

## AGENDA

TOWN COUNCIL  
COUNCIL CHAMBERS  
SOUTH WINDSOR TOWN HALL

REGULAR MEETING  
TUESDAY, SEPTEMBER 7, 2021  
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 King)
6. Communications and Reports from Town Manager
7. Public Input
8. Adoption of Minutes of Previous Meetings  
(Councilor Maneeley)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of July 19, 2021.

9. Communications from Liaisons, Officers, and Boards Directly Responsible to Council
10. Reports from Committees
11. Consent Agenda  
[All items listed under this section are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the Consent Agenda and be considered in its normal sequence on the Agenda.]

a. First Reading

(Councilor Lydecker)

Motion to Approve Agenda Items 11.a.A. through 11.a.D as a First Reading on the Consent Agenda

Public Meetings are the time and place at which the Town Council conducts official business of the Town. The Council reserves time and invites the public to be heard during **Public Input** as follows:

Item #7 and 15:

Public Input

When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address, and avoid personalities or impugning of improper motive to any person.

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.

**AGENDA**  
**Regular Meeting – Town Council**  
**Tuesday, September 7, 2021**

**11. Consent Agenda (Continued)**

**a. First Reading (Continued)**

**A. Resolution Appointing Madison Gonzalez (D) to the Board of Education 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 Madison Gonzalez (D) to the Board of Education for a term ending November 8, 2021, to fill the unexpired term of Michael Gonzalez and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**B. Resolution Reappointing Ritu Goel (D) to the Human Relations 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 reappoints Ritu Goel (D) to the Human Relations Commission for a term ending November 30, 2023, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**C. Resolution Reappointing Craig Zimmerman (D) to the Cable Advisory Board and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Craig Zimmerman (D) to the Cable Advisory Board for a term ending June 30, 2022, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**D. Resolution Appointing Damian Humphrey (D) to the Blighted Property Appeals Board and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

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

**AGENDA**  
**Regular Meeting – Town Council**  
**Tuesday, September 7, 2021**

**11. Consent Agenda (Continued)**

**a. First Reading (Continued)**

(Councilor Snyder)

Motion to Approve Agenda Items 11.a.E. through 11.a.G as a First Reading on the Consent Agenda

**E. Resolution Appointing Michael Lyon (R) to the Water Pollution Control Authority and Postponing Consideration of this Motion to the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Michael Lyon (R) to the Water Pollution Control Authority for a term ending November 30, 2023, to fill the unexpired term of Ashwatha Naryana and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**F. Resolution Reappointing Scott Andrusis (U) to the Redevelopment Agency and Postponing Consideration of this Motion to the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Scott Andrusis (U) to the Redevelopment Agency for a term ending December 31, 2024, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**G. Resolution Reappointing Barbara Barbour (R) to the Redevelopment Agency and Postponing Consideration of this Motion to the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Barbara Barbour (R) to the Redevelopment Agency for a term ending December 31, 2025, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**AGENDA**  
**Regular Meeting – Town Council**  
**Tuesday, September 7, 2021**

**11. Consent Agenda (Continued)**

**b. Second Reading**

(Councilor Lopez)

Motion to Approve Agenda Items 11.b.A. as a Second Reading on the Consent Agenda

**A. Resolution Appointing Deputy Mayor Pendleton (D) to the Pension Committee**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Deputy Mayor Pendleton (D) to the Pension Committee for a term ending November 8, 2021, to fill the unexpired term of Mary Justine Hockenberry.

(Councilor Koboski)

Motion to Approve Agenda Items 11.b.B. as a Second Reading on the Consent Agenda

**B. Resolution Reappointing John Phillips (U) to the Inland Wetlands Agency/Conservation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints John Phillips (U) to the Inland Wetlands/Conservation Commission for a term ending June 1, 2025.

**c. Miscellaneous**

None

**12. Unfinished Business**

**A. Discussion Item: The Creation of a Memorial to Honor Residents who have been Impacted by COVID-19 (requested by Councilor Evans) (Previously discussed at the Town Council Regular Meeting on July 19, 2021)**

**B. Discussion Item: Creation of an Arts Commission (requested by Councilor Evans) (Previously discussed at the Town Council Regular Meeting on July 19, 2021)**

**C. Discussion Item: Legalization of Marijuana in the State of Connecticut and the Possible Impacts on the Town of South Windsor (requested by Councilor Koboski and Mayor Paterna) (Previously discussed at the Town Council Regular Meeting on July 19, 2021)**

**AGENDA**  
**Regular Meeting – Town Council**  
**Tuesday, September 7, 2021**

**13. New Business**

**A. Resolution Approving a Transfer of \$1,320.33 from the Fire Marshal Operating Account to the Building Maintenance Utilities Account**  
**(Deputy Mayor Pendleton)**

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$1,320.33 from the Fire Marshal Operating Account to the Building Maintenance Utilities Account to cover costs for cell service for iPads.

**B. Resolution Regarding DNR Laboratories**  
**(Councilor Evans)**

WHEREAS, the Town of South Windsor has a very complex audio-visual system that is used to hold, record, and broadcast public meetings; and

WHEREAS, given the specialized nature and intricacies of the setup, all of the equipment in the meeting rooms and the control room has been installed, configured, and supported by the same vendor, DNR Laboratories of Watertown, Connecticut, to allow such equipment to seamlessly integrate; and

WHEREAS, an effort to continue to improve and expand the functionality of the system is ongoing, and the cost to add elements to the audio-visual system often exceeds the threshold for competitive bidding set forth in Section 714 of the South Windsor Town Charter; and

WHEREAS, in order to maintain the continuity of the current audio-visual system and minimize costs, it is in the best interest of the Town to waive the competitive bid process each time elements are added to the audio-visual system. This will allow a single vendor to have complete knowledge of the system, thus providing more streamlined and efficient services to the Town

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby waives the competitive bid process as described in Section 714 of the Town's Charter and authorizes the use of a single vendor for the continuing purchase and installation of audio-visual systems equipment in South Windsor facilities.

**AGENDA**  
**Regular Meeting – Town Council**  
**Tuesday, September 7, 2021**

**13. New Business Continued**

**C. Resolution Waiving Competitive Bidding for the Tower at Veterans Memorial Park and Authorizing the Town Manager to Execute Any and All Contracts and Documents**  
**(Councilor King)**

WHEREAS, the Town of South Windsor is in the third year of a multi-year project to upgrade radio communications for all emergency services and Town departments; and

WHEREAS, the Town of South Windsor has approval from the Capital Projects Committee, Planning & Zoning Commission, and the Town Council to erect a communication tower at Veterans Memorial Park located at 575 Pleasant Valley Road; and

WHEREAS, Marcus Communications provides all Town emergency services and departments with communication equipment currently in use; and

WHEREAS, Marcus Communications has provided the Town of South Windsor reliable and consistent customer service for many years; and

WHEREAS, the Town of South Windsor has engaged Marcus Communications for construction consultant services for the communication project at Veterans Memorial Park; and

WHEREAS, Marcus Communications has researched and vetted contractors and suppliers for the communication tower, foundation, shelter, and radio equipment; and

WHEREAS, the Fire Marshal Office and South Windsor Volunteer Fire Department have maintained oversight and control of purchasing equipment for the upgrade of radio communications

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby waives the competitive bidding process for the construction of the communication tower, foundation, shelter, and radio equipment at Veterans Memorial Park; and

BE IT FURTHER RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to execute any and all contracts and documents necessary for the construction, foundation, shelter, and radio equipment for the communication tower project at Veterans Memorial Park.

**AGENDA**

**Regular Meeting – Town Council**

**Tuesday, September 7, 2021**

**13. New Business (Continued)**

**D. Discussion Item: Changing the title of the Agricultural Land Preservation Advisory Commission to the Agricultural Commission (requested by Councilor Lopez) (Chairman Joseph Kennedy to be present)**

**E. Resolution Accepting the Resignation of Edwina Futtner (R) from the Economic Development Commission (Councilor Maneeley)**

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Edwina Futtner (R) from the Economic Development Commission effective July 1, 2021; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Edwina Futtner for the time she has dedicated to serving her community by her membership on the Economic Development Commission.

**F. Resolution Accepting the Resignation of Charles Margolis (D) from the Human Relations Commission (Councilor Lydecker)**

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Charles Margolis (D) from the Human Relations Commission effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Charles Margolis for the time he has dedicated to serving his community by his membership on the Human Relations Commission.

**G. Resolution Approving a Refund of Taxes to Fifty-Eight (58) South Windsor Taxpayers (Councilor Snyder)**

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to fifty-eight (58) South Windsor Taxpayers, the total of said refunds being \$11,325.95 and as more fully described on attached **Exhibit A**.



