

AGENDA

RECEIVED APR 28 2022
@ 1:45pm
Deborah W. Reed, Asst.

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Monday, May 2, 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 Jamie Gamble)
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 Regular Town Council Meeting of April 18, 2022.

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.

9. Communication from Liaisons, Officers, and Boards Directly Responsible to Council
 - A. National Bike Month updated (*Report from Ginny Hole, Co-Chair, South Windsor Walk & Wheels Way*)
10. Reports from Committees

AGENDA

Regular Meeting – Town Council

Monday, May 2, 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, April 18, 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.]

A. First Reading

1. None.

B. Second Reading

1. None.

C. Miscellaneous

1. None.

12. Unfinished Business

A. None.

13. New Business

A. Discussion Item: Monarch Butterfly Standards Presentation (*John Caldwell, Park Superintendent*).

B. Resolution Concerning the Approval of the Parks and Recreation Facility Space Needs Analysis and Bid Process Approval Waiver
(Councilor Erica Evans)

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;

AGENDA

Regular Meeting – Town Council Monday, May 2, 2022

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.

C. Resolution Concerning the Chief of Police Association (CRCOPA) Civil Disobedience Training & Equipment Bid Wavier (Deputy Mayor Steven King Jr.)

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 the 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.

D. Discussion Item: Proposed General Government Budget for fiscal year 2022/2023 (Requested by Town Manager, Michael Maniscalco).

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

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 \$10,944.20 and as more fully described in attached **Exhibit A**.

AGENDA
Regular Meeting – Town Council
Monday, May 2, 2022

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 and Assistant Town Manager, Mr. Roberts, and any other appropriate personnel deemed necessary).

A. **To Discuss the Possible Purchase of Development Rights for the Town pursuant to Connecticut General Statutes §1-210 (b) (7) (Raymond/ Birden Property).**

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

18. **Adjournment**

Town of South Windsor

Town Manager's Report May 2022



Michael Maniscalco
Town Manager

Metro Hartford Alliance Meeting I was asked to meet with the Metro Hartford Alliance to discuss the impact of the warehouse and distribution moratorium. They have heard from many developers who are interested in South Windsor and as a result of the moratorium they have either decided to hold on their projects or not move forward. Both Metro Hartford Alliance and AdvanceCT have offered their services to Planning and Zoning to ensure that they conduct a data driven review of the regulations and make their decisions moving forward based on regional and national standards and facts.

ESI Tour I had the opportunity to tour ESI this last week. I was very impressed with the breadth and depth of knowledge and ability this business not only brings South Windsor but the State and the Region. I am very appreciative of the time they took to show me around and the partnership that we have with many of our Town departments.

Strategic Planning Committee I have been working with the Strategic Planning Committee over the last couple of months. We are going to be looking for consultants to help us provide a framework to not only capture public input but also synthesize it into a usable format. The Committee will be looking to the Council for funding and I will recommend that the Council transfer the funds from contingency.

State Budget At the time of this report the Democrats and the Governor have reached a deal on the State budget. We are currently trying to evaluate how this will impact the Town revenues. Most important of the entire thing is the car tax cap which seems like it has been moved from 29 mills to 32.46 mills. It is unclear at this time if there is a municipal reimbursement tied to this. If there is no reimbursement the Council will be required to increase the mill rate on property taxes.

Michael Maniscalco, MPA
Town Manager



Police Department

Kristian R. Lindstrom
 Chief of Police

Monthly Statistics January 2022:

Each month we publish the totals of some of our more common calls for service. These statistics historically fluctuate as they respond to several factors. From socio-political trends to weather trends, our activity levels are in a constant state of change. Patrol staff continue to proactively check businesses, town facilities, neighborhoods, and roadways in an effort to detect problems and intervene before matters escalate.

March's numbers are below:

Total Computer Aided Dispatch Entries:	2609
9-1-1 Calls Received:	N/A
Routine Calls Received/Outgoing:	3191
Directed Patrol/Premise Checks:	1087
Motor Vehicle Stops:	320
Emotionally Disturbed Persons:	18
Medical Assists:	164
Suspicious:	97
Alarms:	77
Motor Vehicle Accidents:	50
Welfare Check:	38
Assist Outside Agency:	21
Animal Problem:	35
Citizen Assist:	30
Miscellaneous Service:	5
Collision Reports:	18
BOLO:	7
Disabled Motor Vehicle:	27
Larceny - Motor Vehicle	1
Larceny:	37
Hazardous Conditions:	11
Pistol Permits:	12
Burglary	1
Burglary - Motor Vehicle	1
Civil Matter:	13
911 Check:	13
Fraud:	12
Domestic Dispute:	13
Violation of Town Ordinance:	2
Sexual Assault	1
Youth Problem:	11

Covid 19 Update:

The month of April saw the stability that so many have yearned for over the last two years of dealing with Covid. Without masks and other extensive protocols, community spread of Covid remained

very low. In fact, in late April several media outlets reported that there were more cases of the flu in Connecticut than there were of Covid. The latest sub-variant appears to be having relatively little impact on the community as serious illness and deaths appear to be very rare.

As has been the case for a couple of months, it seems the Community continues to breathe a sigh of relief and a strong willingness to move forward, ample supplies of PPE and test kits remain on hand in the event members of the Town's work force or the community need them.

The police department continues to be cognizant of the fact that for many the transition away from Covid will be welcomed with open arms and enthusiasm, while for many others it will bring increased levels of anxiety and concern. For these reasons, we will continue to not only respond to the community's needs as a whole, but also respond to the individual needs of community members regardless of their position on the pandemic and the socio-political topics embedded within.

Department officials continue to work collaboratively with other local officials to continually monitor community health trends and needs.

Personnel and Recruiting Status:

The strength of the South Windsor Police Department always has been, and continues to be, the staff who keep things moving day in and day out.

This month a variety of personnel movements occurred that impact the police department.

April hosts National Public Safety Dispatcher week. These dedicated employees are often the



Police Department

Kristian R. Lindstrom
Chief of Police

first point of contact when someone calls for help during an emergency. Their composure under stress and their dedication to their craft are evident every time they answer the phone. Even though they are not on the "front lines" they contribute immensely towards this agency's success and the safety of this community.

Officer Victoria Weiss began her employment as a South Windsor Police Officer on April 11th. She came to us after several years as a Dispatcher at Vernon Police Department. She completed two weeks of on-boarding training and orientation and began attending her basic training at the New Britain Police Academy on April 22.

On April 21st, Mr. Nicholas Sarfo was offered (and accepted) a job offer as a police officer. He is slated to begin his employment with us in mid May and will attend the Connecticut Police Academy beginning in early June.

Although these two new officers will not be fully operational for several months, their employment with us leaves us with only one vacancy at the moment.

On the 5th of April, Officer Chris Myska graduated from the police academy and began his FTO training. In addition, after a modified training period, Officer Ed Klein has returned to full duty status after his deployment.

After a significant absence, Sgt. Cleverdon has also returned to full duty status.

Officer Grabowski is almost done with his basic training and will graduate from New Britain's police academy in early May. With an authorized strength of 46 sworn members, we currently have 2 in the academy (Weiss, Grabowski), 1 in field training (Myska), 1 on light duty (Pregnancy), 1 on extended FMLA (non-work related surgery) 1 pending (Sarfo start date TBD), and one vacancy. At the moment, 44 of our 46 authorized sworn personnel are employed at this agency and 39 are fully operational sworn FTE's.

In early April, one of our most tenured Dispatchers, Christine Meyerhans, announced her intent to retire in the coming weeks. We have not received a formal retirement date as of yet, but her departure is anticipated.

Over 41% of our personnel have been hired in the last 5 years and will be the future of the agency. It is important that we continue to enrich their work experience and motivate them so that they will continue the proud tradition of high quality police service well into the future.

Local and National Social Justice Movements:

The South Windsor Police Department remains strongly opposed to racism and biased policing. It continues to serve the public with the element of its mission to "Respect the Rights of Individuals" in mind.

We continue to monitor the community for changes and trends in the social justice arena. As an agency, and as a profession, we continue to stand ready to engage in crucial conversations to make meaningful change that enhances the world that we live in.

Community Activities and Support from our Citizens:

The South Windsor Police Department continues to make efforts to engage the community through non-confrontational consensual encounters. It is our hope that these contacts and efforts will help to build trust and legitimacy with the community.

In early April, Chief Lindstrom had the pleasure of attending the South Windsor Volunteer Fire Department Annual Award Banquet. These event was well attended and the fire department's invitation to the Chief is a small illustration of the partnership that these two agencies share. They work well together and always have the Community's best interest in mind.

On April 16th, Lt. Buonanducci and Officer Cosenza and K-9 Mason, attended a promotion type ceremony at the Hartford-Evergreen Lodge of Freemasons. Police personnel were invited to this



Police Department

Kristian R. Lindstrom
Chief of Police

“semi-public” reception and we thought it was fitting to have Mason attend. Our relationship and partnership with the Lodge is just another example of the symbiotic relationship that we share with so many civic and community groups.

The police department is continuing its social media activity and, in particular, its “Get to Know Your Department” program. This initiative will highlight a different officer each week. These posts will introduce the officer and identify, not only some of their professional attributes, but it aims to also humanize our staff and show the community what exists “behind the uniform.” Based on likes and responses online, these profiles have been well received thus far.

Events like those described above are of particular importance as the local community emerges from its Covid quarantine and tries to re-establish some normalcy. As is stated above, community engagement and community policing efforts are paramount to our agency creating and maintaining our legitimacy with the community we serve.

The department continues to benefit from regular gestures of support from the community.

Traffic Safety:

Our Traffic Unit continues to exercise the “3 E’s” of Engineering, Enforcement, and Education as we address complaints ranging from speed to Commercial Vehicle travel. We continue to work in partnership with the Office of the State Traffic Authority to address traffic proposals, and projects.

