

AGENDA

RECEIVED MAY 12 2022

@ 1:30pm

Deborah W. Bell, ATC

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Monday, May 16, 2022
TIME: 7:00 P.M.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

5. Adoption of Agenda
(Councilor Andrew Paterna)

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 Jamie Gamble)

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of May 2, 2022.

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Special Town Council Budget meeting of May 9, 2022.

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

10. Reports from Committees

AGENDA

Regular Meeting – Town Council

Monday, May 16, 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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AGENDA
Regular Meeting – Town Council
Monday, May 16, 2022

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 Erica Evans)

Motion to approve item 11.A.1 as a First Reading on the Consent Agenda.

A. First Reading

1. Resolution Appointing Natalie O'Brien (U) as a member of the South Windsor Arts 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 Natalie O'Brien (U) to the South Windsor Arts Commission for a term ending December 31, 2022, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

B. Second Reading

1. None.

C. Miscellaneous

1. None.

12. Unfinished Business

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

13. New Business

A. Discussion Item: Public Works Week Awards & Presentations (*Jeffrey Doolittle, Town Engineer*).

B. Discussion Item: Police Department Solar Carport Project (*Jeffrey Doolittle, Town Engineer*).

AGENDA

Regular Meeting – Town Council Monday, May 16, 2022

C. Resolution Approving a flag to be flown in honor of National Pride Month. (Councilor Andrew Paterna)

BE IT RESOLVED, that the South Windsor Town Council hereby approves a request to fly the LGBTQ+ Progress Pride Flag from June 1, 2022, through June 15, 2022, and asks the Town Manager, Michael Maniscalco to have the flag raised on the flagpole at the Wapping Community House on Wednesday, June 1, 2022, and lowered on Wednesday, June 15, 2022, in honor of National Pride Month.

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

17. Executive Session

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

A. To Discuss a Personnel Matter (Town Managers Performance Evaluation).

18. Adjournment

TOWN MANAGER'S REPORT

To: Members of the South Windsor Town Council

From: Michael Maniscalco, Town Manager

Subject: Town Manager's Report for 5/16/2022 Town Council Meeting

Date: May 12, 2022

Fair Rent Commission Requirement: With the end of the legislative session, there is a new public act that has been approved that requires municipalities with a population over 25,000 to pass an ordinance establishing a Fair Rent Commission. At your next meeting, we will have further information on the legislation passed and an example of an ordinance that we will need to put in place.

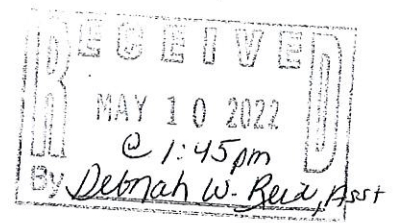
Regional Building Department: Negotiations have been moving along in an effort to create a shared Building Department with Windsor and East Windsor. Both Towns have draft agreements that they are currently reviewing and the Town Attorney is currently reviewing them as well. My thought is to ask the Council at your next meeting to set a Public Hearing for the June 20th meeting so that we can start to look at the approval process.

Chief Cooney's Retirement: I wanted to take a moment to recognize Chief Kevin Cooney who recently retired from the Manchester Fire Department as a Lieutenant. I had the opportunity to attend a retirement function for him and was impressed by his many years of service and countless accomplishments over his tenure in Manchester. We are truly fortunate to have him as our Fire Chief.

Aldi Trucking on Rye Street: I have been made aware of some trucking issues on Rye Street with delivery trucks to Aldi. At the time of this report, I am scheduled to have a meeting with Aldi to see what we can do to ensure their delivery trucks do not park on the street or in local business parking lots causing an impact in the area. I am hopeful to have more to report at the meeting.

Water Pollution Control Plant Odor Control: We have received a few complaints from some of the residents in the area of the Waste Water Treatment Plant. The WPCA commissioned a study to both evaluate the issue and make recommendations. The study recommended taking a multi-step approach with the first step being to remediate and fix the bio filter onsite now. The cost of that project is about \$200,000 and is included in the WPCA budget that will take effect in July. In the following years, additional work will be performed to help with odor control in other parts of the Plant with additional testing to be done in between. It must be noted that the odor from the plant will never be completely remediated and additionally the Plant is surrounded by farm fields which add to the odors at certain times of the year. Town Staff will continue to work with the residents in the area to help make this issue better.

**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 Elizabeth Pendleton
Deputy Mayor Steven King Jr.
Councilor Jamie Gamble
Councilor Philip Koboski
Councilor Cesar Lopez

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

4. Mayor's Remarks

Mayor Pendleton informed residents of the Town of South Windsor that the Town Council had continuously been working on the 2022/2023 Board of Education and Town budget. Mayor Pendleton noted and informed members of the public that she was proud to announce the news that one of South Windsor's local businesses, Leaps & Bones had received a \$10,000 grant in order to expand and grow their company. Mayor Pendleton also updated members of the public that May was Memorial Day month and that she would be offering a report again soon regarding Memorial Day Observance.

5. Adoption of Agenda

Councilor Jamie Gamble made a motion to adopt the May 2, 2022 agenda. Deputy Mayor Steven King, Jr. seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

6. Communications and Reports from Town Manager

- Mr. Maniscalco informed members of the Council that he had met with the Metro Hartford Alliance and was asked to discuss the impact of the warehouse and distribution moratorium that had been put in place by the Planning & Zoning Commission, that they

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had heard from many developers who are interested in South Windsor and as a result, they have decided to put a hold on their projects or move forward.

- Mr. Maniscalco informed members of the Council that he had the opportunity to tour ESI last week and that he was very impressed with the breadth and depth of knowledge and ability that their business brings to South Windsor.
- Mr. Maniscalco informed members of the Council that he has been working with the Strategic Planning Committee and that the Committee would be coming forward with a funding request to the Town Council in order to help cover the cost of working with a strategic planning consultant.
- Mr. Maniscalco informed members of the Council that he has been following the State budget, specifically the car tax cap which appears to have moved from 29 mills to 32.46 mills, and that he is currently evaluating with staff to understand how the state budget will impact the Town revenues.

Answering questions from the Council, Town Manager Maniscalco explained that ESI was Environmental Services Incorporated and that they are a local business that conducts environmental accidents, spills, and hazards that occur.

