

AGENDA

RECEIVED APR 14 2022
@ 11:00 am
Debrah W. Bevilacqua, Asst

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Monday, April 18, 2022
TIME: 7:00 P.M.

A Public Hearing will be held at 8:00 p.m. to receive citizen input on the proposed General Government Budget for the Fiscal Year 2022/2023.

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Mayor's Remarks**
5. **Adoption of Agenda**
(Councilor Marek Kozikowski)
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, 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.
8. **Adoption of Minutes of Previous Meetings**
(Councilor Karen Lydecker)

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of March 21, 2022.

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Special Budget Work Session Meeting of March 29, 2022.

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Special Town Council Meeting of March 31, 2022.

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Special Budget Work Session of March 31, 2022.

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of April 4, 2022.

REVISED AGENDA
Regular Meeting – Town Council
Monday, April 18, 2022

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:

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**8. Adoption of Minutes of Previous Meetings (Continued)
(Councilor Karen Lydecker)**

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Public Hearing concerning the transfer of Funds from the Capital Non-Recurring Account to the Women’s Police Department Locker Room Account of April 4, 2022.

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Public Hearing concerning the proposed Board of Education Budget for Fiscal Year 2022 / 2023 of April 4, 2022.

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

10. Reports from Committees

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 Cesar López)

Motion to Approve Agenda Item 11. B. (1) as a Second Reading on the Consent Agenda

A. First Reading

1. None.

B. Second Reading

1. **Resolution Appointing Damian Humphrey (D) to the Mass Transit & Highway Advisory Commission Postponing Consideration of this Motion until the Town Council’s Next Regularly Scheduled Meeting**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Damian Humphrey (D) for a term ending November 20, 2023, and postpones consideration of this motion until the Town Council’s next regularly scheduled meeting

C. Miscellaneous

1. None.

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12. Unfinished Business

- a. Discussion Item: Potential Amendment to Local Preference Ordinance**
(Requested by (Councilor Marek Kozikowski))

13. New Business

- A. Resolution Appointing Peter R. DeMallie (U) to the Central Regional Tourism District.**
(Mayor Liz Pendleton)

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Peter R. DeMallie (U) to the Central Regional Tourism District for a term ending September 1, 2024.

- B. Resolution Concerning the Approval of a flag to be flown over the Town of South Windsor in honor of Public Works Week.**
(Councilor Philip Koboski)

BE IT RESOLVED, that the South Windsor Town Council hereby approves a request to fly the Public Works Flag from May 16, 2022, through May 20, 2022, and asks the Town Manager, Michael Maniscalco to have the flag raised on the flagpole at the Wapping Community House on Monday, May 16, 2022, and lowered on Friday, May 20, 2022, in honor of Public Works Week.

- C. Resolution Supporting and Endorsing the Proposed Affordable Housing Plan as recommended by the Planning & Zoning Commission for a Public Hearing to be held on April 26, 2022.**
(Councilor Cesar Lopez)

WHEREAS, the Town of South Windsor is required to prepare an Affordable Housing Plan under provision of CGS 8-30j and submit to the Connecticut Department of Housing by June 1, 2022;

WHEREAS, such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality; and

WHEREAS, the Town obtained the consulting firm of Planimetrics, Inc to assist the Affordable Housing Working Group in the preparation of this plan;

WHEREAS, the Affordable Housing Group comprised of local boards, commission and the public, supported by town staff and the consultant met several times over the past 6 months to review the Town's current housing affordability and to develop the draft plan;

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WHEREAS, a portion of their research involved a community-wide Affordable Housing survey which yielded over 900 responses that provided valuable information and direction for the Group;

WHEREAS, as stated in the “Overall Vision” portion of this Plan, addressing changing housing needs and promoting diverse housing opportunities are important for the Town of South Windsor and its current and future residents; and

WHEREAS, people’s housing needs and desires change over the course of their lives and providing for a diverse mix of housing helps ensure that people of all ages, incomes, and characteristics will be able to find housing in South Windsor to meet their needs; and

WHEREAS, the Affordable Housing Working Group hopes that this Plan will help inform and educate residents about the housing needs in South Windsor result in specific actions to help address these and future needs;

WHEREAS, the preparation and adoption of this Affordable Housing Plan is consistent with the Fair Housing Policy adopted by the Town Council in 2021;

NOW, THEREFORE, BE IT RESOLVED, that the Town of South Windsor hereby endorses the proposed Affordable Housing Plan and sends a favorable recommendation to the Planning and Zoning Commission for public hearing on April 26, 2022.

D. Resolution Approving a Refund of Taxes to Fourteen (14) South Windsor Taxpayers.
(Councilor Jamie Gamble)

BE IT RESOLVED, that the South Windsor Town Council hereby approves a refund of property taxes to Fourteen (14) South Windsor Taxpayers, the total of said refunds being \$18,466.04 and as more fully described in attached **Exhibit A**.

14. Passage of Ordinance

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, 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. The speaker(s) shall limit their speaking time to five (5) minutes.

16. Communications from the Council

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17. Executive Session

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

E. To Discuss the Possible Purchase of Real Estate for the Town pursuant to Connecticut General Statutes §1-210 (b) (7) (Nutmeg Road).

F. To Discuss a Personnel Matter (Town Managers Previous 2021 Performance Evaluation).

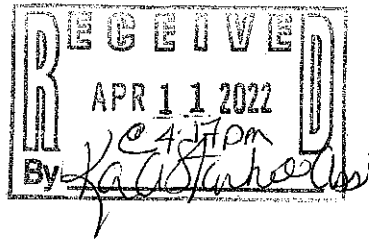
18. Adjournment

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Office of the Town Council
South Windsor, CT



S.W.C.T.

TO BE PUBLISHED IN THE JOURNAL INQUIRER

April 11, 2022

LEGAL AD

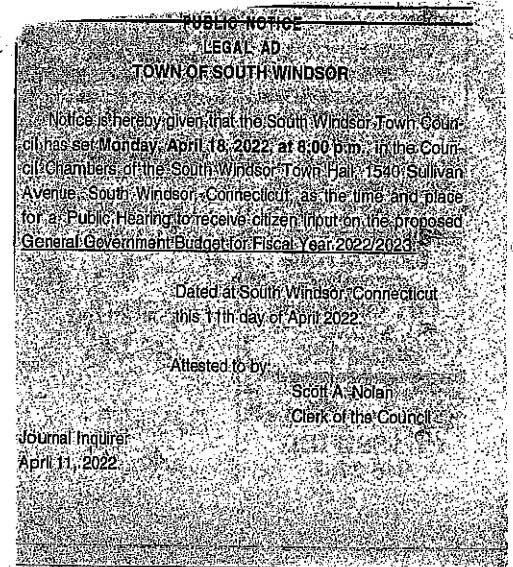
TOWN OF SOUTH WINDSOR

Notice is hereby given that the South Windsor Town Council has set Monday, April 18, 2022, 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 proposed General Government Budget for the Fiscal Year 2022/2023.

Dated at South Windsor, Connecticut this 11th day of April 2022.

Attested to by:

Scott A. Nolan
Clerk of the Council



TOWN MANAGER'S REPORT

To: Members of the South Windsor Town Council

From: Michael Maniscalco, Town Manager

Subject: Town Manager's Report for 4/18/2022 Town Council Meeting

Date: April 12, 2022

Vibert Road Boat Launch- It has come to my attention that this has been a topic of conversation on social media. The challenge with the boat launch on our side of the river is that the channel for the Connecticut River is on the other side of the river which causes the eastern side of the river to silt in where our boat launch is located. In order to clear out the boat launch, a regular dredging effort of the river would need to occur. The Town does try to clean out the boat launch as best it can. Unfortunately, the Town equipment can only reach so far into the river and typically it silts in again after a few months. In order to undertake the dredging efforts, the Army Corp of Engineers would need to be willing to approve and possibly even conduct these efforts. That said, since there is minimal if any commercial boating on the northern sections of the river (past Hartford), the chances of that occurring are slim. With the purchase of the Scantic River property, we are going to be working on creating a Blueway that would connect with the Vibert Rd Boat Launch. Through these efforts, we are looking to further improve the location; however, residents need to understand that this area will most likely not be a full boat launch for power boats to launch without there being a change in the channel of the river.

Mary Drive Tennis Courts- The Town identified that the tennis courts on Mary Drive were in disrepair and created a potential hazard for children in the area. As a result, the Town removed the courts and will be planting and maintaining grass in the area until funding is available for a new court or another option is approved for the area. The Planning and Zoning Commission would need to approve any change of use in that location due to the way the subdivision was approved with a tennis court in the area.

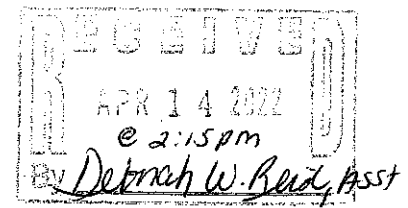
Displaying of House Numbers- According to Article IV. Sec. 86-116, all structures within the community are required to be numbered. Whenever a new structure is being built, the building department will not issue a CO until it has a number clearly displayed on it. That said, over time we understand the numbers may fall off or may be removed and not replaced. The numbering of structures helps our first responders find you in an emergency. For this reason we are encouraging everyone to take the appropriate steps to make sure their home or office is numbered in the community.

Table Top Exercise- On April 5th the Town staff participated in a multi-disciplinary table top exercise. Both full time staff and volunteers worked together to find solutions and test plans to an emergency scenario provided by Texas A&M. The feedback from the observers was very positive and I heard from many of them that our community should feel very fortunate to have such a broad spectrum of extremely skilled and qualified individuals protecting our community. Staff are working on an after-action report and we are considering holding a real life drill in the future to further test and refine our systems.

Budget- I have been following the State Legislature as it relates to the budget process. It is looking like they may approve their budget on May 4th which is a day after the Council is supposed to approve the budget. According to the Charter we must approve the Town budget by May 22nd. With the possibility of the proposed car tax cap significantly impacting revenues for the Town, we may want to look at moving beyond the May 3rd date until we have a clear picture of what the State will do.

Beelzebub Road- The Town has been working on the Beelzebub Rd Replacement Project. Recently, we had a contractor and Town staff out removing trees that will make way for the road to widen in certain areas. We are also trying to work with the rest of the utilities to get them to finish up their work as fast as we can so that the actual road reconstruction and paving can occur.

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TOWN OF SOUTH WINDSOR**



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March 21, 2022

TOWN COUNCIL – REGULAR MEETING

1. Call Meeting to Order

Mayor Pendleton called the Regular Meeting to order at 7:00 p.m.

3. Roll Call

Members Present: Mayor Liz Pendleton
Deputy Mayor Steven King Jr.
Councilor Erica Evans
Councilor Jamie Gamble
Councilor Phillip Koboski
Councilor Marek Kozikowski
Councilor Cesar Lopez
Councilor Karen Lydecker
Councilor Andrew Paterna

Others Present:

Michael Maniscalco, Town Manager
Vanessa Perry, Town Manager/Director of H.R.
Scott Roberts, Town Manager/CIO/Emergency Mgmt.