Traffic unit personnel continue to address several traffic issues in town such as truck congestion (particularly during the evening hours) during the arrival of tractor trailers at the Aldi’s facility on Rye Street. Town officials and Aldi’s officials will soon meet to discuss this issue and identify solutions.

Additionally, the reconstruction of the King Street bridge and the Main Street bridge have created long term detours at the south end of Main Street.

The detours are well marked and people moving through the area appear to have acclimated well to this change as there have been few, if any, complaints. These projects are two of many we are monitoring as development, upgrades, and improvement continue in the community.

Police Activity and Significant Events:

The South Windsor Police Department remains active and dedicated to the traditional law enforcement function by responding to the public’s needs.

On April 5th, the entire police department Command Staff participated in a emergency management tabletop training exercise. The exercise was proctored by staff from Texas A&M and highlighted the many strengths (and only a few weaknesses) of the Town’s response to a large scale emergency.

Physical evidence...large and small. The month of April brought forward some interesting pieces of evidence for police personnel to manage. The first of these occurred on April 6th when detectives investigated the theft of an excavator. Within 24 hours of the incident being reported, investigators located the excavator and obtained a search and seizure warrant that authorized them to seize the piece of equipment. This excavator is likely the largest piece of evidence ever seized by our agency. At 78,000lbs, 10 feet tall, 11 feet wide, and over 13 feet long, this piece of evidence obviously needed unique storage consideration. In consultation and partnership with Public Works, investigators were able to find a location where the machine could be stored securely and not impede the operations of town business.

A couple of weeks later, police personnel shifted from extra large evidence to a much smaller piece of evidence. On April 18th, police personnel responded to a home on Troy Road where the homeowner located what he believed was a hand grenade buried in his front yard. Upon police arrival, they determined that the item was, in fact, a grenade. This discovery begged the obvious question, “Is it live or inert?” Out of an abundance of caution, the road was closed and the



Police Department

Kristian R. Lindstrom
Chief of Police

homeowner was instructed to shelter in place in his home which was outside of the grenade's deadly blast radius. With the help of Hartford Police Department's Bomb Squad and their portable x-ray machine, we were still unable to verify if the grenade was live. At that point, HPD Bomb Squad personnel seized, stored, and transported the device out of South Windsor using highly specialized equipment.

In the latter stages of April, Chief Lindstrom had the privilege of issuing several awards and letters of commendation to several members of the police department and multiple citizens. The Covid pandemic somewhat hampered our ability to gather and hold award ceremonies, so the landscape of the distribution of these awards has changed for the moment, but we hope to return to the more traditional award ceremonies in the near future. Among other actions that were worthy of commendations, these awards are a reminder of the 11 human lives that were saved by police personnel over approximately the last year. As a result of CPR, or Narcan, or emergency tourniquet use, these are fathers, sons, brothers, wives, sisters, and mothers who are alive today because of the actions of the men and women of the South Windsor Police Department.

This month the police department entered into a memorandum of understanding with its community mental health provider, Community Health Resources, to have a social worker embedded at the police department to aid in our response to calls involving individuals suffering from a mental health problem. The final details are still being ironed out, but the clinician has been interviewed and selected and we hope she will begin her work here in the next few weeks.

Unlocked Car Burglaries & Car Thefts (cont. from last month):

With warmer weather on the horizon, we will wait to see if car burglaries and catalytic converter thefts spike once again. For the time being the police department continues to monitor the trend in the region and deter crime with high visibility patrols. We have temporarily stopped our public service messaging on social media in an effort to

prevent it from becoming "white noise" and ignored. We will resume disseminating those messages in the coming months if the need arises.

Never too early to prepare for an emergency (cont. from last month):

After experiencing some significant weather events through the summer, I hope that our citizens will think about all-hazard preparations especially with the potential of significant winter weather events on the horizon.

The Ready.gov webpage has great information pages on preparation for natural disasters, severe weather, and active shooters. Please share with friends and family that may rely on you in a severe weather event, or have questions about how to react to an active shooter event.

We have had our share of severe weather in Connecticut and now is a good time to review your plan to protect yourself and your family.

<https://www.ready.gov/>

Follow us on Social Media:

We continue to have a strong presence on Social Media and update our citizens on all kinds of activity. Our Facebook page and Twitter feed are also displayed on our webpage <https://www.southwindsor.org/police>.

We encourage everyone to follow us and share information with friends and family.
Facebook: South Windsor Police Department
Twitter: @SWPD_PIO

Public Works Department

Vincent Stetson
Director of Public Works

Street Services March 2022

Now that the weather is starting to work with us, crews have begun to make curb and lawn damage repairs from our winter operations. Additionally, our maintainers are working to preserve and store plows, spreaders and other winter equipment as we transition to the construction season.

Street sweeping is well underway and progressing slightly ahead of schedule. As always, we supported the Board of Education ensuring that all their lots were swept during the spring recess. We will conduct two passes on all town roads as usual this season.

Pothole patching continues throughout town. With the asphalt plants in full operation, we will now be able to get some of the more critical areas covered with substantially better patches.

The town's tree contractor, Distinctive Tree, worked with town crews to remove several trees along Beelzebub Rd as part of the first phase of preparing for the reconstruction of the roadway. Not surprisingly, several of these trees showed significant damage which would have showed themselves in due time. In fact, with one tree (pictured), we were able to put a measuring tape over 5 feet into the remaining stump. Feedback from the residents on Beelzebub Rd has been very positive and many if not all are pleased with their new vistas.



The Vibert Rd boat launch was cleaned out prior to the start of the 2022-fishing season. Vibert Rd itself was regraded and compacted with new materials to fill the potholes. The unimproved section of Strong Rd from Main St west was also tended to by town crews.

Also with the nicer weather brings support from

our Adopt-A-Road partners. This month, Boy Scout Troop 62 picked up trash along Main St and the South Windsor Walk and Wheel Ways Committee took on Chapel Rd. Thank you to both organizations for helping keep South Windsor beautiful.

The sign shop repaired or replaced 62 regulatory signs during the period. The shop is also preparing signs for the upcoming Armed Forces Day and Memorial Day events.

Residents are encouraged to use Connect South Windsor to report hazards.
WWW.SOUTHWINDSOR.ORG/CONNECT
or look for the app for iPhones and Androids.

Scott Yeomans
Associate Manager, Street Services

Public Works-Engineering Projects Update

Main Street Bridge over the Podunk River

Dayton Construction has installed 20 steel piles and has completed the two new concrete abutments for the new bridge ahead of schedule as shown in the photo below, looking south on Main Street. The precast concrete beams are scheduled to be delivered and installed the first week in May. Main Street is closed at the bridge and signs are up for a detour route around the bridge site using Chapel Rd to Route 5 to Burnham Street. This project is scheduled to be completed before the end of September, 2022.

Beelzebub Road

The design plans for the reconstruction of Beelzebub Road including new stormwater drainage pipes and structures, new road base, bituminous pavement, curb and a sidewalk on one side are about 95% complete and are being finalized. Eversource Gas will be installing a new gas main in Beelzebub Road, and Frontier and Eversource will be moving about 10 utility poles and wires in coordination with this project. These utility relocations should begin this spring but I do not have a schedule from the utilities. The Town has cleared trees as needed for this project. I have

Public Works Department

Vincent Stetson
Director of Public Works

received signed temporary construction easements from the owners of 31 residential properties and have met with many other property owners to discuss the temporary easements needed for construction and easements for a new sidewalk. I am following up on the remaining 15 temporary easements and sidewalk easements needed. Draft maps of 2 easements needed on the DEEP property on the south side of the road have been sent to DEEP for their review. This project is scheduled to be bid late this spring for road reconstruction to begin in the summer of 2022.

Buckland Road Repaving

The plans and specifications for this project have been advertised for bids to be received on May 4. This work will be scheduled for this summer, after Buckland Road improvements have been completed for One Buckland Center and the new Whole Foods at Evergreen Walk.

Pleasant Valley Reconstruction

WMC Consulting Engineers is working on developing plans for the drainage improvements and reconstruction of Pleasant Valley Road from Clark Street to just past Hilton Drive. They have begun surveying and soils investigations, and expect to have a preliminary design in the late spring of 2022.

Pleasant Valley Road Bridge Replacement

WMC Consulting Engineers is also working on developing plans for the replacement of the Pleasant Valley Road bridge over the Podunk River. They have begun surveying and geotechnical investigations, and expect to have a preliminary design in the spring of 2022.

LOTICIP Sidewalk project for Ayers Road, Nevers Road, Foster Street and Buckland Road

This project is to complete sidewalks and fill in gaps where they are missing on the above roads. We have received approval and a commitment to fund letter for the construction of this project from ConnDOT. The Town is responsible for the Design plans for these sidewalks and we will be seeking proposals from our on-call Engineers to work on this project.

Engineering Staffing

There is one Project Engineer position still open. We interviewed 3 candidates for this position and hope to have another engineer on board soon. Consultants are being used to keep the Town Engineering projects moving forward.

Pleasant Valley/Clark Street Sidewalk

The Pleasant Valley/Clark Street sidewalk connections has been awarded to Costa & Son LLC. Construction is expected to start the week of April 25 and should be finished in the early summer.

Local Road Paving (nothing new to report)

The contractor has punch list items to complete for this project in the spring. They plan to finish paving Ident Road and the Police Department rear parking lot. We are designing the new drainage and road reconstruction needed for Ident Road. This work is funded by the 2018 Bond referendum.

Sidewalk Repair

Sidewalk repair and replacement work will continue in the spring and summer of 2022 and we have updated the list of sidewalks that need to be repaired. This work was advertised and Atlas Concrete was the only bidder for concrete slab raising. However, No bids were received on time for Concrete Sidewalk Replacement.