**AGENDA**  
**Regular Meeting – Town Council**  
**Tuesday, September 7, 2021**

- 14. Passage of Ordinance**
- 15. Public Input**
- 16. Communications from Council**
- 17. Executive Session**
- 18. Adjournment**

**Exhibit A**

September 7, 2021 Meeting

Collector of Revenue

Name	Bill	Prop Loc/Veh/Inf	Reason	Over Paid
ACAR LEASING LTD	2019-03-000188	2018/AM8810/JGNAXSEVLU5593777	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(725.08)
ADAMO MICHAEL C	2020-03-005224	2015/AG911501/5NPEAE9PH975234	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(194.68)
AJUDA CHETANKUMAR B	2020-03-005278	2012/1ARXL19/1H6CP2F33CAD02309	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(37.44)
ALD INC	2020-03-0050483	2019/AT0792/JGNGXSEVVK8521311	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(202.51)
ALDI INC	2020-03-0054781	2016/C078935/AMAUJ7FHFF61097688	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(431.23)
ANDREWS OIL CO AND GAS SERVICES INC	2020-03-0050781	2016/P18505/ACARJF8GG63071314	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(157.50)
ANDREWS OIL COMPANY & GAS SERVICES	2020-03-0050785	2015/LHLN/L27D3RREVE3F8327666	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(85.41)
BELL MARK R	2020-03-0051774	2019/5965WZEF/5FNHL813847837772	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(64.82)
BRINETT-COX PATRICIA M	2020-03-0052019	2016/AX84461/MBKRT323869A59924	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(476.20)
BOLT ERIC R	2020-03-0052150	2017/AN20509/SAJAKABV7H4593970	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(81.59)
BOON LISA E	2020-03-0052285	2004/AG92953/3VMSK69M0M090979	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(85.43)
BRIDGE LAURA M	2020-03-0053217	2006/ALS13126/ZCNDDJ2F3766162892	Sec. 12-219 Refund of Excess Payments.	(94.04)
CAMPAGNA NATHAN C	2020-03-0053323	2006/L01351/4548P67564906258	Sec. 12-219 Refund of Excess Payments.	(120.05)
CAPELLO RUDDOLPH E	2020-03-0054483	2018/ACH9827/17HWR2660E994080	Sec. 12-219 Refund of Excess Payments.	(15.37)
CONNOLLY BRIAN E	2020-03-0054582	2018/ANW46737/HKRM4H52G7H04040	Sec. 12-219 Refund of Excess Payments.	(21.54)
CORRADI REBECCA	2020-03-0054876	2018/A667578/56RW2H671202447	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(262.48)
CURTIS DOUGLAS N	2020-03-0054973	2003/AT58820/IN41UBS3132831597	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(402.95)
DADDONA NICHOLAS M	2020-03-0054983	2003/QANMGS/4NDBG864B8A851299	Sec. 12-219 Refund of Excess Payments.	(11.78)
DAHHAN EHAMIJ	2020-03-0054668	2015/AP05209/1MIAL5AF8F4230651	Sec. 12-219 Refund of Excess Payments.	(69.09)
DRONAVAJALA CHANORA S	2020-03-0057072	2015/AAR3193/AGLVJ2D73F1517220	Sec. 12-219 Refund of Excess Payments.	(218.72)
FUNG WING	2020-03-0058065	2007/818WVCU/HGCM58317A06057	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(305.53)
G & R VALLEY COMPANY INC.	2020-03-0058065	2008/833CKV/HFNEZAW08DA0107657	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(79.51)
G & R VALLEY COMPANY INC.	2020-03-0058093	2010/27676CB/HFTMELQW4A6V5008	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(135.99)
G & R VALLEY COMPANY INC.	2020-03-0058132	2013/0888CE/HFNEZAW08DA0107657	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(135.99)
G & R VALLEY COMPANY INC.	2020-03-0059104	2009/AB5554072HG8516514H554675	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(137.25)
HONDA LEASE TRUST	2020-03-0060701	2019/AP14695/5FNYF659B8045511	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(41.87)
HONDA LEASE TRUST	2020-03-0061744	2019/AG688091/HGCV2F33XK0312512	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(5.98)
KARNAN-NAGARAJAN SATHISH	2020-03-0062115	1998/SANMELL/AT186223XNU222816	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(188.81)
KHAN MOHAMMAD F	2020-03-0062147	2011/541PSU/WPBDW7VCS98E727768	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(288.88)
KIERSTEN JEFFREY M	2020-03-0062179	2015/7ANG92/ACRPMC3QF9W565080	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(111.33)
KRO KRISTIN N	2020-03-0062485	2016/7ARS9763/HCPJNC82F5130644	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(96.61)
KRAAL JACQUELINE D	2020-03-0062486	2015/AT30695/1M4AZCP8FC328430	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(68.71)
KRAAL JACQUELINE D	2020-03-0062486	2015/AT30695/1M4AZCP8FC328430	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(68.71)
KRAMER MARISA K	2020-03-0068980	2007/AL564079/LMF2A241671160540	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(93.79)
LEWIS JARED F	2020-03-0069390	2006/AN85875/NEZTS3282385115426	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(83.28)
LOCKWOOD NICOLE A	2020-03-0066628	2013/576R98/JNLCV6ELDW581266	Sec. 12-219 Refund of Excess Payments.	(8.60)
LOCKWOOD WASEEM	2020-03-0064107	2005/Z89Y5F/ZT1B832EX5C39936	Sec. 12-219 Refund of Excess Payments.	(13.56)
MARTIN DANIEL C	2020-03-0064466	2010/465YKJ/2HGFA1F57A1584993	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(170.76)
MARTIN DAVID A	2019-03-0024994	2014/0BDUHP/1HDLKRM17E8891270	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(17.07)
MORAN JOHN M JR	2020-03-0065578	2004/542996/AG6K55A7111124582	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(31.12)
MUCHOLARI ELIDA	2020-03-0065792	2021/4682LUJNB/SSMTXC612101	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(810.54)
PANDITH NANDAN &	2020-01-0089735	70 SHEPARD WAY	Sec. 12-219 Refund of Excess Payments.	(124.53)
PANDELL SUDANNA J	2020-03-0059118	2010/789TMA/KMHDHDIAD3AU90509	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(9.16)
PUDELER MAUREEN E	2020-03-0069519	2009/857FTH/2ZH6460BH738481	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(141.07)
ROUNCE ROBERT R	2020-03-0069520	2020/ANV52083/HGCV3F5XLA002079	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(43.50)
ROUNCE ROBERT R	2020-03-0069520	1989/P80ZD0/2AF6ST1K142831	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(135.13)
SAMSEL JOHN J	2020-03-0070000	2015/GAVHU6/1CANDE88FB312117	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(176.15)
SANTA AMY	2020-03-0070064	2017/AVZ7628/5FRYD4HXH8004878	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(11.06)
SANTNER PETER J	2020-03-0070773	2004/717NFG/1D46P45R34B552212	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(24.99)
TEDFORD SUSANNA J	2020-03-0072182	2005/226280/JM1BK124561406857	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(84.54)
VANHORN DANIEL F	2020-03-0073129	2017/AN86449/SHHFCK7H67HU421117	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(842.18)
VGS AUTO LEASING CO	2020-03-0073317	2020/3ASH66/Y4102K9K6350A550	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(755.01)
VGS AUTO LEASING CO	2020-03-0073926	2019/AR6860/Y4162K1K70275540	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(170.63)
WELLS FARGO AUTO LEASING CO	2020-01-0007530	2018/JASN/YVJAZ2VMV5M145450	Sec. 12-219 Refund of Excess Payments.	(9,225.40)
WELLS FARGO HOME MORTGAGE	2020-01-0007596	44 EVANS CROSSING	Sec. 12-219 Refund of Excess Payments.	(9,225.40)
WHALEN EDWARD J	2020-03-0074008	2006/Z79KCV/MDBUF87166G205155	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(9,225.40)
WITTON ALAN	2020-03-0074302	2015/FTT142/573200F28F280655	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(9,225.40)
<b>Total of 58 Refunds</b>				<b>(11,325.95)</b>

Drafted By: *Carlene Andrusiak*  
 Carlene Andrusiak  
 Approved By: *Denise R. Haddock-Shirley*  
 Denise R. Haddock-Shirley  
 Date: *8/24/21*  
*20 August 2021*

Backup Information for  
Item 9: Communications from  
Liaisons, Officers, and Boards  
Directly Responsible to Council

**Reid, Deborah**

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**From:** Elizabeth Burgess <bgiard4@gmail.com>  
**Sent:** Friday, August 27, 2021 12:48 PM  
**To:** Reid, Deborah  
**Subject:** [External]Fwd: September 7 Town Council meeting agenda item  
**Attachments:** HDC ltr to Mayor, Mgr, Town Council re Schweir Hs 8.27.2021.pdf

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

Dear Ms. Reid,

Please see the email below regarding an agenda item for the September 7 town council meeting.

Thank you,  
Beth Burgess

----- Forwarded message -----

**From:** Elizabeth Burgess <bgiard4@gmail.com>  
**Date:** Fri, Aug 27, 2021 at 11:46 AM  
**Subject:** September 7 Town Council meeting agenda item  
**To:** Andy Paterna <Andrew.paterna.swtc@gmail.com>, Fitness prof <fitnessprof@gmail.com>, Michael Maniscalco <michael.maniscalco@southwindsor.org>  
**Cc:** Booth, Ashley <Ashley.Booth@southwindsor-ct.gov>

Dear Mayor and Town Manager,

Attached you will find a letter of opinion from the Historic District Commission regarding the proposed development of the Schweir House and adjoining land at the corner of Sullivan Avenue and Route 5. We would appreciate a discussion regarding Mr. Frisbie's proposal be added to the Town Council agenda for September 7. Members of this Commission will be present.

Thank you for your consideration.