4. Mayor's Remarks

Happy first day of spring! Councilor Paterna gave members of the Council flags for Ukraine. Please keep the people of Ukraine in our thoughts and prayers as we go through our weeks. Mayor Pendleton remarked that if there are family and friends of our community that are having a hard time, to please reach out to the Department of Human Services as they will be more than happy to assist those in need.

5. Adoption of Agenda

Councilor Lopez made a motion to adopt the agenda as presented. Councilor Evans respectfully requested to add (Resolution Appointing Tiernan Cabot as a Student Representative to the Strategic Planning Committee) and (Resolution appointing Abigail Blanchfield as a Student Representative to the Strategic Planning Committee) as Items 13. E and 13. F, after the other appointments for the same Committee.

(Adoption of Agenda Continued on Next Page)

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5. Adoption of Agenda (Continued)

Deputy Mayor King made a motion to move items 13. A and 13. B under New Business to after 8. Adoption of Minutes of Previous Meetings and before 9. Communications from Liaisons, Officers, and Boards Directly Responsible to Council.

Deputy Mayor King made a motion to move 17. Executive Session to after 8. Adoption of Minutes of Previous Meetings and before 9. Communications from Liaisons, Officers, and Boards Directly Responsible to Council.

Councilor Paterna seconded the motion based on the necessary changes requested. Mayor Pendleton called for a vote on the amended motion; it was approved unanimously.

6. Communications and Reports from Town Manager

- Town Manager Michael Maniscalco reported that the Town has received an \$84,000 grant for two additional dispatch locations out of the emergency operations center, which is a federal grant.
- An emergency management tabletop drill will take place on April 5, 2022, to include a number of staff and also an outside consultant to assist with this drill.
- Mr. Maniscalco recognized Raisa Khaled, a young lady that asked the Town if she could have some donation boxes set up in Town Hall as well as the Community Center. Ms. Khaled put together a beautiful video of the donations that were received for schools in Bangladesh, Connecticut Children's, and the Chrysalis Center. The link provided will take you to the video she put together. <https://youtu.be/2jFHNfqlu3s>
- Mr. Maniscalco updated the Council on a large Freedom of Information (FOI) request that was received. To date, 34 hours have been put into preparing the large request, which is a little less than halfway through.
- Mr. Maniscalco reported that he had a meeting with a couple of representatives from the Patriotic Commission to discuss their banners. This program has been so successful that they have more banners than poles to hang them on. An option that is being considered is hanging a few banners around Town Hall Complex.

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(Town Manager's Report Continued on Next Page)

ITEM:

6. Communications and Reports from Town Manager (Continued)

- The Main Street Bridge project is underway and at this time, the project is ahead of schedule.
- The Parks and Rec Facilities Committee had their first meeting on March 10, 2022, they had a really good conversation related to finding a location and permanent solution for the Parks and Rec Department.
- Lastly, working on scheduling the Strategic Planning Committee meeting, and hopefully, get a date and time for that soon

Answering questions from the Council, Town Manager Maniscalco explained that regarding the FOI request there are a number of items in the Act that are exempt from release. Unfortunately, due to the broad nature of the request, it's turning into reviewing a large number of emails and electronic documents that are exempt, such as, items with personal information related to a person's health, W-9's and W-2's. All this documentation needs to be reviewed to see if they meet one of five points under FOI requests that are exempt from being released to the public.

7. Public Input

Tom Dillon 34 Barber Hill Road stated he wanted to talk about item 7. Public Input. Mr. Dillon stated that there are published rules limiting the time the public can speak at a Town Council meeting, which he feels is unconstitutional. Mr. Dillon believes that the Town Council does not have the ability to supersede the United States Constitution and the Bill of Rights with regard to freedom of speech at a Town Council meeting. He also stated the Town Council does not have the right to censor his remarks or any other resident of the Town when addressing the Council. Mr. Dillon feels that because he has brought examples of violating a person's freedom of speech that the Council will lose any immunity that they feel they have when it comes to trying to silence him or if they do not like his speech.

Mr. Dillon stated that the Town Council will be responsible (not the residents of South Windsor) for any damages in a potential lawsuit if they were to violate a resident's constitutional rights under item #7. Public Input in the meetings. He suggests that someone well versed in the United State Constitution and Bill of Rights train all Town employees and volunteers.

(Public Input Continued on Next Page)

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ITEM:

7. Public Input (Continued)

Paul Burnham 25 Pear Tree Lane Vice Chairman of the Economic Development Commission stated that the agenda has an appointment for the Economic Development Commission as an alternate and that Mr. Burnham had expressed that they need this appointment as they often struggle obtaining a quorum. With vacation schedules, people are away and even with a virtual meeting, they struggle to get the necessary members present to conduct business. Mr. Burnham stated that his alternates are present more often than not at the meetings than the regular Commissioners.

Dan Edwards 131 Hilton Drive stated that he is going through all the emails, meeting materials, and agendas of all the names that have been recommended for the Strategic Planning Committee. He states that he is happy to see Miguel Proano, however, he may be one of maybe two people that have been appointed by Republicans. Mr. Edwards also states that he sees Jan Snyder brought by the Democrats, which he thinks is fine. You want to have good people on the Committee. However, he believes that the Council needs to be cognizant because of the few names on the agenda have all been shot down in the past.

Toby Lewis 32 Linda Lane stated that the one-party rule does not work very well and as such, knows of committee members that were instructed how to vote. If they didn't agree they would be removed from the committee. Mr. Lewis stated that he is aware of a gentleman who served as a Chair of a committee and was removed because he would not "play ball" with the Town Manager. Mr. Lewis stated that this is not right and requests that as Town Officials they should all be responsible.

8. Adoption of Minutes of Previous Meetings

Councilor Paterna made a motion to approve the minutes of February 22, 2022.

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of February 22, 2022.

Councilor Kozikowski seconded the motion. The motion passed unanimously.

Councilor Paterna made a motion to approve the minutes of Special Town Council Meeting Minutes of March 1, 2022.

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March 21, 2022

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Special Town Council Meeting Minutes of March 1, 2022.

Councilor Lydecker seconded the motion. Deputy Mayor King respectfully requested a correction to the March 1, 2022, Special Town Council Meeting Minutes as Councilor Gamble was only listed by last name as Councilor's absent. Mayor Pendleton requested a roll call vote of which passed 7 ayes (Councilors Lydecker, Lopez, Kozikowski, Deputy Mayor King, Councilor Koboski, Paterna, and Mayor Pendleton) with 2 abstentions (Councilors Evans, and Gamble).

13. New Business

A. Affordable Housing Plan Presentation by Glenn Chalder, Consultant for Planimetrics – Presentation (Michele Lipe, Director of Planning to be present)

Michele Lipe and Glenn Chalder have been working with the Towns Affordable Housing Group and she thanked that group for helping to contribute to the plan that was presented. Ms. Lipe indicated that this is a draft plan, which the Planning and Zoning Commission will be taking it to a public hearing on April 26, 2022.

Glenn Chalder stated that his company, Planimetric has worked with the Town of South Windsor before. Mr. Chalder put together a PowerPoint Presentation as an overview of the Affordable Housing Plan. Public Act Connecticut General Statutes § 8-30(j) was passed requiring Connecticut municipalities to prepare an affordable housing plan by June 1, 2022, this plan must be updated at least once every 5 years. As indicated by the PowerPoint Presentation, an outline of the five major components was addressed.

Answering questions from the Council, Mr. Chalder informed the Council that Deed restrictive housing means that the deed on a particular property could have restrictions that limit its rental rate or sale price at State defined levels.

Answering questions from the Council, Ms. Lipe indicated that she wanted 1,000 participants for the survey but she was happy with the 900 that took the survey. The survey did not tie into any particular address or census block.

Answering questions from the Council, Mr. Chalder reported on the Affordable Housing Plan Appeals Procedure, South Windsor is subject to the Affordable Housing Appeals procedure. Statute 8-30g, states that less than 10% of a community's housing stock should meet the State criteria for affordability. South Windsor was at 6.7%.

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ITEM:

13. New Business (Continued)

The developer can submit an application that does not have to comply with local zoning and then the Commission's challenge is how to review that application and the only reason for a denial is a threat to public health or safety. There are 2 ways for a community to become exempt from that procedure. One way is if we get the 6.7% to 10 % and second for every affordable housing created earns housing unit equivalent points.

Answering questions from the Council, Mr. Chalder responded to the strategy on establishing protocols for rental rates and resale prices and that the math on an 830g verifying the rental rate and resale price, there are three things that need to happen to occupy a unit so it accounts. The household needs to be income qualified, the sale price needs to meet the criteria based on the calculations of income and housing cost burden, and lastly the 40-year limitation on that particular unit. The challenge can be, going through all the math to verify that all those boxes have been checked.

B. Fiscal Year 2023 General Government Budget Presentation (Town Manager, Michael Maniscalco to present)

- Mr. Maniscalco presented the proposed budget for Fiscal Year 2023. The total budget is \$134,130,568 a 4.82% increase.
- In the PowerPoint presentation, Mr. Maniscalco explains the four areas of the Proposed Expenditure Changes, which are: Town Operations, Debt, Capital, and Education.
- The total number of cuts the Town Manager made is \$1,219,200.
- The presentation broke down how the tax dollar is spent to show the residents.
- The additional funds being requested are \$6,163,779 of those funds, \$3,855,596 is being requested by Education, \$1,288,914 is debt associated to the BOE, and Town Operations is \$735,854, Capital is \$325,528 and lastly the Town Debt decreased by \$42,113.
- Revenues are how the proposed increase will be paid. Components that will contribute to revenues are: Intergovernmental (State Grants), Local (different fees associated with the building department), Miscellaneous, Transfers and the majority is from Property Taxes. Future meetings were listed on the presentation for the residents and the Council to be aware of.

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- Jess Malone, Assistant Director of Finance demonstrated on the Towns website how to get into the Digital Budget Book for the Fiscal year 2022-2023.

ITEM:

17. Executive Session

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

A. To discuss the South Windsor Non-Supervisor Professional Employees Union Contract

Was made by Councilor Deputy Mayor King
Seconded by Councilor Paterna
The motion was approved unanimously.

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

- Councilor Evans informed the Council that the Human Relations Commission. The Standing in Solidarity with Ukraine Event was held on Wednesday, March 16, 2022, at the Town Hall. Councilor Evans, Koboski, Paterna, and the Mayor attended this event. There were about 40-50 participants, including Ukrainian individuals from the Town. There were meaningful speeches and community support.
- HRC is hosting a photo contest and exhibition, the title is Resilience and Hope Rising, they are accepting submissions through Friday, June 4, 2022. Open to amateur and professional photographer residents of South Windsor. Entries will be displayed at the South Windsor Public Library for the month of August.
- The Parks and Rec Commission discussed the Cross-Town Trail in which work continues with Eversource and abutting property owners.
 - The work at Rye Street Park tennis courts, repurposing for pickleball and deck hockey will start when the ground thaws.
 - The programs for Park and Rec are doing extremely well.
 - The Parks is also fully staffed and they are working on a project to make Park signs around the Town more uniform.