Abbe Road Drainage Study (nothing new to report) Weston & Sampson is also investigating the drainage problems that have occurred on and around Abbe Road in past years. They will verify the cause(s) of the drainage problems and recommend improvements to alleviate the drainage problems on this road. We expect to have their report in the spring of 2022

Eli Terry Safe Routes to School Project

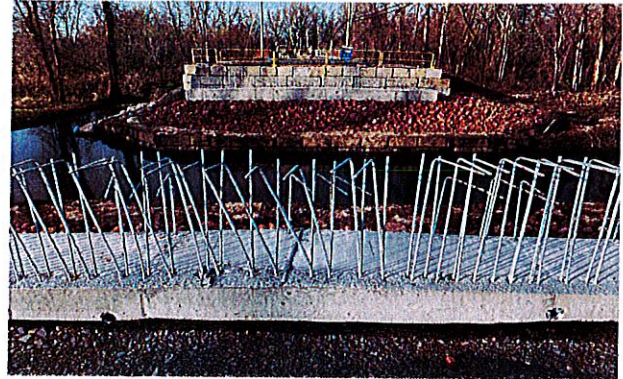
This project includes replacement of the pedestrian bridge that connects this school to the Brook Street neighborhood, and other pedestrian improvements on roads around the school. ConnDOT has reviewed the final plans and contract documents and sent us comments to address in these plans.

Public Works Department

Vincent Stetson
Director of Public Works

LOTICIP Application Submitted for the Reconstruction of Dart Hill Road

An application for funding the reconstruction of Dart Hill Road was submitted to CRCOG in January for consideration under the State LOTICIP program. This has been preliminarily selected for funding by CRCOG, along with other projects from communities in the Region. These project selections will be finalized by CRCOG and then will be sent to CT DOT for review. After CT DOT has reviewed and approved the projects they issue a Commitment to Fund letter.



Communications Tower at VMP (nothing new to report)

The concrete foundation for the new Town Communications Tower at VMP has been poured and backfilled. The Tower is expected to arrive and be installed in the spring of 2022.

Solar Canopy at the SWPD (nothing new to report)

Greenskies Clean Energy is finalizing the design plans for the solar canopies behind the Police Station and expect to begin construction in the summer of 2022. The rear lot will be paved after the footings and conduit for the solar canopy have been installed.

Utility Work (nothing new to report)

The Connecticut Water Company contractor is mostly finished installing a new water main on Deming Street (from Buckland Road to Summit Drive). The remaining work on Summit Drive will be completed in the spring of 2022. A new water main is also being installed in the Farnham Estates neighborhood on Farnham and McGrath Roads. This contractor will continue to install a new water main in other roads in this neighborhood in 2022.

Jeffrey Doolittle
Town Engineer/Assistant Director of Public Works

Finance Department

Patricia Perry
Director of Finance

Assessor

The Elderly/Totally Disabled Homeowner's Program for low-income residents started February 1, 2022 continuing through May 15, 2022. A second reminder letter to file for the tax credit on the upcoming July real estate bill was sent to all residents currently on the Homeowner's Program on April 13, 2022.

The qualifying income has been updated for those applicants filing for the first time and can be found online here: <https://www.southwindsor-ct.gov/assessor/pages/elderly-homeowners-totally-disabled-persons-renters-tax-relief-programs>. Applications are being taken by Human Services/Senior Center at 150 Nevers Road, please call 860-648-6361 for more information.

Reminder for residents that have sold, or otherwise disposed of a vehicle – If you didn't transfer your plates onto another vehicle, please send a copy of the Plate Cancellation Receipt, Bill of Sale, Junked Receipt, Trade-In Information, Out of State Registration or Total Loss Letter from insurance company to the Assessor's Office. If you provide this information, the tax bills that come out in July 2022 will be adjusted for only the time you owned the vehicle. To submit motor vehicle proof, click here: <https://www.southwindsor-ct.gov/assessor/webforms/motor-vehicle-proof-submission>

Due to supply and demand during the pandemic motor vehicle values statewide have risen on average 26.4% across the State.

The Town's 2022 Revaluation project is well underway and there are currently four appraisers from Vision Government Solutions working with the Assessor's Office in South Windsor to verify data on residential and commercial properties. Their vehicle information is on file with the Assessor's Office and South Windsor Police Department. Any resident with questions regarding contracted personnel is encouraged to call the Assessor's office at 860-644-2511 extension 2312 for verification, after regular town hall business hours, please contact the South

Windsor Police.

Each month the Assessor's Office will be highlighting different areas throughout the revaluation process. This month we will be highlighting how residential values are derived:

Qualified sales of vacant and improved properties are the primary source of data. Land values are set using all qualified, available land sales within the Town of South Windsor. Analysis of new construction is done to establish construction costs, including builder's profit. Analysis of older homes establishes the amount of depreciation indicated by the current market. Costs of outbuildings from building permits and advertised prices are used to indicate outbuilding values.

Mary Huda
Assessor

Information Technology

Scott Roberts
Assistant Town Manager/CIO/EM

In conjunction with South Windsor Emergency Management, the Information Technology department hosted a tabletop exercise developed and facilitated by TEEEX – Texas A&M Engineering Extension Service. Representatives from numerous Town departments came together and were thrust into a (simulated) real-life, emergency scenario that required the activation of the South Windsor Emergency Operations Center. Participants were given multiple injects throughout the day, forcing them to quickly react and adjust their approach to the situation. It was a very successful exercise and we believe it will help improve our response to an actual activation.

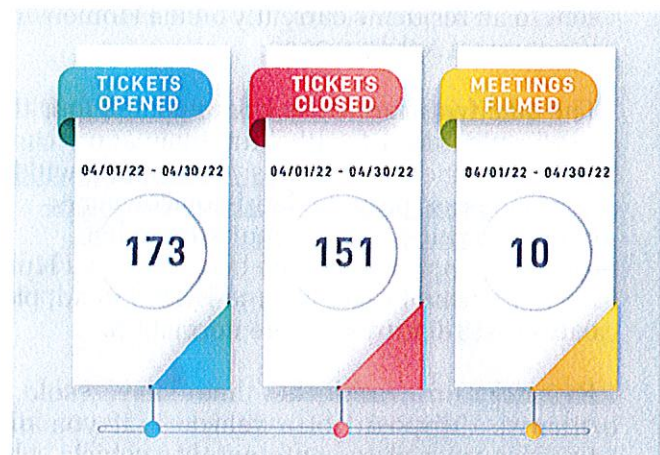
- 3 months of planning with a team comprised of TEEEX staff and key SW Department Heads
- Lead by Scott Roberts, Walter Summers, and Heather Oatis
- Tested all aspects of EOC technology – video wall, wifi, virtual desktops, radios, streaming tools
- Successful outcome with detailed After Action Report (AAR) findings
- Future training planned based on AAR findings
- Helped with SWPD CALEA accreditation documentation

The IT department is in the final stages of migrating the Town's email from an onsite solution to web-based Microsoft 365. The project required months of planning and preparation and numerous after-hours and weekend processes to bring to a close. The migration provides numerous benefits to Town systems and staff, such as increased security and additional storage. Email was just the beginning. In the future, we will be implementing more of the tools and features that M365 has to offer, providing even more efficiencies and applications to assist staff with their duties.

- Minimum issues encountered
- Completed ahead of MS phase-out of exchange, avoiding imposed deadlines/increased costs/potential down time

- Provides 24/7/365 monitoring of email in MS cloud

More Efficiencies = online collaboration tools, MS teams, and SharePoint spaces



Human Services Department

Andrea Cofrancesco
Director of Human Services

Town Manager's Report ~
April 2022
Andrea Cofrancesco, Director of Human
Services

Human Services Staff

This month we are highlighting our Casework Staff in Adult and Senior Services. Pictured is Stephen Clapp, Susan Grundstrom and Lindsey Ravalese. Lindsey supervises this area which is the behind the scenes work that is not out on Facebook showing fun activities and programs. They are making a difference by phone, home visits and in person office visits providing people with information so they can stay in their homes longer. This includes financial assistance programs such as SNAP, Energy Assistance, Property Tax Relief, Renters Rebate and more. They also manage the Food and Fuel Bank, assist people with Medicare and their insurance options, and do all intakes for the meals on wheels program. They coordinate programs and services for homebound residents (Friendly Shoppers, Friendly Visitors, Telephone Reassurance) and coordinate the Thanksgiving Basket and Adopt a Child programs. The connections they are making with and for people are priceless.



Deadline to register is May 15

Elderly and Disabled Property Tax Relief

Elderly (65+) and disabled homeowners who qualify can apply for reduced property taxes on their homes between **Feb.1-May 15, 2022.** If you were on the program in the past, call to speak with a caseworker to see if you need to re-apply this year. **This year's income limits are \$38,100 maximum for an individual and \$46,400*for a couple.** All gross income is counted including Social Security benefits. Documents you will need to bring: Signed 1040 Federal Tax form (if you file); Social Security Statement (SSA-1099); Pension Statement; Bank Interest Statement; Any other Income. For more info or to schedule an appointment, call 860-648-6361 ext. 3335. ****Town of South Windsor has an expanded local option which allows up to \$50,000 a year for a single homeowner and \$65,000/ married couple.***

The Senior Center is on TikTok

In an effort to showcase active, vibrant aging, the Senior Center has launched a campaign to eliminate the stigma about aging. Older adults are active, engaging, and provide so much to our community!

<https://vm.tiktok.com/TTPdXSeLyx/>

AARP Tax Assistance Service 10 Year Breakdown

In the past 10 years, volunteers in the Tax Aide program through AARP have provided an invaluable service to South Windsor residents. A total of 2305 tax returns have been done for free. If each one was a cost of \$50 (which is a low estimate), that would be a savings of \$115,250. WOW!