Regards,  
Beth Burgess  
Chair, Historic District Commission

August 27, 2021

Mayor Andrew Paterna  
Town Manager Michael Maniscalco  
Town Council Members  
Town of South Windsor  
1540 Sullivan Ave.  
South Windsor, CT 06074

Dear Mayor, Town Manager, and members of the Town Council,

I write to you on behalf of the South Windsor Historic District Commission regarding the potential development of 1747 John Fitch Boulevard, the Increase Clapp/Schweir House, and adjoining land on the corner of Sullivan Avenue and Route 5.

Members of the Historic District Commission met with developer Michael Frisbie, Noble Gas, Inc. and current owner of the 6.6 acre parcel adjacent to the Schweir House, at the location April 22, 2021. We understand Mr. Frisbie's plans for his proposed development to include a new 24-hour truck gas station with a deli restaurant and convenience store, as well a proposed ice cream parlor in the renovated Schweir House.

As you know, the South Windsor Historic District Commission strives to maintain the precious historical character of individual properties and the District as a whole. The Schweir House stands just outside the National Register and local historic districts on Old Main Street and acts as a gateway welcoming guests and residents alike from all four directions into South Windsor.

My fellow commissioners and I support preserving the Schweir House through adaptive reuse, however, **we do not support increased commercialization so close to the District.** A gas station specifically would alter the character of the intersection that leads into East Windsor Hill, with its concentrated cluster of historic structures. Increased truck traffic and noise would most certainly build on its already detrimental effect on the neighborhood. Our fear is that this particular proposal will further threaten the livability of these beautiful houses. Preserving its pastoral setting and the 200+ year old residential homes are of utmost importance.

**We take strong objection to Mr. Frisbie's proposed development in or near the Schweir House.**

Other proposals for reusing this historic building with less impact to the District have been brought to our attention. Due to this recent development interest, efforts to fill the vacant board positions of the Schweir House 501c3 setup by Matt Galligan and Keith Yagaloff a decade ago have begun. The dedicated team will work through building preservation needs, feasibility studies, and potential development with guidance provided by the State Historic Preservation Office.

The Schweir House is listed on the State Register of Historic Places and its next use deserves considerable attention. The Historic District Commission is taking its preservation seriously and we will continue to weigh every development proposal for adaptive reuse carefully.

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth G. Burgess". The signature is written in dark ink on a light-colored background.

Elizabeth G. Burgess  
Chair, Historic District Commission  
Town of South Windsor  
[Bgiard4@gmail.com](mailto:Bgiard4@gmail.com)  
860.978.6433

Backup Information for  
Item 9. Communications  
from Liaisons, Officers, and  
Boards Directly Responsible  
to Council

## Ordinance

### Social Justice & Racial Equity Commission

#### 1. Establishment & Composition

A Social Justice and Racial Equity Commission is hereby established consisting of an eight (8) member panel of non-elected community members with education, training, or work experience in racial or social equity work and/or demonstrated practice or other relevant qualifications as equity leaders, all of whom shall be residents of the Town of South Windsor. All members shall be appointed to the Commission by the Town Council and shall include, to the extent possible, appointees with racial, ethnic, economic, and gender ("REEG") diversity. The Commission will consist of two (2) members who shall be Republicans, two (2) members who shall be Democrats, two (2) members who are not affiliated with the Republican Party but appointed by the Republican Party, and two (2) members who are not affiliated with the Democratic Party but appointed by the Democratic Party. At its establishment, commissioners will hold variant term lengths with four commissioners' terms (one Republican, one Democrat, one member who is not affiliated with the Republican Party but appointed by the Republican Party, and one member who is not affiliated with the Democratic Party but appointed by the Democratic Party) to expire at two years, and four commissioners' terms (one Republican, one Democrat, one member who is not affiliated with the Republican Party but appointed by the Republican Party, and one member who is not affiliated with the Democratic Party but appointed by the Democratic Party) to expire at one year. Thereafter, each commissioner's term will be for a set term of two years.

#### 2. Liaisons

There shall be a panel of non-voting liaisons to the Commission as follows: the Town Manager (or designee), a Town Councilor, a Board of Education Member, the Police Chief (or designee), and an individual from the South Windsor business community recommended by the South Windsor Chamber of Commerce and appointed by the Town Council for a three-year term. Liaisons shall be invited to each regular and special meeting of the commission but shall not be counted in terms of establishing a quorum of, or minority representation on the Commission.

#### 3. Organization

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

The Commission will meet on a monthly basis according to the schedule as determined by appointed members annually and may hold special meetings as determined by the membership.

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

If a vacancy occurs outside the regular allotted terms as set out above, an individual will be appointed by the Town Council for the unexpired portion of the term.

#### 4. Purpose

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

#### 5. Duties

- a. Work with Town Staff to ensure effective anti-racist and anti-bias training is offered for every town employee and elected official on an annual basis of at least two (2) hours, with a goal of twelve (12) hours minimum.
- b. Take action to investigate and promote policy changes that address REEG bias and disparity to create a more inclusive community.
- c. Collaborate with Town Staff to search and utilize specific avenues focused on the recruitment of BIPOC candidates for government opportunities.
- d. Drive occurrence of training sessions, community conversations, reading lists, and forums through a variety of media for all South Windsor residents, specifically targeted to bring about awareness of the following:
  - i. Critical self-reflection on racism
  - ii. Existing and historic inequities faced by those of REEG diversity
  - iii. Action and advocacy to fight REEG injustice
- e. Ensure the Town Government and Police Department continually improves upon policies and procedures that eliminate racism, bias, and profiling interactions in the hiring process. Increase diversity of employment through recruitment and hiring. Develop a system of open and transparent communication between town employees and citizens to create dialogue regarding REEG disparity within our community.
- f. Report annually to the Town Council and community the results and outcomes of the Commission's work.

Backup Informations for  
Item 11: Consent Agenda

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

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

BOARD OR COMMISSION	NAME	ADDRESS AND EMAIL	PHONE NUMBER	APPTMT REAPPTMT OR RESIGNATION	NAME OF THE PERSON WHO IS BEING REPLACED OR VACANCY	PARTY AFFILIATION	TERM
Board of Education	Madison L Gonzalez	1015 Ellington Road South Windsor Madison.gonzalez@uconn.edu	860 944-9400	Appt	Michael Gonzalez	D	11-02-2021

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

Submitted by: Sandra C Jeski Party Affiliation: D Date: 07/31/2021



Backup Information for  
Item 11. Consent Agenda

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

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

BOARD OR COMMISSION	NAME	ADDRESS AND EMAIL	PHONE NUMBER	APPTMT REAPPTMT OR RESIGNATION	NAME OF THE PERSON WHO IS BEING REPLACED OR VACANCY	PARTY AFFILIATION	TERM
HRC	RITU GOEL	80 CORNERSTONE DRIVE RITUGOEL1@YAHOO.COM	860 810 8211	RE-APPT		D	11-30-23
CABLE ADV BD	CRAIG ZIMMERMAN	5 AMATO DRIVE #A CRAIG_ZIMMERMAN@MSN.COM	860 670 5224	RE-APPT		D	6-30-22
BLIGHTED PROPERTY APPEAL BD	DAMIAN HUMPHREY	6 BIRCH HILL DRIVE	860 690 8963	APPT	E DABROWSKI *R	D	11-30-24

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

Submitted by: Sandra C Jeski Party Affiliation: D Date: 8/27/2021

**BOARD AND COMMISSION APPOINTMENTS OR REAPPOINTMENTS**

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

BOARD OR COMMISSION	NAME	ADDRESS	PHONE NUMBER	APPTMT OR REAPPTMT	NAME OF THE PERSON WHO IS BEING REPLACED OR VACANCY	PARTY AFFILIATION	TERM
WPCA	Michael Lyon	29 Deepwood Dr	860 970-4890	APPT	Ash Naryana	R	11-30-23

All appointments or reappointments are to be submitted to the Town Council Office on the Monday prior to the Council meeting. If they are not received on the Monday prior to the Town Council Meeting, appointments or reappointments WILL NOT be put on that agenda and would need to wait until the following Town Council Meeting. Also, all information should be filled in or WILL NOT be accepted.

## Ordinance

### South Windsor Arts Commission (SWAC)

#### 1. Purpose

The purposes of South Windsor Arts Commission (SWAC) shall be to foster and facilitate participation in and development and appreciation of a variety of artistic and cultural activities within the Town of South Windsor and to encourage the display and presentation of artistic and cultural activities in public, school and community facilities Town wide.

The role of SWAC will include, but is not limited to: promote artistic and cultural activities and collaborations for South Windsor's citizens; encourage arts education and appreciation; provide opportunities for artists to produce and present their work; encourage and generate community-wide participation in the development and appreciation of artistic and cultural activities within the Town of South Windsor; advocate for, and support the goals of the greater South Windsor arts community; create and enhance arts opportunities within the Town of South Windsor; create new economic opportunities for the people of South Windsor through the expansion of artistic and cultural programs and events; enhance learning opportunities in the arts for all residents through cooperation and collaboration of the various organizations associated with the arts.

#### 2. Establishment & Composition

In recognition of the contribution which culture and the arts make to the quality of life of the community, there is hereby established a permanent Town Commission to be known as the "South Windsor Arts Commission," (SWAC) effective XX/XX/XXXX.

