

REVISED AGENDA

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Monday, April 17, 2023
TIME: 7:00 P.M.

Public Hearing to be held at 8:00pm to receive citizen input on the proposed General Government budget for the 2023/2024 Fiscal Year

Public Hearing to be held at 8:15pm to receive citizen input on the amending the Ordinance that created the Social Justice and Racial Equity Commission

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

Councilor Paterna
5. Adoption of Agenda

6. Communications and Reports from the Town Manager

7. Public Input for Items on the Agenda

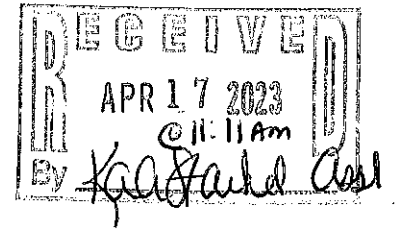
Public Input shall not exceed thirty (30) minutes. When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item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

Councilor Gamble
8. Adoption of Minutes of Previous Meetings
Approval of April 3, 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 April 3, 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:

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

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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.]

A. First Reading

None.

B. Second Reading

None.

C. Miscellaneous

None.

12. Unfinished Business

None.

13. New Business

A. Discussion Item: General Government Budget

- Human Resources — page 59
- Planning Department — page 65
- Building Department — page 72
- Finance Department — page 76
- Town Clerk — page 89
- Public Works — page 144

B. Discussion Item: Blight lien at 1021 Main Street

Councilor Lopez

C. Resolution approving of five (5) tax refunds totaling \$3,902.06

BE IT RESOLVED, that the South Windsor Town Council hereby approves a refund of taxes to five (5) South Windsor Taxpayers, the total of said refunds being \$3,902.06 and as more fully described on attachment exhibit A.

Councilor Kozikowski

D. Resolution opting out of Parking Requirement for multi-family developments of Section 6 of Public Act 21-29

(13 D cont.)

WHEREAS, the State of Connecticut recently adopted Public Act 21-29 which modified Section 8-2 of the General Statutes to establish specific provisions limiting the number of parking spaces that can be required through the zoning regulations for multi-family developments to (1) one per studio/one-bedroom units and two (2) for larger units; and

WHEREAS, unless a municipality affirmatively votes to opt out therefrom, local zoning regulations would be required to adhere to the PA 21-29 provisions regarding parking requirements; and

WHEREAS, the Planning and Zoning Commission has reviewed their parking requirements and have found them to be similar; and

WHEREAS, the Planning and Zoning Commission desires to retain local zoning control over the parking requirements commenting there are different needs in suburban communities and efforts are made with developers to minimize on-site parking; and

WHEREAS, the Planning and Zoning Commission held a public hearing on February 14th 2023 and voted 6-1 on March 7th 2023 to opt out of the parking requirements; and

WHEREAS, the South Windsor Town Council hereby recognizes the recent regulation review of parking; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Council opts out of the parking requirements of Sections 8-2, of the Connecticut General Statutes, as amended by the applicable provisions of PA 21-29.

Councilor Kozikowski

E. Resolution adopting the updated Open Space Task Force Master Plan

WHEREAS, the Open Space Task Force has been charged by the Town Council with the task of preparing an Open Space Master Plan for the Town; and

WHEREAS, the Open Space Task Force has prepared such a Master Plan; and

WHEREAS, the Open Space Task Force revised and updated the original plan to reflect recent property acquisitions, and revised and added to the priority property list.

NOW, THEREFORE, BE IT RESOLVED, that the South Windsor Town Council hereby adopts the Task Force's revised Open Space Master Plan as the official open space plan for the Town of South Windsor, with the condition that the Town will not pursue the purchase of any property in the Master Plan unless the property owner has voluntarily demonstrated an intent that the property become part of the Open Space Program, except for situations meeting the requirements of an eminent domain taking.

