

AGENDA

TOWN COUNCIL
VIRTUAL MEETING

REGULAR MEETING
MONDAY, APRIL 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.

To make public comments on the phone at the April 19, 2021, Town Council Meeting, please call 855-925-2801 and use Code 5401, or send an email to TownCouncilComments@southwindsor-ct.gov to have comments read during Public Input at the meeting.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Mayor's Remarks
5. Adoption of Agenda
(Councilor Evans)
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
(Councilor Koboski)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Joint Work Session Minutes (Town Council and Board of Education) of March 25, 2021; and Public Hearing Minutes (Board of Education Budget for Fiscal Year 2021/2022) of March 25, 2021.

(Councilor Lydecker)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Special Meeting Minutes of March 29, 2021

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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8. Adoption of Minutes of Previous Meetings (Continued)
(Councilor Lopez)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of April 5, 2021.

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**)

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 Snyder)

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

A. Resolution Appointing Philip Koboski (R) to the Insurance Control Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Philip Koboski (R) to the Insurance Control Commission for a term ending November 8, 2021, to fill the unexpired term of Audrey Delnicki.

c. Miscellaneous

None

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12. Unfinished Business

- A. Discussion Item: The Creation of a Social Justice and Racial Equity Commission through Ordinance *(requested by the Black Lives Matter Sub-Committee) (Previously discussed at the Town Council Regular Meeting on March 15, 2021)***
- B. Discussion Item: The Creation of a Memorial Garden to Honor Residents Who Have Passed Away Due to COVID-19 *(requested by Councilor Evans) (Previously discussed at the Town Council Regular Meeting on March 15, 2021)***
- C. Discussion Item: Flag Flying Policy *(requested by Deputy Mayor Pendleton) (Previously discussed at the Town Council Regular Meeting on April 12, 2021)***

13. New Business

- A. Discussion Item: Building Department’s Budget**
- B. Discussion Item: Finance Department’s Budget**
- C. Discussion Item: Planning Department’s Budget**
- D. Discussion Item: Public Works Department’s Budget**
- E. Resolution Endorsing a Fair Housing Policy
(Councilor Hockenberry)**

WHEREAS, all persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status, or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

(Resolution Continued on Next Page)

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13. E. (Continued)

WHEREAS, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, The Town of South Windsor is committed to upholding these laws and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice

NOW, THEREFORE, BE IT RESOLVED that the Town of South Windsor hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing, and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED that the Chief Executive Officer of the Town of South Windsor or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of South Windsor and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

F. Resolution Approving a Refund of Taxes to Ten (10) South Windsor Taxpayers
(Councilor Maneeley)

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to ten (10) South Windsor Taxpayers, the total of said refunds being \$6,424.64 and as more fully described on attached **Exhibit A**.

G. Discussion Item: Combining Boards and Commissions *(requested by Councilor Lydecker)*

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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

Name	Bill	Prop. Loc./Vehicle Info	Reason	Over Paid
ALL AMERICAN WASTE LLC	2019-03-5000526	2013/3BPZL20X6DF186898	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(873.37) ✓
ALL AMERICAN WASTE LLC	2019-03-5000556	2012/SVCACRLE6CH214720	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(1,711.50) ✓
ALL AMERICAN WASTE LLC	2019-03-5000528	2014/SVCACR7F9EH216175	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(1,391.44) ✓
COSTA AND SON LLC	2019-03-5004798	2002/4V4KC9GH52N333921	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(681.46) ✓
COSTA AND SON LLC	2018-03-5004837	2002/4V4KC9GH52N333921	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(722.26) ✓
GAZZARAPU BRAHMAJI	2019-03-5008679	2009/SFNRL38939803245	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(40.61) ✓
FLOREZ ADRIANA	2018-03-5007861	2016/JFZGFPABCOGH320505	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(89.56) ✓
WARNER ALEXANDRA	2019-03-5024642	2014/3N1LAB7AP4EY239599	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(156.82) ✓
WYMER LORA	2019-03-5025301	2008/JTDB123335041999	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc.	(53.07) ✓
YOUNG SCOTT	2019-01-0010805	9 MAIN ST LOT 28	Sec. 12-129 Refund of Excess Payments.	(704.55) ✓
Total of 10 Refunds				(6,424.64)

Carlene Andruslat

Carlene Andruslat
Revenue Clerk

4/8/21

Date:

Jennifer R. Hlinski-Shirley

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

12 April 2021

Date:

Approved by:

Ordinance

Social Justice & Racial Equity Commission

1. Establishment & Composition

A Social Justice and Racial Equity Commission is hereby established consisting of a nine (9) member panel of 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, be appointees with racial, ethnic, economic and gender diversity ("REEG"). No more than three (3) members of any one political party shall be a member of the Commission at any one time. At its establishment commissioners will hold variant term lengths with three commissioners' terms to expire at three years, three commissioners' terms to expire at two years, and three commissioners' terms to expire at one year. Thereafter, each commissioner's term will be for a set term of three 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 chairman, vice-chairman, 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 implemented for every town employee and elected official on an annual basis 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.

From: Caldwell, John <John.Caldwell@southwindsor-ct.gov>

Sent: Monday, March 22, 2021 8:49 AM

To: Maniscalco, Michael <Michael.Maniscalco@southwindsor-ct.gov>; Perry, Vanessa <Vanessa.Perry@southwindsor-ct.gov>

Subject: Memorial @ Nevers \$

Good Morning Mike and Vanessa,

The following is an estimate for the Memorial @ Nevers this does not include labor.