7. Public Input

Joe Kennedy (*81 Allison Drive*) thanked members of the Town Council, Commissioners, and Board members and specifically thanked Councilor Kozikowski for his efforts in working on the Local Bid Preference Ordinance. Mr. Kennedy further thanked members of our armed forces and asked that we continue to support our local VFW and servicemen and women. Mr. Kennedy specifically thanked his two nephews Brendan Kennedy and Danny Kennedy who are currently serving.

Audrey Delnicki (*130 Felt Road*) reminded members of the Town Council about an email Ms. Delnicki had sent to members of the Council regarding two commissions that she had volunteered for and not been appointed to (Inland/Wetlands Conservation Commission & Blighted Property Appeals Board). Ms. Delnicki explained her further aggravation regarding the lack of communication she had received from members of the Council as to why her appointments for the two commissions had not moved forward. Ms. Delnicki felt that it was rude that she was not being responded to and that members of the Town Council were not setting high standards, and this was now the fourth time she has been asking for a response.

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8. Adoption of Minutes of Previous Meetings

Deputy Mayor Steven King, Jr. 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 Regular Town Council Meeting of March 21, 2022.

The motion was seconded by Councilor Philip Koboski which passed by a unanimous voice vote.
MOTION CARRIES.

Deputy Mayor Steven King, Jr. 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 Regular Town Council Meeting of April 18, 2022.

The motion was seconded by Councilor Jamie Gamble which passed by a unanimous voice vote.
MOTION CARRIES.

Deputy Mayor Steven King, Jr. 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 Public Hearing to receive citizen input on the proposed General Government Budget for the Fiscal Year 2022/2023 of April 18, 2022.

The motion was seconded by Councilor Cesar Lopez which passed by a unanimous voice vote.
MOTION CARRIES.

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

Ginny Hole, Co-Chair of the South Windsor Walk & Wheels Way, and members presented an update about their organization and informed members of the Town Council that they were responsible for the South Windsor bike program. Ms. Hole informed members of the Town Council that May was National Bike month and that there were a lot of great events coming up including, teaching students about the importance of bike safety. Ms. Hole informed members of the Town Council that on May 14, 2022, Walk & Wheels Way was hosting a “learn to Ride” event just for adults where volunteers teach other adults how to ride a bike. Ms. Hole informed members of the Town Council about some of the additional upcoming events including weekly rides which are a great way to unwind after the workday and socialize.

Ms. Hole informed members of the Town Council that currently, the Town of South Windsor is a bronze level as being a bicycle-friendly community by the League of American Bicyclists and that Connecticut ranked as 20th and that Walk & Wheels Way is working on trying to move up and become

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a silver level. Ms. Hole indicated that they were trying to work more with youth & seniors about a learn to ride program which will teach people about bicycle safety and that they had also begun working on a town-wide bicycle trail.

10. Reports from Committees

Stephanie Dexter and Kathy Doherty, members of the Park & Recreation Facility Implementation Committee updated members of the Town Council about the status of the committee and that they had recently met to identify a temporary space and that members took a tour of the Old Orchard Hill building to see how it could be used as a temporary Parks & Recreation Department. Members felt that it was an appropriate temporary space and that Ms. Dexter & Ms. Doherty indicated that the committee had identified a monthly meeting date which would be the second Monday of every month at 6:30 p.m. and that the committee would continue to meet in order to identify a more permanent space for the Park & Recreation Facility.

Carolyn Venne, Director of the Wood Memorial Library & Museum spoke to members of the Town Council regarding the Nowashe Village and explained that the Nowashe Village was an Outdoor Museum of Indigenous Life which is set on an acre of land behind the Wood Memorial Library which features two wigwams, three sisters garden, and a full-size classroom. In 2021 more than 1,000 people from the region had visited the Village. Ms. Venne informed members of the Council that Nowashe Village had recently received an award from the Connecticut Legal of History Organizations and that Nowashe Village was recognized as being an exemplary model of best practice in the thoughtful presentation of indigenous history. Ms. Venne also informed members that the Connecticut General Assembly had also issued Nowashe Village a citation in recognition of their state award. Ms. Venne also informed members of the Town Council that one of their favorite native educators is "Little Hawk", also known as Mayor Pendleton. Ms. Venne informed members that opening day was May 11th and that members of the Town Council were welcome to visit.

Mayor Pendleton updated members of the Town Council that she had recently attended the Patriotic Commission and that they were busy planning several of their upcoming events including the Memorial Day parade. Mayor Pendleton informed members that the Picnic in the Park and the Armed Forces Day event were being planned and that the Patriotic Commission was also getting ready to display flags on Main Street.

Mayor Pendleton reported to members of the Town Council that the Personnel Committee would be meeting tonight in Executive Session.

11. Consent Agenda

A. First Reading

None.

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B. Second Reading
None.

C. Miscellaneous
None.

ITEM:

12. Unfinished Business
None.

13. New Business

A. Discussion Item: Monarch Butterfly Standards Presentation.

Park Superintendent, John Caldwell and Jennifer Filer, Assistant Director of Parks & Recreation addressed members of the Town Council regarding the National Wildlife Federation Mayor's Monarch Pledge to save the Monarch Butterflies. Ms. Filer read the Mayor's Pledge and noted that there are three action items that the Town of South Windsor will be gaging with their pledge including, engaging with community gardens in order to urge them to plant native milkweeds and nectar-producing plants, while engaging with park staff to discuss appropriate lawn mowing programs. Ms. Filer indicated to members of the Town Council that the second action item of the Mayor's Pledge is to create a community art project to enhance and promote the Monarch butterfly and pollinators' conservation life as well as action item number three to raise awareness about the culture and recognition of the Monarch Butterfly. Ms. Filer thanked the Down to Earth garden club for their work maintaining and providing the pollinator gardens that the Town of South Windsor currently has including Nevers Park and Chief Ryan Way. Ms. File further thanked Troop 389 of the Boy Scouts for the care of the pollinator garden at Major Michael Donnelly Land Preserve.