SWAC will consist of an 8-member panel of residents of the Town of South Windsor with education, training, or work experience related to the Arts and/or demonstrated practice or other relevant qualifications in the area of Arts. All members shall be appointed to the Commission by the Town Council and shall include, equal, bi-partisan representation each for a two year term.

Additional advisors to SWAC shall include representation of recognized Arts and Cultural organizations within the community related to supporting the Arts. Such representatives be forwarded to the Town Council for approval to be reviewed and voted on by the Town Council with a simple majority vote determining advisory representatives. Once approved, community organization memberships are active for a two-year term beginning on the date of Town Council appointment.

#### 3. Liaisons

There shall be a panel of non-voting liaisons to the Commission as follows: Mayor (or designee), Board of Education Chair (or designee), South Windsor Library Director (or designee), and Parks and Recreations Director (or designee), appointed by the Town Council for a three-year term Liaisons shall be invited to each regular and special meeting of the Commission and are encouraged to participate in discussions related to SWAC, but shall not be voting members or count toward the quorum of the Commission.

#### 4. Organization

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

The Commission will hold regular monthly meetings according to the schedule determined by appointed members and may hold special meetings as determined by the membership.

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

If a vacancy occurs outside the regular allotted terms as set out above, an individual will be appointed by the Town Council for the unexpired portion of the term based on nomination by party affiliation.

#### 5. Duties

- a) Highlight the towns artists, art activities and events, and to connect those arts organizations that already exist in town.
- b) Encourage youth to be involved in local arts.
- c) Coordinate events by various groups in town.
- d) Maintain a digital resource library or website on the Town web page as a community resource related to the arts
- e) The Commission may consider the development of a foundation to support and fund the Arts in South Windsor.
- f) Organize and hold an annual arts festival
- g) Promote, encourage, and recommend to the town council eligibility for arts on town property.
- h) Make an initial survey and shall subsequently maintain an inventory of the artistic and cultural resources of the Town.
- i) Develop, and recommend to Town Council a formal arts policy for the Town of South Windsor, subject to approval by the Town Council, and may engage in activities in accordance therewith.
- j) Recommend to the Town Council and Town on art-related matters in furtherance of the Town's Arts Programs.
- k) Encourage and assist in the display and presentation of art, artistic performance and cultural activities in Town, school and community facilities Town-wide, as well as encourage and assist in the recognition of Town artists.
- l) Engage in other activities necessary and appropriate to carry out its objectives and purposes.
- m) Keep records of its meetings and activities and shall file an annual report with the Town Council, the Town Manager and the Town Clerk describing its activities for the previous calendar year.

## **CULTURAL ARTS ORGANIZATIONS in South Windsor, CT**

**Prior to 1985:** South Windsor Cultural Arts (volunteer organization) had a broad scope, although providing cultural arts experiences in the South Windsor Public Schools was a priority. Activities included performances in the schools, trips to the Bushnell, etc.

Several local visual artists were part of the group, and they organized an annual "South Windsor Artists" exhibit and reception at the Public Library as a regular event amongst the other monthly exhibits in the Friends Room. From the time the Library building on Sullivan Avenue opened, a major exhibit of student art was also organized for the Friends Room, organized by the SW Public Schools Art Department. This exhibit (really a three-part series), now lasts from mid-April through June.

Other art exhibits at South Windsor Public and Wood Memorial Libraries have always included South Windsor artists, but by way of individual requests. SWPL gallery is booked for month-long exhibits on a first come/first served basis—apart from the school exhibit, while many exhibits at Wood are intentionally sought by the staff to coincide with seasonal programming.

**By 1985,** the school PTOs had assumed most of the support roles for performances in the schools and related field trips. Operating as "South Windsor Cultural Arts in Education," this group published an annual calendar of student artwork sold as a fundraiser at school open houses in the Fall. The honor of the calendar cover art is one of the prizes given by the SWPS Art Department during the exhibit at SWPL. Other fundraising supports other projects of this group. Although activities have been suspended during the pandemic, I haven't heard any indication that their activities won't resume.

**SOUTH WINDSOR CULTURAL ARTS** still remains as an organization, focusing on the series of Sunday chamber music concerts held at Wood. (Some were also originally held at SWPL, although that has not happened in many years, partly because we are now open for regular business on Sundays—and partly because of superior acoustics at Wood and the local churches that have also been used.) Performers at these concerts have often won or performed at major international music competitions; fundraising, sponsorships, an endowment, and grants support this elegant, well-known series. The organization has been a *private* 501(c)3 organization since 1988.

For several years after 1985, the visual artists involved with SW Cultural Arts continued to organize one annual exhibit of local artists held in the SWPL Friends Room Gallery. This eventually stopped, since many of the organizers had moved out of town or developed other interests. Diana Sartor, whose husband was Town Manager, was one of the organizers. We do have a small space (our "Stairway Gallery") which is curated by a volunteer (artist Frank Pane) and which tries to showcase local artists. Only three paintings or photographs fit in this space at once. Often, Frank is not able to find South Windsor artists, so he brings in work by artists in nearby towns.

**During the Sesquicentennial in 1995,** many exhibits and performances were part of the celebration, and South Windsor Cultural Arts, both Libraries, and individual volunteers (many from the Sesquicentennial Committee) gathered to organize them. Activities moved beyond exhibits and performances to include games and activities for families and children. Excited by the thought of making this an annual event, **1998 and 1999** saw weekends of *Arts Alive!* with activities all over Town (including Town Hall). By then, area celebrations such as First Night suggested that a multi-phase arts weekend would work here, but

attendance dwindled and participant "reviews" constantly cited the difficulty of participating in multiple events happening not terribly close to one another.

**By 2004, South Windsor Artists Initiative** again tried to draw together local groups involved in the arts to organize local exhibits and events. Some projects were accomplished (such as an exhibit that was part of Armed Forces Day at Nevers Road Park), but membership in the group dwindled and it disappeared after the Historical Society bought the former Union School on Main Street in 2007. Discussions had been held regarding using the school as a multi-arts space (such as East Hartford's Cultural Arts building), but the Historical Society's plans took precedence and did not include the artists as planners at that point.

**South Windsor Agricultural, Arts, & Nature Committee** was formed in 2014 by the Town Council with a goal of using the Priest Farm (purchased by the Town in 1998) to celebrate the Town's agricultural heritage and provide space for a wide variety of cultural activities. While "the arts" were not a central focus, the group has studied many similar venues in other towns (such as Northwest Park in Windsor), and found that studios or exhibit areas are often part of the rich cultural offerings included. SWAAN includes Council-appointed members from many Town Departments, both Libraries, the Historic District Commission, SW land use bodies, local community groups such as Rotary, as well as the Council itself. Some Town funding, State grants, etc., allowed for a number of formal studies of the land itself and the house in particular. SWAAN discussions have struggled with describing particular development steps without keeping the scope of activities impossibly wide, but the project could be continued as soon as pandemic restrictions are gone. The pandemic interrupted our monthly meetings, but to my knowledge, the group has not been disbanded.

**2018/19 "Study Group"** brought together representatives of arts organizations in South Windsor to talk about what sort of structure (committee? Commission? NGO?) might best support the arts in South Windsor. "Arts" were purposely very broadly described so groups celebrating beauty and creativity in all forms could be included. The discussions were complicated by having different attendees at each meeting, but we did hear from some very active Arts organizations from other towns quite willing to share their experiences. (Ashford was a wonderful model!) Again, meetings were abandoned once COVID hit, but could be revived.

Mary Etter

July 28, 2021

## MINUTES

South Windsor Arts

Meeting: April 4, 2019

Time: 6:30 pm

Place: SWPL Friends Room

In Attendance:

John O'Connor, Mary Etter, Cile Decker, Jessica Glass, Karen Johnson, Kristen Greenier, Maureen Bourn, Andy Paterna, Bri Dill, Janice Snyder

Guest Speaker Debra Gag from the Ashford Arts Council. Debra gave her experience with establishing and maintaining the Ashford Arts group. Debra shared the following:

- Primary goal of the group was to enrich the community and bring tourism.
- Started with the 300<sup>th</sup> Anniversary of Ashford in 2014. Debra believes that working on this event helped launch the Ashford Arts Council.
- They created a Mission Statement and designed a logo and became organized with a Chair, Co-Chair, Treasurer, Secretary and Communication person.
- Their money is handled by the Windham Arts Organization which is a 501(c)3. All their financial transactions are handled through this organization.
- Decided they would support all the arts, regardless of the media
- Wanted to bring arts to the community
- Enrich the community through the arts
- They recruited members of people to support their mission which included artists in a variety of media and members of the public who wanted to be involved with the arts. Debra currently noted that they have about 40 members and have about 12 members that attend regular meetings. Membership cost is \$20.00 per year and they have designed a membership card which they give each member upon payment.
- They meet in a hall in their Library which is of no cost to the group. They often hold meetings and events in the same location.
- To add interest sometimes they will have a featured or guest Artist/Author for a meeting
- Ashford has a Newsletter that they mail to each resident and the Arts Council has a page in this publication. They also have a Facebook Page and a Website.
- Their first event was a Holiday Artist Market with a small fee for Artists to showcase their work. They created postcards for their event and mailed to the community.
- Other events they host are:
  - Annual Fundraiser "Delightful Dinner Dance" with an Italian Dinner, BYOB at Knowlton Hall in the Library.
  - Annual Writing Crawl held in June. They establish a central location to begin and participants bring a journal. The group travels to different areas and write for about 15 minutes, breaks for lunch, then at the end of the crawl each writer can share one of their entries.
  - Various Art Workshops for all levels of artists which their group presents from 7-9 pm. Last time they brought in a Watercolor Painter who gave instruction. The group charged \$5.00 for nonmembers.