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- South Windsor Alliance for Families met and they have an upcoming event called “Spring into Healthy Living”, it’s on March 29, 2022, from 6-7 pm at the Community Center. Currently, registration is low and if they do not get more participants they will not be able to hold this event.

(Communications from Liaisons, Officers Continued on Next Page)

ITEM:

9. Communications from Liaisons, Officers, and Boards Directly Responsible to Council (Continued)

- When the South Windsor Alliance for Families meets the discussion is centered on the services and the needs related to mental health.
 - Councilor Evans stated that we as a Town and the Town Council members need to look at what can be done to better understand what is available to provide services regarding mental health services.
- The Art Commission has five remaining spaces available. Democrats have occupied the three seats currently spoken for and although there is one more to nominate and appoint, Councilor Evans calls on the Republican Town Committee to fill their duties in finding appropriate individuals for the four seats.
- For the Social Justice and Racial Equity Commission there are four seats available the Democrats have filled three and the Republicans have filled one seat. Councilor Evans calls on the Republican Town Committee to fill their duties in finding appropriate individuals for the three seats.
- These two Commissions were created with the intent to be non-political. Councilor Evans states that she is disappointed as we approach the Social Justice Racial Equity Commission’s creation 1 year ago and this Commission has not been able to meet. As far as the Art Commission, we are months into this and have not been able to have this Commission meeting.
- Councilor Kozikowski stated that on March 15, 2022, the Planning Zone Commission held a meeting, and they decided on several applications. They approved a moratorium on Residential single-family subdivisions and special exceptions permits for housing. They also denied an application for a warehouse distribution center on Talbot Lane. The Commission also approved a site plan for a new People’s Bank building at Evergreen Walk.

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10. Reports from Committees

Councilor Evans reported that the John J. Mitchell Fairgrounds sign and installation has been completed and on March 29, 2022, at 1 pm there will be a ceremony to reveal and honor the Fairgrounds Sign. The family has been invited

Councilor Evans suggested coming up with an abbreviation or nickname for the Parks and Rec Facilities Planning Implementation Committee. This Committee will be meeting at 5:30 pm on the second Thursday of every month in the Madden Room.

Councilor Evans informed the Council, that this will be the last time she reports on the Strategic Planning Committee. In the future, it will be Deputy Mayor King and Councilor Kozikowski. She reported that she is thrilled to see the final names to complete the Committee is on the agenda. Previous nominated names will be a great addition. She also expressed how great it is to see young people, and students interested and invested in being part of this Committee. Also, the inclusion of Jan Snyder provides a wealth of knowledge, with her previous experience working on Strategic Planning.

11. Consent Agenda

a. First Reading

Councilor Gamble made a motion to approve Agenda Items 11.a.A through 11.a.B. as a First Reading on the Consent Agenda.

Councilor Paterna made a motion to move Item 11.A.a. and Item 11.A.b. off the consent agenda to New Business. Councilor Evans seconded the motion

The motion passed with a roll call vote of 6 ayes (Councilors Evans, Lydecker, Lopez, Paterna, Deputy Mayor King, and Mayor Pendleton) and 3 nays (Councilors Gamble, Kozikowski, and Koboski).

b. Second Reading

Councilor Evans made a motion to approve Agenda Items 11 b.A. through 11b. C. as a second reading on the Consent Agenda.

A. Resolution Appointing Anitha Elango (D) to the Public Building Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting.

(Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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ITEM:

10. Consent Agenda (Continued)

b second Reading (Continued)

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Anitha Elango (D) to the Public Building Commission for a term ending November 30, 2023, to fill the unexpired term of Bernard Thomas and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

B. Resolution Appointing Joe Durette (D) to the Inland Wetlands Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting.

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Joe Durette (D) to the Inland Wetlands Commission for a term ending December 01, 2024, to fill the unexpired term of Steven King Jr. and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**C. Resolution Appointing Carolyn Emerson (D) to the South Windsor Arts Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting.
(Mayoral Appointment)**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Carolyn Emerson (D) to the South Windsor Arts Commission.

Was made by Councilor Evans
Seconded by Councilor Paterna
The motion was approved unanimously.

c. Miscellaneous

None

**TOWN COUNCIL
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March 21, 2022

ITEM:

12. Unfinished Business

- A. Resolution Approving the South Windsor Non-Supervisor Professional Employees Union Contract for the period of July 1, 2020, through June 30, 2023 (Postponed from 3/7/22)
(Councilor Lydecker)**

NOW THEREFORE BE IT RESOLVED, that the South Windsor Town Council hereby approves the proposed "Agreement between the Town of South Windsor and the South Windsor Non-Supervisor Professional Employees Union" for the period of July 1, 2020, through June 30, 2023.

Was made by Councilor Lydecker
Seconded by Councilor Evans
The motion was approved unanimously.

13. New Business

- A. Resolution Appointing Audrey Delnicki (R) to the Blighted Property Appeals Board and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Audrey Delnicki (R) to the Blighted Property Appeals Board for a term ending November 30, 2024, to fill the unexpired term of Jamie Gamble and postpones consideration of this motion until the Town Council's next regularly scheduled meeting

Was made by Councilor Gamble
Seconded by Councilor Kozikowski

The motion failed with a roll call vote of 6 nays (Councilors Evans, Lydecker, Lopez, Paterna, Deputy Mayor King, and Mayor Pendleton) and 3 ayes (Councilors Gamble, Kozikowski, and Koboski).

(New Business Continued on Next Page)

TOWN COUNCIL
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ITEM:

13. New Business (Continued)

B. Resolution Appointing Richard Balboni (R) as an Alternate to the Economic Development Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Richard Balboni (R) to the Economic Development for a term ending November 30, 2024, to fill the unexpired term of Robert Burns and postpones consideration of this motion until the Town Council's next regularly scheduled meeting

Was made by Councilor Gamble
Seconded by Councilor Kozikowski

The motion failed with a roll call vote of 6 nays (Councilors Evans, Lydecker, Lopez, Paterna, Deputy Mayor King, and Mayor Pendleton) and 3 ayes (Councilors Gamble, Kozikowski, and Koboski).

C. Resolution Appointing Janice Snyder (R) to the Strategic Planning Committee.

(Councilor Evans)

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Janice Snyder (R) to the Strategic Planning Committee.

Was made by Councilor Evans
Seconded by Councilor Paterna
The motion was approved unanimously

D. Resolution Appointing Miguel Proano (R) to the Strategic Planning Committee.

(Councilor Kozikowski)

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Miguel Proano (R) to the Strategic Planning Committee.

Was made by Councilor Kozikowski
Seconded by Councilor Koboski
The motion was approved unanimously

**TOWN COUNCIL
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March 21, 2022

(New Business Continued on Next Page)

ITEM:

13. New Business (Continued)

E. Resolution Appointing Abigail Blanchfield to the Strategic Planning Committee.

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Abigail Blanchfield to the Strategic Planning Committee.

Was made by Councilor Kozikowski
Seconded by Councilor Paterna
The motion was approved unanimously

F. Resolution Appointing Tiernan Cabot to the Strategic Planning Committee.

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Tiernan Cabot to the Strategic Planning Committee

Was made by Deputy Mayor King
Seconded by Councilor Paterna
The motion was approved unanimously

G. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Proposed General Government Budget for Fiscal Year 2022/2023

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, April 18, 2022, 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 proposed **General Government Budget for the Fiscal Year 2022/2023.**

Was made by Councilor Lopez
Seconded by Councilor Paterna
The motion was approved unanimously

H. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Transfer of Funds from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account

TOWN COUNCIL
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March 21, 2022

BE IT RESOLVED, that the South Windsor Town Council hereby sets **Monday, April 4, 2022, 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 Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account

Was made by Councilor Paterna
Seconded by Councilor Koboski
The motion was approved unanimously

I. Resolution Approving the Fiscal Year 2023 Budget Calendar

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Fiscal Year 2023 Budget Calendar, a copy of which is attached as **Exhibit A**.

Was made by Deputy Mayor King
Seconded by Councilor Paterna
The motion was approved unanimously

J. Resolution Approving a Refund of Taxes to Sixteen (16) South Windsor Taxpayers

BE IT RESOLVED, that the South Windsor Town Council hereby approves a refund of property taxes to sixteen (16) South Windsor Taxpayers, the total of said refunds being \$6,780.66 and as more fully described in attached **Exhibit B**.

Was made by Councilor Gamble
Seconded by Councilor Paterna
The motion was approved unanimously

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

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Audrey Delnicki from Felt Road spoke to the Council on denying qualified people vetted by the minority party to serve on boards, committees, and commissions. She spoke about being on the Inland Wetlands Conservation Commission in 1999 as a full member and that she was reappointed several times by both Democrats and Republicans. She served on the Inland, Wetlands Commission for 19 years, 4 months, and 10 days as a full-time member. Ms. Delnicki spoke on how the Mayor seeking volunteers for several committees but they will not approve qualified residents to serve on these committees, boards, or commissions. She requested that the Council reconsider the vote and if they do not that they will show how political they are being in how the Council is blocking experienced members of the minority party.

Corrine Bodua Pleasant Valley Road discussed the FOI request that the Town Manager is working on and that it was originally not completed to satisfaction. In fact, she claims there was proof that many items that were legally required to be included were not. She claims that the Town Manager denied a resident access to a public meeting. She discussed the Town mask mandate that the Town Manager put in place which she stated was an abuse of authority because it was unnecessary to place on town businesses. She claimed that the Town Managers' salary is 391% higher than the average salary in the Town of South Windsor. She claimed that the Town Manager has 2 assistants which previous Town Managers did not have. She ended by saying stop holding these appointments that you're voting against to standards that the Council has failed to live up to.

Dan Edwards 131 Hilton Drive spoke about denying volunteers. Stated that you can't ask for volunteers and then deny them. He suggested an independent committee of the Town Council to review FOI requests.

Stephanie Weintraub 155 Skyline Drive addressed the Council by informing them that she is not buying the fact that she is not qualified or fit to serve the Community of South Windsor. No one has asked her about her experience.

16. Communications from Council

Councilor Koboski spoke about the Candle Light Vigil for the Ukrainian Community, He recognized and thanked the Human Relations Committee for putting together a nice evening.

18. Adjournment

At 9:20 p.m., Councilor Paterna made a motion to adjourn the Regular Meeting. Councilor Gamble seconded the motion, and it was approved unanimously.

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March 21, 2022

Respectfully submitted,



Sandra Barone
Recording Secretary

TOWN COUNCIL SPECIAL BUDGET WORK SESSION MINUTES

RECEIVED APR 13 2022
@ 8:50 am
Debrah W. Reed, Asst

COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

DATE: MARCH 29, 2022
TIME: 7:00 P.M

1. Call Meeting to Order

Mayor Pendleton called the meeting to order at 7:00 p.m.

