPherson (D) as a member of the Mass Transit & Highway Advisory 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 Damian Humphrey (D) as a member of the Mass Transit & Highway Advisory Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Damian Humphrey (D) as a member of the Mass Transit & Highway Advisory Commission, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

9. Resolution reappointing Joseph Kennedy (D) as a member of the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Joseph Kennedy (D) 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.

10. Resolution reappointing Barbara Kelly (D) as a member of the Inland Wetlands Agency/ Conservation Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Barbara Kelly (D) as a member of the Inland Wetlands Agency/ Conservation Commission, 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 Linda Jeski (D) as a member of the Human Relations Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Linda Jeski (D) as a member of the Human Relations Commission, for a term ending November 30, 2026. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

12. Resolution reappointing Gary Pitcock (D) as a member of the Historic District Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Gary Pitcock (D) as a member of the Historic District Commission, for a term ending November 30, 2028. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

13. Resolution reappointing Ritu Goel (D) as a member of the Human Relations Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Ritu Goel (D) as a member of the Human Relations Commission, for a term ending November 30, 2026. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

14. Resolution reappointing George Caye (D) as a member of the Parks and Recreation Commission

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints George Caye (D) as a member of the Parks and Recreation Commission, for a term ending November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

15. Resolution appointing Michael Ouellette (R) as an alternate on Planning and Zoning Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Michael Ouellette (R) as an alternate of the Planning and Zoning Commission, to fill the unexpired term of Carolyn Carey for a term ending December 1, 2025. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

16. Resolution reappointing Miguel Proano (R) as a member of the Public Building Commission

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

17. Resolution appointing Stephanie Dexter (R) as a member of the Public Building Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Stephanie Dexter (R) as a member of the Public Building Commission, to fill the unexpired term of Craig Zimmerman (D), for a term end date of November 30, 2024. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

18. Resolution appointing Daniel Dzen (R) as a member of the Agricultural Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Daniel Dzen (R) as a member of the Agricultural Commission, to fill a vacancy, for a term end date of November 30, 2025. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

19. Resolution appointing Daniel Edwards (R) as a member of the Board of Assessment Appeals

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Daniel Edwards (R) as a member of the Board of Assessment Appeals, to fill the expired term of Kevin Greer (R), for a term end date of November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

20. Resolution appointing Daniel Edwards (R) as a member of the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Daniel Edwards (R) as a member of the Economic Development Commission, to fill the expired term of Michael Buganski (D), for a term end date of November 30, 2027. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

21. Resolution appointing James Byrne (R) as a member of the Housing and Fair Rent Commission

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

Councilor Buganski motion to approve 11 B 1 – 11 B 15 as a second reading on the consent agenda.

B. Second 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.

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 a member of the Housing and Fair Rent Commission, for a term ending November 30, 2026.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

C. Miscellaneous
None.

12. Unfinished Business

Councilor Balboni

A. Resolution approving sidewalk installation on Birch Hill Drive and Felt Road

WHEREAS, the Town of South Windsor’s residents have requested sidewalks to be installed along the entirety of Birch Hill Drive and connecting to the existing sidewalks on Felt Road; and

WHEREAS, the installation of new sidewalks in residential neighborhoods near schools and recreation areas furthers the Town’s goal of creating a walkable community; and

WHEREAS, the Town Council per Sec 86-85 of the code of ordinances held a public hearing on July 17th 2023 to obtain public input on the installation of sidewalks along Birch Hill Drive; and

WHEREAS, the residents of South Windsor approved a bond referendum in 2022 that included funding to repair existing sidewalks and install new sidewalks in Town.

NOW THEREFORE BE IT RESOVLED, that the Town Council per Sec 86-85 of the code of ordinances finds that sidewalks along Birch Hill Road will serve the public need and authorizes the Town Manager to install sidewalks along the entirety of Birch Hill Road in accordance with the town’s standards and specifications.

13. New Business

Requested by Mayor Delnicki

A. Discussion Item: Concealed consumption bottles (also known as “nips”)

Councilor King

B. Resolution dissolving the Strategic Planning Committee

WHEREAS, The Town Strategic Plan had not been updated in over 10 years; and

WHEREAS, The Town Council created a committee on June 21, 2021 to gather citizen input and a new Town of South Windsor Strategic Plan; and

WHEREAS, The Strategic Planning Committee completed its work and submitted a report to the Town Council which was approved on July 17, 2023.

NOW THEREFORE BE IT RESOLVED, the Strategic Planning Committee is officially dissolved and the Town Council as well as the Citizens of South Windsor express their sincere appreciation for their contribution to our community.

