

REVISED AGENDA

@ 8:37am
Debrah W. Reid, AIC
RECEIVED MAY 12 2023

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Monday, May 15, 2023
TIME: 7:00 P.M.

Public Hearing to be held at 8:00pm to receive citizen input on the transfer of \$70,000 from the Capital Non-Recurring account to the Recreation move to the old Orchard Hill Building to meet regular building standards

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

Deputy Mayor King

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 Kozikowski

8. Adoption of Minutes of Previous Meetings

Approval of April 17, 2023 Town Council Meeting Minutes

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Revised Minutes of the Regular Town Council Meeting of April 17, 2023.

Approval of May 1, 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 May 1, 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 Paterna

A. First Reading

Motion to approve items 11 A 1 – 11 A 4 as a first reading on the consent agenda

- 1) Resolution appointing Janice Favreau (D) as a member of the Social Justice & Racial Equity Commission to fill the expired term of Ashlie Alleyne (D)**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Janice Favreau (D) as a member of the Social Justice & Racial Equity Commission to fill the expired term of Ashlie Alleyne, for a term ending November 30, 2024. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

- 2) Resolution appointing Ligi-Elin Milord (D) as a member of the Social Justice & Racial Equity Commission to fill the expired term of Shelley Solomon (D)**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Ligi-Elin Milord (D) as a member of the Social Justice & Racial Equity Commission to fill the expired term of Shelley Solomon, for a term end date of November 30, 2024. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

- 3) Resolution appointing Timothy Appleton (D) as an alternate of the Social Justice & Racial Equity Commission to fill a vacancy**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Timothy Appleton (D) as an alternate of the Social Justice & Racial Equity Commission to fill a vacancy, for a term end date of November 30, 2024. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting

- 4) Resolution appointing Braden Migneault (D) as an alternate of the Parks and Recreation Commission to fill the unexpired term of Mitchell Marks (D)**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Braden Migneault (D) as an alternate of the Parks and Recreation Commission, to fill the unexpired term of Mitchell Marks, for a term end date of December 31, 2023. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

B. Second Reading

Councilor Paterna

Motion to approve items 11 B 1 – 11 B 2 as a second reading on the consent agenda

- 1) Resolution appointing Mitchell Marks (D) as a full member on the Parks & Recreation Commission**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Mitchell Marks (D) as full member on the Parks & Recreation Commission to fill the vacancy of Daniel Rezende, for a term ending December 31, 2023.

- 2) 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 full member on Social Justice & Racial Equity Commission for a term end date of November 30, 2024.

Councilor Gamble

Motion to approve items 11 B 3- 11 B 5 as a second reading on the consent agenda

- 3) Resolution appointing Michael Ouellette (R) as a member of the Social Justice and Racial Equity Commission**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Michael Ouellette (R) to fill the unexpired term of Nancy Walsh (U) as a member of the Social Justice & Racial Equity Commission, for a term ending November 30, 2023.

- 4) Resolution appointing Steven Cordeiro (R) as a member of the Social Justice and Racial Equity Commission**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Steven Cordeiro (R) to fill a vacancy on the Social Justice & Racial Equity Commission, for a term ending November 30, 2024

- 5) Resolution appointing Lauren Chung (R) as a member of the Social Justice and Racial Equity Commission**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Lauren Chung (R) to fill a vacancy on the Social Justice & Racial Equity Commission, for a term ending November 30, 2024.

C. Miscellaneous

None.

12. Unfinished Business

None.

13. New Business

A. Discussion Item: Fair Rent Ordinance Draft

Reference attached exhibit A

B. Discussion Item: Waiving the bidding process

Councilor Lydecker

C. Resolution adopting the Board of Education Budget for fiscal year 2023/2024

BE IT RESOLVED, that the South Windsor Town Council hereby adopts a Board of Education Budget with expenditures totaling \$_____; for the Fiscal Year commencing on July 1, 2023, and terminating on June 30, 2024, a copy of which is posted in the Town Clerks Office.

Deputy Mayor King

D. Resolution adopting the General Government Budget for Fiscal Year 2023/2024

BE IT RESOLVED, that the South Windsor Town Council hereby adopts a General Government Budget with expenditures totaling \$_____ for the Fiscal Year commencing on July 1, 2023, and terminating on June 30, 2024, a copy of which Budget is on file in the Office of the Town Clerk.