(Deputy Mayor King)

F. Resolution regarding an easement to the Connecticut Water Company at 725 Sullivan Avenue

WHEREAS, the Connecticut Water Company has requested an easement of 900 square feet on Town property at 725 Sullivan Avenue to install a Pressure Regulating Valve (PRV) for their water main; and

WHEREAS, the South Windsor Town Council supports the Connecticut Water Company and their efforts to improve their water mains, and thinks it is in the Town's best interest to provide a Permanent Easement of 900 square feet to The Connecticut Water Company for the purpose of installing and utilizing a Pressure Regulating Valve (PRV) in an underground vault, with electrical controls and appurtenances, on Town property located at 725 Sullivan Avenue, South Windsor, Connecticut, and

WHEREAS, this easement will not impede future development of this site, and

WHEREAS, the appraised value of the Permanent Easement is \$1,500 which will be payable to the Town of South Windsor in consideration for this easement; and

NOW, THEREFORE, BE IT RESOLVED, that the South Windsor Town Council hereby approves of the granting of an Easement to The Connecticut Water Company on Town property at 725 Sullivan Avenue and authorizes Michael Maniscalco, the Town Manager to execute said easement.

Councilor Evans

14. Passage of Ordinance

Resolution adopting the amendments to the Ordinance that created the Social Justice & Racial Equity Commission

BE IT RESOLVED, that the South Windsor Town Council hereby adopts the amendments to the Ordinance that created the Social Justice & Racial Equity Commission, shown in **exhibit B**.

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).

None.

18. **Adjournment**

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SWCT
TOWNS

Exhibit A

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

MEMO

DATE: April 10, 2023
FROM: Carlene Andrulat
TO: Amanda Poma –Clerk of the Council
SUBJECT: Refund Batch #20 for Town Council – April 17, 2023 Agenda
CC: Michael Maniscalco, Town Manager
 Patricia Perry, Director of Finance
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 5 refunds totaling \$3,902.06, as noted on the attached report. All refund requests received by March 28, 2023 are included.

Exhibit A

Collector of Revenue

FY 22-23 Refund Batch 20

April 17, 2023 Town Council Meeting

| Name | Bill | Prop Loc/Vehicle Info. | Reason | Over Paid |
|-------------------------------|-----------------|--------------------------------|--|---------------------|
| CORELOGIC CENTRALIZED REFUNDS | 2021-01-0007323 | 60 WOODLAND DRIVE | Sec. 12-129 Refund of Excess Payments. | (3,136.50) ✓ |
| CYR NICOLE S | 2019-04-8000707 | 2001/AV44731/1B4HS28N71F531894 | Sec. 12-129 Refund of Excess Payments. | (13.77) ✓ |
| DILLON THOMAS F | 2021-03-0055754 | 2012/455WYW/1C4B1WDG3CL125601 | Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc | (434.58) ✓ |
| KHAN SAIRA | 2021-01-0005105 | 509 PLEASANT VLY CONDO | Sec. 12-129 Refund of Excess Payments. | (71.26) ✓ |
| VW CREDIT LEASING LTD | 2021-03-0073647 | 2018/AN42362/3VV2B7AX9JM062679 | Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc | (245.95) ✓ |
| Total of 5 refunds | | | | (3,902.06) ✓ |

Drafted by:

Carlene Andrusak

Carlene Andrusak
Revenue Technician

Date:

4/10/23

Approved by:

Jennifer R. Hillinski-Shirley

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

Date:

10 April 2023

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0 *
3,136.50 +
13.77 +
434.58 +
71.26 +
245.95 +
3,902.06 * +

[Signature]

Exhibit B

Secs. 2-454, 2-455. Reserved.

DIVISION 17. SOCIAL JUSTICE AND RACIAL EQUITY COMMISSION

Sec. 2-456. Establishment and composition.

A social justice and racial equity commission is hereby established consisting of ~~seven regular members and two alternate members~~ of non-elected community members with education, training, or work experience in racial or social equity work and/or demonstrated practice or other relevant qualifications as equity leaders, all of whom shall be residents of the town of South Windsor. All members shall be appointed to the commission by the town council and shall include, to the extent possible, appointees with racial, ethnic, economic, and gender ("REEG") diversity.