Human Services Department

Andrea Cofrancesco
Director of Human Services



April 2022

Teen Center

The Teen Center has become busier with the nicer weather outside! We have been offering additional activities that are intriguing and will engage the students.

Our Friday night drop-in hours have been especially full with our middle school students. One afternoon we had Therapy Dogs at the Teen Center for students to join, relax and de-stress. With over 40 students in attendance, we would say this event was a success! We hosted a BINGO & Pizza night for middle school students, which was so much fun and a great turn out. In honor of National Pretzel Day, the Teen Center and Senior Center collaborated to host "Eat a Pretzel, Be a Pretzel" with yoga and pretzels for participants to enjoy. The Teen Center began the 8 week TEMS Matinee program on Monday afternoons where students can sign up to do crafts and games at the Teen Center. Our Skills for Success group is coming to an end. We've had the opportunity to discuss self-esteem and self-care, healthy relationships, bullying, communication skills, etc. The six students who participated did an amazing job, were receptive and contributed to the discussions. Also, we are sad to announce that we lost the Chair Volleyball Rematch game against the Senior Center. Maybe third times a charm?

Our Youth Council keeps growing and are always accepting new members. We have begun to prepare the beds in the Food Bank Garden so we can begin growing produce for families or individuals in need of fresh vegetables. We have continued to team up with the S.W.H.S. Interact Club to coordinate and do volunteering events together. Our Youth Council members volunteered

at the Parks & Recreation Easter Egg Hunt selling drinks and snacks, collecting donations for the Food Bank, and helped disperse the eggs around the field.

We are looking forward to teaming up with businesses in the community to expand programming and offer more for our students.

School Outreach & Prevention

Youth and Family Services sponsored a "Healthy Living" poster contest at TEMS during the month of April. Students were asked to create a poster focused on one of 4 areas of prevention: Alcohol, Marijuana, Vaping and Smoking. The students really stepped up and created beautiful posters with important information about these important topics. A group of 7 judges choose the three top winners and 6 additional honorable mentions. They all received a gift card and a drawstring bag.

The SADD Club is busy preparing for their Prom Promise activity at SWHS. They will ask participating Juniors to sign a contract to encourage them to make good choices during prom events - and each and every day. The club is also organizing the second annual "Be The Light" Fun Run/Walk, which will be held on Sunday, May 22, 2022 at Nevers Road Park. It will be in conjunction with the Recreation Department's "Trails for Charities" Day. It will not be a timed event. All proceeds will be shared between the SADD Club and the Purple Light Project, which brings attention and support to mental healthy patients throughout Hartford Healthcare.



Human Services Department

Andrea Cofrancesco
Director of Human Services

Youth Counseling, Parent Education and Support

YFS counselors remain busy with 82 active cases of youth seen for mental health counseling. That is an increase of 17 cases in the last month! Referrals to counseling services are continuing to rise. We have had 20 new referrals in April. All of the spots for counseling with Alexander Pepe from Intercommunity are filled and all of Sarah's additional hours are filled. Robin is in the process of referring them to providers in the community but many are on a waitlist at well which makes it difficult. We will be using ARPA grant funds to hire a part time counselor so we can continue to meet the needs of our community. . Kathy and Robin are working with TEMS and SWHS to plan a summer program to address the issue of school avoidance and truancy, as we have seen a rise this school year.

Although we no longer have a Parent Educator, thanks to DCF Enhancement grant funds, we have contracted services with Peace At Home Parenting, Inc.

“Connection, Cooperation, Joy – let Peace At Home Parenting Solutions help you define your relationship with your child. We start by teaching from the heart.”

South Windsor Youth & Family Services has collaborated with Peace At Home Parenting Solutions to bring you expert guidance and evidence-based strategies that solve parenting challenges and increase connection and cooperation with your kids.

In April, they offered:

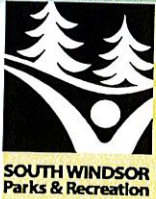
- Help Your Child with ADHD
- Perfectionism, Finding the Joy in Letting Go
- Keep Calm and Get Cooperation through Playfulness
- School Refusal: What's Important to Know and What to Do
- LGBTQ+ What to Say to Your Child and How to Say It to Communicate Love and

Acceptance

- Family Wellness for Parents on the Run

To sign up for a class- [South Windsor – Peace At Home Parenting Solutions](#)
Free with Code: SWindsorPeace

*Liz Langevin, LCSW
Youth and Family Services*



Parks & Recreation Department

Molly Keays
Director of Parks & Recreation

“Discover the Benefits!”

John Caldwell, Jr.
Parks Superintendent

MONTHLY REPORT

Jennifer Filer
Asst. Director of Parks & Recreation



MONTHLY REPORT

Park & Recreation Commission (PARC):

The Commission held a meeting on Wednesday, April 13, at Town Hall. We went over the progress of the Parks and Recreation Facility Planning and

Implementation Committee and discussed ways for the commission to support the committee. The next meeting will be held on Wednesday, May 11 at the Town Hall at 7:30pm.

The South Windsor Walk & Wheel Ways (SWW&WW): SWW&WW had a successful week of the 4th grade bike program at Old Orchard Hill. They will be conducting a second 4th grade bike program at Eli Terry the third week of May.

The Parks and Recreation Facility Planning and Implementation Committee:

The committee has met three times over the last few months to begin the process of reviewing potential locations and plans for the future location of the Parks and Recreation Department along with touring other town's facilities. Our plan is to create a needs assessment survey to the community and start meeting with local groups to get insight of what the town needs from recreation. The next meeting for this committee will be on Thursday, May 12 at 5:30pm in the Madden room.

RECREATION DIVISION “*Feel great – recreate!*”

Spring and Summer Updates: Our resident registration was on Wednesday, April 6 and our non-resident registration opened on April 13. We have had over 3,500 registrations so far for our upcoming spring and summer programs.

Max Challenge: On March 26th the Family Fun Fair was held at Wapping Parks and Recreation

in partnership with the Max Challenge. All of the proceeds from this event go directly to programs that support their healthy habit movement along with the Food and Fuel Bank. The event had 50 vendors, family friendly activities and more. This was a fun event and brought a large crowd to Wapping to kick off our Spring and Summer programming.

Fishing Derby: Our 37th annual Fishing Derby was held on Saturday, April 9 and was a huge success! Despite the unpredictable weather, we had over 200 residents of all ages enjoy their time fishing for trout in the freshly stocked pond. The Parks Department's newly added bridge at the Fishing Derby Pond allowed access to the back side was a perfect addition to the event.

This free event was sponsored by the Jaycees and Wapping Fair.

Egg Hunt: SWPRD's 49th Annual Egg hunt was back this year after a two-year Covid-related hiatus! 30,000 eggs were distributed amongst seven different groups (split up based on age/grade, all the way from under 2 years old up to second grade). Over 2,500 people came out to "hunt" for eggs with us! We also hosted a sensory-friendly egg hunt at the beginning of the day for those friends that may find the egg hunt experience overwhelming. Approximately 10 children and their families attended this hunt! Thank you to Imperial Oil for your continued support for this signature event. And thank you to our partners, The SW Community Women's Club for running the Kids Fair, and to the SWHS National Honor Society, SW Teen Center and the Interact Club for volunteering their time to make our event such a huge success!

April Vacation Camp: For two days during the schools' April Vacation, we hosted full-day camps that were full of fun! We had so much fun on the vacation days! We created masterpieces out of cardboard boxes, jumped in SWPRD's Moon

Bounce, played World Cup Soccer, made our own playdough, competed in Minute To Win-It challenges, walked to Nevers Park Playground, had an egg hunt, participated in an egg toss, played a variety of giant yard games, decorated their own ceramic plates/bowls to take home, and many other fun activities and games with friends!

Preschool: Preschool Session D began on 4/18! 3-5 year old classes and our parent/child classes are full at 100%! In our 2 year old classes, 66/70 spots are filled, representing nearly 95%! Preschool Session C wrapped up at the end of March, with only one-make up class in April. The program took a hiatus for spring break (in conjunction with South Windsor Public Schools Spring break). We are happy to be back for Session D!

4th R: 4th "R" has lots of recreation based fun each day with activities such as gym games (highlights include "Get Your Trash Out Of My Backyard," "Battleship," Football, and relay races), and special group activities such as making their own schools playdough, celebrating "burrito" day with paper burrito creations, egg hunts, giant slime bubbles, building 4th "R's longest beaded chain, an "Under the Sea" theme day, and making their own ice cream in a bag! Pre-registration is being conducted this month for the 2022/2023 school year for all currently-enrolled 4th "R" participants and our public registration lottery will take place on May 14.

Youth Athletics: Our Youth Basketball program concluded on April 3 with our 4 championship games. Overall it was a very successful season and we were thrilled to offer the program this year! We had another successful month with our learn to skate program which was at capacity for enrollment at 65 participants.

Adult Athletics: Men's Basketball wrapped up in April with the champions being the Square Peg Pizzeria. Our Adult Volleyball league wrapped up after another long successful season. We had max capacity in both our men's and women's leagues. Adult Cricket at Wapping concluded in April, and we were happy to have been able to offer space for a growing sport! We are excited to begin our adult softball and cornhole league this summer.

Wellness Programs: Yoga has returned in person and we currently have 43 participants registered between the three classes. Virtual classes are still being held for those who are unable to meet in person and wish to continue from home. Creative Cardio, Self Defense is Karate and Jukido are also

being offered at our Wapping Parks & Recreation Facility.

Farmers Market: We are ramping up for the Farmers Market season! We will be kicking off the market on Saturday, June 4 from 9-12pm. We are excited to welcome over 35 vendors, local breweries, food trucks, and live music!