The site will be approximately 20' X 25'

1. Pavers \$2,250
2. Base material \$500.
3. Leveling sand \$350
4. Paver flex lock \$250
5. 2 Trees \$ 450.
6. 2 Benches \$1,900
7. Misc. materials not listed \$ 500.
8. Memorial Monument this is a Bronze plaque attached to a large boulder \$ 1,400 (Possible Donation)

Total estimate of project not including labor = \$7,600

If donation is done project cost = \$6,200

John E. Caldwell, Jr.

Superintendent of Parks
Tree Warden, Parks & Open Space
South Windsor Parks & Recreation
06074 "That's where I work"
Recreation Office (860) 432-9387
Cell Phone (860) 836-1372

Backup Information
for Item 12.B.

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From: "Caldwell, John" <John.Caldwell@southwindsor-ct.gov>
Date: April 5, 2021 at 12:19:53 PM EDT
To: "Maniscalco, Michael" <Michael.Maniscalco@southwindsor-ct.gov>, "Perry, Vanessa" <Vanessa.Perry@southwindsor-ct.gov>
Subject: RE: Memorial @ Nevers \$

Good Afternoon

3 people about 10 days
Estimate would be about \$8,000

John E. Caldwell, Jr.

Superintendent of Parks
Tree Warden, Parks & Open Space
South Windsor Parks & Recreation
06074 "That's where I work"
Recreation Office (860) 432-9387
Cell Phone (860) 836-1372

From: Maniscalco, Michael <Michael.Maniscalco@southwindsor-ct.gov>
Sent: Monday, April 5, 2021 11:34 AM
To: Caldwell, John <John.Caldwell@southwindsor-ct.gov>; Perry, Vanessa <Vanessa.Perry@southwindsor-ct.gov>
Subject: RE: Memorial @ Nevers \$

Can you estimate the cost of labor.

Best regards,

Michael Maniscalco, MPA
Town Manager
Town of South Windsor
1540 Sullivan Avenue
South Windsor, CT 06074
860-644-2511

I. Purpose

- A. The Town of South Windsor establishes the following guidelines regarding the display of Commemorative or Organizational Flags on a Town flagpole located at the Town Hall, or Town-owned or Town-maintained facilities.
- B. In adopting this Policy, the Town Council declares that flagpoles owned or maintained by the Town of South Windsor are not intended to serve as a forum for free expression by the public, but rather as a non-public forum for the display of Commemorative or Organizational Flags authorized by the Town Council as an expression of the Town Council's official sentiments which shall constitute government speech.

II. Policy

- A. As expression of the Town's official government speech, the Town Council may authorize the display of a Commemorative or Organizational Flag at the flagpole located at the South Windsor Town Hall or other Town-owned or Town-maintained facilities.
- B. The Town Council shall only consider a request to display a Commemorative or Organizational Flag if the request is made by a member of the South Windsor Town Council and a majority of the Town Council members agrees to place the discussion on the agenda for a regular or special Town Council meeting. Further procedural requirements are outlined in Section III.
- C. At a noticed and agendized Town Council meeting, a majority of Council members would need to agree to fly the Commemorative or Organizational Flag.
- D. Each Commemorative or Organizational Flag cannot be flown more than once a year and will be displayed for a period of time that is reasonable or customary for duration of the event or fourteen (14) continuous days. Only one Commemorative or Organizational Flag will be allowed to be displayed during any time period.
- E. Commemorative and organizational flags must be temporarily donated for the Town's use and be clean, without holes and tears, and be made of an all-weather fabric. Commemorative or Organizational Flags must be the same size or smaller than the United States and Connecticut flags that are flown. The Town will not be responsible for the condition of the Commemorative or Organizational Flag once flown and may dispose of any such flag not picked up within thirty (30) days after it has been flown. The Town will not purchase the Commemorative or Organizational Flags.

- F. If any other flag is flown at half-staff, the Commemorative or Organizational Flag will also be flown at half-staff.
- G. A Commemorative or Organizational Flag as defined in this Policy shall mean a flag that identifies with a specific historical event, cause, nation or group of people that the Town Council chooses to honor or commemorate consistent with the Town's mission and priorities. The following are not allowed as Commemorative or Organizational Flags and will not be considered by the Town Council:
 - a. Flags of a particular religious movement or creed to avoid the appearance of Town government endorsing religion or a particular religious movement or creed;
 - b. Flags of a political party to avoid the appearance of Town government, endorsing a political party;
 - c. Flags advocating a certain outcome in an election, to avoid the appearance of Town government endorsing an electoral outcome;
 - d. Flag of a commercial organization, to avoid the appearance of Town government endorsing any particular business; and
 - e. Flags that enable violence, discrimination, prejudice, or racism, to avoid the appearance of Town government endorsing such actions.

III. Procedure

- A. An individual or group who would like Town Council members to request a Commemorative or Organizational Flag to be adopted by the Town should make a request to the Town Manager. The Town Manager should distribute any requests made by the public to all members of the Town Council. Any Town Council member who receives such request can choose in his or her own sole discretion to request that the full Town Council vote to adopt a certain Commemorative or Organizational flag as the Town's government speech. At the request of a Town Council member, such discussion will be placed on the agenda for a regular or special Town Council meeting and the Town Council member's request will be considered pursuant to Section II.
- B. The Town Council will only display Commemorative or Organizational flags that it approves as its own government speech at the request of individual Town Council members.
- C. Flags will be flown according to the U.S. Flag Code.