Park Superintendent John Caldwell informed members of the Town Council that most people learn about the Monarch Butterfly in 3rd grade and that they are super important pollinators and very unique, Mr. Caldwell went on to explain that the Monarch butterfly is very recognizable by its large orange wings and that they can travel upwards of 3,000 miles from Canada to the Northern United States down to the mountains of Mexico. Mr. Caldwell further explained that in recent years the Monarch butterfly's migration has changed and that work must be done to protect and maintain the current population, noting that the U.S. Fish & Wildlife Services has announced that the Monarch butterfly will be added to the list of endangered species. Mr. Caldwell explained to members of the Town Council that the best way to help save Monarch butterfly populations was to plant more milkweed plants. Ms. Filer further explained to members of the Town Council that the fourth generation Monarch Butterfly was the generation that makes the journey down to Mexico and that Monarch butterflies can travel up to 100 miles a day and that they need the energy from the milkweed plant.

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Answering questions from the Town Council, Ms. Filer explained that pollinators help our local ecosystems survive and that without pollinators there would be a large impact on human life indicating that pollinators help us to eat healthy food, and are important for over 150 food sources.

Mr. Caldwell explained that Monday, June 20, 2022, through Sunday, June 26, 2022, was National Pollinators Week and that information would be added to the Town website in order to promote our pollinators including a list of species of plant that residents could plant in order to show their support.

B. Resolution Concerning the Approval of the Parks and Recreation Facility Space Needs Analysis and Bid Process Approval Waiver

Deputy Mayor Steven King, Jr. made a motion for the adoption of the following resolution:

WHEREAS, the South Windsor Town Council appreciates the value of our Parks and Recreation department and further recognizes the need for a more suitable facility to accommodate the growing number of residents that benefit from high-quality programs and community spaces; and

WHEREAS, the South Windsor Town Council acknowledges that the Parks and Recreation department needs a new facility by July 1, 2023 and that further delay will negatively impact the timetable to properly investigate, develop, and budget a new Parks and Recreation Facility; and

WHEREAS, the design and engineering firm, Colliers International, has offered the Town of South Windsor a contract to conduct a comprehensive facility needs analysis study that includes site assessments, test fits, and soil samplings at potential sites, along with project budget ranges, and public outreach support; and

WHEREAS, Colliers International has a proprietary understanding of the Town of South Windsor due to their involvement with the South Windsor Public School System and it is believed that it would be in the Town's best interest to waive the competitive bidding process for the Parks and Recreation Facility Space Needs Analysis;

NOW, THEREFORE, BE IT RESOLVED, that the South Windsor Town Council authorizes the waiving of the competitive bidding process for the Parks and Recreation Facility Space Needs Analysis and approves Colliers International to conduct a comprehensive facility space needs analysis study that includes site assessments, test fits, and soil samplings at potential sites, along with project budget ranges, and public outreach support.

The motion was seconded by Councilor Philip Koboski at which time Mayor Pendleton questioned the word "fits" in the resolution. Town Manager, Michael Maniscalco explained that Colliers International would be evaluating each location to ensure that there would be enough space on the property. Mayor Pendleton called for a voice vote which passed unanimously. **MOTION CARRIES.**

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C. Resolution Concerning the Chief of Police Association (CRCOPA) Civil Disobedience Training & Equipment Bid Wavier

Deputy Mayor Steven King, Jr. made a motion for the adoption of the following resolution:

WHEREAS, the Town of South Windsor Police Department is an active partner agency within the Capitol Region Chiefs of Police Association (CRCOPA). CRCOPA members are currently in the process of equipping and training personnel within the member agencies to be able to safely respond to incidents of civil disobedience within their own community or to assist other agencies in their response to similar incidents in surrounding communities; and

WHEREAS, in order for this initiative to be effective, it is imperative that assigned personnel are trained and equipped in the same manner so that they can function in a way that maximizes the safety of the community, event participants, and law enforcement personnel during incidents of civil disobedience; and

WHEREAS, other CRCOPA agencies have already researched, identified, and procured sets of protective equipment from a vendor within the Capitol Region. The aggregate cost of these pieces of protective equipment will exceed the limit set forth locally that requires a competitive bidding process. In addition, Chief Lindstrom recently applied for, and received, a grant that would allow for the purchase of this protective gear without spending the¹ money from within the general operating budget; and

WHEREAS, it is believed that it would be in the Town's best interest to waive competitive bidding for the purchase and acquisition costs of the aforementioned protective gear.

NOW, THEREFORE, BE IT RESOLVED, that the South Windsor Town Council hereby waives the competitive bidding process for this project.

The motion was seconded by Councilor Jamie Gamble at which time Chief Lindstrom further explained that the CROCPA had formed a committee to begin standardized training and equipment that each Police Department should be trained with and proceeded to explain that the grant the Police Department had received was \$25,000 in order to purchase equipment.

D. Discussion Item: Proposed General Government Budget for Fiscal Year 2022/2023.

Town Manager, Michael Maniscalco addressed members of the Town Council and informed them that the Budget Working Group had met on a regular basis and at the request of the Town Council, Town Manager, Michael Maniscalco was asked to read the proposed budget reductions on behalf of the Budget Working Group into the record which includes the following proposed reductions from

¹ Clerk Note: The word "the" was changed to "any" in the CRCOPA resolution prior to the vote.

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the General Government Budget; Planning & Zoning Commission computers \$13,000; Information Technology Interns 22,000; Purchase of a Park & Recreation Truck for \$80,000; Inland & Wetlands Watercourse Agency \$1,000; and the Engineering Department Interns by \$12,000; Health Insurance by \$1,000. Town Manager, Michael Maniscalco further noted that the Budget Working Group proposed the following additional expenses which included \$4,000 for the Town Council Clerk's Salary; bringing the total decrease of the General Government Budget to \$125,000. Town Manager Michael Maniscalco explained that the Budget Working Group was also planning to increase the ECS payment revenues by \$100,000 and make a reduction of \$125,000 to the Board of Education budget leading to an overall reduction in the request for taxes of \$350,000 resulting in a mill rate of 38.59 which would be an increase of 1.94%.

Councilor Gamble asked Town Manager, Michael Maniscalco to further enlighten members of the Town Council about the role of the South Windsor Information Technology interns and further explained that Councilor Gamble felt cutting the interns was arbitrary.