Councilor Pendleton

C. Resolution dissolving the Crumbling Foundation Committee

WHEREAS, The Town of South Windsor had numerous residential houses affected by crumbling foundations; and

WHEREAS, The Town Council created a committee on March 21, 2016 and was re-established on December 16, 2019 in order to help residents affected by crumbling foundations; and

WHEREAS, The Connecticut Foundations Solutions Indemnity Company (CFSIC) was created to help residents throughout the State who have been impacted by crumbling Foundations.

NOW THEREFORE BE IT RESOLVED, the Crumbling Foundations Committee is officially dissolved and the Town Council as well as the Citizens of South Windsor express their sincere appreciation for their contribution to our community.

Deputy Mayor Siracusa

D. Resolution authorizing the Town Manager to enter into an agreement with the State of Connecticut Department of Energy and Environmental Protection

WHEREAS, effective October 16, 2023, the Town of South Windsor has been awarded \$1.2 million in Senate Bond funds granted by DEEP to fund the construction of phase 1A of the Crosstown Trail Project; and

WHEREAS, the South Windsor Town Council recognizes the benefit of the Crosstown Trail project as it will provide a secure pathway for pedestrians and cyclists and foster connectivity with neighboring communities; and

WHEREAS, The Town Council authorizes the Parks and Recreation Department to move forward with the bidding and construction process for Phase 1A of the Crosstown Trail that will provide connection between Wapping Park and the Priest property; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of South Windsor may enter into with and deliver to the State of Connecticut Department of Energy and Environmental Protection, any and all documents which it deems to be necessary or appropriate for a grant of \$1,200,000 for the South Windsor Crosstown Trail.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the South Windsor Town Council hereby authorizes Michael Maniscalco, Town Manager, to sign, execute, and deliver any and all agreements and documents necessary on behalf of the Town of South Windsor and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

Councilor Carey

E. Resolution appointing the Town Attorney

BE IT RESOLVED, that the South Windsor Town Council appoints Updike, Kelly & Spellacy, P.C. to the position of Town Attorney for the Town of South Windsor; and

BE IT FURTHER RESOLVED, that this appointment is in accordance with Chapter 5, Section 501 of the Town Charter, and in accordance with the terms agreed to by the Town Council.

Councilor Buganski

F. Resolution accepting the resignation of Carolyn Carey (R) from the Planning and Zoning Commission

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Carolyn Carey (R) from the Planning and Zoning Commission effective November 14, 2023, as more fully described in attached **exhibit A**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks Carolyn for the time she has dedicated to serving her community by her membership on the Planning and Zoning Commission.

Councilor Balboni

G. Resolution accepting the resignation of Carolyn Carey (R) from the Human Relations Commission

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Carolyn Carey (R) from the Human Relations Commission effective November 13, 2023, as more fully described in attached **exhibit B**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks Carolyn for the time she has dedicated to serving her community by her membership on the Human Relations Commission.

Deputy Mayor Siracusa

H. Resolution accepting the resignation of Carolyn Carey (R) from the Board of Assessment Appeal

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Carolyn Carey (R) from the Public Building Commission effective November 27, 2023, as more fully described in attached **exhibit C**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks Carolyn for the time she has dedicated to serving her community by her membership on the Board of Assessment Appeals.

Councilor Carey

I. Resolution accepting the resignation of Michael Buganski (R) from the Economic Development Commission

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Michael Buganski (R) from the Economic Development Commission effective November 13, 2023, as more fully described in attached **exhibit D**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks Michael for the time he has dedicated to serving his community by his membership on the Economic Development Commission.

Councilor Buganski

J. Resolution accepting the resignation of Toby Lewis (R) from the Parks and Recreation Commission

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Toby Lewis (R) from the Parks and Recreation Commission effective November 13, 2023, as more fully described in attached **exhibit E**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks Toby for the time he has dedicated to serving his community by his membership on the Parks and Recreation Commission.

Councilor Balboni

K. Resolution accepting the resignation of Toby Lewis (R) from the Water Pollution Control Authority

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Toby Lewis (R) from the Public Building Commission effective November 13, 2023, as more fully described in attached **exhibit E**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks Toby for the time he has dedicated to serving his community by his membership on the Water Pollution Control Authority.

Councilor Evans

L. Resolution accepting the resignation of Craig Zimmerman (D) from the Public Building Commission

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Craig Zimmerman (D) from the Public Building Commission effective November 27, 2023, as more fully described in attached **exhibit F**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks Carolyn for the time she has dedicated to serving her community by her membership on the Arts Commission.

Councilor Pendleton

M. Resolution approving of 9 refunds totaling \$1,406.53

BE IT RESOLVED, that the South Windsor Town Council hereby approves nine (9) refunds, the total of said refunds being \$1,406.53 and as more fully described on attached **exhibit G**.

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) **Tax fixing agreement with Long Leaf Developers LLC**

18. Adjournment

EXHIBIT A

Carolyn Carey
215 Abbe Road
South Windsor, CT 06074
November 14, 2023

Republican Town Committee

Amanda Poma

As a result of my election to the town council I am submitting my resignation as an alternate to the planning and zoning commission. My resignation is effective 11/13/2023. My term was until 11/1/2025.