2. Roll Call

Town Council

Members Present: Mayor Liz Pendleton
Councilor Erica Evans
Councilor Philip Koboski
Councilor Karen Lydecker
Councilor Andrew Paterna
Councilor Jamie Gamble
Councilor Marek Kozikowski

Also Present: Michael Maniscalco, Town Manger
Bonnie Armstrong, Town Clerk
Vanessa Perry, Asst. Town Manager & HR Director

3. Items for Discussion

A. General Government Proposed Budget for Fiscal Year 2022/2023 (Police Department, Emergency Management, Fire Marshal, and Volunteer Fire Department)

- Town Council – Page 16
- Town Clerk – Page 84
- Town Manager – Page 51
- Town Attorney – Page 88
- Boards and Commissions – Page 20
- Human Resources – Page 55

Town Council Budget

Town Manager Maniscalco directed the Council to go to page 16 of the Budget Book. The total Town Council budget is \$191,763, a decrease of \$3,132.

- Answering questions from the Council, Mr. Maniscalco explained, that there would be some anticipated savings this fiscal year with the Clerk of the Council Position having been open for some time. However, budget for these funds needs to be set for next year due to possibly having someone fill that position sooner rather than later.

Minutes

- Mr. Maniscalco informed the Council that the reduction of \$6,575 under operating on page 18 of the Budget Book for the Town Council is due to funds not being spent. For example, items such as business cards, letter head, miscellaneous engravings, frames, names plates, florals and mileage.
- There are three Grants that come out of the Council budget, the Greater Hartford Transit District, the Metro Hartford Alliance and the South Windsor Historical Society.
- Mr. Maniscalco explained that some fees and memberships are required by the State. For example, the town is required to be a member of a Council of Governments. These are regional planning agencies that serve a state and municipal function. The Federal Government comes out with issuances of money that is to be distributed to county governments, however since CT does not have county governments the funds are distributed through CRCOG.
- CCM is the Regional Advocacy Group for Municipalities across the entire State, they offer a lot of trainings that the employees attend for free as being a participant in this organization. They also conduct a lot of lobbying efforts on behalf of municipalities.
- The National League of Cities is more on a national level, however at the federal level they do lobbying for municipalities and coordinating with CCM.
- The Professional Account covers fees for the annual audit, courier services, indexing, food and supplies for the Town Council, miscellaneous and fees for your cell phones. The increase is due to aligning it with the actual expenditures were.

Town Clerk Department- Budget

- Bonnie Armstrong the Town Clerk was present to answer any questions from the Council.
- Ms. Armstrong informed the Council that the reason for the increase of ½% in full time salaries is due to an employee leaving the office and a new person was hired which led to the salary increase.

Town Manager – Budget

- Mr. Maniscalco informed the Council that the Town Manager budget moved \$258,556 an increase of \$9,132

Minutes

Town Attorney- Budget

- Mr. Maniscalco reported that the Town Attorney Budget is \$200,000 which is a \$25,000 increase. This amount is an effort to try to balance the budget line item, as in the past five years it has gone over.
- Legal fees and litigation fall under this budget item and litigation is the driving component in the budget. Depending if there are pending litigations will determine if this amount is enough. It's difficult to predict if we will go over or under this amount.
- When the town gets into some litigation the financial aspect is what drives the decision making process and the cost on spending legal representation. Some unforeseen issues could eat up the budget such as the Planning and Zoning legal issues.
- Past retainers may be used as a baseline for a new Town Attorney to determine the legal retainer fees. There is a possibility of bringing down the retainer price depending on the work needed.

Boards and Commissions Budget

- Mr. Maniscalco informed the Council that this is one change in this budget, which falls under advertising for Planning and Zoning. The advertising increase is based on keeping in line with what they are actually spending. As such in the past year, P&Z has been active with posting several legal notices in the newspaper. Moratoriums on residential applications and warehouses will not show significant reductions in advertising as legal notices still have to be posted per State Law.
- The budget under Inland Wetlands will be reviewed for clarification for being the second highest budget item, but only utilizing half of their budget.

Human Resources Budget

- Human Resources total budget is \$281,319, a decrease this year of \$2,773.
- Asst. Town Manager and Director of HR, Vanessa Perry informed Councilor Koboski that the percentage increase for full time salaries is based on the car allowance line item which now falls under full time salaries. The drop in professional fees (\$9,000) is due to using a different scanning service. All personnel files are scanned online. The CT Prime system and CRCOG will not be used, the new system will be Laserfiche.

Minutes

- Mr. Maniscalco reminded the Council that the next Budget meeting is scheduled for March 31, 2022 reviewing the Police Department, Emergency Management, Fire Marshall and Volunteer Fire Department, if anyone has significant questions about these budgets to email the Town Manager before to research and respond.

4. Executive Session

None

5. Adjournment

- Mayor Pendleton made a motion to adjourn the meeting at 7:32 p.m. Councilor Lydecker seconded the motion, and it was approved unanimously.

Respectfully submitted,



Sandra Barone
Recording Secretary

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

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March 31, 2022

TOWN COUNCIL – SPECIAL MEETING
COUNCIL CHAMBERS – SOUTH WINDSOR TOWN HALL

1. Call Meeting to Order

Mayor Pendleton called the Regular Meeting to order at 6:09 p.m.

2. Roll Call

Members Present: Mayor Elizabeth Pendleton
Deputy Mayor Steven King, Jr.
Councilor Philp Koboski
Councilor Cesar Lopez
Councilor Karen Lydecker
Councilor Andrew Paterna
Councilor Marek Kozikowski

Members Absent: Councilor Erica Evans
Councilor Jamie Gamble
Councilor Marek Kozikowski

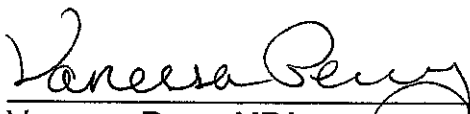
Others Present: Vanessa Perry, Assistant Town Manager/Director of HR

3. Executive Session

At 6:10 p.m., Deputy Mayor King made a motion to go into Executive Session to discuss a personnel matter (Interviews for Clerk of the Council Position) and invited Vanessa Perry, Assistant Town Manager/Director of HR. Councilor Koboski seconded the motion, and it was approved unanimously. Mayor Pendleton announced that the Special Meeting will be adjourning from Executive session.

Councilor Lydecker made a motion to adjourn the Executive Session and Special Meeting at 6:47 p.m. Deputy Mayor King seconded the motion, and it was approved unanimously.

Respectfully submitted,



Vanessa Perry, MPA
Assistant Town Manager/Director of HR

TOWN COUNCIL SPECIAL BUDGET WORK SESSION MINUTES

RECEIVED APR 13 2022

@ 8:50 am
Deborah W. Kelley

COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

DATE: MARCH 31, 2022
TIME: 7:00 P.M

1. Call Meeting to Order

Mayor Pendleton called the meeting to order at 7:00 p.m.

2. Roll Call

Town Council

Members Present: Mayor Liz Pendleton
Deputy Mayor King
Councilor Philip Koboski
Councilor Karen Lydecker
Councilor Andrew Paterna
Councilor Jamie Gamble
Councilor Caesar Lopez

Also Present: Michael Maniscalco, Town Manger
Police Chief Kristian Lindstrom
Deputy Police Chief Brian C. Eckblom
Fire Marshal Walter Summers
Fire Chief Kevin Cooney

3. Items for Discussion

A. General Government Proposed Budget for Fiscal Year 2022/2023 (Police Department, Emergency Management, Fire Marshal, and Volunteer Fire Department)

- Police Department –Page 101
- Emergency Management- Page 120
- Fire Marshal-Page- 124
- Volunteer Fire Department- Page 128

Police Department Budget- Police Administration total budget is \$631,203 with an increase of \$26,174 (4.33%)

- A major component of the increase to the Police Administration budget is due to the projected and contractual salary raises. As well as items, such as Psychological Evaluations and Drug testing that fall under PAA which is Police Accountability Act, and Academy tuitions for two new recruits.
- Chief Lindstrom explained the various pieces under the PAA items of the budget are scattered in various accounts. Certain requirements must be met under the Police Accountability Act. For example Psychological Evaluations, and drug testing.

Minutes

- Recruitment and training shows an \$11,000 increase which is broken down into the Police Academy Tuition for 3 police officer positions, In Service Training which covers the large class that needs to be recertified for drug testing, and \$5,000 for the training program as there are many new mandates and different assignments that require training.
 - The authorized number of positions in the Police Department is 46. Currently the department has three vacancies. One position will start on April 11, 2022, the second position will start in June and the third vacancy has not been filled as of yet.
- There is a \$4,000 line item for overtime under Administration. For staff that work in the Administrative Unit. The Accreditation Manager and Office Administrator are eligible for overtime under their existing bargaining agreements.

Operations Budget- \$4,763,638 with an increase of \$125,858 (2.71%)

- The Operations is all personnel costs; salaries, overtime and longevity.
 - The longevity pay is contractual

Support Services- \$2,308,511 with an increase of \$220,230 (10.55%)

- The driving force behind the increase are estimates on gas costs, new emergency dispatch software (onetime cost), a new car, Narcan and Defibrillators.
- Under the Maintenance Contract there is \$69,000 item. This covers, Tasers, body cameras, and weapons.

Community Services- \$196,499 with an increase of \$6,105 (3.21%)

- Increase is based on the 2 full time civilian salaries that work in the animal control department.
 - The fees under professionals has gone up \$1,500 based on vet fees, animal disposal, rabies vaccinations, boosters, etc.
 - Per the staff contract these are a requirement since they work with animals

Emergency Management- \$24,985 with an increase of \$3,498 (16.28%)

- This department has a part-time employee that is also shared with the Fire marshal's office. This part-time employee's salary is under the Fire Marshals budget.

Minutes

Emergency Management (Continued)

- Fire Marshal Summers informed the council that Emergency Management has been very busy assisting the Health Department with Covid. Also planning a large table top exercise involving all the departments in town, which will be an all-day exercise. Texas A & M a professional emergency management company was hired to come in and run that program. It is anticipated that the action report will indicate several areas that will need to be worked on.
- This Fiscal year's budget is an to attempt have additional funds available for PPE in the event that another wave comes. Also looking at setting aside additional funds to run a full scale exercise. If the table top exercise goes well and positive feedback is received, then a full scale exercise would be beneficial to the town and surrounding partners.

Fire Marshal- \$314,171 a decrease of \$22,748 (6.75%)

- Reported that they are presently hiring for an Emergency/Fire Marshal Inspector.
- A temporary Fire Inspector was hired to handle some apartment inspections, since the department is far behind. This employee should be able to get through 3 apartment complexes.
- There is a new program that can do inspections, violations, court notices which is a Cloud based system. The inspector can be in the field and can do everything on the IPAD, such as take pictures, issue violation, have the property owner sign the violation which will be emailed directly to them.

Volunteer Fire Department-\$ 1,079,167, an increase of \$68,079 (6.73% over a 2 year period)

- Chief Cooney spoke how the South Windsor Volunteer Fire Department is a Grant Agency.
- The increase in the budget under equipment is based on the need for all new straps for the portable radios.
- Vehicles are separate from the operating budget.
- The last time the department had a budget increase was two years ago.
 - The majority of the increase is based on a Fire Chief stipend and adding a Lt. Position.