Answering questions from the Town Council, Assistant Town Manager & CIO, Scott Roberts explained that the Information Technology interns supplement the IT workforce and that they are currently working on writing IT policies and that working with the Capitol Region Council of Governments (CRCOG) they are looking at specific changes that the Town of South Windsor is looking to implement. Mr. Roberts further enlightened members of the Town Council that the IT interns were also responsible for assisting with replacing and troubleshooting equipment and have proven themselves very beneficial.

E. Resolution Approving a Refund of Taxes to Four (4) South Windsor Taxpayers.

Councilor Cesar Lopez made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby approves a refund of property taxes to Four (4) South Windsor Taxpayers, the total of said refunds being \$10,994.20 and as more fully described in attached **Exhibit A**.

The motion was seconded by Deputy Mayor Steven King, Jr. which passed by a unanimous voice vote. **MOTION CARRIES.**

14. Passage of Ordinance

None

15. Public Input for Any Matter

Jeffrey Doolittle (*Town Engineer*) addressed members of the Town Council regarding the Engineering Intern and expressed concerns that the intern provides a great value to the department and have provided support on various projects, such as stormwater inspections, sidewalk

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inspections, and sidewalk mapping projects. Mr. Doolittle further noted that the current intern offers roughly 750 hours on various projects and that if the Engineering Department were to hire a private consultant it would roughly cost \$75,000, more than six (6) times the value of the cost of the current Engineering intern.

16. Communications from Council

17. Executive Session

Deputy Mayor Steven King, Jr. made a motion to go into executive session at 8:22 p.m. to discuss item # 17(A) (The Possible Purchase of Development Rights for the Town pursuant to Connecticut General Statutes §1-210(b)(7) (Raymond/ Birden Property) and item #17(B) (To Discuss a Personnel Matter (Town Managers Performance Evaluation) and invited the Town Manager, Michael Maniscalco, Assistant Town Manager, Vanessa Perry, Assistant Town Manager Scott Roberts, and Clerk of the Council Scott Nolan. Councilor Cesar Lopez seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

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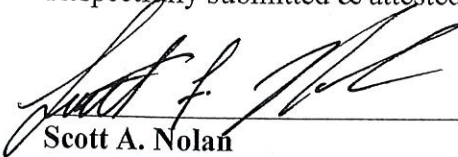
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18. Adjournment

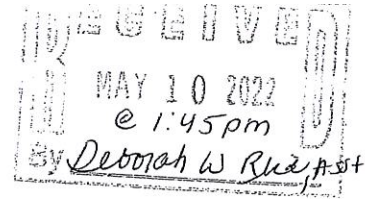
There being no more business to come before the meeting, Deputy Mayor Steven King, Jr. made a motion to adjourn the Regular Town Council Meeting at 8:45 p.m., which was seconded by Councilor Philip Koboski and passed by unanimous voice vote. **MOTION CARRIES.**

Respectfully submitted & attested,



Scott A. Nolan
Clerk of the Council

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May 9, 2022

TOWN COUNCIL – SPECIAL MEETING

1. Call 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 Elizabeth Pendleton
Councilor Erica Evans (Via Cisco WebEx)
Councilor Philip Koboski
Councilor Cesar Lopez
Councilor Andrew Paterna (Via Cisco WebEx)
Councilor Marek Kozikowski (Via Cisco WebEx)
Councilor Karen Lydecker
Councilor Jamie Gamble

Others Present: Michael Maniscalco, Town Manager
Vanessa Perry, Asst. Town Manager/Director of H.R. (Via Cisco WebEx)
Scott Roberts, Asst. Town Manager/CIO/Emergency Mgmt.
Patricia Perry, Director of Finance

4. Special New Business

A. Resolution concerning the adoption of the Board of Education Budget for Fiscal Year 2022/2023.

Councilor Karen Lydecker moved for the adoption of the following resolution:

BE IT RESOLVED¹, that the South Windsor Town Council hereby adopts a Board of Education Budget with expenditures totaling **\$81,689,440** for the Fiscal Year commencing on July 1, 2022, and terminating on June 30, 2023, a copy of which Budget is on file in the Office of the Town Clerk.

Councilor Philip Koboski seconded the motion at which time discussion took place. Councilor Jamie Gamble expressed concerns regarding the recently presented decrease of \$125,000 from the Board of Education budget as recommended by the Budget Working Group and inquired as to which line item the money would be coming from in order to cover specific expenses or if money would be

¹ Clerk Note: The resolution to adopt the Board of Education was approved and then reconsidered under item B.

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taken from the reserve account. Councilor Gamble indicated that he was not comfortable voting until it was clear where the money was coming from.

Answering questions from the Town Council, Mayor Pendleton implied that there had been recent conversations with the Chairperson of the Board of Education and that members of the Board of Education would be further looking into where the necessary money would be coming from and indicated that the Board of Education was comfortable with the proposed amount.

Councilor Karen Lydecker also expressed similar concerns and inquired as to where the information was regarding the conversations with the Board of Education. Mayor Pendleton answering questions from the Town Council specified that the Budget Working Group had proposed a reduction of \$125,000 from both the Board of Education budget along with the General Government budget for the Fiscal Year 2022/2023.

There being no more discussion, Mayor Pendleton called for a vote which passed by a unanimous voice vote. **MOTION CARRIES.**

B. Resolution Adopting the General Government Budget for Fiscal Year 2022/2023.

Councilor Cesar Lopez moved for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby adopts a General Government Budget with expenditures totaling **\$52,191,128**; for the Fiscal Year commencing on July 1, 2022, and terminating on June 30, 2023, a copy of which Budget is on file in the Office of the Town Clerk.

Councilor Karen Lydecker seconded the motion at which time discussion took place. Councilor Jamie Gamble expressed concerns regarding the recent passing of the Connecticut State budget and specifically the Car Tax Cap which had recently passed the Connecticut General Assembly and inquired about the impact the cap would have on the Town of South Windsor's revenue.

Answering questions from the Town Council Town Manager, Michael Maniscalco indicated that after reviewing both the State budget and the Car Tax Cap that he was comfortable moving forward.