- a) The commission shall consist of seven regular members and two alternate members. No more than four members may be of the same political party.
- b) Each commissioner shall be appointed for a two-year term with a start date of December 1, unless filling an unexpired vacancy.
- c) Four member's terms and one alternate's terms will begin and end in even numbered calendar years. Three regular member's and one alternate's terms will begin and end in odd numbered calendar years.

Sec. 2-457. Liaisons.

There shall be a panel of ex-officio members of the commission, as liaisons to their respective offices, as follows: the town manager (or designee), a town councilor, a board of education member, the police chief (or designee), and an individual from the South Windsor business community recommended by the South Windsor Chamber of Commerce and appointed by the town council for a three-year term. Liaisons shall be invited to each regular and special meeting of the commission but shall not be entitled to vote, or be counted in terms of establishing a quorum of, or minority representation on the commission.

(Ord. No. 234 , § 2, 6-21-21)

Sec. 2-458. Organization.

At the first meeting on or after December 1 of each year, the commission shall elect from its members a chairperson, vice-chairperson, and secretary, and other officers as deemed appropriate by the commission.

At the first meeting on or after December 1 of each year , the commission will set a schedule of regular meetings to be held on a monthly basis and may hold special meetings as determined by the commission.

The commission shall establish its own rules and procedures for the conduct of its business. Otherwise, it shall follow Robert's Rules of Order, where applicable and not in conflict with its rules and procedures.

If a vacancy occurs outside the regular allotted terms as set out above, an individual will be appointed by the town council for the unexpired portion of the term. For those appointed to fill an unexpired vacancy, such member shall be of the same political party of the vacating member and shall serve for the remaining unexpired portion of the term.

(Ord. No. 234 , § 3, 6-21-21)

Sec. 2-459. Purpose.

The purpose of the commission is to foster the development of a more diverse community, to address specific issues at the root of REEG bias, and to suggest and implement proactive opportunities to combat REEG disparities as a public health crisis. The commission will also collaborate with appropriate town groups and affiliates to carry forward the mission set forth in the statement of support created by the black lives matter sub-committee and as approved by the South Windsor town council on March 1, 2021. The commission will recognize and support the goals of social justice and racial equality in our community, passionately stand against REEG discrimination, and condemn violence against black, indigenous, and people of color (BIPOC).

(Ord. No. 234 , § 4, 6-21-21)

Sec. 2-460. Duties.

- (a) Collect and maintain an inventory of available consultants, trainers, and speakers who specialize in the areas of diversity, equity, and inclusion, and make this inventory available to the public, local businesses, Town Manager, Superintendent of Schools, Police Chief, Fire Chief, and other Town Officials
- (b) Collaborate with Town Manager or designee to ensure two hours minimum of diversity, equity, and inclusion training is offered for every Town employee and elected official on an annual basis.
- (c) Draft and adopt an action plan for the Town to address REEG bias and disparity in the community.
- (d) Host training sessions, community conversations, reading lists, and forums through a variety of media for all South Windsor residents, specifically targeted to bring about awareness of the following:
 - (1) Critical self-reflection on racism;
 - (2) Existing and historic inequities faced by those of REEG diversity;
 - (3) Action and advocacy to fight REEG injustice.
- (e) Identify opportunities to distribute job postings to target minority and underrepresented populations to promote inclusion in recruitment and employment for both public and private positions within the community.
- (f) Ensure the town government and police department continually improves upon policies and procedures that eliminate racism, bias, and profiling interactions in the hiring process and to increase diversity employment through recruitment and hiring.
- (g) Report annually to the Town Council updates of the commission's work at a regularly scheduled council meeting.

(Ord. No. 234 , § 5, 6-21-21)

Secs. 2-461, 2-462. Reserved.