Minutes

Volunteer Fire Department (Continued)

- Also the events amount is going from \$9 to \$10. Members are currently paid \$9 an event, it's not an hourly amount but an event amount. An event is classified as anything official, such as a response, training session, but does not include social activities.
- Within the past year, all the air packs have been replaced.
- Currently the department has one ladder truck. Insurance Services Offices ISO, which rates the town (SW currently at a 4/4) which effects the insurance ratings and business community ratings.
 - The goal is to be a Class One which is very challenging. Only about two Class One ratings in CT.
 - ISO suggests/requests that South Windsor get a second ladder truck
- In 2023 the pumper is set to be replaced. The consideration is to purchase a combination pumper and ladder truck.

5. Adjournment

Mayor Pendleton made a motion to adjourn the meeting at 8:42 p.m. Councilor Lydecker seconded the motion, and it was approved unanimously.

Respectfully submitted,



Sandra Barone
Recording Secretary

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

TOWN COUNCIL – REGULAR MEETING

1. Call Meeting to Order

Mayor Pendleton called the Regular Meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Members Present: Mayor Liz Pendleton
Deputy Mayor Steven King Jr.
Councilor Phillip Koboski
Councilor Marek Kozikowski
Councilor Cesar Lopez
Councilor Karen Lydecker

Others Present:

Michael Maniscalco, Town Manager
Vanessa Perry, Town Manager/Director of H.R.

4. Mayor's Remarks

Mayor Pendleton reminded members of the audience that there was a public hearing scheduled for 8:00 p.m. on Monday, April 4, 2022, for the purposes of receiving citizen input on the Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account and that members of the public could use the signup sheet located in the back of Council chambers to speak during public input and at the Public Hearing.

5. Adoption of Agenda

Councilor Lopez made a motion to adopt the April 4, 2022 agenda. Deputy Mayor King made a motion to move Items 17 a. and 17c. (Discussion of a Personnel Matter regarding the Clerk of the Council Position) and (Discussion of RFP for the Town Attorney) to after Item 7 (Public Input for items on the Agenda). Councilor Paterna seconded the motion and it passed unanimously. **MOTION CARRIES.**

6. Communications and Reports from Town Manager

- Town Manager Michael Maniscalco reported that there was a fairly sizable sinkhole occurring on Route 5 and South Satellite Road and that the Town has been working with the State Department of Transportation to find a solution to having the sinkhole repaired. Mr. Maniscalco is expecting repairs

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

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April 4, 2022

to be made this summer and residents could expect potentially impact traffic as repairs are made.

6. Communications and Reports from Town Manager (Continued)

- Mr. Maniscalco informed members of the Council that he had a meeting with the commissioner of the Department of Energy and Environmental Protection (DEEP), along with four other municipalities to talk about Municipal Solid Waste (MSW), due to the fact that the Materials Innovation & Recycling Authority (MIRA) which is responsible for solid waste removal for South Windsor is expected to close down. Discussion has taken place with the commissioner on where MSW would be going in the future and whether that would be burning it to possibly turn it into energy or by turning it into some type of compostable material and that they are also going to be looking for favorable locations for a new type of MSW facility. Mr. Maniscalco indicated that the Town of South Windsor had a long-term contract with All American Waster which is responsible for the transportation of MSW and that the fee for MSW is already contractually obligated. Mr. Maniscalco also informed members of the Council that he felt a plan of action should be created to begin planning 10-years out to ensure that the town of South Windsor would not see a sudden increase in fees to remove MSW.
- Mr. Maniscalco updated members of the Council on the traffic light of One Buckland Road which is a traffic light being put in by the developer to allow for a left-hand turn to the shopping plaza which was sorely needed.
- Mr. Maniscalco informed members of the Council that a letter had been received regarding the Rye Street Park cleanup and that the resident that sent the letter had been communicated with by staff. Mr. Maniscalco informed members that the cleanup would include, field seating, cleaning up deadwood, installing a temporary wood railing at the pond, clearing stumps at the entrance, planting flowers at the sign, constructing pickleball and deck hockey courts this spring; of the baseball fields for the Adult League baseball fields and renovations of the bike trails.
- Lastly, Mr. Maniscalco provided an update regarding collections and that he was very pleased to announce that overall, the collection rate was at 99.04% and that at this time last year the collection rate was 98.89%.

Answering questions from the Council, Town Manager Maniscalco explained that the Town of South Windsor was back in the Red category regarding COVID-19 cases and that a lot of the protocols from the State Department of Public Health have

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changed significantly over the past week or so as the State shifts from a "pandemic" to an "endemic".

6. Communications and Reports from Town Manager (Continued)

Mayor Pendleton requested that Town Manager Maniscalco coordinate a meeting between the Town Council, Board of Education, Planning & Zoning, and the Inland Wetlands Agency to discuss the Town budget and the impact of departmental budgets on the mill rate, and what steps can be taken to come up with smart planning to present the best budget and what can be done to help sustain the town.

7. Public Input

Tom Dillon (*34 Barber Hill Road*) stated he wanted to talk about agenda item 11a. and that it had been stated by several members of the Town Council that they have a duty to make appointments to the various boards and commissions and that we need to be having the appropriate people to fill positions. Mr. Dillon went on to say that he felt it was important to be electing and appointing members to the various boards/ commissions with a level head on their shoulders and that members of the board/ commissions cannot use their position of authority to gain personal favors. Mr. Dillon explained that he felt that neither party should be using their position to hold up appointments of the opposing party.

Audrey Delnicki (*130 Felt Road*) reminded members of the community that the month of April was Parkinson's awareness month and is an opportunity to increase awareness about the ailment and symptoms as well as to show support for the victims. Parkinson's is a long-term disorder that affects a person's central nervous system and not only affects the individual who has the disease, but also the caregiver. In 2005 the Tulip was adopted as the official symbol of Parkinson's disease at the 9th world disease day conference in Luxembourg, however, the Tulip had widely been associated with the disease prior to its adoption. Ms. Delnicki asked members of the community to kindly wear a purple ribbon on April 11th to show support for the victims or a caregiver. Ms. Delnicki informed members of the Town Council that she wanted to speak in regards to item 11a concerning appointments to boards and commissions. Ms. Delnicki informed members of the Town Council about her disappointment about not being appointed as a member of the Inland and Wetlands Commission as an alternate member and that not one Town Council member from the majority party had reached out to her regarding her appointment. Ms. Delnicki went on to inform members of the Town Council that she believes that she has impeccable qualifications to serve as a member of the Inland and Wetlands commission as she had previously served for 19 years, 4 months, and 10 days as a full-time commission member.

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Dan Edwards (131 Hilton Drive) raised concern about item A (adoption of minutes of previous meetings) and that he felt there was a disinformation campaign by a high-ranking member of the Town Council.

ITEM:

7. Public Input (Continued)

Richard Balboni (23 Debbie Drive) addressed members of the Town Council regarding agenda item # 11 a. A. and that he wishes Damian Humphrey the best of luck as he has only heard good things. Mr. Balboni expressed concern and disappointment regarding his rejection to serve as an alternate on the Planning & Zoning Commission and the republic appointment to the Public Building Committee and the Economic Development Committee and that he is trying to understand the decision of the Town Council. Mr. Balboni went on to express frustration and disappointment regarding comments that have been made on the South Windsor Democratic Facebook page regarding his character, and public behavior. Mr. Balboni respectfully requested members of the Town Council to inform him on how he can improve and be accepted as a member of a board and commission.

17. Executive Session (MOVED)

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

Deputy Mayor King made a motion to go into executive session at 7:26 p.m. for the purpose of discussing agenda item 17a. and 17c. a Personnel Matter (Position of the Clerk of the Council) and to Discuss the RFP for the Town Attorney. The motion was seconded by Councilor Lydecker and the motion passed by unanimous voice vote. **MOTION CARRIES.**

Was made by Councilor Deputy Mayor King
Seconded by Councilor Lydecker
The motion was approved unanimously.

8. Adoption of Minutes of Previous Meetings

Council Koboski made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of March 7, 2022.

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The motion was seconded by Deputy Mayor King and the motion passed by a roll call vote of 5 ayes (Councilors Koboski, Lopez, Mayor Pendleton, Deputy Mayor King, Kozikowski) and 1 abstention (Councilor Lydecker). **MOTION CARRIES.**

Council Koboski made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Board of Education and Town Council Joint Budget Work Session of March 23, 2022.

The motion was seconded by Deputy Mayor King and the motion passed by a roll call vote unanimous voice vote. **MOTION CARRIES.**

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

Councilor Kozikowski reported to members of the Town Council that the Planning & Zoning Commission held a public hearing on March 22, 2022, to discuss a proposed amendment on a moratorium regarding warehouse and truck terminals for one year which would prohibit the submission of an application for those two uses in town.

Councilor Kozikowski informed members of the Town Council that the Strategic Planning Committee was able to meet for the first time and get acquainted with each other and that members of the Strategic Planning committee began developing a framework of the next Strategic Plan was going to entail.

Councilors Evans submitted a written report to update members of the Town Councils regarding the Human Relations Committee and Mayor Pendleton invited Linda Jeski to give a more detailed report. Ms. Jeski reported to members of the Town Council that the Human Services Committee was working on yard signs available to residents to show support for the ongoing conflict in Ukraine and if residents would like to sign up to receive a sign that they would need to go to the Human Relations Facebook page and send a message. There are only 25 available and they are first come first serve.

Mayor Pendleton updated members of the Town Council regarding the Social Justice & Racial Equity, and the Arts Commission are looking for membership and that if residents are interested that interested parties should reach out to any member of the Town Council or by calling the Town Managers office. Interested parties do not have to be affiliated with a particular party, however, if interested parties do not come forward the Council would need to reconsider the ordinances that created these respective boards and commissions to make appropriate adjustments to make them viable for the residents.

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10. Reports from Committees

Mayor Pendleton provided members of the Town Council with an update regarding the Park and Recreation Facilities Implementation and planning committee met on March 24, 2022, to review the information requested from and provided by Molly Keays and that they plan to meet again on April 14, 2022, to tour the Old Orchard Hill School and continue the discussion. Members of the Park and Recreation Facilities Implementation and planning committee are planning to attend the Town Council meeting on April 18, 2022, to update the Council.

Mayor Pendleton provided members of the Town Council with an update regarding the Naming Committee and informed members that the John J. Mitchell sign had been installed at the Fair Grounds of Rye Street Park and that a dedication ceremony was held on March 29, 2022, for his many years of service and dedication to the Town of South Windsor.