Andy Paterna noted that the 175<sup>th</sup> Anniversary of South Windsor is intended to be celebrated in 2020, possibly in a week-long event and he would like to see this group either oversee the

# SOUTH WINDSOR CULTURAL ARTS COMMITTEE - APRIL 4TH 2019

Outline/Notes prepared by Bri Dill

March 2019

• all resources, informations  
research, outlines, notes,  
contacts were gathered  
by Bri Dill - for the  
benefit of the committee.  
days/hours of work  
compiled to educate our  
direction

## 1. INTRO

A. BRI DILL, bri@bridill.com

- artist, bridill.com
- art business owner, Art Lab
- 4th/5th generation Resident(s)

## 2. GOALS

A. Personal Vision/Arts Advocacy

### • COMMUNITY CULTURAL INITIATIVE

Development of:

- Cultural Identity
- Economic Growth
- Art Community & Network
- Community Engagement

B. Committee Discussion

- Municipal Involvement • art council
- 501-c3 Non Profit
- Venues/ Space/ Location • gazebo
- Committee Structure
- 2020 Anniversary Celebration

## 3. OUTREACH (by Bri Dill)

[over the course of March I reached out to, & conversed w/ following contacts REGARDING SWCA-C EFFORTS]

A. For Committee

1. DEPARTMENT OF ECONOMIC GROWTH & DEVELOPMENT grants & funding opportunity (list)
  - Connecticut Office of the Arts - ATTENDING ↓ → see a attached document
2. CTARTS ALLIANCE APRIL 8th → ACT ADVOCACY DAY → see a attached documents
3. GREATER HARTFORD ARTS COUNCIL - Non Profit / independent support

\*Ale:  
Contacted / setup  
Ashford Arts  
Council

B. Independent Outreach

1. ART.LAB- NEW BUSINESS PLAN gallery / studio / Collaborative Artspace
2. Arts Events in the Community
  - art market • public art • art education
3. Local Business/ Community Collaboration
  - Harrys NUTRITION
  - Edge Tattoo
  - Wood Memorial
  - Evergreen Walk
  - Manchester Youth Service Bureau
  - Flatbread's
  - Vernon PTD
  - New Park Creative Marketing
  - Arts Center East



4. **ACTION PLAN**

A. Committee Structure • Representation from local organizations/groups  
• Independents • ATTENDANCE determines involvement

B. Recruitment  
• greenleaf pottery • poet lauret • Rec Department • PTO

C. Promotion • Book Club • Artists • Human Relations

~~FREE~~ volunteer efforts by Bri - email, social media, live painting @ Public Library

D. Time Line

Nov 16 - March 19 - Establishment

April 19 - Sept 19 - Structure / Goals

Oct 19 - Jan 20 - Execution

\* All represented organizations / groups / individuals / businesses  
get unbiased promotion

5. **MEETING CONCLUSION**

A. Minutes/Attendance

• Detailed Minutes sent to all participants

B. MAY 2019

NOTES:

*\* Resources provided by Connecticut office of the Arts  
from Americans for the Arts*

**Local Arts Network**

The Local Arts Network provides a forum for members to discuss the successes and challenges that local arts agencies face across the nation. This network includes a listserv that provides a platform for questions to and from the field about tools, resources, and professional development that will help local arts agencies be more successful.

Members receive a bi-monthly e- newsletter with the latest news and trends in local arts development, are provided with important research on local issues, and have access to educational opportunities for both experienced and emerging local arts professionals through webinars, our Annual Convention, and special trainings and workshops.

Current professional groups in the Local Arts Network include:

Local Arts Agencies  
Community Development Organizations  
Grantmaking Organizations and Agencies

Local Arts Policymakers  
Rural and Small Community Arts Organizations  
State Arts Agencies  
Community Development Coordinators

To join the Local Arts Network listserv, you must be a member of Americans for the Arts. Memberships are available for both individuals and organizations!

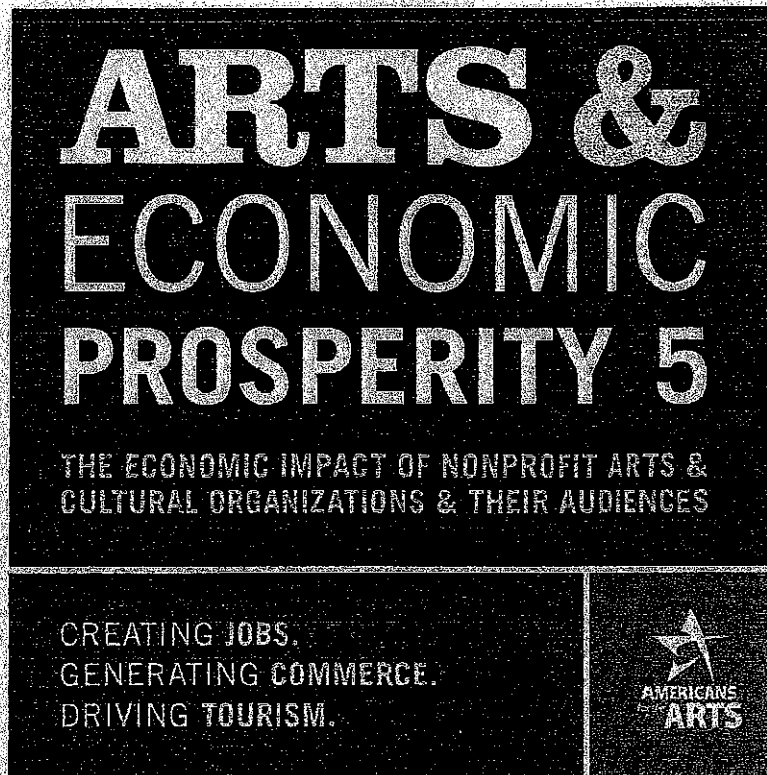
Visit our ARTSblog, where stories on emergency preparedness, local arts policy, cultural districts, and more are frequently featured.

For more information on the Local Arts Network, please contact [services@artsusa.org](mailto:services@artsusa.org).

Resource from /  
Blog post written by CT Art Alliance - summary of findings

## Connecticut Arts Generate \$797.3 Million in Economic Activity \

September 15, 2017



As Connecticut's leaders debated the fate of the state's budget, the Connecticut Arts Alliance drew attention to recently released economic impact data. According to the *Arts & Economic Prosperity 5* study, conducted by Americans for the Arts, Connecticut's nonprofit arts and culture industry generates \$797.3 million in annual economic activity in the state, supporting over 23,000 full-time equivalent jobs and generating \$72.3 million in local and state government revenues. The most comprehensive economic impact study of the nonprofit arts and culture industry ever conducted in the United States, *Arts & Economic Prosperity 5* was conducted by Americans for the Arts, the nation's leading nonprofit organization for advancing the arts and arts education.

Results show that nonprofit arts and culture organizations in Connecticut spent over \$515 million during 2015. This spending is far-reaching: organizations pay employees, purchase supplies, contract for services, and acquire assets within their community. Those dollars, in turn, generated nearly \$525 million in household income for local residents and \$72.3 million in local and state government revenues.

"Arts and culture is an economic engine that clearly provides 'food on the table' for many who work in the sector and those who work in the many industries that are supported by the sector," stated Amy Wynn, president of the Connecticut Arts Alliance, the state-wide arts advocacy organization for Connecticut. "The data proves that our sector provides a solid return on investment as far as state arts funding, resulting in state and local revenues that are so important to Connecticut now and in the future. The arts sector is an accessible and cost-effective asset that connects, collaborates and impacts other sectors such as healthcare, public safety, education, social services, innovation in business, manufacturing and science, and much more," she added.

The arts are a fundamental component of a thriving economy. From a numbers perspective the arts generate jobs, cultural tourism, and economic impact. Less quantifiable but equally as valuable: art helps to create community identity and vibrancy, and is critical to attracting and retaining an innovative

workforce, said **Kristina Newman-Scott**, Director of Culture of Connecticut Office of the Arts, Department of Economic and Community Development. "I believe we have an enormous responsibility to the creators and consumers in the state to protect the legacy of the arts in Connecticut and help foster growth in the creative economy," she added.

### **Arts Industry Boon for Local Businesses**

In addition to spending by organizations, the nonprofit arts and culture industry nationally leverages \$102.5 billion in event-related spending by local and out-of-state audiences. As a result of attending a cultural event, attendees often eat dinner in local restaurants, pay for parking, buy gifts and souvenirs, and pay a babysitter. What's more, attendees from out-of-town often stay overnight in a local hotel. Nationally, event attendees spend an average of \$31.47 on event-related expenses, and that does not include the price of a ticket. In Connecticut, the figure is \$27.70 per event attendee, with residents spending \$23.78 on average and visitors spending 53% more than residents – \$49.78 per event attendee. In Connecticut, 69% of visitors come for arts and cultural offerings.