Councilor Jamie Gamble further inquired and expressed concern regarding the proposed Information Technology and Engineering intern reductions that were being proposed and that the interns serve as a valuable resource to the Town of South Windsor. Councilor Jamie Gamble indicated that he was against cutting out the interns. Councilor Marek Kozikowski addressed members of the Town Council and thanked the Town Manager and the Superintendent of Schools for presenting a reasonable budget and further thanked the budget committee and appreciated all of the efforts that went into ensuring that South Windsor maintained a level of service. Councilor Kozikowski expressed his concerns regarding the cutting of the Engineering and Information Technology Interns

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and requested that those items be put back into the budget. Councilor Kozikowski added that he full supports the hiring and use of interns in town departments and they serve as a valued resource and internships provide real working experience to young professionals.

Mayor Pendleton noted that our Town Manager, Michael Maniscalco has a phenomenal method of approaching our budget and that Mr. Maniscalco communicates with the department heads inquiring about their department needs.

Answering questions from the Town Council Town Manager, Michael Maniscalco specified his method of presenting a balanced budget. Mr. Maniscalco noted that the general process includes a five-year actual report on a line-by-line basis for every department. Numbers are then compared to the requested amounts and variants are then analyzed. Mr. Maniscalco noted that over the last five years they have roughly cut \$2,000,000 from the Town Budget with the help of staff.

At the request of Councilor Marek Kozikowski, Et Al. the Engineering and Information Technology Interns and reductions be added back into the budget. Councilor Karen Lydecker questioned that if the Town Council was not going to cut the General Government budget by \$125,000 that the Board of Education budget should also not be cut by \$125,000. Councilor Erica Evans further questioned what type of services the interns provide and what the financial cost would be to the departments.

Answering questions from the Town Council, Town Manager, Michael Maniscalco noted that the work would be done at the cost of \$70,000 annual project manager, coordinator, or engineer type position and that the cost of the interns is significantly less. Mr. Maniscalco also expressed concerns about the outsourcing of work as some of the work being conducted by interns is unionized labor protected under collective bargaining.

Answering questions from the Town Council, Director of Finance, Patricia Perry informed and updated members on the adjusted mill rate and taxes and that the difference was up to \$5.00 per household in taxes.

Councilor Jamie Gamble moved that the motion to adopt the South Windsor Town Council Board of Education Budget with expenditures totaling \$81,689,440 for the Fiscal Year commencing on July 1, 2022, and terminating on June 30, 2023, be reconsidered. The motion to reconsider was seconded by Councilor Karen Lydecker. The motion passed by a roll call vote of 6 ayes (Councilors Evans, Lopez, Paterna, Kozikowski, Lydecker, and Gamble) 2 nays, (Mayor Pendleton and Councilor Koboski), and 0 abstentions. **MOTION CARRIES.**

Councilor Karen Lydecker moved for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby adopts a Board of Education Budget with expenditures totaling \$81,723,440 for the Fiscal Year commencing

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on July 1, 2022, and terminating on June 30, 2023, a copy of which Budget is on file in the Office of the Town Clerk.

Councilor Jamie Gamble seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

Councilor Jamie Gamble made a motion to amend and adopt the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby adopts a General Government Budget with expenditures totaling **\$52,225,128**; for the Fiscal Year commencing on July 1, 2022, and terminating on June 30, 2023, a copy of which Budget is on file in the Office of the Town Clerk.

Councilor Karen Lydecker seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

C. Resolution Adopting the Budget for the Recreation Special Revenue Fund for Fiscal Year 2022/2023.

Councilor Erica Evans moved for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby adopts a Recreation Special Revenue Fund Budget with expenditures totaling **\$2,719,058**; for the Fiscal Year commencing on July 1, 2022 and terminating on June 30, 2023 (*this budget is separate because it is not paid for by taxes but is made up of user fees*).

Councilor Karen Lydecker seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

D. Resolution Setting the Tax Rate for Fiscal Year 2022/2023.

Councilor Philip Koboski moved for the adoption of the following resolution:

BE IT RESOLVED, that the tax rate of **38.77** mills for Real Estate and Personal Property and **32.46** for Motor Vehicles be levied on the Grand List of October 1, 2021 based upon Total Revenues excluding Non-Tax Revenues of **\$19,600,471**, which includes an appropriation from Fund Balance in the amount of **\$0** and an appropriation from the Tax Stabilization Fund in the amount of **\$500,000** to finance total expenditures of **\$133,948,568** made up of a Board of Education Budget of **\$81,723,440** and a General Government Budget of **\$52,225,128**, both of which have been adopted by the South Windsor Town Council, and exhibits of which are on file in the Office of the Town Clerk for the Fiscal Year commencing on July 1, 2022, and terminating on June 30, 2023.

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Councilor Jamie Gamble seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

E. Resolution Appointing a Rate Maker for Fiscal Year 2022/2023.

Councilor Jamie Gamble moved for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Michael Maniscalco, Town Manager as Rate Maker for Fiscal Year 2022/2023.

Councilor Philip Koboski seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

5. Executive Session

None.

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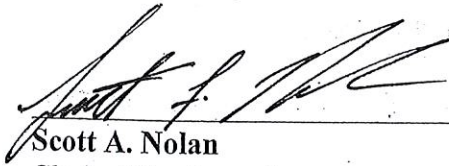
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6. Adjournment

There being no more business to come before the meeting, Councilor Karen Lydecker made a motion to adjourn the Special Town Council Meeting at 7:47 p.m., which was seconded by Councilor Philip Koboski and passed by unanimous voice vote. **MOTION CARRIES.**

Respectfully submitted & attested,



Scott A. Nolan
Clerk of the Council

BOARD, COMMISSION, AND COMMITTEE APPOINTMENTS, REAPPOINTMENTS, OR RESIGNATIONS

(This form is to be filled out for each appointment, reappointment, or resignation that is being requested)

BOARD OR COMMISSION	NAME	ADDRESS AND EMAIL	PHONE NUMBER	APPTMT REAPPTMT OR RESIGNATION	NAME OF THE PERSON WHO IS BEING REPLACED OR VACANCY	PARTY AFFILIATION	TERM
Economic Development Commission	Audrey Delnicki	130 Felt Road audrevdel@aol.com	860-559-3475	Appointment	Vacancy (alternate position, replacing R. Burns)	R	11/30/24
Inland Wetlands Agency	Rick Balboni	23 Debbie Drive rmbjr1970@gmail.com	860-558-0900	Appointment	Vacancy (alternate position)	R	12/1/25
Blighted Properties Appeals Board	Rick Balboni	23 Debbie Drive rmbjr1970@gmail.com	860-558-0900	Appointment	Vacancy (replacing Jamie Gamble)	R	11/30/24
South Windsor Arts Commission	Natalie O'Brien	239 Felt Road natalie.m.obrien@gmail.com	860-512-8564	Appointment	Vacancy (open spot)	Unaffiliated	12/31/22

All appointments or reappointments are to be submitted to the Town Council Office on the Monday prior to the Council meeting. If they are not received on the Monday prior to the Town Council Meeting, appointments or reappointments WILL NOT be put on that agenda and would need to wait until the following Town Council Meeting. All resignations must be accompanied with a letter of resignation. If the resignation is from an elected position, the letter must be original and sent to the Town Clerk to be processed. The date and time the Town Clerk posts on the letter, is when the resignation is official. Also, all information should be filled in or WILL NOT be accepted.