Veteran's Memorial Pool: Join us this summer for the launch of our new water safety program! We plan to spend the summer educating our community on the importance of being safe around the water. Financial assistance is available today for lessons! More information is available on our website under Department info- Financial assistance. Give your children the confidence, and yourself the peace of mind, that comes with proper swim lesson instruction.

Summer Camps: We are currently hiring camp staff to join our team and make a difference in the lives of our youth! Our wide variety of summer camp options have already over 2,000 enrollments! We are excited to be welcoming more youth back this summer.

PARKS DEPARTMENT "Caring for South Windsor's Growing Needs"

Athletic Fields & Grounds:

- As a result of continual extreme weather, the Parks Crew finally had the opportunity to begin work on athletic field preparation for the spring sports season. Even though the crew was ready to prep the facilities, due to circumstances out of our control with the weather patterns, the facilities were not ready and safe for play until later than desired. This also resulted in an unfortunate situation where the fields were not ready for the opening day varsity game. Our goal is to always provide safe and quality fields for all our athletes. That being said the crew came through once again addressing a couple of drainage issue on two fields we are ready for the spring season to begin.
- Groomed the synthetic turf field at the high school stadium to provide at least one usable area for their team try-outs and pre-season practices that started March 16th until natural turf fields are ready.
- While waiting for grounds to thaw and dry we worked on some other projects such as A Memorial Bench at Nevers, clearing some tress and invasive plants at various properties around

town.

- We are lucky to have our Parks employees able to service most of our small equipment in house such as mowers, trimmers, blowers and chain saws. Which has sure come in handy with all the work we have done! Thanks Crew!

Parks & Open Space:

- We are always working hard to maintain the hundreds of acres of open space that abut property owners and some of the detention basins around town that have become overgrown and no longer function as they were design to.
- We have started aggressive stump removal at Rye Street Park and the Priest Property to ensure our properties are esthetically pleasing.
- Added approximately 60 tons of lime to Avery and Deming Gardens to offer a successful growing season for our community gardeners.

Projects:

John J Mitchell Fair Grounds
Avery Gardens
Deming Gardens
Farmers Market
Redesign Porters Hill
Deming /Avery Garden Kiosk
Parking lot @ 1355 Ellington Rd Wapping park
Pickle ball & Dek Hockey @ Rye Street

Parks Photos:



The Parks Crew has been working hard on many spring ballfield renovations



In order to provide proper PH levels for our community gardeners, lime was added to both of our community garden sites

Parks Photos:



Unavailing of the new John J Mitchell Fair Grounds @ Rye St with the Mitchell family

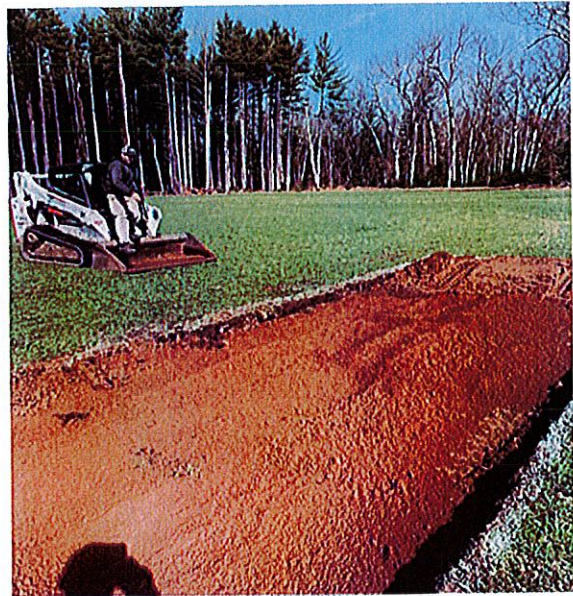
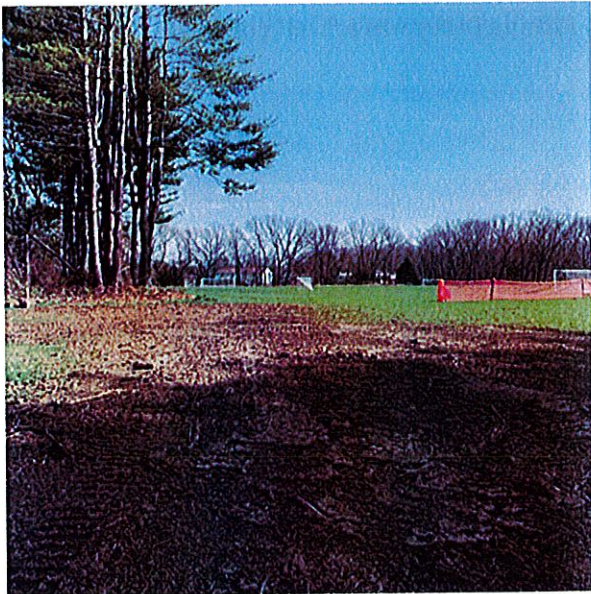


New memorial bench in memory of Brian Moran. "Relax", perfect new bench to enjoy the visa at Nevers Park.

Parks Photos:

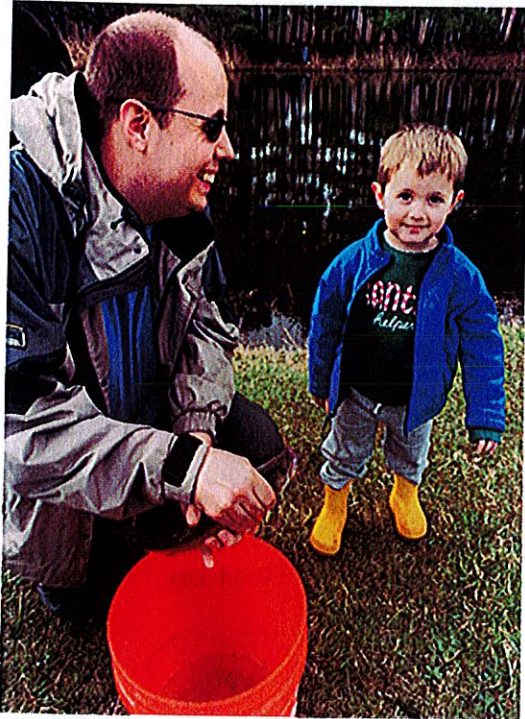


The new bridge at the South Windsor Fishing Derby pond off Frazier Fir offered access to the entire pond for participants of the Fishing Derby

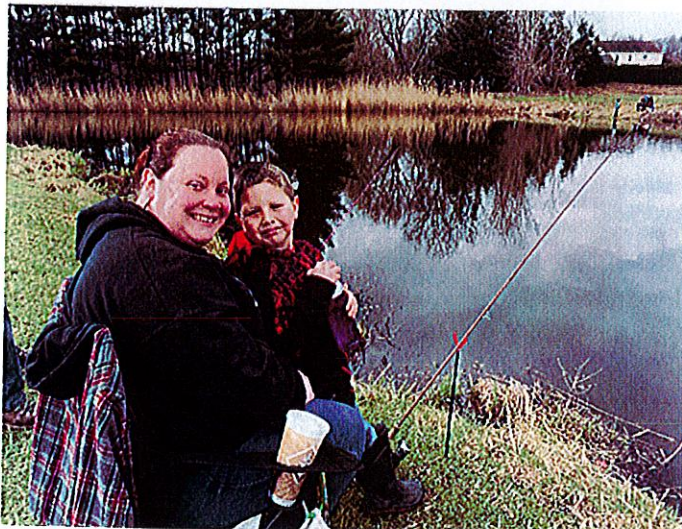


After removing 16 stumps from Rye St Park. Now the area will be regraded and seeded for a new lawn area. Because of the growing demand for Cricket a second pitch was added to the John J Mitchell fair grounds.

Recreation Photos:



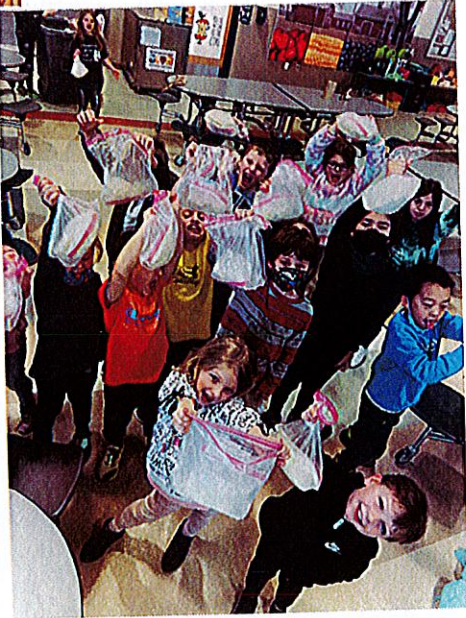
Fishing Derby was a "reel" good time!



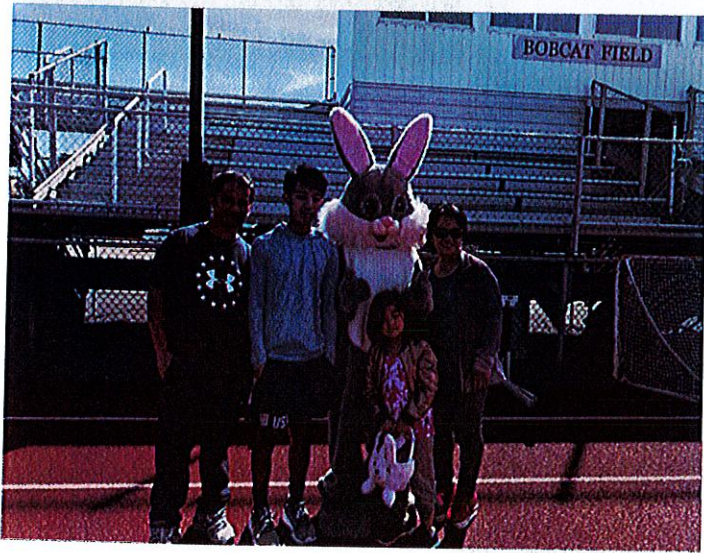
Recreation Photos



Making friends and getting creative with our Preschool classes



Recreation Photos



Our Egg Hunt was a huge success and enjoyed by many!
Thank you to all that help make this event possible!