11. Consent Agenda

Councilor Lopez made a motion to approve Agenda Items 11.a.A. as a First Reading on the Consent Agenda. Deputy Mayor King seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

a. First Reading

A. Resolution Appointing Damian Humphrey (D) to the Mass Transit & Highway Advisory Commission Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Damian Humphrey (D) for a term ending November 30, 2023, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting

b. Second Reading
None

c. Miscellaneous
None

ITEM:

12. Unfinished Business

None

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13. New Business

A. Resolution Appointing Scott Nolan as Clerk of the Council

Mayor Pendleton moved for the Adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Scott Nolan As Clerk of the Council for a term ending November 13, 2023, to fill the unexpired term of Dominica Zdonek

BE IT FURTHER RESOLVED, that the South Windsor Town Council approves a salary of \$58,000 and benefits associated with the Non-Bargaining Unit Members Fringe Benefit Description for Fiscal Year 2021/2022 through 2022/2023

Deputy Mayor King seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

ITEM:

13. New Business (Continued)

B. Discussion Item: General Government Budget (Building, Finance, Planning, and Public Works to be present)

Mr. Maniscalco updated members of the Council on the Building Department and that the total budget was \$365,203 which is an increase of \$66,706 and that Ken Rich the Town's Building Official was present and available to answer questions from the Council. Mr. Rich explained to members of the Town Council that the reason for the budget increase was that the department didn't previously have a line item for the scanning of records and that records would include all documents in a street file and for building plans which are saved for the life of the building.

Mr. Maniscalco updated members of the Council on the Finance Department Budget and invited Patricia Perry the Director of Finance to present the Finance Department Budget (Assessors Office, Collector of Revenue, and the Finance Department) and explained to members of the Town Council that she would be presenting the department budgets for the Assessor's office which the overall budget has increased \$7,900 due to contractual salary increases and pricing guideline books for motor vehicle.

Ms. Patricia Perry presented to members of the Council that the Collector of Revenue budget is increasing by \$3,200 due to the printing of tax bills and delinquent statements. Ms. Perry noted that there was a decrease in salaries to help offset the increase.

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Ms. Patricia Perry presented to members of the Council the Finance Office budget and explained to members that there was actually a decrease of over \$7,700 in the budget due to some employee changes in the Finance office.

Ms. Perry answering questions from the Council went on to explain that the Collector of Revenue's office did not have the option to move to a paperless or online billing system due to statutory requirements, however, the Collector of Revenue's office does only print bills once a year.

Mr. Maniscalco updated members of the Council on the Planning Department that the overall department budget is \$306,479 and a reported decrease of \$5,049 because of the affordable housing plan which is no longer being funded as it has been completed. Michele Lipe was available to answer questions.

Mr. Maniscalco updated members of the Council on the Engineering Department on the Public Works Department budget and reported that the overall department budget was \$448,420 which is a decrease of \$62,680 due to a transfer of one of the employees as a GIS analyst to the IT department. Vincent Stetson the Director of Public Works and staff were present to answer questions from the Town Council.

Mr. Maniscalco updated members of the Council on the Street Services budget which is \$3,328,417 an overall increase of \$166,973. The reported increases are due to contractual raises along with an additional request of \$50,000 for the purposes of vegetation management for Avery Brook. Marco Mucciacciaro was available to answer questions from the Town Council.

Mr. Maniscalco updated members of the Council on the Fleet Services with a total budget of \$1,108,106 an increase of \$61,287 widely due to an increase in fuel costs along with the installation of dual-facing cameras in town vehicles. Chuck Marshall was available to answer questions.

Mr. Maniscalco updated members of the Council on the Public Buildings Division with a total budget of \$1,986,462 and a requested increase of \$20,377 mostly due to maintenance contracts and utilities. Clay Major was available to answer questions from the Town Council.

Answering questions from the Town Council, Mr. Majors explained that the Public Buildings Division had received information regarding the sprinkler system from one of the Fire Department buildings from Connecticut Water. Mr. Maniscalco further explained that once the bills from Connecticut Water were received that they could be broken down to verify the charges.

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Mr. Maniscalco updated members of the Council on the Refuse and Disposals Office budget Mr. Maniscalco informed members that the total budget was \$2,415,820 and an increase of \$820 due to contractual obligations. Anthony Manfre, Superintendent of Pollution Control was available to answer questions from the Council.

ITEM:

13. New Business (Continued)

C. Discussion Item: Potential Amendment to Local Preference Ordinance

Councilor Kozikowski informed members of the Town Council that there was recently a situation where a local farmer had a lease to farm land that was owned by the town of South Windsor and that the lease was going up and that the land in which was leased was going up for an RFP for a new five-year lease and there were multiple bids on this piece of land. The town manager awarded the bid to the highest possible bidder and unfortunately, the person that won the bid was not the person that had been farming the land for the last five years and probably the last five decades before. Councilor Kozikowski went on to inform members of the Town Council that the town manager's staff had performed some research and determined what happened and they provided some information based on what the process was and that the town manager acted appropriately and awarded the bid to the correct business per the guidelines. Councilor Kozikowski went on to inform members of the Town Council that local agriculture has a history in his family life and that he is an advocate for local agriculture. After reviewing the current local Preference Ordinance Councilor Kozikowski believes that he would like to help this situation from occurring again and that in conversations with Town Manager it was discovered that we can only allow local bid preference to local businesses that are looking to do a job for the Town.

Councilor Kozikowski explained in further detail that the current ordinance allows local bid preferences to local businesses that are looking to do a job for the Town and what typically happens is if the town goes out to RFP it would go to the lowest bidder and what the existing ordinance allows for is if there is a local bidder it can be 3% higher than the lowest bid and upon verification qualifications, the Town manager could assign the bid to the local business. In a review of the current Local Preference Ordinance, the RFP process does not address the use of land and that's where this proposal came in. Councilor Kozikowski informed members that they received a package which has a red line proposal and believes that it was available for public consumption, but what the amendment to the Local Preference Ordinance does is take the existing local goods preference and only allows for preference to local people making expenditures and extending it to businesses that want to provide revenue for the Town.

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Councilor Kozikowski further explained to members of the Town Council that he would like to see an amendment to Ordinance § 2-530 (Local Bid Ordinance) to include changes to offer local preference to South Windsor businesses who want to lease land or buildings, and by offering this advantage to local farmers and other businesses who want to maintain current lease land or expand within the town. Councilor Kozikowski suggested further revisions to include the threshold for qualifying bids that they may fall within 3% of the highest or 10% of the lowest bid which would provide a little bit more cushion and flexibility for the town manager to evaluate local bidders and provide them an opportunity to match the highest or lowest bidder. Councilor Kozikowski indicated that the existing language gives local bidders exactly two business days to respond if it is determined that they fall within the threshold and the new proposal would change it to 10 days to allow some flexibility to give the local bidder more opportunity to make a sound financial decision. Councilor Kozikowski went on to indicate that the new proposals remove clunky language which doesn't change any of the intent of the ordinance. Councilor Kozikowski also informed members of an additional Clause, which provides qualification for the standards of South Windsor based bidders which also helps with transparency.

Answering questions from the Town Council, Mr. Maniscalco explained that as long as there is an ordinance on the books and the Town of South Windsor is transparent about it and everybody is aware that this is what will have to occur and that there aren't any ramifications that could occur. Mr. Maniscalco explained that it's the responsibility of the bidder to go back typically once the RFP is opened and come up with some type of public reading or public review and that it would be the responsibility of the local individual interested to potentially exercise their right as a local business and not the responsibility of staff to review who's from South Windsor, who's not from South Windsor, who's within 10%, and who is not. Mr. Maniscalco noted that in the incidents that we're talking about those numbers are so small and he is more comfortable with the 10% because the idea that larger projects being larger numbers a 10% difference is actually a larger number and doesn't mean they have to exercise this right.

D. Resolution Authorizing the Sale, Donation, or Disposal of Surplus Vehicles

Councilor Koboski moved for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby declares the following vehicles to be "Surplus Equipment," as shown in attached **Exhibit A**, and authorizes Town Manager Michael Maniscalco to sell, donate, or otherwise dispose of these vehicles.

Deputy Mayor King seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

Answering questions from the Town Council, Mr. Maniscalco explained that there were items that have basically met their useful life, and in many cases, the repairs exceed the

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cost of the actual value of the item(s), or they're no longer used, which is determined by the Town's fleet manager, Chuck Marshall, and that they will try to do what they can in order to sell or auction the items off and dispose of items as trash if they are unable to get value out of the items.

E. Resolution Appointing the Town Attorney

Councilor Lydecker moved for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council appoints Updike, Kelly, and Spellacy 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 Koboski seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

Answering questions from the Town Council, Mr. Maniscalco addressed concerns regarding the appointment and explained that in relation to the 25 Talbot Lane hearings that occurred with Planning and Zoning that out of the 50 or so attorneys one of the attorneys from Updike, Kelly, and Spellacy represented a developer in front of Planning and Zoning commission for an appeal and in an effort to ensure that we don't have any conflicts of interest we are going to keep on Martha Carolina to continue representing the town for cases that have already started, including the 25 Talbot so there should not be any conflicts of interests with additional cases and Updike, Kelly, and Spellacy Kelly itself has actually committed to not representing any individual in front of any of the Town Boards of commissions in terms of any public hearings.

F. Resolution Approving the Appropriation of \$100,370 from the Capital and Non-Recurring Expenditures Account

Councilor Kozikowski moved for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council having conducted the required Public Hearing at 8:00 p.m. on April 4, 2022, hereby approves the appropriation of \$100,370 from the Capital and Non-Recurring Expenditure Account to add funding for the Police Department Women's Locker Room Project.

Deputy Mayor King seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

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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, 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. The speaker(s) shall limit their speaking time to five (5) minutes

Kevin Chung (265 Diane Drive) addressed members of the Town Council regarding the blatant abuse of authority by members of the Town Council and wanted to clarify that this is not about politics but about a moral compass that appears to be broken. Mr. Chung indicated that the town manager attempted to intimidate and silence a member of the community by having one of his minions call the police because she refused to wear a mask while having prior knowledge that she had a medical exemption which Mr. Chung felt was in reprehensible and cowardly and not to mention would have been a violation of her First Amendment right as she was not allowed to speak and was prevented from entering Town Hall. Mr. Chung felt that members of the Town Council seem to view the police department as their personal enforcers against residents who hold differing opinions or who challenge them in the proper form which would be a Town Council meeting. Mr. Chung hopes this message is heard by our Law Enforcement Officers because he is not the only one that has this perception. Mr. Chung spoke about the town Deputy Mayor has recently been the focus of a muffin incident that has somehow evolved into a racial issue and that he used his title and association with the Town to intimidate the clerk of a 7-Eleven who just so happens to be a person of color as well.

Carolyn King (926 Ellington Road) addressed members of the Town Council and gave members a little background about herself. Mrs. King informed members that she is a former social worker and currently transitioning into the teaching profession and has taught middle school math as a long-term sub for the past two years and now finishing up her Master's Degree while getting certifications to obtain a permanent teaching position. Mrs. King informed members that she is married to Stephen King Jr. the Town's Deputy Mayor. Mrs. King is before the Town Council today speaking as his wife because she feels that she is the best-qualified person in this room to speak to his character. Mrs. King has known him since High School and they have been married for 7 years they have a blended family with two children and two cats. Mrs. King told members that one of her children was with her today and that her daughter is a junior at South Windsor high school. Mrs. King felt that it was important for her kids to understand that when a family member's character is attacked it is our job to defend each other. Mrs. King wanted to address an incident that occurred a couple of weeks ago regarding her husband Stephen King Jr. when he went to our local South Windsor 711 to purchase coffee for them and noticed there was a promotion that if you bought a copy of any size

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you got a muffin with your coffee for only \$2. Seeing the sign for this promotion Stephen King, Jr. added muffins to the coffee order and proceeded to the counter to pay the clerk, Mrs. King explained. Expressing disagreement about the promotion the clerk indicated that there was a limit to 1 muffin a day and the 711 clerk asked Stephen King, Jr. if he could read Mrs. King told members of the Council that Stephen King was understandably shocked by the clerk's behavior and told him that it the next part of the story was even more shocking than the first we even received a phone call that there was a police report about the incident at first he was okay with it because he thought that the report was up about the clerk's inappropriate behavior and mistreatment of a customer, unfortunately, he found out that the report actually was a complaint against Stephen King, Jr. Mrs. King stated that the report was made by a customer who was in the middle of the line and did not clearly hear the whole story regardless, the police came and she believe the officer is here tonight and he looked at the video and spoke with the clerk, recorded the statement, again it was a customer who called and that the South Windsor Police Department determined there was no criminal activity and the closed the case. Ms. King made a plea for unity and that the Town of South Windsor is above pettiness and online bullying.