RECEIVED

Submitted by: Nicholas Jones

Party Affiliation: R

Date: 5/01/22

MAY 02 2022

MEMORANDUM

TO: Mayor Liz Pendleton
Deputy Mayor Steven King, Jr.
South Windsor Town Council
Michael Maniscalco, Town Manager

FROM: Marek Kozikowski, AICP, Town Councilor



DATE: May 11, 2022

RE: **Proposed Ordinance Amendment**
Section 2-530 Local preference bid
Local Preference Bids

On April 4th I brought forward a proposed amendment to Ordinance Section 2-530 *Local preference bid* for consideration of adoption by the Town Council. On April 18th the Council continued the discussion offering additional feedback.

The discussion was left off to research and address issues that came up in discussion. The following has been completed:

1. There was a redline error in the first paragraph that was corrected. A revised redline version of the proposal is in Appendix A.
2. A clean version of the proposed amendments is in Appendix B.
3. The existing bid preference ordinance references Sections 714 and 715 of the Town Charter. The reference was moved within the body of the proposed text. A copy of those sections of the Charter are provided in Appendix C for reference purposes.
4. Research was conducted between the differential between highest bids and local bids in other communities that offer a similar bid presence. Eight municipalities were identified and the differential ranges from 2% to 15%. A summary table is in Appendix D.

Thank you for your consideration. I respectfully ask that we move forward with review of the proposal with the Town Attorney and the scheduling of a public hearing for this proposed ordinance.

Appendix A

REDLINE VERSION OF AMENDMENT

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~~ 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~~ 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~~ 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)

Appendix B

CLEAN VERSION OF AMENDMENT

Proposed Amendment

Sec. 2-530. - Local preference bid.

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 bidder for expenditures in the following order:
 - a. Any South Windsor based bidder which has submitted a bid not more than ten percent higher than the low bid from a bidder that is not South Windsor based (such low bid hereinafter the "lowest bid"), provided that the South Windsor based 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 ten business days following the release of the bids. If more than one South Windsor based bidder has submitted bids not more than 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 bidder shall be that one of the South Windsor based bidders whose original bid was the lowest.
 - b. The lowest 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.

- (3) For the purpose of this ordinance, "South Windsor based 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 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.
- (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.
- (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.
- (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)

Appendix C

TOWN CHARTER

- **Section 714. - Purchasing procedure.**

Purchases other than those made by the Board of Education shall be made under such rules and regulations as may be established by ordinance, provided that if any purchase or contract for purchasing, including a continuing order or contract for the purchase of the same commodity over a period of time, involves the expenditure of \$5,000. or more, the Manager shall invite sealed bids or proposals, giving ten days' public notice thereof by at least one publication in a daily newspaper having a circulation in the Town, and shall let the purchase or contract to the lowest responsible bidder thereon or shall reject all such bids and proposals, except that the Purchasing Agent may, if he believes the lowest responsible bid is not in the best interests of the Town, request the council to direct him, by resolution, to reject such bid. Such resolution shall require an affirmative vote of not less than six members of the Council. All such sealed bids or proposals shall be opened publicly. No transaction essentially a unit shall be divided for the purpose of evading the provisions of this section. Records of all bids, formal and informal, and of the successful bidder shall be kept in the office of the Manager or Purchasing Agent, where they shall be open to public inspection. Sealed bids shall not be required for purchases or expenditures of \$5,000. or more in the event of an emergency or when the council shall determine that such bids might be against the best interest of the Town.

(Ref. of 11-4-80)

- **Section 715. - Contracts for public works.**

Contracts for the construction of streets, sewers, buildings and other public works shall be made under such rules and regulations as may be established by ordinance, provided that if any such contract involves the expenditure of \$5,000. or more, the Manager shall invite sealed bids or proposals, giving not less than ten days' public notice thereof, by at least one publication in a daily newspaper having a circulation in the Town, and shall let the purchase or contract to the lowest responsible bidder thereon or shall reject all such bids or proposals. All such sealed bids or proposals shall be opened publicly. No transaction essentially a unit shall be divided for the purpose of evading the provisions of this section. Records of all bids and of the successful bidder shall be kept in the office of the Manager or Purchasing Agent, where they shall be open to public inspection. Sealed bids shall not be required for such contracts of \$5,000. or more in the event of an emergency or when the council shall determine that such bids might be against the best interests of the Town.

Appendix D

COMPARABLE LOCAL PREFERENCE ORDINANCES

Municipality	% From Lowest Bid	Bids & Quotes for Purchasing Exceeding:
East Hampton	5%	Exceeding \$20,000
Farmington	5%	Exceeding \$2,500 but under \$500,000
Meriden	10%	N/A
New London	15%	N/A
Old Saybrook	7.5% for purchases and 2% for contracts	Purchases of \$1 million or less/ Contracts over \$1 million
Simsbury	5%	N/A
Wethersfield	10%	N/A
Windham	10%	Projects costing \$5,000 or more but less than \$1 million

Local Preference Ordinances

Town Name	Percentage from lowest bid	Bids and Quotes for Purchases Exceeding:
East Hampton	5%	Exceeding \$20,000
Farmington	5%	Exceeding \$2500 but under \$500,000
Meriden	10%	Doesn't Specify
New London	15%	Doesn't Specify
Old Saybrook	7.5% for purchases and 2% for contracts	Purchases of \$1,000,000 or less/Contracts over \$1,000,000
Simsbury	5%	Doesn't Specify
Wethersfield	10%	Doesn't Specify
Windham	10%	Projects costing \$5,000 or more but less than \$1,000,000

§ 117-10. Local vendor preference.