### **Economic Impact One-Page Summaries**

State of Connecticut: [PDF](#) Middlesex County: [PDF](#) Southeastern Connecticut: [PDF](#) Fairfield County: [PDF](#)

Northwest Connecticut Region: [PDF](#) Greater New Haven County: [PDF](#)

### **The National Picture**

Nationwide, the *Arts & Economic Prosperity 5* reveals that the nonprofit arts industry produces \$166.3 billion in economic activity in 2015, resulting in \$27.5 billion in federal, state and local tax revenues. In addition, it supports 4.6 million full-time equivalent jobs and generates \$96.07 billion in household income.

"This study demonstrates that the arts are an economic and employment powerhouse both locally and across the nation," said **Robert L. Lynch**, president and CEO of Americans for the Arts. "A vibrant arts and culture industry helps local businesses thrive and helps local communities become stronger and healthier places to live. Leaders who care about community and economic vitality can feel good about choosing to invest in the arts. Nationally as well as locally, the arts mean business."

The *Arts & Economic Prosperity 5* study was conducted by Americans for the Arts and supported by The Ruth Lilly Fund of Americans for the Arts. Americans for the Arts' local, regional, and statewide project partners contributed both time and financial support to the study. Financial information from organizations was collected in partnership with DataArts™, using a new online survey interface. For a full list of the communities who participated in the *Arts & Economic Prosperity 5* study, visit [www.AmericansForTheArts.org/AEP5Partners](http://www.AmericansForTheArts.org/AEP5Partners).

\* Resource provided by CT Arts Alliance



# WHY THE ARTS MATTER IN CONNECTICUT



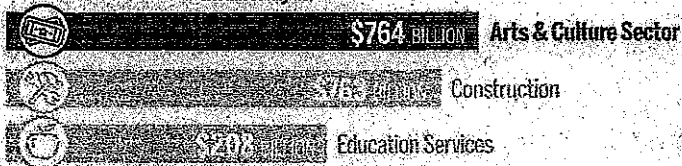
## NATIONAL ARTS FACTS

ARTS SECTOR'S PERCENTAGE OF GROSS DOMESTIC PRODUCT (Commercial & Nonprofit Arts Organizations Combined)

### ARTS & CULTURE SECTOR REPRESENTS 4.2% OF NATION'S GDP

The U.S. Bureau of Economic Analysis reports that nationally the arts and culture sector is a \$764 billion industry, representing 4.2% of the nation's GDP—a larger share of the economy than construction (4.1%) or education services (1.1%).

Source: U.S. Bureau of Economic Analysis, 2015.



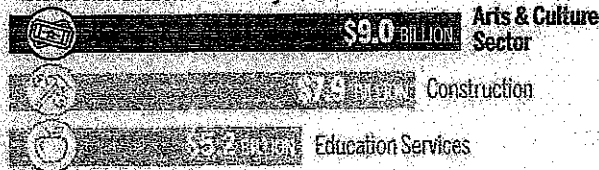
**BONUS:** U.S. exports generate a \$24.1 billion arts trade SURPLUS.

## CONNECTICUT ARTS FACTS

### THE CONNECTICUT ARTS & CULTURE SECTOR REPRESENTS 3.6% OF STATE'S GDP

The U.S. Bureau of Economic Analysis reports that the arts and culture sector contributes \$9 billion to Connecticut's economy, representing 3.6% of the state's GDP—a larger share than some other industries in the state.

Source: U.S. Bureau of Economic Analysis, 2015.



**BONUS:** In 2015, CT arts and culture jobs produced \$4.7 billion in compensation.

NUMBER OF ARTS-RELATED BUSINESSES AND JOBS (Commercial & Nonprofit Arts Organizations Combined)

Nationally 673,656 businesses employ 3.48 million people who are involved in the creation or distribution of the arts. Based on Dun & Bradstreet data, this means that 3.9% of all businesses and 1.9% of all employees are connected to the creative industries.

Source: Americans for the Arts, *Creative Industries*, 2017.



In Connecticut, 10,403 Arts-Related Businesses employ 39,419 people.

- In Fairfield County, 4,040 Arts-Related Businesses employ 15,359 people.
- In Hartford County, 2,089 Arts-Related Businesses employ 8,714 people.
- In New Haven County, 2,048 Arts-Related Businesses employ 7,152 people.

Source: Americans for the Arts, *Creative Industries*, Connecticut report, 2017.



ECONOMIC IMPACT OF NONPROFIT ARTS ORGANIZATIONS & THEIR AUDIENCES

Nationally, the nonprofit arts industry alone generates \$166.3 billion in economic activity annually that supports 4.6 million jobs and generates \$27.5 billion in federal, state, and local government revenue.

- Spending by arts audiences generated \$102.5 billion to local businesses.

Source: Americans for the Arts, *Arts & Economic Prosperity 5*, 2017.

ART IS A **\$166.3 BILLION** DRIVER OF OUR NATIONAL, STATE & LOCAL ECONOMY.

In 2015, the Connecticut arts and culture generated \$797.2 million in economic activity annually that supported 23,114 jobs and generated \$72.3 million in state and local government revenue.

- In Fairfield County specifically, nonprofit arts groups generated \$148.6 million in economic activity. Audiences of 2.5 million people added another \$86.6 million for a total of \$235.2 million in economic activity for the county in 2015, and this generated \$20.3 million in local and state government revenues.

Source: Americans for the Arts, *Arts & Economic Prosperity 5*, Connecticut report, 2017.

ART IS A **\$797.2 MILLION** GDP DRIVER OF OUR STATE ECONOMY.

PUBLIC INVESTMENT IN GRANTS TO NONPROFIT ARTS ORGANIZATIONS & ARTISTS

**Q** So how much is the federal government investing in the National Endowment for the Arts (NEA)?

**A** Congress has proposed allocating \$155 million to the NEA in FY 2019, which has been relatively level for the last several years. This amounts to just 47¢ per capita, yet the nonprofit arts industry generates over \$13 billion in federal tax revenue back to the treasury. Imagine what nonprofit arts groups could generate with \$1 per capita!

**Q** What about Connecticut—how much does state government budget to the Connecticut State Office of the Arts each year?

**A** The state allocated \$1,422,433 to the Connecticut State Office. In FY 2017, the Connecticut State Office received \$722,400 in federal NEA funds, which the Office re-granted to hundreds of cultural organizations through the state. Another 29 nonprofit arts organizations received direct grants from the NEA totalling \$1,267,400.

GDP

JOBS

ECONOMY

ARTS



human right. The Connecticut Office of the Arts envisions a world where the arts, in all forms, are embedded in everyday life."

—Connecticut Office of the Arts

## CONNECTICUT ARTS FACTS

### IN THE CONSTITUTION STATE, THE ARTS UNITE US

Artspace's City Wide Open Studios unites more than 350 artists from across Connecticut who open their doors and exhibit their work throughout the month of October each year.

Founded in 1965, COA is a State Arts Agency within the Department of Economic and Community Development. The state arts office directly serves arts organizations, artists, schools, and communities across the state through a range of programs and services, including grant support and professional development opportunities. The COA is funded by the State of Connecticut and the National Endowment for the Arts (NEA). >Learn more

### MEET SOME CONNECTICUT ARTS ADVOCATES

- **Former Lt. Governor Nancy Wyman** is the recipient of AFTA's 2018 Public Leadership in the Arts Award for State Arts Leadership. > More
- **Lisa Scalls** is Executive Director of the Cultural Alliance of Western Connecticut. > More
- Connecticut Arts Alliance President **Amy Wynn** extolls the value of the arts sector. > More
- New Haven Mayor **Toni Harp** and Representative **Toni Walker** were recognized as arts leaders in New Haven and Connecticut. > More
- **Fritz Jellinghaus** is the Chair of the Connecticut Arts Council. > More
- **LeAnne Hinkle** is the President of the Connecticut Art Education Association. > More

### ART IN CONNECTICUT

- Connecticut Office of Tourism can direct you the great stages of the state here.
- Follow the Connecticut Art Trail here.
- Connecticut Critics Circle provides performance review here.

### CONNECTICUT ART ORGANIZATIONS

- Connecticut Arts Alliance (CAA) [www.ctartsalliance.org](http://www.ctartsalliance.org)
- CT Cultural Heritage Arts Program (CCHAP) [www.chs.org/connecticut-cultural-heritage-arts-program](http://www.chs.org/connecticut-cultural-heritage-arts-program)
- Connecticut Art Education (CAEA) [www.ctarteducation.net](http://www.ctarteducation.net)

### THE ARTS ARE EVERYWHERE!

- Grab lunch at Franklin Street Works in Stamford and challenge your mind with socially driven contemporary art, then take in a producing theater production at Curtain Call.
- Follow the coast to New Haven where a myriad of arts experiences await. From the renowned Yale Center for British Art to the International Festival of Arts & Ideas, a 15-day annual festival that brings thousands together each summer for performances and dialogue with great artists and thinkers from across the world.
- Take a leisurely drive north along the Connecticut River to East Haddam to take in a musical at the Tony award winning Goodspeed.
- While in Hartford be sure to visit the Wadsworth Atheneum, the oldest continuously-operating public art museum in the United States where you will also find the Amistad Center for Art & Culture.
- Take in dinner and a show at the Infinity Music Hall & Bistro in Norfolk and while meandering through the Litchfield Hills be sure to swing by Five Points in Torrington and learn about their Launchpad program that supports recent art graduates of local universities.
- Don't forget Connecticut's quiet corner, known for its antique shops, but also filled with hidden gems such as the Performing Arts of Northeast Connecticut in Pomfret Center and the Silver Circle Gallery in Putnam.
- Then travel south to New London for a mural walk experience in the heart of downtown where you can visit the Hygienic Art Galleries and many other eclectic shops and restaurants.

