

AGENDA

TOWN COUNCIL
VIRTUAL MEETING

REGULAR MEETING
TUESDAY, JANUARY 19, 2021
TIME: 7:00 P.M.

To view this meeting, please tune in to Channel 16 if your provider is Cox Cable, Channel 6082 if your provider is Frontier, or go to gmedia.swagit.com/live.

After Roll Call is complete, the Mayor will read a Proclamation Recognizing Ray Favreau on his Retirement.

To make public comments over the phone at the January 19, 2021, Town Council Meeting, please call 855-925-2801 and use Code 8182.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Mayor's Remarks
5. Adoption of Agenda
(Councilor Snyder)
6. Communications and Reports from Town Manager
7. Public Input
The public is welcome to email comments to TownCouncilComments@southwindsor-ct.gov. Town Council members will not respond to any public comments/questions.
8. Adoption of Minutes of Previous Meetings
9. Communications from Liaisons, Officers, and Boards Directly Responsible to Council (Communications can be emailed to TownCouncilComments@southwindsor-ct.gov)
10. Reports from Committees (Committee Reports can be emailed to TownCouncilComments@southwindsor-ct.gov)

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 speakers (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.

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11. Consent Agenda

[All items listed under this section are considered to be 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

None

b. Second Reading

(Councilor Delnicki)

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

A. Resolution Reappointing Katie Graham (R) to the Park & Recreation Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Katie Graham (R) to the Park & Recreation Commission for a term ending December 31, 2024.

B. Resolution Appointing Herbert Asplund (R) an Alternate to the Patriotic Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Herbert Asplund (R) an Alternate to the Patriotic Commission for a term ending December 31, 2023, to fill the expired term of Bobbie Jo Maltz.

C. Resolution Appointing Bobbi Jo Maltz (R) a Full Member to the Patriotic Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Bobbi Jo Maltz (R), a full member to the Patriotic Commission, for a term ending December 31, 2023, to fill the expired term of Herbert Asplund.

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11. Consent Agenda (Continued)

b. Second Reading (Continued)

D. Resolution Reappointing Gene Botteron (R) to the Patriotic Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Gene Botteron (R) to the Patriotic Commission for a term ending December 31, 2023.

E. Resolution Reappointing Edward Gawlinski (R) to the Patriotic Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Edward Gawlinski (R) to the Patriotic Commission for a term ending December 31, 2023.

F. Resolution Reappointing Tim Shepard (R) to the Demolition Delay Committee

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Tim Shepard (R) to the Demolition Delay Committee for a term ending December 31, 2022.

G. Resolution Reappointing Daniel Seypura (R) to the Building Code Board of Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Daniel Seypura (R) to the Building Code Board of Appeals for a term ending January 1, 2026.

(Councilor Lydecker)

Motion to Approve Agenda Items 11.b.H. through 11.b.I. as a Second Reading on the Consent Agenda

H. Resolution Appointing Diane Behler (D) to the Patriotic Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Diane Behler (D) to the Patriotic Commission for a term ending December 31, 2023, to fill the expired term of Kent Carlson.

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11. Consent Agenda (Continued)

b. Second Reading (Continued)

I. Resolution Appointing William Coursey (D) to the Patriotic Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints William Coursey (D) to the Patriotic Commission for a term ending December 31, 2023, to fill the expired term of James Throwe.

c. Miscellaneous

None

12. Unfinished Business

A. Discussion Item: Scope of a Proposed Referendum (*identify and receive details for potential Town-wide referendum projects for 2021*) (*requested by Mayor Paterna and Town Manager Michael Maniscalco*)

13. New Business

**A. Resolution Approving the Appropriation of \$171,000 from the Capital and Non-Recurring Expenditures Account
(Councilor Maneeley)**

BE IT RESOLVED that the South Windsor Town Council, having conducted the required Public Hearing at 8:00 p.m. on January 4, 2021, hereby approves the appropriation of \$171,000 from the Capital and Non-Recurring Expenditures Account to complete funding for three unfunded projects as follows:

- \$30,000 for the Ellsworth Elevator Project
- \$88,000 for the South Windsor High School Roof Section C Project
- \$53,000 for the Wapping School Roof Replacement Project

**B. Resolution Approving an Annual Salary Increase for the Registrars of Voters
(Councilor Hockenberry)**

WHEREAS, the Registrar(s) of Voters rate of compensation is, by State Statute, to be paid by the municipality

(Resolution Continued on Next Page)

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13. B. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby stipulates that the annual compensation for the Registrar(s) of Voters shall be increased by 2% effective January 1, 2021; and

BE IT FURTHER RESOLVED that effective July 1, 2021, the Registrar(s) of Voters shall receive an annual salary increase every July 1 based upon the salary increase approved by the Town Council in the yearly budget.

C. **Resolution Waiving Competitive Bidding for the Purchase of a Hyster Forklift**
(Councilor Lopez)

WHEREAS, the Parks Division budget for Fiscal Year 2019/2020 includes funds to purchase a used Hyster Forklift with a 118-inch lift at 3,000 pounds; and

WHEREAS, the used propane-powered forklift will be used by the Parks Department, Fleet Services, and Public Works and will benefit all of these divisions more safely by lifting incoming product that comes into the Town Garage via truck freight; and

WHEREAS, in the past, the incoming product has been unloaded by hand and put into the bays by a very large diesel-powered loader or skid steer; and

WHEREAS, the Parks Division has received quotes for good condition, comparable forklifts from three (3) equipment suppliers for similar machines that were higher in price and were not a local vendor to support the warranty or service that may be needed in the future; and

WHEREAS, the purchase of a piece of used equipment such as this is not conducive to the normal competitive bidding process; and

WHEREAS, the Town of South Windsor's Parks Division recommends waiving the competitive bid process for the purchase of a used Hyster Forklift

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby waives the competitive bidding process as described in Section 714 of the Town's Charter, for the purchase of a used Hyster Forklift and has determined that waiving competitive bidding is in the Town's best interest; and

BE IT FURTHER RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to negotiate and execute any and all contracts and documents necessary for the purchase of a used Hyster Forklift.

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13. New Business (Continued)

D. Resolution Approving the “Scope of the Referendum” for 2021
(Deputy Mayor Pendleton)

BE IT RESOLVED that the South Windsor Town Council hereby approves the “Scope of the Referendum” for the Town-wide Referendum for 2021 to include the following project or projects:

- Acquisition of 1645 Ellington Road
- Renovations to the Town Hall and 1645 Ellington Road
- Road Reconstruction, Paving, and Drainage – Pleasant Valley Road and Buckland Hills Drive
- Nevers Park Sports Fields and Facilities
- Community Center Roof
- Public Works Facility Roof
- Police Department Expansion of Women’s Locker Room
- Timothy Edwards Middle School Roof

E. Resolution Designating January 6 of Each Year as South Windsor United Democracy Day
(Councilor Evans)

WHEREAS, the South Windsor Town Council wants to recognize our community’s support for democracy throughout South Windsor; and

WHEREAS, democracy is the cornerstone of our laws for all communities around the country, and it is our democracy that unites us as a nation; and

WHEREAS, the Town of South Windsor and its leaders are committed to guiding, fostering, and demonstrating peaceful and respectful communications among each other and in keeping the ideals of our country alive within our community; and

WHEREAS, it is this partnership with all of our citizens that keep the ideals of our country and our community alive

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby designates an annual South Windsor United Democracy Day to be held each year on January 6.