Councilor Evans

E. Resolution adopting the Budget for the Special Revenue Recreation Fund for fiscal year 2023/2024

BE IT RESOLVED, that the South Windsor Town Council hereby adopts a Special Revenue Recreation Fund Budget with expenditures totaling **\$2,830,817**; for the Fiscal Year commencing on July 1, 2023, and terminating on June 30, 2024, a copy of which Budget is on file in the Town Clerks Office.

(New business cont.)

Councilor Paterna

F. Resolution setting the Tax Rate for Fiscal Year 2023/2024

BE IT RESOLVED, that the tax rate of . mills be levied on the Grand List of October 1, 2022, based upon Total Revenues excluding current taxes of **\$22,015,690**, which includes an appropriation from Fund Balance in the amount of **\$0.00** and an appropriation from the Tax Stabilization Fund in the amount of **\$500,000** to finance total expenditures of \$_____ made up of a Board of Education Budget of \$_____, a Capital Projects Budget of \$_____, and a General Government Budget of \$_____, all of which have been adopted by the South Windsor Town Council for the Fiscal Year commencing on July 1, 2023, and terminating on June 30, 2024.

Councilor Lopez

G. Resolution appointing a Rate Maker for Fiscal Year 2023/2024

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Michael Maniscalco, Town Manager, as Rate Maker for Fiscal Year 2023/2024, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

Councilor Paterna

H. Resolution approving a request to fly the Pride Flag from June 1, 2023 through June 30, 2023

WHEREAS, Town Manager Michael Maniscalco received, reviewed, and signed an application requesting that the Pride Flag be flown from June 1, 2023 through June 30, 2023

BE IT RESOLVED, that the South Windsor Town Council hereby approves this request and asks that Town Manager Michael Maniscalco have the flag raised on the flagpole at the Wapping Community House on Thursday, June 1, 2023, and lowered on Friday, June 30, 2023.

Deputy Mayor King

I. Resolution approving a request to fly the Public Works First Responders Flag

WHEREAS, Town Manager Michael Maniscalco received, reviewed, and signed an application requesting that the Public Works First Responders Flag be flown from May 19, 2023 through May 30, 2023.

BE IT RESOLVED, that the South Windsor Town Council hereby approves this request and asks that Town Manager Michael Maniscalco have the flag raised on the flagpole at the Wapping Community House on Friday, May 19, 2023, and lowered on Tuesday, May 30, 2023.

(New business cont.)

Councilor Kozikowski

J. Setting a time and place for a public hearing to receive citizen input on the Fair Rent Ordinance

BE IT RESOLVED, that the South Windsor Town Council hereby sets **Monday, June 5, 2023, at 8:00 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut as the time and place for a Public Hearing to receive citizen input on the Fair Rent Ordinance.

Councilor Evans

K. Resolution approving the transfer of \$70,000 from Capital Non-Recurring Funds account to the Recreation Move to Old Orchard Hill Building to meet regular building standards

BE IT RESOLVED, that the South Windsor Town Council hereby approves the transfer of \$70,000 from the Capital Non-Recurring Account to the Recreation move to old Orchard Hill Building.

Councilor Gamble

L. Resolution appointing Audrey Delnicki (R) as an alternate on the Inland Wetlands Agency/ Conservation Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Audrey Delnicki (R) to fill the unexpired vacancy, as an alternate on the Inlands Wetlands Agency/ Conservation Commission for a term end date of December 1, 2023. Consideration of this motion is postponed until the Town Council's next regularly scheduled meeting.

Councilor Gamble

M. Resolution appointing Richard Balboni (R) as an alternate on the Water Pollution Control Authority

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Rich Balboni (R) to fill a vacancy, as an alternate on the Water Pollution Control Authority, for a term end date of November 30, 2023. Consideration of this motion will be postponed until the Town Council's next regularly scheduled meeting.

Deputy Mayor King

N. Resolution approving a refund of taxes to three (3) residents, the total of said refunds being \$307.99

(New business cont.)

BE IT RESOLVED, that the South Windsor Town Council hereby approves a refund of taxes to three (3) South Windsor Taxpayers, the total of said refunds being \$307.99 and as more fully described on attachment **exhibit B**.

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).

18. Adjournment

Housing and Fair Rent Commission

Commission established; purpose.