May 2022 Town Council Meetings and Events

Meetings

Monday, May 2, 2022

7:00 pm Regular Meeting

Council Chambers

Thursday, May 9, 2022

7:00 pm Special Town Council Meeting

Council Chambers

Monday, May 16, 2022

7:00 pm Regular Meeting

Council Chambers

Holidays

Sunday, May 8, 2022

Mother's Day

Monday, May 30, 2022

Memorial Day– Town Offices Closed

Layout by Katherine Senerth, Executive Assistant



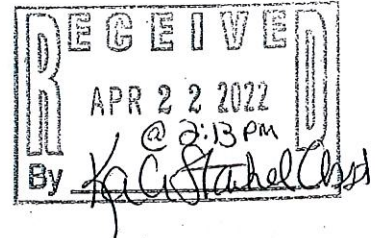
**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes – REVISED 4/22/22

Page 1

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.

2. Pledge of Allegiance

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 Andrew Paterna
Councilor Lydecker (Arrived late)

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.

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.

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 2

March 21, 2022

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. **MOTION CARRIES.**

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.
- 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

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 3

March 21, 2022

Answering questions from the Council, Town Manager Maniscalco explained that regarding the FOI request there are a number of items in the Freedom of Information 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.

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

(Continued on Next Page)

Page 3 of 14

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 4

March 21, 2022

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 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 February 22, 2022.

Deputy Mayor King seconded the motion which passed by a unanimous voice vote. **MOTION CARRIES.**

Councilor Paterna 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 March 1, 2022 Special Town Council Meeting.

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). **MOTION CARRIES.**

13. New Business (Moved)

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.

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 5

March 21, 2022

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%.

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 which is 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 and that components will be contributed to revenues including, 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.

(Continued on Next Page)

TOWN COUNCIL

TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 6

March 21, 2022

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.

17. **Executive Session** (*Moved*)

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

Deputy Mayor King moved to go into executive session and invited Town Manager, Michael Maniscalco, Assistant Town Manager, Vanessa Perry, and Assistant Town Manager, Scott Roberts. The motion was seconded by Councilor Paterna and was approved unanimously by voice vote. **MOTION CARRIES.**

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.

Councilor Evans informed members of the Town Council that the Human Relations Commission 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.

Councilor Evans informed members of the Town Council that 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.

Councilor Evans informed members of the Town Council that the 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.

Councilor Evans informed members of the Town Council that 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.

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 7

March 21, 2022

Councilor Evans informed members of the Town Council that 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.

Councilor Evans informed members of the Town Council that 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.

Councilor Evans informed members of the Town Council that 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.

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

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 8

March 21, 2022

Councilor Gamble made a motion to approve Agenda Items 11.a.A through 11.a.B. as a First Reading on the Consent Agenda at which time Councilor Paterna made a motion to move Item 11.A.a. and Item 11.A.b. off the consent agenda and add as 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.

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

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 9

March 21, 2022

- c. Miscellaneous
None

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 made a motion for the adoption of the following resolution:

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.

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

13. New Business (Continued)

- AA. **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**

Councilor Gambled moved for the adoption of the following resolution:

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

The motion was seconded by Councilor Kozikowski and at which time discussion took place. Councilor Gamble speaking in approval of the adoption of the resolution asked fellow Councilors to be transparent as to why they would be voting in the descent. Councilor Kozikowski speaking in favor of the adoption of the resolution spoke in favor of appointing Audrey Delnicki to the Blighted Property Appeals Board and noted that Ms. Delnicki brings experience and that Blight Enforcement requires a certain dedication and personality. Councilor Kozikowski raised concerns with his fellow councilors that if the process of "First Reads" & "Second Read" on the Consent Agenda was going to turn into a process of two votes to approve an appointment and one vote to deny an appointment that the process may need to be reconsidered.

(Continued on Next Page)

Page 9 of 14

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 10

March 21, 2022

Councilor Koboski speaking in favor of appointing Audrey Delnicki to the Blighted Property Appeals Board indicated that he had firsthand knowledge of Ms. Delnicki's experience with blight enforcement when Councilor Koboski had questions about the process Ms. Delnicki made herself available as a resource and was able to explain the process.

Councilor Paterna indicated that he felt there had been many accounts in which Councilors had reached out to Ms. Delnicki to express the concerns of the Town Council and that it was now up to the individuals being appointed to address the concerns the Council has.

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

AB. 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

Councilor Gambled moved for the adoption of the following resolution:

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

The motion was seconded by Councilor Kozikowski and at which time discussion took place. Councilor Gamble speaking in approval of the adoption of the resolution indicated that certain conversations had been had regarding the appointment of Mr. Balboni and that enough time had elapsed and conversations were going well.

Councilor Kozikowski speaking in favor of the adoption of the resolution indicated that Mr. Balboni would be a valuable asset to the Economic Development Commission as Mr. Balboni works in finance and has ventures in small business and would bring knowledge and experience. Furthermore, Councilor Kozikowski noted that when a board or commission does not have a quorum no business can be conducted and that when an opportunity presents itself appointments should be made.

Councilor Koboski speaking in favor of the adoption of the resolution noted that Mr. Balboni has a professional financial background and that Mr. Balboni would be a good fit because he is a small business owner in town.

Councilor Paterna made comments in reference to Councilor Gamble's input and feels that there are still a number of concerns regarding the appointment of Mr. Balboni to the Economic and Development Commission.

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 11

March 21, 2022

Councilor Evans reflecting on the comments of Councilors noted that the Town Council cannot simply put forward any name of someone who wants to volunteer but has a duty, however, to put forward the most appropriate person to fill positions that the Town Council feels are the most appropriate fit and that the Council needs to hold appointees to a high standard.

Councilor Gamble indicated that one moment in time does not define who a person is and that when someone owns up to a mistake that one moment in time should not bar a volunteer from serving the residents of South Windsor.

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

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

Councilor Evans moved for the adoption of the following resolution:

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

The motion was seconded by Councilor Paterna at which time Councilor Paterna noted that Janice Snyder was a wonderful appointment and that eight years ago Ms. Snyder was very much involved in the last strategic plan. There being no further discussion Mayor Pendleton called for a vote which passed by unanimous voice vote. **MOTION CARRIES.**

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

Councilor Kozikowski moved for the adoption of the following resolution:

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

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

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

Councilor Kozikowski moved for the adoption of the following resolution:

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

(Continued on Next Page)

Page 11 of 14

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 12

March 21, 2022

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

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

Deputy Mayor King moved for the adoption of the following resolution:

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

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

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

Councilor Lopez moved for the adoption of the following resolution:

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.

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

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

Councilor Paterna moved for the adoption of the following resolution:

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

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

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 13

March 21, 2022

I. Resolution Approving the Fiscal Year 2023 Budget Calendar

Deputy Mayor King moved for the adoption of the following resolution:

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**.

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

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

Councilor Gamble moved for the adoption of the following resolution:

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**.

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

14. Passage of Ordinance

None

15. Public Input for Any Matter

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

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes – REVISED 4/22/22

Page 14

March 21, 2022

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.

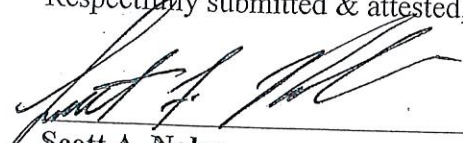
16. Communications from Council

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

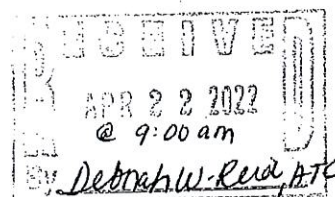
There being no more business to come before the meeting, Councilor Paterna made a motion to adjourn the Regular Town Council Meeting at 9:20 p.m. The motion was seconded by Councilor Gamble which passed by a unanimous voice vote. **MOTION CARRIES.**

Respectfully submitted & attested,



Scott A. Nolan
Clerk of the Council

TOWN COUNCIL
TOWN OF SOUTH WINDSOR



Minutes

Page 1

April 18, 2022

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 Erica Evans
Councilor Jamie Gamble
Councilor Phillip Koboski
Councilor Marek Kozikowski
Councilor Cesar Lopez
Councilor Andrew Paterna

Others Present: Michael Maniscalco, Town Manager
Vanessa Perry, Assistant Town Manager/Director of H.R.
Scott Roberts, Assistant Town Manager/ Public Safety & Technology

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 18, 2022, for the purposes of receiving citizen input on the proposed General Government Budget for the Fiscal Year 2022-2023.

Mayor Pendleton shared with members of the audience an email she had received regarding the South Windsor Fire Department's Annual Dinner of recognition and longevity and noted that while in attendance Town Manager, Michael Maniscalco held a tabletop exercise hosted by Texas A&M Engineering Extension Services (TEEX), which offers training programs and technical assistance to public safety workers. Mayor Pendleton read the email for the audience from Tommy Camden and TEEX thanking the Town of South Windsor for an exceptional three-day visit and how wonderful the South Windsor Town staff was. TEEX would be working on an After-Action Report for the Town and they look forward to our next collaboration together.