- A. For all bids and quotes submitted for purchases exceeding \$20,000, any qualified and registered local vendor who has submitted a bid or quote not more than 5% higher than the lowest qualified bid or quote will be awarded the contract or purchase order, so long as such local vendor agrees to provide the goods or services which are the subject of such contract or purchase order at the same price as the lowest qualified bid or quote received. In the event that more than one local vendor submits a bid or quote not more than 5% higher than the lowest qualified bid or quote, the award shall be to that local vendor originally submitting the lowest qualified bid or quote.
- B. For purposes of this section, a qualified and registered local vendor is defined as one who maintains a principal place of business within the Town limits of East Hampton by occupying real property in which to conduct such business or by paying ad valorem taxes on business property to the Town. Evidence of the maintenance of such principal place of business may include the ownership or long-term lease of real estate from which the principal place of the business is operated or the payment of property taxes on the personal property of the business to be used in the performance of the bid. This section shall not apply in any situation where the preference created by this section would violate federal or state law or any existing contracts.
- C. This section shall not apply in those instances where the bid requested involves a cooperation purchasing arrangement between the Town and other municipalities or the State of Connecticut.

Town of
EAST Hampton

§ 55-5. Local vendor preference. [Added 7-23-1996;¹ amended 8-27-1996]

- A. For all bids and quotes submitted for purchases not excluded by § 55-8 exceeding \$2,500 but less than \$500,000, any qualified and registered local vendor who has submitted a bid or quote not more than 5% higher than the lowest qualified bid or quote will be awarded the contract or purchase order, subject to § 55-6, so long as such local vendor agrees to provide the supplies, materials, equipment, commodities and/or services which are the subject of such contract or purchase order at the same price as the lowest qualified bid or quote received. In the event that more than one local vendor submits a bid or quote not more than 5% higher than the lowest qualified bid or quote, the award shall be to that local vendor originally submitting the lowest qualified bid or quote. **[Amended 10-12-1999]**
- B. For purposes of this section, a qualified and registered local vendor is defined as one who maintains a principal place of business located within the Town limits of Farmington by occupying real property in which to conduct such business or by paying ad valorem taxes on business property to the Town of Farmington. Evidence of the maintenance of such principal place of business may include the ownership or long-term lease of real estate from which the principal place of business is operated or the payment of property taxes on the personal property of the business to be used in the performance of the bid.
- C. The Town Manager shall have prepared a local vendor registration form and shall have it made available to all local businesses. When such form has been properly completed and filed by a local vendor with and approved by the Town Purchasing Coordinator, such local vendor shall be a qualified and registered local vendor in the Town for the purposes of this section.
- D. This section shall not apply in any situation where the preference created by this section would violate federal and state law or any existing contracts.

Town of
Farmington

1. Editor's Note: This ordinance also provided for the renumbering of former §§ 55-5 through 55-10 as §§ 55-6 through 55-11, respectively.

§ 3-14. Local bidder preference. [Added 9-2-1997¹]

- A. For the purposes of this section, "City-based business" shall mean a business with its principal place of business located within the boundaries of the City of Meriden. A business shall not be considered a "City-based business" unless evidence satisfactory to the Department of Finance has been submitted with each bid by said business to establish that it has a bona fide principal place of business in the City of Meriden. 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.
- B. The Department of Finance shall determine the lowest responsible bidder in the following order:
- (1) Any City-based business responsible bidder which has submitted a bid not more than 10% higher than the low bid, provided that such City-based business 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 Department of Finance during the next business day following the opening of the bid. If more than one City-based business responsible bidder has submitted bids not more than 10% 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 City-based business responsible bidders which has submitted the lowest bid. This subsection shall not apply in those instances where the bid requested involves a cooperative purchasing arrangement between the City of Meriden and other municipalities or the State of Connecticut.
 - (2) The low responsible bidder.

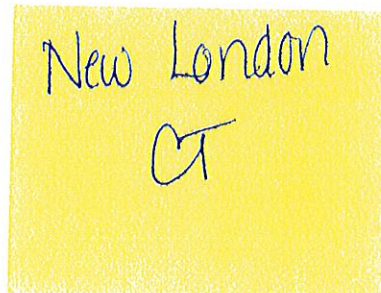


1. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

Sec. 2-73. Local contractor preference in bidding procedure.

- (a) In any bidding procedures required and conducted pursuant to this article, if any city-based bidder has submitted a bid that is not more than fifteen (15) percent higher than the low bid provided, the city shall have the right to award the bid to said city-based bidder provided that:
- (1) Said city-based bidder agrees to match the low bid, and
 - (2) Said city-based bidder provides documented proof that they are not delinquent in both their real property and personal property tax payments due to the city.
- (b) If, in any bidding procedure referenced in subsection (a), two (2) or more city-based bidders have submitted bids that are not more than fifteen (15) percent higher than the low bid provided, have agreed to match the low bid, and have provided documented proof that they are not delinquent in both their real property and personal property tax payments due to the city, the lowest responsible bidder shall be the one of such city-based bidders that originally submitted the lowest bid among all city-based bidders.