RESOLUTIONS
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13. New Business *(Continued)*

F. Discussion Item: The Naming of Town Hall After an Individual Person
(requested by Councilor Evans, Councilor Maneeley, and Councilor Lopez)

G. Discussion Item: Budget Policy Statement *(requested by Mayor Paterna)*

14. Passage of Ordinance

15. Public Input

The public is welcome to email comments to TownCouncilComments@southwindsor-ct.gov. Town Council members will not respond to any public comments/questions.

16. Communications from Council

17. Executive Session

18. Adjournment

Reid, Deborah

From: Caldwell, John
Sent: Thursday, December 24, 2020 10:31 AM
To: Reid, Deborah
Cc: Favreau, Raymond
Subject: Next Town Council meeting

Good Morning Deb and Merry Christmas Eve day.

I would like to add to the council agenda this January the purchase of a used Hyster forklift to be used across three divisions.

Parks & Recreation , Street Services and Fleet Services.

The purchase of a used propane powered forklift will not only save the Town a substantial amount of money it will benefit all of the division by allowing us to remove and lift incoming product that come into the Town garage via truck freight, that in the past is unloaded by hand and put into the bays by very large diesel powered loaders or skid steers, It will also allow products and equipment attachment that are stored on very tall racking to be placed their much safer than our current methods.

This will also benefit fleet services in helping to safely bring in and maneuver very large repair parts and equipment in the shop.

A new fork lift would cost approximately \$25,000 to \$30,000

We feel this is not warranted because of the amount of hours that it will be used each year.

We have received quotes and this is the lowest while still getting a quality machine by a local vendor with delivery service and a warranty.

Please see specification below.

Make and Model: Hyster S50XL

Serial No.: A187V05644G

Hyster S50XL serial no. A187V05644G.

, NEW 42" forks, operator's manual,

and overhead guard. Lift capacity indicated on tag is 4750 lbs., at a 24" load

center. Equip with a standard upright mast, side shift, and full free lift. 118"

of fork elevation. NOTE: Machine provided to fit customer's needs and

application. Back up alarm installed per customer's request. Please see our

used truck warranty below. NOTE: Price reflects truck equipped with new 42"

forks and new 33.5 aluminum LP tank, delivered to customer.

9,200.00

Statement for the Town of South Windsor, Mayor Andrew Paterna

The January 6th attack at our nation's Capitol was a violent attack on democracy, the bedrock of our nation. Our country was founded on its strength and belief in free and fair elections and a rule of law that applies to all. We hold these same values dear in South Windsor, and we, as a town, must strive to continue to honor these core principles.

On November 3rd, the United States had a free and fair election where voters' voices were heard. The transition of power from one administration to another is a vital and fundamental component of our nation's democratic election process, and to that end we recognize the importance of the upcoming inauguration of President-Elect Joseph Biden and Vice President-Elect Kamala Harris.

Together, with the leadership of our new administration, the leadership of our town values working together in a positive manner for South Windsor. As elected leaders, we recognize the importance of the democratic process that founded America.

Therefore, we, as members of the Town Council of South Windsor, denounce the seditious acts of violence and the assault on the Capitol. Insurrection is not the answer. We recognize these acts for what they were – an attack on the country, the Constitution, and our democratic core. Watching our courageous members of Congress re-enter the Capitol to complete the work—even though their world and our world was shaken—proves that violence never wins and democracy never loses. Ours is and always will be a nation governed by the free will of its people. And we look to our community members to unite and work together in support of, and be examples of, American democracy at this difficult time.

As stated in our Charter, an attack on our town is defined as “a direct or indirect assault against the Town of South Windsor, its Government, its environs, or the nation by the forces of a hostile nation or agents thereof, including assault by bombing, radiological, chemical, or biological warfare; or sabotage” (Chapter 26, Article 1, Section 26-3).

The seditious acts we all witnessed require us to raise our voices as Americans and as members of our small corner of the country, South Windsor, CT, and to stand up and take action against them.