5. Adoption of Agenda

Councilor Marek Kozikowski made a motion to adopt the April 18, 2022 agenda. Councilor Erica Evans made a motion to add item # 13 E to the agenda (A resolution concerning the approval and

(Continued on Next Page)

Page 1 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 2

April 18, 2022

extension of an application of a flag to be flown over the Town of South Windsor in continued recognition and support for the people of Ukraine and of the Ukrainian community). Councilor Andrew Paterna seconded the motion and it passed unanimously. Deputy Mayor King made a motion to delete item 17. E (To discuss the Possible Purchase of Real Estate for the Town pursuant to Connecticut General Statutes §1-210(b)(7) (Nutmeg Road) and replace with item #17 F (To Discuss a Personnel Matter (Town Managers Previous 2021 Performance Evaluation)). The motion was seconded by Councilor Philip Koboski. **MOTION CARRIES.**

6. Communications and Reports from Town Manager

- Mr. Maniscalco informed members of the Council that it had come to his attention that the Vibert Road Boat Launch had become a conversation on social media recently and that the challenge with the South Windsor side of the river is that the channel of the Connecticut River is on the opposite side of the river causing the river to silt in where our boat launch is located. Mr. Maniscalco noted that in order for the Town to clear out the boat launch, a regular dredging effort of the river would need to occur and that the Town does the best it can in order to maintain the Boat Launch, however, the Town equipment can only reach so far. Mr. Maniscalco noted that in order to undertake the dredging efforts, the Army Corp of Engineers would be willing to approve and possibly conduct the efforts to dredge the boat launch area. Mr. Maniscalco noted that regardless of any effort made by the Army Corp of Engineers and the Town the Vibert Road Boat Launch would not likely be a full boat launch for powerboats to launch without there being a change in the channel of the river.
- Mr. Maniscalco updated members of the Council on the Mary Drive Tennis Courts and indicated that they were in disrepair and created a potential hazard for children in the area as a result the Town removed the courts and would be planting and maintaining grass in the area until funds could be made available for a new court or another option. Mr. Maniscalco noted that any other change to the area would require and need the approval of the Planning & Zoning Commission.
- Mr. Maniscalco addressed members of the Council regarding Article IV. Sec. 86-116 requiring that all structures within the community are required to be numbered and explained that whenever a new structure is being built, the building department will not issue a CO until it has a number clearly displayed on the building. Mr. Maniscalco noted to members of the Council that while he understands numbers may fall off or maybe removed and not replaced from time-to-time that it helps our first responders in the event they need to find you in an emergency and that he is requesting everyone take the appropriate steps to make sure their home or office complies.

(Continued on Next Page)

Page 2 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 3

April 18, 2022

- Mr. Maniscalco informed members of the Council that on April 5th the Town staff participated in a multi-disciplinary tabletop exercise in which both full-time and volunteers worked together to find solutions and test plans in the event of an emergency scenario provided by Texas A&M. Mr. Maniscalco noted that the feedback from the observers was very positive and that many felt that the community should feel very fortunate to have such a broad spectrum of extremely skilled and qualified individuals protecting the community.
- Mr. Maniscalco advised members of the Council regarding the Town budget that he had been following the State Legislature closely as it relates to the budget approval process and that the State Legislator is on track to pass their budget on May 4th which is one day after the Council is scheduled to approve the Town budget. Mr. Maniscalco informed members that in accordance with the South Windsor Town Charter that the Town budget must be approved by May 22nd and suggested that the Town Council move the date beyond May 3rd to have a clear picture of the State budget.
- Lastly, Mr. Maniscalco provided an update regarding the replacement project of Beelzebub Road and that a contractor and Town staff had been in the area removing trees to work on the utilities so that actual road reconstruction and paving can begin as soon as possible.

Answering questions from the Council, Town Manager Maniscalco explained that the Town of South Windsor does not have a budget line or a program at this time in which residents of the community could purchase address numbers to display on their homes. Mr. Maniscalco went on to further explain the Town budget's approval process and that if the State Legislator were to delay the budget process there are other possible dates for the Town Council to approve the Town of South Windsor Annual budget that would comply with the Town Charter.

7. Public Input

Audrey Delnicki (*130 Felt Road*) reminded members of the Town Council regarding an email Ms. Delnicki had sent to members of the Council regarding two commissions that she had volunteered for (Inland/Wetlands Conservation Commission & Blighted Property Appeals Board) in which her appointment was denied. 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.

Dan Edwards (*131 Hilton Drive*) spoke in approval of the agenda and noted that since there were no changes to the Town Council Agenda that there must be no Republican appointments on the agenda. Mr. Edwards urged members of the Town Council to take a moment and respond

(Continued on Next Page)

Page 3 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 4

April 18, 2022

to requests for additional information as to why appointments and recommendations by the Republican party were being denied.

8. **Adoption of Minutes of Previous Meetings**

Councilor Erica Evans 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 Deputy Mayor Steven King, Jr. and at which time discussion took place regarding several corrections that needed to be made in regards to the accuracy of the March 21, 2022, Regular Town Council Meeting minutes. Councilor Kozikowski noted a numbering error along with lacking significant discussion regarding item #13A (resolution appointing Audrey Delnicki to the Blighted Property Appeals Board) and item #13B (resolution appointing Richard Balboni as an Alternate to the Economic Development Commission) and respectfully requested that the meeting minutes be tabled until the necessary corrections were made.

After some discussion, Deputy Mayor King and Councilor Evans withdrew their motion at which time Councilor Kozikowski made a motion to table the meeting minutes from the March 21, 2022 meeting, and the motion to table the meeting minutes of March 21, 2022, was seconded by Deputy Mayor King. The motion on the question to table the meeting minutes of March 21, 2022, passed by unanimous voice vote. **MOTION CARRIES.**

Councilor Erica Evans 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 Special Budget Work Session Meeting of March 29, 2022.

The motion was seconded by Councilor Philip Koboski and the motion passed by a roll call vote of 7 ayes (Councilors Evans, Koboski, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays, and 1 abstention (Councilor Lopez). **MOTION CARRIES.**

Councilor Erica Evans 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 Special Town Council Meeting of March 31, 2022.

The motion was seconded by Councilor Andrew Paterna. Councilor Kozikowski noted that he was listed as being both present and absent on the Special Town Council Meeting minutes of March 31, 2022, and that the record should reflect his absence as he was unavailable and not present at the March 31, 2022 meeting. The motion passed by a roll call vote of 5 ayes (Councilors Koboski, Lopez,

(Continued on Next Page)

Page 4 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 5

April 18, 2022

Paterna, Mayor Pendleton, and Deputy Mayor King) 0 nays, and 3 abstentions (Councilors Evans, Kozikowski, and Gamble). **MOTION CARRIES.**

Councilor Erica Evans 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 Special Budget Work Session of March 31, 2022.

The motion was seconded by Deputy Mayor King and the motion passed by a roll call vote of 5 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, and Deputy Mayor King) 0 nays, and 3 abstentions (Councilors Evans, Kozikowski, and Gamble). **MOTION CARRIES.**

Councilor Erica Evans 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 4, 2022.

The motion was seconded by Deputy Mayor King and the motion passed by a roll call vote of 7 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays and 1 abstention (Councilor Evans). **MOTION CARRIES.**

Councilor Erica Evans 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 concerning the transfer of Funds from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account of April 4, 2022.

The motion was seconded by Deputy Mayor Steven King, Jr. and the motion passed by a roll call vote of 7 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays, and 1 abstention (Councilor Evans). **MOTION CARRIES.**

Councilor Erica Evans 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 concerning the proposed Board of Education Budget for Fiscal Year 2022 / 2023 of April 4, 2022.

The motion was seconded by Councilor Koboski and the motion passed by a roll call vote of 7 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays, and 1 abstention (Councilor Evans). **MOTION CARRIES.**

(Continued on Next Page)

Page 5 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 6

April 18, 2022

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

Councilor Evans reported on the Human Relations Commission which met on Thursday, April 7th and informed members of the Town Council that they are planning a Pride event on June 28th and that more information would be coming forward. Councilor Evans also informed members of the Town Council that the Human Relations Commission was working on an event regarding "Race Amity Day" which is scheduled for June 12, 2022. Councilor Evans indicated that the Human Relations Commission is still accepting submissions for the photo contest and exhibition until June 24th and that the theme is resilience and hope rising in South Windsor. Councilor Evans explained that winners would be announced in July and the award ceremony will take place in August.

Councilor Evans updated members of the Town Council regarding the Park & Recreation Commission which met on Wednesday, April 13th and that the registration for Spring and Summer Registration went live on April 6, 2022, and that there was an impressive response for registration signups and that as a result, many summer programs and activities have an active waitlist. Councilor Evans also informed members of the Town Council that the Annual fishing derby had over 200 attendees despite the weather. Councilor Evans informed members of the Town Council that the Park & Recreation Department had crews going around town to prepare the parks for the upcoming season. Councilor Evans also noted that the space at the John J. Mitchell fairgrounds now has space for Cricket which members of the community are excited about. Councilor Evans also informed members of the Town Council that a new sign was installed at Avery Gardens and this year Avery Gardens will feature a seed kiosk for residents to share seeds throughout the season with each other.

Lastly, Councilor Evans updated members of the Town Council regarding the Social Justice & Racial Equity Commission and the Arts Commission that they were created with the best interest of the community in mind and that the premise was to make these two specific committees as non-political and community-driven as possible. Councilor Evans stated that in order to be a member all you needed to be was a registered voter and not a member of a Town Committee. Councilor Evans asked that if names didn't come forward, specifically from the Republican Town Committee that the Town Council should reconsider the ordinances that created the commissions to make them more feasible.

Councilor Kozikowski updated members of the Town Council about the Planning & Zoning Commission and that there had been two meetings recently where a discussion took place regarding a one-year moratorium for applications specific to warehouse or freight terminals and that zoning regulations were going to be examined to ensure they are consistent with what the Town of South Windsor wants.

10. Reports from Committees

Councilor Evans updated members of the Town Council regarding the Park & Recreation Facilities Implementation Committee which had recently met and took a tour of the Old Orchard Hill building to see how it could be used as a temporary Parks & Recreation Department. Discussion also took

(Continued on Next Page)

Page 6 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 7

April 18, 2022

place regarding amending the original resolution based on committee recommendations and that a further update would be coming forward.