Richard Balboni (22 Debbie Drive) addressed members of the Town Council regarding abuse of power and didn't know why the chief of police is texting the Town manager regarding the incident that occurred with Deputy Mayor, Stephen King. Mr. Balboni expressed concerns over an email from the chief to the police which informed officers to be on the alert for suspicious activity at Town Hall and Town-owned properties due to the concern and possibility of protests and or damage to the town hall or surrounding areas.

Lauren Chung (265 Diane Drive) wanted to speak a little bit about the situation regarding Deputy Mayor King and that the most disturbing thing in all of this is the hypocritical treatment of one party versus another. Ms. Chung indicated that if our deputy mayor had been a republican the majority party would have been saying you're out. Ms. Chung also spoke about the concern she had regarding the element of race that was added to the issue regarding Deputy Mayor King and that she doesn't want her daughter to grow up in a world where race is easily thrown into the conversation to prove a point.

Damian Humphrey (6 Birch Hill Drive) thanked members of the Town Council including Deputy Mayor Stephen King and his willingness to support South Windsor businesses. Mr. Humphrey thanked members of the Council for their composure and for protecting the community of South Windsor. Mr. Humphrey also expressed gratitude towards the Town Manager for taking action to ensure the safety of the public.

Jane Sellers (840 Ellington Road) expressed concerns over an incident that she had regarding an issue she had in the tax collector's office when she went in to pay her taxes. Ms. Sellers indicated to members of the Town Council that when she walked into the tax

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collector's office one day that no one looked up to greet her. Ms. Sellers was very upset and felt that she needed to tell someone.

MJ Hockenberry (16 Foxglove Lane) addressed members of the Town Council regarding the incident regarding Deputy Mayor Stephen King, Jr. and that she felt that the article in the Journal Inquire failed to do its duty by not getting a quote from the Deputy Mayor regarding the incident. Ms. Hockenberry said that she does not want to live in a community that is disrespectful and not honorable and that some of the comments made in tonight's public input were wrong.

Dan Edwards (131 Hilton Drive) addressed members of the Town Council regarding the incident regarding Deputy Mayor Stephen King, Jr. and that we should not be allowing members of the community to attack a South Windsor small business.

Lisa Maneeley (326 Quarry Brook Drive) spoke in frustration regarding the appointment of Mr. Richard Balboni and that each time he is suggested to serve on a board of commission he is dined. Ms. Maneeley went on to say that members of the Town Council are treating him unfairly as they have offered him no explanation as to why they are not putting him on a board or commission.

16. Communications from Council

None

17. Executive Session

Deputy Mayor King made a motion to go into executive session to discuss the possible Purchase of Real Estate for the Town pursuant to Connecticut General Statutes §1-210 (b) (7) (Nutmeg Road). Deputy Mayor King invited the Town Manager, Michael Maniscalco, Assistant Town Manager, Mrs. Perry, and Assistant Town Manager, Mr. Roberts, and any other appropriate personnel deemed necessary.

Councilor Koboski seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

18. Adjournment

At 9:20 p.m., Deputy Mayor King made a motion to adjourn the Regular Meeting. Councilor Lydecker seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

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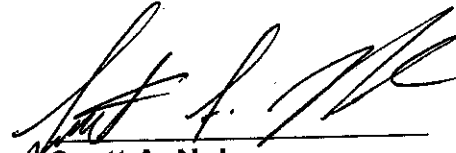
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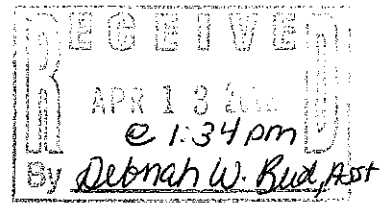
Respectfully submitted,



Scott A. Nolan
Clerk of the Council

PUBLIC HEARING MINUTES

**Monday, April 4, 2022
8:00 p.m.**



South Windsor Town Council

PURPOSE: Public Hearing to receive citizen input on the Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account.

Mayor Pendleton called the Public Hearing to order at 8:00 p.m.; and requested that the Recording Secretary read the call of the meeting (a copy of which is attached hereto, **Exhibit A**).

Public Comment

Mayor Pendleton asked if there was anyone from the public that would like to speak.

Daria Plummer (235 Orchard Hill Drive) spoke in favor for the approval of the requested transfer and believes that an updated, dedicated, female locker room for our female police officers is long overdue and that voters recognized a year ago at the referendum.

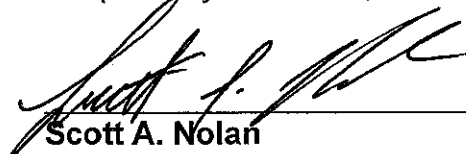
Mayor Pendleton asked for a Straw Vote, the results of which were as follows:

Those **supporting** the Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account: **23**

Those in **opposition** of the Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account: **0**

The Public Hearing was closed at 8:04 p.m.

Respectfully submitted,



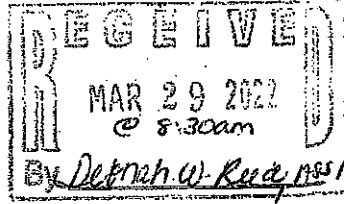
Scott A. Nolan
Clerk of the Council

Public Hearing Notice – Exhibit A

06 74



Office of the Town Council
South Windsor, CT



TO BE PUBLISHED IN THE JOURNAL INQUIRER

March 28, 2022

LEGAL AD

TOWN OF SOUTH WINDSOR

BE IT RESOLVED that the South Windsor Town Council hereby sets Monday, April 4, 2022 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 Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account

Dated at South Windsor, Connecticut this 28th day of March 2022.

Attested to by: Sandra Barone
Sandra Barone
Recording Secretary

PUBLIC NOTICE
LEGAL AD
TOWN OF SOUTH WINDSOR

BE IT RESOLVED that the South Windsor Town Council hereby sets Monday, April 4, 2022 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 Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account

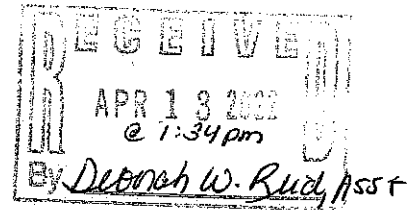
Dated at South Windsor, Connecticut this 28th day of March 2022.

Attested to by: Sandra Barone
Sandra Barone
Recording Secretary

Journal Inquirer
March 28, 2022

PUBLIC HEARING MINUTES

Monday, April 4, 2022
8:00 p.m.



South Windsor Town Council

PURPOSE: Public Hearing to receive citizen input on the proposed Board of Education Budget for Fiscal Year 2022/2023.

Mayor Pendleton called the Public Hearing to order at 8:00 p.m.; and requested that the Recording Secretary read the call of the meeting (a copy of which is attached hereto, **Exhibit A**).

Public Comment

Mayor Pendleton asked if there was anyone from the public that would like to speak.

Daria Plummer (235 Orchard Hill Drive) spoke in favor of the approval of the Board of Education Budget and believes that the South Windsor Public Schools are known far and wide. Ms. Plummer commented that the South Windsor robotics team does a phenomenal job and that there are many successes in our school's community. Ms. Plummer expressed that she believes that the Board of Education Budget needs full support as it is a driving reason why people come to South Windsor.

Elizabeth McGuire (89 Heritage Drive) spoke in favor of the proposed budget and that bipartisan support is important to maintain the academic standards in our schools. Ms. McGuire commented that South Windsor has great physical learning environments and that the academic programs are second to none.

Craig Zimmerman (5-A Amato Drive), Chair of the Board of Education spoke in favor of the proposed budget and that while the budget discussions are generally about the dollar amount, it also highlights initiatives that South Windsor residents feel are important. Mr. Zimmerman thanked members of the Town Council, Board of Education, administrators, staff, and faculty on the outstanding job that they do in serving the students of South Windsor.

Linda Jeski (70 Mohegan Trail) spoke in favor of the proposed Board of Education budget and that she is proud of the work that South Windsor does and feels that budget cuts that element positions are never a good thing and that she is impressed with the work that the South Windsor Special Education department does.

Jane Jones Sellers (840 Ellington Road) spoke in favor and approved of passing the proposed Board of Education Budget and that in fact, she felt the budget should be doubled. Ms. Sellers indicated that she is a former educational professional and that she often felt that education is underfunded.

Mary Justine Hockenberry (16 Foxglove Lane) spoke in favor of the Board of Education budget and that she is a former member of the Board of Education and has the opportunity to be both a Board Member and a taxpayer. Ms. Hockenberry indicated that we should

be critical of the budget and continuously look for ways to save money, including applying for grants and coming up with creative ways to bring in revenue to the Town. Ms. Hockenberry urged the passing of the Board of Education budget.

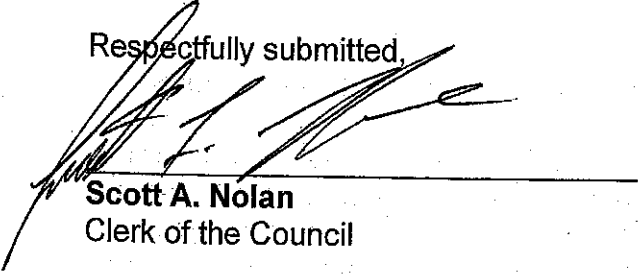
Mayor Pendleton asked for a Straw Vote, the results of which were as follows:

Those **supporting** the proposed Board of Education Budget for Fiscal Year 2022/2023: **19**

Those in **opposition** to the proposed Board of Education Budget for Fiscal Year 2022/2023: **0**

The Public Hearing was closed at 8:20 p.m.

Respectfully submitted,



Scott A. Nolan
Clerk of the Council

Public Hearing Notice – Exhibit A

06 74



Office of the Town Council
South Windsor, CT

RECEIVED
MAR 29 2022
@ 8:30am
By Deborah W. Bell, Post

TO BE PUBLISHED IN THE JOURNAL INQUIRER

March 28, 2022


LEGAL AD

TOWN OF SOUTH WINDSOR

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Dated at South Windsor, Connecticut this 28th day of March 2021.