Therefore, at our next Town Council meeting, we will bring forth a Resolution to deem January 6 as: South Windsor United Democracy Day. We want to recognize our community's support for democracy throughout South Windsor. Democracy is the cornerstone of our laws, for all communities around the country, and it is our democracy that unites us as a nation. The town of South Windsor and its leaders, **your** leaders, are committed to guiding, fostering, and demonstrating peaceful and respectful communication among each other and in keeping the ideals of our country alive within our community.

It is this partnership with all our citizens, that keeps the ideals of our country and our community strong. May God Bless all our Service Members and may God Bless America!

**TOWN OF SOUTH WINDSOR, FISCAL YEAR 2021-2022 (DRAFT-PROPOSED)
(DRAFT) Town Council Budget Policy Statement**

OBJECTIVE

The objective of this budget policy statement is to provide guidance from the Town Council to the Town Manager and the Superintendent of Schools/Board of Education during the creation and presentation of the 2021-2022 South Windsor Town Budget. The intent of this Budget Policy Statement is to provide guidance to those charged with presenting both the general government budget and the education budget recommendations to the South Windsor Town Council.

GENERAL STATEMENT: The Town of South Windsor's annual budget is a document that will consider the financial impact on residents.

GUIDELINE: *Budget information will be presented to residents as early as possible.*

GOALS:

- Include taxpayers in the budget process and information, utilizing public hearings (WebEx Virtual), Town website, local newspaper notices, Citizens Guide to the Budget (website), and Town Council and Board of Education meetings/public input.
- Budgets presented should reflect the guidelines presented here as well as projected revenue, anticipated State of CT funding, and current economic conditions, including COVID-19 related expenses.
- The Town Manager and the Superintendent should present their respective budgets utilizing the safest method for presentation during the times of the global pandemic.
- The Town Manager's budget will incorporate the Capital Projects Committee budget recommendations for Municipal Government Improvements and future development.

2021-2022 BUDGET GOALS

1. Town Council shall NOT use the fund balance to lower the annual mill rate or pay for Town operating expenses **(ref- #1 strategic plan)**
2. Continue to maintain and enhance a fiscally sound position for the community in an effort to strive for a AAA credit rating from S&P. **(ref-#1 strategic plan)**
3. Promote efforts to increase awareness and understanding of the diversity of our town by the creation of a series of town workforce training programs, related to DEI (Diversity, Equity, Inclusion), through our Human Resources Department. **(ref-# 8 strategic plan)**
4. To the extent possible, town staffing levels should remain consistent with previous year, while hiring staff for replacement positions is recommended. **(ref- #4 strategic plan)**
5. Support efforts for public health, safety and welfare for all residents in all age groups **(ref- #5 and #6 strategic plan)**
6. Town Council will support the implementation of ongoing infrastructure projects including the redevelopment of town owned facilities **(reference #4 strategic plan)**
7. Town Council will support contractual educational requirements and in order to meet increased enrollment needs **(ref-# 2 strategic plan)**

8. The Town Council will evaluate the Capital Projects Committee update of the Town's long-term Municipal Improvement Plan *(ref-#1 and #4 strategic plan)*
9. The Town Council will realistically estimate state revenues and consider possible reductions in state funding *(ref-# 1 strategic plan)*
10. Continue to support investment in new technologies and updates to IT for efficiencies and enhancement of services to the public. *(ref-#8 strategic plan)*

The Council for its part will:

1. Continue to support the Town Manager's labor negotiation efforts to achieve the best financial position for the town.
2. Work to realize efficiencies and cost-savings for taxpayers.
3. Seek cost-savings by pursuing regional sharing of services.
4. Continue our tax stabilization fund (1% of economic development tax dollars contributed to this fund).
5. Direct the Town Manager to provide a series of Diversity, Equity and Inclusion Training opportunities for all Town Staff and the Town Council.
6. Work with the Town Manager to develop an open hiring system to include efforts to recruit a diverse workforce in renewal, replacement, or in new staff positions.

Date Approved by Town Council: _____