A Housing and Fair Rent Commission (the “Commission”) is hereby established to promote and encourage the development and continued availability of affordable housing for the people of Town of South Windsor (the “Town”), by bringing together public and private resources, developing recommendations for implementation of the Affordable Housing Plan, and facilitating the accomplishment of those goals, and to act as the Town’s Fair Rent Commission by hearing and acting upon written complaints regarding rental charges on housing accommodations pursuant to Connecticut General Statutes Sections 7-14b through 7-148f, 47a-20 and 47a-23c. When sitting as the Fair Rent Commission, the purpose of the Commission is to hear and adjudicate Tenant complaints regarding alleged excessive Rental Charges (as hereinafter defined) for housing accommodations within the town, and to carry out the purposes, duties, responsibilities and all provisions of the above described sections.

Membership; terms; vacancies.

The Commission shall consist of six (6) members and three (3) alternates, all of whom shall be residents of the Town, who shall be appointed by the Town Council. All appointments shall be for three-year terms, which shall expire on the first last day of the year, three (3) in each year. Of the six (6) regular and three (3) alternate members appointed to each three-year term, two (2) regular members and one (1) alternate shall be nominated and seated by the Democratic Party and two (2) regular members and one (1) alternate shall be nominated and seated by the Republican Party and two (2) regular members and one (1) alternate shall be nominated and seated by any third political party, and if none filled by individuals unaffiliated with any political party. Of the six (6) regular members, at no time may there be more than three (3) regular members who are landlords, nor may there be more than three (3) regular members who are tenants. Any appointment shall reflect the above-designated three-three-three composition of the Commission. Town Council may remove any member for cause and thereafter fill the resulting vacancy. In addition to the Six (6) regular members of the Commission, the Director of Planning or his/her designee, the Director of Human Services or his/her designee, and the Executive Director of the Housing Authority of the Town or his/her designee shall be nonvoting ex-officio members of the Commission.

Organization

The Commission shall elect a Chairperson from its members and may organize itself in such manner as the members may determine is best suited to carry out the Commission’s duties.

Duties

The duties of the Commission shall be:

- A. To make such studies and investigations regarding rental housing within the Town as are appropriate to carry out the duties and responsibilities delegated hereunder, and subject to the terms, limitations and conditions set forth herein.
- B. To recommend to Town Council and to the Planning and Zoning Commission, housing policies and practices calculated to encourage development and continued availability of affordable housing for the people of the Town.
- C. To establish housing priorities and recommend immediate and long-range housing goals to the Town Council.
- D. To act a clearinghouse for information concerning federal, state, municipal and private sources of funding and programs for housing; to make such information available to potential developers (profitmaking and nonprofit) of new, converted or rehabilitated housing; and to cooperate with such developers to further the Town's housing goals and meeting the Affordable Housing Plan.
- E. To develop guidelines for the expenditure of funds deposited into the Housing Trust Fund through the zoning process;
- F. To provide a forum for discussion of housing issues.
- G. To hear fair rent complaints as follows:

(1) Definitions. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning;

HOUSING ACCOMMODATIONS

Any building or structure, in whole or in part, containing living quarters occupied or intended for occupancy as a place of residence, including mobile homes and mobile home park lots, except the following:

- (a) A hospital, convent, monastery, asylum, public institution, college or school living quarters, or any institution operated exclusively for charitable or educational purposes;
- (b) Any housing accommodation owned and operated by the United States, the State of Connecticut, the Town, the Housing Authority of the Town, or any agency or political subdivision of the above.

LANDLORD The person who leases, subleases, or Rents (as hereinafter defined) any Housing Accommodation.

RENT OR RENTAL CHARGE Periodic payments to be made to the landlord under a Rental Agreement (as hereinafter defined).

SEASONAL BASIS

Housing accommodations rented for a period or periods aggregating not more than one hundred and twenty (120) days in any one calendar year.

TENANT

The person who leases or Rents any Housing Accommodations as his or her primary residence, and who has occupied such Housing Accommodation for at least the prior six (6) months.