Attested to by:


Katherine Senherth
Executive Assistant

PUBLIC NOTICE
LEGAL AD
TOWN OF SOUTH WINDSOR
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Dated at South Windsor, Connecticut this 28th day of March 2021.
Attested to by:
Katherine Senherth
Executive Assistant
Journal Inquirer
March 28, 2022

Proposed Amendment

Underlined: New text

Strikethrough: Deleted text

Sec. 2-530. - Local preference bid.

~~Pursuant to the Town of South Windsor Charter sections 714 and 715, the town hereby establishes a local bid preference ordinance~~ A preference is given to South Windsor based bidders for expenditures or revenues of \$5,000.00 or more, as follows:

(1) The town manager shall determine the lowest ~~responsible~~ bidder for expenditures in the following order:

- a. Any South Windsor based ~~business responsible~~ bidder which has submitted a ~~bid~~ bid not more than ~~three ten~~ three ten percent higher than the low bid from a ~~responsible~~ bidder that is not South Windsor based (such low bid hereinafter the "lowest bid"), provided that the South Windsor based ~~responsible~~ bidder agrees to accept the award of the bid at the amount of the lowest bid. The acceptance shall be submitted in writing to the town manager within ~~two ten~~ two ten business days following the ~~opening~~ release of the bids. If more than one South Windsor based ~~business responsible~~ bidder has submitted bids not more than ~~three ten~~ three ten percent higher than the lowest bid and has agreed to accept the award of the bid at the amount of the lowest bid, the lowest ~~responsible~~ bidder shall be that one of the South Windsor based ~~business responsible~~ bidders whose original bid was the lowest.
- b. The lowest ~~responsible~~ bidder pursuant to the Town of South Windsor Charter Sections 714 and 715.

(2) The town manager shall determine the highest bidder for revenues in the following order:

- a. Any South Windsor based bidder which has submitted a bid for a lease or purchase of other goods or services not less than ten percent lower than the highest bid from a bidder that is not South Windsor based (such highest bid hereinafter the "highest bid"), provided that the South Windsor based bidder agrees to accept the award at the amount of the highest bid. The acceptance shall be submitted in writing to the town manager within ten business days following release of the bids. If more than one South Windsor based bidder has submitted a bid not more than ten percent lower than the highest bid and has agreed to accept the award at the amount of the highest bid, the highest bidder shall be that one of the South Windsor based bidder whose original response was the highest.

b. The highest bidder.

- ~~(2)~~ (3) For the purpose of this ordinance, "South Windsor based business bidder" shall, mean a business with its principal place of business located within the boundaries of the Town of South Windsor. A business shall not be considered a "South Windsor based business bidder" unless evidence satisfactory to the town manager has been submitted with each bid by said business to establish that it has a bona fide principal place of business in the Town of South Windsor. Such evidence may include evidence of ownership of, or a long-term lease of, the real estate from which the principal place of business is operated or payment of property taxes on the personal property of the business.
- ~~(3)~~ (4) The local bid preference in section 1.a. or 2.a above shall not apply in those instances where the bid requested involves a cooperative purchasing arrangement between the Town of South Windsor and other municipalities, the State of Connecticut, or municipal organizations such as the Connecticut Conference of Municipalities.
- ~~(4)~~ (5) The local bid preference in section 1.a. or 2.a above shall not apply in any situation where the preference created by said section would violate state or federal law or any existing contracts with the Town of South Windsor.
- ~~(5)~~ (6) Nothing in this ordinance shall be deemed to contravene any provision set forth in the town charter concerning bidding for expenditures or revenues of \$5,000.00 or more.
- (7) To be considered for a local preference, all South Windsor based bidders must be considered qualified which may include providing: verification of funds, ability to complete work, and other information that can be used to determine a bidder's ability to thoroughly and sufficiently meet and complete the requirements of a request for proposal.

(Ord. No. 209, 6-6-16, eff. 6-16-16)

Booth, Ashley

From: Peter DeMallie <PDeMallie@designprofessionalsinc.com>
Sent: Monday, April 4, 2022 4:54 PM
To: Booth, Ashley
Cc: Sierra Lopez; jbond@middlesexchamber.com; Paul Mayer
Subject: [External]Reappointment to Central Regional Tourism District - South Windsor Town Representative

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Ashley – In the early 1980s, while serving as the Town’s Director of Planning, I was asked by the Town Council to be South Windsor’s representative to the regional tourism district. Over time, I chaired the board of directors for the initial district (East of the River), its successor district (Greater Hartford), and then today’s district (Central Regional Tourism District), which encompasses the entire Metro Hartford/New Haven area. In 2014 I was honored by the state as the Tourism Volunteer of the Year, and in 2015 as the Governor’s Tourism Volunteer of the Year.

My tenure as the Town’s representative is up for renewal, and I am asking to be reappointed.

Please feel free to call or email me with any questions.

All the best,

Peter R. DeMallie
President

CELEBRATING DPI’s 36th ANNIVERSARY 1986 – 2022

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Application for a Flag to be Flown in South Windsor 2022

A request for a flag to be flown in South Windsor should be at minimum of seven days in advance of the date for flag to be flown. The commemorative flag is to be flown on a Town flagpole according to the U.S. Flag Code

Print Name/ Street Address/ City and State

Clay Maja - Public Works

Phone #: 860-337-6160 Cell #: _____

Date of Request: April 6, 2022

Name of Flag to be Flown: Public Works Flag

Flag dimensions must not be larger than: 5' x 9' with grommets for securing the lanyard.

Date (s) Event Requested for: Public Works week

Special Requests: —

Date to be Raised: May 16 Date Lowered May 29, 2022

Name of person making this request: Clay Maja

Signature of person making this request: Clay Maja

This Application must remain on file in the South Windsor Town Manager's Office and cannot be submitted more than once in any calendar year.

Signature/Town Manager: _____ Request

Received by Town Manager/Date: 4/6/2022

Accepted: _____ Approval process by

Town Council: approved _____ (date) denied _____ (date)

Approved by the South Windsor Town Council on: _____

Flag Location: _____

Nolan, Scott

From: Lipe, Michele
Sent: Wednesday, April 6, 2022 3:46 PM
To: Pendleton, Elizabeth
Cc: Andy Paterna; Maniscalco, Michael; Nolan, Scott
Subject: Resolution for 4-18-22 Town Council Meeting
Attachments: Resolution to support Affordable Housing Study 4-18-22.pdf

Good afternoon,

On behalf of the Affordable Housing Working Group, we would request this resolution be added to the Town Council meeting for April 18, 2022.

Please let Councilor Paterna or me know if you have any questions.

Thanks,
Michele

Michele M. Lipe, AICP
Director of Planning
Town of South Windsor
1540 Sullivan Ave.
South Windsor, CT 06074
(860) 644-2511, ext. 2252

RESOLUTION to Support the Proposed Affordable Housing Plan

WHEREAS, the Town of South Windsor is required to prepare an Affordable Housing Plan under provision of CGS 8-30j and submit to the Connecticut Department of Housing by June 1, 2022;

Whereas, such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality; and

Whereas, the Town obtained the consulting firm of Planimetrics, Inc to assist the Affordable Housing Working Group in the preparation of this plan;

Whereas, the Affordable Housing Group comprised of local boards, commission and the public, supported by town staff and the consultant met several times over the past 6 months to review the Town's current housing affordability and to develop the draft plan;

Whereas a portion of their research involved a community-wide Affordable Housing survey which yielded over 900 responses that provided valuable information and direction for the Group;

Whereas, as stated in the "Overall Vision" portion of this Plan, addressing changing housing needs and promoting diverse housing opportunities are important for the Town of South Windsor and its current and future residents; and

Whereas, people's housing needs and desires change over the course of their lives and providing for a diverse mix of housing helps ensure that people of all ages, incomes, and characteristics will be able to find housing in South Windsor to meet their needs; and

Whereas, the Affordable Housing Working Group hopes that this Plan will help inform and educate residents about the housing needs in South Windsor result in specific actions to help address these and future needs.

Whereas, the preparation and adoption of this Affordable Housing Plan is consistent with the Fair Housing Policy adopted by the Town Council in 2021;

NOW, THEREFORE, BE IT RESOLVED That the Town of South Windsor hereby endorses the proposed Affordable Housing Plan and sends a favorable recommendation to the Planning and Zoning Commission for public hearing on April 26, 2022.

06 74



SWCT
TMS

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

MEMO

DATE: April 7, 2022
FROM: Carlene Andrulat
TO: Scott Nolan – Clerk of the Council
SUBJECT: Refund Batch #12 for Town Council – April 18, 2022 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 14 refunds totaling \$18,466.04, as noted on the attached report. All refund requests received by April 6, 2022 are included.

Name	Bill	Prop Loc/Vehicle Info.	Reason	Over Paid
ACAR LEASING LTD	2020-03-0050129	2018/AALHEO/1GYKN8RS51Z178990	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(417.59)
BOSTON TOMATO & PACKAGING LLC	2020-01-0001982	195 COMMERCE WAY	Sec. 12-129 Refund of Excess Payments.	(5,643.04)
DRUMMEY ROSANE ANDERSON INC	2019-02-0040422	225 OAKLAND ROAD	Sec. 12-129 Refund of Excess Payments.	(5.10)
FLANNIGAN CHERYL A	2019-03-5008023	2010/AM91917/1G1ZC5EB4A4144319	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(144.70)
GREG SMOLLEY AIA	2020-02-0040593	225 OAKLAND ROAD SUITE 205	Sec. 12-129 Refund of Excess Payments.	(1,183.14)
HONDA LEASE TRUST	2020-04-0081757	2018/AM71924/19UDE2F4XJA002859	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(215.61)
MANCINI, PROVENZANO,	2020-01-0006020	183 PEPIN PLACE	Sec. 12-129 Refund of Excess Payments.	(3,606.17)
NISSAN INFINITI LT	2020-03-0066325	2019/AE92983/3N1AB7AP2KY251147	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(337.90)
NISSAN INFINITI LT	2020-03-0066367	2017/AM22910/JN1BJ1CROHW130524	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(16.89)
OBRIEN DANIELJ	2020-03-0066616	2007/00RSIL/1HD1CT3187K432933	Sec. 12-129 Refund of Excess Payments.	(2,876.05)
STEELTECH BUILDING PRODUCTS INC	2016-02-0041593	636 NUTMEG ROAD	Sec. 12-129 Refund of Excess Payments.	(2,089.91)
STEELTECH BUILDING PRODUCTS INC	2017-02-0401916	636 NUTMEG ROAD	Sec. 12-129 Refund of Excess Payments.	(1,516.50)
STEELTECH BUILDING PRODUCTS INC	2018-02-0041471	636 NUTMEG ROAD	Sec. 12-129 Refund of Excess Payments.	(307.92)
TOYOTA LEASE TRUST	2020-04-0083919	2018/AP34491/4T1B11HKXUJ550295	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(18,466.04)
Total of 14 refunds				(18,466.04)

Drafted by: *Carlene Andruslat*

Carlene Andruslat
Revenue Clerk

Approved by: *Jennifer R. Hillinski-Shirley*

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

Date: 4/7/22

Date: 7 April 2022