To View the Top 10 Reasons to Support the Arts in Connecticut, Click Here.

## CONNECTICUT ARTS NEED YOU!

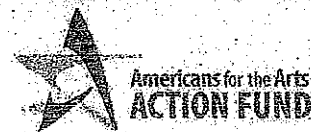
### JOIN THE ARTS ACTION FUND FOR FREE TODAY!

E-MAIL US: [ArtsActionFund@artsusa.org](mailto:ArtsActionFund@artsusa.org)

VISIT US: [ArtsActionFund.org/join](http://ArtsActionFund.org/join)

CALL US: 202.371.2830 x2067

FOLLOW US: [Facebook](#) Arts Action Fund | [Twitter](#) @ArtsActionFund | [Hashtag](#) #ArtsVote



To download this fact sheet, "Why the Arts Matter in Connecticut," with corresponding resource links visit [www.ArtsActionFund.org/CT](http://www.ArtsActionFund.org/CT)



### 3.2 Support Arts and Creative Culture

10 Points

15 Points

20 Points

25 Points

#### Action Updates

This action has been revised for the **2019 certification cycle**. A version of this action from the prior program year is available for comparison. Edits are highlighted in yellow.

#### Objective

Demonstrate your community's commitment to the arts and creative culture by choosing from a flexible menu of options. You may work with nonprofits or other implementers to carry out this action. This action may also be implemented by working with your neighboring communities.

#### What to Do

Complete at least three of the following eleven activities. (10 points for completion of 3 activities, and an additional 5 points for each additional activity, plus an additional 5 points if sub-action #11 supports artists that identify as marginalized or underserved, maximum of 25 total points for this action).

#### Support Arts and Creative Culture (Up to 25 points)

*Complete 3 actions for 10 points, and receive 5 points for each additional action. 25 points max.*

1. Establish a Poet Laureate.

**Submit:** A copy of the resolution, ordinance, or other supporting documentation.

2. Include arts and culture in publicly available municipal marketing (printed or web-based).

**Submit:** Links to online marketing materials and/or samples of printed marketing materials.

3. Commit dedicated funding to the arts (during the twelve-months prior to application submission). Funding may be directed at an Arts Office, as part of the municipal budget, through grants, or to outside services. Funding cannot be directed towards another Sustainable CT action, nor can it be directed at the creation or operational expense of a Cultural Office or Arts and Culture Department/Council as depicted in Subpart #5, listed below (though it may be a part of this office/department/council budget for projects or events).

**Submit:** A description of amount of funding allocated and what was funded.

4. Establish a percent for art/public art program (at least 1% of project cost must be spent on art, municipality can adjust the % requirement in excess of 1%).

**Submit:** A description of the program you established.

5. Establish a Cultural Office or Arts and Culture Department/Council which includes:

**Submit:**

- a. Proof you established the Cultural Office or Arts and Culture Department/Council (for example, a signed letter from the Department Head or Chief Elected Official).

- b. A description of the office's mission.
- 6. Establish and designate/appoint an Arts and Culture Liaison or Artist-In-Residence to your municipality.

**Submit:**

- a. The name of your appointed Arts and Culture Liaison or Artist-In-Residence and proof of appointment ((for example, a signed letter from the Department Head or Chief Elected Official).
  - b. A description of the selection process, including duration of the appointment.
7. Streamline permitting system for events, performances, etc. in public spaces.

*All elements must be completed to receive credit.*

- a. Reviewing existing permitting process.
- b. Identifying barriers to permitting events, performances, etc.; and
- c. Softening or removing barriers where possible.

**Submit:** A description of how permitting systems were altered to facilitate permitting for events, performances, etc. in public spaces.

8. Establish an Arts District.

**Submit:** Documentation proving the new Arts District exists. Describe how the district was created and how the area was selected.

9. Establish an annual recognition program for local artists.

**Submit:** A description of the components included in the recognition program, include selection process and award criteria, outreach and marketing, etc.

10. Support arts and cultural activities offered at the local library(ies).

*Choose One*

- o **Option 1:** Promoting, through municipal outlets, events offered at your local library.
- OR
- o **Option 2:** Partnering with your local library to create an arts and culture program and promoting it through municipal outlets.

**Submit:**

- o If selecting **Option 1:** List the arts and culture programs offered by your local library for the current year that were promoted. Provide one example of how a program was promoted.
  - o If selecting **Option 2:** Describe the program created and how it was promoted (include a url, copy of printed materials, or other).
11. Support artists. 5 additional points will be added to your total score if you support artists that identify as marginalized or underserved (for example, young and emerging, veterans, seniors).

*Choose One*

- o Develop professional development services for artists, art administrators, and arts presenters/curators (they may be virtual).

**Submit:** A description of the professional development services developed. Description of how administered and number of participants.



- **Develop municipal Internship opportunities (paid or unpaid) or an apprenticeship program.**

**Submit:** A description of the Internship/apprenticeship program created. Link to the website hosting information on program.

- **Develop a workshop(s) and discussion opportunity(ies) for artists, art administrators, and arts presenters/curators.**

**Submit:** Workshop/discussion opportunity flyers, agendas, photos.

- **Develop municipal professional artist network(s) and peer sharing opportunity(ies).**

**Submit:** A description of the artist professional network and peer sharing opportunity(ies). Describe events, number of members, outreach and engagement plan, mission statement of network, description of oversight process.

- **Develop an artist mentoring program.**

**Submit:** A description of the mentoring program. Include oversight plan and budget.

#### **Credit for Past Action**

- **Proof of current status for all actions is required prior to application submission.**

#### **Potential Municipal and Community Collaborators**

Anyone from your chief elected official's office, planning department, economic development staff, library, or parks and recreation staff could be helpful in implementing this action.

In addition, you may find help implementing this action from your community arts and culture commission, art organizations, artists, etc.

#### **Funding**

For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the [Sustainable CT Grants Portal](#), which is searchable by Action. Please also visit the [Sustainable CT Resources for Certification](#) page for opportunities for technical assistance and other supports.

#### **Resources**

##### *Toolkits, Calculators, Guidance Documents, General Information*

- [Percent for Art Ordinances](#)
- [Artists Thrive](#)
- [Americans for the Arts, "Monograph: Public Funding for the Arts at the Local Level"](#)
- [Massachusetts Cultural Districts Initiative](#)
- [Americans for the Arts](#)

##### *Organizations and Relevant Programs*

- CT Department of Community and Economic Development, [Office of the Arts](#)
- National Endowment for the Arts, [Local Arts Agencies](#)
- [Regional Service Organizations](#)

#### **Benefits**

By creating permanent governmental offices or positions, various regulations, contractual relationships with cultural organizations, municipal ownership of spaces reserved for creative activities, tax abatements that help creative people to live or work in the community, you create a municipality where arts and culture can thrive. Ongoing municipal support demonstrates that your city/town values, encourages and invests in arts and culture and recognizes its positive impact on the economy, quality of life, and civic vitality.

According to the CT Department of Economic and Community Development's Office of the Arts, the arts are integral to building and unifying our communities. "63% believe the arts lift them up beyond everyday experiences; 73% believe the arts are a positive experience in a troubled world; 62% believe that the arts help them understand other cultures better; and 67% believe the arts unify their communities regardless of age, race, and ethnicity!"

#### **CT Success Stories**

- New London, CT: [Poet Laureate](#)
- Torrington, CT: [Artist Relocation Program](#)

**Minutes of the arts and cultural discussion held 1/3/19 @ the SWPL, Friends Room @7:00 pm**

In Attendance were:

Mary Etter, Director-SWPL  
Karen Johnson, President -Down to Earth Garden Club  
David Raymond, VP-Wood Library Association  
Jessica Glass, President-Wood Library Association  
Cile Decker, SW Historical Society  
Maureen Bourn, SW Historical Society/Wood Board Member  
Brian Rivard, SW Historical Society  
Janice Snyder, Volunteer

Mary Etter started by confirming discussions made at the November 1, 2018 initial meeting at the Wood library.

Discussion of visual arts 3 or 4 visual artists have expressed interest in an idea it was discussed that the 175 anniversary of South Windsor in 2020 might be a good time to do it first South Windsor cultural event.

The committee discussed how we might coordinate an art event for South Windsor.

Cile noted that she believes the town needs to have a cultural arts commission or some type of committee to encourage a focus on the arts in South Windsor for the residents.

It was discussed and agreed that a facilitator or representative will help this group to identify other successes in other towns which might help guide us.

Before this committee can identify any type of community cultural arts project, program or event, we should invite another town or other towns to come and talk to us about their experience, recommendations or suggestions on what has worked and "not worked" in their communities.

It was suggested that would check with the greater Hartford Arts Council and/or the Hartford Foundation for some ideas and to perhaps provide guidance and help us with the following questions:

- Sources of funding
- Amount of government involvement
- What to look for and what to avoid in certain events and programs
- Address and encourage diversity in SW to teach and help the community learn about different cultures
- Seek options from other communities

Mary and Cile will reach out to get some facilitators with resources from other communities to discuss a strategy for a South Windsor event, program, or project.