11. Consent Agenda

Councilor Cesar Lopez made a motion to approve Agenda Item 11. B.1. as a Second Reading on the Consent Agenda. Councilor Andrew Paterna seconded the motion, and it was approved unanimously.
MOTION CARRIES.

A. First Reading
None.

B. Second Reading

Resolution Appointing Damian Humphrey (D) to the Mass Transit & Highway Advisory Commission for a term ending November 30, 2023.

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Damian Humphrey (D) to the Mass Transit & Highway Advisory Commission for a term ending November 30, 2023.

C. Miscellaneous
None

ITEM:

12. Unfinished Business

A. **Discussion Item: Potential Amendment to Local Preference Ordinance**

Councilor Kozikowski spoke to members of the Town Council regarding the proposed amendment changes to the Local Preference Ordinance, specifically the threshold of 3% of the max or minimum could get preferential treatment, and that the change could be an increase of as much as 10%. Councilor Kozikowski indicated that this would make it easier for local businesses, however, it was also important not to deter outside businesses from providing bids. Councilor Kozikowski indicated that he would be looking at what other communities did and whether or not they were successful, furthermore, Councilor Kozikowski suggested that the Town Attorney take a look at the current proposals to obtain feedback.

(Continued on Next Page)

Page 7 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 8

April 18, 2022

13. New Business

A. Resolution Appointing Peter R. DeMallie (U) to the Central Regional Tourism District.

Mayor Liz Pendleton moved for the Adoption of the following resolution:

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.

Councilor Erica Evans seconded the motion, and it was approved unanimously.
MOTION CARRIES.

B. Resolution Concerning the Approval of a flag to be blown over the Town of South Windsor in honor of Public Works Week.

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

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.

Councilor Andrew Paterna seconded the motion, and it was approved unanimously.
MOTION CARRIES.

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 moved for the Adoption of the following resolution:

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;

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 9

April 18, 2022

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 ¹ 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.

Councilor Erica Evans seconded the motion, and discussion took place regarding the use of the word "characteristics" within the resolution. Mayor Pendleton expressed concern that the word didn't make sense in this context and asked members of the Town Council for feedback. Councilor Kozikowski suggested changing the word characteristics to the word demographics. There being no further discussion, Mayor Pendleton called for a vote which passed by unanimous voice vote. **MOTION CARRIES.**

Answering questions from the Town Council, Town Manager, Michael Maniscalco expressed that the purpose of the resolution was due to the fact that the Town of South Windsor had already met the requirement for affordable housing within the community and that going forward in order to get a moratorium on affordable housing the Town of South Windsor must create a plan.

¹ Clerk Note: The use of the word characteristics within the resolution was discussed and amended to replace "characteristics" with "demographics".

(Continued on Next Page)

Page 9 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 10

April 18, 2022

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

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

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.

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

E. Resolution concerning the approval and extension of an application of a flag to be flown over the Town of South Windsor in continued recognition and support for the people of Ukraine and of the Ukrainian community. (Added Agenda Item)

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

BE IT RESOLVED, that the South Windsor Town Council hereby approves and extends a request to fly the Ukrainian flag over the Town of South Windsor and asks the Town Manager, Michael Maniscalco have the flag raised on the flagpole at the Wapping Community House and lowered on Sunday, May 15, 2022, in our communities continued recognition and ongoing support of the people of Ukraine.

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

14. Passage of Ordinance

None

15. Public Input for Any Matter

Audrey Delnicki (130 Felt Road) spoke to members of the Town Council regarding the votes taken at tonight's meeting for the resolutions approving the minutes of the April 4, 2022, Town Council meeting, the Public Hearing regarding the transfer of funds from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account, and the Public Hearing concerning the proposed Board of Education Budget for Fiscal Year 2022/2023. Ms. Delnicki indicated that Councilors Paterna and Gamble were not at the Town Council meetings and therefore should not have casts votes.

Councilor Evans read a letter into the record from Paul Bernstein (191 Newberry Road) regarding a concern Mr. Bernstein has about why citizens feel the need to open carry within the Town Hall as

(Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 11

April 18, 2022

there are no deer, turkeys, or ducks, and therefore, not for hunting. Communication from Mr. Bernstein indicated that in his opinion the only use for a citizen to open carry was for intimidation and that Connecticut General Statutes ban the carrying of firearms in certain buildings. Laws pertaining to carrying firearms into town buildings can sometimes be vague, furthermore, Mr. Bernstein is asking members of the Town Council to consider adopting an ordinance prohibiting the carrying of firearms into the Town-owned building.

16. Communications from Council

Mayor Pendleton informed members of the Town Council that the council should address the record of votes from the approval of meeting minutes as councilor Paterna was not present at the April 4, 2022 meeting and should have recorded himself as an abstention.

Answering questions from the Town Council, the Town Attorney explained that the best way to correct the votes was to make a motion to reconsider the motion and that each motion would need to be corrected individually. The Town Attorney further noted that members of the Town Council did not need to be present at the meeting to vote on the minutes and that if Councilors were able to review the meeting minutes and review the meeting that they could in fact vote ayes or nay.

Deputy Mayor King made a motion to reconsider the votes for the April 4, 2022, regular Town Council meeting, and the April 4, 2022, Public Hearing minutes concerning the transfer of Funds from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account, and the April 4, 2022, Public Hearing regarding the Board of Education Budget for Fiscal Year 2022/2023.

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

17. Executive Session

Deputy Mayor Steven King, Jr. made a motion to go into executive session to discuss item # 17(E) (To discuss a Personnel Matter (Town Managers previous 2021 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. Mayor Pendleton offered an amendment to remove the names of Town Manager, Michael Maniscalco, Assistant Town Manager, Vanessa Perry, and Assistant Town Manager Scott Roberts, and to only include Scott Nolan, Clerk of the Council.

Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

(Continued on Next Page)

Page 11 of 12

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

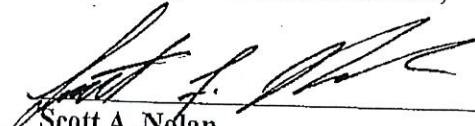
Page 12

April 18, 2022

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 8:22 p.m., which was seconded by Councilor Erica Evans and passed by unanimous voice vote. **MOTION CARRIES.**

Respectfully submitted & attested,

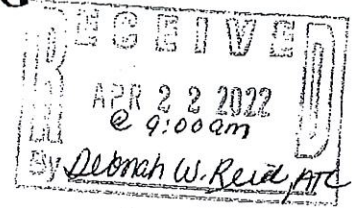


Scott A. Nolan
Clerk of the Council

MINUTES OF PUBLIC HEARING

Monday, April 18, 2022

Council Chambers
South Windsor Town Hall
1540 Sullivan Avenue
South Windsor, CT 06074



PURPOSE: Public Hearing to receive citizen input on the proposed General Government Budget for the Fiscal Year 2022/2023.

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

Public Comment

Mayor Pendleton asked if there was anyone from the public present and wishing to speak. There was no public input or email communications received to be read into record.

There being no members of the public wishing to speak before the meeting, Mayor Pendleton declared the Public Hearing closed at 8:02 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott A. Nolan", written over a horizontal line.

Scott A. Nolan
Clerk of the Council

Public Hearing Notice – Exhibit A

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TOWNS



Office of the Town Council
South Windsor, CT

RECEIVED
APR 11 2022
By: *Ka. O. [Signature]*

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: *[Signature]*
Scott A. Nolan
Clerk of the Council

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
April 11, 2022

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

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.

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 the 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.

Maniscalco, Michael

From: Maniscalco, Michael
Sent: Wednesday, April 20, 2022 7:21 PM
To: Pendleton, Elizabeth; Cesar Lopez; Koboski, Philip
Subject: Budget Work Group Summary

All,

The following is a summary of this evenings meeting:

General Gov:

-CUTS:
PZC Computers- \$13,000
IT Interns- \$22,000
Parks Truck- \$80,000
IWWA- \$1,000
Engineer Intern- \$12,000
Health Insurance- \$1,000
-ADDS:
Council Clerk Salary- \$4000

Total change to General Gov Budget: (\$125,000)

Revenue:

Increase ECS payment by \$100,000

BOE:

Reduce \$125,000

SUMMARY:

Overall reduction in request for taxes of \$350,000 resulting in a mill rate of 38.59408 which is a mill rate increase of 1.94%. On a home with a fair market value of \$250,000 this is approximately an increase of \$124 for the year or \$10 a month.

Let me know if I missed something or if you have a question.

Best,

Mike

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

SWCT
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MEMO

DATE: April 21, 2022
FROM: Carlene Andrulat
TO: Scott Nolan – Clerk of the Council
SUBJECT: Refund Batch #13 for Town Council – May 2, 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 4 refunds totaling \$10,944.20, 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
CHIN MARK T	2020-03-0053971	2020/863YYX/WBAGV4C04LCD87772	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(1,938.28)
CORELOGIC	2020-01-0002577	10 CHASE FARM ROAD	Sec. 12-129 Refund of Excess Payments.	(5,376.12)
KALLSTROM ADAM & GRACEFFA SARAH	2019-01-0004896	108 ANDREIS TRAIL	Sec. 12-129 Refund of Excess Payments.	(757.01)
WINDSOR FEDERAL SAVINGS	2020-01-0002150	30 NORMA ROAD	Sec. 12-129 Refund of Excess Payments.	(2,922.79)
Total of 4 Refunds				(10,994.20)

Drafted by:

Carlene Andrujat

Carlene Andrujat
Revenue Clerk

Date: 4/19/22

Approved by:

J. Hilinski-Shirley

Jennifer Hilinski-Shirley
Collector of Revenue, CCMC, CCMO

Date: 20 April 2022