Thank you, Carolyn Carey

EXHIBIT B

Carolyn Carey
215 Abbe Road
South Windsor, CT 06074
November 14, 2023

Republican Town Committee

Amanda Poma

As a result of my election to the town council I am submitting my resignation from the Human Relations Commission. My resignation is effective 11/13/2023.

Thank you,

Carolyn Carey

EXHIBIT C

Carolyn Carey
215 Abbe Road
South Windsor, CT 06074
November 14, 2023

Republican Town Committee

Amanda Poma

As a result of my election to the town council I am submitting my resignation as an alternate to the board of assessment appeals. My resignation is effective 11/13/2023.

Thank you,

Carolyn Carey

EXHIBIT D

Michael Buganski
133 Cliffwood Drive
South Windsor, CT 06074
November 16, 2023

Republican Town Committee

Miguel Proano

As a result of my election to the town council I am hereby submitting my resignation as an alternate to the Economic Development Commission. My resignation is effective 8:00 pm 11/13/2023.

Thank you,

Michael Buganski

Poma, Amanda

From: RTC SW <swrtc1@gmail.com>
Sent: Monday, November 20, 2023 2:22 PM
To: Poma, Amanda
Subject: [External]Fwd: Committee Resignation

Exhibit E

You don't often get email from swrtc1@gmail.com. [Learn why this is important](#)
See resignation email from Toby Lewis for WPCA and Parks and Rec.

----- Forwarded message -----
From: **Toby Lewis** <tlewis6044@cox.net>
Date: Wed, Nov 15, 2023 at 7:30 PM
Subject: Committee Resignation
To: RTC SW <swrtc1@gmail.com>

Dear members of the RTC,

On the wave of the wonderful results of the election. I regret to say that I must resign my position as chair of the Parks and Rec Commission as well as my role as commissioner on the WPCA (Water Pollution Control Authority). The resignation will be effective as of 11/13/2023 at 8pm.

It has been my privilege and honor to have served in these roles, I am grateful for the opportunity that you gave me to serve our community.

Sincerely,

Toby Lewis

Name	Bill	Prop Loc/Vehicle Info.	Reason	Over Paid
CHASE AUTO	2022-03-0061599	2019/AW41600/SALCR2FX9KH813773	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(585.74)
DEY DEBANJAN	2022-03-0055772	2018/AR24021/5YJ3E1EA6JF024201	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(166.49)
NGUON HELEN	2022-03-0066384	2008/AY28055/JTHB/46G782161364	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(218.99)
SHEKHER ABILASH	2022-03-0071015	2012/BUBBU/5TDJY5G19CS065374	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(61.91)
SHEKHER VIRGINIA A	2022-03-0071016	2010/AP05920/JTDBU4EE1A079456	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(8.02)
TOYOTA LEASE TRUST	2022-03-0073172	2020/AY99027/JM3KFBAY6L0835054	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(62.16)
TOYOTA LEASE TRUST	2022-03-0073183	2021/BA25310/2T2HZMDA7MC265962	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(94.59)
VW CREDIT LEASING LTD	2022-03-0074084	2021/BC16874/WAUABAF45MA087017	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(69.53)
YOUNG RUSSELL J	2022-03-0075038	2011/8112CL/1FTBF2A67BEC65736	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(139.10)
Total of 9 refunds				(1,406.53)

11/20/2023
Date:

Linda Russell

Linda Russell, CCMC - Deputy Collector of Revenue

Jennifer R. Hilinski-Shirley

Jennifer R. Hilinski-Shirley, CCMC, CCMO - Collector of Revenue

Date:
20/11/2023

Craig Zimmerman <craig_zimmerman@msn.com>

11/27/2023 4:23 PM

PBC Resignation

To SandyJ <scjpp@cox.net>

Exhibit F

Please accept my resignation from the PBC as of today.

While I have enjoyed my time on this commission, this change will allow me to spend more time on BOE matters and will allow our other Democratic members to continue their important work on the PBC.

Sincerely,

Craig Zimmerman

Sent from my Verizon, Samsung Galaxy smartphone

EXHIBIT G

MEMO

DATE: December 4, 2023

FROM: Linda Russell, Deputy Collector of Revenue

TO: Amanda Poma –Clerk of the Council

SUBJECT: Refund Batch #32 for Town Council – December 4, 2023
Agenda

CC: Michael Maniscalco, Town Manager
Patricia Perry, Director of Finance
Jennifer R. Hilinski-Shirley – Collector of Revenue

OF PAGES: 2

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 9 refunds totaling \$1,406.53, as noted on the attached report. All refund requests received by November 20, 2023 are included.