It was agreed to establish a monthly meeting time for this committee and the first Thursday of each month appeared to be the best.

The next meeting is scheduled for;

Thursday February 7, 2019 at 6:30 PM at the South Windsor Public Library in the Friends Room.

Respectfully submitted by Janice Snyder on 1-3-2019

MINUTES Arts Committee

Date: June 6, 2019

In Attendance: Cile Decker; Kristen Greenier; Jessica Glass; Jessica V; Carolyn Venne; Mary Etter; Janice Snyder

Location: Wood Memorial Library

Time: 6:30 pm

Cile noted that she spoke with Manchester Arts Members; Hartford Foundation for Giving and suggests that we consider using other established Arts Council's structure to help get us started.

Discussion ensued regarding what the name of the group might be along with a mission statement or statement of purpose. Many words and creative thoughts were brought forth by all members. Some of the suggested words to help describe us were:

- |            |               |             |             |             |
|------------|---------------|-------------|-------------|-------------|
| Initiative | Group         | Coalition   | Cooperative | Partnership |
| Council    | Collaborative | Association | Network     | Connection  |

**SOUTH WINDSOR ARTS & CULTURAL COLLABORATIVE (SWACC)** was chosen as it appears to accurately describe the actions we plan to take.

A lengthy and detailed discussion inclusive of all members in attendance followed. Many great ideas were shared and are captured below with respect to identify a vision / mission statement / statement of purpose / values.

- Foster creativity of and appreciation for the arts in our community
- We envision the arts to inspire innovative spirit, celebrate our rich cultural diversity, recognize our valuable history, and encourage our individual and community involvement
- Values:
  1. Value sustainability, collaboration, innovation and a transformative power of the Arts.
  2. Believe the Arts are the foundation for a sustainable, prosperous, diverse community and critical to the future success of South Windsor.

Further discussion at the next meeting to finalize the initial structure of this group will be required.

The group agreed on an agenda for the next meeting:

1. Finalize Mission Statement or Statement of Purpose
2. Discuss the Board of Directors composition
3. Membership (Define, identify benefits, dues??)
4. Decision to use the South Windsor Community Foundation (SWCF) as a fiduciary
5. NEXT MEETING SCHEDULED FOR July 11, 2019; 6:30 pm; at Wood

Respectfully Submitted: Janice Snyder - Janice Snyder, 8/22/19

planning and/or become involved with the organizing to ensure that the Arts are a vibrant part of the celebration.

Discussion ensued about the collaboration of this group involving bringing Arts of various types to the Community and that the 175<sup>th</sup> Anniversary celebration should be a separate committee and these two organizations should be considered as two different groups. That there should be the establishment of some type of Arts Committee serving South Windsor which is separate than the Anniversary committee.

Enthusiastic discussion about various projects and growth occurred. These ideas were establishing an artist's space, holding art shows, showcasing various artists, etc. These were great ideas for the group to look forward to and merit further discussion after formal organization is complete.

There was discussion around using the South Windsor Community Foundation, Inc. (SWCF) as the Fiduciary for this group since they are an established 501(c)3. That may be an attractive solution to handling the financials for the group. It was noted that this group must be organized with a mission statement and officers for consideration by the SWCF.

Bri Dill volunteered to handle Facebook Communications for the group which will assist with bringing in more people and helping the group's mission get to the residents.

Discussion about moving forward with organizing and establishing an Arts Committee was agreeable to all. There were concerns that it has been approximately 6 months and there hasn't been any real movement going forward to establish this group. It was also shared that there hasn't been consistent participation of those interested members. In order to establish this group going forward there must be an organizational process which should begin as follows:

1. Decide on a NAME for the group. It was mentioned that using "Cultural" in the name might be misleading and confuse this group's mission with other established organizations and may not capture the variety of art media that this group is targeting.
2. Create a MISSION STATEMENT that clearly and precisely encompasses the goals of the group. We may be able to use the Ashford mission statement to help.
3. OFFICER positions that fit the groups dynamics should be established to help with the organizational and functional operations of the group.

The group was asked to think about and bring ideas to the next meeting for a GROUP NAME; MISSION STATEMENT; and OFFICER POSITIONS.

**NEXT MEETING: MAY 2, 2019 6:30 pm South Windsor Public Library (Mary will confirm)**

Respectfully submitted: *Janice Snyder* 4/8/19

Backup Information  
for Item 13.E.

July 17, 2021

RECEIVED

Chairman Paul Burnham  
Economic Development Commission  
Town of South Windsor

JUL 29 2021

SOUTH WINDSOR TOWN COUNCIL

Dear Paul:

It is with regret that I am writing to inform you of my decision to resign my volunteer position as Commissioner of the EDC effective July 1, 2021.

Serving on the EDC has been a great experience and I was happy to have had the opportunity to work with so many dedicated and knowledgeable volunteers.

One memory I would like to share with you is of Marge Anthony. Marge was chairman of the EDC for many years and her dedication, commitment and loyalty was extraordinary. She wanted only to make South Windsor a better place in which to live. Marge Anthony paved the way for many of the new commercial buildings of today.

Second only to Marge Anthony is Chairman Paul Burnham. His many years of dedication to the EDC should (and these are the words of William Shakespeare) make us give pause and be grateful.

Yours truly,

EDWINA H. Futtner

*Edwina H. Futtner*

**Reid, Deborah**

---

**From:** Armstrong, Bonnie  
**Sent:** Wednesday, August 18, 2021 10:03 AM  
**To:** Reid, Deborah  
**Subject:** FW: [External]HRC resignation

See below

Bonnie L. Armstrong, CCTC  
Town Clerk  
Town of South Windsor  
1540 Sullivan Avenue  
South Windsor, CT 06074

**From:** charles margolis <cjmargolis@snet.net>  
**Sent:** Wednesday, August 18, 2021 10:01 AM  
**To:** Armstrong, Bonnie <Bonnie.Armstrong@southwindsor-ct.gov>; TONYGOLFS@att.net  
**Cc:** Ritu Goel <ritugoelhrc@gmail.com>  
**Subject:** [External]HRC resignation

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

Ritu - Serving on the South Windsor Human Relations Commission has been a privilege and an honor. Under your leadership, the HRC has reached its full potential. The members are dedicated, motivated and committed to making our community more welcoming, inclusive and equitable.. The HRC has made an impact on South Windsor in tangible and subtle ways. The time has come for me to move on. Therefore, I respectfully submit my resignation with the wish that the position will be filled by a caring, energetic individual. Although I will no longer be a commissioner, I am always available to lend a hand, offer advice or support you and HRC in any way I can. Best wishes with your on-going efforts to educate and enrich South Windsor.

Sincerely,

Charlie Margolis

Backup Information for  
Item 16. Communications  
from Council

June 23, 2021

Mr. Michael Maniscalco, Town Manager  
Town of South Windsor  
1540 Sullivan Avenue  
South Windsor, CT 06074

Dear Mr. Maniscalco:

At its Regular Meeting of June 21, 2021, the South Windsor Town Council approved the following Resolution:

WHEREAS, the Town of South Windsor undertook a strategic planning process in 2001 and 2016; and

WHEREAS, the Town Council has the desire to make decisions and implement strategies in a plan-full manner with the intent of doing the best for all South Windsor's residents; and

WHEREAS, the Town Council recognizes that the Town can achieve more effective and efficient service delivery to residents through planning processes; and

WHEREAS, the Town Council has the desire to develop a vision, goals, and objectives through working with a broad spectrum of residents who represent diversity in age, race, and gender

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby creates a Strategic Planning Committee with the express intent to accomplish the following:

1. Through broad outreach to the community, develop a vision statement for what the community would like to become:
  - a. The Committee will advertise and hold two (2) public hearings to gather input from the community.
  - b. Through support of the Town staff, the Committee can consider conducting a survey using multiple mediums for dissemination.
  - c. Develop and deliver a report to the Town Council by 7/1/2022 that will explain the Committees recommended vision and why it is the recommended vision.

**(Resolution Continued on Next Page)**



Establishment of a Strategic Planning Committee

June 23, 2021

Page 2

2. Work collaboratively with the Town Council to develop goals that will accomplish the vision.
3. Work with the Town Council and Town staff to create specific, measurable objectives that will accomplish the identified goals; and

BE IT FURTHER RESOLVED that the Committee shall be appointed by the Town Council and shall be made up of no more than nine members. Two members must attend South Windsor Public Schools; two members must consider themselves to be senior citizens; there must be representatives from diverse gender identities, and there must be representation from active political parties. All efforts shall be made to seek both cultural and ethnic diversity in representation. The Town Manager, Mayor, and Minority Leader (or their designee) will be considered ex officio members with full rights to participate at meetings but will have no right to vote in the process; and

BE IT FURTHER RESOLVED that two Councilors, one being the Mayor and one being the Minority Leader, will accept nominations from Town Council members and residents (residents may also nominate themselves); and

BE IT FURTHER RESOLVED that the Mayor and Minority Leader shall review nominations for this Committee, bring the full list of nominations to the Council for review, and bring their recommendation for the Committee make-up to the Town Council for approval.

Respectfully submitted,

---

Deborah W. Reid  
Clerk of the Council

cc: Scott Roberts, Assistant Town Manager/CIO/Emergency Management  
Vanessa Perry, Assistant Town Manager/Director of Human Resources