- (2)** Hearings; complaints. Any Tenant residing in the Town shall be eligible to file a complaint with the Commission relative to such Tenant's Rental Charge for the Tenant's Housing Accommodations, except those accommodations rented on a Seasonal Basis, alleging such Rental Charges are harsh and unconscionable ., The Commission shall carry out the provisions of Connecticut General Statutes Sections 7-148b to 7-148f, inclusive, Section 47a-20 and Subsection (b) of Section 47a-23c and may compel the attendance of persons at hearings, issue subpoenas and administer oaths, issue orders and continue, review, amend, terminate or suspend any of its orders and decisions. A complaint shall be filed with the Town Manager's office on forms provided. Upon receipt of such complaint, the Town Manager's office shall provide notice to the Landlord by delivering a copy of such complaint by certified mail to the current owner of record of the Housing Accommodation as listed on the Town Tax Assessor records, and scheduling a hearing before the Commission not later than thirty (30) days from the mailing of such notice. Written notice of the date, time and place of the hearing shall be given by mailing a notice thereof, by certified mail, to the landlord and the Tenant at least ten (10) days prior to said hearing. Prior to conducting the hearing on such complaint, the complaint shall be referred to the Town Attorney's office to contact both parties to attempt to reconcile differences between the parties prior to the Commission conducting the hearing. Any agreement between the parties shall be in writing, signed by the parties.. If the complaint is not resolved by agreement The Commission shall conduct the hearing where both parties may present evidence, testify and call witness. The hearing may be continued at the discretion of the Commission, however the Commission shall conduct and conclude such hearing not later than sixty-five (65) days from the date of receipt of the Complaint, and issue its decision not later than thirty-five (35) days after the conclusion of such hearing. . If the complaint involves a matter within the jurisdiction of the Health Department or any other public agency, the matter may be referred to the appropriate agency for action and the Commission may concurrently exercise its powers hereunder.
- (3)** Consideration in determining fair Rental Charge.
- (a)** In determining whether a Rental Charge or a proposed increase in a Rental Charge is so excessive, with due regard to all the circumstances, as to be harsh and unconscionable,

the Commission shall consider such of the following circumstances as are applicable to the type of accommodation:

- [1]** The rents charged for the same square footage, amenities, and number of rooms in other similar housing accommodations in the same and in other areas of the municipality;
- [2]** The sanitary conditions as they related to the Public Health Code existing in the Housing Accommodation in question;
- [3]** The number of bathtubs or showers, flush water closets, kitchen sinks and lavatory basins available to the occupants thereof;
- [4]** Services, furniture, furnishings and equipment supplied therein;
- [5]** The size and number of bedrooms contained therein;
- [6]** Repairs necessary to make such accommodations compliance with the State building code for the occupants accommodated therein;
- [7]** The amount of taxes and overhead expenses, including debt service, thereof and expenses thereof;
- [8]** Whether the accommodations are in substantial compliance with the ordinances of the Town and the General Statutes relating to health and safety;
- [9]** The Tenant's household income as determined by the South Windsor Department of Human Services, and the availability of other similarly priced accommodations;
- [10]** The availability of utilities;
- [11]** Damages done to the premises by the Tenant, caused by other than ordinary wear and tear;
- [12]** The amount and frequency of increases in Rental Charges during the time of Tenant's occupancy; and
- [13]** Whether, and the extent to which, the income from an increase in Rental Charges has been or will be attributed to increases in overhead expenses or reinvestment in improvements to the accommodations.

If the Commission determines, after hearing, that the Rental Charge or proposed increase in the Rental Charge for the housing accommodation is so excessive, based on the standards and criteria set forth herein, as to be harsh and unconscionable, it may order that the rent be limited to such an amount as it determines to be fair and equitable, and for such period of time until the Landlord corrects such conditions. Any such order shall not become effective sooner than the first day of the next rental payment period following the filing of the complaint.

(b) If the Commission determines after a hearing that a landlord has retaliated in any manner against a Tenant because the Tenant has complained to the Commission, the Commission may order the landlord to cease and desist from such conduct.

(4) Rent paid to Commission.

(a) If the Commission determines after a hearing that the Housing Accommodation in question fails to comply with State statute or regulations or Town regulations or ordinances relating to health and safety, the Commission may order the Tenant to pay the fair and equitable Rent, as determined by the Commission, to the Commission.

(b) The Commission shall hold such Rent in an escrow account, as hereinafter provided, until the landlord makes the necessary changes, repairs or installations so as to bring the Housing Accommodation in compliance with such statute, regulation and ordinance.

(c) If the landlord shall have corrected such violations after an order reducing the Rent, and if the Rent had been reduced solely because of such violations, the landlord may petition the Commission for reinstatement of the original Rent and for the payment to him or her of the Rent held in escrow.

(d) If the landlord shall have corrected such violations after the order reducing the Rent, but the Rent had not been reduced solely because of such violations, the landlord may petition the Commission for an order fixing a fair and equitable Rent for such housing accommodation in light of its condition at the time of the landlord's petition, and for the payment to him or her of the Rent held in the escrow account.

(e) In any case arising under this section, upon reasonable determination of the Commission, the original Rent or such fair and equitable Rent as determined by the Commission may be ordered into effect retroactively, at the discretion of the Commission, to the date of the petition for reinstatement. No such reinstatement shall be effective until after a hearing is held by the Commission in accordance with the provisions of Subsection **F(2)** herein.