(Ord. No. 10-05-09-9, § 1)



§ 5-4. Bid preference for local vendors. [Added 8-19-2013]

- A. For the purposes of this section, "Town-based bidder" shall mean a business with a legal principal place of business in the Town of Old Saybrook. A business shall not be considered a Town-based bidder unless evidence satisfactory to the Finance Director or designee has been submitted with the bid to establish that said business has its principal place of business within the Town. Such evidence may include evidence of ownership of or a long-term lease of real estate within the Town from which the business is legally operated or the payment of personal property taxes of the business to the Town of Old Saybrook.
- B. For all purchases and contracts subject to the Town's bidding ordinances where the total contract price is \$1,000,000 or less, any qualified Town-based bidder which has submitted a bid within 7.5% of the low bid shall be awarded the bid provided that such Town-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one Town-based bidder submits a bid within the seven-and-one-half-percent preference differential, the contract shall be awarded to the Town-based bidder that has submitted the lowest bid, provided that he/she agrees to accept the award at the amount of the low bid as stated above.
- C. For contracts subject to the Town's bidding ordinances over \$1,000,000, any qualified Town-based bidder which has submitted a bid within 2% of the low bid shall be awarded the bid, provided that such Town-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one Town-based bidder submits a bid within the two-percent preference differential, the contract shall be awarded to the Town-based bidder that has submitted the lowest bid, provided that he/she agrees to accept the award at the amount of the low bid as stated above.
- D. When the Town is purchasing items under state or regional bids or contracts, a Town-based bidder can be awarded the contract if he/she matches the pricing of those state/regional bids or contracts. If there is more than one Town-based bidder for the applicable good or service, this shall be awarded on a rotating basis.
- E. All bid documents distributed by the Town shall include language regarding the bid preferences allowed under this section and shall state the amount of differential available to Town-based bidders for that specific bid.
- F. The provisions of this section shall not apply to any project which is, in whole or in part, funded by a state or federal grant or loan program which by policy, regulation or statute prohibits bid preference for local vendors, such as set forth in this § 5-4. [Added 3-6-2017]

Old
Saybrook

§ A161-9. Local vendor preference; Town-based business.

If any Simsbury-based vendor responds to a bid notice and comes within 5% of the lowest bidder, all qualifications considered equal, the local-based vendor will be allowed the opportunity to adjust their bid to match that of the lowest bidder.

Town of
Simsbury

§ 27-9 Lowest responsible bidder.

[Added 1-17-1995]

On any item or project advertised for bid pursuant to § 27-2 the lowest responsible bidder shall be determined in the following order:

A.

Provided that such Town-based resident bidder shall have met all other requirements set forth in §§ 27-8 through 27-11, any Town-based resident bidder which has submitted a bid not more than 10% higher than the lowest most responsible bid may be awarded the bid provided such Town-based bidder agrees to accept the award of the bid at the amount of the lowest most responsible bid.

B.

If more than one Town-based resident bidder has submitted a bid not more than 10% higher than the lowest responsible bid, the lowest responsible bidder shall be that one of the Town-based resident bidders which had submitted the lowest bid.



§ 27-10 Implementation of local bidder preference.

[Added 1-17-1995]

Any local vendor meeting the requirements of a Town-based resident bidder, as defined above, responding to the solicitation shall be required to submit a signed Local Bidder Affidavit Form with the bid submittal. Failure to submit an affidavit form approved by the Town of Wethersfield may, at the option of the Town, result in disqualification as a local vendor and ineligibility for contract award.



§ 27-11 Restrictions on use of local bidder preference.

[Added 1-17-1995]

Sections 27-8, 27-9 and 27-10 shall not apply in those instances where the bid requested involves a cooperative purchasing arrangement between the Town and other municipalities or the State of Connecticut.

A yellow sticky note with the handwritten text "Town of Wethersfield" in blue ink. The note is rectangular and has a slightly textured appearance.

Town of
Wethersfield

Sec. 2-84. Bids; preference to town-based bidders. [Ord. of 7-15-1997]

- (a) This section is enacted pursuant to G.S. 7-148v.
- (b) On any project of which the cost is \$5,000 or more but less than \$1,000,000, the lowest responsible bid shall be determined in the following order:
 - (1) Any town-based bidder who has submitted a bid not more than 10% higher than the low bid, provided such town-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one town-based bidder has submitted bids not more than 10% higher than the low bid and has agreed to accept the award to the bid at the amount of the low bid, the lowest responsible bidder shall be the town-based bidder having the lowest responsible bid;
 - (2) The lowest responsible bidder.
- (c) On any project of which the cost is \$1,000,000 or more, the provisions of this section shall not apply.
- (d) On any project utilizing grant funding, the requirements of the grantor shall control the bidding.
- (e) Nothing contained in this section shall be construed as a waiver of, or limiting in any way, the discretion and power to reject all bids and to determine whether any bid or bids represent a responsible bid or bids.
- (f) For the purposes of this section, "town-based bidder" shall mean a bidder whose principal place of business is located within the town. A bidder shall not be considered as having a town-based business unless evidence satisfactory to the purchasing agent has been submitted by such a bidder to establish that his/her business has a bona fide principal place of business in the town. Such evidence may include evidence of ownership, tradename, and/or long-term lease of the real estate from which the principal place of business is operated and must be on file in the Town Clerk's office prior to the award of the bid.
- (g) The Windham bidder preference applies to all town agencies, boards and commissions.

Town of
Windham

Application for a Commemorative or Organizational Flag to be Flown

A request for a flag to be flown in South Windsor should be a minimum of thirty (30) days in advance of the date for a flag to be flown. Flags cannot be flown more than once in a calendar year and will be displayed for a period of time that is reasonable or customary for the duration of the event or fourteen (14) continuous day. Only one Commemorative or Organizational Flag will be allowed to be displayed during any time period on the designated flagpole at Town Center (Wapping Community House). If more than one Commemorative or Organizational Flag application is submitted for the same time period or overlapping, the Town Manager has the discretion to determine the length of time that each flag will be flown, but should not exceed thirty (30) days. Flags to be flown according to the U.S. Flag Code

Applications must be completed in its entirety or will not be accepted.

Name of the person making this request: Ria Saxena

Street Address: 91 Ridgefield Dr

Town: South Windsor State: CT

Phone: 860-709-4439

Cell: 860-709-4439

Flags must be provided to the Town by the Applicant. Flags may be the same size or smaller than the U.S. Flag, but never larger with grommets for securing the lanyard.

The flag may be the same size or smaller than the U.S. flag, but never larger

Identify Commemorative or Organizational reason: Commerorates the duration of LGBTQ+

Pride Month in order to recognize the advancement and contributions of the Queer community

Name of Commemorative or Organizational Flag to be Flown: LGBTQ+ Progress Pride Flag

Date (s) of the Event: 6/1/2022 - 6/31/2022

Special Requests: _____

Signature of person making this request: Ria Saxena

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

Received by the Town Manager on: [Signature] 5/9/22 (date)

Town Manager: Approved: _____ (date) Denied: _____ (date)

Signature/Town Manager: _____

Town Council: Approved: _____ (date) Denied: _____ (date)