(5) Escrow account.

(a) The Commission shall establish an escrow account with a local bank into which it shall deposit all Rents or other funds paid to it pursuant to this article. Such funds shall be released to the landlord if:

[1] The landlord shall be successful in an appeal to the court;

[2] The Commission shall order such release after a petition in accordance with this article;

[3] The Commission shall deposit into the escrow account Rent paid to the Commission by Tenants whose landlord has refused to accept the Rent after the Tenant has filed a complaint. The Rent shall be withdrawn from the escrow account and paid to the landlord upon written request from the landlord; or

[4] The Commission shall deposit into the escrow account Rent paid to the Commission by Tenants when the landlord requests in writing that the Commission hold the Rent until the complaint can be resolved either by conciliation or hearing. The Rent shall be withdrawn from the escrow account and paid to the landlord upon written request from the landlord.

(b) The Commission may provide for the payment of the landlord's mortgage, taxes, and insurance and the cost of heat, water, electricity and essential utilities as such expenses become due and payable pending the resolution of a complaint.

(6) Appeal. Any person aggrieved by any order of the Commission may appeal to the Superior Court for the Judicial District of Hartford within twenty (20) days following the mailing of such order by certified mail. Any such appeal shall be considered a privileged matter with respect to the order of trial as provided in Connecticut General Statutes Section 7-148e.. Unless otherwise directed by the Commission or the court, the filing of an appeal shall not stay any order issued by the Commission.

(7) Penalties for offenses. Any person who violates any order of Rent reduction or Rent suspension by demanding, accepting or receiving an amount in excess thereof while such ordinance remains in effect, no appeal pursuant to Subsection **F(6)** is pending or violates any other provisions of this article, or Connecticut General Statutes Section 47a-20, or who refuses to obey any subpoena, order or decision of the Commission pursuant thereto shall be fined not less than \$25 nor more than \$100 for each offense. If such offense continues for more than five (5) days, it shall constitute a new offense for each day it continues to exist thereafter.

Cooperation by other municipal agencies.

Upon request of the Commission and at the direction of the Town Manager, the Commission shall have available to it the services of all other Town departments and agencies for assistance in discharge of the Commission's duties.

Compensation; expenses.

The members of the Commission shall serve without compensation. Actual and necessary expenses incurred in the performance of Commission members' official duties shall be paid within the limits of any appropriation made for that purpose.

Required reports.

The Commission shall submit a report of its activities to the Town Council annually, on or before October 1.

Exhibit B

06  74

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

SWCT

MEMO

DATE: May 2, 2023
FROM: Carlene Andrulat
TO: Amanda Poma –Clerk of the Council
SUBJECT: Refund Batch #21 for Town Council – May 15, 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 3 refunds totaling \$307.99, as noted on the attached report. All refund requests received by May 1, 2023 are included.

Collector of Revenue

FY 22-23 Refund Batch 21

May 15, 2023 Town Council meeting

Name	Prop Loc/Vehicle Info.
ALLISON SHELDON, ADMINISTRATRIX	2017/AN91874/4RAV50817HCO46896
NISSAN INFINITI LT LLC	2021-03-0066231 2018/AF03489/KNMAT2MV7JP614355
WILLIAMS COUNSELING	2020-02-0041413 1741 ELLINGTON ROAD

Reason	Over Paid
Sec. 12-129 Refund of Excess Payments.	(71.93)
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(204.40)
Sec. 12-129 Refund of Excess Payments.	(31.66)
Total of 3 refunds	(307.99)

Drafted by:

Carlene Andrusak

Carlene Andrusak
Revenue Technician

Date: 5/2/23

Approved by:

Jennifer R. Hillinski-Shirley

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

Date: 2 May 2023

TO BE PUBLISHED IN THE JOURNAL INQUIRER

May 8, 2023

LEGAL AD

RECEIVED
MAY 08 2023
By Debrah W. Reid, ATC
@ 5:45pm

TOWN OF SOUTH WINDSOR

Notice is hereby given that the South Windsor Town Council has set Monday, May 15, 2023 at 8:00 p.m., in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut, as the time and place for a Public Hearing to receive citizen input on the appropriation of \$70,000 from the Capital Non-Recurring account to the Recreation move to the old Orchard Hill building, located at 350 Foster Street.

Dated at South Windsor, Connecticut this 8th day of May, 2023.

Attested to by: *Amanda Poma*
Amanda Poma
Clerk of the Council